

SOUTH WAIRARAPA DISTRICT COUNCIL

15 MAY 2019

AGENDA ITEM B1

MINUTES OF COUNCIL COMMITTEES AND COMMUNITY BOARDS

Purpose of Report

To present Council with reports and minutes of Council committees and community boards.

Recommendations

Officers recommend that the Council:

1. *Receive the information.*
2. *Receive the minutes of the Hearings Committee meeting 27 March 2019.*
3. *Receive the minutes of the Hearings Committee meeting 17 April 2019.*
4. *Receive the minutes of the Planning and Regulatory Committee meeting 1 May 2019.*
5. *Receive the minutes of the Assets and Services Committee meeting 1 May 2019.*
6. *Receive the minutes of the 57 Fitzherbert Street, Featherston Subcommittee meeting 1 May 2019.*

1. Executive Summary

Minutes of recent meetings are presented to Council for information. The Chair may ask for comment on the content, but no comment can be received in this forum with regards to the accuracy of the minutes. Minutes from the Featherston Community Board, Greytown Community Board and Māori Standing Committee will be circulated. The Martinborough Community Board did not meet in the preceding six weeks.

2. Appendices

Appendix 1 - Hearings Committee 27 March 2019
Hearings Committee 17 April 2019
Planning and Regulatory Committee 1 May 2019
Assets and Services Committee 1 May 2019
57 Fitzherbert Street, Featherston Subcommittee 1 May 2019

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Jennie Mitchell, Acting Chief Executive

Appendix 1

- **Hearings Committee meeting 27 March 2019**
- **Hearings Committee meeting 17 April 2019**
- **Planning and Regulatory Committee 1 May March 2019**
- **Assets and Services Committee 1 May 2019**
- **57 Fitzherbert Street, Featherston Subcommittee 1 May 2019**



SOUTH WAIRARAPA DISTRICT COUNCIL HEARING COMMITTEE MEETING MINUTES

27 March 2019

Present: Mayor Viv Napier (Chair), Councillors Brian Jephson (until 4:12pm), Lee Carter, Pam Colenso, Margaret Craig, Mike Gray, Pip Maynard, Colin Olds, Colin Wright and Ross Vickery.

In Attendance: Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary).

Conduct of Business: The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 2:00pm and 4:30pm.

Open Section

1. Affirmation

Deputy Mayor Brian Jephson read the South Wairarapa District Council affirmation.

2. Apologies

There were no apologies.

3. Conflicts of Interest

It was noted that Mr Crimp's son worked for Wellington Water.

4. Submissions Hearings as per Schedule

The Mayor and councillors heard verbal submissions from delegations in support of their written submission as follows:

- Perry Cameron
- Michael Perry (also representing Susan Perry)
- Warren Woodgyer (also representing Ted and Eileen Ward)
- Richard Rudman
- Ron Shaw on behalf of Wairarapa Voice
- Barry Kempton

5. Officers Summary of Wellington Water Proposals Report

Council adjourned for afternoon tea at 2:55pm.

Council reconvened at 3:13pm.

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Councillors reviewed all written and verbal submissions (attached in Appendix 1). Mr Crimp answered councillor concerns about the costs of becoming a shareholder of Wellington Water not being included in the Statement of Proposal (SoP) by clarifying that the Long Term Plan (LTP) financial statements were the costs going forward and that there were no ancillary costs of any materiality. Mr Crimp noted councillor comments about better linkages between the SoP to the LTP financials and that the opportunity to become a shareholder with Wellington Water was presented after the 2018/28 Long Term Plan had been adopted.

Councillors discussed other concerns including a need for wider and a longer period of communication with ratepayers and Māori, making a decision prior to central government direction, confusion between Water Wairarapa and the SoP's option of a Wairarapa wide three waters management option, better investigation of a Wairarapa wide option. The advantage of accessing additional technical expertise offered by Wellington Water was also discussed. Members noted that most submitters were against the proposal and it appeared that the public wanted more information and more time to consider the options.

Members noted that resolution DC2019/09 should refer to Greater Wellington Regional Council not Greater Wellington City Council.

HEARINGS COMMITTEE RESOLVED (DC2019/42):

1. To receive the Wellington Water Shareholding Hearing Report.
(Moved Cr Jephson/Seconded Cr Colenso) Carried
2. To note the feedback from the public consultation.
(Moved Cr Craig/Seconded Cr Maynard) Carried
3. To recommend to South Wairarapa District Council to retain the status quo in the meantime and undertake further consideration of our options for the future three waters management in the coming months.
(Moved Cr Wright/Seconded Cr Carter)

6. Appendices

Appendix 1 – Summary of Submission Decisions

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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Summary of Submission Decisions

Submission No.	Name of Submitter	Speaking	Status Quo	Wairarapa 3 waters delivery	Shareholder Wgtn Water	Comments in support of choice	Officer Comments	Council Comment
1	Peter Roberts	N	0	1	0	No comment	The SOP provides commenary on this option	Noted
2	Tracey R Yandle	N	1	0	0	No comment	The SOP provides commenary on this option	Noted
3	Tony Pritchard	N	1	0	0	Not adequately costed. Self governance being exported to Wellington	Paragraph 1 of the SOP indicated SWDC retains ownership of infrastructural assets. Para 4.3 of the SOP indicates SWDC would retain asset ownership, budgetary control, and service level setting. The impact of [becoming a shareholder] this option in relation to that forecast in the 2018/28 LTP would be minimal	Councillors noted that governance would remain with SWDC. Council officer's comment applies.
4	Perry Cameron	Y	0	1	0	Loss of control	Para 4.3 of the SOP indicates SWDC would retain asset ownership, budgetary control, and service level setting. The impact of [becoming a shareholder] this option in relation to that forecast in the 2018/28 LTP would be minimal	Councillors noted that the pace of consultation and provision of information had moved quickly, partially due to the indication by central government of new water legislation on the horizon. Council officers comment applies.
5	Jack Sheppard	N	0	0	1	SWDC has lack of capacity to adequately manage the assests.		Councillors noted that the SoP indicated existing staff were at capacity and that in the event of new legislation ratepayers would need to fund additional staff with the right skill set.
6	Adam Mattsen	N	0	0	1	Good oportunity. Specialist in the area.		Councillors noted that the SoP indicated existing staff were at capacity and that in the event of new legislation ratepayers would need to fund additional staff with the right skill set.
7	Dan Neemia	N	1	0	0	Cost increases. Loss of assests.	Paragraph 1 of the SOP indicated SWDC retains ownership of infrastructural assets. Para 4.3 of the SOP indicates SWDC would retain asset ownership, budgetary control, and service level setting. The impact of [becoming a shareholder] this option in relation to that forecast in the 2018/28 LTP would be minimal	Council officer's comment applies.
8	Barry Kempton	Y	1	0	0	No problem with current operation or cost.	The SOP outlines the benefits of becoming a shareholder, against the risks of retaining the status quo	Councillors recognised that Wellington Water did not have water races expertise and that Council had mitigated the risk by creating a Water Race Sub-committee.
9	Joanne Kempton	N	1	0	0	Does not see any advantages to changing. Moroa Race should be operated by locals	The SOP outlines the benefits of becoming a shareholder, against the risks of retaining the status quo. The Water Race committees will be retained.	Councillors recognised that Wellington Water did not have water races expertise and that Council had mitigated the risk by creating a Water Race Sub-committee.
10	Penny Taylor	N	0	0	0	Does not want flouride in water	The decision to fluoridate water, or not will not be transferred to Wellington Water. Curenly this sits with the local authority, though the decision may transfer to the Wairarapa DHB	Councillors noted that flouridation was not part of the proposal.
11	Regional Public Health	Y	0	0	1	Protection of infrastructure. Consistency. Strengthen ability of Council to meet standards.		Councillors noted the submission and alignment to central government's position.
12	Warren Woodgyer	Y	0	1	0	Poor design of Martinborough water supply.	The three waters output will still be lead and managed by SWDC. The current SWDC staff will be located in SWDC offices, so knowledge will be retained. One of the key benefits of joining WW will be resilience during an event. The recent change in service delivery provider had as a key plank the ability to mobilise a large workforce in the event of an emergency. This service delivery provider already has a presence in the Wairarapa.	Councillors noted comments made about Martinborough's water design and situation.
13	Micheal Dennis Perry	Y	0	1	0	No comment	The SOP provides commenary on this option	Councillors noted the benefit of using local publications to get Council communications distributed

Summary of Submission Decisions

Submission No.	Name of Submitter	Speaking	Status Quo	Wairarapa 3 waters delivery	Shareholder Wgtn Water	Comments in support of choice	Officer Comments	Council Comment
14	Eileen Ward	Y	1	0	0	No comment	The SOP provides commenatry on this option	Noted
15	Susan Perry	Y	0	1	0	No comment	The SOP provides commenatry on this option	Councillors noted the benefit of using local publications to get Council communications distributed
16	Ted Ward	Y	1	0	0	No comment	The SOP provides commenatry on this option	Noted
17	Richard Rudman	Y			0	Insufficient evidence to support Wellington Water	The SOP outlines the benefits of becoming a shareholder, against the risks of retaining the status quo. The Water Race committees will be retained.	Council noted the comprehensive submission and agreed that the link to the financial information provided in the SoP and the LTP could have been better highlighted.
18	Wairarapa Voice Inc	Y	1	0	0	Existing issues will transfer to Wellington Water. Revise current delivery model.	Paragraph 1 of the SOP indicated SWDC retains ownership of infrastructural assets. Para 4.3 of the SOP indicates SWDC would retain asset ownership, budgetary control, and service level setting. The impact of [becoming a shareholder] this option in relation to that forecast in the 2018/28 LTP would be minimal. Responsibility for addressing issues will still lie with SWDC, through service level setting and the LTP processes.	Council noted the comprehensive submission and acknowledged the seriousness of water noncompliance; this had been addressed with contractors. The cost of becoming a shareholder was confirmed as \$50,000 for Class B shares, Class A shares were given to shareholders at no cost.
TOTALS			8	5	3			



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

SOUTH WAIRARAPA DISTRICT COUNCIL HEARINGS COMMITTEE MINUTES

17 April 2019

Minutes of a Hearings Committee meeting held on Wednesday 17 April 2019, commencing at 12:30pm in the Supper Room, Waihinga Centre, Texas Street, Martinborough. The meeting was conducted in public between 12:30pm and 12:35pm except where expressly noted.

Committee: Mayor Vivien Napier (Chair)
Cr Colin Olds
Cr Brian Jephson

In Attendance: Andrew McEwan (Bylaws Officer)
Lynne Drake (Bylaws Officer)
Shane Sykes (Environmental Services Manager)
Russell O'Leary (Planning and Environment GM)
Suzanne Clark (Committee Advisor)

Michal Navratil (Objector)
Yvonne Ellison (Objector support person)

HEARING OPENING

The Chairperson welcomed attendees to the hearing of an objection lodged by Ms Yvonne Teuwissen against the issuing of a menacing dog classification relating to the dog known as "Romeo" pursuant to the provisions of Section 33C(1) of the Dog Control Act 1996. Romeo is now owned by Michal Navratil, and as the current owner, wishes to be heard.

Dr Sykes, Environmental Services Manager, had forwarded a request from Mr Navratil to have the hearing deferred as the hearing agenda and associated report had been received too late to prepare for the hearing. Officers supported the request for the reasons stated.

THE HEARINGS COMMITTEE RESOLVED (HC2019/09) to adjourn the hearing and reconvene at a later date that allowed sufficient time for the objector to make preparations.

Moved (Cr Brian Jephson/Cr Colin Olds)

Carried

The Chair declared the hearing adjourned at 12:35pm.

Confirmed as a true and correct record

..... (Chair)

..... (Date)



1 May 2019

- Present:** Councillor Colin Olds (Chair), Brian Jephson, Pip Maynard, Ross Vickery, Lisa Cornelissen, Leigh Hay, Robyn Ramsden and Mayor Viv Napier (from 9:06am).
- In Attendance:** Russell O’Leary (Group Manager Planning and Environment), Russell Hooper (Planning Manager) and Suzanne Clark (Committee Advisor).
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 9:00am and 10:39am.
- Also in Attendance:** Councillor Pam Colenso, Cr Adrienne Staples (Greater Wellington Regional Council (GWRC)).

Open Section

A1. Apologies

PLANNING AND REGULATORY RESOLVED (PR2019/02) to accept apologies from Cr Lee Carter and Cr Colin Wright.

(Moved Cr Jephson/Seconded Cr Hay)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

Cr Adrienne Staples, introduced the GWRC draft Annual Plan consultation document and outlined key initiatives that would affect Wairarapa residents (e.g. public transport, rail upgrades, climate change work, pest control, Wellington Regional Erosion Control Initiative (WRECI), Let’s Get Wellington Moving and the Te Kāuru Plan.

A4. Actions from Public Participation

PLANNING AND REGULATORY NOTED:

1. Action 231: On behalf of SWDC make a submission to the GWRC Annual Plan (closing date 24 May 2019); Russell O’Leary

A5. Extraordinary Business

There was no extraordinary business.

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A6. Minutes for Confirmation

PLANNING AND REGULATORY RESOLVED (PR2019/03) that the minutes of the Planning and Regulatory Committee held on the 20 March 2019 are a true and correct record.

(Moved Cornelissen/Seconded Hay)

Carried

A7. Notices of motion

There were no notices of motion.

B Information and Verbal Reports from Planning and Environment Group Manager and Staff

B1. Planning and Environment Group Report

Mr O’Leary elaborated on topics as presented in the report and answered members queries on spatial planning, Martinborough south grown area, the Wairarapa Combined District Plan Review timeframes, not registering or removing notable trees from the District Plan, expected timing for the Greytown Orchards subdivision and status of other Greytown developments, the status of the Featherston Brookside development, sponsorship signage at Council owned amenities, the status and potential for a new joint dog pound with Carterton District Council and dog control education levels of service.

Mr O’Leary tabled building consents data for the past two years.

PLANNING AND REGULATORY RESOLVED (PR2019/04):

1. To receive the Planning and Environment Group Report.
(Moved Cr Olds/Seconded Cr Jephson) Carried
2. Action 232: Resend the email advising councillors of the Martinborough south resident’s consultation and forward relevant material to all councillors; Russell O’Leary
3. Action 233: Provide information to the Committee on why the dog education level of service has gone from three education visits to one education visit per year; Russell O’Leary

B2. Carkeek Observatory

The Committee discussed options for protecting the Carkeek Observatory (noting the practical aspect of restoration and maintenance) and recognising the historical value of the Carkeek Observatory by story-telling methods.

PLANNING AND REGULATORY NOTED:

1. Action 234: Provide information to the P&R Committee on the current protected status, condition and exact GPS location of the Carkeek Observatory; Russell O’Leary

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Confirmed as a true and correct record

.....(Chair)

.....(Date)

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ASSETS AND SERVICES COMMITTEE MINUTES

1 May 2019

- Present:** Cr Brian Jephson (Chair), Cr Pam Colenso, Cr Colin Olds, Cr Mike Gray, Lisa Cornelissen, Robyn Ramsden, Leigh Hay and Mayor Viv Napier.
- In Attendance:** Jennie Mitchell (Acting Chief Executive), Mark Allingham (Group Manager Infrastructure and Services), Lawrence Stephenson (Assets and Operations Manager, Suzanne Clark (Committee Advisor) and Angela Williams (Committee Advisor).
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 11:30am and 12:56pm.

Open Section

A1. Apologies

ASSETS AND SERVICES RESOLVED (AS2019/05) to accept apologies from Cr Lee Carter and Cr Colin Wright.

(Moved Cr Olds/Seconded Cr Colenso)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There were no actions from public participation.

A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

ASSETS AND SERVICES RESOLVED (AS2019/06) that the minutes of the Assets and Services Committee meeting held on 20 March 2019 are a true and correct record.

(Moved Ramsden/Seconded Cr Gray)

Carried

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Matters arising – Membership of the Water Race Subcommittee. Further discussion to be held on methodology and selection process with Cr Olds and Cr Gray in consultation with officers.

A7. Notices of Motion

There were no notices of motion.

B Information and Verbal Reports from Chief Executive and Staff

B1. Infrastructure and Group Services Report

Members agreed that with the new meeting structure that items pertaining to the Infrastructure and Services Group be moved from the Council Action Register to this forum going forward.

Members discussed governance and report of the new roading contract, the wheelie bin rollout, the Wairarapa Moana Governance Group, WREMO and the Lifelines Project, the Greytown Wastewater Project, that the Five Towns Trails Trust need to apply for grant funding to fund the coordinator, the status of the second Cotter Street survey results, staffing attendance at meetings, the status of the Featherston Library expansion scoping project, NZTA and their ownership of Featherston stormwater repairs on State Highways, and the Martinborough water situation with Council officers.

Ms Mitchell briefed members on matters relating to the Featherston Wastewater Project and consent hearing scheduled for the 27 May 2019.

Members commended Council officers for their professional behaviour in dealing with the public during current issues.

ASSETS AND SERVICES RESOLVED (AS2019/07):

1. To receive the Infrastructure and Group Services Report.
(Moved Cr Hay/Seconded Cr Jephson) Carried
2. Action 226: When available, forward the Cotter Street survey results to the Greytown Community Board; M Allingham
3. Action 227: Forward the WREMO quarterly report to the Assets and Services Committee; Mayor Napier

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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57 FITZHERBERT STREET, FEATHERSTON SUBCOMMITTEE

MINUTES 1 May 2019

- Present:** Councillors Ross Vickery, Colin Olds, and Robyn Ramsden (Featherston Community Board Chair)
- In Attendance:** Jennie Mitchell (Acting Chief Executive Officer), Bryce Neems (Amenities Manager), Suzanne Clark (Committee Advisor) and Angela Williams (Committee Advisor).
- Conduct of Business:** The meeting was held in the old Council Chambers, 19 Kitchener Street, Martinborough and was conducted in public between 2:00pm and 2:55pm.

Open Section

Ms Mitchell assumed the chair.

A1. Apologies

*FSC RESOLVED (FSS2019/01) to accept apologies from Cr Lee Carter.
(Moved Cr Olds/Seconded Ramsden)*

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

Cr Vickery declared what could be a perceived conflict of interest due to his spouse's business interests, however he did not believe he had a conflict of interest.

A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There were no actions from public participation.

A5. Extraordinary Business

There was no extraordinary business

A6. Notices of Motion

There were no notices of motion.

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B Decision Reports

B1. Sale of the Commercial Property Situated at 57-61 Fitzherbert Street, Featherston Report

FSC RESOLVED (FSS2019/02) to appoint Mrs Ramsden to the position of Chair of the 57 Fitzherbert Street, Featherston Subcommittee.

(Moved Cr Vickery/Seconded Olds)

Carried

Mrs Ramsden assumed the Chair.

The Subcommittee noted:

- The 57-61 Fitzherbert Street, Featherston property was in the final stages of having the easement recorded on the title, and then lodged with Land Information NZ.
- The Amenities Manager would start the process of appointing a real estate agent, agreeing a marketing budget, and getting tender documents prepared.
- The Amenities Manager would seek advice from the real estate agent on the property being offered for sale back to Council on a right of first refusal basis.
- The Subcommittee would be updated on progress via email, with the expectation of meeting again once the tender process closed.
- When considering the tenders, the Subcommittee would not open financials until the non-financials had been weighed, balanced and marked.

57 FITZHERBERT STREET, FEATHERSTON RESOLVED (FSS2019/03):

1. To receive the Sale of the Commercial Property Situated at 57 Fitzherbert Street, Featherston Report.

(Moved Cr Olds/Seconded Cr Vickery)

Carried

2. To recommend to Council that the Terms of Reference as set out in Appendix 2 be approved subject to amendments as discussed.
3. That the tender process as described below be approved.
 - a. Open tender, being the most transparent and a good method to help establish market value.
 - b. QV valuation will be used if compliant with the Acquisition and Disposal of Land and Buildings Policy.
 - c. Tenders will be required to address the non-financial considerations as outlined in the report.
 - d. Consideration of tenders will involve both the price and the non-financial considerations.
 - e. Tenders will be initially evaluated and ranked on non-financial considerations. This ranking will then be compared with the prices offered.
 - f. Tender scoring less than 35% in the non-financial considerations will be excluded from the process.
 - g. The highest financial offer will not necessarily be accepted.

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- h. The successful tender (if any) will be that which provides the best value proposition for the district, accounting for financial and non-financial considerations. Council and tenderers will be advised of the outcome, showing the range in the non-financial considerations, and in the price, together with the name of the successful tenderer.
 - i. A sole real estate agent will be engaged.
- (Moved Cr Olds/Seconded Cr Vickery)* Carried

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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