



# **SOUTH WAIRARAPA DISTRICT COUNCIL**

*Kia Reretahi Tātau*

## **Agenda**

**ORDER PAPER FOR ORDINARY COUNCIL  
MEETING TO BE HELD IN  
Supper Room, Waihinga Centre, Texas Street  
Martinborough  
ON  
26 April 2023**

### **MEMBERSHIP OF COUNCIL**

#### **THE MAYOR**

**Mr Martin Connelly**

Cr M Bosley  
Cr R Gray  
Cr A Plimmer  
Cr C Olds  
Cr A Woodcock

Cr M Sadler-Futter  
Cr K McAulay  
Cr P Maynard  
Cr A Ellims

**RECOMMENDATIONS IN REPORTS ARE NOT COUNCIL POLICY  
UNTIL THEY ARE AGREED TO BY THE COUNCIL.**





## **Council Meeting Agenda – 26 April 2023**

---

### **NOTICE OF MEETING**

This meeting will be held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 9.00am. The meeting will be held in public and will be live-streamed and will be available to view on our [YouTube channel](#).

All SWDC meeting minutes and agendas are available on our website: <https://swdc.govt.nz/meetings/>

---

### **A Open Section**

**A1. Mihi / Karakia Timatanga - Opening**

**A2.** Apologies

**A3.** Conflicts of interest

**A4.** Acknowledgements and tributes

**A5.** Public participation

*As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.*

**A6.** Confirmation of Minutes

Pages 1-8

**Proposed Resolution:** *That the minutes of the Council meeting held on 5 April 2023 are a true and correct record.*

**A7.** Matters arising from the minutes

### **B Decision Reports from Chief Executive and Staff**

**B1.** Adoption of the proposed 2023-24 Annual Plan Consultation/Engagement Document

To be tabled

### **C. Public Excluded**

**C1.** Confirmation of Public Excluded Minutes

*(distributed separately)*

**Proposed Resolution:** *That the public excluded minutes of the Council meeting held on 5 April 2023 are a true and correct record.*

**C2.** Review of Corporate Accommodation and Future Requirements Report

*(distributed separately)*

The general subject 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(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>Report/General Subject Matter</b>	<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
Public Excluded Council Meeting Minutes, 5 April 2023	Good reason to withhold exists under section 6 (a), 6 (b), 7(2)(a), 7(2)(h), 7(2)(i), and 7(2)(j)	Section 48(1)(a)
Review of Corporate Accommodation and Future Requirements Report	Good reason to withhold exists under section 7(2)(i)	Section 48(1)(a)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
Good reason for withholding official information exists, for the purpose of section 5, if the making available of that information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial.	Section 6(a)
Good reason for withholding official information exists, for the purpose of section 5, if the making available of that information would be likely to endanger the safety of any person.	Section 6(b)
The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.	Section 7(2)(a)
The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	Section 7(2)(h)
The withholding of the information is necessary to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
The withholding of the information is necessary to prevent disclosure or use of official information for improper gain or improper advantage.	Section (7)(2)(j)

#### **D. Karakia Whakamutunga - Closing**



## **South Wairarapa District Council Minutes from 5 April 2023**

---

- Present:** Deputy Mayor Sadler-Futter, Councillor Aidan Ellims, Pip Maynard, Alistair Plimmer, Rebecca Gray, Martin Bosley and Aaron Woodcock.
- Apologies:** Mayor Martin Connelly, Councillor Colin Olds, Councillor Kaye McAulay
- In Attendance:** Harry Wilson (Chief Executive Officer), Amanda Bradley (General Manager Policy and Governance), Sheil Priest (General Manager Communications and Engagement), Stefan Corbett (Group Manager Partnerships and Operations), Russell O’Leary (Group Manager Planning and Environment), Paul Gardner (General Manager HR and Corporate Services), Rick Mead (Environmental Services Manager), Kaity Carmichael (Lead Policy Advisor), Kendyll Harper (Intermediate Planner) and Amy Andersen (Committee Advisor).
- Public Forum:** Garry Dittmer
- Conduct of Business:** This meeting was held in the Supper Room, Waihinga Centre, 62 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 11.00am to 2:25pm except where expressly noted.
- 

### **Open Section**

- A1. Karakia Timatanga - Opening**  
Cr Gray opened the meeting.
- A2. Apologies**  
*COUNCIL RESOLVED (DC2023/27)* to accept apologies from Mayor Martin Connelly, Councillor Colin Olds and Councillor Kaye McAulay.  
*(Moved Cr Plimmer/Seconded Cr Ellims)* Carried
- A3. Conflicts of Interest**  
There were no conflicts of interest.

### **DISCLAIMER**

**A4. Acknowledgements and Tributes**

Cr Ellims acknowledged the passing of Mike Beckett, a long-term resident of the South Wairarapa and active member of the community. Cr Ellims offered condolences to his family.

**A5. Public Participation**

Garry Dittmer – Rates

Mr Dittmer queried the setting of rates and suggested that Councilors should be informed of and responsible for the responses of ratepayers LGOIMAs.

**A6. Actions from public participation**

Mr Wilson noted that Mr Dittmer's LGOIMA on the setting of rates would be distributed to Councillors for their information.

**A7. Extraordinary Business**

*COUNCIL RESOLVED (DC2023/28)* to consider a new delegation for the Infrastructure and Community Services Committee (ICS), to be considered under item B4 – Delegations Register Amendments. This item was not included in the agenda as it was not required until now, and it can't be delayed as the ICS committee meets prior to the next Council meeting.

*(Moved Cr Woodcock/Seconded Cr Maynard)*

Carried

**A8. Community Board / Māori Standing Committee Reports from Meetings**

There were no members present.

**A9. Minutes for Confirmation**

*COUNCIL RESOLVED (DC2023/29)* that the minutes of the Council meeting held on 22 February 2023 are confirmed as a true and correct record.

*(Moved Cr Gray/Seconded Cr Plimmer)*

Carried

**A10. Matters arising from previous minutes**

Mr Wilson tabled a copy of the response provided to Mr Woodgyer following his public presentation at the meeting on 22 February 2023. These documents will be uploaded on the website as part of meeting agenda items.

**B Decision Reports from the Chief Executive and Council Officers**

**B1. Adoption of the Wairarapa Youth Strategy: Te Rautaki Rangatahi o Wairarapa**

Cr Sadler-Futter and Cr Bosley spoke to items outlined in the report and responded to queries from elected members, including representation of rangatahi from the district and the cost associated with implementation of the strategy.

Cr Plimmer acknowledged the importance of carefully considering budget constraints when adopting the strategy and implementation plan. Mr Corbett responded to

**DISCLAIMER**

*Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness*

member queries on cost and noted the significance of the strategy in guiding decisions and projects within the district. Mr Corbett noted that adoption of the strategy is not committing the Council to cost associated with the plan at this point. Request to note the concerns of Cr Plimmer and Cr Woodcock regarding budget constraints in the minutes.

*COUNCIL RESOLVED (DC2023/30) to:*

1. Notes that the Wairarapa Rangatahi Development Strategy 2016-2021, of which Masterton and Carterton District Councils are party to, is due for review;
2. Notes Masterton, Carterton and South Wairarapa District Councils agreed to develop a combined regional strategy as part of the review;
3. Notes the Wairarapa Youth Strategy: Te Rautaki Rangatahi o Wairarapa was developed in collaboration with rangatahi (youth 12–24-year-olds);
4. Notes the Wairarapa Policy Working Group has reviewed the proposed Wairarapa Youth Strategy: Te Rautaki Rangatahi o Wairarapa;
5. Notes the Wairarapa Policy Working Group recommends that Council adopt the proposed Wairarapa Youth Strategy: Te Rautaki Rangatahi o Wairarapa;
6. Agrees to adopt the Wairarapa Youth Strategy: Te Rautaki Rangatahi o Wairarapa;  
And
7. Notes a detailed implementation plan will be drawn up and circulated to Councillors for comment in the coming months. In the meantime, we will ensure any new policies or major initiatives will include consideration of the Wairarapa Rangatahi Strategy principles as appropriate.

*Items 1-7 read together*

*(Moved Cr Bosley/Seconded Cr Gray)*

Carried

**B2. Adoption of the Wairarapa Smoke and Vape Free Policy**

Ms Carmichael spoke to items outlined in the report and provided clarification on the adoption of the policy by Carterton District Council to include outside areas of education facilities.

Cr Plimmer queried the inclusion of the playgrounds and sports fields in the town centre maps – Ms Carmichael provided clarification.

Members queried the enforcement of the policy and Cr Saddler-Futter and Cr Bosley provided clarification on how the inform approach of the policy will be applied.

*COUNCIL RESOLVED (DC2023/31) to:*

1. Note that the South Wairarapa District Smokefree Policy is due for review;
2. Note that Masterton, Carterton and South Wairarapa District Councils agreed

**DISCLAIMER**

*Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness*

to merge their respective policies through this review;

3. Note a community survey was undertaken to understand general attitudes towards smoking and vaping in the Wairarapa region in late 2022;

4. Note that the Wairarapa Policy Working Group has reviewed the draft Wairarapa Smoke and Vape Free Policy and the results of the community survey;

5. Note the Wairarapa Policy Working Group recommends that Council adopt the proposed Wairarapa Smoke and Vape Free Policy; and

6. Adopt the Wairarapa Smoke and Vape Free Policy.

Items 1-6 read together  
(Moved Cr Bosley/Seconded Cr Gray)

Carried  
Cr Plimmer abstained

### **B3. Review of the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy**

*COUNCIL RESOLVED (DC2023/32) to:*

1. Note that a review of the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy for the Masterton, Carterton and South Wairarapa districts is underway.

2. Note that the process to be followed for the review is set out in the Gambling Act 2003 and the Racing Industry Act 2020.

3. Note that the cost of the review will be shared across the three Wairarapa District Councils as per the Wairarapa Shared Services Funding Policy (joint policy development activity type).

4. Note that the Wairarapa Policy Working Group has delegated authority to support the review and make recommendations back to the three Wairarapa District Councils.

Items 1-4 read together  
(Moved Cr Woodcock/Seconded Cr Maynard)

Carried  
Cr Plimmer abstained

### **B4. Delegations Register Amendments**

*COUNCIL RESOLVED (DC2023/33) to:*

Agree that Part C: Statutory Delegations from Council to Officers under the Resource Management Act 1991 be updated as per Appendix 1.

(Moved Cr Ellims/Seconded Cr Plimmer)

Carried

#### **DISCLAIMER**

*Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness*



Ms Bradley spoke to the items outlined as part of extraordinary business. Ms Bradley noted that within the Soldiers Memorial Park Reserve Management Plan, there is a condition to consult on any changes to the bore/water structure. Ms Bradley undertook providing the Councillors with a copy of this plan.

Members noted concerns with regard to the delegation of decision making to the ICS committee and that these reserve management plans may also sit under the Climate Change and Environment committee.

*COUNCIL RESOLVED (DC2023/34) to:*

Agree that the responsibility and decision making of the reserve management plans be delegated to the Infrastructure and Community Services Committee.

*(Moved Cr Plimmer/Seconded Cr Gray)*

Carried

**B5. Dog Control Fees for 2023/24**

Mr Mead spoke to the report and responded to queries from members regarding cost distribution of fees to non-dog owners, microchipping rates. Mr Mead provided information to Councillors on the educative approach used with dog owners within the district, as opposed to punitive measures.

Members discussed ensuring the cost is allocated to dog owners, not general ratepayers. Mr O’Leary noted that officers would be mindful of spacing out any future increases over further years.

*COUNCIL RESOLVED (DC2023/35) to*

1. Receive the ‘Dog Control Fees for 2023/24’ Report.
2. Adopt Option 3 the proposed 10% increase and set amount increases for Dog Control fees for 2023/24 and authorise Council officers to give public notice of those fees.

Items 1-2 read together

*(Moved Cr Maynard/Seconded Cr Plimmer)*

Carried

Meeting adjourned at 12:15pm

Meeting reconvened at 12:49pm

**B6. Māori Standing Committee Appointments**

Ms Bradley spoke to the report.

Cr Maynard acknowledged the new members and the work of the Pou Māori in undertaking relationship development with iwi.

*COUNCIL RESOLVED (DC2023/36) to make the following external appointments to the Māori Standing Committee: Dorothy Whittaker (Rangitāne o Wairarapa) and Leonie Edwards (Kohunui Marae).*

*(Moved Cr Maynard /Seconded Cr Gray)*

Carried

**DISCLAIMER**

*Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness*

## **C Information Reports from Chief Executive and Staff**

### **C1. CEO Report**

Mr Wilson spoke to the report. Acknowledged Greytown Community Board's new member Neil Morison and congratulated him on attaining the position.

### **C2. Annual Report 2021-22 Update - Verbal**

Mr Wilson provided a verbal update on the finalisation of the Annual Report for 2021-2022. Audit NZ have confirmed they will have letter of opinion ready for 26 April to adopt the report. Mr Wilson informed that the Office of the Auditor General have been recruiting qualified auditors and immigration processes relaxed to move more staff into the country. Members queried the lateness of the report and the CE's position on this - Mr Wilson noted a letter from CE was sent to the OAG expressing disappointment earlier this year; number of councils affected by same issues; who pays for the audit; recovering costs due to the delay; and whether the lateness of the report has affected day to day operations (apart from reporting). Unaudited financial reports – FAR Sept 2022 are publicly available.

### **C3. Action Items Report**

Action 39 – Mr Wilson responded to members query relating to lighting in the Memorial Square project. Further updates requested.

## **D Chairperson's Report**

### **D1. Report from the Acting Mayor**

Members queried the process to appoint to DLC list and a combined approach to this with other local councils. Mr Mead spoke to the issues in appointing to this list.

*COUNCIL RESOLVED (DC2023/37) to*

1. Note and receive the report from the Acting Mayor;
2. Appoint Bruce Robertson to the Assurance and Risk Committee as Independent Chairperson for the triennium 2022-25;
3. Appoints Angela Yeoman and Catherine Rossiter-Stead to the District Licencing Committee list as additional Chairpersons, to fulfil its statutory obligations as a TA under the Sale and Supply of Alcohol Act 1996;
4. Approve the amendments to the Hearings Committee Terms of Reference as per Appendix 1;
5. Appoint Councillors McAulay, Bosely, Woodcock, and Plimmer to the Hearings Committee for the 2022-25 triennium; and
6. Agree to hold a Council meeting on 26 April 2023 to discuss and approve the Annual Plan 2023-24 Consultation/Engagement proposal.

### **DISCLAIMER**

*Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness*

Items 1-6 read together  
(Moved Cr Gray/Seconded Cr Ellims )

Carried

## E Appointment Reports

### E1. Destination Wairarapa

Members queried how communities are represented and how Council may be able to feedback to Mr Hogg.

COUNCIL RESOLVED (DC2023/38) to receive the Destination Wairarapa Appointment Report

(Moved Cr Bosley/Seconded Cr Gray)

Carried

### E2. Cobblestones

Ms Cooper acknowledged employee Julie's work at the museum. Look to open more often over winter months.

Members acknowledged the quality of the report.

Members queried tracking of visitor numbers in the last 12 months.

COUNCIL RESOLVED (DC2023/39) to receive the Cobblestones Appointment Report.

(Moved Cr Gray/Seconded Cr Plimmer)

Carried

## F Public Excluded Business

The general subject 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(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Public Excluded Council Meeting Minutes, 22 February 2023 (Progress Report from CEO Employment Review Committee; Rural Resource Management in the Proposed District Plan Report)	Good reason to withhold exists under section 7(2)(a), 7(2)(g) and 7(2)(j)	Section 48(1)(a)
Ratepayer Report	<i>Good reason to withhold exists under section 6 (a), 6 (b) and 7(2)(a)</i>	Section 48(1)(a)
Public Access Over Private Land Report	<i>Good reason to withhold exists under section 7(2)(h), section 7(2)(i), and section 7(2)(j)</i>	Section 48(1)(a)

### **DISCLAIMER**

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

This resolution (DC2023/40) is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Good reason for withholding official information exists, for the purpose of section 5, if the making available of that information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial.	Section 6(a)
Good reason for withholding official information exists, for the purpose of section 5, if the making available of that information would be likely to endanger the safety of any person.	Section 6(b)
The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.	Section 7(2)(a)
The withholding of the information is necessary to maintain legal professional privilege	Section 7(2)(g)
The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	Section 7(2)(h)
The withholding of the information is necessary to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
The withholding of the information is necessary to prevent disclosure or use of official information for improper gain or improper advantage.	Section (7)(2)(j)

(Moved Cr Plimmer/ Seconded Cr Gray)

Carried

**G Karakia Whakamutunga – Closing**

Cr Gray closed the meeting with a karakia.

The meeting closed at 2:25pm.

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

**DISCLAIMER**

*Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness*