

**10.2 2025 MEETING SCHEDULE OF ORDINARY MEETINGS REPORT****Author:** Robyn Ramsden, Community Democracy Advisor**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships**File Number:** n/a**PURPOSE**

To inform members of the Greytown Community Board of the 2025 meeting schedule of ordinary meetings as approved by the Strategy Working Committee meeting on 2 October 2024.

**EXECUTIVE SUMMARY**

- Each year the Council adopts a schedule of Council, committee and community board meetings for the following calendar year in accordance with schedule 7 cl19 of the Local Government Act 2002.
- This report provides the Greytown Community Board with the 2025 schedule of ordinary meetings for consideration as follows:
  - Wednesday 5 February 2025
  - Wednesday 2 April 2025
  - Wednesday 28 May 2025
  - Wednesday 30 July 2025
  - Wednesday 12 November 2025 (pending)
- All Greytown Community Board meetings begin at 7:00 pm at the WBS Room, Greytown Town Centre, 89 Main Street, Greytown.

**RECOMMENDATIONS**

1. That *the Greytown Community Board* receive the 2025 meeting schedule of ordinary meetings report.
2. That *the Greytown Community Board adopt the 2025 meeting schedule of ordinary meetings for the Greytown Community Board.*
3. That *the Greytown Community Board delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.*

**BACKGROUND****19 General provisions for meetings**

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

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

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

Council must adopt a schedule of meetings that can cover any future period the Council considers appropriate. This schedule may be amended at any time.

Additional ordinary, extraordinary, or emergency meetings may be scheduled from time to time in consultation with the Mayor and Chief Executive as described in Section 8 of Standing Orders

## **DISCUSSION**

Formal meetings of council, committees, sub-committees, and community boards must use standing orders. Their purpose is to enable democratic local decision-making and action by, and on behalf of, communities. Considerable democracy service support is required for formal meetings. Formal meetings are the only place decisions can be made, through a resolution (or motion) being made, seconded, voted on, and carried.

### **Financial and resourcing considerations**

Costs to hold meetings have been factored into existing Council budgets, with the inclusion of any claim for the childcare allowance.

Democracy reporting takes a significant amount of officer's time. This includes drafting and reviewing the reports, meeting preparation, meeting attendance by officers, and follow-up on resolutions and actions. The time commitment impacts council officers' capacity to undertake "business as usual".

### **Engagement and communications**

Elected and appointed members, and the Strategic Leadership Team were consulted in the process of developing the 2025 meeting schedule. All options allow the Chief Executive to properly notify the public of the times and dates of meetings in accordance with Part 7 of the Local Government Official Information and Meetings Act 1987. Once a 2025 schedule is adopted, all scheduled meetings will be notified on the SWDC website: <https://swdc.govt.nz/meetings/>

## **COMPLIANCE SCHEDULE**

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
  - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
  - b) Assess the options in terms of their advantages and disadvantages; and
  - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and

traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.

2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long-Term Plan) that relate to this decision.	This report complies with the Local Government Act 2002, schedule 7, clause 19; Council Standing Orders.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori, however, it is noted that the Māori Standing Committee provided feedback to the Community Governance Advisor in relation to their scheduled meetings.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	There are health and safety considerations relating to breaks and time between meetings to ensure the risk of burnout is reduced.

**APPENDICES**

**Appendix 1 2025 Calendar of Ordinary Meetings**

2025	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	2025
MON									1			1	MON
TUE				1			1		2			2	TUE
WED	1 New Years Day			2 GCB			2 SWC		3 SWC	1 SWC		3	WED
THU	2 Day after New Years Day			3	1		3		4	2		4	THU
FRI	3			4	2		4	1	5	3	1	5	FRI
SAT	4	1	1	5	3		5	2	6	4	1	6	SAT
SUN	5	2	2	6	4	1	6	3	7	5	2	7	SUN
MON	6	3	3	7	5	2 King's Birthday	7	4	8	6	3	8	MON
TUE	7	4	4	8	6	3	8	5	9	7	4	9	TUE
WED	8	5 Workshop hold / GCB	5 CEO	9 SWC / FCB	7 SWC / LTP Workshop hold	4 SWC / FCB	9 Council	6 Council / FCB	10 CEO / COUNCIL	8 Council	5 CCF (CDC)	10	WED
THU	9	6 Waitangi Day	6	10	8	5	10	7	11	9	6	11	THU
FRI	10	7	7	11	9	6	11	8	12	10	7	12	FRI
SAT	11	8	8	12	10	7	12	9	13	11 POLLING DAY	8	13	SAT
SUN	12	9	9	13	11	8	13	10	14	12	9	14	SUN
MON	13	10	10	14	12	9	14	11	15	13	10	15	MON
TUE	14	11	11	15	13	10	15	12	16	14	11	16	TUE
WED	15	12 SWC / FCB	12 SWC	16 Council / MCB	14 LTP Hearing	11 Council / Workshop hold	16 Workshop hold	13 ARF	17 Workshop hold	15 Workshop hold	12 GCB (pending )	17	WED
THU	16	13	13	17	15 LTP Hearing	12 MCB	17	14 MCB	18	16	13	18	THU
FRI	17	14	14	18 Good Friday	16 LTP Hearing	13	18	15	19	17	14	19	FRI
SAT	18	15	15	19	17	14	19	16	20	18	15	20	SAT
SUN	19	16	16	20	18	15	20	17	21	19	16	21	SUN
MON	20 Wgtn Anniversary	17	17	21 Easter Monday	19	16	21	18	22	20	17	22	MON
TUE	21	18	18	22 Easter Tuesday	20	17	22	19	23	21	18	23	TUE
WED	22	19 Council	19 CCF (MDC) / Council	23 Workshop hold	21 CCF (GWRC)/ ARF	18 Workshop hold	23 Workshop hold	20 LGNZ conference (TBC)	24 Workshop hold	22	19 FCB (pending )	24	WED
THU	23	20 MCB	20	24	22	19	24	21 LGNZ conference (TBC)	25	23	20	25 Christmas Day	THU
FRI	24	21	21	25 ANZAC Day	23	20 Matariki	25	22 LGNZ conference (TBC)	26	24	21	26 Boxing Day	FRI
SAT	25	22	22	26	24	21	26	23	27	25	22	27	SAT
SUN	26	23	23	27	25	22	27	24	28	26	23	28	SUN
MON	27	24	24	28	26	23	28	25	29	27	24	29	MON
TUE	28 MSC Meeting	25	25	29 MSC Meeting	27	24	29 MSC meeting	26	30	28 MSC meeting	25	30	TUE
WED	29 Workshop hold	26 SWC meeting - Adoption of LTP consultation document / ARF	26	30 Workshop hold	28 SWC - LTP deliberations/GCB	25 Council - Adoption of the LTP	30 SWC / GCB	27 CCF (SWDC host)		29 Council -First meeting of the Triennium (pending )	26	31	WED
THU	30	27	27		29	26	31	28		30	27 MCB (pending )		THU
FRI	31	28	28		30	27		29		31	28		FRI
SAT			29		31	28		30			29		SAT
SUN			30			29		31			30		SUN
MON			31			30							MON
TUE													TUE

<b>COUNCIL / SWC</b>	District Council or Strategy Working Committee meeting
<b>MCB</b>	Martinborough Community Board
<b>FCB</b>	Featherston Community Board
<b>GCB</b>	Greytown Community Board
<b>MSC</b>	Māori Standing Committee
<b>CEO</b>	CEO Employment Committee
<b>ARF</b>	Assurance, Risk and Finance Committee
<b>CCF</b>	Public & School Holidays
	Combined Council Forum
	Workshops for Council and Committees - holding space

### 10.3 GRANT REPORT

**Author:** Robyn Ramsden, Community Democracy Advisor

**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships

**File Number:** n/a

#### PURPOSE

To inform *members* of grant applications.

#### EXECUTIVE SUMMARY

- The Greytown Community Board has received nine applications for financial support.
- This report presents the board with applications received requesting a grant.

#### RECOMMENDATIONS

1. That *the Greytown Community Board receive the Financial Assistance Report.*
2. That *the Greytown Community Board consider the application from James Fenwick of Greytown for \$1,000 to support attending a boxing training camp and tournament to be funded from the Grant Fund.*
3. That *the Greytown Community Board consider the application from the Papawai - Mangarara Stream Catchment Group for \$10.000 to support the restoration project to be funded from the Grant Fund.*
4. That *the Greytown Community Board consider the application from Greytown School for \$5,000 to support their Solar Panel Project to be funded from the Grant Fund.*
5. That *the Greytown Community Board consider the application from the Friends of Cobblestones Museum for \$1,000 to support the carols by candlelight and new year's picnic events to be funded from the Grant Fund.*
6. That *the Greytown Community Board consider the application from Divine River for \$\_\_\_\_\_ to support SEWstainable Community Workshops to be funded from the Grant Fund.*
7. That *the Greytown Community Board consider the application from Keiko Nojima for \$920 to support the Greytown Gentle Movements classes to be funded from the Grant Fund.*
8. That *the Greytown Community Board consider the application from SPCA Masterton for \$1,000 to support operational costs to be funded from the Grant Fund.*
9. That *the Greytown Community Board consider the application from Greytown Community Gym for \$30,244.31 to purchase gym equipment to be funded from the Grant Fund.*
10. That *the Greytown Community Board consider the application from Greytown Lions Trust for \$5,000 for the wire shed enhancement on the Lion's walkway in Greytown to be funded from the Grant Fund.*

## **BACKGROUND**

The Board has delegated authority to make financial decisions within the confines of the allocated and available budget and the Board operates its grant fund in accordance with the Council's Grants Policy. Community boards are allocated funding for grants through the Long-Term Plan/Annual Plan. The current funding amount is available on the Income & Expenditure Statement.

## **DISCUSSION**

Under the current Grants Policy, the key eligibility criteria for Community Board grants are as follows:

- Non-profit community organisations with a formed legal structure or a group of individuals who have come together for a common purpose but who do not have a legal structure may apply.
- The applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought but the applicant must be able to demonstrate that the activity benefits the ward where the funds are being sought.

The following applicants have been assessed in accordance with the grant criteria:

### **1. Application from Oscar Fenwick**

The application from Oscar Fenwick meets the criteria for funding. Oscar Fenwick is a minor and his application may need to be countersigned by their guardian. There are no outstanding accountability forms.

### **2. Application from Papawai - Mangarara Stream Catchment Group**

The application from the Papawai - Mangarara Stream Catchment Group does not meet the criteria for funding because they have not supplied their most recent annual accounts including notes review/audit report for applications over \$1,500. There are no outstanding accountability forms.

### **3. Application from Greytown School**

The application from Greytown School meets the criteria for funding. They received \$33,000 for their project from the Community Wellbeing Fund. There are no outstanding accountability forms.

### **4. Application from Friends of Cobblestones**

The application from the Friends of Cobblestones Museum meets the criteria for funding. They applied for the Community Wellbeing Fund and received \$45,000 to fund 2 sheds. Accountability forms for their previous grant have been requested.

### **5. Application from Divine River**

The application from Divine River is incomplete. They applied for and received \$2,000 from the 2024-25 Community & youth Grant (accountability report not yet due). In April 2024 they applied for and received \$1,500 from the Community & Youth Grant. There are no outstanding accountability reports.

**6. Application from Keiko Nojima**

The application from Keiko Nojima meets the criteria for funding. The applicant has applied for multi-year funding. The applicant has applied with the assistance of Nuku Ora who have previously applied and received funding. There are no outstanding accountability reports.

**7. Application from SPCA Masterton**

The application from SPCA Masterton meets the criteria for funding. The applicant has applied for multi-year funding. The applicant recently received \$500 in grant funding from the Featherston Community Board. There are no outstanding accountability reports.

**8. Application from Greytown Community Gym**

The application from the Greytown Community Gym meets the criteria for funding. The application was referred from the Community Wellbeing Fund meeting. There are no outstanding accountability reports.

**9. Application from Greytown Lions Trust**

The application from Greytown Lions Trust meets the criteria for funding. The applicant received \$5,000 funding through the Community Wellbeing Fund earlier this year. There are no outstanding accountability reports.

Noting that where applicants have provided confidential information, such as the organisations income and expenditure information, this will be provided to members in confidence.

**OPTIONS**

The Community Board may consider applications that do not meet the funding criteria. The options available to the Board are to approve, approve with conditions, request further information from the applicant or decline.

**CONSIDERATIONS****Financial**

The Greytown Grant Fund and Community Development Fund was allocated to the Community Boards from the Council's Enhanced Annual Plan process. Therefore, the delegation for decision making is with the Greytown Community Board and has no further impact on the Council's AP/LTP, OPEX/CAPEX, rating impact or procurement process.

**Climate Change**

Applicants are not currently required to indicate positive, neutral or negative effects on climate change. The application form will be updated to indicatively reflect these results for elected member to consider as part of future decision making.

**COMPLIANCE SCHEDULE**

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
  - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
  - b) Assess the options in terms of their advantages and disadvantages; and
  - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

<b>Compliance requirement</b>	<b>Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of no significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with Grant Policy.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	None

**APPENDICES**

- Appendix 1** Fenwick, Oscar - *Under Separate Cover*
- Appendix 2** Papawai - Mangarara Stream Catchment Group - *Under Separate Cover*
- Appendix 3** Greytown School - *Under Separate Cover*
- Appendix 4** the Friends of Cobblestones Museum - *Under Separate Cover*
- Appendix 5** Divine River - *Under Separate Cover*
- Appendix 6** Keiko Nojima - *Under Separate Cover*
- Appendix 7** SPCA Masterton - *Under Separate Cover*



**Appendix 8**      **Greytown Community Gym - *Under Separate Cover***

**Appendix 9**      **Greytown Lions Trust - *Under Separate Cover***

## **11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF**

### **11.1 INCOME AND EXPENDITURE REPORT**

**Author:** Robyn Ramsden, Community Democracy Advisor

**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships

**File Number:** n/a

#### **PURPOSE**

To inform *community board* members of the most recent income and expenditure information.

#### **EXECUTIVE SUMMARY**

- At the request of the Chief Executive operational lines have been removed from the report.
- The income and expenditure report now combines grants and community development fund as one fund.
- Total Grants Funds available: \$38,618

#### **APPENDICES**

**Appendix 1**      **Income & Expenditure period ended 31 October 2024**

**Greytown Community Board  
Community Development fund for the Period Ended 31 October 2024 (DRAFT)**

<b>Allocation Grants Annual Budget 2024-25</b>	<b>\$ 15,180</b>
<b>Unused funds from 2023-24</b>	<b>\$ 34,804</b>
<b>Less Expenditure 2024/25 (Funds Uplifted)</b>	
<b>Aug-24</b>	
GCB 2024/19 - Norfolk road Nursery Arbour day saplings	\$ 150
<b>Sep-24</b>	
GCB2024/42 - Greytown Early Years Inc	\$ 240
GCB2024/40 - Whanau Manaaki Association	\$ 1,000
<b>Oct-24</b>	
GCB2023/49- Flag makers - Four Anzac flags	\$ 89
<b>Less funds granted and uplifted to 31 October 2024</b>	<b>\$ 1,479</b>
<b>Balance as at 31 October 2024</b>	<b>\$ 48,505</b>
<b>Less funds not uplifted from previous Community meetings as at 31 October 2024</b>	
GCB 2021/54 - Two new dog bins in Greytown - Meeting 24/11/21	\$ 1,226
GCB 2022/13 - Greytown Pool - Second set of three Murals - Meeting 30/03/22	\$ 2,000
GCB 2022/13 - Lions to Paint Polls - Soldier Memorial Park - Meeting 30/03/22	\$ 200
GCB 2022/33 - Dog poo bin replacement Corner of Jellicoe & Massey st - Meeting 22/06/22	\$ 1,500
GCB 2022/40 - Puakaka Wairarapa Garden Tour Set of Street Flags - Meeting 03/08/22	\$ 131
GCB 2022/50 - Heritage seat for Greytown - Meeting 13/09/22	\$ 3,500
GCB 2022/50 - Menz Shed - Work on Street Flags - Meeting 13/09/22	\$ 65
GCB 2022/51 - Menz shed - Purchase of new equipment - Meeting 13/09/22	\$ 1,000
GCB 2022/65 - Container for flagtrax - 29/11/22	\$ 50
GCB 2023/08 - Gail Vidulich - Materials for Main st barrels - 03/05/23	\$ 55
GCB2023/49 - Main street barrel plants - Meeting 13/12/23	\$ 62
GCB2024/11 - G Vidulich Main street barrel maintenance - Meeting 21/02/24	\$ 97
<b>Less committed funds not uplifted from previous community meetings</b>	<b>\$ 9,887</b>
<b>Community Fund Account balance as at 31 October 2024</b>	<b>\$ 38,618</b>

## 11.2 GRANT ACCOUNTABILITY REPORT

**Author:** Robyn Ramsden, Community Democracy Advisor

**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships

**File Number:** n/a

### PURPOSE

To inform *councillors and members* of the Greytown Community Board of the Grants Accountability returns.

### EXECUTIVE SUMMARY

The South Wairarapa District Council Grants Policy Kaupapa Here Tono Pūtea says in section 9. Terms and Conditions/Ngā ture that – “*a completed funding outcomes report must be returned to SWDC prior to any future grant application being made.*”

On the application form authorisation section includes an agreement from recipients:

- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for seven years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grants and Funding Report.

Staff are in the process of reminding previous recipients to provide accountability information on an updated form (attached).

### BACKGROUND

The Greytown Community Board is one of three SWDC Community Boards who can bestow grants to applicants. Grant applications are received via paper, pdf, email or an online form. Officers process the requests to the Featherston Community Board and present the information according to the SWDC Grants Policy: [PI-FDT-001-Grants-Policy-June-23.pdf](#)

### DISCUSSION

Whilst there is no requirement to accept the accountability reports from applicants, it is best practice for committees that assess and award grants to be confident that investment toward an applicant or project will deliver the intended outcomes, as detailed in the initial application. It is also a legal requirement for charities and incorporated societies to account for grants received in their financial year end reporting to the relevant agency.

This report lists grant recipients since the beginning of the triennium in September 2022. The following table outlines the grants given and over time it is intended to update the committee of when the accountability reports will be received plus a copy of the accountability report template as *Appendix 1*:

<b>Applicant</b>	<b>Amount</b>	<b>Due</b>	<b>Date Received</b>
Petra Gush	\$ 1,000	Jun-24	
Wairarapa Mathematics Association	\$300	Jun-24	Oct-24
Te Hupanui Greytown Artists	\$ 700	Jun-25	
Cobblestones Museum Trust – gutters	\$ 868	Jun-25	
Kia Kahah Hockey	\$ 700	Jun-25	
David Murray	\$ 1,000	Jun-25	
Whānau Manaaki Kindergarten – Greytown	\$ 1,000	Sep-25	
Kuranui College – Kapahaka	\$ 1,000	Sep-25	
Greytown Early Years	\$ 240	Sep-25	

**APPENDICES****Appendix 1**      **Accountability Report****Appendix 2**      **Wairarapa Mathematics Association - *Under Separate Cover***

# GRANT AND FUNDING ACCOUNTABILITY REPORT



To be completed within 90 days of the end date of the activity

It is important that we are able to ensure due diligence and accountability for the use of funds. All organisations, groups and individuals who receive funding need to complete this report at the end of their approved project, initiative or activity.

The Council requires the following areas be reported:

- Financial costs of the project, including (where appropriate) full accounts for the activity.
- Benefits achieved for the audiences and communities detailed in your application including number of participants
- How the project or outcomes may have differed from your original plan or proposal.
- How the funds contributed to one or more of our wellbeing outcomes:

Social wellbeing – Residents are active, healthy, safe, resilient, optimistic and connected.

Cultural wellbeing – Strong relationships with whānau, hāpu and marae, celebrating diverse cultural identity, arts and heritage.

Economic wellbeing – A place of destination, new business and diverse employment that gives people independence and opportunity.

Environmental wellbeing – Sustainable living, safe and secure water and soils, waste minimised, biodiversity enhanced.

## Part one: applicant details

Organisation name:	
Primary contact full name:	
Organisation address:	
Email address:	
Phone number:	
Secondary contact full name:	
Email address:	

**Part two: project details**

Project title:	
Date/s activity was held:	
Place, venue or facility where the activity took place:	
How many helped deliver the activity:	
How many people participated/attended:	
Which communities and audiences benefited from the activity:	
Funding amount requested:	
Funding amount approved:	
Total cost of the activity:	<b>Applied for \$</b> <b>Actual spend \$</b>
<b>Brief summary of the delivered activity: How did it go? Any comments or learnings?</b>	

### Part three: financial report

For grants under \$1,500 we require receipts for accountability. For grants over \$1,500 please also include a bank account statement showing income 'in' and income 'out'.

For grants over \$10,000 please include your organisations most recent annual accounts.

If you have any questions or need additional support in completing this form, please reach out to: [grants@swdc.govt.nz](mailto:grants@swdc.govt.nz)

**\*Please note: any unspent funds MUST be returned.**

3.1 What was the approved funding used for? **Please attach receipts and/or invoices**

Approved purpose item	Amount
<i>e.g Seedlings</i>	\$380
Total costs	\$

3.2 Project income (include any estimates from your original budget)

Item	Estimated income	Actual income	Reason/s for variance
<i>e.g ticket sales</i>	\$500	\$600	extra tickets sold
Total income		\$	

\*Note: you may be required to provide additional invoices/receipts for this project if requested.



### Part four: wellbeing outcomes

Which of our four wellbeing outcomes does your project meet? (tick as many as applicable)

	Social wellbeing – Residents are active, healthy, safe, resilient, optimistic and connected
	Economic wellbeing – A place of destination, new business and diverse employment that gives people independence and opportunity
	Environmental wellbeing – Sustainable living, safe and secure water and soils, waste minimised, biodiversity enhance
	Cultural wellbeing – Strong relationships with whānau, hāpu and marae, celebrating diverse cultural identity, arts and heritage
<p><b>Please share the community benefits achieved by the outcomes of your project:</b> How did South Wairarapa communities benefit?</p> <p>Please feel free to attach any further information you wish to provide.</p>	

We appreciate you sharing supporting evidence that outlines how you met the proposed wellbeing outcomes detailed in your application. Including but not limited to:

- Case studies
- Survey results
- Event attendance
- News stories - links or clippings
- Social media posts and/or reviews
- Photos of the activity or project milestones. By sending these to us, you agree for them to be used for future promotions of grants.

**Please complete and return your accountability report within 90 days of the end date of your project to: grants@swdc.govt.nz or in person to the Council office at 19 Kitchener Street, Martinborough.**

**11.3 ACTION ITEMS REPORT****Author:** Robyn Ramsden, Community Democracy Advisor**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships**File Number:** n/a**PURPOSE**

To present the Greytown Community Board with updates on actions and resolutions to 20 November 2024.

**RESOLUTION**

That the Greytown Community Board receive the Action Items Report.

**EXECUTIVE SUMMARY**

- Action items from recent meetings are presented to the Greytown Community Board for information. The Chair may ask Council officers for comments and all members may ask Council officers for clarification and information through the Chair.
- If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on.

**APPENDICES****Appendix 1      Action Items List**

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
537	28-Oct-20	Action	GCB	Reconsider the design of new Welcome to Greytown signs following consultation on the 2021-2031 Long Term Plan.	Open	9/6/21: To remain parked until the Long-Term Plan is adopted as the LTP may include budget for place assessment of the three towns, including entrances. 4/8/21: To remain parked as the Board would be collaborating on signs to consolidate branding across the district. 8/02/23: Action closed at request of the board - to be considered as part of the community planning process. 21/2/24: Reopen action. Board is aiming for 3 universal signs at each entrance to the town. Acknowledge NZTA will need to approved signs.
153	3-May-23	Action	S Corbett	To request James O'Connor to schedule a workshop prior to the next meeting to discuss service levels in Greytown and Reserve Management Plans.	Open	7/20/23. Update from James O'Connor. Budget restrains for 2023/2024 means that the Reserve Management Plans will not be addressed. 18/10/23 Request for this to occur before next meeting 13 December 2023. 22/5/24: Will include Report going to SWC in GCB agenda following SWC meeting. 5/8/24: Limited capacity in managers attending and talking about RMPs.
218	26-July-23	Action	W Woodgyer	Mr Woodgyer agreed to reach out to Council Officer Mr Carter (emergency management) to get clarity about roles and responsibilities.	Open	
240	22-May-24	Action	GCB	Action 240 - Chair to update the annual strategy from the website	Open	
249	22-May-24	Action	P Gardner	unspent funds from GCB2022/40 Painting of Bus Shelter can be returned to the Fund as the project did not go ahead.	Open	
250	22-May-24	Action	P Gardner	request staff contact the MenzShed to ask about GCB2022/51 Purchase of new equipment.	Open	
260	22-May-24	Action	R O'Leary	Request for information when is Greytown doing their Master Plan	Open	
414	21-Aug-24	Action	P Gardner	members request staff seek more information from Nuku Ora. In particular, who is coming to the event and how many people are expected to attend What buy-in is there for the event. How are Greytown residents able to take advantage of the event.	Actioned	3/9/24: email request sent. 10/9/24: Nuku Ora responded. 11/9/24: Nuku Ora's response forwarded to Board members.
415	21-Aug-24	Action	P Gardner	Request Staff to send the Greytown Community Board any public feedback received on the options considered on previous Greytown drinking water consultations. See Resolution 2024/44	Open	
416	21-Aug-24	Action	P Gardner	Request staff requested to arrange a video link for this meeting.	Actioned	Video Link arrange. Meeting did not occur.
417	21-Aug-24	Action	P Gardner	Request staff retrieve the display boards that were lent to Te Hupanui Greytown Artists.	Open	

**12 CHAIRPERSON REPORTS**

**12.1 NOTICE OF MOTION - CHAIRPERSON'S REPORT**

**File Number:**

I, Greytown Community Board Chair, Louise Brown, give notice that at the next Meeting of Greytown Community Board to be held on 20 November 2024, I intend to move the following motion:

**MOTION**  
 That the Greytown Community Board receive this Chairperson’s Report.

**MEETINGS/WORKSHOPS ATTENDED**

- Greytown Water Drop- on 28 September 2024 at Soldier's Memorial Park
- Representation Review Hearings- Present on behalf of GCB
- Representation Review Drop-ins in Greytown

**TOPICS**

Long Term Plan Submissions

It was recommended we have at least three tangible things we can advocate for. I have already mentioned the expansion of Arbor Reserve as one and asked for more suggestions. Is there any further suggestions from GCB Members? Otherwise I can suggest a few more ideas from our Community Plan for us to finalise what we will submit on. One idea is to meaningfully look at expanding the awareness and celebration of the First Arbor Day in NZ.

Key Events for GCB

Plan forward for meeting up for organising our key events for next year:

- Volunteer Expo
- Matariki
- Arbor Day 135th Anniversary

Discuss meeting schedule and promotion plans for each event. Is there another event we want to hold also?

General Discussion

Is there any General Business or issues that have been raised that we need to address. For instance I was contacted about mowing berms on Papawai Road. There was also the wild flowers planting initiative from Councillor Bosley. Any more suggestions for where this could occur?

General Business raised with self and members that need to be discussed.

**APPENDICES**

**Nil**

## 13 MEMBER REPORTS

### 13.1 NOTICE OF MOTION - MEMBERS REPORT - JO WOODCOCK

**File Number:**

I, board member Jo Woodcock, give notice that at the next Meeting of Greytown Community Board to be held on 20 November 2024, I intend to move the following motion:

- |   |
|---|
| 1. That the Greytown Community Board receive my members report. |
|---|

### MEETINGS/WORKSHOP ATTENDED

Drinking water services consultation 28th September  
Water hearing submissions 24 October

### TOPICS FOR DISCUSSION

- GCB Display boards discussion and labelling the 8 boards
- Discuss stock take on oak barrels, document was shared with all members.
- Update on the garden island on main street before red dairy still no plants

### APPENDICES

**Appendix 1      Oak barrels stock take**

**22 Feb 2024 Greytown’s main street barrels**

<b>Name of barrel</b>	<b>Location</b>	<b>Condition of barrel</b>
1. No name	Outside Greyfriars motel 138	No tree chopped
2. Escarpment vineyard	Outside Cuckoo	Tree good condition
3. Atarangi	Outside Stella Park	Tree good condition
4. Te kairanga	Outside WCM legal	Tree sad barrel ok
5. No name barrel	Outside 124 main street	Needs mulch
6. 6 oak barrels outside White Swan (they own them)		
7. Escarpment vineyard	105 main street	Tree cut off barrel fine
8. Coney wines	Outside Aperitif	Barrel fine
9. No name	97 main outside Cahoots cafe	Barrel looking sad tree fine
10. Brodie Estate	112 main street, outside Mango interiors	Tree fine, barrel fine
11. Palliser estate	106 main street	Tree fine, barrel some damage
12. Atarangi	Outside Jen De la Haye shop 104 main street	Tree and barrel fine
13. Brodie estate	Outside town hall	Tree dead,
14. Cabbage tree vineyard	Outside real estate shops	Tree sad, barrel ok
15. No name	92 outside gelato Meemeez	fine
16. No name	90 main street outside madame fancy pants	They are watering Plant fine
17. Big Sky wines	82 Main street outside Ray White	Tree fine
18. Martinborough vineyard	81 Main street, Outside French baker	Tree fine
19. Coney wines	74-76 main street Outside aroma India	Tree ok, ok barrel
20. Te Kairanga wines	Outside public toilets	Tree fine
21. No name	Outside 64 B Tattoo shop	Barrel sad
22. No name	Outside St Andrews Church	Needs to be replaced barrel sad
23. Dry river wines	Outside early years	Barrel ok, plants needed
24. Palliser Estate	Outside early years	Barrel ok, plants needed

**14 KARAKIA WHAKAMUTUNGA – CLOSING**

Kua mutu ā mātou mahi  
Mō tēnei wā  
Manaakitia mai mā katoa  
O mātou hoa  
O mātou whānau  
Aio ki te Aorangi

Our work is finished  
For the moment  
Blessing upon us all  
Our friends  
Our families  
Peace to the Universe