

SOUTH WAIRARAPA DISTRICT COUNCIL

7 AUGUST 2019

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 Hearings Committee meeting 10 July 2019.*
3. *Receive the minutes of the CEO Review Committee meeting 10 July 2019.*
4. *Receive the minutes of the Featherston Community Board meeting 16 July 2019.*
5. *Receive the minutes of the Martinborough Community Board meeting 18 July 2019.*
6. *Receive the minutes of the Assets and Services Committee meeting 24 July 2019.*
7. *Receive the minutes of the Planning and Regulatory Committee meeting 24 July 2019.*
8. *Receive the minutes of the Māori Standing Committee meeting 29 July 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.

The Greytown Community Board did not meet in the previous six weeks.

2. Appendices

Appendix 1 - Hearings Committee meeting 10 July 2019
CEO Review Committee 10 July 2019
Featherston Community Board 16 July 2019
Martinborough Community Board 18 July 2019
Assets and Services Committee 24 July 2019
Planning and Regulatory Committee 24 July 2019

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

Appendix 1

- Hearings Committee meeting 10 July 2019
 - CEO Review Committee 10 July 2019
- Featherston Community Board 16 July 2019
- Martinborough Community Board 18 July 2019
- Assets and Services Committee 24 July 2019
- Planning and Regulatory Committee 24 July 2019



SOUTH WAIRARAPA DISTRICT COUNCIL HEARINGS COMMITTEE MINUTES

10 July 2019

Minutes of a Hearings Committee meeting held on Wednesday 10 July 2019, commencing at 9:30am in the Supper Room, Waihinga Centre, Texas Street, Martinborough. The meeting was conducted in public between 9:30am and 10:13am except where expressly noted.

Committee: Mayor Viv Napier (Chair)
Cr Colin Olds
Cr Brian Jephson

In Attendance: Andrew McEwan (Bylaws Officer)
Lynne Drake (Bylaws Officer)
Shane Sykes (Environmental Services Manager)
Suzanne Clark (Committee Advisor)

Michal Navratil (Objector)

HEARING OPENING

The Chairperson welcomed attendees to the reconvening of the hearing to consider an objection lodged by Ms Yvonne Teuwissen against the issuing of a menacing dog classification relating to the dog known as “Romeo” pursuant to the provisions of Section 33C(1) of the Dog Control Act 1996. Romeo is now owned by Michal Navratil, and as the current owner, wishes to be heard.

CASE FOR CLASSIFICATION - SOUTH WAIRARAPA DISTRICT COUNCIL

Dr Sykes, Environmental Services Manager, tabled an email dated 8 July 2019 from Yvonne Ellison who acted as Mr Navratil’s support person at the last hearing. Ms Ellison was unable to attend the hearing and had stated that Mr Navratil may need language assistance. Dr Sykes had previously understood that language was not a barrier. Dr Sykes could not arrange an interpreter at late notice but asked the Committee to ensure that language was not a barrier to proceedings for Mr Navratil.

The Chair addressed Mr Navratil asking him to ensure that he understood proceedings and to seek clarification if it was required.

Council officers had received a complaint from the victim, Mr Alison, and had actioned. Council officers believed there were human errors involved in the case, however it did not change the way Romeo reacted when Mr Alison entered the property. Romeo is a non-neutered Maremma Sheepdog, a breed known for exhibiting strong guarding and protecting behaviour. Dr Sykes stated that there was no evidence that the dog was menacing if it was in public.

Dr Sykes acknowledged that Council officers had observed that Mr Navratil's dog handling skills were good, and that he was a better handler for Romeo than the previous owner. Dog handling was only one aspect of the situation, and consideration should be given to the possibility of someone entering the property when Mr Navratil was not at home.

Dr Sykes submitted that Romeo presented a risk to the public due to displayed behaviour, characteristic of the Maremma Sheepdog breed. Dr Sykes believed it was in the public interest for the dog to be classified as menacing.

In response to a question from the Committee about actions undertaken since the incident last year, Mr McEwan responded that additional signage had been put on display, both gates were locked with bicycle locks and bells were installed by the gates. Mr Navratil added that anyone wanting to enter the property had to ring the bell or call him (a phone number was not displayed at the gate).

In response to a question from the Committee about further attacks by Romeo, Mr McEwan was not aware of any other attacks.

OBJECTOR – MICHAL NAVRATIL

M Navratil tabled information from South Wairarapa Vets following an examination of Romeo. The vet had not noticed aggressive behaviour. Mr Navratil could make Romeo available for a behavioural assessment, and did not believe he was aggressive.

In response to a question from the Committee about the possibility of the previous owner returning to claim ownership of the dog, Mr Navratil said Ms Teuwissen was not intending to live in New Zealand again and she did not plan on relocating an older dog to Europe.

In response to a question from the Committee about behavioural deterioration as the dog had aged, Mr Navratil reported that he had known the dog for six years and had not seen a deterioration in behaviour. The dog guarded the property but when he was in public he behaved differently. He did not seek to fight other dogs, nor was he dangerous to other animals. Romeo let children approach and pet him.

The Committee asked Mr Navratil about Romeo's behaviour since he had taken ownership of him. Mr Navratil said Romeo barked and guarded the property, and

desisted when he commanded him to be quiet. Mr Navratil could then open the gate to let visitors in. Romeo was always secured behind a locked gate or inside the house.

Mr McEwan and Ms Drake had visited the property and confirmed that Mr Navratil had better control over Romeo than Ms Teuwissen. Council officers noted an aggressive behaviour from Romeo that would potentially result in being bitten if someone entered the property and Mr Navratil was not at home.

In response to a question from the Committee asking when the dog was first registered with South Wairarapa District Council, Mr Navratil responded that Romeo had moved from Upper Hutt two years ago. Mr McEwan advised that the dog did not appear to have any negative history.

Dr Sykes clarified that neutering was required by law for menacing dogs, however if a vet thought that neutering was medically contraindicated a neutering exemption could be requested. The menacing status required the dog to be muzzled in public and the status was for life.

RIGHTS OF REPLY

Dr Sykes suggested that the tabled statement from the vet was not the best reflection of Romeo, as the guarding behaviour was occurring at the owner's property. In the case of the incident against Mr Alison, Dr Sykes believed it lucky that it was not a child and that the owner was home.

Mr McEwan was a competent professional and believed if he went on the property uninvited he would be attacked.

The Committee asked Dr Sykes if property mitigations changed anything from the Council officers' perspective to which Dr Sykes responded that it did lower the risk, but precautions needed to be undertaken because the dog was a problem.

Mr Navratil did not believe neutering Romeo would have an affect on his behaviour, and that Romeo's behaviour in public was different to his behaviour at home. He believed that a muzzle would have a negative affect on Romeo's behaviour as he had not worn one before.

Mr Navratil walked Romeo every morning off-lead; the walks were far away from public roads.

The Chair advised that the Committee were bound by the law.

PUBLIC EXCLUDED

THE HEARINGS COMMITTEE RESOLVED (HC2019/10) that the public be excluded from the following part of the meeting.

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) and section 48(2) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Deliberation of a hearing conducted under the Animal Control Act	Good reason to withhold exists under section 1(d) and section 2(a)(i)(ii)	Section 48(1)

This resolution is made in reliance on Section 48(1)(d) and Section 48 2(a)(ii)(iii) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the hearing 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
d) that the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.	Section 48 1(d)
a) any proceedings before a local authority where: i) a right of appeal lies to any court or tribunal against the final decision of the local authority in those proceedings or ii) the local authority is required, by any enactment, to make a recommendation in respect of the matter that is the subject of those proceedings.	Section 48 2(a)(i)(ii)

Moved (Cr Colin Olds/Cr Brian Jephson)

Carried

The *HEARINGS COMMITTEE RESOLVED* (HC2019/11) to move out of the public excluded section of the meeting.

Moved (Cr Colin Olds/Cr Brian Jephson)

Carried

HEARING COMMITTEE DECISION

The *HEARINGS COMMITTEE RESOLVED* (HC2019/12):

1. To receive the Objection to Dog Being Classified as Menacing Report.
Moved (Mayor Viv Napier/Cr Brian Jephson) Carried

2. To confirm the classification of “Romeo” as a menacing dog pursuant to section 33B of the Dog Control Act 1996.
Moved (Cr Colin Olds/Cr Brian Jephson) Carried

3. To write to Mr Navratil’s Property Manager and Mr Alison’s employer offering education and advice regarding general aspects of health and safety where dogs may be encountered at residences.
Moved (Mayor Viv Napier/Cr Colin Olds) Carried

Confirmed as a true and correct record

..... (Chair)

..... (Date)



CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE Minutes from 10 July 2019

Present:	Mayor Viv Napier (Chair), Councillors Brian Jephson, Colin Olds and Pip Maynard.
In Attendance:	Harry Wilson (Chief Executive Officer) and Suzanne Clark (Committee Advisor).
Conduct of Business:	The meeting was held in the Mayor's Office, 19 Kitchener Street, Martinborough and was conducted in public except where expressly stated between 12:00pm and 12:30pm except where expressly indicated.

Open Section

A1. Apologies

CEO REVIEW COMMITTEE RESOLVED (CEO2019/03) to accept apologies from Colin Wright.

(Moved Cr Maynard/Seconded Cr Olds)

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 were no conflicts of interest declared.

A6. Notices of motion

There were no notices of motion.

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B Consideration of Public Excluded Business

B1. Determination of Acting CEO Remuneration

CEO REVIEW COMMITTEE RESOLVED (CEO2019/04) that the public be excluded from the following part of the meeting.

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:

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Determination of Acting CEO Remuneration	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:

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

(Moved Cr Olds/Seconded Cr Jephson)

Carried

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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Featherston Community Board

Minutes – 16 July 2019

- Present:** Robyn Ramsden (Chair), Claire Bleakley, Brenda West, Mark Shepherd and Cr Colin Olds.
- In Attendance:** Angela Williams (Committee Advisor).
- Conduct of** The meeting was held in Kiwi Hall, 62 Bell Street, Featherston.
- Business:** The meeting was conducted in public between 7:00pm and 8:40pm.

EXTRAORIDNARY BUSINESS

Mrs Ramsden advised that a late application had been received from Featherston Cloth Collective and asked the Board to consider reviewing the application as additional agenda item 6.6.

FCB RESOLVED (FCB 2019/44) to consider the late grant application from Featherston Cloth Collective to apply for funding for the creation of a crocheted Christmas Tree in the town square.

The reason it cannot be deferred to the August meeting is that there is only four months to allow for making of 420 5" squares and to then assemble ready for the beginning of December.

(Moved Ramsden/Seconded Cr Olds)

Carried

Mrs West against

1. APOLOGIES

FCB RESOLVED (FCB 2019/45) to note apologies from Mayor Napier and Harry Wilson.

(Moved Ramsden/Seconded Bleakley)

Carried

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

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3. PUBLIC PARTICIPATION

There was no public participation.

4. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation.

5. COMMUNITY BOARD MINUTES

5.1 Featherston Community Board Minutes – 4 June 2019

FCB RESOLVED (FCB 2019/46)

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 4 June 2019 be confirmed as a true and correct record.

(Moved Ramsden/Seconded Cr Olds)

Carried

Mrs Bleakley Abstained

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Officers Report

Members noted the change in the format of the report providing fuller information, that dates were representative of the information provided at the time for Council reporting and agreed that it would be useful to have an officer present to ask questions around topics covered in the report.

Members discussed the report including the spatial plan, easements for 57 Fitzherbert Street, waste to Bonny Glen and the impact on recycling by the Zero Waste Co-ordinator and process for contacting officers regarding clarification about information contained in the report. Mrs Ramsden advised a request was made that queries were directed through the chair to the GM as opposed direct to officers.

FCB RESOLVED (FCB 2019/47):

1. To receive the Officers Report.

(Moved Ramsden/Seconded Shepherd)

Carried

2. Action 16 - To provide clarification around the easements for 57 Fitzherbert Street and provide update to the Board via email, Mr Allingham.

3. Action 17 - To invite Cr Colenso and Jo Dean, the Zero Waste Co-ordinator to provide an overview of progress at the next Community Board meeting, Mr Wilson.

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6.2 Action Items Report

FCB reviewed the action items and discussed further updates.

Members noted:

Action 415 - the need to progress with the traffic management plan for the Christmas Parade to meet requirements for advertising. Mrs Bleakley to work closely with Council around cost clarification and for the information to be presented for approval at the August meeting.

FCB RESOLVED (FCB 2019/48):

1. To receive the Action Items Report.
(*Moved Ramsden/Seconded Bleakley*) Carried

6.3 Income and Expenditure Report

FCB RESOLVED (FCB 2019/49):

1. To receive the Income and Expenditure Report for the period 1 July 2018-31 May 2019.
(*Moved Ramsden/Seconded Shepherd*) Carried
2. Action 18 - To provide an updated Income & Expenditure Report to members without formatting issues, Mr Wilson.

6.4 Financial Assistance Accountability Report

Members noted that all outstanding accountability forms had been followed up at the time this report was produced.

FCB RESOLVED (FCB 2019/50):

1. To receive the Financial Assistance Accountability Report.
(*Moved Ramsden/Seconded Cr Olds*) Carried

6.5 Boy Racer Counter Measures

Members discussed the report, noted the need for the public to contact Police to report incidents as this information is vital to capture true information and statistics. Members agreed it would be useful to understand further statistics for accidents along the Featherston to Masterton stretch of road.

FCB RESOLVED (FCB 2019/51):

1. To receive the Boy Racer Counter Measures Report.
(*Moved Ramsden/Seconded Shepherd*) Carried
2. Action 19 – To request from Bruce Pauling, Wairarapa Road Safety Council, five years of statistics on injuries/non-injuries and fatalities for SH2 from Featherston to Masterton, Mr Allingham.

6.6 Financial Assistance Report

Members discussed the process around receiving late applications (after the agenda has been distributed), the need for official documentation to be received through the correct channel (Council officers), the steps for applications to be considered under

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Extraordinary Business and the role of the Board to serve the community.

FCB RESOLVED (FCB 2019/52):

3. To receive the Financial Assistance Report.
(Moved Cr Olds/Seconded Ramsden) Carried
4. To grant \$500 to the Featherston Cloth Collective to construct a crocheted Christmas Tree in the town square.
(Moved Ramsden/Seconded Olds) Carried

7. NOTICES OF MOTION

None advised.

8. CHAIRPERSONS REPORT

8.1 Chairperson Report

Mrs Ramsden outlined areas from the report including the FlagTrax banners, costings, proposed designs and use for generic and seasonal banners, 57 Fitzherbert Street vacant lot sale process, and the Oak tree outside the Fell Museum. Members agreed it was not appropriate or the responsibility of the Board to apologise to contractors when undertaking their job for the behaviour of members of the public.

FCB RESOLVED (FCB 2019/53):

1. To receive the Chairpersons report.
(Moved Ramsden/Seconded Shepherd) Carried
2. Recommend that the Featherston Community Board purchase street banners for the main street from the Beautification Fund.
3. Recommend the initial purchase of one set (15) of blue 'Featherston Welcomes You' generic street banners, design included, from the Beautification Fund, at a cost of \$1,170 + gst from OneSource.
(Moved Bleakley/Seconded West) Carried
4. That the Featherston Community Board engage with local artists in a meaningful way for designs for seasonal banners to intermingle with the generic banners for Featherston main street and present for consideration.
(Moved Ramsden/Seconded Bleakley) Carried
5. Action 20 – To request Council officers engage with graphic designers with Featherston expertise for options for FlagTrax seasonal banners to present to the Community board, Mr Allingham.
6. Action 21 – To request clarification around the process for selecting real estate companies for the sale of 57 Fitzherbert Street, Mrs Ramsden.

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9. MEMBERS REPORT (INFORMATION)

9.1 Claire Bleakley

Members discussed the information outlined in Mrs Bleakley report noting that feedback on the Terms of Reference will be submitted and reviewed by the Terms of Reference Review Committee alongside other Community Board feedback.

Mrs Bleakley to further discuss the information provided on senior housing with Cr Vickery.

10. CORRESPONENCE

10.1 Outwards

To Liz Lark, St Teresa’s School in support of the Donald’s Creek Project and funding through a grant application

To Martine Bijker, Featherston First Friday’s team in appreciation of organising and running the First Friday events for the community.

To Jennie Mitchell, SWDC in appreciation of her role as acting Chief Executive.

10.2 Inwards

From Mayor Dalziel, Christchurch City Council, to members of Greytown and Featherston community boards dated 14 June 2019.

FCB RESOLVED (FCB 2019/54) to approve the outwards correspondence.

(Moved Olds/Seconded Ramsden)

Carried

Meeting closed at 8.40pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

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Minutes – 18 July 2019

- Present:** Lisa Cornelissen (Chair), Vicky Read, Maree Roy,
Cr Pam Colenso, Cr Pip Maynard
- In Attendance:** Harry Wilson (Chief Executive Officer - to 7.08pm), 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 18 July 2019
between 6.00pm and 8.12pm.
- Also In Attendance:** TeAta Philips, Cr Lee Carter, Mary Smith, Bev Clark, Gina Smith,
William Higginson

PUBLIC BUSINESS

EXTRAORDINARY BUSINESS

Mrs Cornelissen proposed that the Spatial Plan Discussion document be discussed under the Chair Report section as it would be appropriate for the Board to make a submission and that the August meeting date is changed to the 22 August. Both items to be discussed under agenda item 8.

With the interest generated in agenda item 6.6, and attendance by the public, Mrs Cornelissen proposed moving the Pain Farm Report up in the agenda to follow the public forum section.

MCB RESOLVED (MCB 2019/39):

To move agenda item 6.6 up in the agenda to follow the public forum section.

(Moved Cornelissen/Seconded Cr Maynard)

Carried

1. APOLOGIES

MCB RESOLVED (MCB 2019/40):

To receive apologies from Mayor Napier, Ms Beattie, Maisie Arnold-Barron (Student Representative) and noted Mr Wilson would need to leave at approximately 6.30pm.

(Moved Cr Colenso /Seconded Read)

Carried

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2. CONFLICTS OF INTEREST

No conflicts of interest.

3. PUBLIC PARTICIPATION

3.1 TeAta Philips

Ms Philips presented her proposal for the installation of lime walkways from Ferry Road submitted through the Annual Plan Submission process. Ms Philips advised that both Martinborough Transport and MT Services would be happy to assist with services to provide a safe walkway.

Pain Farm Estate Speakers

The following speakers, spoke to the Pain Farm report including providing historical background, the bequest of the estate and intention to benefit youth of Martinborough and the asset it is to the community. Speakers expressed their concerns at the current state of the Farm, queried how it had been allowed to deteriorate to its current state, where monies from the Estate have been used and the option to sell as detailed in the papers. All speakers asked questions of the Board and requested answers to be provided.

3.2 Cr Lee Carter on behalf of her husband Robert Carter. Cr Carter tabled the statement and requested actions.

3.3 Mary Smith

3.4 Bev Clark

3.5 Gina Smith

3.6 William Higginson (notes provided)

4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

Te Ata Philips

Members noted that Ms Philips proposal was initiated through the Annual Plan submission process, acknowledged the offer of assistance from local business', discussed if it should be endorsed by the Board in the first instance whilst noting that some urban areas still require footpaths so this would need to be assessed.

Action 491 - To refer Ms Philips proposal for lime walkways from Ferry Road to locations identified in the proposal to the Assets and Services Committee for formal consideration, Mr Wilson.

Pain Farm (Agenda item 6.6 brought forward)

Mrs Cornelissen thanked the members of the public and presenters for their passion for the Pain Farm Estate and advised that the Community Board also

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shared their interest with the legacy of Pain Farm, hence the request to provide a preliminary report to initiate discussions to rectify the current situation. Mrs Cornelissen requested all presenters provide a copy of their notes to Council and questions raised to ensure all were captured.

The Board discussed the content and recommendations of the report including immediate repairs, financial implications for options to repair to a safe and acceptable standard versus a full restoration, that information comes back to the Community Board for analysis and review prior to further recommendations, the possible need for consultation with the community and that more regular inspections are required with respect to the tenant.

MCB RESOLVED MCB 2019/41):

1. To receive the Pain Farm Report.
(Moved Cr Colenso/Seconded Cornelissen) Carried
2. To recommend to Council that Pain Farm Estate fund up to \$5,000 for the repair of damaged water pipes and troughs on a cost share basis with the Pain Farm lessee on the proviso that effort is made to recoup costs from the previous lessee.
3. Recommends to Council that Pain Farm Estate fund the Pain Estate Tender and Lease Agreement, which includes the inspection of Pain Estate report dated 7 May 2019 at a cost of \$6,281 plus GST.
(Moved Cornelissen/Seconded Read) Carried
4. That Officers seek a full assessment of the House and Cottage and obtain 2 quotes, one to restore the buildings to a suitable standard for rental purposes, the other to undertake a full restoration to secure the property for the long term.
(Moved Cr Colenso/Seconded Read) Carried
5. That Officers report back to MCB answering all questions raised by both the Community Board and all speakers today.
(Moved Cr Maynard/Seconded Roy) Carried
6. Report to the Community Board once the quotes have been received for maintenance work with options and analysis outlining the implications for the long-term financial position of the Pain Estate and suggested priorities for undertaking the work
(Moved Cr Colenso/Seconded Cornelissen) Carried
7. That up to \$40,000 be made available immediately for urgent maintenance work to be undertaken.
(Moved Read/Seconded Cr Maynard) Carried
8. Note for the record that once full information is available from the reports outlined above, it is highly likely that Council will need to undertake a full consultation process with the Martinborough Community on the options available for Pain Farm Estate.
(Moved Cornelissen/Seconded Read) Carried

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9. That Officers prepare a full briefing for newly elected and existing Community Board and SWDC elected members on the background, history and significance of the Pain Estate, its purpose and the Community Board role and Council role in administering it as part of the induction process following local government elections.

(Moved Cornelissen/Seconded Cr Maynard) Carried

10. Action 492– To request a minimum reporting of at least six months for both the farm and buildings with respect given to the tenant, Mr Allingham.
11. Action 493 - To add a separate Pain Farm section to the actions register to ensure all information such as quote details are captured, and requests are converted to actions, Mr Wilson.

Mr Wilson left the meeting at 7.08pm.

5. COMMUNITY BOARD MINUTES

5.1 Martinborough Community Board Minutes – 6 June 2019

MCB RESOLVED (MCB 2019/42):

That the minutes of the Martinborough Community Board meeting held on 6 June 2019 be confirmed as a true and correct record.

(Moved Roy/Seconded Cr Colenso) Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Officers Report

Mrs Cornelissen advised that following requests from the community boards, the Officers Report has been reinstated providing the level of information that the Committee Minutes Report did not contain.

Mrs Cornelissen requested if any questions arise from the information provided in the Officers Report that cannot be answered during the meeting, these are directed to the Chair for follow-up with Officers or at the relevant Council meeting.

MCB RESOLVED (MCB 2019/43):

To receive the Officers Report.

(Moved Cr Colenso/Seconded Cr Maynard) Carried

6.2 Committee Minutes Report

Members noted the minutes from the Considine Park meeting and that a further meeting is proposed but a date has not yet been confirmed.

MCB RESOLVED (MCB 2019/44):

To receive the Committee Minutes Report.

(Moved Cornelissen/Seconded Cr Colenso) Carried

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6.3 Action Items Report

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

MCB RESOLVED (MCB 2019/45):

1. To receive the Action Items Report.
(*Moved Cr Colenso/Seconded Roy*) Carried
2. Action 494– To arrange a meeting with Mr Wilson to discuss all outstanding action items, Mrs Cornelissen.

6.4 Income and Expenditure Report

Mrs Cornelissen suggested further discussion following the review of the Budget Report later in the agenda.

MCB RESOLVED (MCB 2019/46):

To receive the Income and Expenditure Statement for the period 1 July 2018 – 31 March 2019.

(*Moved Cornelissen/Seconded Cr Colenso*) Carried

6.5 Financial Assistance Accountability Report

Members noted that the status of grant applications is marked 'complete' once the Accountability Form has been received from applicants and is reported on in this format. All applicants with outstanding accountability forms have been followed up prior to this report being completed.

MCB RESOLVED (MCB 2019/47):

To receive the Financial Assistance Accountability Report.

(*Moved Read/Seconded Cr Maynard*) Carried

6.6 Pain Farm Report – covered earlier in the agenda.

7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSONS REPORT

8.1 Chairperson's Report

MCB RESOLVED (MCB 2019/48) to receive the Chairperson's Report.

(*Moved Cornelissen/Seconded Read*) Carried

8.1.1 Community Board Projects

MCB RESOLVED (MCB 2019/49) to receive the information and make updates as necessary.

(*Moved Cornelissen/Seconded Read*) Carried

8.1.2 MCB Workshop

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MCB RESOLVED (MCB 2019/50) to receive the MCB Workshop notes
(Moved Cornelissen/Seconded Cr Colenso) Carried

8.1.3 2018/2019 Financials and 2019/2020 Draft Budget

Members reviewed the current financials, the proposed release of unused commitments, discussed the draft budget, and future allocations.

MCB RESOLVED (MCB 2019/51):

1. To receive the 2018/2019 financials and draft 2019/2020 draft Budget.

(Moved Cornelissen/Seconded Read) Carried

2. To release the unclaimed Martinborough Youth Trust Grant and invite them to reapply when they have identified a suitable course and candidate.

(Moved Cornelissen/Seconded Cr Colenso) Carried

3. To release the remaining unused funds from commitments for the Community Board conference fees, Community Engagement, Neighbourhood Support and Madcaps Christmas parade

(Moved Cr Colenso/Seconded Cornelissen) Carried

4. Action 495 – To finalise the budget for approval at the last meeting of the Board in August, Mrs Cornelissen.

Members discussed the allocation of beautification funds with considerations to the Waihinga Playground Water Play, seating in The Square, Considine Park and Cemetery and Town Entrance Signs.

MCB RESOLVED (MCB 2019/52):

1. To allocate \$2000 from beautification funds to the FlagTrax system and \$2000 towards the purchase of Flags to be determined at the next meeting.

(Moved Cornelissen/Seconded Read) Carried

2. That there is no further commitment of beautification funds until underplanting of the olives at the entrance to Martinborough has been financed.

(Moved Cr Colenso/Seconded Cr Maynard) Carried

8.1.4 FlagTrax and Flags

Members reviewed the pole locations, costings and options presented noting that the allocated Council funding for each town did not include installations costs however the Community Board have allocated budget towards this. There is an unknown quantity around traffic management costs especially for State Highway 53.

MCB RESOLVED (MCB 2019/53):

1. To receive the tabled Chairs Town Flag report.

(Moved Cornelissen/ Seconded Cr Colenso) Carried

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2. To agree and proceed with the purchase and installation of 13 FlagTrax poles (nos.7 to 19) as long as the total cost including the traffic management plan does not exceed \$16,000.

(Moved Cornelissen/Seconded Read)

Carried

3. Action 496 – To obtain costings for a traffic management plan for the installation of the FlagTrax poles and flags, Mr Allingham.

8.1.5 Spatial Plan

Mrs Cornelissen raised the recently released Spatial Plan Discussion document proposing a submission on behalf of the Board. Members agreed and that a workshop session be held Wednesday, 24 July at 4.30pm to progress.

Mrs Cornelissen advised that due to a booking conflict for the supper room that the last meeting date for the Board would need to be moved and suggested 22 August.

Meeting closed at 8.12pm

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

DISCLAIMER

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ASSETS AND SERVICES COMMITTEE

Minutes from 24 July 2019

Present:	Councillors Brian Jephson (Chair), Lee Carter, Pam Colenso (from 9:01am), Colin Olds, Mike Gray, Colin Wright and Robyn Ramsden (Featherston Community Board Chair).
In Attendance:	Harry Wilson (Chief Executive), Mark Allingham (Group Manager Infrastructure and Services), Suzanne Clark (Committee Advisor) and for part only Tim Langley (Roading Manager), Michael Chadderton, Paul Smart and Willie Silcock (Fulton Hogan), and Jo Dean (Zero Waste Coordinator).
Conduct of Business:	The meeting was held in the WBS Room, Greytown Town Centre, Greytown and was conducted in public between 9:00am and 11:13am except where expressly noted.

Open Section

A1. Apologies

ASSETS AND SERVICES COMMITTEE RESOLVED (AS2019/19) to accept apologies from Mayor Viv Napier, Lisa Cornelissen and Leigh Hay.

(Moved Ramsden/Seconded Cr Gray)

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 Confirmation

ASSETS AND SERVICES COMMITTEE RESOLVED (AS2019/20) that the minutes of the Assets and Services Committee meeting held on 19 June 2019 are a true and correct record.

(Moved Cr Wright/Seconded Cr Olds)

Carried

A7. Notices of motion

There were no notices of motion.

B Information and Verbal Reports from Infrastructure and Services Group Manager and Staff

B1. Infrastructure and Services Group Report

Fulton Hogan were in attendance to show members what asset and job management information was available in the RAMM software database so that members could provide feedback on what information they would like access to for monitoring of key performance indicator purposes.

Cr Carter left the meeting at 9:32am.

Cr Gray left the meeting at 9:33am.

Cr Carter returned to the meeting at 9:34am.

Cr Gray returned to the meeting at 9:34am.

Members noted that Mr Wilson's title in the Group Report was incorrect, he was the Chief Executive not Acting Chief Executive.

Mr Allingham discussed an engineering conference attended, reinstatement of roads and footpaths from fibre optic installation by Chorus, water supply noncompliance, operational management of Wellington Water staff, reporting of Lutra recommendations, use of Pain Farm for irrigating treated wastewater, sale of baleage from land irrigated with treated wastewater, housing for seniors, preparation of asset management plans for all Council owned buildings and reserves and stormwater drainage with members.

ASSETS AND SERVICES COMMITTEE RESOLVED (AS2019/21):

1. To receive the Infrastructure and Services Group Report.

(Moved Cr Colenso/Seconded Ramsden)

Carried

2. Action 7: Send an email to the Assets and Services Committee explaining what noncompliance with protozoa in Greytown water supply means; M Allingham
3. Action 8: Review the Infrastructure and Services Group Report KPI's to ensure that the correct survey results are reported; M Allingham
4. Action 9: Fix the spelling mistake in the wastewater service level table in the Infrastructure and Services Group Report; M Allingham
5. Action 10: Provide to the Assets and Services Committee the end-of-lease date for the new Pain Farm lease, and the planned date for irrigating treated wastewater to Pain Farm; M Allingham
6. Action 11: Pass on to GWRC a request from the Assets and Services Committee to clean/attend to the drain by the Featherston Railway Station as

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there have been instances of unacceptable flooding levels in the carpark; M Allingham

7. Action 12: Remove the wording 'low cost housing' from the Infrastructure and Services Report and replace with 'affordable housing'; M Allingham
8. Action 13: Send an email to the A&S Committee explaining why the South Wairarapa District libraries have not received the public access computing upgrade; M Allingham
9. Action 14: Provide an email update to the Assets and Services Committee on what stormwater sumps have been inspected and cleaned and the weight of material taken from each sump; M Allingham

B2. Action Items Report

Members discussed the action items and updates were provided by Council officers.

Mr Allingham undertook to review the proposed speed limit for Cotter Street, as it was understood the current speed management guide only allowed speed limits in multiples of 20km per hour, except with the permission of NZTA.

ASSETS AND SERVICES COMMITTEE RESOLVED (AS2019/22):

1. To receive the Action Items Report.
(*Moved Cr Colenso/Seconded Cr Gray*) Carried
2. Action 15: Prepare a report on the Featherston flooding event for the Featherston Community Board, with consideration given to outlining the damage caused and rectification action; M Allingham

B3. Zero Waste Coordinator Update

Ms Dean advised that the Wheelie Bin project would be rolled out to the South Wairarapa on the 9 September 2019 and answered members' questions on wheelie bin replacement and pickups under various scenarios.

B4. Water Race Subcommittee

Cr Olds tabled a report from the Water Race Subcommittee and spoke about the process for appointing members to the Subcommittee.

Mr Wilson noted that water races would be a significant and complex piece of work due to the historical nature of the race and current ecological considerations.

ASSETS AND SERVICES COMMITTEE RESOLVED (AS2019/23) to delegate to Cr Olds and the Chief Executive the selection of people to participate in the Water Race Subcommittee.

(*Moved Cr Wright/Seconded Cr Olds*) Carried

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B5. Glyphosate

Members discussed Council's current use of glyphosate and the Committees agreement for Council not to lead the investigation into weed control alternatives to glyphosate.

Members noted that there was no connectivity between Council reporting and remits supported by elected members at the 2019 LGNZ conference.

Mr Wilson noted that glyphosate had been assessed by the Environmental Protection Agency and was approved for use in NZ. Local Government NZ (LGNZ) remits were not binding on councils, but they formed a unified position for LGNZ to take when lobbying central government on current issues.

ASSETS AND SERVICES COMMITTEE NOTED:

1. Action 16: In the 2019 LGNZ Conference report update to Council outline the key remits supported; Cr Olds, Cr Carter, Mayor Napier

Public Excluded

C. Public Excluded Minutes from 19 June 2019

ASSETS AND SERVICES COMMITTEE RESOLVED (AS2019/24) that the public be excluded from the following parts of the proceedings, namely:

- C1. Receipt and confirmation of the public excluded minutes of the Assets and Services Committee meeting 19 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:

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Receipt and confirmation of the public excluded minutes of the Assets and Services Committee meeting 19 June 2019	Good reason to withhold exists under section 7(2)(f)(h)	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:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
f) to maintain the effective conduct of public affairs through- i) the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) applies, in the course of their duty.	Section 7(2)(f)(h)

DISCLAIMER

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<p>ii) the protection of such members, officers, employees, and person from improper pressure or harassment.</p> <p>(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial)</p>	
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(Moved Cr Olds/Seconded Ramsden)

Carried

Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

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PLANNING AND REGULATORY COMMITTEE
Minutes from 24 July 2019

Present:	Councillors Colin Olds (Chair), Brian Jephson, Ross Vickery, Colin Wright, Pam Colenso and Featherston Community Board Chair, Robyn Ramsden.
In Attendance:	Harry Wilson (Chief Executive), Russell O’Leary (Group Manager Planning and Environment) and Angela Williams (Committee Advisor).
Conduct of Business:	The meeting was held in the WBS Room, Greytown Town Centre, Greytown and was conducted in public between 11:30am and 12.02pm.

Open Section

A1. Apologies

*PLANNING AND REGULATORY RESOLVED (PR2019/11) to accept apologies from Leigh Hay and Mayor Viv Napier, Cr Maynard and Lisa Cornelissen.
(Moved Cr Olds/Seconded Cr Jephson)*

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 (PR2019/12) that the minutes of the Planning and Regulatory Committee meeting held on 19 June 2019 are a true and correct record.

(Moved Cr Jephson/Seconded Cr Wright)

Carried

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A7. Notices of motion

There were no notices of motion.

B Information and Verbal Reports from Chief Executive and Staff

B1. Planning and Environment Group Report

Mr O’Leary provided an overview of the report, additional updates and answered questions on the Spatial Plan, South Wairarapa Growth Area, District Plan Review, Dark Sky, Greytown Development Area, Greytown Orchards Retirement Village and Featherston Tiny Homes.

Members noted that NZTA has been contacted regarding highway lighting in regards the Dark Sky reserve and contact will be made with Maritime NZ regarding lighthouses. Mrs Ramsden requested further information to provide to the Featherston Community Board (FCB) members regarding the Spatial Plan.

PLANNING AND REGULATORY RESOLVED (PR2019/13):

- 1. To receive the Planning and Environment Group Report.

(Moved Cr Jephson/Seconded Cr Vickery)

Carried

- 2. Action 22 – To provide further information regarding the Spatial Plan to FCB members, Mr O’Leary.

B2. Actions Items Report

Members discussed actions and noted further updates.

PLANNING AND REGULATORY RESOLVED (PR2019/14) to receive the Actions Items Report.

(Moved Ramsden/Seconded Cr Vickery)

Carried

B3. Update on Planning for New Dog Pound Facility

Mr O’Leary advised that a full costings report for an overall scale of 16-20 kennels will be undertaken and provided to this Committee for review. Members noted that a combined facility has been a topic to be addressed for a number of years and are keen to see this long-term solution progress.

PLANNING AND REGULATORY RESOLVED (PR2019/15) to receive the Update on Planning for the New Dog Pound Facility Report.

(Moved Cr Jephson/Seconded Ramsden)

Carried

Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

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