



**MARTINBOROUGH
COMMUNITY BOARD**
Kia Reretahi Tātau

AGENDA

Martinborough Community Board Thursday, 17 October 2024

I hereby give notice that a Martinborough Community Board will be held on:

Date: Thursday, 17 October 2024

Time: 6:30 pm

**Location: Supper Room, Waiinga Centre, Texas Street
Martinborough**

**Janice Smith
Chief Executive Officer**

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1 KARAKIA TIMATANGA – OPENING

Kia hora te marino
Kia whakapapa pounamu te moana
Hei huarahi mā tātou i te rangi nei
Aroha atu, aroha mai
Tātou i ā tātou katoa
Hui ē! Tāiki ē!

May peace be widespread
May the seas be like greenstone
A pathway for us all this day
Let us show respect for each other
For one another
Bind us all together!

2 APOLOGIES

3 CONFLICTS OF INTEREST

4 ACKNOWLEDGEMENTS AND TRIBUTES

5 PUBLIC PARTICIPATION

6 ACTIONS FROM PUBLIC PARTICIPATION

7 URGENT BUSINESS

8 CONFIRMATION OF MINUTE

8.1 MINUTES OF THE MARTINBOROUGH COMMUNITY BOARD MEETING HELD ON 29 AUGUST 2024

Author: Robyn Ramsden, Community Democracy Advisor

Authoriser: Paul Gardner, Group Manager, Corporate Services

File Number: n/a

RECOMMENDATIONS

1. That the minutes of the Martinborough Community Board meeting held on 29 August 2024 are confirmed as a true and correct record.

HEADING

APPENDICES

Appendix 1 Minutes of the Martinborough Community Board Meeting held on 29 August 2024

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL
MARTINBOROUGH COMMUNITY BOARD
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH
ON THURSDAY, 29 AUGUST 2024 AT 7:00 PM**

- PRESENT:** Mr Storm Robertson (Chair), Ms Angela Brown, Ms Mel Maynard, Ms Karen Krogh, Cr Aidan Ellims, Cr Pip Maynard.
- APOLOGIES:** None
- IN ATTENDANCE:** Robyn Ramsden (Advisor, Community Governance)
- PUBLIC FORUM:** Charlotte Harding, Roger Fraser, Rachael McGuckian, Shane Howe, Anthony Parker.
- CONDUCT OF BUSINESS:** This meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and via audio-visual conference. This meeting was live-streamed is available to view on our YouTube channel. The meeting was held in public under the above provisions from 7:00pm to 9:35pm except where expressly noted.

OPEN SECTION

1 KARAKIA TIMATANGA – OPENING

All opened the meeting.

2 APOLOGIES

None.

3 CONFLICTS OF INTEREST

No interests were disclosed relating to items on the agenda or interests not already recorded on a relevant register.

4 ACKNOWLEDGEMENTS AND TRIBUTES

Member Brown acknowledged the passing of Ashley Mudford – Ashley was a member of the Lions, and through this role he advocated for supporting the Martinborough Community. He set up a regular monthly page in The Martinborough Star, available free of charge to promote volunteer and not for profit groups. We extend our sympathy to his family

Cr. Maynard congratulated the Martinborough Community Board at the Local Government New Zealand (LGNZ) conference for winning a national award recognised in conjunction with SWDC for building community resilience.

5 PUBLIC PARTICIPATION

Charlotte Harding – Heartlands Services and Pump Track.

The build plans for the Pump Track have been finalised and building will commence weather dependant on 14 October 2024. We would like to thank the Martinborough Community Board for

helping fund the pump track. Trail pro have understood the community led angle of the project. We hope the community will welcome Byon and his team to the community because they will be living here for 3-4 weeks over the course of the project. Chair Roberston enquired about a ground breaking ceremony. Ms Harding responded that there would be a low key one planned.

Heartland Services have now been open for nine months. This first year is about connection and finding out what our community needs are. We have connections with early childhood services, senior community, financial support, foodbank and rural support. REAP is the overarching organisation and Heartlands is funded through the Ministry of Social Development. Heartlands is open between 9 am and 4 pm weekdays.

Roger Fraser – rates.

Mr Fraser brought to the Community Boards attention the difficulty in paying rates in the current economic environment. For them rates have increased 180% over the last 5 years. They have a separate dwelling for his mother in law which has caused the massive jump in rates. Mr Fraser is concerned about how the decisions are made at Council.

Rachael McGuckian – rates

Ms McGuckian spoke of the 80% rates increase she has experienced. The additional property does not provide them with the extra \$5,000 a year. She urges the Council to be transparent and have a high level of accountability to the community.

Shane Howe – rates

Mr Howe spoke of the difference between using Capital Value and Quotable Value to calculate rates. He considers there is no difference between a house with multiple bathrooms to a house with multiple sleep outs. He supports Prime Minister Luxon's speech at the LGNZ conference. He is concerned that Martinborough and now Greytown cannot add new connections because of the wastewater issues.

Anthony Parker – rates

Mr Parker was concerned about recent rate increases.

The meeting was adjourned due to the speaker disrupting the meeting.

Meeting was adjourned at 7:36pm.

Meeting was resumed at 7:56pm.

Note that Daphne Geister was on the agenda to speak but was not advised. An apology was issued to Daphne Geister.

6 ACTIONS FROM PUBLIC PARTICIPATION

None.

7 URGENT BUSINESS

None.

8 CONFIRMATION OF MINUTES

RECOMMENDATIONS

That the minutes of the Martinborough Community Board held on 11 July 2024 are confirmed as a true and correct record.

8.1 MINUTES OF THE MARTINBOROUGH COMMUNITY BOARD MEETING HELD ON 11 JULY 2024

COMMITTEE RESOLUTION MCB2024/43

Moved: Cr P Maynard

Seconded: Ms A Brown

That Martinborough Community Board resolved that approve minutes with the following corrections:

- Item 9.1 remainder of the Emergency Management expenses is \$150 not \$300.
- Item 9.3 second paragraph 'Lease value' not 'leave value'.

CARRIED

9 MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising.

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 ADOPTION OF AMENDED STANDING ORDERS REPORT

COMMITTEE RESOLUTION MCB2024/44

Moved: Ms A Brown

Seconded: Ms K Krogh

1. That *the Martinborough Community Board* receive the Adoption of Amended Standing Orders Report.
2. That the Martinborough Community Board adopt the Amended Standing Orders as per *Appendix 1*.
3. That Martinborough Community Board resolved that request vexatious is defined in the Standing Orders.

CARRIED

Discussion on the meaning of vexatious and what the definition course it, mundane or law.

10.2 STREET FLAG REQUEST REPORT

Item not discussed.

13.1 MEMBERS REPORT - ANGELA BROWN

COMMITTEE RESOLUTION MCB2024/45

Moved: Ms K Krogh

Seconded: Ms M Maynard

That Martinborough Community Board resolved that we accept the table as the flag schedule.

CARRIED

10.3 FINANCIAL ASSISTANCE REPORT

Item not discussed.

Discussion on when to deal with the applications.

COMMITTEE RESOLUTION MCB2024/46

Moved: Cr A Ellims

Seconded: Cr P Maynard

That Martinborough Community Board resolved that Request Income and Expenditure report then decide on meeting.

CARRIED

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.1 INCOME AND EXPENDITURE REPORT

See item 10.3

COMMITTEE RESOLUTION MCB2024/47

Moved: Ms A Brown

Seconded: Ms M Maynard

That Martinborough Community Board resolved that accept the Income and Expenditure Report.

CARRIED

Check LGNZ refund for not attending.

11.2 DUBLIN STREET HEAVY TRAFFIC BYPASS REPORT

Item not discussed.

11.3 ACTION ITEMS REPORT

Members discussed the Action Items Report.
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COMMITTEE RESOLUTION MCB2024/48

Moved: Ms A Brown

Seconded: Ms M Maynard

That Martinborough Community Board resolved that receive report.

CARRIED

COMMITTEE RESOLUTION MCB2024/49

Moved: Ms A Brown

Seconded: Ms M Maynard

That Martinborough Community Board resolved that close action items 497 and 731 based on information received from Council Staff that Waka Kotahi were upgrading 'welcome to town' signs. The \$3,000 ringfenced for the sign is to be returned to the Fund.

CARRIED

Item 69. Update requested.

Item 153. No update has been received. Cr. Ellims supplied a summary of information on current wastewater issues from his role as the Infrastructure portfolio lead.
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Item 150 - Quote for flags has been received. Flags have been ordered. Actioned.
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Item 339 - 12 July email sent. Mel contacted Janice. Explains what happened. Actioned.
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Item 205 - Angela will complete 'Get it sorted' Wharakaka. Remain Open.

Item 289 - WREMO training discussed. Actioned.
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Item 330 - Actioned.

Item 75 - Actioned.

12 CHAIRPERSON REPORTS

12.1 NOTICE OF MOTION - TOP UP FLAG INVOICE FROM ONESOURCE.

COMMITTEE RESOLUTION MCB2024/50**Moved: Cr P Maynard****Seconded: Ms A Brown**

That the Martinborough Community Board approve the additional \$25 plus GST for the postage of the flags supplied by OneSource.

CARRIED***Topic 3: Rates***

Members discussed issues brought to them from Public Participation. Agreement for Chair Robertson to take concerns to the Wednesday 4 September Council Strategy Working Committee meeting on behalf of the Martinborough Community board.

Topic 4: Waihenga Bridge

Information shared by Cr. Ellims over last few days over the most recent closure. Spoke to CE at beginning of the year on getting the survey on the Council website.

Topic 5: Santa Parade

Discussion on who will run the Santa Parade. Options include inviting another group to run the event or a hybrid plan where two or more groups run the event. The date has been booked is 15 December. Propose to speak at a Lions meeting.

COMMITTEE RESOLUTION MCB2024/51**Moved: Ms A Brown****Seconded: Cr A Ellims**

That Martinborough Community Board resolved that put aside \$2,000 to fund the Santa Parade.

CARRIED***Topic 6: Wairarapa Combined District Plan Presentation***

Members discussed that the submission made to the WCDP by Member Krogh was considered an individual submission and not a Martinborough Community Board submission by the WCDP committee. Discussion on procedure for making submissions.

Topic 1: Pain Estate

Members discussed next steps regarding Pain Estate and the WCDP redesignation of the land for wastewater treatment. Members raised the idea of having another public meeting on Pain Estate. Other members suggested waiting for the legal advice that SWDC has already sought to arrive. Work is occurring in the space, but not as fast as members would like.

12.1 CHAIRPERSON REPORT**COMMITTEE RESOLUTION MCB2024/52****Moved: Mr S Robertson**

Seconded: Ms A Brown

That Martinborough Community Board resolved that make a submission on the Representation Review as decided via email in full agreement via email and ratified a the following meeting.

CARRIED

13 APPOINTMENT REPORTS

13.2 COUNCILLOR REPORT BACK REPORT

Not discussed.

14 KARAKIA WHAKAMUTUNGA – CLOSING

Cr. Maynard closed the meeting with a karakia.

The meeting closed at 9:25pm.

Confirmed as a true and correct record.

..... (Mayor/Chair)

..... (Date)

..... (Chief Executive)

..... (Date)

9 MATTERS ARISING FROM PREVIOUS MEETINGS

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 GRANT REPORT

Author: Robyn Ramsden, Community Democracy Advisor

Authoriser: Rob Thomas, Manager, Stakeholder Relationships

File Number: n/a

PURPOSE

To inform *members* of applications for financial assistance.

EXECUTIVE SUMMARY

- The Martinborough Community Board has received nine applications for financial support.
- This report presents the board with applications received requesting financial assistance.

RECOMMENDATIONS

1. That the Martinborough Community Board receive the Financial Assistance Report.
2. That the Martinborough Community Board consider the application from Martinborough Museum Trust for \$2,000 to support operational cost to be funded from the Grant Fund.
3. That the Martinborough Community Board consider the application from Martinborough Women's Hockey for \$1,500 to support the purchase of uniforms and equipment to be funded from the Grant Fund.
4. That the Martinborough Community Board consider the application from Kuranui College Kapahaka for \$1,000 to support the purchase of Kapahaka Uniforms to be funded from the Grant Fund.
5. That the Martinborough Community Board consider the application from Martinborough Kindergarten for \$500 to support the establish of a Te Ao Māori mural to be funded from the Grant Fund.
6. That the Martinborough Community Board consider the application from Balanced Therapy for \$3,500 to support the Circle of Security Parenting Programme to be funded from the Grant Fund.
7. That the Martinborough Community Board consider the application from Digital Seniors for \$1,500 to support operational costs to be funded from the Grant Fund.
8. That the Martinborough Community Board consider the application from Nuku Ora for \$1,000 to support the Have a go day in Martinborough to be funded from the Grant Fund.
9. That the Martinborough Community Board consider the application from Martinborough Golf Club for \$50,000 to support the clubhouse rebuild to be funded from the Grant Fund.

10. *That the Martinborough Community Board consider the application from Martinborough Playcentre for \$1,533.01 to support increasing the infant play area to be funded from the Grant Fund.*

BACKGROUND

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

DISCUSSION

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

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

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

1. Application from Martinborough Museum Trust

The application from Martinborough Museum Trust does meet the criteria for funding. The application exceeds the \$1,500 maximum limit. There organisation has no outstanding accountability forms.

2. Application from Martinborough Women's Hockey

The application from Martinborough Women's Hockey was received in March 2024. The grant application was first tabled at the 4 April 2024 meeting. Applicants were requested to present on their grant at the 30 May 2024 meeting. The applicants did not attend the 30 May 2024 meeting and were invited again. The application meets the criteria for funding. The organisation does not have any outstanding Project Outcome reports.

3. Application from Kuranui College – Kapahaka

The application from Kuranui College – Kapahaka does not meet the criteria for funding as Kuranui College is a school, however the Kapahaka Group have come together for a common purpose. They have applied for funding from all three Community Boards and Māori Standing Committee. They have received funding from Māori Standing Committee and Featherston Community Board, the other applications are pending. There organisation has not outstanding accountability forms.

4. Application from Martinborough Kindergarten

The application from Martinborough Kindergarten does not meet the criteria for funding as they are a commercial organisation. The organisation has no outstanding accountability forms.

5. Application from Balanced Therapy

The application from Balanced Therapy does not meet the criteria for funding as they are a commercial organisation. Balanced Therapy applied for grant funding to the Featherston Community Board in April 2024. They were granted \$2,500 on the condition that they could secure the rest of the funding needed to run the 'Circle of Security Parenting Programme' in the South Wairarapa. The amount requested exceeds the \$1,500 limit without audited accounts and they did not supply audited accounts with their application. The organisation has no outstanding accountability forms.

6. Application from Digital Seniors

The application from Digital Seniors meets the criteria for funding. The organisation has no outstanding accountability forms.

7. Application from Nuku ora – Have a go Martinborough

The application from Nuku ora – Have a go Martinborough meets the criteria for funding. They have applied for funding from each Community Board for activities in those areas. The organisation has no outstanding accountability forms.

8. Application from Martinborough Golf Club

The application from Martinborough Golf Club meets the criteria for funding. They have supplied audited accounts for the year ended 30 September 2023. The organisation was granted \$10,000 from the Pain Estate Fund in April 2024. The accountability forms are not yet due as their project is not complete not has it been 12 months since the grant was given.

9. Application from Martinborough Playcentre

The application from Martinborough Playcentre meets most of the criteria for funding. As the report went to publish officers were waiting for the Accountability Report. The amount requested is above the \$1,500 amount required to supply the most recent annual accounts including notes and review/audit report, this has not been supplied.

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

OPTIONS

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

CONSIDERATIONS

Financial

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

Climate Change

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

COMPLIANCE SCHEDULE

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of no significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with Grant Policy.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.

State the possible implications for health and safety	None
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APPENDICES

- Appendix 1** **Martinborough Museum Trust - *Under Separate Cover***
- Appendix 2** **Martinborough Women's Hockey - *Under Separate Cover***
- Appendix 3** **Kuranui College Kapahaka Group - *Under Separate Cover***
- Appendix 4** **Martinborough Kindergarten - *Under Separate Cover***
- Appendix 5** **Balanced Therapy - *Under Separate Cover***
- Appendix 6** **Digital Seniors - *Under Separate Cover***
- Appendix 7** **Nuku Ora - *Under Separate Cover***
- Appendix 8** **Martinborough Golf Club - *Under Separate Cover***
- Appendix 9** **Martinborough Playcentre - *Under Separate Cover***

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.1 INCOME AND EXPENDITURE REPORT

Author: Robyn Ramsden, Community Democracy Advisor

Authoriser: Rob Thomas, Manager, Stakeholder Relationships

File Number: n/a

PURPOSE

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

EXECUTIVE SUMMARY

- The income and expenditure report now combines grants and community development fund as one.
- Pain Estate June is a draft. Position change since last draft is mainly due to updating June estimates with actuals and recalculation of Interest Income.

BACKGROUND

The Income & Expenditure Report is supplied to the community board to ensure clear and transparent use South Wairarapa District Council funds. Funds are used to support the ordinary operation of the community board and provide a grant fund for the community.

The [terms of reference](#) for South Wairarapa District Council Community Boards outlines in section 4 Delegations the provision of the following:

South Wairarapa community boards have the following powers of delegations:

The delegation for discretionary spend on projects and community grants.

In section 5 Responsibilities "They control local funds for making grants to individuals and groups for community purposes."

See the terms of reference for other non-financial delegations.

DISCUSSION

Members can request clarification of the income & expenditure report through the Advisor, Community Governance.

APPENDICES

Appendix 1 Community Board Report to period ended 31 August 2024

Appendix 2 Pain Estate I&E Report to 30 June 2024

Appendix 3 Pain Estate I&E Report to 31 August 2024

Martinborough Community Board
Income & Expenditure for the Period Ended 31 August 2024 (DRAFT)

*Please note the Annual report for 2023/24 has not been audited by Audit NZ, therefore these results may be subject to change.

Personnel & Operating Costs

Budget		
Members' Honorariums		19,178.00
Non-taxable allowances		3,036.00
Mileage reimbursements		606.00
Staff support costs		16,125.00
Operating expenses		3,036.00
Total Personnel & Operating Costs Budget 2024-2025		41,981.00

Expenses

Personnel Costs		
Members' Honorariums		3,009.18
Communication allowance		516.02
Mileage reimbursements		-
Staff support costs		3,088.54
Total Personnel Costs to 31 August 2024 (DRAFT)		6,613.74

Operating Expenses

01/07/2024 Community board Levy		275.00
09/07/2024 The Martinbrough Star advertising		245.00
15/07/2024 Printing A Brown		2.08
01/08/2024 Printing A Brown		4.34
04/07/2024 LGNZ conference		895.00
Total Operating Expenses to 31 August 2024 (DRAFT)		1,421.42

Committed funds

Resolution date		Original commitment	Spent to date	Remaining commitment
	Members' Honorariums	19,178.00	3,009.18	16,168.82
	Communication allowances	3,036.00	516.02	2,519.98
	Mileage reimbursements	606.00	-	606.00
	Staff support costs	16,125.00	3,088.54	13,036.46
27/07/2023	September Event	150.00		150.00
30/05/2024	A Brown MCB2024/27		LGNZ conference	708.60
30/05/2024	Martinborough Star	1,603.60	895.00	
11/07/2024	MCB2024/42	252.17	245.00	7.17
	Printing costs Pain farm public forum	169.89	6.42	163.47
Total Commitments				33,360.50

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

585.34

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

Grants

Income		
Annual Plan 24-25 grant allocation		15,180.00
Total Income for 2024-2025		15,180.00

LESS: Grants paid out

Total Grants paid out to 31 August 2024 (DRAFT)		-
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LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
27/07/2023	MCB2023/40 - Bidwills cutting Sign	3,000.00		3,000.00
11/07/2024	MCB2024/38 - 8 Flags	704.00		704.00
Total Commitments				3,704.00

PLUS: Balance Carried forward from previous year*

10,813.30

* excludes Swimming Pool funds

TOTAL GRANTS FUNDS AVAILABLE

22,289.30

Martinborough Community Board
 Swimming Pools Fund for the Period Ended 31 August 2024 (DRAFT)

**Please note the Annual report for 2023/24 has not been audited by Audit NZ, therefore these results may be subject to change.*

Income					
	Funds from Martinborough Swimming Club				<u>15,268.80</u>
					<u>15,268.80</u>
Expenditure					
	Total Expenditure				<u>-</u>
					-
	Net Surplus/(Deficit) Year to Date				<u>15,268.80</u>
LESS: Committed Funds					
					<u>-</u>
					-
	TOTAL FUNDS AVAILABLE				<u><u>15,268.80</u></u>

DRAFT

Pain Farm - Statement of Financial Performance - DRAFT
For the Period Ended 30 June 2024

*Please note the Annual report for 2023/24 has not been audited by Audit NZ, therefore these results may be subject to change.

Description		2023/24 YTD Actuals June	2023/24 Full Year Budget	2023/24 Total Percentage spent	
Income					
Cottage and house rental income		48,750	113,300	95%	
Farm rental and rates contribution		58,654			
Interest income		15,493	-		
Landfill Lease		6,734			
Total Income 2023-24 year to date		129,630	113,300		
Expenditure					
Consultants		202307 Facilitate open lease tender through to execution of new lease agreement	10,000	4,635	216%
General expenses			4,117	3,090	133%
202307 Rentokil Initia 100640/01 Pest Control		316			
202308 Rentokil Initia 100416/01 Pain Farm		535			
202309 Rentokil Initia 101527/01 Pain Farm		625			
202311 Rentokil Initia 102214/01 Pain Farm		625			
202311 R&S contracting Removal of low hanging limbs		656			
202401 Clear out Bushes and old fence - plant new ed		869			
202402 AP NZ Safety Ltd Climbing ladder to reach high sealing at Pain		492			
Legal expenses		202307 Gawith Burrage Review of Pain farm lease	1,000	-	100%
Repairs & maintenance			14,469	16,892	86%
202412 PGG Wrightson L 101924/01 Pipes and fittings to replace split line on f		652			
202411 Hedge Works 101971/01 Shelter belt trimming on Pain farm		1,187			
202412 PGG Wrightson L 102142/01 Weed killer for box thorn pain farm		13			
202412 Wairara Concr 102364/01 New trough to replace small one at Pain farm		427			
202412 PGG Wrightson L 102356/01 Fencing supplies for Pain Farm		2,330			
202401 Taylor Dewis Co 102540/01 Wood for fixing stock yard railings		424			
202401 PGG Wrightson L 102563/01 Replace water supply damaged when		803			
202402 J & R Contracti 102905/01 Southern Pain farm boundary fence with Lees		1,500			
202402 J & R Contracti 102915/01 Southern Pain farm boundary fence with M		400			
202402 J & R Contracti 102906/01 Northern Pain farm boundary fence with Pete		5,634			
202403 Rentokil Initia 102977/01 Pain Farm		625			
202403 Firewatch Waira 103022/01 Pain Estate - Service/Inspect/Certify Fire Eq		146			
202403 BMT Plumbing Li 103046/01 Pain Farm Cottage septic system leak		120			
202403 Rentokil Initia 103642/01 Pain Farm		208			
Demolition of Garage		202307 Duncan and Taylor demolish free standing Garage	5,928	-	100%
Grounds maintenance			3,513	3,090	114%
202307 AP R & S Contracti 101036/01 pain farm mow		427			
202308 AP R & S Contracti 101061/01 Clear self seeded trees on right hand side		1,658			
202310 AP R & S Contracti 101799/01 Mowing - Pain Farm		427			
202311 AP R & S Contracti 102079/01 Pain Farm driveway mowing		311			
202402 AP R & S Contracti 102743/01 Mowing Pain Farm Driveway		207			
202403 AP R & S Contracti 102151/01 Pain Farm Homestead branches trimming		174			
202406 AP R & S Contracti 103836/01 Pain Farm driveway mowing		311			
Repairs & maintenance (Buildings)			3,558	5,150	69%
202312 Cotter & Stevens 101330/01 Pain Farm Cottage		92			
202312 Cotter & Stevens 101216/01 Liehts out in the bathroom since last night.		357			
202312 Cotter & Steven 101805/01 Pain Farm Cottage - Power issues		391			
202312 Cotter & Steven 102081/01 Pain Farm Cottage - no power in some areas		104			
202401 R & S Contracti 101263/01 Pain Farm driveway		2,005			
202405 Cotter & Steven 103260/01 Pain Farm Cottage bedrooms hot points		250			
202405 The Chimney Man. 103138/01 Pain Farm 2 chimneys sweep		360			
Grants			49,249	-	0%
202405 Martinborough S 103505/01 Pain Farm Fund Grant MCB2024/14		1,249			
202405 Martinborough Y 103502/01 MCB2024/14 Pain Farm Fund		25,000			
202405 Martinborough G 103503/01 Pain Farm Fund Grant MCB2024/14		10,000			
202405 Martinborough S 103504/01 Pain Farm Fund Grant MCB2024/14		5,000			
202406 Martinborough J 103707/01 MCB2024/14 Pain Farm Fund		8,000			
Insurance		202308 Marsh Limited Material Damage 01/7/23 - 01/7/24	4,458	3,605	124%
Overhead allocation		202406 Overhead allocations - July 2023 to June 2024	30,416	34,616	88%
Rates payable		202308 Rates 2023-2024	11,314	11,845	96%
Personnel costs		202406 Personnel costs from July 2023 to June 2024	30,324	34,751	87%
Total Expenditure 2023-24 year to date			168,346	117,674	
Net Surplus/(Deficit) Year to Date			(38,716)	(4,374)	
Pain Farm - Statement of Accumulated Funds					
As at 30 June 2024					
Opening balance 1 July 2023			155,111		
Total surplus/(deficit) year to date			(38,716)		
Transfers from reserves (capital spend)			-		
Closing balance 30 June 2024			116,395		
Adjustments					
Expenses correction - charging to SWDC			14,212		
Personnel cost correction 2023-2024			53,838		
Overhead allocation correction 2012-2024			222,552		
Rates repaid by tenants correction (2013)			11,724		
Closing balance after adjustments			418,721		
Less committed funds					
Insurance claim Income ringfenced for improvements			30,232		
Total funds available			388,489		
Commentary					
* Interest Income is calculated at year end based on an average Interest rate of opening balance.					
* Demolition of garage is offset with insurance claim received in 22/23.					
* Rates include the full year.					
* Totals shown as information is sensitive to the tenants. Could be included in a publicly excluded report if requested.					

Pain Farm - Statement of Financial Performance - DRAFT
For the Period Ended 31 August 2024

**Please note the Annual report for 2023/24 has not been audited by Audit NZ, therefore these results may be subject to change.*

Description		2024/25 YTD Actuals August	2024/25 Full Year Budget	2024/25 Total Percentage spent
Income				
Cottage and house rental income		8,550	115,539	16%
Farm rental and rates contribution		9,678		
Total Income 2024-25 year to date		18,228	115,539	
Expenditure				
General expenses		-	3,132	0%
Repairs & maintenance		3,541	11,701	30%
202408	A F Scott Contracting 104502/01 Boundary fence and flood gate Pain farm	1,500		
202408	A F Scott Contracting 104503/01 Re batten road fence boundary Pain farm	1,000		
202408	Rentokil Initia 104593/01 Pain Farm 01/09/24 - 30/11/24	625		
202408	Rentokil Initia 103642/01 Prepayments	416		
Grounds maintenance		-	7,095	0%
Repairs & maintenance (Buildings)		-	5,220	0%
Grants		-	-	0%
Insurance		4,749	5,391	88%
202308	Marsh Limited Material Damage 01/7/24 - 01/7/25			
Overhead allocation/Personnel costs		631	18,101	3%
202406	Overhead allocation/Personnel costs - July 2024- August 2024			
Rates payable		15,146	15,203	100%
202308	Rates 2024-2025			
Total Expenditure 2024-25 year to date		24,067	65,843	
Net Surplus/(Deficit) Year to Date		(5,839)	49,696	
Pain Farm - Statement of Accumulated Funds				
As at 31 August 2024				
Opening balance 1 July 2024		418,721		
Total surplus/(deficit) year to date		(5,839)		
Closing balance 31 August 2024		412,882		
Less committed funds				
Insurance claim Income ringfenced for Garage replacement or other improvements		30,232		
Total funds available		382,650		
Commentary				
<i>* Interest Income is calculated at year end based on an average Interest rate of opening balance.</i>				
<i>* Balance of insurance claim \$30,232.00 received in 22/23 is ringfenced for improvements.</i>				
<i>* Rates include the full year.</i>				
<i>* Income of \$6,733.50 for the Landfill Lease will be included in Q4 report.</i>				
<i>* Income totals shown as information is sensitive to the tenants. Could be included in a publicly excluded report if requested.</i>				

11.2 ACTION ITEMS REPORT

Author: Robyn Ramsden, Community Democracy Advisor

Authoriser: Rob Thomas, Manager, Stakeholder Relationships

File Number: n/a

PURPOSE

To present the Martinborough Community Board with updates on actions and resolutions to 17 October 2024.

RECOMMENDATIONS

1. That the Martinborough Community Board receive the Action Items Report.

EXECUTIVE SUMMARY

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

APPENDICES

Appendix 1 **Action Items**

Number	Raised Date	Responsible Manager	Action or Task details	Status	Notes
69	15-Feb-24	S Corbett	request CEO provide feedback if the 70kmh sign can be moved as agreed in the Interim Speed Management Plan.	Open	4/4/24: Subject of discussion at Strategy Working Committee meeting. Moving the sign without it going through the Speed Management Plan is creating a new traffic sign with no way to enforce it. Looking to submit the Interim Management Plan for approval. Request from the Martinborough Community Board to have 40kph signs in Martinborough. Princess St Town Centre 40kph. 20/6/24: The Interim Speed Management plan has been submitted the to Director of Land Transport for approval. All existing sign locations are recorded in the National Speed Limit Register and no longer identified in the Bylaws.
153	4-Apr-24	MCB	Members requested staff to send the Martinborough Community Board the same wastewater information as the Councillors receive.	Open	11/7/24: No Reports have been sent to Councillors. Greater Wellington Regional Council and SWDC are working together on the consent breaches and progress is under way. 29/8/24: No updates have been received.
205	4-Apr-24	S Corbett	Members requested the tree maintenance plan for Martinborough township.	Open	30/5/24: Members provided an update on the trimming of trees at Wharakaka. 28/8/24: Members are encouraged to log requests to trim trees using 'Get it Sorted'.
332	11-Jul-24		MCB RESOLVED (MCB2024/36) to release \$300 set aside or the resilience event back into the Grant Fund. (Moved Cr. Maynard /Seconded Brown) Carried	Open	29/8/24: Correction. \$150 not \$300

12 CHAIRPERSON REPORTS

12.1 NOTICE OF MOTION - CHAIRPERSON'S REPORT

File Number: n/a

I, Martinborough Community Board Chair Storm Robertson, give notice that at the next Meeting of Martinborough Community Board to be held on 17 October 2024, I intend to move the following motion:

MOTION

That the Martinborough Community Board accept the Chairperson's Report.

ITEMS FOR DISCUSSION

1. Pain Estate
2. LTP Projects
3. CPUG development plan plus Sign design and info, pump track and further developments
4. Waste Water Presentation
5. Meeting schedule for 2025
6. Representation review
7. Santa Parade

I commend this Notice of Motion to Martinborough Community Board.

APPENDICES

Nil

13 MEMBER REPORTS

13.1 NOTICE OF MOTION - ANGELA BROWN'S MEMBERS REPORT

File Number: n/a

I, community board member Angela Brown, give notice that at the next Meeting of Martinborough Community Board to be held on 17 October 2024, I intend to move the following motion:

MOTION

That the Martinborough Community Board accept the members report by A Brown.

RATIONALE

Meetings, workshops or events attended.

- Long Term Plan workshop
- WREMO/Nigel Carter SWDC regular meeting prior to event
- Cheryl Watson WFA – discussion re AED.
- Considine Park User Group
- Psychological First Aid training – Wairarapa recovery office.

DISCUSSION

Topic 1 - Martinborough Community Emergency Hub Open Day - 21st September

I commend this Notice of Motion to Martinborough Community Board.

APPENDICES

Appendix 1 Members Report - A Brown

Members Report – Angela Brown October 17th 2024

Community Emergency Hub Open Day - 2024

Throughout August and September I had regular meetings with Nigel and Mel from WREMO in preparation for this years Community Emergency Hub Open Day.

Mel has been really easy to work alongside and is extremely supportive of the work of the MCB and Donna McQuaid.

Nigel continues to play a key role in resilience planning for our communities.

The Event was held on Saturday 21st September – it was a good turnout, over 80 people came along to discover how the Hub could operate in the event of an emergency. Especially popular with families we wanted to raise awareness about its location and its purpose. Emphasising that the Community Emergency Hub is run for the community by the community – it is a place to gather to seek and to offer help. (I did not take on a supervisor role as it is important that there is not a single person seen to be in charge of the space)

There are many people to thank for their contributions on the day including but not limited to, Donna McQuaid who took on the role of Hub supervisor, Mitre 10 for loan of the BBQ trailer, The Community Market kitchen crew, Jody from Starlight performing Arts, The Martinborough Toy Library. SWDC brought down a water tank which was used as a raffle prize for those participating and observing on the day.

Three members of the CB were there – big thanks to Mel and her family who did take on roles throughout the two hour event. No councillors or SWDC staff other than Nigel attended. Jo Baldwin our new Welcoming Communities officer did also pop in even though she didn't officially start her role until after the event.

I did receive apologies from our Martinborough councillors – I strongly believe all our Elected members need to have a presence at these events as their communities would expect them to be involved should something major occur.

Our volunteer fire brigade brought out fire engines and also set up a display to encourage new members, the community patrol had a vehicle parked up and had a couple of new people interested in supporting them.

There is still a lot of work to be done – continued awareness around the role of the Hub and what it needs to function – generator/water supply etc.

The radios were tested on the day which was a bonus and first time we had seen it happen.

There is a lot of work in this space and the connections are not always made to involve everyone – eg rural workshops we are not always notified. I have joined the Wairarapa Recovery network mailing list which is good way of seeing what is happening in this space – the connections are so important – eg seniors grab bags.

13.2 NOTICE OF MOTION - MEL MAYNARD MEMBERS REPORT**File Number:** n/a

I, community board member Mel Maynard, give notice that at the next Meeting of Martinborough Community Board to be held on 17 October 2024, I intend to move the following motion:

MOTION

That the Martinborough Community Board accept the members report by M Maynard.

RATIONALE

Topic 1 – Martinborough & Greytown Wastewater Treatment Plants Joint Community Liaison Group.

I commend this Notice of Motion to Martinborough Community Board.

APPENDICES**Appendix 1** **Members Report****Appendix 2** **Joint Community Liaison Group**



Martinborough Community Board

Kia Reretahi Tātau

17 October 2024

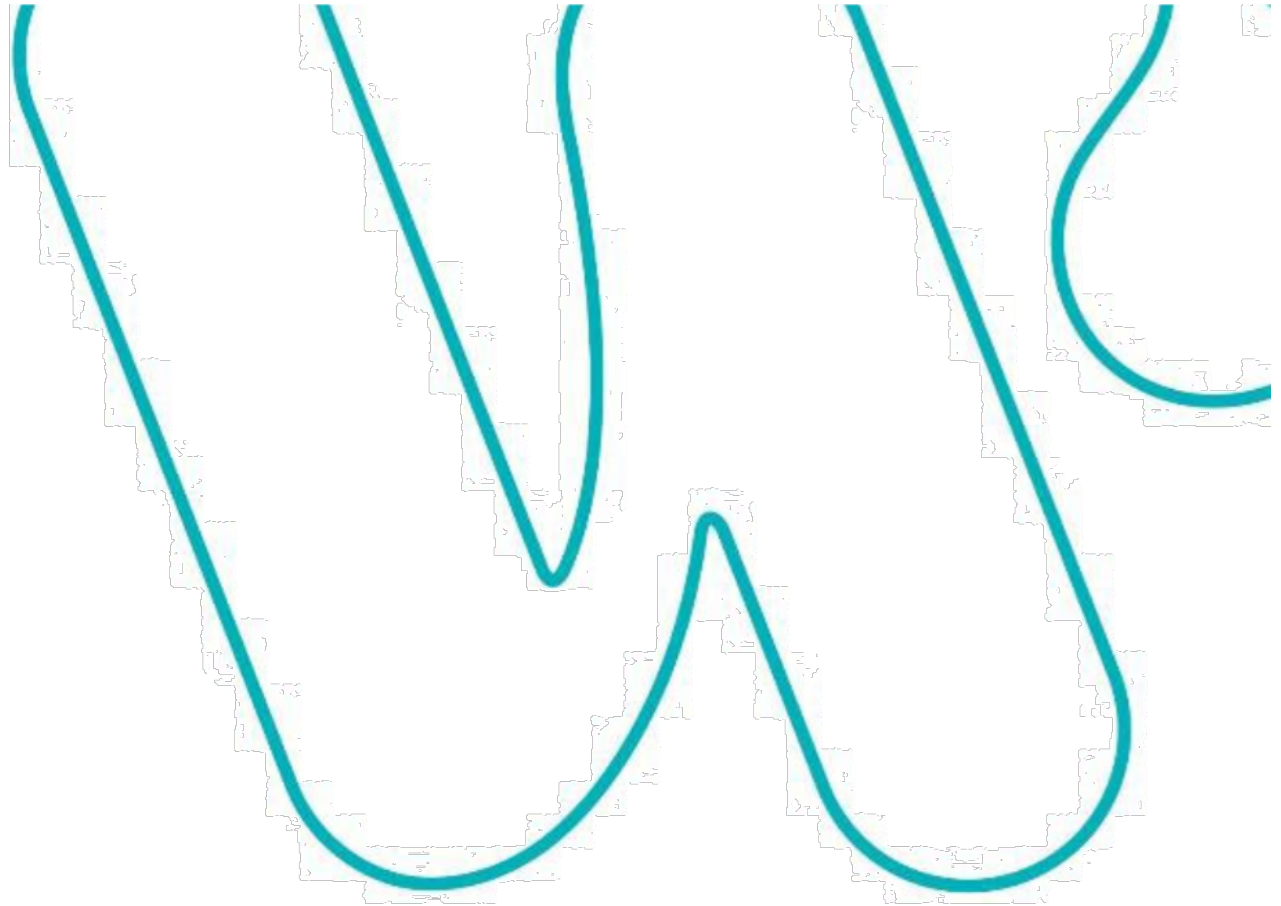
Agenda Item: XX.XX

Member Report

Member Name	Melanie Maynard
Committee	Community Liaison Group
Meeting Date	03.09.2024
General	Meeting started at 5.30pm. Please see the attached presentation from Wellington Water. Thank you

Martinborough and Greytown Wastewater Treatment Plants

Joint Community
Liaison Group
3 September 2024



Our water, our future.

Compliance



Draft 2023-24 Annual Compliance Reports indicate WWTPs will be non-compliant.

Non-compliances will be addressed in the upgrade projects, or via other work programmes underway internally (discussed further on next slide).

Ongoing investigation into discrepancy between inflow and outflow measurement.

Greytown's 2023/2024 irrigation season was successful with >73,500m³ treated effluent discharged to land. Significant operational achievement that meets the intention of the Stage 1B consent for Greytown WWTP.

Our water, our future.

Growth-Capacity Studies



Both WWTPs are operating beyond their design treatment capacity as a result of the number of people connected to the plants now.

WWL has therefore advised SWDC to pause new connections at the Martinborough & Greytown WWTPs.

WWL has commissioned a study to determine what treatment capacity upgrades can be implemented at the plants.

This study will be completed in early 2025; SWDC will use the study to decide what level of growth they wish to enable in the respective WWTP catchments.

These capacity upgrades must be considered within the conditions & intention of the resource consents.

Our water, our future.

Project update: MTB & GTN Compliance Upgrades



Martinborough Abatement Notice

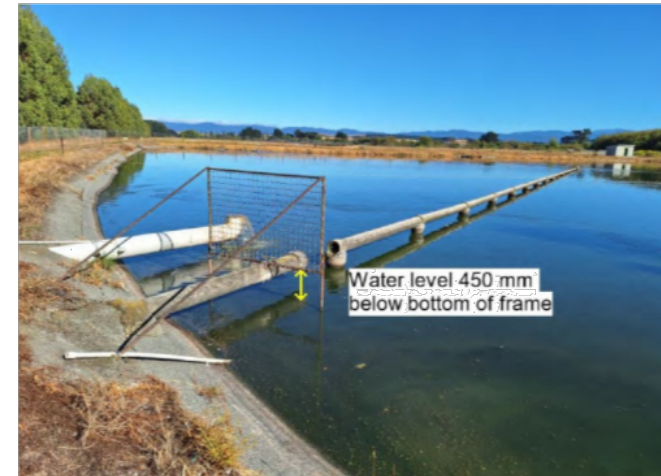
- Wellington Water have been working to address three To-Do Abatement Notices – issued 15 August 2023:
 1. Desludging Ponds – **On track**
 2. Influence Flow & Quality monitoring - **Complete**
 3. UV Investigation and Implementation - **Complete**
- Wellington Water and SWDC have been working closely with GWRC to provide regular progress updates over the past 12 months.

Our water, our future.

Project update: MTB & GTN Compliance Upgrades

1. Desludging Ponds - On track

- Sludge survey's for Martinborough and Greytown were completed in March.
- Updated work programme submitted to GWRC, for completion date April 2025 (Martinborough). Greytown WWTP would immediately follow.
- Desludging Design Report has been completed, and approved. Outlines the sludge removal quantities and Geobag laydown areas required.
- An open-market tender is due for release September.
- Contract award and construction commencing on laydown areas from October 2024.
- Desludging activities to commence immediately following Christmas shut-down period.
- Greytown WWTP ponds desludging to immediately follow: April/May.



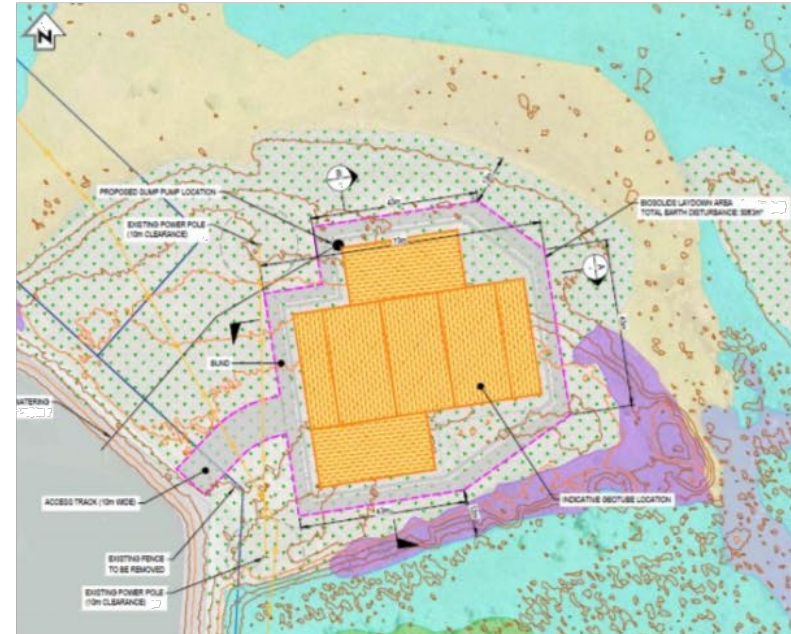
Project update: MTB & GTN Compliance Upgrades



Martinborough sludge survey results

Our water, our future.

Project update: MTB & GTN Compliance Upgrades



Proposed Geobag laydown areas

Our water, our future.

Project update: MTB & GTN Compliance Upgrades



2. Influent Flow & Quality Monitoring - Complete

- Influent monitoring and sampling programme is ongoing.
- Preliminary data analysis complete, feeding into development of future design upgrades (Pump station upgrades, Stage 2a Pain Farm irrigation system)



3. UV Investigation and Implementation – Complete

- UV Sampling and data analysis completed.
- Preliminary identification of UV run-to-waste to address operational high temperatures. Need to reassess upon post-desludging sampling.



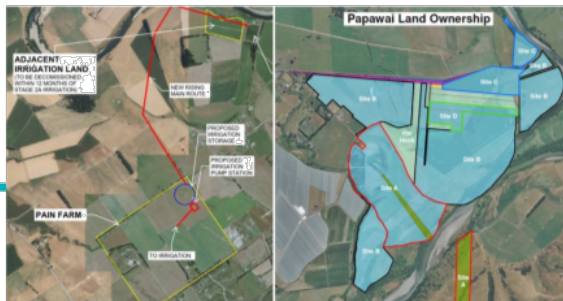
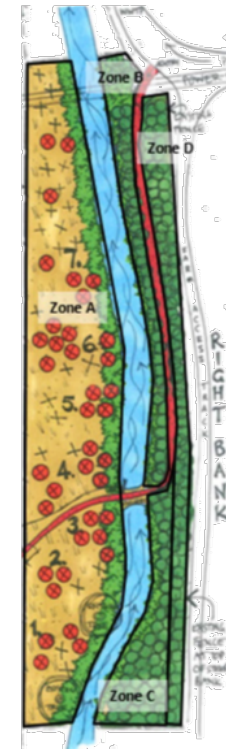
Our water, our future.

Project update: MTB & GTN Compliance Upgrades



Whats coming up?

- Engagement with Iwi on Mana Whenua Values Monitoring Plan.....ongoing
- Influent monitoring & sampling programme.....April 2025
- Desludging Martinborough WWTP ponds.....April 2025
- Desludging Greytown WWTP ponds.....June 2025
- Martinborough WWTP UV Optimisation works.....June 2025
- Riparian Planting Greytown WWTP.....commencing FY24/25
- Stage 2A Land Irrigation Works (investigate, plan & design).....ongoing
 - ❑ Secure funding through SWDC Long Term Plan 2025-34



Our water, our future.

Thank you



Any final clarifications?

Our water, our future.

13.3 NOTICE OF MOTION - KAREN KROGH MEMBERS REPORT**File Number:** n/a

I, community board member Karen Krogh, give notice that at the next Meeting of Martinborough Community Board to be held on 17 October 2024, I intend to move the following motion:

MOTION

That the Martinborough Community Board accept the members report by M Maynard.

RATIONALE

Topic 1 – Alternative wastewater options for Martinborough Village

I commend this Notice of Motion to Martinborough Community Board.

APPENDICES

Appendix 1 Alternative wastewater options for Martinborough Village

Alternative wastewater options in Martinborough Village

Currently, SWDC are not able to accept any new connections to the central wastewater system for Martinborough.

This obviously puts the brakes on development.

This situation is not expected to be resolved for several years.

Planning for a solution to this, and to the multiple other water infrastructure projects urgently requiring a resolve in our region, is now with a project called “Local Water Done Well”. A dedicated team from the Wairarapa District Councils including Tararua are working together to design an organisation to manage our combined urban water, sewerage and stormwater as a stand-alone entity with councils as shareholders. It seems as though this is a better approach than the previous one which has led us down some very expensive blind alleys, however, the fix on the ground will be some time away.

In the WCDP- on the topic of wastewater- Subdivision rule SUB-S4 -Matters of Discretion - states: 3. ‘Where a central system is unavailable, all allotments must be provided with a septic tank, soakage field, or an approved alternative means to dispose of sewage in a sanitary manner within the net site area of the allotment in accordance with Council’s engineering standards.’

We request that our council assess available options and provide any that are suitable and the rules around them so that new builds can be consented in suitable situations. Each proposal will obviously be site-specific.

MBIE have a document which gives guidance on the legislation around this:

Building Performance- Onsite disposal of wastewater

<https://www.building.govt.nz/building-code-compliance/g-services-and-facilities/g13-foul-water/onsite-disposal-of-wastewater>

The relevant New Zealand Standard document is AS/NZS1547 2012 : On-site domestic wastewater management.

Several Local Authorities are consenting on-site stand-alone WW systems. Gisborne City Council is just one of several I am aware of.

It is essential for continued growth and development to be possible in Martinborough village. We cannot simply pause any development for the many years until the new infrastructure is in place. A town which cannot grow will inevitably decline.

Karen Krogh
Martinborough Community Board
24 September 2024

13.4 MEETING REFLECTION

File Number: n/a

Meeting of Martinborough Community Board meeting reflection.

RATIONALE

As requested by Chair, an opportunity to reflect on the meeting.

APPENDICES

Nil

14 KARAKIA WHAKAMUTUNGA – CLOSING

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

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