

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH
ON WEDNESDAY, 25 JUNE 2025 AT 9:00 AM**

PRESENT: Mayor Martin Connelly (Chair), Deputy Mayor Melissa Sadler-Futter, Cr Martin Bosley, Cr Aidan Ellims, Cr Rebecca Gray, Cr Pip Maynard, Cr Colin Olds, Cr Kaye McAulay (via MS Teams), Cr Alistair Plimmer and Cr Aaron Woodcock.

IN ATTENDANCE: Janice Smith (Chief Executive Officer), Stefan Corbett (Group Manager, Corporate Services), Russell O'Leary (Group Manager, Planning and Regulatory), Nicki Ansell (Lead Advisor, Performance and Strategy), Charly Clarke (Chief Financial Officer), Jessica Hughes (Principal Advisor, Legal), Matt Vins (Manager, Governance and Business Operations) Alex Pigou (Manager, Communications), James O'Connor (Group Manager, Infrastructure and Community Operations), Mia Wilton (Manager, Environmental Services), Shanin Brider (Advisor, Community Governance), Sara Edney (Manager, Building Services) 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 9:01am to 10:14am.

OPEN SECTION

1 KARAKIA TIMATANGA – OPENING

All in attendance opened the meeting.

2 APOLOGIES

There were no apologies.

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

Cr Maynard acknowledged the work on the Wairarapa Recovery Office and SWDC's support for this (particularly that of Nigel Carter, Health, Safety and Wellbeing Advisor).

5 PUBLIC PARTICIPATION

There was no public participation.

6 URGENT BUSINESS

There was no urgent business.

7 CONFIRMATION OF MINUTES**7.1 MINUTES OF THE COUNCIL MEETING HELD ON 11 JUNE 2025****RESOLUTION DC2025/10**

Moved: Deputy Mayor M Sadler-Futter

Seconded: Cr C Olds

Council resolved that the minutes of the Council meeting held on 11 June 2025 are confirmed as a true and correct record, subject to the following change: with reference to the acknowledgement of Bob Wilton's passing – change *Featherston* to *Carterton*.

CARRIED

RESOLUTION DC2025/11

Moved: Cr R Gray

Seconded: Cr M Bosley

Council resolved that the public excluded minutes of the Council meeting held on 11 June 2025 are confirmed as a true and correct record.

CARRIED

8 MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising.

9 REPORT BACKS AND REQUESTS FROM MĀORI STANDING COMMITTEE AND COMMUNITY BOARDS

There were no report backs and requests.

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF**10.1 DELEGATIONS POLICIES AND REGISTER UPDATE**

Ms Smith spoke to matters in the report, noting that there was previously no upward cascade of roles for approval. Ms Smith stated that these are procedural updates to ensure there is always *one-up* approval and sub-delegation in place to cover in case of absences.

RESOLUTION DC2025/12

Moved: Cr P Maynard

Seconded: Cr A Woodcock

Council resolved to receive the *Delegations Policies and Register Update* Report.

CARRIED

RESOLUTION DC2025/13**Moved: Cr P Maynard****Seconded: Cr A Ellims**

Council resolved to approve the amended delegation register for all legislative delegations.

CARRIED**10.2 FEES AND CHARGES REPORT**

Ms Ansell spoke to the report regarding the fees and charges for the year ahead.

Members clarified that this is the final approval for the document which has been through several rounds of discussion before adoption today.

RESOLUTION DC2025/14**Moved: Cr M Bosley****Seconded: Cr R Gray**

Council resolved to receive the Fees and Charges Report.

CARRIED**RESOLUTION DC2025/15****Moved: Cr R Gray****Seconded: Cr M Bosley**

Council resolved to adopt the Fees and Charges 2025-2026 to take effect from 1 July 2025.

CARRIED**10.3 ADOPTION OF RATING POLICIES**

Ms Clarke summarised why the Rating Policies are required and changes/updates made to them.

Members noted there was robust debate regarding the Rating Policies, noting that Council has been working on the policies for around 18 months, that extensive consultation was undertaken with the Community and feedback was considered throughout the process. Members also noted that they understand the financial pressures experienced by the community and spent significant time navigating how to find benefits for everyone. Staff were congratulated on the quality of analysis and presentation of the final documents.

RESOLUTION DC2025/16**Moved: Cr R Gray****Seconded: Cr C Olds**

Council resolved to receive the Adoption of Rating Policies report.

CARRIED

RESOLUTION DC2025/17**Moved: Cr A Plimmer****Seconded: Cr P Maynard**

Council resolved to:

1. Adopt the Revenue and Finance Policy contained in the final 2025-34 Long-Term Plan;
2. Adopt the Remission of Rates Policy contained in the final 2025-34 Long-Term Plan;
3. Adopt the Remission and Postponement of Rates on Māori Freehold Land Policy contained in the final 2025-34 Long-Term Plan; and
4. Authorise the Chief Executive to approve any minor accuracy, grammatical or formatting amendments prior to the 2025-34 Long-Term Plan being published.

[Items 1-4 read together]

CARRIED**10.4 ADOPTION OF 2025-34 LONG TERM PLAN**

Ms Clarke spoke to the report, provided a summary of the Long Term Plan 2025-34 (LTP) and noted the main change since consultation is SWDC voted to join water CCO with the three neighbouring Councils. The transition occurs on 30 June 2027; therefore, from 1 July 2027 there will be no waters in the LTP. An unmodified opinion on the LTP has been received from Audit NZ, with an *emphasis of matter* (this encourages the reader to pay particular attention this significant change within the LTP).

Ms Clarke also noted that SWDC has been successful in obtaining further subsidies from NZTA for roading; as a result, costs will be less than what was consulted on.

Ms Clarke provided further information on the funding impact statements and the estimated rates increase in 2027/28, stating this was due to the transition to water CCO and costs for overheads, roading – loss of special purpose road designation for Cape Palliser/ renegotiation of Ruamahanga Roads contract, and significant capital projects in 2026/27.

Members discussed their views on the LTP and commented on the document, as well as the journey to adoption.

Members queries included: estimated 15.3% rise in 2027/28 and the levels of uncertainty around what things will be like after transition to new water CCO, the matter of emphasis and capital projects e.g. playgrounds (being pushed back, not removed from work programmes), uniform charges being a fair system, Speed Review costs (lighting/signage outside of schools), welfare security, wastewater figures (Wellington Water current information), the make-up of operating surplus (this includes some revenue which goes into capital programmes, reserve contributions including greenspace, water and roading), and the delivery of a growth study which was expected earlier this year (Martinborough/Greytown wastewater compliance – Ms Clarke will follow this up).

Members acknowledged the work that went into the plan and thanked Council Officers for their efforts.

RESOLUTION DC2025/18**Moved:** Cr A Ellims**Seconded:** Cr A Plimmer

Council resolved to receive the Adoption of the 2025-34 Long Term Plan report.

CARRIED**RESOLUTION DC2025/19****Moved:** Cr R Gray**Seconded:** Cr C Olds

Council resolved to note that the 2025-34 Long Term Plan has been prepared based on the recommendations of the Strategy Working Committee deliberations meetings on the 8th and 14th of May 2025 and the Strategy Working Committee meeting on the 4th of June 2025.

CARRIED**RESOLUTION DC2025/20****Moved:** Cr R Gray**Seconded:** Cr A Ellims

Council resolved to adopt the Significance and Engagement Policy, in accordance with section 76AA of the Local Government Act 2002, as included in the final draft of the 2025-34 Long-Term Plan.

CARRIED**RESOLUTION DC2025/21****Moved:** Cr A Plimmer**Seconded:** Cr P Maynard

Council resolved to adopt the Financial Strategy and Infrastructure Strategy, in accordance with the requirements of sections 101A and 101B of the Local Government Act 2002, as included in the final draft 2025-34 Long Term Plan.

CARRIED**RESOLUTION DC2025/22****Moved:** Cr R Gray**Seconded:** Cr P Maynard

Council resolved to adopt the Financial Contributions Policy, having undertaken consultation in accordance with sections 82 and 82A, and pursuant to sections 102, 103 and 106 of the Local Government Act 2002, as included in the 2025-34 Long-Term Plan.

CARRIED

RESOLUTION DC2025/23**Moved: Cr R Gray****Seconded: Cr P Maynard**

Council resolved to adopt as its 2025-34 Long-Term Plan, having undertaken consultation in accordance with the Special Consultative Procedure, and in accordance with section 93 and 93A of the Local Government Act 2002.

CARRIED**RESOLUTION DC2025/24****Moved: Deputy Mayor M Sadler-Futter****Seconded: Cr R Gray**

Council resolved to approve carry-over of unspent capital budget from the 2024-25 financial year to the 2025-26 financial year if there are further delays to the capital programme beyond those already accounted for in the 2025-34 Long Term Plan.

CARRIED**RESOLUTION DC2025/25****Moved: Cr R Gray****Seconded: Deputy Mayor M Sadler-Futter**

Council resolved to delegate authority to the Chief Executive to approve minor editorial changes, that do not change the intent of the content, as part of the publication process.

CARRIED**RESOLUTION DC2025/26****Moved: Cr R Gray****Seconded: Cr M Bosley**

Council resolved to note that the 2025-34 Long-Term Plan will be published within one month of its adoption in accordance with section 93 of the Local Government Act 2002.

CARRIED**10.5 SETTING OF RATES, DUE DATES, AND PENALTIES FOR 2025-2026**

Ms Clarke spoke to the report and summarised the setting of rates for the next financial year.

Members queried penalties and when action is taken. Ms Clarke stated that the team usually waits a few days to confirm that payment hasn't been received before penalties are actioned. Ms Clarke also advised that customer who are on payment plans do not attract penalty charges as long as they make the agreed payments. Ms Smith advised anyone who is struggling to make the payments quarterly should contact the Finance team to arrange a payment plan.

RESOLUTION DC2025/27**Moved: Cr C Olds****Seconded: Cr R Gray**

Council resolved to receive the *Setting of rates, due dates, and penalties for 2025-2026* report.

CARRIED

RESOLUTION DC2025/28

Moved: Cr R Gray

Seconded: Cr C Olds

Council resolved that, in accordance with Section 23 of the Local Government (Rating) Act 2002 (the Act), Council sets the rates as described below for the rating year starting on 1 July 2025 and ending on 30 June 2026.

All rates and charges are shown inclusive of GST.

General Rates

Uniform Annual General Charge (UAGC)

In accordance with Section 15 of the Act a Uniform Annual General Charge will be set per Separately Used on Inhabitable Part (SUIP) on every rateable rating unit.

Basis of Assessment		Rate
Uniform Annual General Charge (UAGC)	Per SUIP	\$494.74

General Rate

In accordance with Section 13 of the Act a General Rate will be set per dollar of rateable capital value.

No differentials are to be applied to the General Rate, i.e., every rateable property in the district is rated the same amount per dollar of capital value.

Basis of Assessment		Rate
General Rate	Per \$ of Capital Value	\$0.00135984

Targeted Rates

In accordance with Section 16 of the Act the following targeted rates will be set.

Footpaths

A rate will be set per dollar of rateable capital value, on properties within the urban zones of the district, according to the district plan.

Basis of Assessment		Rate
Footpath Rate	Per \$ of Capital Value	\$0.00002972

Infrastructure resilience

A rate will be set per dollar of rateable capital value, on a uniform basis across the district.

Basis of Assessment		Rate
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Infrastructure Resilience Rate	Per \$ of Capital Value	\$0.00004507
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Refuse & recycling

A uniform targeted rate will be set per rating unit that is serviced by, or capable of being serviced by, the districts refuse & recycling scheme. Ratepayers who request additional wheelie bins will incur an additional charge per bin requested.

	Basis of Assessment	Rate
Refuse & Recycling Rate	Per Rating Unit	\$533.12
Additional wheelie bin rate	Per additional bin	\$533.12

Roading***Uniform roading rate***

A uniform targeted rate will be set per Separately Used on Inhabitable Part (SUIP) on every rateable rating unit.

	Basis of Assessment	Rate
Roading Charge	Per SUIP	\$160.84

Roading rate

A rate will be set per dollar of rateable capital value, on a uniform basis across the district.

	Basis of Assessment	Rate
Roading Rate	Per \$ of Capital Value	\$0.00034753

Stormwater

A rate will be set per dollar of rateable capital value, on properties within the urban zones of the district, according to the district plan.

	Basis of Assessment	Rate
Stormwater Rate	Per \$ of Capital Value	\$0.00020353

Wastewater

A uniform targeted rate will be set on every rating unit that is connected to, or capable of being connected to, the district wastewater network.

In addition to the differential rate, where the total number of toilets or urinals connected either directly or indirectly in a rating unit exceeds two per SUIP an additional pan rate will be assessed in respect of the third and every subsequent water closet or urinal (pan) per SUIP.

Differential	Basis of Assessment	Rate
Wastewater – Serviced	Per connected SUIP	\$1,282.57
Wastewater - Serviceable	Per rating unit	\$641.29
Additional pan rate	Per toilet or urinal	\$1,282.57

Water Supply

A uniform targeted rate will be set on every rating unit that is connected to, or capable of being connected to, the district water supply network as follows:

Differential	Basis of Assessment	Rate
Water Supply - Serviced	Per connected SUIP	\$1,400.31
Water Supply - Serviceable	Per rating unit	\$700.16

Water Supply by Meter

An additional targeted rate is proposed where the volume of metered water exceeds 250 m3 per year for all metered connections. This charge will be \$2.56 per m3 for the 2025-26 year.

Water Races

A rate will be set per dollar of rateable land value of each rating unit in the district that is serviced, or capable of being serviced, by the district's rural water races, on a differential basis according to provision of service.

Differential	Basis of Assessment	Rate
Water Race - Longwood	Per \$ of Land Value	\$0.00170070
Water Race - Moroa	Per \$ of Land Value	\$0.00037546

Due dates for payment of rates (excluding metered water usage)

In accordance with Section 24 of the Act all rates, excluding those set for metered water per Section 19 of the Act, are charged by way of four equal instalments.

Each instalment is to be paid on or before the due dates below.

Under section 57 and 58 of the Local Government (Rating) Act 2002, a 10 percent (10%) penalty will be added to any portion of the current instalment that remains unpaid after the due date as shown below.

Rate Instalment	Due Date	Penalty Date
First instalment	20 th August 2025	21 st August 2025
Second instalment	20 th November 2025	21 st November 2025
Third instalment	20 th February 2026	23 rd February 2026
Fourth instalment	20 th May 2026	21 st May 2026

Arrears penalties

Under section 57 and 58 of the Local Government (Rating) Act 2002, an additional 10 percent (10%) penalty will be added on to any rates remaining unpaid from previous financial years on the dates below.

	Arrears Penalty Date
First arrears penalty	4 th July 2025

Second arrears penalty	5 th January 2026
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Due dates for payment of rates for metered water usage

Water meters will be read annually in June. Rates set for metered water per Section 19 of the Act, are charged by way of an annual instalment. Each instalment is to be paid on or before the due dates below.

Under section 57 and 58 of the Local Government (Rating) Act 2002, a 10 percent (10%) penalty will be added to any portion of the current instalment that remains unpaid after the due date as shown below.

Rate Instalment	Due Date	Penalty Date
Annual reading to June 2026	20 th August 2026	21 st August 2026

Properties with high metered water usage will have an additional reading completed in January 2026.

Rate Instalment	Due Date	Penalty Date
High use reading to December 2025	20 th February 2026	23 rd February 2026
Annual reading to June 2026	20 th August 2026	21 st August 2026

CARRIED**11 KARAKIA WHAKAMUTUNGA – CLOSING**

All in attendance closed the meeting with a karakia.

The meeting closed at 10:14am.

Confirmed as a true and correct record.

..... (Mayor)

..... (Date)

..... (Chief Executive)

..... (Date)