

# SOUTH WAIRARAPA DISTRICT COUNCIL

18 SEPTEMBER 2019

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## AGENDA ITEM B1

### MINUTES OF COUNCIL COMMITTEES AND COMMUNITY BOARDS

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#### **Purpose of Report**

To present Council with reports and minutes of Council committees and community boards.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the information.*
2. *Receive the minutes of the Martinborough Community Board meeting 22 August 2019.*
3. *Receive the minutes of the Featherston Community Board meeting 27 August 2019.*
4. *Receive the minutes of the Finance, Audit and Risk Committee meeting 28 August 2019.*
5. *Receive the minutes of the Greytown Community Board meeting 28 August 2019.*
6. *Receive the minutes of the Planning and Regulatory Committee meeting 4 September 2019.*
7. *Receive the minutes of the Assets and Services Committee meeting 4 September 2019 (to be tabled).*
8. *Receive the minutes of the Māori Standing Committee meeting 9 September 2019 (to be tabled).*

#### **1. Executive Summary**

Minutes of recent meetings are presented to Council for information. The Chair may ask for comment on the content, but no comment can be received in this forum with regards to the accuracy of the minutes.

## **2. Appendices**

Appendix 1 - Martinborough Community Board meeting 22 August 2019  
Featherston Community Board 27 August 2019  
Finance, Audit and Risk Committee 28 August 2019  
Greytown Community Board 28 August 2019  
Planning and Regulatory Committee 4 September 2019

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

# Appendix 1

- Martinborough Community Board meeting 22 August 2019
  - Featherston Community Board 27 August 2019
  - Finance, Audit and Risk Committee 28 August 2019
    - Greytown Community Board 28 August 2019
- Planning and Regulatory Committee 4 September 2019



**Minutes – 22 August 2019**

- Present:** Lisa Cornelissen (Chair), Fiona Beattie, Maree Roy,  
Cr Pam Colenso, Cr Pip Maynard, Maisie Arnold-Barron  
(Student Representative).
- In Attendance:** Mayor Viv Napier, Harry Wilson (Chief Executive), Bryce Neems  
(Amenities Manager), Angela Williams (Committee Advisor).
- Conduct of  
Business:** The meeting was conducted in public in the Supper Room, the  
Waihinga Centre, Texas Street, Martinborough on 22 August  
2019 between 6.00pm and 7.35pm.
- Also In Attendance:** Dave Shepherd, Aidan Ellims, Christine Webley

**PUBLIC BUSINESS**

Mrs Cornelissen advised that an extraordinary meeting had been called to discuss the Pain Farm Report requested at the last board meeting.

**EXTRAORDINARY BUSINESS**

Mrs Cornelissen advised that a late grant application had been received from Mr Shepherd in relation to the Mountain Bike Park and asked the Board to consider reviewing the application as an additional agenda item.

*MCB RESOLVED (MCB 2019/54):*

That the Martinborough Community Board consider the late grant application from Mr Shepherd as part of agenda item 6.4 Financial Assistance Report. The application is to assist with funding for the creation of a Mountain Bike Flow Track on Pa/Martin's Hill in particular, the development of a full proposal which can be used to seek approval from SWDC and for external funding applications.

The reason it cannot be deferred is that this is the last ordinary meeting of the triennium for conducting general business and the next full meeting of the newly elected community board will not occur until January/February 2020.

*(Moved Cornelissen/Seconded Roy)*

Carried

**1. APOLOGIES**

*MCB RESOLVED (MCB 2019/55) to receive apologies from Mrs Reid.*

*(Moved Cornelissen/Seconded Read)*

Carried

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## 2. CONFLICTS OF INTEREST

No conflicts of interest.

## 3. PUBLIC PARTICIPATION

### 3.1 Dave Shepherd - Mountain Bike Flow Track

Mr Shepherd spoke to his proposal and grant application, referred to the extensive tracks around Taupo and Rotorua, the benefit the park would be to the community, the incentive to get people riding, the alternative to being off the roads and the attraction for both national and overseas riders and events.

### 3.2 Aidan Ellims – Pain Farm Estate

Mr Ellims spoke to protecting the Pain Farm asset, the urgency to deal with the issues, the information raised at the last meeting and subsequent actions for a report, appreciation of the extraordinary meeting being called and queried when a response would be received to the questions raised. Mr Ellims requested that the comment made by Mr Wilson at the last meeting regarding not selling Pain Estate be recorded in the minutes and, for assurance that there would be no discussion on Pain Farm at the Council meeting on 18 September.

### 3.3 Christine Webley – Considine Park

Ms Webley spoke to matters relating to Considine Park, her submissions for the Annual Plan in relation to Bikes in Schools initiative and possible use of Considine Park and the suggestion from SWDC to approach the Martinborough Community Board for support, carparking for fundraising use during the Martinborough Fair and raised the frequency of Considine Park user group meetings.

## 4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

### Dave Shepherd – Mountain Bike Flow Track

The Grant Application will be discussed under agenda item 6.4 and the proposal presented referred to in the Chair Report (8.1).

### Aidan Ellims - Pain Farm Estate

There is no consideration by the Board of matters relating to Pain Farm until the extraordinary meeting on 19 September.

Mrs Cornelissen advised the report being produced will address all questions raised and the purpose is to provide as much robust and full information as possible for a fully considered report, hence the extraordinary meeting. Mrs Cornelissen confirmed Pain Farm was not on the agenda for the next Council meeting, that funds have been released to address urgent maintenance. Mr Wilson advised the report would be made available as soon as possible prior to the meeting.

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### Christine Webley – Considine Park

As the topic was not on the agenda, no decisions can be made however members discussed and suggested the following recommendations:

1. That the incoming Community Board reform the Considine Park Committee.
2. That the user group meetings are held three-monthly or more but at least three times per year.
3. That the Considine Park Committee can also make recommendations for the use of the Park.
4. Action 68 – To request Mrs Webley put all points referred in writing to the Community Board including a request that officers undertake a review of the Development Plan Administration 2020/2021, Mr Wilson.
5. Action 69 – To request officers investigate the use of Considine Park for the Bike for Schools initiative, Mr Allingham.
6. Action 70 – To look at the use of Considine Park for fundraising parking for Martinborough Fair and if any group wishing to do so request permission from the Council or the Community Board, Mr Allingham.

## **5. COMMUNITY BOARD MINUTES**

### **5.1 Martinborough Community Board Minutes – 18 July 2019**

Following the Pain Farm discussion in the Public Forum section and request for an additional statement to be included in the minutes pertaining to Pain Farm, MCB agreed that before the minutes could be confirmed as a true and accurate record, that any amendment be discussed at the extraordinary meeting on 19 September 2019.

*MCB RESOLVED (MCB 2019/56) to receive the minutes of 18 July 2019.*

*(Moved Cornelissen/Seconded Roy)*

Carried

## **6. CHIEF EXECUTIVE AND STAFF REPORTS**

### **6.1 Officers Report**

*MCB RESOLVED (MCB 2019/57) to receive the Officers Report.*

*(Moved Beattie/Seconded Cr Colenso)*

Carried

### **6.2 Action Items Report**

The MCB reviewed the actions report, discussed items and noted further updates.

Mrs Cornelissen thanked Ms Arnold-Barron for her work on the board and the value of having a student representative to present ideas and the views of youth. Mrs Cornelissen will continue to work with Ms Arnold-Barron post the elections to progress work on the graphics for the skatepark.

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*MCB RESOLVED (MCB 2019/58):*

1. To receive the Action Items Report.  
*(Moved Beattie/Seconded Cr Colenso)* Carried
2. Action 71 - That the role of the Community Board in relation to Footpaths is not explicitly clear and needs to be clarified and added into delegations, Ms Mitchell.
3. To note further actions required in relation to:  
Action 556 - To request that the survey results and renewals list be distributed to the MCB as members do not recall seeing these, Mr Allingham.  
Action 52 – The Amenities Manager to discuss with the Roading Manager the option to change the location of the bus stop if not outside the Waihinga Centre to the most practicable option available, Mr Allingham.

### **6.3 Income and Expenditure Report**

*MCB RESOLVED (MCB 2019/59):*

1. To receive the draft Income and Expenditure Statement for the period 1 July 2018 – 30 June 2019.
2. To receive the Income and Expenditure Statement for the period 1 July 2019 – 31 July 2019.  
*(Moved Cornelissen/Seconded Beattie)* Carried

### **6.4 Financial Assistance Report**

Members noted no further grant applications had been received prior to the funding round deadline of 15 August 2019. Members supported the work of the Epilepsy Association and commended the success of the Tora Bombora Festival and positive messaging around waste minimalisation.

Members discussed Mr Shepherd's proposal in conjunction with the application for funding. MCB supported the initiative of the park, discussed other areas of support, issues to be addressed, possible management structure (Charitable Trust) and the need for further scoping to prepare a solid business case to move the initiative forward. Mayor Napier advised that the Greytown Trails Trust were a good example of what could be achieved, would be a useful resource and that they would be happy to offer assistance.

*MCB RESOLVED (MCB 2019/60):*

1. To receive the Applications for Financial Assistance Report.  
*(Moved Roy/Seconded Beattie)* Carried
2. To grant the Epilepsy Association of NZ funding of \$500 to continue the Field Service Programme offering support for people and families living with epilepsy in the Martinborough area.  
*(Moved Cr Maynard/Seconded Beattie)* Carried

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3. To grant Tora Bombora funding of \$1000 to assist with the costs of running the Tora Bombora Art and Music Festival in January 2020.  
*(Moved Cornelissen/Seconded Cr Colenso)* Carried
4. To fully endorse the concept of the Mountain Bike Flow Track however at this stage do not believe it is appropriate to grant funding for the construction until further work is undertaken to understand and resolve issues.  
*(Moved Cornelissen/Seconded Beattie)* Carried
5. Action 72 – To commend Tora Bombora for their commitment to environmental sustainability and waste minimisation, their dedication to the cause and the positive feedback received on the message the Tora Bombora Festival is sending.
6. Action 73 – To commend Mr Shepherd and the group on the work to date on the initial proposal for the Mountain Bike Flow Track, the appreciation of the volunteer work to date to progress to this point and, to strongly recommend approaching the new Community Board for funding when the project is further progressed or if initial funding is needed to engage professional resources to develop a solid proposal for a business case.

#### **6.5 Naming of New Road/Right of Way, Tim Smith Report**

Members noted that requests for road naming consider both the historical information of the area and any relevant connections to Māori and to encourage discussion with the Māori Standing Committee (MSC) as referenced on the Road Naming/Right of Way Request forms.

The Board also discussed the option for the MSC to request a review of the Road Naming Policy.

*MCB RESOLVED (MCB 2019/61):*

1. To receive the Naming of New Road/Right of Way, Tim Smith report.
2. To support the use of the name “Sinclair Way”.

*(Moved Roy/Seconded Cornelissen)*

Carried

#### **6.6 Community Board Terms of Reference**

Members discussed further feedback specifically around references to Civil Defence and the name of the Pain Farm Estate policy. MCB agreed to the following change and confirmation:

- Pg. 74, Appendix 2. No. 7 – ....Community Board members may have useful knowledge about their community and have existing networks to be able to respond as individuals if available.

Pg. 69, No.4, Delegations - To confirm the correct title of the Pain Farm Estate policy to ensure all references are correct.

*MCB RESOLVED (MCB 2019/62):*

1. To receive the Community Board Terms of Reference Report.

*(Moved Cornelissen/Seconded Beattie)*

Carried

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2. To recommend with the amendment to the civil defence section and confirmation of the Pain Farm Estate policy title referenced in the delegations' section, that Council adopt the Terms of Reference.

*(Moved Cornelissen/Seconded Cr Colenso)*

Carried

## **7. NOTICES OF MOTION**

There were no notices of motion.

## **8. CHAIRPERSONS REPORT**

### **8.1 Chairperson's Report**

*MCB RESOLVED (MCB 2019/63)* to receive the Chairperson's Report.

*(Moved Cornelissen/Seconded Beattie)*

Carried

#### **1. Meetings and Events**

Members noted the record of meetings and events held to date, upcoming, community board projects and completed projects and initiatives.

#### **2. 2018/2019 Financials and 2019/2020 Budget**

Mrs Cornelissen tabled the 2019/2020 budget.

*MCB RESOLVED (MCB 2019/64):*

1. To receive the Receive the Budget

*(Moved Cornelissen/Seconded Beattie)*

Carried

2. To approve \$2,000 towards the Madcaps Christmas Parade to cover the traffic management plan (TMP), marching band, sweets and Parade costs. Madcaps will be delivering the entertainment following the parade.

*(Moved Cornelissen/Seconded Cr Colenso)*

Carried

3. Action 74 – To advise Madcaps the funds approved for the 2019 Christmas Parade and to inform them how impressive last year's parade was and very much looking forward to this year's parade.

#### **3. FlagTrax and Flags**

Mrs Cornelissen tabled the Flag Trax Chair Report including location map and design for Christmas banners. MCB discussed the changeover of flags for seasons/events, agreed there would be no contribution towards the Business Association flag purchase and that any remaining funds would be returned to the beautification budget.

MCB noted that Mrs Cornelissen will continue to work with Toast Martinborough and the Martinborough Business Association to order Flags to take advantage of bulk pricing.

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*MCB RESOLVED (MCB 2019/65):*

1. To receive the tabled Chair's Flag Trax Report  
(*Moved Beattie/Seconded Cr Maynard*) Carried
2. To agree that the Pohutukawa image (T) with the text of 'Happy Holidays' is the Christmas Flag design.  
(*Moved Cornelissen/Seconded Beattie*) Carried
3. That Lisa Cornelissen, working with the Amenities Manager the Flag Trax, Traffic Management and Flag MCB budget (\$11,000) to achieve the following priorities:
  - Manufacture and installation of the Flag Trax System
  - Removal of the existing Flags
  - Purchase of Christmas Flags
  - Artwork and purchase of ANZAC Flags (6)
  - Any funds remaining to be returned to the Beautification Budget(*Moved Cornelissen/Seconded Cr Colenso*) Carried

#### **4. Swimming Pool funds**

Mrs Cornelissen advised of the bequest of the late Fred Couper and the contribution by P & K/Mitre 10. Mr Kershaw is working with the Amenities Manager on the shade and seating area at the pool.

*MCB RESOLVED (MCB 2019/66):*

1. That the Martinborough Community Board match the contribution from Fred Couper's estate of \$3000 from the swimming pool funds.
2. That the funds of \$250 set aside for a clock come out of the swimming pool funds budget.  
(*Moved Cornelissen/ Seconded Beattie*) Carried
3. Action 75 – To install a plaque at the swimming pool shade/seating from the \$3000 MCB contribution from the swimming pool funds to commemorate Fred Couper, Mr Allingham.

#### **5. MTB Trail**

Discussed earlier in the agenda.

#### **9. MEMBER REPORTS**

No Member Reports.

#### **10. CORRESPONDENCE**

*MCB RESOLVED (MCB 2019/67)* to receive the inwards correspondence and approve the outwards correspondence.

(*Moved Cr Maynard/Seconded Roy*) Carried

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Cr Colenso thanked Mrs Cornelissen for her contribution to the Board and the community over the last three years. Mayor Napier concurred noting the strong leadership, how active the Board has been and the incredible achievements over the last three years.

Mr Wilson also thanked Mrs Cornelissen for the introduction to the town and community and for the ongoing support and information provided while in the role.

Meeting closed at 7.35pm

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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## **Featherston Community Board**

### **Minutes – 27 August 2019**

- Present:** Robyn Ramsden (Chair), Claire Bleakley, Brenda West, Mark Shepherd, Cr Colin Olds, Cr Ross Vickery.
- In Attendance:** Harry Wilson (Chief Executive), Mayor Viv Napier, Bryce Neems (Amenities Manager), Natalie Singer (Solid Waste & Projects Officer), Jo Dean (Zero-waste Co-ordinator), Cr Pam Colenso, Angela Williams (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in Kiwi Hall, 62 Bell Street, Featherston on 27 August 2019 between 7:00pm and 8:21pm.

#### **EXTRAORDINARY BUSINESS**

Mrs Ramsden advised that a late grant application had been received from Pae Tu Mokai O Taurira and asked the Board to consider reviewing the application under agenda item 6.3 and advised that Ms Mikaera would be speaking to the request under the public forum section.

*FCB RESOLVED (FCB 2019/55)* to consider the late grant application from Pae tu Mokai O Taurira for funds of \$500 to assist with signage for the new centre located at the old Featherston Golf Course.

The reason it cannot be deferred is that this is the last ordinary meeting of the triennium for conducting general business and the next full meeting of the newly elected community board is not likely to occur until January/February 2020.

*(Moved Ramsden/Seconded Shepherd)*

Carried

#### **1. APOLOGIES**

There were no apologies to note.

#### **2. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

#### **3. PUBLIC PARTICIPATION**

##### **3.1 Guy Walker and Karen Mikaera – Wairarapa Moana Trail Group**

Mr Walker and Ms Mikaera spoke to their grant application to assist with funding for promotional signage for the development of a new multi-purpose trail linking Featherston to Wairarapa Moana. The desire is to reconnect to Wairarapa Moana as it is currently under-appreciated

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and under-visited as access is limited to road only. The new trail will have a great synergy with the Five Trails Trust, will offer walkers and cyclists the ability to enjoy the journey there, will increase health and safety amongst the town and provide the ability to explore and learn more about the area, ecology and history.

### 3.2 Karen Mikaera, Pae Tu Mokai O Tauria

Ms Mikaera spoke to the grant application to assist with signage for the new centre for the group at the old Featherston golf course building. Ms Mikaera gave an overview of the group's purpose, aspirations and key areas of focus including restoration and conservation of Wairarapa Moana, establishing a native nursery, writing stories surrounding Wairarapa Moana, cultural monitoring and education through workshop sessions. The signage will assist with visibility, locating the centre and encourage community involvement.

## 4. **ACTIONS FROM PUBLIC PARTICIPATION**

### Guy Walker and Karen Mikaera – Wairarapa Moana Trail Group

Action 105 – To provide contact details for the Wairarapa Moana Governance Group and suggest that Mr Walker makes contact regarding the multi-purpose trail, Mr Wilson.

### Karen Mikaera - Pae Tu Mokai O Tauria

Action 106 – For officers to investigate replacing the current Golf Course directional road sign on the Main Highway (SH2) and options for additional signage on the corner of Western Lake and Viles Road, Mr Allingham.

## 5. **COMMUNITY BOARD MINUTES**

### 5.1 Featherston Community Board Minutes – 16 July 2019

*FCB RESOLVED (FCB 2019/56)*

1. To receive the Community Board Minutes.  
*(Moved Cr Olds/Seconded Ramsden)* Carried
2. That that the minutes of the Featherston Community Board meeting held on 16 July 2019 be confirmed as a true and correct record.  
*(Moved Ramsden/Seconded Cr Olds)* Carried

## 6. **CHIEF EXECUTIVE AND STAFF REPORTS**

### 6.1 Officers Report

Ms Dean provided an update on the new wheelie bin roll out scheduled for 9 September, Frontline staff are fully informed, regular communications will continue on social media, radio and printed media

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to provide clear messaging around the process and what can and can't be recycled.

Mr Wilson provided further updates to the report and answered questions regarding the recent flooding event in Featherston, the spatial plan, the Greytown development area and the proposed Featherston Tiny Homes. Members discussed the need for a mitigation plan and future planning around flooding and climate change events, noted the extension to the Spatial Plan submissions, the upcoming advertising, consultation sessions and next steps. Members expressed concern that the proposed Featherston Tiny Homes application was likely to be a limited notification to surrounding neighbours and that wider public involvement may be needed for such a significant development.

The Board commended the Communications team on all the work around Featherston Wastewater to Land and consultation sessions  
*FCB RESOLVED (FCB 2019/57)* to receive the Officers Report.

*(Moved Ramsden/Seconded Shepherd)* Carried

## 6.2 Action Items Report

Members reviewed the action items and discussed further updates and commended Mr Neems and his team on their diligence in progressing the 57 Fitzherbert Street lot to market with the issues around easements.

*FCB RESOLVED (FCB 2019/58)* to receive the Action Items Report.

*(Moved Ramsden/Seconded Cr Vickery)* Carried

## 6.3 Income and Expenditure Report

*FCB RESOLVED (FCB 2019/59):*

1. To receive the draft Income and Expenditure Statement for the period 1 July 2018 – 30 June 2019.

*(Moved Ramsden/Seconded Cr Olds)* Carried

2. To receive the Income and Expenditure Statement for the period 1 July 2019 – 31 July 2019.

*(Moved Ramsden/Seconded Bleakley)* Carried

## 6.4 Financial Assistance Report

*FCB RESOLVED (FCB 2019/60):*

1. To receive the Application for Financial Assistance Report.

*(Moved Ramsden/Seconded Cr Vickery)* Carried

2. To grant the request from the Featherston Beautification Group for a six-month extension of their grant application funding and criteria to complete the installation of gabion planter boxes on the Main Street in Featherston on the proviso of consultation with the incoming Community Board prior to work progressing.

*(Moved Ramsden/Seconded Bleakley)* Carried

3. To grant the Featherston Heritage Complex Society funds of \$500 for printing of new brochures following the rebranding of the Society and suggested approaching the Community Board again in the new year if further funds were required.

*(Moved Bleakley/Seconded West)* Carried

4. To grant the Wairarapa Moana Trail Trust funding of \$500 to produce a promotional banner and printed flyers to promote the Wairarapa Moana Trail project.

*(Moved Ramsden/Seconded West)* Carried

5. To grant Pae tu Mokai O Taurira funding of \$500 to assist with signage for the new centre located at the old Featherston Golf Course.

*(Moved Ramsden/Seconded Cr Olds)* Carried

#### **6.5 Community Board Terms of Reference (ToR)**

Mrs Ramsden advised that the Martinborough Community Board (MCB) made one amendment to the civil defence section prior to approving the ToR for recommendation to Council.

*FCB RESOLVED (FCB 2019/61):*

1. To receive the Community Board Terms of Reference Report.

*(Moved Ramsden/Seconded Shepherd)* Carried

2. To agree with the suggested change to the civil defence section by MCB:

*Appendix 2. No. 7 – ‘...Community Board members may have useful knowledge about their community and have existing networks to be able to respond as individuals if available.’*

*(Moved Ramsden/Seconded Cr Olds)* Carried

3. To recommend with the amendment to the civil defence section that Council adopt the Community Board Terms of Reference.

*(Moved Ramsden/Seconded Shepherd)* Carried

#### **6.6 December 2018 Flooding Event**

Members acknowledged the work of Council staff in actioning the issues from the event but were concerned at the level of clearance of drains and maintenance issues that do not help resolving flooding. A forward-looking plan is required as discussed earlier in the agenda to ensure that the stormwater system is fit for purpose and future growth.

*FCB RESOLVED (FCB 2019/62) to receive the December 2018 Featherston Flooding Event Report.*

*(Moved Ramsden/Seconded Bleakley)* Carried

### **7. NOTICES OF MOTION**

None advised.

### **8. CHAIRPERSONS REPORT**

#### **8.1 Chairperson Report**

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Mrs Ramsden outlined areas from the report particularly the suggested recommendations to Council regarding how the newly elected Community Board could operate to ensure accountability.

Mrs Ramsden thanked Council staff for their support, specifically the assistance provided by the Committee Advisors and Mr Juggins. Cr Olds congratulated Mrs Ramsden for the wonderful job picking up the role of Chair part way through the triennium and her attendance at the majority of Council meetings and workshops. Mayor Napier concurred and thanked members for their efforts over their term, the time and effort given and the achievements to benefit the community.

Mayor Napier outlined the process moving forward with only three elected members and the requirement for a bi-election for the appointment of a fourth member.

Mrs Bleakley advised that the Christmas Parade date has been confirmed for midday on 7 December.

*FCB RESOLVED (FCB 2019/63) to receive the Chairpersons report.*

*(Moved Ramsden/Seconded Bleakley)*

Carried

**9. CORRESPONDENCE**

*MCB RESOLVED (MCB 2019/64) to receive the inwards correspondence and approve the outwards correspondence.*

*(Moved Ramsden/Seconded Cr Vickery)*

Carried

Meeting closed at 8.21pm

**Confirmed as a true and correct record**

.....Chairperson

.....Date





## **FINANCE, AUDIT AND RISK COMMITTEE**

### **Minutes from 28 August 2019**

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**Present:** Councillors Brian Jephson (Chair), Pam Colenso, Colin Wright and Ross Vickery.

**In Attendance:** Mayor Viv Napier, Harry Wilson (Chief Executive Officer), Jennie Mitchell (Group Manager Corporate Support, Suzanne Clark (Committee Advisor) and for part only Bryce Neems (Amenities Manager) and Tim Langley (Roading Manager).

**Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 9:00am and 10:30am except where expressly noted.

**Also in Attendance:** Christine Webley

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#### **Open Section**

**A1. Apologies**

There were no apologies.

**A2. Conflicts of Interest**

There were no conflicts of interest declared.

**A3. Public Participation**

Ms Webley requested the Committee recommend that Council rescind the resolution approving \$200,000 from the Pain Farm Estate for the Martinborough Playground, pending a full review of the Martinborough Playground tender process. It was hoped an interim arrangement could be made to cover the Playground funding shortfall. Ms Webley could not locate the final design that contractors were working to and noted inconsistencies in design and approvals in the publicly available version. The cost of maintaining the water feature to standard was queried as was the loss of Pain Farm revenue when discharge of Martinborough wastewater to the farm started. Ms Webley requested that Pain Farm be listed as a strategic asset as it was an important part of Council's wastewater strategy.

**A4. Actions from Public Participation**

Ms Webley undertook to forward her notes to members.

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Cr Colenso reassured Ms Webley that Pain Farm Estate would be reimbursed by Council for any revenue loss as a result of wastewater irrigation and that this was being monitored by Martinborough Community Board.

**A5. Extraordinary Business**

There was no extraordinary business.

**A6. Minutes for Confirmation**

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/29)* that the Finance, Audit and Risk Committee minutes from meeting held 5 June 2019 are a true and correct record.

*(Moved Cr Vickery/Seconded Cr Colenso)*

Carried

**A7. Notices of Motion**

There were no notices of motion.

**B Decision Reports from Chief Executive and Staff**

**B1. Council and Committees Policy Review Report**

Members noted Policy amendments, discussed the purpose, delegations and public visibility of the Tenders Working Party, the reporting hierarchy for the 57 Fitzherbert Street Featherston Subcommittee, the status of the Wairarapa Combined District Plan Working Group, and agreed that the Community Housing Working Party needed a senior officer in attendance at meetings.

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/30):*

1. To receive the Council and Committees (A100) Policy Review Report.

*(Moved Cr Wright/Seconded Cr Colenso)*

Carried

2. To recommend that Council adopt the amended A100 Council and Committees Policy with agreed amendments, noting that it has been amended to reflect the governance structure adopted on the 20 February 2019 and appointments made on 18 March 2019.

*(Moved Cr Wright/Seconded Cr Colenso)*

Carried

3. To recommend to Council that the next review be completed by the end of February 2020.

*(Moved Cr Jephson/Seconded Cr Colenso)*

Carried

4. Action 83: Remove the duplicate Remutaka Hill Road Working Party item from the Council and Committees Policy; J Mitchell

5. Action 84: Discuss with the incoming Mayor corrections for committee structure inconsistencies (e.g. 57 Fitzherbert Street Featherston Subcommittee and the Tenders Working Party in relation to the Procurement of Goods and Services Policy); J Mitchell

6. Action 85: Correct the voting member on the Wairarapa Committee to Cr Wright with Cr Jephson being the alternate in the Council and Committees Policy; J Mitchell

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7. Action 86: Correct paragraph nine of the Council and Committees Policy to reflect working parties and groups will wind-up automatically at the 'end of every triennium' rather than 'at the start of the triennium'; J Mitchell

## **C Information and Verbal Reports from Chief Executive and Staff**

### **C1. NZTA Audit Report**

Mr Langley discussed the NZTA audit findings and work being undertaken with members. Mr Wilson summarised by saying the condition of South Wairarapa rural roads were good and indicative of a well-run roading network.

Mr Langley discussed the urban roading network, town growth, footpaths, and NZTA funding arrangements with members. Additional footpath funding would be channelled towards standardisation, improvement of pedestrian ramps and cleaning.

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/31)* to receive the NZTA Audit Report.

*(Moved Cr Colenso/Seconded Cr Jephson)*

Carried

### **C2. Corporate Service Report**

Ms Mitchell noted an amendment to the report; the proposed Council meeting on the 23 October 19 to adopt the Annual Report will be a workshop to take the new Council through the Annual Report and to answer questions in preparation for approval at a Council meeting on 30 October 19. Members discussed rates arrears, processes put in place in response to the interim audit report, and contractor health and safety audits.

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/32):*

1. To receive the Corporate Services Report.

*(Moved Cr Jephson/Seconded Cr Vickery)*

Carried

2. Action 87: Start a review of the Procurement Policy by the end of February 2020; J Mitchell

3. Action 88: Invite NZ Audit to the elected member workshop on the 23 October 19; J Mitchell

### **C3. Project Summary Report**

Ms Mitchell discussed the lease of Featherston Golf Club land, market readiness of Tararua Junction and 57 Fitzherbert Street Featherston, and establishment of a Service Level Agreement and Key Performance Indicators with Wellington Water after the transition.

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/33):*

1. To receive the Project Summary Report

*(Moved Cr Wright/Seconded Cr Vickery)*

Carried

2. Action 89: Review the project summary report format to include project timeline dates; J Mitchell

#### **DISCLAIMER**

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**C4. Action Items Report**

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/34)* to receive the Action Items Report.

*(Moved Cr Jephson/Seconded Cr Colenso)*

Carried

**Public Excluded**

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/35)* that the public be excluded from the following parts of the proceedings of this meeting, namely:

**D1. Public Excluded Finance, Audit and Risk Committee Minutes from 5 June 2019**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>Report/General Subject Matter</b>	<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
Public Excluded Finance, Audit and Risk Committee Minutes 5 June	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
a) to protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)

*(Moved Cr Vickery/Seconded Cr Colenso)*

Carried

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

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- Present:** Leigh Hay (Chair), Christine Stevenson, Cr Colin Wright, Ann Rainford, Aimee Clouston.
- In Attendance:** Mayor Viv Napier, Russell O’Leary (GM Planning & Environment), Bryce Neems (Amenities Manager) and Angela Williams (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 28 August 2019 between 7:00pm and 8:23pm.

**PUBLIC BUSINESS**

Health & Safety briefing

**EXTRAORDINARY BUSINESS**

Mrs Hay advised that two late Grant Applications had been received from Friends of Cobblestones Museum and Greytown Trails Trust and asked the Board to consider these under the Financial Assistance Report section on the Agenda.

*GCB RESOLVED (GCB 2019/40):*

To consider the following late grant applications under agenda item 6.4 Financial Assistance Report:

1. Friends of Cobblestones Museum - The application is to assist with funding for the Pioneer Village Family Fair in October with proceeds from the Fair going towards the repainting of the Museum Church.
2. Greytown Trails Trust to assist with costs for maintaining the Rail Trail including planting, gardens, maintenance and for the production of promotional material and further development of the website.

The reason the applications cannot be deferred is that this is the last ordinary meeting of the triennium for conducting general business and the next full meeting of the newly elected community board is not likely to occur until January/February 2020.

*(Moved Hay/Seconded Rainford)*

Carried

**1. APOLOGIES**

*GCB RESOLVED (GCB 2019/41)* to receive apologies from Cr Gray, Mr Wilson, Mr Jez Partridge and Ms Katie Abbott (Tree Advisory Group).

*(Moved Hay/Seconded Stevenson)*

Carried

## **2. CONFLICTS OF INTEREST**

Cr Wright advised as a Board Member of the Cobblestones Museum that he would refrain from any decision relating to the grant application from Friends of Cobblestones Museum.

## **3. PUBLIC PARTICIPATION**

No public participation.

## **4. ACKNOWLEDGEMENTS AND TRIBUTES:**

Mrs Hay thanked the members and councillors for their hard work and contributions during this term. The objective was to work hard to be a proactive, professional and make a real difference to the Greytown Ward. Special thanks to:

- Mayor Napier for attending the meetings, her sage advice, extensive knowledge and experience.
- Cr Gray for his long-term contributions and wish for a speedy recovery.
- The staff at SWDC for their unfailing help over two terms and special thanks to the Committee Advisors for their support and guidance following local government rules and regulations.
- The Greytown residents for their input into the annual plans, long terms plans, attendance at meetings and support for initiatives.
- The many community groups who worked hard to enhance Greytown resulting in winning the Most Beautiful Small Town award.
- Gail Vidulitch and her team of volunteers who run the Information Centre.
- The Tree Advisory Group, which is so important for all of us in Greytown.
- The Lions, South Wairarapa Rotary, The MENZ shed, St John, Kuranui College, the Greytown Heritage Trust and Greytown Trust Lands Trust for the ongoing support on joint projects in the community.
- Mrs Rainford for being an incredible deputy chair and is being elected unopposed to the Board into the next triennium so will continue to ensure the Greytown Community Board goes from strength to strength.

Mrs Hay advised that Cr Carter has withdrawn from the dual campaign due to health reasons.

Mr Wilson asked for his thanks to be extended to the members for the great achievements the Board has enabled for the residents of Greytown and the contribution to the Wairarapa district.

## **5. ACTIONS FROM PUBLIC PARTICIPATION**

No actions.

## **6. REPORT FROM COMMITTEES**

### **6.1 Tree Advisory Group**

Mrs Hay advised a joint project with Friends of O'Connor's Bush is detailed in the Chair Report.

## 7. COMMUNITY BOARD MINUTES

### 7.1 Greytown Community Board Minutes – 5 June 2019

*GCB RESOLVED (GCB 2019/42)* that the minutes of the Greytown Community Board meeting held on 5 June be confirmed as a true and correct record.

*(Moved Hay/Seconded Stevenson)*

Carried

## 8. CHIEF EXECUTIVE AND STAFF REPORTS

### 8.1 Officers' Report

Members discussed the new medical centre proposal noting the benefits for Greytown and surrounding areas, the hearings this week for Orchards Retirement Village, the extension to spatial plan submissions (now 13 September), upcoming advertising and consultation sessions, and the roll out of the new wheelie bins. There is an expectation the roll out will be trial and error until there is a good understanding of what can and cannot be recycled so there is the intention for ongoing messaging.

*GCB RESOLVED (GCB 2019/43)* to receive the Officers' Report.

*(Moved Cr Wright/Seconded Stevenson)*

Carried

### 8.2 Action Items Report

Members discussed the items noting further updates and a further action in relation to:

Action 676 – That the Amenities Manager provide a summary of options regarding the installation of a water tank in Greytown town centre.

*GCB RESOLVED (GCB 2019/44)* to receive the Action Items Report.

*(Moved Hay/Seconded Stevenson)*

Carried

### 8.3 Income and Expenditure Report

Members discussed the Kuranui College grant noting it was for advertising and brochures but additional assistance for food could be available through other means such as the FreshChoice Monthly and Best Before Date Programmes.

Mrs Hay will be working with officers to do a final review of the budget prior to the handover to the new Board.

*GCB RESOLVED (GCB 2019/45):*

1. Receive the draft Income and Expenditure Statement for the period 1 July 2018 – 30 June 2019.
2. Receive the Income and Expenditure Statement for the period 1 July 2019 – 31 July 2019.

*(Moved Hay/Seconded Rainford)*

Carried

#### **8.4 Applications for Financial Assistance**

Members discussed each application. The Board agreed that whilst the concept for the Project LiteClub Programme had merit and offered energy savings and good environmental outcomes, they felt more detail was required regarding what clubs would benefit and recommended resubmitting the application to the new Board with the suggestion of working with the rugby, cricket and bowling clubs.

*GCB RESOLVED (GCB 2019/46):*

1. To receive the Applications for Financial Assistance Report.  
*(Moved Hay/Seconded Rainford)* Carried  
To grant the Greytown Rugby Club funds of \$500 to assist with the running costs of the Club by paying for the Greytown Community Sports & Leisure Subs for 2019 noting that longer term plans must be taken into consideration, future funding will be reviewed in association with Council and other sporting bodies and to encourage discussions with Project Litefoot.  
*(Moved Hay/Seconded Cr Wright)* Carried
2. To grant Greytown Early Years Incorporated funds of \$500 for the purchase of a slide for the children's outdoor play area redevelopment.  
*(Moved Hay/Seconded Stevenson)* Carried
3. To grant Friends of Cobblestones Museum funds of \$500 to assist with the Pioneer Village Family Fair on 19 October with proceeds from the Fair going towards the repainting of the Museum Church.  
*(Moved Hay/Seconded Rainford)* Carried  
*Cr Wright abstained*
4. To grant the Greytown Trails Trust funds of \$1000 to assist with the maintenance of the Rail Trail including mowing, spraying, planting and gardens, the production of promotional material and maintaining the website.  
*(Moved Hay/Seconded Rainford)* Carried
5. Action 119 – Check if there is any formal arrangement in place for ongoing funding for the Greytown Trails Trust, Ms Mitchell.

#### **8.5 Financial Assistance Accountability Report**

*GCB RESOLVED (GCB 2019/47):*

1. To receive the Financial Assistance Accountability Report.  
*(Moved Hay/Seconded Stevenson)* Carried

#### **8.6 Community Board Terms of Reference (ToR)**

Mrs Hay advised that the Martinborough Community Board (MCB) made one amendment to the Civil Defence section prior to approving



the ToR and the Featherston Community Board (FCB) also agreed to that amendment.

*GCB RESOLVED (GCB 2019/48):*

1. To receive the Community Board Terms of Reference Report.  
*(Moved Hay/Seconded Stevenson)* Carried
2. To agree with the suggested change to the Civil Defence section by both MCB and FCB:  
*Appendix 2. No. 7 – ‘...Community Board members may have useful knowledge about their community and have existing networks to be able to respond as individuals if available.’*
3. To recommend that with the above amendment to the civil defence section that Council adopt the Community Board Terms of Reference.  
*(Moved Hay/Seconded Stevenson)* Carried

### **8.7 Naming of new Road/Right of Way Request Report**

Mr O’Leary and Mr Neems provided further detail to the report drawing the Boards attention to the fact that Figure 2 was more accurate as Lister Lane is still under negotiation as currently classed as a road according to the decision by the Chief Ombudsmen in 1995, hence owned by SWDC. The Council are currently liaising with lawyers as part of the ‘Lane’ will be part of the trail/walkway.

Members discussed that they would like to see a more proactive approach to the naming of roads to reflect the history of the district and ancestry and for the Council to pursue more vigorously with applicants and provide a list of preferred names for consideration.

*GCB RESOLVED (GCB 2019/49):*

1. Receive the Naming of New Road/right of way, Gemstone Property Developments Limited, West Street, Greytown Report.
  2. Support the use of the name “Trinity Lane”.
- (Moved Hay/Seconded Stevenson)* Carried

*Cr Wright abstained*

## **9. NOTICES OF MOTION**

There were no notices of motion.

## **10. CHAIRPERSONS REPORT**

### **10.1 Chairperson’s Report**

Members discussed the Arbor Day Banners noting they can be used at other times and events around the community, the new signage at Papawai Marae and Cemetery, that the Marae has received heritage status and the importance of continuing to develop and grow the relationship. Greytown has been selected as a finalist in the Most Beautiful Street in New Zealand and there is an opportunity for national

exposure at the awards and, that the renaming of Underhill Road was required and should involve for community consultation.

*GCB RESOLVED (GCB 2019/50):*

1. To receive the Chairperson Report.  
*(Moved Hay/Seconded Cr Wright)* Carried
2. To approve a cost of \$2000 +GST to produce four Arbor Day Banners.  
*(Moved Hay/ Seconded Cr Wright)* Carried
3. To approve a cost of \$4,000 + GST for design, printing and installation of two signs at Papawai Marae and Papawai Cemetery to come out of the beautification budget.  
*(Moved Hay/Seconded Stevenson)* Carried
4. Recommend that SWDC approves a budget for the Mayor and one councillor/community board member to attend the award dinner for the Most Beautiful Street in New Zealand Awards.  
*(Moved Hay/Seconded Rainford)* Carried
5. Action 120 – To recommend that Council consult with the Greytown Community regarding the renaming of Underhill Road, Mrs Hay.

#### **11. MEMBERS REPORTS (INFORMATION)**

No verbal updates as discussed in other areas of the agenda.

#### **12. CORRESPONDENCE**

*GCB RESOLVED (FCB 2019/51)* to approve the outwards correspondence.

*(Moved Hay/Seconded Rainford)* Carried

Mayor Napier thanked the Board for being so proactive and for all the achievements over the term including winning the Most Beautiful Small Town and being named as finalist for the Most Beautiful Street in New Zealand. Mayor Napier expressed thanks to:

- Mrs Hay for her leadership, the promotional material for Greytown and keeping the Board focussed on the Strategic Plan.
- Mrs Stevenson as Chair and member over five terms and for initiating Greytown after 5's.
- Mrs Rainford for her work with the Kuranui College.
- Cr Gray for his work with civil defence.
- The work of the Tree Advisory Group.
- Ms Clouston for her voice and contribution as the student representative.

Meeting closed at 8.23pm

**Confirmed as a true and correct record**

.....Chairperson



## **PLANNING AND REGULATORY COMMITTEE**

### **Minutes from 4 September 2019**

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<b>Present:</b>	Councillors Colin Olds (Chair), Brian Jephson, Ross Vickery, Colin Wright, Pam Colenso and Featherston Community Board Chair, Robyn Ramsden.
<b>In Attendance:</b>	Harry Wilson (Chief Executive) from 9.11am, Russell O’Leary (Group Manager Planning and Environment), Godwill Mahowa (Planning Manager), Shane Sykes (Environmental Services Manager) and Angela Williams (Committee Advisor).
<b>Conduct of Business:</b>	The meeting was held in public except where expressly noted in the Supper Room, Waihinga Centre, Texas Street, Martinborough between 9:00am and 10.32am.

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#### **Open Section**

**A1. Apologies**

*PLANNING AND REGULATORY RESOLVED (PR2019/16)* to accept apologies from Cr Carter, Mrs Cornelissen and noted lateness apologies from Mr Wilson.  
*(Moved Cr Jephson/Seconded Cr Wright)*

Carried

**A2. Conflicts of Interest**

There were no conflicts of interest declared.

**A3. Public Participation**

There was no public participation.

**A4. Actions from Public Participation**

There were no actions from public participation.

**A5. Extraordinary Business**

There was no extraordinary business.

**A6. Minutes for Confirmation**

*PLANNING AND REGULATORY COMMITTEE RESOLVED (PR2019/17)* that the minutes of the Planning and Regulatory Committee meeting held on 24 July 2019 are a true and correct record.

*(Moved Ramsden/Seconded Cr Jephson)*

Carried

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**A7. Notices of motion**

There were no notices of motion.

**B Decision Reports**

**B1. Toast Martinborough Report**

Dr Sykes provided an overview of the report advising it was the same request as the previous seven years for the event and advised there was a minor anomaly of one hour between times for the alcohol ban which would be managed between Toast Martinborough Management and Police but dependent on Police staffing levels on the day.

*PLANNING AND REGULATORY RESOLVED (PR2019/18):*

1. To receive the Toast Martinborough Liquor Ban Request Report.  
*(Moved Hay/Seconded Ramsden)* Carried
2. By resolution pursuant to Clause 3.2 of the South Wairarapa Liquor Control Bylaw 2011, recommend Council order a prohibition of alcohol consumption or possession of liquor for the public places (as shown in Appendix 1 to this report) as a "Liquor Prohibition Area" on Sunday, 17 November 2019 from 12:00 midday to 9:00pm.  
*(Moved Cr Maynard/Seconded Ramsden)* Carried

**B2. Correction to Resolution PR2019/06**

*PLANNING AND REGULATORY RESOLVED (PR2019/19):*

1. To receive the Correction to Resolution PR2019/06 Report.
2. To approve the change to Resolution PR2019/06 in the minutes of the 19 June 2019 from:
  - a. *'PLANNING AND REGULATORY COMMITTEE RESOLVED (PR2019/06) that the minutes of the Planning and Regulatory Committee meeting held on 19 June 2019 are a true and correct record'* to:
  - b. *'PLANNING AND REGULATORY COMMITTEE RESOLVED (PR2019/06) that the minutes of the Planning and Regulatory Committee meeting held on 1 May 2019 are a true and correct record'*.*(Moved Cr Jephson/Seconded Cr Vickery)* Carried

Mr Wilson joined the meeting 9.11am.

**C. Information and Verbal Reports from Chief Executive and Staff**

**C1. Planning and Environment Group Report**

Cr Olds welcomed the new Planning Manager, Mr Mahowa and introductions were made to the Committee. Mr O'Leary provided additional updates and answered questions on the South Wairarapa Spatial Plan, Martinborough South Growth Area, District Plan Review, Dark Sky Reserve, Review of Notable Trees Register, Greytown Development Area, Greytown Orchards Retirement Village, the proposed

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Featherston Tiny Homes development, progress on the new Dog Pound facility and the status of the Tararua Junction subdivision.

Members noted the extension for the period of initial feedback on the South Wairarapa Spatial Plan, current engagement and next level of community consultation and, that decisions from the independent Commissioner following the hearing for Orchards Retirement Village are anticipated prior to Christmas with his recommendations then going to Council. Members noted the level of community interest and that the application for the proposed Featherston Tiny Homes/Brookside development is likely to be limited notification to surrounding neighbours. Members noted the inconsistencies around the total number of LIMS reported in section 1.5 of the report.

Mr O'Leary advised Dr Sykes would be leaving to take up a position at Upper Hutt City Council and extended his thanks for his dedication and commitment to high quality licencing. Cr Olds and Mayor Napier extended their appreciation on behalf of the Committee to Dr Sykes for his efforts in a difficult role being the regulatory face of the Council and balance needed to interface with the public to maintain public safety.

*PLANNING AND REGULATORY RESOLVED (PR2019/20)* to receive the Planning and Environment Group Report.

*(Moved Cr Maynard/Seconded Cr Vickery)*

Carried

Mrs Ramsden left the meeting at 9.46am and returned at 9.48am.

## **C2. Actions Items Report**

Members discussed actions and noted further updates.

*PLANNING AND REGULATORY RESOLVED (PR2019/21)* to receive the Actions Items Report.

*(Moved Cr Jephson/Seconded Ramsden)*

Carried

## **D. PUBLIC EXCLUDED REPORTS**

*PLANNING AND REGULATORY RESOLVED (PR2019/22)* that the public be excluded from the following parts of the proceedings of this meeting, namely:

### **D1. Report on Trade Waste**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>Report/General Subject Matter</b>	<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
Report on Trade Waste	Good reason to withhold exists under section 7(2)(b)(ii), 6(a)	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act

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which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 7(2)(b)(ii)
(a) Good reason for withholding official information exists if the making available of that information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial.	Section 6(a)

*(Moved Cr Vickery/Seconded Ramsden)*

Carried

The meeting closed at 10.32am

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

**DISCLAIMER**

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