

SOUTH WAIRARAPA DISTRICT COUNCIL

28 JUNE 2017

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 Maori Standing Committee 8 May 2017.*
3. *Receive the minutes of the Martinborough Community Board 29 May 2017.*
4. *Receive the minutes of the Featherston Community Board 6 June 2017.*
5. *Receive the minutes of the Greytown Community Board 7 June 2017*
6. *Receive the minutes of the Audit and Risk Working Party 17 May 2017.*
7. *Receive the minutes of the Hearings Committee 5 May 2017.*
8. *Receive the minutes of the Maori Standing Committee 19 June 2017 (to be tabled).*
9. *Consider the recommendations from the Greytown Community Board.*

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. Recommendations from Greytown Community Board

On the 7 June 2017, the Greytown Community Board made the following recommendations:

*GCB RESOLVED (GCB 2017/42) to recommend to Council to urgently paint the Greytown Cemetery fence along the State Highway 2 boundary.
(Moved Cr Craig/Seconded Hay)*

Carried

GCB RESOLVED (GCB 2017/43) to recommend to Council to take every opportunity including the use of alternative labour options (i.e. Department of Corrections) to ensure that the Greytown Cemetery is properly maintained.

(Moved Gray/Seconded Rainford)

Carried

GCB RESOLVED (GCB 2017/44) to recommend to Council to look at the toilet facilities at the south end of Greytown with a view to upgrading and to ensure more rigorous ongoing building maintenance and cleaning.

(Moved Rainford/Seconded Gray)

Carried

2.1 Council Officer Comment

The above matters were not raised during the Annual Plan submission round by Greytown Community Board. Officers will review the recommendations and take appropriate action as able.

3. Appendices

Appendix 1 - Maori Standing Committee 8 May 2017
Martinborough Community Board 29 May 2017
Featherston Community Board 6 June 2017
Greytown Community Board 7 June 2017
Audit and Risk Working Party 17 May 2017
Hearings Committee 5 May 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1

- **Maori Standing Committee 8 May 2017**
- **Martinborough Community Board Minutes 29 May 2017**
- **Featherston Community Board Minutes 6 June 2017**
- **Greytown Community Board Minutes 7 June 2017**
- **Audit and Risk Working Party 17 May 2017**
- **Hearings Committee 5 May 2017**

3. Action 248: Rangitane have been advised that if Maori have a cultural concern about a non-notified resource consent then that consent immediately becomes notified under the RMA – please review and provide advice to MSC; M Buchanan

3.3 SWDC Minutes from 5 April 2017

Mr Roera noted the importance of the Mayor representing the Wairarapa at Messines for the 100th year remembrance as many Maori also fought.

MSC RESOLVED (MSC 2017/15) to receive the Council minutes of the 5 April 2017.

(Moved Cr Maynard/Seconded Rimene)

Carried

4. OPERATIONAL REPORTS – COUNCIL OFFICERS

4.1 Officers' Report

Mr Crimp discussed the Featherston wastewater consent plan and including the Kohunui Marae urupa in the Marae reservation zone.

MSC RESOLVED (MSC 2017/16):

1. To receive the Officers' Report.

(Moved Tipoki/Seconded Te Maari)

Carried

2. Action 249: Review the Kohunui Marae and urupa zoning to determine whether the urupa can be included on the title of the Marae as a reserve; J Mitchell

4.2 Nomination to Creative Communities Assessment Group

Members deferred the report until the 11 September 2017 meeting.

4.3 Naming of New Roads

The process for naming new roads was discussed under agenda item 3.2.

5. MEMBER ITEMS

5.1 Matariki

Ms Aporo discussed coordination of marae Matariki celebration events so events in the South Wairarapa were held on different dates to allow people to attend multiple events. Ms Te Whaiti and Ms Aporo undertook to follow-up proposed celebration dates with marae.

5.2 Nga Manu Kakara

Ms Aporo discussed that the Nga Manu Kakara, the only bicultural facility in the South Wairarapa was experiencing funding difficulties. There was general support for the preschool and Mr Tipoki undertook to liaise with teachers about what was needed.

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5.3 Civil Defence

Mr Potangaroa presented concerns that there was no protocol for reimbursing expenses incurred by marae when used by the general public during a civil defence emergency. Evidence following the Kaikoura earthquake suggests that civil defence were not liable for costs incurred. Members discussed the need for a standard template for buildings identified as civil defence centres that covers reimbursement for expenses incurred.

MSC NOTED:

- 1. Action 250: Invite WREMO to attend the next MSC meeting to discuss creation of a standard template of what to expect should facilities be required for use during a civil defence emergency (should cover expenses incurred); M Allingham

5.4 Treaty of Waitangi Training

Mayor Napier advised that a Treaty of Waitangi training programme for councillors had been put together and delivery was being targeted for August 2017.

5.5 Local Government Commission (LGC) Draft Proposal

Mayor Napier advised that there was no official South Wairarapa District Council position, but that a discussion paper had been developed and this formed Councils submission to the LGC. The Committee thanked Council for supporting the current Maori Standing Committee format in the discussion document.

Confirmed as a true and correct record

.....Chairperson

.....Date

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Martinborough Community Board

Minutes – 29 May 2017

- Present:** Vicky Read (Chair), Fiona Beattie, Cr Pip Maynard and Maree Roy (from 6:35pm).
- In Attendance:** Mayor Viv Napier, Paul Crimp (Chief Executive) 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 May 2017 between 6:30pm and 7:45pm.
- External Speakers:** Matiu Te Maari

PUBLIC BUSINESS

Ms Read advised that Matiu Te Maari would be speaking under public participation and that tabled Pain Farm financials would be considered under agenda item 6.7 Pain Farm Report.

1. APOLOGIES

MCB RESOLVED (MCB 2017/39) to receive apologies from Lisa Cornelissen and Cr Pam Colenso.

(Moved Beattie/Seconded Cr Maynard)

Carried

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. PUBLIC PARTICIPATION

3.1 Matiu Te Maari

Mr Te Maari spoke about the mentoring programme he was undertaking with Mayor Napier and the associated Martinborough youth work.

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Matiu Te Maari

No actions were required.

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5. COMMUNITY BOARD MINUTES

- 5.1 Martinborough Community Board Minutes – 24 April 2017
MCB RESOLVED (MCB 2017/40) that the minutes of the Martinborough Community Board meeting held on 24 April 2017 be received and confirmed as a true and correct record.
(Moved Beattie/Seconded Roy) Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

- 6.1 Action Items Report
MCB RESOLVED (MCB 2017/41) to receive the Action Items Report.
(Moved Cr Maynard/Seconded Beattie) Carried
- 6.2 Income and Expenditure Statements
MCB RESOLVED (MCB 2017/42) to receive the Income and Expenditure Report for the period 1 July 2016 – 30 April 2017.
(Moved Cr Maynard/Seconded Roy) Carried
- 6.3 Officers' Report to Community Boards
MCB RESOLVED (MCB 2017/43) to receive the Officers' Report.
(Moved Beattie/Seconded Cr Maynard) Carried
- 6.4 Beautiful Towns and Cities Awards
MCB RESOLVED (MCB 2017/44):
1. To receive the Beautiful Towns and Cities Awards Report.
(Moved Read/Seconded Beattie) Carried
 2. To coordinate a nomination for the 2017/2018 Beautiful Towns and Cities Awards and to consider this further in a workshop and the March 2018 Community Board meeting.
(Moved Beattie/Seconded Cr Maynard) Carried
- 6.5 Applications for Financial Assistance
Maree Roy declared a conflict of interest with the application for financial assistance from the Martinborough Music Festival. It was agreed that Mrs Roy could provide clarification on the application but could not vote.
MCB RESOLVED (MCB 2017/45):
1. To receive the Applications for Financial Assistance Report.
(Moved Read/Seconded Beattie) Carried
 2. To grant the Wairarapa Citizens Advice Bureau \$350 towards the costs associated with the provision of a free advice and information service to the community.

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3. To grant the Martinborough Homework and Breakfast Club \$645 towards the costs associated with continuing to provide a free breakfast for children in need.
4. To grant Martinborough Cricket Club \$794 towards the costs associated with purchasing new cricket gear bags, balls, grips and score books.
5. To grant the Martinborough Hockey Club \$700 towards the costs associated with turf fee hire for practices.
6. To grant the Martinborough Netball Club \$950 subject to the receipt of financials and bank account details.
7. To grant the Martinborough Rugby Club \$1,000 towards the costs associated with transporting senior teams to away fixtures.
8. To grant Martinborough School \$780 to purchase 10 basketballs and shirts so children can participate with pride in the year 7 and year 8 interschool basketball competition.
9. To grant the Martinborough Music Festival \$1,000 towards the costs associated with running a classical music festival in September 2017 in Martinborough, noting that the Community Board see the grant as 'seed funding'.
10. To grant the Wairarapa Mathematics Association \$200 towards the costs associated with running the annual maths week competition for students.
11. To grant the Wellington SPCA \$400 towards the costs associated with providing an inspectorate service to the community.
12. To add \$759 into this periods grant funding pool to make the total funds available \$6,619.

(Moved Read/Seconded Cr Maynard)

Carried

6.6 Inflatable Slide and Other Options Report

MCB RESOLVED (MCB 2017/46):

1. To receive the Inflatable Slide and Other Options Report.
(Moved Cr Maynard/Seconded Beattie)
2. That a valuation on the inflatable slide be obtained.
3. To agree to the sale of the inflatable slide, following receipt of a valuation, to a pool operator with suitable depth provided that Greytown Community Board are offered the slide first.
4. To agree to the purchase of the Aztec and two Octonuts subject to approval by the Martinborough Community Board should additional funds be required.

(Moved Read/Seconded Cr Maynard)

Carried

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6.7 Pain Farm Report for the Period Ending 20 May 2017

MCB RESOLVED (MCB 2017/47):

1. To receive the Pain Farm Report for the period ending 20 May 2017 and the tabled Pain Farm financial statements for the period ended 30 April 2017.

(Moved Cr Maynard/Seconded Roy)

Carried

2. Action 286: Advise members by email why tenders for the lease of Pain Farm are not expected until September 2017 when the current lease runs out on the 30 May 2017; M Allingham

7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report

A chair's report had been submitted by Lisa Cornelissen and members reviewed the report noting that expressions of interest for membership on the Considine Park Committee had been received from Max Stevens, Christine Webley and Cr Pam Colenso.

MCB RESOLVED (MCB 2017/48) to receive the Chairperson's Report.

(Moved Beattie/Seconded Roy)

Carried

MCB RESOLVED (MCB 2017/49):

1. To progress the Chorus Cabinet Art and Martinborough footpath walk around inspection in a workshop.
2. That Mrs Beattie would approach someone in the youth community about representation on the Considine Park Committee.

(Moved Read/Seconded Roy)

Carried

3. Action 287: Investigate and repair the footpath curb outside of Martinborough School as it is a safety hazard; M Allingham

9. MEMBERS REPORTS (INFORMATION):

9.1 Community Boards Conference

A report had been included in Community Board papers and Ms Read noted that the Community Board Terms of Reference should be a moving document that suited the Board, Council and the community and that a tool had been provided to attendees for the purpose of community consultation.

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9.2 Local Government Commission (LGC) Update

Ms Read had verbally reiterated the Community Board’s submission on the LGC amalgamation proposal during the hearings process and had elaborated on the possible role of community boards under an amalgamation scenario.

9.3 Obesity Prevention Working Group

Ms Read had attended an Obesity Prevention Working Group with Mrs Roy. Attendees included health professionals, community boards and Sports Wellington and discussions included strategies for implementing new ideas to get people moving. The Working Group undertook to brand themselves and to aid the communications of community programmes.

9.4 Youth Update

Mrs Beattie had met with the Kuranui College Principal regarding students being a part of a volunteer programme. Mr Shepherd was supportive of younger students who did not have exam pressure being part of a programme provided there was a mentor available if a job required them to be at private residencies.

Mrs Beattie proposed that members consider appointing a youth representative to the Community Board.

10. CORRESPONDENCE

10.1 Outwards

To Jo Seddon, chorus, From Committee Secretary on behalf of Martinborough Community Board dated 4 May 2017

To South Wairarapa Rotary, from Committee Secretary on behalf of Martinborough Community Board dated 2 May 2017

MCB RESOLVED (MCB 2017/50) to approve the outwards correspondence.

(Moved Roy/Seconded Beattie)

Carried

Confirmed as a true and correct record

.....Chairperson

.....Date

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Featherston Community Board

Minutes – 6 June 2017

- Present:** Brenda West (Chair), Claire Bleakley, Cr Dayle Harwood, Cr Colin Olds, Robyn Ramsden and Mark Shepherd.
- In Attendance:** 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 9:10pm.
- External Speakers:** Pete Roberts (Featherston Ratepayers and Residents Association), Vicky Alexander and Jean McDowall (Featherston Camp Memorial Group).

PUBLIC BUSINESS

Mrs West advised that the Chief Executive had deferred agenda item 6.5 'Restoration Work Proposal for Donald's Creek Stop bank by Featherston Schools' until July as the Featherston Schools' Cluster were unable to speak at the June meeting.

1. APOLOGIES

FCB RESOLVED (FCB 2017/34) to receive apologies from Mayor Viv Napier.

(Moved West/Seconded Shepherd)

Carried

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. PUBLIC PARTICIPATION

3.1 Pete Roberts, Featherston Ratepayers and Residents Association (FRRA)

Mr Roberts outlined the FRRA's proposal to register 'Featherston' as the official name of Featherston town with the NZ Geographic Board and requested Community Board support.

3.2 Vicky Alexander

Ms Alexander proposed a Featherston can cage collection station as a fundraising venture, greenery to beautiful Featherston's Main Street and that the fence in front of the 'Welcome to Featherston' sign be moved behind the sign.

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- 3.3 Jean McDowall, Featherston Camp Memorial Group
Ms McDowall advised that the Group's application to the NZ Lottery Grants Board had been successful and that the work could now be commissioned. The cost to install the sculpture, lighting and undertake landscaping exceeded the \$45k allocated by Council. Installation funds would be drawn down early 2018 with unveiling of the sculpture planned for Armistice Day 2018.

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Featherston Ratepayers and Residents Association

FCB NOTED:

1. Action 307: Write a letter of support for the Featherston Ratepayers and Residents Association (FRRRA) once feedback from the Maori Standing Committee has been advised to the Board by FRRRA; B West

4.2 Vicky Alexander

The Community Board undertook to meet to progress the Featherston 2033 Strategy including a holistic look at town centre beautification.

FCB NOTED:

1. Action 308: Investigate how can-cage collecting systems work, including financing of the cage, and if appropriate write a letter to Featherston SuperValue seeking permission to locate a cage on their property; C Bleakley
2. Action 309: Review whether the fence in front of the 'Welcome to Featherston' sign at the south entrance to Featherston can be moved behind the sign to improve visibility of the sign; M Allingham

4.3 Featherston Camp Memorial Group

No action required.

5. COMMUNITY BOARD MINUTES

5.1 Featherston Community Board Minutes – 2 May 2017

FCB RESOLVED (FCB 2017/35) that the minutes of the Featherston Community Board meeting held on 2 May 2017 be confirmed as a true and correct record subject to a spelling correction in paragraph 7.1 of Cr Harwood's name.

(Moved West/Seconded Bleakley)

Carried

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6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Action Items Report

FCB RESOLVED (FCB 2017/36):

1. To receive the Action Items Report.
(Moved West/Seconded Cr Harwood)
2. Action 310: As part of Featherston 2033 workshop discussions, identify an ideal public safety solution which includes convenience to bus stops, pedestrian crossings on State Highway 2 and speed limits and provide recommendations to Council officers so dialogue with NZTA can be undertaken; FCB

Carried

6.2 Income and Expenditure Report

FCB RESOLVED (FCB 2017/37) to receive the Income and Expenditure Report for the 1 July 2016 - 30 April 2017.

(Moved West/Seconded Cr Olds)

Carried

6.3 Officers' Report to Community Boards

Mr Crimp discussed outstanding rates, NRB survey results, asbestos risks, noise complaints, the Featherston wastewater consent and the draft Council Parks and Facilities Usage Guidelines with members.

FCB RESOLVED (FCB 2017/38):

1. To receive the Officers' Report to Community Boards.
(Moved West/Seconded Ramsden)
2. Action 311: Provide an email to FCB members on the status of the draft Council Parks and Facilities Usage Guidelines; P Crimp
3. Action 312: Provide an email to FCB members outlining afterhours noise complaints in Featherston, including the number of calls that were not responded to; M Buchanan
4. Action 313: Send Robyn Ramsden a copy of the Memorandum of Understanding between Council and the Featherston Menz Shed; J Mitchell
5. Action 314: Send FCB members a copy of correspondence sent from GWRC requesting further information from Council on the Featherston wastewater consent; M Allingham

Carried

6.4 Beautiful Towns and Cities Awards

Members agreed to review the awards information again in September 2017.

FCB RESOLVED (FCB 2017/39):

1. To receive the Beautiful Towns and Cities Awards Report.
(Moved West/Seconded Bleakley)
2. Action 315: Review the Beautiful Towns and Cities Awards criteria to determine if there were award categories that the Board

Carried

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wished to pursue on behalf of Featherston (September timeframe);
FCB

7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSONS REPORT

There was no report to consider.

9. MEMBER REPORTS (INFORMATION)

9.1 Featherston Signage, Poppy Road Signs and NZ Community Boards
Conference

Mrs Bleakley thanked the Board for the opportunity to attend the LGNZ
Community Boards Conference, and spoke to other items in her report
as submitted.

9.2 Featherston Community Board Facebook Page

Mrs Ramsden reported that the Community Board Facebook Page had
71 likes and as the intent of the page was information sharing, public
commenting was not activated.

9.3 Wairarapa Library Service

Mrs Ramsden had submitted Cr Colenso's Wairarapa Library Service
report to the Community Board for information.

9.4 Featherston Information Centre

Cr Olds and Mrs Ramsden had met with Featherston Information Centre
volunteers to discuss their needs and progress a more formal relationship
with the Community Board.

Mrs Ramsden undertook to organise a morning tea for the Featherston
Information Centre volunteers.

*FCB RESOLVED (FCB2017/40) to approve up to \$50 for the purposes
of providing a thank you morning tea for the Featherston Information
Centre volunteers, noting that Cr Colin Olds would donate up to \$50 if
additional funds were required.*

(Moved Cr Olds/Seconded Bleakley)

Carried

9.5 General

Members discussed the Featherston Christmas Market event and groups
not included in the approved event application/traffic management plan
placing signage on Featherston's Main Street. Members noted it was up
to the event manager to monitor compliance at the approved event and to

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involve Council if required. Activities occurring outside the approved event area remain subject to Councils standing rules and regulations.

FCB RESOLVED (FCB2017/41) to receive Community Board member reports.

(Moved Cr Olds/Seconded Cr Harwood)

Carried

10. CORRESPONDENCE

10.1 Outwards

To Jo Woodcock, Wairarapa Community Kitties, from Brenda West, Featherston Community Board, dated 19 May 2017

To Featherston Camp Memorial Group, from the Committee Secretary on behalf of the Featherston Community Board, dated 18 May 2017

FCB RESOLVED (FCB 2017/42) to approve the outwards correspondence.

(Moved Cr Olds/Seconded Shepherd)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

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Greytown Community Board

Minutes – 7 June 2017

- Present:** Leigh Hay (Chair), Cr Margaret Craig, Mike Gray and Ann Rainford.
- In Attendance:** Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 7 June 2017 between 7:00pm and 8:16pm.
- Also in Attendance:** Debbie Malneek (Neighbourhood Support), Katie Abbott (Tree Advisory Group).

PUBLIC BUSINESS

1. APOLOGIES

GCB RESOLVED (GCB 2017/34) to receive apologies from Christine Stevenson, Cr Paora Ammunson, AJ Southey, Mayor Viv Napier, Paul Crimp and Deputy Mayor Brian Jephson.

(Moved Cr Craig/Seconded Rainford)

Carried

GCB RESOLVED (GCB 2017/35) to send flowers to Christine Stevenson to acknowledge the passing of her mother.

(Moved Cr Craig/Seconded Hay)

Carried

2. CONFLICTS OF INTEREST

There were no conflicts of interests.

3. PUBLIC PARTICIPATION

3.1 Debbie Malneek, Neighbourhood Support

Ms Malneek introduced herself as the Neighbourhood Support Coordinator and outlined progress and plans for Greytown. Ms Malneek asked the Community Board to support the programme.

4. PRESENTATIONS:

4.1 Katie Abbott and Jeremy Partridge, Tree Advisory Group (TAG)

Ms Abbott presented Arbor Day plans which included a display in the Greytown Town Centre from the 2 July 2017, planting in O'Connors Bush with Greytown Kindergarten, Greytown Early Years and Greytown School Envirogroup students on the 6 July 2017, and a public planting in Greytown Cemetery on the 8 July 2017.

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Ms Abbott noted that the Tree Advisory Group had information on myrtle rust identification.

5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

5.1 Neighbourhood Support

GCB ACTION:

1. Action 332: On behalf of the Greytown Community Board, write a letter of support for the Neighbourhood Support Programme; P Crimp

5.2 Tree Advisory Group

Mr Gray undertook to organise a workshop to progress the Tree Advisory Group Terms of Reference.

GCB RESOLVED (GCB 2017/36) to support the planned public planting at the Greytown Cemetery on the 8 July 2017 in recognition of Arbor Day.

(Moved Hay/Seconded Cr Craig)

Carried

6. COMMUNITY BOARD MINUTES

6.1 Greytown Community Board Minutes – 26 April 2017

GCB RESOLVED (GCB 2017/37) that the minutes of the Greytown Community Board meeting held on 26 April 2017 be confirmed as a true and correct record.

(Moved Hay/Seconded Gray)

Carried

7. CHIEF EXECUTIVE AND STAFF REPORTS

7.1 Action Items Report

The Community Board requested a response from Council on action 218 regarding the barrier system in O’Connors Bush by 15 June 2017, with a view to having a new walkway system in place by 30 June 2017.

GCB RESOLVED (GCB 2017/38) to receive the Action Items Report.

(Moved Cr Craig/Seconded Rainford)

Carried

7.2 Income and Expenditure Report

GCB RESOLVED (GCB 2017/39) to receive the Income and Expenditure Statement for the period 1 July 2016 – 30 April 2017.

(Moved Hay/Seconded Cr Craig)

Carried

GCB RESOLVED (GCB 2017/40) to request that Council expedite the receipt of a new quote for the watering and maintenance of the Greytown street barrels taking into account the lack of need for planting.

(Moved Hay/Seconded Cr Craig)

Carried

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7.3 Officers Report

GCB RESOLVED (GCB 2017/41) to receive the Officers' Report.
(*Moved Hay/Seconded Rainford*)

Carried

GCB RESOLVED (GCB 2017/42) to recommend to Council to urgently paint the Greytown Cemetery fence along the State Highway 2 boundary.

(*Moved Cr Craig/Seconded Hay*)

Carried

GCB RESOLVED (GCB 2017/43) to recommend to Council to take every opportunity including the use of alternative labour options (i.e. Department of Corrections) to ensure that the Greytown Cemetery is properly maintained.

(*Moved Gray/Seconded Rainford*)

Carried

GCB RESOLVED (GCB 2017/44) to recommend to Council to look at the toilet facilities at the south end of Greytown with a view to upgrading and to ensure more rigorous ongoing building maintenance and cleaning.

(*Moved Rainford/Seconded Gray*)

Carried

7.4 Requests for Financial Assistance

Members noted that there was very little use of the Citizens Advice Service, operated from Masterton, by Greytown residents.

GCB RESOLVED (GCB 2017/45):

1. To receive the Requests for Financial Assistance.
2. To grant the Greytown Little Theatre \$500 to assist with the publicity costs associated with producing and performing 'An Unseasonable Fall of Snow'.

(*Moved Gray/Seconded Rainford*)

Carried

3. To grant the Wairarapa Mathematics Association \$200 to assist with the costs associated with the annual primary and secondary schools maths competition.

(*Moved Cr Craig/Seconded Rainford*)

Carried

4. To grant the Greytown Lioness Club \$500 to assist with the costs associated with programme production and welcome bags to give to the 100 attendees of the annual NZ Lioness Fun Forum.

(*Moved Rainford/Seconded Gray*)

Carried

5. To decline the application from the Wairarapa Citizens Advice Bureau as it did not meet the criteria, noting that the applicant must operate from the Greytown Ward.

(*Moved Cr Craig/Seconded Gray*)

Carried

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6. To decline the application from Arthur Clarke as it did not meet grant criteria, noting that the applicant must be a non-profit organisation.

(Moved Gray/Seconded Rainford)

Carried

7.5 Beautiful Towns and Cities Awards

GCB RESOLVED (GCB 2017/46):

1. To receive the Beautiful Towns and cities Awards Report.
2. To form a working group to focus specifically on submitting an entry into the Most Beautiful Small Town/Village category, and to look at projects undertaken that have achieved this, in order to get an application submitted in a timely manner.

(Moved Hay/Seconded Cr Craig)

Carried

Carried

8. NOTICES OF MOTION

There were no notices of motion.

9. CHAIRPERSONS REPORT

9.1 Chairperson's Report

GCB RESOLVED (GCB 2017/47):

1. To receive the Chairperson's Report.
2. That following on from the previous welcome to Greytown signs report, to approve up to \$2,000 for C. Turvey of 3D Designs to offer several options for new Welcome to Greytown signs.

(Moved Hay/Seconded Rainford)

Carried

10. MEMBERS REPORTS (INFORMATION)

10.1 Kuranui College Field Trips

Mrs Rainford reported on the student workplace visit initiative she was developing with Kuranui College and as submitted in her report to the Board.

10.2 Community Boards Conference Report

A report had been included in Community Board papers on the Community Boards Conference and Mrs Rainford spoke about the Board working together with the community to put forward proposals to Council.

10.3 Disaster Planning Workshop

Mrs Hay thanked Mr Gray and the emergency management team for progressing Greytown emergency preparedness so that the public

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meeting recently held was a success. Greytown were now well positioned to complete their Community Response Plan.

Mr Gray tabled a report on the recent civil defence and emergency management workshop and suggested that the Community Board incorporate emergency preparedness items in future strategic plans.

10.4 Safety Concerns – West Street Access and Egress from FreshChoice Carpark

Mr Gray tabled a report and spoke about safety concerns for traffic entering and exiting the West Street FreshChoice car park with the potential for pedestrian harm. Mr Gray noted an accident had occurred at the West Street car park entrance.

GCB RESOLVED (GCB 2017/48):

1. To receive member reports.
(Moved Hay/Seconded Rainford)
2. Action 333: On behalf of the Greytown Community Board, write to Greytown FreshChoice expressing safety concerns with regards to the car park entrance/exit and seek feedback on how the situation could be improved; P Crimp

Carried

11. CORRESPONDENCE

11.1 Outwards

To Jo Seddon, Chorus, From Committee Secretary on behalf of Greytown Community Board, dated 4 May 2017

To Jan Eagle, Friends of Stella and Sarah, from Greytown Community Board, dated 4 May 2017

GCB RESOLVED (GCB 2017/49) to approve the outwards correspondence.

(Moved Cr Craig/Seconded Rainford)

Carried

Confirmed as a true and correct record

.....Chairperson

.....Date

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness.

SWDC Audit & Risk Working Party

Notes from meeting held 17th May 2017

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

Apologies: Cr Brian Jephson (arrived towards end of meeting), Kyra Low (Annual leave)

Conflicts of Interest: None

Minutes of last meeting reviewed and acknowledged.

1 Matters Arising

Confirmed Councillors are able to access their SWDC e-mails whilst overseas even with new security protocols Tech Sol have put in place.

2 Financials were reviewed. No areas of concern.

CAPEX report including full year forecast was reviewed. Continue to reinforce with budget holders the need to ensure Capital projects are completed as soon as possible.

Waihinga Centre report –CEO also confirmed work is proceeding. Some additional costs have been identified. Savings from various suppliers including JNL have been confirmed but dollar value of these savings has not yet been established.

Rates arrears report - good progress on recovery of arrears with banks and legal action for small number of properties left to recover from 2016 rating year.

3 Topics for discussion

Insurance renewals for 2018 FY - GMCS gave overview of progress to date:

- Material damage, Business Interruption, Vehicles, Personal Accident, Business Interruption etc currently with JLT and will continue with them. Working on submitting necessary declarations, valuations etc by end of May 2017.
- Public Liability and Professional Indemnity - Civic Assurance no longer providing this cover. SWDC, CDC and MDC will move to JLT. Level of cover has been increased, premium has decreased slightly.
- LAPP – underground infrastructure (3 waters) – SWDC, CDC & MDC all looking to stay with LAPP and not move to Aon for infrastructure cover.

4 Policies update

For review next month: IT Policy and Community Groups Use of and Access to Council Parks and Reserves Policy

5 Health & Safety

Nothing new to report in this area. See report in Council Agenda.

6 Risks

IT Business Continuity Plan – work continuing on this.

Review of Risk Registers - Operational and Strategic. These were reviewed including roles nominated as responsible for each area. Some changes agreed. GMCS to update agreed changes and recirculate to working party and SWDC Managers for review and feedback.

Any further feedback from working party members to be advised to GMCS.

Further review at next meeting once all feedback has been obtained.

7 General Business

- **Water quality** - a press release will go out regarding SWDC water quality now that preliminary results of Havelock North enquiry has been released. SWDC water quality is monitored regularly.
- **Pirinoa water system** – obtaining quotes to upgrade this system. Will keep in touch with ratepayers regarding progress.
- Suggestion that future meetings coincide with Council meetings (or Infrastructure & Planning working party meetings) going forward. This would mean moving to 6 weekly meetings rather than monthly. Financial statements to be circulated to A&R working party members between meetings and if any specific issues come up that need input, a special meeting would be called. Agreed we would trial this and review in 6 months time.

Next meeting: 28th June 2017 at 3pm (after Council meeting)