



POLICY AND FINANCE COMMITTEE

AGENDA – 26 August 2015

A Conduct of Business

The meeting will be held in the Council Chambers, 19 Kitchener Street, Martinborough and will commence at the conclusion of the District Council meeting. The meeting will be held in public (except for any items specifically noted in the agenda as being for public exclusion).

- A1. Apologies
- A2. Conflicts of Interest
- A3. Public Participation
- A4. Minutes for Confirmation: Policy & Finance Committee 15 July 2015 Pages 1-3
- A5. Minutes for Receipt: Risk and Audit Working Party 24 June 2015 Page 4

B Policies and Reports

- B1. Policy Reviews Pages 5-25

C Finances



POLICY AND FINANCE COMMITTEE MEETING MINUTES

15 July 2015

Present: Mayor Adrienne Staples (chair), Councillors Margaret Craig, Dean Davies, Brian Jephson, David Montgomerie, Colin Olds, Julie Riddell, Solitaire Robertson and Max Stevens.

In Attendance: Paul Crimp (Chief Executive) 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 12:25pm and 12:45pm.

A Preliminary Matters

A1. Apologies

P&F RESOLVED (P&F2015/20) to receive apologies from Cr Viv Napier.
(*Moved Cr Craig/Seconded Cr Davies*)

Carried

A2. Conflicts of Interest

No conflicts of interest declared.

A3. Public Participation

There was no public participation.

A4. Policy & Finance Committee Minutes 3 June 2015

P&F RESOLVED (P&F2015/21) that the minutes of the Policy and Finance Committee meeting held on 3 June 2015 be received and confirmed as a true and correct record.

(*Moved Cr Stevens/Seconded Cr Robertson*)

Carried

A5. Action Items

P&F RESOLVED (P&F2015/22) to receive the action items from 3 June 2015.

(*Moved Cr Jephson/Seconded Cr Olds*)

Carried

B Policies and Reports

B1. Trans-Pacific Partnership

P&F RESOLVED (P&F2015/23):

1. To receive the report.
2. To support the request of the TPP Action Network by encouraging central government to conclude negotiations of the Trans-Pacific Partnership in a way

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

that provides net positive benefits for Wairarapa and New Zealand and achieves the following objectives;

- i. Continues to allow South Wairarapa District Council and other councils, if they so choose, to adopt procurement policies that provide for a degree of local preference; to choose whether particular services or facilities are provided in house, by controlled organisations (CCOs) or by contracting out; or to require higher health and safety, environmental protection, employment rights and conditions, community participation, animal protection or human rights standards than national or international minimum standards;
- ii. Maintains good diplomatic and trade relations and partnerships for South Wairarapa and New Zealand with other major trading partners not included in the agreement, including with China;
- iii. Provides substantially increased access for our agriculture exports to those markets;
- iv. Does not undermine PHARMAC, raise the cost of medical treatments and medicines or threaten public health measures, such as tobacco control;
- v. Does not give overseas investors or suppliers any greater rights than domestic investors and suppliers, such as through introducing Investor-State Dispute Settlement, or reduce our ability to control overseas investment or finance;
- vi. Does not expand intellectual property rights and enforcement in excess of current law;
- vii. Does not weaken our public services, require privatisation, hinder reversal of privatisations, or increase the commercialisation of government or of South Wairarapa District Council or other local government organisations;
- viii. Does not reduce our flexibility to support local economic and industry development and encourage good employment and environmental practices and local initiatives;
- ix. Contains enforceable labour clauses requiring adherence to core International Labour Organisation conventions and preventing reduction of labour rights for trade or investment advantage;
- x. Contains enforceable environmental clauses preventing reduction of environmental and biosecurity standards for trade or investment advantage;
- xi. Has general exceptions to protect human rights, the environment, the Treaty of Waitangi, and New Zealand's economic and financial stability;
- xii. Has been negotiated taking into account a full social, environmental and economic impact assessment.

(Moved Cr Craig/Seconded Cr Jephson)

Carried

Cr Julie Riddell voted against this motion.

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C Finances

C1. Finances for the 11 Months Ended 31 May 2015

Mr Crimp reminded councillors that the loan for purchasing land in Featherston was drawn down in June 2015 so debt would increase (but was anticipated). The revaluation of infrastructure assets would have a book effect on the profit and loss statements. Mr Crimp reported that Council was in good financial shape.

Mr Crimp discussed with councillors the Investment Policy benchmark of no more than 30% of invested funds in any one institution. On occasion this Policy was breached for a short period for valid reasons. Councillors agreed with the NZ Audit opinion that any breaches should be reported to the Policy and Finance Committee and formally minuted.

P&F RESOLVED (P&F2015/24) to receive the Financial Statements for the 11 months ended 31 May 2015.

(Moved Cr Davies/Secoded Cr Olds)

Carried

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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Risk & Audit Working Party
Minutes
24 June 2015
11.30 am, Waiohine Room

Present – Cr. V Napier (Chair), Cr M Craig, Cr M Stevens, Cr D Davies
Also in attendance – P Crimp. K Low

Apologies Nil

Minutes – Minutes of the previous meeting were confirmed

Moved Craig/Napier

Matters Arising –

Nil

Monthly Financials – Kyra Low presented the YTD May management accounts for discussion.

Risks

Risks discussed :

- Risk review, initial analysis completed, need to review this work and finalise by end calendar 2015
- Legislative review completed, again need to review where we are at and take any actions as needed
- Internal audit function, need plan for next meeting
- Staffing
- Impact of new OSH legislation

General Business

LTP Completed

Meeting closed 12.50pm

Next meeting:

23 July 3pm

20 August 3pm

24 September 3pm

22 October 3pm

19 November 3pm (clashes with R & P)

POLICY AND FINANCE COMMITTEE

26 AUGUST 2015

AGENDA ITEM B1

POLICY REVIEWS

Purpose of Report

To provide Councillors revised Council Policies for adoption.

Recommendations

Officers recommend that the Council:

1. *Receive the information.*
2. *Adopt the:*
 - Infrastructure Protection Deposits Policy*
 - Common Seal Policy*
 - Coastal Erosion Policy*
 - Significance and Engagement Policy*
 - Pain Farm Trust Lands Income Distribution Policy*
 - Remuneration Policy*
3. *Dis-establish the:*
 - Public Concern Policy*
 - SWDC Communication Strategy*

1. Executive Summary

Council has delegated authority to set and adopt various policies. This paper presents a number of policies new or currently past review for adoption.

2. Policies for adoption

2.1 Common Seal Policy

No change.

2.2 Coastal Erosion Policy

New policy to address rating issues faced due to an increase in incidents relating to coastal erosion.

2.3 Significance and Engagement Policy

When this policy was established last year it overrode large portions of the SWDC Communication Strategy and Public Concern Policy. A statement has been added outlining what good communication, and what people should do if they have a concern about how Council is carrying out business operations.

“Council communication needs to be professional, genuine, effective and enabling with all stakeholders at all times. To further guide this the Local Government Act 2002 (LGA) requires local authorities to have a Significance and Engagement policy.”

and;

Section 7 Concern

At any time someone is concerned with significance or engagement they are required to go through the following channels to elevate their concerns to a point of resolution.

- *Council Officers deal with matters from the public in the first instance.*
- *The public are then encouraged to direct any unresolved concerns or complaints to the respective Departmental Manager.*
- *Should a person believe that their concern has still not been dealt with satisfactorily they are then encouraged to bring the matter to the attention of the Chief Executive Officer.*
- *If a person remains un-satisfied with the decision of the Chief Executive Officer they may place their concern in writing for consideration by the Council.*

A register of complaints received from Officers and Elected Members shall be kept and acted upon. A report to Council shall be supplied 6 monthly on complaints received and their resolution.

These two additions lead to the dissolution of the Communication Strategy and public Concern policies.

2.4 Pain Farm Trust Lands Income Distribution Policy

No change

2.5 Remuneration Policy

Dollar values set by the Remuneration Authority have been removed and replaced with a referral to the Remuneration Authority.

Vehicle mileage claim minimums have been revised to 30km in line with legislation.

A new clause has been added covering Communication allowances for the Mayor and Councillors.

“A communication allowance will be paid to the Mayor and Councilors at 50% of the maximum amount set under s13(3) of the Local Government Elected Members Communication Allowance determination.”

2.6 Infrastructure Protection Deposits Policy

All pricing now refers to the Fees and Charges schedule to avoid an annual policy review.

The deposits are now for 2 years

Removal of

- 3.7 *On the third anniversary of the date the deposit was taken the deposit is transferred from a holding account to income for the department from which it was taken.*

Addition of

- 3.7 *It is ultimately the property owner’s responsibility to ensure a final inspection is carried out and to request a refund of the deposit.*

3. Appendices

Appendix 1 – Revised Policies

Contact Officer: Kim Whiteman, Policy and Reporting Manager

Reviewed By: Paul Crimp, CEO

Appendix 1 – Revised Policies



Infrastructure Protection Deposits Policy for Footpaths, Road Crossings and Water/Sewer Connections

1. RATIONALE:

Deposits are taken from developers and others in respect to expected construction damage to footpaths, (including berms and drainage).

On completion of restoration work deposits held by the Council are repaid subject to satisfactory remedial work being completed.

Deposits are also taken against completion of new water and sewer connections.

2. PURPOSE:

To set out the basis for taking deposits and the procedures to be followed for their administration and repayment.

3. GUIDELINES

- 3.1 Deposits are paid to the Council for construction work. If the project is \$20,000 or more (assessed against building consent application or damage is likely due to the type of work being carried out, then deposits will be taken for footpaths and road crossings in line with the fees and charges schedule and refunded on satisfactory final building inspection..
- 3.2 Deposits are also paid to the Council for connection to urban water supply and sewerage. These deposits generally apply to new building projects. The amount charged is in the Fees and Charges schedule and is refunded upon a satisfactory drainage inspection
- 3.3 The above deposits are taken in order to ensure that the work they relate to is of a satisfactory standard and meets all requirements set out by Council. Each project is inspected by a member of staff from the relevant Department at the Council. The return of any deposits can only be authorised once all requirements are met.

- 3.4 The Council may hold all such deposits for a period of three years.
- 3.6 A further reminder letter will be sent on the anniversary of the second year.
- 3.7 It is ultimately the property owners responsibility to ensure a final inspection is carried out and to request a refund of the deposit.
- 3.8 A list of all deposits taken, refunded and returned to income, is to be maintained by the Accounting Administrator. Details of such will be provided in the monthly accounts.
- 3.9 Should a project pass all inspections *after* the two year period and a repayment of deposits is required, then it shall be processed through an expense account, set up to offset any deposits recorded as income. The current owner is entitled to a full refund of deposits if all conditions of Council have



Common Seal

1. RATIONALE:

The Council retains a common seal with which it executes certain documents, in compliance with various sections of the Statutes and Regulations.

2. PURPOSE:

To set out the procedures to be followed in applying the Common Seal and who may witness its use.

3. GUIDELINES:

- 3.1 Any document either generated from within the Council or submitted to it by an outside party, that requires it to be executed under common seal, is first to be checked that it is legally correct and is applicable to the situation involved.
- 3.2 The seal may only be applied after checking with the Chief Executive Officer that it is in fact required and is in order. Solicitors often submit documents to Council requesting that they be executed under seal when a simple signature of the Chief Executive Officer is legally all that is required.
- 3.3 The seal must be applied, physically, in front of either of the two witnesses. Normally the Mayor, or Deputy, and Chief Executive Officer, or his delegated representative. The two signatories are witnessing the seal being applied. They do not require to be witnessed as well.
- 3.4 The standard phrase to be printed or affixed to a document is to read:

The Seal of the South Wairarapa District Council was applied hereto in the presence of:

.....Mayor

.....Chief Executive Officer

As required, superfluous words on a document in the area where the seal is applied and the two witnesses sign, are to be deleted.

- 3.5 The Seal may only be applied pursuant to a resolution of the Council. This is normally by way of a recommendation in a report from the Chief Executive Officer, his monthly report or the Planning and Regulatory report.

- 3.6 In the interests of expediency, the Seal may be affixed prior to a formal resolution of the Council, which may only be of a non-contentious or routine nature, in which case the affixing of the seal shall be ratified at the next regular meeting of the Council.



COASTAL EROSION POLICY (RATING INFORMATION DATABASE)

1. RATIONAL

To ensure a clear process exists to deal with the increased frequency of Coastal erosion caused by adverse weather within our district.

2. PURPOSE

To set out general procedures for council staff to manage rating units affected by coastal erosion ensuring a fair and transparent process.

3. GUIDELINES

1. Properties are inspected as they come to the attention of the council, generally as part of post storm assessment.
2. Applications for rates remissions must be made in writing in the rating year the erosion occurs. All applications will be considered on a case by case basis.
3. Council at its discretion may remit or postpone any rates or charge wholly, or in part levied in respect of any property affected by coastal erosion, where it considers it fair and reasonable to do so.
4. Council will take into account;
 - a) Whether as a result dwellings or buildings previously habitable were made "uninhabitable"
 - b) the activity for which the land and/or buildings were used prior to the disaster is unable to be undertaken or continued
 - c) The extent to which essential services such as water, or sewerage to any dwelling or building were interrupted and could not be supplied;

- d) Whether essential services such as water or sewerage to any dwelling or building are able to be provided
- e) Whether any part of the property remains habitable or available for use

*For the purposes of this policy 'uninhabitable' shall mean:

a building cannot be used for the purpose it was intended due to a 's124 notice' being issued under the Building Act 2004.

- 5. Decisions on remissions under the policy will be delegated to the CEO.

On application they will direct the valuation provider to inspect the rating unit and prepare a valuation taking the new circumstances into account. As there are no Statutory rights of objection or appeal for valuations of this nature then the valuation provider's decision will be final and apply for the new rates year.

- 6. Land Abandonment –All effort will be made to encourage the initiation of a market sale over abandonment. Where land is abandoned Council will resolve the issue under section 77 of the Local Government Rating Act (2002) taking a minimum of 4 years.
- 7. Rating obligations remain until remissions are granted in writing.

4. NOTES

The Land title remains with the unusable land considered Blue water.

Section 7 of our current Rates remission policy is aimed at one off large scale Natural Disasters nominated by Central government. The continued application of full rates could cause financial hardship and also has the potential to promote abandonment.



SIGNIFICANCE AND ENGAGEMENT POLICY

1. Purpose

Council strives to enable democratic local decision making and action by and on behalf of communities. As part of this good communication is required.

2. Background

Council communication needs to be professional, genuine, effective and enabling with all stakeholders at all times. To further guide this the Local Government Act 2002 (LGA) requires local authorities to have a Significance and Engagement policy.

Once a decision is determined to be “significant” in accordance with the general approach, criteria and procedures in this policy, a higher standard of compliance is required. Section 76(3)(b) requires that the Council must ensure before a significant decision is made that subsection 76(1) has been “appropriately observed”.

The legislation (schedule 10 LGA) only requires the Long Term Plan (LTP) to contain a summary of the Significance and Engagement policy, but the entire policy is included in the LTP in place of the summary.

3. South Wairarapa District Council “General Approach” to Significance

The Local Government Act 2002 requires local authorities to set out their “general approach to determining the significance of proposals and decisions in relation to issues, assets, or other matters” (s90(1)(a)).

The Council will determine the significance of any issue requiring a decision, by making judgments according to the likely impact of that decision on:

1. The current and future economic, cultural, environmental and social well-being of the district or region.
2. The achievement of, or ability to achieve, the Council’s strategic issues and objectives as currently set out in the LTP.
3. Any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter.
4. The capacity of the local authority to perform its role and carry out its activities, now and in the future.
5. The financial, resource and other costs of the decision.

4. Thresholds, Criteria and Procedures

The Policy must also set out any “thresholds, criteria, and procedures” that the Council uses for assessing significance (section 90(1)(b)).

The range of issues requiring decisions by local authorities is very wide and it is impossible to foresee every possibility. It is therefore recommended that thresholds are not used to determine significance.

The following procedure will be used to determine significance:

4.1 Procedure for Determining Significance

1. Identification of an issue requiring a Council decision (generally by officers).
2. Assessment of significance using the criteria set out in “South Wairarapa District Council’s General Approach to Significance”, set out above; followed by:
3. Officer or other professional advice on significance and options; followed by:
4. Council consideration and final decision-making on the;
 - Degree of significance of the issue.
 - Appropriate level and type of consultation.

Advice from Council officers will, in normal circumstances, be included in the Council approved report format. It is proposed that this format be revised so that it specifically considers the impact of decisions as set out in the “general approach” above.

5. Strategic Assets

This policy must also list those Council owned assets, considered by the Council to be “strategic assets” (section 90(2)).

“Strategic asset” is defined in the LGA as:

“ ... an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority’s capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community; and includes: -

- a. *any asset or group of assets listed in accordance with section 90(2) by the local authority; and*
- b. *any land or building owned by the local authority and required to maintain the local authority’s capacity to provide affordable housing as part of its social policy; and*

- c. any equity securities held by the local authority in –
- i. a port company within the meaning of the *Port Companies Act 1998*;
 - ii. an airport company within the meaning of the *Airport Authorities Act 1966*.

The list below shows the South Wairarapa District Council owned assets that are considered to be “strategic assets”. Only those assets that are important to achieving the Council strategic objectives have been included.

- Roading Network (including footpaths, street lighting and parking).
- Wastewater Network and Oxidation Ponds.
- Water Treatment, Storage and Supply Network.
- Solid Waste Facilities.
- Stormwater Network and Water Races.
- Reserves and Sports Fields.
- Swimming Pools.
- Libraries.
- Community Buildings.
- Public Toilets.
- Cemeteries.
- Pensioner Housing.

NOTE:

1. Pensioner housing is a strategic asset by law.
2. The Council considers all asset classes listed above as single whole assets. This is because the asset class as a whole delivers the service. Strategic decisions, therefore only concern the whole asset class and not individual components, unless that component substantially affects the ability of the Council to deliver the service, or would be deemed significant and strategic under the procedure above.

6. Consultation

6.1 Rationale

To ensure a consistent approach is taken to consultation across South Wairarapa District Council in compliance with the consultation requirements of the [Local Government Act 2002](#).

This policy does not cover the submission process that may be required under the [Resource Management Act 1991](#) or the Amendment Act 2009.

6.2 Introduction and Background

As an organisation responsible to the community it serves, South Wairarapa District Council is committed to ongoing and effective consultation.

The Council already conducts consultation with the public on many issues and this policy reflects both current practice and its responsibilities under the Local Government Act 2002.

The Council will make its consultation policy publicly available after the three-yearly Local Body election of the Mayor and councillors, as set out in section 40 (1)(h) of the [Local Government Act 2002](#).

Note that within this policy, the word *council* refers to any decision-maker within Council. This could be the Council, a committee or sub-committee or an officer with delegated authority.

6.3 Commitment to Consultation

A well-structured consultation process is a key part of improved decision making. The Council welcomes and values input from the people of South Wairarapa District so it can adequately reflect their views in its decision making. Decision making is improved as a result.

The Council is also committed to determining the overall community view as accurately as possible and will use the appropriate techniques to meet this objective.

Consultation will enhance the democratic process by contributing to the decision making of the Council.

The Council is committed to acknowledging the unique perspective of Māori and will consult with Council's Maori Standing Committee.

6.4 What is Consultation?

Consultation is a genuine exchange of information, points of view and options for decisions between affected and interested people and decision-makers before a decision has been made.

It does not mean that the decision will be delegated to those involved in the consultation process, but rather that the decision, when made, is likely to be improved by the public's involvement.

For the purpose of this policy South Wairarapa District Council has adopted the following definition of consultation:

Consultation is the dialogue that precedes decision-making

6.5 Consultation Means the Council Will:

- Seek input on a concept, issue or proposal that has not been decided upon.
- Encourage those people who will or may be affected by, or have an interest in, the matter to present their views (section 82 (1)(b) [Local Government Act 2002](#)).
- Provide those people who will or may be affected by, or have an interest in, the matter with reasonable access to relevant information about the matter, and clear information about the purpose of the consultation and the scope of the decisions to be taken following consideration of the views presented (section 82 (1)(a) and (c) Local Government Act 2002).

- Give people a reasonable opportunity to present their views according to their preferences and needs (section 82 (1)(d) Local Government Act 2002).
- Listen to what people have to say and consider their views and comments with an open mind (section 82 (1)(e) of the Local Government Act 2002).
- Decide if and how any proposal should be changed or developed further.
- Report on the final decision and the reasons for it (section 82 (1)(f) Local Government Act 2002).
- Respond to the people involved in the process (section 82 (1)(f) Local Government Act 2002).

According to this definition, the public's role in consultation will generally be one of expressing an opinion and providing additional information. It does not usually mean that the decision has been delegated to them.

Consultation may include market research techniques such as quantitative surveys, qualitative focus groups and individual interviews.

6.6 Consultation is Not:

- Solely providing information (although effective communication forms part of consultation).
- Always about reaching an agreement or consensus.
- Always about negotiation.

6.7 Consultation is Not Appropriate When:

- A decision has already been made or the likely decision is apparent (section 82 (1)(e) Local Government Act 2002).
- There is a need for commercial sensitivity.
- It is a small issue with little public interest.
- The likely costs of the consultation are not in proportion to the benefits (section 82 (4)(e) Local Government Act 2002).
- There is a threat to public health or safety.

7. Concern

At any time someone is concerned with significance or engagement they are required to go through the following channels to elevate their concerns to a point of resolution.

- Council Officers deal with matters from the public in the first instance.
- The public are then encouraged to direct any unresolved concerns or complaints to the respective Departmental Manager.
- Should a person believe that their concern has still not been dealt with satisfactorily they are then encouraged to bring the matter to the attention of the Chief Executive Officer.

- If a person remains un-satisfied with the decision of the Chief Executive Officer they may place their concern in writing for consideration by the Council.
- A register of complaints received from Officers and Elected Members shall be kept and acted upon. A report to Council shall be supplied 6 monthly on complaints received and their resolution.



PAIN FARM TRUST LANDS INCOME DISTRIBUTION POLICY

1. Rational

The Martinborough Community Board under the guidance of Council has a governance role of the Pain Farm Trust Lands and the recommendation of the expenditure of the income. There has been a widespread lack of understanding of the bequest and how the funds can be spent. This policy will be reviewed in accordance with SWDC requirements.

2. Purpose

- To provide guidelines for the distribution of funds from the income from the various leases of the Pain Farm Trust Lands.
- To allow greater efficiencies, understanding and transparency and give direction how and where the funds can be expended.

3. Guidelines

3.1 Administration

1. The Council shall recover fair and reasonable administration costs.
2. The Council will ensure that all leases, the land, homestead and cottage and Landfill /Transfer station will be reviewed and the intent of the bequeath and High Court judgment be complied with.
3. Council will advertise where the funds have been expended annually

3.2 Repairs and Maintenance

1. A fund of \$40,000 will be set aside for repairs and maintenance of the property and buildings, if expensed at any one time the amount will be accrued by \$10,000 amount per year until the fund is replenished.

3.3 Funding Distribution

1. The Community Board with the guidance of Council will ensure that the Council's Martinborough Parks and Reserves will have priority over available funds and will be expended as directed by the High Court's Judgement in 1966. It is recommended that the funds are spent on capital equipment/facilities.

2. Funds may be spent purchasing and funding capital sporting equipment and facilities where it will benefit the residents of Martinborough Community and with the support and guidance of Council.
3. Applications for funding community sporting (2. Above) equipment/amenities will be called for annually and will not exceed \$25,000 and if the funds are available.
4. All expenditure above \$35,000 will be subjected to the SWDC Annual Plan
5. Any funding distribution must be of benefit to the residents of Martinborough; this removes the confines of any town boundary as a sporting facility, club or reserve may be located on the outskirts of the town yet be a Martinborough amenity.
6. The Community Board may wish to accumulate funds for a specific project or raise a loan using some of the income; this will be permitted under Council guidance.

4. Background

George Pain, known as Tiny Pain or Hura Rorere (king of the road) born 1847 Wellington died 1937. A "pioneer" shepherd/farmworker, hawker, hotelier, storekeeper, landlord, run-holder/farmer and wool baron.

George Pain in 1932 made a will bequeathing the 210 acre property known as the Pain Farm to the then Borough Council (now the SWDC) with this wife having a life interest. In 1960 Mrs Pain died and the land was handed to the Martinborough Borough Council. The land that was bequeathed

'to be held on behalf of the inhabitants of Martinborough and he particularly desired that the property should as far as possible be made available as a sports ground for the residents of Martinborough and as a playground for the children'

In 1965 due to the practicality, uncertainty (the farm being held in a 21 year lease), location and the Borough Council already having a number of under utilised reserves, resolved to apply to the Supreme Court for a judgement on a scheme for the use of the income from the Pain Farm.

Under provisions of the Charitable Trust Act 1957 in February 1966 the Court directed:

"That the income from the Trust Lands should be used, in maintaining and improving the borough's parks, sports grounds, camping ground, swimming baths, providing equipping and maintaining sports facilities and a children's playground in such manner and in such proportion as the Council may from time to time decide."



Remuneration

1. RATIONALE:

Elected Members are required to be accountable and responsible for governance of the District and to ensure it is run in a viable and successful business like manner.

Elected Members are therefore remunerated for their time, expertise, and efforts.

2. PURPOSE:

To set out in general terms the remuneration and allowances payable to the Mayor, Councillors, Community Board members and non-elected members of Council committees and appointees to outside organisations.

3. GUIDELINES:

3.1 Elected Members

3.1.1 In terms of clause 6 of Schedule 7 of the Local Government Act 2002 and the Remuneration Authority Act 1977, the Remuneration Authority sets the remuneration for all Elected Members of the Council and Community Boards.

A new determination is issued by the Remuneration Authority annually and takes effect on the 1st July.

3.1.2 The remuneration approved for South Wairarapa Council and Community Boards is as per the remuneration authority at the time.

- Councillors appointed to Community Boards receive no additional remuneration.

Expenses

Actual and reasonable expenses and allowances as outlined in the Rules have been approved by the Remuneration Authority.

Rules for Elected Members Expenses

1. *Elected Members will be reimbursed for actual and reasonable expenses on production of receipts.*
2. *Vehicle mileage will be payable to all Elected Councillors, Community Board members and non-elected members of Council committees for travel to and from officially notified meetings and any other Council business that may be required and authorised by the Mayor and/or Chief Executive Officer for return trips over 30kms only, and that the first 30km of those trips would be exempt from payment.*
3. *The approved mileage rate shall be set by the Remuneration Authority.*

3.2 Non-elected Members

3.2.1 The Council has approved the payment of salaries and meeting fees to non-elected members of Council committees and appointees to outside organisations.

- Salaries
All Council Committee Chairpersons Equivalent to
Community
Board Chair
- Meeting fees (Set by council as required)
 - Council committee members and appointments to outside organisations. The Chairpersons of Council committees do not receive meeting fees. \$162 per day

Expenses

Expenses and mileage may be claimed on the same basis as for Elected Members.

3.3 Resource Consents

- 3.3.1 Fees payable to members of the Council's Planning Hearings Committee and the Applications Sub-committee are set by the Remuneration Authority (LGE Members Determination).

[Note: The Mayor as current Chair, does not receive any fees.]

3.4 Communication Allowance

A communication allowance will be paid to the Mayor and Councillors at 50% of the maximum amount set under s13(3) of the Local Government Elected Members Communication Allowance determination.