

# **SOUTH WAIRARAPA DISTRICT COUNCIL**

**3 APRIL 2019**

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## **AGENDA ITEM B1**

### **MINUTES OF COUNCIL COMMITTEES AND COMMUNITY BOARDS**

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#### **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 Featherston Community Board meeting 12 March 2019.*
3. *Receive the minutes of the Greytown Community Board meeting 13 March 2019.*
4. *Receive the minutes of the Martinborough Community Board meeting 14 March 2019.*
5. *Receive the minutes of the Māori Standing Committee meeting 25 March 2019.*
6. *Receive the minutes of the Planning and Regulatory Committee meeting 20 March 2019.*
7. *Receive the minutes of the Assets and Services Committee meeting 20 March 2019.*
8. *Receive the tabled minutes of the Finance, Audit and Risk Committee meeting 27 March 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.

#### **2. Appendices**

Appendix 1 - Featherston Community Board 12 March 2019  
Greytown Community Board 13 March 2019  
Martinborough Community Board 14 March 2019  
Māori Standing Committee 25 March 2019  
Planning and Regulatory Committee 20 March 2019  
Assets and Services Committee 20 March 2019

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

# **Appendix 1**

- **Featherston Community Board 12 March 2019**
- **Greytown Community Board 13 March 2019**
- **Martinborough Community Board 14 March 2019**
- **Māori Standing Committee 25 March 2019**
- **Planning and Regulatory Committee 20 March 2019**
- **Assets and Services Committee 20 March 2019**



## Featherston Community Board

**Minutes – 12 March 2019**

- Present:** Robyn Ramsden (Chair), Claire Bleakly, Brenda West, Cr Colin Olds and Cr Ross Vickery.
- In Attendance:** Mayor Viv Napier, Mark Allingham (Group Manager Infrastructure and Services), Suzanne Clark (Committee Secretary) and for part only Jo Dean (Zero Waste Co-ordinator) and Bryce Neems (Amenities Manager).
- Conduct of Business:** The meeting was held in Kiwi Hall, 62 Bell Street, Featherston. The meeting was conducted in public between 7:00pm and 8:50pm.
- Also in Attendance:** Jamie Jacobs (Heritage NZ), Lee Mauger (Martinborough Dark Sky Society), Nim Grewal (Featherston Football Club) and Cheryl Gallaway.

### **PUBLIC BUSINESS**

#### **1. APOLOGIES**

*FCB RESOLVED (FCB 2019/10) to receive apologies from Mark Shepherd.  
(Moved West/Seconded Cr Olds) Carried*

#### **2. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

#### **3. PUBLIC PARTICIPATION**

##### **3.1 Jamie Jacobs (Heritage NZ)**

Mr Jacobs outlined a proposal to create new interpretative signs for Featherston Military Training Camp. In addition to physical signs, a 3D digital model of the camp and stories could be accessed via visitors' mobile phones. Heritage NZ sought Community Board support, and would then consult with other interested or affected parties.

##### **3.2 Lee Mauger, Martinborough Dark Sky Society**

Mr Mauger outlined the Society's progress in creating a dark sky reserve in Martinborough. It was envisaged that an application would be lodged with a growth plan to accommodate other areas of the Wairarapa if there was community support. Mr Mauger asked the Board to promote Society events and to provide a letter of support for the concept.

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3.3 Nim Grewal, Featherston Football Club

Mr Grewal spoke in support of the Featherston Junior Football Club's application for financial support.

3.4 Cheryl Gallaway

Ms Gallaway spoke in support of her application for financial assistance.

**4. ACTIONS FROM PUBLIC PARTICIPATION**

4.1 Heritage NZ

*FCB NOTED:*

1. Action 132: Write a letter of support for the Interpretation Project in the Featherston Military Camp, as proposed by Heritage NZ, requesting Heritage NZ work with Claire Bleakley and other key members of the community; P Crimp

4.2 Martinborough Dark Sky Society

1. Action 133: Write a letter of support for the Martinborough Dark Sky Society Wairarapa Dark Sky Reserve project; P Crimp
2. Action 134: Council officers are to note the location of the Carkeek observatory and its value as a heritage site, and advise the Featherston Community Board how the site will be managed under the current wastewater proposal; M Allingham

**5. COMMUNITY BOARD MINUTES**

5.1 Featherston Community Board Minutes – 29 January 2019

*FCB RESOLVED (FCB 2019/11):*

1. That the minutes of the Featherston Community Board meeting held on 29 January 2019 be confirmed as a true and correct record.  
(*Moved Ramsden/Seconded West*) Carried
2. To note in the 29 January 2019 minutes that the Mayor did not attend the meeting.  
(*Moved Ramsden/Seconded Cr Olds*) Carried

**6. CHIEF EXECUTIVE AND STAFF REPORTS**

6.1 Officers Report to Community Boards

Mr Allingham discussed LGOIMA requests, weeds growing in roading gutters, and a drainage issue with members.

Jo Dean provided an update on Long Term Plan waste initiatives as well as other zero waste initiatives.

*FCB RESOLVED (FCB 2019/12):*

1. To receive the Officers' Report.  
(*Moved Ramsden/Seconded Bleakley*) Carried
2. Action 135: Consider publicly releasing all LGOIMA requests and answers to those requests; P Crimp

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3. Action 137: Forward the Featherston Community Board a list of Council owned amenities; M Allingham

## 6.2 Action Items Report

Members discussed the action items and updates were made.

Mr Allingham introduced Bryce Neems and Mr Neems outlined amenities tasks being undertaken in Featherston. Amenities requests for action were to be funnelled through the Chair.

*FCB RESOLVED (FCB 2019/13)* to receive the Action Items Report.

*(Moved Ramsden/Seconded West)* Carried

## 6.3 Income and Expenditure Report

Mrs Bleakly and Mrs West expressed concern that their approval was not sought before a commitment was made to purchase flags for the town. Their concerns were acknowledged and the Chair undertook to discuss this matter further with members.

*FCB RESOLVED (FCB 2019/14):*

1. To receive the Income and Expenditure Report for the period 1 July 2018-31 January 2019.

*(Moved Ramsden/Seconded Bleakley)* Carried

2. To approve payment of \$1,662.49 plus GST to Traffic management NZ for a traffic management plan for the Featherston 2019 Christmas parade noting that resolution FCB2018/121 approved \$900 plus GST.

*(Moved Cr Olds/Seconded Cr Vickery)* Carried

3. To approve the purchase of Christmas flags at \$1,530 plus GST.

*(Moved Ramsden/Seconded Cr Vickery)* Carried

Brenda West voted against the motion

Claire Bleakley abstained

4. Action 152: Check the FlagTrax commitment amount of \$625 as well as the delivery of Kuranui IT Flyers coded to FCB; J Mitchell

## 6.4 Financial Assistance

*FCB RESOLVED (FCB 2019/15):*

1. To receive the Applications for Financial Assistance Report.

*(Moved Ramsden/Seconded Cr Olds)* Carried

2. To grant Featherston Junior Football Club \$500 to provide equipment and coaching to local Featherston schools.

*(Moved Ramsden/Seconded Bleakley)* Carried

3. To grant Cheryl Gallaway \$200 for development and presentation of a public art work.

*(Moved Ramsden/Seconded West)* Carried

4. To grant Wairarapa Rape and Sexual Abuse Collective \$200 for a 'Saying no to Rape' campaign.

*(Moved Ramsden/Seconded Bleakley)* Carried

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6.5 SWDC Logo and Branding Working Party

*FCB RESOLVED (FCB 2019/16):*

1. To receive the SWDC Logo and Branding Working Party Report.  
(*Moved West/Seconded Bleakley*) Carried
2. Action 137: On behalf of the Community Board write to Leigh Hay congratulating her on the project process undertaken and outcome for the new Council logo; P Crimp

**7. NOTICES OF MOTION**

7.1 Featherston Wastewater Treatment Plant (FWWTP) and Featherston Wastewater Treatment Plan II (FWWTP)

Mrs Bleakley presented her notice of motion and spoke in support of the request for information in the Community Board forum.

*FCB RESOLVED (FCB 2019/17):*

1. To receive the Featherston Wastewater Treatment Plan Notice of Motion.  
(*Moved Bleakley/Seconded West*) Carried
2. To request SWDC to report to the FCB what process the Featherston Wastewater Treatment Plant (FWWTP) consent went through regarding:
  - a. Who was responsible for the delegation of the 35 year FWWTP, submitted February 2018, conditions to Mott MacDonald
  - b. Who was responsible for the delegation of the 5 year FWWTP, submitted February 2018, conditions to Mott MacDonald?
  - c. What oversight was conducted into the accuracy of the reports by the SWDC?
  - d. Who in the SWDC did the monitoring of the final 35 and 5 years application documents?
  - e. What was the business case?
  - f. Who is accountable for the whole process
  - g. What are the accountability guidelines that have been followed?(*Moved Bleakley/Seconded West*) Carried
3. To request SWDC to provide a comprehensive breakdown of the costs to date of the Featherston Wastewater project:
  - a. The cost of the FWWTP 35 year consent application in February 2018 including the costs of lodging the application to Greater Wellington Regional Council (GWRC), costs incurred by Mott MacDonald and experts.
  - b. The full cost of the Hodder land and all fees incurred by lawyers and any third party.
  - c. The full cost of the Golf course including lawyers and any third party costs.

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- d. The full costs of the new 5 year consent plan including the costs of Mott MacDonald to write and submit the plan; the GWRC resource consent costs and any expected costs incurred whilst rewriting and relodging the application.

*(Moved Bleakley/Seconded Cr Vickery)*

Carried

4. To ask the SWDC to report to the FCB what process the 5 year Featherston Wastewater Treatment Plant (FWWTP) consent went through regarding:

- a. Who was responsible for the delegation of the 5 year FWWTP, submitted January 10 2019?

*(Moved Bleakley/Seconded West)*

Carried

- b. Why were Mott MacDonald not the contracted to write the report?
- c. The full costs of the new 5 year consent plan including the costs of Lowe Environmental Impact (LEI) to write and submit the plan.
- d. Why did the Council change to LEI to change the report?
- e. What oversight was conducted into the accuracy of the reports by the SWDC?
- f. What were the unauthorised additions made to the 5 year application documents?
- g. Who will be responsible for the resubmission of the 5 year consent and will the public have input to it?
- h. What are the accountability guidelines that will be taken?

*(Moved Bleakley/Seconded Cr Vickery)*

Carried

#### 7.1 Featherston Vacant Lot

Mrs Ramsden presented her notice of motion, prepared on behalf of the Featherston Vacant Lot Project Team.

*FCB RESOLVED (FCB 2019/18):*

1. To receive the Featherston Vacant Lot Notice of Motion.

*(Moved Ramsden/Seconded Bleakley)*

Carried

2. To support the Project Team's recommendation that the councillors endorse resolution DC2015/90 and sell the Featherston vacant land (Lot 2 DP 471153) for the purpose of commercial development.
3. To recommend that the decision made in item 2 be put to the SWDC at the Council meeting scheduled for 3 April 2019.
4. To recommend that SWDC use an 'Expressions of Interest' process to ensure the right decision is made for the Featherston community.

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5. To recommend that the profit/proceeds of Lot 2 DP471153 be returned to the Featherston community via the Featherston Community Board.
6. To recommend that if any purchaser of Lot 2 DP 471153 sells the land that the SWDC have first right of refusal.
7. To thank the project team for their dedication to the Featherston community.

*(Moved Bleakley/Seconded Cr Olds)*

Carried

## **8. CHAIRPERSONS REPORT**

### **8.1 Chairperson's Report**

Members agreed that it was Council's responsibility to update the Street Flags and Banners Policy as it covered the district and not all towns operated their flags in the same way.

*FCB RESOLVED (FCB 2019/19):*

1. To receive the Chairpersons report.  
*(Moved Ramsden/Seconded West)* Carried
2. To agree in principle to the Dog Park proposal as presented to the Board at the Featherston Community Board meeting on 20 November 2018.  
*(Moved Ramsden/Seconded West)* Carried
3. Action 153: Request a Featherston specific amendment to the Street Flags and Banners Policy and seek direction from the Amenities Manager on the Street Flag policy; M Allingham

## **9. MEMBER REPORTS (INFORMATION)**

- 9.1 Governance Review, Council Committee and Working Parties Structures  
*FCB RESOLVED (FCB 2019/20)* to receive the Governance Review, Council Committees and Working Parties Structure Report.  
*(Moved Ramsden/Seconded Cr Vickery)* Carried

### **9.2 Mysteries of Wairarapa Moana**

Mrs Bleakley presented her report as submitted in the meeting papers.

*FCB RESOLVED (FCB 2019/21)* to receive the Mysteries of Wairarapa Moana Report.

*(Moved Bleakley/Seconded West)*

Carried

## **10. CORRESPONDENCE**

### **10.1 Inwards**

Featherston Community Centre, cc'd to Featherston Community Board, received 8 February 2019

Leslie Austin, forwarded to Featherston Community Board, and SWDC response

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*FCB RESOLVED (FCB 2019/22) to receive the inwards correspondence.  
(Moved Ramsden/Seconded Bleakley)* Carried

10.2 Outwards

To Mayor Napier, SWDC, from Featherston Community Board, dated  
28 February 2019

To Jo Johnson, Featherston Swimming Club, from Featherston  
Community Board, dated 26 February 2019

*FCB RESOLVED (FCB 2019/23) to approve the outwards  
correspondence.*

*(Moved Ramsden/Seconded Bleakley)* Carried

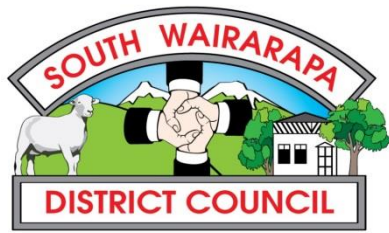
**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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## Greytown Community Board

**Minutes – 13 March 2019**

- Present:** Leigh Hay (Chair), Ann Rainford (Deputy Chair), Mike Gray, Christine Stevenson, Cr Margaret Craig and Cr Wright.
- In Attendance:** Mayor Viv Napier, Mark Allingham (Group Manager Infrastructure and Services), Suzanne Clark (Committee Secretary) and for part only Jo Dean (Zero Waste Co-ordinator) and Bryce Neems (Amenities Manager).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 13 March 2019 between 7:00pm and 8:55pm.
- Also In Attendance:** Jez Partridge (Tree Advisory Group).

### **PUBLIC BUSINESS**

Mrs Hay acknowledged Cr Craig for her contribution to Greytown Community Board and Council over four terms.

Mrs Hay congratulated Mike Gray who has been appointed as councillor for the Greytown Ward. Mr Gray would be sworn in on the 18 March 2019.

Mrs Hay acknowledged Paul Crimp, outgoing Chief Executive, and welcomed Bruce Neems, Council's Amenities Manager. All acknowledgements were tabled.

Mrs Hay advised that a report on a proposed art exhibition and the Greytown After 5 event would be made under '10 Members' Reports'.

#### **1. APOLOGIES**

No apologies were received.

#### **2. CONFLICTS OF INTEREST**

There were no conflicts of interest.

#### **3. PUBLIC PARTICIPATION**

There was no public participation.

#### **4. TREE ADVISORY GROUP**

Mr Partridge updated members on the St Luke's Church gum tree and the proposal to put in a bracing system.

Mr Neems had ordered a second arborists report for Colliers Reserve and would be undertaking a two-year maintenance plan of trees in the Reserve. Farley's Oak would be assessed for safety and viability next time it was

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reviewed and an arborists report was being prepared for a tree in Stella Bull Park.

## **5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS**

There were no actions from public participation.

## **6. COMMUNITY BOARD MINUTES**

### **6.1 Greytown Community Board Minutes – 30 January 2019**

*GCB RESOLVED (GCB 2019/10)* that the minutes of the Greytown Community Board meeting held on 30 January 2019 be confirmed as a true and correct record.

*(Moved Hay/Seconded Gray)*

Carried

## **7. CHIEF EXECUTIVE AND STAFF REPORTS**

### **7.1 Officer's Report**

Jo Dean provided an update on Long Term Plan waste initiatives as well as other zero waste initiatives.

Bryce Neems introduced himself, outlined amenities tasks being undertaken in Greytown. Amenities requests for action were to be funnelled through the Chair.

*GCB RESOLVED (GCB 2019/11)* to receive the Officer's Report.

*(Moved Cr Craig/Seconded Stevenson)*

Carried

### **7.2 Action Items Report**

*GCB RESOLVED (GCB 2019/12):*

1. To receive the Action Items Report.

*(Moved Hay/Seconded Gray)*

Carried

2. Action 115: Provide advice to Leigh Hay on health and safety considerations and whether permission can be granted to a community group wanting to paint the picket fence at the entrance to Greytown; M Allingham

3. Action 116: Request new Greytown speed data from NZTA, distribute to the GCB for members to review and determine any next steps; M Allingham

4. Action 117: Advise the GCB what options are available for controlling wild rabbits in the vicinity of Udy Street; R O'Leary

### **7.3 Income and Expenditure Report**

*GCB RESOLVED (GCB 2019/13)* to receive the Income and Expenditure Statement for the period 1 July 2018 – 31 January 2019.

*(Moved Hay/Seconded Rainford)*

Carried

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#### 7.4 Applications for Financial Assistance

*GCB RESOLVED (GCB 2019/14):*

1. To receive the Applications for Financial Assistance Report and consider the grant applications.  
(*Moved Hay/Seconded Rainford*) Carried
2. To grant Wairarapa Rape and Sexual Abuse Collective \$200 to assist with the costs of providing a 'Say no to Rape' education programme.  
(*Moved Hay/Seconded Stevenson*) Carried
3. To grant the Wharekaka Trust Board \$500 to assist with meals on wheels service provision to Greytown residents.  
(*Moved Hay/Seconded Rainford*) Carried

#### 7.5 SWDC Logo and Branding Working Party

Mayor Napier thanked Mrs Hay for doing a thorough and professional job.

*GCB RESOLVED (GCB 2019/15) to receive the SWDC Logo and Branding Working Party Report.*

(*Moved Hay/Seconded Gray*) Carried

### 8. NOTICES OF MOTION

There were no notices of motion.

### 9. CHAIRPERSONS REPORT

#### 9.1 Chairperson's Report

Mrs Hay discussed items as presented in the Chair's Report.

Mr Gray provided an update on the LGNZ symposium on localism he attended with Mrs Rainford and Mayor Napier.

Cr Craig reported that 28 nominations for Civic Awards had been received and a ceremony would be held on the 1 April 2019.

Mrs Rainford updated members on the cross over between Digital Seniors and the Kuranui IT programme.

*GCB RESOLVED (GCB 2019/16):*

1. To receive the Chairperson's Report.  
(*Moved Hay/Seconded Cr Craig*) Carried
2. To approve a cost of \$157 for payment of flyers to promote the IT programme, and an additional \$400 to be used for the payment of promoting the IT programme over the next 3 months.  
(*Moved Hay/Seconded Gray*) Carried
3. To approve a cost of \$675 plus GST for payment of "pick up after your dog" signs.  
(*Moved Hay/Seconded Stevenson*) Carried

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4. To approve a cost of \$500 plus GST for payment of flyers to promote a community event.  
(*Moved Hay/Seconded Cr Craig*) Carried

## **10. MEMBERS REPORTS (INFORMATION)**

### **10.1 Mayors Report**

*GCB RESOLVED (GCB 2019/17)* to receive the Governance Review, Council Committees and Working Parties Structure Report.  
(*Moved Cr Craig/Seconded Rainford*) Carried

### **10.2 Annual Plan Community Input**

Mr Gray gave an update from a second annual plan meeting held so the community could provide input to the community board for consideration and incorporation into the Community Board submission to Council.

### **10.3 Civil Defence Emergency Management**

Mr Gray reported that South Wairarapa Neighbourhood Support had held a public meeting with only one member of the public in attendance and that instigating a community patrol had stalled.  
Fortnightly radio tests with WREMO had been reinstated.

### **10.4 Art Exhibition**

Mrs Rainford wanted to see the Greytown Town Centre used for more functions and outlined a proposal to have a community arts day.

### **10.5 Greytown After 5 (GA5)**

Mrs Stevenson sought Community Board agreement to be part of the next GA5 and for it to be held at the Greytown Town Centre. The Community Board agreed in principle to assist with the April/May event.

## **11. CORRESPONDENCE**

### **11.1 Outwards**

To Hugh Townend, South Wairarapa Bridge Club, from Leigh Hay, chair of Greytown Community Board, dated 5 February 2019  
To Laclan O'Connell, from Leigh Hay, Chair of Greytown Community board, dated 5 March 2019  
To NZ Lottery Grants Board, from Leigh Hay, Chair of Greytown Community Board, dated 5 March 2019

### **11.2 Inwards**

From Carmel Ferguson, Greytown Heritage Trust, to Greytown Community Board, dated 28 January 2019

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*GCB RESOLVED (GCB 2019/18) to receive the inwards correspondence and approve the outwards correspondence.*

*(Moved Gray/Seconded Stevenson)*

Carried

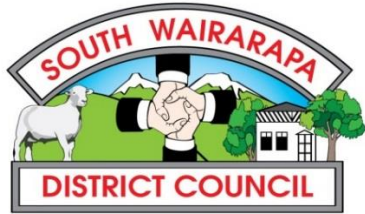
**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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## Martinborough Community Board

**Minutes – 14 March 2019**

- Present:** Lisa Cornelissen (Chair), Vicky Read (from 6:08pm), Maree Roy, Cr Pip Maynard and Maisie Arnold-Barron (student representative).
- In Attendance:** Mayor Viv Napier, Mark Allingham (Group Manager Infrastructure and Services), Suzanne Clark (Committee Secretary), Jo Dean (Zero Waste Co-ordinator) and Bryce Neems (Amenities Manager).
- Conduct of Business:** The meeting was conducted in public in the Pirinoa Hall, Lake Ferry Road, Pirinoa on the 14 March 2019 between 6:00pm and 7:33pm.
- Also in Attendance:** Lake Ferry Ratepayers' Association members.

### **PUBLIC BUSINESS**

#### **1. APOLOGIES**

*MCB RESOLVED (MCB 2019/14) to receive apologies from Fiona Beattie, Cr Pam Colenso and lateness apologies from Vicky Read.*

*(Moved Cornelissen/Seconded Roy)*

Carried

#### **2. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

#### **3. PUBLIC PARTICIPATION**

Members of the Lake Ferry Residents' Association queried the timeframe for felling of the Council owned pine trees, drainage issues, and repairs needed to the wastewater system. The Association requested Council provide an answer to correspondence sent April 2018 and undertook to forward the letter to Lisa Cornelissen. Council was thanked for keeping Lake Ferry Reserve mowed and tidy.

#### **4. ACTIONS FROM PUBLIC PARTICIPATION**

Council's Amenities Manager outlined the significance of the health and safety issues to residents as well as workers of felling the pine trees. To minimise repeat work, Mr Allingham wanted the pine trees felled before undertaking wastewater repairs. Mrs Cornelissen encouraged the Association to make an application for funding for plants to replant the area in due course.

*MCB NOTED:*

1. Action 147: Circulate correspondence from Lake Ferry Ratepayers Association to members and if there is anything that

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the Community Board can assist with actioning to add this to the April 2019 meeting agenda; Lisa Cornelissen

## **5. COMMUNITY BOARD MINUTES**

### **5.1 Martinborough Community Board Minutes – 31 January 2019**

*MCB RESOLVED (MCB 2019/15)* that the minutes of the Martinborough Community Board meeting held on 31 January 2019 be received and confirmed as a true and correct record.

*(Moved Cornelissen/Seconded Cr Maynard)*

Carried

## **6. CHIEF EXECUTIVE AND STAFF REPORTS**

### **6.1 Officers' Report**

Mrs Cornelissen acknowledged Mr Crimp's resignation and on behalf of the Community Board thanked him for his mentoring and work undertaken.

Members discussed the governance/leadership/advocacy targets, a recent spatial planning workshop and the possibility of running a swimming pool survey.

Jo Dean provided an update on LTP waste initiatives as well as other zero waste initiatives.

Bryce Neems introduced himself and outlined amenities tasks being undertaken in Martinborough. Amenities requests for action were to be funnelled through the Chair. The Martinborough Swimming Pool cover would be replaced by the next summer season and there was a potential buyer for the inflatable toy.

*MCB RESOLVED (MCB 2019/16)* to receive the Officers' Report.

*(Moved Read/Seconded Cr Maynard)*

Carried

### **6.2 Action Items Report**

*MCB RESOLVED (MCB 2019/17):*

1. To receive the Action Items Report.

*(Moved Cornelissen/Seconded Beattie)*

Carried

2. Action 148: Work with Cr Pam Colenso and Council's Amenities Manager to review signage in Martinborough Square; Lisa Cornelissen

3. Action 149: Arrange a Community Board workshop (discuss budget, FlagTrax); Lisa Cornelissen

4. Action 150: Arrange a meeting with Mayor Napier to discuss the LGNZ awards application; Lisa Cornelissen

### **6.3 Income and Expenditure Report**

*MCB RESOLVED (MCB 2019/18)* to receive the Income and Expenditure Statement for the period 1 July 2018 – 31 January 2019.

*(Moved Roy/Seconded Read)*

Carried

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#### 6.4 Applications for Financial Assistance

*MCB RESOLVED (MCB 2019/19):*

1. To receive the Applications for Financial Assistance Report.
2. To grant Martinborough Community Garden \$800 to assist with ongoing operating costs.
3. To grant Martinborough Music Festival \$1,000 in order to run student workshops and open rehearsals at the music festival subject to the Community Board viewing a grant application.
4. To grant Wairarapa Rape and Sexual Abuse collective \$200 to assist with the costs of running a 'Say no to rape' campaign.
5. To grant the Anglican Parish of South Wairarapa \$600 to cover the costs of food, stationary and equipment for the Homework and Breakfast Club subject to receiving a completed accountability form for a previous grant.

*(Moved Cr Maynard/Seconded Read)*

Carried

#### 6.5 SWDC Logo and Branding Working Party

The Community Board extended congratulations to the Working Party for a successful outcome.

*MCB RESOLVED (MCB 2019/20) to receive the Community Boards Conference 2019 Report.*

*(Moved Cornelissen/Seconded Roy)*

Carried

### 7. NOTICES OF MOTION

There were no notices of motion.

### 8. CHAIRPERSON'S REPORT

#### 8.1 Chairperson's Report

Mrs Cornelissen thanked Heath Kershaw for funding the basketball hoop recently installed in Martinborough Park and awaited his input on backboards. Council had replaced Martinborough School's pool noodles as they had been used by the public and needed replacing. Members undertook to discuss where to allocate funds not required by Martinborough School in a workshop and organisation of the Martinborough Guy Fawkes event.

*MCB RESOLVED (MCB 2019/21):*

1. To receive the Chairperson's report.
2. To receive the Community Board project reports.
3. To support Martinborough Guy Fawkes going ahead and that Lisa Cornelissen and Vicky Read would progress finding someone to run the event.

*(Moved Cornelissen/Seconded Cr Maynard)*

Carried

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**9. MEMBERS REPORTS (INFORMATION):**

**9.1 Governance Review, Council Committees and Working Parties Structures**

*MCB RESOLVED (MCB 2019/22):*

1. To receive the Governance Review, Council Committees and Working Parties Structure Report.

*(Moved Cornelissen/Seconded Read)* Carried

2. Action 151: Review the requirements of Council to make an appointment to the Waihinga Charitable Trust and if required, make an appointment; Mayor Napier

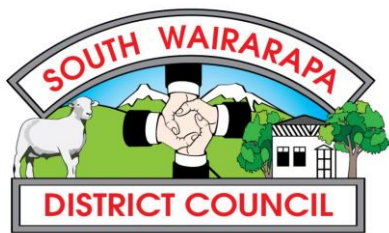
**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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## Māori Standing Committee

Minutes – 25 March 2019

- Present:** Michael Roera (Chair), Teresa Aporo, Narida Hooper, Nathan Maynard, Karen Mikaera, Terry Te Maari, Wayne Pitau, Amiria Te Whaiti, Cr Pip Maynard and Cr Brian Jephson.
- In Attendance:** Mayor Napier, Jennie Mitchell (Group Manager Corporate Support) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The above attendees gathered in the old Council Chambers, 19 Kitchener Street, Martinborough. The meeting was conducted in public between 6:30pm and 8:30pm.
- Also in Attendance:** Ana Faatoia, Jane Mills (Wellington Region Emergency Management Office, WREMO), Teresa Aporo-Hall and Puhi Te Whaiti.

### PUBLIC BUSINESS

Ms Te Whaiti opened with a karakia.

#### 1. APOLOGIES

*MSC RESOLVED (MSC 2019/05) to receive apologies from Demetrius Potangaroa, Raihānia Tipoki and Cr Ross Vickery.*

*(Moved Cr Maynard/Seconded N Maynard)*

Carried

#### 2. PUBLIC PARTICIPATION/PRESENTATIONS

##### 2.1 SWDC Logo and Branding Working Party Update

Ms Te Whaiti gave Mrs Hay's attendance apologies and presented the new logo material and thanked the Committee for its input on her behalf.

##### 2.2 WREMO

Ms Faatoia with assistance from Ms Mills outlined outcomes from the recent ministerial review of civil defence. Up to seven marae in the region that wished to respond during an emergency would be equipped with capability and capacity to cope. Iwi liaisons were being appointed to work at the national level with Te Puni Kōkiri to ensure Māori communities have a voice at the planning level. WREMO expressed a desire to also build relationships at a local level with marae.

#### 3. ACTIONS FROM PUBLIC PARTICIPATION

##### 3.1 WREMO

Ms Faatoia and Ms Mills undertook to contact marae trustees in the South Wairarapa and seek individual marae interest.

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3.2 Tuia Programme

Mayor Napier had taken on Puhi Te Whaiti as her Tuia Rangatahi. Puhi would be attending five wānanga and undertake a community services project over the course of a year.

Ms Aporo left meeting at 7:42pm.

Ms Aporo returned to the meeting at 7:42pm.

**4. MINUTES FOR RECEIPT AND CONFIRMATION**

4.1 Māori Standing Committee Minutes – 11 February 2019

*MSC RESOLVED (MSC 2019/06)* that the minutes of 11 February 2019 be confirmed as a true and correct record.

*(Moved Cr Maynard/Seconded Te Whaiti)*

Carried

**5. OPERATIONAL REPORTS – COUNCIL OFFICERS**

5.1 Officers' Report

*MSC RESOLVED (MSC 2019/07)* to receive the Officers' Report.

*(Moved Te Maari/Seconded Roera)*

Carried

5.2 Action Items Report

*MSC RESOLVED (MSC 2019/08)* to receive the Action Items Report.

*(Moved Te Maari/Seconded Roera)*

Carried

5.3 SWDC Logo and Branding Working Party Report

*MSC RESOLVED (MSC 2019/09)* to receive the SWDC Logo and Branding Working Party Report.

*(Moved Te Maari/Seconded Roera)*

Carried

5.4 Bylaws Review Report

*MSC RESOLVED (MSC 2019/10)* to receive the Bylaws Review Report.

*(Moved Te Maari/Seconded Roera)*

Carried

**6. MEMBER ITEMS**

6.1 Tyres on the Beach at Whangaimoana

To be carried forward to the next meeting.

6.2 Rubbish Bins at Lake Ferry Reserve

To be carried forward to the next meeting.

6.3 Pine Trees at Wash Pool/ Update on Removal of Pine Trees at Lake Ferry

The land owner had planted pine trees at the wash pool area forty years ago to stabilise the land and stop a spreading slip. Further trees were being planted,

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but only on the southern side so as not to interfere with the stream, and not at the pā site.

Removal of the pine trees at Lake Ferry presented a health and safety risk to workers and residents and the impact and action necessary was being properly assessed.

- 6.4 A pronunciation workshop for councillors and staff  
To be carried forward to the next meeting.

6.5 Rapa Valley Development at Moiki

Ms Aporo expressed concern at the subdivision being undertaken at Moiki as there were urupa and wetlands there and the development was encroaching on hapu mana.

*MSC NOTED:*

1. Action 175: Advise the MSC about consent conditions for the Moiki subdivision and whether the development being undertaken is compliant; R O'Leary

- 6.6 Request to have policies set up for crematoriums on the procedures for dispersing of cremated remains in our Mahinga kai reserves

Ms Aporo expressed concern that human ashes were being dispersed in rivers, lakes and the sea and queried what policies were in place to prevent this practice.

*MSC NOTED:*

1. Action 176: Contact the policies team at GWRC and query what policies are in place for preventing the practice of scattering human ashes on rivers and lakes; R O'Leary
2. Action 177: Contact the Environmental Protection Agency and query what policies are in place for preventing the practice of scattering human ashes at sea; R O'Leary

## **7. CORRESPONDENCE**

7.1 Inwards

From Māori Standing Committee, to Kathy Houkamau, Department of Conservation, dated 8 March 2019

## **8. GENERAL BUSINESS**

Mr Roera reported that Pare Kore were recruiting, that debris had been left on the Remutaka Road that caused a tyre blowout, and he queried the historic status of a shed built in 1899 located at 15 Mole Street.

Mayor Napier requested that Mr Roera send her an email with details of the Remutaka Hill Road incident that could be forwarded to NZTA and that the Mole Street query be forwarded to the Group Manager Planning and Environment for response.

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Access to Councils' electronic agenda system, the new committee structure and appointment of Ms Mitchell as interim Chief Executive were discussed.

Mr Pitau closed with a karakia.

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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## PLANNING AND REGULATORY COMMITTEE

**20 March 2019**

- Present:** Councillor Colin Olds (Chair), Brian Jephson, Ross Vickery, Colin Wright, Lisa Cornelissen and Robyn Ramsden.
- In Attendance:** Russell O’Leary (Group Manager Planning and Environment) and Russell Hooper (Planning Manager) 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 1:30pm and 2:30pm.
- Also in Attendance:** Councillor Mike Gray.

### Open Section

Members discussed the new committee structure, flow of requests for decision and use of Standing Orders.

**A1. Apologies**

*PLANNING AND REGULATORY RESOLVED (PR2019/01) to accept apologies from Cr Lee Carter, Cr Pip Maynard, Leigh Hay and Raihania Tipoki.*

*(Moved Ramsden/Seconded Cr Jephson)*

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. Notices of motion**

There were no notices of motion.

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

**B1. Planning and Environment Group Project Verbal Update**

Mr O’Leary tabled a planning projects summary and briefed members on the status of each item. Mr O’Leary with assistance from Mr Hooper answered questions on the listed projects as they were raised.

Mr O’Leary noted that work volume was high across all departments.

Cr Olds undertook to start a review of the Terms of Reference for this Committee.

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

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# ASSETS AND SERVICES COMMITTEE

## Minutes 20 March 2019

- Present:** Councillors Brian Jephson (Chair), Pam Colenso, Colin Olds, Colin Wright, Mike Gray, Lisa Cornelissen, Robyn Ramsden and Mayor Viv Napier.
- In Attendance:** Mark Allingham (Group Manager Infrastructure and Services) 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 11:00am and 12:30pm.
- Also in Attendance:** Councillor Ross Vickery.

### Open Section

**A1. Apologies**

*ASSETS AND SERVICES RESOLVED (AS2019/01) to accept apologies from Cr Lee Carter, Cr Pip Maynard, Leigh Hay and Raihania Tipoki.*

*(Moved Ramsden/Seconded Cr Jephson)*

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**

Members discussed the new committee structure, flow of requests for decision, and use of Standing Orders.

Members noted that community boards could be working with officers to prioritise amenities works according to development plans (where they were in place) and budget.

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*ASSETS AND SERVICES NOTED:*

1. Action 168: Draft an email to community boards to show the flow of requests to community boards/committees/Council according to terms of reference delegation; including requests for public participation; P Crimp

**A6. Notices of Motion**

There were no notices of motion.

**B Council Committee and Community Board Minutes**

**B1. Interim Infrastructure and Services Report**

Mr Allingham discussed the report and answered members' questions.

Members noted that the 20 March date in the first paragraph of the report should be 20 February 2019.

Mayor Napier advised that the purpose of the 28 March 2019 workshop with Greater Wellington Regional Council elected and senior staff was to get clarity from regulatory staff and to see if issues could be worked through. Members agreed to await the outcome of the workshop before determining next steps in the wastewater process.

*ASSETS AND SERVICES RESOLVED (AS2019/02)* to receive the tabled Interim Infrastructure and Services Report.

*(Moved Cr Wright/Seconded Cornelissen)*

Carried

**B2. Amenities Contract 17A Review Report**

Members requested that Council officers consider the options as suggested in the report, but also look at other delivery options, specifically some form of hybrid option for in-house delivery and procurement of services, equipment and expertise via agreement with Carterton District Council. Due to time constraints members understood that the existing contract would need to be rolled over for a further year.

*ASSETS AND SERVICES RESOLVED (AS2019/03)* to receive the tabled Amenities Contract 17A Review Report.

*(Moved Cr Colenso/Seconded Cr Jephson)*

Carried

**B3. Transport Services Delivery Review**

Mr Allingham presented the report and answered members' questions.

*ASSETS AND SERVICES RESOLVED (AS2019/04)* to receive the Transport Services Delivery Report.

*(Moved Cr Jephson/Seconded Cr Colenso)*

Carried

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

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