



GREYTOWN COMMUNITY BOARD

Agenda

NOTICE OF MEETING

An ordinary meeting will be held in the WBS Room, Greytown Town Centre, 89 Main Street, Greytown on Wednesday, 9 June 2021 at 6:00pm.

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 None advised

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 7 April 2021 and 28 April 2021.

Proposed Resolution: *That the minutes of the Greytown Community Board meetings held on 7 April 2021 and 28 April 2021 be confirmed as a true and correct record.*

8. REPORT FROM COMMITTEES:

8.1 Tree Advisory Group – verbal update

9. CHIEF EXECUTIVE AND STAFF REPORTS:

9.1 Naming of a New Private Road at Wood Street Report **Pages 10-15**

9.2 Officers' Report **Pages 16-53**

9.3 Action Items Report **Pages 54-58**

9.4 Income and Expenditure Report **Pages 59-65**

10. CHAIRPERSON'S REPORT:

10.1 Chairperson Report **Pages 66-86**

11. NOTICES OF MOTION:

11.1 None advised

12. MEMBER REPORTS (INFORMATION):

12.1 None advised

13. CORRESPONDENCE:

Proposed Resolution: *That the outwards correspondence be noted and the inwards correspondence be received.*

13.1 Outwards

To Esther Bunning from Greytown Community Board dated 14 April 2021 **Page 87**

To Gillies Baker from Greytown Community Board dated 15 April 2021 **Page 88**

13.2 Inwards

To Bryce Neems, Amenities Manager, copied to Greytown Community Board from Frank Minehan, Greytown Heritage Trust, received 21 May 2021 **Page 89**



Minutes – 7 April 2021

- Present:** Ann Rainford (Chair), Shelley Symes, Simone Baker, Graeme Gray, Councillor Alistair Plimmer, Councillor Rebecca Fox, and Aimee Clouston (youth representative).
- In Attendance:** Mayor Alex Beijen, Euan Stitt (Group Manager Partnerships and Operations), Siv Fjaerestad (Community Development Coordinator) and Steph Frischknecht (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 7 April 2021 between 6:00pm and 8.20pm.
- Public Participants:** Lizzie Catherall, Millie Blackwell (The Village Bookshop), Craig Thorburn (Greytown Heritage Trust) and Dinah Edridge.

1. EXTRAORDINARY BUSINESS

There was no extraordinary business.

2. APOLOGIES

There were no apologies.

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

There were no acknowledgments or tributes.

5. PUBLIC PARTICIPATION

GCB RESOLVED (GCB 2021/14) to temporarily suspend standing order 14.14 to allow the public forum time limit to extend beyond a period of 30 minutes and for each speaker to be able to speak for longer than 5 minutes due to high public interest in Topic 7 of the Chairperson Report.

(Moved Cr Plimmer/Seconded Symes)

Carried

5.1 Lizzie Catherall – Health and Safety of Main Street

Mrs Catherall spoke of near misses and high speed witnessed at pedestrian crossings and the camber of the road which she believed put pedestrians at risk in the section of Main Street between the intersections of Kuratawhiti/Jellicoe and Hastwell Streets. Mrs Catherall proposed these matters be addressed through the creation of a pedestrian precinct, supported through the closure of the top section of McMaster Street.

5.2 Millie Blackwell – Closure of the top of McMaster Street and safety

Mrs Blackwell expressed concerns with drivers parking on the dotted yellow line area on the south side of the McMaster street pedestrian crossing which she believed put pedestrians at risk due to visibility issues. Mrs Blackwell requested that extending the concrete barrier to restrict parking in this area and creating new parking spaces be considered as part of any proposal to close the top of McMaster Street.

5.3 Craig Thorburn – Closure of the top of McMaster Street and the landscaping

Mr Thorburn spoke in support of closing off the top section of McMaster Street and closing off parking. Mr Thorburn spoke of the benefits he believed it would bring in creating a town centre, provided examples of other town centres, and outlined potential uses of a pedestrian precinct.

5.4 Dinah Edridge - Closure of the top of McMaster Street

Mrs Edridge spoke of the historical vision architect Max Edridge had for a precinct which involved the closure of McMaster Street and believed this was the reason for tree planting across the area. Mrs Edridge spoke of the success of the current courtyard and supported extending this through the closure of the top of McMaster Street.

Members discussed and asked questions relating to the ownership status of the current courtyard, potential design features of a pedestrian precinct, removal of carparks, introduction of speed bumps, and raising awareness of available public carpark spaces and road rules at pedestrian crossings.

6. **ACTIONS FROM PUBLIC PARTICIPATION**

Mr Stitt updated members of upcoming NZTA consultation on safety of State Highway 2 and the ongoing speed review. Mayor Beijen undertook to ask NZTA whether there is appetite for an Innovating Streets programme in Greytown.

Mrs Rainford explained that as the matters raised related to Topic 7 of the Chairperson Report that this section of the report and the accompanying recommendation would be brought forward for consideration.

10.1 **Chairperson Report - Topic 7 (item moved)**

Mrs Rainford proposed a new way forward based on advice received from officers for the Board to make recommendations to the Assets and Services Committee.

GCB RESOLVED (GCB 2021/15) that the Chairperson would prepare a report to the next Greytown Community Board meeting detailing concerns and proposed actions that can be taken to improve safety of residents on the Greytown Main Street and through this report make recommendations to the Assets and Services Committee.

(Moved Symes/Seconded Baker)

Carried

7. COMMUNITY BOARD MINUTES

7.1 **Greytown Community Board Minutes – 17 February 2021**

GCB RESOLVED (GCB 2021/16) that the minutes of the Greytown Community Board meeting held on 17 February 2021 be confirmed as a true and correct record.

(Moved Cr Plimmer/Seconded Symes)

Carried

8. REPORT FROM COMMITTEES

8.1 **Greytown Tree Advisory Group**

There was no report from the Greytown Tree Advisory Group (GTAG). Members discussed the Memorandum of Understanding with GTAG and reporting accountabilities.

9. CHIEF EXECUTIVE AND STAFF REPORTS

9.1 **Officers' Report**

Ms Fjaerestad presented on community development in South Wairarapa. Ms Fjaerestad requested help with community connections and information reach to the community, as well as the Board's participation in Community Led Development and goal setting sessions.

Members discussed collaboration with Department of Internal Affairs, lack of social services to support elderly, and connecting with South Wairarapa community networks.

Members discussed raising awareness of Automated External Defibrillators (AEDs). Members requested a link to the AED Locations phone app be added to the SWDC website and Mrs Rainford undertook to raise it in the Grapevine.

Members discussed raising awareness of road rules at pedestrian crossing among youth through RYDA and Kuranui College.

GCB RESOLVED (GCB 2021/17) to receive the Officers' Report.

(Moved Symes/Seconded Baker)

Carried

9.2 **Public Input into Local Government Decision Making Report**

Mr Stitt outlined the importance of maintaining control and order at meetings, the need to operate fairly and with transparency, and the advantages of utilising alternative mechanisms for engaging with the public.

Members discussed options for increasing public input at meetings; the Chairperson using their discretion with regards to time limits was preferred as it allowed flexibility when there was a genuine need for a time extension.

Members discussed equity considerations and wanted structured public engagement so did not want to operate a regular informal public meeting.

GCB RESOLVED (GCB 2021/18):

1. To receive the Public Input into Local Government Decision Making Report.
2. To agree that the Chairperson may use their discretion with regards to time extensions.

(Moved Symes/Seconded Gray)

Carried

9.3 **Action Items Report**

Mr Stitt updated members that increased funding was being sought to be able proceed with work such as painting a centre line down West Street and a consultant was being approached to work on the renaming of Underhill Road.

Mr Gray updated members of a meeting with City Care to discuss Greytown park maintenance and members requested a report on the comparative maintenance of parks within the three towns.

GCB RESOLVED (GCB 2021/19) to receive the Action Items Report.

(Moved Cr Fox/Seconded Cr Plimmer)

Carried

9.4 **Income and Expenditure Report**

GCB RESOLVED (GCB 2021/20) to receive the Income and Expenditure Statement for the period 1 July 2020 – 28 February 2021.

(Moved Cr Plimmer/Seconded Cr Fox)

Carried

10. **CHAIRPERSON REPORT**

10.1 **Chairperson Report**

Members discuss a recent meeting held at Papawai Marae and the request to obtain a Māori Battalion flag. It was agreed this should be arranged between Papawai Marae and the RSA but the Community Board could provide support through grant funding.

Members discussed feedback from a recent wheels park meeting, limited attendance at the Quiet Living of Lost Things Performance, and an update from

a recent Stella Bull Park User Group meeting. Members requested the correspondence from Ruth Evans regarding a swing in the park be parked until such time as a proposal is received.

Members discussed water supply requirements for the planting of trees at the cemetery and noted the Community Board would be progressing this with the SWDC Amenities Manager.

GCB RESOLVED (GCB 2021/21):

1. To receive the Chairperson Report.
(Moved Baker/ Seconded Cr Fox) Carried
2. To decline funding Māori Battalion flags for Anzac day and write to Papawai Marae to clarify that if they want a Māori Battalion flag it needs to be agreed between RSA and Papawai Marae and if they need funding support they can apply to the Greytown Community Board.
(Moved Symes/ Seconded Cr Fox) Carried
3. To agree to join with other Community Boards to have a set of flags to commemorate Matariki at a cost of \$1,300 to be funded from the beautification fund.
(Moved Cr Fox/Seconded Baker) Carried
4. To agree to move forward with the planting of trees in the Greytown cemetery, to be funded from the funds already committed in our beautification fund.
(Moved Rainford/Seconded Cr Fox) Carried
5. To establish a working party for the 2021 Christmas function in Memorial Park and appoint Graeme Gray as the Greytown Community Board representative
(Moved Symes/Seconded Cr Fox) Carried
6. Action 100: Write a letter of thanks to Esther Bunning for her work in designing the flags for Anzac Day; A Rainford.

Secretary note: Recommendation 5 of the Chairperson Report was submitted in error; the Greytown Community Board Annual Budget Projections were not presented for approval at this meeting.

11. NOTICES OF MOTION

There were no notices of motion.

12. MEMBER REPORTS (INFORMATION)

GCB RESOLVED (GCB 2021/22) to receive the members report.

(Moved Cr Fox/Seconded Baker)

Carried

13. CORRESPONDENCE

GCB RESOLVED (GCB 2021/23) to note the outwards correspondence and received the inwards correspondence.

(Moved Symes/Seconded Baker)

Carried

The meeting closed at 8:20pm.

Confirmed as a true and correct record

.....Chairperson

.....Date



- Present:** Ann Rainford (Chair), Shelley Symes, Simone Baker, Graeme Gray, Councillor Alistair Plimmer, Councillor Rebecca Fox and Aimee Clouston (youth representative).
- In Attendance:** Mayor Alex Beijen, Euan Stitt (Group Manager Partnerships and Operations) and Steph Frischknecht (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 28 April 2021 between 6:30pm and 7.29pm.

1. EXTRAORDINARY BUSINESS

Mrs Rainford explained that Arbor Day celebrations and a potential meeting with the Greytown Tree Advisory Group would be discussed as minor matters under item 8.1, the Chairperson Report.

2. APOLOGIES

There were no apologies.

3. CONFLICTS OF INTEREST

Councillors Plimmer and Fox declared a conflict of interest with the Greytown Community Board Long Term Plan and Spatial Plan submissions presented in item 8.1, the Chairperson Report.

4. ACKNOWLEDGMENTS AND TRIBUTES

Mrs Rainford acknowledged the passing of Steve Davis. Mr Davis was a well-known community member who had served as a SWDC Councillor and Greytown Community Board Chair and was a former principal of Pirinoa School.

5. PUBLIC PARTICIPATION

There was no public participation.

6. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation.

7. CHIEF EXECUTIVE AND STAFF REPORTS

7.1 **Naming of a New Private Road at Wood Street Report**

Members discussed guidance on meeting the significance criteria and sought further information on the significance of the proposed name for Greytown and on what sets the Whiteman family apart from other families.

GCB RESOLVED (GCB 2021/14):

1. To receive the Proposed Naming of a New Private Road, at 71 Wood Street, in Greytown Report.
(Moved Cr Fox/ Seconded Symes)
2. To decline the three proposed name options of “Whiteman Way,” “Whiteman Grove” and “Whiteman Lane” for the proposed private road at 71 Wood Street Greytown on the basis of the provided information not meeting criteria 4.3.3. of the Naming of Public Roads, Private Roads and Rights-of-Way Policy that the name should have significant local content or meaning.
3. Request a subsequent application includes three different name options and that further information on the local significance of the name “Whiteman” be included in the application should this again be put forth as one of the three name options.

(Moved Rainford/ Seconded Symes)

Carried

Carried

8. CHAIRPERSON REPORT

8.1 **Chairperson Report**

Members discussed the report on safety matters from Mrs Rainford, including considerations of a traffic volume assessment and trial period.

Members discussed seating plaques, considered that alternative seat locations outside the Greytown Heritage Trust’s proposal should not be precluded, and queried how the proposed locations were selected. Any new seat locations would need to be reviewed by the SWDC Roading Manager.

Members discussed the proposed 2021 Christmas in the Park event and agreed to set aside funds to contribute to the event.

Members discussed ideas put forth by Greytown Tree Advisory Group (GTAG) for Arbor Day celebrations and supported them in principle. Mrs Rainford and Ms Symes undertook to meet with GTAG to discuss further and address other matters GTAG had raised.

Mr Gray and Councillor Fox undertook to agree on a type of tree to be planted at the cemetery outside of the meeting so that planting could proceed in Autumn.

GCB RESOLVED (GCB 2021/15):

1. To receive the Chairperson Report.
2. To approve the Greytown Community Board submissions to the 2021/31 SWDC Long Term Plan and Spatial Plan subject to amending the concluding text of the Spatial Plan submission so that the text is not in bold.

(Moved Rainford/ Seconded Gray)

Carried

Councillors Plimmer and Fox abstained

GCB RESOLVED (GCB 2021/16):

1. To agree to forward the Chairs Report on Safety Issues on Main Street and Vehicle Closure to part of McMaster Street to the Assets and Services Committee for consideration.
2. To recommend the Assets and Services Committee:
 - a) Considers the closure of the top part of McMaster Street from north of the Library carpark and the rear entrance to Pinocchio restaurant for a trial period.
 - b) Requests NZTA consults in Greytown concerning raised pedestrian crossings and the removal of some car parks on Main Street to enhance visibility and safety.
 - c) Undertakes a review of car and pedestrian management in Greytown.
 - d) Requests NZTA is approached regarding their appetite for an Innovating Streets Programme in Greytown.

(Moved Symes/Seconded Baker)

Carried

GCB RESOLVED (GCB 2021/17) to request further clarification on how the locations of sites for seats put forward by Greytown Heritage Trust had been selected and provide reassurance that the community had been consulted on the proposal.

(Moved Cr Plimmer/ Seconded Symes)

Carried

GCB RESOLVED (GCB 2021/18) to approve \$2,000 towards Christmas in the Park 2021.

(Moved Cr Plimmer/ Seconded Baker)

Carried

The meeting closed at 7.29pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

GREYTOWN COMMUNITY BOARD

9 JUNE 2021

AGENDA ITEM 9.1

PROPOSED NAMING OF A NEW PRIVATE ROAD, AT 71 WOOD STREET, IN GREYTOWN

Purpose of Report

To seek the Greytown Community Board's consideration and approval of the name "Woodlands Way" for a proposed private road/right of way to access a 13 lot subdivision by *Waingawa Property Holdings Limited*.

Recommendations

Officers recommend that the Greytown Community Board:

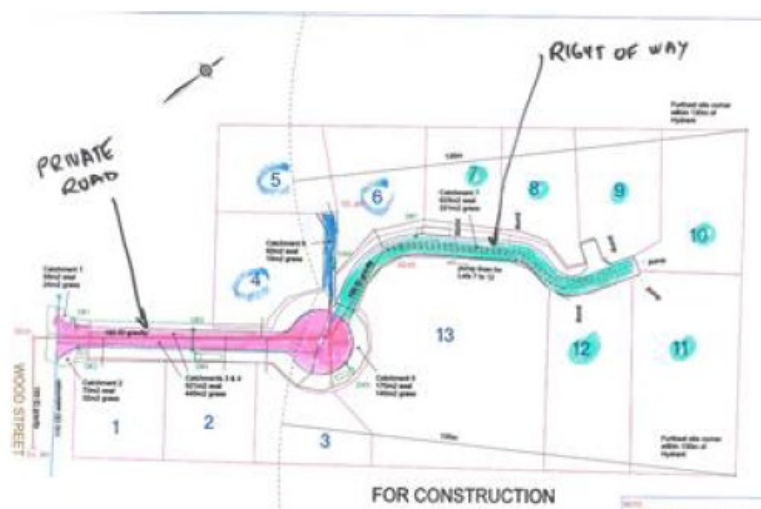
1. *Receive the Proposed Naming of a New Private Road, at 71 Wood Street, in Greytown Report.*
2. *Consider and approve one of the three proposed names of "Woodlands Way," "Wildwoods Way" and "Greenwoods Way" for the proposed private road at 71 Wood Street Greytown, with "Woodlands Way" being the preferred option.*

1. Background

Waingawa Property Holdings Limited seeks to name a new Private Road which is part of a 13 lot residential subdivision (RC 190150) at *71 Wood Street, in Greytown* (see appended plan in Appendix 1).

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

There is a pre-approved list of road names for Greytown however the applicant has chosen not to select from this list. The proposed name is "Woodlands Way" which is the applicants preferred option for this new private road. The applicant previously requested the Greytown Community Board to consider Whitemans Way however based on insufficient local significance, the name was rejected requesting further information and/or other road name options. The applicant has now put forward 3 different names for approval which all relate to the natural environment surrounding the subdivision. The applicant has contacted Land Information NZ (LINZ) who have confirmed the road name can be used for the private road and extend to the Right of Way which services 6 of the lots. Council has delegated to community boards the authority to approve road names. This report is required to give the Greytown Community Board and opportunity to review and approve the proposed road name.



2.1 Legal situation

The names are to be listed in order of preference with a brief statement of their significance.

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1. Woodlands Way
2. Wildwoods Way
3. Greenwoods Way

2.2 Assessment of Councils Policy

Council's criteria for Naming of Public Roads, Private Roads and Rights-of-Way (the Policy), includes the following;

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

There are no existing roads or right of ways which include "Woodlands Way", or "Wildwoods Way" or "Greenwoods Way", within the Wairarapa.

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

No issue identified.

4.3.3 The name should have significant local content or meaning.

The application has set out why the preferred names have been selected. The following information has been copied directly from the road name application completed by the applicant.

The site was a woodland and the developer was careful to retain as many trees as possible. The name is site specific rather than Greytown specific. From the photo attached, the first impression when entering the site is a green haven. Contributing to climate moderate. The three proposed names are a variation on wood/woodland.



From the updated aerial maps within the Council GIS system, it is clear that the current environment of the area is abundant in mature trees, however it is noted that there are no notable listed trees within this site and therefore there is less control of the retention of these trees within the new lot boundaries. It is also noted that the proposed names are generic terms and do not necessarily direct relate to local significance in the name itself. It is however noted that this subdivision is accessed from Wood Street and could be correlated to the significance of this existing road name.



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

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

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

The suffix Way is consistent with the policy for private roads.

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

All requested options for consideration are consistent with the policy.

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

Not applicable.

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

Section 4.2 will be reviewed and aligned with the community board delegation to name roads when it is next reviewed.

3. Conclusion

The proposed name is consistent with the guideline criteria in the road naming policy. After the applicants initial proposed name of Whitemans Way was rejected by the Greytown Community Board pending further significance and more options, the applicant has selected three new names which relate to the environment surrounding the subdivision. It is noted the applicant has only supplied a brief description of the significance in conjunction with a photo of the entrance to this site. It is recognised that the mature trees on the site have not been

listed as notable trees, and the detail of the significance of these proposed names is lacking in the application however the name is deemed appropriate for the site and therefore has been put forward to the Community Board for consideration. The Greytown Community Board has delegation to approve this road name.

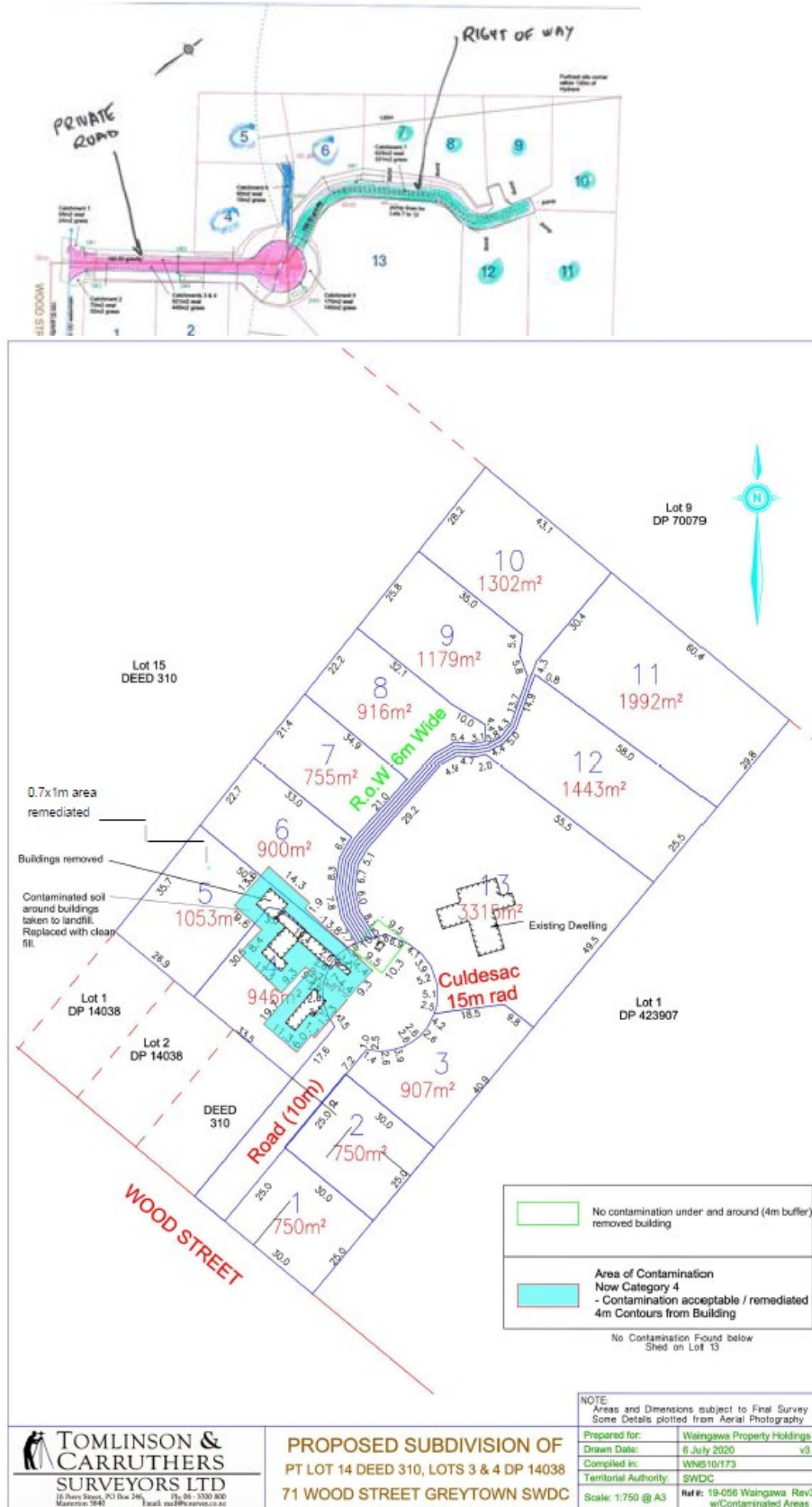
4. Appendices

Appendix 1 - Subdivision Scheme Plan

Prepared by/Contact Officer: Harriet Barber, Planner

Reviewed by: Russell O'Leary, Group Manager Planning and Environment

Appendix 1 - Scheme Plan



GREYTOWN COMMUNITY BOARD

9 JUNE 2021

AGENDA ITEM 9.2

OFFICERS' REPORT

Purpose of Report

To report to the committee on general activities.

Recommendations

Officers recommend that the committee:

1. *Receive the Officers' Report.*

PLANNING AND ENVIRONMENT GROUP REPORT

This report was presented to the Planning and Regulatory Committee on 12 May 2021.

1.1 Planning Services

For land uses and subdivisions robust and timely decision making has continued. We are still currently advertising and seeking to fill the vacant planning manager position. The team continues to be busy, including many queries regarding subdivisions, new dwellings, tiny homes. Staff have been giving helpful advice with some appreciative feedback provided. A few big projects have come to a close e.g. Plan Change 10 Notable Tree Register and some larger subdivisions are nearly finished, eg Pinot Grove. The community were excited and quite involved in the Spatial Plan topic. We had good Spatial Plan engagement meetings in each of the towns with positive feedback comments about a good transparent process, and the explanative information given.

1.2 Building Services

The level of building consent applications has continued to remain quite high. Timely processing has continued together with ongoing site inspections services. The team is experiencing an increase in consent applications (currently 66 more than the first 4 months last year) and requests for inspections. Currently there is around a one week wait for inspections. The contractors we use for processing consents are also experiencing high demand from the Councils they serve. This means we need to pick up more in-house, some processing times may be impacted. A staff member will be returning part time from maternity leave, which will help for our busy work volumes.

2. Environmental Services

Decisions and helpful advice in the areas of food safety, alcohol, bylaws work, and dog control has continued. From continued inspections work and we are ahead of premise's verifications benchmark. District dog registrations are at 98%. Environmental Health Officers chaired the Wellington EHO regional cluster group in late April, which was a big success. Our alcohol inspector has been doing compliance checks with various operators, to ensure good practice continues. Bylaws/Animal Control have been busy in the proactive education realm, including attending at the Dogs N Togs event in March. The team appreciated the previous praise conveyed by elected members.

3. Proposed Legislative Change to the RMA

The Government is delivering on its promise to reform the Resource Management system based on the comprehensive review led by former Appeal Court Judge Tony Randerson, published July 2020. The Resource Management Act 1991 (RMA) will be repealed and replaced with three new Acts:

- Natural and Built Environments Act (NBA) - to provide for land use and environmental regulation (this would be the primary replacement for the RMA)
- 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 complex issues associated with managed retreat and funding and financing adaptation.

The Minister for the Environment David Parker has summed up the changes by stating as follows. "The new laws will improve the natural environment, enable more development within environmental limits, provide an effective role for Māori, improve housing supply and affordability.

Other key changes include stronger national direction and one single combined plan per region. There will be more focus on natural environmental outcomes and pursuit of better urban design.

Under the NBA there will be a mandatory set of national policies, standards to support the natural environmental limits, outcomes and targets specified in the new law. These will be incorporated into combined regional plans prepared by local and central government and mana whenua.

The Strategic Planning Act will integrate functions under the RMA, Local Government Act 2002, Land Transport Management Act 2003 and the Climate Change Response Act 2002 to enable clearer and more efficient decision-making and investment. The purpose is for new spatial strategies to enable regions to plan for the wellbeing of future generations, to ensure development and infrastructure occurs in the right places at the right times.

4. South Wairarapa Spatial Plan

In April the South Wairarapa Spatial Plan Consultation Document was out for feedback. In terms of submissions, at the timing of writing, the Spatial Plan had received a total of 180 submissions. Several submissions were sent in with detailed supporting text outlining various views.

5. District Plan Review

Boffa Miskell is supporting the review alongside officers and councillors of all three councils. District Plan Review Committee meetings and officer advisory group meetings continue to consider the extent of change needed for each chapter, and national planning standards. The DP review will be a mix of full review of key chapters, targeted review for some, and minor review. The review will be across 2021-2023 and any appeals sorted in 2024.

6. Dark Sky

For the draft Wairarapa International Dark Sky-Outdoor Artificial Lighting Plan Change, two submitters, Wairarapa Sports Artificial Surface Trust and Genesis Energy Ltd had wished to be heard. As a result of recent discussion meetings, matters have been resolved. There is no need for a hearing, and a commissioner will determine this Council initiated plan change.

7. Proposed Combined Council Dog Pound SWDC/CDC

A tender process was undertaken to provide requested costings information for a combined pound facility to serve both CDC and SWDC, for the site at Dalefield Rd, Carterton. This process ended on 7th April 2021. Unfortunately, no tenders were received from any firms for the proposed facility.

Accordingly, officers are researching land options within the SWDC region for a potential local solution. Also, part of this has involved thinking creatively, in terms of both design and construction, for a suitable animal shelter. A land option has been considered at 248 Lake Ferry Road, which is land currently used for the regions refuse site. There are 2 options for locations within this suggested site.

As to potential structure and design, the officers have made enquiries regarding the use of 20 foot and 40 foot shipping containers as the pound structure. SWDC officers have spoken to a very reputable supplier (Royal Wolf) who has a national presence and reputation. In addition, they have been at the forefront of design and construction of containers into structures to house people, civil defence offices, food outlets and dog shelter for the NZ Police. In talking to the supplier, they are comfortable with the design brief given to them. They were provided the requirements to meet disease management, climate control and security.

The company has provided an indicative list of requirements their container design can meet. They have indicated that the build time is 6 – 8 weeks dependent on current schedule.

This site has no amenities to connect to, therefore, there are unknown costs involving power, sewage & water connection, the land needs to be surveyed as the land is unknown under the surface. In addition, the land also has lease/rental questions.

Advantages

- SWDC will retain the pound in the region.
- The design is modular and therefore can move site, can be expanded.
- The cost fits with current numbers and budget currently set.
- innovative

Disadvantages

- untested design
- has not been fully costed of soils survey, resource consents with sceptic.

Once this latest option has been further explored, and associated matters investigated, we will provide a further update to the Committee.

8. Service Levels

8.1 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.

8.2 Resource Management Act Consents (Year to date 01/07/2020-31/03/2021)

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 152/152
		100%	74/74 Land Use applications were completed within statutory timeframes. NCS
		100%	63/63 Subdivision applications were completed within statutory timeframes. NCS
		100%	15/15 permitted boundary activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	55/55 s223 certificates were certified within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	45/45 s224 certificates were certified. NCS.

8.3 Local Government Act – LIM's

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%		G:\LIMs\LIMS PROCESSED 2020-2021
Standard LIMs are processed within 10 days	100%	92.57%	162/175 standard LIMs were completed G:\LIMs\LIMS PROCESSED 2020-2021

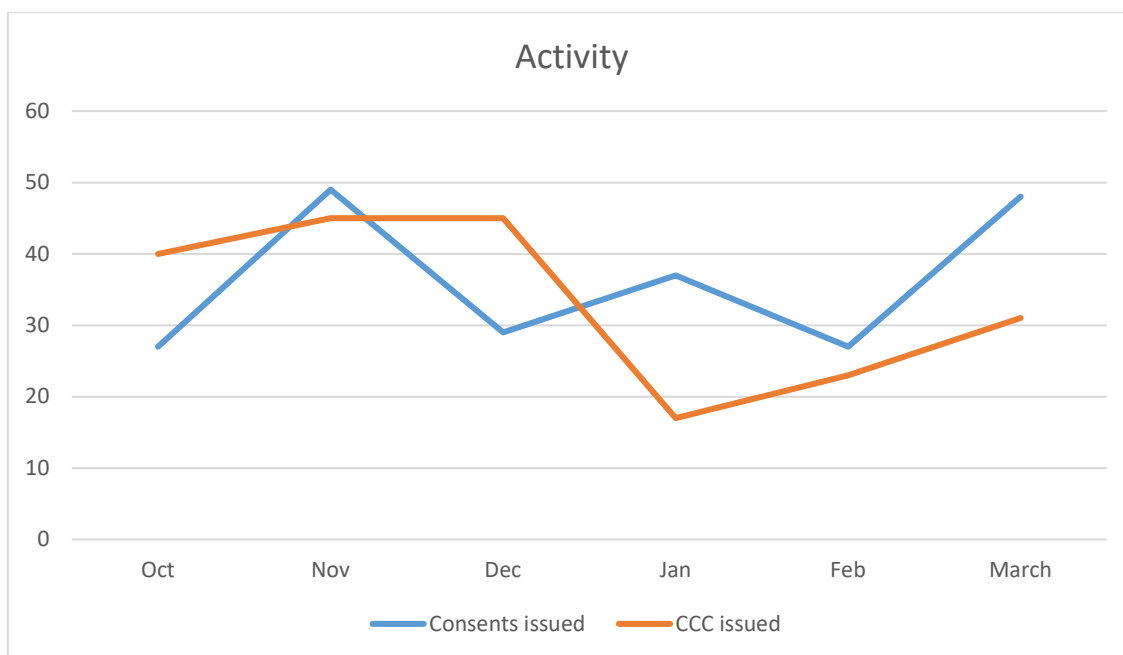
	YTD 1 ST JULY 2020 TO 31 ST MARCH 2021	PREVIOUS YTD 1 ST JULY 2019 TO 31 ST MARCH 2020	PERIOD 1 ST MARCH 2021 TO 31 ST MARCH 2021	PREVIOUS PERIOD 1 ST MARCH 2020 TO 31 ST MARCH 2020
Standard LIMs (Processed within 10 working days)	175	137	24	13
Urgent LIMs (Processed within 5 working)	77	71	9	13
Totals	252	208	33	26

8.4 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%	98.42%	NCS – 312 out of 321 CCC's were issued within 20WD YTD – Human/technical error, process put in place to prevent this from happening in the future.
Building consent applications are processed within 20 working days	100%	99.29%	NCS –421 consents were issued within 20WD YTD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2022. Council was re-accredited in January 2020
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWO's and Swimming Pools	Yes	Yes	Building Consents Council inspects all new work to ensure compliance 1 st March 2021 – 31 st March 2021 441 inspections BWO's – Total 189 – average of 3 audits per month required, 0 Audits carried out in March 2021 Swimming Pools – Total 303– average of 7 audits per month required.8 Audits carried out in March
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

	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21
Monthly Building Consents issued	27	49	29	37	28	48
Monthly CCC issued	40	45	45	17	23	31



8.5 Building Consents Processed

TYPE – 1 MARCH 2021 TO 31 MARCH 2021	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	1	\$3,000,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	0	\$0
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	71	\$13,330,503
Other (public facilities - schools, toilets, halls, swimming pools)	2	\$756,000
Totals	74	\$17,086,503

8.6 Environmental Health and Public Protection

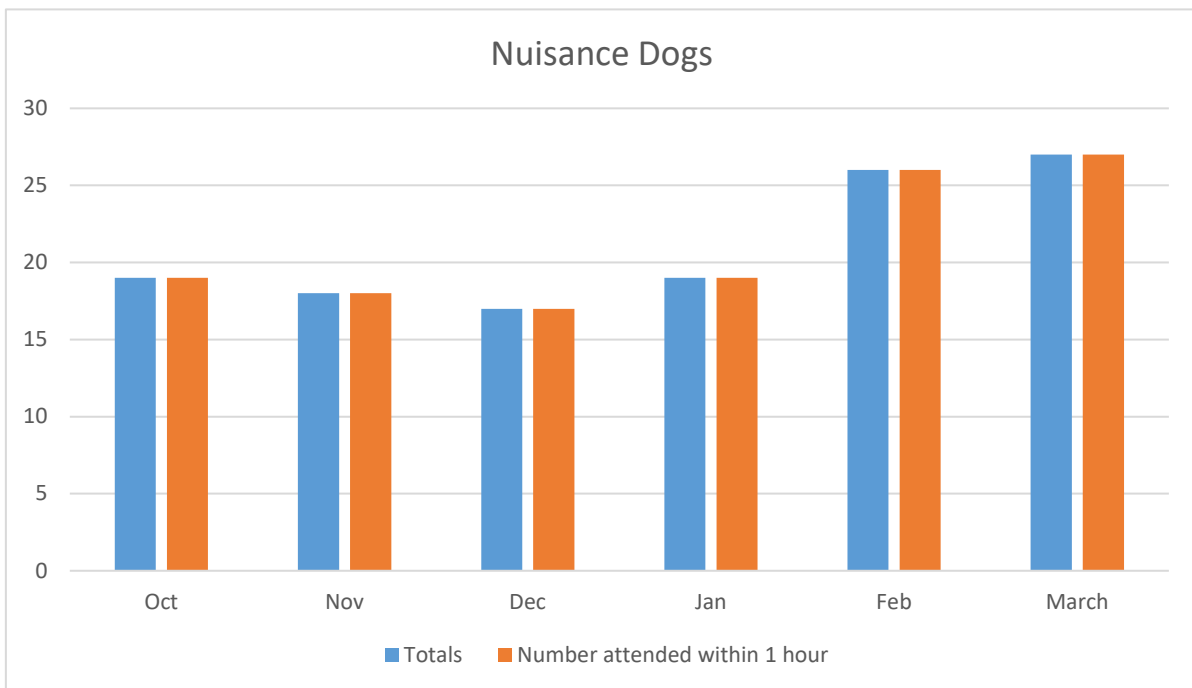
8.6.1 Dog Control Act – Registration and Enforcement

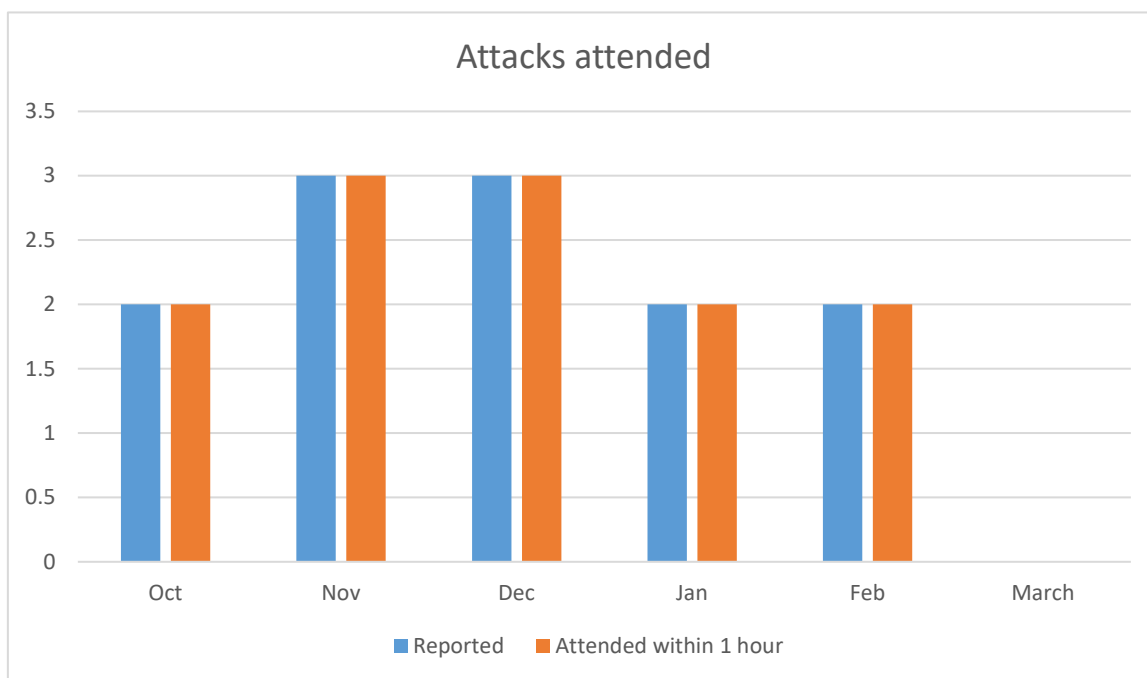
SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.

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	3	1 at dog event in Featherston (Dogs in togs), 1 national organisation (Red Cross) 1 internal (meter readers)
Complaints about roaming and nuisance dogs are responded to within 1 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 187/187
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	16/16

INCIDENTS REPORTED FOR PERIOD 1 ST MARCH 2021 – 31 ST MARCH 2021	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	-	-	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking and whining	2	1	3
Lost Dogs	1	-	-
Found Dogs	1	-	-
Rushing Aggressive	-	1	1
Wandering	3	8	6
Welfare	1	-	-
Fouling	-	-	-
Uncontrolled (off leash urban)	-	-	-

	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21
Nuisance dogs	19	18	17	19	26	27
Attended to within 1 hours	19	18	17	19	26	27
Attack totals	2	3	3	2	2	0
Attacks attended within 1 hours	2	3	3	2	2	0





8.6.2. 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 22/22
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 13/13

INCIDENTS REPORTED	TOTAL FOR YTD PERIOD 1 JULY 2020 TO 31 MARCH 21
Stock	29

8.6.3. Bylaws

Between 1 July 2020 and 31 March 2021 there were:

Trees & Hedges

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

Litter

- 20 litter incidents were recorded and from this, Council sent 8 notices to the identifiable people associated with these incidents, 2 resulted in an infringement.

Abandoned vehicles

- There were 25 total vehicle related calls in the SWDC area, of which 15 were abandoned vehicles, 9 of those were removed by their owners and the remaining 6 vehicles were removed by Councils' contractor or NZTA.

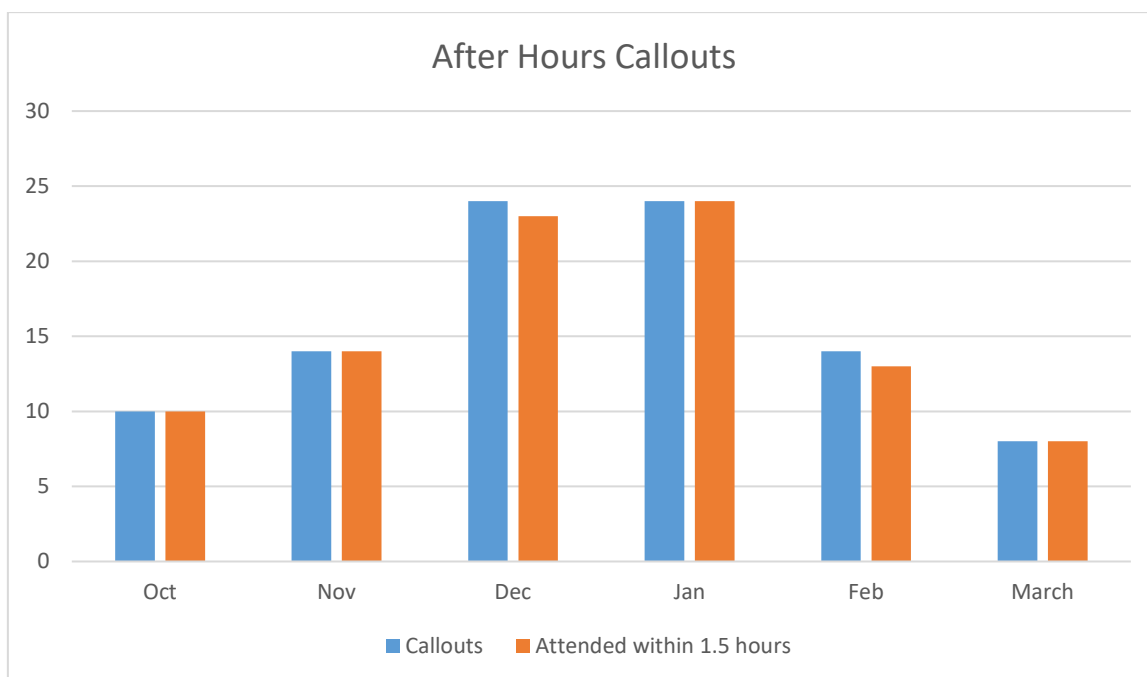
8.6.4. Resource Management Act – afterhours Noise Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	98.3%	K:\resource\Health\Resource Management\Noise Control Complaints 120/122 attended within timeframe YTD 8 callouts Mar 21 8/8 attended to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 20 TO 31 MARCH 21	PREVIOUS YTD 1 JULY 19 TO 31 ST MARCH 20	PERIOD 1 MARCH 2021 TO 31 ST MARCH 2021	PREVIOUS PERIOD 1 MARCH 2020 TO 31 ^{SR} MARCH 2020
Total	122	123	8	8

	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21
Calls	10	14	24	24	14	8
Attended to within 1.5 hours	100%	100%	99%	100%	99%	100%



8.7 Sale and Supply of Alcohol Act - Licensing

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

	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	87.7% YTD	MAGIQ data. All premises inspected at new or renewal application stage. Inspections are completed based around licence renewal date throughout the year 50/57 Number of inspections completed of new licences or licences coming up for renewal within the YTD period. 9 inspections Mar 21 Total number of licences is subject to change month by month as new businesses open and existing premises close.
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	74.4% YTD	MAGIQ data. There are no high risk premises in the district. Low and medium risk premises are inspected every 3 years as part of the renewal process. There are currently 43 low and medium licenses due for renewal or new inspections in this financial year which will be inspected once they have made their application. 5 for low and medium inspections March 21 Total number of licenses is subject to change month by month as new businesses open and existing premises close. Total number of inspections done year to date 32/43
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	1 Controlled purchase Operation has been undertaken this YTD in conjunction with other agencies. 6 Compliance visits undertaken March 2021. Usual practice is for the SWDC alcohol licensing inspector is to undertake identified compliance inspections at licensed premises. This is to

	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			encourage open communication with our licensees and provide support and education to help our licenced premises comply with their requirements under the Act.

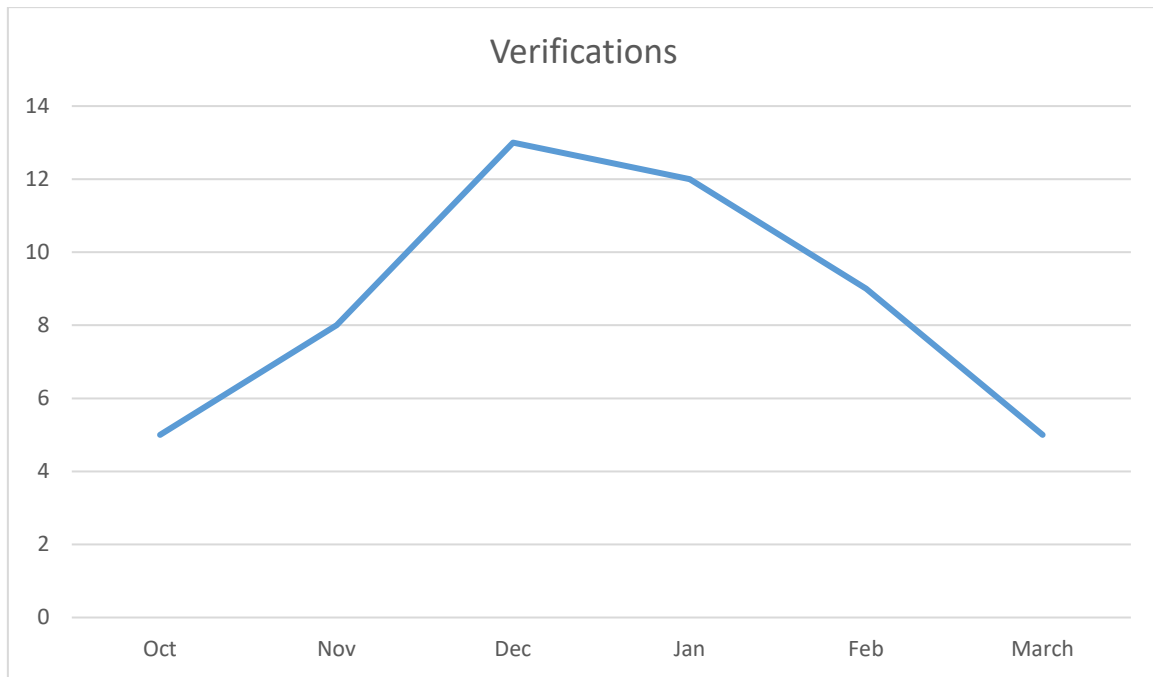
ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 20 TO 31 MARCH 21	PREVIOUS YTD 1 JULY 19 TO 31 MARCH 20	PERIOD 1 MARCH 21 TO 31 ST MARCH 21	PREVIOUS PERIOD 1 MARCH 2020 TP 31 MARCH 2020
On Licence	28	22	4	3
Off Licence	21	26	5	2
Club Licence	4	6	2	0
Manager's Certificate	105	122	14	18
Special Licence	26	43	4	3
Temporary Authority	3	1	0	0
Total	187	220	29	26

8.9 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) – 94 NP – 63 Total number of premises is subject to change month by month as new businesses open and existing premises close. 8 businesses have surrendered registration TYD 2 risk based measure changes
Premises are inspected in accord with regulatory requirements.	100%	85.1%	FCP verifications – 80/94 *Total number of premises is subject to change month by month as new businesses open and existing premises close. 5 verifications were undertaken in March 21 We were able to finalise (close out) 7 premises in March 2021

	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	March 21
Verifications	5	8	13	12	9	5



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

PARTNERSHIPS AND OPERATIONS REPORT

This report was presented to the Assets and Services Committee on 12 May 2021.

9. Group Manager Commentary

As we near the end of the FY, programmes are being completed and across the group there has been excellent progress made in parallel with the LTP development work and continued operational delivery. The project dashboard at Appendix 1 to this report outlines the key updates to each project.

10. Water

10.1 Wellington Water Q3 Performance

Wellington Water's operational performance for Q3 is provided at Appendix 2.

10.2 Reducing leakage across the South Wairarapa

Fixing leaks is a priority with a team has been set up at Wellington Water to work on this across the region, including South Wairarapa. The team meets weekly to monitor progress with leak surveys and repairs and identify any further work that may be required.

Ground surveys in Martinborough, Featherston and Greytown carried out in November and December identified 55 public leaks. Alongside leaks reported by members of the public, these were prioritised and repaired.

Continued monitoring of the night flows identified possibly leaks in the Featherston area and a further leak survey was carried out in March 2021. The public leaks identified in this survey have been repaired and where private leaks were identified, we have contacted the property owners and informed them of the responsibility to have the leaks repaired. Rechecks are being carried out on these private leaks, however, night flows in Featherston have now returned to normal levels.

WWL continue to monitor the night flows across the SWDC area and will undertake further leak surveys as required.

10.3 Water Capex programme delivery and issue resolution

Wellington Water have appointed a Programme Lead, Adam Mattsen, to focus on the effective delivery of the SWDC capital works programme. This is a multi-faceted and pivotal role that will provide a single point of contact into WWL for project delivery and the resolution of more technical issues faced by Council and ratepayers. This is seen as a key appointment to enable an improved interface between SWDC and WWL.

The cost of this role is already included within the Management Fee paid by Council.

11. Land Transport

11.1 Roading Maintenance - Ruamahanga Roads

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

- 274.2 km of roads were inspected and identified faults recorded in RAMM for future scheduling with 194.4 being sealed and 79.8 being unsealed.
- 10 bridges were inspected and found to be in an acceptable condition.
- 64 rural culverts were inspected, RAMM data updated including condition rating.
- 103.6 km of unsealed roads were graded.
- 124 signs were inspected, and condition and data updated.
- Reflective raised pavement markers have been installed along Bidwills Cutting Rd.
- 32.1 km of mechanical street sweeping was completed.
- Pre-seal repairs for the 2021-2022 sealing season have continued and draft programmed identified and will be confirmed as final as soon as budgets approved.
- Maintenance works continued on the footpaths within the three main towns.
- 54 metres of unsealed culverts were replaced.
- Works have commenced on Donalds Creek gravel extraction under the GWRC consent.
- 500 tonne of rock protection delivered to Cape Palliser Rd for coastal protection.
- Rock reclamation along Cape Palliser Road was completed by retrieving displaced rock from below the waterline and placing back in the revetements:



- Sealed pavement rehabilitation sites for 2021/2022 on Western Lake Road have identified allowing investigation and design to commence and estimates calculated.
- Noxious Plant control has taken place on various Roads.

11.2 Further activities of note

- Annual bridge inspection programme has commenced and to date no urgent faults have been identified. Types of inspection have been done as required by NZTA. This is a key programme of work and one that will continue into future years.
- Roading infrastructure input has been supplied to all subdivision resource consents.
- Rock protection has been delivered to Western Lake Road for the upstream protection of the Wairongamai Bridge, in a cost sharing project with GWRC.
- Heavy vehicle Over Weight Permits, Traffic management Plans and Corridor Access requests have been actioned and approved.
- Environmental Management Plan has been submitted to GWRC as per consent requirements. Iwi and Archaeologist engagement will occur prior to works starting on ECOREEF.

- WSP consultants have been engaged to provide concept plans for possible intersection improvements for Bidwills Cutting/ Moiki Road intersection and Bidwills Cutting Road Glenmorven Roads/Faibians Road intersections.
- Ongoing work with PowerCo and Mercury on the periodic outages of Greytown streetlights.

12. Amenities: Senior Housing

Recent activity includes:

- Two tenants have vacated their flats and moved into fulltime care. Both flats require refurbishment to bring up to standard before re letting.
- One unit in Cecily Martin complex has new toilet installed and raised as previous was too low for tenant and not functioning well.
- Pest Spraying to be carried out around all the flats at Cecily Martin after reports of white tail spiders seen.
- All flat inspections have been carried out. Some Tenants struggling with upkeep were given cleaning company business cards as an option.
- Age Concern Information Packages delivered to each Tenant which was mostly appreciated.

12.1 Pain Farm

Pain Farm Homestead and Cottage have had inspections carried out in January and February 2021, respectively. Both are being maintained and kept clean and tidy.

Outdoor maintenance takes place on a fortnightly basis by council contractor.

12.2 SWDC Playgrounds

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

- New fence and park bench has arrived but installed delayed due to school holidays in the Martinborough Playground.
- Featherston playground general refresh is completed with painting and new bark
- Still awaiting parts for replacement of netting for Greytown equipment, ordering replacement see-saw and spinning wheel due to age. Equipment ordered can take 3 months to arrive.

12.3 Parks and Reserves

Activity has been ongoing in maintaining our parks and reserves:

- SWDC completed Section 17a review for the efficient delivery of Parks and Reserves services. A summary of the review is provided at Appendix 3 of this report for information. Conclusion of the review is for an enhanced outsource arrangement, which will be procured in time for the current contract expiry in September.

- Tree management plan for all SWDC parks and reserves under way
- Recycling bins being installed in three towns, Martinborough below, Featherston next to public toilets and still working with GHT on site in Greytown
- Ohauira Reserve in Featherston had a large amount of Asbestos dumped down a bank which cost a considerable sum of money and time to remove.



12.4 Cemeteries:

Cemetery Activity and Burials have been busy.

Purchases of burial plots/niches 01/03/21 to 30/04/21

	Greytown	Featherston	Martinborough
Niche			1
In-ground ashes Beam			
Burial plot	5		2
Services area			
Total	5		3

Ashes interments/burials 01/03/2021 to 30/04/2021

	Greytown	Featherston	Martinborough
Burial	2		1
Ashes in-ground	1	1	
Ashes wall			
Services Area			
Disinterment			
Total	3	1	1

Two new concrete beams are to be installed in Martinborough Cemetery. This will open up new plots for purchasing and/or internments in Martinborough.

A member of the public rang to compliment us on the outstanding presentation of Greytown Cemetery. We are working toward all three cemeteries being maintained to this high standard. Development of the remaining land at Greytown cemetery is being planned with the GCB.

Anzac Day 2021



Anzac Day Commemorations went well in all towns – After Covid lockdown last year the feeling of togetherness this year was more intense.

12.5 Swimming Pools:

All Pool closed on 14th March 2021 for the winter season. Maintenance to be carried out between now and re-opening includes, retiling the outer areas of pools, repainting toddler's pools, replacing chairs in offices, repairs and general maintenance. All water filters to be replaced. Finding tradesman is difficult.

4.6 Other Projects:

- SWDC Building team successfully moved into 64 Main Street, Greytown
- SWDC has recently taken over Mr Bicknell's house in Papawai and we are currently cleaning up the grounds.

13. Innovating Streets

SWDC have been working with contractor Boffa Miskell analysing community feedback and working on the design for the 'Innovating Streets' installation. This design will be the first iteration of a process which aims to enliven and provide engaging community spaces. This temporary installation on the north-western side of the square will give a physical talking point and offer just one option for how the space could be used.

Moving forward with a temporary installation will allow us to engage the community in a more meaningful way by giving people the opportunity to imagine new ways of using the area, how people can utilise public spaces, invoke greater engagement and to collect informed feedback.

The installation will provide important passive safety measures and a traffic calming effect temporarily transforming the area into a destination zone rather than a car thoroughfare. As a result of this trial, SWDC hopes to make the area a more user friendly community space while slowing traffic and addressing safety concerns in an innovative way.

SWDC is working with Ventana Collective to engage local school children to submit road artwork ideas click [here](#) to view. The top three designs will then be chosen not only for their artistic merit, but their appropriateness for the space as per feedback received, as well as fit within the legal limitations for road art.

The three ideas will be circulated giving the community the opportunity to vote on the road artwork to be implemented – please note this will not be an exact replication, rather used as inspiration for the artist engaged. Again, the road art will be painted with temporary road paint, and not a permanent fixture.

The timeline for this project is as follows:

Background – The temporary design installation has been finalised after feedback from the public and is provided at Appendix 4. Speed data has been collected around the square and logistical organisation has started – such as organising builders, materials, and artists. There may be some roading work in Texas street, if the speed data show average speeds over 30 km per hour.

Early May – Local artist collective is organising local school children to submit artworks

Mid May – The community votes on the top design.

Early June – Installation & Artwork begins.

Mid June – Installation opening.

Saturday events continue in weeks following.

There will be official avenues for feedback throughout this process, stressing it is part of the consultation process on a temporary structure.

14. Waste Management

14.1 Glass Recycling

Action 89, transferred to the Assets and Services Committee from Council, requested officers relook at options for glass recycling, including within the regional waste and recycling management contract.

SWDC's rubbish and recycling contract is joint with Masterton and Carterton District Councils. To reduce risk for the three Wairarapa Councils the contract is based on a

fixed price, where the contractor bore the risk for any revenue variation from changes in the recycling market prices. Any substantive change to the contract, nature or volume of material available for the contractor to generate revenue from will therefore require significant contractual change, exposing Council to significant financial costs, and legal and reputational risk.

Masterton, in their LTP, has indicated that it will be looking to review these services as part of its Waste Management and Minimisation Plan (WMMP) review. This review will look at different options, including an alternative local process of glass, prior to the renewal of the waste contract in 3 years time. It will also enable the increased MfE funding, made available through the upcoming waste levy increases, to be incorporated into any identified options.

By working with the other councils in this way, at an agreed review point in the contract and accessing alternative funding sources, SWDC can explore the opportunity for local glass processing in a manner that substantially reduces the risks and costs to Council.

6.2 MRF Upgrade Recycling

One of the major projects Earthcare has been working on at the MRF is to assist in meeting the new requirements created by the China Sword Policy, Revised Basel Convention and NZ Government export requirements for plastic.

This investment of 2 million dollars is to improve the sorting capability to meet the new standards and has doubled the size of the plant.

We now have access to the most sophisticated MRF in New Zealand that matches best practice in Europe countries for sorting and classifying recycled kerbside material.

15. Appendices

Appendix 1 – SWDC Operations Project dashboard

Appendix 2 - Wellington Water Q3 performance report

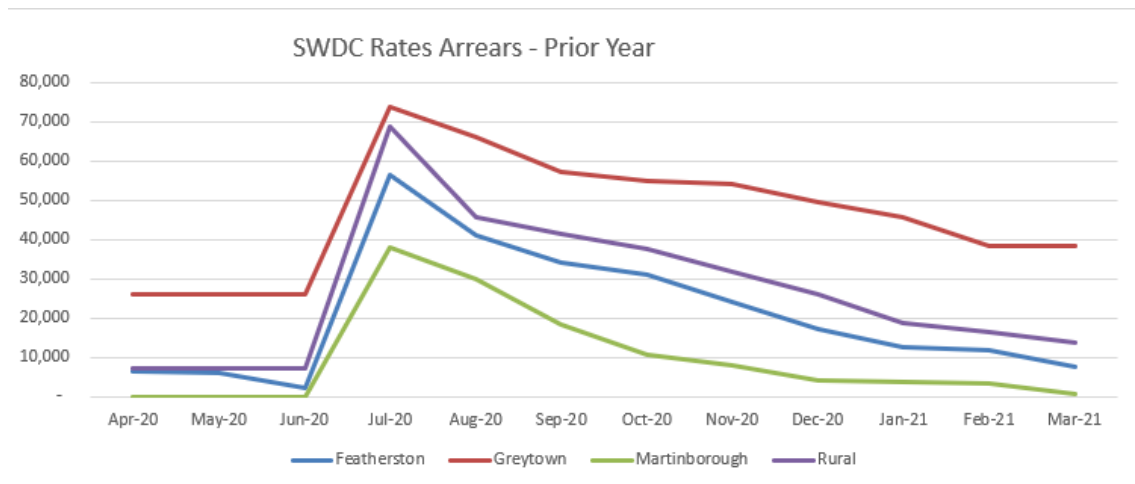
Appendix 3 – Summary of s17a review on Parks and Reserves

Appendix 4 – Innovating Streets, Martinborough – Concept Design

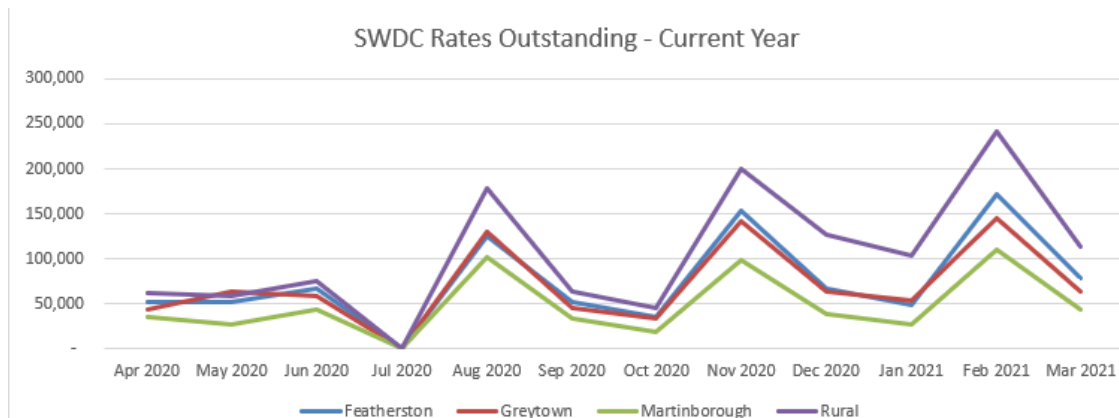
Rates Arrears

This report was presented to the Finance, Audit and Risk Committee on 21 April 2021.

The rates arrears graphs below shows an increase in amount of unpaid rates carried forward from the previous year (2019/20).



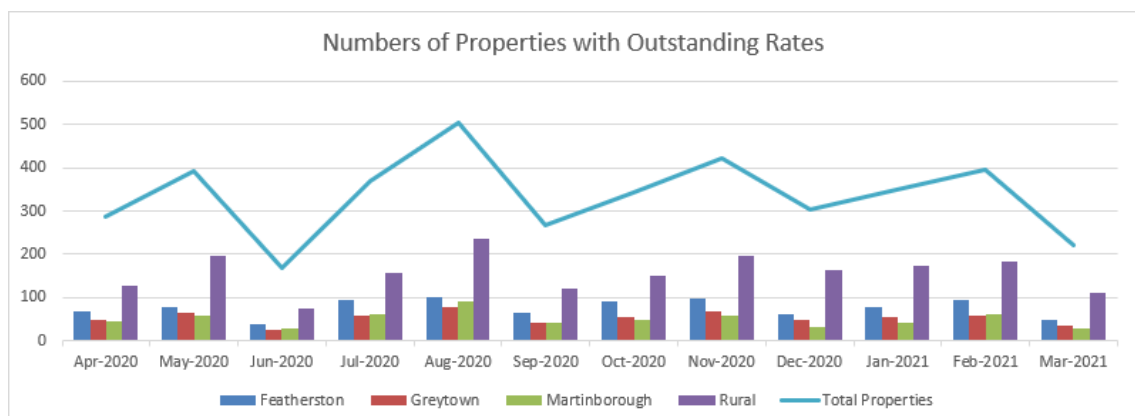
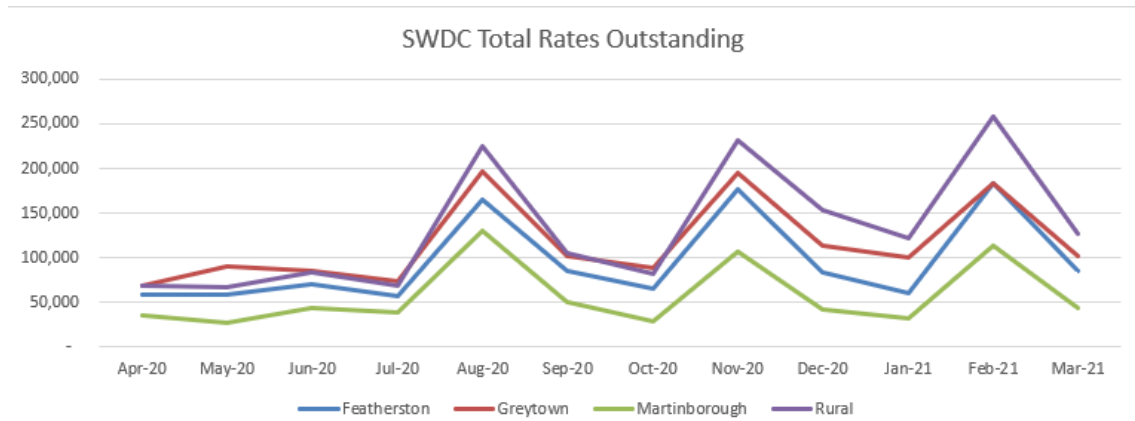
Prior years arrears have increased \$21k (34%) from the same time last year.



At the end of March 2021, the current years amount was \$298K, 50% higher than the same time last year.

Total rates outstanding have increased by \$169k (47%) from the same month last year.

Outstanding rates were \$358k in March 2021 to \$189k March 2020.



The total number of properties with outstanding rates has increased by 28 in March 2021 (222), 18 of which are for rural properties.

The rates team continues to actively promote direct debits and payment plans to assist ratepayers with financial difficulties. There are currently 11 active repayment plans.

Contact Officer: Katrina Neems, Chief Financial Officer

Appendix 1 - SWDC Operations Project dashboard

SWDC Assets and Services Committee	Programme	Water
Meeting 12/05/2021	Period	Apr-20

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)						Known budget challenges exist and are being managed as per previous reports. Rework to programme and changes to approaches on some projects are bringing forward delivery in some areas. Some project delays due to consultation requirements and H&S incident. Multiple projects in train and progressing well.

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.

Featherston WWTP	\$500k*	Jul 20 - Jun 2025				
Develop and implement a suitable wastewater solution for Featherston		↓				Following community and mana whenua engagement the shortlist of options was shared with SWDC officers and Councillors. Further work is being undertaken on the shortlisted options before further public consultation is undertaken. This has also been delayed by LTP consultation limiting the opportunity to do so.

Upgrade/Renewal Projects

Papawai Road WW Upgrade	\$2.8m	May 2021 onwards				
Capacity issue - upgrade pipe						Project commenced May 21. Budget and works will run through to 21/22 FY.

Pinot Grove WW upgrade	\$300k	Mar 21 - Jul21				
Capacity issue - upgrade pipe		↓				Construction activities are underway. LTI incident during late March resulted in construction being on hold whilst investigation undertaken. Change in construction methodology agreed with expected construction completion moving to mid-June. Other network issues identified and requiring additional investigation.

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 the piping scope planned for May. Commissioning work to be done this FY. Treated water storage procurement phase underway.
c) pH dosing system upgrade		↓				Temp dosing system has been installed, the Permanent dosing system is planned to be constructed mid June and commissioning early next FY
d) Site Security						Security Fencing policy (standard) to be completed prior to brief being released for pricing. Project expected to carry over to new financial year.

Memorial Park WTP upgrades stage 2	\$330k	Nov-20				
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Replace bore pump, new filter, additional pipework and run to waste		↓				Pump Installation will complete this FY. Pump installation contract signed. Work planned to commence in May for pump replacement.
Memorial Park WTP upgrades stage 3						
	\$1.5m	Apr-21				
Chemical dosing, UV and filter upgrades		↓				Design and Construct contract awarded to Brian Perry Civils and Filtec. Containerized unit design is in progress. Unit fabrication planned to be delivered on site this FY. Onsite construction work will commence this FY may continue to complete in August in the next FY due to the delay in obtaining approvals under the reserve management plan and Operational resource constraints.
Lake Ferry WWTP driplines						
	\$326k	May-21				D
Renewal driplines at WWTP		↑				Construction started on Monday 3rd May, and is scheduled for completion on 25 May
WWTP Improvement Programme						
	\$400k	Dec-20				
Enhance processes, facilities and management of WWTPs across District	↓					The installation of an automated valve to reduce overflow risk in Martinborough has been installed. Monitoring bores have been installed in the irrigation field at Martinborough. A health and safety assessment of sampling points and safe existing from ponds has been completed. Some physical works are expected to commence before the end of the financial year. Safe confined space entry into the Greytown pond outlet chamber is being investigated. Management plans for resource consent compliance are being reviewed.
SWDC-led Projects						
Water Race User Survey						
	n/a	Dec-20				
Survey Water Race users and related stakeholders on use		↓				The water races survey had a 40% return rate with stakeholders taking the opportunity to share detailed information about how they value and use their water race. Next steps include Water Race Committee discussion of the results and project planning for bylaw renewal and consenting processes. https://www.swdc.govt.nz/water-races
Longwood Water Race Consent						
	n/a	Dec-20				
Gain consent for continued use of water race						Final reporting to GW completed, awaiting outcome. Water Race continues to operate under existing consent.
Status key: <i>On track/achieving</i> <i>Some concern</i> <i>Off Track/Major concern</i>						

SWDC Assets and Services Committee		Programme		Roading		
Meeting	12-May-21	Period		Apr-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						
Ruakokoputuna		\$400k	Oct 20 - Dec 20			
Ruakokoputuna Seal Extension						Rrogramme completed
Sealed Road Pavement Rehab		\$220K	Dec 20- Feb 21			
Western Lake Rd Area Wide						Rrogramme completed
Sealed Road Resurfacing Local Roads		\$467.5k	Oct 20 - Dec 20			
Scheduled programme of works comprising 14.5kms of resurfacing on: Shooting Butts Road, Hikinui Road, Bucks Road, Underhill Road, Boundary Road, Pa Road, Birdie Way, Eagle Place, Fairway Drive, Te Muna Road, Papawai Road, Fraters Road, Tilsons Road, Hecklers Road, Moroa Road, Kahutara Road, White Rock Road, Lake Ferry Road, East Street.						Programme complete
Sealed Road Resurfacing Special Purpose Rd		\$115K	Jan 21 - Jun 21			
3.5 kms of resurfacing work on Cape Palliser Road						Programme complete
FootPath Renewals		\$177K	Oct 20 - Jun 21			
Planned maintenance						Work ongoing, Bethume Street, West Street, Regent Street(maybe deferred due to UFB rollout) Replaced option Revans Street from Royal Hotel carpark to railway crossing
FootPath maintenance Extra Funding		\$375K	Jun 20 - Jun 21			
Footpath Maintenance \$125K per town						High level of input required by staff. Work ongoing.
Esther Street Footpath Extension		\$70K	Sep-20			
Noted from AP submissions						Completed.
Low Cost Low Rik Local Roads		\$345K	Aug 20 - jun 21			
Culvert Extensions, safety improvements, seal widening, intersection improvements, slip stabilisation, guardrails, kerb and channel works.						Completed works this period - Seal widening on Western Lake Road and Johnson Street, raised pavement markers on Bidwills Cutting Rd installed. Planned works - Lake Ferry box culvert extension programmed for May; Guard rail for Ponatahi Rd bridge ordered; Intersection designs for Bidwills Cutting Rd at Moiki and Glenmorven Rd
Low Cost low Rick Special Purpose Rd		\$250K	Aug 20 - jun 21			
Guardrail installation, Signage upgrade, Rock revetment supply						Includes \$100k carry forward from 19/20, 500 tonne of rock delivered, Final documentation (Environmental Management Plan) for ECOREEF signed off by GWRC
Aseet Management Plan		\$50k	June 20 - Nov 20			

Plan development and RLTP funding						Joint AMP with CDC and NZTA funding request 2021.2024. Draft plan submitted for A&S input to 16/12 meeting. Positive feedback from NZTA. Funding increase included in draft LTP.
Reading Street Upgrade \$250k						
Upgrade Reading Street as part of Orchards Development						3rd party dependent
Speed Limit Review Nov 20 - Jun 21						
Consult re speed review						Link to NZTA speed reduction and Road to Zero, Urban safety for vulnerable users etc. NZTA planned consultation and in discussions with NZTA on alignment. Wilkie Consultants have been engaged to manage delivery and consultation processes
Tora Farm Rd bridge beam painting x2 \$100K Jan 21 - Jun 21						
Painting steel beams on Tora Farm and Pukeamuri Bridges						Programme Completed

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

SWDC Assets and Services Committee		Programme	Amenities
Meeting	12-May-21	Period	Apr-21

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)						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.
Tauherenikau Bridge	\$1.36m	tbc				
Construct cycle/walkway over Tauherenikau river						Contract with MBIE agreed. Finalising agreements with Trails Trust and Kiwirail.
Kuranui College Gym	\$1m	tbc				
Manage delivery of gym in college and provide for community access.						Agreeing MOU and use agreements with College and MoE (separate paper) before funding released.
SWDC Tree asset management	tbc					
Develop a long term District wide programme for tree management						Awaiting business case to be presented for LTP. May break into zones and capture the most public used Parks and Reserves as a trial this year to determine the state of our trees to attach to the Parks management plan. Relates to H & S and age of trees.
Stella Bull Park Lighting	\$12k	Nov-20				
Install lighting for safety/security of users						Lights have arrived 2/12/2020 and will be installed prior to Christmas.
Peace Garden, Featherston	\$120k	tbc				
Construct accessible ramp and web-enabled information display with additional seating and planting						Heritage NZ have received partial private funding to progress, meeting w/c 14th Dec on site to consider delivery v revised budget (half of that required for current design).
Featherston Stadium	\$20k	tbc				

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

Status key:

On track/achieving

Some concern

Off Track/Major concern

Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						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		↑		↑		Contract and timeline agreed
--	--	---	--	---	--	------------------------------

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						Boffa Miskell engaged as PM and lead. Initial scoping and multiple engagement sessions complete. Design shared in Ops Report, installation through May.
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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

Appendix 2 - Wellington Water Q3 performance report

Service Objective		Performance Measure	Annual Target	YTD Status	YTD Status	In Quarter Performance			Comment Ref.
						Q1	Q2	Q3	
Safe and healthy water	Bulk Water	To measure the quality of water supplied to residents	FTN: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial compliance criteria)	Yes	88.89 %				A
			GTN: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial compliance criteria)	Yes	66.67 %				
			MTB: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial compliance criteria)	Yes	33.33 %				B
			Pirinoa: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial compliance criteria)	Yes	0 %				C
			FTN: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria)	Yes	88.89 %				D
			GTN: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria)	Yes	0 %				E
			MTB: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria)	Yes	33.33 %				F
			Pirinoa: Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria)	Yes	0 %				G
	Water Supply	To measure the quality of water supplied to residents	Compliance with with resource consent conditions/water permit conditions to "mainly complying" or better	100 %	100 %				
		To achieve a high overall level of customer approval of the water service	Number of complaints per 1000 connections about: a) drinking water clarity d) drinking water pressure or flow b) drinking water taste e) drinking water continuity of supply c) drinking wat..	<70	32.12				
			Community satisfaction with water supply	>80 %	Not Due				
		To provide an appropriate region-wide firefighting water supply to maintain public saf..	Fire hydrants tested annually that meet NZ Fire Service Code of Practice	>20 %	20 %				
Respectful of the environment	Wastewater	To maintain and promote appropriate standards of water quality and waterway health in the cit..	The number of dry weather sewerage overflows from the Council's sewerage system expressed per 1000 sewerage connections to the sewerage system	<10	4.16				
		To comply with all relevant legislation	Compliance with resource consents for discharge from its wastewater system	<2	0				
		To meet all resource consenting requirements	% of resource (wastewater) consent conditions complied with to "Mainly complying" or better	>90 %	100 %				
	Storm..	To meet all resource consenting requirements	Compliance with resource consents for discharge from its stormwater system	0	0				
	Bulk ..	To minimise demands on the region's water resources	Average drinking water consumption/resident/day	<400 L/p/d	632.44				H
	Water ..	To minimise water loss from the network	Percentage of real water loss from networked reticulation system	<30 %	43.33 %				I
Outcome / Service	Wastewater	Median response times	Attendance time: from the time that the Council receives notification to the time that service personnel reach the site	<60	220 mins				S
			Attendance time: from notification to arrival on site < 1 hour	>75 %	23.53 %				T
			Resolution time: from the time that the Council receives notification to the time that service personnel confirm resolution of the blockage or other fault	<4	64 hrs				U
			Resolution time: from notification to resolution of fault < 4 hours	>80 %	23.53 %				V
			Proportion of urgent wastewater service requests responded to within 6 hours of notification	>95 %	49.95 %				W
		Reliability of the network	Number of blockages per 1000 connections	<10	11.31				R
		To achieve a relatively high overall level of customer approval of the wastewater service	No. of complaints per 1000 connections received about sewage odour	<15	1.62				
			No. of complaints per 1000 connections received about sewage system faults	<15	2.08				
			No. of complaints per 1000 connections received about sewage system blockages	<15	11.31				
			No. of complaints per 1000 connections received about the response to issues with wastewater	<15	0.46				
	Stormwater	To achieve a high overall level of customer approval of the stormwater service	Customer satisfaction with wastewater service	>57 %	Not Due				
		Median response times	Median response time to attend a flooding event; measured from the time that Council received notification to the time that service personnel reach the site	N/A	0				
		To minimise the effects of flooding	Number of flooding events that occur in a territorial authority district	0	0				
			Number of habitable floors affected per 1000 stormwater connections	0	Not Due				
			% of urgent (any blockage causing extensive flooding of building or other serious flooding) requests for service responded to with 5 hours	>95 %	100 %				
		To achieve a high overall level of customer approval of the stormwater service	Customer satisfaction with stormwater management	>59 %	Not Due				
			Number of complaints per 1000 properties connected to the Council's stormwater system	0	Not Due				
	Water Supply	Median response times	Median response times for: attendance for urgent callouts	<60	229 mins				K
			Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site in < 1 hour	>80 %	50 %				L
			Median response times for: resolution of urgent callouts	<8	25 hrs				M
			Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption in < 8 hours	>90 %	78.58 %				N
			Median response times for: attendance for non-urgent callouts	<48	76 hrs				O
			Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site in < 2 working days	>80 %	38.47 %				P
			Median response times for: resolution of non-urgent callouts	<8	7 days				
			Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm in < 5 working days	>90 %	44.22 %				Q

A	The water quality data systems improvement work by the team over a number of months has resulted in this measure being compliant.
B	Subsequent to planned plant shut downs (as a result of plant upgrades and Manganese Reduction Plant commissioning), data loss occurred as a result of a fault found in the programming of the control and communication hardware. We have implemented initial fixes and additional investigation is underway.
C	Water Safety Plan development underway to enable compliance to be met.
D	The water quality data systems improvement work by the team over a number of months has resulted in this measure being compliant.
E	UV is in place however filtration at the Water Treatment Plant is required to achieve compliance for this measure. Addition of filtration will be achieved upon completion of the Memorial Park Bore WTP upgrade.
F	Subsequent to planned plant shut downs (as a result of plant upgrades and Manganese Reduction Plant commissioning), data loss occurred as a result of a fault found in the programming of the control and communication hardware. We have implemented initial fixes and additional investigation is underway.
G	Water Safety Plan development underway to enable compliance to be met.
H	General increase in water demand as expected for summer. Due to an ageing network, the number of leaks and total leakage across the network remains relatively high. Additional Service Crews have targeted proactive leak repairs to help manage summer demand.
I	Based on night flows, high summer demand, including irrigation overnight, has been recorded. Despite leakage detection surveys the reduction appears minimal. The monthly minimum night flow is usually observed after a rainfall event, which are infrequent over summer.
K	The attendance time in Q3 was 96 minutes, a decrease from 642 minutes in Q2.
L	The percentage of attendance in time in Q3 was 50%, an increase from 40% in Q2.
M	The resolution time in Q3 was 5 hours, a decrease from 25 hours in Q2.
N	The percentage of attendance in time in Q3 was 79%, an increase from 60% in Q2.
O	The resolution time in Q3 was 76 hours, an increase from 72 hours in Q2.
P	The percentage of attendance in time in Q3 was 38%, a decrease from 47% in Q2.
Q	The percentage of attendance in time in Q3 was 44%, a decrease from 53% in Q2.
R	We continue to observe blockages caused by fat and sanitary product blockages, deteriorating pipes and tree root intrusions across the region. Active replacement of vulnerable pipes through the Preventative Maintenance Program and a prompt response to the reported incidents remain our primary methods to manage blockages.
S	The overall demand for reactive repairs across the region continued to increase over the summer quarter. In the South Wairarapa, we observed a particularly large spike in the customer service requests, which increased by 30% compared to the previous quarter. Leaking pipes and tobies remain the most prevalent issues across the city, accounting for almost two-thirds of the Water Supply jobs. Drainage blockages and overflows accounted for almost half of the Wastewater Network jobs. Stormwater and drainage jobs comprised 26 % of the total work, which was comparable to the region’s average. The Water Supply jobs comprised 75% of the total work. In the Wastewater and Stormwater Networks, the drainage blockages and overflows repairs accounted for about half of the ..
T	The percentage of attendance in time in Q3 was 24%, an increase from 0% in Q2.
U	The resolution time in Q3 was 23 hours, a decrease from 171 hours in Q2.
V	The percentage of attendance in time in Q3 was 24%, an improvement from 0% in Q2.
W	The percentage of attendance in time in Q3 was 48%, a decrease from 50% in Q2.

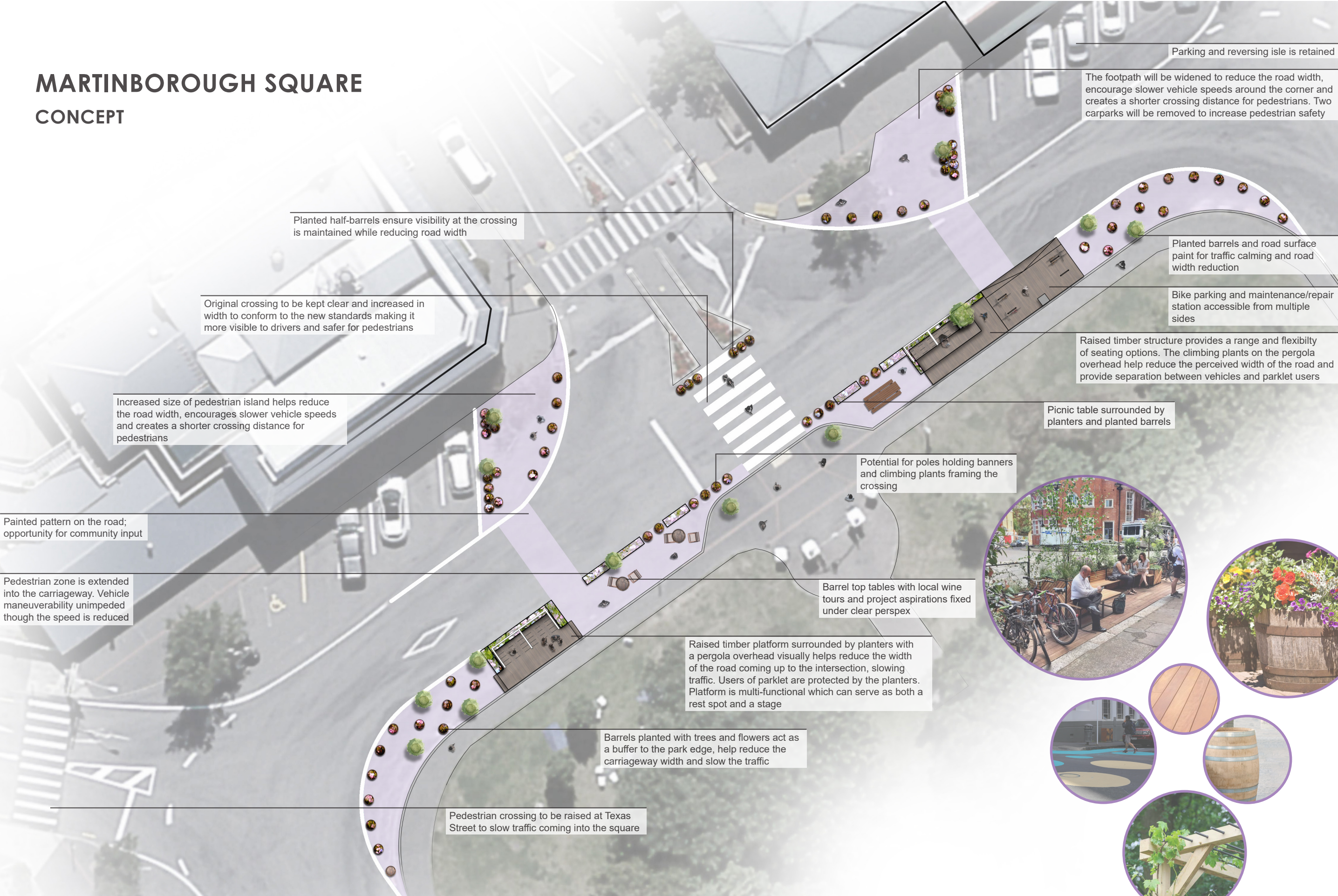
Appendix 3 – Summary of s17a review on Parks and Reserves

Service Delivery Options Assessment										© Morrison Low							
Activity:		Amenities		Potential benefits of the option:				<div>This section 17(a) framework and set of templates is provided as a guide only. Morrison Low & Associates Ltd does not accept any liability for the independent use of the templates.</div>									
Client:		South Wairarapa District Council		5		High level of benefit											
Review date:		Mar-21		3		Medium level of benefit											
Version		Final		1		Low level of benefit											
		In-house		Status Quo		Enhanced Status Quo		Shared Services		Other options							
Service delivery options		Option 1: By own council and in-house		Option 2: By own council and out-sourced		Option 2a: Enhanced Status Quo Amend work packages and contracts and new procurement		Option 3: By shared service agreement with another council(s)		Option 4: By CCO/CCTO owned by Council		Option 5: By joint CCO/CCTO owned by Council and another local authority		Option 6: By partnership between Council and other parties e.g. private and community		Option 7: By a party other than Council	
Description of option:		SWDC provides strategy and policy direction, asset management and operational services. Levels of service based on historical patterns of delivery, with changes in response to ad-hoc community demand or changes in patterns of use. An internal team or works group would perform physical works for council and possibly grow over time to contract a small amount of work to the private sector. Can be agile and responsive to customer needs. This team or group would use council finance and health and safety systems and other processes. Customer facing work would increase. The business group would rely on organic growth. Cultural differences between this group and the remainder of council would need to be managed.		SWDC provides strategy, policy direction and asset management. Delivery of operational services (operations and maintenance) is outsourced to two large external contractors and several smaller local organisations. Continue to contract most services to the private sector in existing bundles. SWDC retain specialist functions only if there is no commercial or competitive market for those services.		SWDC provides strategy, policy direction and asset management. Delivery of operational services (operations and maintenance) continues to be outsourced but scope is reviewed and repackaged to increase potential efficiencies and to ensure specialist services are provided by suitable contractors. Update contracts appropriate to the scope. Focus on incentivising innovation as well as quality of work and value for money. Ensure collection of detailed asset and maintenance data. New procurement (beginning with an RFI to request feedback on which packages would be attractive on their own or bundled.)		SWDC and another council(s) provide their own strategy, policy direction and asset management functions. SWDC enters into a formal shared services arrangement with another council(s) to manage and provide operational services. This would typically have a formal governance group of some description overseeing the joint delivery of works across the two (or more) councils. Operations could be managed through an in-house group or through external contracts with the private sector.		SWDC retains the strategy and policy direction functions. SWDC establishes a CCO or CCTO to deliver asset management and operational services. SWDC is responsible for setting the CCO Statement of Intent (SOI) and monitoring CCO delivery. May include: - the transfer of some assets that are currently owned by Council but maintained by Contractors and the establishment of a board of directors and formal entity. - an expectation to return a dividend to Council, and to compete for work from Council and the wider market.		SWDC and other council(s) retain the strategy and policy direction functions. SWDC and other council(s) jointly establish a CCO or CCTO to deliver planning, asset management and operational services. SWDC and other council(s) are jointly responsible for setting the CCO Statement of Intent (SOI) and monitoring CCO delivery. Some potential for reduced operational costs. However likely to be relatively higher set up and governance costs for this option.		SWDC retains the strategy, policy direction and asset management functions. SWDC would form an alliance to deliver operational services with a private company or community group such as: - Long-term agreement e.g. 15 years - A Joint Venture (JV) or Special Purpose Vehicle (SPV) set up between the councils and the private sector. - Management of all or parts of the portfolio could transfer to a Trust, Joint Venture or other partnership arrangement e.g. iwi or a sports code or the Department of Conservation (DOC).		SWDC does not provide properties, parks and reserves maintenance services and activities – i.e. Council opts out of providing the service.	
Further assessment required?		Yes		Yes		Yes		Yes		Not recommended at this time		Not recommended at this time		Not now but investigate possibility for some operational services in the future.		Not now but investigate possibility for some operational services in the future.	
Strategic objectives:		Weight															
Achieves customer satisfaction through meeting adopted levels of service		30%		3		3		3		3							
Supports happy, healthy, connected communities by providing access to recreation facilities and activities		20%		5		5		5		5							
Optimises climate change resilience and sustainable environmental practices		20%		3		3		5		3							
Service delivery that is cost effective and supports Council's risk management approach		30%		3		3		5		5							
Score - Strategic Objectives				3.4		3.4		4.4		4							
Financial criteria:		Weight															
Direct service delivery costs		50%		5		3		3		5							
Indirect (overhead) costs		50%		1		5		5		3							
Score - Financial				3		4		4		4							
Non-financial criteria:		Weight															
SWRC capability and capacity to attract, retain and develop fit for purpose people and skills, management systems, processes and resources for proactive management of issues		25%		1		3		5		3							
Quality and efficient delivery of service		25%		3		3		5		5							
Acceptable and manageable level of risk		10%		3		5		5		3							
The ability to be agile and adaptable (respond quickly to changing expectations and requirements)		10%		5		3		3		3							
Clear definition of roles & decision making responsibilities		10%		3		3		5		3							
Simplicity of governance & contract management		10%		3		5		5		3							
Keeping community services local (engage local contractors, employ local staff)		10%		5		3		3		5							
Score - Non-Financial				2.9		3.4		4.6		3.7							
Total score (financial & non-financial):		100%		2.95		3.7		4.3		3.85							
Overall ranking:				4		3		1		2							
Financial benefit ranking:				4		1		1		1							
Non-financial benefit ranking:				4		3		1		2							
Overall assessment:				Discounted		Discounted		Recommended		Future investigation recommended		Not recommended now		Not recommended now		Not recommended now	

Appendix 4 – Innovating Streets, Martinborough – Concept Design

MARTINBOROUGH SQUARE

CONCEPT



Parking and reversing isle is retained

The footpath will be widened to reduce the road width, encourage slower vehicle speeds around the corner and creates a shorter crossing distance for pedestrians. Two carparks will be removed to increase pedestrian safety

Planted half-barrels ensure visibility at the crossing is maintained while reducing road width

Original crossing to be kept clear and increased in width to conform to the new standards making it more visible to drivers and safer for pedestrians

Increased size of pedestrian island helps reduce the road width, encourages slower vehicle speeds and creates a shorter crossing distance for pedestrians

Planted barrels and road surface paint for traffic calming and road width reduction

Bike parking and maintenance/repair station accessible from multiple sides

Raised timber structure provides a range and flexibility of seating options. The climbing plants on the pergola overhead help reduce the perceived width of the road and provide separation between vehicles and parklet users

Picnic table surrounded by planters and planted barrels

Potential for poles holding banners and climbing plants framing the crossing

Painted pattern on the road; opportunity for community input

Pedestrian zone is extended into the carriageway. Vehicle maneuverability unimpeded though the speed is reduced

Barrel top tables with local wine tours and project aspirations fixed under clear perspex

Raised timber platform surrounded by planters with a pergola overhead visually helps reduce the width of the road coming up to the intersection, slowing traffic. Users of parklet are protected by the planters. Platform is multi-functional which can serve as both a rest spot and a stage

Barrels planted with trees and flowers act as a buffer to the park edge, help reduce the carriageway width and slow the traffic

Pedestrian crossing to be raised at Texas Street to slow traffic coming into the square



GREYTOWN COMMUNITY BOARD

9 JUNE 2021

AGENDA ITEM 9.3

ACTION ITEMS REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

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

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

2. Appendices

Appendix 1 – Action Items to 28 May 2021

Contact Officer: Steph Frischknecht, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

Appendix 1 – Action Items to 28 May 2021

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
678	10-Oct-18	Action	E Stitt	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>
120	28-Aug-19	Action	E Stitt	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>
148	13-May-20	Action	GCB	Undertake consultation with the Greytown community on how the community would like Greytown’s Main Street to look.	Actioned	<p>05/08/20: Councillor Plimmer updated members that he has approached Chris Wilkinson of Retail First Group to request ideas for how to design a consultation and obtain community involvement for the project on Greytown’s Main Street.</p> <p>22/2/21: Needs to link in with Spatial Plan.</p> <p>7/4/21: Members agreed to close this action.</p>
535	28-Oct-20	Action	K Yates	Establish an annual youth grant funding round for applications from individual Greytown residents.	Parked	02/11/20: Officers are requesting no further changes be made to the current criteria of Community Board grants while the Grants Policy is under review.
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	
2	17-Feb-21	Action	E Stitt	Provide assurances that the Greytown maintenance schedule and budget for parks and reserves is the same as the other towns	Actioned	<p>7/4/21: There is one contract for maintenance service that covers all three towns and it does not deviate between towns. There is also one budget for parks/reserves that covers the whole district and is managed to ensure all parks/reserves are maintained to an equal standard.</p> <p>7/4/21: The action was reopened as GCB requested a report on the comparative maintenance of parks within the three towns.</p> <p>3/5/21: We are unable to supply this as it is all captured in the CityCare overall budget. We do not have a budget for each town.</p>
3	17-Feb-21	Action	E Stitt	Provide a report on what actions can be taken to improve the safety of residents on the Greytown Main Street (i.e. removal of parking spaces to increase visibility exiting side streets, closing the top of McMaster Street, moving pedestrian crossings	Actioned	<p>7/4/21: The way forward is for the Board to make a recommendation to the Assets and Services Committee as this falls within their scope and the Board has powers to make recommendations to the committee on development matters relating to town main streets. It is recommended the Chair provides a report to the Board outlining the background and detailing concerns with a recommendation for officers to report to the Assets and Services Committee. Once the recommendation is resolved by the Board, this report would be submitted to the Assets and Services Committee for their consideration alongside an officer report and the Chair is able to attend the Assets and Services Committee meeting to speak to the matter.</p> <p>7/4/21: Refer to resolution GCB 2021/15 where the Board resolved the Chairperson would prepare a report.</p>

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
91	7-Apr-21	Resolution		GCB RESOLVED (GCB 2021/15) that the Chairperson would prepare a report to the next Greytown Community Board meeting detailing concerns and proposed actions that can be taken to improve safety of residents on the Greytown Main Street and through this report make recommendations to the Assets and Services Committee. (Moved Symes/Seconded Baker) Carried	Actioned	23/4/21: Report presented to GCB meeting 28/4/21
94	7-Apr-21	Resolution	K Yate	GCB RESOLVED (GCB 2021/18): 1. To receive the Public Input into Local Government Decision Making Report. 2. To agree that the Chairperson may use their discretion with regards to time extensions. (Moved Symes/Seconded Gray) Carried	Actioned	23/4/21: No action required as already provided for in Standing Orders.
97	7-Apr-21	Resolution		GCB RESOLVED (GCB 2021/21): 1. To receive the Chairperson Report. (Moved Baker/ Seconded Cr Fox) Carried 2. To decline funding Māori Battalion flags for Anzac day and write to Papawai Marae to clarify that if they want a Māori Battalion flag it needs to be agreed between RSA and Papawai Marae and if they need funding support they can apply to the Greytown Community Board. (Moved Symes/ Seconded Cr Fox) Carried 3. To agree to join with other Community Boards to have a set of flags to commemorate Matariki at a cost of \$1,300 to be funded from the beautification fund. (Moved Cr Fox/Seconded Baker) Carried 4. To agree to move forward with the planting of trees in the Greytown cemetery, to be funded from the funds already committed in our beautification fund. (Moved Rainford/Seconded Cr Fox) Carried 5. To establish a working party for the 2021 Christmas function in Memorial Park and appoint Graeme Gray as the Greytown Community Board representative (Moved Symes/Seconded Cr Fox) Carried	Actioned	1 - No action required 2 - Letter sent 3 – Commitment added to I&E 4 – Planted 28/4/21 5 - Future updates to be presented via Chairperson Report
100	7-Apr-21	Action	GCB	Write a letter of thanks to Esther Bunning for her work in designing the flags for Anzac Day	Actioned	14/4/21: Letter sent
110	28-Apr-21	Resolution	R O’Leary	GCB RESOLVED (GCB 2021/14): 1. To receive the Proposed Naming of a New Private Road, at 71 Wood Street, in Greytown Report. (Moved Cr Fox/ Seconded Symes) Carried 2. To decline the three proposed name options of “Whiteman Way,” “Whiteman Grove” and “Whiteman Lane” for the proposed private road at 71 Wood Street Greytown on the basis of the provided information not meeting criteria 4.3.3. of the Naming of Public Roads, Private Roads and Rights-of-Way Policy that the name should have significant local content or meaning. 3. Request a subsequent application includes three different name options and that further information on the local significance of the name “Whiteman” be included in the application should this again be put forth as one of the three name options. (Moved Rainford/ Seconded Symes) Carried	Actioned	28/5/21: Report with new application presented to GCB 9/6/21
111	28-Apr-21	Resolution	K Yates	GCB RESOLVED (GCB 2021/15): 1. To receive the Chairperson Report. 2. To approve the Greytown Community Board submissions to the 2021/31 SWDC Long Term Plan and Spatial Plan subject to amending the concluding text of the Spatial Plan submission so that the text is not in bold. (Moved Rainford/ Seconded Gray) Carried Councillors Plimmer and Fox abstained	Actioned	
112	28-Apr-21	Resolution	E Stitt	GCB RESOLVED (GCB 2021/16): 1. To agree to forward the Chairs Report on Safety Issues on Main Street and Vehicle Closure to part of McMaster Street to the Assets and Services Committee for consideration. 2. To recommend the Assets and Services Committee: a) Considers the closure of the top part of McMaster Street from north of the Library carpark and the rear entrance to Pinocchio restaurant for a trial period.	Actioned	28/5/21: Reported to A&S 12/5/21 and the Committee resolved to consider the proposed initiative once the proposed safety improvements from Waka Kotahi, NZTA, for the SH2 corridor in Greytown are known.

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				b) Requests NZTA consults in Greytown concerning raised pedestrian crossings and the removal of some car parks on Main Street to enhance visibility and safety. c) Undertakes a review of car and pedestrian management in Greytown. d) Requests NZTA is approached regarding their appetite for an Innovating Streets Programme in Greytown. (Moved Symes/Seconded Baker) Carried		
113	28-Apr-21	Resolution	GCB	GCB RESOLVED (GCB 2021/17) to request further clarification on how the locations of sites for seats put forward by Greytown Heritage Trust had been selected and provide reassurance that the community had been consulted on the proposal. (Moved Cr Plimmer/ Seconded Symes) Carried	Actioned	28/5/21: Refer to Chair Report presented 9/6/21 for update.
114	28-Apr-21	Resolution	K Neems	GCB RESOLVED (GCB 2021/18) to approve \$2,000 towards Christmas in the Park 2021. (Moved Cr Plimmer/ Seconded Baker) Carried	Actioned	28/5/21: Commitment added to I&E statement.

GREYTOWN COMMUNITY BOARD

9 JUNE 2021

AGENDA ITEM 9.4

INCOME AND EXPENDITURE REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2020 – 30 April 2021.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2020 – 30 April 2021 is attached in Appendix 1.

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

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

2. Appendices

Appendix 1 - Income and Expenditure Statement for 1 July 2020 – 30 April 2021

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

Prepared By: Tania Fine, Accountant Assistant

Reviewed By: Charly Clarke, Senior Financial Accountant

Appendix 1 – Income and Expenditure Statement for 1 July 2020 – 30 April 2021

Greytown Community Board

Income & Expenditure for the Period Ended 30 April 2021

Personnel & Operating Costs

Budget

Members' salaries	14,712.92
Mileage reimbursements	500.00
Operating expenses	6,944.00
Total Personnel & Operating Costs Budget 2020-21	22,156.92

Expenses

Personnel Costs

Members' Salaries	13,961.52
Mileage reimbursements	1,488.15
Total Personnel Costs to 30 April 2021	15,449.67

Operating Expenses

Honorarium payment to student rep (\$50 per meeting)	150.00
26/08/2020 Local Government New Zealand Community Board Levy 2020-21	216.66
17/02/2021 Papawai Marae Koha for meeting held at Marae	100.00
Total Operating Expenses to 30 April 2021	466.66

Committed funds

Resolution date	Original commitment	Spent to date	Remaining commitment
Members' Salaries	14,712.92	13,961.52	751.40
Mileage reimbursements	500.00	1,488.15	(988.15)
Honorarium payment to student rep (\$50 per meeting)	400.00	150.00	250.00
Total Commitments			13.25

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

6,227.34

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

Grants

Income

Annual Plan 2020-21 grant allocation	4,343.00
Transfer of budget from Beautification	4,000.00
Other miscellaneous income	-
Total Income for 2020-21	8,343.00

LESS: Grants paid out

09/07/2020 Greytown Early Years Inc	Materials for bookshelf & bench	500.00
21/07/2020 Kurunui College	First aid, safety, ball & bag equipment	500.00
13/08/2020 Greytown School	Bike track project (resolution 5/8/2020)	434.78
22/09/2020 Wharekaka Trust	Assistance with Meals on Wheels	500.00
30/10/2020 Pae tū Mōkai o Tauira	Establish native tree & plant nursery	500.00
Total Grants paid out to 30 April 2021		2,434.78

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 2020-21	300.00	-	300.00
13/05/2020	Wairarapa Maths Association Annual maths competition 2021-22	300.00	-	300.00
13/05/2020	Greytown Trails Trust Promotion & maintenance of the rail trail	-		-
13/08/2020	Greytown School Bike track project (resolution 5/8/2020)	500.00	434.78	65.22
28/10/2020	Rosa Hassall Outward Bound course (if not funded by Mayors' Taskforce for Jobs)	500.00		500.00
17/02/2021	Greytown Junior Football Club Replacing Football Goals	1,000.00		1,000.00
28/04/2021	Christmas in the Park	2,000.00		2,000.00
Total Commitments				5,121.98

PLUS: Balance Carried forward from previous year

4,653.66

TOTAL GRANTS FUNDS AVAILABLE

5,439.90

Greytown Community Board

Beautification Fund for the Period Ended 30 April 2021

Income

Annual Plan 2020-21 allocation	10,710.00
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 2020-21	9,210.00

Beautification grants - operating

31/07/2020 OneSource Ltd	11 flags for Main Street	1,038.00
31/07/2020 Satellite Design	Papawai Marae signage	300.00
13/08/2020 Greytown Menz Shed	Picnic table for Stella Bull Park	86.96
13/08/2020 Greytown Menz Shed	Gate for dog park	86.96
17/08/2020 Greytown Tree Advisory Group	Greytown Rail Trail & O'Connor's Bush plantings	815.82
13/11/2020 OneSource Ltd	Artwork for cottage & happy holidays flags	225.00
13/11/2020 OneSource Ltd	Cottage & happy holidays flags	873.00
12/04/2020 Grand Illusions	Xmas decorations for town centre	400.00

Total Beautification grants - operating to 30 April 2021

3,825.73

Beautification grants - capital

Total Beautification grants - capital to 30 April 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			
13/05/2020	Barrel maintenance etc: additional \$1900 for Apr-Sept 2020. New total \$7,946.08	7,946.08	5,477.02	2,469.06
21/10/2020	Ringfenced community donation for barrel maintenance: \$2500	2,500.00		2,500.00
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		2,350.00
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 Tauira 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		1,000.00
17/02/2021	ANZAC Day Flags	2,000.00		2,000.00
17/02/2021	Gina Jones Artwork for 3rd set of Flags	1,920.00		1,920.00
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		1,300.00
Total Commitments				28,792.06

PLUS: Balance Carried forward from previous year

37,926.30

TOTAL BEAUTIFICATION FUNDS AVAILABLE

14,518.51

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

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

Greytown Community Board				
Beautification Fund for the Period Ended 30 June 2020				
Income				
	Annual Plan 2019/20 allocation			10,710.00
Total Income 2019/20				10,710.00
Expenditure				
4/07/2019	AP Norfolk Road Nu Plants for Friends of O'Connors Bush GTN			173.04
1/11/2019	AP Farmlands GTN Main St Barrels			107.78
29/2/2020	AP S H Davis Water, plant, maintain GTN Wine Barrels			2,004.40
31/05/2020	Satellite Design	Arbour Day banners x 4		750.00
29/06/2020	Farmlands	Fertiliser & potting mix for barrels		52.73
30/06/2020	Lamb-Peters	Arbour Day banners x 4		780.00
30/06/2020	One Source	11 flags for Main Street		1,038.00
Total Capital Expenditure - Beautification				4,905.95
Total Expenditure				4,905.95
Net Surplus/(Deficit) Year to Date				5,804.05
LESS: Committed Funds				
Resolution date		Original commitment	Spend to date	Remaining commitment
21/11/2018	Dog park programme including gates	2,000.00		2,000.00
2/05/2019	Barrel maintenance etc: \$700+486.08+2860+2000 = Total \$6046.08	7,946.08	3,312.11	4,633.97
13/05/2020	Barrel maintenance etc: additional \$1900 for Apr-Sept 2020. New total \$7,946.08			
5/06/2019	Trees in the cemetery (if watering issue resolved)	7,150.00		7,150.00
28/08/2019	Produce four Arbor Day Banners	2,000.00	1,530.00	470.00
28/08/2019	Design, printing & installation signs at Papawai Marae and Papawai Cemetery	4,000.00		4,000.00
11/12/2019	Installation & removal of Xmas decorations town centre	200.00		200.00
24/06/2020	Purchase of FlagTrax system for Main Street	2,350.00		2,350.00
24/06/2020	Purchase of 11 flags for Main Street	1,000.00	1,038.00	(38.00)
24/06/2020	Purchase of a further set of flags for Main Street	1,000.00		1,000.00
Total Commitments				21,765.97
Current Year Surplus/(Deficit)				(15,961.92)
PLUS: Balance Carried forward from previous year				31,084.25
TOTAL FUNDS AVAILABLE				15,122.33

AGENDA ITEM 10.1

CHAIRPERSON REPORT

Recommendations

The chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Endorse the seating proposal as put forward by Greytown Heritage Trust, including:*
 - a) *the type of seating, as put forward by the Greytown Heritage Trust in consultation with the SWDC Amenities Manager.*
 - b) *the locations of sites identified as follows: Opposite 21 Udy Street by Tree, Wood Street by Heritage Fence by 35 Wood, outside 27 Kempton Street on edge of footpath, Corner of Cotter and Humphries Street (left side), Corner Horton and Jellicoe Streets by Black Fence No 25 Jellicoe, under tree at 21 McMaster under Copper Beech tree, 21 or 11 Mahupuku Street, Corner Farley and West Street by 100 West, Opposite No1 West Street in front of tin fence, corner East Street and Papawai Road in shadows of tree left of rocks.*
3. *Agree seat locations outside of the Greytown Heritage Trust's Seating Proposal will be considered.*
4. *Approve a donation of \$200 towards solar lighting in Stella Bull Park, to be funded from the beautification fund.*
5. *Approve a donation of \$400 for solar tree lighting in the town centre, to be funded from the beautification fund.*
6. *Request officers undertake the following actions which arose out of the Board's meeting with the Greytown Tree Advisory Group:*
 - a) *Provide an update to the next Greytown Community Board meeting on the effects of Plan Change 10 on the schedule of notable trees.*
 - b) *Update the Greytown Tree Advisory Group on the rules, policies and objectives regarding the evaluation of notable trees in Greytown.*
 - c) *Report to the Greytown Tree Advisory Group on the safety of the two ash trees, close to the picnic table, in Collier Reserve.*
 - d) *Liaise with Katie Abbott on O'Connor's Bush working requirements.*

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| <ol style="list-style-type: none">7. <i>Endorse the proposals for replacement tree planting as follows: planting of 100 trees at O'Connor's Bush, 50 trees at Greytown School, 150 trees for Waiohine Action Group by the river, 6 trees around Greytown, and 20 trees in the extension to the Greytown Cemetery.</i>8. <i>Request Lions convene a public meeting to enable members of Greytown community to discuss the future of the land labelled 85-87 West Street.</i> |
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1. Topic 1 – Greytown Community Board's submissions to the SWDC Long Term Plan and Spatial Plan

Our submissions were presented to Council on Wednesday 26 May 2021. As previously stated our main objections were to the large sub-division proposed from Jellicoe Street to Papawai and the proposed closure of Greytown's recycling centre.

2. Topic 2 – Safety Issues on Main Street and Vehicle Closure to part of McMaster Street

Our recommendations from 28 April 2021 were presented to the Assets and Services Committee on 12 May 2021. Officers have been in discussion with NZTA on potential safety improvements and community consultations will take place from July 2021.

The committee agreed to consider our proposed initiative once the proposed safety improvements from Waka Kotahi, NZTA, for the SH2 corridor in Greytown are known.

3. Topic 3 – Greytown Heritage proposals for seating in Greytown

At our meeting on 28 April 2021, we considered a seating proposal put forth by Greytown Heritage Trust. We requested further clarification on how the locations of sites for seats had been selected and wanted reassurance that the community had been consulted.

We received a letter from Greytown Heritage Trust following our meeting detailing the background to the seating proposal (attached as Appendix 1) and further correspondence on 18 May (attached as Appendix 2). The locations were identified based on practical locations and are all on Council land.

The community board have to decide whether they wish to endorse the plan for seating, type of seating and location of the seats.

We may want the locations of the seating to remain open. Greytown residents who donate money for a seat may want a say in the location of the seats.

The process for seating in Greytown was not followed accurately. As the community board are the place shapers for projects in Greytown the seating proposal should have come via the Community Board, and then progressed. We would ask that in future the correct process is followed.

4. Topic 4 – Solar lighting in Stella Bull Park and on the trees in the town centre

To celebrate Matariki there will be a community event in Stella Bull Park. The organisers of this event have approached the Board for a donation towards the cost of solar lighting in the park and have asked for a donation of \$200 towards this event.

We have also been asked to donate money towards tree lighting in the town centre. The lights would be solar. It has been argued that they would be for family and visitor entertainment and a year round asset to the town. Many towns light up their trees all year round e.g. Carterton, and they do beautify the town. Would the Board wish to consider an initial donation of \$400.

5. Topic 5 – Flags to celebrate Makariki

We have agreed on the purchase of 11 flags for Matariki. These will be funded from the funds set aside in the beautification fund at our meeting on 7 April 2021.

6. Topic 6 – Flags for Main Street

In September 2020, we approved \$1,300 for a third set of flags and agreed in February 2021 to commission Gina Jones to design the flags consisting of wording English and Te Reo with an image of a Oak and Totara tree. Gina Jones has almost finished the art-work on these flags.

7. Topic 7 – New Medical Centre - Safety Concerns

Concerns have been raised on accessing the new medical centre. Please can we have an update on footpaths for the elderly to the medical centre from Bidwell's Cutting, and the Main road.

8. Topic 8 – Play equipment in Soldier's Memorial Park

Concerns were raised about the play equipment in Soldiers Memorial Park, but no work to-date has been completed. Please can we have an update.

9. Topic 9 – Meeting with Greytown Tree Advisory Group

At our last Community Board meeting it was agreed that a meeting would take place with Greytown Tree Advisory Group (GTAG). The meeting took place on 11 May and the minutes of said meeting are attached as Appendix 3.

From this meeting the following actions were requested:

- That the Community Board contact Russell O’Leary, South Wairarapa District Council’s Group Manager of Planning and Environment, to determine when we can expect Plan Change 10 to notable trees to be confirmed, so that additional notable trees can be added to the schedule.
- GTAG are concerned about the rules, policies and objectives regarding the evaluation of notable trees in Greytown and would like to discuss with Mr O’Leary.
- GTAG remains concerned about the safety of the two ash trees closest to the public seat in Collier Reserve and would like a safety assessment regarding these trees.
- Working Bees at O’Connor’s Bush continue and they have identified that exotic plants need to be removed, and there is increased rubbish around the bin by the Jack Bull memorial seat. Katie Abbott needs to be contacted to discuss O’Connor’s Bush working requirements.
 - The meeting identified the following actions for Arbor Day celebrations.
 - Planting in ’Connors Bush
 - A plant sale in the town square
 - Planting of heritage tree in Stella Bull Park
 - Gareth Winters to give this year’s Heritage Trust heritage address
 - Planting of 2 new trees at identified sites around Greytown.

10. Topic 10 – Meeting with Powerco and Greytown Tree Advisory Group

On 13 May 2021, Shelly Symes (Deputy Chair) and I met with Richard Wanhill of Powerco and Jez Partridge of the Greytown Tree Advisory Group.

Mr Wanhill identified that Powerco would like to replace the trees cut down in Greytown, because of danger (too close to power cables). They would like to work with the Community Board and voluntary agencies to replace these trees (to date some 450 trees).

The following have been identified as possible sites for replacement:

- 100 trees at O’Connors Bush
- 50 trees at Greytown School
- 150 trees for Waiohine Action Group (WAG) down by the river
- 6 larger trees planted around Greytown
- 20 trees to be placed in the extension to the Greytown cemetery.

In time, trees around the perimeter of the new activities park and more trees for WAG.

Richard Wanhill (Powerco) and Jez Partridge (CoConvenor Greytown Tree Advisory Group) to work with St Luke’s Church re restoration and pruning of the eucalyptus tree.

It is hoped that two trees could be planted in Greytown on Arbor Day.

A Zoom call will take place, before the Greytown Community Board meeting to further these proposals.

11. Topic 11 – Community meeting to discuss the future of 85-87 West Street

The Community Board are canvassed every week on this ongoing dispute by members of the public who want a public meeting to fully discuss the future of this area. Such a meeting would be to no avail unless all effected parties attended. Do the Community Board wish to ask lions to call a public meeting?

12. Topic 12 – Appendices

Appendix 1 – Correspondence from Greytown Heritage Trust, 29 April 2021

Appendix 2 – Correspondence from Greytown Heritage Trust, 18 May 2021

Appendix 3 - Minutes from meeting with Greytown Tree Advisory Group, 11 May 2021

Ann Rainford
Chair
Greytown Community Board

Appendix 1 – Correspondence from Greytown Heritage Trust, 29 April 2021



P.O. Box 169 Greytown 5712
greytownheritagetrust@gmail.com
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Ann Rainford
Chair
Greytown Community Board

Dear Ann

SEATS

As you are aware Lorraine and I attended part of the Community Board meeting on Wednesday evening. While I am unaware of what protocols you work under and whether this would be possible, when the questions regarding the seats came up it seemed a little odd not to ask us directly as there was a lot of speculation about the seats from the Board members which we would have been able to address then and there.

By way of background to the seats; Vivienne O'Reilly, while she was chair of the Greytown Heritage Trust (GHT), approached Bryce Neems about having seats in the streets off Main Street after comments from locals that this would be a great initiative (having recently been on crutches for several months, I can really see the benefit of this from the point of view of injured, elderly and young residents, I needed to take regular breaks when learning to walk again but was confined to Main Street due to lack of seats for rests elsewhere). Bryce was very happy with this idea as he was running out of options to place seats in parks when seats were donated (the number of seats in parks had reached capacity).

Bryce then asked if the GHT would come up with a style of seat that would suit Greytown. His criteria were that the seat had to be long lasting, robust plus be obtainable in the future and he had to agree to the style. Fortunately, at the time the GHT were starting the first drafts of our Style Guide (as mentioned when we met, this is currently being worked on with the aim to publish in the not-too-distant future – we will probably arrange a public meeting around this to explain the content and why we have done it). We also identified the need for a coordinated approach to Greytown's street furniture, as well as one which was appropriate to the character of the town in our submission on the Long-Term Plan and Spatial Plan Review.

Our (yet to be released) design guide identified the lighting standards (by Windsor Urban) in the Town Centre as a good starting point for the street furniture in terms of availability, quality, colour, style and a starting point for consistency. Our draft style guide notes: 'We would like to see street seating developed with a common seat for new seats/replacement seats. The Windsor Urban Highgate seat powdercoated to match the lighting standard. Integral plaques need to be developed to allow for QR code scanning [to link back to the seat story].' We also see this as an opportunity to introduce the 'logo' developed with the Oak/Totara to be incorporated onto the plaque. Bryce supported this as many of the existing seats are not robust and need considerable maintenance and upkeep.



The plaque location and fixing needs to be worked on with Windsor Urban. It may be that it is set into the foundation as is the one the GHT provided at the Hub. The Hub seat was provided when a number of locals approached us when the existing one at the bus-stop at this location was removed. While the style of the seat chosen is very different from others in town, this was intentional as the Hub style was very different from other buildings in town and the seat is of a robust design. The seat has been well received and we are unaware of any complaints about the style. We do not believe that 'public consultation' on the seat style is needed – what we need is a style which is robust and one which is appropriate to the character of the town. The GHT has an excellent track record with this regard to this type of advice throughout our 26-year history. We do not have the inclination or resources to undertake the consultation discussed by the Board.

Regarding the seat street locations, there is no heritage story behind them. The locations were chosen when Bryce and Vivienne drove around the streets and identified practical locations which were then submitted to the Roading Manager who approved the sites. The planned locations of the seats are all on council land. Bryce and Vivienne have prepared a combined letter (SWDC/GHT) which will go out to the property owners adjacent to the land where the seats are proposed. The planned locations of the seats are all on council land. Vivienne is now at the stage of finalising this letter which she will run past both Bryce and the GHT (Vivienne is no longer a Trustee) for approval and will then deliver to the property owner hopefully in the next few weeks. Please let us know whether there are any issues with us doing this.

Gina Jones

Architect Advisor Greytown Heritage Trust

Appendix 2 – Correspondence from Greytown Heritage Trust, 18 May 2021

Frank Minehan

From: Frank Minehan [REDACTED]
Sent: Tuesday, 18 May 2021 11:53 am
To: enquiries@swdc.govt.nz
Cc: 'Bryce Neems- Amenities and Waste Manager'
Subject: Greytown Heritage Trust - Greytown "Seats in Streets" project
Attachments: CCE18052021.pdf

Attn: Greytown Community Board Secretariat

Good morning/mōrena

I am responding to the Chair's request for further information – in particular a map where seat locations are indicated/"flagged".

I am now secretary of the Greytown Heritage Trust ("the Trust") and acting convenor. Millie Blackwell will become chair on 1 July 2021.

I recall the Greytown Seats in Streets project was initiated in 2020 by former Trustee and Chair Vivienne O'Reilly in consultation, I am advised, with Council's Bryce Neems. Vivienne had initiated a Greytown heritage cycling trail (there is an impressive sign for this at the Cotter Street start of the Greytown – Woodside Heritage Trail). I believe the Greytown "Seats in Streets" project was an extension of/complimentary to the heritage cycling trail project.

I understand there is a demand or market, so to speak, from residents/citizens to sponsor seats in streets in memory of loved ones but Council had run out of suitable locations in public parks/reserves. In consultation with a "roading manager" at Council, sites on Council controlled public street land/"berns" were identified.

I attach a map with such sites flagged. I'll post an original copy to Council/the Board-chair.

I note Gina Jones wrote in detail to the Chair around 29-04 21. Gina responded fully to key issues such as the design/manufacture/source of the Trust's "Style Guide" nominated/prescribed seat (you will note the company concerned has had a previous involvement in Greytown- street lamp-lighting) and public consultation. I attach an early draft of a letter Vivienne proposed sending out to owners of Greytown properties in the vicinity of proposed seats. Clearly this draft would require re-writing in view of its references to Covid-19 lockdown et al.

I refer to the Chair's previous letter/s to the Trust and her question "*What are the Trust's thoughts on declining offers for seating should someone not wish to make a cash donation to the required amount but wanting to donate a seat?*" I will put this to the Trust meeting on 19 May, again. However, I anticipate that we would not want variations to the nominated/prescribed seat design/manufacture-supplier and therefore other seats would not be acceptable, notwithstanding the sincerity and generosity of the wanting to be donor.

Thank you/kia ora koutou katoa


Frank Minehan 
Secretary/acting convenor
Greytown Heritage Trust/ Te Pouhere Taonga o Hūpēnui.

GCB RESOLVED (GCB 2021/16):

1. To agree to forward the Chairs Report on Safety Issues on Main Street and Vehicle Closure to part of McMaster Street to the Assets and Services Committee for consideration.
2. To recommend the Assets and Services Committee:
 - a) Considers the closure of the top part of McMaster Street from north of the Library carpark and the rear entrance to Pinocchio restaurant for a trial period.
 - b) Requests NZTA consults in Greytown concerning raised pedestrian crossings and the removal of some car parks on Main Street to enhance visibility and safety.
 - c) Undertakes a review of car and pedestrian management in Greytown.
 - d) Requests NZTA is approached regarding their appetite for an Innovating Streets Programme in Greytown.

(Moved Symes/Seconded Baker)

Carried

 **GCB RESOLVED (GCB 2021/17)** to request further clarification on how the locations of sites for seats put forward by Greytown Heritage Trust had been selected and provide reassurance that the community had been consulted on the proposal.

(Moved Cr Plimmer/ Seconded Symes)

Carried

GCB RESOLVED (GCB 2021/18) to approve \$2,000 towards Christmas in the Park 2021.

(Moved Cr Plimmer/ Seconded Baker)

Carried

The meeting closed at 7.29pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

DISCLAIMER

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

Crighton ITM Greytown





P.O. Box 169 Greytown 5712
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30 March 2021

Ann Rainford
Greytown Community Board

Dear Ann

SEATING IN GREYTOWN

Thank you for your support of the seats in the streets which is a combined project with Greytown Heritage and South Wairarapa District Council

The approved locations of potential sites for street seats by the Roading Manager of SWDC are listed below.

- Opposite 21 Udy Street by Tree
- Wood Street by Heritage Fence by 35 Wood
- Outside 27 Kempton Street on edge of footpath
- Cnr Cotter and Humphries Streets – Left side
- Cnr Horton and Jellicoe Streets by Black Fence No 25 Jellicoe
- Under tree at 21 McMaster under Copper Beech tree
- 21 or 11 Mahupuku Street
- Cnr Farley and West Street by 100 West
- Opposite No1 West Street in front of tin fence

- Cnr East Street and Papawai Road in shadows of tree left of rocks

As for the question of alternative seats. It was my understanding from Bryce Neems that we Greytown Heritage Trust had to submit a seat that would be available in the long term future and that both Bryce and the Trust weren't keen to see any alternative styles.

Regards
Vivienne O'Reilly
Chair Greytown Heritage Trust

Appendix 3 – Minutes from meeting with Greytown Tree Advisory Group, 11 May 2021

Meeting between GTAG and GCB – Wednesday 11 May

Present: Jez Partridge, co-Chair GTAG
Ann Rainford, Shelley Symes - GCB

Purpose: Discussions in context of the GTAG Update prepared for the GCB 28 April Meeting

Attachment: Greytown Tree Advisory Group (GTAG) 28 April Update document

Main Points from Discussion:

General Business:

1. Trees proposed for areas around Cemetery/Rail Trail:
 - Need for adequate watering systems for future plantings.
 - Funding for reticulated drip line watering system: sources GCB/Council?
 - Need to consider size of trees and their needs
 - Rail trail: people want shading as well as views: Trails Trust needs to determine what people want from Trail.
 - **Action:** Ann to contact Anne Atkinson
 - **Action:** GTAG to get costings for access to water for future Rail Trail planting so GTAG can put a proposal to the GCB.
 - **Action:** Shelley to email Jez/Graeme Gray-GCB member GTAG Liaison to enable their discussions re: watering for Rail Trail and Cemetery and other GTAG/GCB liaison matters.
2. Restoration of trees damaged/destroyed during Powerco operations.

Powerco and ArbInnovations have offered to restore trees around Greytown and also to do the crown reduction work required for the Eucalypt. This offer is acknowledged and appreciated and we need to consider how to put this into effect:

- Trees can be planted around Greytown
- Berm plantings?
 - **Action:** Jez to help identify 6 street areas suitable for new trees.

Issue of the Eucalypt: resource consent is needed for the work ;

- **Action:** Jez to talk with ArbInnovations about what is needed for a 10-15% crown reduction. Jez will put in resource consent.

Action: meeting between GTAG, ArbInnovations and GCB to be organized. Ann awaiting response from ArbInnovations representative.

Greytown Main Street Barrel Maintenance:

- Need to secure ongoing maintenance
 - **Action:** Ann to meet with prospective helpers

Issues raised in GTAG 28 April Update (document attached)

Point 7 (Arbor Day Celebrations)

Requested Action: GTAG seeks GCB's opinions and suggestions of potential ideas for Arbor Day celebrations this year.

Outcome: **Ideas discussed and agreed in principle.**
Tree Planting in the Cemetery could also be part of the events.

Some **additional** ideas for Arbor Day:

Can some of trees be available for planting to celebrate Arbor Day in Greytown?

- Involvement of Cobblestones;
- Millie Blackwell's Stall (sale of Eucalypt Book if it is published in time. For General Fundraising: contribution of \$5 from each sale?)
- "Wool Bombing" of trees
- Main St : celebrate Trees with some bunting:
 - **Action:** request Graeme Gray to assist through Cobblestones

Point 6: O'Connor's Bush

Action Requested: GCB liaison with GTAG/Katie Abbott to discuss O'Connors Bush working group requirements.

- Action: Graeme Gray

Point 5: Tree Safety Issues at Collier Reserve

Action Requested: GCB contacts Bryce Neems to get an update on tree safety assessments and tree safety work at Collier Reserve.

Outcome: **Agreed.**

Points 1-4:

Actions Requested:

Russell O'Leary to provide:

- updates regarding progress on Plan Changes involving lowered thresholds for determining Notable Trees;
- update regarding the rationale behind removal of Notable Tree at 54 Kuratawhiti Street
- agreement to meet with GTAG regarding notable tree policy, objectives and rules and that GTAG meet with Boffa Miskel re: Combined District Plan Committee Report 8 April 2021: Review of Heritage including Notable Trees.

Outcome: to be reflected in Chair's Report for GCB June Meeting Agenda

Greytown Tree Advisory Group (GTAG) – Greytown Community Board (GCB) Meeting 28th April 2021 Update

1) District Plan Change 10 Notable Trees

Following on from Council's Notable Tree's Plan Change update, Council accepted the Commissioner's recommendations in Feb 2020 and yet adoption of the Plan Change has still not yet occurred. GTAG is very disappointed by the lack of Council action on this matter which has not been completed after more than a year. As a result of GTAG's submissions the default STEM threshold for inclusion of a Notable Tree was lowered from 140 to 110 which means that additional trees need to be added to the Notable Tree Schedule. As far as we can tell this work has still not been completed or started. We have contacted Russell O'Leary for information on what is happening and have been told that there is some technical matter that has not yet been resolved with the Plan Change Commissioner.

Action Requested – GTAG requests that GCB contact Russell O'Leary to find out what is happening and when we can expect Plan Change 10 to be confirmed by Council and additional trees added to the Schedule as necessitated by the lower threshold.

2) Removal of Notable Oak Tree at 54 Kuratawhiti Street

The property owner appealed against the Trees Plan Change to request this tree to be removed. GTAG requested permission from GCB to join the appeal to oppose the tree's removal through the Plan Change process but GCB denied this request. Council subsequently allowed the appeal and the tree has since been removed. GTAG is saddened by the removal of this tree which was over 100 years old and does not know why the tree was allowed to be removed.

Action Requested – GTAG requests that GCB contact Russell O'Leary to discover the reasons why Council allowed the removal of this Notable Tree which was not unsafe or diseased. GTAG would like to see an investigation into why this tree was allowed to be removed and if any lessons can be learned by Council to prevent this type of incident happening again.

3) Combined District Plan Committee Report 8th April 2021 by Boffa Miskel on Review of Heritage including Notable Trees

GTAG has concerns regarding Notable Tree proposals in the Boffa Miskel report which are set out below:

We believe that Notable Trees would generally not be considered to be heritage unless they meet quite a specific 'trees heritage threshold', and so routinely one might expect to see some trees scheduled under the Heritage Chapter of the DP as Heritage Trees with the majority listed under the Notable Trees Chapter. Whilst the STEM method may continue to be the most appropriate method to determine whether trees should be scheduled as Notable Trees, likely another method will need to be developed to schedule Heritage Trees. GTAG would like to assist with the development of such a method.

Whilst the SWDC's Plan Change 10 Commissioner's recommendation resulted in a 110 point threshold for SWDC, this threshold has not been agreed by the other combined plan Councils. We are of the opinion that if the same threshold is not adopted by the other Councils this may lead to workability and interpretation difficulties in terms of DP Notable Tree scheduling, and Section 32 tree appeal vulnerability. We therefore seek further information from SWDC and Council as to how the STEM threshold issue will be resolved.

We are concerned by the committee report proposal to give landowner's another chance to object to the inclusion of a tree as Notable in the DP. At SWDC this was all traversed as part of the 2018 to 2021 Plan Change 10 process where some submissions to remove Notable Trees from the register were dismissed and one allowed. Why give landowner's a second chance to object as part of this review?

We note in the report that consideration will be given to protecting the roots of Notable Trees beyond their driplines. This already happens as under the current combined DP as a 'half tree height' option for determining the extent of protected roots means that the area of protected roots goes beyond the dripline for many trees. We are therefore unsure of what is intended. None the less we would generally support such a proposal which would likely be incorporated through an improved DP Notable Tree rule. The '12 x tree trunk diameter method' supported by the NZ Arb Association achieves this aim if applied properly and we would support this method. We would like the opportunity to be involved in the determination of this process and meet with Boffa Miskel to discuss this.

As part of the Plan Change 10 process the Greytown Tree Advisory Group and our Expert Witnesses raised a number of concerns regarding the current rules, policies, objectives and the tree evaluation methodology relating to Notable Trees in the DP. We therefore believe that Greytown Tree Advisory Group would be well positioned to provide useful input into the DP review of Notable Tree policy, objectives and rules, and review of Heritage items in respect of trees. We therefore request that GTAG is consulted at an early stage of this review alongside the other groups listed in the committee report.

Action Requested – We have contacted Russell O'Leary to request a meeting to discuss the above issues and concerns but have had no response. We therefore request that GTAG contacts Russell O'Leary to raise GTAG's concerns and request that he meets with GTAG to discuss these concerns and that GTAG meets with Boffa Miskel to discuss Notable Tree issues.

4) St.Luke's Gum Tree Support System

GTAG has been coordinating this action and process. The funds required to pay for the required tree safety support system were raised last year and a supplier (a large arborist business) has been authorized to install the tree support system. It was hoped that this would have been installed by April of this year but the supplier has had some technical problems with the large drill bit required and is now getting this re-fabricated. As a result the installation is currently on hold and we will update you once we have any further information. GTAG is liaising with Greytown Heritage Trust over this matter and also in respect of the long term preservation requirements for the tree.

Action Requested – None

5) Tree safety issues at Collier Reserve

Following the installation of a public picnic seat close to two old diseased and unsafe ash trees at Collier Reserve, concerns were raised by GTAG in regard to the safety of the public who may use this seat. GTAG argued that a Tree Risk Assessment should have been undertaken prior to the installation of the seat. A Tree Risk Assessment was subsequently requested by Council and undertaken by a Consultant Arborist. The March 2020 tree risk assessment made a recommendation to reduce the size of one of the ash trees. The tree was not immediately reduced in size and in September 2020 a large rotten limb from the tree broke off and fell to the ground during a strong storm. The tree is

mostly hollow, and many parts of it are rotten. We note that some very minor reduction works have been recently undertaken. GTAG still has concerns regarding the safety of the two ash trees closest to the public seat and believe that further reduction of branches and main stems is required to ensure the public is safe whilst using the Council picnic seat.

Action Requested – GCB contacts Bryce Neems to get an update on tree safety assessments and tree work at Collier Reserve

6) O'Connor's Bush

Working groups continue to undertake weeding and regular working bees and maintaining the previous years plantings over the summer. A number of exotic trees need to be removed to continue to restore and maintain the reserve. The group also requests that the rubbish bin by the Jack Bull memorial seat needs to be revised, a lot of rubbish in the bush is appearing as a result. Some funding and Council assistance is now required.

Action Requested – Could a GCB rep please contact Katie Abbott to discuss O'Connor's Bush Working Group requirements.

7) Arbor Day 2021 Celebrations

GTAG and O'Connor's Bush Working Group has discussed the following ideas: a guided walk around O'Connor's Bush, a guided walk around the heritage tree list, hosting Garth Winter for another Arbor Day public talk as the last one was so good, the usual plantings in O'Connor's Bush with early childhood partners, a plant sale in the town square on July 3rd, or swap a weed for a plant in conjunction with the GWRC or SWDC or weedbusters, a planting of a heritage fruit tree at Stella Bull July 1st. Garath Winter has now agreed to present this year's Greytown Heritage Trust Heritage address on 8 Sept.

Action Requested - GTAG seeks GCBs opinions and suggestions on potential ideas for Arbor Day celebrations this year.

8) GTAG/GCB Meeting

The recently revised Terms of Reference between GTAG and GCB suggested that we would meet periodically to discuss tree issues around Greytown. We would now like to request a meeting please.

Action Request – Can we please find a suitable date and time for meeting

Greytown Community Board (GCB)

Chair: Ann Rainford

6 Horton Street

Greytown 5712

06 304 9960

14 April 2021

Esther Bunning

Dear Esther

ANZAC DAY FLAGS

On behalf of the Greytown Community Board, thank you for your work in designing the flags for ANZAC day. We are very appreciative of you doing this voluntarily so that we could have these flags as part of Greytown's ANZAC commemorations.

Respectfully commemorating those who have fallen in wars is one of our priorities for this triennium and we appreciate your support in helping us with one of our key areas of focus.

Thank you again for all your work.

Yours sincerely



Ann Rainford

Greytown Community Board Chair

Greytown Community Board (GCB)

Chair: Ann Rainford

6 Horton Street

Greytown 5712

06 304 9960

15 April 2021

Gillies Baker

Papawai Marae

Dear Gillies

MĀORI BATTALION FLAGS

On behalf of Greytown Community Board, thank you to the Board of Papawai Marae for a successful meeting with Greytown organisations recently. I hope that we will continue a successful relationship with the Marae.

I am sorry that your attempts to obtain the Māori Battalion Flag were unsuccessful but wish you all the best with the commemorations for Anzac Day.

I look forward to learning about the Night Sky from the upcoming presentation by Dr Rangi Mataamua.

Yours sincerely



Ann Rainford

Greytown Community Board Chair



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Friday, 21 May 2021

Bryce Neems

Amenities & Waste Manager

SWDC

CC: Greytown Community Board

Proposed Re-Cycling Bins – Vicinity of St. John's Hall Main Street Greytown

Dear Bryce

This letter is to formally confirm the Greytown Heritage Trust's position on the above mentioned proposal which we understand is still going ahead.

The Trust strongly objects to this proposal on the grounds of the bins' size, "look" and location. We believe/submit the proposed bins are too big for the site which in turn is too small. The colour is totally inappropriate for the location and character of Greytown's Heritage Precinct and not in compliance with, for example, applicable guidelines for signage in the Wairarapa Combined District Plan.

The Trust invites you to re-visit this proposal as a matter of priority/urgency. We recommend locating such bins in Hastwell Street, near the supermarket.

We thank you/ Council for giving us the opportunity to comment/provide feed-back on this matter.

Yours sincerely

Frank Minehan

Secretary