



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

FEATHERSTON COMMUNITY BOARD

Agenda

NOTICE OF MEETING

An ordinary meeting will be held in Kiwi Hall, 62 Bell Street, Featherston on Tuesday, 23 February 2021 starting at 7:00pm.

MEMBERSHIP OF THE COMMUNITY BOARD

Mark Shepherd (Chair), Claire Bleakley, Sophronia Smith, Jayson Tahinurua, Councillor Garrick Emms and Councillor Ross Vickery.

PUBLIC BUSINESS

1. EXTRAORDINARY BUSINESS:

2. APOLOGIES:

3. CONFLICTS OF INTEREST:

4. ACKNOWLEDGMENTS AND TRIBUTES:

5. PUBLIC PARTICIPATION:

- 5.1 Perry Cameron – Submission to NZTA regarding speed limits and a heavy traffic bypass

6. ACTIONS FROM PUBLIC PARTICIPATION:

As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

7. COMMUNITY BOARD MINUTES:

- 7.1 Minutes for Approval: Featherston Community Board Minutes of 15 December 2020. **Pages 1-6**

***Proposed Resolution:** That the minutes of the Featherston Community Board meetings held on 15 December 2020 be confirmed as a true and correct record.*

8. CHIEF EXECUTIVE AND STAFF REPORTS:

- 8.1 Officers Report **Pages 7-41**
- 8.2 Action Items Report **Pages 42-45**
- 8.3 Income and Expenditure Report **Pages 46-52**
- 8.4 Financial Assistance Report **Pages 53-54**
- 8.5 Financial Assistance Accountability Report **Pages 55-99**
- 8.6 Community Board Conference Report **Pages 100-101**

9. NOTICES OF MOTION:

- 9.1 None advised

10. CHAIRPERSON'S REPORT:

- 10.1 Chairperson Report **Pages 102-103**

11. MEMBER REPORTS (INFORMATION):

- 11.1 Claire Bleakley: Featherston Christmas Parade, local democracy, wastewater and quarry update requests, spray alternative to glyphosate **Pages 104-110**

12. CORRESPONDENCE:

- 12.1 None advised



Minutes – 15 December 2020

- Present:** Mark Shepherd (Chair), Claire Bleakley, Sophronia Smith, Jayson Tahinurua, and youth representative Ana Souto (from 7.03pm).
- In Attendance:** Mayor Alex Beijen, Russell O’Leary (Group Manager Planning and Environment) and Steph Dorne (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in Kiwi Hall, 62 Bell Street, Featherston between 7:00pm and 8.52pm.
- Also in Attendance:** Ray Lilley, Shane Atkinson (Greytown Trails Trust), John Bushnell (Greytown Trails Trust), Jennifer Grey, Grant Crosland (XLanding Limited), Aileen Saba and Katherine Riwaka.

1. EXTRAORDINARY BUSINESS

FCB RESOLVED (FCB 2020/57) to consider the Adoption of the 2021 Schedule of Ordinary Meetings Report as agenda item 8.9; the report was not on the agenda due to an administrative error but it cannot be deferred as the local authority is legally required to hold meetings for the good government of its region or district.

(Moved Bleakley/Seconded Baker)

Carried

2. APOLOGIES

FCB RESOLVED (FCB 2020/58) to receive apologies from councillors Garrick Emms and Ross Vickery.

(Moved Tahinurua/Seconded Bleakley)

Carried

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

Mrs Bleakley acknowledged Alan Maxwell for the work he had done with the community and wished him well with his future endeavours.

5. PUBLIC PARTICIPATION

5.1 Ray Lilley and Mayor Alex Beijen – Tree Planting on Highways

Mr Lilley spoke of his idea of establishing avenues of introduced and native trees on farmland along the highways connecting the three South Wairarapa towns. Mr Lilley spoke of the benefits, challenges to overcome and provided examples of towns with tree avenues. Mayor Beijen requested the Board support the proposal and consider entering into a Memorandum of Understanding to contribute ongoing funding support.

5.2 Jennifer Grey – Community Website for Featherston

Ms Grey informed members of a new community website for Featherston, signalled she would be seeking funding support at the next meeting, and requested the Board help facilitate the involvement of community groups.

5.3 John Bushnell and Shane Atkinson – Tauherenikau Trail and Bridge Project

Mr Bushnell and Mr Atkinson updated members on the Tauherenikau Trail and Bridge project, including expected timeframes for construction and the intention to incorporate Te Reo Māori into the project. Mr Bushnell thanked the Board and Council for their support.

5.4 Grant Crosland – Proposed Naming of a New Private Road at 24-32 Revans Street

Mr Crosland, director of Xlanding Limited, spoke in support of the proposed naming of a new private road at the Xlanding Limited subdivision at 24-32 Revans Street. Mr Crosland requested the Board consider “Orion Way” as the preferred option, explained the meaning behind the preferred name, and requested “Cross Lane” be withdrawn as there is a “Cross Line” in Greytown.

5.5 Aileen Saba – Locked Gates at Tauherenikau River

Ms Saba spoke of her disappointment of the locked gates limiting access to the Tauherenikau River and suggested alternative solutions for the rubbish dumping be explored such as the installation of cameras. Ms Saba sought guidance from members on who to approach to resolve the matter.

5.6 Katherine Riwaka – Locked Gates at Tauherenikau River

Ms Riwaka expressed disappointment with the gates at Tauherenikau River being locked and requested the Board’s support in working with members of the community and Greater Wellington Regional Council on an alternative solution to resolve the issue of rubbish dumping while still permitting access to the river.

6. ACTIONS FROM PUBLIC PARTICIPATION

Ms Smith requested being involved in discussions surrounding the incorporation of Te Reo Māori in the Tauherenikau Trail and Bridge Project.

Mayor Beijen had been in contact with Greater Wellington Regional Council regarding the locked gates at Tauherenikau River and undertook to raise with them the desire to meet to discuss ways forward.

7. COMMUNITY BOARD MINUTES

7.1 Featherston Community Board Minutes – 3 November 2020

FCB RESOLVED (FCB 2020/59) that the minutes of the Featherston Community Board meeting held on 3 November 2020 be confirmed as a true and correct record.

(Moved Tahinurua/Seconded Smith)

Carried

8. CHIEF EXECUTIVE AND STAFF REPORTS

8.1 Officers' Report

Members discussed dog incidents, the process for responding to repeated dog attacks, and the outcome of an independent report into Wellington Water Ltd and Wellington City Council.

FCB RESOLVED (FCB 2020/60) to receive the Officers' Report.

(Moved Bleakley/Seconded Tahinurua)

Carried

8.2 Action Items Report

Members reviewed the actions items, discussed further updates and noted a further action:

Action 685: Write a letter to the Featherston Community Centre to determine if it would like to proceed with the proposal for SWDC to take ownership of the building and with the grant application to contribute to the costs of its carpark development, FCB.

FCB RESOLVED (FCB 2020/61) to receive the Action Items Report.

(Moved Bleakley/Seconded Tahinurua)

Carried

8.3 Income and Expenditure Report

Mrs Bleakley updated members of the costs of the Featherston Christmas Parade and members discussed obtaining a generic Traffic Management Plan that can be utilised in future years.

FCB RESOLVED (FCB 2020/62) to receive the Income and Expenditure Report.

(Moved Tahinurua/Seconded Bleakley)

Carried

8.4 Financial Assistance Report

FCB RESOLVED (FCB 2020/63):

1. To receive the Financial Assistance Report.

(Moved Bleakley/Seconded Smith)

Carried

2. To note that Featherston Menz Shed has withdrawn the grant application for funding of the remaining nine-month subscription to Skinny for wireless broadband.

(Moved Smith/Seconded Tahinurua)

Carried

8.5 Featherston Wastewater Treatment Plant Report – Consent Process Update

Members provided feedback on the public engagement sessions, discussed the time being taken to refine options, and expressed the view that work to agree a solution needed to be progressed in a timely manner and that expert guidance was needed.

FCB RESOLVED (FCB 2020/64) to receive the Featherston Wastewater Treatment Plant Report – Consent Process Update.

(Moved Bleakley/Seconded Smith)

Carried

8.6 Youth Representative Appointment Report

FCB RESOLVED (FCB 2020/65):

1. To receive the Youth Representative Appointment Report.
(Moved Tahinurua/Seconded Smith) Carried
2. To appoint Ana Souto and Isla Richardson as youth representatives, in an advocacy role with non-voting rights to the Featherston Community Board until the end of the 2019-2022 triennium.
(Moved Smith/Seconded Bleakley) Carried
3. To agree an honorarium payment of \$50 per ordinary meeting attended be paid to each of the youth representatives from the Featherston Community Board operating budget.
(Moved Smith/Seconded Tahinurua) Carried

8.7 Proposed Naming of a New Private Road, at 24-32 Revans Street in Featherston Report

Members discussed the presentation by Mr Crosland, support for bilingual road naming and preference for the Dark Sky meaning behind the name “Orion Way” as opposed to the air force connotations.

FCB RESOLVED (FCB 2020/66):

1. To receive the Proposed Naming of a New Private Road, at 24-32 Revans Street in Featherston Report.
(Moved Bleakley/Seconded Tahinurua) Carried
2. Approve the name “Orion Way” for the proposed private road at 24-32 Revans Street, in Featherston.
(Moved Bleakley/Seconded Tahinurua) Carried

8.8 Proposed Naming of a New Private Road, at Harrison Street East in Featherston Report

Mr Shepherd outlined advice received from the Māori Standing Committee Chair on input into the naming of new roads and members discussed the connotations of the English translation of “Hapori.”

FCB RESOLVED (FCB 2020/67):

1. To receive the Proposed Naming of a New Private Road, at Harrison Street East Featherston Report.
(Moved Tahinurua/Seconded Bleakley) Carried
2. Approve the name “Community Green” for the new private road at Harrison Street East, Featherston.
(Moved Shepherd/Seconded Tahinurua) Carried

Claire Bleakly abstained

8.9 Adoption of 2021 meeting cycle

Members discussed synchronisation to the Council meeting cycle, utilisation of extraordinary meetings and workshops where needed, quantity of business considered at meetings, best use of members time, alternative ways for engaging with the community, and the process for addressing matters raised by the community in a timely manner.

FCB RESOLVED (FCB 2020/68):

1. To receive the report.
(Moved Tahinurua/Seconded Bleakley) Carried
2. Adopt eight weekly cycle for Featherston Community Board.
3. Adopt a 2021 schedule of ordinary meetings for Featherston Community Board.
(Moved Smith/Seconded Tahinurua) Carried
4. Delegate to the Chief Executive the ability to alter the schedule of ordinary meetings in consultation with the Community Board Chair as required.
5. Delegate to the Chief Executive the authority to update clause 9.1.4 'Timing and Frequency' of the Community Board Terms of Reference.
(Moved Tahinurua/Seconded Smith) Carried
6. Agree that the 2021 Featherston Community Board meeting start time will be 7:00pm.
(Moved Smith/Seconded Bleakley) Carried

9. NOTICES OF MOTION

There were no notices of motion.

10. CHAIRPERSONS REPORT

10.1 Chairperson Report

Members shared feedback on the Tangata Tiriti – Treaty People workshop and discussed the designs of the new street flags.

FCB RESOLVED (FCB 2020/69):

1. To receive the Chairperson Report.
(Moved Bleakley/Seconded Tahinurua) Carried
2. To approve funds of \$2,610 for two sets of 15 street flags to be funded from the beautification fund.
(Moved Smith/Seconded Tahinurua) Carried

11. MEMBER REPORTS (INFORMATION)

11.1 Member Report

Mrs Bleakley spoke to matters in her Member Report and extended thanks to the Wairarapa Times Age for their sponsorship of the Christmas Parade. Members discussed early planning of the event in future years.

*FCB RESOLVED (FCB 2020/70) to receive the Member Report.
(Moved Tahinurua/Seconded Smith)*

Carried

12. CORRESPONDENCE

There was no correspondence.

The meeting closed at 8.52pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

FEATHERSTON COMMUNITY BOARD

23 FEBRUARY 2021

AGENDA ITEM 8.1

OFFICERS' REPORT

Purpose of Report

To report to the board on general activities.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Officers' Report.*

PLANNING AND ENVIRONMENT GROUP REPORT

This report was presented to the Planning and Regulatory Committee on 16 December 2020.

1.0 Resource Management

1.1 Planning Summary

1.1.1. Planning

Planning receives around 200 resource consent applications per year, the team normally has around 13-20 consents to assess, make decisions on. Consent work sits beside a mix of district plan enquiries, land use compliance, and growing policy work. The robust, timely decision making has continued.

1.1.2. South Wairarapa Spatial Plan

The Spatial Plan is our strategic document to 2050, using an integrated Spatial/Long-Term Plan approach. Initial engagement included pop up sessions and 12 community/stakeholder sessions-with business and realty, seniors, wine growers, farmers, youth at Kuranui College, local iwi and Community Board sessions in each town. A wide mix of views, helpful feedback was captured. Workshops continued with council on SP to sort activities in the LTP. Officers assessing growth option aspects, then January workshop on town growth options. Work will continue for shaping the SP/LTP diagram and map components.

1.1.3. Martinborough Southeast Growth Area (MSGA)

An assessment report on stormwater issues by Wellington Water was completed after February. As a result of discussion at Council including work for the South Wairarapa Spatial Plan, and due to awareness of extent and costs of stormwater constraints and required mitigation, the MSGA is now on hold, including phase two stormwater modelling work. For consideration alongside Spatial Plan evaluation work.

1.1.4. District Plan Review

WCDP operative in 2011, requires review every 10 years, a plan review takes around 2 to 3 years. Boffa Miskell confirmed as the consultant to support the review. The advisory group mtg held on 8 Sept, considered the extent of the review plus proposed RMA reforms. The Randerson report proposes replacement of the RMA by a new regional level spatial plan Act, new natural resources Act. DP review will be at a level to sort key topics that need review. Advisory group mtg held 16 Oct, 8 December, Plan Review Committee mtg held 10 Nov.

1.1.5. Dark Sky

The Plan Change updates the outdoor lighting rules to control light pollution to support a dark sky reserve. The draft Wairarapa International Dark Sky-Outdoor Artificial Lighting Plan Change has gone through public notification. Ten submissions were received, followed by two further submissions. Wairarapa Sports Artificial Surface Trust and Genesis Energy Ltd wished to be heard. We are negotiating points and may avoid a hearing. An independent commissioner will determine the Council initiated plan change decision.

1.1.6. Review of Notable Trees Register

Hearing held in Greytown on 21 November. The independent commissioner's decision was adopted, still currently dealing with an appeal on the listing of one Oak tree, discussion and correspondence happening aimed at resolving.

1.1.7. Featherston Tiny Homes/Brookside RC

Application involved advice meetings, further info on urban design and traffic assessment. Number of units lowered from 120 to approx. 100 dwellings. Required further information on urban design aspects due to intensity, info. was supplied, the application was to be publicly notified. However, the applicant has advised Council to hold the application, is now pursuing a more standard density.

1.1.8. Orchard Road Subdivision

A resource consent was granted to resolve an outstanding abatement notice. The applicant appealed this decision, officers still in the process of resolving issue via mediation. We have extended deadline for removal of contaminated soil from the site to 30 March 2021, matter nearly resolved.

1.1.9. Proposed Combined Council Dog Pound SWDC/CDC

A costings report by Armstrong Dixon Ltd in April for reporting to July Committee. The Committee sought detailed costings, and comparative costs info being compiled. The Committee on Aug. 12 strongly indicated pursuance of a combined pound facility with CDC and officers to clearly detail the costings framework of this option. However,

matter has been parked awaits direction from the Shared Services group. Update report on Shared Services mtg going to Council in Oct. CDC have recently indicated a hesitancy regarding costings and combined CD/SWDC pound. Officer discussions 3 Dec, matter to go out for tender for facility costings in the new year.

2. Building Services

The level of building consent applications has continued to remain quite high. Timely processing continues together with ongoing site inspections services. Over the last financial year our team processed 584 applications, including exemptions. Usually about 60 active consent applications in the system.

3. Environmental Services

The provision of decisions and helpful advice in the areas of food safety, alcohol, bylaws work, and dog control matters has continued. We have continued inspections work and are ahead of premise’s verifications benchmark. Dog registrations are at 98% which is good.

4. Service Levels

SERVICE LEVEL – Council has a Combined District Plan that proves certainty of land-use/environmental outcomes at the local and district levels.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents’ image of the closest town centre ranked “satisfied”	80%	89%	NRB 3 Yearly Survey October 2018 (2016: 87%)
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER’s)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER’s in WCDP. A final monitoring strategy is still to be completed.

Resource Management Act – Consents(Year to date 01/07/2020-30/09/2020)

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	Total 96/96 49/49 Land Use applications were completed within statutory timeframes. NCS 37/37 Subdivision applications were completed within statutory timeframes. NCS 10/10 permitted boundary activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	44/44 s223 certificates were certified within statutory timeframes. NCS. Impacted by the departure of the Planning Manager and team transition from June to August 2019
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	30/30 s224 certificates were certified. NCS.

Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains, and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken this year.

Six Months Trend from 1 st June2020 to 30th November 2020		
Item	No of applications completed within the time frame over the total number of applications	% of applications processed within time frames
Land use consents	59/59 within 20 working days	100%
Subdivision Consents	41/42 in 20 working days	97.62%
223 Certificates	47/47 in 10 working days	100%
224 Certificates	32/32 in 15 working days	100%

Local Government Act – LIM’s

SERVICE LEVEL – Land Information Memoranda: It is easy to purchase information on any property in the District.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2020-2021
Standard LIMs are processed within 10 days	100%	89.9%	107/119 standard LIMs were completed G:\LIMs\LIMS PROCESSED 2020-2021

	YTD 1 ST JULY 2020 TO 30 TH Nov 2020	PREVIOUS YTD 1 ST JULY 2019 TO 30 TH Nov 2019	PERIOD 1 ST OCT TO 30 TH Nov 2020	PREVIOUS PERIOD 1 ST OCT TO 30 TH Nov 2019
Standard LIMs (Processed within 10 working days)	119	75	48	36
Urgent LIMs (Processed within 5 working)	44	27	18	15
Totals	163	102	66	51

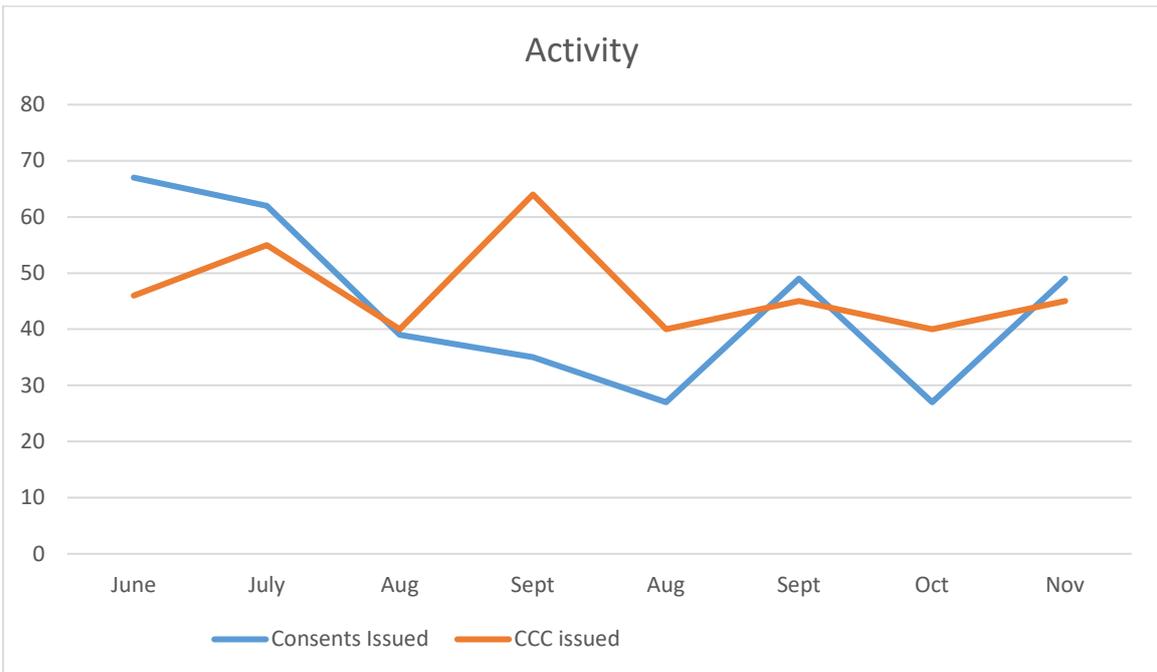
5. Building Act - Consents and Enforcement

SERVICE LEVEL - Council certifies all consented work complies with the building code, ensuring our communities are safe. The Council processes, inspects, and certifies building work in my district.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	97.57%	NCS – 201 of 206 CCC’s were issued within 20WD YTD – Human/technical error, process put in place to prevent this from happening in the future.
Building consent applications are processed within 20 working days	100%	100%	NCS – 221 consents were issued within 20WD YTD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2022. Council was re-accredited in January 2020
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOFF’s and Swimming Pools	Yes	Yes	Building Consents Council inspects all new work to ensure compliance (October 2020 – 415 inspections November 2020 – 388 inspections BWOFF’s – Total 189 – average of 3 audits per month required, 1 audit carried out October 0 audit carried out in November Swimming Pools – Total 279 – average of 7 audits per month required. 8 audits carried out in October

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			7 Audits carried out in November
Earthquake prone buildings reports received	100%	N/A	Of the remaining buildings: 25 - Identified as EPB 9 - Require engineer assessment from owners 2 - Requested extension to provide engineers report

	June 20	July 20	Aug 20	Sept 20	Oct 20	Nov 20
Monthly Building Consents issued	67	62	39	35	27	49
Monthly CCC issued	46	55	40	64	40	45



Building Consents Processed

TYPE – OCTOBER AND NOVEMBER 2020	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	8	\$7,995.000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$52,000.00
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	73	\$10,971,997

Other (public facilities - schools, toilets, halls, swimming pools)	5	\$38,460
Totals	87	\$19,057,457

6. Environmental Health and Public Protection

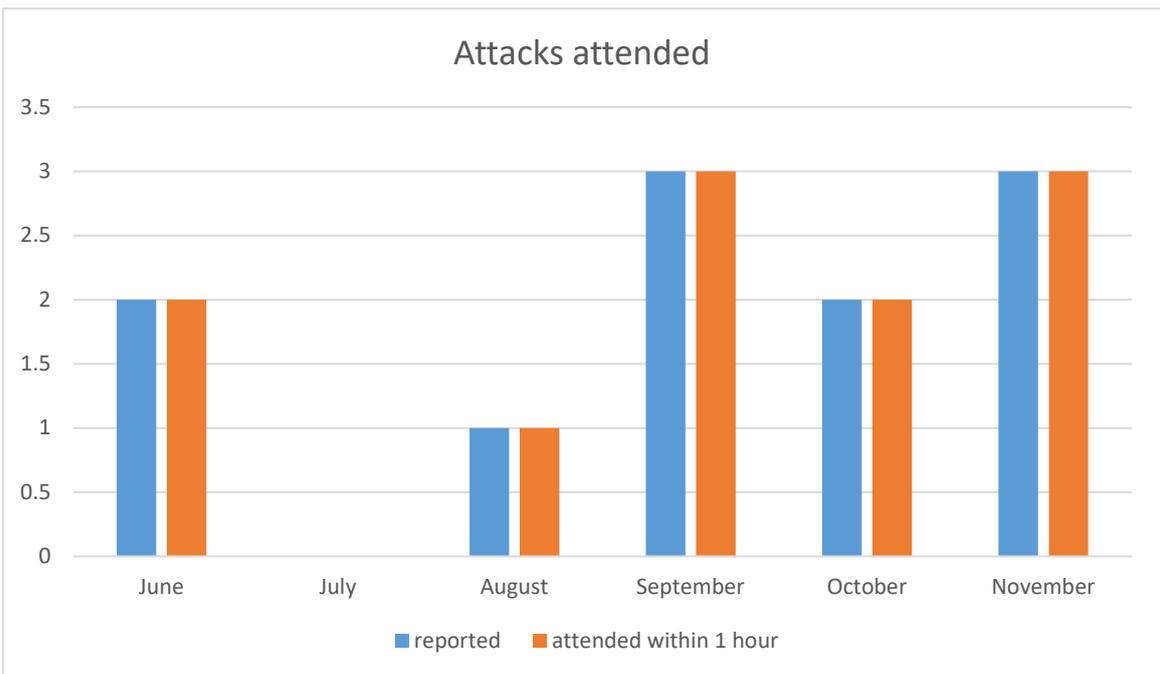
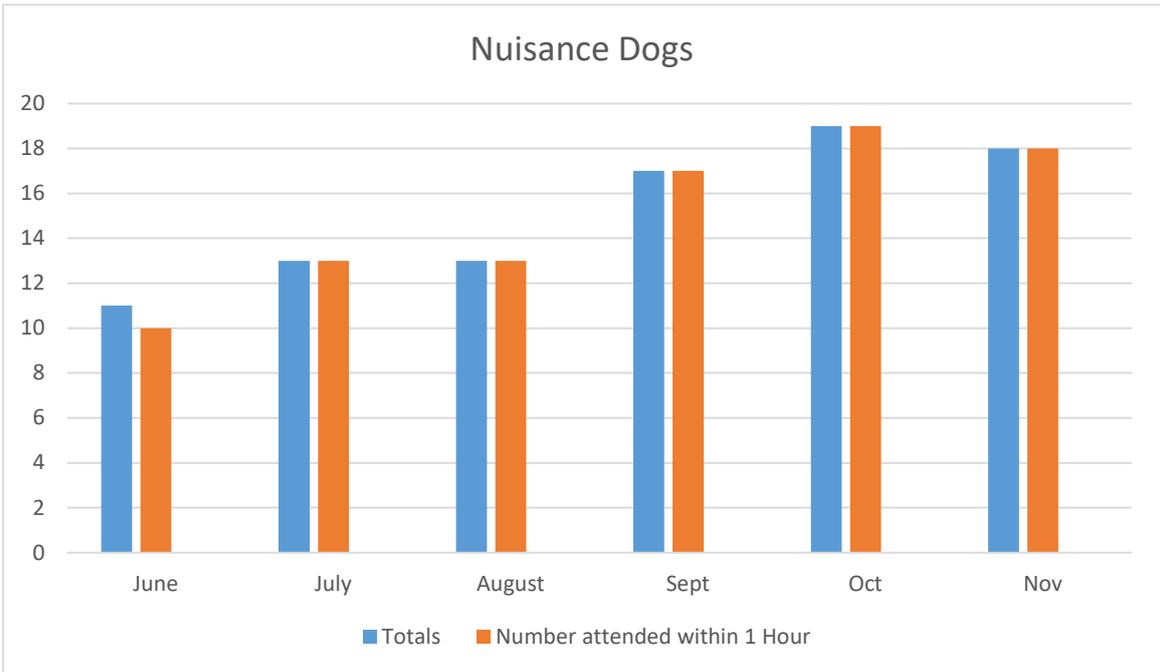
Dog Control Act – Registration and Enforcement

SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	No visits at this stage. Education is planned for at risk groups
Complaints about roaming and nuisance dogs are responded to within 1 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 82/82
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	9/9

INCIDENTS REPORTED FOR PERIOD OCTOBER AND NOVEMBER 2020	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	2	-	2
Attack on Person	1	-	-
Attack on Stock	-	-	-
Barking and whining	1	3	1
Lost Dogs	1	2	5
Found Dogs	1	2	4
Rushing Aggressive	2	-	1
Wandering	5	4	11
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled (off leash urban)	-	-	1

	June 20	July 20	Aug 20	Sep 20	Oct 20	Nov 20
Nuisance dogs	11	13	13	17	19	18
Attended to within 1 hours	10	13	13	17	19	18
Attack totals	2	0	1	3	2	3
Attacks attended within 1 hours	2	0	1	3	2	3



7. Public Places Bylaw 2012 - Stock Control

SERVICE LEVEL – Stock don't wander on roads, farmers are aware of their responsibilities.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 6/6
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 7/7

INCIDENTS REPORTED	TOTAL FOR PERIOD 1 JULY 2020 TO 30 NOV 2020
Stock	7

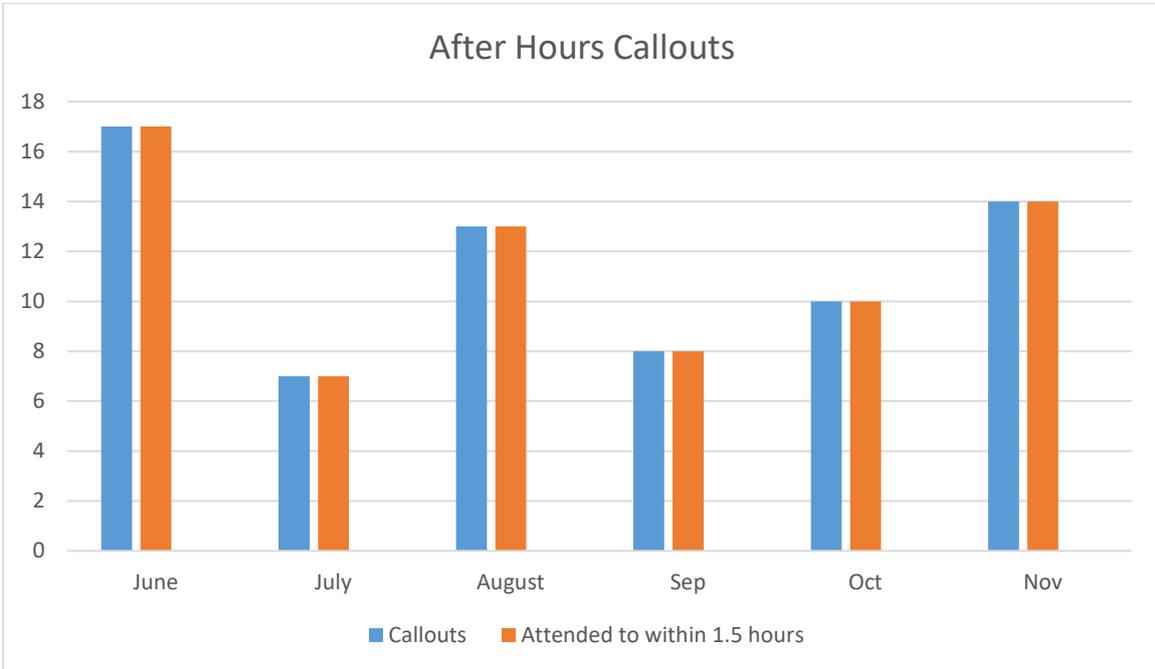
8. Resource Management Act – afterhours Noise Control

SERVICE LEVEL – The Council will respond when I need some help with noise control.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	100%	K:\resource\Health\Resource Management\Noise Control Complaints 52/52 attended within timeframe YTD 10 callouts Oct 20 14 callouts Nov 20 14/14 attended to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 20 TO 30 Nov 20	PREVIOUS YTD 1 JULY 19 TO 30 Nov 19	PERIOD 1 Oct 20 TO 30 Nov 20	PREVIOUS PERIOD 1 Oct 19 TO 30 Nov 19
Total	52	69	24	51

	June 20	July 20	Aug 20	Sep 20	Oct 20	Nov 20
Calls	17	7	13	8	10	14
Attended to within 1.5 hours	100%	100%	100%	100%	100%	100%



9. Sale and Supply of Alcohol Act - Licensing

SERVICE LEVEL – The supply of alcohol is controlled by promoting responsible drinking.

	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	51% YTD	MAGIQ data. All premises inspected at new or renewal application stage (25/49*). 25/49 Number of inspections completed of licences coming up for renewal within the YTD period. 5 very low inspections October 20 1 Very Low inspection November 20 and 6 Low and medium inspections Total number of licences is subject to change month by month as new businesses open and existing premises close.
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	50% YTD	MAGIQ data. There are no high risk premises in the district. Low and medium risk premises are inspected every 3 years as part of the renewal process. There are currently 36 low and medium licenses due for renewal or new inspections in this financial year. For Oct 20, 0 inspections were done for low and medium premises.

	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			For Nov 20 6 for low and medium premises 131 licences in total. Total number of licenses is subject to change month by month as new businesses open and existing premises close. Total number of inspections done year to date 18/36
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	0%	0 Controlled purchase Operation has been undertaken this YTD. 2 Compliance visits undertaken in November. Usual practice is for the SWDC alcohol licencing inspector is to undertake identified compliance inspections at licensed premises. This is to encourage open communication with our licensees and provide support and education to help our licenced premises comply with their requirements under the Act. Covid 19 and Government lockdown put a stop to this activity in this form and the Alcohol Licencing Inspector undertook compliance through an advisory role remotely under lockdown and as business moved down levels 3, 2 and 1

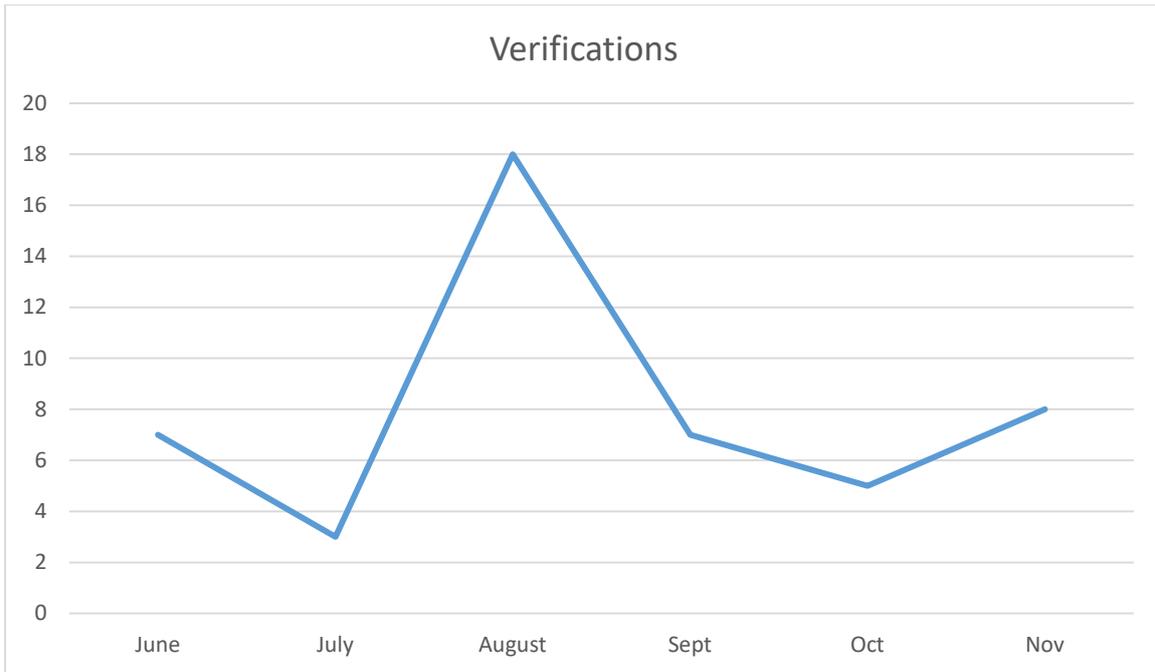
ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 20 TO 30 NOV 20	PREVIOUS YTD 1 JULY 19 TO 30 NOV 19	PERIOD 1 OCT 20 TO 30 NOV 20	PREVIOUS PERIOD 1 OCT 19 TO 30 NOV 19
On Licence	17	13	4	3
Off Licence	11	15	2	5
Club Licence	2	4	1	-
Manager's Certificate	59	61	36	42
Special Licence	12	26	10	22
Temporary Authority	2	-	1	2
Total	103	119	54	74

Health Act - Safe Food

SERVICE LEVEL – Food services used by the public are safe.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	FHR – 0 FCP (Food Act) – 101 NP – 63 The changes in the Food Act 2014 require that businesses have an appropriate Risk Based Measure in place by end of transition period (Feb 2019). Total number of premises is subject to change month by month as new businesses open and existing premises close.
Premises are inspected in accord with regulatory requirements.	100%	40.6%	FCP verifications – 41/101 *Total number of premises is subject to change month by month as new businesses open and existing premises close. The EHO role also includes Hairdressers, Beauty businesses, Camping, Noise, Nuisance (odour/smoke/rats) 5 verifications were undertaken in Oct 2020 8 verifications were undertaken in Nov 2020 We were able to finalise (close out) 11 premises in Oct 2020 and 5 in November 0 outstanding corrective action food business follow ups In addition our EHO was the SWDC first point of contact for all the food businesses and queries to ensure compliance with Government regulations under the various Covid 19 levels. In Oct and November EHO attended: 4 day time noise complaints 5 smoke complaints 1 rat nuisance complaint 1 spray drift complaint 2 dust complaints 1 Amusement device inspection In November the EHO undertook Trade Waste training and trained new EHO

	June 20	July 20	Aug 20	Sept 20	Oct 20	Nov 20
Verifications	7	3	18	7	5	8



10. Bylaws

Between 1 July 2020 and 30 Nov 2020 there were:

Trees & Hedges

- 46 notices were sent by Council requesting the owner/occupier to remove the obstruction from the public space.

Litter

- 9 litter incidents were recorded and from this, Council sent 5 notices to the identifiable people associated with these incidents, 1 resulted in an infringement.

Abandoned vehicles

- There were 7 abandoned vehicles located in the SWDC area, of which 5 were removed by their owners and the remaining 2 vehicles were removed by Councils' contractor.

Contact Officer: Russell O'Leary, Group Manager – Planning & Environment

PARTNERSHIPS AND OPERATIONS REPORT

This report was presented to the Assets and Services Committee on 16 December 2020.

11. Group Manager Commentary

The last period has continued the trend of significant activity across the Partnerships and Operations portfolio. As well as the usual activity at this time of year (e.g. road reseals, grounds maintenance) there has also been additional work that the team have been delivering (e.g. Spatial Plan and LTP inputs, PGF projects, library book sales). This report, along with the associated project dashboard, highlights the extent of activity being undertaken and provides updates against each.

Additional projects have been added to the dashboard. These are projects that have commenced since the last report:

- Kuranui Gym – SWDC involvement and community access
- Water Reform Request for Information (RFI)
- Waihinga Centre Lessons Learned review
- Greenspace review for Greytown
- Walking and Cycling Strategy
- Innovating Streets project (Martinborough)
- Road Stopping/encroachment policy development

As well as these projects there have been some key operational issues being addressed in the period, including Greytown street lighting (actually an issue with power supply/infrastructure, now resolved with PowerCo) and the ongoing issue of flooding of Donalds Creek at Longwood Road East (approach being agreed with GWRC).

12. Water

12.1 Reducing leakage across the South Wairarapa

A team has been set up at Wellington Water to work on reducing the leakage across the region, including SWDC. The team meets weekly to monitor progress with leak surveys and repairs. It will also identify any further work that may be required.

Ground surveys have been completed in Martinborough, Featherston and Greytown. Repairs of leaks located in Featherston and Martinborough are underway. The ground survey of Greytown identified 29 leaks – 10 of which are on private networks. We will prioritise repairs of the public network in Greytown and notify property owners of their responsibilities to investigate and repair private leaks.

A night flow audit for Greytown was undertaken for the week ending 11/12/2020. This is to identify any commercial water users that are operating at night, so an accurate night flow can be determined. This information will help determine if there is any further leakage. We expect to gain insights from this work within a week following the audit, which will be reported to the Assets and Services Committee.

Plans are been drawn up to carry out “step testing” in Greytown. The step testing will be carried out if the night flows do not drop, once ground survey leaks have been repaired.

The delivery crew are prioritising the larger leaks for repair, alongside leaks reported by the public. There is a risk that this additional leak survey work will create a lot of additional repair work for our service crews, which could impact budgets.

12.2 Key Projects Updates

As we enter the summer demand period it becomes increasingly difficult to complete upgrades to water supply and wastewater assets.

As outlined at previous meetings, delivery of some projects has been challenging due to multiple factors, including:

- Limited accuracy or availability of full as-built information
- Project scopes being previously poorly defined
- Fragile systems with little system resilience
- Ongoing process of uncovering systemic risks requiring mitigation
- Availability of operational staff to provide input to upgrades or be trained in their use, while also responding to call volumes or issues.

12.2.1. Manganese Reduction Plant

The Manganese Reduction Plant (MRP) commissioning work is complete and tests verify it successfully reduces the manganese to the required levels.



However, in conducting the commissioning work for the MRP, a water contamination risk has been identified in the network and this needs to be mitigated before the MRP itself can be brought into use.

Plans for this additional work are with the contractor to price and complete urgently. Once this work is completed the plant can be brought into service. The timeline of this work will be shared.

12.3 Waiohine Water Treatment Plant (WTP) Upgrades

The 4th bore project was delayed whilst securing budget to cover cost of increased scope and further to procure and award contract. Contractor availability had also slowed progress.

However, installation of the 4th pump and peripheral civil works construction activities have now commenced. We are aiming to complete this work by February 2021, but this is dependent on summer demand as the plant would need to be taken offline during works.

The Waiohine treated water storage procurement phase is underway for the installation and setting up of the equipment. We expect to award the contract in January 2021. Physical works are scheduled to start after the completion of the 4th bore.

A temporary fix for the Waiohine pH dosing system upgrade will be completed first to make the system operable and mitigate risk. The design of this is currently being completed in collaboration with contractors. Options assessment will be completed prior to investing in further upgrade works on this system.

12.4 Memorial Park WTP upgrades stages 2 and 3

A cost analysis has been completed to determine the most effective delivery approach. From this, the works have been rolled into a single stage and has resulted in estimated \$200k overall savings in sunk cost. Emergency plan being prepared should existing pump fail prior to replacement.

A changed delivery approach for this project means it can progress without waiting for Waiohine upgrades. The new target date for completion has moved to April 2021 (brought forward from Jun 21). Construction contract to be awarded in December 2020. Delivery of the containerised plant will be approximately 3 months from contract award to installation, with civil works and reinstatement completed thereafter.

Obtaining approvals under the reserve management plan will need to be completed in parallel with the construction of the containerised plant.

12.5 Lake Ferry WWTP driplines

Planned renewal brought forward following forestry contractor damage to lines. Project is on hold pending result of options assessment paper. Renewals options assessment paper being finalised with Wellington Waters' three waters decision making committee (3WDMC). Delivery to be adjusted based on the feedback from 3WDMC and SWDC. Current forecasted cost (Ivl3) for full renewal of driplines is at \$326k.

12.6 Featherston WWTP

A second community drop-in session has been completed and the information was also on display at Greytown and Martinborough libraries. Preliminary scoring and level 1 estimates prepared for the long list in preparation of an Officers' shortlisting workshop.

12.7 Martinborough WWTP valve automation

The installation of an automated valve to reduce overflow risk in Martinborough is in progress. Due to contractor workload across the district the civil and electrical works will be undertaken in the new year. Practical completion is scheduled for February 2021.

12.8 Pipeline project briefs

At Appendix 1 of this report, Wellington Water have provided project briefs for the two key pipeline projects that are underway, Pinot Grove and Papawai Road upgrades.

13. Land Transport

13.1 Roding Maintenance - Ruamahanga Roads

An outline of key works completed through November 2020 is provided below:

- 282.5 km of roads were inspected and identified faults recorded in RAMM for future scheduling with 208.4 being sealed and 73.9 being unsealed.
- 7 bridges were inspected and found to be in an acceptable condition.
- 159 rural culverts were inspected
- 112.4 km of unsealed roads were graded
- 35 m³ of maintenance metal was applied to the unsealed roads
- 13 sealed road potholes were identified and filled.
- 42.7 km of mechanical street sweeping was completed
- Pre-seal repairs for the 2021-2022 sealing season have continued
- Maintenance works continued on the footpaths within the 3 towns.
- District reseals, both Urban and Rural, have been completed for the 2020-2021 season
- Wetter than average November lead to slips, flooding and land dropouts throughout the district with a number of emergency responses.



Lake Ferry Road



Te Awaiti Bridge abutment washout



White Rock Rd slips



Glendrynoch Rd bridge approaches

- The spring cycle of chemical spraying of rural water tables and signs has commenced and will be completed prior to rural berm mowing.
- Works commenced on Ruakokoputuna Road seal extension with sealing programmed to be completed prior to Christmas.

13.2 Further activities of note

- Annual bridge inspection programme has commenced and to date no urgent faults have been identified. Types of inspection have been done as required by NZTA. This is a key programme of work and one that will continue into future years.
- Roading infrastructure input has been supplied to all subdivision resource consents.
- The Joint Carterton/South Wairarapa Roading Activity Management Plan is currently being developed and funding proposals for considerations in the LTP process are underway.
- Sealed pavement condition and surface watertable rating has been carried out by Roading Logistic Consultants. This activity is completed every 2 years
- Footpath condition rating has been carried out by Roading Logistic Consultants.

14. Amenities

14.1 Housing for Seniors

All Housing for Seniors units are fully tenanted. Recent activity includes:

- Installation of an oven in a flat at Burling Flats Featherston.
- Two units at Cecily Martin flats in Martinborough have new sliding front doors installed.

14.2 Pain Farm

Pain Farm Homestead and Cottage are due for inspections in the second week of January 2021. Quotes being sort for Extractor Fan to be installed in the Cottage bathroom.

14.3 SWDC Playgrounds

Work has continued on upgrades and maintenance of playgrounds, including:

- More planting and fence to be quoted at the Martinborough Playground as more funds from the Waihinga Trust has become available.
- Featherston playground is now fully fenced and general refresh is underway with painting and new bark
- one new child/parent swing installed in Featherston.

14.4 Parks and Reserves

Activity has been ongoing in maintaining our parks and reserves:

- Grass growth due to the seasonal rain and ground temperature has required increased maintenance with our contractor.
- Solar lights have arrived for installation into Stella Bull Park before Xmas
- Replacing Huangarua Park seat and rubbish bin as both old assets were very tired.
- Reopening of the New York Toilets in Martinborough and upgraded the sewage pipe work. These facilities are only to be used by the sports clubs.
- Lych gate currently being built and hopefully installed prior to Xmas for the 150 years of the Waihinga Cemetery, Martinborough

14.5 Cemeteries

Featherston Lioness WW1 Project - Completed in time for Armistice Day 11 November 2020 at Featherston Cemetery.



Purchases of burial plots/niches 28/10/20 to 3/12/2020

	Greytown	Featherston	Martinborough
Niche		2	1
In-ground ashes Beam	1		
Burial plot			1
Services area			
Total	1	2	2

Ashes interments/burials 28/10/20 to 3/12/2020

	Greytown	Featherston	Martinborough
Burial		1	1
Ashes in-ground	2		1
Ashes wall			
Services Area			
Disinterment			
Total	2	1	2

14.6 Swimming Pools

SWIMMING POOLS ARE OPEN!

Featherston, Greytown and Martinborough pools all opened for the swim season on the 28th November 2020 and will close March 14th 2021. Entry is still free and the bookings for events and BBQs are filling fast. Monitoring of usage to inform future strategy is ongoing.



14.7 Further work

Significant additional effort has been expended in managing the delivery of the following Provincial Growth Fund (PGF) projects:

- Upgrade to facilities at Anzac Hall, Featherston
- Refurbishment of the Featherston War Memorial
- Supporting upgrades to the Featherston Community Centre
- Supporting the Hau Ariki marae project, and
- Supporting the Tauherenikau bridge trail project.

These projects are included in the Amenities programme dashboard and are in addition to the team's workload.

15. Appendices

Appendix 1 – Wellington Water Pipeline Project brief – Papawai Rd upgrade

Appendix 2 - Wellington Water Pipeline Project brief – Pinot Grove upgrade

Appendix 3 – Programme Reports

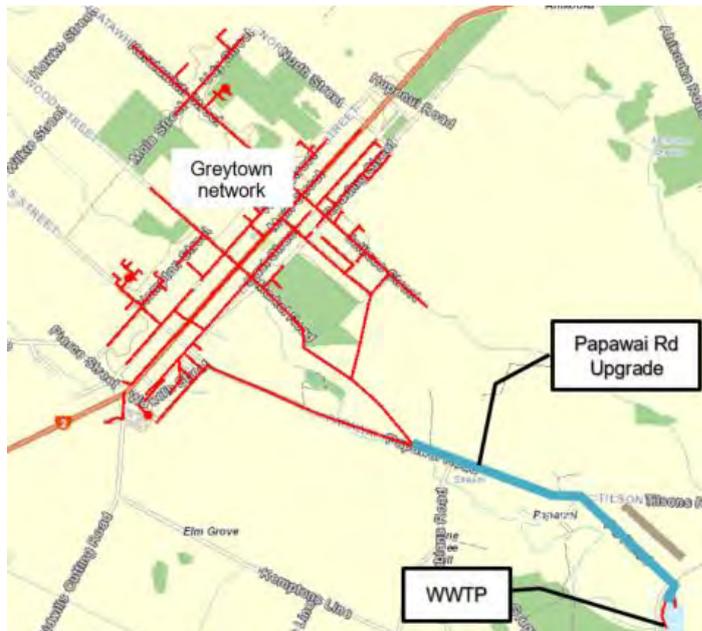
Contact Officer: Euan Stitt, GM Partnerships and Operations

Appendix 1 - Wellington Water Pipeline Project brief – Papawai Rd upgrade

Papawai Road Wastewater Renewal Fact Sheet

What are we doing?

Replacing 2.2km of 225mm concrete wastewater main with a new 350mm polyethylene (PE) main on Papawai Road, Greytown.



Why are we renewing this pipeline?

The existing wastewater main down Papawai Road is the most critical wastewater pipeline in Greytown. It conveys all of the town's flow to the treatment plant (WWTP). It was laid in 1974 and probably has a few years of life left in it, but with the growth of the township since the 70s it has now reached capacity.

The primary goal of the project is to enable growth by providing increased capacity. The new pipeline will also be more resilient than the current one. It will be fully sealed and so more resistant to earthquakes and reduced leakage out of and into the pipe. We are also taking the opportunity to reconfigure the outlet pipe at the treatment plant to enable future upgrades to the plant.

What is the effect of the increased capacity on the network?

Initially there is minimal effect. The treatment plant at present is estimated to have capacity for a further 10-20% increase in population. The wastewater main pipe is being future-proofed to allow for the treatment plant upgrades planned over the next 10 years.

How has the project developed?

Prior to Wellington Water's involvement, in December 2018 the SWDC received a quotation from Higgins to complete the project for \$1,792,000. The quotation included some contingency but excluded design and project management fees and was not based on an engineer's design. This

means the project had minimal scope development and so there was a very high risk that it would have cost more than the tendered price to complete. This tender lapsed and Wellington Water re-tendered in April 2020.

The April 2020 tender price received was \$2,674,000. Since the project had not been fully scoped, designed and a robust engineer’s estimate developed, we could not adequately appraise the value provided by this tender. So we put the project through Wellington Water’s normal project delivery processes. This involves preliminary and final design and ensures due diligence for things such as option selection, cost estimation, quality, health and safety and contract management.

This has reduced the level of risk particularly from an outcome and cost perspective so we now have confidence that project will deliver the best whole-of-life value to council.

The works have now been re-tendered with submissions due in the next few weeks.

Below is a comparison table providing an overview of the costs.

Table 1:

Deliverable /scope	Original Budget (Nov 2019)	Tender (April 2020)	Engineer Estimate / Level 4 (Aug 2020)
Professional costs	\$139,132	\$265,600	\$255,500
Construction	\$1,679,255 (tender Dec 2018)	\$2,673,655	\$2,035,500
Contingency	\$113,120 (tender Dec 2018)	\$21,825	\$386,500
Total	\$1,931,500	\$2,960,980	\$2,677,500

What can we learn from this?

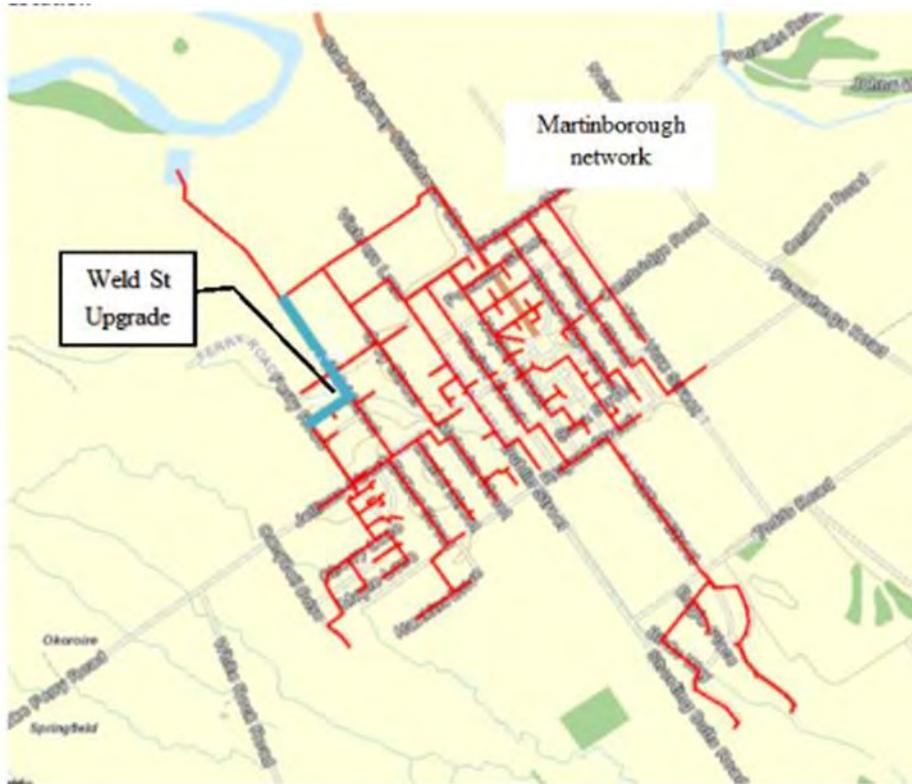
It’s important that projects are properly scoped and adequately developed, with costs accurately estimated before budgets are set. It’s also important that people know what stage a project is at, when estimates are being used. Wellington Water uses a cost estimating manual to account for the amount a project has been developed at each stage of its evolution and minimise cost risk.

Appendix 2 - Wellington Water Pipeline Project brief – Pinot Grove upgrade

Pinot Grove Wastewater Renewal Fact Sheet

What are we doing?

Replacing 0.7km of 150mm asbestos cement wastewater main with a 250mm polyethylene (PE) main in Weld Street, Martinborough.



Why are we renewing this pipeline?

The existing wastewater main in Weld Street carries wastewater from approximately the southern third of Martinborough. It is under-sized for the load, resulting in frequent blockages and occasional overflows from manholes during wet weather conditions.

The primary goal of the project is to allow for growth while also improving wastewater service to this part of town. The new pipeline will have greater capacity and be more resilient to earth movement than the current one. It will be fully sealed and so more resistant to leaks out of and into the pipe.

What is effect will this have on the rest of the network?

The new 250mm pipe will feed into the existing 300mm main pipe that goes to the Martinborough wastewater treatment plant. The 300mm pipe was upgraded in 2005.

The Martinborough wastewater treatment plant is nearing capacity. Planned upgrades for the plant will need to factor in growth.

How has the project developed?

Prior to Wellington Water’s involvement, SWDC set a budget for the pipe renewal of \$295,000. It’s not clear what was included in this budget, and as the project was not clearly scoped, it carried a high level of risk.

In March 2020 Wellington Water estimated the project would cost between \$726,000 and \$980,000. It issued the project for tender and received no conforming tenders.

To reduce the level of risk and provide confidence that project would deliver the best whole-of-life value, we put the project through Wellington Water’s normal project delivery processes. This involves preliminary and final design and ensures due diligence for things such as option selection, cost estimation, quality, health and safety and contract management.

This provided a robust estimate (known as an engineer’s estimate), of \$795,000. This was subsequently corroborated by a conforming tender.

After the tender was received, the project cost estimate was revised to allow for the additional scope of safely removing and disposing of asbestos cement.

The tender has been awarded to Fulton Hogan, who are using a local contractor to perform a portion of the work.

Below is a comparison table providing an overview of the project elements and estimates.

Table 1:

Deliverable /scope	Original (2017)	Engineer’s Estimate	Current/Post Tender (2020)
Professional costs	No Budget allowed/Included	\$127,500	\$106,000
Construction	\$295,000	\$545,500	\$582,500
Contingency	Included	\$122,500	\$126,000
Total	\$295,000	\$795,000	\$814,500

What can we learn from this?

It’s important that projects are properly scoped and adequately developed, with costs accurately estimated before budgets are set. It’s also important that when estimates are being used, people know what stage a project is at. Wellington Water uses a cost estimating manual to account for the amount a project has been developed at each stage of its evolution and to minimise cost risk.

Appendix 3 – Programme Reports

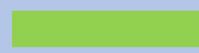
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Resource constraints and additional workload are being managed with CDC - action underway to mitigate with temp resource. Works season progressing well with reseal programme complete and other key works on track.

Current Projects

Ruakokoputuna \$400k Oct 20 - Dec 20						
Ruakokoputuna Seal Extension						Work has started and on schedule to be sealed before Christmas subject to
Sealed Road Pavement Rehab \$220K Dec 20- Feb 21						
Western Lake Rd Area Wide						H&S risk relates to nature of road and speed. Expected to commence before Christmas.
Sealed Road Resurfacing Local Roads \$467.5k Oct 20 - Dec 20						
Scheduled programme of works comprising 14.5kms of resurfacing on: Shooting Butts Road, Hikinui Road, Bucks Road, Underhill Road, Boundary Road, Pa Road, Birdie Way, Eagle Place, Fairway Drive, Te Muna Road, Papawai Road, Fraters Road, Tilsons Road, Hecklers Road, Moroa Road, Kahutara Road, White Rock Road, Lake Ferry Road, East Street.						Programme complete
Sealed Road Resurfacing Special Purpose Rd \$115K Jan 21 - Jun 21						
3.5 kms of resurfacing work on Cape Palliser Road						Programme complete
FootPath Renewals \$177K Oct 20 - Jun 21						
Planned maintenance						Work ongoing, Bethume Street, west Street, Regent Street(maybe deferred due to UFB rollout)
FootPath maintenance Extra Funding \$375K Jun 20 - Jun 21						
Footpath Maintenance \$125K per town						High level of input required by staff. Work ongoing.
Esther Street Footpath Extension \$70K Sep-20						
Noted from AP submissions						Works completed.
Low Cost Low Rik Local Roads \$345K Aug 20 - jun 21						
Culvert Extensions, safety improvements, seal widening, intersection improvements, slip stabilisation, guardrails, kerb and channel works.						Seal widening on Western Lake Road complete
Low Cost low Rick Special Purpose Rd \$250K Aug 20 - jun 21						
Guardrail installation, Signage upgrade, Rock revetment supply						Includes \$100k carry forward from 19/20
Aset Management Plan \$50k June 20 - Nov 20						
Plan development and RLTP funding						Joint AMP with CDC and NZTA funding request 2021.2024. Draft plan submitted for A&S input to 16/12 meeting. To be submitted 11/12/20 but input still possible.
Reading Street Upgrade \$250k						
Upgrade Reading Street as part of Orchards Development						3rd party dependent
Speed Limit Review Nov 20 - Jun 21						
Consult re speed review						Link to NZTA speed reduction and Road to Zero, Urban safety for vulnerable users etc. NZTA planned consultation dates through Nov and in discussions with NZTA on alignment.
Tora Farm Rd bridge beam painting x2 \$100K Jan 21 - Jun 21						

Painting steel beams on Tora Farm and Pukeamuri Bridges		↓				Environmental and Health and Safety risk due to working above waterways and working at height. Delayed due to Resource consent conditions re the habitat of various species.
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Status key:

 *On track/achieving*

 *Some concern*

 *Off Track/Major concern*

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)						Overall programme progressing to schedule, other than those projects that did not receive PGF funding. These may receive funding in LTP.

Current Projects

Featherston War Memorial	\$250k	tbc				
Repair earthquake damage and structural deficiencies						Ongoing. Working closely with contractor to resolve emerging challenges in the project. Street lighting to Sphere has to be removed due to engineer on earthquakes. Options for lighting need to be decided.
Anzac Hall upgrades	\$100k	Nov-20				
Toilets, roof and wall repairs						99% completed awaiting on Ladies toilet door that needed replacing. Successful delivery attracting positive community response.
Featherston Community Centre	\$110k	tbc				
Roof and wall repairs, asbestos removal, painting, car park and kitchen/toilet repairs						Work commenced on entrance and building work inside
Hau Arika marae - PGF support	\$371k	tbc				
Various upgrades - sprinkler systems, water storage, kitchen/toilet upgrades.						Finalising discussions with PGF and marae on timing and processes. Paper going to 17/12 Council meeting on possible financial risk due to terms of MBIE contract.
Tauherenikau Bridge	\$1.36m	tbc				
Construct cycle/walkway over Tauherenikau river						Finalising discussions with PGF and Greytown Trails Trust on timing and processes. Paper going to 17/12 Council meeting on possible financial risk due to terms of MBIE contract.
Kuranui College Gym	\$1m	tbc				
Manage delivery of gym in college and provide for community access.						NEW PROJECT - Min of Ed lead. Preliminary plans completed and QS review underway. Agreement between Kuranui College, SWDC and MoE to be drafted in new year to formalise structure, access, roles/responsibilities etc.
SWDC Tree asset management	tbc					
Develop a long term District wide programme for tree management						Awaiting business case to be presented for LTP. May break into zones and capture the most public used Parks and Reserves as a trial this year to determine the state of our trees to attach to the Parks management plan. Relates to H & S and age of trees.
Stella Bull Park Lighting	\$12k	Nov-20				
Install lighting for safety/security of users						Lights have arrived 2/12/2020 and will be installed prior to Christmas.
Peace Garden, Featherston	\$120k	tbc				
Construct accessible ramp and web-enabled information display with additional seating and planting						Heritage NZ have received partial private funding to progress, meeting w/c 14th Dec on site to consider delivery v revised budget (half of that required for current design).
Featherston Stadium	\$20k	tbc				

Upgrade to kitchen, seating and ablutions						PGF declined, will carry out repairs as funding becomes available
Ngawi Community Hall		\$30k	Dec-20			
Upgrade septic system						Designer engaged, Resource consent applied to GW, Resource consent stopped awaiting on further investigation of land
Cemetries data project		n/a	Dec-20			
Data validation, GPS capture and database established						Data validation ongoing, GPS and photo capture commenced. Support from CDC also being provided. Project will be placed on hold at Christmas
Pain Farm upgrades		\$100k	Sep-20			
Upgrades to Main House and cottage to meet standards				↑		Standard maintenace with some trees and driveway to cottage
SWDC Lease review programme		n/a	Dec-20			
Complete review of leases						Data capture and strategy under development. Focus on Papawai and Lake Ferry leases in short-term. Multiple leases to work through
Senior Housing		\$85k	Oct-20			
Heat pump/air conditioning installation and paiting (int and ext)						Work completed - under budget
Swimming Pools		\$15k	Oct-20			
Upgrade to Greytown Stand and painting						Work completed - on time for new season
Martinborough Waiinga Cemetery		\$15k	Oct-20			
Install Lych gate as part of anniversary celebrations						Gate built and will be installed pre Christmas
Considine Park, Martinborough		\$8k	Nov-20			
Install additional lime path						Likely Lions involvement - to be discussed at next meeting.
Park exercise equipment		\$45k	Oct-20			
Install outdoor exercise equipment in local parks						Works completed - proving popular in communities

Status key: On track/achieving Some concern Off Track/Major concern

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)						Known budget challenges exist and are being managed as per previous reports. Rework to programme and changes to approaches on some projects are bringing forward delivery in some areas. Summer demand may impact delivery on water projects (ability to have plant offline while undertaken).

Major Projects

Manganese Reduction Plant - Martinborough	\$2.5m	Nov 19 - Nov 20				
Construct and commission a manganese reduction plant		↑				The MRP has been fully tested and is ready to begin operating. However, a water contamination risk has been identified in the reticulation network that must be mitigated before it is brought fully into operation. The plans for this have been completed and contractors are scheduling the works.

Featherston WWTP	\$500k*	Jul 20 - Jun 2025				
Develop and implement a suitable wastewater solution for Featherston						Second community drop in session completed and the information was also on display at Greytown and Martinborough libraries. Preliminary scoring and level 1 estimates prepared for the long list of ideas in preparation for an Officers workshop. Further update to be provided in meeting. Fstn WWTP now a standing item on A&S agenda.

Upgrade/Renewal Projects

Papawai Road WW Upgrade	\$2.8m	May 2021 onwards				
Capacity issue - upgrade pipe						Tender evaluation is currently being completed. Tender price is close to the Engineers Estimate which correlates to the projects expected estimate of \$2.8m. Programme phasing adjusted to allow for delivery of Memorial Park this FY ahead of Papawai Road. Larger portion of Papawai Road construction will be rolled over into 21/21FY in order to remain within annual (programme) budget. Project brief attached to Officers' Report.

Pinot Grove WW upgrade	\$300k	Mar 21 - Jul21				
Capacity issue - upgrade pipe		↑				Construction activities have commenced, practical completion programmed for March 2021. Project brief attached to Officers' Report

Waiohine Water Treatment Plant (WTP)	\$900k	Dec-20				
a) 4th bore/pump and commissioning		↓				The 4th Bore project was delayed whilst securing budget to cover cost of required scope and to procure and award contract. Contractor resource availability has slowed progress. Installation of 4th pump and peripheral civil works construction activities have commenced, practical completion scheduled for late January 2021. Has had consequential impact on related works.
b) Treated water storage (chlorine)		↓				Treated water storage procurement phase underway, award expected early January 2021, physical work scheduled to start after 4th bore completed, with practical completion six weeks thereafter (early March).
c) pH dosing system upgrade		↓				A temporary fix for the Waiohine pH dosing system upgrade will be completed first to make the system operable and mitigate risk. The design of this is currently being completed in collaboration with contractors. Options assessment is to be completed prior to investing in further upgrade works on this system.
d) Site Security						Security Fencing policy (standard) to be completed prior to brief being released for pricing

Memorial Park WTP upgrades stage 2	\$330k	Nov-20				
Replace bore pump, new filter, additional pipework and run to waste		↓				A cost analysis has been completed to determine the most effective delivery approach. From this, the works have been rolled into a single stage and has resulted in estimated \$200k overall savings in sunk cost. Emergency plan being prepared should existing pump fail prior to replacement.

Memorial Park WTP upgrades stage 3		\$1.5m	Apr-21			
Chemical dosing, UV and filter upgrades			↑			<p>A changed delivery approach for this project means it can progress without waiting for Waiohine upgrades. The new target date for completion has moved up to April 2021 (brought forward from Jun 21). Construction contract to be awarded in December 2020. Delivery of the containerised plant will be approximately 3 months from contract award to installation, with civil works and reinstatement completed thereafter.</p> <p>Obtaining approvals under the reserve management plan will need to be completed in parallel with the construction of the containerised plant.</p>
Lake Ferry WWTP driplines		\$326k	tbc			
Renewal driplines at WWTP	↓		↓			<p>Planned renewal brought forward following forestry-related damage to lines. Project on hold pending result of options assessment. Renewals options assessment paper being finalised with Wellington Waters three waters decision making committee (3WDMC). Current forecasted cost (level 3) for full renewal of driplines at \$326k.</p>
WWTP Improvement Programme		\$400k	Dec-20			
Enhance processes, facilities and management of WWTPs across District	↓					<p>The installation of an automated valve to reduce overflow risk in Martinborough is in progress. Due to contractor workload across the district the civil and electrical works will be undertaken in the new year. A water balance and irrigator fault analysis has been undertaken for Martinborough. Irrigation management and contingency plans are being put in place to improve compliance during the irrigation season. Concept designs for operational health and safety improvements are due to start in December as are investigations for site security improvements.</p>
SWDC-led Projects						
Water Race User Survey		n/a	Dec-20			
Survey Water Race users and related stakeholders on use			↓			<p>Additional external resource engaged, qualitative survey (interviews) to be completed through Dec 20 with formal quantitative from Jan 21.</p>
Longwood Water Race Consent		n/a	Dec-20			
Gain consent for continued use of water race						<p>Reporting to GW completed, awaiting outcome. Water Race continues to operate under existing consent.</p>
Status key:		■ On track/achieving	■ Some concern	■ Off Track/Major concern		

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)		↓				Additional projects added to A&S dashboard for visibility. May be moved to other sheets once progressed from strategy phase. Some resource constraints limiting progress.

Current Projects

Kuranui Gym \$1m tbc

Manage SWDC involvement in College Gym build, management and community access.						NEW PROJECT - Min of Ed lead. Preliminary plans completed and QS review underway. Agreement between Kuranui College, SWDC and MoE to be drafted in new year to formalise structure, access, roles responsibilities etc.
--	--	--	--	--	--	---

Water Reform RFI n/a 1st Feb 21

Respond to DIA Request for Information to inform Water Reform Process	↓					RFI work continues with Wellington Water compiling data for some sections, in consultation with DIA and WICS. SWDC Finance compiling rest. Significant resource challenge at time of developing LTP (Finance highlighted as 'some concern'). Part of regional approach and support with WWL shareholding Councils and CDC/MDC.
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Waihinga Lessons Learned \$15k tbc

Business Improvement - Undertake a review of the Waihinga Centre project to improve future SWDC project delivery		↓		↓		Independent contractor identified to conduct review. Currently gathering relevant documents to inform review. Timeline to be confirmed with reviewer.
--	--	---	--	---	--	---

Greenspace review \$40k Jul-21

Undertake a review of the availability and use of Council greenspace provision in Greytown						Resolution from AP deliberations. Further data collection underway, including use, size and accessibility.
--	--	--	--	--	--	--

Walking and Cycling Strategy tbc tbc

Develop a District-wide Walking and Cycling strategy		↓				Linked to 5TTN project and other stakeholders. SWDC plans to be developed at town level. Project commenced with initial scoping underway.
--	--	---	--	--	--	---

Innovating Streets - Martinborough \$200k Apr-21

Develop and test repurposing of car parks near square				↓		Boffa Miskell engaged as PM and lead. Initial scoping complete. Engagement with key stakeholders (incl. Cr Colenso) to commence pre-Christmas. Initial site monitoring (baseline establishment) to begin. Some community concern at possible pedestrianisation of Kitchener St, which is NOT in scope of this project but perception will need resolution.
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Road Stopping Policy \$15k Jan-21

Develop a Road Stopping Policy						Contractor engaged now funding approved. Work in progress, with draft policy being reviewed now.
--------------------------------	--	--	--	--	--	--

Status key: ■ On track/achieving ■ Some concern ■ Off Track/Major concern

FEATHERSTON COMMUNITY BOARD

23 FEBRUARY 2021

AGENDA ITEM 8.2

ACTION ITEMS REPORT

Purpose of Report

To present the Community Board with updates on actions and resolutions.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Community Board for information. The Chair may ask Council officers for comment and all members may ask Council officers for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will be remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 23 February 2021

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

Appendix 1 – Action Items to 23 February 2021

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
83	25-Feb-20	Action	E Stitt	Investigate a solution for the "Welcome to Featherston" signs on State Highway 2 following notification that the location of these signs presents a risk to motorists and keep the community informed through communications.	Open	Signs removed 16th/17th March due to unresolved safety concerns. Meeting onsite on 23rd March with SWDC/NZTA/FCB/Featherston Beautification Group to agree location, materials and design of supports for the signs. 30/6/20: Progress is being made on a licence to occupy the proposed location of the signs. 30/7/20: This is still with NZTA for a licence to occupy. 15/10/20: Still working through the solution with NZTA 8/12/20: Awaiting final drawings from FBG to proceed. <i>Noted: Amended on 22/09/20 to incorporate Action 273 relating to the request for communications to be released.</i> 15/2/21: Progress made as per chairs report to FCB 23 Feb 21
158	19-May-20	Resolution	FCB	FCB RESOLVED (FCB 2020/15): 1. To receive the Applications for Financial Assistance Report. (Moved Bleakley/Seconded Cr Vickery) Carried 2. To grant Wairarapa Citizens Advice Bureau funding of \$350 to support its day to day running costs. (Moved Bleakley/Seconded Cr Vickery) Carried 3. To grant South Wairarapa Neighbourhood Support funding of \$200 to assist with the costs of funding a new promotional flag and collateral. (Moved Bleakley/Seconded Smith) Carried 4. To defer granting Featherston Community Centre funding to assist with the costs of its carpark development until Council has considered the proposed partnership agreement with Featherston Community Centre.	Open	15/10/2020: Grant from Featherston Community Centre awaiting outcome of ownership proposal. 21/12/2020: Letter sent to Featherston Community Centre seeking confirmation of whether would like to proceed with the grant application.
274	30-Jun-20	Action	Mayor Beijen	Investigate making free Wi-Fi available to Featherston	Closed	22/09/2020: Mayor Beijen updated members possible options to fund this are being explored. 15/12/20: Still in progress 15/2/21: Closed, but will revisit if progress is made.
275	30-Jun-20	Action	FCB	Request Featherston Community Centre provides further details on the proposal for SWDC to take ownership of the building and carry out upgrades	Open	11/08/2020: FCB suggested they meet with Featherston Community Centre and representatives from Council to consider a way forward. Workshop held 15 July 22/09/2020: FCB undertook to arrange to meet with the Featherston Community Centre and Council officers to discuss the proposal in more detail. 21/12/2020: Letter sent to Featherston Community Centre seeking confirmation of whether would like to proceed with the proposal
276	30-Jun-20	Action	FCB	Present the proposal to have a Māori name for Featherston as Paetumokai and a pou (carving) to the Māori Standing Committee	Open	
384	11-Aug-20	Action	FCB	To clarify the process of undertaking a two-stage engagement approach to the naming of Featherston Town Square	Open	22/09/2020: Members undertook to discuss this in a workshop.
680	15-Dec-20	Resolution	K Neems	FCB RESOLVED (FCB 2020/65): 1. To receive the Youth Representative Appointment Report. (Moved Tahinurua/Seconded Smith) Carried 2. To appoint Ana Souto and Isla Richardson as youth representatives, in an advocacy role with non-voting rights to the Featherston Community Board until the end of the 2019-2022 triennium. (Moved Smith/Seconded Bleakley) Carried 3. To agree an honorarium payment of \$50 per ordinary meeting attended be paid to each of the youth representatives from the Featherston Community Board operating budget. (Moved Smith/Seconded Tahinurua) Carried	Actioned	
683	15-Dec-20	Resolution	K Yates	FCB RESOLVED (FCB 2020/68): 1. To receive the report. (Moved Tahinurua/Seconded Bleakley) Carried 2. Adopt eight weekly cycle for Featherston Community Board 3. Adopt a 2021 schedule of ordinary meetings for Featherston Community Board. (Moved Smith/Seconded Tahinurua) Carried 4. Delegate to the Chief Executive the ability to alter the schedule of ordinary meetings in consultation with the Community Board Chair as required. 5. Delegate to the Chief Executive the authority to update clause 9.1.4 'Timing and Frequency' of the Community Board Terms of Reference.	Open	23/02/2021: Community Board Terms of Reference to be updated once all boards have agreed a meeting cycle for 2021.

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				(Moved Tahinurua/Seconded Smith) Carried 6. Agree that the 2021 Featherston Community Board meeting start time will be 7:00pm. (Moved Smith/Seconded Bleakley) Carried		
684	15-Dec-20	Resolution	K Neems	FCB RESOLVED (FCB 2020/69): 1. To receive the Chairperson Report. (Moved Bleakley/Seconded Tahinurua) Carried 2. To approve funds of \$2,610 for two sets of 15 street flags to be funded from the beautification fund. (Moved Smith/Seconded Tahinurua) Carried	Actioned	

FEATHERSTON COMMUNITY BOARD

23 FEBRUARY 2021

AGENDA ITEM 8.3

INCOME AND EXPENDITURE REPORT

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statements.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2020 – 31 January 2021.*
2. *Approve an additional \$92.39, in addition to the \$600 already approved, for the Featherston Christmas Parade Traffic Safety Plan.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2020 – 31 January 2021 is attached in Appendix 1. The Income and Expenditure Statement for 1 July 2019 – 30 June 2020 is attached in Appendix 2.

The invoice for the Featherston Christmas Parade traffic management plan was more than what had been previously approved. The community board are being asked to approve the additional amount of \$92.39.

The Chair may ask Council officers for comment and all members may ask the Council officers for clarification and information through the Chair.

Appendices

Appendix 1 - Income and Expenditure Statement for 1 July 2020 – 31 January 2021

Appendix 2 - Income and Expenditure Statement for 1 July 2019 – 30 June 2020

Contact Officer: Charly Clarke, Senior Financial Accountant

Reviewed By: Katrina Neems, Chief Financial Officer

**Appendix 1 - Income and Expenditure
Report for the period 1 July 2020 – 31
January 2021**

Featherston Community Board
Income & Expenditure for the Period Ended 31 January 2021

Personnel & Operating Costs

Budget

Members' salaries		11,459.96
Mileage reimbursements		500.00
Operating expenses		6,944.00
Total Personnel & Operating Costs Budget 2020-21		18,903.96

Expenses

Personnel Costs

Members' Salaries		10,008.73
Mileage reimbursements		937.93
Honorarium payment to student rep (\$50 per meeting)	400.00	400.00

Total Personnel Costs to 31 January 2021 **11,346.66**

Operating Expenses

26/08/2020 Local Government NZ Community board levy 2020/21 216.66

Total Operating Expenses to 31 January 2021 **216.66**

Committed funds

Resolution date		Original commitment	Spent to date	Remaining commitment
	Members' Salaries	11,459.96	10,008.73	1,451.23
	Mileage reimbursements	500.00	937.93	-
Total Commitments				1,451.23

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

5,889.41

* remaining budget for personnel and operating expenses does not carry over into subsequent financial years

Grants

Income

Annual Plan 2020-21 grant allocation		4,343.00
Other miscellaneous income	Trust contribution to Xmas parade	782.61
Total Income for 2020-21		5,125.61

LESS: Grants paid out

8/07/2020 Featherston Menz Shed	3-month wireless broadband	101.74
21/07/2020 Kurunui College	First aid, safety equipment	500.00
14/08/2020 Kidz Need Dadz	Father's Day Bowling	200.00
12/08/2020 Pae tū Mōkai o Taurira	Contribution to upgrade of outbuildings	500.00
12/08/2020 Wisdom & Wellbeing	Contribution to operating costs	500.00
3/09/2020 Featherston Phoenix	Advertising for Organic Week	40.00
31/08/2020 Lamb-Peters	Signs for Organic Week	170.00
12/08/2020 C A Bleakley	Costs for Featherston Organic Week	216.33
25/09/2020 Cross Creek Railway Society	New batteries for miniature train	500.00
25/09/2020 Featherston Netball Club	Uniforms	500.00
28/09/2020 Wharekaka Trust	Assistance with Meals on Wheels	500.00
30/10/2020 REAP (Fab Feathy)	Sights of Significance documentary	400.00
23/12/2020 South Wairarapa Neighbourhood Support	Promotional flag & collateral	200.00
7/12/2020 Shepherd Traffic Management	Traffic management for Xmas Parade	1,475.00
Total Grants paid out to 31 January 2021		5,803.07

LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
12/03/2019 Featherston Junior FC	Equipment & coaching in schools	500.00		500.00
19/05/2020 Wairarapa Citizens Advice Bureau	Day to day running costs	350.00	-	350.00
19/05/2020 Wairarapa Maths Association	Annual maths competition 2019-20	300.00	-	300.00
19/05/2020 Wairarapa Maths Association	Annual maths competition 2020-21	300.00	-	300.00
19/05/2020 Wairarapa Maths Association	Annual maths competition 2021-22	300.00	-	300.00
30/06/2020 Featherston Menz Shed	3-month wireless broadband	117.00	101.74	15.26
11/08/2020 Featherston Organics	Organic Week - contribution to costs	500.00	426.33	73.67
22/09/2020 Featherston Xmas Parade	Traffic management	600.00	692.39	(92.39)
22/09/2020 Featherston Xmas Parade	Running costs	300.00		300.00
Total Commitments				2,046.54

PLUS: Balance Carried forward from previous year

6,028.65

TOTAL GRANTS FUNDS AVAILABLE

3,304.65

Featherston Community Board

Beautification Fund for the Period Ended 31 January 2021

Income

Annual Plan 2020-21 allocation

10,710.00

Total Income 2020-21

10,710.00

Beautification grants - operating

22/10/2020 St Teresa's School Science table at Donald's Creek

1,000.00

14/12/2020 OneSource Ltd Two sets of 15 street flags

2,304.00

Total Beautification grants - operating to 31 January 2021

3,304.00

Beautification grants - capital

Total Beautification grants - capital to 31 January 2021

-

LESS: Committed Funds

Resolution
date

15/12/2020 OneSource Ltd

Two sets of 15 street flags

Original
commitment
2,610.00

Spent to date
2,304.00

Remaining
commitment
306.00

Total Commitments

306.00

PLUS: Balance Carried forward from previous year

17,139.00

TOTAL BEAUTIFICATION FUNDS AVAILABLE

24,239.00

**Appendix 2 - Income and Expenditure
Report for the period 1 July 2019 – 30
June 2020**

Featherston Community Board						
Income & Expenditure for the Period Ended 30 June 2020						
Income						
		Annual Plan 2019/20 allocation				28,053.00
		Total Income 2019/20				28,053.00
Expenditure						
		Members' Salaries				12,327.46
		Mileage reimbursements				691.06
		Total Personnel Costs				13,018.52
General Expenses						
31/07/2019		Sundry expenses ex payroll	Featherston Organic Week			499.82
30/09/2019		Wairarapa Times	Advertising - Featherston Expo			296.00
5/11/2019		Office Max	Stationary			9.92
7/01/2020		Sundry expenses ex payroll				17.04
		Total General Expenses				822.78
Grants						
18/07/2019		Featherston Clothing Collective				418.70
1/07/2018		Hooper N	Painting workshop costs			500.00
3/07/2018		The Featherston	Donation to RSA			100.00
2/09/2019		Featherston Heritage Museum	Print brochures with new logo			500.00
2/09/2019		Pae Tu Mokai O Taura	Assist with new signage			500.00
3/09/2019		Lamb-Peters Print	Wairarapa Moana Trails Group banner			418.00
11/12/2019		The Featherston	Assist with painting exterior of building			500.00
12/10/2019		Shepherd Traffic Mgmt Sol	Featherston Xmas Parade			695.00
3/05/2020		Life Education Trust	Financial assistance			500.00
23/03/2020		Featherston Lions	Dr Berry's Farewell			250.00
9/06/2020		Citizens Advice	Day to day running costs			350.00
30/06/2020		Wairarapa Mathematics Assoc.	Annual maths competition			300.00
		Total Grants				5,031.70
Capital Expenditure						
		Total Capital Expenditure				-
		Total Expenditure				18,873.00
		Net Surplus/(Deficit) Year to Date				9,180.00
LESS: Committed Funds						
	Resolution date			Original commitment	Spent to date	Remaining commitment
		Salaries to 30 June 2020*		16,266.00	12,327.46	3,938.54
		Mileage to 30 June 2020*		500.00	691.06	(191.06)
12/03/2019		Featherston Junior FC	Equipment & coaching in schools	500.00		500.00
25/02/2020		REAP (Fab Feathy)	Sights of Significance documentary	400.00		400.00
25/02/2020		Kuranui College	First aid, safety equipment	500.00		500.00
19/05/2020		South Wairarapa Neighbourhood Support	Promotional flag & collateral	200.00		200.00
30/06/2020		Featherston Menz Shed	3-month wireless broadband	117.00		117.00
		Total Commitments				5,464.48
		Current Year Surplus/(Deficit)				3,715.52
		PLUS: Balance Carried forward from previous year				6,717.35
		TOTAL FUNDS AVAILABLE				10,432.87
* remaining budget for salaries & mileage does not carry over into subsequent financial years						

Featherston Community Board				
Beautification Fund for the Period Ended 30 June 2020				
Income				
		Annual Plan 2019/20 allocation		10,710.00
		Total Income 2019/20		10,710.00
Expenditure				
	9/08/2019	One Source	Street flags	1,186.00
		Total Capital Expenditure - Beautification		1,186.00
		Total Expenditure		1,186.00
		Net Surplus/(Deficit) Year to Date		9,524.00
LESS: Committed Funds				
	Resolution date		Original commitment	Spent to date
				Remaining commitment
		Total Commitments		-
		Current Year Surplus/(Deficit)		9,524.00
		PLUS: Balance Carried forward from previous year		7,615.00
		TOTAL FUNDS AVAILABLE		17,139.00

FEATHERSTON COMMUNITY BOARD

23 FEBRUARY 2021

AGENDA ITEM 8.4

APPLICATIONS FOR FINANCIAL ASSISTANCE

Purpose of Report

To present the Community Board with applications received requesting financial assistance.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from Wairarapa Gateway Business Group for funding of \$480 for the cost of webhosting for the Featherston community website.*
3. *Consider the application from the Featherston Information Centre for funding of \$500 for running expenses of the Centre.*
4. *Consider the application from the Greytown Junior Football Club for funding of \$500 for football goals.*

1. Executive Summary

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget. Applications will be provided to members in confidence.

Applicant	Amount Requested
Wairarapa Gateway Business Group	\$480
Featherston Information Centre	\$500
Greytown Junior Football Club	\$500

2. Criteria

The criteria of the grant are:

To be eligible, applications must be from non-profit organisations that are benefiting the local Featherston community. All grants will be considered on a case by case basis and must list all funding raised at time of application. Grants are considered at every meeting throughout the year.

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form, together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. All questions must be completed.
5. **The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).**
6. Applications must reach the Council not less than ten days before the relevant Community Board is to consider an application.
7. Grant applications will be considered at every meeting.

4. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Wairarapa Gateway Business Group	No outstanding accountability forms
Featherston Information Centre	No outstanding accountability forms
Greytown Junior Football Club	No outstanding accountability forms

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

FINANCIAL ASSISTANCE ACCOUNTABILITY REPORT

Purpose of Report

To update the Featherston Community Board on the status of grants and provide a report back on accountability forms received from recipients.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Financial Assistance Accountability Report.*

1. Executive Summary

The Featherston Community Board considers applications for financial assistance at their 6 weekly meetings.

All applicants that receive a grant are required to submit an accountability form within three months of the grant being expended and are reminded of this requirement if a return hasn't been lodged.

A summary of grants allocated and their status is provided in Appendix 1. All applicants that had a grant approved and haven't yet returned an accountability form have been contacted prior to this report being prepared, excluding one applicant that is no longer being followed up.

Accountability forms that have been received are included in Appendix 2.

2. Appendix

Appendix 1 – Grants Summary

Appendix 2 – Accountability Forms

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Karen Yates, Policy and Governance Manager

Appendix 1 – Grants Summary

Organisation Name	Brief Project Description	Amount Requested	Amount Allocated	Allocation Status	Date Approved	Accountability Form Received	Date Accountability Form Received	Project Status (accountability not returned) Complete (accountability returned)	Followed Up
Featherston Beautification Group	To assist with the costs associated with installing gabion planter boxes along Featherston Main Street, and once guidelines and processes have been established for accessing the Featherston beautification budget funds assess the application for possible further funding	\$1,000	\$500	Approved	13/03/2018	No		Complete	30/11/20 – Funds returned as project not proceeding.
Featherston First Fridays	To run a series of outdoor summer events.	\$500	\$500	Approved	20/11/2018	No		In Progress	24/06/2019 25/10/2019 15/01/2020 27/05/2020 No longer being followed up but retained for records
Pae tu Mokai o Tauria	To assist with new signage for the new premises	\$500	\$500	Approved	27/08/2019	No		In Progress	Six-month extension granted 11/08/20 (FCB 2020/37). Follow up next round.
Life Education Trust	To assist with the general costs of running the Life Education programme	\$500	\$500	Approved	25/02/2020	Yes	09/10/2020	Complete	
South Wairarapa Neighbourhood Support	To assist with costs of funding a new promotional flag and collateral	\$200	\$200	Approved	19/05/2020	No	23/12/2020	Complete	
Featherston Community Centre	To assists with the costs of its carpark development project	\$1,500		Deferred				In Progress	Deferred on 19/05/2020 pending Council consideration of proposed partnership with Featherston Community Centre
REAP Wairarapa (Fab Feathy)	To fund Paascalino Luyten to create a 5-minute documentary about sites of significance in Paetumokai Featherston	\$463	\$400	Approved	25/02/2020	Yes	18/11/2020	Complete	
Featherston Menz Shed Inc	To cover a 12-month subscription to Skinny for wireless broadband	\$468	\$117	Approved	30/06/2020	Yes	08/08/2020	Complete	
Featherston Organics	To contribute towards the costs of the "Organic Week" programme 3 -13 September	\$500	\$500	Approved	11/08/2020	Yes	30/09/2020	Complete	

Organisation Name	Brief Project Description	Amount Requested	Amount Allocated	Allocation Status	Date Approved	Accountability Form Received	Date Accountability Form Received	Project Status (accountability not returned) Complete (accountability returned)	Followed Up
Wisdom and Wellbeing Group	To contribute towards the operating costs of the Wisdom and Wellbeing Group	\$500	\$500	Approved	11/08/2020	Yes	03/02/2021	Complete	
Maths Wairarapa	To contributed towards the annual maths competition	\$300	\$300	Approved		Yes	17/11/2020	Complete	
Pae tu Mokai o Taurira	Establishing a Native Tree and Plant nursery in Featherston	\$1,000	\$500	Approved	11/08/2020	No		In progress	Followed up 21/01/2021
Kidz Need Dadz Wellington	To contribute to the costs of a Father's Day Bowling Event	\$500	\$200	Approved	11/08/2020	Yes	01/02/2021	Complete	
Featherston Netball Club	To contribute towards the purchase of uniforms for the junior teams	\$500	\$500	Approved	22/09/2020	Yes	29/11/2020	Complete	
Wharekaka Trust Board	To contribute to the costs of its Meals on Wheels Service	\$500	\$500	Approved	22/09/2020	Yes	19/11/2020	Complete	
Cross Creek Railway Society Inc	To contribute to the costs of purchasing four new batteries for the Cross Creek Railway Society miniature train KiwiRail called "Sam Mac."	\$500	\$500	Approved	22/09/2020	Yes	21/11/2020	Complete	
St Teresa's School	To contribute to the costs of installing a shelter for the Science Table at Donald's Creek	\$1,000	\$1,000	Approved	22/09/2020	No		In progress	Followed up 21/01/2021 and project not yet complete

Appendix 2 – Accountability Forms



**FEATHERSTON
COMMUNITY BOARD**
Kia Reretahi Tātau

Funding Accountability Form

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

Steph Dorne
Committee Advisor
South Wairarapa District Council
PO Box 6
Martinborough 5741
Steph.Dorne@swdc.govt.nz

1. Funding for:	Operating Costs GCB2019/59
2. Name of applicant:	Life Education Trust Wairarapa, Tararua & Central Hawkes Bay
3. Location of project/funding	Wairarapa
4. Date of project/funding:	February 2020
5. Amount received from the FCB:	\$500.00

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

Contribution to Educator Salary	\$500.00
	\$
	\$
	\$500.00

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

\$500 was applied to Wages costs for our Educator who delivers our Life Skills programme to Children right across the Wairarapa.

8. Give a brief description of the highlights of your project, including the number of participants.

Sam has delivered the programme in your area late last term to 58 Children at South Featherston School
 Sam is also delivering our programme to a number of schools in your area Term 4
 Martinborough School 287 children
 St Teresa's School Featherston 102 Children
 Pirinoa School 45 Children

9. How did your project benefit your community?

The Children who attend our programmes get resources and tools in their toolbox to take home and share with their families which benefits the community at large. We can all learn from the outcomes of our classes when it comes to resilience, health and wellbeing, understanding the importance of looking after your body and eating healthily etc...

10. What, if any, are the next steps (for your project, for you and/or for the people involved)? Will your organisation continue to require funding?

We will continue to deliver our programme to as many schools in our region as we possibly can to support and add to their curriculum.

Your continued support of our programme is gratefully received. As our goal is to visit every school in the region on an annual basis, we will be seeking further support with this.

Thank you.

11. This report was completed by:

Name:

Rebecca Sayer - Treasurer

Address:

Life Education Trust
PO Box 358
Masterton

Date:

9/10/2020

Phone:

0274522439

Email:

becks@sosa.co.nz



**FEATHERSTON
COMMUNITY BOARD**
Kia Reretahi Tātau

Funding Accountability Form

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

Steph Dorne
Committee Advisor
South Wairarapa District Council
PO Box 6
Martinborough 5741
Steph.Dorne@swdc.govt.nz

1. Funding for:	NS SOUTH WAI
2. Name of applicant:	CONNECTING COMMUNITIES
3. Location of project/funding	SOUTH WAI/ FLAG ORDER & RESOURCES
4. Date of project/funding:	AUG COMPLETION
5. Amount received from the FCB:	\$200.00

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

	\$
	\$
	\$
	\$

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

A request was made by Jen Bhati (the previous coordinator) for funds to purchase a flag and resources to enable the promotion of Neighbourhood Support (NS) in the community.

Funds available: \$600.00 excl GST

- Flag \$365.00 excl gst
- Resources \$235.50 excl gst

Prevention sticker - pack of 100 = 33 per town

Magnets - pack of 50 = 16 per town

Brochure - pack of 50= 16 per town

Booklet - pack of 50 = 16 per town

8. Give a brief description of the highlights of your project, including the number of participants.

Flag and resources ordered

9. How did your project benefit your community?

FCB Goals

An engaged and involved community

- Share information and communicate with our community.
- Support our community to understand and become actively involved in the development of our town and district.

A safer and inclusive community

- Foster sense of community belonging

Priority projects and initiatives for FCB

- Support our vulnerable people, elderly and young

The aim of NS is to create safe, connected and resilient communities.

Very general at present but will allow for visual promotion to all South Wairarapa members at events, street meets and group meetings.

The longer term gains are

- a safer community
- a connected community
- a resilient community in the event of a Civil Defense emergency or crisis such as that being experienced currently with Covid-19

10. What, if any, are the next steps (for your project, for you and/or for the people involved)? Will your organisation continue to require funding?

Currently on hold due to South wai NS not receiving funding in order to continue

11. This report was completed by:

Name:

Rachel Clarke

Address:

c/- Connecting Communities
2 Bannister St
Msateron

Date:

30 Sep, 2020

Phone:

Ruth Locker

027 641 9229

Email:

c/- Ruth@ccw.org.nz



*E aku rahi,
E aku nui,
E aku rau rangatira mā,
Nei rā te mihi kau ana ki a koutou*

February 2020, Fab Feathy submitted a funding application to Featherston Community Board for \$500.00. The money was used to create a short five-minute documentary regarding the “Hikoī ki Paetūmokai” sites of significance bus tour around Wairarapa Moana. The bus tour led by local iwi historian, Rawiri Smith was supported by REAP Wairarapa and Fab Feathy. The purpose of the tour was a way to bring the community together and to educate about the history of the Moana.

Wellington film maker, Paascalino Schaller created the short five-minute documentary as a way to breathe life in to some of the special stories about the Moana. For example, the video tells us that Paetūmokai Featherston was a taupahi – a place of seasonal food hunting and gathering. The people hunted and gathered food from this area, taking only enough food for the winter season that was stored in a pātaka food storage room.

The video also talks about Waitangi Day, which is when the hikoī trek took place. It acknowledges the Kaitiaki guardianship responsibilities of Tangata Whenua Māori and Tangata Tiriti non Māori to care for our Moana; together we are strong.

The video has been shared on YouTube, Facebook with the Department of Internal Affairs, with Schools from Wairarapa, with Local Iwi, and our local community. The content is important in highlighting the significant stories about Wairarapa Moana, because these stories inform our identity and shape the relationship and connection we have with the Moana and Paetūmokai.

He kōrero whakakapi tēnei hei mihi ki Featherston Community Board mo tō koutou mahi hei hiki te hapori, hei oranga ai nga whakakitenga o ngā uri whakaheke. In conclusion we wish to acknowledge Featherston Community Board for the work that you do to support community groups realise their dreams for the community.

Sophronia Smith – Kaiwhakarato Fab Feathy Facilitator

<https://youtu.be/U7uqhUUFadM>



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Committee Advisor
South Wairarapa District Council
PO Box 6
Martinborough 5741
Steph.Dorne@SWDC.govt.nz

1. Funding for:	Internet – Broadband connection
2. Name of applicant:	Featherston Menz Shed
3. Location of project/funding:	Featherston
4. Date of project/funding:	8 July 2020
5. Amount received from the FCB: \$	\$117

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

Router \$113.85	\$
1 Month \$39	\$
	\$
	\$

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

We have been trying to get internet access for some years from the Information Centre/Library to no avail. We went on our own. It worked fine.

8. Give a brief description of the highlights of your project, including the number of participants.

All members at the shed could use the access

9. How did your project benefit your community?

Internet access at the shed

10. What, if any, are the next steps (for your project, for you and/or for the people involved)?
Will your organisation continue to require funding?

Ongoing access to internet

11. This report was completed by:

Name:

Graham Evans
Treasurer FMS

Address:

17 West St Greytown

Date:

7 Aug 2020

Phone:

021577476

Email:

graham@breakerbay.co.nz

Featherston Organic Week 2020 – part of Organic Week.

We had a highly successful week of activities. This year as there were lockdown rules we organized most of the activities outside at people properties. As the week progressed we had more people attending the activities not just from Featherston but also from all over the Wairarapa and Wellington, the workshop size range between 20-80 people. We were very excited to see how many gardeners and small farmers around Featherston are adopting regenerative organic methods of growing their food. It was interesting to know that some of the people had started their organic interest and learning from the activities of last years Organic Week. You can hear about the workshop on Simply Organics Arrow FM92.7

A diary of the week's events can be found www.facebook.com/featherstonorganics/

Saturday -We started the week with an organic market, which was held at Cameron Family Farms depot. Eco Farm, TBase2, Fareham and other organic growers provided vegetables, seedlings and plants for sale. We had a very successful day



Sunday – Pae tū mōkai o Tauria (PTMoT) Tour of their new premises at Te Whakapapa raranga in Soldiers Settlement Road ran activities on Mara kai, kombuchar, and how to grow shiitake mushrooms. The mara kai beds were modeled on the hugelkultur garden concept with old wood branches, hay and soil and compost for the vegetables to grow in. Karen Mikaera did a most wonderful presentation on PTMoT hugelkultur garden down in the Wairarapa Moana at Lake Domain. The day was interesting as instead of having everyone turn up at the start time we had around 45 people throughout the day and repeated the presentations and tour 5 times. They also had a lovely lunch with organic kai.

Mara kai



kombuchar,



shiitake growing



Lunch



Monday Activities at the community Garden

Annaru is starting an organic community garden from scratch. He had a lovely shed that was filled with containers of seeds ready to sprout. He had made four long beds for the seedling to go into. The day was interesting and everyone was very supportive of the kaupapa.



Tuesday Activities at Fareham, Beeswax wraps - Jo Dean ran her wonderful beeswax wrap workshop. The finished products looked good and people took home two wraps.



Wednesday Morning Cutting workshop

We had a lovely day in the sun, no wind for the workshop. Shaun O'Brien explained how he had to farm in the wind by planting trees and shrubs using permaculture organic methods over the 8 years he had been there. The property could now grow enough food to support the family when in season.



Wednesday Evening dinner at Brac and Bow

Our organic week dinner was sold out. 50 people came to Brac and Bow for a vegetarian organic pizza evening all sourced from our local Organic farmers, Eco Farm and Tbase2. The vegetarian pizzas were delicious, great salads and potatoes followed by a delicious dessert of vegan meringue,

chocolate ice-cream, apple all vegan. Our guest speaker was Dr. Jessica Hutchings who spoke about Hua parakore an indigenous verification system for mahinga kai or indigenous concepts of food production. She spoke about the indigenous Pūrākau (stories) of food growing and the importance of protecting the organisms of the soil, which is so important to the whole system of growing healthy food. She talked about the need to have vitality in the soil as it holds the Whakapapa (genealogical connections), Mauri (life-force), Wairua (spirituality), Mana (authority), Māramatanga (enlightenment) in Te Ao Tūroa (the natural world) and gives us Hua Parakore, healthy food. It also cares and protects Papatuanuku. Dr Hutchings latest book, co written with Jo Smith is "Te Mahi One One Hua Parakore" is a wonderful collection of stories on the journeys of people caring for the earth and growing Hua parakore kai.



Thursday Bio Char making.



We had another great day learning and seeing the making of Biochar. The workshop was held at Stephen and Sarah Andersen Clay's organic permaculture property. Bio char sources material from old wood, bone, corncobs any natural material that can burn. The process is very exact using a conical shaped burner. A pit can also be dug into the ground and material burnt. The cone shape is so that when the wood burns a process of pyrolysis occurs, this limits oxygen and chars the material rather than turns it to ashes. The burn takes 4 hours as each wood layer burns until it is white then the next wood layer is added. It is then quenched and left to soak overnight, the water is then drained out and the char is dried. The finished char is then soaked in liquid manure with

added calcium called activating. The carbon char soaks and hold all the nutrients which

when added to compost or mulch or soil release its nutrients back into the soil for the microbes and worms to eat making minerals available to the plants.



Thursday evening - Pae tū mōkai o Taurira held a film screening on Seed: the untold story. This film told the story of how indigenous people have grown and saved seed creating many thousands of different varieties adapted to the varying climates around the world.

Friday St Teresas making insect hotels and strawberry gardens



St Teresas hosted us indoors as there were downpours and hail for the time we were there. The children made a strawberry garden from pallet and an insect hotel. David Turner discussed the importance of bug hotels to protect the insects and attract beneficial ones to keep diseases at bay.

Saturday Eco Farm Tour.

Frank van Steensil gave an in-depth talk explaining the wonderful results he has had with organic permaculture systems. Frank explained how the soil microorganisms all have their special relationships with the plants. How diversity is so important for the plant communities.



Josje took the families around and showed the importance of planting design like the snake garden, free ranging animals. Diversity is an important part of an organic system and all the interrelated plants and animals help to keep things free of disease.



Sunday Harekeke Raranga

Sunday the final activity of the week. We all made rourou from flax. Our kaiako was whaea Edith Rolls she explained the tikanga of harekeke raranga -how to pick, sort, sing and return the flax pa (bush). Harekeke represents family and is very special to mother hood. We also were told the Whakataukī that comes with the gentle art of relaxation whilst weaving.



Sharing a successful Organic Week lunch.

We finished the day with a lovely organic vegetarian pot luck lunch to celebrate a fantastic week of activities for Featherston Organic Week, part of the national Organic Week activities. There were delicious soups and shared recipes.



We would like to thank, Featherston Community Board, Fab Feathy for the funding, Fareham, TBase2, Eco Farm and all the hosts who opened their home and businesses and made Organic Week 2020 a great event for our Featherston community.

Featherston Organic Week

5 September – 13 September 2020

All events are free (koha optional) unless otherwise indicated and you can just turn up.

For outdoor events, bring gumboots or outdoor shoes and gardening gloves if you have them

Follow us on Facebook for updates: @featherstonorganics



<p>SATURDAY 5 September 9am -1pm Organic market (Cameron Family Farms corner Daniell and Fitzherbert Streets, Featherston) If you have organic produce, come and have a stall!</p>	<p>SUNDAY 6 September 10am-4 pm Pae tū Mōkai o Taurira, 23 Soldiers Settlement Road Hugelkultur project and māra kai Kombucha (bring small sample bottle and a jar with screw lid if you want a Scobie) Tour of developing tree nursery</p>	<p>MONDAY 7 September 10am–2pm Planning, building an organic garden  Community Gardens Meet at 76 Johnson street to learn and help build this Organic project.</p>	<p>TUESDAY 8 September 10-12am Zero Waste Make beeswax food wraps with Jo Deans Fareham House, 80 Underhill Rd, Featherston</p>
<p>WEDNESDAY 9 September 10–12.30pm Cuttings, air layering your favourite trees. Shaun O’Brien, 99 Longwood Road East Dinner Brac and Bow 7.30-9pm Join us for vegetarian pizza and dessert, GF and vegan options. Guest speaker Dr. Jessica Hutchings talking on her book “Te Mahi One one Hua Parakore” Bookings essential. Brac & Bow (06 308 8880)</p>  	<p>THURSDAY 10 September 9.30-2.30 Biochar workshop with Stephen Andersen–Clay Cundy’s Line  Film Seed: The Untold Story 7.30-9.00 Pae Tū Mōkai o Taurira, 23 Soldiers Settlement Road (Old Golf Club) </p>	<p>FRIDAY 11 September 10 - 12 School Garden Project; building a spring Eco -Garden St Teresa’s, Bell Street. </p>	<p>SATURDAY 12 September 10-12 pm Eco Farm Garden Tour 260 Moroa Road, Tauherenikau tour of Frank and Josje well established organic community supported agriculture (CSA) farm.  Veggie and seedlings for sale. Kiddies tour. Register online \$10 adults \$5 children</p>
<p>SUNDAY 13 September Fareham House, 80 Underhill Rd, Featherston Harakeke Raranga Flax weaving with Edith Rolls Fareham 10 – 12.30 Learn the tikanga of picking harakeke and the kawa of raranga. Weave a kete 12.45 - 3pm Cooking with Ant North & Pot Luck To celebrate the week, we are having an organic vegetarian pot luck bring along your recipe to share. Ant North will be cooking for us. </p>		<p>CONTACTS Claire Bleakley 06 308 9842 Josje Neerincx 06 304 8116 This event is part of Organic Week Aotearoa. </p>	<p>THANK YOU TO OUR SUPPORTERS! Wairarapa Eco Farm Food Matters Aotearoa Zero Waste Fab Feathy Fareham Brac & Bow Pae tū Mōkai o Taurira Cameron Family Farms Featherston Community Board</p>

Date	Event	Stakeholder/s	FCB Funding	Cost
Saturday 5th Fitzherbert St	Organic Market * Stalls @ Cameron Family depot	Whole community -		
Sunday 6th Soldiers Settlement Rd	Pae tū Mōkai o Tauira Tour	Pae tū Mōkai o Tauira	Materials (shiitake pot)	\$60
Monday 7th 76 Johnston St	Setting up an Organic garden	Community papakainga		
Tuesday 8th 80 Underhill Rd	Zero Waste Bees wax wraps	Jo Dean	Materials	Koha
Wednesday 9th 99 Longwood Rd	Cuttings, air layering	Shaun O'Brien –		
Wednesday 9th Fitzherbert St	Dinner Dr. Jessica Hutchings	Brac & Bow		
Thursday 10th Cundy's Rd	Biochar Workshop	Stephen Andersen-Clay		
Thursday 10th Soldiers Settlement Rd	Film: Seed	Pae tū Mōkai o Tauira	Media	\$55
Friday 11th	School Eco Garden	St Teresa's David Turner	Koha/Mahi	
Saturday 12th 260 Moroa Rd.	Eco Farm tour	Wairarapa Eco Farm.		
Sunday 13th Fareham House	Harakeke Raranga	Whaea Edith Rolls		
Sunday 13th 80 Underhill Rd	Fareham Pot Luck Lunch			
Other - general	Promotional	Lamb & Peters Print Space A4 Phoenix	Billboard x 2	\$195 \$ 40
Other - general	Running costs Compost Extra Materials	Glue/ Brush Volunteers vouchers	2 degrees WL&G Hi Tech	\$ 60 \$ 90 \$ 24.50
SUBTOTAL - -				\$494 + GST \$30 = \$524.50



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Please return the completed form to –

Steph Dorne
Committee Advisor
South Wairarapa District Council
PO Box 6
Martinborough 5741
Steph.Dorne@swdc.govt.nz

1. Funding for: *Wisdom and Wellbeing Group*

1. Name of applicant: *Indigo Freya*

1. Location of project/funding: *Featherston*

1. Date of project/funding: *August 2020*

5. Amount received from the FCB: *\$ 500.00*

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

* Room hire	\$28 p.w. (11 weeks)	\$ 308.00
Food costs	per wk \$ 30	\$
* Mileage	p.w. \$ 20.00 (10 weeks)	\$ 192.00
		\$ 500.00

* We applied for mileage and rent only.

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

Wisdom and Wellbeing is a weekly group for elderly to meet socially. This had been operated by Family Works but became independent in June 2020.

The group has received good attendance when Covid lockdown levels rose and continues to be a great source of socialising and education (and entertainment) for our members.

8. Give a brief description of the highlights of your project, including the number of participants.

We usually have around 20 visitors each week; with that number rising from time to time.

9. How did your project benefit your community?

Many of our group are picked up as they have no other means of attending. We willingly provide this function to and from their homes and the Community Centre where the group meets.

10. What, if any, are the next steps (for your project, for you and/or for the people involved)?
Will your organisation continue to require funding?

Gladly, we have since received a grant from SWDE which has provided financial security into 2021 (at least)

11. This report was completed by:

Name:

Indigo Freya

Address:

10 White St
Featherston 5710

Date:

1.2.21

Phone:

022 646 3702

Email:

wisdomwell@gmail.com

MATHARAPA 2020

November was a unique time to be holding our annual Matharapa competitions but that's what Covid does to things. We were thrilled to still be able to complete the event, given the global health crisis.

Wairarapa College was the venue once again - the spacious hall has proven to be a fantastic venue with plenty of room for the competitors and spectators alike. Setting up was completed late on Monday evening (Nov 2) and the competitions began the next morning.

A smaller-than-usual contingent of Year 5/6 North teams arrived at 9.00am on Tuesday Nov 3rd to kick off our two days of competitions. Just thirteen teams this year vying for the ultimate prize with Hadlow Preparatory School coming out on top. Runners-up were Lakeview School with Opaki School's Mathsmagicians filling 3rd place.

At 11.30am it was the turn of the Year 9's [32 teams from 7 colleges] – Kuranui College took out the honours with Rathkeale College 3 2nd and Wairarapa College 4 in 3rd place.

At 1.30pm it was the turn of the Year 10's – 28 teams enjoyed an hour and a half of challenges with Solway College placing 1st, Kuranui College gained 2nd place and Wairarapa College 4 came in 3rd.

So 73 teams, over 210 students, went through on the Wednesday session - it was a great start to a belated National Mathematics Week.

Wednesday morning saw the first of three sessions kick off with Years 5&6 South pupils being challenged to basic arithmetic, mental calculations and puzzles.

From a pool of 14 teams the winners in Yr 5/6 South were:- 1st to St Mary's and Greytown School taking out both 2nd and 3rd places.

Another 25 teams from 16 schools took their seats at 11.30am for the Year 7 competition where more frantic equation solving, geometry and brainstorming ensued. <

The winners were:- 1st Lakeview School with the Opaki Denominators 2nd and Hadlow Preparatory School 3rd.

Year 8 pupils rounded off a busy day with their round of questions starting at 1.30pm – individual computations, team "runner" maths questions and spatial challenges kept them very engrossed for their competition.

From a group of 31 teams representing 16 schools the winners were:- 1st Greytown School Microwaves, 2nd Masterton Intermediate School Red and 3rd were the Martinborough Glasses Gang.

In all approx. 430 students from every corner of our region came and enjoyed competing against their peers – what a success !!

Prizes ranging from wooden Soma cubes to Casio graphical calculators were awarded.

Refreshments in the form of a drink of Vitafresh, courtesy of Hansell's, and a biscuit are supplied at the end of competition while the final results are being computed.

Whilst the winners and place-getters are recorded here the real emphasis is on participation and every competitor goes home with a certificate acknowledging that they have represented their school.

Every student also receives a bag of goodies by which to remember the day.

Our thanks go to the participating schools for releasing staff to accompany the students. Thank you to any parents who were given a job and did it willingly. Thanks also to the senior students who gave freely of their time to act as markers.

Each participating school pays a small annual subscription but the bulk of the running costs and prizes are only able to be purchased with the generous assistance of the following contributors.

Our sincerest thanks go to the following sponsors, without whom this competition could not be run so generously and successfully:

THANK YOU

Featherston, Greytown, Martinborough, Carterton, Holdsworth, Pahiatua
and Masterton Host Waipoua Lions Clubs
Featherston and Greytown Lioness Clubs
South Wairarapa Rotary Club
Featherston, Greytown and Martinborough Community Boards
The Masterton & Carterton District Councils
The Westpac, BNZ & ANZ Banks
Masterton Trust Lands Trust
The Trust House Foundation
The Lion Foundation and The Trillian Trust
The NZ Association of Mathematics Teachers via the MoE
Mr Derek Smith of Graphic Technologies & Monaco Corporation
Hansell's (NZ) Ltd, Lamb-Peters Print & Dandi Candy

Man Wulson



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Committee Advisor
South Wairarapa District Council
PO Box 6
Martinborough 5741
Steph.Dorne@swdc.govt.nz

1. Funding for:	Fathers day Bowling event
2. Name of applicant:	Kidz Need Dadz Wellington (KNDW)
3. Location of project/funding	Masterbowl
4. Date of project/funding:	6 September 2020
5. Amount received from the FCB:	\$200

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

See attached Budget	\$
	\$
	\$
	\$

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

Wai Dadz Fathers Day community event at Masterton Masterbowl on Sunday 6 Sep 2020 3-5pm occurred with approx. 250 in attendance approx. Covid impacted numbers.

8. Give a brief description of the highlights of your project, including the number of participants.

10% of attendees from FCB area. Also present was a Mens health check (Bp, Heart Rate,etc) by local health professionals. The entire venue was booked and free vouchers were distributed at local schools.

9. How did your project benefit your community?

FCB support has enabled Kidz Need Dadz Wellington to connect better with its target audience of fathers and their children and create an annual event. As our mission is: "Strengthening father/child relationships through support, education and fun". The project has created an involved community that is engaged and family friendly. The community can only be stronger when all agencies work together to support fathers and their children.

10. What, if any, are the next steps (for your project, for you and/or for the people involved)? Will your organisation continue to require funding?

Event is planned to be annual next step is book venue, persons, materials and time. KNDW will look to apply for \$300 in 2021.

11. This report was completed by:

Name:

Stuart Miller

Address:

189 Dixon Street
Masterton 5810

Date:

1 Feb 2021

Phone:

021810321

Email:

wellington@knd.org.nz



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South Wairarapa District Council
PO Box 6
Martinborough 5741
Steph.Dorne@swdc.govt.nz

1. Funding for:	Junior Uniforms
2. Name of applicant:	Featherston Netball Club Inc.
3. Location of project/funding	Featherston, South Wairarapa
4. Date of project/funding:	August 2020
5. Amount received from the FCB:	\$500.00

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

Grant received	\$500.00
Contribution from the club to Junior netball uniforms	\$189.05
	\$
	\$

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

The funding of \$500.00 generously received from the Featherston Community Board, has supported the club in funding our junior netball uniforms. In 2020 it was the first year that our juniors have come back to the Featherston Netball Club. There was a huge interest of junior members in 2020 and we needed sets of uniforms. We are very thankful to the FCB for your support, without you we would not have been able to put uniforms on our juniors. We appreciate all the work you do for our community and hope we can continue to have your support in the future.

8. Give a brief description of the highlights of your project, including the number of participants.

The uniforms we purchased are for junior team 1, which were 11 members. We purchased 13 uniforms in total, with 2 spares. The junior team were very excited and loved wearing the new uniforms. The highlight of 2020 is the first ever year, that our juniors were able to wear our true colours of blue and black. Two of our junior teams made the finals and were runners up. This was a huge success for the Featherston Netball Club. Again thank you to the FCB for the support in 2020 and we hope to have your support in the future. Appreciate your mahi in our community.

9. How did your project benefit your community?

It enabled our juniors to wear our colours with pride and this will be a cost that the club does not need to cover for the future. We will be looking at purchasing more junior uniforms in 2021, the Featherston Netball Club prides itself on fundraising opportunities to help support our members. We are open, welcoming and a very friendly club. We love to ensure that our members are well taken care of and we believe that is why our players return every year. We do lots of fundraising especially for our tamariki to participate. This year our seniors are back on board after a year off due to COVID giving us more support and help with our juniors.

10. What, if any, are the next steps (for your project, for you and/or for the people involved)? Will your organisation continue to require funding?

Next step is more fundraising opportunities for the FNC, in 2021 as mentioned above, we will be working towards more junior uniforms, new stand-alone goal posts, training facility fees and registration fees for both juniors and seniors. We may need more assistance to achieve these goals and we are incredibly grateful for any funding we are able to obtain.

11. This report was completed by:

Name:

Shaya Smith

Address:

3 Bird Grove,
Stokes Valley
Lower Hutt

Date:

29/01/2021

Phone:

022 497 4344

Email:

Shaya.smith@truckstops.co.nz





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South Wairarapa District Council
PO Box 6
Martinborough 5741
Steph.Dorne@swdc.govt.nz

1. Funding for:	Meals on Wheels Featherston
2. Name of applicant:	Wharekaka Trust Board Inc
3. Location of project/funding	Wharekaka 20 Oxford Street, Martinborough
4. Date of project/funding:	Ongoing
5. Amount received from the FCB:	\$500 + GST

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

To assist with the purchase of fresh produce to prepare homemade meals for pick-up and delivery from the Featherston Community Centre Monday to Friday each week.	\$
To assist with the purchase of Petrol to run the Van daily from Martinborough to Featherston.	\$
To assist with Staff Wages.	\$
Please see attached receipts as an indication of monthly expenses to operate the Featherston Meals on Wheels programme.	\$

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

To prepare and deliver hot quality home baked meals to our elderly clients in Featherston. Many of our clients are on health recovery, ACC or referrals from the Medical Centre.

8. Give a brief description of the highlights of your project, including the number of participants.

The highlights of our project are that we are supporting our elderly residents to remain in their own homes. Our programme is very flexible so many clients order extra meals on a Friday to help them through the weekend.
 For the month of September 2020, we delivered 179 meals to Featherston.
 For the month of October 2020, we delivered 178 meals to Featherston.

9. How did your project benefit your community?

Our Meals on Wheels help support our clients' daily food intake and give reassurance to families knowing their loved ones are receiving a homemade healthy two course meal Monday to Friday. We also provide free soup twice a week.

10. What, if any, are the next steps (for your project, for you and/or for the people involved)? Will your organisation continue to require funding?

Meals on Wheels is an ongoing project for us. We will always be in need of additional funding to help keep the cost of our meals very affordable. Currently \$9.20 for a two-course meal. Due to the disruption with Covid-19 this year, we also prepared and delivered meals on Public Holidays with little messages of cheer attached to the containers.

11. This report was completed by:

Name:

Sally Adams

Address:

c/o Wharekaka
PO Box 127
Martinborough

Date:

19/11/20

Phone:

06 306 9701

Email:

reception@wharekaka.org



**FEATHERSTON
COMMUNITY BOARD**
Kia Reretahi Tātau

Funding Accountability Form

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

Steph Dorne
Committee Advisor
South Wairarapa District Council
PO Box 6
Martinborough 5741
Steph.Dorne@swdc.govt.nz

1. Funding for:	Cross Creek Railway Society Inc
2. Name of applicant:	Marcus Harvey
3. Location of project/funding	Featherston
4. Date of project/funding:	Grant received 20/10/2020
5. Amount received from the FCB:	\$500.00

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

Funded by the Society	\$	870.00
FCB Grant	\$	500
	\$	
	\$	1370.00

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

Purchase of four new replacement batteries for the electric Kiwirail miniature engine operated by the society. The purchase will enable the train to operate for the children of the Wairarapa and visitors over summer. The batteries were ordered early in 2020 but didn't arrive until October due to COVID-19 shipping delays. At present the engine is undergoing full maintenance but expected to be back on the rails before Christmas. We are currently operating our second engine H199 "Mini Fell" fulltime.

8. Give a brief description of the highlights of your project, including the number of participants.

A highlight was the very good advice and support from M+H Power that came onsite to ensure the correct batteries were purchased and installed in the most optimal way for longevity. The Society chair and maintenance manager were involved as well as two staff from M+H Power. The opportunity to present to the Community Board and their support for the application was also a highlight.

9. How did your project benefit your community?

As noted above – the purchase of the batteries will enable us to operate the engine for rides over summer. We have several birthday and school events booked leading up to Christmas.

10. What, if any, are the next steps (for your project, for you and/or for the people involved)? Will your organisation continue to require funding?

As noted above – completion of full maintenance of the engine. Then we will be able to take Mini Fell off the rails for its maintenance. Our Society will continue to need Community Board Support. We have self-funded recent improvements to Clifford Square such as a replacement “bridge” and planter boxes. We will need new carriages in the future which requires major funding as these are approximately \$5000.00 each. These will better meet safety requirements.

11. This report was completed by:

Name: Marcus Harvey

Address: 17 Fox Street

Date: 26 November 2020

Phone: 0211502024

Email: crosscreekrailwaysociety@gmail.com

COMMUNITY BOARDS CONFERENCE 2021

Purpose of Report

To inform the community board of the 2021 Community Boards Conference and to seek a nominee to attend the event.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Community Boards Conference 2021 Report.*
2. *Considers whether it would like to nominate one or more community board members to attend the 2021 Community Boards Conference with an associated commitment of up to \$2,155 per attendee, to be funded from the operating budget.*

1. Background

The New Zealand Community Boards Conference takes place every two years. It was introduced in 1997 to bring together the community boards throughout New Zealand to share practice and to help improve the understanding of work of community boards.

The 2021 Community Boards Conference is being held on 22-24 April 2021 at the Heartland Hotel Croydon in Gore. The theme of the 2021 conference is "Interconnected Communities" and the full programme for the conference is available at <https://www.nzcbconference.nz/programme>

1.1 Community Board Awards

The conference is also the host to the Community Board Awards.

The Community Board Executive Committee is inviting all community boards to share good practice examples by taking a digital snapshot of a community project to share with participants at the conference.

Community Board snapshots are short videos which give a profile of a project undertaken or supported by a Community Board. Projects could be undertaken or supported by the board, or show the board engaging with its communities.

The snapshots are an opportunity for community boards to provide a summary of an innovative project undertaken that contributes to community well-being. Entries close at 5.00pm on Friday 26 March 2021 and further information, including how to enter is available at <https://www.nzcbconference.nz/awards>.

2. Attendee Expectations

The Elected Member Code of Conduct sets out expectations for elected member attendance at a conference.

As per paragraph 11.1, “following his or her attendance, the member must present a report to the Council, or appropriate Standing Committee or Community Board which summarises the event including its potential significance to the business of the South Wairarapa District Council. Where the Council is represented by a delegation, one member of the party will report back on their behalf.”

It is recommended that a written report back is provided through a Chair or member report to a community board meeting following the event.

3. Financial Considerations

The conference cost per member is estimated to be \$2,155. The Community Board is able to nominate member(s) to attend the conference at the Community Board’s own expense within the confines of available funds in its operating budget as shown in the Income and Expenditure Statement. The estimated budget is as follows:

Community Boards Conference	\$
Early bird conference registration (paid by 1 March 2021)	\$755
Accommodation	\$500
Travel	\$600
Miscellaneous expenses	\$300
Total estimated cost per member	\$2,155

4. Booking Process

A resolution is required from the community board nominating the member(s) to attend the conference and the associated commitment detailed above.

The conference, travel and accommodation bookings will be made by officers. Other miscellaneous expenses may be claimed by nominees on their return as per Council’s Remuneration Policy.

5. Conclusion

Members who have attended the conference in the past have found them worthwhile. Community boards may wish to take advantage of this opportunity and nominate one or more members to attend the 2021 event.

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Karen Yates, Policy and Governance Manager

CHAIRPERSON REPORT

Recommendations

The chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Agree to contribute up to \$2,225, funded from the Beautification Fund, towards the cost of manufacturing roll down blinds for the Featherston Town Square.*

1. Meetings and Events

Date	Past meetings or events
16 th Dec 20	Featherston quarry resource consenting process Wahinga Centre
5 th Dec 20	Godwell Mahowa’s funeral
12 th Dec 20	Meeting with Euan regarding reinstating of Featherston signs
10 th Feb 21	Met with a security business regarding Wifi and security cameras

2. Quarry Consenting Process

This was a good opportunity for both councillors and community board chairs to hear for both Wellington Regional Council and SWDC around the process for allowing consents for the operation of the new quarry in Underhill Rd Featherston.

3. Godwell’s Funeral

A very touching day celebrating the life of Godwell Mahowa who was tragically taken from us on Thursday 28th January.

4. Featherston Signs

I met with both Euan Stitt and Rhonda Jones regarding the reinstatement of the “Welcome to Featherston” signs. The Remutaka end sign will be exactly the same as the old one except will be 300mm further off the road side. The Greytown end sign will be in the same place as the original sign except will have a fibreglass rock base instead of an actual rock base.

100mm holes will also be drilled through the upright posts to allow a more frangible construction to allow the posts to break off if collided with.

5. Wifi and Security Cameras

I have met onsite with a local security firm to discuss the feasibility and cost of Wifi availability and security cameras (including number plate recognition) along Fitzherbert St from Wakefield St through to Farm Source. I have had confirmation from DIA they would be prepared to look at financial assistance with this through the Fab Feathy CLDP. Approximate costings were \$15k for the cameras and \$7k for the Wifi. Ongoing ownership and maintenance of both systems would need to be agreed on if we were to go ahead.

6. Wind Break Curtains

The Community Board agreed in principle via email to contribute \$2,225 towards the cost of manufacturing roll down blinds to close off the Vacant Section side of the Town Square walkway which will allow much better use of the area in rough weather.

I would like it passed at this meeting for us to contribute this amount which is 50% of the manufacturing cost. The blinds would be funded from the Beautification Fund.

Report compiled by Mark Shepherd
Chair
Featherston Community Board

MEMBER REPORT
for
Featherston Community Board Meeting
23 February 2021

Member Name	Claire Bleakley
General	<p>Featherston Christmas Parade - Meri Kirihimete Pae tū mōkai.</p> <p>A small team supported by Fab Feathy and Featherston Own Charitable Trust (Colin Olds, Jack Sheppard and Claire Bleakley) supported by Brenda West for the organisation of the traffic volunteers. Made this parade another successful event.</p> <p>We had wonderful day with the rain holding off. The businesses of Featherston, Brac and Bow, The Baker, C'est Cheese, The Dickensian Bookshop, The Royal Hotel, Love of Books, Loco, Adamson's Garage and Peter and Jenny Giddens (Richmond Funeral Home) kindly donated many spot prizes to the families and people who attended the day.</p> <p>The Times Age generously helped with advertising and gave three prizes for the best business floats of which Booktown, Featherston's Own Charitable Trust and Fareham were awarded the prizes. St Teresas and South Featherston School won Brac and Bows Christmas float prize. The Professional's donated lots of gifts for the children. Featherston Motel and Brookside helped with the cost of the wonderful Kuranui Jazz Band KC. The Featherston Community Board and Featherston's Own Charitable Trust paid for the Traffic Management.</p> <p>Yet again we would like to thank Father Christmas, all the elves and volunteers who made the day a safe and enjoyable one. After a year of lockdowns Featherston has shown how a small caring town can support and share in the good times.</p>

Effective Local Democracy Group.

Mike Gray, Warren Woodgyer and Perry Cameron.

I have been attending meeting held in Everest Café discussing the importance of “strong, effective, democratic communities.

Issues that have been raised are –

- The lack of proper discussion over the change in meetings to 8 weeks.
- The lack of a community strategic plan. Mike Grey is willing to come and talk to us at a workshop on how to develop the FCB’s direction for this term.
- How our plan will help to feed into the long-term plan.
- How as a community board we can adopt the 5 recommendations made in the Hammond-Robertson Survey Report on CB’s.

The group is meeting with Mike Reid and the Community Boards Executive Committee (CBEC) on the 18 February and I am attending and will provide feedback to the meeting.

Wastewater and Quarry

I attended the meeting at the ANZAC hall on wastewater and the quarry. Please could the council give us an update on the two situations.

Alternative spray programme.

ContactOrganics has just had EPA approval for the use of their LocalSafe herbicide. The products are herbicides that contain naturally occurring ingredients that are biodegradable, non residual and non toxic and a good alternative to the use of glyphosate. The main benefit of the use of this product is its low environmental impact. The active ingredient (pelargonic acid) and the major component of the mixture (dipentene) are generally regarded as safe, readily biodegradable and leave no toxic residues. This product provides a safer alternative to synthetic pesticide-based herbicides.

Bruce Hore is the director in New Zealand for this product and is willing to come and talk to the FCB and council to see if there is a way to wean off glyphosate products toward a more friendly herbicide for general council use on berms and roadsides.

Claire Bleakley
10.2.2021









