



# SOUTH WAIRARAPA DISTRICT COUNCIL MEETING MINUTES

**14 December 2016**

**Present:** Mayor Viv Napier (Chair), Councillors Paora Ammunson (9:30-10:20am and 1:50-3:20pm), Lee Carter (from 9:40am), Pam Colenso, Margaret Craig, Dayle Harwood, Brian Jephson, Pip Maynard, Colin Olds and Colin Wright.

**In Attendance:** Paul Crimp (Chief Executive Officer), Mark Allingham (Group Manager Infrastructure and Services), Murray Buchanan (Group Manager Planning and Environment), Reuben Tipoki (Maori Standing Committee Chair) until 12:37pm and Suzanne Clark (Committee Secretary).

**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 3:20pm except where expressly noted.

**Forum presenters:** Thomas Maharaj and James Mathor (Future Leaders 2017) and Lisa Cornelissen (Martinborough Community Board Chair).

## Open Section

### A1. Apologies

*COUNCIL RESOLVED (DC2016/183)* to receive lateness apologies from Cr Carter and apologies from Cr Ammunson for being absent for a period of time during the meeting.

*(Moved Cr Craig/Seconded Cr Maynard)*

Carried

### A2. Conflicts of Interest

No conflicts of interest were declared.

### A3. Minutes for Confirmation

*COUNCIL RESOLVED (DC2016/184)* that the minutes of the Council meeting held on 26 October 2016 are a true and correct record.

*(Moved Cr Jephson/Seconded Cr Ammunson)*

Carried

### A4. Acknowledgements and Tributes

Mayor Napier acknowledged the passing of Ron Hughes and noted his time as a councillor on the Featherston Borough and South Wairarapa District Councils' as well as his contribution to Featherston Athletics and Featherston Rugby Clubs.

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**A5. Public Participation**

Thomas Maharaj and James Mathor spoke about the Future Leaders Programme and the need to look at strategies across NZ to engage young people and address youth employment. A pilot programme was run in Opotiki in 2016 and Mr Maharaj proposed that the three Wairarapa councils work with Future Leaders to run a similar programme in the Wairarapa.

**A6. Community Board Participation**

Lisa Cornelissen presented the Martinborough Community Board 2016-2019 Strategy document. The Strategy was used to direct grant funding and the Board would be making a submission to the draft annual plan on the cost of community compliance, funding for footpaths, broadband availability, as well as requesting Council to undertake a review of the District Plan.

**A7. Extraordinary Business**

*COUNCIL RESOLVED (DC2016/185)* to consider a request from the Wairarapa Safer Community Trust for a councillor representative on the Wairarapa Safer Community Trust Board and to appoint Cr Lee Carter as Council's representative.

*(Moved Cr Wright/Seconded Cr Harwood)*

Carried

Cr Paora Ammunson abstained.

The Wairarapa Safer Community Trust provided youth social services to the community and Council have historically granted funds to the Trust.

**A8. Notices of Motion**

There were no notices of motion.

**B Council Committee and Community Board Minutes**

**B1. Reports and Minutes of Council Committees and Community Boards**

Council discussed resolution MSC2016/42 and agreed that Mayor Napier would work with Mr Tipoki to progress consultation with the Featherston Maori community to seek interest in appointment of up to two members of the community to the Maori Standing Committee.

*COUNCIL RESOLVED (DC2016/186)*

1. To receive the information.

*(Moved Cr Colenso/Seconded Cr Maynard)*

Carried

2. To receive the minutes of the Martinborough Community Board 24 November 2016.

3. To receive the minutes of the Featherston Community Board 22 November 2016.

4. To receive the minutes of the Greytown Community Board 23 November 2016.

*(Moved Cr Craig/Seconded Cr Jephson)*

Carried

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5. To receive the minutes of the Maori Standing Committee 28 November 2016.  
(*Moved Cr Colenso/Seconded Cr Ammunson*) Carried
6. To appoint Dr Rob Tuckett to the Arbor House Trust Board to fulfil the requirements of the Arbor House Trust deed.  
(*Moved Cr Ammunson/Seconded Cr Colenso*) Carried
7. That Council officers initiate a discussion between the Maori Standing Committee and Lake Ferry Ratepayers Association to discuss alternate placement or removal of the Lake Ferry toilets and increased signage to the primary public toilet.  
(*Moved Cr Wright/Seconded Cr Craig*) Carried

Cr Ammunson left the meeting at 10:20am.

## **B2. Report of the Wellington Region Waste Management and Minimisation Plan (WRWMMP) Governance Committee**

Cr Craig discussed new additions to the plan with councillors, including new actions in the Joint Plan and the regional bylaw. Financial implications were as yet unknown but were expected to be negligible. It was a legal requirement to develop a regional plan but environmental impact was best achieved with cooperation between the three Wairarapa councils.

Cr Craig undertook to circulate feedback to councillors.

*COUNCIL RESOLVED (DC2016/187):*

1. To receive the information.  
(*Moved Cr Jephson/Seconded Cr Carter*) Carried
2. That feedback is provided on the following sections to Cr Craig by the 30 January 2017.
  - a. Part A 4.0 Vision, Goals, Objectives and Targets
  - b. Part A 5.0 Proposed Methods
  - c. Part A 6.0 Funding the Plan
  - d. Part B 9.0 Regional Actions Plans
  - e. Part B 10.5 Wairarapa Joint Plan
 (*Moved Cr Harwood/Seconded Cr Jephson*) Carried

## **C Decision Reports from Chief Executive and Staff**

### **C1. Maori Standing Committee Nomination for Ratification**

*COUNCIL RESOLVED (DC2016/188):*

1. To receive the information.
2. To ratify the Kohunui Marae recommendation to appoint Teresa Aporo to represent Kohunui Marae on the Council Maori Standing Committee.  
(*Moved Cr Olds/Seconded Cr Wright*) Carried

### **C2. Policies Review Report**

Mr Crimp discussed the policies with councillors and noted that 'reasonable period of time' had been included in order to give officers discretion in interpretation and

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that changes to the Housing policy were for clarification purposes. Cost neutral community housing provision was discussed. Councillors discussed the recommendation from the Greytown Community Board for developers to consider Maori ancestral names when choosing street names and it was suggested a list of suitable street names be made available to developers.

Councillors noted that clause 3.1.1 of the Community Housing Policy did not align with Carterton District Council as Carterton's community housing had been given to an outside organisation.

*COUNCIL RESOLVED (DC2016/189):*

1. To receive the information.  
*(Moved Cr Colenso/Seconded Cr Craig)* Carried
2. To adopt the Water by Meter Leak Write-off Policy with the amendments as shown.  
*(Moved Cr Craig/Seconded Cr Olds)* Carried
3. To adopt the Naming of Public Roads, Private Roads and Rights-of-way Policy with the amendment as shown.  
*(Moved Cr Craig/Seconded Cr Jephson)* Carried
4. To adopt the Community Housing Policy with the amendments as shown.  
*(Moved Cr Colenso/Seconded Cr Maynard)* Carried
5. Action 751: Consult with the community boards and the Maori Standing Committee on suitable names for inclusion in a preapproved street names list that could be provided to developers for consideration and bring to Council in a report for approval; M Buchanan
6. Action 752: Update the 'next review' date in the Community Housing Policy to May 2019; P Crimp

### **C3. Local Alcohol Policy for the Wairarapa**

The Group Manager Planning and Environment advised that Masterton District Council had adopted the policy and Carterton District Council had not yet considered the recommendation. The proposed changes were a result of negotiations with affected parties and provided clarification and differentiation between supermarkets and other off-licences.

*COUNCIL RESOLVED (DC2016/190):*

1. To receive the information.
2. To adopt the Local Alcohol Policy for the South Wairarapa district; subject to its adoption by Masterton and Carterton District Councils.
3. To agree the policy come into force 3 months from the date that the Alcohol Regulatory Licencing Authority (ARLA) determines that all appeals have been resolved.  
*(Moved Mayor Napier/Seconded Cr Jephson)* Carried

### **C4. Dog Control Policy and Practices Report 2015/2016**

The Group Manager Planning and Environment advised that a change in processes meant that the report would be posted on Council's website rather than forwarded to the Department of Internal Affairs. Councillors queried the registered dog totals.

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*COUNCIL RESOLVED (DC2016/191):*

1. To receive the information.  
(*Moved Cr Wright/Seconded Cr Olds*) Carried
2. That pursuant to Section 10A of the Dog Control Act 1996, the attached report on Dog Control Policy and Practices for 2015/16 be adopted.
3. That officers' are authorised to publicly notify the report.  
(*Moved Cr Maynard/Seconded Cr Carter*) Carried

**C5. QEII Land Rates Remission Request**

Mr Crimp noted that applications for remission must be submitted in writing and that some land owners did not apply for remission on their covenanted land, therefore the rates database should not be automatically adjusted.

*COUNCIL RESOLVED (DC2016/192):*

1. To receive the information.  
(*Moved Cr Jephson/Seconded Cr Harwood*) Carried
2. To grant remission in line with the Remission of Rates Policy.
3. To decline a refund for prior years as it is against the Policy.  
(*Moved Cr Olds/Seconded Cr Harwood*) Carried
4. To delegate to officers to consider applications for remission in light of the Rates Remission Policy.  
(*Moved Cr Wright/Seconded Cr Craig*) Carried

**C6. Naming of New Road, Greywood Limited Subdivision, 30-44 Wood Street, Greytown**

Councillors noted that the proposed name had been approved by the Greytown Community Board and requested Council officers consider what minimum information needed to be forwarded to Council in order for a decision to be made.

*COUNCIL RESOLVED (DC2016/193):*

1. To receive the information.  
(*Moved Cr Carter/Seconded Cr Craig*) Carried
2. To approve the name "Hewson Lane".  
(*Moved Cr Craig/Seconded Cr Wright*) Carried

**C7. Section 17A Solid Waste Service Delivery**

The Group Manager Infrastructure and Services discussed the solid waste service delivery report with councillors.

*COUNCIL RESOLVED (DC2016/194):*

1. To receive the information.  
(*Moved Cr Jephson/Seconded Cr Colenso*) Carried
2. That the Council (in collaboration with Masterton District Council and Carterton District Council) proceeds with tendering of the Solid Waste Service's contract.

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3. That the service levels relating to kerbside collection be discussed and confirmed prior to letting of the new tender.
4. To recommend to the other Wairarapa councils that governance of the joint contract be undertaken by the Shared Services Working Party rather than setup of a new group.
5. That in relation to section 17A of the Local Government Act, that the status quo is considered to be the most efficient and effective means of service delivery at this time.

*(Moved Cr Wright/Seconded Cr Craig)*

Carried

#### **C8. Correction to Resolution**

Mr Crimp tabled the report and discussed the proposed legal description correction with councillors. The Mayor and councillors that were party to the original resolution confirmed that they knew which section was to be offered for sale at the time of the resolution and noted that the correction was for transparency and correctness purposes.

*COUNCIL RESOLVED (DC2016/195):*

1. To receive the tabled information.

*(Moved Cr Colenso/Seconded Cr Olds)*

Carried

2. To approve the change to resolution DC2016/15 (11) to read 'To approve the sale of Pt Lot 97 DP592 (3.4292 ha) old holding paddock corner White Rock and Te Muna Road'.

3. To approve the change to resolution DC2016/15 (12) to read 'To approve the sale of All DP5026 Waipawa SD (1.2140 ha) holding paddock cnr White Rock and Ruakokoputuna Road'.

*(Moved Cr Olds/Seconded Cr Jephson)*

Carried

#### **C9. Easter Trading**

Mr Crimp advised that the officer's recommendation was based on results from an informal survey of 229 responders. The results were similar to the findings of the just released National Research Bureau (NRB) survey which was statistically accurate. Councillors noted that the majority of responses were from people not affected by changing work conditions, that some trading already existed on Easter Sunday, that shop owners and workers could choose to not open or not work, that Masterton and Carterton District Councils' informal survey results were more evenly distributed, and that agreeing to formal consultation provided another opportunity for everyone to have their say. Initial discussions had been held about a joint Wairarapa policy, but as the legislation provided for parts of districts to permit Easter Sunday trading creating a joint policy at a later date to preclude a geographic area could be easily facilitated.

*COUNCIL RESOLVED (DC2016/196):*

1. To receive the information.

*(Moved Cr Harwood/Seconded Cr Maynard)*

Carried

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2. To adopt the draft Easter Sunday Trading Policy and the Statement of Proposal for consultation using the Special Consultative Procedure as specified in Section 83 of the Local Government Act 2002.

*(Moved Cr Olds/Seconded Cr Jephson)*

Carried

## **D Operational Reports**

### **D1. Planning and Environment Group Report**

The Group Manager Planning and Environment discussed the Greytown future development area and recent adjacent landowners meeting. It was noted that the YTD result for 'building consent applications being processed within 20 working days' should be 99%, not 100% as shown in the table.

Councillors discussed the request from Featherston Community Board to have the dog control incident report broken down by district and requested Council officers seek information from the Board on why the additional detail was required.

*COUNCIL RESOLVED (DC2016/197)* to receive the Planning and Environment Group Report.

*(Moved Cr Maynard/Seconded Cr Carter)*

Carried

Cr Maynard left the meeting at 12:13pm.

Cr Maynard returned to the meeting at 12:15pm.

### **D2. Infrastructure and Services Group Report**

The Group Manager Infrastructure and Services discussed the water supply at Pirinoa, speed limit review, painting of the Featherston Information Centre picket fence, Bonny Glen life expectancy, and reworking of the water usage and waste export graphs with councillors. The percent of real water loss KPI reported result of 45.5% was considered high and Mr Crimp advised that the KPI was a new statutory measure and unmetered water used in parks, reserves and swimming pools was included in the calculation.

*COUNCIL RESOLVED (DC2016/198):*

1. To receive the Infrastructure and Services Group Report.

*(Moved Cr Craig/Seconded Cr Harwood)*

Carried

2. Action 753: Taylor the water usage graph and waste exported to Bonny Glen to show the increase trend and present to the Infrastructure and Planning meeting for discussion; M Allingham

### **D3. Chief Executive Officer Report**

The Chief Executive discussed rates arrears and reporting of results, queries on capital expenditure income, interest budget variance, water supply budget underspend, cash flow statements and footpath expenditure with councillors.

The meeting adjourned at 12:37pm.

The meeting reconvened at 1:50pm.

Councillors discussed the Local Government Commission progress on Wairarapa local governance.

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*COUNCIL RESOLVED (DC2016/199):*

1. To receive the Chief Executive Officer Report.
2. To receive the financial statements for the period ended 31 October 2016 and the financial report for that period.

*(Moved Cr Craig/Seconded Cr Colenso)*

Carried

3. Action 754: Taylor the rates arrears table so trends over time are more meaningful and present to the Audit and Risk Working Party for discussion; P Crimp

Cr Carter left the meeting at 2:00pm.

Cr Carter returned to the meeting at 2:01pm.

**D4. Action Items Report**

*COUNCIL RESOLVED (DC2016/200)* to receive the District Council action items report.

*(Moved Cr Jephson/Seconded Cr Maynard)*

Carried

**E Chairperson's Report**

**E1. Report from Her Worship the Mayor**

Mayor Napier discussed the formation of a community board working group with councillors. The purpose of the group would be to establish the right makeup of community boards, review delegations with a view to allocating new delegations and to better understand what communities wanted from a community board under an amalgamation situation.

Mayor Napier discussed civil defence matters and potential changes due to Kaikoura earthquake learnings.

*COUNCIL RESOLVED (DC2016/201):*

1. To receive the Mayor's Report.
2. That a Community Board Working Group is established to discuss and recommend changes to the role and functions of the SWDC community boards.
3. That the membership of the Community Board Working Group be the Mayor, three councillors from the district's three wards and the three community board chairs.
4. That councillors Pam Colenso, Dayle Harwood and Colin Wright be appointed to the Community Board Working Group.

*(Moved Mayor Napier/Seconded Cr Craig)*

Carried

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## **F Members' Report**

### **F1. Reports from Councillors**

#### **Cr Craig**

**Wairarapa Road Safety Council, Wellington Region Waste Forum, Wellington Region Waste Management and Minimisation Plan Joint Committee, Awards and Gifts Working Party, Wairarapa Policies Working Group**

Cr Craig had submitted a written report for the Wairarapa Road Safety Council with Council papers.

#### **Cr Ammunson**

**Economic Development Task Force**

Cr Ammunson had submitted written reports for the Wairarapa Safer Community Trust, Maori Standing Committee, Greytown Community Board and the Greytown Sports Facilities Taskforce with Council papers.

#### **Cr Jephson**

**Audit and Risk Working Party, SportNZ Rural Travel Fund Assessment Group**

Cr Jephson reported that an audit and risk introduction workshop had been held.

#### **Cr Olds**

**Community Safety and Resilience Working Party, Wairarapa Water Race Users Group, Cobblestones Museum**

Cr Olds had attended a Cobblestones Museum Board meeting, a Community Resilience and Safety Working Party meeting and a Wairarapa Water Race Users Group meeting. The Water Race Users Group would be holding a workshop to look at integrating the Longwood and Moroa Water Race Bylaws as well as developing a code of practice.

#### **Cr Wright**

Cr Wright had attended a meeting of the Waiconnect Steering Group which resumed in order to continue the bidding process to get funding for fibre installation in the Wairarapa towns. Council would need to commit to implementation of a digital enablement plan for a successful bid. Councillors noted that sufficient street cabinets were required before fibre could be accessed, that VDSL was currently available at good speeds and that re-education about how to use existing technology may be an alternative to fibre.

### **F1. Reports from Appointments to GWRC Committees**

#### **Cr Harwood**

**Wairarapa Policies Working Group, Wairarapa Moana Governance Group**

Cr Harwood had attended a meeting where the Wairarapa Moana Visitors' Guide document had been agreed with minor changes. A new shelter was to be built at Lake Domain, and the group discussed promotion via a dedicated website and Facebook page.

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**Cr Olds**

**Lower Valley Development Scheme Advisory Committee, Ruamahanga Whaitua Committee**  
The Whaitua Committee had stakeholder meetings planned for February and were close to the decision making stage.

**Cr Jephson**

**Awhea Opouawe Scheme Committee**

The Awhea and Lower Valley schemes were holding walk arounds.

*COUNCIL RESOLVED (DC2016/202) to receive councillor reports and reports from appointments to GWRC Committees.*

*(Moved Cr Maynard/Seconded Cr Carter)*

Carried

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

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