



SOUTH WAIRARAPA DISTRICT COUNCIL MEETING

MINUTES – 14 December 2011

- Present:** Mayor Adrienne Staples (Chairperson), councillors Margaret Craig, Dean Davies, Mike Gray, Brian Jephson, Viv Napier, Julie Riddell, Solitaire Robertson, Keith Sexton and Max Stevens.
- In attendance:** Dr Jack Dowds (Chief Executive Officer), Suzanne Clark (Committee Secretary) and for part only Glenn Bunny (Group Manager Planning and Environment), Mark Allingham (Group Manager Infrastructure and Services) and Paul Crimp (Group Manager Corporate Support).
- Conduct of Business:** The meeting was held in the South Wairarapa District Council Chambers at 19 Kitchener Street, Martinborough and was conducted in public between 9.30am and 1:55pm.

Procedural Items

Mayor Staples advised councillors that a report on a recent Wairarapa Councils Shared Services Working Party Meeting would be given during the Chief Executive Officer's Report.

A Preliminary Matters

A1. Apologies

No apologies were received.

A2. Conflicts of Interest

Cr Max Stevens declared a conflict of interest with the library service reports in items C2 and C3 of the agenda. Cr Mike Gray noted a conflict of interest due to his association with Greytown Trustlands Trust.

A3. Public Participation

There was no public participation.

A4. Minutes for Confirmation

COUNCIL RESOLVED (DC 2011/78) that the minutes of the Council meeting held on 2 November 2011 were received and confirmed as true and correct.

(Moved Cr Stevens/Seconded Cr Sexton)

Carried

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A5. Action Items

COUNCIL RESOLVED (DC 2011/79) to receive the action items from 2 November 2011.

(Moved Cr Riddell/Seconded Cr Gray)

Carried

B Council Committee and Community Board Minutes

B1. Policy and Finance Committee

COUNCIL RESOLVED (DC2011/80) to receive the minutes of the Policy and Finance Committee 2 November 2011.

(Moved Cr Robertson/Seconded Cr Craig)

Carried

B2. Martinborough Community Board

COUNCIL RESOLVED (DC2011/81) to receive the minutes of the Martinborough Community Board 10 October 2011.

(Moved Cr Napier/Seconded Cr Jephson)

Carried

B3. Featherston Community Board

COUNCIL RESOLVED (DC2011/82) to receive the minutes of the Featherston Community Board 11 October 2011.

(Moved Cr Napier/Seconded Cr Jephson)

Carried

B4. Greytown Community Board

COUNCIL RESOLVED (DC2011/83) to receive the minutes of the Greytown Community Board 12 October 2011.

(Moved Cr Napier/Seconded Cr Jephson)

Carried

B5. Maori Standing Committee

COUNCIL RESOLVED (DC2011/84) to receive the minutes of the Maori Standing Committee 17 October 2011.

(Moved Cr Davies/Seconded Cr Sexton)

Carried

B6. Creative Communities

Councillors noted that the minutes would be amended to include the reason that the Wairarapa Library Service applications were declined.

COUNCIL RESOLVED (DC2011/85):

1. To receive the minutes of the Creative Communities Assessment Committee 16 November 2011.

(Moved Cr Robertson/Seconded Cr Riddell)

Carried

2. Action 1110: Locate the MOU between Kuranui College and SWDC and circulate to councillors; P Crimp

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C Decision Papers and Common Seal

C1. Martinborough Square Draft Management Plan

The Group Manager Planning and Environment explained that the Management Plan previously released for public submission did not address the fundamental issues for the Square. The redrafted document would be sent to previous submitters and would include a covering note explaining why it was being re-notified. Councillors discussed amendments and Mr Bunny undertook to reword areas where clarification was required.

COUNCIL RESOLVED (DC2011/86):

1. To receive the information.
2. To approve the re-notification of the amended Martinborough Draft Square Reserve Management Plan with amendments as discussed.

(Moved Cr Stevens/Seconded Cr Gray)

Carried

3. Action 1111: Verify that all war South Wairarapa war memorials are listed in the District Plan; G Bunny

C2. Review of Library Opening Hours

COUNCIL RESOLVED (DC2011/87):

1. To receive the information.

(Moved Cr Craig/Seconded Cr Jephson)

Carried

C3. Library Management Systems

The Group Manager Infrastructure and Services summarised the report saying that any new system considered must meet the needs of the community and existing agreements with Carterton District Council also needed to be considered. The library management system chosen can run stand alone and does not need to be integrated into other Council systems. Councillors asked that the Library Committee were given full and complete information and that discussions with Masterton were undertaken about having a Wairarapa wide library service.

COUNCIL RESOLVED (DC2011/88):

1. To receive the information.
2. To adopt the amended Memorandum of Understanding for the Wairarapa Library Service.
3. To approve the timeline for action for an investigation of a new Library Management System.

(Moved Cr Riddell/Seconded Cr Robertson)

Carried

C4. Martinborough Fair Memorandum of Understanding Between South Wairarapa District Council and the Rotary Club of South Wairarapa Incorporated

COUNCIL RESOLVED (DC2011/89):

1. To receive the information.

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2. To accept the conditions in the MOU between South Wairarapa District Council and The Rotary Club of South Wairarapa Incorporated.

(Moved Cr Stevens/Seconded Cr Napier)

Carried

C5. Civic Assurance Capital Raising

COUNCIL RESOLVED (DC2011/90):

1. Receive the information.
2. To agree to the resolution being put to Civic Assurance's shareholders at its Special General Meeting on 16 December 2011 (or any adjournment thereof) that in accordance with clause 2.1.1 of its constitution, Civic Assurance undertakes the Rights Issue, Placement and Shortfall Offer whereby Civic Assurance issues up to 7,206,790 new shares for a consideration of \$0.90 per new share.
3. To agree to the resolution being put to Civic Assurance's shareholders at its Special General Meeting on 16 December 2011 (or any adjournment thereof) that clause 2.1.2 of its constitution is deleted and that a new clause 2.1.2 is inserted as follows: "Section 4 5(1) of the Act does not apply to the issue of shares in the company."
4. To subscribe to Civic's share offer for the rights issue and placement for 38,965 shares. The investment will be \$35,068.50.
5. To reject Civic's Shortfall Offer for an additional 36,052 shares.
6. To authorise the Chief Executive to appoint and instruct a representative or proxy to vote at the Special General Meeting (or any adjournment thereof) in accordance with resolutions 1 and 2 above.

(Moved Cr Napier/Seconded Mayor Staples)

Carried

C6. Wellington Regional Waste Management and Minimisation Plan 2011

Council considered the Wellington Regional Waste Management and Minimisation Plan and sought clarity from the Group Manager Infrastructure and Services on items in the Wairarapa Councils' Action Plan.

COUNCIL RESOLVED (DC2011/91):

1. To receive the information.
2. To adopt the Wellington Region Waste Assessment Plan 2011.
3. To adopt the Wellington Region Waste Management and Minimisation Plan 2011-2017 with the amendment to the Action Plan for the Wairarapa councils as discussed.

(Moved Cr Craig/Seconded Cr Davies)

Carried

4. Action 1112: Add an action to the Wairarapa councils' action plan to 'maintain and improve the enviroschools programme'; M Allingham
5. Action 1134: Review landfill requirements including previous decisions regarding landfill placement and the current central government landfill policy. Investigate the feasibility of utilising Silverstream landfill as an option to Bonny Glenn landfill; M Allingham

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D Operational Reports

D1. Chief Executive Officer Report

Council considered the Chief Executive Officer's Report and Dr Dowds expanded further and answered councillors' questions.

Councillors discussed a recommendation from the Wairarapa Shared Services Working Party for a study to be undertaken on future options for local government service delivery in the Wairarapa. The Working Party would oversee an RFP seeking proposals and the selection process. The total cost of the study would be about \$150,000 and this cost would be shared by the three Wairarapa councils on a population basis.

*COUNCIL RESOLVED (DC2011/92) to receive the Chief Executive Officer's Report.
(Moved Cr Sexton/Seconded Cr Robertson) Carried*

*COUNCIL RESOLVED (DC2011/93) to support the recommendation from the Wairarapa Shared Services Working Party to commit to a study and strategic review of possible service delivery options for Wairarapa councils'.
(Moved Mayor Staples/Seconded Cr Napier) Carried*

D2. Planning and Environment Group Report

Council considered the Planning and Environment Group Report and the Group Manager answered councillors' questions relating to seamless use of the Wairarapa Councils Planning departments by the public, the informal Tora camping ground and the La De Da Festival.

COUNCIL RESOLVED (DC2011/94):

1. To receive the Planning and Environment Group Report.

(Moved Cr Jephson /Seconded Cr Riddell) Carried

D4. Corporate Support Group Report

Council considered the Corporate Support Group Report, and the Group Manager Corporate Support answered councillors' questions.

COUNCIL RESOLVED (DC2011/95):

1. To receive the Corporate Support Group Report including the financial statements to 31 October 2011 and the tabled statements to 30 November 2011.

(Moved Cr Napier/Seconded Cr Craig) Carried

D5. Infrastructure and Services Group Report

Council considered the Infrastructure and Services Group Report and the Group Manager Infrastructure and Services answered queries on GIS shared services, Regional Council resource consents and requirements and the NZTA road safety audit.

Cr Robertson left the meeting at 12:05pm.

Cr Robertson returned to the meeting at 12:08pm.

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COUNCIL RESOLVED (DC2011/96):

1. To receive the Infrastructure and Services Group Report and tabled Water Usage Graphs for the three towns.
(Moved Cr Stevens /Seconded Cr Sexton) Carried
2. Action 1113: Arrange for berms are mowed along Ponatahi Road; M Allingham
3. Action 1114: Arrange for a press release advising the public of progress on Herricks Bore; M Allingham.
4. Action 1115: Consider calling for a public tender to see if there is interest in renting the Council property at 65 Longwood Rd, Featherston; M Allingham

E Representation Reports

E1. Mayor's Monthly Report

Councillors considered the Mayor's monthly report and Mayor Staples expanded verbally. The Mayor provided a verbal report on her Japan study tour noting that the smaller Japanese communities have similar issues and challenges to our local communities and there doesn't appear to be a simple solution. The Mayor reported on the Local Government leadership course, approval of a draft work maintenance programme at the regional transport meeting, and the request via letter from Tanya Cowen and Shawn Brown was discussed.

COUNCIL RESOLVED (DC2011/97):

1. To receive the Mayors Report.
2. That the letter from Tanya and Shawn be referred to council officers for investigation in the New Year.
(Moved Mayor Staples /Seconded Cr Jephson) Carried
3. Action 1116: Complete the DHB template on vulnerable youth on behalf of Council and circulate to councillors for comment before submitting to the DHB; Mayor

E2. Reports from Councillors

Cr Craig

Cobblestones Trust, Wairarapa Road Safety Council, Wellington Region Waste Forum

Cr Craig tabled and spoke to her report.

Cr Davies

Cr Davies reported that the lack of rubbish bins at the Featherston Railway Station was resulting in litter in the area.

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Cr Gray

Greytown Oxidation Pond Advisory Group

Cr Gray had nothing to report from the Greytown Oxidation Pond Advisory Group. Cr Gray gave an update from the Wairarapa public transport study including possible options for reworking the bus and train schedule to better suit commuters.

Cr Napier

SPARC Rural Travel Fund

Cr Napier spoke to her report and a tabled letter sent by Mayor Staples on behalf of councillors to Greater Wellington Regional Council regarding the Waiohine Floodplain Management Plan.

Cr Riddell

Healthy Homes, Wairarapa Library Service Committee

Cr Riddell reported that a Healthy Homes meeting was to be held on the 15 December 2011.

Cr Robertson

South Wairarapa Community Arts Council

Cr Robertson had nothing to report.

Cr Stevens

District Rural Fire Board

Cr Stevens reported that a meeting of the WRFB was held at Castlepoint and that the Board was now physically located at the Masterton firestation. Dr Dowds undertook to ensure Cr Stevens appointment as councillor representative to the Board had been notified.

Cr Sexton

Cr Sexton had nothing to report.

COUNCIL RESOLVED (DC2011/98):

1. To receive councillors' reports, including verbal and tabled documents.
(*Moved Cr Riddell/Seconded Cr Jephson*) Carried
2. Action 1117: Write to GWRC requesting that they install more rubbish bins at the Featherston Railway Station; Mayor
3. Action 1118: Locate WRFB Annual Report and make available to councillors; CEO

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E3. Focus Group Minutes and Reports

Water Supply and Water Races, Reserves and Amenities and Emergency Services Focus Groups
Cr Stevens tabled minutes from a Waste Water Focus Group meeting held 30 November 2011.

COUNCIL RESOLVED (DC2011/99) to receive the reports and minutes from focus group meetings.

(Moved Cr Craig/Seconded Cr Gray)

Carried

E4. Council Appointments

Destination Wairarapa

The Mayor undertook to pass on comments from the Greytown Business Group to Destination Wairarapa and to request that Destination Wairarapa arrange a meeting with the Business Group to discuss how Destination Wairarapa can best represent their interests.

Wairarapa Water Use Project (Irrigation)

The Mayor reported that work was progressing however details remained confidential.

COUNCIL RESOLVED (DC2011/100) to receive reports from Council appointments.

(Moved Cr Stevens/Seconded Cr Jephson)

Carried

E5. WRC Advisory Committees

Waiohine Floodplain Management Planning Advisory Committee

Cr Napier provided an update from the committee and hoped the new floodplain options would be made available to the public early in 2012.

Awhea Opouawe Scheme Committee

Cr Jephson had nothing to report.

Lower Valley Development Scheme Advisory Committee

Cr Sexton reported that a meeting had been held.

COUNCIL RESOLVED (DC2011/101) to receive reports from the advisory committees.

(Moved Mayor Staples/Seconded Cr Riddell)

Carried

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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