

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH
ON WEDNESDAY, 30 OCTOBER 2024 AT 9:00 AM**

PRESENT: Mayor Martin Connelly (Chair), Deputy Mayor Melissa Sadler-Futter, Cr Martin Bosley, Cr Rebecca Gray, Cr Pip Maynard, Cr Kaye McAulay, Cr Colin Olds, Cr Alistair Plimmer (until 12:25pm) and Cr Aaron Woodcock (from 9:27am, via Teams).

APOLOGIES: Cr A Ellims.

IN ATTENDANCE: Bruce Robertson (Independent Chair – Assurance, Risk and Finance Committee); Andrea Rutene (Chair) and Violet Edwards (Māori Standing Committee).

Janice Smith (Chief Executive) Paul Gardner (Group Manager, Corporate Services), Charly Clarke (Chief Financial Officer), Rob Thomas (Manager, Stakeholder Relationships), Nicki Ansell (Senior Policy and Projects Advisor), Alex Pigou (Team Lead Communications), and Amy Andersen (Lead Advisor, Democracy and Committees).

Karen Young (Audit NZ).

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 9:00am to 12:30pm except where expressly noted.

OPEN SECTION

1 KARAKIA TIMATANGA – OPENING

All in attendance opened the meeting.

2 APOLOGIES

APOLOGY

RESOLUTION DC2024/51

Moved: Deputy Mayor M Sadler-Futter

Seconded: Cr C Olds

Council resolved to accept apologies from Cr Ellims and a late arrival for Cr Woodcock.

CARRIED

3 CONFLICTS OF INTEREST

Cr A Plimmer disclosed a conflict of interest in relation to item 16.1.

4 ACKNOWLEDGEMENTS AND TRIBUTES

There were no acknowledgements and tributes.

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 EXTRAORDINARY COUNCIL MEETING HELD ON 4 SEPTEMBER 2024

RESOLUTION DC2024/52

Moved: Deputy Mayor M Sadler-Futter
Seconded: Cr C Olds

Council resolved that the minutes of the Extraordinary Council meeting held on 4 September 2024 are a true and correct record.

In Favour: Mayor M Connelly, Deputy Mayor M Sadler-Futter, Cr M Bosley, Cr R Gray, Cr P Maynard, Cr K McAulay and Cr C Olds

Against: Nil

Abstained: Cr A Plimmer

CARRIED

8 MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising.

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

Nil reports.

AGENDA ITEM MOVED:

11.1 ADOPTION OF THE ANNUAL REPORTS 2023/24

Ms Young of Audit NZ stated that the audit has not been completed due to resourcing issues (the supervising employee had a family emergency, had to go overseas and has not yet returned work; furthermore, staff did not start the audit on time as per their original plan). Ms Young stated that this was reported to the Audit NZ Chief Executive and the Office of the Auditor General. Audit NZ, through Ms Young, apologised for being unable to provide an opinion today which affects SWDC’s ability to adopt the Annual Report 2023/24 by the statutory deadline of 30 October 2024, in line with legislative requirements.

Mr Robertson noted that other audits had been prioritised over SWDC's, the lack of opinion had placed SWDC in a difficult position and that SWDC were not at fault for being in this unfortunate position. Mr Robertson also noted that Ms Smith and Ms Clarke had made strides in improving the management of the audit, but despite these efforts, SWDC were now non-compliant with the Local Government Act 2002.

Ms Young was asked by Mr Robertson to acknowledge the current situation and requested the Audit NZ Chief Executive send email to the Mayor, including when the opinion is received, it includes acknowledgements of the delays experienced over the course of the past two years and addressed the causes of the delays.

Mr Robertson also requested Audit NZ inform the Auditor General, that they acknowledge this situation and that they confirm it was caused by the Office of the Auditor General and does not relate to any SWDC performance issues. Mr Robertson noted that being non-compliant affects SWDC's reputation.

Ms Young responded to queries from members including answers to Mr Robertson's requests above. Ms Young noted that Audit NZ will provide wording for the self-reporting in the Annual Report regarding the delays, that the Auditor General had been informed already of the delays prior to this meeting and that the Audit NZ CE had offered to join the meeting and will request all information sought by Council today in writing. Ms Young also confirmed that she would let the Auditor General know that the Council meeting took place today and what was discussed with members.

Members queried Audit NZ's awareness regarding the risks to the deadline for completing the audit on time, timely communications with SWDC and the potential recovery of payment for services, in light of the delays SWDC had experienced in the past two years (contractual obligations).

Members expressed their disappointment in delays, particularly in there not being a contingency plan to ensure the completion of the audit.

Cr Woodcock arrived to the meeting at 9:27am.

Ms Smith responded to members who queried whether SWDC could change who they use as their auditor and noted she would be following up a request to change in future.

RESOLUTION DC2024/53

Moved: Mayor M Connelly

Seconded: Deputy Mayor M Sadler-Futter

Council resolved that the item of business being discussed (the Adoption of the Annual Report 2023/24) does lie on the table and not be discussed at this meeting.

CARRIED

10 RECOMMENDATIONS FROM COMMITTEES

10.1 RECOMMENDATIONS FROM THE MĀORI STANDING COMMITTEE

Ms Rutene spoke to matters included in the report, noting that at the Māori Standing Committee meeting held on 29 October 2024, the name of the Māori ward was ratified by the Committee,.

Ms Ansell responded to queries relating to the process for the recommendation and the legality of a late submission.

Members thanked and acknowledged the Māori Standing Committee and Papawai Marae for their work on the name of the Māori ward.

RESOLUTION DC2024/54

Moved: Cr P Maynard
Seconded: Cr K McAulay

Council resolved to:

- Accept the late submission from the Māori Standing Committee for the Representation Review Consultation.
- Amend the name of the Māori ward from the Initial Proposal to be Te Karu o Te Ika a Māui in the Final Proposal for the Representation Arrangements in the 2025 local elections.

[Items 1-2 read together]

CARRIED

10.2 RECOMMENDATION FROM STRATEGY WORKING COMMITTEE ON THE REPRESENTATION REVIEW

Ms Ansell, supported by Mr Thomas spoke to matters included in the report.

Members queried the process for appeals and objections.

Mayor Connelly sought comments on the public notice and the recommendations.

Members queried when a review regarding the purpose and empowerment of Community Boards would take place. Ms Ansell, supported by Ms Smith noted that a workshop and a report would be completed before the next election.

RESOLUTION DC2024/55

Moved: Mayor M Connelly
Seconded: Deputy Mayor M Sadler-Futter

Council resolved to adopt the following, under sections 19H, 19J, and 19N of the Local Electoral Act 2001, as the final proposal for representation arrangements for the 2025 local elections:

- That *Council* comprises of the Mayor, elected at large, and 10 councillors elected from wards;
- That the South Wairarapa District be divided into four wards, representing the following Communities of interest:

Ward Representation	Communities of Interest
Greytown General Ward	The commercial and urban residential areas of Greytown, as well as surrounding rural communities.
Featherston General Ward	The commercial and urban residential areas of Featherston, as well as surrounding rural communities.

Martinborough General Ward	The commercial and urban residential areas of Martinborough, as well as surrounding rural and coastal communities.
Te Karu o Te Ika a Māui Māori Ward	The area of the whole South Wairarapa District (Māori electoral population).

3. That the names of the wards, number of councillors to be elected from each, and the population of each member represents are the following:

Ward	Number of councillors	Population	Population per councillor
Greytown General Ward	3	3,880	1,293
Featherston General Ward	3	3,320	1,107
Martinborough General Ward	3	3,780	1,260
Total General wards	9	10,980	1,220
Māori Ward	1	900	900
Total population	10	11,880	

In accordance with section 19V(2) of the Local Electoral Act 2001, the population that each General ward member represents must be within the range of 1,220 +/- 10% (1,098 to 1,342). All wards fall within the stipulated range.

4. That three community board be elected, representing the following communities:

Community Board	Area of community
Greytown	The area of the Greytown General Ward
Featherston	The area of the Featherston General Ward
Martinborough	The area of the Martinborough General Ward

Please refer to appendix 2 for the boundary map.

Each of the community boards will elect four (4) members. The communities will not be subdivided for electoral purposes. Two members will be appointed to each community board, as follows:

Community Board	Appointed members
Greytown	Two members appointed from the Greytown General Ward
Featherston	Two members appointed from the Featherston General Ward
Martinborough	Two members appointed from the Martinborough General Ward

5. Note that the decision to establish the Māori ward was affirmed at the Council meeting 4 September 2024.
6. Note that the final proposal is an amendment to the initial proposal, specifically:
- a) The number of General ward councillors is retained at 9, as per the current representation arrangement;

- b) The establishment of at large representation does not proceed, and the current ward structure is retained, with the additional of a Māori Ward.
 - c) The name of the Māori Ward is Te Karu o Te Ika a Māui.
7. In accordance with sections 19N and 19K(2) of the LEA, Council notes that the reason for the changes to the Initial Proposal arrangements are that the Representation Review 2024 Final Proposal:
- a) The proposed representation arrangements are well understood and supported by the community.
 - b) The proposed representation arrangements provide fair and effective representation to our three district general wards: Greytown, Featherston and Martinborough.
 - c) The current boundaries provide for effective representation to our communities of interest.
 - d) The proposed representation arrangement provides for greater number of Councillors to be able to provide representation to the different communities of interest in the district.
 - e) The proposed representation arrangements avoid the possibility of at large representation being dominated by one geographical area.
 - f) Feedback from submissions on the initial proposal was broadly not in favour of retaining the initial proposal.
8. That Council adopt the public notice required under legislation in the appendices, to be publicly notified by 1 November 2024.
9. Note the proposal will be open for appeals and objections from 1 November – to 1 December 2024.
10. Note that any appeals or objections will be received by South Wairarapa District Council and sent to the Local Government Commission for determination.

[Items 1-10 read together]

CARRIED

11 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.2 MEMBERS REMUNERATION AND ALLOWANCES POLICY

Ms Ansell supported by Mr Thomas spoke to matters and responded to members who queried the number of members claiming expenses, and why is there a policy (requirements of the Remuneration Authority).

RESOLUTION DC2024/56

Moved: Cr C Olds

Seconded: Cr P Maynard

Council resolved to:

1. Receive the Members Remuneration and Allowances Policy paper
2. Adopt the updated Members Remuneration and Allowances Policy.

[Items 1-2 read together]

CARRIED

Meeting adjourned at 9:57am.

Meeting resumed at 10:17am.

Cr Plimmer and Cr Woodcock were not present when the meeting resumed.

12 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

Nil reports.

13 MAYORAL REPORTS

Nil reports.

14 MEMBER REPORTS

Nil reports.

15 APPOINTMENT REPORTS

Nil reports.

16 PUBLIC EXCLUDED BUSINESS

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION DC2024/57

Moved: Mayor M Connelly

Seconded: Cr R Gray

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution	Plain English reason for passing this resolution in relation to each matter
<p>16.1 - Application for Remission of Rates in Featherston</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>	<p>The matter is consideration of an application for remission of rates on a property, which is private to the ratepayers involved.</p>
<p>16.2 - Destination Wairarapa and Cobblestones Appointments</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>	<p>To protect personal information of candidates; and to enable free and frank discussion regarding candidates suitability.</p>
<p>16.3 - Recommendations from the CEO Employment Committee</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of</p>	<p>To protect the Chief Executive’s personal employment details.</p>

	of deceased natural persons	information for which good reason for withholding would exist under section 6 or section 7	
CARRIED			

16.1 APPLICATION FOR REMISSION OF RATES IN FEATHERSTON

Cr Woodcock and Cr Plimmer returned to the meeting at 10:32am.

16.2 DESTINATION WAIRARAPA AND COBBLESTONES APPOINTMENTS

Meeting adjourned at 11:05am
Meeting resumed at 11:10am.
Cr Plimmer was not present when the meeting resumed.

16.3 RECOMMENDATIONS FROM THE CEO EMPLOYMENT COMMITTEE

Cr Plimmer returned to the meeting at 11:20am.
Cr Plimmer left the meeting at 12:25pm.

17 KARAKIA WHAKAMUTUNGA – CLOSING

All in attendance closed the meeting with a karakia.

The meeting closed at 12:30pm.

Confirmed as a true and correct record.

..... (Mayor)

..... (Date)

..... (Chief Executive)

..... (Date)