

SOUTH WAIRARAPA DISTRICT COUNCIL

12 DECEMBER 2012

AGENDA ITEM D1

CHIEF EXECUTIVE OFFICER'S REPORT

Purpose of Report

To report to Council on general activities since the Council meeting on 31 October 2012.

Recommendations

The Chief Executive Officer recommends that Council:

1. *Receive the report.*

1. Finance

The financial report for the month ending 31 October 2012 is included with the Council papers.

2. General

The Wairarapa Governance Working Party has continued to be a significant activity and I have attended a number of meetings of the group since the last Council meeting. The governance issues formed a significant part of the Zone 4 meeting held in Upper Hutt on 21 November which many Councillors attended. The second half of this meeting was devoted to presentations by GRWC, WCC, the Combined Wairarapa Councils and the combined Hutt Councils. The Combined Wairarapa Councils' presentation was excellently delivered by Masterton Councillor, Lyn Patterson with appropriate support from the Mayors and Councillors.

The Governance changes and the prospect of the amalgamation of the Wairarapa Council creates some uncertainty around the forthcoming 2013 Local Government Elections. It is possible that the Government will defer the election in light of the proposals that will be submitted to the Local Government Commission. Nevertheless, at this point in time Council has to plan for the elections being held in October 2013 and I have been in discussion with Council's Electoral Officer, Warwick Lampp of ElectionsNZ to ensure that the planning for the administration of the elections proceeds smoothly. In the event that the elections are delayed suitable adjustment will be made to the schedule.

As we move towards the end of the year I have been discussing with the Group Managers the scheduling of work on the Annual Plan. This process is now proceeding with managers providing input to the Group Manager, Corporate Support.

I arranged a meeting with Masterton District Council to discuss the possibility that an arrangement could be made allowing South Wairarapa District Council residents to borrow books from Masterton Library. I will report on the outcome of this meeting at the Council Meeting.

There have been a few personnel changes recently that have seen a staff member leave and others join the organisation. I would like to take this opportunity to thank Annette Gillespie for her excellent work as the Council's Accounts Receivable Officer and wish her good luck in her new endeavours. I would also like to welcome our new staff members, Helen McNaught, Property and Parks Officer, Kara McKelvey, Infrastructure and Services Administration Assistant, Hazel Turner, Planning and Environment Group Assistant, Susan Mitchell, Records and Archives Officer and Lynn Drake, Accounts Receivable Officer.

2.1 Martinborough Library

A lease is now being negotiated on a suitable building for the Martinborough Library. The building will need to be adapted slightly to facilitate the needs of the library and it is expected that this work can be carried out reasonably quickly. Current planning is that the library operation will commence from the new site in early February.

2.2 Strategic Pay

A meeting was arranged with Michael Ashe of Strategic Pay for an information and training session with the CEO and Senior Managers. The purpose of the meeting was to update the Senior Managers on the Strategic Pay model and its application in a Local Government environment.

2.3 Building Department

Due to an increase in activity in the building department I have agreed with the Group Manager, Planning and Environment to allow a temporary increase in staffing of 1 FTE. This will provide adequate resourcing to process the consents within the statutory time-frame while at the same time ensuring that we manage risk and maintain the staffing level required for accreditation.

2.4 Wastewater Consents

The Wastewater consenting process continues to be a significant activity and I have regular briefings from the senior staff who are leading the project. Long-term land disposal is the overall objective. Council is liaising closely with the staff of Greater Wellington Regional Council as it tries to match the funding capability of the Council to the requirements of the Regional Council. This is an area that I continue to monitor as we move forward with Council's Wastewater Strategy.

3. Other Meetings Attended

Date	Meeting
16/11/12	Mayoral Forum – Wellington
20/11/12	Civil Defence Group Plan Workshop - Porirua
21/11/12	Zone 4 Meeting – Lower Hutt
22/11/12	CEOs' Meeting - Wellington
22/11/12	Rural and Provincial Sector Meeting – Wellington

4. Financial, Legal and Policy Implications

The increase of one FTE in the building department will have no adverse financial impact as the cost will be covered by the additional revenues generated by the increased level of activity. It will also be off-set by the reduced reliance on outsourcing the consent applications.

There are no significant legal or policy implications from the activities referred to above.

Contact Officer: Dr Jack Dowds, Chief Executive Officer