

SOUTH WAIRARAPA DISTRICT COUNCIL

21 FEBRUARY 2018

AGENDA ITEM B1

REPORTS/MINUTES OF COUNCIL COMMITTEES AND COMMUNITY BOARDS

Purpose of Report

To present Council with reports and minutes of Council committees and community boards.

Recommendations

Officers recommend that the Council:

1. *Receive the information.*
2. *Receive the minutes of the Martinborough Community Board 29 January 2018.*
3. *Receive the minutes of the Featherston Community Board 30 January 2018.*
4. *Receive the minutes of the Greytown Community Board 31 January 2018.*
5. *Receive the minutes of the Audit and Risk Working Party 24 January 2018.*
6. *Receive the tabled minutes of the Maori Standing Committee 12 February 2018.*

1. Executive Summary

Minutes of recent meetings are presented to Council for information. The Chair may ask for comment on the content, but no comment can be received in this forum with regards to the accuracy of the minutes.

2. Appendices

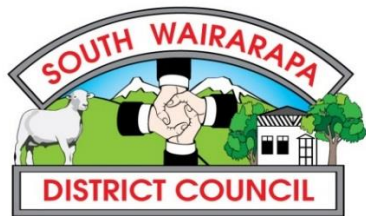
Appendix 1 - Martinborough Community Board 29 January 2018
Featherston Community Board 30 January 2018
Greytown Community Board 31 January 2018
Audit and Risk Working Party 24 January 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1

- **Martinborough Community Board Minutes 29 January 2018**
- **Featherston Community Board Minutes 30 January 2018**
- **Greytown Community Board Minutes 31 January 2018**
- **Audit and Risk Working Group Minutes 24 January 2018**



Martinborough Community Board

Minutes – 29 January 2018

- Present:** Lisa Cornelissen (Chair from 6:45pm), Fiona Beattie, Vicky Read (Chair until 6:45pm), Maree Roy and Cr Pam Colenso.
- In Attendance:** Mayor Viv Napier (from 6:37pm), Mark Allingham (Group Manager Infrastructure and Services) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 29 January 2018 between 6:30pm and 8:35pm.
- Also in Attendance:** Lisa Cornelissen (Martinborough TOP 10 Holiday Park) and Maisie Arnold-Barron.

PUBLIC BUSINESS

Mrs Read tabled a Poppy Road Signs Project update for consideration as part of 6.2 Action Items Report.

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. PUBLIC PARTICIPATION

3.1 Lisa Cornelissen, Martinborough TOP 10 Holiday Park

Mrs Cornelissen gave Mr Cornelissen's apologies and tabled a summary of feedback from residents and businesses on Dublin Street West. From this informal survey there was not a consensus on naming, and Mrs Cornelissen requested independent engagement from Council to bring about a quick resolution.

Mrs Cornelissen left the meeting at 6:35pm.

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Martinborough TOP 10 Holiday Park

Mrs Read acknowledged the survey undertaken by Mrs Cornelissen, noting that it had been undertaken by a resident and that consultation on road name changes needed to be more robust. Concern was also

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expressed that current delegations did not permit the Board to conduct formal consultation or make road name changes.

Cr Colenso undertook to be the Community Board lead for the Dublin Street West and New York Street West street renaming consultation with assistance from Mrs Beattie.

MCB NOTED:

1. Action 13: Collate potential new street names for consideration in place of Dublin Street West and New York Street West; Cr Colenso
2. Action 14: Work with the Martinborough Community Board to formulate a consultation proposal, for Council to engage with residents, in a timely manner; M Buchanan

Mrs Cornelissen joined the meeting at 6:45pm.

Mrs Read vacated the chair.

Mrs Cornelissen assumed the chair.

5. COMMUNITY BOARD MINUTES

5.1 Martinborough Community Board Minutes – 27 November 2017

MCB RESOLVED (MCB 2018/01) that the minutes of the Martinborough Community Board meeting held on 27 November 2017 be received and confirmed as a true and correct record subject to the following corrections:

‘from the Martinborough Beautification Fund’ should be placed after ‘\$3,450.50’ in resolution MCB2017/105.

‘from the Martinborough Beautification Fund’ should be placed after ‘\$500.00 in resolution MCB2017/108.

(Moved Cornelissen/Seconded Beattie)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Officers’ Report to Community Boards

MCB RESOLVED (MCB 2018/02) to receive the Officers’ Report.

(Moved Read/Seconded Cr Colenso)

Carried

6.2 Action Items Report

Members reviewed the action items and discussed the Martinborough Cenotaph, Waihenga bridge jumping, speed limits, setting footpath priorities, moving the Martinborough Playground pergola to Martinborough Swimming Pool, setting a date for a Considine Park Committee meeting, Martinborough Cemetery fencing, storm water drainage KPI’s, and the Poppy Places project.

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MCB RESOLVED (MCB 2018/03):

1. To receive the Action Items Report.
(*Moved Beattie/Seconded Roy*) Carried
2. Action 15: Due to a shortage of available engineers, ask Waihinga Centre engineers if they were able to structurally assess the Martinborough cenotaph when they are next in Martinborough; M Allingham
3. Action 16: Return all Martinborough inflatable tools to the Martinborough Pool by Waitangi weekend and ensure inflatables are put away at the end of the day; M Allingham
4. Action 17: Liaise with the chairs of FCB and GCB about future loans of Martinborough Pool inflatables including responsibility for damage; L Cornelissen
5. Action 18: Write to the Poppy Places Trust requesting that Memorial Square Street and the Soldiers Memorial Park be considered as Poppy Places and rewrite the summary paragraph so both places are individually recognised; M Roy
6. Action 19; Advise MCB what the process for speed limit changes is under the new NZTA guidelines and when Council can take part in a speed limit change request; M Allingham
7. Action 20: Investigate a 40km 'when children are present' school speed zone on Dublin Street and Roberts Street; M Allingham
8. Action 21: Discuss Council officer's recommendation to remove the Pain Farm shelter belt in light of the farm visit in a workshop, with a view to providing a recommended course of action; L Cornelissen

6.3 Income and Expenditure Report

MCB RESOLVED (MCB 2018/04) to receive the Income and Expenditure Statement for the period 1 July 2017 to 31 December 2018.
(*Moved Cornelissen/Seconded Read*) Carried

6.4 Community Board Grants Accountability Report

MCB RESOLVED (MCB 2018/05) to receive the Community Board Grants Accountability Report.
(*Moved Beattie/Seconded Cr Colenso*) Carried

6.5 Applications for Financial Assistance.

MCB RESOLVED (MCB 2018/06):

1. To receive the Applications for Financial Assistance Report.
2. To grant The Anglican Parish of South Wairarapa \$600 plus GST to assist with the Martinborough Homework and Breakfast Club.
(*Moved Beattie/Seconded Cornelissen*) Carried

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7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report

For future years Council officers would supply Martinborough Community Board with a footpath condition report and the Board would prioritise works from the report. Members undertook to review the Martinborough Christmas Parade event, discussed potential reallocation of the now defunct Martinborough Swimming Club funds and possible Martinborough beautification projects.

Representatives from MADCAPs to be invited to a workshop prior to the next MCB meeting to discuss Martinborough Christmas Parade.

MCB RESOLVED (MCB 2018/07):

1. To receive the Chair's Report including the current Community Board projects list.
(Moved Beattie/Seconded Cr Colenso) Carried
2. Action 22: Liaise with the Martinborough Swimming Club treasurer and Mr Crimp about possible transfer and management of remaining Club funds; L Cornelissen

MCB RESOLVED (MCB 2018/08):

1. That subject to Waihinga Centre project completion date being the 17/18 financial year, that the 17/18 new footpath funding be directed to the Texas Street project.
2. To put a temporary halt on the Roberts Street footpath priority and to wait for a report on footpath options for the Martinborough School area from Council's Roding Manager, with the intention of addressing school speed signage targeting Dublin and Robert Streets as a first step.
3. That if consistent with the option in the forthcoming Roding Manager's report, request Council allocate roading budget to start kerbing on Roberts Street before winter.
4. That subject to the Roding Manager's report the MCB to request additional funding via the LTP.
(Moved Cornelissen/Seconded Read) Carried

MCB RESOLVED (MCB 2018/09):

1. To receive the allocation of Beautification Funds Report.
2. That \$500 be set aside from the Beautification Budget to repaint the power box in Martinborough Square.

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3. To allocate the remaining beautification funds to Soldiers Memorial Park and Waihinga Park in line with the Martinborough Square Development Plan with specific items to be advised.
(*Moved Cornelissen/Seconded Beattie*) Carried
4. Action 23: Add installation/purchase of water fountain for Waihinga Park to the project list; L Cornelissen
5. Action 24: Liaise with Vicky Read for design ideas (in line with the Martinborough Square Development Plan) and request a price for the circular seating as outlined in the Plan; M Allingham

MCB RESOLVED (MCB 2018/10):

1. To receive the budget.
2. To fund the 2017 Martinborough Christmas Parade traffic management plan up to \$1,403 including GST.
(*Moved Cornelissen/Seconded Beattie*) Carried

9. MEMBERS REPORTS (INFORMATION):

9.1 Wairarapa Library Service

MCB RESOLVED (MCB 2018/11) to receive the Wairarapa Library Service report.

(*Moved Beattie/Seconded Cr Colenso*) Carried

10. CORRESPONDENCE

10.1 Inwards

From South Wairarapa District Council, to Lisa Cornelissen, Martinborough Community Board, dated 20 December 2017

From Victim Support, to Lisa Cornelissen, Martinborough Community Board, dated 24 November 2017

From Rebecca Harper, Martinborough Community Board, dated 22 December 2017

10.2 Outwards

To Maree Patten, Kuranui College, from Lisa Cornelissen, Martinborough Community Board, dated 28 November 2017

To Di Marment, Martinborough Lionesses, from Lisa Cornelissen, Martinborough Community Board, dated 7 December 2017

To Rebecca Harper, from Martinborough Community Board, dated 13 December 2017

MCB RESOLVED (MCB 2018/12) that the inwards and outwards correspondence be received and approved.

(*Moved Cornelissen/Seconded Beattie*) Carried

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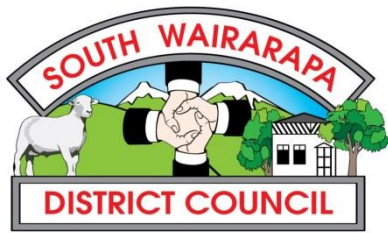
Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

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Featherston Community Board

Minutes – 30 January 2018

- Present:** Mark Shepherd (Chair until 7:10pm), Robyn Ramsden (Chair from 7:10pm), Brenda West (from 8:29pm), Claire Bleakley, Cr Dayle Harwood and Cr Colin Olds.
- In Attendance:** Mayor Viv Napier, Paul Crimp (Chief Executive) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in Kiwi Hall, 62 Bell Street, Featherston. The meeting was conducted in public between 7:00pm and 8:32pm.
- Also in Attendance:** Joe Bolton (NZ Poppy Places Trust).

PUBLIC BUSINESS

Mr Shepherd signalled that two items of business were to be added to the agenda. Mr Crimp had accepted a letter of resignation from Brenda West as chairperson of the Community Board. The correspondence had been received on the same day as the meeting and election of a new chair was unable to be notified to the public due to the short notice. Mrs West was to remain a member of the Community Board.

A tabled Member's Report would be considered under agenda item 8.1 Chairperson's Report.

FCB RESOLVED (FCB 2018/01) to add Election of Chairperson to the agenda.

(Moved Shepherd/Seconded Bleakley)

Carried

FCB RESOLVED (FCB 2018/02) to consider the tabled member's report under agenda item 8.1.

(Moved Shepherd/Seconded Cr Olds)

Carried

Mr Shepherd sought nominations for the chairperson position.

FCB RESOLVED (FCB2018/03) that Robyn Ramsden be elected Chairperson of the Featherston Community Board.

(Moved Bleakly/Seconded Cr Olds)

There being no further nominations Mr Shepherd declared Mrs Ramsden elected unopposed as Chairperson.

Mr Shepherd asked that correspondence be sent to Mrs West thanking her for her contribution as Chair.

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Mr Shepherd vacated the chair.
Mrs Ramsden assumed the chair.

1. APOLOGIES

FCB RESOLVED (FCB 2018/04) to receive lateness apologies from Brenda West.

(Moved Shepherd/Seconded Ramsden) Carried

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. PUBLIC PARTICIPATION

3.1 Joe Bolton, NZ Poppy Places Trust

Mr Bolton outlined the background relating to the formation of the Poppy Places Trust and the intention of the Trust to create a repository of information for town places and street names, named for military history. The project is perpetual with additional places able to be added over time.

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 NZ Poppy Places Trust

Deferred to agenda item 9.3.

5. COMMUNITY BOARD MINUTES

5.1 Featherston Community Board Minutes – 30 January 2018

FCB RESOLVED (FCB 2018/05) that the minutes of the Featherston Community Board meeting held on 30 January 2018 be confirmed as a true and correct record.

(Moved Ramsden/Seconded Bleakley) Carried

FCB RESOLVED (FCB 2018/06) that the public excluded minutes of the Featherston Community Board meeting held on 30 January 2018 be confirmed as a true and correct record.

(Moved Ramsden/Seconded Bleakley) Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Officers Report to Community Boards

Mr Crimp discussed the planned Featherston wastewater resource consent notification and waste minimisation with members.

FCB RESOLVED (FCB 2018/07) to receive the Officers' Report.

(Moved Ramsden/Seconded Cr Olds) Carried

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6.2 Action Items Report

Members discussed the action items.

FCB RESOLVED (FCB 2018/08) to receive the Action Items Report.

(Moved Ramsden/Seconded Shepherd)

Carried

6.3 Income and Expenditure Report

FCB RESOLVED (FCB 2018/09) to receive the Income and Expenditure Report for the 1 July 2017 – 31 December 2017.

(Moved Ramsden/Seconded Cr Harwood)

Carried

7. NOTICES OF MOTION

A notice of motion from Claire Bleakley was not included in agenda papers as there was not enough information available for members to make a decision. Mr Crimp undertook to put information together for decision on whether to include the installation of a commercial kitchen in Anzac Hall in the LTP Consultation Document.

8. CHAIRPERSONS REPORT

8.1 Chairperson's Report

Members noted that the maximum allowable allocation for financial assistance applications is \$500, but that extenuating circumstances existed that required allocation of additional funds for the 2017 Christmas Parade.

Mrs Ramsden noted that the Community Board had been given two tickets to the New Zealander of the Year Awards.

FCB RESOLVED (FCB 2018/10):

1. To receive the tabled Member's Report.

(Moved Ramsden/Seconded Bleakley)

Carried

2. To approve the expenditure of \$1,161.08 excluding GST, for the 2017 Featherston Christmas Parade Traffic Management Plan.

(Moved Ramsden/Seconded Bleakley)

Carried

3. To fund up to \$350 of the total travel cost for two Featherston Community Board members to attend the 2018 New Zealand Community of the Year Awards in Auckland on 22 February 2018 to support Featherston Booktown's nomination.

(Moved Cr Olds/Seconded Bleakley)

Carried

4. That the notes from workshops are attached to the Chair's Report as an appendix in order that process is clear and transparent.

(Moved Ramsden/Seconded Cr Olds)

Carried

9. MEMBER REPORTS (INFORMATION)

9.1 Wairarapa Library Service

Members noted the report as submitted.

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9.2 Featherston Community Facebook Page

Members noted the report as submitted.

9.3 Featherston Poppy Places Project

Members were supportive of the Poppy Places project and report as submitted.

FCB RESOLVED (FCB 2018/11):

1. To agree to the expenditure of \$376.80 excluding GST for the purchase of 15 A4 Poppy Places signs.
(*Moved Bleakley/Seconded Cr Olds*) Carried
2. Action 38: Liaise with Claire Bleakley regarding placement of the Poppy Places stickers on Featherston Street signs including determination of whether the stickers can be placed onto existing street signs; M Allingham

9.4 Can Recycling Project

Mr Shepherd outlined highlights from the report as submitted in the Community Board agenda papers.

9.5 Fab Feathy Project

Mr Shepherd outlined highlights from the report as submitted in the Community Board agenda papers.

9.6 Featherston Library Fence

Mr Shepherd outlined highlights from the report as submitted in the Community Board agenda papers.

9.7 Road Safety Project

Members discussed the report, painting over of carpark lines on State Highway 2, and pursuing speed restrictions for Revans and Fitzherbert Streets.

Mrs West arrived during this item of business at 8:29pm.

FCB RESOLVED (FCB 2018/12):

1. To receive Members' Reports.
(*Moved Ramsden/Seconded Bleakley*) Carried
2. Action 39: Invite Bruce Pauling, Wairarapa Road Safety Manager, to an upcoming workshop to discuss speed restrictions and road safety in Featherston; R Ramsden
3. Action 40: Add Community Safety and Resilience Working Party Update, as a member's item, to the next agenda; P Crimp

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10. CORRESPONDENCE

10.1 Inwards

From Victim Support, to Featherston Community Board, dated 24 November 2017

10.2 Outwards

To Gina Smith, Featherston School, from Claire Bleakley, Featherston Community Board, dated 16 November 2017

To Jennifer Muth, St Teresa’s School, from Claire Bleakley, Featherston Community Board, dated 16 November 2017

To Tana Klaricich, South Featherston School, from Claire Bleakley, Featherston Community Board, dated 16 November 2017

To Maree Patten, Kuranui College, from Brenda West, Featherston Community Board, dated 28 November 2017

To Rhonda Jones, Featherston Beautification Group, from Brenda West, Featherston Community Board, dated 1 December 2017

To Danielle Sargent, Featherston Amateur Wrestling, from Brenda West, Featherston Community Board, dated 1 December 2017

To Roz Harding, Cross Creek Railway Society, from Brenda West, Featherston Community Board, dated 1 December 2017

FCB RESOLVED (FCB 2018/13) to receive the inwards and approve the outwards correspondence.

(Moved Ramsden/Seconded West)

Carried

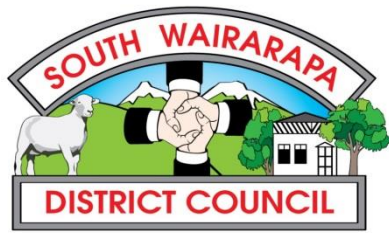
Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

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Greytown Community Board

Minutes – 31 January 2018

- Present:** Leigh Hay (Chair), Mike Gray, Ann Rainford (Deputy Chair), Christine Stevenson and Cr Margaret Craig.
- In Attendance:** Mayor Viv Napier (from 7:05pm), Mark Allingham (Group Manager Infrastructure and Services) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 31 January 2018 between 7:00pm and 8:50pm.
- Also in Attendance:** Richard Airey, Warren Woodgyer and Jane Mills (Wellington Region Emergency Management Office).

PUBLIC BUSINESS

1. APOLOGIES

Mr Crimp had submitted attendance apologies.

2. CONFLICTS OF INTEREST

Mrs Hay declared a conflict of interest with agenda item 7.4 and the application for financial assistance from Cobblestones Museum.

3. PUBLIC PARTICIPATION

3.1 Richard Airey

Mr Airey requested Council schedule regular arborist inspection of all large trees on public and private land following a recent event where a large oak limb came down in Collier Reserve with no warning.

3.2 Warren Woodgyer

Mr Woodgyer queried progress on a traffic resolution for Cotter Street as outlined in a response to residents 17/18 Annual Plan submission. Mr Woodgyer noted increased use of the street due to the Dog Park, Rail Trail and subdivision development.

4. PRESENTATIONS

4.1 Tree Advisory Group (TAG)

Representatives from the Tree Advisory Group were not present to give an update on activities.

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5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

5.1 Richard Airey

GCB NOTED:

1. Action 51: Forward Greytown Community Board a tree plan for arborist assessment of large trees for safety which can then be provided by the GCB to Mr Airey; M Allingham

5.2 Warren Woodgyer

GCB NOTED:

1. Action 52: Write and update Warren Woodgyer on progress for a solution or decision for Cotter Street as per the 17/18 Annual Plan submission and decision; M Allingham
2. Action 53: Prepare a report for 4 April 18 Council meeting on Cotter Street options in line with the 17/18 Annual Plan submission and decision following consultation with affected user groups; M Allingham

6. COMMUNITY BOARD MINUTES

6.1 Greytown Community Board Minutes – 22 November 2018

GCB RESOLVED (GCB 2018/01) that the minutes of the Greytown Community Board meeting held on 22 November 2018 be confirmed as a true and correct record.

(Moved Hay/Seconded Gray)

Carried

7. CHIEF EXECUTIVE AND STAFF REPORTS

7.1 Officer's Report

Members discussed the need for further community engagement into development of the Long Term Plan.

GCB RESOLVED (GCB 2018/02) to receive the Officer's Report.

(Moved Cr Craig/Seconded Stevenson)

Carried

7.2 Action Items Report

Members discussed outstanding action items with updates being requested on some items.

GCB RESOLVED (GCB 2018/03):

1. To receive the action items report.

(Moved Hay/Seconded Rainford)

Carried

2. Action 54: Pursue with NZTA a flashing 'reduce speed sign' for the State Highway 2 entrance to Greytown; M Allingham

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7.3 Income and Expenditure Report

GCB RESOLVED (GCB 2018/04):

1. To receive the Income and Expenditure Statement for the period 1 July 2017 – 31 December 2017.
(*Moved Cr Craig/Seconded Rainford*) Carried
2. Action 55: Show the \$2k expenditure for the inflatable slide sale and purchase on GCB and MCB's income and expenditure statements as a paid expense; J Mitchell
3. Action 56: Follow-up why the resource consent for Greytown barrels and the community board government levies are still shown as a commitment instead of an expense; J Mitchell
4. Action 57: Move the GCB promotional material expense from the income and expenditure account to the Greytown beautification budget; J Mitchell
5. Action 58: Move the installation of flags commitment to the beautification budget; J Mitchell
6. Action 59: Move the bench plaques expense to the Greytown beautification budget; J Mitchell

7.4 Applications for Financial Assistance

Members noted that the protected gum tree located on the property of the Anglican Parish of St Lukes was the most significant protected tree in Greytown and potentially the Wairarapa.

GCB RESOLVED (GCB 2018/05):

1. To receive the Applications for Financial Assistance Report.
2. To grant The Anglican Parish \$750 to assist with the costs associated with designing a cable bracing system for the St Luke's protected gum tree to be paid from the Greytown beautification budget.

(*Moved Gray/Seconded Hay*) Carried

Mrs Hay vacated the chair.

Mrs Rainford assumed the chair.

GCB RESOLVED (GCB 2018/06) to grant Cobblestones Museum \$500 to pay for totara boards to display signage.

(*Moved Stevenson/Seconded Cr Craig*) Carried

Mrs Rainford vacated the chair.

Mrs Hay assumed the chair.

8. NOTICES OF MOTION

There were no notices of motion.

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9. CHAIRPERSONS REPORT

9.1 Chairperson's Reports

Mrs Hay thanked Greytown Rotary, Greytown Information Centre Volunteers, Greytown Menz Shed, Greytown Heritage Trust and Friends of Cobblestone volunteers for their various contributions to the community; appropriate correspondence was to be sent.

Members discussed the appointment of a new student representative and the Greytown After 5 event scheduled for 8 March 2018.

GCB RESOLVED (GCB 2018/07):

1. To receive the Chairperson's Reports.
(*Moved Hay/Seconded Stevenson*) Carried
2. Action 60: Write to the volunteers of the Greytown Information Centre and thank them for their work in the Centre over the Christmas period; Mayor Napier
3. Action 61: On behalf of the Community Board prepare correspondence to Friends of Cobblestones, Greytown Rotary, Greytown Menz Shed and Greytown Heritage Trust; P Crimp
4. Action 62: Include a resolution in the next Chairperson's Report to approve \$142.45 from the beautification budget for framing of Greytown's most beautiful certificate; L Hay
5. Action 63: Follow-up contact with a potential candidate for Community Board student representation; C Stevenson

9.4 Long Term Plan Update

Mrs Hay provided an update from the Long Term Plan Working Party workshops.

10. MEMBERS REPORTS (INFORMATION)

10.1 Wairarapa Library Service

Members queried the issue as raised in the report regarding the unattended child policy and whether this related to noise, as the noise level in the Greytown Library could get high.

GCB RESOLVED (GCB 2018/08) to receive the Wairarapa Library Service Report.

(*Moved Hay/Seconded Gray*) Carried

10.2 Community Board Clinics

Mr Gray and Mrs Rainford gave an update from the monthly clinics held in the Greytown Town Centre and spoke about ideas for strengthening engagement.

GCB RESOLVED (GCB 2018/09) to receive the Community Board Clinic Report.

(*Moved Hay/Seconded Stevenson*) Carried

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10.3 Emergency Management

Mr Gray thanked Lamb-Peters for printing the disaster simulation notice in the Grapevine at no charge. Mr Gray with assistance from Ms Mills outlined the planned civil defence activation scheduled for March, and ideas for increasing community participation.

Mr Gray noted that the Psychological Support Group now had all the funding required in order to organise delivery of a Red Cross course.

GCB RESOLVED (GCB 2018/10) to receive the Emergency Management Report.

(Moved Hay/Seconded Rainford)

Carried

10.4 Tree Advisory Group

Mr Gray undertook to liaise with TAG regarding inclusion of new trees in protected trees register.

Confirmed as a true and correct record

.....Chairperson

.....Date

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SWDC Audit & Risk Working Party

Notes from meeting held 24 January 2018

Present: Cr Brian Jephson (Chair), Mayor Viv Napier, Cr Colin Wright , Cr Dayle Harwood, Cr Margaret Craig , Jennie Mitchell, Paul Crimp

Apologies: Kyra Low

Conflicts of Interest: None

Minutes of last meeting reviewed and acknowledged.

1 Matters Arising

None.

2 Financials

Financial statements for December 2017 were reviewed. No areas of concern. No exceedances of the 30% Investment per bank rule to be minuted.

Quarterly CAPEX forecast including December Actuals – noted CAPEX spend had picked up in Quarter 2 but still considerable expenditure to occur to reach full year forecasts. GMCS to continue to work with Budget holders on making sure CAPEX spend occurs as forecast.

Waihinga Centre report – November and December 2017 – No further variations since last monthly report.

Summary reports for the three wastewater projects were reviewed. Still working on WW consent for Featherston with GWRC. Looking to progress as soon as we can.

Rates arrears November and December 2017– 2017 FY Arrears continue to reduce with only 42 ratepayers owing arrears from 2017 or earlier. Of these, 19 owe less than \$500 in arrears. Progressing legal action for some longstanding debt, likely to result in at least one rating sale as ratepayer is not responding to requests to pay arrears.

3 Policies update

Logo and Branding working party terms of reference – reviewed and no amendments suggested. Working party to review TOR and feedback any proposed changes before going to Council. Leigh Hay to chair this working party.

Postponement of Rates Policy - reviewed and proposed amendments agreed. Take out wording “ will incur” in clauses 2.4.5 and 3.4.3. To go to Council 21 February 2018.

Remission of Rates on Maori freehold land Policy - reviewed and agreed to go to Council 21 February 2018.

Noted that review of A100 Council Committees and Working parties Policy is underway but not completed due to the number of changes e.g. new working parties being set up. GMCS and Committee Secretary working on a more streamlined process to record this detail.

5 Health & Safety

H&S contractor currently on leave for family reasons. One H&S breach regarding tree felling at coast which brought a line down. Worksafe involved. Will update at next meeting.

6 Risks

Nothing new to report.

7 Legislative Compliance

Nothing new to report.

8 General Business

None

Next meeting: 28 February 2018 – around 12.30 pm (after LTP meeting)