

## Agenda

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### Notice of Meeting

An ordinary meeting will be held in the Supper Room, Waihinga Centre, Martinborough on Thursday, 7 December 2023 starting at 7.00pm.

### Membership of the Community Board

Storm Robertson (Chair), Angela Brown (Deputy Chair), Karen Krogh, Mel Maynard, Councillor Pip Maynard and Councillor Aidan Ellims

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### Karakia Tīmatanga

*Tukua te wairua kia rere ki ngā taumata  
Hai ārahi i ā tātou mahi  
Me tā tātou whai i ngā tikanga a rātou mā  
Kia mau kia ita  
Kia kore ai e ngaro  
Kia pupuri  
Kia whakamaua  
Kia tina! TINA! Hui e! TĀIKI E!*

### Public Business

1. **Extraordinary Business**
2. **Apologies**
3. **Conflicts of Interest**
4. **Acknowledgments and Tributes**
5. **Community Board Minutes**

5.1 Minutes for Approval: Minutes of the Martinborough  
Community Board meeting held on 19 October 2023

Pages 3-7

**Proposed Resolution:** *That the minutes of the Martinborough Community Board meeting held on 19 October 2023 be confirmed as a true and correct record.*

## **6. Public Participation**

- 6.1 Mary Tipoki – Lake Ferry Township
- 6.2 Martin Freeth – Trees of Martinborough
- 6.3 Anna Warren – Martinborough Playcentre

## **7. Actions from Public Participation**

*As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.*

## **8. Chairperson Report**

- 8.1 Chairperson Report Pages 8

## **9. Reports from Chief Executive and Staff**

- 9.1 Welcoming Communities Findings and Welcoming Plan Pages 9-39
- 9.2 2024 Meeting Schedule of Ordinary Meetings Page 40-43
- 9.3 Pain Farm – Partnership & Operations Update Report Page 44-47
- 9.4 Income and Expenditure Report Page 48-55
- 9.5 Financial Assistance Report Pages 56-59
- 9.6 Action Items Report Pages 60-63

## **10. Members Report**

- 10.1 Karen Krogh – Martinborough Streetlighting Project Pages 64

## **Karakia Whakamutunga**

*Unuhia Unuhia  
Unuhia ki te uru tapu nui  
kia wāteā, kia māmā  
te ngākau, te tinana, te wairua  
i te ara takatū  
Koia rā e Rongo  
Whakairia ake ki runga  
Tūturu whakamaua kia tina. Tina!  
Hui e! Tāiki*



- Present:** Storm Robertson (Chair), Angela Brown, Karen Krogh, Mel Maynard Councillor Pip Maynard and Councillor Aidan Ellims.
- In Attendance:** Nicki Ansell (Lead Advisor – Community Governance), Stefan Corbett (Group Manager, Partnership & Operations).
- Public Participation:** Charlotte Harding, Max Stevens, Pat Dette, Martin Freeth and John Sutherland & Ashley Mudford.
- Conduct of Business:** This meeting was conducted in public in the Supper Room, Martinborough Town Hall, Texas Street, Martinborough between 7.03pm and 9:26pm and was live streamed on the Council's YouTube Channel.

Members opened with a Karakia

**1. EXTRAORDINARY BUSINESS**

*MCB RESOLVED (MCB 2023/41)* to receive John Sutherland and Ashley Mudford verbal presentation as part of public participation.

*(Moved Cr Maynard/Seconded Brown)*

Carried

**2. APOLOGIES**

*MCB RESOLVED (MCB 2023/42)* to receive apologies from Cr Ellims for late arrival.

*(Moved Brown/Seconded Krogh)*

Carried

**3. CONFLICTS OF INTEREST**

There were no conflicts of interest.

**4. ACKNOWLEDGMENTS AND TRIBUTES**

Members acknowledged Pain & Kershaw for celebrating 150 years and thanked them for their contributions to, and ongoing support of Martinborough.

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## 5. MARTINBOROUGH COMMUNITY BOARD MINUTES

### 5.1 Martinborough Community Board Minutes – 15 June 2023

MCB RESOLVED (MCB 2023/43) that the minutes of the Martinborough Community Board meeting held on 7 September 2023 be confirmed as a true and correct record.

*(Moved Cr Maynard/Seconded Brown)*

Carried

## 6. PUBLIC PARTICIPATION

### Charlotte Harding – Pump Track

Ms Harding provided members with an update on the pump track and how the fundraising is tracking. Ms Harding also expressed a hope for the pump track to be built by May 2024.

Members confirmed build time and talked through funding options including NZ Lotteries, Pain Farm and upcoming community events that will include fundraising.

### Max Stevens – Martinborough Museum Trust

Mr Stevens expressed his disappointment at the lack of funding for all the community museums at the recent Community & Youth Grant funding round. Mr Stevens talked through the work currently taking place at Museum Trust.

Cr Ellims arrived at the meeting 7:22pm

Mr Stevens talked about the reliance on Council grants to help with operational costs including cleaning and insurance and the benefit of the Memorandum of Understanding (MoU).

Members talked about the great work of the volunteers.

### Pat Dette – Martinborough Community Patrol

Ms Dette talked about the work of the Community Patrol, including sponsorship; support from the local community; the decision to move towards an EV vehicle; and the relationship with the Community Patrol wider group and Police.

Members asked about the vehicle the patrol is looking to purchase and who else they have approached for funding.

### Martin Freeth – Martinborough Tree Group

Mr Freeth provided the Community Board for an update on the work that has taken place since receiving the grant for tree planting. Mr Freeth requested

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further funding from the Community Board to extend the work and submitted a grant application for the November Community Board meeting.

Members commented how good the planting is looking.

Cr Ellims left the room 7:41pm

Cr Ellims returned to the room 7:42pm

### John Sutherland & Ashley Mudford - Lions

Mr Sutherland would like to request a relationship between Lions and the Martinborough Community Board to help Lions identify projects for funding. A request for Ms Brown to be the representative to help with rolling out two to three large projects each year.

Members asked about the support Lions has given to the pump track and discussed the Christmas parade.

## **7. ACTIONS FROM PUBLIC PARTICIPATION (ITEM MOVED)**

*MCB RESOLVED (MCB 2023/44)* to appoint Angela Brown to liaise with the Lions to build a connection between MCB and the work Lions do for the community.

*(Moved Robertson/Seconded Cr Maynard)*

Carried

## **8. CHAIRPERSON REPORT**

### **8.1 Chairperson Report**

*MCB RESOLVED (MCB 2023/45)* to:

1. Receive the Chairperson Report.

*(Moved Brown/seconded Cr Maynard)*

Carried

2. Hold \$2,000 from grants funds for the Christmas parade should it be needed.

*(Moved Brown/Seconded Krogh)*

Carried

Mr Robertson spoke to matters included in his report and the potential to set dates for Pain Farm funding, the process, and the need for criteria and promotion. Members questioned the amount available from Pain Farm and the best way to progress.

Members provided an update on the Christmas parade and talked about the submissions to the Rating Review.

Members provided an update to the operation funds approved at the previous Martinborough Community Board meeting, including redirecting those funds

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to \$50.00 for Bec Reilly from Ventana Art for her work at the Community Emergency Hub Open Day.

Members updated the work taking place on Martinborough Pedestrian Lighting project and expressed their concerns on the time being taking to install the lights. Members requested further details from Council Officers, and recommendations on any further actions that can be taken to speed up the process.

Cr Maynard left the room 8:36pm

Cr Maynard returned to the room 8:37pm

*MCB RESOLVED (MCB 2023/46)* for Storm Roberston to present at the next Council meeting about Pedestrian lighting, on behalf of MCB.

(Moved Brown/Seconded Maynard) Carried

## 9. REPORTS FROM CHIEF EXECUTIVE AND STAFF

### 9.1 Income & Expenditure Report

*MCB RESOLVED (MCB 2023/47)* to receive the Income and Expenditure Report.

(Moved Cr Maynard/Seconded Brown) Carried

Members queried the financials around Pain Farm, the change to the members' salaries and some additional line items in the report.

### 9.2 Finance Assistance Report

*MCB RESOLVED (MCB 2023/48)* to:

1. Receive the Financial Assistance Report  
(Moved Cr Maynard/Seconded Maynard) Carried
2. Agree to fund \$500 to the Wairarapa 4WD Club to support the NZ National Trials 4WD event in Pirinoa, to be funded through the Grants.  
(Moved Ellims/Seconded Maynard) Carried
3. Agree to fund \$4,000 to the Martinborough Community Patrol to support an electric vehicle, to be funded through the Community Development Fund.  
(Moved Ellims/Seconded Brown) Carried
4. Agree to fund \$2,000 to the Martinborough Museum to support ongoing operations, to be funded through the Community Development Fund.  
(Moved Cr Maynard/Seconded Cr Ellims) Carried

Members expressed their concerns around the Martinborough Museum not getting the funds through the Community & Youth Grant funding round.

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It was noted that Martinborough Community Patrol could approach the Martinborough Business Association or Lions as well, and invite them to return in the new year.

**9.3 Action Items Report**

Deferred until next meeting.

**10. MEMBER REPORTS**

**10.1 Angela Brown Members Report**

*MCB RESOLVED (MCB 2023/49) to receive the Angela Brown Member Report.*

*(Moved Krogh/Seconded Cr Ellims) Carried*

Ms Brown spoke to items outlined in the report and thanked everyone for their support and mentioned about upcoming community events. Members thanks Angela for her work.

The meeting closed at 9:26pm.

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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## CHAIRPERSON REPORT

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### Recommendations

The Chairperson recommends that the Community Board:

1. *Resolve to set dates for Pain Farm funding.*
2. *Resolve to include a submission towards the Wairarapa Combined District Plan.*
3. *Resolve to fund Road Traffic Management Plan for the Martinborough Christmas Parade*

### Topic 1- Pain Farm Grants.

A general update of Pain Farm, including setting dates for the grants process for Pain Farm in accordance with the Pain Farm Trust Lands Income Distribution Policy - [Section A \(swdc.govt.nz\)](https://www.swdc.govt.nz/section-a)

### Topic 2- Wairarapa Combined District Plan Submission

Discuss the Wairarapa Combined District Plan and whether to include a submission from Martinborough Community Board.

### Topic 3 – Christmas Parade

Update on the December Martinborough Christmas Parade and the funding for the Road Traffic Management Plan.

### Topic 4 – MCB End of Year Report

Discuss preparation of our MCB Report on what has been achieved in 2023 and the plan for 2024.

**NB Just a note on issues requiring a vote. Each member will get one 5 minute slot to speak on the issue. Once everyone that wants to, has spoken, a vote will be taken on the topic. It will need to be formally introduced before a vote is taken.**

Prepared by: Storm Robertson, Martinborough Community Board Chair



## Welcoming Communities Findings and Welcoming Plan

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### 1. Purpose

To present the Martinborough Community Board with the findings of the Welcoming Communities Programme thus far, and to invite input and direction for South Wairarapa's Welcoming Plan.

### 2. Recommendations

Officers recommend that the Community Board:

1. *Receives the Welcoming Communities Findings and Welcoming Plan report.*
2. *Note the Stock-take Report (Appendix 1) summarising the findings of the programme.*
3. *Provides feedback on what Welcoming Plan activities should be prioritised for the betterment of Martinborough community and newcomers.*

### 3. Executive Summary

This report and its associated attachments provide a summary of the Welcoming Communities Programme's findings and gives the Board an opportunity to contribute ideas and activities to the Welcoming Plan, which will be implemented in 2024 and 2025.

### 4. Background

South Wairarapa District Council (SWDC or 'Council') have received central-government funding until the end of 2025 to run the Welcoming Communities Programme. The purpose of this programme is to support "newcomers" (a community member who has lived here less than five years) integrate with, and contribute to, the local community. When new people have positive settlement experiences they are more likely to stay, contribute to the local community and economy, and use their skills and experiences to better the community.

Recent statistical forecasting commissioned by Greater Wellington Regional Council anticipates that in 2023, 985 New Zealand citizens and 62 international migrants will relocate to South Wairarapa. Of the newcomers surveyed, the highest proportion (34%) had moved to Martinborough. 80% of those moved from elsewhere in the region and country, with the rest from overseas.

At present, welcoming is mostly done at the individual level. It relies on neighbours, locals and businesses being welcoming, inclusive and helpful. As such, there is an opportunity for Council and key community members, groups, and organisations to be more intentional, visible, and vocal in making new people, and all people, feel welcome and included. There is also an opportunity for Council to improve public perception over time by making positive first impressions with the new people who move here, and increase participation and engagement in local government processes.

The qualitative data (shown in Appendix 2) show a broad range of experiences for those that move to Martinborough. Many newcomers spoken to have found a great sense of community in Martinborough, which has enabled them to volunteer, join groups and be a part of the local fold. 46% of those surveyed felt welcome. Some, however, have felt distinctly unwelcome; be it because they've experienced direct racism, or they simply haven't had the time to build relationships and they didn't know where to start. Subsequently 15% of those surveyed felt not welcome.

There is an opportunity to plan activities that will positively benefit new and local community members of Martinborough. As a result of this programme, there are some activities that are already underway.

- New ratepayers now receive a welcome letter from the Mayor which includes some useful Council and community information. (It is intended in the implementation phase of the programme that these will be distributed to libraries, real estate agents, medical centres, schools etc. so that people that join these services who are not ratepayers will have access to this information).
- The SWDC website now has a webpage specifically for people who have moved, or are thinking about moving, with useful information based on Frequently Asked Questions.
- A social media campaign was done on 'Welcoming Week' in September, promoting culture, inclusion and promoting the settlement information that was creating.
- Many newcomers have received one-to-one support from the Welcoming Communities Coordinator; providing them with information and ideas for how they can settle into their new community.

## **5. Discussion**

There are many activities that could positively benefit the Martinborough community, and South Wairarapa as a whole.

Some potential activities are:

- A Welcome Guide or Welcoming Pack (online and/or physical pamphlets).
- On-going social events for new community members and locals (once a month/quarter etc.).
- Council supporting and promoting Community Streets (also known as Play Streets) to encourage more community get-togethers.
- A cultural festival or event, such as a multi-cultural food festival.
- A sports day or tournament for seasonal workers and community members.

- On-going Council communications (social media campaigns etc.) that are specifically for new people or people from different cultures.
- Collaborations between the Board and Welcoming Communities to create events, initiatives or projects in Martinborough.
- Regular community pōwhiri or get-togethers at, and in partnership with, Hau Ariki marae.
- Utilising the Waihinga Centre for more community get-togethers, such as community potlucks or 'socials' etc.
- Partner with local service organisations, such as the Lions or Mens Shed, to host events or initiatives that benefit the local community.
- A neighbours' campaign, in partnership with Neighbourhood Support, that promotes the importance of being a kind and helpful neighbour.
- Partnering with Heartland Services to promote their support services to newcomers and seasonal workers.
- Multi-cultural signage.
- More visible displays of welcoming and culture in public spaces (for instance, applying for funding to get local cultural art commissioned).
- Partnering with local groups and events to ensure inclusion and accessibility is an inherent part of how they operate.
- Better advertising of community events, services and community information.
- A "Welcoming Committee" that is actively involved in welcoming new people to the area.
- Regular features in the Martinborough Star profiling, or highlighting the contribution of, newcomers in the community.

There are many activities that could make a meaningful difference with modest resources.

The question is: what would you like to see happen in your community over the next two years? Your feedback is invited.

## **6. Appendices**

Appendix 1 – Welcoming Communities Stock-take Report for South Wairarapa

Appendix 2 – Newcomer Survey qualitative data of Martinborough residents.

Contact Officer: Michaela Lloyd, Welcoming Communities Coordinator

Reviewed By: Stefan Corbett, Group Manager, Partnerships & Operations

# **Appendix 1 – Welcoming Communities Stock-take Report for South Wairarapa**

# Welcoming Communities Stock-take Report

October 2023



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



**Welcoming  
Communities**  
TE WAHAROA KI NGĀ HĀPORI

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# Executive Summary

South Wairarapa is welcoming more people each year, and this trend is set to continue. In 2023 it is anticipated that 985 New Zealand citizens and 62 international migrants will relocate to South Wairarapa. If newcomers have positive experiences integrating into South Wairarapa and feel like they belong, they are more likely to stay, contribute, fuel local industries and economies, and become a valued member of the community, which benefits the whole community.

The stock-take findings suggest that settlement experiences of those who move here varies widely. Many newcomers have extremely positive experiences moving here and find a great sense of community and home in South Wairarapa. Some, however, struggle to feel like they belong; finding it difficult to make friends, access services and have the information they need to thrive here. Of the new community members surveyed, 43% said they felt welcomed, with 14% saying they didn't feel welcomed. Additionally 40% of newcomers believed South Wairarapa is inclusive and accepting of people from different cultures, and 11% believed that it was not.

Generally speaking, welcoming in South Wairarapa is done at the individual level and it relies on locals and neighbours being welcoming, inclusive and helpful to newcomers. As well as relying on newcomers to "put themselves out there". As a rural district, there are not formal mechanisms or services in place to specifically help newcomers integrate into their communities or promote cultural inclusion and, up until this point, Council has not had the capacity or resource to truly prioritise this.

There are many groups and individuals in South Wairarapa that are welcoming and inclusive by nature, but for newcomers to be welcomed, included and integrated with the local community as a general rule, it will require intentional and coordinated effort; rather than the assumption that it should just happen unassisted. There is an opportunity for council to lead, partner with, and empower, local groups, organisations, marae and enthusiastic individuals so there is active welcoming, visible inclusion and on-going cultural conversations happening across the district.



# Background

South Wairarapa District Council (SWDC or 'Council') has joined Welcoming Communities, a nation-wide programme designed to help new community members feel welcome, connected and included. A connected community is a resilient community, and one that can thrive and prosper through times of change and uncertainty. Welcoming Communities has stemmed from the empirical understanding that improving the settlement experiences of newcomers can boost local economies and industries, as well as lead to positive social and cultural outcomes for the whole community.

SWDC has received funding for three years to employ a Welcoming Communities Coordinator who will complete the necessary research, and develop and implement the Welcoming Plan. A stock-take assessment was conducted from March to September 2023 to understand newcomer's experiences of moving to South Wairarapa, and the services and support available to them, to better understand how welcoming and inclusive the district is for new people. South Wairarapa has been assessed against the Welcoming Standard; which provides a benchmark and roadmap for becoming a "Welcoming Community".

The findings of this research will help inform SWDC's Welcoming Plan, which will provide practical steps to improve the settlement experiences of new people so the whole district can benefit.

A newcomer, in the context of Welcoming Communities, is a member of the community who has resided in South Wairarapa for less than 5 years. This includes international migrants, former refugees, international students, seasonal workers and New Zealand citizens relocating from other parts of the country.

# Methodology

This report is informed by conversations with, and feedback from, over 150 newcomers; as well as local service providers, SWDC elected members and officers, statistical data (such as Census 2018, Infometrics Data and statistical forecasting) and online research.

Feedback from newcomers was done through a combination of online survey, email correspondence and informal interviews conducted in person.

Local service providers include Featherston Community Centre, Pasifika o Wairarapa Trust, Neighbourhood Support, Kohunui marae, Hau Ariki marae, Nuku Ora (Sport Wellington), Age Concern, Featherston Library, Greytown Library, Martinborough Library, Martinborough Business Association, Business Wairarapa, Wairarapa Economic Development Strategy team, Greytown Lions, Kuranui College, Featherston School, South Featherston School, Property Brokers, Fab Feathy, Wairarapa Community Networks, REAP Wairarapa, Greytown Information Centre, Featherston Sports Hub, Martinborough iSite, JR Orchards, Craggy Range Vineyard, Ministry of Social Development and Ministry for Ethnic Communities.



In addition, feedback was sought from the Community Boards of Featherston, Greytown and Martinborough, the Māori Standing Committee and officers of South Wairarapa District Council, including the Executive Leadership Team.

This report is representative of the information that was publicly available and freely offered by generous community members and service providers. It gives a snapshot in time of experiences captured and information available in 2023 and ought to be adapted if, and when, more up-to-date information emerges. While every step was taken to provide an objective overview, and examples and evidence are used to support assessments where possible, this stock-take is informed by qualitative feedback and subjective experiences. In that way, this stock-take assessment should be considered indicative; not absolute or definitive.

It is also acknowledged that the information captured is more reflective of newcomers moving to, or near, the urban areas of Featherston, Greytown and Martinborough – as opposed to remote rural and coastal areas in South Wairarapa – due to higher migration to these urban areas, higher response rate from urban newcomers, and more information being widely available about those areas. As the programme progresses it would be worthwhile to include and address the needs of more geographically isolated newcomers.

Additionally, a lot of the feedback received, such as those who freely elected to complete the newcomer survey, did not necessarily capture the voices and experiences of all ethnic groups living in South Wairarapa. The experience of newcomers from India, Ireland, the United Kingdom (England and Scotland), Philippines, Brazil, Samoa, Australia, Chile, United States of America, Germany, and The Netherlands, as well as relocating citizens, informed this research. It is important going forward that feedback continues to be received, from a diverse array of places and people, so that the Welcoming Plan reflects the genuine and varied needs of the whole community.



## Local context

South Wairarapa has a population of over 11,500 residents and consists of three main urban towns – Featherston, Greytown and Martinborough – with small rural and coastal communities across the district. South Wairarapa has a distinct culture; with a long history of Māori settlement and whakapapa, mixed with a strong farming identity. While modern day South Wairarapa is renowned for its wineries, boutique shopping and as New Zealand’s only Book Town, with its rugged coastlines, vast green, open spaces and sweeping wind, it could be said it requires a certain resilience and heartiness to live here.

Even though South Wairarapa is conveniently located between the cities of Wellington and Masterton, the towns and communities are distinctly rural. As such, many of the services, organisations and amenities experienced in larger towns or cities are not present, or require travel out of the district to access them. Many of the things that make South Wairarapa vibrant, such as the fairs, festivals and events, are community-led and made possible by the generosity and hard work of individuals and community groups; as opposed to organisations and paid employees.

The people and the culture of South Wairarapa are slowly evolving. There is a strong population growth of over 2.2% each year, with places like Featherston being identified as a growth area in the [Wellington Regional Growth Framework](#) and SWDC’s [Spatial Plan](#). Thanks to technological advancements and flexible working arrangements, South Wairarapa is an attractive and affordable place for people working in Wellington city or elsewhere in the region. As well, while the Census stats are yet to show the population growth and demographic changes since COVID-19, observationally it has been seen that many people and families are wanting to swap their city life for the slower pace and space of country living.

South Wairarapa is said to have an ageing population. In the next 25 years, across the whole of the Wairarapa, it’s expected that residents over 65 will increase by 79%. 1 in 4 residents in South Wairarapa are over 65, and by 2050 it’s expected to be 1 in 3. Pair that with a skills shortage experienced in many industries across the region, such as medical and health care, the [Wairarapa Economic Development Strategy](#) has highlighted the importance of attracting those of a “productive age” who can fill these gaps, fuel local enterprise and grow the local economy.

In terms of Council welcoming newcomers, there are citizenship ceremonies several times a year for new citizens and their families and, since joining Welcoming Communities, the Mayor sends a welcome letter with community and council information to new ratepayers. While we do not have settlement services, new people often visit our Libraries, Featherston Community Centre, Greytown Information Centre and Martinborough iSite to ask questions about their new community.

## Strategic context

Welcoming Communities aligns with, and supports the delivery of, important local and regional strategies and plans.

Welcoming Communities aligns with the outcomes intended through SWDC's 2021 – 2031 Long Term Plan, as well as the overall purpose of SWDC. The Local Government Act 2002 states that 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.” Strategic drivers in the Long Term Plan that align with Welcoming Communities includes to:

- Strengthen social connections within the community
- Encourage civic pride and participation
- Provide universally accessible, safe and diverse spaces to strengthen connection between people and place
- Encourage economic diversity and local vibrancy
- Take opportunities to embrace and celebrate diversity, and
- Take opportunities to advance and showcase arts, culture & heritage

Welcoming Communities, and more specifically the Welcoming Plan, can be a key vehicle to achieving some of those drivers.

The Welcoming Communities also supports the aspirations of, and has natural crossovers with, the Te Rautaki Rangatahi o Wairarapa (“the Youth Strategy”). The Youth Strategy’s first of seven priorities, decided by young people across the region, is to: “Celebrate who we are”; including celebrating cultural diversity and ensuring their “culture and identity is visible across the region”. The Strategy highlights the key role Council has in providing “a range of opportunities for rangatahi (youth) to express themselves and for communities to celebrate their diversity”; as well as the need to “acknowledge and celebrate the cultures, backgrounds, and diversity of Wairarapa rangatahi through our events, programmes, and services.”

In addition, the Te Hōkai Nuku Wairarapa Positive Ageing Strategy highlights the importance of culture for the well-being of older people in Wairarapa. One of its six goals is “cultural diversity”; stating the priority that “our community is proud of, and inclusive of all cultures through supporting and capacity building of cultural groups and events.”

Welcoming Communities has the potential to support the aspirations of the Wairarapa Economic Development Strategy, and its emerging Workforce Plan. Wairarapa’s employment growth is behind the national average and the Strategy highlights the need to attract more people to fuel local workforces and industries; with one of its priorities being “attracting, training and retaining people.”

## Local culture

The communities of South Wairarapa still strongly represent the indigenous and colonial history of this whenua/land, but greater diversity is flourishing more with each passing year. The 2018 Census showed that, while 90.5% of our population identify as European (encompassing Pākeha/NZ Europeans and international Europeans) and 14.2% as Māori, 48 different ethnicities make up the communities and 6.6% of the population have different ethnic origins.

The largest ethnic groups outside of NZ European/ Pākeha and Māori as of 2018, in order, are Dutch, Chinese, Indian, Filipino, German, Japanese, Thai, South African European, French and Polish. The most spoken languages, in order, are English, Dutch, German and Tagalog (Filipino), with Afrikaans, French, Northern Chinese and Thai spoken equally.

Furthermore, 17.4% of the community were born overseas, with the highest amount from the United Kingdom and Ireland, followed by Australia, continental Europe and Asia. In addition, 9.5% of residents had arrived in the country within 5 to 9 years, and 1.7% had lived overseas within a year.

South Wairarapa also has a large seasonal workforce that supports local vineyards and orchards; many of whom return year after year. These seasonal workers usually come from Pacific Islands, such as Vanuatu, Cook Islands and Solomon Islands, and are significant to the district (particularly Martinborough), as they enable South Wairarapa to be renowned nation-wide as a wine village and tourist destination.



## Newcomers to South Wairarapa

South Wairarapa has a lot of migration. According to recent statistical forecasting commissioned by Greater Wellington Regional Council (completed by Sense Partners), it's anticipated that in 2023 there will be:

- 985 citizens moving to South Wairarapa (with 907 departing), and
- 62 international migrants arriving (with 57 leaving).

They estimate in 2028 there will be around 186 new international arrivals, suggesting that South Wairarapa may become home to more international community members exponentially over time.

Common reasons that people move to South Wairarapa are:

- To retire, or in the lead up to retirement.
- Wanting a slower pace of life, to enjoy country living and have “more space”.
- For work (including seasonal work).
- To be closer to family.
- Often lower house prices than elsewhere in the Wellington region.

South Wairarapa is not a refugee settlement location, therefore, we do not have refugee settlement services working with South Wairarapa. However, it has been indicated that, former refugees may move to South Wairarapa in the future after their initial settlement period in Masterton, for instance, or that they may attain work in South Wairarapa while living in Masterton.

The Welcoming Communities Newcomer Survey indicates the highest proportion of newcomers move from other parts in the Wellington region; followed by other areas in the country, then other countries. It was also observed that international newcomers that moved to South Wairarapa had often lived elsewhere in the country or region and had therefore been somewhat inducted into New Zealand culture, before moving to South Wairarapa.



## Newcomer's experiences

Many newcomers spoken to expressed how much they enjoyed living in South Wairarapa. For those that had moved from a big, “impersonal” city they often found their neighbours and locals particularly friendly; as well, they thoroughly **enjoyed the space, privacy, and nature** (minus the wind) that South Wairarapa offers.

It was found that having **welcoming and helpful neighbours** often made the biggest difference in how welcome people felt, and how well they settled in. Having someone who could point them in the right direction, connect them with local networks, share “who’s who”, give recommendations and invite them to events and gatherings left a lasting positive impression on newcomers.

“I had to ‘find’  
all info myself”

“The people are so friendly, I have lived in many towns/countries and never have I been welcomed and felt more at home .”

For the newcomers who had moved from bigger towns and cities, there was often a **mismatch between their expectations and the services and amenities that are available** in a rural district.

When asked what could be improved, many newcomers felt that having **more frequent public transport**, with longer operating hours, would make a meaningful difference.

As well, many newcomers **struggled to find information** to help them settle in and learn about their local community, and what was available. For instance, a lot of information about activities, groups and services are word-of-mouth or promoted through Facebook pages and groups that newcomers do not necessarily know to look for. In larger cities more information is available online, or summarised in convenient and accessible pamphlets; which is less prevalent in South Wairarapa.

Many **newcomers found the social side of moving to South Wairarapa challenging**. Common quips of “it’s hard to meet people” and “there’s not a lot to do here” were heard regularly. They noted that people were friendly, in terms of smiling or saying “hi”, but a lot of newcomers found that going beyond surface level pleasantries and actually making lasting friendships was more difficult.

“We’ve joined in with social events, sports and got to know our neighbours which has given us a greater sense of community”

“I didn’t see any visible or vocal welcoming”

Those who had the most positive experiences of settling into the community often volunteered, joined groups and clubs, regularly went along to activities and, essentially, “put themselves out there”. They had the time, and also the confidence or extraversion, to build connections in the community; which has been suggested may be more difficult for some people and some cultures.

Of those spoken to, most had not experienced overt or direct racism; however, there were some feelings of being culturally isolated, or experiencing the subtle racism or discrimination that comes from a lack of understanding or cultural sensitivity. In many ways it seems newcomers are inadvertently expected to assimilate into local culture, as opposed to being supported and encouraged to integrate their culture into the local fabric.



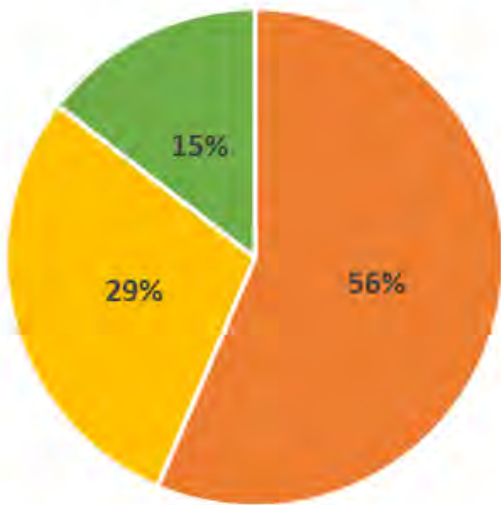
# Newcomer survey findings

119 newcomers to the district completed the Welcoming Communities Newcomer Survey. This survey was promoted through the Council’s social media page, the Council website, and in the different local newspapers. International newcomers who completed this survey include residents from the United Kingdom (England and Scotland), Brazil, Australia, United States of America and The Netherlands.

## Quantitative data

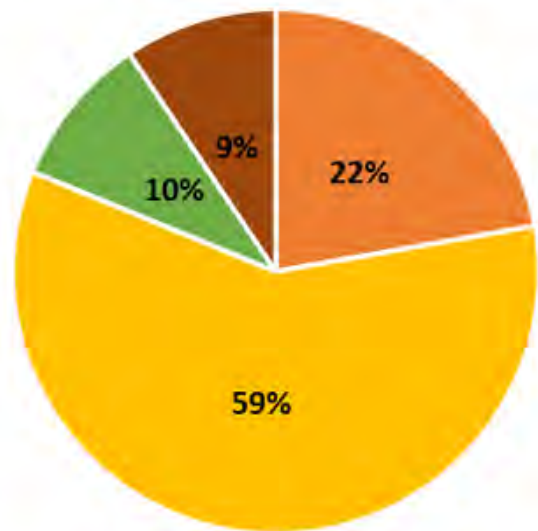
The high-level results\* showed:

Newcomers moved from



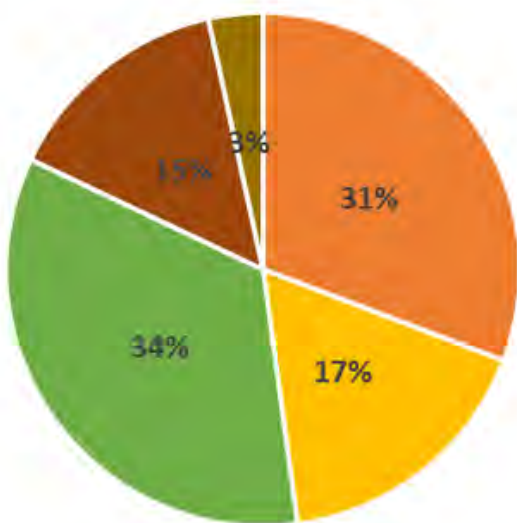
- Another Wellington town
- Another NZ town
- Overseas

Newcomers had lived here



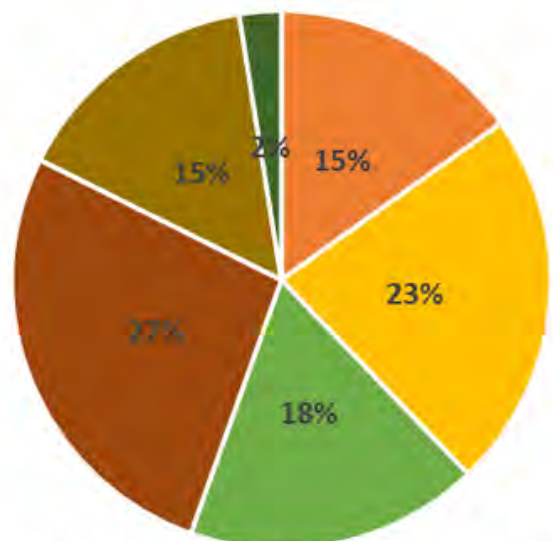
- <1 year
- <5 years
- <10 years
- 10+ years

Newcomers moved to



- Featherston
- Greytown
- Martinborough
- Rural SW
- Coastal SW

Age of newcomers

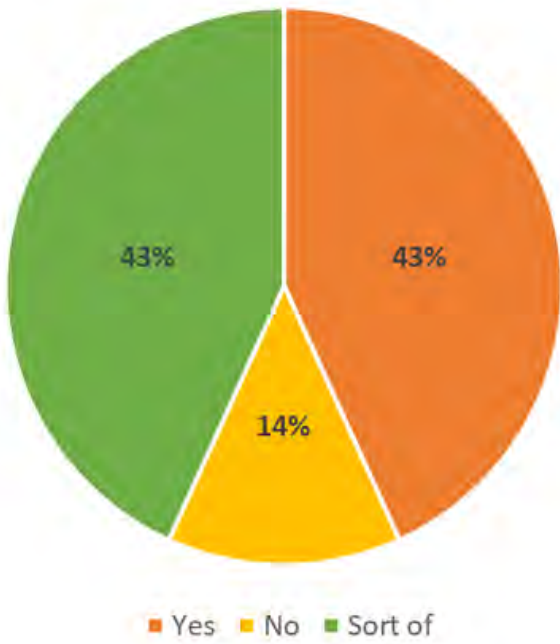


- 20s
- 30s
- 40s
- 50s
- 60s
- Over 70s

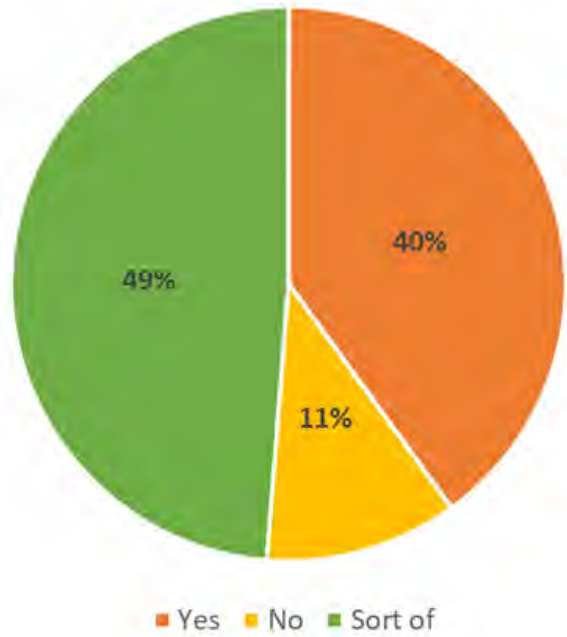
\*Results are rounded to the closest percent



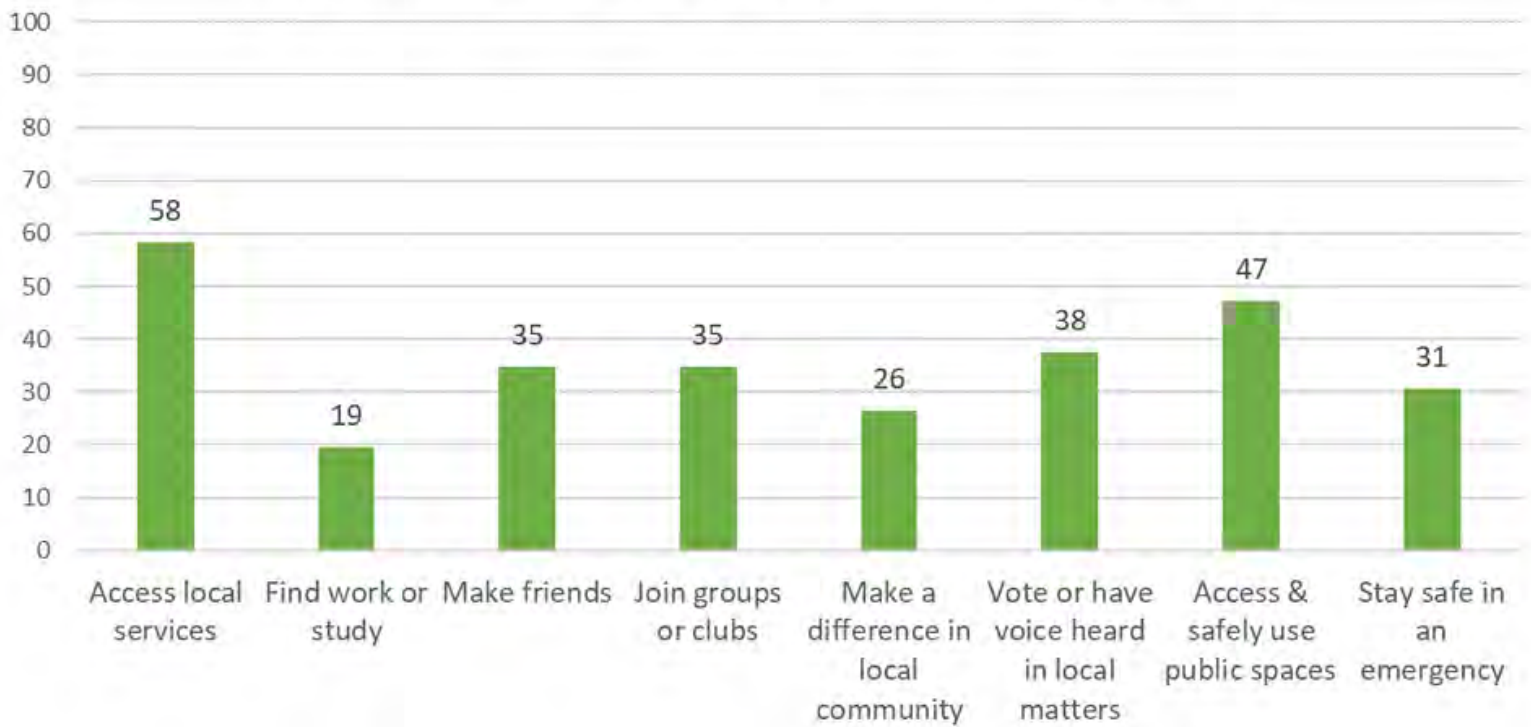
Newcomers felt welcomed



Newcomers believe local community is inclusive and accepting of different cultures



% of newcomers that had the information they needed to:



## Qualitative data

A number of open-ended questions were asked and the following survey responses offer a snapshot of commonly expressed views:

What made you feel welcome / not welcome?

- “It works both ways we had to get out into the community.”
- “The people are so friendly, I have lived in many towns/countries and never have I been welcomed and felt more at home than Martinborough”
- “There was not much happening and was difficult to know of things happening [in] the area”
- “I knew nobody and there weren’t or didn’t seem to be any options to change that.”
- “We were just about to have our first child and both still working in Wellington so our focus was elsewhere. Over the last few years we’ve joined in with social events, sports and got to know our neighbours which has given us a greater sense of community.”
- “There seems to be an undercurrent of tension between "locals" and people who are new to Featherston and wanting to make this their home.”
- “The people are very welcoming, but everything is done on Facebook and I don't have that!”

Did you have the information you needed to [access local services etc.]...

- “I had to ‘find’ all info myself”
- “Wouldn’t say I had any of that information when I moved in. Not very obvious what groups to follow on social media to keep up to date. Though the Phoenix is fantastic!”
- “I appreciated the council updates on Facebook during bad weather. I'm not sure if everyone would think to follow council pages on Facebook though?”
- “Wow literally none of these!”



What, if anything, did you find difficult about settling into your new community?

- “Website.”
- “How on earth do you connect with people? There's no entertainment in Martinborough on a Saturday/Friday night to go out to apart from the movies. Very boring!”
- “It was difficult to know where information was shared”
- “Meeting other locals our age”
- “The lack of a Community Centre, a hub for the Village with organized recreational activities, craft, social services etc”
- “Who's who. Lots of things are relationship based, rather than public knowledge”
- “Opportunities to meet people without having to go to a pub. I work in Wellington, but live in Marty, so i dont meet people as part of my working day which makes it harder, but a lack of social groups or adult learning opportunities etc makes it harder.”
- “Tricky to get info to know who are the reputable people that you can call for any tradie work/issues. Hard to meet and make connections with people own age (lots of friendly retired people, and I'm sure lots of friendly parents if you had children). Almost everything have found out about the community is from Facebook - which means if you want to limit social media time, there's no other way to really stay up to date with this.”
- “Basic council info, bin collection days and costs, if I have to pay for water or not, etc”

Is there anything you believe would have made it easier to settle into your new community?

- “Having events/groups that are specific for new members to the community.”
- “Welcome meet and greets at town hall - every couple of months”
- “A welcome pack with contacts and info on what's available and what events are on.”
- “More info on local happenings and groups”
- “More community events”
- “Evening social activities”
- “At least one of the town's council facilities open on an evening or weekend. Some sort of casual networking event. Info on things like water issues (boil water notices) coming via an email database rather than just on social media.”

Do you believe your new community is inclusive and accepting of different people and cultures?

- “I definitely see more diversity now than when I first arrived which is great; whether those people feel accepted or not I'm not sure.”
- “I don't see any visible or vocal welcoming”
- “I haven't noticed discrimination but its hard to fit in when most of the people around you are locals by several generations and they all know each other and you're left on the outer without that history”
- “There are only a few haters of new people - some believe you have to be here 20+years to have a say”
- “I'm white. And this seems to be a predominantly white area with a very white centric history. Not sure how welcoming I'd have found it had I been a different ethnicity.”

# The Welcoming Standard

The Welcoming Communities national programme has created the ‘Welcoming Standard’ to benchmark how welcoming and inclusive a community is, and to measure its progress over time. More information on the Welcoming Standard can be found here or in Appendix 1. The Welcoming Standard consists of eight overarching outcomes (with 30 sub-outcomes), including:

1. Inclusive Leadership
2. Welcoming Communications
3. Equitable Access
4. Connected & Inclusive Communities
5. Economic Development, Business & Employment
6. Civic Engagement & Participation
7. Welcoming Public Spaces
8. Culture & Identity

South Wairarapa has been assessed by the Welcoming Communities Coordinator in relation to each of the eight outcomes and sub-outcomes. The full breakdown and rationale for scoring can be found in Appendix 1.

The assessment highlighted **opportunities for improvement across all areas.**

In the first instance it's suggested that the Welcoming Plan considers prioritising Welcoming Communications, Connected & Inclusive Communities, Welcoming Public Spaces and Culture & Identity; for the opportunity for improvement, and the likelihood of being able to make a meaningful difference in the duration of the programme.



# Opportunities

Some opportunities for Council were identified through this stock-take. As a starting point, there are opportunities for Council to make a meaningful difference by:

- Being actively and intentionally involved in welcoming new people to the district, in partnership with community organisations and groups; including providing useful, easily accessible information for newcomers
- Partnering with, and empowering, local iwi, hapū and marae to connect with newcomers and share Māori culture, tikanga and language
- Being intentional and strategic around promoting, role modelling and enabling cultural inclusion across the district
- Partnering with community organisations and groups to create, support and/or promote cultural and community events that enable newcomers and local community members to connect with, and learn from, one another
- Creating or adapting public spaces to celebrate and enable culture and inclusion for all.



## Recommendations

As a result of the stock-take findings, it is recommended that:

- Stock-take findings be socialised with Council, the community and key stakeholders, and updated as needed so the Welcoming Plan is accurately informed.
- A Welcoming Plan be developed collaboratively with Council, key stakeholders, community members and newcomers; as well as confirming the priority areas of the Welcoming Plan.
- The Welcoming Plan should attempt to improve all eight outcomes of the Welcoming Standard, however, in the first instance priority could be placed on:
  - Welcoming Communications
  - Connected & Inclusive Communities
  - Welcoming Public Spaces
  - Culture & Identity





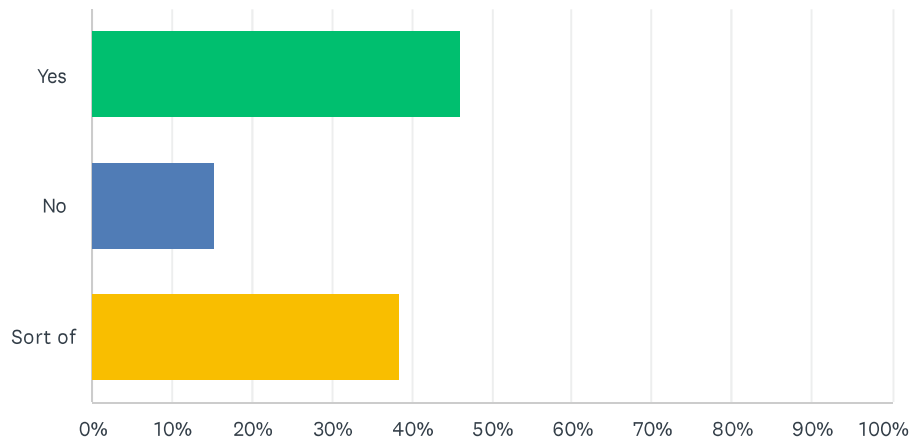
**Author: Michaela Lloyd, Welcoming Communities Coordinator**

# **Appendix 2 – Newcomer Survey qualitative data of Martinborough residents.**



## Q5 When you arrived in South Wairarapa, did you feel welcomed into your new community?

Answered: 26 Skipped: 14



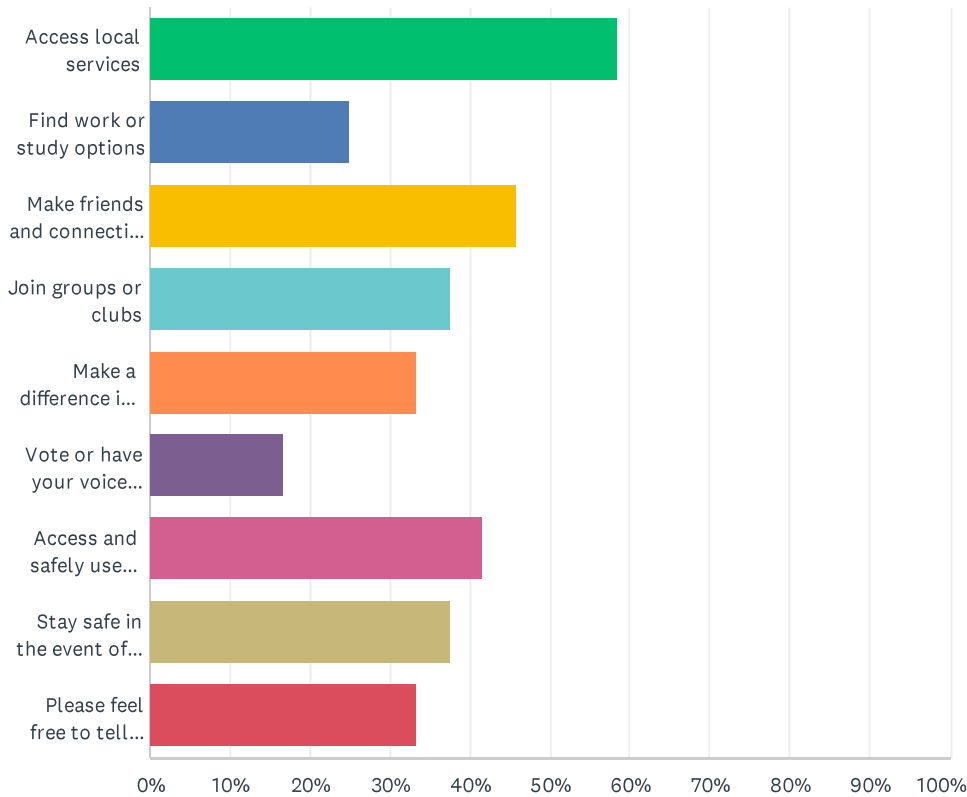
ANSWER CHOICES	RESPONSES
Yes	46.15% 12
No	15.38% 4
Sort of	38.46% 10
TOTAL	26

#	WHAT MADE YOU FEEL WELCOME/ NOT WELCOME?	DATE
1	It works both ways we had to get out into the community.	7/1/2023 10:59 AM
2	Friendly people	6/30/2023 9:13 PM
3	I only have relationship with the various business owners ie hairdresser, food carts, shop assistants, supermarket folk. All really lovely and great customer service. But very hard to meet anyone living here as there are no events for people to gather together. Martinborough desperately needs an event manager to organise social gatherings of good calibre. There is a great event manager currently at Carterton Events Centre. She should be used to bring some of the people she organises to come to the Marts event centre. The event centre here is effectively dead! We need: dance classes (groovy ones like there are in Wellington); storytelling evenings; comedy shows; dances (invite the various dance scenes over from Wellington like the Tango group did once); could the marae whanau open up their marae for a social gathering and offer an information evening telling stories of their people/ancesters/stories of the land; it would be nice to be introduced to tangata whenua here and hear their stories; at the Martinborough centenary, there was a huge mediteranean style table outdoors where the whole community gathered for dinner - do that again; utilise the square and get real musicians to come over in the summer (stop getting cover bands, they are boring). liaise with muscial venues in Wellington and get the shows to come to the town hall. Other ideas: organic food festival in the square; other music festivals apart from jazz and classical. Events need to have a half-time break with tea and nibbles, so people can meet each other. The town hall needs to be affordable and brought alive as a community hosting space. It is currently very under-utilised. Lower the hire fee. Carterton is a shining example of how to create community with their facebook group and website on sustainability. They know how to bring community together. Copy them religiously!	6/12/2023 5:04 PM
4	Not really any easy "newbie" groups to join.	5/19/2023 1:46 PM
5	P&K, Kitcheners and Health Fit gym are the places you feel most welcome	5/19/2023 8:40 AM

6	All the locals are rich and not interested in the scum renters from out of town 😊	5/19/2023 7:13 AM
7	Friendly locals especially when you told them you live in town and just moved	5/18/2023 8:01 PM
8	Workmates were welcoming	5/18/2023 7:06 PM
9	The people are so friendly, I have lived in many towns/countries and never have I been welcomed and felt more at home than Martinborough	5/18/2023 6:56 PM
10	Friends of relatives	5/18/2023 6:50 PM
11	The rugby club and other communities in the town.	5/18/2023 6:47 PM
12	People were warm, local businesses are very friendly and groups like Mens Shed and social media groups are excellent	5/18/2023 6:31 PM
13	I had a infant daughter when we moved, I found the other Mums particularly welcoming. I met them through the local coffee group (no longer running) and through the Toy Library, which I am now the chair person for.	5/18/2023 6:28 PM
14	People are standofish in general. The staff at the supermarket have been quite rude to me for a long time. I've been here in Martinborough for nearly a year and they're starting to be friendly.	4/30/2023 4:05 PM
15	I have family here	4/15/2023 8:41 PM
16	Everyone is very friendly	4/8/2023 5:34 AM
17	At that point we were 5 day a week commuters into Wellington with no kids. There were no social activities for people without kids (other people we know without kids said the same thing). We only really got to know loads of people once we had kids, then we met lots of people who became friends via antenatal classes, school gates, Plunket etc.	4/7/2023 7:37 PM
18	Most people are friendly/polite enough, but didnt find them welcoming or inclusive. People who have moved to Martinborough were certainly a lot friendlier than those born and bred here, but i guess thats just small town NZ.	4/7/2023 12:58 PM
19	Everyone in town has been very friendly, especially our neighbours. We also already knew some locals so that gave us some connections to the local community already.	3/23/2023 9:41 PM
20	Neighbours were very welcoming and friendly. Hospitality places were also very friendly when finding out we moved.	3/23/2023 7:07 PM

### Q6 Did you have the information you needed to... (tick all that is a "yes")

Answered: 24 Skipped: 16



ANSWER CHOICES	RESPONSES
Access local services	58.33% 14
Find work or study options	25.00% 6
Make friends and connections in your community	45.83% 11
Join groups or clubs	37.50% 9
Make a difference in your community	33.33% 8
Vote or have your voice heard in local matters	16.67% 4
Access and safely use public spaces	41.67% 10
Stay safe in the event of a emergency	37.50% 9
Please feel free to tell us more or share examples:	33.33% 8
Total Respondents: 24	

#	PLEASE FEEL FREE TO TELL US MORE OR SHARE EXAMPLES:	DATE
1	Carterton is a shining example of bringing people together. For example, community kai	6/12/2023 5:04 PM
2	Wow literally none of these!	5/19/2023 7:13 AM
3	Don't think this council listens to its residents and are trying to send us to the poor house. We will probably move out of South Wairarapa	5/18/2023 8:11 PM

4	None of the above	5/18/2023 8:01 PM
5	Only info I've had is what I've searched for myself. The Times-Age Midweek has been good as was the Phoenix when I was in Featherston for 11 months before moving to Martinborough. The Phoenix has a great page with local groups listed, far more community minded than Martinborough. Maybe the people in Martinborough are too busy with visitors to care about new people living here.	4/30/2023 4:05 PM
6	Shirley who ran the library made my kids feel like they belonged when she gave them a library card. She is sorely missed today	4/15/2023 4:41 PM
7	We've only been here a month so over time I'm sure I'll be able to tick yes to more	4/8/2023 5:34 AM
8	There were (are?) no obvious social groups for adults	4/7/2023 7:37 PM

## Q7 What, if anything, did you find difficult about settling into your new community?

Answered: 19 Skipped: 21

#	RESPONSES	DATE
1	The small community mindset to "foreigners".	7/1/2023 10:59 AM
2	How on earth do you connect with people? There's no entertainment in Martinborough on a Saturday/Friday night to go out to apart from the movies. Very boring! I would like to go to workshops on various topics like you can do in the city. I eventually found the organic food workshops run by Little Farms in Pirinoa. So you need to create a site for workshops happening in the area. Carterton community offers many ways to do that, but I would rather do that here in Martinborough. Hopeless noise control from the council. Most difficult thing was to find I was living next to neighbours who don't care that their stereo is too loud. Wellington has excellent noise control systems, but it is absolutely hopeless in Martinborough that they have to drive an hour from Masterton. You HAVE to have a noise control person based in Martinborough.	6/12/2023 5:04 PM
3	The roads and infrastructure during the winter months or after heavy rain	5/19/2023 8:40 AM
4	The glares and judgement from locals	5/19/2023 7:13 AM
5	Getting to know people	5/18/2023 10:46 PM
6	Getting to know people	5/18/2023 10:44 PM
7	Getting to know who to ask about things	5/18/2023 8:01 PM
8	Still not been able to enroll with a GP	5/18/2023 7:06 PM
9	It would be great to have a list of all community groups you could join	5/18/2023 6:56 PM
10	Settling in pregnant/with a new baby in Martinborough wasn't super easy, there are groups and activities in Masterton but nothing local - that I know/knew off. This is a difficult stage of life anyway and it would have helped to connect with others in the same stage.	5/18/2023 6:50 PM
11	Shopping options are limited but not really an issue as online and courier options are as good as Auckland where we came from	5/18/2023 6:31 PM
12	Finding an affordable rental was hard.	5/18/2023 6:28 PM
13	Finding somewhere to fit in, couldn't find anything so have invented my own group.	4/30/2023 4:05 PM
14	I went looking for all the information above myself	4/15/2023 8:41 PM
15	SWDC council didn't seem to care about progressing anything, more worried about covering their own backside which resulted in many initiatives not happening. Exception to this was Bryce who worked hard to help make buildings available. Also sadly missed now he has gone	4/15/2023 4:41 PM
16	Public transport is rather limited	4/8/2023 5:34 AM
17	Missing home	4/7/2023 6:44 PM
18	Opportunities to meet people without having to go to a pub. I work in Wellington, but live in Marty, so i dont meet people as part of my working day which makes it harder, but a lack of social groups or adult learning opportunities etc makes it harder.	4/7/2023 12:58 PM
19	We had a car accident just before we arrived which has left us without private transport and that has been quite isolating given public transport is quite limited to link towns in the area and get to Wellington.	3/23/2023 9:41 PM

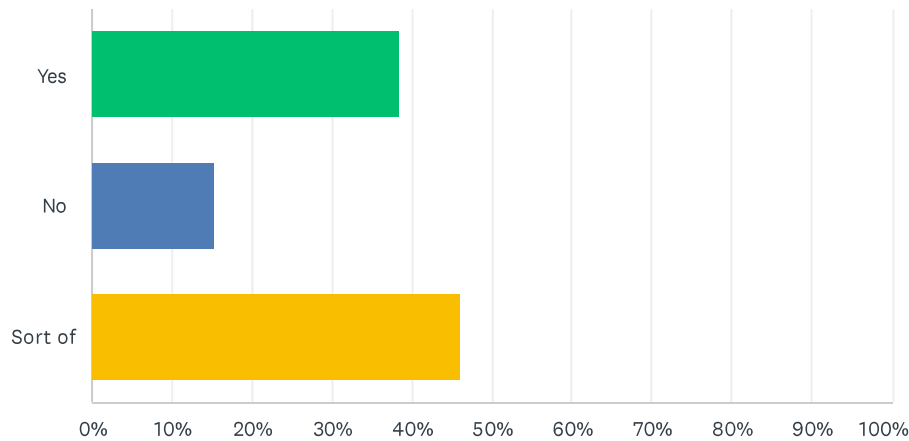
## Q8 Is there anything you believe would have made it easier to settle into your new community?

Answered: 18 Skipped: 22

#	RESPONSES	DATE
1	Not having religion show up in Mayor communications = not inclusive at all!	7/1/2023 10:59 AM
2	Better noise control. Opportunities for community gathering in and around the square. Jobs for women. The Wairarapa is a great place for men to work ie tradies and the like, but there are not many office jobs for women so I have had to keep the office job in Wellington and do the arduous long commute a few days a week. I will never fully arrive here, because I have to keep going to work in Wellington. It would be great to entice bigger businesses to the Wairarapa. Provide a job site for women.	6/12/2023 5:04 PM
3	Having events/groups that are specific for new members to the community.	5/19/2023 1:46 PM
4	Being white and not tattooed	5/19/2023 7:13 AM
5	Welcome meet and greets - every couple of months - at town hall	5/18/2023 10:46 PM
6	Welcome meet and greets at town hall - every couple of months	5/18/2023 10:44 PM
7	A local guide and a locals card to give discounts for shopping locally	5/18/2023 8:01 PM
8	Unsure	5/18/2023 7:06 PM
9	As above	5/18/2023 6:56 PM
10	Young/new parent activities	5/18/2023 6:50 PM
11	No	5/18/2023 6:31 PM
12	No	5/18/2023 6:28 PM
13	More info on local happenings and groups	4/30/2023 4:05 PM
14	SWDC having a stable team, proactive in bringing things to region. Too many good people have been pushed out, is toxic place to work now	4/15/2023 4:41 PM
15	We're still new here so have lots more to learn and hope to meet more people and get more involved in the local community	4/8/2023 5:34 AM
16	Knowing about social clubs from the I site - eg gym social clubs, book clubs, food and wine clubs, film clubs, sewing, anything would have helped!	4/7/2023 7:37 PM
17	No	4/7/2023 6:44 PM
18	Better public transport	3/23/2023 9:41 PM

## Q9 Do you believe your new community is inclusive and accepting of different people and cultures?

Answered: 26 Skipped: 14



ANSWER CHOICES	RESPONSES	
Yes	38.46%	10
No	15.38%	4
Sort of	46.15%	12
TOTAL		26

#	PLEASE FEEL FREE TO ELABORATE OR PROVIDE EXAMPLES:	DATE
1	As stated about ... religion, out of town people, wealthy entitlement ... white privilege ... attitudes towards change	7/1/2023 10:59 AM
2	All the old Martinborough people, yes absolutely. The newer Martinborough folk who have come from the city and elsewhere feel a bit on the conservative side, and I am an alternative type ie organic gardening, holistic medicine, etc so these newer Martinborough folk don't feel so accepting of difference. The original Martinborough folk know exactly what community is, they talk with you, they are friendly, they help you out, they even used to take your groceries to the car for you! The newer folk stick to themselves.	6/12/2023 5:04 PM
3	No. Most racist town I've ever lived. Won't be staying long if I can help it	5/19/2023 7:13 AM
4	When I moved here I was in the middle of cancer treatment and had no hair, wearing hats and scarves, obviously unwell and found people generally rude and unhelpful with the exception of the BP station and one other store. Now I have hair and look more normal people are friendlier. Bit sad.	4/30/2023 4:05 PM
5	There is not that much diversity in Martinborough	4/15/2023 8:41 PM
6	I'm white and CIS and so are most people I've met in town. Not sure how I'd have found things if I was not.	4/8/2023 5:34 AM
7	I don't see any visible or vocal welcoming	4/7/2023 7:37 PM
8	I'm white. And this seems to be a predominantly white area with a very white centric history. Not sure how welcoming I'd have found it had I been a different ethnicity.	3/23/2023 9:41 PM

## 2024 Meeting Schedule of Ordinary Meetings

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### 1. Purpose

To present the Martinborough Community Board with 2024 Meeting Schedule of Ordinary Meetings.

### 2. Recommendations

Officers recommend that the Community Board:

1. *Receive the 2024 Meeting Schedule of Ordinary Meeting report.*
2. *Adopt the 2024 Meeting Schedule for Martinborough Community Board.*
3. *Delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.*

### 3. Executive Summary

Each year Council adopts a schedule of Council, committee, and community board meetings for the following calendar year in accordance with schedule 7 cl19 of the Local Government Act 2002. This report provides the board with the 2024 schedule of ordinary meetings for consideration.

At the Council meeting 22 November 2023, Council adopted a four-weekly cycle for the 2024 Meeting Schedule of Ordinary Meetings. Following that process all community boards will need to adopt their meeting calendars for 2024.

### 4. Discussion

Council Officers request the need to stagger the three community boards, so that they do not fall in the same week and have applied regular intervals between meetings (where possible) to provide consistency and transparency.

Consideration to avoid scheduling meetings during school holidays was given.

Council Officers note the flow of meetings to run Māori Standing Committee, community boards, committees, and Council meetings where possible. Thus, allowing information to flow through from community boards to committees or Council where necessary.



The following is proposed for the schedule of ordinary meetings for Martinborough Community Board in 2024.

<b>2024 Martinborough Community Board Ordinary Meetings</b>
Thursday 15 February 2024
Thursday 4 April 2024
Thursday 16 May 2024
Thursday 11 July 2024
Thursday 29 August 2024
Thursday 17 October 2024
Thursday 5 December 2024

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

#### **4.1 Meeting Time and Venue**

The proposed start time for meetings of the Martinborough Community Board for 2024 is 7.00pm.

The preferred venue is the Supper Room, Waihinga Centre, Martinborough. If the preferred venue is not available at the time of the scheduled meeting an alternative venue will be secured and members will be notified.

## **5. Appendices**

Appendix 1 – SWDC 2024 Calendar

Contact Officer: Nicki Ansell, Committee Advisor

Reviewed By: Amanda Bradley, General Manager, Policy & Governance

# Appendix 1 – SWDC 2024 Calendar

2024	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	2023
MON	1 New Years Day			1 Easter Monday			1						MON
TUE	2 Day after NY Day			2			2			1			TUE
WED	3			3 Workshop (hold)	1 Workshop (hold)		3 SWC / COUNCIL			2			WED
THU	4	1		4 MCB (meeting)	2		4	1		3 SWC / COUNCIL			THU
FRI	5	2	1	5	3		5	2		4	1		FRI
SAT	6	3	2	6	4	1	6	3		5	2		SAT
SUN	7	4	3	7	5	2	7	4	1	6	3	1	SUN
MON	8	5	4	8	6	4	3 King's Birthday	5	2	7	4	2	MON
TUE	9	6 Waitangi Day	5	9	7	4	9	6	3	8	5	3	TUE
WED	10	7 FCB (meeting)	6 CEO	10 SWC / COUNCIL	8 SWC / COUNCIL & FCB	5 SWC / COUNCIL	10 Workshop (hold)	7 Workshop hold / FCB (meeting)	4 SWC / COUNCIL	9 Workshop (hold)	6 CCF / FCB (meeting)	4 Workshop (hold)	WED
THU	11	8	7	11	9	6	11 MCB (meeting)	8	5	10	7	5 MCB (meeting)	THU
FRI	12	9	8	12	10	7	12	9	6	11	8	6	FRI
SAT	13	10	9	13	11	8	13	10	7	12	9	7	SAT
SUN	14	11	10	14	12	9	14	11	8	13	10	8	SUN
MON	15	12	11	15	13	10	15	12	9	14	11	9	MON
TUE	16	13	12	16	14	11	16	13	10	15	12	10	TUE
WED	17	14 SWC / COUNCIL	13 SWC / COUNCIL	17 Workshop (hold)	15 LTP Hearing	12 LTP Deliberation	17 Workshop (hold)	14 ARF	11 CEO	16 Workshop (hold)	13 Workshop (hold)	11 Workshop (hold)	WED
THU	18	15 MCB (meeting)	14	18	16 LTP Hearing	13	18	15	12	17 MCB (Meeting)	14	12	THU
FRI	19	16	15	19	17	14	19	16	13	18	15	13	FRI
SAT	20	17	16	20	18	15	20	17	14	19	16	14	SAT
SUN	21	18	17	21	19	16	21	18	15	20	17	15	SUN
MON	22 Wgtn Anniversary	19	18	22	20	17	22	19	16	21	18	16	MON
TUE	23	20	19	23	21	18	23	20	17	22	19	17	TUE
WED	24	21 ARF / GCB	20 CCF	24 Workshop (hold)	22 GCB (meeting)	19 Workshop (hold)	24 Workshop (hold)	21 LGNZ conference / GCB (Meeting)	18 Workshop (hold)	23 ARF	20 GCB (Meeting)	18	WED
THU	25	22	21	25 ANZAC Day	23 ARF	20	25	22 LGNZ conference	19	24	21	19	THU
FRI	26	23	22	26	24 MCB Meeting	21	26	23 LGNZ conference	20	25	22	20	FRI
SAT	27	24	23	27	25	22	27	24	21	26	23	21	SAT
SUN	28	25	24	28	26	23	28	25	22	27	24	22	SUN
MON	29	26	25	29	27	24	29	26	23	28 Labour Day	25	23	MON
TUE	30 MSC (meeting)	27	26	30 MSC (meeting)	28	25	30 MSC (Meeting)	27	24	29 MSC (Meeting)	26	24	TUE
WED	31	28 COUNCIL ADOPT LTP Consultation issues and options	27 COUNCIL ADOPT LTP Consultation document		29 CCF	26 COUNCIL LTP Adoption	31 SWC / COUNCIL	28 CCF (SWDC host)	25 Workshop (hold)	30 COUNCIL AR Adoption	25 SWC / COUNCIL	25 Christmas Day	WED
THU		29	28		30	27		29 MCB (meeting)	26	31	28	26 Boxing Day	THU
FRI			29 Good Friday		31	28 Matariki		30	27		29	27	FRI
SAT			30			29		31	28		30	28	SAT
SUN			31			30			29		30	29	SUN
MON									30			30	MON
TUE									31			31	TUE

SWC	Strategy Working Committee
COUNCIL	District Council meeting
MCB	Martinborough Community Board
FCB	Featherston Community Board
GCB	Greytown Community Board
MSC	Māori Standing Committee
CEO	CEO Employment Review Committee
ARF	Assurance, Risk & Finance Committee
	Public & School Holidays
WCDP	Wairarapa Combined District Plan Joint Committee
CCF	Combined Council Forum
Workshop (hold)	Workshops for Council and Committees - holding space



## **Pain Farm – Partnerships & Operations Update Report**

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### **Purpose**

The purpose of this report is to provide the Martinborough Community Board (MCB) with an information update regarding the operations of Pain Farm.

### **Farm**

#### **Boundary Trees**

The row of pine trees along the back north-western boundary need removal as they are tall and unkept meaning they are no longer acting as an effective shelter belt, pose a safety risk and will be disruptive of fencing as they fall over time. They also need to be removed prior to any native planting so that new planting is not damaged by their eventual removal.

We were hoping this work would be cost neutral and completed by a firewood operator. However, at this stage we have an estimate of \$5,000. This includes clean-up of any slash that ends up in the paddock but leaving any slash in the area being replanted. The next step is to get another quote and also see if we can drive down the cost by increasing the scope of the work to include tree removal at other locations in the district.

#### **Exclusion Fencing**

The cattle exclusion fencing suggested by Greater Wellington Regional Council is complete with the waterway to the northeast of the transfer station being classified as ephemeral and therefore not requiring fencing.

The exclusion fencing was completed on the assumption that cattle would be totally excluded from the northern corner and therefore only the southern side of this waterway was fenced. However, given that at this stage this corner is still included in the lease area, the lessee will need to use temporary fencing to protect the waterway if cattle are in this area. Long term we need to either remove the area from the lease area when it gets planted, or exclusion fence the northern side of the waterway if we want to retain the rental income from it.

#### **Boundary Fencing Repairs**

The boundary fencing is in poor condition in three places. These are all where waterways cross in or out of Pain Farm and the wet winter put pressure on the fences:

- Section of boundary on southwestern boundary between Pain Farm and neighbouring lifestyle block.

- Section of boundary on northeastern boundary between Pain Farm and neighbouring farm.
- Section of boundary on roadside approximately 100 metres southwest of the transfer station entrance.

We have received three quotes for putting in floodgates and reinstating fencing and engaging with neighbours to get agreement on the solution, the timing and their contribution.



Southwestern Boundary



Northeastern Boundary

### Other Fencing

Overall, the fencing at Pain Farm is old and tired and in some cases approaching the end of its life. Lessees are responsible for maintaining fencing to the same condition as at the commencement of their lease but are not responsible for full replacement. Overtime we recommend progressively upgrading the fencing section by section based on priority.

### Shelter Belts

The shelter belts have been trimmed and the cuttings piled up for burning once crops are out. This had not been done in many years and makes for a huge improvement. The lessee is now responsible for ensuring the shelter belts are maintained when the lease expires.



Before



After



After



Piles to be burnt

### **Water Supply**

At some point through the shelter belt trimming process the water supply to the farm was disrupted and the Lessee needed to replace 700m of waterline - the main line onto the farm. This is anticipated to cost approximately \$2,000 but we haven't yet received the invoice. We took the opportunity to increase the size of this line from 15ml to 25ml diameter.

The trough in the paddock to the north of the transfer station was inadequate and has been replaced with a larger trough.



Before



After

### **Planting of Exclusion Areas**

We need to obtain some advice on what should be planted in the exclusion areas, including cost of planting, cost of maintenance and the potential for ETS registration. If the trees on the northwestern boundary can be removed this summer, we could aim for next year to start this planting work.

## **Homestead & Cottage**

### **Curtilage**

The area to the north of the driveway and the small paddock to the south of the homestead are very overgrown. The tenant did not previously understand these were included in the rented area and has now committed to keeping the grass down in these areas. Long term we think the better solution would be to fence off these areas and include them in the farm lease rather than the homestead curtilage.

In addition, the immediate curtilage of the homestead could be made significantly easier to maintain by removing overgrown foliage and focussing on trees and lawn.

The fence between the cottage and homestead has partly blown over and needs to be removed and replaced. We think a Griselinia hedge is the most cost-effective solution.

### **Insurance from Garage**

The Finance Team has advised that there are no restrictions to how the funds should be used provided they are spent on improvements at Pain Farm and that the MCB have agreed to not rebuild the garage. We will specifically engage with the MCB in the new year on how these funds are best applied.

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## **Transfer Station**

### **Fire**

In the early hours of Wednesday 8 November, a fire broke out in the general waste area of the transfer station. It's suspected the fire was caused by a damaged lithium-ion battery sparking. The fire has burnt the netting on the northeastern boundary of the transfer station and some of the poles that hold the netting. All the netting surrounding the transfer station is deteriorated so we are already investigating replacement options.

Recent steps to implement a battery recycling scheme, along with separating scrap metal from the landfill helps to mitigate damage that can be caused in these instances.

### **Tidiness**

We are working with Earthcare on improving the tidiness of the site.

### **Lease**

Progress is being made towards establishing a lease for the transfer station area to formally document the agreement between Pain Farm and Council.

Contact Officer: Sarah Pearson-Coats, Property Portfolio Advisor

Reviewed By: Stefan Corbett, Group Manager, Partnerships and Operations

## **Income & Expenditure Report**

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### **1. Purpose**

To present the Community Board with the most recent income and expenditure reports.

### **2. Executive Summary**

The Draft Income and Expenditure Statement for the period ending 31 October 2023 is attached in Appendix 1. The Draft Income and Expenditure Statement for Pain Farm for the period ending 30 September 2023 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.

### **3. Appendices**

Appendix 1 – Draft Income & Expenditure Statement for the period ending 31 October 2023

Appendix 2 – Draft Pain Farm Income & Expenditure Statement for the period ending 30 September 2023.

Contact Officer: Hayley McDonald, Assistant Accountant

Reviewed By: Karon Ashforth, General Manager Finance



# **Appendix 1 – Draft Income and Expenditure Statement for the Period Ending 31 October 2023**

**Martinborough Community Board**  
Income & Expenditure for the Period Ended 31 Oct 2023 (Draft)

**Personnel & Operating Costs**

Budget

Members' salaries	35,956.00
Non-taxable allowances	3,189.00
Mileage reimbursements	599.00
Operating expenses	2,575.00
<b>Total Personnel &amp; Operating Costs Budget 2023-2024</b>	<b>42,319.00</b>

Expenses

**Personnel Costs**

Members' Salaries	11,616.55
Communication allowance	951.62
Mileage reimbursements	-

**Total Personnel Costs to 31 Oct 2023 (Draft)** **12,568.17**

**Operating Expenses**

30/06/2023 Lamb Peters		66.00
6/10/2023 Martinborough tree group	Tree group planting day event	50.00
20/09/2023 LGNZ	Community board levy	275.00

**Total Operating Expenses to 31 Oct 2023 (Draft)** **391.00**

Committed funds

Resolution date		Original commitment	Spent to date	Remaining commitment
	Members' Salaries	39,145.00	12,568.17	26,576.83
	Mileage reimbursements	599.00	-	599.00
	Honorarium payment to student rep (\$50 per meeting)	200.00	50.00	150.00
27/07/2023	September Event	150.00		150.00
7/09/2023	Bowls club	200.00		200.00
7/09/2023	Martinborough Tree group	50.00	50.00	-
	<b>Total Commitments</b>			<b>27,475.83</b>

**TOTAL OPERATING EXPENSE BUDGET AVAILABLE\***

**1,884.00**

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

**Grants**

Income

Annual Plan 2022-23 grant allocation	4,700.00
Other miscellaneous income	-

**Total Income for 2023-2024** **4,700.00**

**LESS: Grants paid out**

13/09/2023 Martinborough Playcentre	Soft play area	600.00
14/09/2023 Wairarapa Mathematics	Maths week	300.00

**Total Grants paid out to 31 Oct 2023 (Draft)** **900.00**

**LESS: Committed Funds**

Resolution date		Original commitment	Spent to date	Remaining commitment
11/08/2022	Martinborough Youth Trust	500.00	435.00	65.00
22/09/2022	Martinborough JAB	750.00		750.00
7/09/2023	Martinborough Playcentre	600.00	600.00	-
7/09/2023	Wairarapa Mathematics	300.00	300.00	-
19/10/2023	MBO Christmas parade	2,000.00		2,000.00
19/10/2023	Wairarapa 4WD club	500.00		500.00
	<b>Total Commitments</b>			<b>3,315.00</b>

**PLUS: Balance Carried forward from previous year\***

**2,731.73**

\* excludes Swimming Pool funds

**TOTAL GRANTS FUNDS AVAILABLE**

**3,216.73**

\*Please note the Annual report for 2022/23 has not been audited by Audit NZ, therefore these results may be subject to change.

## Martinborough Community Board

### Community Development Fund for the Period Ended 31 Oct 2023 (Draft)

#### Income

Annual Plan 2023-2024 allocation 11,500.00

**Total Income 2023-2024** 11,500.00

#### Community Development Fund - operating

2/08/2023	Martinborough Tree group	Purchase of trees	1,000.00
13/09/2023	A P Harding	Community fireworks	500.00

**Total Community Development Fund - operating to 31 Oct 2023 (Draft)** 1,500.00

#### Community Development Fund - capital

**Total Community Development Fund - capital to 31 Oct 2023 (Draft)** -

#### LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
15/06/2023	Flags for Martinborough business association	640.00		640.00
27/07/2023	Martinborough Tree group	1,000.00	1,000.00	-
27/07/2023	Bidwills cutting Sign	3,000.00		3,000.00
7/09/2023	A P Harding	500.00	500.00	-
7/09/2023	MBO business association	500.00		500.00
19/10/2023	Martinborough Community Patrol	4,000.00		4,000.00
19/10/2023	Martinborough Museum	2,000.00		2,000.00

**Total Commitments** 3,640.00

**PLUS: Balance Carried forward from previous year** 23,929.57

**TOTAL COMMUNITY DEVELOPMENT FUNDS AVAILABLE** 30,289.57

\*Please note the Annual report for 2022/23 has not been audited by Audit NZ, therefore these results may be subject to change.

**Martinborough Community Board**  
**Swimming Pools Fund for the Period Ended 31 Oct 2023 (Draft)**

Income

Funds from Martinborough Swimming Club

15,268.80  
**15,268.80**

Expenditure

**Total Expenditure**

-  
**-**

**Net Surplus/(Deficit) Year to Date**

**15,268.80**

**LESS: Committed Funds**

Resolution  
date

Original  
commitment

Spent to date

Remaining  
commitment

-

**TOTAL FUNDS AVAILABLE**

**15,268.80**

\*Please note the Annual report for 2022/23 has not been audited by Audit NZ, therefore these results may be subject to change.

\*Please note the Annual report for 2022/23 has not been audited by Audit NZ, therefore these results may be subject to change.

# **Appendix 2 – Draft Pain Farm Income and Expenditure Statement for Period Ending 30 September 2023**

## **Pain Farm - Statement of Financial Performance - DRAFT**

**For the Period Ended 30 September 2023**

*\*Please note the Annual report for 2022/23 has not been audited by Audit NZ, therefore these results may be subject to change.*

Description	2023/24 YTD Actuals September	2023/24 YTD Budgets September	2023/24 YTD Variance September	2023/24 Full Year Budget
<b>Income</b>				
Cottage and house rental income	12,650	27,615	(136)	-
Farm rental and rates contribution	15,101			
<b>Total Income 2023-24 year to date</b>	<b>27,751</b>	<b>27,615</b>	<b>(136)</b>	<b>-</b>
<b>Expenditure</b>				
Consultants	10,000	1,158	(8,842)	4,635
General expenses	-	591	591	3,090
Interest expense	-	-	-	-
Depreciation expense	-	-	-	-
Legal expenses	1,000	-	(1,000)	-
Repairs & maintenance	6,015	4,237	(1,778)	19,982
Demolition of Garage	5,928	-	(5,928)	-
Grounds maintenance	-	-	-	-
Repairs & maintenance (Buildings)	-	1,287	1,287	5,150
Telephone expenses	-	-	-	-
Insurance	4,458	3,605	(853)	3,605
Overhead allocation	7,760	8,598	838	34,616
Rates payable	11,314	11,845	531	11,845
Personnel costs	7,689	8,685	996	34,751
<b>Total Expenditure 2023-24 year to date</b>	<b>54,164</b>	<b>40,006</b>	<b>(14,158)</b>	<b>117,674</b>
<b>Net Surplus/(Deficit) Year to Date</b>	<b>(26,413)</b>	<b>(12,391)</b>	<b>(14,022)</b>	<b>(117,674)</b>
<b><u>Pain Farm - Statement of Accumulated Funds</u></b>				
<b>As at 30 September 2023</b>				
Opening balance 1 July 2023	155,111			
Total surplus/(deficit) year to date	(26,413)			
Transfers from reserves (capital spend)	-			
<b>Closing balance 30 September 2023</b>	<b>128,698</b>			
<b>Less committed funds</b>	<b>-</b>			
Remaining Insurance claim Income for Garage	30,232			
<b>Total funds available</b>	<b>98,466</b>			
<b>Commentary</b>				
<i>* Demolition of garage is offset with Insurance claim received in 22/23.</i>				
<i>* Higher than expected costs in repairs &amp; maintenance due to driveway improvements.</i>				
<i>* Higher than expected costs in consultants due to open tender.</i>				
<i>* Rates include the full year.</i>				
<i>* Income for the Landfill Lease will be included in Q4 report.</i>				
<i>* Totals shown as information is sensitive to the tenants. Could be included in a publicly excluded report if requested.</i>				

## Financial Assistance Report

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### 1. Purpose

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

### 2. Recommendations

Officers recommend that the Community Board

1. *Receive the Financial Assistance Report.*
2. *Consider the application from Trees of Martinborough for \$260 to support the next stage of developing the native bush including matting and pathways.*
3. *Consider the application from Martinborough Playcentre for \$2,000 to support an upgrade of security following the recent break-in.*

### 3. Executive Summary

The Martinborough Community Board has received two funding applications for consideration in the current funding round. This report presents the board with applications received requesting financial assistance.

### 4. Background

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

Community boards are allocated funding for grants through the Long Term Plan/ Annual Plan. The current funding amount is available on the Income & Expenditure Statement.

### 5. Prioritisation

#### 5.1 Te Tiriti obligations

Engagement considered not required in this case.

#### 5.2 Strategic alignment

Spatial Plan



Long Term Plan

Annual Plan

Allocation for Grant funding is approved through the Annual Plan/Long Term Plan and supports the social, environmental, economic, and cultural outcomes.

## 6. Discussion

Under the current [Grants Policy](#) the key eligibility criteria for Community Board grants are as follows:

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

The Grants Policy sets out further criteria.

### 6.1 Application from Trees of Martinborough

The application from Trees of Martinborough meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

### 6.2 Application from Martinborough Playcentre

The application from Martinborough Playcentre exceeds the typical grant limit of \$1,000. The organisation has one outstanding grant accountability form, from an earlier grant for soft play equipment. The accountability form has not been returned as the project is still underway. The application will be provided to members in confidence.

## 7. Options

	Option 1	Option 2
Description	Approve a/the funding applications for the amount requested or a lesser amount.	Decline a/the funding applications.
Advantages	Support community organisations and align with the social, environmental, economic and/or cultural outcomes of Council.	Maintain the available fund for allocation to future applications.
Disadvantages	Decrease the available fund for allocation to future applications.	Does not support community organisations.

## 8. Strategic Drivers and Legislative Requirements

### 8.1 Significant risk register

There are no significant risks identified.

### 8.2 Policy implications

Allocation decisions are made in accordance with Councils [Grants Policy](#).

## 9. Consultation

### 9.1 Communications and engagement

The decisions are considered as low significance as determined by the Councils Significance and Engagement Policy.

### 9.2 Partnerships

Have you completed a communications plan for the work described/project to engage/communicate with partners/key stakeholders e.g. Waka Kotahi, Kainga Ora, community groups, particular individuals etc?

Yes  No

If no, is a communications plan required?

Yes  No

## 10. Financial Considerations

The available funding amounts are provided in the Income & Expenditure Report. In accordance with the Financial Delegations Policy, a resolution is required to allocate this fund.

	Grant Funding 2023/2024 budget \$4,700 pa	Community Development Budget 2023/2024 \$11,500 pa
MCB meeting 27 July 2023: <i>Financial allocation</i>		1. Martinborough Tree Group \$1000 (MCB2023/39)  <i>Agreement in principle for up to \$3000 for sign at Bidwell's Cutting (MCB2023/40)</i>
MCB Meeting 7 September 2023: <i>Financial allocation</i>	1. \$600 to Martinborough Playcentre. (MCB 2023/47)	2. \$500 to Martinborough Business Association for Christmas Decorations (MCB 2023/47)
	2. \$300 for Wairarapa Mathematics Association. (MCB 2023/47)	3. \$500 to Charlotte Harding for Community Fireworks. (MCB 2023/47)

MCB Meeting 19 October 2023: <i>Financial allocation</i>	<i>HOLD \$2,000 from grants funding for the Christmas parade should it be needed</i> (MCB 2023/45)	4. \$4,000 to Martinborough Community Patrol to support an electric vehicle. (MCB 2023/48)
	3. \$500 for Wairarapa 4WD Club to support the NZ National Trials in Pirinoa. (MCB 2023/48)	5. \$2,000 to Martinborough Museum to support operations (MCB 2023/48)
<b>TOTAL Allocation for this FY</b>	<b>\$1,400</b> + 2,000 for Christmas parade (hold) = \$3,400	<b>\$8,000</b> + \$3,000 for sign (agreed in principle) = \$11,000

Contact Officer: Nicki Ansell, Lead Advisor – Community Governance

Reviewed By: Amanda Bradley, General Manager, Policy & Governance



## **Action Items Report**

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### **1. Purpose**

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

### **2. Recommendations**

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

### **3. Executive Summary**

Action items from recent meetings are presented to the Martinborough 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.

### **4. Appendices**

Appendix 1 – Action Items to 24 November 2023

Contact Officer: Nicki Ansell, Lead Advisor – Community Governance

Reviewed By: Amanda Bradley, General Manager, Policy & Governance

# **Appendix 1 – Action Items to 21 July 2023**

Number	Raised Date	Responsible Manager	Action or Task details	Status	Notes
497	24-Sep-20	MCB	To continuing working with mana whenua on a Martinborough town sign entrance	Open	19/05/22: MCB undertook holding a workshop to progress this. 23/3/23: MCB to follow up on status of this with previous board members.
731	17-Dec-20	MCB	Investigate who originally designed the historical information sign at Bidwill's Cutting	Open	29/4/21: Still work in progress 08/7/21: Local graphic designer, Andy Shaw, expressed interest in designing the Bidwill's Cutting sign. Martinborough Automotive Ltd would fund the design drafting costs which would then be presented to the Board. 25/11/21: Ongoing 24/02/22: Project undertaken by N Fenwick 7/04/22: Mr Fenwick provided an update on the Bidwill's Cutting sign and undertook presenting the draft to the Māori Standing Committee. 23/3/23: MCB to follow up on status of this with previous board members. 15/6/23: Cr Maynard to speak at the next MSC Meeting. Discussion around putting notice in the local Star around the sign. 27/7/23: Cr Maynard provided an update on the progress of the sign and members discussed the funding of the sign. 7/9/23: Update for Ms Brown to attend MSC with an update around Bidwell's Cutting signage
502	22-Sept-22	S Corbett	To request an update be provided to the board and Māori Standing Committee on the status of restorative planting along the Rumahunga River, committed from the waste water overflow in Martinborough (Wellington Water)	Actioned	09/02/23: Mr Corbett provided an update and noted that the planting has been actioned and is on the work plan. 06/3/23: Paul Clarke from WWL Ltd to update MSC once the project has commenced. 14/6/23: Adam Mattsen met with MSC on Who is WWL, Background & Context of 2020 wastewater overflow. Planting day suggested to be symbolic undertaking to restore balance to Mauri of the Ruamāhanga river. MSC wanted time to discuss and had a number of wider issues. 7/9/23: Wellington Water presented and planting day organised with MSC move to actioned.
565	30-Nov-22	MCB	MCB RESOLVED (MCB 2022/48) to make a submission to the Combined District Plan asking that the Oak Trees in Huangarua Park be listed on the Notable Tree Register. (Moved Cr Ellims/Secoded Robertson) Carried	Actioned	7/9/23: Update on Oak Trees from Cr Ellims. Trees in the Park in Maple Steet have been included in district plan review. Move to Actioned
030	9-Feb-23	S Corbett	Request a workshop with officers to discuss the process of reviewing the Memorial Square Development Plan, S Corbett.	Open	23/3/23: S Corbett provided an update on the process for review of the Reserve Management Plans at MCB meeting. 15/6/23: Update the Action to meet with James to discuss further. 27/7/23: Request update of meeting 23/8/23: Officers had included budget in the draft AP for a full review of reserve management (and development) plans across the district. As a result of cost pressures, this was subsequently removed from the budget. Work will not progress with these plans and it will be considered again in the LTP. 7/9/23: S Corbett: Lights to be installed irrespective of Management Plan being done. 5/10/23: a review of all RMP's is being proposed into the LTP. This has been mentioning to a number of groups across the district, including the Considine Park user group meeting which is chaired by Storm and Angela also attends.
253	15-June-23	A Bradley	Action 253: To get details of the approval from council meeting to a 100% increase of Pain Farm overhead.	Actioned	7/6/2023 Further information around court ruling and action items around increase of fee sent to MCB. 27/7/23: Members requested clarification on the email provided, requested action be re-open
254	15-June-23	A Bradley	To organise a workshop of LTP & AP, with an outcome on MCB AP for 2023/2024 with clear focus on priorities.	Open	10/8/23 Zoom session with CB and MSC and further information sent through to members around what is an LTP involves. 7/9/23: MCB confirmed still keen on face to face
276	7-Sept-23	N Ansell	Members have requested some communication on the website for the Pain Farm Funding Grant to help clarification the delay to the public.	Open	17/11/23: updated to - Funding for the Pain Farm Fund will be available early 2024. More details coming shortly
277	7-Sept-23	K Ashforth	MCB requested the current unedited accounts to be made available to board members.	Open	

Number	Raised Date	Responsible Manager	Action or Task details	Status	Notes
279		S Corbett	Reaching out to Kuranui College for use of the use of the turf to rate payers before gymnasium is build based upon the MoU.		5/10/23: sports clubs already do this with Kuranui, I'm not sure this is a Council function to perform. The MoU doesn't speak to grounds use and is specific to the gym so I'm unsure of the comment "based upon the MoU."
284	7-Sept-23	S Corbett	Guidance requested for placement in Martinborough of the defibrillator.	Open	5/10/23: I've been discussing this with Nigel who is leading this work. We've agreed it won't be put onto the Waihinga building, especially the frontage.

## Members Report

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<b>Member Name</b>	Karen Krogh
<b>Committee/Working Group/Appointment Name</b>	Update on the <b>THE MARTINBOROUGH STREETLIGHTING PROJECT</b> following the Infrastructure and Community Services Committee meeting.
<b>Background</b>	<p>Over a year ago The Martinborough Community Board (MCB) requested that three dangerous pedestrian crossings on and near the town square have their lack of lighting and other issues addressed with urgency.</p> <p>A sum of \$200,000 was deemed to be available for this work. Since that time there have been injury causing accidents on these crossings.</p> <p>The Infrastructure and Community Services Committee determined that the opportunity should be taken to address the compliance of all ( ten in number ) pedestrian crossings in the Martinborough township.</p> <p>A Project Management consultant was engaged to undertake work for this project</p> <p>MCB are working with Council Officers to understand what the process was for this work.</p>
<b>Recent Decision</b>	<p>At the recent ICS Committee meeting last week (15 November 2023) the CE made the determination that the three most dangerous crossings must be remedied without delay because of the real and present Health and Safety risk. The MCB applaud this decision. The sum of \$500K was approved for this work under resolution ICS2023/33 passed at the meeting and for the lighting required to be ordered as it has a 20 week delivery period.</p> <p>The MCB however, note that as the scope of this project, for the three most at risk crossings, it is in effect a different project to that previously priced.</p>
<b>Next Steps</b>	The Martinborough Community Board (MCB) will meet with Council Officers for regular project updates during this process. South Wairarapa District Council has a Procurement Policy which will be followed for the upcoming tender process.