

GREYTOWN COMMUNITY BOARD

Agenda

NOTICE OF MEETING

An ordinary meeting will be held on Wednesday, 24 November 2021 at 6:00pm.

Due to COVID-19 restrictions this meeting will be held via video conference. All members participating via video conference will count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting will be live-streamed and will be available to view on our [YouTube channel](#).

MEMBERSHIP OF THE COMMUNITY BOARD

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

PUBLIC BUSINESS

1. EXTRAORDINARY BUSINESS:

2. APOLOGIES:

3. CONFLICTS OF INTEREST:

4. ACKNOWLEDGMENTS AND TRIBUTES:

5. PUBLIC PARTICIPATION:

- 5.1 Anita Williams – Waiohine River Plan
- 5.2 Rosa Doyle – Greytown Pool Murals
- 5.3 Brent Mortenson – Greytown RSA Cenotaph

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 meetings held on 22 September 2021.

Proposed Resolution: *That the minutes of the Greytown Community Board meetings held on 22 September 2021 be confirmed as a true and correct record.*

8. INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF:

- | | | |
|-----|-------------------------------|--------------------|
| 8.1 | Officers' Report | Pages 6-48 |
| 8.2 | Action Items Report | Pages 49-52 |
| 8.3 | Income and Expenditure Report | Pages 53-56 |
| 8.4 | Financial Assistance Report | Pages 57-58 |
| 8.5 | Meeting Schedule Report | Pages 59-63 |

9. CHAIRPERSON'S REPORT

- | | | |
|-----|----------------------|--------------------|
| 9.1 | Chairperson's Report | Pages 64-66 |
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10. NOTICES OF MOTION:

- | | |
|------|--------------|
| 10.1 | None advised |
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11. MEMBER REPORTS (INFORMATION):

- | | |
|------|--------------|
| 11.1 | None advised |
|------|--------------|

12. CORRESPONDENCE:

- | | |
|------|--------------|
| 12.1 | None advised |
|------|--------------|



- Present:** Ann Rainford (Chair), Shelley Symes, Graeme Gray, Simone Baker, Councillor Rebecca Fox, and Aimee Clouston (youth representative).
- In Attendance:** Mayor Alex Beijen, Russell O’Leary (Group Manager Planning and Environment), Tim Langley (Roading Manager) and Steph Frischknecht (Committee Advisor).
- Also In Attendance:** Derek Williams and John Norton.
- Conduct of Business:** Due to COVID-19 restrictions this meeting was held via video conference and was live-streamed to Council’s YouTube channel. All members participating counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. The meeting was conducted between 6:00pm and 7.48pm.

1. EXTRAORDINARY BUSINESS

Mrs Rainford explained she would be making minor amendments to the recommendations in agenda item 8.1, the Chairperson Report.

2. APOLOGIES

GCB RESOLVED (GCB 2021/40) to receive apologies from Councillor Plimmer.

(Moved Rainford/Seconded Gray)

Carried

3. CONFLICTS OF INTERET

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

There were no acknowledgments or tributes.

5. PUBLIC PARTICIPATION

Derek Williams – Land at 85-87 West Street

Mr Williams believed that deferring consultation on the land at 85-87 West Street would be a significant loss to the economy, stated that Council had not considered economic benefits and considered that the community should have been consulted. Mr Williams requested the Board ask Council to make financial

analysis available and that the Board take a leadership position in the consultation. Mr Williams outlined details of a petition.

Members queried the membership and funding of the group Mr Williams spoke on behalf of, their method of estimating economic benefits, and the status of the land.

John Norton – Governance and West Street Land Use

Mr Norton believed there was a lack of economic analysis and community consultation on the use of land at 85-87 West Street, that there had been biased reporting and no involvement of the Community Board. Mr Norton spoke of the role and powers of the Community Board and requested the Board play a significant role in developing and delivering the consultation process, and that this be progressed without delay.

Ms Baker left the meeting at 6.20pm.

Ms Baker returned to the meeting at 6.22pm.

6. ACTIONS FROM PUBLIC PARTICIPATION

The matters raised would be considered under agenda item 8.1, the Chairperson Report.

7. COMMUNITY BOARD MINUTES

7.1 Greytown Community Board Minutes – 4 August and 18 August 2021

GCB RESOLVED (GCB 2021/41) that the minutes of the Greytown Community Board meetings held on 4 August and 18 August 2021 be confirmed as a true and correct record, subject to a name correction for Mr Williams under item 6 'Actions from Public Participation' in the minutes of 4 August 2021.

(Moved Symes/Seconded Gray)

Carried

8. CHAIRPERSON REPORT

8.1 Chairperson Report

Mrs Rainford spoke to matters as outlined in the Chairperson Report.

Members debated the timing and form of the consultation on 85-87 West Street and the targeting of consultation to the Greytown Ward.

Mayor Beijen advised Council had requested a report regarding the feasibility of bringing forward consultation, outlined that legislative process would be followed, and clarified that the land was a South Wairarapa asset. Members raised questions on the scope and timing of the report.

Mrs Rainford updated members that the Main Street flags were awaiting installation.

Cr Fox left the meeting at 7.11pm.

Cr Fox returned to the meeting at 7.12pm.

Members expressed concern that pedestrian improvements at Five Rivers Medical were being fast-tracked without Board consultation.

Mr Gray suggested an alternative location for the pedestrian crossing and that Waka Kotahi NZ Transport Agency be approached for funds earmarked for improvements at the Bidwill's cutting intersection.

Mr Russell responded to questions on financial contributions from the developer and the timeframes for the work.

Members discussed the importance of footpaths for safety and Mr Gray undertook to forward his suggestions to Council officers.

Mr Gray updated members on latest developments with arranging the Christmas in Memorial Park event; permission for use of the park was pending. Access issues would need to be resolved.

GCB NOTED:

Action 468: Request a report back from Council on why poles were placed alongside the carpark in Soldiers Memorial Park without consultation with the Greytown Community Board.

GCB RESOLVED (GCB 2021/42):

1. To receive the Chairperson Report.

(Moved Symes/Seconded Cr Fox)

Carried

2. To recommend that Greytown Community Board is formally included in Council design and management of the public consultation process regarding the use of 85-87 West Street.

(Moved Baker/Symes)

Carried

Cr Fox and Graeme Gray voted against the motion

3. To recommend that the Council report back on a date when the decision will be made regarding Greytown's entry signs.

(Moved Symes/Seconded Baker)

Carried

4. To recommend that the Greytown Community Board receives regular feedback from the Council on progress regarding the Waiohine Flood Management Plan.

(Moved Cr Fox/Seconded Baker)

Carried

5. To recommend that Council's recent, publicly stated plan to review its present code of conduct, ensures that the same rules apply regarding elected members' freedom of speech, across the three Wairarapa councils.

(Moved Symes/Seconded Baker)

Carried

9. DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

9.1 Revoking Council Resolution Permitting Subdivision of Council Owned Land In Greytown

Members requested information on the future use of the land and discussed the potential for further community housing.

GCB RESOLVED (GCB 2021/43):

1. To receive the Revoking Council Resolution Permitting Subdivision of Council Owned Land in Greytown Report.

(Moved Symes/Seconded Baker)

Carried

2. That the Board had no concerns regarding the potential for Council to revoke resolution DC2000/9(4) bullets one and three.

(Moved Symes/Seconded Baker)

Carried

GCB NOTED:

Action 469: Provide information on the future use of LOT 1 DP 29958 at the Greytown Flats, West Street, Greytown, and whether Council could apply for funding for community housing for this land.

10. INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 Officers' Report

Members discussed the current level of rates arrears and wanted to monitor levels in light of the recent increase in rates.

GCB RESOLVED (GCB 2021/44) to receive the Officers' Report.

(Moved Symes/Seconded Gray)

Carried

10.2 Pedestrian Improvements to Bidwills Cutting Road Report

The matters outlined in the report were discussed under agenda item 8.1, the Chairperson Report.

GCB RESOLVED (GCB 2021/45) to receive the Pedestrian Improvements to Bidwills Cutting Report.

(Moved Symes/Seconded Gray)

Carried

10.3 Action Items Report

Members discussed utilising the beautification fund for dog poo bins and wanted officer guidance on spacing requirements between bins. Members wanted future development plans sent to Papawai Marae.

An update was given on the progress of renaming Underhill Road.
Members sought clarification on what options are available in the
Wairarapa for the disposal of e-waste.
GCB RESOLVED (GCB 2021/46) to receive the Action Items Report.
(Moved Symes/Seconded Gray) Carried

10.4 Income and Expenditure Report

*GCB RESOLVED (GCB 2021/47) to receive the Income and Expenditure
Statement for the period 1 July 2021 – 31 August 2021.*
(Moved Gray/Seconded Symes) Carried

11. NOTICES OF MOTION

There were no notices of motion.

12. MEMBER REPORTS (INFORMATION)

12.1 Shelley Symes: WREMO and Civil Defence

Ms Symes spoke to matters as outlined in the report and noted the
Greytown Community Board involvement in emergency response
awareness building for Greytown residents.

*GCB RESOLVED (GCB 2021/48) to receive the member report from
Shelley Symes.*

(Moved Cr Fox/Seconded Gray) Carried

13. CORRESPONDENCE

There was no correspondence.

The meeting closed at 7.48pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

GREYTOWN COMMUNITY BOARD

24 NOVEMBER 2021

AGENDA ITEM 8.1

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 presented to the Planning and Regulatory Committee on 3 November 2021.

1. Planning and Environment Group Summary

1.1 Planning Services

New subdivision applications, land use, general District Plan enquiries are steadily coming in and being decided. It reflects a reasonably high level of work and development proposals. There have been many pre-application meetings, guidance meetings, all promise a range of new development in the district. Subdivision certifications have had some complex aspects.

1.2 Building Services

The building team is doing a good job keeping up with consent application levels which remain high, and the demand for inspections. With two months to go, we are on track for a record year for building consent applications. Timely processing of our consents has continued with efficient decisions.

1.3 Environmental Services

The environmental team also remains busy among these times across food safety of premises, alcohol control and bylaws. Our dog control team will be looking at using innovative ways to clearly message and remind dog owners that dogs should be on leads.

1.4 Proposed Legislative Change to the RMA

The Government continues to deliver on its promise to reform the Resource Management system, the RMA 1991 will be repealed and replaced by 3 new Acts:

- Natural and Built Environments Act (NBA) - for land use and environmental regulation (the primary replacement for the RMA). The draft was released for submissions
- Strategic Planning Act (SPA) - to integrate with other legislation relevant to development, and require long-term regional spatial strategies
- Climate Change Adaptation Act (CAA) - to address issues linked to managed retreat, funding, financing adaptation.

NBA will have mandatory national policies, standards for natural environmental limits, targets. These will feed to combined regional plans prepared by local, central govt, mana whenua. The SPA will fuse functions of the RMA 1991, LGA 2002, Land Transport Management Act 2003, Climate Change Response Act 2002 for decisions, investment. New spatial strategies will help regions plan for future well-being and correct infrastructure.

1.5 South Wairarapa Spatial Plan

Following the 213 submissions, presentations, deliberations on the Spatial Plan and growth options, review and reporting is occurring. Review of the growth options has involved checking of sites, matters and planning evaluation, provisioning for towns, feasibility work. The revision/further recommendations on the Spatial Plan will be reported to Council on 10 November 2021. Future related work will involve investigation study, a Masterplan for Featherston, masterplan work for Martinborough. See timelines report on this topic.

1.6 District Plan Review

District Plan Review Committee continues to consider extent of change needed for chapters, alongside the national planning standards, national direction. The DP review is a partial review; a mix of general review of key chapters, a targeted review for some, and minor review. The review is across 2021-2023, and any appeals work in 2024.

Recent issues work has covered the residential and rural zone, subdivision, heritage, tangata whenua, industrial, commercial zone, natural hazards, financial contributions, open space. Officer advisory meetings, Plan Review Committee workshop meetings continue. Upcoming topics to be discussed include Strategic Direction chapter, Industrial zone, Town Centre zone, Open Space zone, Signs chapter and stakeholder engagement update.

1.7 Proposed Combined Council Dog Pound SWDC/CDC

As to the design of a local facility, officers have checked regarding the use of shipping containers as the new pound structure. The company has provided an indicative list of requirements their container design can meet. Officers have nearly completed the acquisition of costings for the development of a local pound. Please note that securing of supplier quotes is difficult given the delay of materials supply, workforce, and steel

pricing. Overall, we are seeking additional suppliers to complete indicative costs of the whole facility.

In terms of the suggested location of Johnston Street Featherston (site of our current facility); recent findings have clarified that this land is no longer an option. From the Amenities Manager final discussion outcome with the green waste site operator, it has been confirmed that the Johnston Street site is not available for establishment of a future pound facility. This is due to the contractor/operator not agreeing to vary the site lease agreement and therefore needing the whole site for ongoing green waste storage and operations.

Further investigation needs to occur for identifying/costing a viable local modern/cost effective, dog welfare compliant pound solution. See report on costings information.

2. Service Levels

2.1 Resource Management

2.1.1. Resource Management

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.

2.1.2. Resource Management Act – Consents (Year to date 01/07/2021-30/06/2022)

SERVICE LEVEL – All resource consents will be processed efficiently.

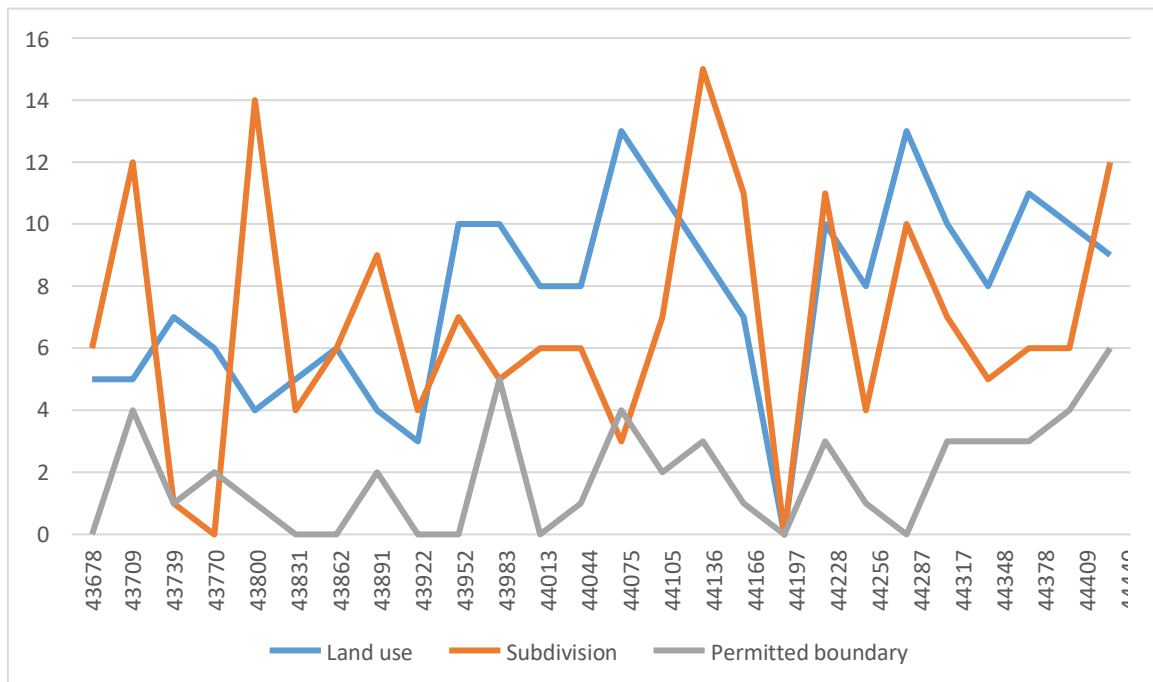
RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	Total 67/67
		100%	30/30 Land Use applications were completed within statutory timeframes. NCS
		100%	24/24 Subdivision applications were completed within statutory timeframes. NCS
		100%	13/13 permitted boundary/marginal activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	19/19 s223 certificates were certified within statutory timeframes. NCS.

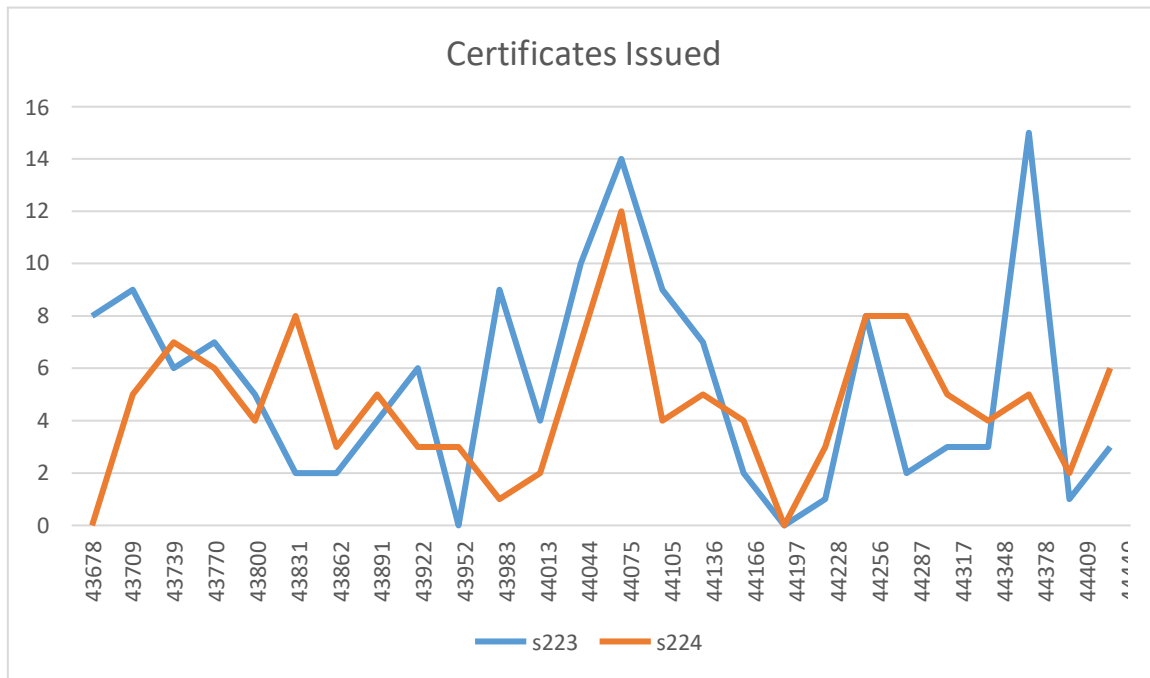
RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	13/13 s224 certificates were certified. NCS.

2.1.3. 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.





2.2 Building

2.2.1. Local Government Act – LIMs

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%		G:\LIMs\LIMS PROCESSED 2021-2022
Standard LIMs are processed within 10 days	100%	97.91%	47/48 standard LIMs were completed
Urgent LIMs are processed within 5 days	100%	100%	15/15 urgent LIMs were completed

	YTD 1 ST JULY 2021 TO 30 TH SEP 2021	PREVIOUS YTD 1 ST JULY 2020 TO 30 TH SEP 2020	PERIOD 1 ST JULY 2021 TO 30 TH SEP 2021	PREVIOUS PERIOD 1 ST JULY 2020 TO 30 TH SEP 2020
Standard LIMs (Processed within 10 working days)	47	68	47	68
Urgent LIMs (Processed within 5 working)	15	23	15	23
Totals	62	91	62	91

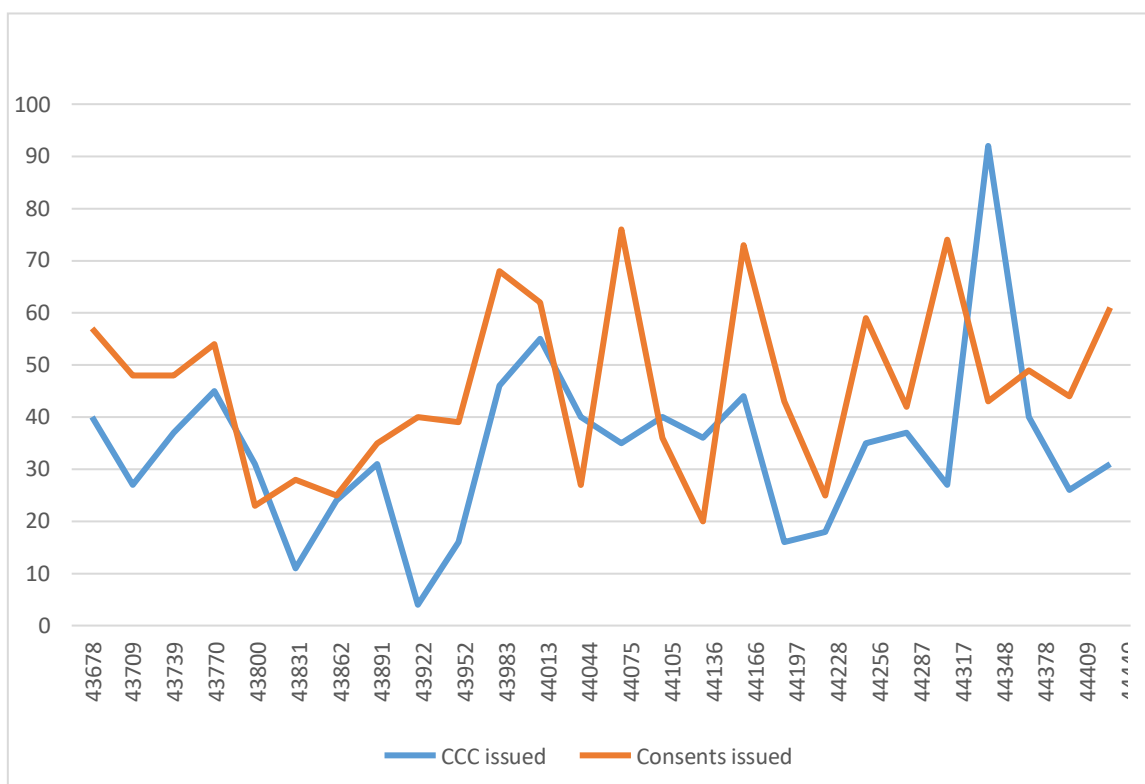
2.2.2. Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	97.94%	NCS – 95/97 CCC's were issued within 20WD YTD
Building consent applications are processed within 20 working days	100%	97.33%	NCS –150 consents were issued within 20WD YTD 4 consents went over 20WD
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 BWO's and Swimming Pools	Yes	Yes	Building Consents Council inspects all new work to ensure compliance July 2021 - 392 inspections Aug 2021 - 237 inspections Sept 2021 – 486 inspections BWO's – 0 Total 205 average of 4 audits per month required, Swimming Pools – Total 408 – average of 12 audits per month required. 5 audits
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

2.2.3. Building Consents Processed

TYPE – 1 JULY 2021 TO 30 SEP 2021	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	5	\$290,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	4	\$639,000
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	135	\$29,139,420
Other (public facilities - schools, toilets, halls, swimming pools)	4	\$23,500
Totals	148	\$30,091,920



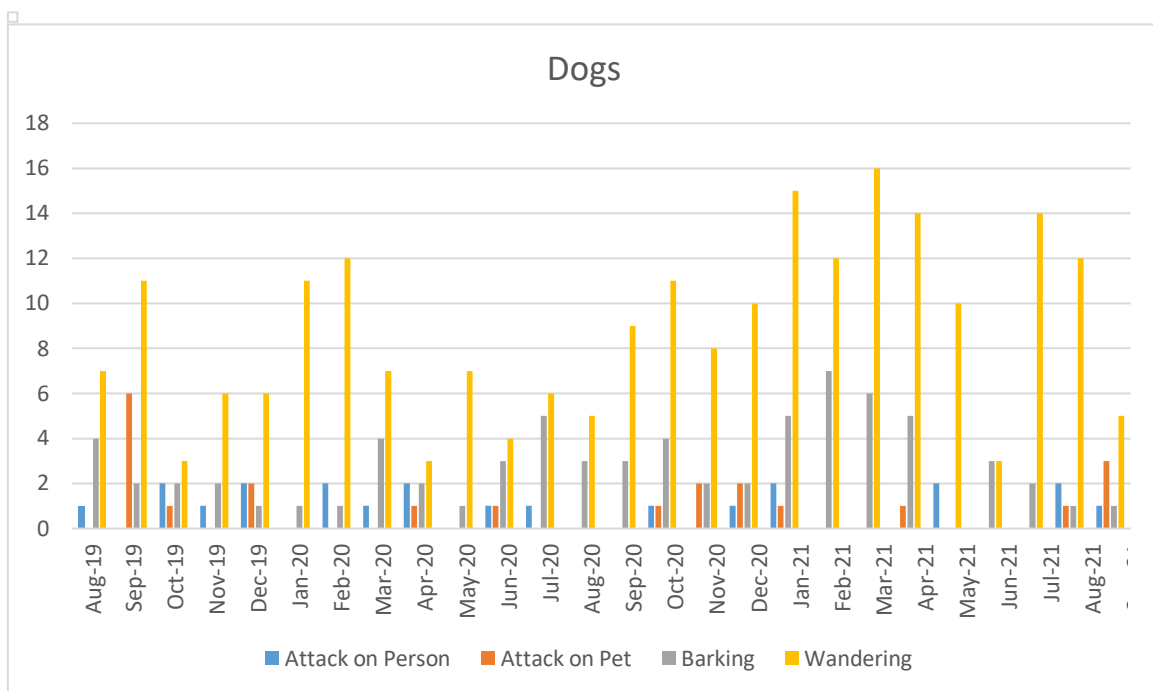
2.3 Environmental Health and Public Protection

2.3.1 Dog Control Act – Registration and Enforcement

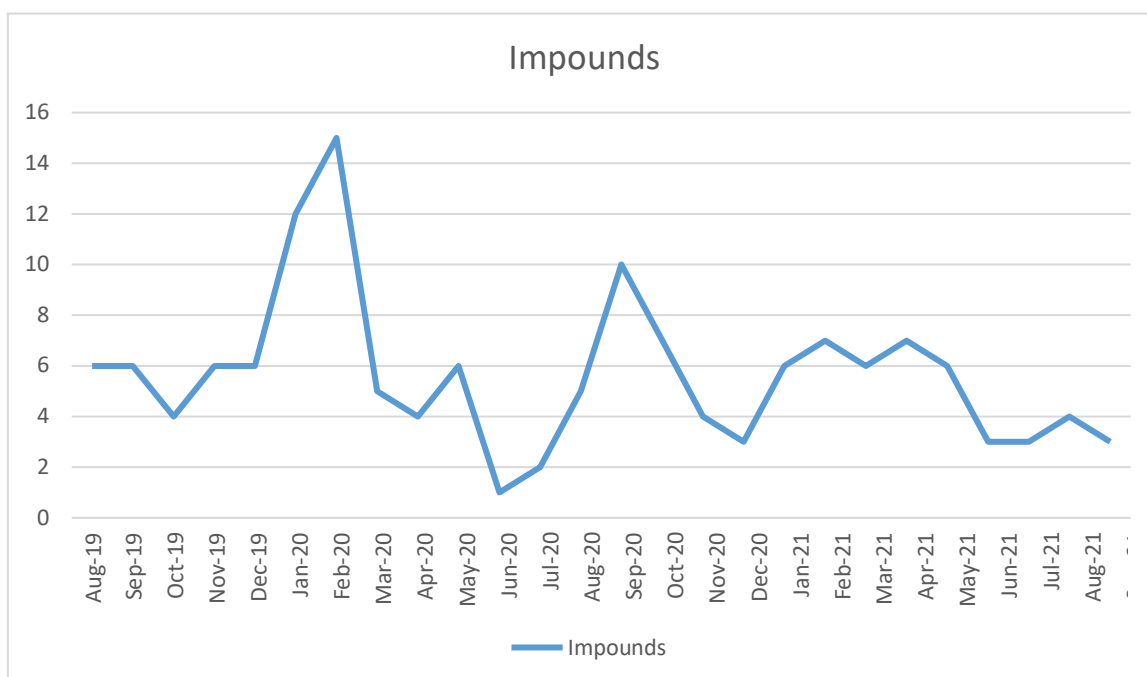
SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.

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	In the planning stages for 2021/2022
Complaints about roaming and nuisance dogs are responded to within 1 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 54/54
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	8/8

INCIDENTS REPORTED FOR PERIOD 1 ST JULY 2021 – 30 TH SEPT 2021	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	3	-	1
Attack on Person	1	1	1
Attack on Stock	1	-	-
Barking	3	2	2
Lost Dogs	2	1	2
Found Dogs	2	1	2
Rushing Aggressive	2	1	2
Wandering	5	12	8
Welfare	12	-	-
Fouling	-	-	-
Uncontrolled (walked off leash urban)	-	-	-



DOG IMPOUNDS FOR PERIOD 1 ST JULY 2021 – 30 TH SEP 2021	JULY	AUG	SEP
Impounds	3	4	3



2.3.2. 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 11/11
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 YTD PERIOD 1 JULY 2021 TO 30 SEP21
Stock	14

2.3.3. Bylaws

Between 1 July 2021 and 30 Sep 2021 there were:

Trees & Hedges

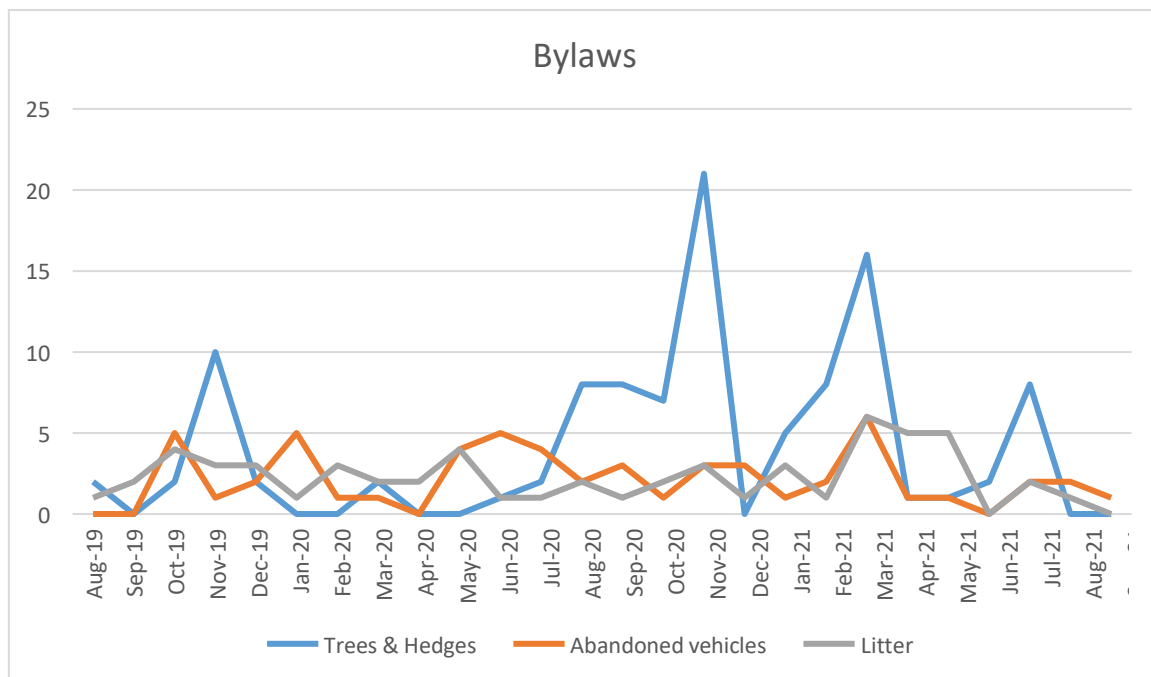
- 8 notices were sent by Council requesting the owner/occupier to remove the obstruction from the public space.

Litter

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

Abandoned vehicles

- There were 6 total vehicle related calls in the SWDC area, of which 5 were abandoned vehicles. 4 were removed by their owners and the remaining 2 vehicles were removed by Councils' contractor or NZTA.

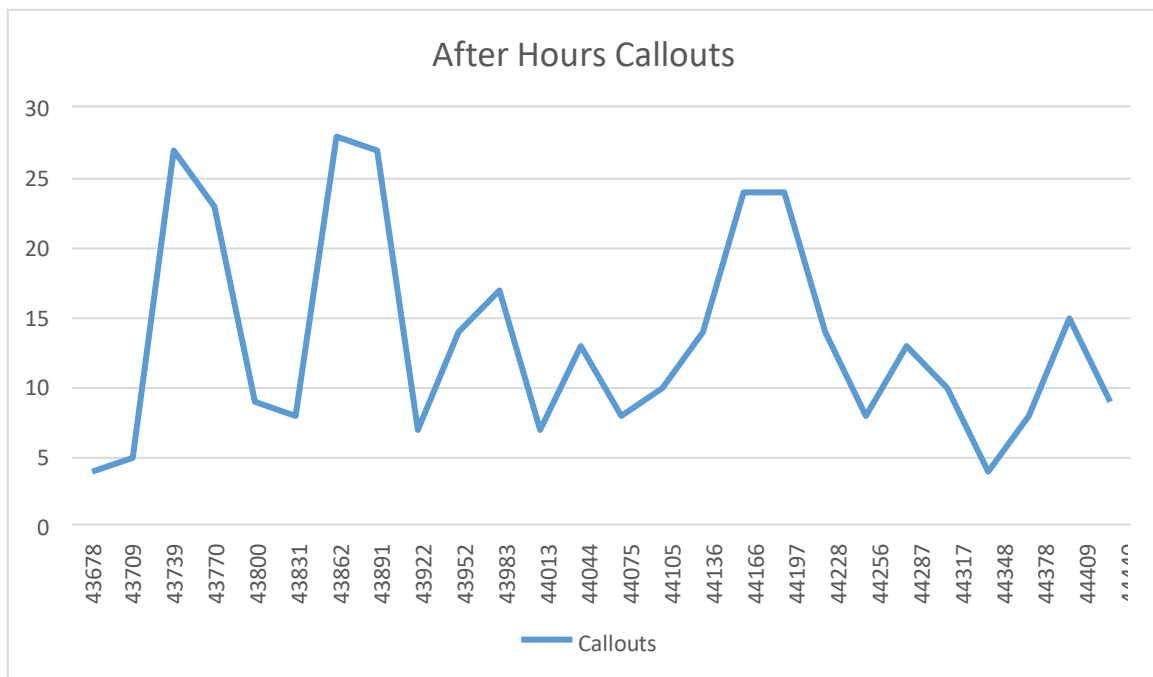


2.3.4. Resource Management Act – afterhours Noise Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	100%	K:\resource\Health\Resource Management\Noise Control Complaints 32/32 attended within timeframe YTD 8 callouts July21 15 callouts Aug 9 callouts Sept 32/32 attended to within 1.5 hours – please note that during Covid level 4 complaints were logged only – 9 logged only complaints

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 21 TO 30 SEP 21	PREVIOUS YTD 1 JULY 20 TO 30 SEP 20	PERIOD 1 JULY 2021 TO 30 TH SEP 2021	PREVIOUS PERIOD 1 JULY 2020 TO 30 TH SEP 2020
Total	32	28	32	28



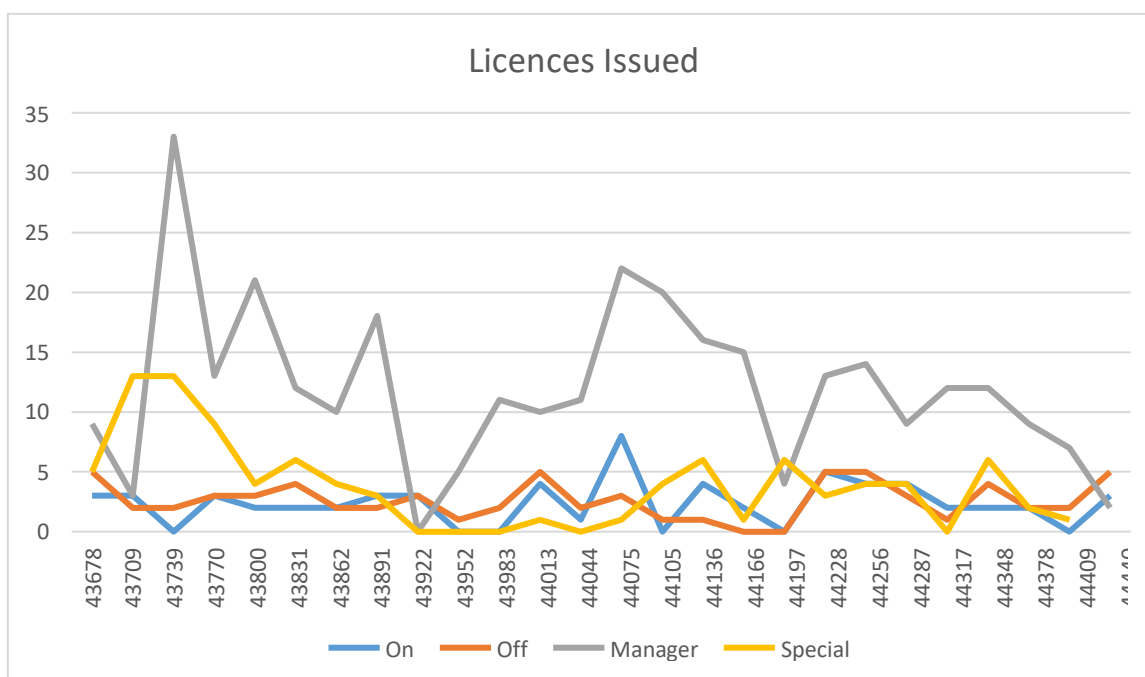
2.3.5. Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
All premises licences issued have an inspection undertaken by the Inspector prior to issue to assess the licensees understanding of their obligations and responsibilities under the Act	100%	100% YTD	<p><i>On NEW</i></p> <p>July 21 1 1 YTD</p> <p>Aug 21 0 1 YTD</p> <p>Sept 21 1 2 YTD</p> <p><i>On RENEWAL</i></p> <p>July 21 1 1 YTD</p> <p>Aug 21 0 1 YTD</p> <p>Sep 21 2 3 YTD</p> <p><i>Off NEW</i></p> <p>July 21 1 1 YTD</p> <p>Aug 21 1 2 YTD</p> <p>Sep 21 2 4 YTD</p> <p><i>Off RENEWAL</i></p> <p>July 21 1 1 YTD</p> <p>Aug 21 1 2 YTD</p> <p>Sep 21 3 5 YTD</p> <p>Club</p> <p>July 21 0 0 YTD</p> <p>Aug 21 0 0 YTD</p> <p>Sep 21 0 0 YTD</p> <p>Temp</p> <p>September 1 1 YTD</p> <p>Information source: Inspector records, MAGIQ data, Alcohol Spreadsheet K:\resource\Liquor\Alcohol Master Sheet.xls</p>
Special Licences are issued			<p>Special Licences –</p> <p>July 21 0 0 YTD</p> <p>Aug 21 2 2 YTD</p> <p>Sep 21 1 3 YTD</p> <p>Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls</p>
All Duty Manager's (DM) certificate holders undertake an interview with the Inspector prior to certificate being issued to assess the manager's level of understanding with the Duty Manager's role			<p><i>DM NEW</i></p> <p>July 21 6 6 YTD</p> <p>Aug 21 2 8 YTD</p> <p>Sep 21 2 10 YTD</p> <p><i>DM RENEWAL</i></p> <p>July 21 3 3 YTD</p> <p>Aug 21 5 8 YTD</p> <p>Sep 21 0 8 YTD</p> <p>Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls</p>

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
75% of all licenced premises identified as at 1 July of every year have a compliance visit undertaken by the Inspector before the 30 th of June the following year (i.e. within a 12 month period)	75%	8.94% YTD	Information source : Compliance inspection records K:\resource\Liquor\Compliance Visits 21-22 July –11 Compliance visits Aug 21 Sep 21 11/123 total compliance YTD
Average working days to process an application from acceptance by SWDC	25WD	23.37WD	Information source: Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls

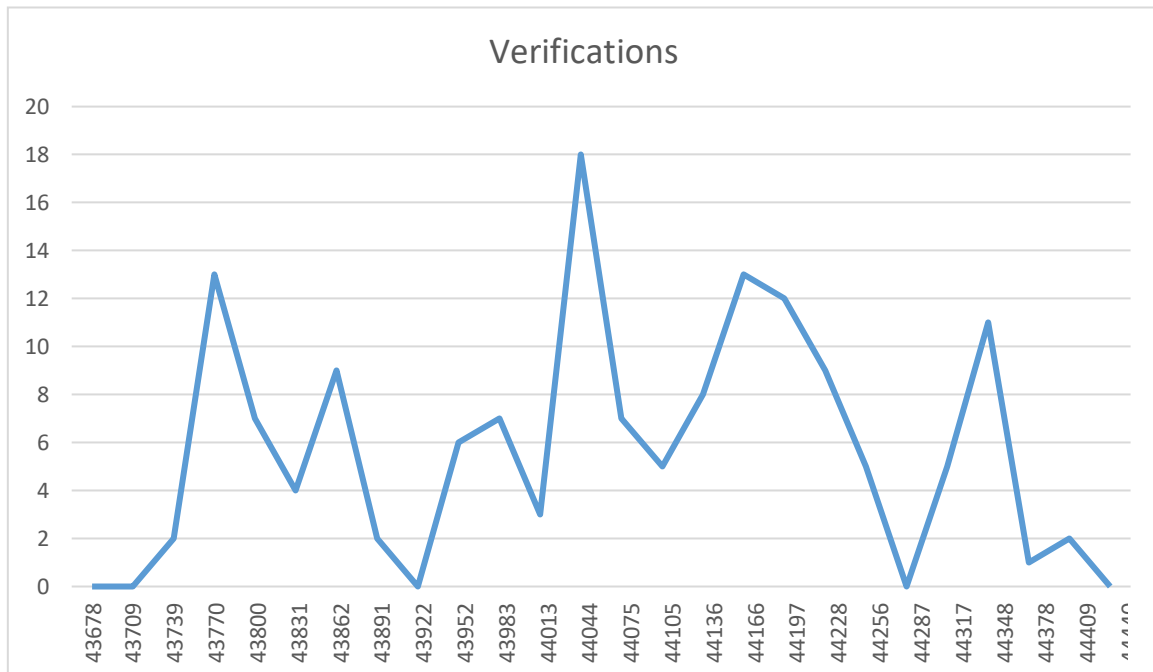
ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 21 TO 30 SEP 21	PREVIOUS YTD 1 JULY 20 TO 30 SEP 20	PERIOD 1 JULY 21 TO 30 SEP 21	PREVIOUS PERIOD 1 JULY 20 TO 30 SEP 20
On Licence	5	13	5	13
Off Licence	9	10	9	10
Club Licence	0	1	0	1
Manager's Certificate	18	43	18	43
Special Licence	3	2	3	2
Temporary Authority	1	1	1	1
Total	36	70	36	70



2.3.6. Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	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) –97 NP –66 Total number of premises is subject to change month by month as new businesses open and existing premises close. risk based measure changes
Premises are inspected in accord with regulatory requirements.	100%	3.09%	FCP verifications – 3/97 *Total number of premises is subject to change month by month as new businesses open and existing premises close. 1 verification undertaken in July 2021 2 Verification Aug 21 0 Verification Sep 21 We were able to finalise (close out)7 premises in July 2021 1 Aug 21 0 Sep 21



Contact Officer: Russell O’Leary, Group Manager – Planning & Environment
Reviewed by: Harry Wilson, CEO

PARTNERSHIPS AND OPERATIONS REPORT

This report was presented to the Assets and Services Committee on 27 October 2021.

3. Group Manager Commentary

In water, operations and maintenance of the three waters assets by WWL continues to meet service level expectations. Nightly flow rates indicate we are achieving a gradual improvement in water leakage across the system, although Martinborough has experienced a slight increase. The majority of projects in the capex delivery programme are underway and in various stages of delivery. Externally surveyed customer satisfaction rates remain high, at 75%. The annual capital delivery programme remains on target for forecast delivery.

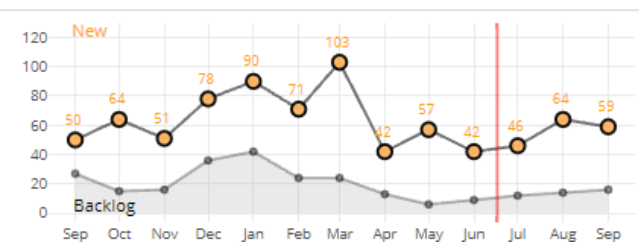
In roading, recently compiled independent data has shown that the ‘ride quality’ on South Wairarapa sealed roads is better than rural and national averages. And in terms of safety, the total number of crashes on South Wairarapa roads is below rural, Wellington and national averages.

The amenities team has been busy – highlights include the launch of the 5 Town Trails master plan, the unveiling of the plaque on the Martinborough Soldiers Memorial gates and the extension of the Greytown cemetery.

4. Water

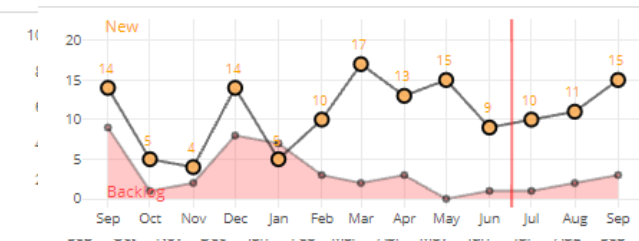
4.1 Wellington Water operational performance

Network Faults: All



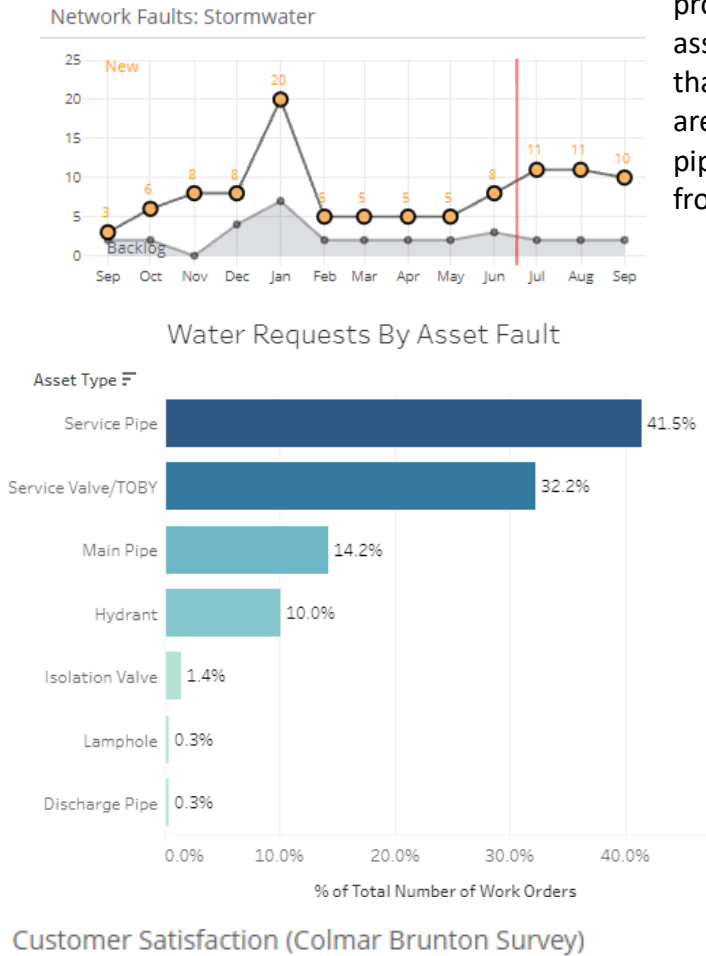
Wellington Water have been working on getting on top of the service requests backlog, created through the high number of reported water leaks from customers during summer.

Network Faults: Wastewater



Stormwater service requests followed usual seasonal trends except for incidents linked to a heavy rainfall event in January that was experienced in South Wairarapa. Wastewater service requests have remained consistent over the past few months.

Following a request at the last Assets & Services Committee meeting, a summary has been provided on the water repairs by asset type. The graph indicates that the bulk of the water repairs are being required on service pipes, valves and toby's. (Data from the last 12 months).



4.2 Operational response events

A water pump failed at the Martinborough reservoirs on Friday evening 1st October. This pump supplies 15 properties from Shooting Butts Road, where most experienced very low pressure as a result.

Wellington Water operational crews responded to the event through the evening, making contact with the affected properties, dropping off bottled water and coordinating a replacement pump. The Customer Hub were providing regular updates

on progress to keep everyone informed on the situation. Water was restored by midnight that evening.

It was found that the pump's trip fuse was incorrectly set, which caused the pump to overheat and burn out. Follow up inspections of pumps in the SWDC networks have been undertaken to ensure this issue was an isolated occurrence.



Figure 1. Burnt-out water pump, Martinborough



Figure 2. Properties affected by the low water pressure on Shooting Butts Rd, Martinborough

4.3 Lightning strike at Waiohine WTP

An extreme weather event with gale force winds and lightning strikes on the weekend of 11 September resulted in power outages and damage to telemetry/control equipment at the Waiohine Water Treatment Plant. This led to significant issues where the plant was required to run manually for most of the weekend in between ongoing power outages. Wellington Water operators worked 24/7 to successfully operate the plant to meet normal service levels. Unfortunately, whilst returning the plant to normal operation a volume of water passed through the system without full UV treatment, however the chlorine disinfection system was operating and the water was chlorinated and mixed with the fully treated water providing significant dilution. Details of the incident were passed on to Regional public Health authorities and it was not considered to be health concern. Additional sampling of the network was carried out for assurance purposes. Investigations are ongoing to see what lessons can be learnt.

4.4 Reducing leakage across the South Wairarapa

Following the last round of leak detection surveys in Featherston and Greytown, the field operations crews have been working through repairing these leaks.

Overall, there has been a reduction in the night flows (that are indicative of network leakage) for water in Greytown and Featherston. Martinborough however has experienced a slight increase in nightly flow rates. Monitoring of the night flows continue, and further leak detection surveys are planned prior to the peak summer demand period.

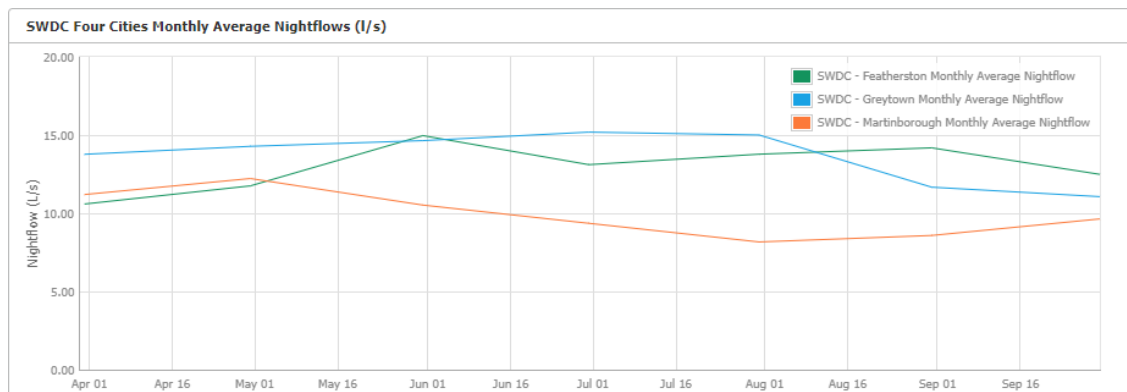


Figure 3. Nightflow 6-month trend graph

Water Capex delivery programme

4.5 Executive Summary

The quarter-one results for the capital delivery programme saw an actual spend of \$1.7M, against a total annual budget forecast of \$6M. The majority of the spend was against three projects; Papawai Rd wastewater pipeline upgrade, Waiohine and Memorial Park water treatment upgrade projects. The annual capital delivery programme remains on target for a forecast delivery range of \$5M to \$7M for this financial year.

Further work has begun on reviewing and updating years 2 and 3 of the long-term plan delivery programme, to ensure Wellington Water the investment priorities are aligned with SWDC's expectations.

4.6 Covid-19 impacts on capital delivery

In the month of August, as a nation we experienced another alert level 4 lockdown. All capex sites were shut down for at least 2 weeks, and during this time Wellington Water worked through a checklist approval process to ensure sites reopened safely under alert level 3. Contractor and consultant costs associated with the lockdown period will be captured and itemised separately for Council visibility.

The impacts of Covid-19 however continue, where the global pandemic is causing impacts on the global supply chain. Wellington Water is receiving regular price notifications from key suppliers on material cost increases and supply shortages. This is causing delays in project start due to the availability of materials. The cost of to construct the same project this year as compared to last year has jumped. Furthermore, due to closed borders the labour market for recruitment has been limited which is having a significant impact on our consultants.

Wellington Water are working to mitigate these impacts including working closely with our contractors and consultants to identify strategies for early procurement of long lead-time materials. Also in supporting them to develop growth plans to ensure resource capacity and capability within the current climate.

4.7 Waiohine water treatment plant upgrade

The commissioning of the treated water reservoir has commenced, and filling of the storage bladder started in the final week of September. The project team first need to pass a leak-test on the reservoir before moving onto flushing, cleaning and disinfection.

A drop in the water level however has been detected upon the first leak-test indicating a leak is present in the bladder. The project team have been working through next steps to identify the location of the leak and repair. The manufacturer is mobilising to site to assist in this work. The commissioning works were running ahead of schedule however the time needed to investigate and complete the repair(s) will see the commissioning period extend into the summer period.

In preparing for the summer supply demands, the previously commissioned fourth bore at Waiohine water treatment plant has significantly improved the supply resilience for Greytown and Featherston. Further discussions to ensure summer supply is met are

occurring and Wellington Water will coordinate any communication messages with SWDC.



Figure 4. Commissioning works at Waiohine WTP



Figure 5. Photo of filled treated water reservoir bladder at Waiohine WTP

4.8 Memorial Park water treatment plant upgrade

The fabricated containerised treatment plant has arrived in Wellington and is currently receiving the required electrical fit-out. The bulk of the treatment plant upgrade site works remains scheduled for start Q4 FY21-22. This will minimise the public access disruption whilst the swimming pool is open over the summer period.

Recent site investigations have identified the need to relocate the nearby wastewater lateral within the car park, away from the existing supply bore. This work is necessary

for the safe drinking water supply. This work has started onsite and is due to be completed prior to the opening of the swimming pool.

4.9 Papawai Rd wastewater upgrade

Construction work continues onsite at Pah Rd, where good progress is being made along this alignment.

A proposed change of construction methodology away from trenchless has been worked through by the project team due to challenges in unfavourable ground conditions experienced.

Wellington Water is currently investigating the options and associated costs of progressing the project to meet the network requirements and a recommendation for next steps will be made to SWDC in November.



Figure 6. Photo of trenching works on Pah Rd, Papawai

4.10 Greytown smart meter trial

The smart meter units have been manufactured and are currently receiving platform and connectivity setup. These are expected to arrive in the country in late November for installation and trial to be live in January.

4.11 Featherston water main renewals

Works has begun on a new construction site on Fox Street, Featherston. The Featherston water main renewals project has delivery outcomes to reduce the water supply outages experience by customers and minimise water loss from the water network.

The project will be renewing 700m of water main that is of known poor condition and experienced a high number of historic pipe breaks. The work is being done by trenchless drilling technology. The works are currently forecast for completion December 2021.



Figure 7. Site works on Fox St water main, Featherston



Figure 8. Area of water main renewal, Fox St. Featherston

4.12 Featherston wastewater treatment plant upgrade and consent

Wellington Water have been working to provide our Councillors with assurance on consentability and affordability of a proposed shortlist of options.

We have engaged Simon Cartwright (Southern Cross Consulting) to provide independent assurance to SWDC on the work that is being undertaken on this project.

4.13 SWDC Very High Critical Assets (VHCA) assessment

The Very High Critical Assets assessment project is a 'health' assessment of assets whose failure would have an unacceptable impact on the community and the environment. A combination of physical inspections and desktop assessments will provide a condition rating for each asset from 1-5, with 1 being 'very good' and 5 being 'very poor'.

For the Wellington region, as at September 2021 an overall programme perspective; 99% of VHCA reservoirs and 85% of the water treatment plant assets now have condition ratings. The VHCA pipelines are sitting about 15% complete and are behind programme due to contractor resourcing challenges. Of these pipelines, the older asbestos cement (AC) pressure pipelines have been shown to be in moderate to poor condition.

The SWDC reservoirs are generally satisfactory from a structural condition perspective but have contamination vulnerabilities. The water treatment plants are more complex due to the numerous assets within the plants but are considered overall to be in moderate condition. The full set of results will be shared with Council upon completion of the project, and further work is needed to start capturing these results in future Council investment areas.

4.14 Tauherenikau pipeline crossing

The long-term replacement of the exposed pipeline is currently going through project briefing stage. This project will consider a range of options each assessed against supply resilience, constructability and statutory compliance.

The Council's LTP did not include funding for this project as it was not known at the time of LTP discussions with Wellington Water. The project is currently phased to allow appropriate time to identify the best solution with construction currently programmed for FY 2023-24.

5. Land Transport

5.1 Roading Maintenance - Ruamahanga Roads

Approximately 1700 job dispatches were uncompleted in August due to Covid lockdown, and prioritised into the next quarter for works to be completed.



White Rock Road dropout

An outline of key works completed through September 2021 is provided below:

- 294.7 km of roads were inspected and identified faults recorded in RAMM for future scheduling with 214.1km being sealed and 80.7km being unsealed.
- 49 sealed road potholes were identified and repaired
- 27 bridges were visually inspected and found to be in an acceptable condition and are listed below

Bridge ID	Road	Name	Bridge Type
65	FRATERS RD	FRATERS ROAD	Twin Concrete Pipes
177	WHITE ROCK RD	WANTWOOD CULVERT	Box Culvert
191	WHITE ROCK RD	HAUTOTORA	Concrete
192	WHITE ROCK RD	BELLS CREEK	Armco Arch
112	WHITE ROCK RD	LAGOON HILL	Concrete
113	WHITE ROCK RD	HARDY'S NO 1	Concrete
114	WHITE ROCK RD	HARDY'S NO 2	Concrete
115	WHITE ROCK RD	FULLERS	Concrete
116	WHITE ROCK RD	STONEY CREEK	Concrete
117	WHITE ROCK RD	POLEY STREAM	Concrete
111	WHITE ROCK RD	RIVERSDALE	Concrete
145	WHITE ROCK RD	NO 2 WASHOUT BOAR CULVERT	Box Culvert
95	CAPE PALLISER RD	PICKETS	Box Culvert
96	CAPE PALLISER RD	CASTLE	Box Culvert
97	CAPE PALLISER RD	GAUDINS	Box Culvert
98	CAPE PALLISER RD	HURUPI	Concrete
99	CAPE PALLISER RD	PUTANGARUA	Concrete
106	CAPE PALLISER RD	MANGATOETOE	Concrete
176	CAPE PALLISER RD	176 CAPE PALLISER CULVERT # 4	Box Culvert
100	CAPE PALLISER RD	TWIN CREEK 1	Triple Box Culvert
101	CAPE PALLISER RD	TWIN CREEKS 2	Triple Box Culvert
102	CAPE PALLISER RD	WASHPOOL	Concrete
103	CAPE PALLISER RD	PARARAKI	Concrete
104	CAPE PALLISER RD	KAWAKAWA	Concrete
105	CAPE PALLISER RD	WAIWHERO	Concrete
181	EAST-WEST ACCESS RD WEST	EAST-WEST ACCESS RD UPASS #131	Box Culvert
194	EAST-WEST ACCESS RD WEST	GEOFFREY BLUNDELL BARRAGE	Concrete

- 185 rural culverts were inspected, RAMM data updated including condition rating.
- 208.9 km of unsealed roads were graded.
- 415.8 m3 of maintenance aggregate supplied and place on unsealed road
- 42.8 km of mechanical street sweeping was completed.
- Footpath renewals have been programmed for:
 1. Revans Street, Royal Hotel to Railway Crossing
 2. Fox Street, Birdwood Street to Railway Crossing
 3. Bell Street, #19 to Watt Street
 4. Revans Street, Waite Street to Wallace Street
- Pre-seal repairs for the 2021-2022 sealing season have continued.
- 2021/2022 reseal programmed as outlined previously has had designs approved and estimates confirmed. Estimates fall within approved budget allocation. The only viable is the cost and supply of imported Bitumen

Sealed pavement rehabilitation sites for 2021/2022 on Western Lake Road had test pits carried out and material will be Lab tested to determine final design. Materials have been ordered due to availability.

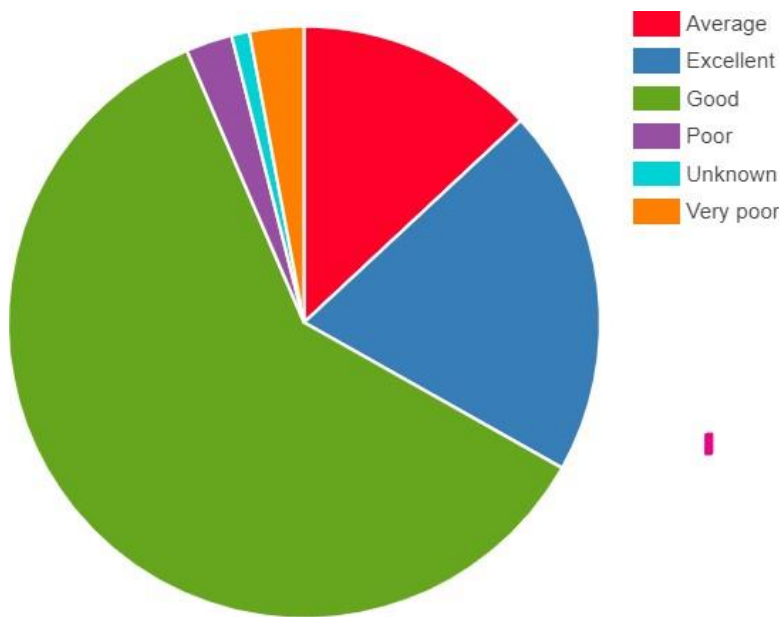
5.2 Further activities of note

Road infrastructure input has been supplied to all subdivision resource consents.

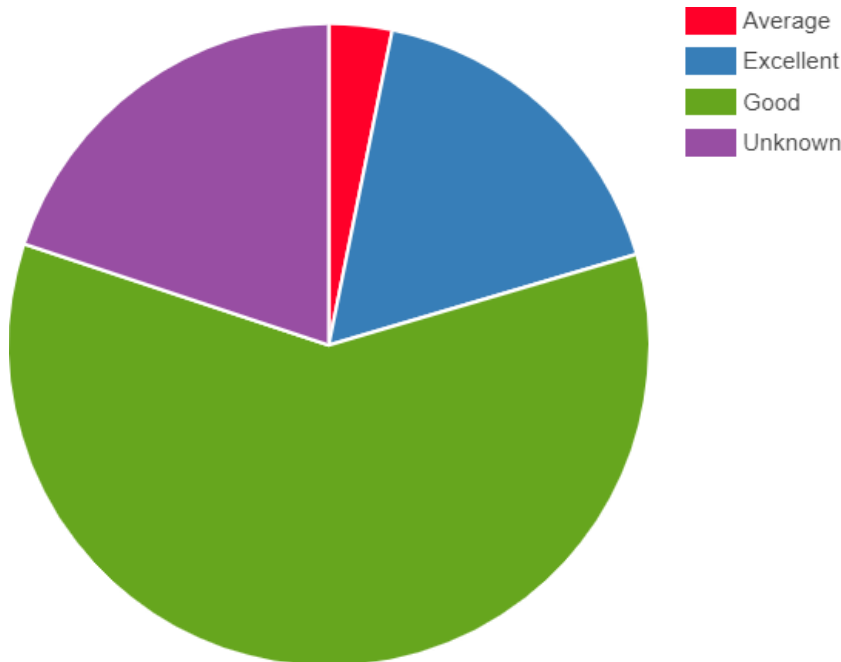
- Heavy vehicle Over Weight Permits, Traffic management Plans and Corridor Access requests have been actioned and approved.
- Current audits are being carried out to identify kerb channel and footpath requirements so funding can be allocated.
- Audits are also being done on the Pedestrian Crossings to identify deficiencies in the current standards. The audits will include signage, road-marking and lighting. They are expected to be completed by end of November.

5.3 Network Condition

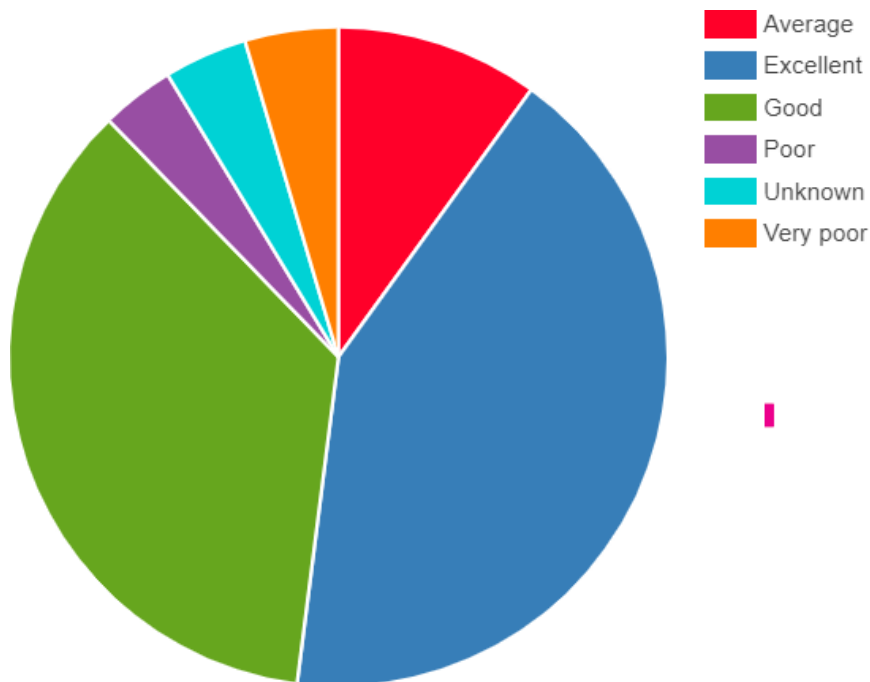
Below is a summary of asset condition extracted from operational database



Culverts (2517 culverts 30.11 km in total length)



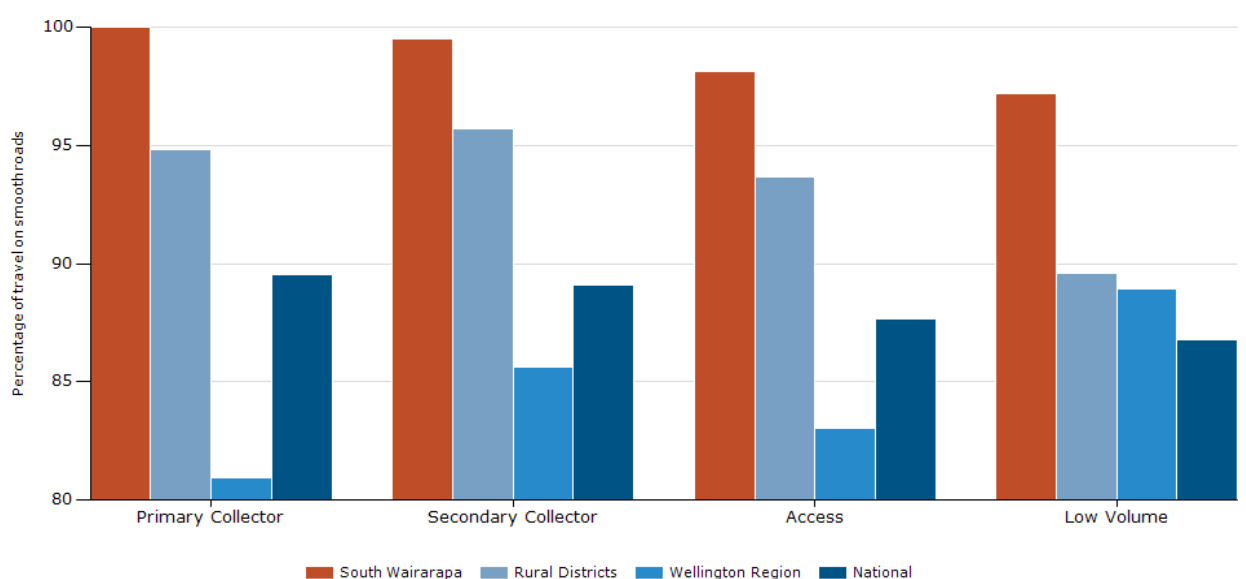
Bridges (144 bridges 3.6km in length)



Signs (3964 signs) (drawn from our operational database)

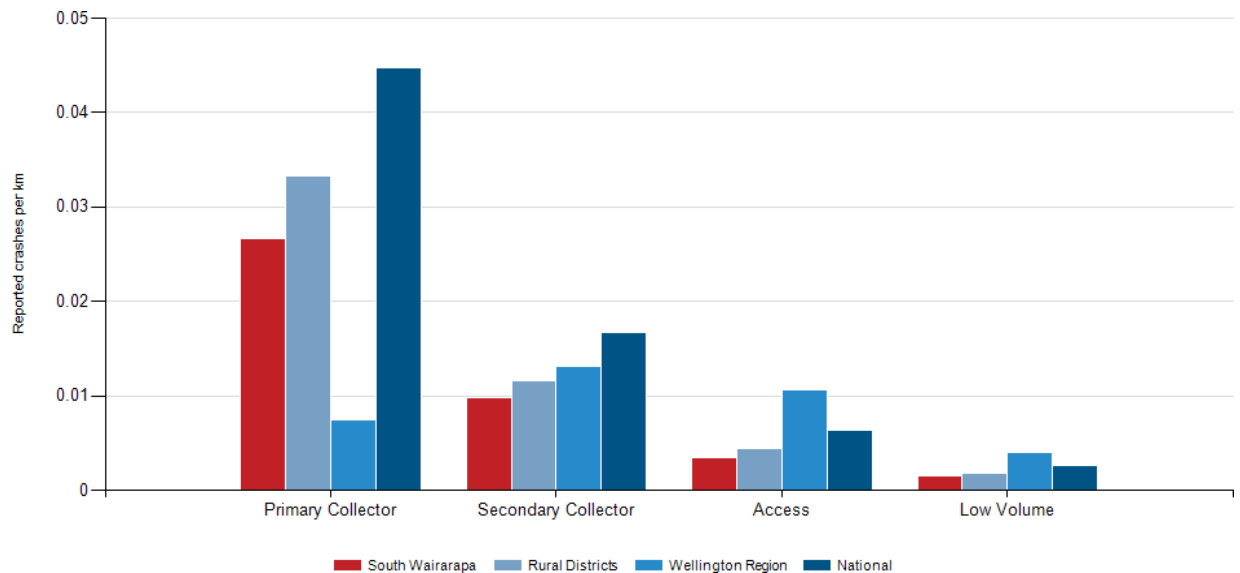
5.4 Smooth Travel Exposure (STE)

Smooth Travel Exposure (STE) is a customer outcome measure indicating 'ride quality'. It is an indication of the percentage of vehicle kilometres travelled on a road network with roughness below a defined upper threshold level. The threshold varies depending on the traffic volume band and urban/rural environment of the road.



5.5 Accident Statistics

The total number of reported crashes per kilometre over the past 10 years on the network



6. Amenities

6.1 Housing for Seniors

The two vacant units in Greytown and Featherston have now been tenanted. In the last week we have had another unit vacated in Martinborough, refurbishments are underway and interviews for a potential new tenant are being carried out. Due to recent storms in South Wairarapa we have had two fences blown down, one at Burling Flats and one on boundary of Anzac Hall and the neighbours in Bell Street – replacement/rebuilds are underway.

6.2 Pain Farm

Pain Farm Homestead and Cottage have scheduled inspections for Monday 18th. Maintenance of the grounds is ongoing and a new hot water system is planned for the Homestead. Tenants at both properties are up to date with rents and keep the properties in a tidy order.

6.3 SWDC Playgrounds

Work continues on upgrades and maintenance of playgrounds, including:

6.3.1. Martinborough

- Plants have been ordered to complete gardens. Maintenance issues have highlighted that the small pebbles will need to be removed and decision has been made for coloured concrete as replacement.
- Another seat has been donated to go into the playground area.

6.3.2. Greytown

- Still awaiting parts for replacement of netting for Greytown equipment and the replacement of the see-saw and spinning wheel due to their age (equipment ordered can take 5 months+ to arrive due to supply restrictions).
- Donated seat to be installed into the playground.

6.4 Parks and Reserves

Activity has been ongoing in maintaining our parks and reserves:

- Parks and Reserves Procurement – tenders were received, and evaluation completed. Contract negotiations completed and waiting for signed contract returned from successful tenderer. This will be announced once all parties have signed the contract.
- A seat has been donated for the Soldiers Memorial Park in Greytown to be installed. We also have a seat donated towards the Greytown Heritage Trust Project Seats around the Streets.
- Tree management plan for all SWDC parks and reserves is currently being developed and under trial. An early version is attached for Huangarua Park Martinborough showing the value of trees and maintenance. Appendix 2.
- Lake Ferry native planting has been completed.
- Upgrading of the Featherston Peace Gardens have begun, this project is funded by Heritage NZ and managed by SWDC.



- Unsettled weather with high winds caused a lot of damage in Featherston blowing down neighbouring fences and trees. SWDC under the fencing Act goes 50/50 as good neighbours to replace the fencing.



- Donated seat installed at the Fell Museum Featherston. Plaque to be installed.



- Over the hot summer period we struggle to keep the plants alive in the traffic islands in Martinborough so this year we have selected the three islands outside the hotel to plant sedums which are drought tolerant as a trial. If this is successful, we will venture into the other towns.



- Five Town Trails Master Plan has been released on the 14th of October. This was a joint effort between Masterton, Carterton and South Wairarapa District Councils and assistance from the community.
- Organised plaque installation for the Martinborough Soldiers Memorial gates 100 -year celebration



6.5 Cemeteries

Purchases of burial plots/niches 01/08/2021 30/09/21

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

Ashes interments/burials 01/08/2021 to 30/09/2021

	Greytown	Featherston	Martinborough
Burial	1	5	2
Ashes in-ground			
Ashes wall	1		
Services Area			
Disinterment			
Total	2	5	2

A seat has been donated to the Waihinga closed cemetery and will be installed shortly.



Greytown Cemetery Extension

New fencing and roading is in place. 14 trees have been purchased and to be installed to match the same trees that the Greytown Community Board had planted to form an avenue as you enter the main cemetery gates.

6.6 Swimming Pools

The new season 2021-2022 is fast approaching...with bookings already coming in. The opening date for the coming season is from 27th November 2021 to 13 March 2022 (Covid Permitting).

Retiling of the Featherston and Martinborough Swimming Pools is on a 'go slow' due to, not only hold up in delivery of tiles due to Covid restrictions in Auckland but also the weather has been against preparation. But going by the below picture of Featherston Swimming Walkover the outcome will be worth waiting for.



6.7 Other Projects

- Hua Ariki Marae is progressing well with 90% of the work completed. Some variations to be approved
- Tauherenikau bridge build has begun, build material being ordered or built off site, Carparks and trails to the bridge have begun and nearly completed. Two months delay due to Covid approximate bridge build completion late February.
- Featherston Information Centre – heat pump installed
- Started pricing to upgrade Featherston Stadium
- Pricing sanding of Greytown WBS room and Forum
- Greytown trees in McMaster Street have had their annual pollarding

6.7 Leases

- Lease Agreements for the farmland at Papawai executed with renegotiated final expiry of 30 April 2023
- Grazing Licence for Lake Ferry wastewater signed commencing 1 August 2021
- Lease terms agreed with Geanges for the farmland at 65 Longwood Road West, Featherston, lease expired 11 February 2021. Lease ready to be executed.
- Finalising new lease for the Design Library, Stellar Bull Park, Greytown
- Lease renewed for the Good's Shed in Greytown for 10 years from 31 July 2021 with Rail Heritage Trust
- Working on a standard beehive licence to formalise agreement with bee operators

7. Appendices

Appendix 1 – Project Dashboards

Appendix 2 – Asset Management draft Tree Report

Contact Officer: Stefan Corbett, GM Partnerships and Operations
Reviewed by: Harry Wilson, CEO

Appendix 1 – Project Dashboards

SWDC Assets and Services Committee		Programme	Amenities			
Meeting	27-Oct-21	Period	Jun-21			
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Overall programme progressing to plan, including works that were not resourced at start of year (PGF etc.)
Current Projects						
Featherston War Memorial		\$250k	Apr-21			
Repair earthquake damage and structural deficiencies						PROJECT COMPLETE - to time (for ANZAC Day) and budget
Anzac Hall upgrades		\$100k				
Toilets, roof and wall repairs						PROJECT COMPLETE
Featherston Community Centre		\$110k	tbc			
Roof and wall repairs, asbestos removal, painting, car park and kitchen/toilet repairs						PROJECT COMPLETE
Hau Arika marae - PGF support		\$371k	tbc			
Various upgrades - sprinkler systems, water storage, kitchen/toilet upgrades.						Works underway and progressing well - ongoing consultation with contractors and marae. 90% completed. Variations are awaiting approval from PGF
Tauherenikau Bridge		\$1.36m	tbc			
Construct cycle/walkway over Tauherenikau river						Carparks and Trails to the bridge completed. Project delayed by two months due to Covid shut down
Kuranui College Gym		\$1m	tbc			
Manage delivery of gym in college and provide for community access.						MOU signed, funding released to College.
SWDC Tree asset management		tbc				
Develop a long term District wide programme for tree management						Trial is underway on high profile reserve to determine the state of our trees to attach to the Parks management plan. Relates to H & S and age of trees. On going
Stella Bull Park Lighting		\$12k	Nov-20			
Install lighting for safety/security of users						Project completed
Peace Garden, Featherston		\$120k	tbc			
Construct accessible ramp and web-enabled information display with additional seating and planting						Heritage NZ funded, Project managed by SWDC. Construction has started
Featherston Stadium		\$20k	tbc			

Upgrade to kitchen, seating and ablutions						LTP funding to complete upgrade to kitchen and storage, tradesman availability is delivery constraint.Quotes being organised
Ngawi Community Hall \$30k Aug-21						
Upgrade septic system						Designer engaged, Resource consent approved, awaiting on available tradesman> Building Consent required, applied for.
Cemetries data project n/a Dec-20						
Data validation, GPS capture and database established						Moving to Plotbox, cemetery management system. Contract agreed, data upload to be completed.
Pain Farm upgrades \$100k Sep-20						
Upgrades to Main House and cottage to meet standards			↑			Project Completed
SWDC Lease review programme n/a Dec-20						
Complete review of leases						Working thru the leases, renegotaiting new leases with leasee's.
Senior Housing \$85k Oct-20						
Heat pump/air conditioning installation and paiting (int and ext)						Project completed - under budget
Swimming Pools \$15k Oct-20						
Upgrade to Greytown Stand and painting						Project completed - on time for new season
Martinborough Waihinga Cemetery \$15k Oct-20						
Install Lych gate as part of anniversary celebrations						Project Completed
Considine Park, Martinborough \$8k Nov-20						
Install additional lime path						Path has been sprayed and agreed by locals. Weather delays means reschedule.
Park exercise equipment \$45k Oct-20						
Install outdoor exercise equipment in local parks						Project completed - proving popular in communities

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

SWDC Assets and Services Committee

Programme Other

Meeting 27-Oct-10

Period Jun-21

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

Current Projects

Waihinga Lessons Learned \$15k tbc

Business Improvement - Undertake a review of the Waihinga Centre project to improve future SWDC project delivery		↑		↑		Completed
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Greenspace review \$40k

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

Walking and Cycling Strategy tbc tbc

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

Innovating Streets - Martinborough \$200k Apr-21

Develop and test repurposing of car parks near square						Withdrawn
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Road Stopping Policy \$15k Jan-21

Develop a Road Stopping Policy						Draft policy being finalised. Completing user guide to enable easier use.
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Status key: On track/achieving Some concern Off Track/Major concern

SWDC Assets and Services Committee		Programme		Roading		
Meeting	27-Oct-21	Period		Sep-21		
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Programme on track overall. Some resource constraints remain but works progressing well.
Current Projects						
Bidwills Cutting RD Pedestrian Upgrade		\$266K	Dec 21-Feb 22			
Five Rivers Hospital development						Engaging with Kuranui College
Reading Street Upgrade		Oct 20 - Jun 21				
Upograde Street, kerb and cahnnel, carparking drainage as part of Resource Consent						Orchards Retirement Village upgrade
Sealed Road Pavement Rehab		\$250K	Dec 20- Feb 21			
Western Lake Rd Area Wide 2 sites						Working on Pavement design Need to confirm Aggregate supply
Sealed Road Resurfacing Local Roads		\$700.0k	Oct 21 - Marc22			
Scheduled programme of works comprising 22kms of resurfacing on: BATTERSEA LINE BETHUNE ST BOAR BUSH GULLY RD DANIEL ST (MARTINBOROUGH) DRY RIVER NO. 1 RD DUBLIN ST LAKE FERRY RD MOERAKI RD MOORE ST NEW YORK ST OXFORD ST PRINCESS ST WARDS LINE WEST ST WESTERN LAKE RD WHITE ROCK RD MOROA ROAD PAPAWAI RD						Shortage of Chip supply in the Wairarapa and Bitumen is no longer refined in NZ has to imported
Sealed Road ResurfacingCape Palliser Rd		\$100K	Oct 21 - Dec21			
Scheduled programme of works comprising 2.4kms						Shortage of Chip supply in the Wairarapa and Bitumen is no longer refined in NZ has to imported
FootPath Renewals		\$375K	Jun 20 - Jun 21			
Revans Street Featherston 2 sites , Fox Street Featherston,Bell Street Featherston						Ultra fast Broadband rollout has been completed in Featherston
Low Cost Low Risk Local Roads		\$345K	Aug 20 - jun 21			

Identified Projects as approved by Waka Kotahi: Flag lightat the following intersections Lake Ferry Rd/Kahutara Rd,Kahutara Rd/East est Acces Rd,Western Lake Rd/East West Access Rd. Seal widening Western Lake Road.Bidwills Cutting Road signage improvements. Cattle underpass contributions. Te Awaiti Rd stability investigations at the Gluepot						Reduce funding from Waka Kotahi
Low Cost low Rick Special Purpose Rd	\$250K	Aug 20 - jun 21				
Identified projects as approved by Waka Kotahi: Flag light at lake Ferry Rd Cape Palliser Rd intersection,Signage upgrade,Guard Rail installation,Bridge scour protection,Whatarangi Cliff resilience investigation,Rock revetment protection works,Johnson Hill slumpoing investigation and modelling,Ecoreef installation						
Road to Zero		Nov 20 - Jun 21				
Consult re speed review and impliment programme over 3 years						Link to NZTA speed reduction and Road to Zero, Urban safety for vulnerable users etc. NZTA planned consultation and in discussions with NZTA on alignment. Wilkie Consultants have been engaged to manage delivery and consultation processes

Status key:



On track/achieving



Some concern



Off Track/Major concern

SWDC Assets and Services Committee	Programme	Water
Meeting 27/10/2021	Period	Jun-20

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)		↓				A number of projects come to a close for Q4 however challenges continue for the larger legacy projects seeing delays in the delivery of these. The slippage in programme delivery has seen an underspend for the FY, where any carryovers will be proposed as targeted towards ensuring safe drinking water and resilient networks outcome projects.

Major Projects

Manganese Reduction Plant - Martinborough \$2.5m Nov 19 - Nov 20

Construct and commission a manganese reduction plant						PROJECT COMPLETE - MRP is successfully running and allowing use of additional bores in Martinborough.
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Featherston WWTP \$500k* Jul 20 - Jun 2025

Develop and implement a suitable wastewater solution for Featherston	↑			↑	↑	Progress slowed while LTP consultation was completed by SWDC, this allowed the project team to undertake additional work and address questions raised by council. Planning is underway to begin the next stage of community engagement on the shortlisted options. Although there remains concerns about the affordability of the final solution, the current and forecasted pre-construction phases are within budget.
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Upgrade/Renewal Projects

Papawai Road WW Upgrade \$2.8m May 2021 onwards

Capacity issue - upgrade pipe		↓	↓		↓	Contractor has begun construction onsite, using trenchless technology method. Ground conditions experienced has caused issues with this methodology. Contractor and consultant working through best way forward. Construction to continue in FY 21-22. Two H&S incidents onsite; overhead telecoms cable strike and TMP inadequacies addressed with contractor.
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Pinot Grove WW upgrade \$300k Mar 21 - Jul 21

Capacity issue - upgrade pipe		↑				PROJECT COMPLETE - Work complete, awaiting as-builts.
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Waiohine Water Treatment Plant (WTP) \$900k Dec-20

a) 4th bore/pump and commissioning						PROJECT COMPLETE - Work complete, awaiting as-builts
b) Treated water storage (chlorine)	↓	↓				Construction work for bypass pipework ongoing, shortly followed by scour testing and electrical upgrades. Commissioning work to begin within Q1 FY21-22. See sep paper for updates.
c) pH dosing system upgrade	↓	↓				Temp dosing system has been installed to better balance pH. Permanent dosing system construction and commissioning ongoing into FY21-22.
d) Site Security						Security Fencing policy (standard) to be completed prior to project brief being released for design & construction

Memorial Park WTP upgrades stage 2 \$330k Nov-20

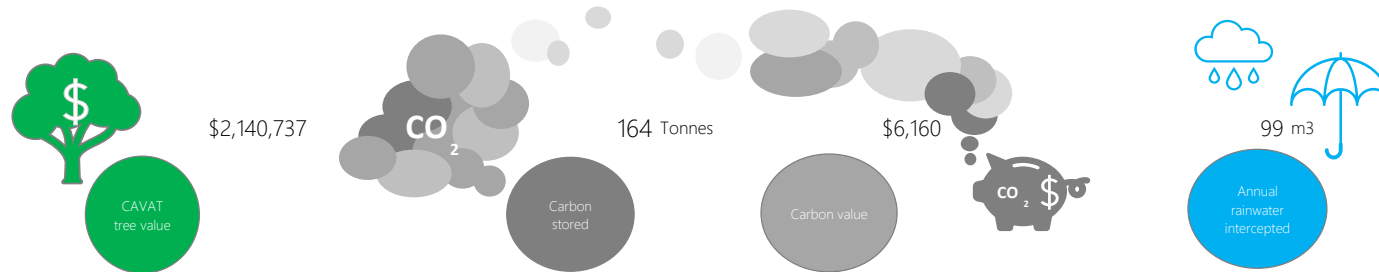
Replace bore pump, new housing container, additional pipework and run to waste	↓	↓				Manufacturing of the containerised treatment plant is ongoing, due for delivery within Q1 FY21-22. Construction and commissioning as per below.
Memorial Park WTP upgrades stage 3						
	\$1.5m	Apr-21				
Chemical dosing, electrical equipment, UV and filter upgrades	↓	↓				Design and Construct contract awarded to Brian Perry Civil and Filtec. Onsite construction work will continue into Q1, with commissioning due for completion in FY21-22. The project has seen slippage in delivery due to lack of risk identification and mitigation early in the project programme. Additional budget has been requested to complete remaining works.
Lake Ferry WWTP driplines						
	\$326k	May-21				
Renewal driplines at WWTP	↑					Major construction work has been completed onsite. Irrigation field electronics being coompleted.
WWTP Improvement Programme						
	\$400k	Dec-20				
Enhance processes, facilities and management of WWTPs across District		↑	↑			Pond sludge surveys have been undertaken to determine the timeframe and budget for pond desludging. A bird control trial at the Greytown WWTP is underway. Management plans have been submitted to GWRC for certification, the remainder are being finalised in conjunction with optimisation of the discharge to land facilities. H&S upgrades accross the WWTP site are now completed.
SWDC-led Projects						
Water Race User Survey						
	n/a	Dec-20				
Survey Water Race users and related stakeholders on use		↓				Water Race survey completed and presented to Sub-Committee. Covered in sep paper.
Longwood Water Race Consent						
	n/a	Dec-20				
Gain consent for continued use of water race						Further information provided to GWRC who have requested further time to Sept 21 due to resource constraints. WR continues to operate under previous consent.
Status key: <i>On track/achieving</i> <i>Some concern</i> <i>Off Track/Major concern</i>						

Appendix 2- Asset Management Tree Report Example

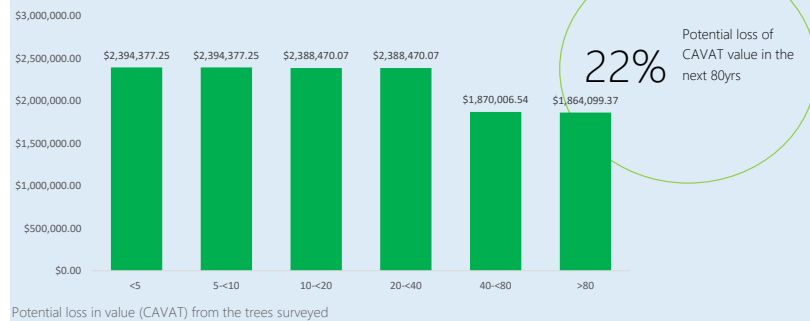
Tree summary Huangarua Park Martinborough

Number of trees surveyed: 32

Summary of tree benefits from trees surveyed

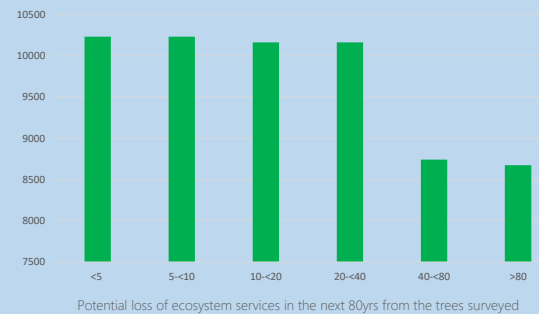


Potential value loss in the next 80yrs based on current tree condition



Potential loss in value (CAVAT) from the trees surveyed

Ecosystem services



15% Potential loss of ecosystem services in the next 80yrs

Site information

The site consists of 32 trees, formally planted in rows. Local comments on site have stated the Martin family planted the trees in the early 1900s. The trees' dimensions and conditions would coincide with the trees' dimensions planted in the town square (1920). Therefore, it would be fair to assume that local commentary would be correct. The trees have high landscape value (being a group of establish trees within an urban area) and are highly likely to be trees of local heritage importance (subject to verification).

GREYTOWN COMMUNITY BOARD

24 NOVEMBER 2021

AGENDA ITEM 8.2

ACTION ITEMS REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

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

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

2. Appendices

Appendix 1 – Action Items to 15 November 2021

Contact Officer: Kaitlyn Carmichael, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

Appendix 1 – Action Items to 15 November 2021

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
678	10-Oct-18	Action	H Wilson	Provide information to the Greytown Community Board on options for painting a solid line down/centre line down West Street, Greytown	Open	<p>07/02/19: Work in progress</p> <p>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</p> <p>22/07/20: The draft Asset Management Plan for Roothing 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 as opposed to an Ad hoc manner.</p> <p>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.</p> <p>20/08/20: New level of service standards will be outlined in the New Roothing Asset management Plan and implementation will be prioritised by budgets available.</p> <p>25/11/20: The asset management plan has not yet been adopted.</p> <p>17/2/21: As above</p> <p>30/3/21: No update</p> <p>8/4/21: Increased funding was being sought to be able proceed with work like this.</p> <p>26/7/21: Recent traffic counts along West show and increase in traffic volumes. Now consider flush medians between Kuratawhiti and Wood Streets allowing for cycle routes and parking. Costs for installation will increase along with annual remark. Layout plans will be developed and tabled.</p> <p>17/9/21: Layout plans to be provided for the next meeting.</p>
120	28-Aug-19	Action	K Yates	To recommend that Council consult with the Greytown Community regarding the renaming of Underhill Road.	Open	<p>9/2/21: No update</p> <p>17/2/21: GCB requested a progress report, suggested Underhill South and Underhill North as options.</p> <p>30/3/21: No update</p> <p>8/4/21: A consultant is being approached to progress this work.</p> <p>11/6/21: Members requested this action be raised at the next A&S meeting, suggesting Underhill South and Underhill North as options. Refer action 208.</p> <p>26/7/21: Bob Austin has been engaged and the process is underway.</p>
537	28-Oct-20	Action	GCB	Reconsider the design of new Welcome to Greytown signs following consultation on the 2021-2031 Long Term Plan	Parked	9/6/21: To remain parked until the Long Term Plan is adopted as the LTP may include budget for place assessment of the three towns, including entrances.
363	4-Aug-21	Action	H Wilson	Ask the Amenities Manager about the ability to have more dog poo bins in Greytown area and the possibility of a lime path along Papawai Road	Open	<p>14/9/21: There are 150 bins for use throughout the district. For other bins Community Boards have supplied and SWDC installs at cost (\$1,500 each installed plus GST). GCB to advise if they wish to utilise beautification funds for this purpose. A lime trail down Papawai Road would be an unbudgeted expense and cost approx. \$100/lineal metre. There may be future opportunity to incorporate this route in a future trails network plan.</p> <p>22/9/21: The Board requested guidance from officers on spacing requirements for dog poo bins.</p> <p>21/10/21: Guidance provided to GCB from officers on spacing of bins</p>
367	4-Aug-21	Action	GCB	Discuss with Greytown residents and submit new names for the pre-approved list of road names for the Greytown ward	Open	
368	4-Aug-21	Action	R O'Leary	Investigate sending future development plans to Papawai Marae for the purposes of inputting into the list of approved road names for Greytown	Open	<p>5/8/21: We are currently out of land in Greytown so we wouldn't really be able to advise on any upcoming subdivisions. There are a few larger land holdings but no guarantee they would be subdivided with a right of way or road to name. The larger subdivisions we have already processed have basically already been named. We haven't yet confirmed the potential development areas so wouldn't want to provide any direction on that yet.</p> <p>22/9/21: The Board requested development plans be sent to Papawai Marae regardless of no upcoming subdivisons.</p> <p>22/10/21: Next year includes liaison work together with iwi and marae as to growth and related discussion work.</p>

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
369	4-Aug-21	Action	GCB	Invite Rosa Doyle to present to the Greytown Community Board on her outdoor mural work	Open	
372	18-Aug-21	Resolution	R O'Leary	<p>GCB RESOLVED (GCB 2021/39):</p> <p>1. To receive the Chairperson Report (Moved Rainford/Seconded Cr Plimmer) Carried</p> <p>2. To approve the Greytown Community Board submission to Greater Wellington Regional Council on the Waiōhine River Plan subject to an amendment to change the wording of point a) to the vital importance of river management, including gravel extraction, appropriate management of bed levels and riverbanks, as determined by expert advice in the Plan . (Moved Cr Fox/Seconded Cr Plimmer) Carried</p> <p>3. To approve the Greytown Community Board submission to South Wairarapa District Council regarding the Waiōhine River Plan and associated emergency management matters. (Moved Cr Plimmer/Seconded Cr Fox) Carried</p> <p>4. To approve the Greytown Community Board submission to Waka Kotahi NZ Transport Agency on the proposed State Highway 2 safety improvements and speed limits as they affect Greytown. (Moved Cr Plimmer/Seconded Cr Fox) Carried</p> <p>5. To request Council holds a public meeting in Greytown to clarify the reasons for the rates increase. (Moved Gray/Seconded Symes) Carried</p> <p>Councillors Plimmer and Fox abstained</p>	Actioned	<p>1. No action required</p> <p>2. Done - submission sent to GWRC</p> <p>3. 3/11/21: Submission reported to Planning & Regulatory Committee at meeting on 3 November 21. Council noted that Greater Wellington Regional Council (GWRC) has responsibility for the Waiohine Flood Management Plan. Council noted that the Waiohine Action Group had developed a working/ongoing relationship with GWRC and agreed with Officers that oversight of the work was outside Council's remit.</p> <p>4. Done - submission sent to Waka Kotahi NZTA</p> <p>5. Done – requested reported to Council 15-Sep</p>
461	22-Sept-21	Resolution	<p>2. K Yates</p> <p>3. S Corbett</p> <p>4. R O'Leary</p> <p>5. K Yates</p>	<p>GCB RESOLVED (GCB 2021/42):</p> <p>1. To received the Chairperson Report (Moved Symes/Seconded Cr Fox) Carried</p> <p>2. To recommend that the Greytown Community Board is formally included in Council design and management of the public consultation process regarding the use of 85-97 West Street. (Moved Baker/Seconded Symes) Carried</p> <p>Cr. Fox and Graeme Gray voted against the motion.</p> <p>3. To recommend that the Council report back on a date when the decision will be made regarding Greytown's entry signs. (Moved Symes/Seconded Baker) Carried</p> <p>4. To recommend that the Greytown Community Board received regular feedback from the Council on progress regarding the Waiohine Flood Management Plan. (Moved Symes/Seconded Baker) Carried</p> <p>5. To recommend that Council's recent publicly stated plan to review its present code of conduct, ensure that the same rules apply regarding elected members' freedom of speech across the three Wairarapa Councils. (Moved Symes/Seconded Baker) Carried</p>	Open	<p>1. No action required</p> <p>2. 22/10/21: Report to be provided to council on 17 November 21</p> <p>3. 15/11/21: Funds have been allocated in the 2022/2023 budget for signs in the South Wairarapa and there will be community consultation involved in this project.</p> <p>4. Refer to Action 372: This sits outside of Council remit</p> <p>5. 22/10/21: This will be actioned via a workshop with Community Boards on 1 December 21</p>
468	22-Sept-21	Action	S Corbett	Request a report back from Council on why poles were places alongside the carpark in Soldiers Memorial Park without any consultation with the Greytown Community Board	Open	
469	22-Sept-21	Action	S Corbett	Provide information on the future use of LOT 1 DP 29958 at the Greytown Flats, West Street, Greytown and whether Council could apply for funding for community housing for this land.	Open	05/11/21: The request for information will be prioritised among other work commitments and reported to a future Board Meeting.

GREYTOWN COMMUNITY BOARD

24 NOVEMBER 2021

AGENDA ITEM 8.3

INCOME AND EXPENDITURE REPORT

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statements and to seek the Board's approval of additional expenditure.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period ending 31 October 2021.*

1. Executive Summary

An Income and Expenditure Statement for the period ending 31 October 21 is attached in Appendix 1.

2. Appendices

Appendix 1 – Income and Expenditure Statement for the period ending 31 October 21

Prepared By: Kaitlyn Carmichael, Committee Advisor

Reviewed By: Tania Fine, Assistant Accountant

Appendix 1 – Income and Expenditure Statement for Period Ending 31 October 21

Greytown Community Board

Income & Expenditure for the Period Ended 31 October 2021

Personnel & Operating Costs

Budget

Members' salaries	26,680.00
Mileage reimbursements	1,000.00
Operating expenses	7,000.00
Total Personnel & Operating Costs Budget 2021-2022	34,680.00

Expenses

Personnel Costs

Members' Salaries	10,405.82
Mileage reimbursements	-
Total Personnel Costs to 31 October 2021	10,405.82

Operating Expenses

Honorarium payment to student rep (\$50 per meeting)	100.00
Local Government Community Board Levy	275.00
Total Operating Expenses to 31 October 2021	375.00

Committed funds

Resolution date	Original commitment	Spent to date	Remaining commitment
Members' Salaries	26,680.00	10,405.82	16,274.18
Mileage reimbursements	1,000.00	-	1,000.00
Honorarium payment to student rep (\$50 per meeting)	400.00		400.00
Total Commitments			17,674.18

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

6,225.00

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

Grants

Income

Annual Plan 2020-21 grant allocation	4,500.00
Other miscellaneous income	-
Total Income for 2021-2022	4,500.00

LESS: Grants paid out

Aug-21 Rosa Hassall	Outward Bound course (if not funded by Mayors' Taskforce for Jobs)	500.00	500.00
Total Grants paid out to 31 October 2021			500.00

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	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	-	500.00
28/04/2021	Christmas in the Park	2,000.00		2,000.00
04/08/2021	G Jones - Catalyst Shortfall for Flag Artwork	60.00		60.00
04/08/2021	Grand Illusions	400.00		400.00
Total Commitments				5,216.76

PLUS: Balance Carried forward from previous year

5,261.88

TOTAL GRANTS FUNDS AVAILABLE

4,045.12

Greytown Community Board

Beautification Fund for the Period Ended 31 October 2021

Income

Annual Plan 2021-2022 allocation	11,000.00
Transfer to General Grants	(4,000.00)
21/10/2020 Donation from community member for maintenance of barrels through to August 2021	2,500.00
Total Income 2021-2022	9,500.00

Beautification grants - operating

Oct-21 S Ford	Maintenance of Main St flower barrels	2,500.00
Total Beautification grants - operating to 31 October 2021		2,500.00

Beautification grants - capital

Total Beautification grants - capital to 31 October 2021

-

LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
02/05/2019	Barrel maintenance etc: \$700+486.08+2860+2000 = Total \$6046.08	7,946.08	7,946.08	-
13/05/2020	Barrel maintenance etc: additional \$1900 for Apr-Sept 2020. New total \$7,946.08			
21/10/2020	Ringfenced community donation for barrel maintenance: \$2500	2,500.00	30.94	2,469.06
05/06/2019	Trees in the cemetery (if watering issue resolved)	7,150.00		7,150.00
28/08/2019	Design, printing & installation signs at Papawai Marae and Papawai Cemetery	4,000.00	300.00	3,700.00
13/05/2020	Greytown Tree Advisory Group Greytown Rail Trail & O'Connor's Bush planting	816.82	815.82	1.00
24/06/2020	Purchase of FlagTrax system for Main Street	2,350.00	1,038.00	1,312.00
24/06/2020	Purchase of a further set of flags for Main Street	1,000.00	873.00	127.00
05/08/2020	Additional art & design work for second set of Main Street flags	400.00	225.00	175.00
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
28/10/2020	Pae tū Mōkai o Taurira Pre-purchase of native plants (subject to acceptance of this offer)	500.00		500.00
13/05/2020	Greytown Trails Trust Promotion & maintenance of the rail trail	1,000.00	620.17	379.83
17/02/2021	ANZAC Day Flags	2,000.00	964.70	1,035.30
17/02/2021	Gina Jones Artwork for 3rd set of Flags	1,920.00	1,980.00	(60.00)
17/02/2020	Greytown Menz Shed Donation for erecting and taking down flags	300.00		300.00
07/04/2021	Matariki Flags	1,300.00	855.50	444.50
Total Commitments				20,833.69

PLUS: Balance Carried forward from previous year

44,810.57

TOTAL BEAUTIFICATION FUNDS AVAILABLE

30,976.88

AGENDA ITEM 8.4

FINANCIAL ASSISTANCE REPORT

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 Greytown Swim Club for funding of \$765 to purchase Starter Equipment for the Community Pool*

1. Background

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget and the Board operates its grant fund in accordance with the Council's [Grants Policy](#).

The Board sets its frequency for considering grants. In 2021, the dates for considering grants are 7 April, 4 August and 24 November for 2021.

2. Applications for Financial Assistance

The applications received for consideration on 24 November are summarised in the below table.

Applicant	Amount Requested
Greytown Swim Club	\$765.00

3. Eligibility Criteria

Council adopted a new [Grants Policy](#) which sets out the eligibility criteria for applications. The policy takes effect from 1 July 2021.

The eligibility criteria for Community Board grants is as follows:

- Non-profit community organisations with a formed legal structure or a group of individuals who have come together for a common purpose but who do not have a legal structure may apply.
- The applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought but the applicant must be able to demonstrate that the activity benefits the ward where the funds are being sought.
- Applicants may not be in receipt of any other Council or Council-administered grant for the same activity in the same financial year.
- The Greytown Community Board has a maximum grant limit of \$1,000 unless special circumstances are considered to exist (GST will be added to grants approved for GST registered applicant).

The Grants Policy sets out further criteria.

3.1 Assessment against Eligibility Criteria

Council adopted a new [Grants Policy](#) which sets out the eligibility criteria for applications. The policy took effect from 1 July 2021.

3.1.1. Greytown Swim Club

The application from Greytown Swim Club has been assessed as meeting the criteria and will be provided to members in confidence. There are no outstanding accountability forms from this applicant.

Contact Officer: Kaitlyn Carmichael, Committee Advisor

Reviewed By: Harry Wilson, CEO

GREYTOWN COMMUNITY BOARD

24 NOVEMBER 2021

AGENDA ITEM 8.5

ADOPTION OF THE 2022 SCHEDULE OF ORDINARY MEETINGS

Purpose of Report

To adopt a schedule of ordinary Greytown Community Board meetings for 2022.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Adoption of the 2022 Schedule of Ordinary Meetings Report.*
2. *Adopt a 2022 schedule of ordinary meetings for Greytown Community Board up to the 8 October 2022.*
3. *Delegate to the Chief Executive the ability to alter the schedule of ordinary meetings in consultation with the Community Board Chair as required.*
4. *Agree that the 2022 Greytown Community Board meeting start time will be 6:00pm.*

1. Background

Each year Council and community boards must consider a proposed meeting schedule for its ordinary meetings for the following calendar year.

The Greytown Community Board are being asked to endorse the attached calendar which has been prepared using a six-week cycle. The proposed 2022 meeting calendar is presented in Appendix 1.

2. Discussion

2.1 Meeting Provisions

The Local Government Act 2002, schedule 7, cl 19, requires Council (and by legislative definition community boards) to hold meetings.

19 General provisions for meetings

(1) A local authority must hold the meetings that are necessary for the good government of its region or district.

The Local Government Official Information and Meetings Act 1987, Part 7 specifies the process for calling meetings of the Local Authority.

The Local Government Act 2002 requires community boards to hold meetings necessary for the good government of its 'region or district'. The meetings must be called and conducted in accordance with the requirements set out in the Local Government Act 2002, and the Local Government Official Information and Meetings Act 1987, as well as the Standing Orders of South Wairarapa District Council.

Community boards may adopt a schedule of meetings that cover any future period that it considers appropriate. This schedule may be amended at any time.

Additional ordinary, extraordinary, or emergency meetings may be scheduled from time to time in consultation with the Chair and Chief Executive.

2.2 Proposed Meeting Cycle

Officers are recommending that the Greytown Community Board adopt a schedule of ordinary meetings aligned on a six-week cycle for 2022 to align with the six-weekly meeting cycle adopted by Council.

The pre-election period will start on the 8 July 2022 and run through to the 8 October 2022. There is an expectation that the operation of local authorities continues during this period and that elected members continue to have the right to govern and make decisions. Officers have noted Local Government NZ's advice regarding Council decision making on new significant items in the pre-election period, but there is no requirement for territorial authorities to stop meeting.

The newly elected Council and community boards will consider the schedule of ordinary meetings for November and December 2022 as well as for 2023 following the election.

2.3 Scheduling Considerations

Where possible meetings have been scheduled outside of school holidays.

2.4 Community Boards Under Schedule 7 of the LGA

Schedule 7 of the Local Government Act applies to councils, local boards and community boards. Community boards, therefore, must hold meetings for the good of their respective communities and must adopt their own meeting schedule.

The proposed calendar has been designed around a six-weekly cycle for Community Boards, with variations due to long weekends and the pre-election period.

2.5 Meeting Times

The community boards are being asked to set a meeting time for 2022. The meeting time may be changed in the future with sufficient advance notice.

3. Options

On 17 November 21, Council adopted a six-weekly meeting cycle calendar. A proposed six-weekly schedule has been prepared and is attached in Appendix 1.

The Greytown Community Board can adopt the calendar as presented, make minor changes to the schedule and then adopt it, or if more substantial changes are required defer consideration of this report until the next meeting.

4. Financial Considerations

There are no financial implications associated with the decision.

5. Engagement and Communications

The Chief Executive and executive leadership team were consulted when developing the draft 2022 meeting schedule.

All options allow the Chief Executive to properly notify the public of the times and dates of meetings in accordance with Part 7 of the Local Government Official Information and Meetings Act 1987.

Once a 2022 schedule is adopted, it will be notified on Council's website.

6. Appendices

Appendix 1 – Draft 2022 Schedule of Ordinary Meetings

Contact Officer: Kaity Carmichael, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

Appendix 1 – Draft 2022 Schedule of Ordinary Meetings

2022	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	2022
MON								1			MON
TUE		1	1					2 MSC			TUE
WED		2 A&S/P&R	2			1 A&S/P&R		3 GCB/FAR			WED
THU		3	3			2		4 WCDP	1 CEO		THU
FRI		4	4	1		3	1	5	2		FRI
SAT	1 New Years Day	5	5	2		4	2	6	3	1	SAT
SUN	2	6	6	3	1	5	3	7	4	2	SUN
MON	3 Public Holiday	7 Waitangi Day	7	4	2	6 Queens Bday	4	8	5 Shared Services	3	MON
TUE	4	8	8	5 FCB	3		5	9 FCB	6	4	TUE
WED	5	9	9 A&S/P&R	6 Council	4	8 WLS (CDC)	6 WLS (SWDC)	10 Council	7 Grant SubCtte	5	WED
THU	6	10 WLS (SWDC)	10	7 MCB	5 WLS (CDC)	9	7	11 MCB	8 Grant SubCtte	6	THU
FRI	7	11	11	8	6	10	8	12	9	7	FRI
SAT	8	12	12	9	7	11	9	13	10	8 POLLING DAY	SAT
SUN	9	13	13	10	8	12	10	14	11	9	SUN
MON	10	14	14	11	9	13	11	15	12	10	MON
TUE	11	15 MSC	15	12	10 Combined Council (GWRC) /MSC	14	12	16	13 MSC	11	TUE
WED	12	16 GCB/FAR	16 Combined Council (MDC)	13	11 GCB/FAR		13 A&S/P&R	17 Combined Council (CDC)	14 GCB/FAR	12	WED
THU	13	17	17	14	12 WCDP	16	14	18	15 WCDP	13	THU
FRI	14	18	18	15 Easter Friday	13	17	15	19	16	14	FRI
SAT	15	19	19	16	14	18	16	20	17	15	SAT
SUN	16	20	20	17	15	19	17	21	18	16	SUN
MON	17	21	21	18 Easter Monday	16	20	18	22	19	17	MON
TUE	18	22 FCB	22	19	17 FCB	21 MSC	19	23	20 FCB	18	TUE
WED	19	23 Council	23	20 A&S/P&R	18 AP Reserve/ Council	22 GCB/FAR	20	24 A&S/P&R	21 Council	19	WED
THU	20	24 WCDP/MCB	24	21	19 AP Reserve /MCB	23 WCDP	21 LGNZ Conference	25	22 MCB	20	THU
FRI	21	25	25	22	20 AP Reserve	24 Matariki	22 LGNZ Conference	26	23	21	FRI
SAT	22	26	26	23	21	25	23 LGNZ Conference	27	24	22	SAT
SUN	23	27	27	24	22	26	24	28	25	23	SUN
MON	24 Wgtn Anniversary	28	28	25 ANZAC Day	23	27 Shared Services	25	29	26	24 Labour Day	MON
TUE	25		29 MSC	26	24	28 FCB	26	30	27	25	TUE
WED	26		30 CEO/GCB/FAR	27	25	29	27	31	28	26 Council First Mtg (pending)	WED
THU	27		31 WCDP	28	26	30 Council AP/MCB	28		29	27	THU
FRI	28			29	27		29		30	28	FRI
SAT	29			30	28		30			29	SAT
SUN	30				29		31			30	SUN
MON	31 Shared Servcies				30					31	MON
TUE					31						TUE

COUNCIL	District Council meeting	A&S	Assets and Services Committee
MCB	Martinborough Community Board	P&R	Planning and Regulatory Committee
FCB	Featherston Community Board	FAR	Finance Audit and Risk Committee
GCB	Greytown Community Board		School holidays
MSC	Māori Standing Committee	WLS	Wairarapa Library Service Joint Committee
CEO	CEO Review Committee	WCDP	Wairarapa District Plan Joint Committee
WRC	Water Race Subcommittee (TBC)		
Grant SubCtte	Grants Subcommittee		

CHAIRPERSON REPORT

Recommendations

The Chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Remove the three flower barrels on Main Street not linked with Greytown businesses (located near the Council building, St. Johns Hall and Stella Bull Park).*
3. *Considers whether to retain \$1000.00 in the beautification budget for maintenance/replacement of flower barrels on Main Street.*
4. *Approves up to \$2500.00 to provide murals for Greytown Swimming pool, to be funded from the beautification budget.*
5. *Request a report back from Council officers on the process undertaken prior to the old Elm trees being removed from West Street.*
6. *Approves \$3000.00 from the beautification budget to install two new dog poo bins in Greytown.*

1. Flower Barrels

Greytown shop-workers have agreed to water the flower barrels on Main Street outside their premises, but there are three barrels not linked with shops in Greytown.

These three barrels are outside the council buildings at the end of Main Street, outside St John's Hall, and outside Stella Bull Park. The plants in these barrels will die, as we have agreed not to pay for watering the barrels Does the GCB agree to have these three barrels removed?

We have over \$1000 remaining in the beautification budget for plant maintenance. Does the GCB agree to keep \$1000 in the beautification budget for plant replacements, as required.

2. Shrubs outside the Greytown Town Centre

The Amenities and Waste Manager has managed the removal of the old greenery outside the Greytown Town Centre and we now have white carpet roses planted around the trees which look great.

3. The project plan for 85-87 West Street

The Chair and Deputy Chair met with Officers to be informed on progress on the Central Greytown Property: Project Plan which will be presented to council on 17 November 2021. Community Board to discuss movements forward, following the presentation of the project plan and make recommendations.

4. Entry signs in Greytown

GCB have had the design agreed, and the money available for new Greytown entry signs for over 18 months. Can we please have a ruling from the Mayor to decide whether or not the GCB to proceed with these signs.

5. Presentation by local artist Rosa Doyal

We asked Greytown schools to help us in painting two murals for our swimming pool in 2020. Unfortunately they have been unable to do so. Rosa, a local artist was requested to present to the last GCB meeting, but was unable to attend. She has now presented her concept designs for three murals to be placed inside Greytown swimming pool. The costs for 3 murals will be between \$2000 - \$2500 (depending on size). I have received an estimate based on a 1x2 metre panel which would be \$560 per panel. The cost of wood provided by the council would be extra. Does the GCB agree to fund these murals?

6. Removal of Elm Trees on Wood Street

Even though there was public concern, 6 beautiful old trees have been removed from Wood Street. As these trees were on the notable tree register, there is concern that an assessment on each tree was not conducted, and that risk mitigation options were not made. Applications or proposals to remove notable trees are normally peer reviewed by Councils Consultant Arborist to ensure that a tree review has been undertaken to a high standard, but I do not know whether this process was followed. There could also be issues regarding resource consent for the trees removal and whether RMA emergency provisions were granted. As there is significant concern can we please have a report back to GCB on the process undertaken before the trees were removed.

7. Additional dog poo bins in Greytown

We have received a report that there are an inadequate number of dog poo bins in Greytown and we have been asked to increase this number. There are special dog poo bins available at a cost of \$1500 per bin. Do we agree to provide two bins out of the beautification budget, to be located in the Greytown urban area.

8. Money in the Beautification budget

Presently we still have some \$19,000 unspent in the Beautification budget. Please will members of the Board consider projects that we could undertake to benefit the town and report back to our next GCB meeting in February 2022.