



MARTINBOROUGH COMMUNITY BOARD

Agenda

NOTICE OF MEETING

An ordinary meeting will be held in the Supper Room, Texas Street, Waihinga Centre, Martinborough on Thursday, 6 June 2019 at 6:00pm.

MEMBERSHIP OF THE COMMITTEE

Lisa Cornelissen (chair), Fiona Beattie, Victoria Read, Maree Roy, Cr Pam Colenso and Cr Pip Maynard and Maisie Arnold-Barron (student representative).

PUBLIC BUSINESS

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. PUBLIC PARTICIPATION:

- 3.1 Charlotte Harding to present the new Business Association branding.

6.00pm

4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

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.

5. COMMUNITY BOARD MINUTES:

- 5.1 Minutes for Approval: Martinborough Community Board
Minutes of 14 March 2019

Pages 1-4

Proposed Resolution: *That the minutes of the Martinborough Community Board meeting held on 14 March 2019 be confirmed as a true and correct record.*

6. CHIEF EXECUTIVE AND STAFF REPORTS:

- 6.1 Committee Minutes Report
6.2 Action Items Report

Pages 5-18

Pages 19-26

6.3	Income and Expenditure Report	Pages 27-32
6.4	Financial Assistance Report	Pages 33-34
6.5	Request for Directional Signage Report	Pages 35-44
6.6	Community Board Terms of Reference	Pages 45-59

7. NOTICES OF MOTION:

- 7.1 None advised

8. CHAIRPERSON'S REPORT:

8.1	Chair's Report	Pages 60-96
8.1.1.	Meetings and Events	
8.1.2.	MCB Workshop	
8.1.3.	2018 / 2019 Budget	
8.1.4.	Martinborough Pool	
8.1.5.	Olivio-nor Signage Request	
8.1.6.	Waihinga Centre Event Publicity	
8.1.7.	Fireworks in Considine Park	
8.1.8.	FlagTrax	
8.1.9.	Community Board Conference	
8.1.10.	Annual Plan Submission	

9. MEMBER REPORTS (INFORMATION):

- 9.1 None advised

Martinborough Community Board

Minutes – 14 March 2019

Present:	Lisa Cornelissen (Chair), Vicky Read (from 6:08pm), Maree Roy, Cr Pip Maynard and Maisie Arnold-Barron (student representative).
In Attendance:	Mayor Viv Napier, Mark Allingham (Group Manager Infrastructure and Services), Suzanne Clark (Committee Secretary), Jo Dean (Zero Waste Co-ordinator) and Bryce Neems (Amenities Manager).
Conduct of Business:	The meeting was conducted in public in the Pirinoa Hall, Lake Ferry Road, Pirinoa on the 14 March 2019 between 6:00pm and 7:33pm.
Also in Attendance:	Lake Ferry Ratepayers' Association members.

PUBLIC BUSINESS

1. APOLOGIES

MCB RESOLVED (MCB 2019/14) to receive apologies from Fiona Beattie, Cr Pam Colenso and lateness apologies from Vicky Read.

(Moved Cornelissen/Seconded Roy)

Carried

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. PUBLIC PARTICIPATION

Members of the Lake Ferry Residents' Association queried the timeframe for felling of the Council owned pine trees, drainage issues, and repairs needed to the wastewater system. The Association requested Council provide an answer to correspondence sent April 2018 and undertook to forward the letter to Lisa Cornelissen. Council was thanked for keeping Lake Ferry Reserve mowed and tidy.

4. ACTIONS FROM PUBLIC PARTICIPATION

Council's Amenities Manager outlined the significance of the health and safety issues to residents as well as workers of felling the pine trees. To minimise repeat work, Mr Allingham wanted the pine trees felled before undertaking wastewater repairs. Mrs Cornelissen encouraged the Association to make an application for funding for plants to replant the area in due course.

MCB NOTED:

1. Action 147: Circulate correspondence from Lake Ferry Ratepayers Association to members and if there is anything that

the Community Board can assist with actioning to add this to the April 2019 meeting agenda; Lisa Cornelissen

5. COMMUNITY BOARD MINUTES

5.1 Martinborough Community Board Minutes – 31 January 2019

MCB RESOLVED (MCB 2019/15) that the minutes of the Martinborough Community Board meeting held on 31 January 2019 be received and confirmed as a true and correct record.

(Moved Cornelissen/Seconded Cr Maynard)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Officers' Report

Mrs Cornelissen acknowledged Mr Crimp's resignation and on behalf of the Community Board thanked him for his mentoring and work undertaken.

Members discussed the governance/leadership/advocacy targets, a recent spatial planning workshop and the possibility of running a swimming pool survey.

Jo Dean provided an update on LTP waste initiatives as well as other zero waste initiatives.

Bryce Neems introduced himself and outlined amenities tasks being undertaken in Martinborough. Amenities requests for action were to be funnelled through the Chair. The Martinborough Swimming Pool cover would be replaced by the next summer season and there was a potential buyer for the inflatable toy.

MCB RESOLVED (MCB 2019/16) to receive the Officers' Report.

(Moved Read/Seconded Cr Maynard)

Carried

6.2 Action Items Report

MCB RESOLVED (MCB 2019/17):

1. To receive the Action Items Report.

(Moved Cornelissen/Seconded Beattie)

Carried

2. Action 148: Work with Cr Pam Colenso and Council's Amenities Manager to review signage in Martinborough Square; Lisa Cornelissen

3. Action 149: Arrange a Community Board workshop (discuss budget, FlagTrax); Lisa Cornelissen

4. Action 150: Arrange a meeting with Mayor Napier to discuss the LGNZ awards application; Lisa Cornelissen

6.3 Income and Expenditure Report

MCB RESOLVED (MCB 2019/18) to receive the Income and Expenditure Statement for the period 1 July 2018 – 31 January 2019.

(Moved Roy/Seconded Read)

Carried

6.4 Applications for Financial Assistance

MCB RESOLVED (MCB 2019/19):

1. To receive the Applications for Financial Assistance Report.
2. To grant Martinborough Community Garden \$800 to assist with ongoing operating costs.
3. To grant Martinborough Music Festival \$1,000 in order to run student workshops and open rehearsals at the music festival subject to the Community Board viewing a grant application.
4. To grant Wairarapa Rape and Sexual Abuse collective \$200 to assist with the costs of running a 'Say no to rape' campaign.
5. To grant the Anglican Parish of South Wairarapa \$600 to cover the costs of food, stationary and equipment for the Homework and Breakfast Club subject to receiving a completed accountability form for a previous grant.

(Moved Cr Maynard/Seconded Read)

Carried

6.5 SWDC Logo and Branding Working Party

The Community Board extended congratulations to the Working Party for a successful outcome.

MCB RESOLVED (MCB 2019/20) to receive the Community Boards Conference 2019 Report.

(Moved Cornelissen/Seconded Roy)

Carried

7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report

Mrs Cornelissen thanked Heath Kershaw for funding the basketball hoop recently installed in Martinborough Park and awaited his input on backboards. Council had replaced Martinborough School's pool noodles as they had been used by the public and needed replacing. Members undertook to discuss where to allocate funds not required by Martinborough School in a workshop and organisation of the Martinborough Guy Fawkes event.

MCB RESOLVED (MCB 2019/21):

1. To receive the Chairperson's report.
2. To receive the Community Board project reports.
3. To support Martinborough Guy Fawkes going ahead and that Lisa Cornelissen and Vicky Read would progress finding someone to run the event.

(Moved Cornelissen/Seconded Cr Maynard)

Carried

9. MEMBERS REPORTS (INFORMATION):

9.1 Governance Review, Council Committees and Working Parties Structures

MCB RESOLVED (MCB 2019/22):

1. To receive the Governance Review, Council Committees and Working Parties Structure Report.

(Moved Cornelissen/Seconded Read) Carried

2. Action 151: Review the requirements of Council to make an appointment to the Waihinga Charitable Trust and if required, make an appointment; Mayor Napier

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

MARTINBOROUGH COMMUNITY BOARD

6 JUNE 2019

AGENDA ITEM 6.1

COMMITTEE MINUTES REPORT

Purpose of Report

To present community boards and the Māori Standing Committee with minutes from Council committees.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Committee Minutes Report*

1. Executive Summary

Minutes from the Assets and Services Committee, Planning and Regulatory Committee and the Finance, Audit and Risk Committee are presented to the community boards and Māori Standing Committee for information.

Reporting processes for the new committee structure have been streamlined. Group manager reports will no longer be presented to Council and then distributed to community boards and the Māori Standing Committee.

The Infrastructure and Services Report will go to the Assets and Services Committee and the Planning and Environment Report will go to the Planning and Regulatory Committee. Sections of the CEO Report will now go to the Finance, Audit and Risk Committee.

The minutes of these committee meetings will be provided to community boards and the Māori Standing Committee for information. All original group reports to committees will be available on Council's website.

2. Appendices

- Appendix 1 - Assets and Services Committee minutes 20 March 2019
- Planning and Regulatory Committee minutes 20 March 2019
- Finance, Audit and Risk Committee minutes 27 March 2019
- Assets and Services Committee minutes 1 May 2019
- Planning and Regulatory Committee minutes 1 May

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Jennie Mitchell, Acting Chief Executive

Appendix 1

- **Assets and Services Committee minutes 20 March 2019**
- **Planning and Regulatory Committee minutes 20 March 2019**
- **Finance, Audit and Risk Committee minutes 27 March 2019**
- **Assets and Services Committee minutes 1 May 2019**
- **Planning and Regulatory Committee minutes 1 May 2019**

ASSETS AND SERVICES COMMITTEE

Minutes 20 March 2019

- Present:** Councillors Brian Jephson (Chair), Pam Colenso, Colin Olds, Colin Wright, Mike Gray, Lisa Cornelissen, Robyn Ramsden and Mayor Viv Napier.
- In Attendance:** Mark Allingham (Group Manager Infrastructure and Services) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 11:00am and 12:30pm.
- Also in Attendance:** Councillor Ross Vickery.

Open Section

A1. Apologies

ASSETS AND SERVICES RESOLVED (AS2019/01) to accept apologies from Cr Lee Carter, Cr Pip Maynard, Leigh Hay and Raihania Tipoki.

(Moved Ramsden/Seconded Cr Jephson)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There were no actions from public participation.

A5. Extraordinary Business

Members discussed the new committee structure, flow of requests for decision, and use of Standing Orders.

Members noted that community boards could be working with officers to prioritise amenities works according to development plans (where they were in place) and budget.

ASSETS AND SERVICES NOTED:

1. Action 168: Draft an email to community boards to show the flow of requests to community boards/committees/Council according to terms of reference delegation; including requests for public participation; P Crimp

A6. Notices of Motion

There were no notices of motion.

B Council Committee and Community Board Minutes

B1. Interim Infrastructure and Services Report

Mr Allingham discussed the report and answered members' questions.

Members noted that the 20 March date in the first paragraph of the report should be 20 February 2019.

Mayor Napier advised that the purpose of the 28 March 2019 workshop with Greater Wellington Regional Council elected and senior staff was to get clarity from regulatory staff and to see if issues could be worked through. Members agreed to await the outcome of the workshop before determining next steps in the wastewater process.

ASSETS AND SERVICES RESOLVED (AS2019/02) to receive the tabled Interim Infrastructure and Services Report.

(Moved Cr Wright/Seconded Cornelissen)

Carried

B2. Amenities Contract 17A Review Report

Members requested that Council officers consider the options as suggested in the report, but also look at other delivery options, specifically some form of hybrid option for in-house delivery and procurement of services, equipment and expertise via agreement with Carterton District Council. Due to time constraints members understood that the existing contract would need to be rolled over for a further year.

ASSETS AND SERVICES RESOLVED (AS2019/03) to receive the tabled Amenities Contract 17A Review Report.

(Moved Cr Colenso/Seconded Cr Jephson)

Carried

B3. Transport Services Delivery Review

Mr Allingham presented the report and answered members' questions.

ASSETS AND SERVICES RESOLVED (AS2019/04) to receive the Transport Services Delivery Report.

(Moved Cr Jephson/Seconded Cr Colenso)

Carried

Confirmed as a true and correct record

.....(Chair)

.....(Date)

PLANNING AND REGULATORY COMMITTEE

20 March 2019

- Present:** Councillor Colin Olds (Chair), Brian Jephson, Ross Vickery, Colin Wright, Lisa Cornelissen and Robyn Ramsden.
- In Attendance:** Russell O’Leary (Group Manager Planning and Environment) and Russell Hooper (Planning Manager) and Suzanne Clark (Committee Secretary)
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 1:30pm and 2:30pm.
- Also in Attendance:** Councillor Mike Gray.

Open Section

Members discussed the new committee structure, flow of requests for decision and use of Standing Orders.

A1. Apologies

PLANNING AND REGULATORY RESOLVED (PR2019/01) to accept apologies from Cr Lee Carter, Cr Pip Maynard, Leigh Hay and Raihania Tipoki.

(Moved Ramsden/Seconded Cr Jephson)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There were no actions from public participation.

A5. Extraordinary Business

There was no extraordinary business.

A6. Notices of motion

There were no notices of motion.

B Information and Verbal Reports from Planning and Environment Group Manager and Staff

B1. Planning and Environment Group Project Verbal Update

Mr O’Leary tabled a planning projects summary and briefed members on the status of each item. Mr O’Leary with assistance from Mr Hooper answered questions on the listed projects as they were raised.

Mr O’Leary noted that work volume was high across all departments.

Cr Olds undertook to start a review of the Terms of Reference for this Committee.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

FINANCE, AUDIT AND RISK COMMITTEE

27 March 2019

- Members' Present:** Deputy Mayor Brian Jephson (Chair), Councillors Pam Colenso, Colin Wright, Ross Vickery and Mayor Viv Napier.
- In Attendance:** Jennie Mitchell (Group Manager Corporate Support), Katrina Neems (Finance Manager) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 11:30am and 1:30pm.
- Also in attendance:** Councillor Mike Gray and Andrew Michl (Local Government Funding Authority (LGFA)).

Open Section

A1. Apologies

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/01) to accept apologies from Mr Paul Crimp.

(Moved Mayor Napier/Seconded Cr Colenso)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There were no actions from public participation.

A5. Extraordinary Business

Standing Orders will be used if needed.

A6. Minutes for Receipt

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/02) that the notes from the Risk and Audit Working Party meeting held 29 January 2019 be received.

(Moved Cr Jephson/Seconded Cr Wright)

Carried

A7. Notices of Motion

There were no notices of motion.

B Decision Reports from Chief Executive and Staff

B1. Feedback, Compliments and Complaints and Policy N800

Members agreed to change the title of the policy to place more emphasis on receiving compliments and complaints and altered the next review date to allow for one year's trial of the policy.

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/03)

1. To receive the Feedback Compliments and Complaints Policy N800 Report.
(*Moved Mayor Napier/Seconded Cr Vickery*) Carried
2. To recommend that Council approves the Compliments, Complaints and Feedback Policy N800.
3. To recommend that Council agree that the next review date should be April 2020.
(*Moved Jephson/Seconded Cr Colenso*) Carried

B2. Local Government Funding Authority (LGFA) Guarantor Proposal

Mr Michl outlined the governance structure and operations of the LGFA. Members discussed benefits, risks, public disclosure requirements, shareholder reporting, and legal joining fees with Mr Michl and Ms Mitchell.

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/04)

1. To receive the Becoming a Guarantor Borrower with LGFA Report.
(*Moved Cr Colenso/Seconded Cr Vickery*) Carried
2. To recommend to Council to become a guarantor member of the Local Government Funding Agency.
(*Moved Mayor Napier/Seconded Cr Wright*) Carried

B3. Data Security and Risk Register

Members deemed recommendation two was not required as recommendations three and four covered all necessary points with the recommended changes shown as tracked changes in the policy. Members agreed that the policy needed to be widened to include everyone that had access to confidential information.

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/05):

1. To receive the Data Security and Risk Register Report.
(*Moved Cr Colenso/Seconded Cr Jephson*) Carried
2. To recommend to Council to approve the changes to the Information and Technology (IT) Policy N600.
3. To recommend to Council that the review date of the policy is April 2020.
4. To agree to add the issue of data security on mobile devices to the Risk register.
(*Moved Cr Wright/Seconded Cr Jephson*) Carried

C Decision Reports from Chief Executive and Staff

C1. Financial Report

Ms Mitchell discussed the report and answered members' questions on miscellaneous income, solid waste management, rates arrears, a potential rates remission, quarterly capital expenditure forecast and borrower notes.

Members noted that the working capital as outlined in 'Section 3 Statement of Financial Position' of the Financial Report should be \$14,324k, not \$14k.

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/06) to receive the Financial Report.

(Moved Cr Vickery/Seconded Cr Jephson)

Carried

C2. NZTA Report

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/07) to receive the NZTA Audit Report.

(Moved Mayor Napier/Seconded Cr Colenso)

Carried

C3. Project Update Summary

Ms Mitchell discussed the report with members and agreed to add the Martinborough water incident and Featherston flood remedial works to the schedule.

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/08) to receive the Project Summary Report.

(Moved Cr Colenso/Seconded Mayor Napier)

Carried

C4. Verbal Update on Interim Audit

Ms Mitchell reported that the outcome from the interim audit review was good and outlined findings.

C5. Verbal Update on Potential Insurance Claim

Ms Mitchell outlined a situation resulting from an incorrect LIM being issued to a prospective purchaser advising that Council were actively working to correct the mistake with the property owner but there would be a cost to Council.

Internal process changes have been made to ensure a similar situation cannot occur again.

Confirmed as a true and correct record

.....(Mayor)

.....(Date)



ASSETS AND SERVICES COMMITTEE MINUTES

1 May 2019

- Present:** Cr Brian Jephson (Chair), Cr Pam Colenso, Cr Colin Olds, Cr Mike Gray, Lisa Cornelissen, Robyn Ramsden, Leigh Hay and Mayor Viv Napier.
- In Attendance:** Jennie Mitchell (Acting Chief Executive), Mark Allingham (Group Manager Infrastructure and Services), Lawrence Stephenson (Assets and Operations Manager, Suzanne Clark (Committee Advisor) and Angela Williams (Committee Advisor).
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 11:30am and 12:56pm.

Open Section

A1. Apologies

ASSETS AND SERVICES RESOLVED (AS2019/05) to accept apologies from Cr Lee Carter and Cr Colin Wright.

(Moved Cr Olds/Seconded Cr Colenso)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There were no actions from public participation.

A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

ASSETS AND SERVICES RESOLVED (AS2019/06) that the minutes of the Assets and Services Committee meeting held on 20 March 2019 are a true and correct record.

(Moved Ramsden/Seconded Cr Gray)

Carried

Matters arising – Membership of the Water Race Subcommittee. Further discussion to be held on methodology and selection process with Cr Olds and Cr Gray in consultation with officers.

A7. Notices of Motion

There were no notices of motion.

B Information and Verbal Reports from Chief Executive and Staff

B1. Infrastructure and Group Services Report

Members agreed that with the new meeting structure that items pertaining to the Infrastructure and Services Group be moved from the Council Action Register to this forum going forward.

Members discussed governance and report of the new roading contract, the wheelie bin rollout, the Wairarapa Moana Governance Group, WREMO and the Lifelines Project, the Greytown Wastewater Project, that the Five Towns Trails Trust need to apply for grant funding to fund the coordinator, the status of the second Cotter Street survey results, staffing attendance at meetings, the status of the Featherston Library expansion scoping project, NZTA and their ownership of Featherston stormwater repairs on State Highways, and the Martinborough water situation with Council officers.

Ms Mitchell briefed members on matters relating to the Featherston Wastewater Project and consent hearing scheduled for the 27 May 2019.

Members commended Council officers for their professional behaviour in dealing with the public during current issues.

ASSETS AND SERVICES RESOLVED (AS2019/07):

1. To receive the Infrastructure and Group Services Report.
(Moved Cr Hay/Seconded Cr Jephson) Carried
2. Action 226: When available, forward the Cotter Street survey results to the Greytown Community Board; M Allingham
3. Action 227: Forward the WREMO quarterly report to the Assets and Services Committee; Mayor Napier

Confirmed as a true and correct record

.....(Chair)

.....(Date)



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

PLANNING AND REGULATORY COMMITTEE

1 May 2019

- Present:** Councillor Colin Olds (Chair), Brian Jephson, Pip Maynard, Ross Vickery, Lisa Cornelissen, Leigh Hay, Robyn Ramsden and Mayor Viv Napier (from 9:06am).
- In Attendance:** Russell O’Leary (Group Manager Planning and Environment), Russell Hooper (Planning Manager) and Suzanne Clark (Committee Advisor).
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 9:00am and 10:39am.
- Also in Attendance:** Councillor Pam Colenso, Cr Adrienne Staples (Greater Wellington Regional Council (GWRC)).

Open Section

A1. Apologies

PLANNING AND REGULATORY RESOLVED (PR2019/02) to accept apologies from Cr Lee Carter and Cr Colin Wright.

(Moved Cr Jephson/Seconded Cr Hay)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

Cr Adrienne Staples, introduced the GWRC draft Annual Plan consultation document and outlined key initiatives that would affect Wairarapa residents (e.g. public transport, rail upgrades, climate change work, pest control, Wellington Regional Erosion Control Initiative (WRECI), Let’s Get Wellington Moving and the Te Kāuru Plan.

A4. Actions from Public Participation

PLANNING AND REGULATORY NOTED:

1. Action 231: On behalf of SWDC make a submission to the GWRC Annual Plan (closing date 24 May 2019); Russell O’Leary

A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

PLANNING AND REGULATORY RESOLVED (PR2019/03) that the minutes of the Planning and Regulatory Committee held on the 20 March 2019 are a true and correct record.

(Moved Cornelissen/Seconded Hay)

Carried

A7. Notices of motion

There were no notices of motion.

B Information and Verbal Reports from Planning and Environment Group Manager and Staff

B1. Planning and Environment Group Report

Mr O’Leary elaborated on topics as presented in the report and answered members queries on spatial planning, Martinborough south grown area, the Wairarapa Combined District Plan Review timeframes, not registering or removing notable trees from the District Plan, expected timing for the Greytown Orchards subdivision and status of other Greytown developments, the status of the Featherston Brookside development, sponsorship signage at Council owned amenities, the status and potential for a new joint dog pound with Carterton District Council and dog control education levels of service.

Mr O’Leary tabled building consents data for the past two years.

PLANNING AND REGULATORY RESOLVED (PR2019/04):

1. To receive the Planning and Environment Group Report.
(Moved Cr Olds/Seconded Cr Jephson) Carried
2. Action 232: Resend the email advising councillors of the Martinborough south resident’s consultation and forward relevant material to all councillors; Russell O’Leary
3. Action 233: Provide information to the Committee on why the dog education level of service has gone from three education visits to one education visit per year; Russell O’Leary

B2. Carkeek Observatory

The Committee discussed options for protecting the Carkeek Observatory (noting the practical aspect of restoration and maintenance) and recognising the historical value of the Carkeek Observatory by story-telling methods.

PLANNING AND REGULATORY NOTED:

1. Action 234: Provide information to the P&R Committee on the current protected status, condition and exact GPS location of the Carkeek Observatory; Russell O’Leary

Confirmed as a true and correct record

.....(Chair)

.....(Date)

MARTINBOROUGH COMMUNITY BOARD

6 JUNE 2019

AGENDA ITEM 6.2

ACTION ITEMS REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

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

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

2. Appendices

Appendix 1 - Action Items to June 2019

Contact Officer: Angela Williams, Committee Secretary

Reviewed By: Jennie Mitchell, Acting Chief Executive

Appendix 1 – Action Items to 6 June 2019

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
584	9-Oct-17	Resolution	Cr Colenso	MCB RESOLVED (MCB 2017/96) 1. To receive the Greater Wellington Regional Council (GWRC) Bus Shelter on Ohio Street report 2. To defer further discussion on potential artists and murals at the next MCB workshop. (Moved Cornelissen/Seconded Roy) Carried	Open	12/3/18: Cr Colenso undertook to put an artists brief together
22	29-Jan-18	Action	Lisa Cornelissen	Liaise with the Martinborough Swimming Club treasurer and Mr Crimp about possible transfer and management of remaining Club funds	Actioned	2/11/18: Council is able to manage the funds but they would need to be spent sooner rather than later. There should be no liability that comes with the grant, apart from its use being swimming pool related. 10/5/19: Confirmation from Swimming Club of funds transfer. SWDC bank account provided 18/5/19.
23	29-Jan-18	Action	Lisa Cornelissen	Add installation/purchase of water fountain for Waiyinga Park to the project list	Actioned	
549	27-Aug-18	Resolution	Mark	MCB RESOLVED (MCB2018/53): 1. Not to support a pedestrian crossing on Jellicoe Street at this time, as support has been given to painting yellow lines on the corners of Venice/Jellicoe and Naples/Jellicoe Streets, and these safety improvements will move traffic away from junctions. (Moved Cornelissen/Seconded Read) Carried	Actioned	26/09 Road marking contractor is scheduled for March 2019 14/3 Emailed Lisa Cornelissen to advise that some businesses will lose car parks outside their premises.
556	27-Aug-18	Resolution	Mark	MCB RESOLVED (MCB 2018/60): 1. To receive the Martinborough School Parking Report. 2. To defer a decision until the Footpath Strategy has been viewed by the Community Board. (Moved Cornelissen/Seconded Beattie) Carried	Open	24/10/18: School looking at centralising parking. 31/1/19: Mark to make contact early in school year. 7/2/19: Mark talked to school today and will visit Principal when free.
560	27-Aug-18	Action	Mark	Paint regulation length yellow lines on the corners of Jellicoe/Broadway Streets and Venice/Jellicoe Streets and Naples/Jellicoe Streets	Actioned	26/09 Road marking contractor scheduled to come March 2019. 14/3 See Action 549

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
562	27-Aug-18	Action	Mark	Ensure that the Pain Farm lease arrangements are returned to a long term lease now that the prime time for securing grazing leases is approaching	Actioned	11/4/19: Tender process underway for a 3 year lease with Wairarapa Property Consultants; closing 23 April. 28/5/19: New lease signed from 8 May 2019 with Oliver Smith for 3 years.
564	27-Aug-18	Action	Mark	Advise MCB members whether the new flag tracking system could be fitted while the old system remained in place (in order that flags can be utilised until end of life), and the time requirement for a decision on the flag tracking system	Actioned	21/09 MCB updated. Waiting on MCB to provide list and photos of flagpoles for FlagTrax so quote can be finalised. 17/12 Chris Souness, Nexus (Flagtrax) to meet with MCB on site to assess. 23/1/19 Suitable poles identified. Waiting on quote from Nexus. 14/3/19 Cr Colenso completed a walk around. Only 1 post around the square that will take a flag. Come back next meeting with proposal. If anyone not happy do some research for decision April meeting.
566	27-Aug-18	Action	Mark	Work with Waihinga Trust to itemise a list of Martinborough playground equipment that is being put back in the playground, but needs refurbishing, and forward to Mayor Napier so consideration can be given for refurbishment to be paid for from Council's playground maintenance budget	Actioned	24/10/18: Waiting on further info. 14/3/19: Amenities Manager has been liaising with the Waihinga Trust.
696	23-Oct-18	Action	Mark	Arrange for Citycare to provide Martinborough Community Board low maintenance and drought hardy plant recommendations for under planting the olive trees on SH53 at the entrance to Martinborough	Open	7/2/19: Work in progress with CCL. Plan to be presented once completed by CCL. 29/04/2019
697	23-Oct-18	Action	Mark	Determine potential locations for Martinborough Square Road signs (for poppy places), send to MCB members for feedback and then forward to Council's Roding Manager for action	Actioned	31 Oct 18: LC emailed Tim Langley with images of four major intersection on Square asking for advice on sign placement. 7/2/19: Work in progress. 14/3/19 Emailed Lisa Cornelissen with estimates and locations.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
699	23-Oct-18	Action	Vicky Read	Investigate the obligations and conditions of the Trading in Public Places Bylaw, liaise with Council's Environmental Team about enforcing the Bylaw, identify the specific areas in Martinborough Square that traders are permitted to sell, and then organise a workshop with members	Open	
822	12-Dec-18	Resolution	Mark	MCB RESOLVED (MCB 2018/85): 1. To receive the Martinborough Parking Survey Report. 2. Recommend to SWDC that organisers of cycling events are provided with information on parking that is away from the Martinborough Town Centre. (Moved Cornelissen/Seconded Cr Colenso) Carried	Actioned	
823	12-Dec-18	Action	Lisa Cornelissen	Organise for the Poppy Places QR code to be printed and placed on the plaque	Open	
824	12-Dec-18	Action	Cr Colenso	Liaise with Council officers to get the Poppy Places plaque framed and then hung once the QR code sticker has been placed	Open	
825	12-Dec-18	Action	Lisa Cornelissen	Investigate booking Pirinoa Hall for the 14 March 2019 meeting and Hau Ariki Marae for the 6 June 2019 meeting	Open	11/4/19: Pirinoa Hall meeting held
41	31-Jan-19	Resolution	Mark	MCB RESOLVED (MCB 2019/10): 1. To request that the Amenities Manager organise a meeting of the Considine Park Committee to review progress and to discuss input into the Annual Plan, as well as any other agenda items members of the Committee wish to discuss. (Moved Cornelissen/Seconded Cr Colenso) Carried	Actioned	9/4/19: Meeting held 6pm with Committee.
45	31-Jan-19	Action	Lisa Cornelissen	Request promotional material suitable for social and online media promotion from the Neighbourhood Support Coordinator and forward Martinborough Business Association contact details	Open	Some work undertaken, more to be done.
48	31-Jan-19	Action	Cr Colenso	Review potential FlagTrax locations, noting there was a desire to populate Broadway, the Square and Jellicoe Streets	Open	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
49	31-Jan-19	Action	Mark	Advise who is funding installation costs of the FlagTrax system and the total number of systems that can be purchased with the current funds allocation; (Council and MCB)	Actioned	20/3/19 Advised Lisa Cornelissen
50	31-Jan-19	Action	Mark	Investigate payment responsibility for the difference in installation costs over the \$450 agreed by the MCB for bike rack installation outside the Waihinga Centre, Martinborough	Actioned	20/3/19 Has been investigated. Obtaining new quotes. Struggling to find tradesman interested possible in house
51	31-Jan-19	Action	Lisa Cornelissen	Write to Destination Wairarapa informing them of the Community Board's discussion of the paper and provisional support for an additional bus stop	Actioned	
52	31-Jan-19	Action	Mark	Speak to Transit about an additional bus stop outside of the Waihinga Centre, to gauge what needs to be done and likely impacts	Open	20/3/19 Will speak to GWRC.
53	31-Jan-19	Action	Maisie/Cr Colenso	Request three design concepts in rough form for the skatepark, liaise with Fiona Beattie when the designs are ready so a student survey can be organised, send the costs to Lisa Cornelissen	Open	
138	14-Mar-19	Resolution		MCB RESOLVED (MCB 2019/14) to receive apologies from Fiona Beattie, Cr Pam Colenso and lateness apologies from Vicky Read. (Moved Cornelissen/Seconded Roy) Carried	Actioned	
139	14-Mar-19	Resolution		MCB RESOLVED (MCB 2019/15) that the minutes of the Martinborough Community Board meeting held on 31 January 2019 be received and confirmed as a true and correct record. (Moved Cornelissen/Seconded Cr Maynard) Carried	Actioned	
140	14-Mar-19	Resolution		MCB RESOLVED (MCB 2019/16) to receive the Officers' Report. (Moved Read/Seconded Cr Maynard) Carried	Actioned	
141	14-Mar-19	Resolution		MCB RESOLVED (MCB 2019/17): 1. To receive the Action Items Report. (Moved Cornelissen/Seconded Beattie) Carried	Actioned	

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
142	14-Mar-19	Resolution		MCB RESOLVED (MCB 2019/18) to receive the Income and Expenditure Statement for the period 1 July 2018 – 31 January 2019. (Moved Roy/Seconded Read) Carried	Actioned	
143	14-Mar-19	Resolution	Jennie	MCB RESOLVED (MCB 2019/19): 1. To receive the Applications for Financial Assistance Report. 2. To grant Martinborough Community Garden \$800 to assist with ongoing operating costs. 3. To grant Martinborough Music Festival \$1,000 in order to run student workshops and open rehearsals at the music festival subject to the Community Board viewing a grant application. 4. To grant Wairarapa Rape and Sexual Abuse collective \$200 to assist with the costs of running a 'Say no to rape' campaign. 5. To grant the Anglican Parish of South Wairarapa \$600 to cover the costs of food, stationary and equipment for the Homework and Breakfast Club subject to receiving a completed accountability form for a previous grant. (Moved Cr Maynard/Seconded Read) Carried	Actioned	Commitments in I&E - SM Wairarapa Rape and Sexual Abuse collective paid. Mbo Community Garden paid - SM
144	14-Mar-19	Resolution		MCB RESOLVED (MCB 2019/20) to receive the Community Boards Conference 2019 Report. (Moved Cornelissen/Seconded Roy) Carried	Actioned	
145	14-Mar-19	Resolution	Lisa Cornelissen/Vicky Read	MCB RESOLVED (MCB 2019/21): 1. To receive the Chairperson's report. 2. To receive the Community Board project reports. 3. To support Martinborough Guy Fawkes going ahead and that Lisa Cornelissen and Vicky Read would progress finding someone to run the event. (Moved Cornelissen/Seconded Cr Maynard) Carried	Open	11/4/19: See Chair's report

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
147	14-Mar-19	Action	Lisa Cornelissen	Circulate correspondence from Lake Ferry Ratepayers Association to members and if there is anything that the Community Board can assist with actioning to add this to the April 2019 meeting agenda	Open	
148	14-Mar-19	Action	Lisa Cornelissen	Work with Cr Pam Colenso and Council's Amenities Manager to review signage in Martinborough Square	Open	
149	14-Mar-19	Action	Lisa Cornelissen	Arrange a Community Board workshop (discuss budget, FlagTrax)	Open	
150	14-Mar-19	Action	Lisa Cornelissen	Arrange a meeting with Mayor Napier to discuss the LGNZ awards application	Open	
151	14-Mar-19	Action	Mayor Napier	Review the Waihinga Charitable Trust document, and if required make a Council appointment	Actioned	7/5/19: Letter sent to confirming appointment of Lisa Cornelissen as representative of the Waihinga Trust.

MARTINBOROUGH COMMUNITY BOARD

6 JUNE 2019

AGENDA ITEM 6.3

INCOME AND EXPENDITURE STATEMENTS

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 2018 - 31 March 2019.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2018 – 30 June 2018 is attached in Appendix 1. The Income and Expenditure Statement for 1 July 2018 – 31 March 2019 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 2017 – 30 June 2018

Appendix 2 - Income and Expenditure Statement for 1 July 2018 – 31 March 2019

Contact Officer: Angela Williams, Committee Advisor

Approved By: Jennie Mitchell, Acting Chief Executive

Appendix 1 - Income and Expenditure Statement for 1 July 2017 – 30 June 2018

<i>Martinborough Community Board</i>	
<i>Income & Expenditure For the year ended 30 June 2018</i>	
<u>INCOME</u>	
Balance 1 July 2017	7,575.00
Annual Plan 2017/18	26,868.00
aztec inflatable for mba Pool	2,400.00
inflatable slide sold to gtn com board	2,000.00
TOTAL INCOME	38,843.00
<u>EXPENDITURE</u>	
Members' Salaries	15,714.22
Total Personnel Costs	15,714.22
AP Local Governmen Annual CBD levy 2017/18	216.67
Exp from Wages correction V Read Parking	102.00
Exp from Wages correction V Read Conf Mileage	105.12
Exp from Wages correction V Read Conf dinner	28.00
AP OfficeMax New Z Stationery etc	4.99
AP Canvasland Hold 2 inflatables - Mbo pool	4,524.41
AP Mr S G Campbell Totara cheeseboard/tag gift-power box ar	55.00
AP Martinborough M Donation - Martinborough Communtiy Boar	300.00
Total General Expenses	5,336.19
AP Citizens Advice MCB grant - general running of bureau	350.00
AP Martinborough C Grant-assist repair/service sewing machi	500.00
AP Friends of Mart Outdoor movie evening-Waihinga Centre Wa	500.00
AP Martinborough J Community Guy Fawkes event grant	653.00
AP Martinborough N MCB grant-transport senior teams to away	950.00
AP Traffic Safe Ne Mbo Xmas Parade TMP 2017	1,220.00
AP Ruamahanga Heal Community Garden - MCB grant	1,000.00
Refund MBoro Hockey Club - Guy	-111.00
AP South Wairarapa MCB grant - Homework/Breakfast club	600.00
AP The Sign Factor 12 ANZAC project coreflutes	469.56
AP Hau Ariki Marae Grant for redevelopment of the atea Mara	1,500.00
AP Tuhirangi Netba Costs towards new eqmnt & entering team	250.00
AP Southern Junior Grant - towards costs new equip for juni	750.00
AP Maths Wairarapa MCB grant-school maths competition	300.00
Correction Jnl Comm Board Mbo Music grant from GCB to MCB	1,000.00
Total Grants	9,931.56
TOTAL EXPENDITURE	30,981.97
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	7,861.03
BALANCE TO CARRY FORWARD	7,861.03

Appendix 1 - Income and Expenditure Statement for 1 July 2018 – 31 March 2019

Martinborough Community Board		
Income & Expenditure For the Period Ended 31 MARCH 2019		
	INCOME	
	Balance 1 July 2018	7,861.03
	Annual Plan 2018/19	27,639.00
	TOTAL INCOME	35,500.03
	EXPENDITURE	
	Members' Salaries	11,961.63
	Mileage reimbursements	0.00
	Total Personnel Costs	11,961.63
30/06/2018	AP Local Governmen CBEC levy for 2018/19	216.68
13/07/2018	Survey Monkey	101.74
20/07/2018	Wood and Screws for Anzac project	84.70
24/10/2018	OfficeMax Stationery	3.94
31/10/2018	AP Magic in Martin Christmas event in Mbo Square-MCB grant	1,000.00
27/11/2018	Student Member	250.00
15/02/2019	AP NZ Community Bo CB conference 2019 L Cornelissen	656.52
20/02/2019	AP House of Travel L Cornelissen Wn-NP-WN 11/4/19	188.70
	Total General Expenses	2,502.28
29/08/2018	AP Bombora Events MCB grant 2018 Festival in tora Jan 19	500.00
29/08/2018	AP Life Education Trust - Deliver life skills mobile classroom pgm	500.00
29/08/2018	AP Martinborough Squash Club - Leaf protection system in gutters	1,000.00
29/08/2018	AP Martinborough Toy library Software to online version with website	300.00
29/08/2018	AP Citizens Advice Towards costs with running service	350.00
31/10/2018	AP Traffic Safe Ne TMP ref 241017004 Mbo Madcaps Xmas parad	400.00
12/12/2018	AP Traffic Safe Ne Madcaps Xmas parade 2018	950.00
	Total Grants	4,000.00
	TOTAL EXPENDITURE	18,463.91
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	17,036.12
	LESS: COMMITMENTS	
	Salaries to 30 June 2019	4,223.37
	Mileage to 30 June 2019	500.00
	Student representative honorarium \$50 per meeting	0.00
	Engagement programme	398.26
	Martinborough basketball backboards and posts	500.00
	Martinborough school	500.00
	Martinborough Business Association CCTV	1,000.00
	Martinborough Youth Trust Discover Programme attendance	1,025.00
	MADCAPS for Christmas Parade	250.00
	Hire of Pirinoa Hall for MCB Meeting	100.00
	L Cornelissen to attend Comm Board Conf up to \$2200	1,543.48
	Martinborough Community Garden operating costs	800.00
	Martinborough Music Festival student wkshops/ open rehearsals	1,000.00
	Wairapa Rape and Sexual Abuse Collective: say no to rape campaign	200.00
	Anglican Parish of South Wairapa - costs of Breakfast Club (subj to report receipt)	600.00
	Total Commitments	12,640.11
	BALANCE TO CARRY FORWARD	4,396.01

Martinborough Community Board		
Beautification fund For the Period Ended 31 MARCH 2019		
	Balance 1 July 2018 - Beautification	45,076.92
	Annual Plan 2018/19 - Beautification	10,710.00
	TOTAL INCOME	55,786.92
8/02/2019	Comm Board Corrections Water Fountain urban Effect	3,222.15
	Total Beautification	3,222.15
	TOTAL EXPENDITURE	3,222.15
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	52,564.77
	<u>LESS: COMMITMENTS</u>	
	Waihinga Centre	30,000.00
	Bike racks including installation	450.00
	Water fountain	14,277.85
	FlagTrax System	7,000.00
	Total Commitments	51,727.85
	BALANCE TO CARRY FORWARD	836.92

MARTINBOROUGH COMMUNITY BOARD

6 JUNE 2019

AGENDA ITEM 6.4

APPLICATIONS FOR FINANCIAL ASSISTANCE

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from Narida Hooper requesting \$500 to help fund the cost of a painting workshop with artist Joe McMenamin for ten South Wairarapa rangatahi (youth).*
3. *Consider the application from Wairarapa Maths Association requesting \$300 to assist with the running costs for the annual 'Matharapa' competitions.*

1. Executive Summary

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

Applicant	Amount Requested
Narida Hooper	\$500.00
Wairarapa Maths Association	\$300.00

2. Criteria

The criteria of the grant are:

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations that will be fully accountable for any grants received.
2. Successful applicants are required to draw down grants within 6 months of the award and expend grants received within twelve months of payment being made. Any extension must be approved by MCB.

3. Successful applicants must provide a quarterly report to the MCB detailing progress, with a final report, including evidence of the grant expenditure (copies of invoices or receipts), to be provided within 3 months of a grant being expended.
4. The MCB Strategic Grant application form must be completed in full and include the latest financial statements for the applicant. MCB may also request further detailed financial analysis for larger grant applications (\$1,000 or higher).
5. Strategic Grant Applications will be considered twice a year, in accordance with the published timetable. Applications for strategic grants must reach Council by the stated close date. Applications will be considered at the next available MCB meeting.
6. The maximum grant available will be equal to the available grant pool unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).
7. Grant applications may be considered at other times of year at the discretion of the MCB if exceptional circumstances are deemed to exist.

3. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Narida Hooper	No outstanding accountability forms
Maths Wairarapa Association	No outstanding accountability forms

Contact Officer: Angela Williams, Committee Advisor
Reviewed By: Jennie Mitchell, Acting CEO

MARTINBOROUGH COMMUNITY BOARD

6 JUNE 2019

AGENDA ITEM 6.5

REQUEST FOR DIRECTIONAL SIGNAGE

Purpose of Report

To consider the proposal to erect three directional signs for Olivio-nor.

Recommendations

Officers recommend that the Council:

1. *Receive the request for Directional Signage report.*
2. *Agree to install one blue directional sign stating 'Homestay'.*
3. *Note the cost of installation is to be covered by the Martinborough Community Board or the applicant.*

1. Background

A business owner of Olivio-nor has made a request for three directional signs to be installed. This will help their customers find their way to the homestay.

2. Location

The proposed locations of the signs are:

- On the corner of White Rock Road and Fraters Road
- On the corner of Fraters Road and Sutherland Drive
- On the corner of Sutherland Drive and Southdown Drive

3. Discussion

There are a few complications for this sign request as it is for an individual business.

- At present there is only one location where there is already directional signage. That is at the Fraters Road and Sutherland Drive intersection. The others do not have any pre-existing directional board holdings. To keep the consistency throughout Martinborough, the other two signs should be Black writing on Yellow back. The yellow signs would have to be installed below the road name signs.

- One issue with this request is that it is for an individual business. Council cannot promote one business over another (e.g. Wineries or Vineyard rather than a business). Therefore, the sign would have to stay 'Homestay' not the business' name (Olivio-nor). This would also keep the signs around Martinborough consistent.
- Having only one of the requested three signs installed would make it consistent with the current signage but may be less favourable to the requester.
- Having two yellow directional signs would provide continuity between the two signs but would be inconsistent with the other signage.
- The number of directional boards in Martinborough is becoming a hazard to road users as they are getting over crowded.

4. Options

There are three viable and valid options for the requested signs

4.1 Option 1

One blue directional sign installed to join the existing sign at the Fraters Road and two yellow directional signs being installed at the White Rock Road and Fraters Road intersection and at the Southdown Drive and Sutherland Drive intersection. All signs should read: Homestay.

4.2 Option 2

Two yellow directional signs only being installed. One sign at the White Rock Road and Fraters Road intersection and the other at the Southdown Drive and Sutherland Drive intersection. Both signs should read: Homestay.

4.3 Option 3

One blue directional sign being installed to join the existing sign at the Fraters Road and Sutherland Drive intersection. The sign should read: Homestay.

5. Conclusion

The requested signs would be acceptable but there would be a lack of continuity between them as one would be blue and installed alongside the other directional signs while the other two would be yellow and installed beneath the existing road name signs.

Having only one colour of signs installed would make the sign consistent with the existing signs if the sign was blue. It will also make it inconsistent with the existing signs but have continuity with each other if the signs were yellow.

6. Recommendation

There are three viable options however the best solution and the most consistent would be to have the one blue sign added to the current signs at the Fraters Road and Sutherland Drive intersection. This option keeps the signs the same as what is currently installed around Martinborough. The sign should read: Homestay.

7. Cost

The cost of the installation could be covered by the Martinborough Community Board or the applicant, or a shared cost between both parties.

The quote provided by Fulton Hogan for the cost of the signs is in Appendix 5 and the costs are shown below:

- Single Blue sign would cost \$100.00
- Yellow finger board would cost \$61.50 each
- There would also be a shipping price of around \$16

8. Appendices

Appendix 1 - Photo of proposed location – Fraters Road and White Rock Road intersection

Appendix 2 – Photo of proposed location – Fraters Road and Sutherland Drive intersection

Appendix 3 – Photo of proposed location – Southdown Drive and Sutherland Drive intersection

Appendix 4 – Blue Sign Application

Appendix 5 – Copy of the quote provided by Fulton Hogan from Traffic Signs NZ

Prepared by: Ben Turner, Engineering Officer

Reviewed by: Jennie Mitchell, Acting Chief Executive Officer

Appendix 1 – Photo of proposed location – Fraters Road and White Rock Road intersection



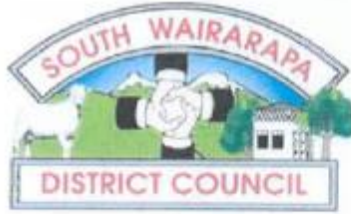
Appendix 2 – Photo of proposed location – Fraters Road and Sutherland Drive intersection



Appendix 3 – Photo of proposed location – Southdown Drive and Sutherland Drive intersection



Appendix 4 – Blue Sign Application



Request for directional signage on Council managed roads in Wairarapa

Name of applicant: Sheryl & Werner Anton

Name of business: Olivia-nor

Location of sign(s): ☒

 Road/Street Fraters Road/Street


 Road/Street Sutherland Dr Road/Street

 Road/Street Southdown Dr Road/Street

Wording required (max 26 characters)

I accept responsibility for the cost of the above sign(s) and enclose a deposit of \$XXX per sign. If the sign cost exceeds \$XXX, I understand that I will receive an invoice for the additional sum.

I understand that my deposit will be returned in full if my application is declined

 Signed

27/2/19 Date

Appendix 5 – Copy of the quote provided by Fulton Hogan from Traffic Signs NZ

JOB QUOTE

No: J090247

Traffic Signs NZ Limited
PO Box 4366
Mt Maunganui South
TAURANGA 3149
07 5750505



Quoted To:	Customer PO No:
FULTON HOGAN - MASTERTON 2 BUCHANAN PLACE SOLWAY ATT: Jacqui Loder 0272423462 MASTERTON 5810	Quote Date: 27/05/2019 Quote Total: \$274.62 Quote Expiry: 26/06/2019 Revision Date: 27/05/2019 Page: 1 of 1
Invoice To:	Instructions:
FULTON HOGAN - MASTERTON Vendor #6576810 PO BOX 853 MASTERTON 5840, Vendor number 6576810	

QTY	DESCRIPTION	UNIT	WIDTH	HEIGHT	REFLECTIVE	PRICE	TOTAL
1	SNB-200-H-DS-W.BL#1382 Street Name Blade D/S ___ x 200 HIP White on Blue "__(Text)___" 1000x200 TEXT TO BE CONFIRMED	ea	1000 mm	200 mm	HIP	\$100.00	\$100.00
2	IG12-HN-L-DS#138206506 Yellow Finger Board - Information Direction HIP ___x225 Left TEXT TO BE CONFIRMED	ea	0 mm	225 mm	HIP	\$61.50	\$123.00
1	FREIGHT ESTIMATE Freight Estimate for Quoting	\$				\$15.80	\$15.80

Regards, Annie Innes Phone: 07 575 0505 Mobile:	Nett Total: \$238.80
PRICES ARE CONFIDENTIAL TO FULTON HOGAN - MASTERTON All sign orders over \$500 are freight paid into your NZ store All sign orders under \$500 are quoted exclusive of freight All stands and accessories are quoted exclusive of freight All prices are quoted in NZ dollars and exclusive of GST All prices are subject to our standard business terms	GST Amount: \$35.82
	QUOTE TOTAL: \$274.62

ONLINE PAYMENT TO: Traffic Signs NZ Ltd	BNZ Tauranga	02-0466-0234888-000	REF:	J090247
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MARTINBOROUGH COMMUNITY BOARD

6 JUNE 2019

AGENDA ITEM 6.6

COMMUNITY BOARD TERMS OF REFERENCE

Purpose of Report

For the community board to review the amended terms of reference, provide feedback on the document, and to consider recommending its adoption to Council.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Community Board Terms of Reference Report.*
2. *Provide feedback on the Community Board Terms of Reference.*
3. *Recommend that Council adopt the Terms of Reference.*

1. Executive Summary

A Community Board Working Party was created by Council '*to review the Community Board Terms of Reference document, including specific delegations.*'

The Working Party and Council officers have reviewed the Terms of Reference and recommended changes are shown as tracked changes in the document attached in Appendix 1.

The Local Government Act 2002 outlines the specific role of community boards, this has been replicated to the terms of reference.

2. Conclusion

It is proposed that the next steps are:

- To provide on the proposed Community Board Terms of Reference
- Recommend that the Council adopt the Terms of Reference with any amendments as suggested.
- Council adopt the Terms of Reference on the 26 June 2019.

3. Appendices

Appendix 1 – Community Board Terms of Reference

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Jennie Mitchell, Acting Chief Executive

Appendix 1 – Community Board Terms of Reference

TERMS OF REFERENCE FOR SOUTH WAIRARAPA DISTRICT COUNCIL COMMUNITY BOARDS

1. Purpose

To outline the roles, responsibilities, and expectations for the South Wairarapa District ~~c~~Community ~~b~~Boards.

~~2. Applies To~~

~~All South Wairarapa District Community Boards.~~

~~4.1. Definition of a Community~~

~~Each Community Board represents their corresponding ward. This includes the town and the rural area within that ward. A map of the ward boundaries is included as Appendix One.~~

~~6.2. Overview~~

Community Boards provide an important conduit between the Council and the community. To do this they must engage with their communities of interest and put in place mechanisms and protocols to ensure the regular exchange of information with the Council and the broader community.

Community ~~boards~~ ~~b~~Boards can help set the strategic direction for their communities. They provide core local ~~representative representation~~ and work in partnership with the community.

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One of the key differences between the Council and a ~~c~~Community ~~b~~Board is that a ~~c~~Community ~~b~~Board advocates for its specific community while the Council must balance the needs of and make decisions in the interest of the whole district.

Community ~~b~~Board members are elected under the Local Electoral Act ~~2001, or 2001~~ or appointed by the local authority under that same Act. A ~~c~~Community ~~b~~Board is not a committee of the relevant territorial authority.

2.1 Definition of a Community

Each ~~c~~Community ~~b~~Board represents their corresponding ward. This includes the town and the rural area within that ward. A map of the ward boundaries is included as Appendix One.

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2.2 Working with Community Groups

There are many people who are interested in the Council reserves and amenities in their area. These people often want to form or be part of community groups to provide ideas and do work on those assets. Community bBoards play an important role in identifying how a community group can best contribute to the management of a reserve and amenity. Suggestions on working with community groups are in Appendix Three.

7.3. Role

The purpose of local government is to promote the social, economic, environmental, and cultural well-being of communities, in the present and for the future. Community bBoards are a key component of local government in the South Wairarapa and have a role in contributing to and supporting that purpose. Community bBoards are also a way for local government to help achieve its other purpose which is to enable democratic local decision-making and action by, and on behalf of, communities.

The specific role of a ~~community c~~Community bBb board as outlined in the Local Government Act Pt 4, 52 a to f is to:

- represent, and act as an advocate for, the interests of its community; and
- consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
- maintain an overview of services provided by the territorial authority within the community; and
- prepare an annual submission to the territorial authority for expenditure within the community; and
- communicate with community organisations and special interest groups within the community; and
- undertake any other responsibilities that are delegated to it by the territorial authority.

In addition to this, South Wairarapa ~~c~~Community bBoards have ~~identified that they can~~ have a role to play in civil defence ~~emergency emergencies~~management (refer -Appendix 2 point 8).

4. Delegationsed Responsibilities

South Wairarapa ~~c~~Community Bboeards have the following delegations:

- All matters relating to urban reserves, urban amenities and town main streets that meet current Council policy or management plans and fall within the Annual Plan/Long Term Plan budget.
- Recommendations to Council for naming of public roads, private roads and rights of way.

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- [Community grants.](#)
 - [Determination of priorities for and expenditure of town beautification fund.](#)
 - [Pain Farm income distribution in accordance with the Bequest \(Martinborough Community Board only\).](#)
 - [To make a recommendation to Council on the appointment of a representative to the Arbor House Trust Board \(Greytown Community Board only\)](#)
- [some responsibilities relating to urban reserves, urban amenities, and town main streets.](#)

[To fulfil these responsibilities, contact will be through the Community bBoard Chairs to Council officers and community groups to ensure the appropriate process is followed for approval of projects that fall within those delegations. Having a clear process will help clarify where responsibility for decision making sits and help reduce delays.](#)

A Community bBoard's role is mainly advocacy but it also has powers to make some decisions about issues within its boundaries. Community bBoards can make submissions to Council and other statutory agencies. They control local funds for making grants to individuals and groups for community purposes.

South Wairarapa cCommunity BoardsBoards have some responsibilities [and delegations](#) relating to urban reserves, urban amenities, and town main streets [and](#). They have a key role to play with the community groups associated with those reserves and amenities.

Community bBoards can also advocate and be involved in matters outside of Council responsibilities. They can provide a point of contact for people seeking to improve and support their community and may identify and support community development projects.

10.6. Fulfilling the Roles and Responsibilities

The Terms of Reference does not prescribe the mechanisms and protocols for the Community bBoards fulfilling their roles and responsibilities. It is up to each Community bBoard to determine how they can best achieve meaningful engagement with the community and the Council. It will vary depending on the specific matter that is being considered and the decisions that are being made. Some ideas are provided in Appendix Two.

- [A chairperson may provide recommendations and reports to meetings as per standing orders.](#)
- [There is an opportunity for a community board member \(normally the chair\) to provide an update to Council on community board](#)

matters at all ordinary Council meetings. This report may be written or verbal.

8. Raising Concerns

Where a person has a concern about whether the Community Board is acting in accordance with its Terms of Reference they should raise the matter with the Community Board in the first instance. If they feel their concerns have not been addressed, they should raise the matter with the Council.

9. Operating Model

9.1 Meetings

9.1.1. Membership

- Four ward members elected by the community.
- Two councillors appointed by the Mayor.

9.1.2. Chairperson

- An elected member appointed by community board members.

9.1.3. Quorum

- Three members will constitute a quorum.

9.1.4. Timing and Frequency

- 6-weekly, dates as per an adopted schedule of meetings.
Extraordinary meetings may be held on occasions.

9.1.5. Meeting Order

- Conducted in accordance with Standing Orders and the Local Government Official Meetings and Information Act 1987.

9.1.6. Secretariat

- The Chief Executive will provide secretariat services for all formally notified meetings.

Quorum

WORKING WITH COMMUNITY GROUPS

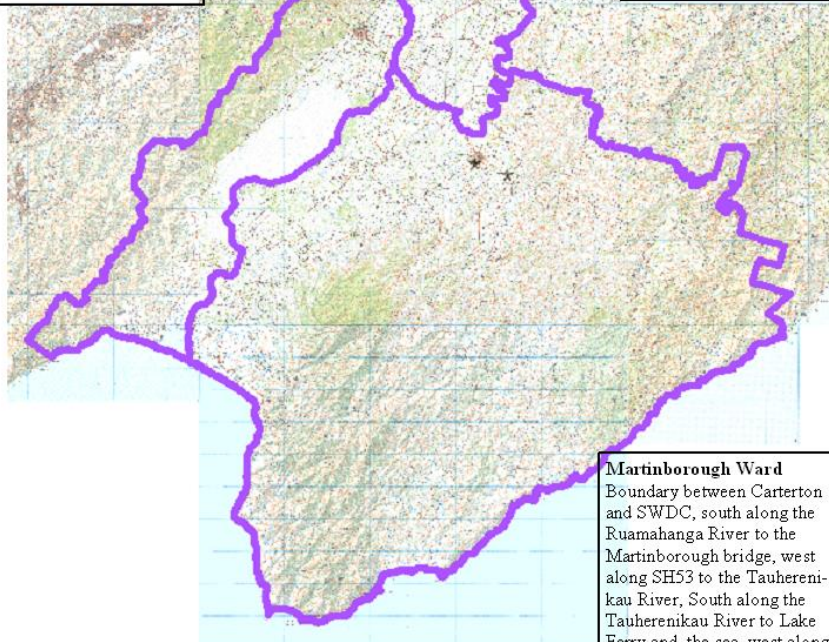
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Featherston Ward

Along the top of the Tararua Ranges north to the Tauherenikau River, following the river south to the sea

Greytown Ward

Along the top of the Tararua Ranges, east down the Waiohine River to where it meets with the Ruamahanga River, south to the Martinborough Bridge, west along SH 53 to the Tauherenikau River, north along the river back to the Tararua Ranges



Martinborough Ward

Boundary between Carterton and SWDC, south along the Ruamahanga River to the Martinborough bridge, west along SH53 to the Tauherenikau River, South along the Tauherenikau River to Lake Ferry and the sea, west along coast line turning north to Carterton boundary

APPENDIX TWO – ~~IDEAS FOR~~ HOW COMMUNITY BOARDS CAN FULFIL THEIR ROLES AND RESPONSIBILITIES

1. Engagement – Communicate, Collaborate, Coordinate

To adequately fulfil the role Community Boards need to engage with their communities. Engagement is an ongoing and dynamic process. It is great to use existing networks and opportunities and ~~but is~~ also important to identify and try and engage with the “silent majority” – people who usually don’t get involved in local matters or networks.

Community Boards may wish to find ways to better represent and engage with youth in their communities. These people have the greatest stake in the future of the district but are often the most disaffected or disengaged from local government processes.

~~2. Delegated Responsibilities~~

Community Boards have a key role to play with the community groups associated with Council reserves and amenities. They can help ensure that any work the community group does, supports the approved strategic and operational objectives for that reserve or amenity. Community Boards can help connect people to relevant community groups. They may also identify where it is useful to consolidate several groups working on the same reserve to minimise any confusion or overlap.

~~5.3. Discretionary Spend~~

The Community Boards are allocated money each year for discretionary spending. The Community Boards decide how this money is spent within the community. It may be spent on projects relating to Council reserves and amenities, on the main street, or on other matters.

~~6.4. Long Term Plan and Annual Plan Process~~

Community Boards can identify the priorities for their community and prepare a submission to the Annual Plan process. The Community Board can maintain an interest in the progress of relevant projects that are included in the Annual Plan. Community Board Chairs will be members of the Long Term Plan, Annual Plan Working Party.

~~7.5. Community Strategic Plans and Town Centre Plans~~

Community Boards may develop a ~~strategic plan identifying priorities~~strategic plan identifying priority for the improvement of their

community. The plan may include Council and non-Council related matters.

Community Boards may also like to develop structure plans for their main streets / town centres. These plans set out the look, feel, and functionality of the key public spaces.

8.6. Responding to Operational Matters and Identifying Unplanned Works

If matters arise during the year in urban reserves or with urban amenities that need attention, the Community Board members can identify these to Council officers. Where they are minor matters Community Board members should contact [Council staff directly. "Get it sorted" on the Council website.](#)

For more significant issues that may require additional spending the Community Board should discuss the matter and agree at a meeting that the matter be referred to Council staff or Council (if appropriate). Council and/or staff will consider how the request can be balanced with other priorities or demands identified across the district and if there is sufficient budget to get the work done.

9.7. Civil Defence Emergency Management

Community Boards often have the best knowledge about the most vulnerable people in their community and have existing networks to be able to respond in the case of a natural disaster. Community Boards can work alongside the formal civil defence emergency management planning process to help with preparedness, response, and recovery.

Sharing Knowledge

APPENDIX THREE – COMMUNITY BOARDS WORKING WITH COMMUNITY GROUPS

1. Working with Community Groups

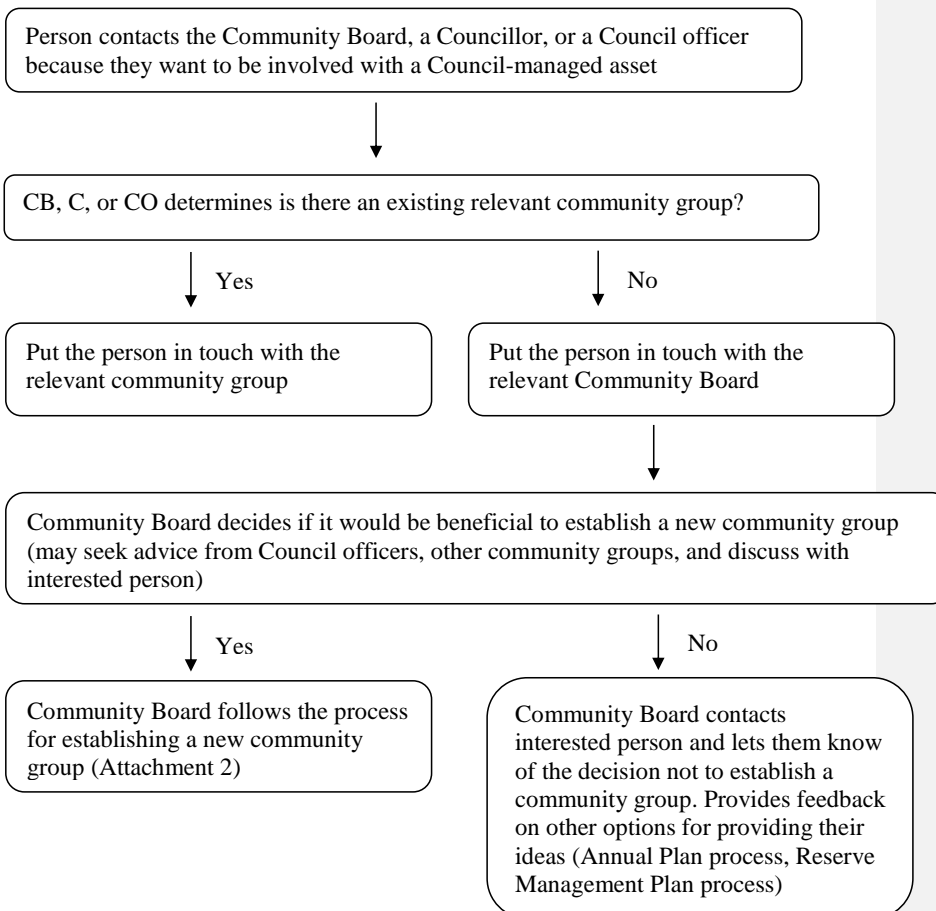
Below are some suggestions on how Community Boards and community groups can effectively work together. [Generally](#) Generally, these suggestions relate to reserves and facilities owned and managed by the Council.

There are lots of people with enthusiasm, energy, and interest in Council reserves and amenities. Unclear working relationships can cause frustrations for community groups, elected representatives, and council officers.

Attachment 1 shows how people can make the most of the energy and enthusiasm of volunteers within the structure and requirements of local government. The steps are explained in more detail below.

Attachment 2 provides a ~~basic terms of reference~~[basic term of reference](#) for the community group and memorandum of understanding between the community group and the Community Board.

ATTACHMENT ONE – PROCESS FOR A PERSON WHO WANTS TO BE INVOLVED WITH A COUNCIL MANAGED ASSET



ATTACHMENT TWO – ESTABLISHING A NEW COMMUNITY GROUP OR CONSOLIDATING EXISTING COMMUNITY GROUPS

Once a Community Board has decided that a community group should be established for a Council-managed asset they should work through this form to make sure the key issues have been addressed. This form serves as a ~~basic terms of reference~~ basic term of reference for the community group and memorandum of understanding between the community group and the Community Board. This copy of the form includes instructions for filling it in (shaded). A blank copy follows.

Name:	For consistency and to avoid any confusion, groups will be called "Friends of" or ".....working group" or ".....community group". The term subcommittee, advisory <u>advisory committee</u> or committee will be avoided.
Purpose:	Explain in a few sentences. It may include advocacy, engagement, on-the-ground works, expertise. Perhaps refer back to the Community Board's strategic plan or specific reserve management or development plans. For example – To support the implementation of the Park development plan and
Point of contact:	Name, email address, postal address
The point of contact will:	<ul style="list-style-type: none"> - work with the Community Board and members of the community group to identify priorities for the community group for the coming year - provide a written update to the Community Board on progress on priorities at least once during and at the end of the year - provide feedback to the Community Board prior to the Annual Plan process - Welcome other members of the community to be part of the community group - Let members of the group know where responsibility for decision-making in relation to different projects. [For example there are some decisions that need to be made by Council, others that have been delegated to Community Boards, and some decisions that can be made by Council Officers. It is important that these requirements are understood and implemented].
The Community Board will:	<ul style="list-style-type: none"> - Seek the views of the community group when preparing a strategic plan - Seek feedback from the community group prior to preparing their submission as part of the Annual Plan process - Maintain an overview of the work of the community group to ensure it is aligned with the Community Board and Council's strategic and operational objectives. [This does not mean CB members will need to have a permanent representative on the group or attend every working bee]

	- Provide advice and guidance to the group about Council processes, delegated responsibilities, and any other relevant requirements. [Community Board members will direct the community group to or will seek advice from staff for answers to any operational requirements]
Review:	This agreement will be reviewed every two years to ensure it continues to be relevant and it is up to date.
Signed on behalf of the community group:	
Signed on behalf of the Community Board:	

ESTABLISHING A NEW COMMUNITY GROUP OR CONSOLIDATING EXISTING COMMUNITY GROUPS FORM

Name:	
Purpose:	
Point of contact:	
The point of contact will:	
The Community Board will:	
Review:	
Signed on behalf of the community group:	
Signed on behalf of the Community Board:	

MARTINBOROUGH COMMUNITY BOARD

6 JUNE 2019

AGENDA ITEM 8.1

CHAIR'S REPORT

Purpose of Report

To inform Martinborough Community Board of the Chair's actions since the last meeting and to raise items for discussion and decision.

Recommendations

That the Martinborough Community Board:

1. *Receive the information*
2. *Discuss each item, receive associated reports and adopt or amend the recommended resolutions.*

1. Meetings and Events

20 March 2019	AP Working Party
20 March 2019	Assets and Services Committee
20 March 2019	Planning and Regulatory Committee
27 March 2019	AP Working Party
1 April 2019	SWDC Civic Awards
11 to 13 April 2019	Community Board Conference
1 May 2019	Planning and Regulatory Committee
1 May 2019	Assets and Services Committee
2 May 2019	MCB Workshop
6 May 2019	Terry Blacktop re. Swimming Club Funds
8 May 2019	CB Chairs plus Ann Rainford re. CB Conference
22 May 2019	Jen Bhati re Neighbourhood Support

Meetings and Events - Looking ahead:

29 May 2019	Annual Plan Hearing – MCB submission
17 June 2019	Waste Water CLG
19 June 2019	Assets and Services Committee
19 June 2019	Planning and Regulatory Committee

Current Community Board Projects

A record of Martinborough Community Board projects with target dates and the responsible member or SWDC if the action currently lies with Council.

- June 2017 – SWDC Pain Farm Lease – due to be progressed in Jan 2019
- Oct 2018 – Underplanting the Olive Trees at the entrance to Martinborough
- March 2019 – PC – Finalise location of Flag Trax system to replace existing banner hangers.
- June 2019 – LC Poppy Road Signs Project. The QR code for the plaque has arrived. Tim Langley has recommended road signage placement – the cost is \$600 per road sign, Lisa trying to clarify if there is funding from SWDC available given that Memorial Square has never had road signs.
- June 2019 – M A-B – Skate Park mural. Maisie is working with Dusty and Lulu on costings.
- Ongoing – PC - Bus Shelter beautification
- Ongoing – ALL – Facebook
- Ongoing – LC/VR – LTP/AP
- Ongoing – MCB - Advocacy: Public Recycling Bins, Rubbish Collection Days, District Plan review, Footpath Funding, Speed Limits and Road Safety on Tourism routes
- Ongoing – LC - Community Engagement

Completed Projects/Initiatives

- Martinborough Square Cenotaph Repairs completed
- Shade moved at Martinborough Pool
- Martinborough Christmas Event – MCB funded the 2018 parade organised by MADCAPS and Fiona Couchman who organised an evening of entertainment – a great event.
- Parking issues around Martinborough School – this is now being dealt with directly between the School and SWDC, there is no further role for Martinborough Community Board at this time.
- SWDC Consultation with Residents on naming of Dublin Street West and New York Street West. Awaiting Dublin Street West name change.
- 3 year footpath priorities are no longer a CB responsibility.
- Circular seating in Martinborough Square. SWDC has agreed to allocate funding in the 2019/20 financial year.
- School Zone 40km speed signs
- Bike Stands (in association with Lionesses)
- WW1 Commemorations – Photo Exhibition in the Square
- Power Box in Martinborough Square painted with an ANZAC Poppy design
- Beautification Funds allocated to provide a public drinking fountain and bottle filler in the Waihinga Park
- Considine Park Committee formed and first meeting held March 13th
- Appointment of a youth representative to MCB
- Basketball Nets for the court at the Martinborough Playground
- Facilitating the possible use of Considine Park for cricket
- Purchase of new pool play equipment and sale of slide to Greytown MCB
- Town Banners hung

Recommendation:

- 1. Receive the information and make updates as necessary.*
- 2. Request an update on the Pain Farm Lease be e-mailed to all members and that a property report be undertaken*
- 3. Request an update on timing for underplanting the Olive Trees at the entrance to Martinborough.*

2. MCB Workshop

Notes from this workshop are attached (Appendix 1).

Recommendation 1: Receive the Workshop Notes.

3. 2018 / 19 Budget

Attached (Appendix 2) – we are looking at a surplus for the financial year of around \$2,450. New items of expenditure are highlighted in yellow

Recommendation 1: Receive the Budget.

Recommendation 2: Approve \$1,287.41 to be allocated to three dog poo bins – two on the Palliser Vineyard walk and one to be installed on Jellicoe Street.

Recommendation 3: Approve expenditure of up to \$400 to kickstart Neighbourhood support events in Martinborough – a community connection coffee morning and a family event during volunteer week.

Recommendation 4: Approve expenditure of up to \$250 to provide a large outdoor clock at Martinborough Pool – subject to receiving a suitable vandal proof recommendation from officers.

4. Martinborough Pool

Pool survey results are attached (Appendix 3).

I met with Bryce and Terry Blacktop about the pool and the Swimming Club funds. The swimming club have agreed to transfer the remaining funds of \$17,678.80 to Martinborough Community Board to be spent only on Martinborough Pool or Swimming services (e.g. lessons) with all expenditure to be approved by MCB. Council are happy with this arrangement and will ring fence the funds.

Recommendation 1: Agree to accept the funds from Martinborough's disbanded swimming club to be ring fenced in the MCB budget and spent on improvements to or services to be provided in Martinborough Pool.

(Examples might be seating and shade or provision of swimming lessons).

Recommendation 2: Ask Bryce to provide costing for improving the shade and seating at Martinborough Pool.

5. Olivio-nor Signage Request

This request has been stalled for some time; at our workshop members felt unclear whether this request was within our remit or should be handled under the district plan. This is further complicated by the fact that we are being asked to decide this under the 'Blue Signs Report' but have been advised that the signage would need to be yellow. Attached are the 'Blue Signs Report', e-mail from Ben Turner and a map showing the locations at which signage is being requested (Appendix 4).

Recommendation: Discuss the issue and request urgent clarification from Council over this policy and its application to yellow, rural directional signage.

6. Waihinga Centre Event Publicity

I've had some feedback from the Community that they would like to be able to see upcoming events at the Waihinga Centre.

Suggestions include:

1. Listing the venue on Eventfinda, or updating the old Town Hall venue: <https://www.eventfinda.co.nz/claim/Location/martinborough-town-hall-martinborough>
2. Providing an event board specifically for the Waihinga Centre within the building.

Recommendation:

1. Request that officers investigate the above options when time and funding allows.

7. Fireworks in Considine Park

Charlotte Harding is keen to run this event as a fundraiser for the Water Play area in the Waihinga Park and Playground, I have not heard from anyone else. Pam was also going to contact Matt Fenwick as the cricket club expressed an interest last year.

Recommendation:

1. Agree to set aside \$300 in the 2019/20 budget towards the firework event in Considine Park
2. If there is more than one group interested in running the event agree a process for deciding who should run it and, if possible, make a decision.

8. Flag Trax

Pam to talk to this item, following discussion at our workshop we should be able to reach a final agreement on placement of the flag trax system and our priority locations.

Recommendation 1: Discuss and agree final placement of the Flag Trax system and identify the lowest priority flags if we are unable to afford 15 within the budgeted amount.

Recommendation 2: Create an action for Lisa to liaise with the Flag Trax people to finalise the system and installation costs to ensure that total expenditure does not exceed \$14,000 (50% funded by MCB beautification funds, 50% funded by SWDC).

Recommendation 3: Discuss options for removing the existing banners and discuss whether we want to see the old flag hangers taken down.

9. Community Board Conference

The attached SW Community Board Chairs report (Appendix 5) was presented to Council and will be considered as an Annual Plan submission.

My full report will be tabled prior to the meeting.

Recommendation 1: Receive the SW Chairs report
Recommendation 2: Receive the tabled CB Conference report

10. Annual Plan Submission

Our submission is attached (Appendix 6).

Recommendation 1: Receive the MCB AP submission.

11. Appendices

Appendix 1 – MCB Workshop notes

Appendix 2 – 2018/2019 Budget

Appendix 3 – Martinborough Pool Survey Results

Appendix 4 - Blue Signs Request

Appendix 5 - SW Community Board Joint Chairs Report

Appendix 6 - MCB Annual Plan Submission

Appendix 1 – MCB Workshop Notes

MCB Workshop - Thurs 2nd May, 4pm - Waihinga Centre

Attendees: Lisa Cornelissen, Victoria Read, Fiona Beattie, Maree Roy, Cllr Pam Colenso

Apologies – None received

Purpose – to allow members to have an in depth discussion around current issues, and to ensure all members are well informed and able to debate the issues and make decisions at the next formal MCB meeting.

1. Martinborough Water

MCB agreed to address this in our Annual Plan submission, requesting the Council consider to give a safe, reliable water supply for Martinborough the highest priority.

2. Budget and Grant Funding

MCB agreed to the funding request for rangatahi to attend a painting workshop with Joe Mcmenamin. Formal ratification will be required at the June 6th MCB meeting.

The Budget discussed – with the current predicted surplus of over \$4,000 noted. Members agreed that some of this could be allocated towards the mural project in the skate park.

ACTION: Lisa to talk to Maisie to move this forward.

3. Notable Trees Consultation

Members agreed not to make a direct submission to the Notable Trees consultation but may wish to support community submissions if appropriate.

4. Pool Survey and potential improvements

The survey results were discussed with the key areas for improvement seeming to be better shade/seating and the changing rooms.

Lisa confirmed that Council have committed to replace the pool covers prior to next season.

All members agreed to provide funding for a clock.

ACTIONS

Lisa to meet with Bryce and Terry Blacktop to discuss the possible use of the old swimming club funds.

Lisa to ask Bryce to quote for a clock and include in the next Chair report.

Lisa to cover areas raised by the pool survey in the Annual Plan submission.

5. Annual Plan – submissions close 8 May

Members discussed the Discussion Topics:

- Reduction in Library Charges – Agree with option 3

- Extended Pool Opening Hours – support given the pool survey results 42% of regular users would like to see longer hours (end of day) and 65% of non users would like to see longer hours

- Change in Funding for Housing for Seniors – members felt this was best addressed by Council following the AP consultation

- Extra funding for footpath maintenance – MCB asked SWDC to consult on footpath funding, we support more funding for footpaths.

Members discussed and agreed other areas for including in the AP submission:

- Martinborough Town Water Supply
- Fair allocation of Playground Expenditure
- Martinborough Pool improvements
- Considine Park and Square development plans
- Beautification Funds
- Planting at the entrance to town
- Memorial Square signage
- E-mail database

6. Flag Trax

Pam presented a proposal of 15 poles for the new flag system. Members agreed to the proposal as presented. Removal of the old flag hangers was also discussed.

Actions:

Pam to share proposal with Lisa

Lisa to contact Flag Trax

Lisa to invite Charlotte Harding to our next meeting to present the MBA's new branding.

7. Olivio-nor Signage Request

Members expressed concern over the possible precedent supporting this signage request might set. In addition the 'Directional Sign Policy' (Nov 2014) solely refers to blue signage and also states that "this policy does not apply to any other signage approved and erected", in this instance Council advised the signage would be yellow with black writing. Members were unclear whether this signage fell within our remit.

ACTION: Pam to clarify where the decision-making responsibility lies

8. AOB

Victoria gave members a short update on the playground development progress

Lisa provided some feedback on the CB conference

Members agreed to hold the next formal meeting at the Waihinga Centre

Appendix 2 – 2018/2019 Budget

INCOME

Carried Forward	7,861.03	Reconciled with SWDC I&E
Annual Plan	27,639.00	
TOTAL INCOME	35,500.03	

EXPENDITURE

Members Salaries	16,185.00
Allowance for Mileage	500.00

General Expenses

Community Board Levy	216.68	
Youth Rep meeting attendance bfwd	150.00	
Youth Rep meeting attendance	400.00	
Office Max Stationery	3.94	
Meeting Venue Costs	200.00	Pirinoa Hall and Marae tbc
Total General Expenses	766.68	

Strategic Objectives**1. An Engaged, Involved Community**

Fireworks	0.00	No fireworks event in 2018
Matherapa	300.00	
Community Engagement	500.00	bfwd from 2017_18 \$101.74 spent on Christmas Survey. Parking survey \$39 so far.
Anzac project wood and screws	84.70	
Clock for Martinborough Pool	250.00	cost tbc
Neighbourhood Support	400.00	to support a volunteer week family event and a community connection coffee morning

Youth Initiatives 0.00 Can be funded via Grants / Financial Assistance

2. A Well Connected, Liveable and Accessible District

Doggy Do bins 1,287.41 50% of the cost

3. A Vibrant Martinborough Town Centre

Waihinga Park and Playground		
Basketball back boards and posts	500.00	bfwd from 2017_18
Poppy Road Signs	200.00	Plaque and launch costs tbc
Christmas		
Christmas Event Funding	2,600.00	\$1,600 Parade, \$1,000 Christmas Magic sponsorship

4. Ensuring the best deal for local decision-making

0.00 No budget required

5. Ensure that Pain Farm continues to be managed in the spirit of the original bequest

0.00 No budget required

6. A Sustainable District

0.00 Can be funded via Grants / Financial Assistance

7. A professional and well respected Community Board

CB conference attendance for one delegate 2,200.00 Estimate, SWDC also pays for one (tbc)

TOTAL STRATEGIC OBJECTIVES 8,322.11

Financial Assistance

May 2018 Martinborough School bfwd	0.00	\$500 returned to grant pool
Aug 2018 Bombora Events Tora Festival	500.00	
Aug 2018 MBA Security Cameras	1,000.00	
Aug 2018 Wairapa CAB	350.00	
Aug 2018 Life Education Trust	500.00	
Aug 2018 Mboro Squash Club	1,000.00	
Aug 2018 Mboro Youth Trust	1,025.00	
Aug 2018 Mboro Toy Library	300.00	
Mar 2019 Martinborough Music Festival	1,000.00	
Mar 2019 Martinborough Community Garden	800.00	
Mar 2019 Wairapa Rape and Sexual Abuse	200.00	
Mar 2019 Breakfast and Homework Club	600.00	
Jun 2019 Joe Mcmenamin Workshop for Rangatahi	500.00	To be formally agreed on June 6th.

Total Financial Assistance 7,775.00

TOTAL EXPENDITURE 33,048.79

BUDGETTED SURPLUS/(DEFICIT) 2,451.24

Town Beautification

Martinborough Beautification Budget bfwd	-112.58
Martinborough Beautification Budget 2018/19	10,710.00
Budget	10,597.42

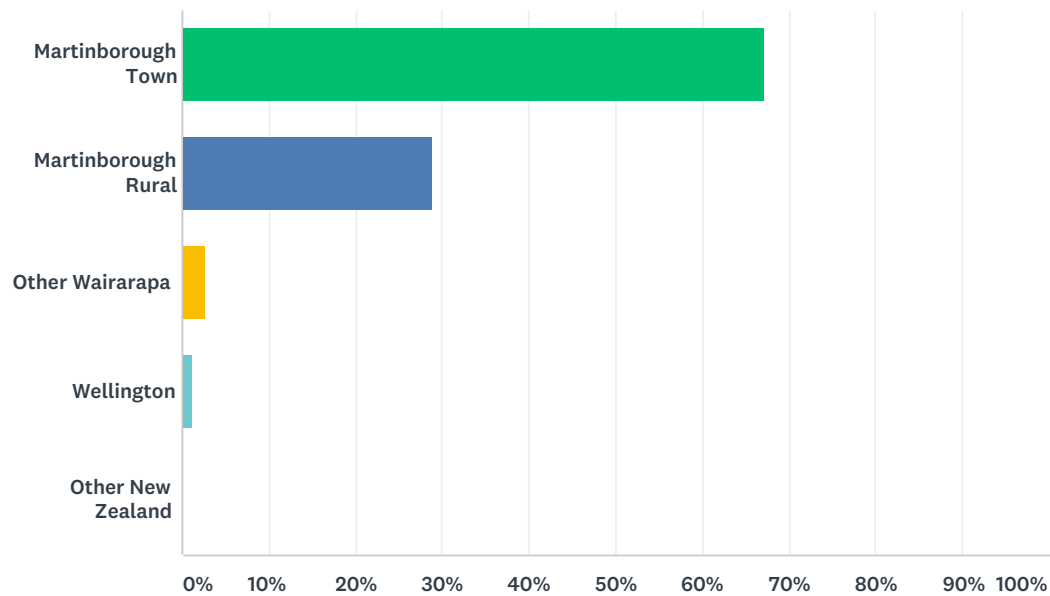
Less Commitments:

Waihinga Park Water Fountain	2,760.50
FlagTrax System	7,000.00
Balance	836.92

Appendix 3 - Martinborough Pool Survey Results

Q1 Where is your primary residence?

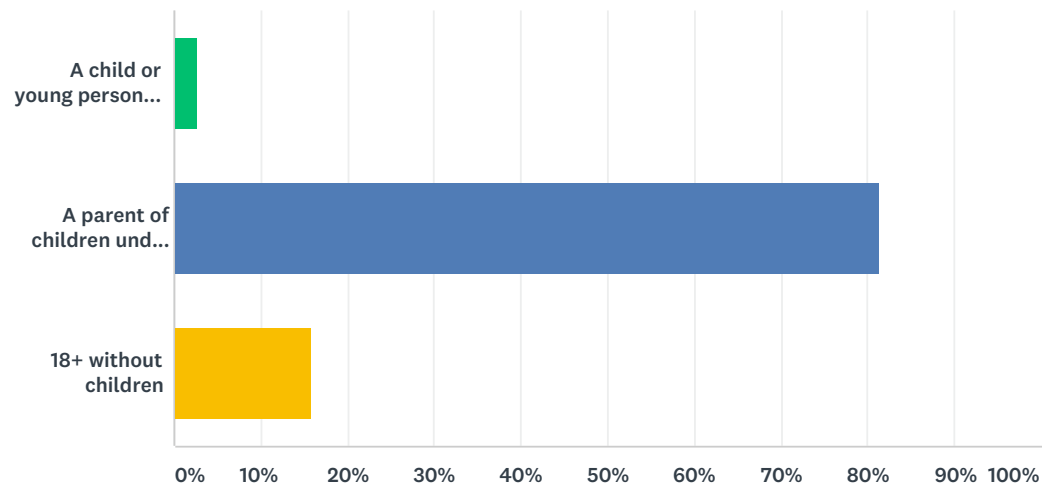
Answered: 76 Skipped: 0



ANSWER CHOICES	RESPONSES	
Martinborough Town	67.11%	51
Martinborough Rural	28.95%	22
Other Wairarapa	2.63%	2
Wellington	1.32%	1
Other New Zealand	0.00%	0
TOTAL		76

Q2 Are you

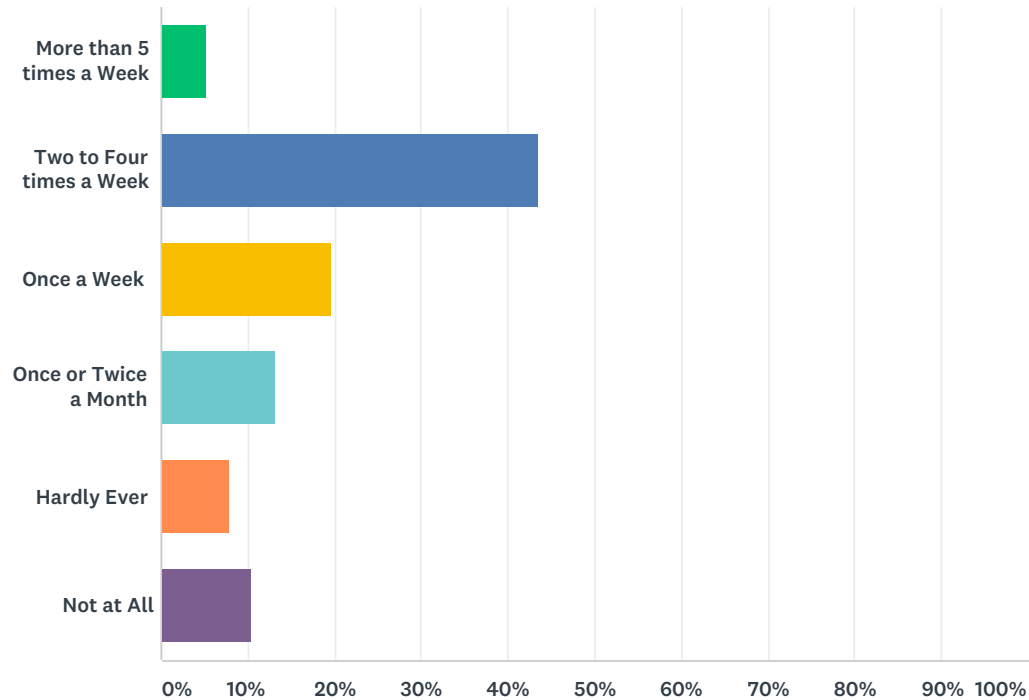
Answered: 75 Skipped: 1



ANSWER CHOICES	RESPONSES	
A child or young person under 18	2.67%	2
A parent of children under 18	81.33%	61
18+ without children	16.00%	12
TOTAL		75

Q3 On Average how often did you use the pool during the recent summer season

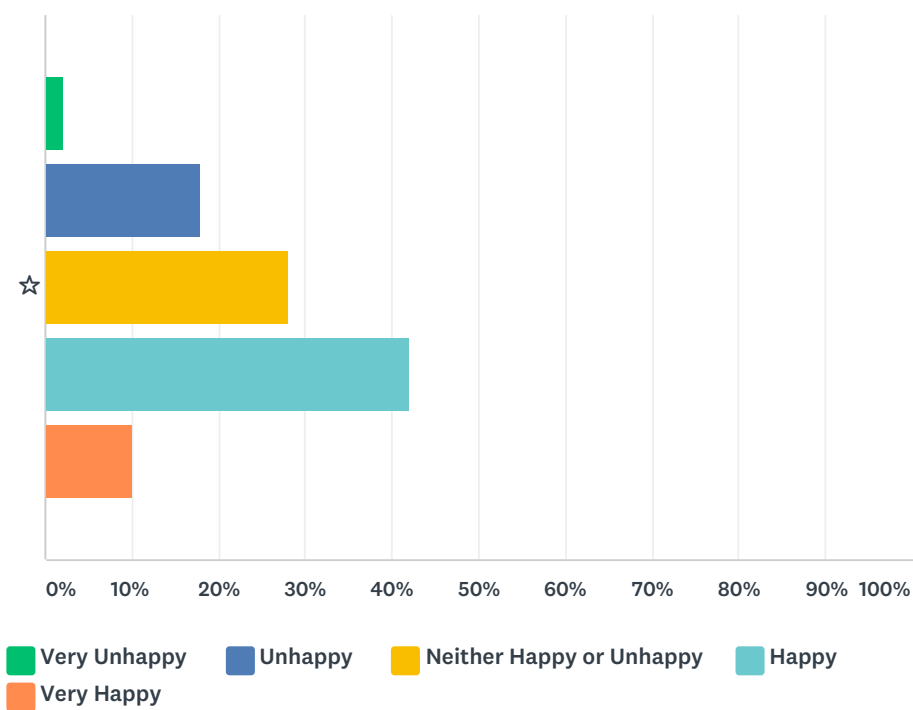
Answered: 76 Skipped: 0



ANSWER CHOICES	RESPONSES	
More than 5 times a Week	5.26%	4
Two to Four times a Week	43.42%	33
Once a Week	19.74%	15
Once or Twice a Month	13.16%	10
Hardly Ever	7.89%	6
Not at All	10.53%	8
Total Respondents: 76		

Q4 As a regular user of Martinborough Pool how happy are you with the pool temperature?

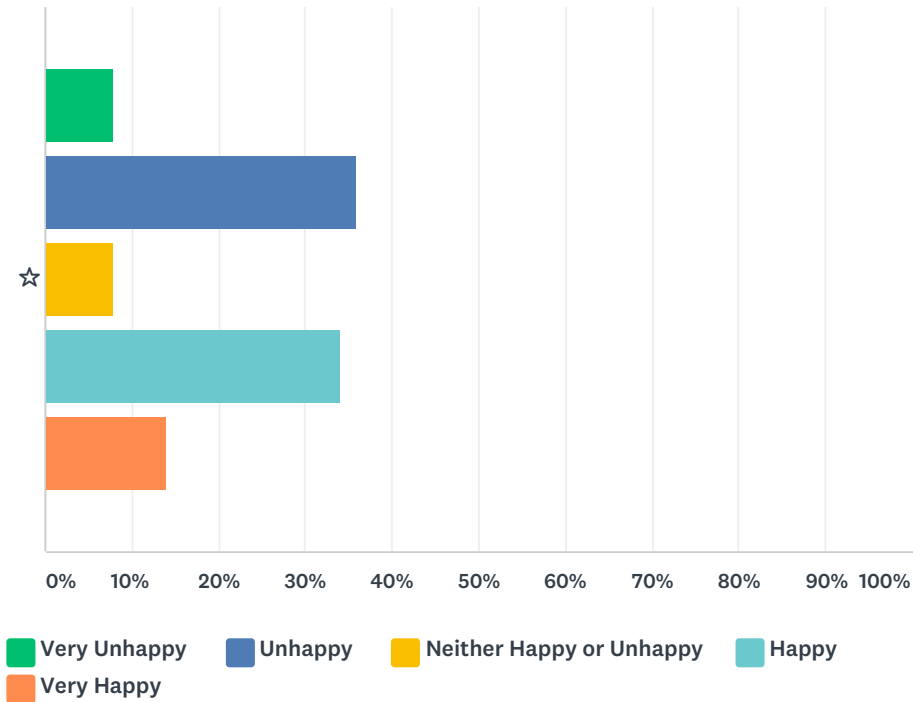
Answered: 50 Skipped: 26



	VERY UNHAPPY	UNHAPPY	NEITHER HAPPY OR UNHAPPY	HAPPY	VERY HAPPY	TOTAL	WEIGHTED AVERAGE
☆	2.00% 1	18.00% 9	28.00% 14	42.00% 21	10.00% 5	50	3.40

Q5 As a regular user of Martinborough Pool how happy are you with the opening hours?

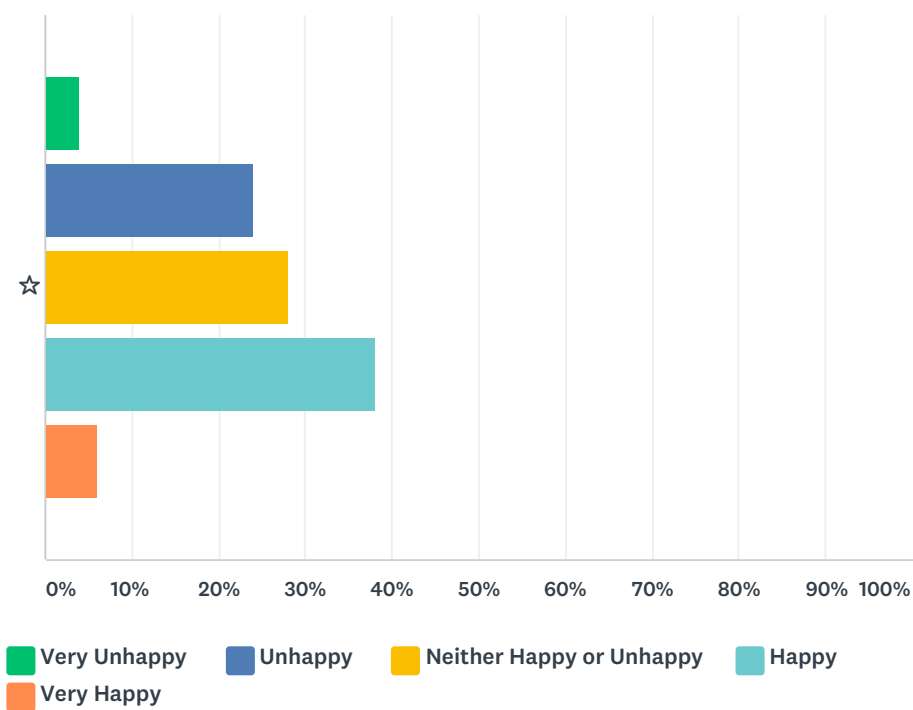
Answered: 50 Skipped: 26



	VERY UNHAPPY	UNHAPPY	NEITHER HAPPY OR UNHAPPY	HAPPY	VERY HAPPY	TOTAL	WEIGHTED AVERAGE
☆	8.00% 4	36.00% 18	8.00% 4	34.00% 17	14.00% 7	50	3.10

Q6 As a regular user of Martinborough Pool how happy are you with the overall quality of the pool and equipment?

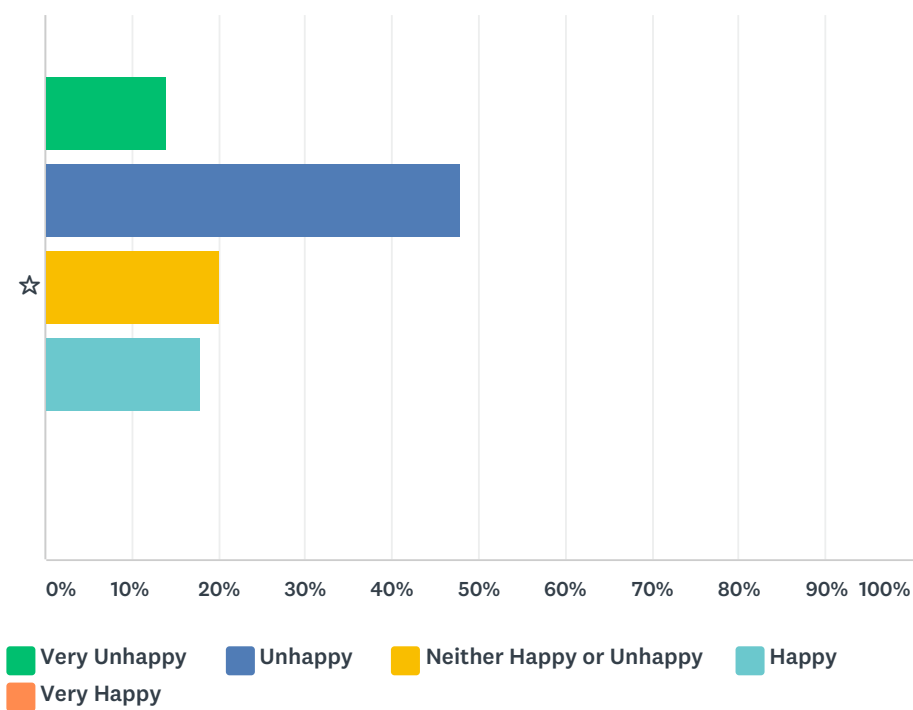
Answered: 50 Skipped: 26



	VERY UNHAPPY	UNHAPPY	NEITHER HAPPY OR UNHAPPY	HAPPY	VERY HAPPY	TOTAL	WEIGHTED AVERAGE
☆	4.00% 2	24.00% 12	28.00% 14	38.00% 19	6.00% 3	50	3.18

Q7 As a regular user of Martinborough Pool how happy are you with the overall quality of the changing rooms?

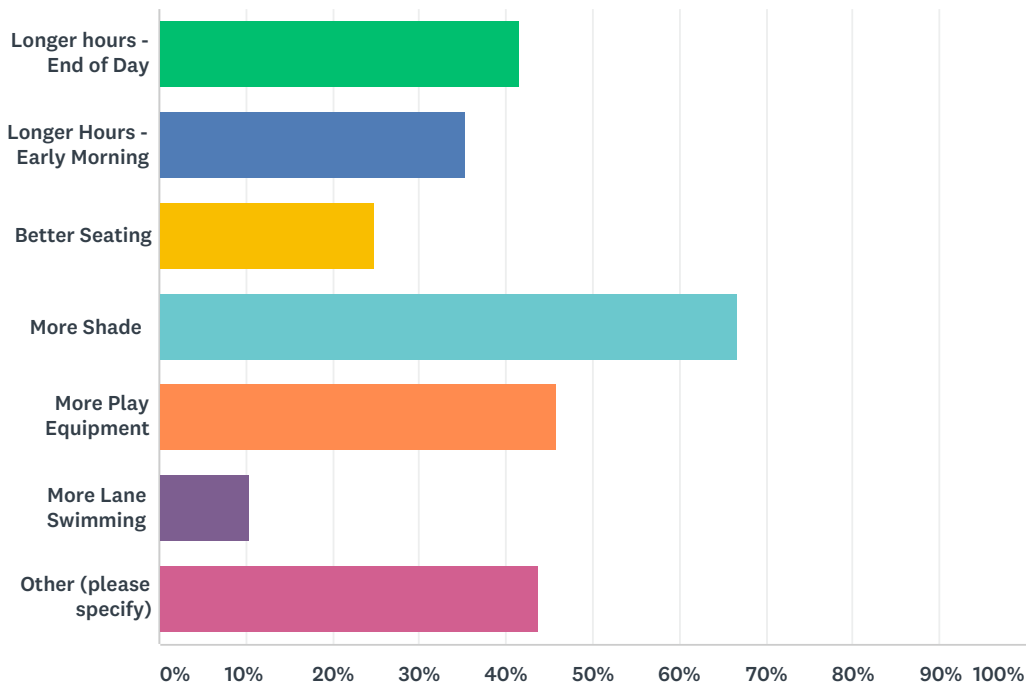
Answered: 50 Skipped: 26



	VERY UNHAPPY	UNHAPPY	NEITHER HAPPY OR UNHAPPY	HAPPY	VERY HAPPY	TOTAL	WEIGHTED AVERAGE
☆	14.00% 7	48.00% 24	20.00% 10	18.00% 9	0.00% 0	50	2.42

Q8 What improvements would you like to see at Martinborough Pool? Please select as many as you like.

Answered: 48 Skipped: 28



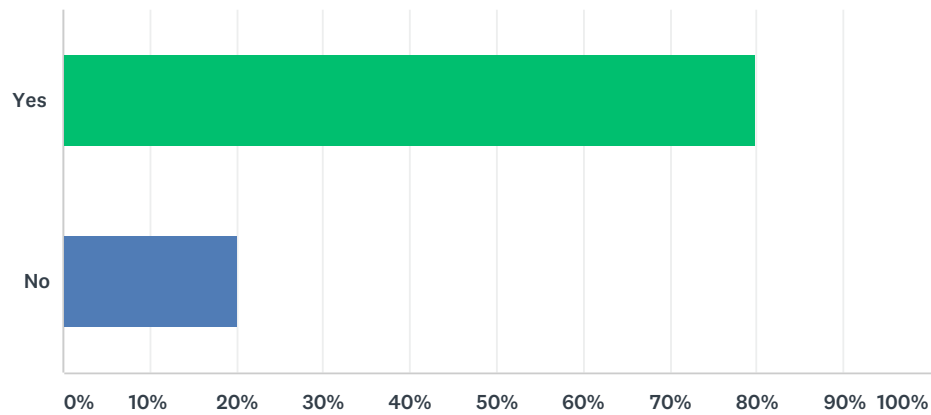
ANSWER CHOICES	RESPONSES	
Longer hours - End of Day	41.67%	20
Longer Hours - Early Morning	35.42%	17
Better Seating	25.00%	12
More Shade	66.67%	32
More Play Equipment	45.83%	22
More Lane Swimming	10.42%	5
Other (please specify)	43.75%	21
Total Respondents: 48		

#	OTHER (PLEASE SPECIFY)	DATE
1	Cleaner changing rooms and cleaner Pool as well as better equipment	4/11/2019 3:29 PM
2	Heated big pool, it's freezing cold	4/9/2019 11:38 PM
3	Changing rooms revamped	4/9/2019 2:03 PM
4	More lifeguards and lifeguard at the medium pool	4/9/2019 10:12 AM
5	Better changing facilities and ablution	4/9/2019 2:52 AM
6	Selling drinks & snacks	4/9/2019 12:01 AM
7	Ability to have swimming lessons there for kids	4/8/2019 7:53 PM
8	New change rooms and coin bbq ,bombing pool ,shade,speakers for music like indoor pools have.	4/8/2019 7:31 PM

9	Upgrade on the changing rooms	4/8/2019 3:32 PM
10	12pm opening during holiday's .bbq area..	4/8/2019 2:58 PM
11	A canteen would be great!!	4/8/2019 2:02 PM
12	Seating PLEASE!!! I have non-swimmer children so have to sit near the pool to watch them, (can not sit far away in the stands) and it's really difficult! Simple easy to move seating I think is a priority. Shade would be good too for visitors not swimming. Me and my family LOVE these pools and the fact they are so basic is not a problem but better seating would be appreciated	4/8/2019 1:55 PM
13	Better change facilities	4/8/2019 1:52 PM
14	During summer holidays early opening and later closing hours	4/8/2019 1:50 PM
15	Access for the school users with a key of their own so they can better manage their time and the students - it s great to see the children down there building their skills. A workable cover to hold in the temperature. Solar Heating to extend the season...a swimming club with organised activities. Life guards that are able to better "police" the behaviours eg foul language etc - most seemed very young and overwhelmed. Continuing to update and improve and move the complex forward - there is very little for Martinborough Youth/ Senior Citizens and visitors to our town and this asset could be built on - maybe even extended with a gymnasium added out into Consadene Park	4/7/2019 9:07 PM
16	Earlier hours start at the weekend would be good	4/7/2019 5:02 PM
17	Bbq facilities picnic tables shade shade shade and new Changing rooms	4/7/2019 12:53 PM
18	Heated so it could be a facility that could be used all year round.	4/6/2019 10:01 PM
19	Need starter blocks	4/6/2019 3:59 PM
20	Trees planted. More shade. Make it appealing. And solar heating is a must	4/6/2019 1:14 PM
21	Cleaner locker rooms. The boys one smells like urine.	4/6/2019 12:00 PM

Q9 You indicated that you are not a regular user of Martinborough Pool, are there changes that could be made that would encourage you to use the pool more often?

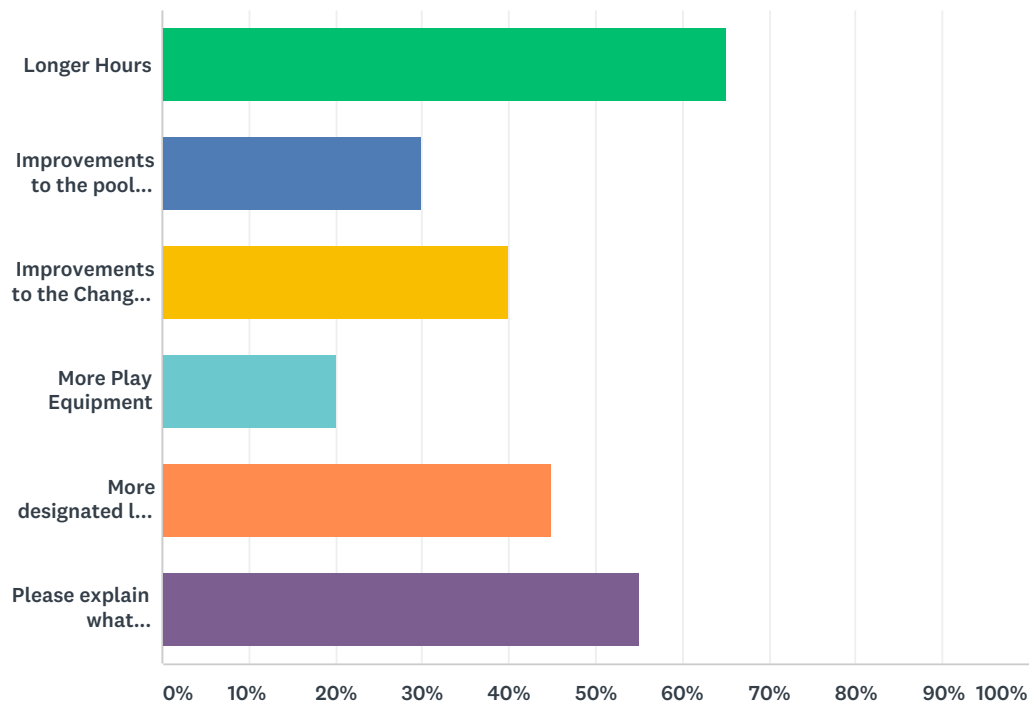
Answered: 25 Skipped: 51



ANSWER CHOICES	RESPONSES	
Yes	80.00%	20
No	20.00%	5
Total Respondents: 25		

Q10 What changes would you like to see at Martinborough Pool?

Answered: 20 Skipped: 56



ANSWER CHOICES	RESPONSES	
Longer Hours	65.00%	13
Improvements to the pool itself	30.00%	6
Improvements to the Changing Areas	40.00%	8
More Play Equipment	20.00%	4
More designated lane swimming	45.00%	9
Please explain what improvements you would like to see at Martinborough Pool.	55.00%	11
Total Respondents: 20		

#	PLEASE EXPLAIN WHAT IMPROVEMENTS YOU WOULD LIKE TO SEE AT MARTINBOROUGH POOL.	DATE
1	Solar heating	4/8/2019 3:01 PM
2	Covered grass areas	4/8/2019 2:43 PM
3	The pool needs to be in closed. This would give more flexibility.	4/8/2019 1:50 PM
4	Some shade over by the middle and toddler pool areas.	4/8/2019 1:49 PM
5	More shade cover over the middle pool and picnic areas	4/6/2019 2:10 PM
6	A covered lap pool for adults only. Brakenridge no longer does pool only	4/6/2019 1:19 PM
7	It's run down and old. Needs a whole new make over	4/6/2019 12:35 PM
8	Shade cover and picnic tables near the small pools	4/6/2019 12:24 PM
9	Better shaded areas & some seating	4/6/2019 11:57 AM

10	I'm interested in lane swimming for fitness, but not keen to get sunburned while I swim. More likely to use it later in the afternoon / evening when the sun is not so harsh.	4/6/2019 11:56 AM
11	Adult only lane swimming in the mornings	4/6/2019 11:43 AM

Q11 Please let us know if you have any other thoughts on the Martinborough Pool you would like Martinborough Community Board to consider.

Answered: 38 Skipped: 38

#	RESPONSES	DATE
1	I enjoyed the pool with my two kids 3 and 5 years. When down there, it seems there were a lot if unsupervised kids. Bit of a babysitting service. There was also a bit of bad language and seems a group that were their quite often ruling the pool. There needs to be better supervision at the gate. I would rather pay a small fee to ensure it isn't just used as a free and easy drop off for the kids. Encourage the families down with more shade, better changing rooms and a bbq area? An outdoor pool is great and we don't mind paying for something decent.	4/24/2019 9:04 PM
2	Like that it is free for the community to use, it can get very unruly with a lot of older unsupervised children constantly bombing in the pool and jumping through the kids pool. Definitely more seating on the grass side and more shade.	4/9/2019 11:40 PM
3	Life guards should be more attentive	4/9/2019 7:05 AM
4	More shade and picnic tables	4/9/2019 2:53 AM
5	.	4/8/2019 9:30 PM
6	I would like to see swimming lessons at the pool. This would encourage me and my family to use it more. You could open the pool in the mornings to encourage training and fitness.	4/8/2019 8:52 PM
7	Swimming lessons	4/8/2019 7:54 PM
8	A upgrade is a must nothing has changed there in 45years or more .it definitely needs a bombing pool so all the Maori kids aren't constantly told off all summer with the no bombing rules .lots of people on holidays use this space because of the accommodations next door and freedom campers go there for a wash so upgrade the change rooms .	4/8/2019 7:40 PM
9	Pool Cover to be used	4/8/2019 6:56 PM
10	The pool is used alot by martinborough school and it alway will be used alot, from what ive seen the facility doesnt seem to cope very well with the amount of children that do want to use it. The hours in the summer afternoons and evening are far to short. The average family can not enjoy the facility with their child as by time most work places finish thepools are closed.	4/8/2019 3:36 PM
11	A wonderful facility for visiting grandchildren	4/8/2019 3:03 PM
12	Bbq area.outside radio.	4/8/2019 3:00 PM
13	The life guards do a very good job. I would recommend a large clock be purchased for the pool. If the hours were longer, more lane swimming and greater use of the pool by adults who would prefer to be there while children are not, may eventuate.	4/8/2019 2:57 PM
14	Better shade and wind protection. Temperatures of water vary but if there were better wind protection and sun shades over the small pool and paddling pool it would make swimming with children better	4/8/2019 2:19 PM
15	Less big play stuff (smaller kids always seem more nervous) or only big play stuff for older kids at certain times , so us parents know when to avoid the pool with non-swimmer) / after school lessons in a sectioned off part of the pool / please don't start any food selling service! I love the fact I can go there with my two boys and they can't pester me for snacks Etc (we bring our own) / just a better picnic/seating area would be appreciated /	4/8/2019 2:00 PM
16	I thought it was fantastic for families that it was free	4/8/2019 1:57 PM
17	Perhaps staying open until Easter?	4/8/2019 1:55 PM
18	NA	4/8/2019 7:18 AM

19	Please put on a charge it does not have to be huge but user pays. I will not be using the pool at my age and i can't swim,	4/7/2019 9:26 PM
20	Forward Planning and Future proofing - NZ is a land surrounded by water... we need to be proactive about water safety - swimming is a great fitness activity....	4/7/2019 9:09 PM
21	I think some of the lifeguards there deserve a pay rise. Some of the childrens attitudes towards them were wrong. I think they deserve better support as some parents leave their children their unsupervised for the whole day. If there were other places im the community for these children to use the lifeguards like the librarians would not be used as a babysitting service	4/7/2019 5:05 PM
22	Better control over children swimming without adult supervision for hours on end. Age limit on kids in the middle pool too many times there are BIG kids in there fooling around and causing problems for the younger children	4/7/2019 12:55 PM
23	Designated times for lane swimming	4/7/2019 8:13 AM
24	Have you thought about renting the pool out for family parties either before or after hours to raise some money for the upkeep?	4/7/2019 6:37 AM
25	Keep the pool free for children but charge a nominal amount for adults to assist with the up keep.	4/6/2019 10:03 PM
26	Ease up on the "no bombs/jumping" rule please	4/6/2019 6:49 PM
27	Shaded area would be amazing. Even a bbq would be great	4/6/2019 6:17 PM
28	Pool is great, toys are a distraction and cause arguments between kids. Get rid if them	4/6/2019 4:47 PM
29	Get funding for an indoor pool for year round swimming, lessons and training.	4/6/2019 4:00 PM
30	More sun shelter by the babies pool and small pool	4/6/2019 3:26 PM
31	I knew about someone keen to run swimming classes for little ones which I was really keen to do then it got canned, that was such a shame as I would have been there and its a great opportunity for those who struggle to get to the only other two options in wairarapa. That would have been a very valuable extra and one people willing to pay for.	4/6/2019 2:12 PM
32	Indoor pool upgrade so that locals can use it Year round	4/6/2019 1:21 PM
33	No	4/6/2019 1:14 PM
34	Maybe a shop selling swim gear and wear water	4/6/2019 1:11 PM
35	Please sort out the changing sheds ... they are terrible	4/6/2019 1:03 PM
36	It would be great if the junior pool could be bigger.	4/6/2019 12:26 PM
37	As mentioned previously - shaded seating areas & upgrade changing facilities	4/6/2019 11:58 AM
38	Potentially could be open later in the season too.	4/6/2019 11:56 AM

Appendix 4 - Blue Signs Request

Blue Directional Board

Ben Turner- Engineering Officer- Roads & Water

Tue 16/04/2019 2:42 PM

To: Lisa Cornelissen <Lisa.Cornelissen@swdc.govt.nz>

📎 2 attachments (863 KB)

Olivio-nor sign.pdf; 20190329_101204_resized.jpg;

Hi Lisa

Can you please take this to the Martinborough community board

Please see attached blue directional sign request from Olivio Nor

Please see attached photo of what is currently there on the board

Location = Fraters Road (see below)



Is there any other information that the community board needs before they make a decision?

Kind regards

Ben Turner
Engineering Officer



South Wairarapa District Council

06 306 9611 x 836

Cell 027 582 5211

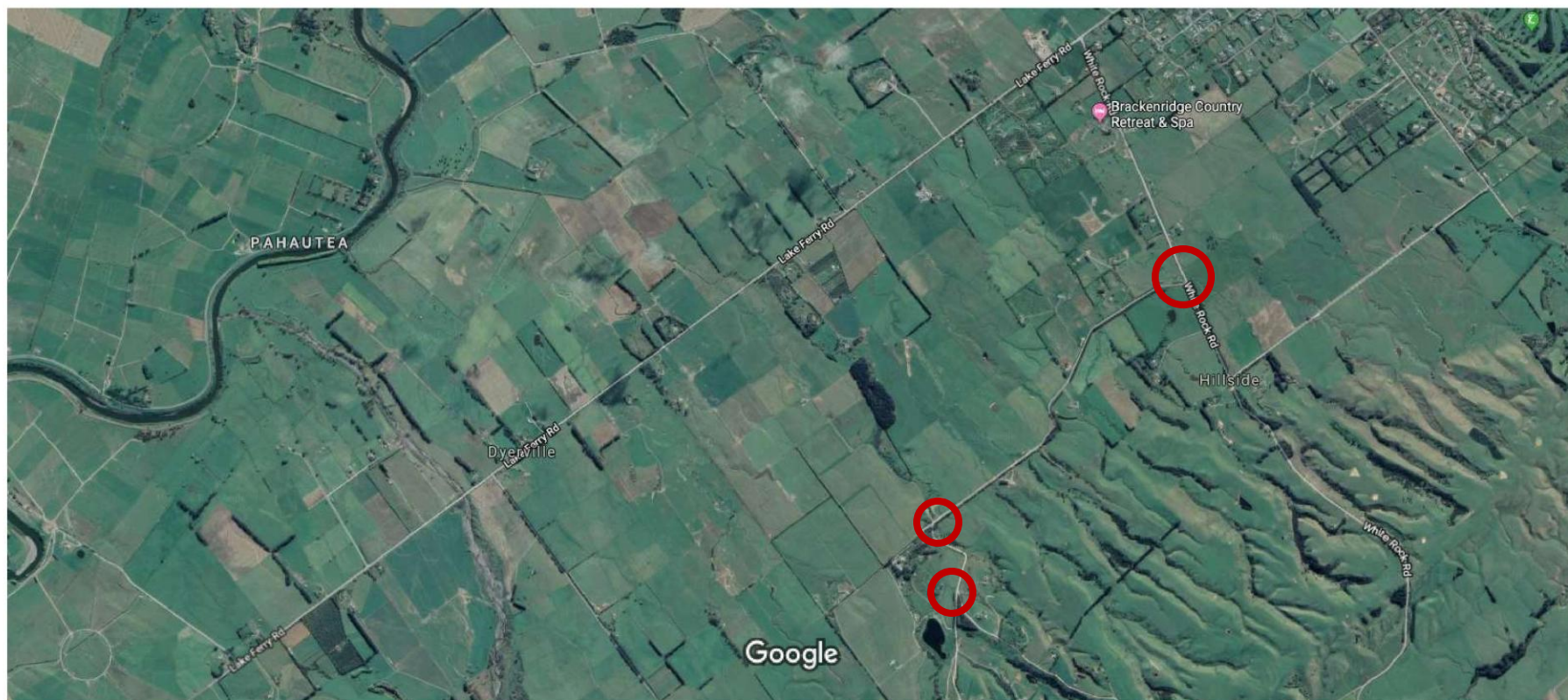
PO Box 6 Martinborough 5741

19 Kitchener Street Martinborough 5711

www.swdc.govt.nz

Please consider the environment before printing this e-Mail

Google Maps martinborough camping



Imagery ©2019 CNES / Airbus, Map data ©2019 Google 500 m

Appendix 5 - SW Community Board Joint Chairs Report

COMMUNITY BOARDS OF SOUTH WAIRARAPA

JOINT RECOMMENDATIONS FOR DISCUSSION AT COUNCIL

**L. HAY (GCB), L. CORNELISSEN (MCB), R RAMSDEN
(FCB)**

24 MAY 2019

CHAIRPERSONS REPORT

Background to this report: The chairs of the SW Community Boards together with A. Rainsford (GCB), M. Shepherd (FCB) and Cr P Colenso (MCB) attended the LGNZ Community Board Conference in April 2019. Two major themes were community board/council engagement with Youth and Maori communities. We attended a number of workshops and plenary sessions on these issues and have some suggestions for council to consider which are in line with the SWDC LTP goals.

Engagement with Maori in South Wairarapa

The bi-annual LGNZ Community Board conference is very thought-provoking and gives attendees the opportunity to network with other community board members from across New Zealand. It gives you the ability to look at best practice throughout NZ and share ideas and projects that could be applied to South Wairarapa. Currently SWDC funds one community board member from all three community boards to attend the conference.

- 1. We would like to recommend to councillors that SWDC also fund one member from the MSC to attend the next LGNZ conference to be held in 2021*

Shay Wright was a keynote speaker at the conference and also chaired several workshops. He was an outstanding and inspirational speaker and workshop facilitator.

Shay Wright is a Maori social entrepreneur named in the Forbes Asia list of '30 Under 30 Social Entrepreneurs' for his work as co-founder of two social enterprises - Te Whare Hukahuka and Nuku Ltd. Both enterprises help indigenous communities set up and grow world-class social enterprises to create community change. TWH has worked with almost 1,000 indigenous Maori leaders to develop their skills, including 130 young Maori leaders through their award-winning youth leadership programme, Ka Eke Poutama.

The programme alumni now hold more than 120 governance roles between them across the community sector and have set up several social enterprises.

Shay also helped establish the teacher recruitment organisation, Teach First NZ; is a member of several Government Advisory Boards, and is a speaker, strategist and futurist, having appeared on the NZ television show 'What Next?' in 2017. He is a product of the rural Far North and his whakapapa connections are to Te Rarawa, Ngapuhi, Ngaruahine and Ngati Ruanui. Shay's particular interests and areas of thought leadership are around the connection between entrepreneurship and community, strategies to grow youth leadership in our communities and how indigenous concepts can help to reshape our relationships. <https://www.shaywright.co.nz/>

2. *We would like to recommend a 1 day workshop facilitated by Shay Wright for Community Boards, Councillors, Maori Standing Committee and senior SWDC staff. This would be an opportunity to shape the way we engage with Maori and arm us with forward thinking inspirational strategies and ideas for the betterment of our Maori communities.*

Engagement with Youth in South Wairarapa

A common theme amongst all community boards was a lack of engagement with youth. Some councils/community boards had almost no input from youth while a small minority had a robust and vibrant relationship. South Wairarapa do better than most CB's with two out of three community boards having a youth representative however this is really just the first step in the right direction and significantly more work needs to be done.

Another keynote speaker was Sarah Colcord speaking on the important role of youth voice groups locally and nationally.

Sarah has a strong desire to connect, support and empower the young people of Aotearoa and ensure they are part of the decision-making process. In 2016 she won her Local Body Election and was elected on to the Manurewa Local Board at 20 years old. She is the youngest member of Manurewa Local Board and one of the youngest politicians in Tamaki Makaurau. She leads the Arts, Community and Events Role on the Board and is a member and representative on numerous professional working groups.

Sarah is the co-founder of the Auckland Youth Voice - a network that supports the development of Youth Voice groups/councils in Auckland. Sarah also voluntarily supports the Manurewa Youth Council within her capacity as a Youth Worker.

While there is a Wairarapa Youth Council there appears to be little engagement with South Wairarapa Youth. Its Facebook page have very small numbers (there are no twitter or Instagram accounts) and it's website makes engagement difficult. Many young people would find it difficult to

travel to Masterton for meeting esp those from rural areas and those without cars.

We believe there is an opportunity to better engage with youth and propose an initial small meeting with our CB youth representatives, students from Kuranui, Solway, Rathkeale Colleges, Young farmers, Trade apprentices, and year 7/8 from Greytown Primary. This would be held at the side room at Circus Theatre with pizzas to encourage a relaxed and non-threatening environment. We would hope to have a group of up to 15 people to discuss ways to set up a SW Youth voice.

3. *We would like council to consider funding this. We anticipate the costs to be no more than \$1,000*
4. *After this initial first meeting we would like to plan stage 2 and have Sara Colcord come to South Wairarapa to have a workshop on how to set up a SW Youth Voice based on her successful models in Auckland. We would like councillors to consider this and approve in principle the idea and consider funding this project (subject to final costs).*

Both these projects are long term initiatives covering more than one election cycle.

Appendix 6 - MCB Annual Plan Submission

Martinborough Community Board Submission

South Wairarapa District Council Annual Plan 2019/20

We would like to speak to this submission.

1. Discussion Topic 1 – Reduction in Library Charges

We support Option Three

We see a social benefit in making the library affordable and accessible to all members of our community.

2. Discussion Topic 2 – Extended Pool Opening Hours

We support the extension of hours as proposed.

We recently surveyed Martinborough residents, to better understand their view of the Martinborough Pool facility. 42% of regular users and 65% of non users would like to see longer hours, suggesting that pool usage would increase and more residents would make use of the facility.

3. Discussion Topic 3 – Change in Funding of Housing for Seniors

There are a range of opinions around the Martinborough Community Board table, we believe this is best addressed through the Annual Plan consultation process.

4. Discussion Topic 4 – Extra Funding for Footpath Maintenance

We support extra funding for Footpaths

Martinborough Community Board asked SWDC to consult on footpath funding as we do not believe the current footpath budget is adequate to ensure that Martinborough is a town that people of all ages and abilities can safely walk around. We accept that the associated rates increase may not be acceptable to ratepayers but this is core work and SWDC need to find the funds to support it.

5. Martinborough Town Water Supply

We thank Council for bringing forward expenditure on the Manganese Extraction Plant and request that SWDC continue to make the provision of a safe, reliable drinking water supply for Martinborough their top priority.

6. Expenditure on Playgrounds

We request that expenditure on playgrounds across the district is fairly allocated across all locations, as discussed in our AP workshops. There has been little or no Council expenditure in Martinborough for a number of years whilst the Waihinga project has been underway. We would like to see Council support the playground redevelopment and the community fundraising efforts by repairing and refurbishing existing pieces of play equipment and replacing equipment that has been removed due to its failure to meet safety standards.

7. Martinborough Pool

We thank Council for their commitment to replace the pool covers in time for the next swim season. We also appreciate the fact that the pool is free, this has of course increased usage with some kids being dropped off and spending all opening hours there, this has caused some issues for the lifeguards.

We are very concerned that the current stand of seating is being used as a climbing frame by children who have been seen on the roof of the stand and are using it to climb over the fences. This is a safety issue which we request Council addresses as a matter of urgency.

We have also attached a recent Pool survey undertaken by MCB using Survey Monkey; along with pool hours there are a couple of other areas for improvement apparent from the data and the comments:

- Quality of the Changing Rooms – only 18% of regular users are happy with these.
- Shade and Seating, in particular to allow parents of younger children to sit comfortably closer to the middle and toddler pools, and for families to have access to a shady picnic area.

We would like to see these areas of improvement addressed as budgets allow.

8. Considine Park Development Plan

We request that Council continues to allocate funds to implement the Considine Park Development Plan and that those funds are spent according to priorities set by the Considine Park Committee. We are pleased to hear that Council plans to provide access to the pool toilets for park users.

9. Beautification Funds

We request that SWDC continue to allocate funds for town beautification to be managed by the respective Community Boards.

10. Martinborough Square Development Plan

We thank Council for allocating funds in the LTP to complete the circular seating in the Square in the 2019/20 year and request that Council also consider setting aside funds for 'Dark Sky' lighting improvements and signage. The Square is at the heart of Martinborough and little has been done to implement the development plan which was adopted by Council in August 2012.

11. Underplanting Olive trees at SH2 entrance to Martinborough

This is the main entrance into Martinborough and is looking very shabby. We have repeatedly requested that this be addressed with mulch and new underplanting, only one side of the road has been mulched and no planting undertaken.

12. Road signage for Martinborough Square

Martinborough's Memorial Square is a 'Poppy Place'. There are no existing road signs identifying the square so implementing Poppy road signage will cost approximately \$600 per sign. We request that Council allocate funds to complete this work and recognise the significance of the Square.

13. E-mail Database

The water issues in Martinborough have shown the value of an e-mail database. We ask Council to further develop the database to allow direct communication from both Council and Community Boards to those who wish to receive it. For example all ratepayers would receive emergency e-mails and rates notifications but residents and ratepayers could opt in to receiving updates and information from Community Boards.