

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH  
ON WEDNESDAY, 11 MARCH 2026 AT 2:00 PM**

**PRESENT:** Mayor Fran Wilde (Chair), Cr Colin Olds, Cr Chris Archer, Cr Andrea Rutene, Cr Simone Baker, Cr Rachel Clarke, Cr Collier Isaacs and Deputy Mayor Rob Taylor.

**APOLOGIES:** Cr Martin Bosley, Cr Aidan Ellims and Cr Rupert Watson.

**IN ATTENDANCE:** Janice Smith (Chief Executive Officer), Stefan Corbett (Group Manager, Corporate Services), Mia Wilton (Manager, Environmental Services), Hazel Turner (Alcohol Licensing Inspector), Nicki Ansell (Lead Advisor, Performance and Strategy), Katherine Meerman (Programme Director - Local Water Done Well) and Amy Andersen (Lead Advisor, Democracy and Committees).

**CONDUCT OF BUSINESS:** This meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and via audio-visual conference. This meeting was live-streamed is available to view on our YouTube channel. The meeting was held in public under the above provisions from 2:02pm to 2:12pm.

## **OPEN SECTION**

### **1 KARAKIA TIMATANGA – OPENING**

All in attendance opened the meeting.

### **2 APOLOGIES**

#### **2.1 APOLOGIES**

#### **RESOLUTION DC2026/12**

**Moved:** Cr R Taylor

**Seconded:** Cr C Isaacs

Council resolved to accept apologies from Cr Bosley, Cr Ellims and Cr Watson.

**CARRIED**

### **3 CONFLICTS OF INTEREST**

No interests were disclosed relating to items on the agenda or interests not already recorded on a relevant register.

#### 4 ACKNOWLEDGEMENTS AND TRIBUTES

There were no acknowledgements and tributes.

#### 5 URGENT BUSINESS

There was no urgent business.

#### 6 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

##### 6.1 DELEGATIONS FOR SOUTH WAIRARAPA DISTRICT COUNCIL REPRESENTATIVES ON THE WAIRARAPA TARARUA WATER LIMITED'S STAKEHOLDERS' FORUM

Ms Smith confirmed that the *Statement of Expectations* (referenced in table 1 and table 2, Appendix 1 in the report) has not yet been written and it requires approval from Council. Members noted they would like to have input into this document when it is in draft form.

##### RESOLUTION DC2026/13

**Moved:** Cr R Taylor

**Seconded:** Cr C Olds

Council resolved to:

1. Note that it has appointed Mayor Fran Wilde (as primary representative) and Deputy Mayor Rob Taylor (as alternate) to the office of the Council's representative on the Wairarapa Tararua Water Limited's Stakeholders' Forum (resolution DC2025/89, point 12 refers).
2. Delegate the responsibilities and powers to the person for the time being holding the office of the Council's primary representative and alternate on this Stakeholders' Forum, as listed in Tables 1 and 2 in Attachment 1 of this report.
3. Note that these delegated responsibilities and powers:
  - (a) Were approved by the Council on 8 October 2025 while agreeing to the *Constitution* and the *Shareholders' Agreement for Wairarapa Tararua Water Limited*.
  - (b) Are required, under the *Shareholders' Agreement*, to be specifically delegated by the Council to its appointed Stakeholders' Forum member and its alternate.
4. Note that this paper and the Council's decision will be shared with the Stakeholders' Forum.

[Items 1-4 read together]

**CARRIED**

##### 6.2 DISTRICT LICENSING COMMITTEE APPOINTMENT OF DUAL COMMISSIONERS AND CHAIRPERSON

Mayor Wilde noted that Cr Clarke, Cr Taylor, Cr Ellims and Cr Isaacs are currently being trained in *Making Good Decisions* and once that has been completed, the preference is hearings are chaired by a councillor where possible. It was noted that commissioners (whether or not they are councillors) get paid for these hearings.

**RESOLUTION DC2026/14****Moved: Mayor F Wilde****Seconded: Cr A Rutene**

Council resolved to:

1. Receive the *District Licensing Committee appointment of Dual Commissioners and Chairperson* report.
2. Appoint Catherine Rossiter-Stead as Commissioner to act as dual commissioner and Chairperson for South Wairarapa District Council effective 31 March 2026 until 31 March 2027.
3. Appoint Alistair Plimmer as Commissioner to act as dual commissioner and Deputy Chairperson for South Wairarapa District Council effective 31 March 2026 until 31 March 2027.

[Items 1-3 read together]

**CARRIED****6.3 ESTABLISHMENT OF THE RECOVERY GOVERNANCE BOARD**

Noted: Error in recommendation 5 - removed Councillor Chris Archer and replaced with Councillor Colin Olds.

**RESOLUTION DC2026/15****Moved: Cr C Archer****Seconded: Cr R Clarke**

Council resolved to:

1. Receives the *Establishment of the Recovery Governance Board* report.
2. Approves the formation of the Recovery Governance Board.
3. Adopts the Terms of Reference for the Recovery Governance Board as set out in Appendix 1.
4. Approves the following delegations to Recovery Governance Board:
  - a) Endorse applications for central government support
  - b) Advocate to Wellington CDEM Group and national agencies
  - c) Approve allocation of any recovery grants (if activated).
5. Approves the appointment of: Councillor Colin Olds, Councillor Aidan Elimms, Councillor Andrea Rutene, and Haami Te Whaiti (representing Kahungunu ki Wairarapa) as members of the Recovery Governance Board.
6. Approves the appointment of a representative of Rangitāne o Wairarapa as advised by Rangitāne o Wairarapa.

[Items 1-6 read together]

**CARRIED**

**6.4 APPROVAL OF THE RURAL AND COASTAL ADVISORY GROUP TERMS OF REFERENCE**

Members sought the addition of a Te Tiriti o Waitangi expert to the selection panel for the assessment of expressions of interest (EOI) from community members. As a result, Councillor Baker’s name was added to recommendation 3.

**RESOLUTION DC2026/16**

**Moved: Cr A Rutene**

**Seconded: Cr R Clarke**

Council resolved to:

1. Receive the *Approval of the Rural and Coastal Advisory Group Terms of Reference* report.
2. Approve the Rural and Coastal Advisory Group Terms of Reference.
3. Appoint Mayor Wilde, Deputy Mayor Rob Taylor, Councillor Aidan Ellims, Councillor Collier Isaacs, Councillor Colin Olds and Councillor Simone Baker to the selection panel for the community membership of the Rural and Coastal Advisory Group.
4. Direct the CEO to commence the EOI process for the Rural and Coastal Advisory Group as soon as possible.

[Items 1-4 read together]

**CARRIED**

**7 KARAKIA WHAKAMUTUNGA – CLOSING**

All in attendance closed the meeting with a karakia.

The meeting closed at 2:12pm.

**Confirmed as a true and correct record.**

..... (Mayor)

..... (Date)

..... (Chief Executive)

..... (Date)