



# SOUTH WAIRARAPA DISTRICT COUNCIL MEETING

First Meeting of Triennium 2013 - 2016

## MINUTES – 30 October 2013

- Present:** Mayor Adrienne Staples, Councillors Margaret Craig, Dean Davies, Brian Jephson, David Montgomerie, Viv Napier, Colin Olds, Julie Riddell, Solitaire Robertson and Max Stevens.
- In attendance:** Paul Crimp (Chief Executive Officer), Suzanne Clark (Committee Secretary) and for part only Mark Allingham (Group Manager Infrastructure and Services) and John O'Connell (Audit NZ).
- Conduct of Business:** The meeting was held in the South Wairarapa Council Chambers at 19 Kitchener Street, Martinborough and was conducted in public between 9:30am and 10:40am.

### The Chief Executive Officer in the Chair

#### A Preliminary Matters

##### A1. Apologies

There were no apologies.

#### B Declarations by Mayor and Councillors

##### B1. Declaration by the Mayor and Councillors

The Mayor and councillors made public declarations and were sworn in by the Chief Executive.

### Her Worship the Mayor assumed the Chair

#### C Mayoral Appointments (for Noting)

##### C1/C2. Deputy Mayor Appointment and Council Committees/Working Parties Structure for the Triennium Commencing 2013

Mayor Staples tabled a report and appointed Cr Viv Napier as Deputy Mayor. Councillors were allocated portfolios as per the report. Mayor Staples advised that moving forward the role of the Wairarapa Governance Working Party was unclear and decisions relating to the Working Parties future and any associated appointments was deferred.

#### **DISCLAIMER**

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*COUNCIL RESOLVED (DC2013/181)* to receive the tabled report.  
(*Moved Mayor Staples/Seconded Cr Stevens*)

Carried

## **D Other Business in Accordance with Part I of Schedule 7 of the Local Government Act 2002**

### **D1. Legislation Affecting Elected Members**

Mr Crimp provided an overview of the legislation affecting elected members as required by the Local Government Act 2002.

*COUNCIL RESOLVED (DC2013/182)* to receive the Legislation Affecting Elected Members Report.

(*Moved Cr Robertson/Seconded Cr Riddell*)

Carried

### **D2. Schedule of Ordinary Meetings**

Councillors requested a note be placed on the 2014 schedule of ordinary meetings alerting to extraordinary meetings being required for annual plan hearings, adoption of the annual plan and adoption of the annual report.

*COUNCIL RESOLVED (DC2013/183):*

1. To receive the information.
2. To adopt the revised 2013 schedule of meetings noting that the community board meeting dates in the report should be 9-11 December 2013.
3. To adopt the 2014 schedule of ordinary meetings for Council, community boards and committees.

(*Moved Cr Davies/Seconded Cr Jephson*)

Carried

## **E Matters for Decision**

### **E2. Maori Standing Committee Nominations for Ratification**

*COUNCIL RESOLVED (DC2013/184):*

1. To receive the information.
2. Ratify the nominations for the Maori Standing Committee for the 2013-2016 triennium.

(*Moved Cr Jephson/Seconded Cr Craig*)

Carried

### **E3. Model Standing Orders for Meetings of Local Authorities and Community Boards**

*COUNCIL RESOLVED (DC2013/185):*

1. To receive the information.
2. To adopt Appendix H – Provision for Casting Vote.
3. That no change be made to Council's Standing Orders.

(*Moved Cr Riddell/Seconded Cr Stevens*)

Carried

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**E4. Elected and Non-elected Members' Remuneration**

*COUNCIL RESOLVED (DC2013/186):*

1. To receive the information.
2. To approve the salary for 2013/2014 for the Deputy Mayor as recommended by the Remuneration Authority.
3. To approve the salaries and meeting fees for 2013/2014 for non-elected members of Council committees.
4. To confirm the policies for the payment of expenses/allowances and that the Mayoral car is for Mayoral use only.
5. To adopt the remuneration, fees, and reimbursement allowances as advised by the Remuneration Authority from time to time, unless resolved otherwise.

*(Moved Cr Craig /Seconded Cr Davies)*

Carried

**E5. Code of Conduct for Elected Members**

*COUNCIL RESOLVED (DC2013/187):*

1. To receive the information.
2. To adopt the Code of Conduct for Elected Members for the 2013-2016 triennium with amendments as discussed.

*(Moved Cr Napier/Seconded Cr Riddell)*

Carried

3. Action 687: Amend the Code of Conduct for elected members as follows: Clause 2.2 should refer to the LTP not the LTCCP, clause 2.3 needs to allow a casting vote and clause 2.6 needs to be reworded to allow for the recent amendments to the Local Government NZ Act; P Crimp

The meeting went into recess at 10:00am.

The meeting reconvened at 10:25am.

**E1. Adoption of the 2012/2013 Annual Report (deferred until 10:25am)**

Mayor Staples welcomed John O'Connell from Audit NZ and Mr Crimp tabled an updated 2012/2013 Annual Report. Mr Crimp presented highlights of 2012/2013 operations and the resulting Annual Report, noting a surplus of almost \$2M. The NZTA funding assistance rates (FAR) review and effect on future operational budgets was discussed as was the Rural Advisory Committee (in recess) and library programmes.

Mr O'Connell advised that there were no significant issues uncovered during the audit and that the financial results in the Annual Report reflected the current financial position of the Council. Mr O'Connell noted a few editorial changes were yet to be made.

Councillors congratulated Mr Crimp and staff for the good result as reflected in the 2012/2013 Annual Report. Mr O'Connell also extended his thanks to Council staff.

*COUNCIL RESOLVED (DC2013/188):*

1. To receive the information.
2. To adopt the 2012/2013 Annual Report, noting that minor disclosure amendments, as agreed with Audit NZ, were still to be included.

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3. To appoint a sub-committee consisting of the CEO and the Mayor to approve and signoff the final document.

*(Moved Cr Robertson/Seconded Cr Napier)*

Carried

Cr Olds abstained from voting.

Cr Montgomerie abstained from voting.

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

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