



**SOUTH WAIRARAPA  
DISTRICT COUNCIL**  
*Kia Reretahi Tātau*

## **GREYTOWN COMMUNITY BOARD**

### **Agenda**

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#### **NOTICE OF MEETING**

An ordinary meeting will be held in the WBS Room, Greytown Town Centre, 89 Main Street, Greytown on Wednesday, 28 October 2020 at 7:00pm.

#### **MEMBERSHIP OF THE COMMUNITY BOARD**

Ann Rainford (Chair), Graeme Gray, Shelley Symes, Simone Baker, Cr Alistair Plimmer, Cr Rebecca Fox and Aimee Clouston (youth representative)

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#### **PUBLIC BUSINESS**

**1. EXTRAORDINARY BUSINESS:**

**2. APOLOGIES:**

**3. CONFLICTS OF INTEREST:**

**4. ACKNOWLEDGMENTS AND TRIBUTES:**

**5. PUBLIC PARTICIPATION:**

- 5.1 Narida Hooper speaking in support of the grant application from Pae tū Mōkai o Taurira
- 5.2 Stan Mangin speaking on matters relating to contribution to the Community Response for Greytown and South Wairarapa during a declared emergency
- 5.3 Sid Kempton speaking on matters relating to a Skate Park in Greytown
- 5.4 Lee Carter speaking on matters relating to Naming of Rapa Valley Road, Moiki Road, Martinborough
- 5.5 Warren Woodgyer speaking on matters relating to the Spatial Plan and Long Term Plan

**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: Greytown Community Board minutes of the meeting held on 16 September 2020.

**Pages 1-5**

***Proposed Resolution:*** *That the minutes of the Greytown Community Board meeting held on 16 September 2020 be confirmed as a true and correct record.*

**8. REPORT FROM COMMITTEES:**

- 8.1 Tree Advisory Group – verbal update

**9. CHIEF EXECUTIVE AND STAFF REPORTS:**

- 9.1 Officers' Report

**Pages 6-34**

- 9.2 Action Items Report

**Pages 35-41**

- 9.3 Income and Expenditure Report

**Pages 42-48**

- 9.4 Financial Assistance Report

**Pages 49-51**

- 9.5 Naming of a New Road Report

**Pages 52-56**

**10. CHAIRPERSON'S REPORT:**

- 10.1 Chairperson Report

**Pages 57-64**

**11. NOTICES OF MOTION:**

- 11.1 None advised

**12. MEMBER REPORTS (INFORMATION):**

- 12.1 None advised

**13. CORRESPONDENCE:**

- 13.1 None



- Present:** Ann Rainford (Chair until 8.20pm), Shelley Symes (Chair from 8.20pm), Graeme Gray, Simone Baker and Aimee Clouston (youth representative).
- In Attendance:** Mayor Alex Beijen, Russell O’Leary (from 7.08pm), Glenda Seville (Community Development Coordinator) and Steph Dorne (Committee Advisor).
- Also in Attendance:** Liz Farley, Jez Partridge (Greytown Tree Advisory Group), Katie Abbott (Greytown Tree Advisory Group) and Winifred Mahowa (Department of Internal Affairs)
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 16 September 2020 between 7:00pm and 8.58pm.

**1. EXTRAORDINARY BUSINESS**

There was no extraordinary business.

**2. APOLOGIES**

*GCB RESOLVED (GCB 2020/38) to receive apologies from Councillor Fox and Councillor Plimmer.*

*(Moved Rainford/Seconded Gray)*

Carried

**3. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**4. ACKNOWLEDGMENTS AND TRIBUTES**

There were no acknowledgments or tributes.

**5. PUBLIC PARTICIPATION**

Liz Farley – Skate Park at Soldiers Memorial Park

Ms Farley spoke of her request for a skate park in Greytown to be reconsidered as part of the 2021-2031 Long-Term Plan. Ms Farley spoke about the importance of a skate park to youth and suggested this be based at Soldiers Memorial Park.

**DISCLAIMER**

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

## 6. ACTIONS FROM PUBLIC PARTICIPATION

### Liz Farley – Skate Park at Soldiers Memorial Park

The Board discussed recommending a skate park through its submission to the Long-Term Plan and encouraged Ms Farley to liaise with members of the Greytown Wheels Park Steering Group on potential design and cost to inform the submission.

*GCB NOTED:*

Action 462: Invite Sid Kempton, prior Chair of Greytown Wheels Park Steering Group, to speak on matters relating to a Greytown skate park at the next Community Board meeting, K Yates.

Mr O’Leary joined the meeting at 7.08pm

## 7. COMMUNITY BOARD MINUTES

### 7.1 Greytown Community Board Minutes – 5 August 2020

*GCB RESOLVED (GCB 2020/39)* that the minutes of the Greytown Community Board meeting held on 5 August 2020 be confirmed as a true and correct record.

*(Moved Symes/Seconded Gray)*

Carried

## 8. REPORT FROM COMMITTEES

### 8.1 Tree Advisory Group

Mr Partridge updated members that the required funds had been raised for the structural brace for the St Luke’s Gum tree and consideration is being given to reducing the size of the tree.

Tree planting had been undertaken at the Greytown Rail Trail and O’Connor’s Bush.

Ms Abbott is liaising with Council officers on a request for a rubbish bin and matters relating to pest control in O’Connor’s Bush.

Ms Abbott requested the Board put aside funds next financial year for replacement Arbor Day memorial trees if the Kowhai trees transplanted from the southern entrance to Greytown do not survive over summer.

## 9. CHAIRPERSON REPORT

### 9.1 Chairperson Report

Winifred Mahowa presented on the community-led development approach, including an overview of the five principles of the approach and an example of how the approach has supported the Masterton East Community. Members discussed the opportunity to engage with youth through partnering with primary and secondary schools.

Mrs Rainford spoke to matters as outlined in the Chairperson Report. Members agreed to use the image of the old red building on State Highway 2 at the north end of Greytown for the second set of flags for the Main Street, and to

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approach local youth to sing at the Children's Christmas event rather than fund a professional singer.

Mrs Rainford updated members that Council officers would take the lead on engaging with Kuranui College for the Long-Term Plan.

Members discussed their meeting start time and undertook to defer changing it until feedback had been sought from all Board members.

*GCB RESOLVED (GCB 2020/40):*

1. To receive the Chairperson Report  
(*Moved Symes/Seconded Baker*) Carried
2. To discuss possible community led initiatives in Greytown and report back to the next Greytown Community Board meeting.  
(*Moved Symes/Seconded Gray*) Carried
3. To approve a further \$1,300 for the purchase of a third set of flags for the Main Street, to be funded from the beautification fund.  
(*Moved Symes/Seconded Gray*) Carried
4. To approve Option D for the Main Street Barrels – that community donations are sought to fund the barrels for the period to August 2021.  
(*Moved Symes/Seconded Gray*) Carried
5. To agree that the maximum value of Greytown Community Board grants be increased to \$1,000 and that grants will be considered quarterly (at every second meeting) unless there are exceptional circumstances, when a grant will be considered at the next available meeting.  
(*Moved Baker/Seconded Symes*) Carried
6. To approve the Memorandum of Understanding between the Greytown Community Board and the Greytown Tree Advisory Group for the 2019-2022 triennium.  
(*Moved Symes/Seconded Baker*) Carried
7. Agree to undertake community engagement on the Long-Term Plan, consisting of a meeting with students at Kuranui College if possible and a meeting with Greytown Community on Wednesday 30th September 2020.  
(*Moved Symes/Seconded Gray*) Carried

Ann Rainford vacated the Chair at 8.20pm.

Shelley Symes assumed the Chair at 8.20pm.

## **10. CHIEF EXECUTIVE AND STAFF REPORTS**

### **10.1 Officers' Report**

*GCB RESOLVED (GCB 2020/41) to receive the Officers' Report.*

(*Moved Gray/Seconded Baker*) Carried

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## **10.2 Action Items Report**

Members discussed the items and noted further updates.

*GCB RESOLVED (GCB 2020/42) to receive the Action Items Report.*

*(Moved Baker/Seconded Rainford)*

Carried

## **10.3 Income and Expenditure Report**

*GCB RESOLVED (GCB 2020/43):*

1. To receive the Income and Expenditure Statement for the period 1 July 2020 – 31 August 2020.
2. To transfer the \$2,000 committed to the Greytown Tree Advisory Group for the St Luke's Gum Tree from the grant fund to the beautification fund.

*(Moved Gray/Seconded Baker)*

Carried

## **10.4 Applications for Financial Assistance**

Members debated whether to defer the grant application pending the development of their vision however undertook to consider it given the ongoing nature of the service.

Members discussed the limited grant funds available for 2020-21 and undertook to discuss their budget with Council officers.

*GCB NOTED:*

Action 463: To discuss the Community Board budget for 2020-21 with Council officers, A Rainford.

*GCB RESOLVED (GCB 2020/44):*

1. To receive the Application for Financial Assistance Report.

*(Moved Gray/Seconded Symes)*

Carried

2. To grant Wharekaka Trust Board funds of \$500 to support its Meals on Wheels service.

*(Moved Gray/Seconded Baker)*

Carried

## **10.5 Naming of a New Road At 104A West Street Report**

*GCB RESOLVED (GCB 2020/45):*

1. To receive the Naming of a new road, at 104A West Street, in Greytown Report.
2. To approve the name "Peony Drive" for the proposed road on Lot 101 at 104A West Street Greytown.

*(Moved Gray/Seconded Symes)*

Carried

## **11. NOTICES OF MOTION**

There were no notices of motion.

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**12. MEMBER REPORTS (INFORMATION)**

There were no member reports.

**13. CORRESPONDENCE**

There was no correspondence.

The meeting closed at 8.58pm.

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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# GREYTOWN COMMUNITY BOARD

28 OCTOBER 2020

## AGENDA ITEM 9.1

### OFFICERS' REPORT

#### **Purpose of Report**

To report to the Community Board on general activities.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Officers' Report.*

### PLANNING AND ENVIRONMENT GROUP REPORT

This report was prepared for the Planning and Regulatory Committee but not presented as their meeting on 23 September 2020 was cancelled.

#### **1. Resource Management**

##### **1.1 Planning Summary**

###### **1.1.1. Planning**

The Planning team in a year receives around 200 resource consent applications. In normal periods, we usually have about 13 - 20 resource consents to assess. Currently there are 12 resource consent applications active for land use and subdivision decision making. There are currently 10 applications for certificates, (incl 223, 224 certificates). Consent work sits beside a mix of district plan enquiry work, land use compliance, and growing policy work. Our robust and timely decision making has continued.

###### **1.1.2. South Wairarapa Spatial Plan**

The South Wairarapa Spatial Plan is our districts strategic document looking out to 2050. The workshop on Spatial Planning held on 23 July provided more awareness on what spatial planning constitutes and considered options for approach and alignment of the Spatial Plan and the LTP. Further workshops continue to explore the linkages between district vision, district strategic drivers and catalyst projects across 30 year, 10 year horizons. A workshop considering district growth aspects will be held on 16 September. Work continues to shape the Spatial Plan/LTP diagram componentry and to refine future engagement meeting timings.



#### **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 in the area, the Martinborough Southeast Growth Area is now on hold, including the phase two stormwater modelling work.

#### **1.1.4. District Plan Review**

WCDP became operative in 2011, required to be reviewed after 10 years. A District Plan review can take around 2 years. Consultancy Boffa Miskell were confirmed as the preferred provider to support the review, as has membership of the hearings committee for the review. The work group meeting was held on 8 September, considered the extent of the WCDP review plus the proposed RMA reforms for planning. RMA reform recommendations of the Randerson report, proposes replacement of the RMA by a new regional level spatial plan Act and new natural resources Act. The plan review will continue but be at a level to focus on key plan topics that need necessary review.

#### **1.1.5. Dark Sky**

Council supported the need for a Council initiated plan change to review district plan outdoor lighting rules to support a dark sky reserve. Plan change is based on Mackenzie DC approach. The change to lighting on highways, discussion with NZTA. Memorandum of Understanding (MOU) on proposed Dark Sky Reserve compiled, committed to by 3 Council's. The draft Wairarapa International Dark Sky -Outdoor Artificial Lighting Plan Change has been compiled, approved by Council for notification. Public notification of this plan change is in early October.

#### **1.1.6. Review of Notable Trees Register**

Hearing was held in Greytown on 21 November. The Commissioner's decision on plan change to update register was reported to Council early February 2020. The independent commissioner's decision was adopted, we are currently dealing with an appeal on the listing of one Oak tree.

#### **1.1.7. Featherston Tiny Homes/Brookside RC**

The application has involved multiple meetings. The applicant has been requested to provide further information on urban design and traffic assessment. Number of units proposed has lowered from 120 to approx. 100 dwellings. Required further information on urban design aspects, due to site intensity, was requested, info. was supplied, the application was to be publicly notified. However, the applicant has advised Council to hold the application at this point.

#### **1.1.8. Orchard Road Subdivision**

A resource consent was granted to resolve an outstanding abatement notice. The applicant appealed this decision and Council is in the process of resolving this issue through mediation.

### 1.1.9. Proposed Combined Council Dog Pound SWDC/CDC

The proposal for a combined dog pound facility for SWDC and CDC was again suggested during 2019. An initial report to identify location options was compiled, with the preferred location identified as Carterton's existing site. Independent report on facility needs and costings initially prepared by Beca's Mike Todd, but report not completed, Beca ceased property service work. Recent costings report by Armstrong Dixon Ltd in April for reporting to July Committee mtg. The Committee sought detailed component costings, comparative costs info is being compiled. The Committee on August 12 strongly indicated pursuance of a combined pound facility with CDC and officers to clearly detail the costings framework of this option. However, the matter has been parked awaiting a direction from the Shared Services group. CDC have recently indicated a hesitancy for a combined pound option.

### Resource Management Act - District Plan

*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

*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%	<b>Total 29/29</b>
		100%	16/16 Land Use applications were completed within statutory timeframes. NCS
		100%	12/12 Subdivision applications were completed within statutory timeframes. NCS
		100%	1/1 permitted boundary activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	14/14 s223 certificates were certified within statutory timeframes. NCS. Impacted by the departure of the Planning Manager and team transition from June to August 2019

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	9 out of 9 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 <sup>st</sup> March 2020 to 31st August 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	44/44 within 20 working days	100%
Subdivision Consents	40/40 in 20 working days	100%
223 Certificates	33/33 in 10 working days	100%
224 Certificates	22/22 in 15 working days	100%

## 2. Building Services

The procedures audit by IANZ identified a small number of procedure improvements which were updated and quickly resolved, and resulted in recent re-accreditation of our BCA, together with positive praise by the auditors. The level of new building consent applications has remained consistent, there has been timely processing together with the provision of ongoing site inspections services. Over the last financial year our team processed 584 applications which included exemptions. There are usually around 60 active building consent applications live.

## 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 2019-2020
Standard LIMs are processed within 10 days	100%	100%	49/49 standard LIMs were completed G:\LIMs\LIMS PROCESSED 2019-2020

	YTD 1 <sup>ST</sup> JULY 2020 TO 31 <sup>ST</sup> AUGUST 2020	PREVIOUS YTD 1 <sup>ST</sup> JULY 2019 TO 31 <sup>ST</sup> AUG201 9	PERIOD 1 <sup>ST</sup> JULY2020 TO 31 <sup>ST</sup> AUG 2020	PREVIOUS PERIOD 1 <sup>ST</sup> JULY2019 TO 31 <sup>ST</sup> AUG 2019
Standard LIMs (Processed within 10 working days)	49	26	49	26
Urgent LIMs (Processed within 5 working)	16	10	16	10
<b>Totals</b>	<b>65</b>	<b>36</b>	<b>65</b>	<b>36</b>

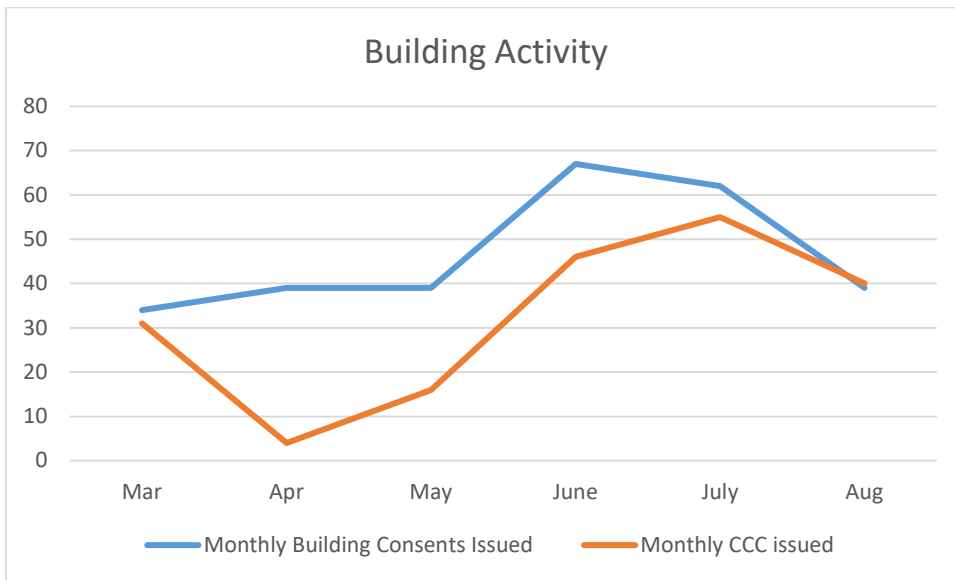
## Building Act - Consents and Enforcement

*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%	96.84%	NCS – 92 of 95 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 – 101 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 BWOF's and Swimming Pools	Yes	Yes	<b>Building Consents</b> Council inspects all new work to ensure compliance (July and August 2020 – 767 inspections) <b>BWOF's –</b> Total 169 – average of 3 audits per month required, 0 audits carried out July & August <b>Swimming Pools –</b> Total 279 – average of 7 audits per month required. 19 audits carried out in July & August

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
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

	Mar 20	April 20	May 20	June 20	July 20	Aug 20
Monthly Building Consents issued	34	39	39	67	62	39
Monthly CCC issued	31	4	16	46	55	40



### Building Consents Processed

TYPE – JULY-AUGUST 2020	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	11	\$3,535,200.00
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$50,000.00
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	89	\$7,740,719.00
<b>Other</b> (public facilities - schools, toilets, halls, swimming pools)	0	\$0.00
<b>Totals</b>	<b>101</b>	<b>\$11,425,919.00</b>

### 3. Environmental Health and Public Protection

The team continues to provide helpful advice, support and decision making in the areas of food safety, alcohol, bylaws and dog control matters. It was pleasing to see the high level of interest, uptake and positive feedbacks from the earlier food training, provided through Council on Food Safety Plans. Covid 19 level 2 continues to give challenges, but we are ahead of the premises verifications benchmark. MPI requirements will see us move to remote verifications, which will draw more heavily on process timing.

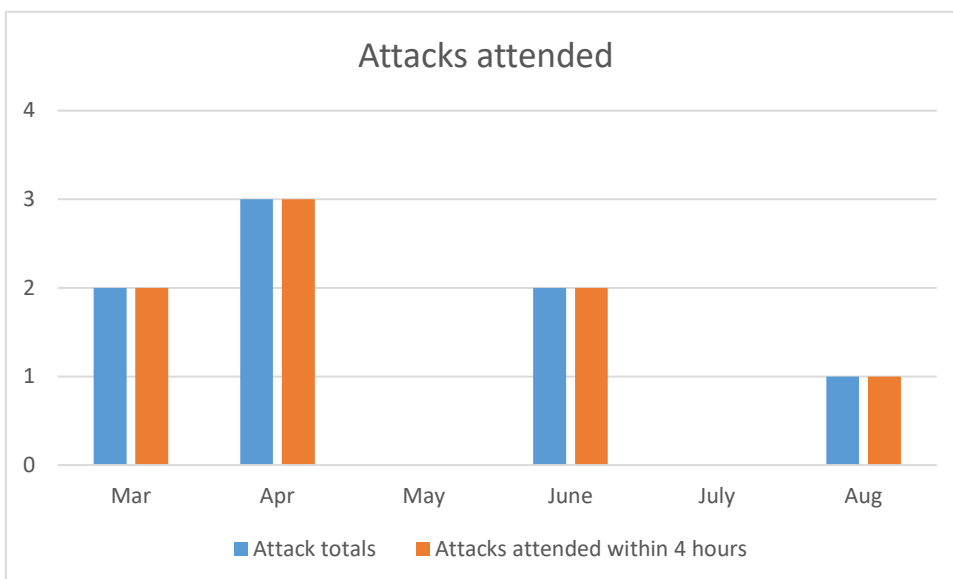
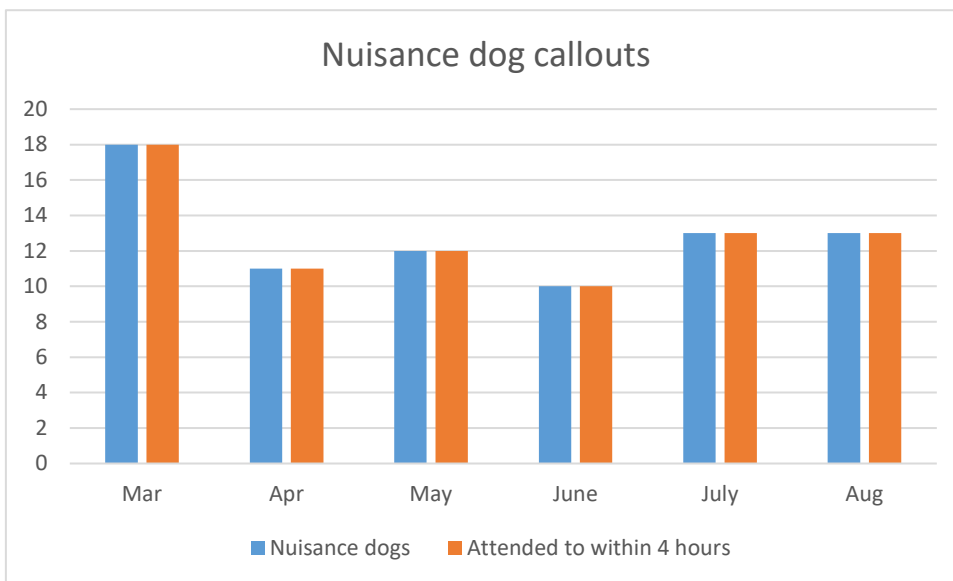
#### Dog Control Act – Registration and Enforcement

*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 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 28/28
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	1/1

INCIDENTS REPORTED FOR PERIOD 1 JULY 2020 TO 31 AUG 2020	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	-	-	-
Attack on Person	-	1	-
Attack on Stock	-	-	-
Barking and whining	3	2	3
Lost Dogs	-	-	1
Found Dogs	-	-	1
Rushing Aggressive	2	-	-
Wandering	5	1	5
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled (off leash urban)	1	1	1

	Mar 20	Apr20	May 20	June 20	July20	Aug 20
<b>Nuisance dogs</b>	18	11	12	11	13	13
<b>Attended to within 4 hours</b>	18	11	12	10	13	13
<b>Attack totals</b>	2	3	0	2	0	1
<b>Attacks attended within 4 hours</b>	2	3	0	2	0	1



## 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 3/3
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 2/2

INCIDENTS REPORTED	TOTAL FOR PERIOD 1 JULY 2020 TO 31 AUG 2020
Stock	3

## Resource Management Act – afterhours Noise Control

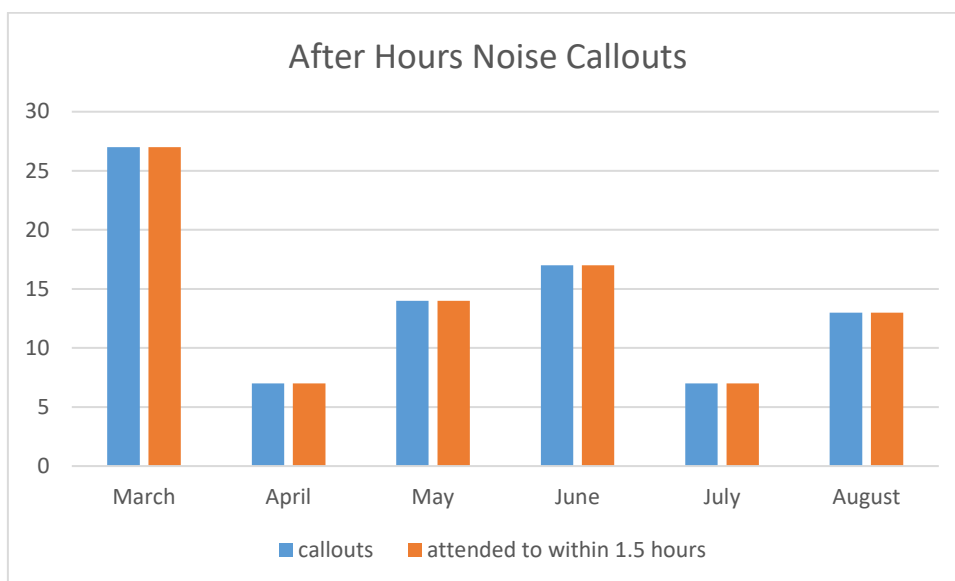
*SERVICE LEVEL – The Council will respond when I need some help with noise control.*

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%	<a href="K:\resource\Health\Resource Management\Noise Control Complaints">K:\resource\Health\Resource Management\Noise Control Complaints</a> 20/20 attended within timeframe 20 callouts July and August 20 20/20 attended to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2020 TO 31 AUG 2020	PREVIOUS YTD 1 JULY 2019 TO 31 AUG 2019	PERIOD 1 JULY 2020 TO 31 AUG 2020	PREVIOUS PERIOD 1 JULY 2019 TO 31 AUG 2019
Total	20	13	20	13



	Mar 20	Apr 20	May 20	June 20	July 20	Aug 20
<b>Calls</b>	27	7	14	17	7	13
<b>Attended to within 1.5 hours</b>	100%	100%	100%	100%	100%	100%



## Sale and Supply of Alcohol Act - Licensing

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

	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	21.7% YTD	MAGIQ data. All premises inspected at new or renewal application stage (10/46*). 10/46 Number of inspections completed or licences coming up for renewal within the YTD period.  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%	21.9% 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 32 low and medium licences due for renewal or new inspections in this financial year.  As at 31 Aug 20, 7 inspections have been done YTD for low and medium premises.

	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			127 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 7/32
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.  Usual practice is for the SWDC alcohol licensing 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 Licensing 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 2020 TO 31 AUGUST 2020	PREVIOUS YTD 1 JULY 2019 TO 31 AUG 2019	PERIOD 1 JULY 2020 TO 31 <sup>ST</sup> AUG 2020	PREVIOUS PERIOD 1 JULY 2019 TO 31 <sup>ST</sup> AUG 2019
On Licence	5	7	5	7
Off Licence	7	10	7	10
Club Licence	1	4	1	4
Manager's Certificate	21	16	21	16
Special Licence	1	8	1	8
Temporary Authority	1	-	1	-
<b>Total</b>	<b>36</b>	<b>45</b>	<b>36</b>	<b>45</b>

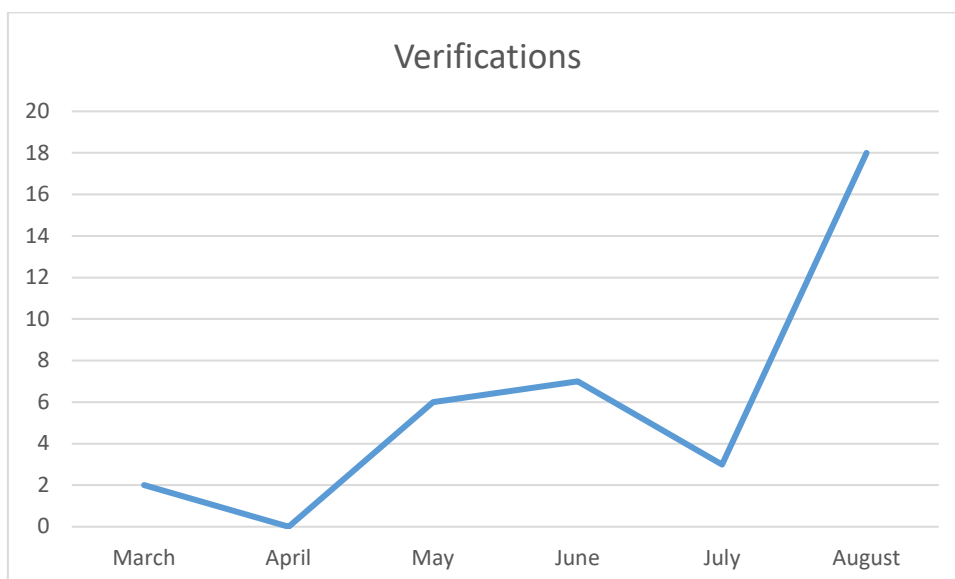
## Health Act - Safe Food

*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) – 93 NP – 59  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.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 19/20	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected in accord with regulatory requirements.	100%	22.6%	<p>FCP verifications – 21/93</p> <p>*Total number of premises is subject to change month by month as new businesses open and existing premises close.</p> <p>Covid-19 continues to have an impact on the ability of the EHO to undertake verifications. The EHO role also includes Hairdressers, Beauty businesses, Camping, Noise, Nuisance (odour/smoke/rats)</p> <p>21 verifications were undertaken in July and August 2020</p> <p>We were able to finalise (close out) 13 premises in July and August 2020</p> <p>0 outstanding corrective action food business follow ups</p> <p>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.</p> <p>In July and August EHO attended:</p> <p>0 day time noise complaints</p> <p>0 Hazardous substances complaints</p> <p>6 smoke complaints</p> <p>0 rat nuisance complaint</p> <p>1 Odour nuisance complaint</p> <p>1 complaint discharge of storm water to stream</p> <p>4 Camp ground inspections</p> <p>2 Health &amp; Beauty Inspections</p> <p>3 Hairdresser Inspections</p> <p>2 Offensive Trade Inspections</p>

	Mar 20	April 20	May 20	June 20	July 20	Aug 20
Verifications	2	0	6	7	3	18



## **Bylaws**

Between 1 July 2020 and 31 Aug 2020 there were:

### **Trees & Hedges**

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

### **Litter**

- 1 litter incidents were recorded and from this, council sent 15 notices to the identifiable people associated with these incidents.

### **Abandoned vehicles**

- There were 6 abandoned vehicles located in the SWDC area, of which 5 were removed by their owners and the remaining 1 vehicle was removed by councils' contractor.

Contact Officer: Godwell Mahowa, Acting Group Manager – Planning & Environment

## **PARTNERSHIPS AND OPERATIONS REPORT**

This report was presented to the Assets and Services Committee on 23 September 2020.

### **4. Group Manager Commentary**

This report takes a slightly different format to previous reports. Operational updates are provided in the main body of the Committee report and discreet projects or programmes of work are updated in a new dashboard style report at Appendix 1. It is intended to provide the committee oversight and clear indication of progress and any emerging risks to the delivery of Annual Plan activities or key projects.

As well as supporting the development of the Council Long Term Plan, the Partnerships and Operations team have progressed a range of activities to provide services to SWDC ratepayers. Water continues to be a priority focus area for Council and continuing to engage in the water reform programme driven by DIA. Some key pipe upgrade projects continue to be under cost pressure and work continues with Wellington Water to resolve these issues.

In Roading, preparation for the main works season has progressed well. Waka Kotahi NZTA have updated Council on the adjustments to the Funding Assistance Rates (FAR) for the 2021-24 National Land Transport Programme. This sees the NZTA contribution drop by 1% for SWDC and further detail is provided in this report and will also be presented to the SWDC Finance, Audit and Risk Committee.

The amenities team continue to upgrade and renew facilities across the District. Of particular note is the progress made on Pain Farm, at which a public open day was recently held to promote interest in the estate.

## **5. Water**

Operational performance reporting from Wellington Water is provided on a quarterly basis and will be provided to the next Assets and Services committee meeting.

In addition to the project dashboard at Appendix 1, particular points note to in the Water update are:

- As part of the review of how Wellington Water provide services to SWDC, additional resourcing has been applied and network operations split from treatment (water and wastewater) to improve management oversight and control.
- One of the sewer mains in Featherston (near corner Fitzherbert Street and Daniell St, close to the train tracks) has become blocked and work has been undertaken through multiple nights to rectify the issue. There has been no loss of service to residents or environmental impact due to the use of sucker trucks while the issue is resolved. Wellington Water undertook significant local resident and business engagement prior to the nightworks and we are grateful for ratepayer understanding during this time. The works uncovered unknown lateral connections and a damaged stormwater pipe in the area that was fixed too.
- Reports into the Lake Ferry and possible Martinborough wastewater overflows are currently being finalised by Wellington Water. These reports will be provided to Councillors when received.
- The finalisation of the Delivery Plan for Water Reform stimulus package is also in progress with Wellington Water and will be submitted to DIA, along with the final Funding Agreement, by the end of September.

## **6. Land Transport**

### **6.1 Waka Kotahi NZTA Funding Assistance Rates (FAR) for SWDC**

Waka Kotahi NZ Transport Agency Board has set the Funding Assistance Rates (FAR) for the 2021-24 National Land Transport Programme.

In setting the FAR now, the Board are providing Councils with certainty about funding arrangements so we can complete the planning and budgeting required for Council's Regional Land Transport Plans (RLTPs), and your Long Term Plan.

The SWDC rate for the 2021-24 National Land Transport Programme is 51%. This is a 1% reduction from the 2018-21 National Land Transport Programme and equates to an

approximately \$40k pa reduction in funding for SWDC. This reduction will take effect in the 2022-23 Financial Year.

The transition for the Special Purpose Rd (Cape Palliser Road) has yet to be agreed through the 2021-2024 NLTP. As at 1 July 2024 the FAR Rate will be 51% a reduction from 2018-21 NLTP of 100%. The impact of this on Council is currently being quantified and projected.

## **6.2     Roading Maintenance - Ruamahanga Roads**

*SERVICE LEVEL – Roads are maintained to ensure they are safe and comfortable to travel on. Footpaths can be safely used to get around town.*

An outline of key works completed during August 2020 is provided below:

- 275.1 km of roads were inspected and identified faults recorded in RAMM for future scheduling.
- 16 bridges were inspected and found to be in an acceptable condition.
- 99 rural culverts were inspected
- 53.85 km of unsealed roads were graded
- 1107.85m<sup>3</sup> of maintenance metal was applied to the unsealed roads
- 38 sealed road potholes were identified and filled.
- 51.8 km of mechanical street sweeping was completed
- 14 sign posts were replaced due to vandalism
- Pre-seal repairs have continued
- Maintenance works continued on the footpaths within the 3 towns.
- Esther Street new footpath is nearing completion
- Works completed on Johnsons Hill along Cape Palliser Road.

## **6.3     Additional activities of note**

- The Joint Carterton/South Wairarapa Roading Asset Management Plan is currently being developed and funding proposals for considerations in the LTP process are underway.
- WSP are continuing to develop the geotechnical report for Cape Palliser Road, from DoC station to the end of the Whatarangi Cliffs. This project is approximately 85% complete.
- Engagement with NZTA on Safe Network programme, Road to Zero and Urban safety for vulnerable users. This had a particular focus on Featherston and Greytown, with a final plan under development, and the forthcoming speed review.
- Traffic Count programme is being developed for the next 24 months.
- A site walk over has been done with Fulton Hogan's Corporate Sealing Manager to assess last years reseal performance and to take learnings going into this season.

- Site Testing has commenced on Western Lake Road Sealed rehabilitation section to enable a design report to be produced.
- The draft 2021/2022 reseal list has been provided the Fulton Hogan to commence pre-seal inspections.

#### **6.4 Eco-Reef trial - Resource Consent update**

The Resource Consent application for the trial of the Eco-Reef solution to coastal erosion has progressed.

The Hurupi site has been removed from the trial as GWRC had concerns around effects on the landscape in this area. To proceed with this site would have required SWDC to engage and pay for landscape experts to address GWRC's concerns.

It is considered that the Whatarangi and Turners Bay sites provide enough opportunity for a comprehensive trial and remain part of the proposal.

Further information requested from GWRC on the structural integrity and method of construction has been provided.

The only other outstanding matter is obtaining written approval from the Whatarangi bach owners at the southern end of the settlement and these are being followed up.

### **7. Amenities**

#### **7.1 Housing for Seniors**

There are eight people on the waiting list for Housing for Senior units. Some of these applicants have their names on the Martinborough, Greytown and Featherston waiting lists and are happy to relocate if one becomes available.

All Senior Housing units are now fully tenanted.

#### **7.2 Pain Farm**

Work continues at Pain Farm and the following items on the Main House have been completed:

- Internal painting completion
- All Sash windows have been repaired and have new hardware
- New lights in the bathroom
- Two Heat pumps installed
- Overhead extractor fan
- Newly made and installed blinds in kitchen, laundry and bathroom
- Grounds maintenance completed

The following work on the Cottage has been completed:

- Rewired to ensure compliance
- Heat-pump installed

- Overhead extractor fan

### 7.3 SWDC Playgrounds:

Work through winter in playgrounds has included:

- Featherston playground is having a new child swing installed
- Two new seesaws to be installed in Martinborough and Featherston, which we are awaiting delivery
- Featherston refresh is still in progress and user group being formed

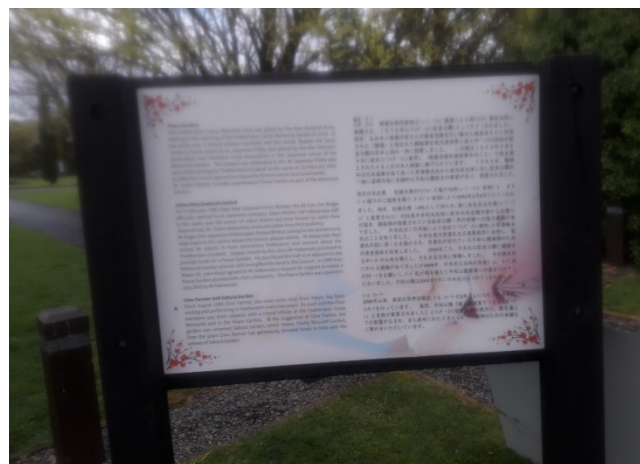
### 7.4 Parks and Reserves:

The following are key updates relating to SWDC Parks and Reserves:

- Collier Reserve is having a new seat installed:



- The translation on the Sakura sign at the Peace Gardens has also recently been updated:





- Replaced lime around Martinborough Children's water feature to save on long term maintenance issues.
- Awaiting Martinborough basketball court mark out.
- Investigating options for installing a new water fountain in Martinborough Square. SWDC won a drinking fountain in a competition run by Refill NZ.
- A security gate Otairua Reserve has also been installed:



## 7.5 Cemeteries:

Purchases of burial plots/niches 1 July to 15 September 2020:

	Greytown	Featherston	Martinborough
Niche	2	8	
In-ground ashes Beam		2	
Burial plot	1		2
Services area	1		
<b>Total</b>	<b>4</b>	<b>10</b>	<b>2</b>

Ashes internments/burials 1 July to 15 September 2020:

	Greytown	Featherston	Martinborough
Burial	3		1
Ashes in-ground	2	1	1
Ashes wall			
Services Area	1		
Disinterment			
<b>Total</b>	<b>6</b>	<b>1</b>	<b>2</b>

Work over the winter in the cemeteries has focused on grounds maintenance. The natural burial cemetery in Featherston has also undergone significant grounds maintenance.

#### **7.6 Swimming Pools:**

The Viewing stand at the Greytown pool is currently being rebuilt:



#### **7.7 Further work:**

A conservation plan for Carkeek observatory is also being developed.

### **8. Refuse**

Working on the Solid Waste and Minimisation bylaw and controls to put out to consultation with the aim to have closed by Xmas in conjunction with Carterton and Masterton. Contract continues to operate successfully.

## 9. Wairarapa Library Service

### 9.1 Statistics and activity

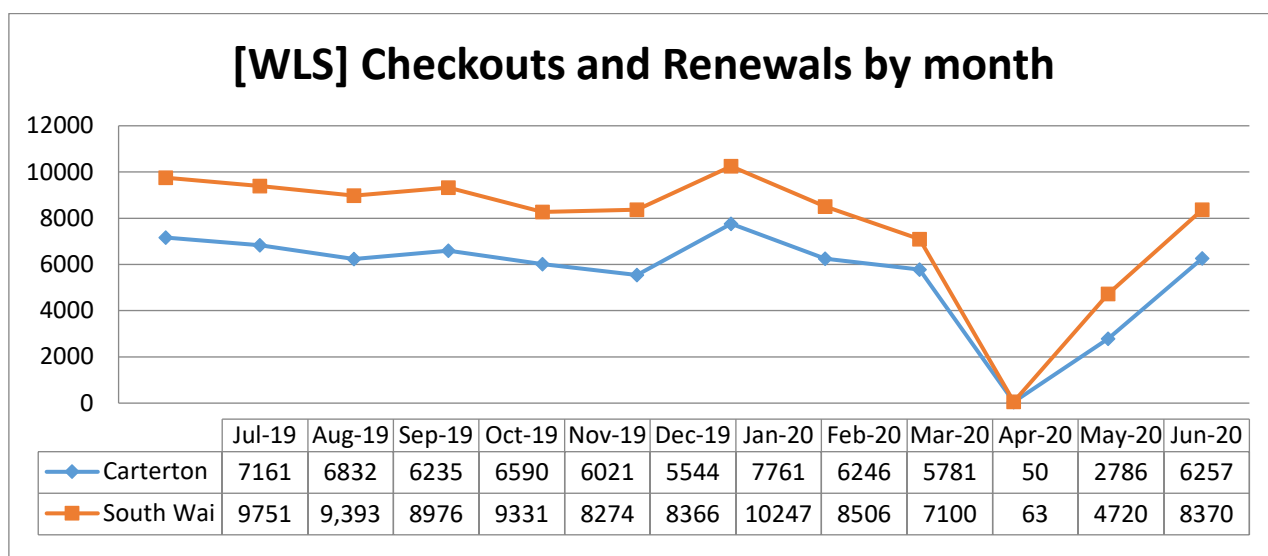
The statistics in this report cover the months of 1 July 2019 – 31 June 2020 inclusive. The data is reported by territorial local authority, in line with funding of the Wairarapa Library Service. WLS operates four branches across the two jurisdictions.

### 9.2 Checkouts and Renewals (Monographs, Serials, Audio-visual)

WLS averaged 13,363 issues and renewals per month for the financial year of 1 July 2019- 30 Jun 2020 inclusive. The impact of COVID-19 and library closures was illustrated in the months April and May 2020.

Collection use reflects many elements in a library, for example, audience (customers and potential customers), collection buying and lending policies, budget, marketing, global trends in format and publishing, staff knowledge of the collection, and online catalogue information.

	JUL 19	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20	TOTALS
<b>CRTN</b>	7161	6832	6235	6590	6021	5544	7761	6246	5781	50	2786	6257	67264
<b>SWDC</b>	9751	9393	8976	9331	8274	8366	10247	8506	7100	63	4720	8370	93097
<b>TOTAL</b>	<b>16912</b>	<b>16225</b>	<b>15211</b>	<b>15921</b>	<b>14295</b>	<b>13910</b>	<b>18008</b>	<b>14752</b>	<b>12881</b>	<b>113</b>	<b>7506</b>	<b>14627</b>	<b>160361</b>



### 9.3 Audiobooks and e-Books

Issue data on audio books and e-Books is delivered at an aggregated level only. The data is available for 1 August 2019-30 Jun 2020. Audio book issues have averaged 542 per month. E-Book issues averaged 510 per month.

While growing, digital issues are significantly lower than analogue (i.e., books etc.). While the growth reflects the worldwide trend toward increased usage of online resources, it does indicate a significant opportunity to market the WSL digital collections. Reiterating this is the low rate of issues during the library closures of COVID-19 lockdowns, which would arguably have been prime times for audio and e-book usage.

Although digital, audiobooks and e-books are collection items. As such, the same elements outlined in the checkouts and renewals section (above), apply.

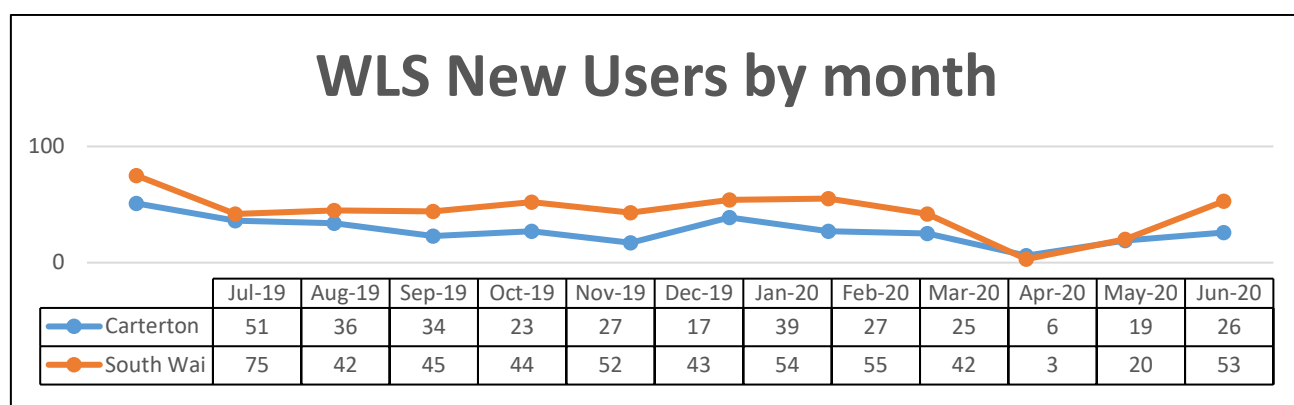
	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20	TOTAL S
Audio	276	261	296	306	281	319	320	694	1118	1202	887	5960
e-Books	503	500	554	533	618	636	588	323	410	459	488	5612
<b>TOTAL</b>	<b>779</b>	<b>761</b>	<b>850</b>	<b>839</b>	<b>899</b>	<b>955</b>	<b>908</b>	<b>1023</b>	<b>1528</b>	<b>1661</b>	<b>1346</b>	<b>11572</b>

#### 9.4 New users July 2019 – June 2020

WLS has averaged 72 new customers each month in the 2019/20 financial year. The impact of COVID-19 was noticeable in April and May 2020.

WLS is planning to do work on identifying people and groups across the WLS area, who are not currently customers. This will then become the base for an engagement strategy. Doing so, complements future Community Development efforts, aides in the delivery of the Positive Ageing Strategy and furthers both Councils goals in delivery wellbeing indicators.

	JUL 19	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20	TOTAL
CRTN	51	36	34	23	27	17	39	27	25	6	19	26	330
SWDC	75	42	45	44	52	43	54	55	42	3	20	53	528
<b>TOTAL</b>	<b>126</b>	<b>78</b>	<b>79</b>	<b>67</b>	<b>79</b>	<b>60</b>	<b>93</b>	<b>82</b>	<b>67</b>	<b>9</b>	<b>39</b>	<b>79</b>	<b>858</b>



#### 9.5 Programmes

SWDC Libraries delivered a range of literacy programmes to their communities in 2019/2020. COVID interrupted some planned events, and saw libraries change to online channels. Many of the programmes were done in conjunction with or to extend other organisations' offerings.

The Libraries delivery of 18 programmes (Featherston), 3 (Greytown), 28 (Martinborough), does not reflect that programmes are a mix of multi-week events (e.g., ECREad'n Summer Reading, Winter Warmers), one off events (ECREad'n Storytellers, Wet & Wild Activity Day, Pre-school Matariki Event), regularly scheduled

multi-week programmes (School Holiday Crafts – during school holidays x4), long-running programmes (Facebook Elf on the Shelf - delivered daily for 24 days), or regularly scheduled events throughout the year (e.g., Wā Kōrero – every Tuesday during school terms).

A programming framework which includes an evaluation component, will see the Libraries move toward reporting on intended and realised audience, and in turn, the ability to measure whether programmes are delivering on their intended objectives.

## 9.6 Digital literacies

New Zealand's concerning digital access and competency divide are well documented<sup>1</sup>. Being able to access technologies and be competent and confident using them is a key skillset for all ages and demographics.

Libraries are an acknowledged partner in addressing these issues. WLS will be increasing its delivery of opportunities for people to interact and learn about digital products and technologies. Two examples underway now are:

The 2020 budget included monies for libraries to support communities during COVID-19 and its aftermath. National Library has funded the delivery of three significant and popular online resources for September 2020-31<sup>st</sup> March 2021. These will soon be available to all WLS members:

1. **PressReader** provides same day access to full-page replicas of more than 7,000 **newspapers & magazines** from New Zealand and around the world in 60+ languages.
2. **Australia/New Zealand Reference Centre Plus** combines Australasian magazines, newspapers, newswires, biographies and reference books to create the largest collection of regional full-text content available to libraries in Australia and New Zealand.
3. **MasterFILE Complete** provides full text periodicals covering an extensive range of subject areas including business, health, education, fitness, sports and leisure, personal finance, general science, multicultural issues, DIY and fashion.

Neighbourhood Support is partnering with Carterton and Greytown Libraries to deliver “how to” clinics for those wishing to download, setup and use the COVID-19 tracing app.

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<sup>1</sup> [http://motu-www.motu.org.nz/wpapers/19\\_17.pdf](http://motu-www.motu.org.nz/wpapers/19_17.pdf);  
[https://internetnz.nz/assets/Archives/Solving\\_Digital\\_Divides.pdf](https://internetnz.nz/assets/Archives/Solving_Digital_Divides.pdf);  
<https://www.digital.govt.nz/dmsdocument/161~digital-inclusion-and-wellbeing-in-new-zealand/html>;  
<https://digitalinclusionalliance.nz/resources/research-links>; <https://2020.org.nz/resources/digital-literacy-inclusion-research/>

### **9.7 Focus for September-December 2020**

The focus for the Sept-Dec 2020 quarter is continued delivery of existing services under varying COVID-19 conditions. In parallel with the Councils' Long-Term Plan (LTP) development, the Libraries will be starting to formulate an updated strategic plan for 2021-2024.

## **10. Appendices**

Appendix 1 – Partnerships and Operations Programme Report

Contact Officer: Euan Stitt, GM Partnerships and Operations

Reviewed by: Harry Wilson, Chief Executive

# **Appendix 1 – Partnerships and Operations Programme Report**



	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
<b>Overall Programme Status (RAG)</b>						Focus on Asset Management Plan and preparation for new season underway as key areas of activity. Schedules for increase in work this year (rollover from previous FY) being finalised and expected to be delivered.
<b>Current Projects</b>						
<b>Ruaokoputuna</b>	\$400k	Oct 20 - Dec 20				
Ruakokoputuna Seal Extension						
<b>Sealed Road Pavement Rehab</b>	\$220K					
Western Lake Rd Area Wide		↓	↓		↓	H&S risk relates to nature of road and speed. Currently unscheduled works.
<b>Sealed Road Resurfacing Local Roads</b>	\$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.						Woring towards 5% reseal KPI. Will require additional funding in LTP to meet in future years.
<b>Sealed Road Resurfacing Special Purpose Rd</b>	\$115K	Oct 20 - Dec 20				
3.5 kms of resurfacing work on Cape Palliser Road						
<b>FootPath Renewals</b>	\$177K	Oct 20 - Jun 21				
Planned maintenance						
<b>FootPath maintenance Extra Funding</b>	\$375K	Jun 20 - Jun 21				
Footpath Maintenance \$125K per town						High level of input required by staff
<b>Esther Street Footpath Extension</b>	\$70K	Jul-20				
Noted from AP submissions						High level of input required by staff
<b>Low Cost Low Rik Local Roads</b>	\$345K	Aug 20 - jun 21				
Culvert Extensions, safety improvements, seal widening, intersection improvements, slip stabilisation, guardrails, kerb and channel works.						
<b>Low Cost low Rick Special Purpose Rd</b>	\$250K	Aug 20 - jun 21				
Guardrail installation, Signage upgrade, Rock revetment supply						\$100k carry forward from 19/20
<b>Aseet Management Plan</b>	\$50k	June 20 Aug 20				
Plan development and RLTP funding						Joint AMP with CDC and NZTA funding request 2021.2024
<b>Reading Street Upgrade</b>	\$250k					
Upgrade Reading Street as part of Orchards Development						3rd party driver
<b>Speed Limit Review</b>						
Conduct District wide speed review. Progressing with CDC						Link to NZTA speed reduction and Road to Zero, Urban safety for vulnerablke users etc.
<b>Tora Farm Rd bridge beam painting x2</b>	\$100K	Oct 20 - Jun 21				
Paining steel beams on Tora Farm and Pukeamuri Bridges			↓		↓	Enviornmental and Health and Safety risk due to working above waterways and working at height

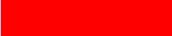
Status key:



On track/achieving



Some concern



Off Track/Major concern



SWDC Assets and Services Committee		Programme	Amenities
Meeting	23-Sep-20	Period	Aug-20

Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Overall programme progressing well. PGF funding applications require clarity to progress key projects with certainty. Pain Farm a positive outcome.

### Current Projects

<b>Featherston War Memorial</b>		\$250k	tbc			
Repair earthquake damage and structural deficiencies						Application submitted to PGF for funding. Quote received for works and Heritage NZ engaged in scope.
<b>Peace Garden, Featherston</b>		\$120k	tbc			
Construct accessible ramp and web-enabled information display with additional seating and planting						Application submitted to PGF for funding 'not progressing at this stage'. Quote received for works and Heritage NZ engaged in scope.
<b>Anzac Hall upgrades</b>		\$100k	Sep-20			
Toilets, roof and wall repairs						Application submitted to PGF for funding. Quote received for works.
<b>Featherston Community Centre</b>		\$110k	tbc			
Roof and wall repairs, asbestos removal, painting, car park and kitchen/toilet repairs						Application submitted to PGF for funding. Quote received for works. NB - Not a Council asset but Council supporting PGF application.
<b>SWDC Tree asset management</b>		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.
<b>Stella Bull Park Lighting</b>		\$12k	Oct-20			
Install lighting for safety/security of users						Scheduled - solar solution has saved money v budget.
<b>Featherston Stadium</b>		\$20k				
Upgrade to kitchen, seating and ablutions						Application submitted to PGF for funding 'not progressing at this stage'. Quote received for works.
<b>Ngawi Community Hall</b>		\$30k	Dec-20			
Upgrade septic system						Quotes being sought. Scope of works necessary may increase (i.e. bollards to prevent vehicle access to area)
<b>Cemetries data project</b>		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.
<b>Pain Farm upgrades</b>		\$100k	Sep-20			
Upgrades to Main House and cottage to meet standards						See main report
<b>SWDC Lease review programme</b>		n/a	Dec-20			
Complete review of leases						Data capture and strategy under development. Focus on Papawai and Lake Ferry leases in short-term.
<b>Senior Housing</b>		\$85k	Oct-20			

Heat pump/air conditioning installation and paiting (int and ext)						AC install completed. Painting part dictated by weather
<b>Swimming Pools</b>	<b>\$15k</b>	<b>Oct-20</b>				
Upgrade to Greytown Stand and painting						Nearing completion for new season
<b>Martinborough Waihinga Cemetery</b>	<b>\$15k</b>	<b>Oct-20</b>				
Install Lych gate as part of anniversary celebrations						Gate being constructed now.
<b>Considine Park, Martinborough</b>	<b>\$8k</b>	<b>Nov-20</b>				
Install additional lime path						Likely Lions involvement
<b>Park exercise equipment</b>	<b>\$45k</b>	<b>Oct-20</b>				
Install outdoor exercise equipment in local parks						Equipment purchased awaiting delivery.

Status key:

On track/achieving

Some concern

Off Track/Major concern

Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Financial risk on two key pipe projects require further management and work is underway on that, noting budgets are now increasingly out of date.

**Major Projects**

Manganese Removal Plant - Martinborough	\$2.5m	Nov 19 - Aug 20				
Construct and commission a manganese reduction plant						All major works on MRP completed and successful initial commissioning testing in a closed loop have been completed. Upgrade to MBO Water Plant control systems being undertaken for system operation. Power upgrade in progress. On schedule to be operational by mid Nov (agreed revised delivery date)

Featherston WWTP	\$500k*	Jul 20 - Jun 2025				
Develop and implement a suitable wastewater solution for Featherston						WWL held positive meetings with GWRC. Council officer and statutory authority reps first workshop being held 14/09 - as outlined in the timeline presented to previous A&S meetings. Some stakeholders' confusion on purpose of meetings clarified. * initial consent budget

**Upgrade/Renewal Projects**

Papawai Road WW Upgrade	\$2.2m	tbc				
Capacity issue - upgrade pipe						Pricing from WWL panel to deliver to Regional Standard is higher than budgeted. Budget is increasingly out of date. Exploring engineering options, project phasing and current capacity constraints to agree mitigation plan.

Pinot Grove WW upgrade	\$300k	tbc				
Capacity issue - upgrade pipe						Pricing from WWL panel to deliver to Regional Standard is higher than budgeted. Budget is increasingly out of date. Exploring engineering options, project phasing and current capacity constraints to agree mitigation plan.

Waiohine Water Treatment Plant (WTP)	\$900k	Dec-20				
4th bore/pump, treated water storage, treatment upgrades and security						Upgrade of electrical and control systems required for 4th bore. Will delay completion and incur slight cost increases (currently being quantified through tender process).

Memorial Park WTP upgrades stage 2	\$330k	Nov-20				
Replace bore pump, new filter, additional pipework and run to waste						Detailed design being completed for procurement in Sept.

Memorial Park WTP upgrades stage 3	\$1.5m	Jun-21				
Chemical dosing, UV and filter upgrades						

Lake Ferry WWTP driplines	\$40k	tbc				
Replace driplines at WWTP						Planned upgrade brought forward following forestry contractor damage to lines. Damage is beyond original upgrade scope and will incur higher cost than original upgrade work planned, still being quantified.

WWTP Improvement Programme	\$400k	Dec-20				
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Enhance processes, facilities and management of WWTPs across District						<p>Fast track and BAU delivery structure agreed to streamline delivery, and expedite urgent/critical upgrades. Due to operational staff workloads, and to manage H&amp;S risks, visitors access to the sites including the project team has been controlled.</p> <p>Progress to date:</p> <ol style="list-style-type: none"> <li>1. Featherston WWTP welfare facility (portocom) has been installed on site - awaiting power connection.</li> <li>2. Design and install for actuated valve at Martinborough scheduled for completion October.</li> <li>3. High priority list of operational H&amp;S upgrades developed and in process of being costed and designed - these will be progressively completed over September/October.</li> <li>4. Lake Ferry WWTP circulation pumps replaced under urgent capex.</li> </ol>
<b>SWDC-led Projects</b>						
<b>Water Race User Survey</b>	<b>n/a</b>	<b>Dec-20</b>				
Survey Water Race users and related stakeholders on use						Engaging external resource to conduct survey. Water Race Sub Committee keen to progress. Output to inform LTP processes.
<b>Longwood Water Race Consent</b>	<b>n/a</b>	<b>Dec-20</b>				
Gain consent for continued use of water race						Reporting to GW completed. Undertaking engagement with Fish and Game and DOC as affected parties - limited response to date and delaying process. Water Race continues to operate under existing consent.
<b>Status key:</b> <span></span> <i>On track/achieving</i> <span></span> <i>Some concern</i> <span></span> <i>Off Track/Major concern</i>						

# GREYTOWN COMMUNITY BOARD

28 OCTOBER 2020

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## AGENDA ITEM 9.2

### 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 19 October 2020

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

## **Appendix 1 – Action Items to 19 October 2020**

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Notes
678	10-Oct-18	Action	Euan	Tim	Provide information to the Greytown Community Board on options for painting a solid line down/centre line down West Street, Greytown	Open	7/2/19: Work in progress 17/07/19: NZTA Traffic Control Devices Manual "Part 5 traffic control devices for general use-between intersection" is in draft form and currently out for Consultation to the industry. This covers :Treatments in the centre of the road, Edge Treatments, Lane lines, Cycle facilities within the carriageway. It will also standardise in terms of ONRC categories within Secondary, Access and Low volume Roads. Once this standard is finalised options in terms of West St treatment will be determined along with costing 22/07/2020 The draft Asset Management Plan for Roading defines the requirements for road delineation, once approved by NZTA an approach to improvement will be planned district wide and done in a controlled manner a opposed to an Ad hoc manner. 12/06/20: Standard still in draft form and there is currently no ETA on finalisation from NZTA. Will also need to consider alongside Greytown development area plans. 20/08/2020 New level of service standards will be outlined in the New Roading Asset management Plan and implementation will be prioritised by budgets available.
120	28-Aug-19	Action	Euan	Tim	To recommend that Council consult with the Greytown Community regarding the renaming of Underhill Road.	Open	
69	19-Feb-20	Action	Euan	Tim	To discuss with NZTA the removal of carparks adjacent to the town intersections with State Highway 2 (e.g. Hastwell, Wood, Jellicoe, Kuratawhiti) to improve sightlines	Actioned	<i>Note: Refer to Action 266 from 2 May 2019 for background context.</i> 23/7/2020 Noting all intersection are controlled by Give Way signs and marking initial investigations show up to 10 carparks on the Main Street will be lost and looking at the pedestrian crossing an additional 4 carparks could also be lost. 21/8/2020: Discussions with NZTA were held and NZTA has no issues with the loss of carparks. 16/09/20: Members closed this action as they considered it should be considered in the context of a wider review / development.
72	19-Feb-20	Action	GCB	A Clouston	Liaise with Amy Wharram, Communications Manager of SWDC, on the use of Instagram for Greytown Community Board publicity	Actioned	
138	13-May-20	Resolution	GCB		GCB RESOLVED (GCB 2020/14): 1. To Receive the Establishment of and Appointments to Committees Report. (Moved Cr Fox/Seconded Baker) Carried 2. To appoint Shelley Symes as the WREMO / civil defence liaison, Ann Rainford as the Greytown Information Centre liaison, Aimee Clouston as the Greytown Wheels Park Steering Group representative, Simone Baker as the Papawai Stream Care Group representative, Simone Baker as the Greytown Heritage Trust liaison, and Councillor Rebecca Fox as the Greytown Wastewater Treatment Community Liaison Group representative. (Moved Cr Plimmer/Seconded Symes) Carried 3. To defer considering the relationship and Memorandum of Understanding with the Tree Advisory Group until the next Greytown Community Board meeting to allow time for discussions with the Tree Advisory Group. (Moved Rainford/Seconded Symes) Carried	Actioned	1 – No action required  2 – No action required  3 – MoU agreed at 16-Sep-20 meeting.

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Notes
143	13-May-20	Resolution	2 – Euan 3 – Karen 4 & 5 – GCB 7 - Katrina	2 – Tim 3 – Steph 4&5 – GCB 7 – Charly	<p>GCB RESOLVED (GCB 2020/19):</p> <p>1. To receive the Chairperson Report</p> <p>2. To accept the following suggestions regarding Papawai and Tauherenikau Military Camps:</p> <p>a) To request officers provide the Community Board landowner details for both sites</p> <p>b) That members of the Community Board discuss the lay by proposal with affected landowners and the Featherston Community Board</p> <p>c) Request officers liaise with Transit NZ and Greater Wellington Regional Council to determine the feasibility of a lay by at both sites; and</p> <p>d) Provide a report the Community Board outlining the process for creating a lay by at both sites and associated costs, including pricing for appropriate sized signs advising motorists of the lay by to be created and erected</p> <p>(Moved Cr Plimmer/Seconded Cr Fox) Carried</p> <p>3. To approve the Greytown Community Board submission to the Annual Plan 2020/21.</p> <p>(Moved Symes/Seconded Gray) Carried</p> <p>Cr Plimmer and Cr Fox abstained</p> <p>4. To agree to provide feedback on the Greytown Community Board Annual Plan submission to Kuranui College.</p> <p>5. To agree to meet with Kuranui College at least twice yearly and through Aimee Clouston encourage senior students to attend and report to the Community Board.</p> <p>(Moved Cr Fox/Seconded Symes) Carried</p> <p>6. To note the report back of the Stella Bull Park meeting on 18 February 2020, including the agreed action points.</p> <p>7. To approve that a sum of \$1,900.00 be approved from the beautification budget for the maintenance of the Main Street barrels April-September 2020.</p> <p>(Moved Gray/Seconded Baker) Carried</p> <p>8. To agree not to become a party to proceedings held by the Environmental Court relating to an appeal for an oak tree to remain on the list of scheduled trees for protection following a request from Greytown Tree Advisory Group. (Moved Cr Plimmer/Seconded Cr Fox) Carried</p>	Actioned	<p>1 - No action required</p> <p>2 - Neil Frances provided maps of locations to and owner ID provided to Mrs Rainford and Mr Gray to allow contact to be made. Any signage would need consent under the Combined District Plan. The proposed location for the sign on the SH would need NZTA consent/approval on size, location and safety grounds.</p> <p>05/08/20: Mrs Rainford undertook to request Greytown Heritage Trust takes over this work.</p> <p>3 - Done</p> <p>4 – Done</p> <p>5 - Ongoing</p> <p>6 - No action required</p> <p>7 - Added to I&amp;E statement</p> <p>8 - No action required</p>
144	13-May-20	Action	GCB	A Rainford	To develop a Greytown Community Board strategic plan for the 2019-2022 triennium and present this to the next Greytown Community Board meeting, Greytown Community Board.	Open	19/10/2020: Draft presented via Chairperson Report
148	13-May-20	Action	GCB		Undertake consultation with the Greytown community on how the community would like Greytown's Main Street to look.	Open	05/08/2020: Councillor Plimmer updated members that he has approached Chris Wilkinson of Retail First Group to request ideas for how to design a consultation and obtain community involvement for the project on Greytown's Main Street.
221	24-Jun-20	Action	GCB	S Baker	To have discussions with local whānau to determine the best approach for engaging with Papawai Marae going forward	Actioned	16/09/2020: This is ongoing and will be progressed outside the Community Board. Mrs Rainford is continuing engagement and there is an upcoming AGM.
222	24-Jun-20	Action	GCB	G Gray	Arrange an onsite meeting with Mr Gray, Mrs Rainford and Councillors Hay and Fox to discuss tree planting at the cemetery.	Actioned	<p>05/08/2020: Mr Gray and Cr Fox visited cemetery 4 August and undertook to meet with the Amenities Manager onsite to discuss the long-term development plans.</p> <p>09/10/2020: Tree planting meeting has occurred.</p>
223	24-Jun-20	Action	Cr Plimmer		Request officers report to the Board with advice on how to progress the project to consult with the community on the look of Greytown Main Street	Actioned	05/08/2020: Refer to Action 148. Officer advice not yet required and is to be requested again at such time it is required.



Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Notes
361	5-Aug-20	Resolution	Katrina	Charly	<p>GCB RESOLVED (GCB 2020/32):</p> <p>1. To receive the Application for Financial Assistance Report. (Moved Gray/Seconded Symes) Carried</p> <p>2. To grant Greytown School \$500 to contribute to the costs of completing its bike track. (Moved Gray/Seconded Symes) Carried</p> <p>Councillor Plimmer abstained</p> <p>3. To defer granting Pae tū Mōkai o Taurira funds to establish Native Tree and Plant Nursery pending a presentation from the applicant on how the project benefits Greytown and the development of the Community Board's long-term vision and review of grant criteria. (Moved Symes/Seconded Cr Plimmer) Carried</p> <p>4. To defer granting Kidz Need Dadz Wellington funds for a Father's Day Bowling Event pending the development of the Community Board's long-term vision and review of grant criteria. (Moved Cr Plimmer/Seconded Cr Fox) Carried</p>	Actioned	<p>1 - No action required</p> <p>2 - Commitment added to I&amp;E</p> <p>3 - Pae tū Mōkai o Taurira to speaking at GCB meeting in October and grant application presented to October meeting for reconsideration.</p> <p>4 - Presented to October meeting for reconsideration</p>
365	5-Aug-20	Resolution			<p>GCB RESOLVED (GCB 2020/36):</p> <p>1. To receive the Chairperson Report (Moved Gray/Seconded Symes) Carried</p> <p>2. To approve a donation of \$100 to the Greytown Menz Shed for their work on the Stella Bull Park picnic table, to be funded from the Beautification Fund. (Moved Gray/Seconded Cr Fox) Carried</p> <p>3. Note the status of the signs at Papawai Marae and agree that further consultation on street signage for the Marae be deferred until the content of the present signs have been approved. (Moved Cr Plimmer/Seconded Cr Fox) Carried</p> <p>4. Approve an additional cost of \$38.00 for the additional artwork required for the first set of flags for the Main Street FlagTrax System, to be funded from the Beautification Fund. (Moved Cr Fox/Seconded Gray) Carried</p> <p>5. Approve an additional cost of \$400.00 for additional art and design work on the second set of flags for the Main Street FlagTrax System, to be funded from the Beautification Fund. (Moved Gray/Seconded Symes) Carried</p> <p>6. Establish a working group responsible for planning the Children's Christmas event and to report back to the Community Board on progress achieved and appoint Ann Rainford, Councillor Plimmer and Graeme Gray as Community Board representatives and Aimee Clouston as the youth representative, and other community stakeholders (to be determined). (Moved Symes/Seconded Gray) Carried</p> <p>7. Approve a donation of \$100 to the Greytown Menz Shed for their work on making a gate for the dog park, to be funded from the \$2,000 commitment in the Beautification Fund for the dog park programme. (Moved Symes/Seconded Cr Fox) Carried</p> <p>8. Approve the sum of \$300.00 for Christmas lights for the Greytown Town Centre to be paid to Grand Illusions, Greytown, to be funded from the Beautification Fund. (Moved Cr Fox /Seconded Gray) Carried</p> <p>9. Defer adding Frances Skeet to the list of Greytown Community Board road names approved for use in the Greytown Ward pending further historical information of Frances Skeet community service and an assessment of whether it meets the Road Naming Policy. (Moved Symes/Seconded Cr Plimmer) Carried</p>	Actioned	<p>1 - No action required</p> <p>2 - Done - Commitment added to I&amp;E</p> <p>3 - Noted, no action required</p> <p>4 - Done - I&amp;E updated and invoice paid</p> <p>5 - Done - Commitment added to I&amp;E</p> <p>6 - GCB project; refer to Chairpersons Report for future updates</p> <p>7 - Done - Commitment added to I&amp;E</p> <p>8 - Done - Commitment added to I&amp;E</p> <p>9 - Mrs Rainford suggested it is more appropriate for Rotary to acknowledge Frances Skeet's service to the community and undertook to discuss with Rotary.</p>

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Notes
369	5-Aug-20	Action	GCB		Request Greytown Heritage Trust resubmits their proposal for the design of new signs at the North and South ends of Greytown	Actioned	
370	5-Aug-20	Action	GCB		Invite the community to put forth design ideas for two new signs at the North and South ends of Greytown	Open	
371	5-Aug-20	Action	Euan	Bryce	Request SWDC management work with WREMO on resolving radio communication issues between Greytown and Masterton Emergency Operations Centre	Actioned	4/9/20: Teletronics has got to the end of testing and fault finding and are about to provide a final quote of repairs to the network. The approval process needs to happen before WREMO can get Teletronics back to do the work and testing.  Action closed as is with WREMO to progress.
456	16-Sep-20	Resolution			GCB RESOLVED (GCB 2020/40): 1. To receive the Chairperson Report (Moved Symes/Seconded Baker) Carried 2. To discuss possible community led initiatives in Greytown and report back to the next Greytown Community Board meeting. (Moved Symes/Seconded Gray) Carried 3. To approve a further \$1,300 for the purchase of a third set of flags for the Main Street, to be funded from the beautification fund. (Moved Symes/Seconded Gray) Carried 4. To approve Option D for the Main Street Barrels – that community donations are sought to fund the barrels for the period to August 2021. (Moved Symes/Seconded Gray) Carried 5. To agree that the maximum value of Greytown Community Board grants be increased to \$1,000 and that grants will be considered quarterly (at every second meeting) unless there are exceptional circumstances, when a grant will be considered at the next available meeting. (Moved Baker/Seconded Symes) Carried 6. To approve the Memorandum of Understanding between the Greytown Community Board and the Greytown Tree Advisory Group for the 2019-2022 triennium. (Moved Symes/Seconded Baker) Carried 7. Agree to undertake community engagement on the Long-Term Plan, consisting of a meeting with students at Kuranui College if possible and a meeting with Greytown Community on Wednesday 30th September 2020. (Moved Symes/Seconded Gray) Carried	Open	1 - No action required  2 - Refer to Chairperson Report for future updates  3 - Commitment added to I&E  4 – Donations have been sought, refer to Chairperson Report for update  5 – Done - Revised grant forms published  6 - Done - MoU signed.  7 – Done - Community meeting held 30 September and meeting with Kuranui College held 21 October.
459	16-Sep-20	Resolution	Katrina	Charly	GCB RESOLVED (GCB 2020/43): 1. To receive the Income and Expenditure Statement for the period 1 July 2020 – 31 August 2020. 2. To transfer the \$2,000 committed to the Greytown Tree Advisory Group for the St Luke's Gum Tree from the grant fund to the beautification fund. (Moved Gray/Seconded Baker) Carried	Actioned	I&E updated
460	16-Sep-20	Resolution	Katrina	Charly/Chloe	GCB RESOLVED (GCB 2020/44): 1. To receive the Application for Financial Assistance Report. (Moved Gray/Seconded Symes) Carried 2. To grant Wharekaka Trust Board funds of \$500 to support its Meals on Wheels service. (Moved Gray/Seconded Baker) Carried	Actioned	Commitment added to I&E
461	16-Sep-20	Resolution	Russell	Godwell	GCB RESOLVED (GCB 2020/45): 1. To receive the Naming of a new road, at 104A West Street, in Greytown Report. 2. To approve the name "Peony Drive" for the proposed road on Lot	Actioned	17/09/20: Resolution sent to Planning Team.

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Notes
					101 at 104A West Street Greytown. (Moved Gray/Seconded Symes) Carried		
462	16-Sep-20	Action	Karen	Steph	Invite Sid Kempton to speak on matters relating to a Greytown skate park at the next Community Board meeting, K Yates.	Actioned	Sid Kempton speaking at October meeting.
463	16-Sep-20	Action	GCB	A Rainford	To discuss the Community Board budget for 2020-21 with Council officers, A Rainford.	Actioned	19/10/20: Met with Finance and changes to the budget are recommended as part of the Chairperson Report.

# GREYTOWN COMMUNITY BOARD

28 OCTOBER 2020

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## AGENDA ITEM 9.3

### INCOME AND EXPENDITURE REPORT

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#### **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 – 30 September 2020.*

#### **1. Executive Summary**

The Income and Expenditure Statement for 1 July 2020 – 30 September 2020 is attached in Appendix 1.

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

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

#### **2. Appendices**

Appendix 1 - Income and Expenditure Statement for 1 July 2020 – 30 September 2020

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

Prepared By: Charly Clarke, Senior Financial Accountant

Reviewed By: Katrina Neems, Chief Financial Officer

**Appendix 1 – Income and Expenditure  
Statement for 1 July 2020 – 30  
September 2020**

## Greytown Community Board

Income & Expenditure for the Period Ended 30 September 2020

### Personnel & Operating Costs

#### Budget

Members' salaries	14,712.92
Mileage reimbursements	500.00
Operating expenses	6,944.00
<b>Total Personnel &amp; Operating Costs Budget 2020-21</b>	<b>22,156.92</b>

#### Expenses

##### Personnel Costs

Members' Salaries	4,473.09
Mileage reimbursements	297.45
<b>Total Personnel Costs to 30 September 2020</b>	<b>4,770.54</b>

##### Operating Expenses

Honorarium payment to student rep (\$50 per meeting)	100.00
<b>Total Operating Expenses to 30 September 2020</b>	<b>100.00</b>

#### Committed funds

Resolution date	Original commitment	Spent to date	Remaining commitment
Members' Salaries	14,712.92	4,473.09	10,239.83
Mileage reimbursements	500.00	297.45	202.55
Honorarium payment to student rep (\$50 per meeting)	400.00	100.00	300.00
<b>Total Commitments</b>			<b>10,742.38</b>

#### TOTAL OPERATING EXPENSE BUDGET AVAILABLE\*

**6,544.00**

\* 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	-
<b>Total Income for 2020-21</b>	<b>4,343.00</b>

#### LESS: Grants paid out

9/07/2020 Greytown Early Years Inc	Materials for bookshelf & bench	500.00
21/07/2020 Kurunui College	First aid, safety, ball & bag equipment	500.00
13/08/2020 Greytown School	Bike track project (resolution 5/8/2020)	434.78
17/08/2020 Greytown Tree Advisory Group	Greytown Rail Trail planting	436.43
17/08/2020 Greytown Tree Advisory Group	O'Connor's Bush planting	145.48
22/09/2020 Wharekaka Trust	Assistance with Meals on Wheels	500.00
<b>Total Grants paid out to 30 September 2020</b>		<b>2,516.69</b>

#### LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
22/11/2017	Promotion and support of the hub and civil defence initiatives	1,000.00	93.24	906.76
19/02/2020	Greytown Info Centre Admin costs	50.00		50.00
13/05/2020	Greytown Tree Advisory Group Lions Nature Trail North Street planting	640.04		640.04
13/05/2020	Greytown Tree Advisory Group Greytown Rail Trail planting	515.10	436.43	78.67
13/05/2020	Greytown Tree Advisory Group O'Connor's Bush planting	295.00	145.48	149.52
13/05/2020	Wairarapa Maths Association Annual maths competition 2020-21	300.00	-	300.00
13/05/2020	Wairarapa Maths Association Annual maths competition 2021-22	300.00	-	300.00
13/05/2020	Greytown Trails Trust Promotion & maintenance of the rail trail	1,000.00		1,000.00
13/08/2020	Greytown School Bike track project (resolution 5/8/2020)	500.00	434.78	65.22
<b>Total Commitments</b>				<b>3,490.21</b>

#### PLUS: Balance Carried forward from previous year

**4,653.66**

#### TOTAL GRANTS FUNDS AVAILABLE

**2,989.76**

## Greytown Community Board

### Beautification Fund for the Period Ended 30 September 2020

#### Income

Annual Plan 2020-21 allocation	10,710.00
<b>Total Income 2020-21</b>	<b>10,710.00</b>

#### Beautification grants - operating

31/07/2020 OneSource Ltd	11 flags for Main Street	1,038.00
31/07/2020 Satellite Design	Papawai Marae signage	300.00
13/08/2020 Greytown Menz Shed	Picnic table for Stella Bull Park	86.96
13/08/2020 Greytown Menz Shed	Gate for dog park	86.96
<b>Total Beautification grants - operating to 30 September 2020</b>		<b>1,511.91</b>

#### Beautification grants - capital

<b>Total Beautification grants - capital to 30 September 2020</b>	<b>-</b>
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#### LESS: Committted Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
21/11/2018	Dog park programme including gates	2,000.00	86.96	1,913.04
2/05/2019	Barrel maintenance etc: \$700+486.08+2860+2000 = Total \$6046.08	7,946.08	5,477.02	2,469.06
13/05/2020	Barrel maintenance etc: additional \$1900 for Apr-Sept 2020. New total \$7,946.08			
5/06/2019	Trees in the cemetery (if watering issue resolved)	7,150.00		7,150.00
28/08/2019	Produce four Arbor Day Banners	2,000.00	1,530.00	470.00
28/08/2019	Design, printing & installation signs at Papawai Marae and Papawai Cemetery	4,000.00	300.00	3,700.00
11/12/2019	Installation & removal of Xmas decorations town centre	200.00		200.00
24/06/2020	Purchase of FlagTrax system for Main Street	2,350.00		2,350.00
24/06/2020	Purchase of 11 flags for Main Street	1,038.00	1,038.00	-
24/06/2020	Purchase of a further set of flags for Main Street	1,000.00		1,000.00
5/08/2020	Additional art & design work for second set of Main Street flags	400.00		400.00
5/08/2020	Greytown Menz Shed Picnic table for Stella Bull Park	100.00	86.96	13.04
5/08/2020	Grand Illusions Christmas lights	300.00		300.00
13/05/2020	Greytown Tree Advisory Group St Luke's Gum Tree	2,000.00		2,000.00
16/09/2020	Purchase of third set of flags for Main Street	1,300.00		1,300.00
<b>Total Commitments</b>				<b>23,265.15</b>

**PLUS: Balance Carried forward from previous year** **37,926.30**

**TOTAL BEAUTIFICATION FUNDS AVAILABLE** **23,859.24**

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



<b>Greytown Community Board</b>				
<b>Income &amp; Expenditure for the Period Ended 30 June 2020</b>				
<b>Income</b>				
	Annual Plan 2019/20 allocation			28,053.00
	<b>Total Income 2019/20</b>			<b>28,053.00</b>
<b>Expenditure</b>				
	Members' salaries			12,277.67
	Mileage reimbursements			699.28
	<b>Total Personnel Costs</b>			<b>12,976.95</b>
<b>General Expenses</b>				
1/10/2019	Aimee Clouston	Student Member		100.00
16/10/2019	House of Travel	Return flights to Dunedin - Ann Rainford		586.08
3/12/2019	Sundry expenses ex payroll			189.57
5/11/2019	Office Max	Stationary		7.80
30/11/2019	Lamb-Peters Print	Kuranui Arts Exhibition A5 flyers		118.00
7/01/2020	Sundry expenses ex payroll			41.74
18/02/2020	He Putiputi	Flowers - Alistair Plimmer		60.87
16/04/2020	Aimee Clouston	Student Member		100.00
	<b>Total General Expenses</b>			<b>1,204.06</b>
<b>Grants</b>				
2/09/2019	Carterton Commu	Recycled & detailed totara boards		486.96
9/09/2019	Friends of Cobblestones	Pioneer Village Day Oct		500.00
20/09/2019	Greytown Early Years	Outdoor double slide		500.00
30/09/2019	Greytown Rugby Club	Financial assistance		500.00
4/10/2019	Greytown Bowling Club	2 x lighter weight bowling balls		500.00
4/10/2019	South Wairarapa	Greytown Xmas Parade contribution		1,500.00
20/02/2020	Grand Illusions	Neighbourhood Support replacement flag		200.00
5/09/2019	Greytown Trails	Maintenance of rail trail		1,000.00
6/01/2020	Greytown Little Theatre	Fernside Garden open day		500.00
7/01/2020	Wairarapa & Sou	Costs of running programme		500.00
3/04/2020	Mr S Kreft	Costs 'The Quiet Living of Lost Things'		500.00
18/12/2019	Connecting Communities	Replacement promotional flag		200.00
21/05/2020	Greytown Football Club	Financial assistance		500.00
22/05/2020	Greytown Menz Shed	Dust extract system		1,266.00
10/06/2020	Mr G Gray	Picnic table		212.18
30/06/2020	Wairarapa Mathematics Assoc.	Annual maths competition		300.00
	<b>Total Grants</b>			<b>9,165.14</b>
<b>Capital Expenditure</b>				
	<b>Total Capital Expenditure</b>			-
	<b>Total Expenditure</b>			<b>23,346.15</b>
<b>Net Surplus/(Deficit) Year to Date</b>				<b>4,706.85</b>
<b>LESS: Committed Funds</b>				
	<b>Resolution date</b>		<b>Original commitment</b>	<b>Spend to date</b>
	Salaries to 30 June 2020		16,266.00	12,277.67
	Mileage to 30 June 2020		500.00	699.28
	Members computing consumables 2018 & 2019			200.00
22/11/2017	Promotion and support of the hub and civil defence initiatives		1,000.00	93.24
11/12/2019	Honorarium pmt to student rep (\$50 per meeting)		350.00	100.00
19/02/2020	Greytown Info Centre	Admin costs	50.00	50.00
13/05/2020	Kuranui College	First aid, safety, ball & bag equipment	500.00	500.00
13/05/2020	Greytown Tree Advisory Group	St Luke's Gum Tree	2,000.00	2,000.00
13/05/2020	Greytown Tree Advisory Group	Lions Nature Trail North Street planting	640.04	640.04
13/05/2020	Greytown Tree Advisory Group	Greytown Rail Trail planting	515.10	515.10
13/05/2020	Greytown Tree Advisory Group	O'Connor's Bush planting	295.00	295.00
13/05/2020	Greytown Trails Trust	Promotion & maintenance of the rail trail	1,000.00	1,000.00
24/06/2020	Greytown Early Years	Materials for bookshelf & bench	500.00	500.00
24/06/2020	Stella Bull Park	Picnic table	212.18	212.18
	<b>Total Commitments</b>			<b>10,645.95</b>
<b>Current Year Surplus/(Deficit)</b>				<b>(5,939.10)</b>
<b>PLUS: Balance Carried forward from previous year</b>				<b>9,475.80</b>
<b>TOTAL FUNDS AVAILABLE</b>				<b>3,536.70</b>

<b>Greytown Community Board</b>				
<b>Beautification Fund for the Period Ended 30 June 2020</b>				
<b>Income</b>				
	Annual Plan 2019/20 allocation			10,710.00
<b>Total Income 2019/20</b>				<b>10,710.00</b>
<b>Expenditure</b>				
4/07/2019	AP Norfolk Road Nu Plants for Friends of O'Connors Bush GTN			173.04
1/11/2019	AP Farmlands GTN Main St Barrels			107.78
29/2/2020	AP S H Davis Water, plant, maintain GTN Wine Barrels			2,004.40
31/05/2020	Satellite Design	Arbour Day banners x 4		750.00
29/06/2020	Farmlands	Fertiliser & potting mix for barrels		52.73
30/06/2020	Lamb-Peters	Arbour Day banners x 4		780.00
30/06/2020	One Source	11 flags for Main Street		1,038.00
<b>Total Capital Expenditure - Beautification</b>				<b>4,905.95</b>
<b>Total Expenditure</b>				<b>4,905.95</b>
<b>Net Surplus/(Deficit) Year to Date</b>				<b>5,804.05</b>
<b>LESS: Committed Funds</b>				
	<b>Resolution date</b>		<b>Original commitment</b>	<b>Spend to date</b>
21/11/2018	Dog park programme including gates		2,000.00	2,000.00
2/05/2019	Barrel maintenance etc: \$700+486.08+2860+2000 = Total \$6046.08		7,946.08	3,312.11
13/05/2020	Barrel maintenance etc: additional \$1900 for Apr-Sept 2020. New total \$7,946.08			4,633.97
5/06/2019	Trees in the cemetery (if watering issue resolved)		7,150.00	7,150.00
28/08/2019	Produce four Arbor Day Banners		2,000.00	1,530.00
28/08/2019	Design, printing & installation signs at Papawai Marae and Papawai Cemetery		4,000.00	4,000.00
11/12/2019	Installation & removal of Xmas decorations town centre		200.00	200.00
24/06/2020	Purchase of FlagTrax system for Main Street		2,350.00	2,350.00
24/06/2020	Purchase of 11 flags for Main Street		1,000.00	1,038.00
24/06/2020	Purchase of a further set of flags for Main Street		1,000.00	1,000.00
<b>Total Commitments</b>				<b>21,765.97</b>
<b>Current Year Surplus/(Deficit)</b>				<b>(15,961.92)</b>
<b>PLUS: Balance Carried forward from previous year</b>				<b>31,084.25</b>
<b>TOTAL FUNDS AVAILABLE</b>				<b>15,122.33</b>

AGENDA ITEM 9.4

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 Pae tū Mōkai o Tauria for funding of \$1,000 to establish Native Tree and Plant Nursery.*
3. *Consider the application from Kidz Need Dadz Wellington for funding of \$500 for a Father's Day Bowling Event.*
4. *Consider the application from Rosa Hassall for funding of \$500 to attend an Outward Bound course.*

**1. Background**

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget.

In August, the Board deferred grant applications from Pae tū Mōkai o Tauria and Kidz Need Dadz pending the development of the Greytown Community Board's long-term vision and review of grant criteria (GCB 2020/32). A draft vision has been developed and is presented in the Chairpersons Report. The Board may choose to consider the applications at this meeting, or delay considering the applications until the vision is finalised.

The Board has also undertaken a review of its grant criteria. The maximum grant value was increased to \$1,000, and the Board now considers grants at every second meeting unless exceptional circumstances apply (GCB 2020/40). Grant applications are being presented to this meeting and will next be presented at the Board's first meeting in 2021.

The applications for consideration are summarised in the below table and will be provided to members in confidence.

<b>Applicant</b>	<b>Amount Requested</b>
Pae tū Mōkai o Taurira	\$1,000
Kidz Need Dadz	\$500
Rosa Hassall	\$500

## 2. Criteria

The criteria of the grant are:

To be eligible, applications must be from non-profit organisations for an essential social service or a recreational, cultural, educational or sporting purpose located or operating in the Greytown Ward of the South Wairarapa District. Grants are considered quarterly throughout the year (at every second 6-weekly meeting) unless there are exceptional circumstances, when a grant will be considered at the next available meeting.

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 (form will be supplied), 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 \$1,000 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.

## 3. Accountability Reports

<b>Applicant</b>	<b>Status of Accountability Forms for Previous Grants</b>
Pae tū Mōkai o Taurira	No outstanding accountability form
Kidz Need Dadz	No outstanding accountability form
Rosa Hassall	No outstanding accountability form

#### **4. Assessment**

The application from Rosa Hassall is from an individual rather than a non-profit organisation which falls outside of the Board's grant criteria. Should the Board wish to approve the application, an explanation should be provided to justify granting funds outside the agreed criteria.

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

# GREYTOWN COMMUNITY BOARD

28 OCTOBER 2020

## AGENDA ITEM 9.5

### NAMING OF A NEW ROAD, AT MOIKI ROAD, IN GREYTOWN

#### Purpose of Report

To inform the Greytown Community Board of the proposed new name “Archers Way” for a private road to access a subdivision by *Life Enriched Holidays Ltd*.

#### Recommendations

Officers recommend that the Greytown Community Board:

1. Receive the proposed naming of the proposed private road at Moiki Road Greytown report.
2. Consider the three proposed names of “Archers Way,” “Olivers Way” and “Hunters Way” for the proposed private road at Moiki Road Greytown, with “Archers Way” being the preferred option.

#### 1. Background

*Life Enriched Holidays Ltd* seeks to name a Private Road as part of a rural subdivision (RC 180023) at *Moiki Road, in Greytown* (see appended plan in the request at Appendix 1). The subdivision has created 11 lots, the site of the subdivision currently has no specific address.

Council has authority to accept or reject suggested names of roads/rights of way in the South Wairarapa pursuant to Section 319(1)(j) of the Local Government Act 1974.

The proposed name has not been selected from the pre-approved list that the Greytown Community Board approved at the 19<sup>th</sup> February 2020 meeting. The proposed name is “Archers” which is the applicants preferred option for this new private road. It has been assessed that “Way” or “Lane” would be an appropriate suffix for this new private road with “Way” being preferred by the applicant, the applicant has therefore selected “Archers Way” as the preferred name. Council has delegated to community boards the authority to approve road names. As the developer has not selected a name from a pre-approved list, this report is required to go to the Greytown Community Board for approval.



## 2. Discussion

### 2.1 Legal situation

Under Council's guidelines (Clause 4.2) for road naming, owners are requested to suggest at least three possible road names.

The applicant has requested that the following names are considered;

1. Archers Way
2. Olivers Way
3. Hunters Way

### 2.2 Assessment of Councils Policy

The proposed road name needs to be approved by the Greytown Community Board. Council's criteria for Naming of Public Roads, Private Roads and Rights-of-Way (the Policy), includes the following;

*4.3.1 There must not be another road with the same name in the South Wairarapa District emergency services area; this includes the same road names with a different suffix. However, existing roads with the same names as of the date of adoption of this Policy are allowed.*

There are no existing roads or right of ways which include "Archers Way", "Olivers Way", "Hunters Way" within the Wairarapa.

*4.3.2 Identical names with different spellings will not be accepted (e.g. Beach, Beech).*

No issue identified.

*4.3.3 The name should have significant local content or meaning.*

The application has set out why the preferred name has been selected.

The proposed name has specific local content and meaning.

#### **Archers Way**

Major Archer Hosking (1870-1956) was a doctor with the New Zealand Medical Corps and served during World War I. His father, DR William Hosking, was the first doctor in Masterton and was a pioneer of the use of x-rays and hypnosis in New Zealand.

Major Hosking was a Medical Officer for the New Zealand Rifles and with No. 4 Field Ambulance before becoming a general practitioner at Masterton Hospital. From 1917 to 1919 he was based at several WWI camps and a military hospital in England before returning to New Zealand to resume his duties as Superintendent of Masterton Hospital.

Only one proposed name has an explanation regarding the significance of the proposed name. The surveyor who submitted the application on behalf of the applicant failed to gain explanations for the other two proposed names Olivers Way and Hunters Way as the developer is overseas and is difficult to contact. As the addressing for this subdivision is dependant on the private road being named, this application has been submitted with the information provided to date due to the urgency.



*4.3.4 Names are to be selected in proportion to the length of the road. Long names on short cul-de-sac's can be difficult to display on the map*

None of the proposed names are particularly long and can be clearly displayed on a map.

*4.3.5 The end name for the roadway should be one that most accurately reflects the type of roadway that it is.*

All proposed names are considered consistent with the policy. "Way" is an appropriate suffix in this scenario for a private road.

*4.3.6 All private roads and rights-of-ways serving more than four lots are to have the suffix "Lane" or "Way".*

All proposed names are considered consistent with the policy.

*4.3.7 Where the road is a continuation of an existing named road, or will in the future link to an existing named road, then the current road name will automatically apply.*

Not applicable.

## **2.3 Procedure for Naming Roads of the Naming of Public Roads, Private Roads and Rights-of-Way Policy Review**

Section 4.2 will be reviewed and aligned with the community board delegation to name roads when it is next reviewed. Until the Policy has been reviewed, roads named by community board delegation will be referred to Council for information.

## **3. Conclusion**

All proposed names are consistent with the guideline criteria in the road naming policy. The applicant has been asked to select their preferred road name, being "Archers Way". There are second and third preferred options for this new road however an explanation of the significance of these names has not been provided due to the reasons alluded before. This selection will be reported to the Greytown Community Board for approval.

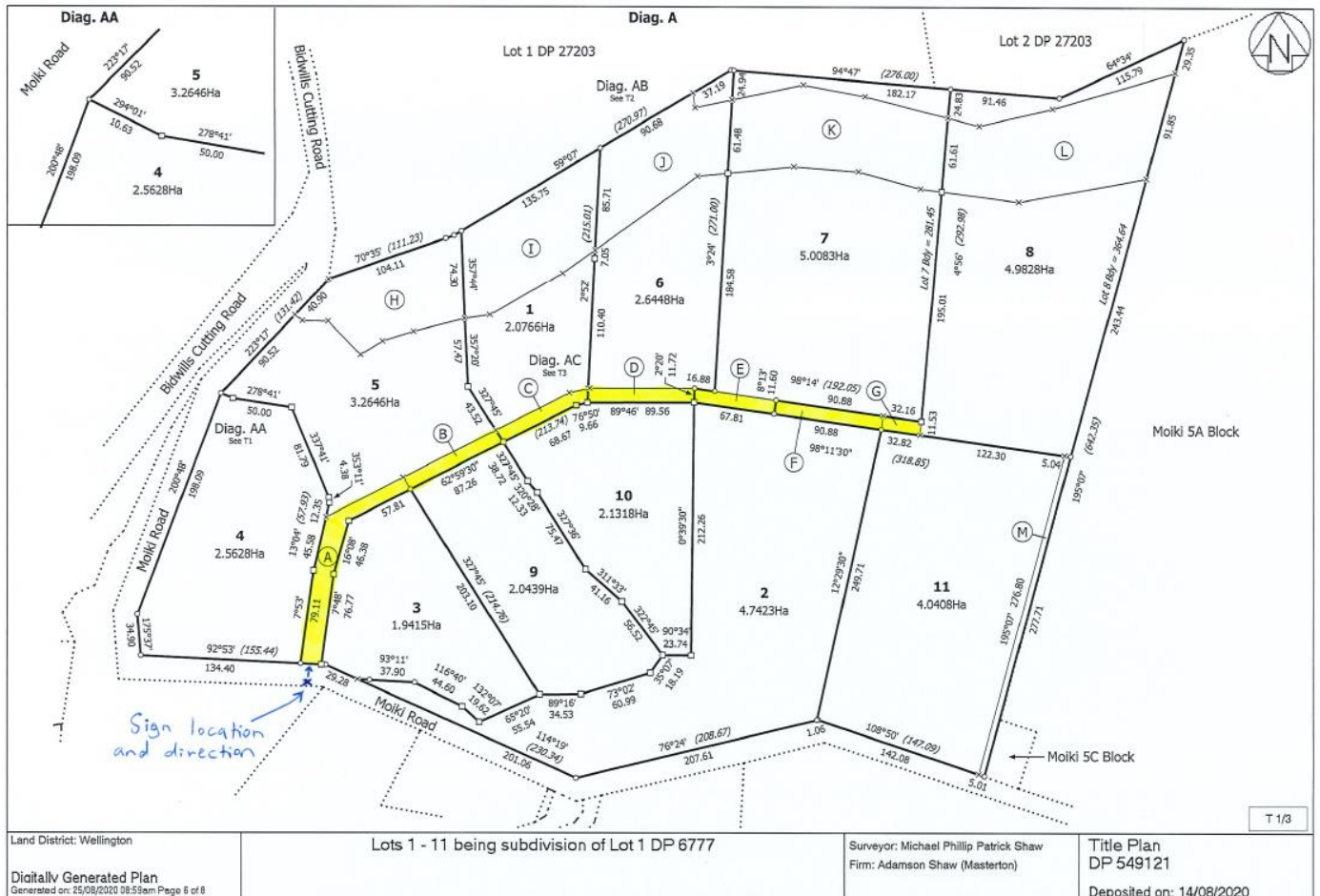
## **4. Appendices**

Appendix 1 - Subdivision Scheme Plan

Prepared by/Contact Officer: Harriet Barber, Planning Officer

Reviewed by: Godwell Mahowa, Acting Group Manager Planning and Environment

## Appendix 1 - Scheme Plan



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AGENDA ITEM 10.1

CHAIRPERSON REPORT

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**Recommendations**

The Chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Note that the Christmas event in the park will not be held in 2020 and planning for a December 2021 event will commence in February.*
3. *Approve funds of up to \$1,500 to commission Gina Jones to provide artworks for two new Welcome to Greytown signs consisting of wording in English and Te Reo with an image of a Gum and Totara tree, to be funded from the beautification fund.*
4. *Agree to commission the design of the second set of flags for the Main Street consisting of seven flags of the old red building on SH2 at the north end of Greytown and four flags of the Pohutukawa tree, to be funded from the existing commitment in the beautification fund.*
5. *Note SWDC will invoice the two residents who pledged donations totalling \$3,500 for the maintenance of the Main Street barrels and letters of thanks will be sent.*
6. *Approve the draft Greytown Community Board Action Plan be made available to the public for feedback.*
7. *Agree that the commitments and spend since 1 July 2020 for the Greytown Tree Advisory Group grants for Lions Nature Trail North Street Planting, Greytown Rail Trail planting and O'Connor's Bush Planting be transferred to the beautification fund.*
8. *Agree to release the remaining commitments of \$1913.04 for the Dog park programme, \$470 for the production of four Arbor Day banners, and \$13.04 for the picnic table in Stella Bull Park back to the beautification fund.*

## **1. Christmas Concert in the Park**

With regret the working group responsible for planning the Christmas concert in the park decided that, due to Covid-19, and difficulties with planning, the proposed family day in the park would not take place this year. All interested parties will meet in February to begin planning for the event in 2021.

## **2. New Entrance Signs for Greytown**

At a recent workshop, members of the Community Board discussed ideas for the two new entrance signs and were not in favour of advertisements on the signs. We want to commission Gina Jones to provide the artwork for a new proposal that would reflect our dual heritage. The signs would state Welcome to Greytown in both English and Te-Reo and include a picture of both a Gum and Totara tree.

## **3. Flags for Main Street**

As we are coming into the Christmas season it is proposed that we commission 7 flags of the old red building on SH2 at the north end of Greytown for our second set of Main Street flags and four flags of the Pohutukawa tree. We have already set aside funding for this set of flags in our beautification fund.

## **4. Revised Meeting Start Time**

A revised start time for our meetings was not discussed at the last meeting. The change in time was proposed by the two ward councillors but neither could attend this meeting. Does the GCB wish to bring the start time for Board meetings forward, and if so when should future meetings commence?

## **5. Main Street Barrels**

At our last meeting we approved that community donations be sought to fund the Main Street barrels for the period to August 2021. We have had two major donations for this funding totalling \$3500. The two donators will be invoiced through SWDC and letters of thanks will be sent. We had three other donators who have been thanked for their offers of funding.

## **6. Greytown Community Board Vision for the next three years**

The final draft is brought to the Community Board for consideration (Appendix 1). The document will be available to the public in the library for the next month. We welcome feedback and suggestions. We hope to finalise the plan at the December meeting.

## **7. Grants from the operating and beautification budget**

The biggest budget is the beautification budget, but at present we are funding some Greytown beautification projects from the operational budget which is already depleted. Tree planting funding should be moved to the beautification budget. I recommend that the necessary changes in funding be made.

## **8. Unspent funds in the beautification budget**

Funding for the dog park has not been needed, and we have remaining funds left over from the purchase of the Arbor Day banners and materials for the picnic table. I recommend that these funds be released back to the beautification fund.

## **9. SWDC Long Term Plan Engagement**

GCB held a very lively and successful meeting with Greytown residents on Wednesday 30<sup>th</sup> September on the Long Term Plan. On Tuesday 20<sup>th</sup> October another successful meeting took place with students from Kuranui College.

## **10. Report back from One Day Training Event for Chairs in Fielding**

This was an informative training session. I raised the issue of informal workshops in-between Community Board Meetings, as and when necessary. Other Chairs of Community Boards and Councillors were very surprised to hear that these were not happening. Community Chairs felt that it made the work of the Chair very difficult if workshops with members of the community and Board Members did not occur. I was informed that I was within my rights as the Chair to call workshops, as and when necessary.

## **11. Appendices**

Appendix 1 – Draft Greytown Community Board Action Plan

Ann Rainford  
Chair  
Greytown Community Board

# **Appendix 1 – Draft Greytown Community Board Action Plan**



## **GREYTOWN COMMUNITY BOARD ACTION PLAN**

## OUR COMMUNITY

- Greytown is a picturesque, small town with a strong historical focus. It is the home of the vibrant and historically significant Papawai Marae and is also known for its English settlement inspired heritage main street.
- Greytown's easy connection to Wellington and the broader Wairarapa region stimulates tourism and entrepreneurship. Established farming, commercial and other professional sectors support opportunities for residents of all ages.
- Greytown's young people are encouraged to project their aspirations for Greytown's future.
- Environmental and infrastructural needs of the Town are important considerations for Greytown residents currently and into the future.

## OUR VISION FOR THE BOARD

Greytown's Community Board aspires to make a difference. It seeks to

- Engage with, listen to and advocate for Community interests
- Engage with local Iwi to better understand the historical and cultural significance of Papawai Marae and the perspectives of the Mana Whenua as an integral part of Greytown
- Acknowledge and support key events and celebrations that promote cultural diversity
- Continue to work with SWDC as an effective partner in Ward issues.

## PRIORITY AREAS

- To listen to and understand the needs of residents and to support new ideas
- Support and progress the development of the Main Street project
- To inform the Community of SWDC decisions that affect Greytown
- Support key community events such as the Christmas Parade, Carols at Cobblestones, Christmas in the Park, Matariki, Waitangi Day, Māori Language Week, Mid -Winter Festival and Arbor Day
- Respectfully commemorate each year those who have fallen in Wars
- Work with Greytown Primary and Kuranui College to provide murals for our local swimming pool
- Promote and encourage use of Greytown library and Town Centre facility
- Connect with Kuranui College and encourage feedback, interaction, regular meetings and input into Community Board meetings
- Encourage developments which cater for future generations



- Encourage meetings with key people and organisations in Greytown including Mana Whenua, Rotary, Lions, Inner Wheel, Greytown Heritage and Cobblestones.

## **A WELL CONNECTED, LIVEABLE AND ACCESSIBLE TOWN**

Advocate for

- improved safety for those travelling on foot and using bicycles around Greytown
- wheelchair friendly roads and footpaths
- bilingual signage around Greytown.
- the review of speed limits
- adequate maintenance and accessibility of community assets
- better public transport links between the towns and to Wellington
- a complete review of the District plan to enable sensible residential and commercial growth to occur
- increasing engagement with Greytown youth through use of social media e.g Instagram, Facebook et al.

## **A VIBRANT TOWN CENTRE**

- Advocate for and support community efforts that encourage tourism and related events
- Continue to promote increased lighting in Stella Bull Park, murals in the pool, attractions for Colliers Park and increased activities for families in Greytown
- Continue to look at ways for the Community to make use of the Town Centre.

## **INCREASE DEMOCRATIC DECISION MAKING**

- Identify opportunities to inform and involve residents regarding the process of decision making that affects Greytown.

## **GREYTOWN A SUSTAINABLE TOWN**

- Support environmental initiatives , encourage the involvement of pre-school groups, junior schools and Kuranui College in projects that support the environment
- Support Voluntary groups involved in gardening, trees and wider environmental projects
- Support the continuation and extension of sporting activities in the schools and community
- Encourage the provision of additional green space in Greytown
- Encourage initiatives that enable the older population to benefit from the digital age.

## **A PROFESSIONAL AND WELL RESPECTED COMMUNITY BOARD**

- Continue to promote our activities via Grapevine, Facebook and the SWDC website
- Consult with SWDC to ensure that proposed Community events are easy to run and compliance with SWDC regulations is simple and affordable
- Provide feedback to the community on successful grant stories
- Ensure that our funding criteria supports the projects and groups which deliver local benefits in a cost-effective manner
- Engage constructively with SWDC by presenting this plan to council.

## **COMMUNITY/DEMOGRAPHIC GROUPS**

- |                                       |                                |
|---------------------------------------|--------------------------------|
| ● Iwi/Marae Māori                     | Simone Baker                   |
| ● Schools and Kuranui College         | Ann Rainford                   |
| ● Heritage Liaison                    | Simone Baker                   |
| ● Sports facilities                   | Alistair Plimmer               |
| ● Tourism and Business                | Ann Rainford                   |
| ● WREMO and Civil Defence Liaison     | Shelley Symes                  |
| ● Working with Stella Bull Park       | Ann Rainford and Graeme Gray   |
| ● Beautification Projects             | Graeme Gray                    |
| ● Plans for Main Street               | Alistair Plimmer               |
| ● Waiohine Action Group               | Rebecca Fox                    |
| ● Greytown Information Centre         | Ann Rainford and Shelley Symes |
| ● Tree Advisory Group                 | Graeme Gray                    |
| ● Papawai Stream Care Group           | Simone Baker                   |
| ● Greytown Wheels Park Steering Group | Aimee Clouston                 |