



**MARTINBOROUGH
COMMUNITY BOARD**
Kia Reretahi Tātau

AGENDA

Martinborough Community Board Thursday, 5 December 2024

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

Date: Thursday, 5 December 2024

Time: 7:00 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 MINUTES

Martinborough Community Board - 17 October 2024

8.1 MINUTES OF THE MARTINBOROUGH COMMUNITY BOARD MEETING HELD ON 17 OCTOBER 2024

Author: Robyn Ramsden, Community Democracy Advisor

Authoriser: Rob Thomas, Manager, Stakeholder Relationships

File Number:

RECOMMENDATIONS

1. That the minutes of the Martinborough Community Board meeting held on 17 October 2024 are confirmed as a true and correct record.

APPENDICES

Appendix 1 Minutes of the Martinborough Community Board Meeting held on 17 October 2024

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL
MARTINBOROUGH COMMUNITY BOARD
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH
ON THURSDAY, 17 OCTOBER 2024 AT 7:00 PM**

- PRESENT:** Mr Storm Robertson (Chair), Ms Angela Brown, Ms Mel Maynard, Ms Karen Krogh
- APOLOGIES:** Cr. Aiden Ellims and Cr. Pip Maynard
- IN ATTENDANCE:** Janice Smith (Chief Executive), Robyn Ramsden (Advisor, Community Governance).
- PUBLIC FORUM:** Max Stevens, Rick Bryant, Janes Fanselow-Price, Chrissy Gain, Chloe Frederiksen, Natasha Micheletti.
- 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 6:30pm to 9:29pm except where expressly noted.

OPEN SECTION

1 KARAKIA TIMATANGA – OPENING

Ms Maynard opened the meeting.

2 APOLOGIES

COMMITTEE RESOLUTION MCB2024/53

Moved: Mr S Robertson

Seconded: Ms A Brown

To accept apologies from Cr Aidan Ellims and Cr Pip Maynard.

CARRIED

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

There were no acknowledgements and tributes.

5 PUBLIC PARTICIPATION

Max Stevens – Martinborough Museum Trust

The Martinborough Museum Trust usually receives funding from the Long Term Plan and we favour the stability multi-year funding provides to our organisation. Through alternative funding sources we have improved the secure room display cabinets. We have been preparing the old police station for public viewing. We have plans to prepare the old wash house for public viewing. We continue to upgrade displays. We will be presenting to the Wellbeing funding on Saturday. We have concerns about the mildew and dampness in the museum. We have refined our focus by concentrating on local history. The Martinborough Museum is open most weekends by volunteers.

Rick Bryant – Digital Seniors

We support seniors with digital literacy on any technology. We host a drop in centre and home visits by arrangement. We support the libraries and the “Dora Bus” project. We know that scams are still a problem for members of our community. Made more difficult as Banks continue on insisting on phone or internet banking and its difficult for vulnerable people. Shops selling technology have no time to assist people. Using the libraries as a drop in centre has an issue due to privacy concerns. We are still seeking funding to cover costs. If private rooms are available that would be preferable. Over that last year Martinborough had 90 attendees a third which is home visits.

Jane Fanselow-Price – Martinborough Golf Club

4,297 rounds of golf played by visitors in Martinborough in the last year. We are expanding a stay and play model by building partnerships with established places in the area. Adding a number of services, a cafeteria (open 7 days a week, for set hours) providing an opportunity for the public to use the venue. Simulation suite, which will be the first in the Wairarapa. Opening up for corporate event and for children. Using the club for larger events, parking food and entertainment. Have a 30 year lease with the Council. Our club was established in 1909 and have been on the same site since 1949. Members have been incredibly generous. Prefer to open when it is complete finished, instead of in stages.

Chrissy Gain – Martinborough Playcentre

Speaking to the impact playcentre has had on us connecting with other parents. Playcentre is ECE funded but run by parents. We’ve identified we have a down fall when it comes to our younger pepe. We decided to make developing the space and developing resources for the younger age group. A safe space corner divider allowing a space for new mums. Know the first year can be isolating. Are doing fundraising ourselves but it’s difficult. Donations are voluntary.

Chloe Frederiksen – Nuku Ora

We are looking at running a ‘Have a go day’ morning session in Martinborough targeted at older adults. We do run a regional senior games, but not a large uptake from South Wairarapa. We can provide transport and promote the event and other activity groups. We know coming together doing some exercising and talking is really important. We haven’t locked in a location yet, but it would be in Martinborough. Members asked about running one event and bringing in the communities together. Considering holding events in February/March on a fine day. Senior regional games in April. Regional senior games had 70 people attending. Where does the cost come into the event? Cost, food, marketing, travel and staffing costs.

Natasha Micheletti – Balanced Therapy

We believe parenting support programmes should be free for our parents. Parents are struggling in our community. Have run the programme for the last 5 years, but our funding has been cut by the DHB. We would like to run the programme in the South Wairarapa. We run a researched based programme based on attachment. The course provides a framework for parents to read their child individually. This isn’t a quick fix programme but long term relationship building. This is a

programme based on 30 years of research into attachment parenting. The practical aspect of this programme is important. We have limited numbers in each class because people need to feel safe opening up in the group about their own childhoods. We cannot make the programme shorter. This programme has a ripple on effect through families and the community, mothers support their partners and then their parents. We don't offer the course privately.

6 ACTIONS FROM PUBLIC PARTICIPATION

No actions from Public Participation.

7 URGENT BUSINESS

MOTION

COMMITTEE RESOLUTION MCB2024/54

Moved: Mr S Robertson

Seconded: Ms A Brown

That Martinborough Community Board resolved to add the application from Charlotte Harding for Martinborough Fireworks to Item 10.1 Grant Report.

CARRIED

8 CONFIRMATION OF MINUTES

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

COMMITTEE RESOLUTION MCB2024/55

Moved: Mr S Robertson

Seconded: Ms A Brown

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

Item 10.3 Financial Assistance Report was not received because there wasn't sufficient financial information in Item 11.1 Income & Expenditure for the Board to make an informed decision. The Board requested an up to date Income and Expenditure Report.

CARRIED

9 MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising.

11.1 INCOME AND EXPENDITURE REPORT

COMMITTEE RESOLUTION MCB2024/56

Moved: Mr S Robertson

Seconded: Ms A Brown

That Martinborough Community Board resolved to receive Item 11.1 Income and Expenditure Report.

CARRIED

Members discussed the content of the report. The partial refund from the LGNZ conference is yet to be processed.

Action – Angela’s printing, where does that come from?

Discussion on operational expenses and printing of various work including the representation review. Followed by a discussion on how much is available for grants.

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 GRANT REPORT

COMMITTEE RESOLUTION MCB2024/57

Moved: Mr S Robertson

Seconded: Ms A Brown

1. That *the Martinborough Community Board receive the Grant Report.*
2. That *the Martinborough Community Board approve \$2,000 to the Martinborough Museum Trust to support operational cost to be funded from the Grant Fund.*
3. That the Martinborough Community Board approve \$1,000 to the Kuranui College Kapahaka group to support the purchase of uniforms to be funded from the Grant Fund.
4. That the Martinborough Community Board approve \$500 to the Martinborough Kindergarten to support the creation of a Te Ao Māori mural to be funded from the Grant Fund.
5. That the Martinborough Community Board approve \$1,500 to Digital Seniors to provide support for operational costs to be funded from the Grant Fund.
6. That the Martinborough Community Board approve \$1,000 to Nuku Ora for their “have a go day”, on the condition that the Martinborough Community Board are provided date for the event to be held in Martinborough and a budget, to be funded from the Grant Fund.
7. That Martinborough Community Board approve \$1,000 to the Martinborough Playcentre for the purpose of purchasing equipment for the playcentre to be funded from the Grant Fund, provided an outcome report is received from the previous grant funding.

8. That the Martinborough Community Board approve \$500 to Charlotte Harding for the purpose of running Community Fireworks in November to be funded from the Grant Fund.

CARRIED

Members discussed the multi-year funding process that is part of the Long Term Plan cycle. Staff suggested that assisting the three local museums would provide the certainty needed to meet their operational needs.

12.1 NOTICE OF MOTION - CHAIRPERSON'S REPORT

COMMITTEE RESOLUTION MCB2024/58

Moved: Mr S Robertson

Seconded: Ms A Brown

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

CARRIED

Discussion

12.1.1 Pain Estate

Members discussed the Pain Estate from Item 11.1 Income & Expenditure Report. Members commented on the variable costs of the mowing of the driveway, the Rent-o-Kill costs and the Cotter & Stevens expenses. Members provided feedback on the new Pain Estate Income & Expenditure

12.1.2 LTP Submission

MOTION

COMMITTEE RESOLUTION MCB2024/59

Moved: Mr S Robertson

Seconded: Ms A Brown

That Martinborough Community Board resolved to approve the Long-Term Plan submission as presented by Angela Brown.

CARRIED

12.1.3 Considine Park User Group (CPUG)

Discussion on the progress of sign. The pump track is progressing. Discussion on the safety concerns for a road crossing near the Pump Track. Any crossings added to the area would need approval from NZTA because the road is used as a Heavy Traffic Bypass. The community has proposed a survey once the pump track opens.

12.1.4 Wastewater presentation

Member Maynard summarised the Wastewater meeting presented in Item 13.2 From Mel's Report the wastewater presentation. Desludging to be completed by Feb-April 2025.

13.2 NOTICE OF MOTION - MEL MAYNARD MEMBERS REPORT

MOTION

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

Already tabled as part of Chair's Report

The meeting was adjourned at 9:00pm

The meeting was reconvened at 9:10pm

12.1.5 Meeting schedule

The Chair raised concerns that they has not being consulted on the meeting schedule for 2025. He as a concern about the lack of meetings and wants a meeting every 6 weeks. Staff reminded elected members that during the local government election in 2025 meetings may not be able to be conducted. Members discussed addressing grant twice a year.

Action - Meet with Manager, Stakeholder Relations to discuss the schedule.

12.1.6 Representation review

Mel delivered the presentation on behalf of representation review meeting (instead of Karen).

12.1.7 Martinborough Santa parade

Charlotte Harding has taken over the running of the Martinborough Santa parade. Mr Robertson will be doing the traffic management plan previously set aside \$2,000.

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

Item - 11.1 Income and Expenditure Report - has been moved to another part of the document.

11.2 ACTION ITEMS REPORT

COMMITTEE RESOLUTION MCB2024/60

Moved: Ms A Brown

Seconded: Ms M Maynard

That the Martinborough Community Board receive the Action Items Report.

CARRIED

Members discussed the Action Items Report.

Action 69 is now actioned.

Action 153 is now actioned.

Action 205 remains open.

Action 332 still needs to be resolved.

12 CHAIRPERSON REPORTS

Item - 12.1 Notice of Motion - Chairperson's Report - has been moved to another part of the document.

13 MEMBER REPORTS

13.1 NOTICE OF MOTION - ANGELA BROWN'S MEMBERS REPORT

<p>COMMITTEE RESOLUTION MCB2024/61</p> <p>Moved: Ms M Maynard Seconded: Mr S Robertson</p> <p>That the Martinborough Community Board receive the members report by A Brown.</p> <p style="text-align: right;">CARRIED</p>

Member Brown hosted the Community Emergency open day at the Waihinga Centre. The Martinborough Community Board has been invited to participate in the Emergency Management exercise in Featherston on 7 November. A new defibrillator machine will be installed near the Pump Track. Member Brown attended the Psychological First Aid course and strongly recommends it of others.

13.3 NOTICE OF MOTION - KAREN KROGH MEMBERS REPORT

<p>COMMITTEE RESOLUTION MCB2024/62</p> <p>Moved: Ms A Brown Seconded: Mr S Robertson</p> <ol style="list-style-type: none">1. That the Martinborough Community Board receive the members report by Karen Krogh of the Submission made to the Wairarapa Combined District Plan Hearings on behalf of the Martinborough Community Board.2. That the Martinborough Community Board approve the submission made by Karen Krogh to the Wairarapa Combined District Plan hearings held on dd mmm yyyy. <p style="text-align: right;">CARRIED</p>

14 KARAKIA WHAKAMUTUNGA – CLOSING

Mel Maynard closed the meeting with a karakia.

The meeting closed at 9:29pm.

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 2025 MEETING SCHEDULE OF ORDINARY MEETINGS REPORT

Author: Robyn Ramsden, Community Democracy Advisor

Authoriser: Rob Thomas, Manager, Stakeholder Relationships

File Number: n/a

PURPOSE

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

EXECUTIVE SUMMARY

- Each year the Council adopts a schedule of Council, committee and community board meetings for the following calendar year in accordance with schedule 7 cl19 of the Local Government Act 2002.
- This report provides the Martinborough Community Board with the 2025 schedule of ordinary meetings for consideration as follows:
 - Thursday 13 February 2025 starting at 7:00pm
 - Thursday 20 March 2025 starting at 6:30pm
 - Thursday 1 May 2025 starting at 7:00pm
 - Thursday 12 June 2025 starting at 6:30pm
 - Thursday 24 July 2025 starting at 7:00pm
 - Thursday 4 September 2025 starting at 7:00pm
- All Martinborough Community Board meetings be in the Supper Room, Waihinga Centre, Texas Street, Martinborough.

RECOMMENDATIONS

1. That the Martinborough Community Board receive the 2025 meeting schedule of ordinary meetings report.
2. That the Martinborough Community Board adopt the 2025 meeting schedule of ordinary meetings for the Martinborough Community Board.
3. That the Martinborough Community Board delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.
4. That the Martinborough Community Board agree to assess Community Development Grant and the Pain Estate Grant at the 20 March and 12 June meetings. Noting the meetings will start 30 minutes earlier to allow for grant applicate presentations as per the report.



BACKGROUND

19 General provisions for meetings

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

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

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

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

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

DISCUSSION

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

Financial and resourcing considerations

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

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

Engagement and communications

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

COMPLIANCE SCHEDULE

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

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

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

APPENDICES**Appendix 1 2025 Ordinary meetings schedule**

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

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

10.2 INCOME & EXPENDITURE REPORT

Author: Robyn Ramsden, Community Democracy Advisor

Authoriser: Rob Thomas, Manager, Stakeholder Relationships

File Number:

PURPOSE

To inform *the Martinborough Community Board* of the Income & Expenditure Report.

EXECUTIVE SUMMARY

- At the request of the Chief Executive operational income & expenditure information has been removed from the report.
- The *Income and Expenditure Report* is published to 31 October 2024 and may not include all funds issued by the Community Board at the last grant round.
- The *Pain Estate Statements of Financial Performance* is published to 31 October 2024.

RECOMMENDATIONS

1. That *the Martinborough Community Board* receive the Income and Expenditure Report to 31 October 2024.
2. That *the Martinborough Community Board* receive the Pain Estate Statement of Financial Performance to 31 October 2024.

BACKGROUND

The Income & Expenditure Report is supplied to the Martinborough 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.

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 low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long-Term Plan) that relate to this decision.	This report complies with the terms of reference for South Wairarapa District Council community boards .
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	None.

APPENDICES

Appendix 1 **Income & Expenditure Report to 31 October 2024**

Appendix 2 **Pain Estate - Statement of Financial Performance - period ended 31 October 2024**

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

Allocation Grants Annual Budget 2024-25	\$ 15,180
Unused funds from 2023-24	\$ 10,813
Less Expenditure 2024/25 (Funds Uplifted)	
Aug-24	\$ -
Sep-24	
MCB2024/38 - One Source Limited Flags	\$ 729
Oct-24	\$ -
Less funds granted and uplifted to 31 October 2024	\$ 729
Balance as at 31 October 2024	\$ 25,264
Less funds not uplifted from previous Community meetings as at 31 October 2024	
MCB 2023/40 - Bidwills cutting sign - Meeting 27/07/23	\$ 3,000
Less committed funds not uplifted from previous community meetings	\$ 3,000
Community Fund Account balance as at 31 October 2024	\$ 22,264

Martinborough Community Board
Swimming Pools fund for the Period Ended 31 October 2024 (DRAFT)

Unused funds from Martinborough Swimming Club	\$	15,269
Less Expenditure 2024/25 (Funds Uplifted)	\$	-
Less funds granted and uplifted to 31 October 2024	\$	-
Balance as at 31 October 2024	\$	15,269
Less funds not uplifted from previous Community meetings as at 31 October 2024	\$	-
Less committed funds not uplifted from previous community meetings	\$	-
Swimming Pools Fund Account balance as at 31 October 2024	\$	15,269

Pain Farm - Statement of Financial Performance - DRAFT

For the Period Ended 31 October 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 October	2024/25 Full Year Budget	2024/25 Total Percentage spent
Income			
Cottage and house rental income	17,100	115,539	32%
Farm rental and rates contribution	19,357		
Interest income	-	-	
Landfill Lease	-		
Total Income 2024-25 year to date	36,457	115,539	
Expenditure			
General expenses	-	3,132	0%
Repairs & maintenance	3,767	11,701	32%
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		
202410 104720/01 Pain Farm Fix Curtain Rod	225		
Grounds maintenance	414	7,095	6%
202410 104813/01 Pain Farm driveway mowing	414		
Repairs & maintenance (Buildings)	210	5,220	4%
202410 105004/01 Pain Farm cottage broken door	210		
Grants	-	-	0%
Insurance	4,749	5,391	88%
202308 Marsh Limited Material Damage 01/7/24 - 01/7/25	4,749	5,391	
Overhead allocation/Personnel costs	3,708	18,101	20%
202406 Overhead allocation/Personnel costs - July 2024- October 2024	3,708	18,101	
Rates payable	15,146	15,203	100%
202308 Rates 2024-2025	15,146	15,203	
Total Expenditure 2024-25 year to date	27,994	65,843	
Net Surplus/(Deficit) Year to Date	8,463	49,696	
Pain Farm - Statement of Accumulated Funds			
As at 31 October 2024			
Opening balance 1 July 2024	418,721		
Total surplus/(deficit) year to date	8,463		
Closing balance 31 October 2024	427,184		
Less committed funds			
Insurance claim Income ringfenced for Garage replacement or other improvements	30,232		
Total funds available	396,952		
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>			

10.3 GRANT REPORT

Author: Robyn Ramsden, Community Democracy Advisor

Authoriser: Rob Thomas, Manager, Stakeholder Relationships

File Number: n/a

PURPOSE

To inform *members* of grant applications to the Martinborough Community Board.

EXECUTIVE SUMMARY

- The Martinborough Community Board has received four grant applications.
- This report presents the board with a summary of grant applications received.
- Grant applications are delivered separately.

RECOMMENDATIONS

1. That *the Martinborough Community Board receive the Financial Assistance Report.*
2. That *the Martinborough Community Board consider the application from Divine River Trust for \$1,000 to support workshops to be funded from the Grant Fund.*
3. That *the Martinborough Community Board consider the application from SPCA Masterton for \$1,000 to provide operational support to be funded from the Grant Fund.*
4. That *the Martinborough Community Board consider the application from Wairarapa Balloon Festival for \$8,000 to support a balloon ascension breakfast in Martinborough to be funded from the Grant Fund.*
5. That *the Martinborough Community Board consider the application from Tukurumuri Hall Society Inc. for \$1,000 to support a first aid course 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 Divine River Trust

The application from Divine River Trust does meet the criteria for funding. In the current 2024-25 financial year the applicant has received funding through the Community & Youth (\$2,000). They have requested multi-year finding. The organisation has no outstanding accountability forms.

2. Application from SPCA Masterton

The application from SPCA Masterton meets the criteria for funding. In the current 2024-25 financial year the applicant had received funding from Featherston Community Board (\$1,000) and Greytown Community Board (\$500). They have requested multi-year finding. The organisation has no outstanding accountability forms.

3. Application from Wairarapa Balloon Festival

The application from Wairarapa Balloon Festival does not meet the criteria for funding, they have not supplied their most recent annual accounts including notes and review/audit report (for applications over \$1,500). They have requested multi-year finding. The organisation has no outstanding accountability forms.

4. Application from Tukurumuri Hall Society Inc.

The application from Tukurumuri Hall Society Inc. meets the criteria for funding. The organisation has no outstanding accountability forms.

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

APPENDICES

Appendix 1 **Divine River Trust - *Under Separate Cover***

Appendix 2 **SPCA Masterton - *Under Separate Cover***

Appendix 3 **Wairarapa Balloon Festival - *Under Separate Cover***

Appendix 4 **Tuturumuri Hall Society Inc. - *Under Separate Cover***

10.4 ACTION ITEMS REPORT**Author:** Robyn Ramsden, Community Democracy Advisor**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships**File Number:****PURPOSE**To inform *councillors/members* of the open Action Items.**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.

RECOMMENDATIONSThat *the Martinborough Community Board* receive the Action Items.**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 low significance.

State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with the Local Government Official Information and Meetings Act 1987.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	None

APPENDICES

Appendix 1 Action Items table

Number	Raised Date	Responsible Manager	Action or Task details	Status	Notes
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.
332	11-Jul-24	P Gardner	MCB RESOLVED (MCB2024/36) to release \$300 set aside for the resilience event back into the grant fund. (Moved Cr. Maynard/Seconded Brown) Carried.	Open	29/8/24: Correction \$150 not \$300.
430	17-Oct-24	P Gardner	Action 430 - Angel's printing in the I&E report, where does that come from? How do they know?	Open	

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.1 GRANT ACCOUNTABILITY REPORT

Author: Robyn Ramsden, Community Democracy Advisor

Authoriser: Rob Thomas, Manager, Stakeholder Relationships

File Number: n/a

PURPOSE

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

EXECUTIVE SUMMARY

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

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

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

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

BACKGROUND

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

DISCUSSION

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

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

2023-24 Financial year

Applicant (Group or individual)	Amount Approved	Due Date	Date Received
Martinborough Tree Group	\$ 1,000	Jul-24	
Martinborough Playcentre	\$ 600	Sep-24	
Wairarapa Mathematics Association	\$ 300	Sep-24	Oct-23
Charlotte Harding (Fireworks)	\$ 500	Sep-24	
Wairarapa 4WD Club	\$ 500	Oct-24	
Martinborough Community Patrol	\$ 4,000	Oct-24	Sep-24
Martinborough Museum Trust	\$ 2,000	Oct-24	
Trees of Martinborough	\$ 260	Dec-24	
Martinborough Playcentre (security)	\$ 1,000	Dec-24	
Cobblestones Museum Trust	\$ 868	Apr-25	
South Wairarapa Pipe Band	\$ 300	Apr-25	
Martinborough Youth Trust	\$ 25,000	Apr-25	
Martinborough Golf Club	\$ 10,000	Apr-25	
Martinborough School	\$ 1,249	Apr-25	
Martinborough Squash Club	\$ 5,000	Apr-25	
Wairarapa Mathematics Association	\$ 300	May-25	Oct-24
Hau Ariki Marae	\$ 8,710	May-25	
Martinborough Junior Cricket Club	\$ 8,000	May-25	
Hinekura Community Hall	\$ 10,000	May-25	

2024-25 Financial year

Applicant	Amount	Date Due	Date Received
Martinborough Museum Trust	\$2,000	Nov-25	
Kuranui College – Kapahaka	\$ 1,000	Nov-25	
Martinborough Kindergarten	\$500	Nov-25	

Digital Seniors	\$1,500	Nov-25	
Nuku Ora	\$1,000	Nov-25	
Martinborough Playcentre	\$1,000	Nov-25	

APPENDICES**Appendix 1** **Accountability Report****Appendix 2** **Wairarapa Mathematics Association 2023 - *Under Separate Cover*****Appendix 3** **Martinborough Community Patrol - *Under Separate Cover*****Appendix 4** **Wairarapa Mathematics Association 2024 - *Under Separate Cover***

GRANT AND FUNDING ACCOUNTABILITY REPORT



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

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

The Council requires the following areas be reported:

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

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

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

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

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

Part one: applicant details

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

Part two: project details

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

Part three: financial report

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

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

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

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

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

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

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

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

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

Part four: wellbeing outcomes

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

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

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

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

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

12 CHAIRPERSON REPORTS

12.1 NOTICE OF MOTION - CHAIRPERSON'S REPORT

File Number:

MOTIONS

1. That the Martinborough Community Board receive the Chairperson's Report and attachments.
2. That the Martinborough Community Board approve for up to \$100 from the Operational budget to the Martinborough Community Board member for the purpose of a sausage sizzle at the final meeting of 2024.

Martinborough Community Board Meeting,
Chair Report for 5th December

This will be our last meeting for 2024, but I would like to thank all members for their contributions and support throughout the past year. I would also like to pay thanks to our community for their support and encouragement, it has been most appreciated.

- Item A. Can we get an update from Council staff on how much funding do we have for maintenance of Pain Estate Homestead.
- Item B. I have emailed Charlotte Harding requesting an update on planning for the Christmas Parade.
- Item C. A meeting between Angela, myself and Paul Gardner to look at the process we have for presenting matters of community raised issues to council at their various meetings. A report is attached on the meeting.
- Item D. We fully support the Pump Track and believe it will be a valuable asset for the community. A paper is attached and is as a response to a question raised at the last CPUG meeting. It considers just one option for crossing the road on Princess Street.
- Item E. Can we please provide acceptance to change the funding, originally planned for fireworks to activities to support the Pump Track opening.
- Item F. Can we ask council staff if there are any issues relating to the MCB's plan submission?
- Item G. Can we have approval for the board to spend around \$100 on sausages etc for the last meet the community board meeting. This will be held as a sausage sizzle.

Storm Robertson, Chair

APPENDICES

Appendix 1 Meeting with Paul Gardner 19 Nov 2024

Appendix 2 Considine Park and the Pump Track

MCB Meeting with Paul Gardner

Date 19.11.24

Present: Paul Gardner, Angela Brown, Storm Robertson

This meeting was called on the advice of Councillor Aidan Ellims in response to a planned MCB presentation to the Councils Strategy Committee regarding the soon to be opened Pump Track. It was certainly not the intention of the MCB to detract from the Pump Track and it had been supported by way of a funding grant from the MCB. However, at a recent CPUG meeting, plus other queries from the community, a number of issues had been raised, mostly related to Health and Safety, and we considered it best to put these to Council.

After some feedback, and our own considerations, we decided not to make a submission, purely on the grounds that we did not want any negative issues to be considered that may put a dampener on the Pump Track opening and ongoing operation. However, the issues will remain, but we will revisit them after the track has been operational for a period. Probably at the end of summer.

Our point to Paul was that we will always raise matter brought to us by the community, but we discussed the best way to handle such matters. Paul was understanding of our position and suggested a plan going forward would be to regularly meet with him where both parties could highlight matters and actions to keep each other better informed and try to ensure there was a no surprises arrangement.

There will be no fixed schedule of meetings, but initially it was considered every three (3) months would be a good starting point. However, if any urgent issues were to come up, Paul would be available to discuss them.

The MCB would like to thank Paul for his cooperation and input, and we look forward to an enhanced working relationship.

Storm Robertson, Chair MCB

Considine Park and the Pump Track

With the addition of a Pump Track to the facilities of Considine Park, including the swimming pool, there are a number of issues that need addressing. These issues have been raised by members of the community and this is to look at the road safety issues in particular.

While users approaching for the school location have a relatively safe option to get to the Park, others approaching for the township area do not have a designated "Safe" pathway to get to the park and pump track. It is anticipated that such traffic will significantly increase once the pump track is up and running.

The first, and main issue, is how to get users of the pump track safely across Princess Street, which is a busy road and also is the Heavy Vehicle By-Pass route. The best option is to provide some form of safe crossing zone without having to put up an option, such as a pedestrian crossing.

It has been suggested, and used in other regions, to get the pump track users (predicted to be mainly younger children) to participate in putting forward options, as buy in is enhanced if the users get a say in what is proposed. To kick off the considerations, putting up some acceptable solutions and then allowing them to pick their most favoured, will also assist to get their buy-in.

One option could be creating concrete block refuge points located at each side road point plus a mid road point thus identifying a point where crossings can be made safer. A location around Venice Street would be ideal as this already contain School Sign in Fluorescent Yellow-Green and leads to a gate entrance to Considine Park.

13 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