



SOUTH WAIRARAPA DISTRICT COUNCIL MEETING MINUTES

27 June 2018

- Present:** Mayor Viv Napier (Chair), Deputy Mayor Brian Jephson, Councillors Paora Ammunson (until 3:02pm), Lee Carter, Margaret Craig, Pam Colenso, Pip Maynard, Colin Olds and Colin Wright.
- In Attendance:** Paul Crimp (Chief Executive Officer), Mark Allingham (Group Manager Infrastructure and Services), Jennie Mitchell (Group Manager Corporate Support), Russell O’Leary (Group Manager Planning and Environment) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the Council Chambers, Martinborough and was conducted in public between 9:00am and 3:45pm except where expressly noted.
- Forum and Other Presenters:** Jeff Barber (Cotter Street residents), Andy Sutherland (Wharekaka), Dayle Harwood, Rebekah Cates, Angela Cates and Donna Fenwick, Dr Alan Barker and Elizabeth Shaw (Hawkins Street residents), Chris Hodson (QC Independent Reviewer), Mari-Anne Williamson (Audit New Zealand), Claire Bleakley and Robyn Ramsden (Featherston Community Board), Bruce Farley, Garrick Emms, Mark Hewison and Mike Gray (South Wairarapa Water Race Users Group), Jane Mills and Darryl McCurdy (Wellington Regional Emergency Management Office (WREMO)) and Phil Wishnowsky (Fire and Emergency New Zealand (FENZ)).

Open Section

- A1. Karakia**
Cr Ammunson opened with a karakia.
- A2. Apologies**
There were no apologies.
- A3. Conflicts of Interest**
There were no conflicts of interest declared.
- A4. Acknowledgements and Tributes**
There were no acknowledgements or tributes.
- A5. Public Participation**
Mr Barber and other residents of Cotter Street, Greytown, had petitioned Council for Cotter Street to be made a dead end from early 2017, and residents were frustrated as there was still no resolution. Mr Barber was disappointed the Tararua Junction

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subdivision was consented as non-notified and believed the subdivision traffic would increase traffic to flow through Cotter Street.

Mr Sutherland and the Wharekaka Board were concerned for residents of the rest home and Martinborough elderly in the event of a civil defence emergency and significant power outage. The Board wanted to install a generator, water tank, and pump into the rest home at a total cost of \$73,000 was looking for support to assist with preparedness for the rest home.

Mr Harwood requested clarification about what should be discussed by elected members under public excluded and submitted that the Audit and Risk Working Group or another Committee should be tasked with deciding what is discussed in the public excluded session.

Becky Cates with support from Angela Cates and Donna Fenwick requested Council permission for a food caravan to be placed on Council's Ngawi land reserves.

Dr Barker with support from Ms Shaw were aware of Council's Martinborough Growth rezoning project and on behalf of the majority of Hawkins Street residents advocated against the street being included in the project. Dr Barker submitted that residents of Hawkins Street had purchased and developed rural properties and wished them to remain rural.

A6. Actions from Public Participation

Jeff Barber

Councillors confirmed direction; traffic counts for Cotter Street and other similar roads were to be obtained for comparison before finalising options in a report to Council.

Andy Sutherland

Members noted care of elderly residents was wider than just Wharekaka and that the Wairarapa Lifelines provided guidance for those needing medical care in an emergency.

Rebekah Cates, Angela Cates and Donna Fenwick

Discussion deferred until agenda item 'C3 Proposed Food Caravan for Ngawi'.

Dayle Harwood

Investigation into opportunities for releasing public excluded information was requested.

Dr Allan Barker and Liz Shaw

Discussion deferred until agenda item 'D5 Martinborough Growth Area Update'.

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COUNCIL NOTED:

1. Action 419: Provide an update on the essentials of the Local Government Act in relation to release of public excluded minutes and/or resolutions; P Crimp
2. Action 420: Invite Wharekaka rest home to participate in the Martinborough community hub exercise; P Crimp
3. Action 421: Investigate what Wairarapa Lifeline's guidance is available for at risk community members; P Crimp
4. Action 422: Make Cotter Street residents aware information Council is gathering on all narrow streets in Greytown in order to present a complete picture and recommendations to Council; M Allingham

C2. Featherston Vacant Land

Mr Hodson had reviewed all material provided and was satisfied with the clarity of the documents, the need not to interview anyone, and with what was discovered and presented to councillors. Mr Hodson found it appropriate that the Chief Executive had written the report to Council given a key officer resignation, that everyone had a right to feel disappointed, but that Chorus also bore a share of responsibility. Mr Hodson recommended strengthening staffing in the Planning Department, having two people over key projects, and physically looking at land offered for sale in the future.

Members discussed the notice of telecommunications easement on the title, noting that although it was there, there was no statement of what had actually been done to the land.

Mr Crimp committed to applying business learnings from this process to other developments.

COUNCIL RESOLVED (DC2018/73)

1. To receive the Featherston Town Centre Report including Mr Chris Hodson's Report.
(Moved Cr Craig/Seconded Cr Colenso) Carried
2. To record a vote of thanks to Mr Hodson for undertaking the Featherston Town Centre investigation.
(Moved Cr Wright/Seconded Cr Jephson) Carried
3. Action 423: Provide the email referenced by Mr Hodson where Mr Darley took exception to Council's dealings with him and car parking requirements; P Crimp

A7. Community Board Participation

Mrs Bleakley, Poppy Places Project lead, briefed members on the project undertaken by the Featherston Community Board. Mrs Ramsden alerted members to the Featherston civil defence community hub exercise planned for the 28 July 2018.

A8. Extraordinary Business

There was no extraordinary business.

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A9. Minutes for Confirmation

COUNCIL RESOLVED (DC2018/74) that the minutes of the Council meeting held on 16 May 2018 are a true and correct record.

(Moved Cr Jephson/Seconded Cr Carter)

Carried

A10. Minutes for Confirmation Extraordinary Council

COUNCIL RESOLVED (DC2018/75) that the minutes of the Council extraordinary meetings held on 14 May 2018, 15 May 2018, 16 May 2018, 21 May 2018 and 29 May 2018 are a true and correct record.

(Moved Cr Olds/Seconded Cr Jephson)

Carried

A11. Minutes for Confirmation Extraordinary Council

COUNCIL RESOLVED (DC2018/76) that the minutes of the Council meeting held on 6 June 2018 are a true and correct record.

(Moved Cr Colenso/Seconded Cr Craig)

Carried

A12. Notices of Motion

Members discussed the motion, noting that the district served rural communities as well as the three towns and that the results from the governance review were still not known.

COUNCIL RESOLVED (DC2018/77):

1. That South Wairarapa District Council hold its regular ordinary Council meetings in each of the three wards.

(Moved Cr Olds/Seconded Cr Colenso)

Not Carried

2. That South Wairarapa District Council hold its regular ordinary Council meetings in each of the three wards by rotation.

(Moved Cr Wright/Seconded Cr Craig)

Carried

Cr Olds voted against the motion.

Cr Jephson voted against the motion.

Cr Colenso voted against the motion.

Resolution DC2018/77 was revoked on the 18 March 2020 by resolution DC2020/34.

B Council Committee and Community Board Minutes

B1. Reports and Minutes of Council Committees and Community Boards

COUNCIL RESOLVED (DC2018/78)

1. To receive the Reports and Minutes of Council Committees and Community Boards.

2. To receive the minutes of the Audit and Risk Working Party 30 May 2018.

(Moved Cr Wright/Seconded Cr Craig)

Carried

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B2. Water Race Users Group

Cr Wright left the meeting at 11:17am.

Cr Carter left the meeting at 11:17am.

Mr Farley noted attendance apologies from Leo Vollebregt, that the water race physicality was not working and that the Group's function needed to be clearly defined.

Cr Wright returned to the meeting at 11:19am.

Mr Farley believed the Group was a liaison group working for both Council and the ratepayers, but did not have a direct line of communication with ratepayers. Mr Emms requested better systems for land owners who purchased properties with a water race running through it, a clear line of communication and clarification of the Group's terms of reference.

Mayor Napier undertook to discuss concerns raised via the governance review process currently underway. Mr Crimp recognised the significant level of volunteer time by members.

Cr Carter returned to the meeting at 11:28am.

COUNCIL RESOLVED (DC2018/79)

1. To receive the Report from the Water Race Users Group.
(Moved Cr Craig/Seconded Cr Colenso) Carried
2. Action 416: Liaise with the Water Race Users Group chair regarding Maori representation and outcome from the governance review process; Mayor Napier

B3. Recommendation from Infrastructure and Planning Working Party - Footpath Funding

The Group Manager Infrastructure and Services discussed the new funding available from NZ Transport Agency (NZTA) with members, confirming that a maintenance schedule would be developed based on footpath condition as well as known contractor works.

COUNCIL RESOLVED (DC2018/80)

1. To receive the recommendation from the Infrastructure and Planning Working Party – Footpath Funding Report.
2. To defer the construction of new footpaths and focus on maintenance for safety purposes, pending a strategy/policy development.
(Moved Cr Wright/Seconded Cr Jephson) Carried

C Decision Reports from Chief Executive and Staff

C1a. Long Term Plan (LTP) Supporting Documents

Ms Williamson reported that an unmodified audit opinion had been issued. The LTP document was clear and transparent and had received a good level of submissions followed by debate. Audit NZ would be looking for delivery on the Plan. Ms Williamson noted that the main change in the LTP document was the timing of the Cape Palliser bridge renewals.

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Mr Crimp advised the asset management plans (AMP's) were subsets of the Infrastructure Strategy and operational, however NZTA required the Land Transport AMP to be adopted.

Cr Carter noted that sending a 176 page document to councillors 1.5 days before a Council meeting was not good practice and would have liked them available during the process.

COUNCIL RESOLVED (DC2018/81):

1. To receive the information.
(Moved Cr Olds/Seconded Cr Craig) Carried
2. To adopt the following policies:
 - a. Significance and Engagement Policy,
 - b. Revenue and Financing Policy,
 - c. Liability Management Policy,
 - d. Investment Policy,
 - e. Development Contributions and Financial Contributions Policy,
 - f. Remission and Postponement of Rates on Maori Freehold Land Policy,
 - g. Remission of Rates Policy,
 - h. Postponement of Rates Policy,*(Moved Cr Craig/Seconded Cr Jephson)* Carried
3. To maintain current Levels of Service.
(Moved Cr Olds/Seconded Cr Colenso) Carried
4. To support the proposal to prepare a spatial plan, option one, at a cost of up to \$300,000 to be funded over 10 years.
(Moved Cr Craig/Seconded Cr Jephson) Carried
5. To approve youth grants amounting to \$69,730 as per the attached schedule. Note there is no contingency allowance for youth grants.
(Moved Cr Carter/Seconded Cr Ammunson) Carried
6. To approve general grants amounting to \$151,858 as per the attached schedule.
(Moved Cr Wright/Seconded Cr Craig) Carried
7. To allocate reserve funds from the Greytown Restricted Reserve to fund \$20,000 for the upgrade of cricket blocks at Soldiers Memorial Park.
(Moved Cr Ammunson/Seconded Cr Maynard) Carried
8. To allocate \$25,000 from the Greytown Restricted Reserve for a feasibility study for shared sporting facilities in Greytown.
(Moved Cr Craig/Seconded Cr Wright) Carried
9. To change the annual transfer to the Rural Roding Reserve to \$300,000 (previously \$200,000p.a.).
(Moved Cr Olds/Seconded Cr Jephson) Carried
10. To adopt the Water, Wastewater and Land Transport Asset Management Plans.
(Moved Cr Olds/Seconded Cr Jephson) Carried

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C1b. Adoption of Long Term Plan and Setting of Rates

Members discussed wording of the Greater Wellington Regional Council (GWRC) rating resolution and Mayor Napier thanked staff, councillors, community board and Maori Standing Committee members for their time and commitment in developing the LTP.

COUNCIL RESOLVED (DC2018/82):

1. To receive the final Long Term Plan documents and the rates resolution for the year ended 30 June 2019.
(Moved Cr Craig/Seconded Cr Jephson) Carried
2. To adopt the 2018/28 Long Term Plan covering the period 1 July 2018 to 30 June 2028 in accordance with Section 93 of the Local Government Act 2002.
(Moved Cr Maynard/Seconded Cr Ammunson) Carried
3. To adopt the rates resolution for the 2018/2019 year in accordance with the Local Government Rating Act 2002, including the 'Part B' notice.
(Moved Cr Wright/Seconded Cr Jephson) Carried
4. To note that the fees and charges schedule for 2018/19 is included in the adopted Long Term Plan.
(Moved Cr Olds/Seconded Cr Colenso) Carried
5. Action 417: Write and request that GWRC review and clarify the wording of their public transport statement 'This rate funds GWRC's expenditure for the region's public transport services and transport infrastructure' as transport infrastructure is primarily funded via SWDC rates. Suggest removal of the word 'transport'; J Mitchell

C3. Proposed Food Caravan for Ngawi

In relation to the proposal members discussed solid waste and wastewater disposal and consultation with the Maori Standing Committee where land development or utilisation in the coastal areas was proposed.

COUNCIL RESOLVED (DC2018/83):

1. To receive the Proposed Food Caravan for Ngawi Report.
(Moved Cr Jephson/Seconded Cr Maynard) Carried
2. To grant permission to Rebekah Cates to implement her Food Caravan proposal.
3. To instruct officers to prepare the appropriate licence to occupy.
4. That officer's engage with the Waste Minimisation Officer in order to implement an education programme for those people with food licenses.
5. That when the reserves management plans are reviewed, to consult with the Maori Standing Committee.
(Moved Cr Olds/Seconded Cr Jephson) Carried

C4. Plan Change 9: Structure Plan for the Greytown Development area including a designation of Road

Mr Crimp noted an inconsistency with wording and calculations relating to roading contributions which was discovered following to the release of the report. Mr Crimp recommended clarification on intent was sought from the commissioner.

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COUNCIL RESOLVED (DC2018/84):

1. To receive the recommendation of the Independent Hearings Commissioner on Plan Change 9 (including a notice of requirement to designate a road to provide access to the Greytown Development Area from West Street).
(Moved Cr Colenso/Seconded Cr Craig) Carried
2. To defer a decision on the recommendation of the Independent Hearings Commissioner until the next meeting so clarification of the recommendations can be sought.
(Moved Cr Jephson/Seconded Cr Olds) Carried

C5. Proposed District Licensing Committee Member Extension

Cr Craig declared a conflict of interest.

Members discussed succession planning and the importance of having skilled committee members.

COUNCIL RESOLVED (DC2018/85):

1. To receive the Proposed District Licensing Committee Member Extension Report.
(Moved Cr Maynard/Seconded Cr Colenso) Carried
2. To extend the appointments for all current list members of the District Licensing Committee for a period of five years, until 30 June 2023, subject to their agreement.
(Moved Mayor Napier/Seconded Cr Colenso) Carried
3. That the current District Licensing Committee Chairperson (Julie Riddell) be extended for a period of five years, subject to a review after three years, and subject to her agreement.
(Moved Mayor Napier/Seconded Cr Colenso) Carried
4. That the current District Licensing Committee Deputy Chairperson (Cr Margaret Craig) be extended until 12 October 2019 subject to her agreement.
(Moved Cr Olds/Seconded Cr Jephson) Carried

C6. Execution of Council Common Seal

COUNCIL RESOLVED (DC2018/86):

1. To receive the Execution of Council Common Seal Report.
2. To ratify the affixation of the Common Seal to the following:
 - a. A lease agreement between South Wairarapa District Council and Jeniah Janet Peterson for a grazing licence for the Featherston Cemetery dated 22 January 2014 for the period 1 December 2013 to 30 November 2014.
 - b. A deed of licence to occupy between South Wairarapa District Council and the Greytown Men's Shed dated 22 January 2014 for the period 1 January 2014 to 31 December 2023.
 - c. A deed of lease to occupy at Papawai between South Wairarapa District Council and the Greytown Sourcing Centre for the period 1 August 2015 to 10 August 2050 dated 19 July 2017.

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- d. A deed of lease to occupy land at Sandy Bay between South Wairarapa District Council and Hiwi Trust for the period 1 July 2013 to 1 July 2018 dated 29 July 2013.
- e. A contract (C1219) for the state 2 upgrade of the Featherston Water Supply between South Wairarapa District Council and Citycare dated 6 July 2016.

(Moved Cr Old/Seconded Cr Jephson)

Carried

C7. Naming of Two Right of Ways at Wharekauhau

COUNCIL RESOLVED (DC2018/87):

1. To receive the Naming of Two Right of Ways at Wharekauhau Report.

(Moved Cr Colenso/Seconded Mayor Napier)

Carried

2. To approve the name 'Goodnight Lane'.

3. To approve the name 'Lesters Lane'.

(Moved Cr Olds/Seconded Cr Craig)

Carried

Cr Maynard voted against this motion.

Cr Carter voted against this motion.

Cr Ammunson voted against this motion.

C8. Remits to Local Government NZ

COUNCIL RESOLVED (DC2018/88):

1. To receive the remits to be presented to Local Government New Zealand.
2. To hold a workshop to discuss the remits, and agree a position on the motion.
3. To delegate to two SWDC conference delegates to vote as appropriate at the conference.

(Moved Cr Wright/Seconded Cr Carter)

Carried

C9. Relocation of Bus Stop #1812 Fitzherbert Street, Featherston

COUNCIL RESOLVED (DC2018/89):

1. To receive the Relocation of Bus Stop #1812 Fitzherbert Street, Featherston Report.
2. To agree to relocate Bus Stop #1812 on the northern side of Fitzherbert Street, Featherston, to a location 48.5 metres east of Birdwood Street.

(Moved Cr Carter/Seconded Cr Olds)

Carried

D Operational Reports

D1. Planning and Environment Group Report

COUNCIL RESOLVED (DC2018/90) to receive the Planning and Environment Group Report.

(Moved Cr Jephson/Seconded Cr Maynard)

Carried

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D2. Infrastructure and Services Group Report

Ms Mills with support from Mr McCurdy updated members on the role of WREMO and discussed community preparedness with councillors.

Mr Wishnowsky updated Council on the status of the newly integrated FENZ, their role and scope of work including arrangements with local communities for operations and improvements. FENZ would be undertaking public communications advising new fire permit arrangements.

The Group Manager Infrastructure and Services discussed water supply and removal of trees along the Underhill Road side of Card Reserve with members.

COUNCIL RESOLVED (DC2018/91):

1. To receive the Infrastructure and Services Group Report.
(*Moved Mayor Napier/Seconded Cr Maynard*) Carried
2. Action 418: Write and refer Wharekaka to WREMO and suggest they request assistance with business continuity planning; P Crimp

D3. Chief Executive Officer Report

Mr Crimp discussed the Waihinga Centre project delays and implications, and Council capital expenditure forecast underspend.

Cr Ammunson left the meeting at 3:02pm.

COUNCIL RESOLVED (DC2018/92):

1. To receive the Chief Executive Officer's Report.
2. To receive the financial statements report for the period ended 31 March 2018.
(*Moved Cr Maynard /Seconded Cr Jephson*) Carried

COUNCIL RESOLVED (DC 2018/93) that the Council meeting on the 27 June 2018 continue beyond the six hour time limit on meetings prescribed by Council's Standing Orders.

(*Moved Cr Olds/Seconded Cr Craig*)

Carried

D4. Action Items Report

Cr Wright undertook to raise concerns at the next Wairarapa Committee meeting that public transport interests was under represented on the Committee.

COUNCIL RESOLVED (DC2018/94) to receive the District Council Action Items Report.

(*Moved Mayor Napier/Seconded Cr Craig*)

Carried

D5. Martinborough Growth Area Update

Mr O'Leary updated members on the project noting that the current brief excluded Hawkins Drive and that it was not included in the area for consultation. Mr Crimp acknowledged that this project was ahead of the spatial plan work and had been driven by market growth requirements.

COUNCIL RESOLVED (DC2018/95) to receive the Martinborough Growth Area Update Report.

(*Moved Cr Maynard/Seconded Cr Jephson*)

Carried

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Cr Olds left the meeting at 3:27pm.

Cr Olds returned to the meeting at 3:28pm.

E Chairperson's Report

E1. Report from Her Worship the Mayor

Mayor Napier tabled the 2018/2021 Regional Transport Committee Programme 'At a Glance Plan' and discussed planned Wairarapa works with members.

COUNCIL RESOLVED (DC2018/96) to receive the Mayor's Report.

(Moved Mayor Napier/Seconded Cr Jephson)

Carried

F Members' Reports

F1. Reports from Councillors

Cr Craig

Wairarapa Road Safety Council, Wellington Region Waste Forum, Wellington Region Waste Management and Minimisation Plan Joint Committee (WRWMMP), Civic Awards Working Party

A report from the Wellington Region Waste Forum held on the 18 May 2018 had been included in Council papers.

Cr Colenso

Wairarapa Library Service, Community Safety and Resilience Working Party

A report from the Community Safety and Resilience Working Party held on the 6 June 2018 had been included in Council papers.

Cr Wright

Cobblestones Museum

Cr Wright had attended a Cobblestones Museum meeting; 40 travel agents from Singapore had recently visited the museum.

F2. Reports from Appointments to Greater Wellington Regional Council (GWRC) Committees

Cr Jephson

Awhea Opouawe Scheme Committee, Wairarapa Committee, Regional Climate Change and Natural Hazards Working Group, Wairarapa Committee

An Awhea Scheme Committee meeting had been held; planting of Ushers Hill had been discussed.

Cr Wright

Waiohine Floodplain Management Plan Steering Group, Wairarapa Committee

The Waiohine Action Group had compiled six options for dealing with flood protection along the Waiohine River plain with costs varying from nil to \$4.5M.

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Cr Olds

Wairarapa Moana Governance Group, Ruamahanga Whaitua Committee, Lower Valley Development Scheme Advisory Committee

The Ruamahanga Whaitua Committee were working on a preconsultation draft document. A meeting with the Wairarapa district council’s was planned.

A meeting of the Lower Valley Development Scheme Advisory Committee had been held where works conducted in the previous year was discussed.

COUNCIL RESOLVED (DC2018/97) to receive councillor reports.

(Moved Cr Maynard/Seconded Cr Olds)

Carried

G Reports from Appointments and Outside Organisations

G1. Appointments

There were no reports from appointments.

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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