

SOUTH WAIRARAPA DISTRICT COUNCIL

5 FEBRUARY 2020

AGENDA ITEM B1

MINUTES OF COUNCIL COMMITTEES AND COMMUNITY BOARDS

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 Featherston Community Board meeting 3 December 2019.*
3. *Receive the minutes of the Martinborough Community Board meeting 5 December 2019.*
4. *Receive the minutes of the Māori Standing Committee meeting 9 December 2019.*
5. *Receive the minutes of the Finance, Audit and Risk Committee meeting 11 December 2019.*
6. *Receive the minutes of the Greytown Community Board meeting 11 December 2019.*
7. *Receive the minutes of the Planning and Regulatory Committee meeting 11 December 2019.*
8. *Receive the minutes of the Assets and Services Committee meeting 11 December 2019.*
9. *Receive the minutes of the Water Race Subcommittee meeting 12 December 2019.*

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 - Featherston Community Board meeting 3 December 2019
Martinborough Community Board 5 December 2019
Māori Standing Committee 9 December 2019
Finance, Audit and Risk Committee 11 December 2019
Greytown Community Board 11 December 2019
Planning and Regulatory Committee 11 December 2019
Assets and Services Committee 11 December 2019
Water Race Subcommittee 12 December 2019

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

Appendix 1

- Featherston Community Board meeting 3 December 2019
- Martinborough Community Board 5 December 2019
 - Māori Standing Committee 9 December 2019
- Finance, Audit and Risk Committee 11 December 2019
 - Greytown Community Board 11 December 2019
- Planning and Regulatory Committee 11 December 2019
 - Assets and Services Committee 11 December 2019
 - Water Race Subcommittee 12 December 2019



Featherston Community Board

Minutes – 3 December 2019

- Present:** Mark Shepherd (Chair), Indigo Freya, Claire Bleakley, Cr Garrick Emms (to 8.15pm), and Cr Ross Vickery.
- In Attendance:** Harry Wilson (Chief Executive), Mayor Alex Beijen, Suzanne Clark (Committee Advisor), Steph Dorne (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in Kiwi Hall, 62 Bell Street, Featherston on 3 December 2019 between 7:00pm and 8:18pm.
- Also in Attendance:** Peter Jackson (Featherston RSA), Mary Bryne and John Broeren.

1. EXTRAORDINARY BUSINESS

Mr Shepherd advised that a late item had been received in relation to a request for the naming of a new road. Mr Shepherd asked the Board to consider the report as an additional agenda item.

FCB RESOLVED (FCB 2019/68) to consider the request for the Naming of New Road/Right of Way, Sandy Bidwill and Others, 741 Kahutara Road, RD1, Featherston 5771 as agenda item 9.7; the application was received late but two of the new allotments on this new road/right of way have been sold and the purchasers will require an address for emergency purposes and connection of electrical and telecommunication services.

(Moved Bleakley/Seconded Freya)

Carried

2. DECLARATIONS

2.1 Elected Featherston Community Board member Claire Bleakley made her public declaration.

3. APOLOGIES

FCB RESOLVED (FCB 2019/69) to accept apologies from Cr Emms as he needed to leave the meeting early.

(Moved Shepherd/Seconded Bleakley)

Carried

4. CONFLICTS OF INTEREST

Cr Vickery declared a conflict of interest with the financial assistance application from the Featherston RSA as he is a member.

DISCLAIMER

5. ACKNOWLEDGMENTS AND TRIBUTES

Members noted Dr Berry's upcoming retirement and that the Community Board may have a role to play in acknowledging his service to the community. Members also noted the passing of Joe Dittmer who was a member of the Featherston Heritage Museum.

6. PUBLIC PARTICIPATION

6.1 Peter Jackson – Featherston RSA

Mr Jackson spoke to his grant application to assist with the costs of repainting the exterior of the RSA building. Mr Jackson noted the RSA is a longstanding organisation in the Featherston community and is seeking to rectify the deferred maintenance of the building. Mr Jackson indicated this repainting would be in keeping with the historic nature given its location in a historic precinct.

6.2 Mary Bryne – Fluoridation

Ms Bryne spoke of a remit that has been put forth to Local Government New Zealand (LGNZ) that decision-making relating to fluoridation of drinking water should go to central government rather than remain with local councils. Ms Bryne spoke of new studies which have highlighted the adverse health effects of fluoridation and requested the Board recommend to Council that it puts forth a motion to LGNZ that decision-making remains with local communities which is the current position.

6.3 John Broeren – Role of the Community Board

Mr Broeren spoke of an incident involving a Community Board member and requested this member refrain from discussions relating to him and his properties. Mr Broeren noted it is unfortunate to be speaking of this incident as it doesn't reflect the direction the community is working towards. Mr Shepherd apologised to Mr Broeren on behalf of the Featherston Community Board for the unjust way Mr Broeren felt he had been treated. He also offered to speak with Mr Broeren after the Board meeting, which Mr Broeren accepted.

7. ACTIONS FROM PUBLIC PARTICIPATION

Peter Jackson – Featherston RSA

The Grant Application will be discussed under agenda item 9.4.

Mary Bryne – Fluoridation

Mrs Bleakley requested Ms Bryne provide some wording the Board could consider that could be put forth to Council should the Board decide to move forward with Ms Bryne's request. Mr Wilson suggested the Community Board be presented with alternative views so that it can make a decision on balance before presenting a recommendation to Council.

DISCLAIMER

Stella confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

Action 216 – To seek the perspective of Wellington Water Limited or Public Health in relation to fluoridation of drinking water and present their views back to the Featherston Community Board for consideration, H Wilson

John Broeren – Role of Community Board

Action 217 – To speak with Mr Broeren to investigate the incident involving a Community Board member as the incident described constitutes a breach of the Code of Conduct, M Shepherd.

8. COMMUNITY BOARD MINUTES

8.1 Minutes of the first meeting of the triennium – 30 October 2019

FCB RESOLVED (FCB 2019/70) that sections D and G of the minutes of the first meeting of the triennium for Council and community boards held on 30 October 2019 be confirmed as a true and correct record.

(Moved Cr Vickery/Seconded Freya)

Carried

9. CHIEF EXECUTIVE AND STAFF REPORTS

9.1 Adoption of the 2020 Schedule of Ordinary Meetings

FCB RESOLVED (FCB 2019/71):

1. To receive the Adoption of the 2020 Schedule of Ordinary Meetings Report.

(Moved Cr Vickery/Seconded Cr Emms)

Carried

2. To adopt the 2020 schedule of ordinary meetings for Council, community boards and committees.
3. To set a meeting start time for ordinary meetings of 7pm.
4. To delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.

(Moved Shepherd/Seconded Bleakley)

Carried

9.2 Officers' Report

Mr Wilson advised the Officers' Report is dated as the relevant committees have not yet had their first meetings this triennium. Mr Wilson indicated this is particularly true of the information relating to water supply and noted an update will be covered in agenda item 9.5. Mr Wilson answered questions regarding the NRB Survey, the Fulton Hogan reporting and the Featherston Wastewater to Land Consent.

FCB RESOLVED (FCB 2019/72) to receive the Officers' Report.

(Moved Cr Vickery/Seconded Bleakley)

Carried

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9.3 **Income and Expenditure Report**

FCB RESOLVED (FCB 2019/73):

1. To receive the 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 October 2019.

(Moved Cr Vickery/Seconded Freya)

Carried

9.4 **Financial Assistance Report**

FCB RESOLVED (FCB 2019/74):

1. To receive the Applications for Financial Assistance Report.

(Moved Bleakley/Seconded Freya)

Carried

2. To defer a decision on granting funds to the Wairarapa Citizens Advice Bureau pending discussion by officers on the mechanism for dealing with funding requests from agencies who operate services across the district.

(Moved Cr Vickery/Seconded Shepherd)

Carried

3. To grant the Featherston RSA funds of \$500 to contribute to the cost of painting the exterior of the RSA.

(Moved Freya/Seconded Cr Emms)

Carried

Cr Vickery and Bleakley abstained.

Mr Shepherd used his casting vote to ensure the motion passed.

Action 218: Council officers to investigate a mechanism for handling funding requests from agencies who operate services across the district, J Mitchell.

9.5 **Summer Water Demand Report**

Mr Wilson provided an update on the water compliance issues across the South Wairarapa District and advised members that Council has agreed to fund up to \$500,000 to implement urgent improvement work needed to achieve compliance.

FCB RESOLVED (FCB 2019/75):

1. To receive the Summer Water Demand Report.

(Moved Bleakley/Seconded Cr Vickery)

Carried

2. To note the vulnerabilities of the Featherston water supply and potential impact on summer water demand.

3. To note the Wellington Water microsite for summer water demand information.

(Moved Bleakley/Seconded Shepherd)

Carried

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9.6 **Laws Affecting Elected Members Report**

Mr Wilson presented selected sections of the Laws Affecting Elected Members Report. This was provided for the benefit of Mrs Bleakley who was absent when this was covered at the first meeting of the triennium on 30 October 2019.

FCB RESOLVED (FCB 2019/76):

1. To receive the Laws Affecting Elected Members Report.
2. To note the laws and obligations affecting elected representatives.

(Moved Bleakley/Seconded Freya)

Carried

9.7 **Request for the Naming of New Road/Right of Way, Sandy Bidwill and Others, 741 Kahutara Road, RD1, Featherston 5771.**

FCB RESOLVED (FCB 2019/77) to receive the request for the Naming of New Road/Right of Way, Sandy Bidwill and Others, 741 Kahutara Road, RD1, Featherston 5771.

(Moved Bleakley/Seconded Freya)

Carried

Members referred this item to the Martinborough Community Board as Kahutara falls within the Martinborough Ward. Members also discussed having a preapproved list of road names for developers to use across the district.

Cr Emms left the meeting at 8.15pm.

10. NOTICES OF MOTION

There were no notices of motion.

11. CHAIRPERSONS REPORT

There was no Chairpersons report.

12. MEMBER REPORTS (INFORMATION)

There were no member reports.

13. CORRESPONDENCE

FCB RESOLVED (FCB 2019/78) to receive the inwards correspondence.

(Moved Cr Vickery/Seconded Bleakley)

Carried

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Meeting closed at 8.18pm

Confirmed as a true and correct record

.....Chairperson

.....Date

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Minutes – 5 December 2019

- Present:** Mel Maynard (Chair), Aidan Ellims, Nathan Fenwick, Michael Honey, Cr Pam Colenso and Cr Pip Maynard.
- In Attendance:** Mayor Alex Beijen, Harry Wilson (Chief Executive), Bryce Neems (Amenities Manager), Karen Yates (Policy and Property Coordinator), Suzanne Clark (Committee Advisor) and Steph Dorne (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in the Supper Room, the Waihinga Centre, Texas Street, Martinborough on 5 December 2019 between 6.30pm and 9.31pm.
- Also in Attendance:** Daphne Geisler and Christine Webley.

1. EXTRAORDINARY BUSINESS

Ms Maynard advised that a late item had been received in relation to a request for the naming of a new road. Ms Maynard asked the Board to consider the report as an additional agenda item.

MCB RESOLVED (MCB 2019/75) to consider the request for the Naming of New Road/Right of Way, Sandy Bidwill and Others, 741 Kahutara Road, RD1, Featherston 5771 as agenda item 8.8; the application was received late but two of the new allotments on this new road/right of way have been sold and the purchasers will require an address for emergency purposes and connection of electrical and telecommunication services.

(Moved Ellims/Seconded Fenwick)

Carried

Ms Maynard advised that a late item on the Pain Farm had been received at the request of the Community Board. Ms Maynard asked the Board to consider the Pain Farm Report as an additional agenda item.

MCB RESOLVED (MCB 2019/76) to consider the Pain Farm Report as agenda item 8.1; the report was requested urgently by the newly elected Martinborough Community Board in order to consider Pain Farm matters and provide direction to officers to prepare a report back to the next Martinborough Community Board meeting in February 2020.

(Moved Cr Colenso/Seconded Cr Maynard)

Carried

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2. APOLOGIES

There were no apologies to note.

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

Members acknowledged the passing of Hikawera McGregor who was a rangatira of Ngati Hikawera and Chris Buring who was a well-known wine maker in the area.

5. PUBLIC PARTICIPATION

5.1 Daphne Geisler– Waihinga Centre

Ms Geisler spoke on the Waihinga Centre project and requested the project be completed with a disciplined and professional end of project review to determine whether the objectives of the project were met and to understand the lessons that could be learned. Mrs Geisler also spoke of the financial reporting of this project and requested the Board lobby council for a community driven comprehensible review.

5.2 Christine Webley – Pain Farm and Considine Park

Ms Webley spoke to matters relating to the Pain Farm, addressing the unknown status of action items of previous community board meetings, the ordering of the recommendations of the Pain Farm Report, and the assumption that public consultation isn't needed. Ms Webley also spoke on matters relating to Considine Park, including the maintenance development upgrade, the proposed sale of the campground, establishing a Considine Park Committee vs. a Considine Park User Group, the legal status of the Considine Park Committee, and funding.

6. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

6.1 Daphne Geisler – Waihinga Centre Project

Action 293 – To request officers investigate lessons learned for the Waihinga Centre project, H Wilson.

6.2 Christine Webley – Pain Farm and Considine Park

The Pain Farm will be discussed under the Pain Farm Report agenda item and Considine Park will be discussed under agenda item 8.2 the Establishment of and Appointments to Committees Report.

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7. COMMUNITY BOARD MINUTES

7.1 Minutes of the first meeting of the triennium – 30 October 2019

MCB RESOLVED (MCB 2019/77) that sections D and F of the minutes of the first meeting of the triennium for Council and community boards held on 30 October 2019 be confirmed as a true and correct record.

(Moved Fenwick/Seconded Ellims)

Carried

8. CHIEF EXECUTIVE AND STAFF REPORTS

Pain Farm Report

Mr Wilson provided an update on the maintenance and repair programme that is being undertaken in the short-term and sought guidance from the Martinborough Community Board on the range of options prior to a report back at the next Community Board meeting. Members provided direction to officers on the options and community consultation.

MCB RESOLVED (MCB 2019/78):

1. To receive the Pain Farm Report

(Moved Cr Colenso/Seconded Fenwick)

Carried

2. Note that council is undertaking a maintenance and repair programme that is in place to bring the Pain Farm to a standard that meets current rental tenancy requirements.

(Moved Cr Maynard/Seconded Ellims)

Carried.

3. Officers report to the Board with a maintenance schedule for the homestead, cottage and surrounding land once further information on the future of the properties has been received.

(Moved Cr Maynard/Seconded Fenwick)

Carried

4. Board consider an additional sixth option that considers the future leasing of the farm, cottage and homestead together.

(Moved Ellims/Seconded Cr Colenso)

Carried

5. Officers to consider Options 1 – 6 and report to the Martinborough Community Board in February 2020 on these options and with a consultation plan that seeks community feedback on the six options and provides an opportunity for the community to identify additional options as part of the consultation.

6. Note that option five should clearly state the Local Government Act 2002 requirements regarding the sale of endowment property.

(Moved Cr Colenso/Seconded Maynard)

Carried

Action 294 – Officers to report to the Martinborough Community Board on opportunities to maximise the revenue of the Pain Farm by looking at options for different land use, H Wilson.

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8.1 Adoption of the 2020 Schedule of Ordinary Meetings

MCB RESOLVED (MCB 2019/79):

1. To receive the Adoption of the 2020 Schedule of Ordinary Meetings Report.
(Moved Cr Colenso/Seconded Cr Maynard) Carried
2. To adopt the 2020 schedule of ordinary meetings for Council, community boards and committees.
3. To set a meeting start time for ordinary meetings of 7pm.
4. To delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.
(Moved Ellims/Seconded Fenwick) Carried

8.2 Establishment of and Appointments to Committees

The Board discussed the form and function of a Considine Park body, the differences between establishing a committee and user group, and the legal status raised by Ms Webley. Members also discussed appointing a youth representative, including the selection process, the age of the representative, and the timing of the appointment.

MCB RESOLVED (MCB 2019/80):

1. To receive the Establishment of and Appointments to Committees Report.
(Moved Cr Maynard/Seconded Ellims) Carried
2. To create a Considine Park User Group and appoint Cr Colenso and Michael Honey as the Martinborough Community Board representatives.
(Moved Maynard/Seconded Ellims) Carried
3. To agree the need for a youth representative and defer a decision on the selection process to the next Martinborough Community Board meeting.
(Moved Ellims/Seconded Fenwick) Carried

8.3 Officers' Report

Mr Wilson advised the Officers' Report is dated as the relevant committees have not yet had their first meetings this triennium. Mr Wilson indicated this is particularly true of the information relating to water supply and noted an update will be covered under agenda item 8.6, the Compliance with Drinking Water Standards and Summer Water Demand Report.

MCB RESOLVED (MCB 2019/81) to receive the Officers' Report.

(Moved Fenwick/Seconded Cr Colenso) Carried

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8.4 Income and Expenditure Report

Mr Wilson informed the Board of a correction to the Beautification Fund Income and Expenditure Statement for the period 1 July 2019 – 31 October 2019. The \$9,250 and \$396 expenditure relating to Flagtrax has been amended to \$9,000, resulting in a new balance to carry forward of \$7546.92.

MCB RESOLVED (MCB 2019/82):

1. To receive the 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 October 2019.
3. To receive the Beautification Fund Transactions for the period 1 July 2017 – 30 June 2019.

(Moved Cr Maynard/Seconded Fenwick)

Carried

8.5 Financial Assistance Report

MCB RESOLVED (MCB 2019/83):

1. To receive the Applications for Financial Assistance Report.
(Moved Cr Colenso/Seconded Cr Maynard) Carried
2. To grant Waiwaste Martinborough branch funding of \$898 to purchase a Fridge and Freezer to assist with their food rescue programme.

(Moved Honey/Seconded Fenwick)

Carried

8.6 Compliance with Drinking Water Standards and Summer Water Demand Report

Mr Wilson provided an update on the water compliance issues across the South Wairarapa District and the need to conserve water over the summer. Members discussed actions that could be taken in Martinborough to reduce water use, the need to be vigilant in reporting water related matters to Council, and opportunities to increase community awareness about the need to conserve.

Members supported Council officers reducing the frequency of watering the Martinborough Square and turning off the water feature at Te Waiinga Centre Playground over the summer months.

MCB RESOLVED (MCB 2019/84):

1. To receive the Compliance with Drinking Water Standards and Summer Water Demand Report.
(Moved Ellims/Seconded Cr Maynard) Carried
2. To note the compliance status of SWDC water supplies for 2018/19 and that Council has agreed to fund \$500,000 for urgent work needed.

(Moved Cr Maynard/Seconded Fenwick)

Carried

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3. To note the vulnerabilities of the Martinborough water supply and the potential impact on summer water demand.
4. To note the Wellington Water microsite for summer water demand information.

(Moved Ellims/Seconded Cr Colenso)

Carried

Mr Honey left the room at 9.06pm and returned at 9.08pm.

8.7 General Update from Officers – verbal update

Officers provided an update on the following matters in response to questions from the Martinborough Community Board:

- Speed Limits: Mr Wilson advised members of the approach to speed management which involves looking at footpaths, cycling and speed together to come up with a holistic plan for Martinborough.
- Te Waihinga Centre Playground/Trees: Mr Wilson provided an update on the decision to move the Himalayan Oak tree and noted there are long-term decisions the Martinborough Community Board will need to make as the continued growth of the Totara tree will limit the ability for the tree and playground in its current form to continue in the same location.
- Replanting of the entrance way to Martinborough-Palliser/SH53: Mr Neems provided an update on the replanting work including the tendering process undertaken.
- Tuturumuri School Closure: Mr Wilson responded to questions of whether there is a use for the school facilities following its closure and suggested there would need to be discussions with the community.
- Flag Trax: Mr Neems provided an update on Flag Trax noting this was organised and funded by the prior Martinborough Community Board and the new Board has responsibility for maintaining the calendar of flags in consultation with the Martinborough Business Association.

Action 295 – Nathan Fenwick to be shown how to change the flags so that the Martinborough Community Board can maintain the Flag Trax calendar going forward, B Neems.

8.8 Request for the Naming of New Road/Right of Way, Sandy Bidwill and Others, 741 Kahutara Road, RD1, Featherston 5771

Members discussed the policy intent of three naming options given the variations provided for Charles Robert, the use of Christian names for the Bidwill family, and the need for the selected name to be distinct

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from nearby road names to avoid confusion amongst emergency services.

Members noted the spelling of Pahautea is not consistent with Pihauatea in the Historical Details (Appendix 3 of the report) and suggested the Māori Standing Committee might like to investigate this.

MCB RESOLVED (MCB 2019/85) to:

1. Receive the request for the Naming of New Road/Right of Way, Sandy Bidwill and Others, 741 Kahutara Road, RD1, Featherston 5771.

(Moved Cr Colenso/Seconded Cr Maynard)

Carried

2. Support the use of the name Charles Robert Drive.

(Moved Ellims/Seconded Fenwick)

Carried

Cr Colenso abstained.

9. NOTICES OF MOTION

There were no notices of motion.

10. CHAIRPERSONS REPORT

There was no Chairpersons report.

11. MEMBER REPORTS

There were no member reports.

12. CORRESPONDENCE

There was no correspondence.

Meeting closed at 9.31pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

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MĀORI STANDING COMMITTEE Minutes from 9 December 2019

Present:	Raihānia Tipoki (Chair), Narida Hooper, Teresa Aporo, Nathan Maynard, Karen Mikaera, Terry Te Maari, Wayne Pitau, Deborah Davidson, Mayor Alex Beijen, Cr Pip Maynard and Cr Garrick Emms.
In Attendance:	Harry Wilson (Chief Executive), Russell O’Leary (Group Manager Planning and Regulatory), Suzanne Clark (Committee Advisor) and Steph Dorne (Committee Advisor).
Also in Attendance:	Shane Atkinson (Greytown Trails Trust) and Amber Craig.
Conduct of Business:	The meeting was held in the Supper Room, Waihinga Centre, Martinborough. The meeting was conducted in public between 6:40pm and 8:13pm.

PUBLIC BUSINESS

Mr Wilson assumed the Chair and opened with a round of introductions.

1. ELECTION OF CHAIRPERSON

MSC RESOLVED (MSC 2019/35):

1. To receive the Election of Chair of the Māori Standing Committee 2019-2022 Report.

(Moved Mayor Beijen/Seconded Tipoki)

Carried

2. To note that the Māori Standing Committee is required to use System A as outlined in clause 25 of Schedule 7 of the Local Government Act 2002 for the election of the Māori Standing Committee Chair for the 2019-2022 triennium.

(Moved Cr Emms/Seconded Mikaera)

Carried

Mr Wilson called for nominations to the position of Māori Standing Committee Chair.

(Moved Te Maari/Seconded Pitau) that Raihānia Tipoki be nominated as Māori Standing Committee Chair.

There being no further nominations Mr Wilson declared Raihānia Tipoki as Māori Standing Committee Chair.

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Mr Wilson called for nominations to the position of Māori Standing Committee Deputy Chair.

(Moved Tipoki/Seconded Mikaera) that Narida Hooper be nominated as Māori Standing Committee Deputy Chair.

There being no further nominations Mr Wilson declared Narida Hooper as Māori Standing Committee Deputy Chair.

Mr Tipoki assumed the Chair, welcomed Papawai Marae new appointee, Deborah Davidson, returning committee members, staff and guests to the meeting, and opened with a karakia.

2. APOLOGIES

MSC RESOLVED (MSC 2019/36) to receive apologies from Amiria Te Whaiti and Cr Brian Jephson.

(Moved Mikaera/Seconded Aporo)

Carried

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. PUBLIC PARTICIPATION

Shane Atkinson – Greytown Trails Trust

Mr Atkinson spoke on the project the Greytown Trails Trust is undertaking to a build a new walking/cycling trail connecting between Woodside and Featherston, including a suspension bridge over the Tauherenikau River. Mr Atkinson noted the cultural and spiritual value of the trail and sought feedback from members as guardians of the local river on how best to add a tangata whenua aspect. Mr Pitau suggested a carving at each end of the trail. Members raised questions relating to funding, engagement and the consent process.

5. ACTIONS FROM PUBLIC PARTICIPATION

MSC NOTED:

1. Action 302: SWDC to liaise with Greater Wellington Regional Council to encourage the consent application for the trail bridge crossing Tauherenikau river connecting Greytown and Featherston to go through the Māori Standing Committee, H Wilson.

6. OPERATIONAL REPORTS – COUNCIL OFFICERS

6.1 Adoption of 2020 Schedule of Ordinary Meetings

Members discussed coming together outside of the 6-weekly cycle of ordinary meetings and having a process to formalise consent applications outside of the meeting cycle.

MSC RESOLVED (MSC 2019/37):

1. To receive the Adoption of the 2020 Schedule of Ordinary Meetings Report.

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2. To adopt the 2020 schedule of ordinary meetings for Council, community boards and committees.
3. To set a meeting start time for ordinary meetings of 6.30pm.
4. To delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.

(Moved Te Maari/Seconded Hooper)

Carried

6.2 Establishment of and Appointments to Subcommittees and Working Parties

Members discussed the differences between establishing a subcommittee and working party and reviewing the Terms of Reference.

MSC RESOLVED (MSC 2019/38):

1. To receive the Establishment of and Appointments to Subcommittees and Working Parties Report
2. Establish the Significant Sites Working Party and appoint members to the Significant Sites Working Party in accordance with the draft Terms of Reference.
3. Adopt the Significant Sites Working Party Terms of Reference.
4. Note that the Significant Sites Working Party will be discharged once specific responsibilities and initiatives have been achieved, or by the end of 2020.

(Moved Hooper/Seconded Aporo)

Carried

MSC NOTED:

1. Action 303: Discuss the Significant Sites Working Party Terms of Reference and bring any amendments back to the committee at the next Māori Standing Committee Meeting, K Mikaera, T Aporo and N Hooper.

6.3 Officers' Report

Mr Wilson provided members with an update of the compliance status of the water supplies across the district and the need to conserve water over summer. Members raised matters relating to forward thinking ideas to manage water demand, stormwater management, coastal roads and climate change adaption.

MSC RESOLVED (MSC 2019/39) to receive the Officers' Report.

(Moved Tipoki/Seconded Cr Maynard)

Carried

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6.4 Income and Expenditure Report

Mr Tipoki provided an update on the areas of priority for the Māori Standing Committee Budget.

MSC NOTED:

1. Action 304: Contact Jennie Mitchell (Group Manager Corporate Support) to organise a meeting between the Māori Standing Committee Chair and Deputy Chair to discuss the Māori Standing Committee Budget, R Tipoki.

MSC RESOLVED (MSC 2019/40):

1. To receive the 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 October 2019.

(Moved Cr Maynard/Seconded Tipoki)

Carried

6.5 Māori Policy Update – Amber Craig

Ms Craig noted the Māori Policy would be developed following further work on the Māori Standing Committee Terms of Reference.

6.6 Māori Standing Committee Terms of Reference Update – Amber Craig

Ms Craig provided members an update on the work she has done to date reviewing the Māori Standing Committee Terms of Reference. Ms Craig provided a summary of the key themes that have emerged so far and gave an overview of the next steps including engaging with other councils, producing a collaborative vision statement, and drafting a Terms of Reference. Ms Craig indicated a timeframe of June 2020 for a draft Terms of Reference. Members discussed the budget, timeframes and outcomes being the Terms of Reference, Māori Policy and recommendations.

Mr Tipoki raised the idea of holding a council induction on local history.

MSC NOTED:

1. Action 305: Discuss arranging a council induction on local history and the Treaty with Mr Wilson (Chief Executive), R Tipoki.

6.7 Lake Ferry Pine Trees Removal

Mr Wilson provided an expected timeframe of February 2020 for the removal of the pine trees at Lake Ferry. Members noted the implications for occupants of nearby homes during the operation.

DISCLAIMER

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7. MEMBER ITEMS

There were no member items.

Mr Pitau closed with a karakia.

Confirmed as a true and correct record

.....Chairperson

.....Date

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FINANCE, AUDIT AND RISK COMMITTEE

Minutes from 11 December 2019

Present:	Councillors Leigh Hay (Chair), Pam Colenso, Garrick Emms, Ross Vickery, Cr Jephson (from 10:00am) and Mayor Alex Beijen.
In Attendance:	Jennie Mitchell (Group Manager Corporate Support, Katrina Neems (Finance Manager), Nigel Carter (Health and Safety Advisor), Suzanne Clark (Committee Advisor) and for part only Harry Wilson (Chief Executive Officer).
Conduct of Business:	The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 9:02am and 10:39am except where expressly noted.

Open Section

A1. Apologies

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/37) to accept apologies from Cr Brian Jephson and Cr Brenda West.

(Moved Cr Colenso/Seconded Cr Vickery)

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.

DISCLAIMER

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A6. Minutes for Receipt

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/38) to receive the Finance, Audit and Risk Committee minutes from the meeting held 28 August 2019.

(Moved Cr Colenso/Seconded Cr Vickery)

Carried

A7. Notices of Motion

There were no notices of motion.

B Decision Reports from Chief Executive and Staff

B1. Terms of Reference for Review and Approval Report

Member discussed the move towards increased transparency and the proposal to appoint an independent member to the FAR Committee to ensure robustness of Council decision making including the public excluded meeting process, and the process undertaken to identify suitable independent member candidates with Council officers.

Ms Mitchell discussed the terms of reference with members and noted amendments to the independent member's confidentiality agreement.

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/39):

1. To receive the Finance Audit and Risk (FAR) Committee Terms of Reference Review Report.

(Moved Cr Emms/Seconded Mayor Beijen)

Carried

2. To agree the proposed changes to the FAR Terms of Reference including appointment of an independent member (non-voting).

(Moved Cr Vickery/Seconded Cr Emms)

Carried

3. To recommend to Council that Chris (Kit) Nixon be appointed as the independent member of the FAR Committee for the 19-22 triennium.

(Moved Cr Colenso/Seconded Mayor Beijen)

Carried

4. Action 243: Arrange for FAR Committee members to meet Chris Nixon before the next FAR Committee meeting; Cr Hay

5. Action 244: Make corrections to the proposed Independent Member's Confidentiality Agreement as discussed (includes 2.3, 3.1, 5.2, 5.3); J Mitchell

B2. Amendment to Financial Delegations Policy Report

Ms Mitchell advised that the unplanned expenditure section of Appendix 1 should be corrected to \$100,000 from \$10,000 for both capital expenditure emergency works and other works and that this should include the use of reserve funds. CEO delegation to approve the use of reserves funds, for their specified purpose, without seeking Council approval to do so, and conditions for use of this delegation was discussed.

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/40):

1. To receive the Amendment to Financial Delegations Report.

(Moved Cr Colenso/Seconded Cr Emms)

Carried

DISCLAIMER

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2. To recommend that Council approve the changes to Policy O200 Financial Delegations with amendments to the unplanned expenditure delegations as agreed

(Moved Cr Hay/Seconded Cr Vickery)

Carried

3. Action 245: Review the relevant policies to establish a process for when use of the reserve funds would cause the fund to enter a negative balance; J Mitchell

C Information and Verbal Reports from Chief Executive and Staff

C1. Corporate Services Report

Ms Mitchell discussed the financial accounts, rates arrears and direct debit payments, delayed Citycare invoicing, balance of cash flow versus short term deposit income, Council grant allocations yet to be claimed, underspent capital expenditure and Council shareholdings with members.

Members discussed handling of investments exceeding the 30% threshold in any one financial institution (as per Council's Investment Policy) and agreed that the risk of going slightly over the threshold was minor, that the situation was always temporary, that provision for flexibility was important, and that officers should continue to report any instances where the threshold is breached.

Cr Jephson joined the meeting.

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/41):

1. To receive the Corporate Services Report.
(Moved Cr Emms/Seconded Cr Vickery) Carried
2. To note the management responses to issues raised in the audit report.
(Moved Cr Emms/Seconded Cr Colenso) Carried
3. Action 246: Review the Investment Policy in June 2020, specifically noting the opportunity to review investment opportunities to get a higher return versus a higher level of risk; J Mitchell

C2. Review of Operational and Strategic Risks Report

Ms Mitchell discussed risks with members noting that water availability required reassessment, that the Waihinga Centre risk could be closed, that a clean and safe water supply risk needed to be added to the strategic risk register, and the Bonny Glen landfill risk.

Members agreed that the Committee should review both the strategic and operational risks at this point in time.

Cr Vickery left the meeting at 10:19am.

Cr Vickery returned to the meeting at 10:20am.

Mayor Beijen left the meeting at 10:23am.

Ms Mitchell discussed changes in the insurance market and members agreed that an insurance representative should brief all councillors.

Mayor Beijen returned to the meeting at 10:31am.

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FINANCE, AUDIT AND RISK RESOLVED (FAR2019/42):

1. To receive the Risk Register Report.
2. To agree updates to the Operational and Strategic risks for South Wairarapa District Council.
3. To agree to review the risk register at every meeting.
(Moved Cr Colenso/Seconded Cr Jephson) Carried
4. Action 247: Circulate a working draft of revised strategic risk register as well as an operational risk register to FAR members; J Mitchell
5. Action 248: Find out the background to the Bonny Glen landfill risk and update FAR Committee members; H Wilson

C3. Audit NZ Audit Report and Management Responses

Mr Wilson explained the Audit NZ role and noted that SWDC was in good financial shape. Members discussed ratepayer surveys and targets, the upgrade of consenting systems, earlier review of the Sensitive Expenditure Policy and the Procurement and Contract Management Policy.

FINANCE, AUDIT AND RISK RESOLVED (FAR2019/43):

1. To receive the Audit NZ Annual Audit Report.
(Moved Cr Emms/Seconded Cr Vickery) Carried
2. To note the recommendations and management responses contained within the report.
(Moved Cr Colenso/Seconded Cr Vickery) Carried
3. Action 249: Review the Sensitive Expenditure Policy in March 2020 to ensure best practice guidelines are followed; J Mitchell
4. Action 250: Review the Procurement and Contract Management Policy in March 2020 to ensure it covers all procurement and management activities; J Mitchell

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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- Present:** Ann Rainford (Chair), Graeme Gray, Shelley Symes, Cr Alistair Plimmer and Cr Rebecca Fox.
- In Attendance:** Harry Wilson (Chief Executive) and Mayor Alex Beijen for part only, Aimee Clouston (Youth Representative) and Steph Dorne (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 11 December 2019 between 7:00pm and 8:41pm.
- Also in Attendance:** Helen Mitchell-Shand, Warren Woodgyer and Ian McSherry (Wellington Water).

1. EXTRAORDINARY BUSINESS

There was no extraordinary business.

2. APOLOGIES

Mrs Rainford advised agenda items 9.4 the Compliance with Drinking Water Standards and Summer Water Demand Report and 9.5 the Officers' Report would be considered directly after agenda item 7.1 the Community Board Minutes as Mr Wilson and Mayor Beijen needed to leave the meeting early.

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

There were no acknowledgments and tributes to note.

5. PUBLIC PARTICIPATION

Helen Mitchell-Shand – Papawai and Fabians Road Traffic

Ms Mitchell-Shand spoke to matters relating to Papawai and Fabians Roads, including the impacts of the Greater Wellington Regional Council / Fulton Hogan contracted truck and trailer traffic on residents and the environment,

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reviewing the current 100km/h speed limit on Papawai Road, and repairing potholes caused by gravel extraction truck and trailer units on Fabians Road.

Warren Woodgyer – Infrastructure

Mr Woodgyer spoke on matters relating to infrastructure, including Greytown's stormwater drainage system, drinking water and roading, and whether ratepayers are getting value for money. Mr Woodgyer also spoke on matters relating to the Old Police house in Kuratawhiti Street. Mr Woodgyer requested an annual income and expenditure account for the Greytown Ward showing rates collected and distributed, and spoke of the Community Board's role in making an Annual Plan submission to Council.

6. ACTIONS FROM PUBLIC PARTICIPATION

Helen Mitchell-Shand – Papawai Road Traffic

GCB NOTED:

1. Action 260: Contact Greater Wellington Regional Council to investigate the resource consent conditions for the work on Papawai and Fabians Roads and the impact of this activity on the condition of Fabians road, H Wilson.
2. Action 261: Investigate the appropriate speed level for Papawai Road through the guidance provided by the New Zealand Transport Agency's MegaMaps tool, H Wilson.

Warren Woodgyer – Infrastructure

Mrs Rainford advised that the Greytown Community Board will be engaging with residents early next year to inform their Annual Plan submission to Council.

7. COMMUNITY BOARD MINUTES

7.1 Minutes of the first meeting of the triennium – 30 October 2019

GCB RESOLVED (GCB 2019/56) that sections D and H of the minutes of the first meeting of the triennium for Council and community boards held on 30 October 2019 be confirmed as a true and correct record.

(Moved Symes/Seconded Cr Fox)

Carried

8. REPORT FROM COMMITTEES

8.1 Tree Advisory Group

There was no report from the Tree Advisory Group.

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9. CHIEF EXECUTIVE AND STAFF REPORTS

9.1 Adoption of the 2020 Schedule of Ordinary Meetings

GCB RESOLVED (GCB 2019/57):

1. To receive the Adoption of the 2020 Schedule of Ordinary Meetings Report.
(Moved Gray/Seconded Symes) Carried
2. To adopt the 2020 schedule of ordinary meetings for Council, community boards and committees.
3. To set a meeting start time for ordinary meetings of 7pm.
4. To delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.
(Moved Cr Plimmer/Seconded Symes) Carried

9.2 Income and Expenditure Report

Members discussed the decision-making framework applied to granting funds and the appropriateness of the Community Board assisting with operational costs of organisations that also receive funding from Council.

GCB RESOLVED (GCB 2019/58):

1. To receive the Income and Expenditure Report.
2. To receive the Income and Expenditure Statement for the period 1 July 2018 – 30 June 2019.
3. To receive the Income and Expenditure Statement for the period 1 July 2019 – 31 October 2019.
(Moved Cr Fox/Seconded Symes) Carried
4. To approve funding of \$1,117 for a community board member to attend the 2019 Keep New Zealand Beautiful Conference.
(Moved Gray/Seconded Symes) Carried
5. Action 262: Officers to advise on the appropriateness of the Community Board granting funds to assist with operational costs of organisations that also receive funding from Council, J Mitchell.

9.3 Applications for Financial Assistance

GCB RESOLVED (GCB 2019/59):

1. To receive the Application for Financial Assistance Report.
(Moved Cr Fox/Seconded Gray) Carried
2. To approve that Royal NZ Plunket Trust repurposes \$20 of their unspent grant funding towards a Plunket South Wairarapa Community Service.

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- (Moved Symes/Seconded Cr Plimmer) Carried
3. To decline granting the Wairarapa Citizens Advice Bureau funds of \$350 to assist with the general running and operational costs for the Bureau.
(Moved Cr Plimmer/Seconded Cr Fox) Carried
4. To grant the Life Education Trust funds of \$500 to assist with the general costs of running the Life Education programme subject to confirming Life Education Trust did not receive grant funding from Council in the most recent funding round.
(Moved Cr Plimmer/Seconded Cr Fox) Carried
5. To grant Greytown Little Theatre funds of \$500 to assist with the costs of the Fernside Garden Open Days fund-raising event.
(Moved Gray/Seconded Symes) Carried
6. To grant South Wairarapa Neighbourhood Support funds of \$200 to assist with the costs of funding a replacement promotional flag with its new logo.
(Moved Cr Plimmer/Seconded Symes) Carried

9.4 **Compliance with Drinking Water Standards and Summer Water Demand Report**

Mr Wilson provided an update on the compliance status of water supplies across the South Wairarapa District and the need to conserve water over the summer. Mr McSherry provided an update of the urgent improvement work currently being undertaken.

GCB RESOLVED (GCB 2019/60):

1. To receive the Compliance with Drinking Water Standards and Summer Water Demand Report.
(Moved Symes/Seconded Cr Plimmer) Carried
2. Note the compliance status of SWDC water supplies for 2018/19 and that Council has agreed to fund \$500,000 for urgent work needed.
(Moved Cr Plimmer/Seconded Symes) Carried
3. Note the vulnerabilities of the Greytown water supply and the potential impact on summer water demand.
4. Note the Wellington Water microsite for summer water demand information.
(Moved Cr Fox/Seconded Cr Plimmer) Carried

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9.5 Officers' Report

Mr Wilson advised the Officers' Reports are dated as the relevant committees have only just had their first meetings this triennium and it wasn't appropriate to distribute the reports before they had been tabled at the relevant committees. Mr Wilson indicated this is particularly true of the information relating to water supply and referred to the update provided under agenda item 9.4.

Members raised matters relating to engagement on the South Wairarapa Spatial Plan and obtaining further information on the Greytown development plan.

GCB RESOLVED (GCB 2019/61) to receive the Officers' Report.

(Moved Gray/Seconded Symes)

Carried

Action 263: Officers to inform the Greytown Community Board of where they can seek more information on the Greytown development plan, R O'Leary.

9.6 Establishment of and Appointment to Committees Report

Mrs Rainford noted that except for appointing a liaison for WREMO and civil defence management, the Board would delay making other appointments until the full community board compliment. Members discussed the Community Safety and Resilience Working Party, the Terms of Reference for WREMO and civil defence management, and the role of a youth representative.

GCB RESOLVED (GCB 2019/62):

1. To receive the Establishment of and Appointment to Committees Report.

(Moved Gray/Seconded Symes)

Carried

2. To appoint Shelley Symes as the lead community board liaison and Councillor Rebecca Fox as the supporting community board liaison for WREMO and civil defence management.

(Moved Cr Plimmer/Seconded Gray)

Carried

3. To appoint Aimee Clouston as a student representative in an advocacy role with non-voting rights to the Greytown Community Board, until the end of the triennium.

(Moved Symes/Seconded Cr Fox)

Carried

4. That an honorarium payment of \$50 per ordinary meeting attended be made to the student representative.

(Moved Cr Plimmer/Seconded Symes)

Carried

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5. Action 264: Confirm the status and Terms of Reference of the Community Safety Resilience Working Party and how it relates to the WREMO and civil defence management liaison role, J Mitchell.

10. NOTICES OF MOTION

There were no notices of motion.

11. CHAIRPERSON REPORT

Mrs Rainford outlined items as detailed in the Chairperson's Report and members discussed how to promote the Kuranui Arts Exhibition more widely in future and establishing a partnership with shop owners for the ongoing barrel maintenance.

Members noted they would have future discussions on outdoor play equipment, potential environmental projects, and appointments to the towns many and diverse committees. Civil defence emergency management and WREMO liaison appointments were made earlier in the meeting under agenda item 9.6.

Members also discussed their intention to attend the upcoming Greytown Christmas Parade on 14 December 2019.

GCB RESOLVED (GCB 2019/63):

1. Receive the Chairperson Report
(Moved Cr Plimmer/Seconded Symes) Carried
2. Approve the annual cost of \$200 for the installation and removal of the Christmas decorations in the town centre; cost to come from the Beautification Budget.
(Moved Cr Plimmer/Seconded Cr Fox) Carried
3. Approve the cost of \$120 for the printing and distribution of leaflets for the Kuranui Arts Exhibition, cost to come from the standard budget.
(Moved Symes/Seconded Cr Fox) Carried

12. MEMBERS REPORTS (INFORMATION)

There were no members reports.

13. CORRESPONDENCE

GCB RESOLVED (GCB 2019/64) to receive the inwards correspondence.

(Moved Symes/Seconded Cr Fox) Carried

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Meeting closed at 8.41pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

DISCLAIMER

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PLANNING AND REGULATORY COMMITTEE
Minutes from 11 December 2019

Present:	Councillors Ross Vickery (Chair), Pam Colenso, Rebecca Fox, Leigh Hay, Alistair Plimmer and Mayor Beijen.
In Attendance:	Russell O’Leary (Group Manager Planning and Environment), Godwell Mahowa (Planning Manager), Rick Mead (Environmental Services Manager), Hans van Kregten (Kaha Consultancy), Kendyll Harper (Planner), Honor Clark (Planning Consultant) and Suzanne Clark (Committee Advisor).
Conduct of Business:	The meeting was held in public except where expressly noted in the Supper Room, Waihinga Centre, Texas Street, Martinborough between 1:00pm and 2:36pm.

Open Section

A1. Apologies

PLANNING AND REGULATORY RESOLVED (PR2019/24) to accept apologies from Cr West.

(Moved Cr Jephson/Seconded Cr Wright)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

Sarah Gilles-Palmer was starting a horse business in Boundary Road, Featherston, and requested Council assistance to move forward.

A4. Actions from Public Participation

Council officers undertook to contact Ms Gilles-Palmer.

A5. Extraordinary Business

There was no extraordinary business.

DISCLAIMER

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A6. Notices of motion

There were no notices of motion.

B Decision Reports

B1. South Wairarapa Spatial Plan

The Group Manager Planning and Environment summarised work undertaken to date on the Spatial Plan Project and presented a timeline to complete the project. Members expressed concern at the complexity of the consultation document and the low level of submissions received during consultation and put in place a recommendation to allow further consultation to refine ideas before moving to next steps. Members noted that by adding additional consultation the Spatial Plan final document may not be ready to inform the Long Term Plan.

PLANNING AND REGULATORY RESOLVED (PR2019/25):

1. To receive the South Wairarapa Spatial Plan Report.
(Moved Cr Hay/Seconded Mayor Beijen) Carried
2. To recommend to Council that the timeline for advancing the spatial plan includes further consultation with the public in conjunction with specialist advice from a research company.
(Moved Mayor Beijen/Seconded Cr Fox) Carried
3. To recommend to Council that the proposed programme to complete the Spatial Plan ideally by December 2020 be endorsed so that it can potentially inform the upcoming review of the 2021-31 Long Term Plan (LTP).
(Moved Cr Plimmer/Seconded Cr Hay) Carried
4. To recommend to Council that the proposed programme for community and stakeholder engagement and consultation on the Draft Spatial Plan be endorsed subject to any amendments from the Committee; and
5. To note that the Council is participating in the Wellington Regional Growth Framework and that this will also help to inform the Draft Spatial Plan and that Greater Wellington Regional Council also seeks to support the Council in its development of the South Wairarapa Spatial Plan.
(Moved Cr Plimmer/Seconded Cr Hay) Carried

C. Information and Verbal Reports from Chief Executive and Staff

C1. Planning and Environment Group Report

The Group Manager Planning and Environment discussed Greytown Main Street development, the proposed combined dog pound, resource management consent application compliance and the potential of shared Council services, the impact of the Wairarapa Dark Sky project on street lighting, and alcohol licencing renewals with members.

DISCLAIMER

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PLANNING AND REGULATORY RESOLVED (PR2019/26):

1. To receive the Planning and Environment Group Report.
(Moved Mayor Beijen/Seconded Cr Fox) Carried
2. Action 276: Make 'Proposed Combined Dog Pound Update' a regular agenda item for Planning and Regulatory Committee meetings; R O'Leary

C2. Martinborough Southeast Growth Area

Mr van Kregten with assistance from Ms Clark updated members on the work carried out to date on the Martinborough Southeast Growth Area.

The consultants answered members' questions about engagement undertaken, numbers of residents in support of the proposed project, how the need for the development was ascertained, and future project stages including stormwater investigation and cost implications, wider consultation, and creation of a structure plan for the area.

PLANNING AND REGULATORY RESOLVED (PR2019/27):

1. To receive the Martinborough Southeast Growth Area Update Report.
(Moved Cr Plimmer/Seconded Cr Colenso) Carried
2. To recommend that further stormwater investigations and consultation be undertaken by the consultants and officers of Wellington Water as part of addressing servicing urban growth, stormwater capacity, residential land provision for Martinborough.
(Moved Cr Plimmer/Seconded Cr Colenso) Carried

Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

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ASSETS AND SERVICES COMMITTEE

Minutes from 11 December 2019

Present: Councillors Brian Jephson (Chair), Garrick Emms, Rebecca Fox, Pip Maynard, Alistair Plimmer, Ross Vickery, and Mayor Alex Beijen.

In Attendance: Harry Wilson (Chief Executive), Bryce Neems (Amenities Manager), Anna O'Connell (Venues Coordinator), and Suzanne Clark (Committee Advisor).

Conduct of Business: The meeting was held in the Supper Room, Waihinga Centre, Martinborough and was conducted in public between 11:00am and 12:15pm.

Also in Attendance: David Beveridge and Helen Mitchell-Shand.

Open Section

A1. Apologies

There were no apologies.

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

Ms Mitchell-Shand expressed concern at the number of trucks that were using Fabians and Papawai Road as a result of a Greater Wellington Regional Council (GWRC) to remove river gravel. There was no communication with residents about the consent and road noise had increased. Ms Mitchell-Shand queried GWRC responsibilities, requested that Council repair potholes she believed were caused by the trucks, and asked Council to reduce the road speed limit so that it was safer for pedestrians and cyclists.

Mr Beveridge requested that the Waihinga Centre terms and conditions document be clarified to show when the terrace can be included in the hire and that it is not part of the licensed area, and that if the caterer has an alcohol license then a special license is not required. Mr Beveridge requested flexibility and a user-friendly approach for the Centre's use.

DISCLAIMER

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A4. Actions from Public Participation

Mr Wilson undertook to obtain a copy of the GWRC river consent and review the conditions to ensure all communications obligations had been met. Speed limits were subject to a national review and rollout by New Zealand Transport Authority (NZTA).

ASSETS AND SERVICES COMMITTEE NOTED:

1. Action 267: Identify whether GWRC or SWDC is responsible for fixing potholes on Fabians Road where their cause is due to trucks carrying river gravel under a GWRC consent and log a job to have them fixed; H Wilson
2. Action 268: Make clear on Council venue terms and conditions documents what is and is not available when hiring a venue; H Wilson

A5. Extraordinary Business

There was no extraordinary business.

A6. Notices of motion

There were no notices of motion.

B Decision Reports from Chief Executive and Staff

B1. Review of the Hire of Council Facilities Policy Report

Members discussed the policy and suggested amendments that would provide clarity on the division of responsibilities and what spaces would be included in any venue hire.

ASSETS AND SERVICES COMMITTEE RESOLVED (AS2019/17):

1. To receive the Hire of Council Facilities Policy E200 Report.
(Moved Cr Vickery/Seconded Cr Maynard) Carried
2. To recommend to Council to approve the amendments to the Hire of Council Facilities Policy E200 provided by officers and further amendments as agreed by the Committee.
(Moved Cr Fox/Seconded Cr Maynard) Carried
3. To recommend to Council that the Policy be reviewed annually.
(Moved Cr Plimmer/Seconded Cr Vickery) Carried
4. Action 269: Include reference in the Hire of Council Facilities Policy that alcohol permissions are the responsibility of the hirer and which areas of the venue exclude the serving of alcohol; H Wilson
5. Action 270: Attach to the Hire of Council Facilities Policy any forms that the hirer needs to complete and the venue terms and conditions; H Wilson
6. Action 271: Review the wording of clause 5.3 of the Hire of Council Facilities Policy Report to see if it can be strengthened; H Wilson

DISCLAIMER

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C Information and Verbal Reports from Chief Executive and Staff

C1. Infrastructure and Services Report

Mr Wilson noted a correction to the last paragraph on the second page of the report. Martinborough would be operating on 20% less than the full supply not half the usual summer supply.

Mr Wilson reported that Pirinoa water supply upgrades would be complete by the end of the year and updated members on the other water supply projects and recent faults.

Mr Wilson answered questions on the effectiveness of the water reduction programme, the water supply project budget, Greytown stormwater/water race system, the Lake Ferry pine tree removal, the roading programme underspend to date, and the Tora Bridge upgrade.

ASSETS AND SERVICES COMMITTEE RESOLVED (AS2019/18) to receive the Infrastructure and Services Report.

(Moved Cr Vickery/Seconded Cr Jephson)

Carried

Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

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WATER RACE SUBCOMMITTEE Minutes from 12 December 2019

Present:	Colin Olds (Chair), Paul Harvey, Jim Hedley, Frank van Steensel, Mayor Alex Beijen and Cr Rebecca Fox.
In Attendance:	Bill Sloan (Waters Project Officer) and Suzanne Clark (Committee Advisor).
Conduct of Business:	The meeting was held in the Supper Room, Waihinga Centre, Martinborough and was conducted in public between 4:00pm and 5:25pm.

Open Section

A1. Apologies

WATER RACE SUBCOMMITTEE RESOLVED (WR2019/01) to accept apologies from Justine Thorpe.

(Moved Mayor Beijen/Seconded Cr Fox)

Carried

A2. Conflicts of Interest

Outside of this Subcommittee, Mr van Steensel gave advice on land use and could potentially have a conflict of interest.

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.

B Decision Reports from Chief Executive and Staff

B1. Adoption of Water Race Subcommittee Terms of Committee

Members noted that the Subcommittee had a Longwood Water Race member vacancy and discussed increasing representation for the Longwood Water Race to

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three members. A change in membership was not moved forward as it was acknowledged that the Moroa Water Race covers a larger land area.

WATER RACE SUBCOMMITTEE RESOLVED (WRS2019/02):

1. To receive the Adoption of Water Race Subcommittee Terms of Reference Report.

(Moved Olds/Seconded Cr Fox)

Carried

2. To adopt the Water Race Subcommittee Terms of Reference.

(Moved Cr Fox/Seconded Harvey)

Carried

Mr Hedley voted against the motion.

C Information and Verbal Reports from Chief Executive and Staff

C1. Challenges Ahead

Mr Sloan tabled a water race presentation and discussed the challenges with regards to obtaining a Longwood Water Race consent renewal from Greater Wellington Regional Council (GWRC) by April 2020 (the consent for Moroa Water Race expired in 2025).

Council were aiming to lodge a status quo consent application with GWRC for Longwood Water Race by the end of the year with the expectation that consent conditions would start to be negotiated early 2020. It was anticipated that following a water race review, administration of the network would be taken over by Wellington Water. There was not expected to be an increase in cost associated with the change in administrators.

Mr Sloan answered members' questions on the high cost to service the Longwood Water Race, Wellington Water skill and experience with water races and availability of historical information on the water races.

Members agreed to undertake a field trip of the network in February 2020.

Members noted that water race maintenance costs were in addition to rates, that the water races provided aquifer recharge, that should the water races be shut down users would need time to provide other methods for stock watering, that there was a specific issue around the Greytown urban area with regards to the water race system being used as a stormwater system, and that water race flow rate information should be notified to users. Obtaining the names of all water race users was discussed.

WATER RACE SUBCOMMITTEE NOTED:

1. Action 279: Send out a regular water race newsletter to all water race ratepayers; H Wilson
2. Action 280: Send a link to the water race bylaws to Subcommittee members; H Wilson
3. Action 281: Update the Greytown Community Board at their next meeting on the status of the Moroa Water Race; H Wilson

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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