



**SOUTH WAIRARAPA DISTRICT COUNCIL**  
**Minutes from 28 October 2020**

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- Present:** Mayor Alex Beijen (Chair), Deputy Mayor Garrick Emms, Councillors Leigh Hay, Brian Jephson (from 11:06am), Alistair Plimmer, Ross Vickery and Brenda West.  
Attendance via audio-visual link: Councillor Pam Colenso and Rebecca Fox (from 11:06am)
- In Attendance:** Harry Wilson (Chief Executive), Karen Yates (Policy and Governance Manager), Katrina Neems (Chief Financial Officer), Godwell Mahowa (Planning Manager), Amy Wharram (Communications Manager), Sarah Pearson-Coats (Council Property Portfolio Adviser) and Suzanne Clark (Committee Advisor).
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 11:00am and 1:33pm except where expressly noted.
- Public Participation:** Lee Carter and Karen Kershaw, Mike Gray.
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**Open Section**

Cr Hay read the Council affirmation.

**A1. Apologies**

*COUNCIL RESOLVED (DC2020/123)* to accept apologies from Cr Pip Maynard and lateness apologies from Cr Rebecca Fox.

*(Moved Cr Emms/Seconded Cr Plimmer)*

Carried

**A2. Conflicts of Interest**

No conflicts of interest were declared.

**A3. Acknowledgements and Tributes**

There were no acknowledgements or tributes.

**A4. Public Participation**

Mrs Carter and Mrs Kershaw spoke about the inconvenience of not having addresses assigned to the new Rapa Valley development and asked Council to ensure processes were in place for future developments to ensure legal addresses

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were assigned. Mrs Carter stated that the development name 'Rapa Valley' was disrespectful to Māori and queried how it could be changed.

Mr Gray believed the Supper Room was inadequate for Council business due to sound quality and the layout of the room. Mr Gray suggested Council invest in a sound system and requested members not turn their backs on the audience. Mr Gray queried where the information in the Community Development Report presented on the 2 September 2020 originated from and what was going to be done to address the comments.

**A5. Actions from public participation**

Mayor Beijen encouraged the Chief Executive to discuss with officers procedures for ensuring rapid numbers and road names are assigned to properties before they were sold, and acknowledge Mrs Kershaw's inconvenience.

Mayor Beijen acknowledged that the sound quality in the Supper Room needed to be addressed. Members thanked Mr Gray for his suggestions.

**A6. Extraordinary Business**

There was no extraordinary business.

**A7. Community Board/Maori Standing Committee Report from Meetings**

There was no report from the Māori Standing Committee or the community board chairs.

**B Decision Reports from Chief Executive and Staff**

**B1. Schedule of Ordinary Meetings Report**

Members discussed timely decision making, ensuring the correct level of governance and governance structure, timely distribution of meeting papers, quality versus quantity of reporting, public access to elected officials and decision making, encouraging public participation at committee level, promotion of Committee meetings and review of the public participation section of Council's Standing Orders.

*COUNCIL RESOLVED (DC2020/124):*

1. To receive the Adoption of the 2021 Schedule of Ordinary Meetings Report.  
(Moved Cr Vickery/Seconded Cr Hay) Carried
2. To adopt an eight-weekly meeting cycle for all Council and committee meetings.  
(Moved Cr Jephson/Seconded Cr Fox) Carried  
Cr Colenso voted against the motion  
Cr West voted against the motion
3. To adopt the 2021 schedule of ordinary meetings for Council and committees.  
(Moved Cr Vickery/Seconded Cr Plimmer) Carried

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4. To endorse the proposed community board meeting schedule for presentation to community boards for decision.  
(Moved Cr Jephson/Seconded Cr Hay) Carried
5. To delegate to the Chief Executive the ability to alter the schedule of ordinary meetings in consultation with the Mayor or committee chair as required.  
(Moved Mayor Beijen/Seconded Cr Plimmer) Carried
6. To note that relevant terms of reference will be amended to reflect an eight-week cycle.  
(Moved Cr Plimmer/Seconded Cr Hay) Carried
7. Action 570: Prepare a communications/action plan for promoting Council's committees and the availability of the public forum; A Wharram

The meeting adjourned at 12:05pm.

The meeting reconvened at 12:15pm.

## **B2. Proposed Wairarapa Solid Waste management and Minimisation Bylaw 2021**

Cr Vickery returned to the meeting at 12:16pm.

Cr Colenso outlined the major changes from Council's existing bylaw to the proposed new joint bylaw. Ms Yates advised that further work would be undertaken on controls for putting out bins over the next year.

Members discussed bylaw enforcement, modifying pickup days and times, and event recycling and waste management plans.

*COUNCIL RESOLVED (DC2020/125):*

1. To receive the Proposed Wairarapa Solid Waste Management and Minimisation Bylaw 2020 Report.  
(Moved Cr Jephson/Seconded Cr Colenso) Carried
2. To adopt the proposed Wairarapa Solid Waste Management and Minimisation Bylaw 2021 Statement of Proposal in Attachment 1 (including the draft bylaw and bylaw controls) for public consultation in accordance with the Special Consultative Procedure, as set out by the Local Government Act 2002, and subject to adoption by the Carterton and Masterton District Councils.  
(Moved Cr Plimmer/Seconded Cr Fox) Carried
3. To approve the consultation timeframes and approach described in this report.  
(Moved Cr Plimmer/Seconded Cr Fox) Carried
4. To note the Wellington Region Waste Management and Minimisation Plan 2017-23 specifies that the eight councils agree to investigate and if feasible develop, implement and oversee monitoring and enforcement of a regional bylaw, or a suite of regionally consistent bylaws.  
(Moved Cr Plimmer/Seconded Cr Fox) Carried

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5. To note that in an effort to promote regional consistency across solid waste management and minimisation, bylaw content was collaboratively developed by the eight councils in the Wellington Region. Staff from each Council propose to submit one suite of regionally consistent bylaw provisions for approval to each council for public consultation.  
*(Moved Cr Plimmer/Seconded Cr Fox)* Carried
6. To note that the proposed Wairarapa Solid Waste Management and Minimisation Bylaw 2021 will replace the Masterton and South Wairarapa District Council Solid Waste Bylaw 2012.  
*(Moved Cr Plimmer/Seconded Cr Fox)* Carried
7. To agree that, in accordance with section 155 (1) of the Local Government Act 2002, the proposed bylaw is the most appropriate way of addressing the perceived waste management and minimisation issues.  
*(Moved Cr West/Seconded Cr Colenso)* Carried
8. To agree that, in accordance with sections 155(2) of the Local Government Act 2002, the proposed Wairarapa Solid Waste Management and Minimisation Bylaw 2021 is the most appropriate form of bylaw and is not inconsistent with the New Zealand Bill of Rights Act 1990.  
*(Moved Cr West/Seconded Cr Colenso)* Carried
9. To agree to delegate authority to the Wairarapa Policy Working Group to hear and consider submissions and make recommendations back to the three Wairarapa Councils on the final Wairarapa Solid Waste Management and Minimisation Bylaw 2021.  
*(Moved Cr Jephson/Seconded Cr Hay)* Carried  

Cr Plimmer abstained  
Cr Emms abstained  
Cr Colenso abstained
10. To agree to include elected members from the three Wairarapa District Councils who are appointees to the Wellington Region Waste Management and Minimisation Joint Committee to support the Wairarapa Policy Working Group to hear and consider submissions and make recommendations back to the three Wairarapa Councils on the final Wairarapa Solid Waste Management and Minimisation Bylaw 2021.  
*(Moved Cr Jephson/Seconded Cr Hay)* Carried
11. To agree to appoint Councillor Frazer Mailman as the Chair to the Wairarapa Policy Working Group for the Wairarapa Solid Waste Management and Minimisation Bylaw 2021 review.  
*(Moved Cr Jephson/Seconded Cr Hay)* Carried
12. To delegate responsibility to the Chief Executive to amend the proposal to include any amendments agreed by the Council and any minor consequential edits.  
*(Moved Cr Jephson/Seconded Cr Hay)* Carried

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**C Information Reports**

**C1. Shared Services Working Group Update**

*COUNCIL RESOLVED (DC2020/126):*

- 1. To receive the Shared Services Working Group Update Report.  
*(Moved Cr Hay/Seconded Cr West)* Carried
- 2. To agree the vision statement and criteria for shared services.  
*(Moved Cr Hay/Seconded Cr Vickery)* Carried
- 3. To note the progress of the shared services currently underway.  
*(Moved Cr Hay/Seconded Cr Vickery)* Carried

**D Public Excluded Business**

**D1. Central Greytown Property Options Analysis**

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:

<b>Report/General Subject Matter</b>	<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
Central Greytown Property Options Analysis	Good reason to withhold exists under section 7(2)(b)(ii), 7(2)(h), 7(2)(i)	Section 48(1)(a)

This resolution (*DC2020/127*) 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:

<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
The withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret	7(2)(b)(i)
The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	7(2)(i)
The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	7(2)(h)

*(Moved Cr Jephson/Seconded Cr Emms)* Carried

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

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