



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
21 February 2024**

**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 – 21 February 2024

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 10.30am. The meeting will be held in public where noted 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/>

Membership: Mayor Martin Connelly (Chair), Deputy Mayor Melissa Sadler-Futter, Councillors Aidan Ellims, Colin Olds, Alistair Plimmer, Rebecca Gray, Martin Bosley, Pip Maynard, Aaron Woodcock and Kaye McAulay.

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. Actions from Public participation

A7. Extraordinary business

A8. Confirmation of minutes

***Proposed Resolution:** That the minutes of the extraordinary Council meeting held on 7 December 2023 are a true and correct record.*

Pages 1-4

A9. Matters arising from previous meetings

B. Report backs and requests from Māori Standing Committee and Community Boards

C. Decision Reports from Chief Executive and Staff

C1. Dog Tag for Life

Pages 5-11

D. Information Reports from Chief Executive and Staff

D1. Action Items

Pages 12-20

E. Chairperson Reports

E1. Report from His Worship, Mayor Connelly

Pages 21-23

F. Public Excluded

F1. Leave of Absence Request

(distributed separately)

F2. Report from His Worship, Mayor Connelly

(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:

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
Leave of Absence Request	Good reason to withhold exists under section 7(2)(a).	Section 48(1)(a)
Mayor's Report	Good reason to withhold exists under section 7(2)(e).	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:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
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 avoid prejudice to measures that prevent or mitigate material loss to members of the public.	Section 7(2)(e)

G. Karakia Whakamutunga - Closing



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

**South Wairarapa District Council
Extraordinary Meeting
Minutes from 7 December 2023**

Present:	Mayor Martin Connelly (Chair), Councillors Colin Olds, Aidan Ellims, Kaye McAulay, Alistair Plimmer, Rebecca Gray (from 9:03am), Martin Bosley and Pip Maynard.
Apologies:	Councillor Woodcock and Deputy Mayor Melissa Sadler-Futter.
In Attendance:	Janice Smith (Chief Executive Officer), Amanda Bradley (General Manager Policy and Governance), Russell O’Leary (Group Manager Planning and Environment), Robyn Ramsden (Lead Community Advisor), and Amy Andersen (Committee Advisor).
Conduct of Business:	This meeting Supper Room, Waihinga Centre, 62 Texas Street, Martinborough, commencing at 9.00am and was livestreamed on the Council’s YouTube Channel. The meeting was held in public from 9:01am to 9:28am.

Open Section

A1. Karakia Timatanga - Opening

Mayor Connelly opened the meeting.

A2. Apologies

COUNCIL RESOLVED (DC2023/185) to accept apologies from Councillor Woodcock and Deputy Mayor Sadler-Futter; and from Cr Gray for lateness.

(Moved Cr Olds/Seconded Cr Plimmer)

Carried

A3. Conflicts of Interest

There were no conflicts of interest declared.

ITEM ADDED – Acknowledgements and Tributes

Mayor Connelly paid tribute to Paul Dibble, a renowned sculptor, who passed away on Tuesday, 5 December. Mayor Connelly acknowledged Mr Dibble’s

legacy of work throughout New Zealand, **and in particular the** "Featherston Camp" sculpture in Featherston as being one of his most outstanding works.

Cr Gray arrived at 9:03am.

A4. Public participation

There was no public participation.

A5. Actions from public participation

There was no public participation.

A6. Extraordinary business

There was no extraordinary business.

A7. Confirmation of Minutes

COUNCIL RESOLVED (DC2023/186) That the minutes of the Council meetings held on 16 November 2023 and 22 November 2023 are a true and correct record.

(Moved Cr Bosely/Seconded Cr Maynard)

Carried

Note: Cr Plimmer did not vote on this item as he was absent from the meeting held on 16 November.

COUNCIL RESOLVED (DC2023/187) That the public excluded minutes of the Council meeting held on 22 November 2023 are a true and correct record.

(Moved Olds/Seconded Bosley)

Carried

Note: Cr Plimmer did not vote on this item due to partial attendance at this meeting.

A8. Matters arising from previous minutes

There were no matters arising.

B Decision Reports from the Chief Executive and Council Officers

B1. Adoption of the Annual Report 2022-23

Ms Smith spoke to matters in the report and noted the audit report was "clean" (no breach notices or statements apart from not meeting the statutory deadline).

Members acknowledged the Finance team and the Chief Executive for their hard work and efforts to produce and complete the report.

COUNCIL RESOLVED (DC2023/188) to:

1. Receive the Adoption of the Annual Reports 2022/23.

2. Note that the legislative deadline of adoption by 31 October 2023 was not met.
3. Adopt the Annual Report 2022/23.
4. Adopt the Summary Annual Report 2022/23.
5. Approve the carry over capital expenditure from the 2022/23 year to the 2023/24 year, as laid out in Appendix 3.
6. Delegate to the Mayor, and Chief Executive authority to correct minor grammatical and other errors.
7. Delegate to the Mayor, and Chief Executive authority to sign these reports.

[Items 1-7 read together]

(Moved Cr Plimmer/Seconded Cr Olds)

Carried

B2. Council Terms of Reference and Committee Appointments

Cr Plimmer provided context and background to the report, and Ms Bradley spoke to matters included in the report, including amendments to the Terms of Reference (hearings). Members queried where climate change would sit in terms of the portfolios.

COUNCIL RESOLVED (DC2023/189) to:

1. Receives the *Council Terms of Reference and Committee Appointments Report*.
(Moved Cr Plimmer/Seconded Cr Maynard) Carried
2. Appoint Dep Mayor to Chair of the Strategy Working Committee.
(Moved Cr Plimmer/Seconded Cr McAulay) Carried
3. Appoint Cr Ellims to the CEO Employment Committee.
(Moved Mayor Connelly/Seconded Cr Maynard) Carried
4. Appoint Cr Ellims to Portfolio Lead for Infrastructure.
(Moved Cr McAulay/Seconded Cr Maynard) Carried
5. Appoint Cr Gray to Portfolio Lead for Community, Climate and Environmental Wellbeing.
(Moved Cr Plimmer/Seconded Cr Maynard) Carried
6. Appoint Cr Olds to Portfolio Lead for Planning and Regulations.
(Moved Cr Plimmer/Seconded Cr Gray) Carried

7. Appoint Bruce Robertson to Independent Chair of the Assurance, Risk and Finance Committee.

(Moved Mayor Connelly/Seconded Cr Plimmer) Carried

Note the amended Terms of Reference for Council and Committees 2023-2025 (Appendix 1).

(Moved Mayor Connelly/Seconded Cr Plimmer) Carried

8. Note the amended 2024 schedule of ordinary meetings (Appendix 2).

(Moved Cr Olds/Seconded Cr Plimmer) Carried

C Karakia Whakamutunga - Closing

Mayor Connelly closed the meeting.

Members wished each other a happy Christmas and New Year, and gave thanks to Council staff for their support during this first year of the triennium.

The meeting closed at 9:28am.

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

.....(Chief Executive)

.....(Date)

Dog Tag For Life

1. Purpose

To inform councillors further of related advice in respect of the Dog Tag For Life as an approach for animal control and dog registration.

2. Executive Summary

During 2022 and 2023 Council had raised the prospect of moving toward utilising the Dog Tag For Life instead of the current annual plastic dog tags used by Council. The impetus for a change in practice has included the opportunity for use of a new system of tags, a future simpler process for dog owners, and reducing the amount of plastic product and environmental waste. Central to this change topic however is the matter of the legality of the Dog Tag For Life tags in respect to the current Dog Control Act 1996, and managing Council's exposure to any legal risk. Some implementation issues exist with the new tag system, these include the physical robustness of the tags, the unbudgeted costs regarding the tag supply costs and the update of the IT module implementation costs.

3. Recommendations

Officers recommend that the Council:

1. Receive the *Dog Tag For Life* Report.
2. That Council maintains the current annual approach for the issuing of dog tags for dog registration through to June 2025.
3. That officers work alongside Carterton District Council to further evaluate implementation aspects of the Dog Tag For Life system from a lessons learned perspective.

4. Background

The matter of a potential dog tag for life arose in during 2022 and 2023. Councillors asked for a review of the Dog Tag For Life initiative, further information and how this relates to the current legislative position.

In December 2022 the Manager of Environmental Services Rick Mead provided some legal guidance advice around the topic of the new tag system and its context with existing legislation which the Council acts under.

From that it was noted that under the current law the issuing of a one-off lifetime tag is not in accord with the prescriptive process currently provided under the Dog Control Act 1996 (DCA). Therefore, any change to the current process undertaken by council in the issuing an annual tag would be inconsistent with the law and thereby risks placing the South Wairarapa District Council in breach of the law.

5. Prioritisation

5.1 Te Tiriti obligations

Not applicable

5.2 Long Term Plan alignment

Not applicable

6. Discussion

In respect to Mr Mead's previous advice on the topic he conveyed that in terms of purpose, the design is for the "one tag" disc to last for 5-10 years. The construction is an aluminium branded disc which would be issued to the named dog for the "life" of that dog. Other earlier advice aspects also included the following matters:

- Technically and practically this tag development has been generally seen as a great idea for both improving the reduction of plastic/waste and the potential of time saving regarding council officer resource around registration time. However, there has been continued debate as to the legality of this process.
- Although in future dog owners within the district might welcome the simplicity of having one tag for their dog and its duration, the Council needs to be mindful of not being in breach of the existing Dog Control Act or remaining exposed to conflict with an Act.
- Dog registration is conducted annually and matched to the term, fiscal year, as in section 5(1) of the Local Government Act 2002. The registration scheme under the DCA provides sections that are *prescriptive* and detailed particularly in respect of *"labels or disc"*.
- Every year pursuant to section 36 of the Dog Control Act 1996 (DCA) *"every person who owns a dog shall make an application to the territorial authority in whose district the dog is ordinarily kept to register the dog not later than the first day of every registration year"*.
- The wording of Section 34(4) suggests that the DCA *"labels or discs"* have the role or purpose as a means of confirming both registration and that the registration is current for that particular registration year.
- The DIA is the Governmental agency which is charged with the administering of the Dog Control Act 1996. Wellington City Council (WCC) were engaged with and they advised that they had sort and received advice of DIA in 2021.
- The DIA advised that the Dog Control Act 1996 (the Act) envisages annual dog tags so that it can be easily determined by dog control officers and dog rangers whether a dog is currently registered.

- The Department also stated it does not have a role in enforcing how local authorities implement legislative obligations that have an element of discretion. The Council should not expect to be challenged directly by us on this matter.

In follow on to the previous advice given by Manager Rick Mead, independent legal advice was subsequently sought from Buddle Findlay lawyers. That firm's legal advice for Council was received in December 2023 and is detailed in the commentary as below.

In short, we agree with the advice that the South Wairarapa District Council (SWDC) could not implement the proposal in accordance with the provisions of the Dog Control Act 1996.

We understand that the "Dog Tag for Life" proposal would involve SWDC registering a dog once, for a five to ten year period. The owner would be issued a single tag in respect of the dog (and the owner would not need to register the dog again for the next 5-10 years). We have referred to this as the Proposal.

The Proposal would be a change from the current process for dog registration, under which a dog must be registered annually, and is issued a new tag each year. There is also a fee associated with registration, which must currently be paid each year. We assume that, if the Proposal were to proceed, the SWDC would charge a higher single fee (reflecting that registration is intended to last for five to ten years).

Consistency with Dog Control Act

As you know, the Act sets out a prescriptive process for dog registration. We agree with the advice given that the Proposal is inconsistent with the provisions for registration in the Act, for the following reasons:

- The Act requires every person who owns a dog to make an application to register the dog "*not later than the first day of every registration year*" (section 36). Registration year is defined to mean "*a period of 12 months ending on 30 June*". On that basis, the Act requires a dog to be registered every 12 months and does not allow for applications for registration for a longer period.
- The Act contemplates that labels or discs used to evidence whether a dog has been registered are only issued for a year. For example, section 34(4) of the Act requires that a territorial authority must keep "*a supply of labels or discs numbered consecutively and marked with the name of the district and the year for which they are issued*" (emphasis added), and section 46(1) provides that once an owner has completed the requisite form and paid the relevant fee, the territorial authority must "*issue to the owner of the dog a receipt for the fee paid and a label or disc for the registration year*" (emphasis added). While the Legislation Act 2019 provides that words in the singular include the plural (and vice versa), given the context above, we think it is clear that the Act intended that labels or discs only be used to indicate registration for a single year.

In addition, if the Proposal is implemented, this would mean that dog owners would technically be in breach of the Act if they registered the dog for more than one year. The Act imposes a number of obligations on dog owners, including "*to ensure that the dog is registered in accordance with this Act...*", and it is an offence to fail to register a dog "*under this Act for the current registration year*". While we assume that, if the Proposal was implemented, SWDC would not pursue any dog owners for non-compliance with those obligations, it would put dog owners in breach of the law if they were to follow SWDC's registration process. Further, encouraging or requiring dog owners to use a different registration process than the one prescribed in the Act may also compromise SWDC's ability to prosecute owners for those offences.

Accordingly, to implement the Proposal, the Act would need to be amended to allow for registration for longer periods. However, this would not necessarily be as straightforward as simply amending the provisions described above, as other parts of the Act also contemplate registration on an annual basis. For example, section 32(1)(e) requires that, if a dog is classified as a dangerous dog, the fee for every registration year must be set at 150% of the usual fee for a non-dangerous dog. That is, legislative change would likely require a review of the registration system under the Act more generally.

We also considered whether the answer would be different if the Council implemented a slightly different proposal (under which only one tag was issued, but annual registration was still required and fees were still payable each year). However, on further reflection we think that this proposal would also be inconsistent with the provisions of the Act relating to the labels or discs (especially section 34(4)), for the same reasons as set out above.

We have also reviewed the advice given by DIA to Wellington City Council. We agree that DIA seems to agree with Rick's (and WCC's) view that dog registration under the Act is an annual process. We are unsure what was meant by DIA's comment that it would not interfere in relation to the Council's legislative obligations that have an element of discretion. In our view, the Act does not provide territorial authorities with discretion in relation to dog registration. However, and as mentioned above, if SWDC implemented the Proposal in its current form, this may have implications for SWDC's ability to enforce offences regarding registration (and some other offences too).

7. Options

7.1 Option 1 (Current Annual Tags)

The current dog tag system for dog registration involves issuing dog owners a coloured plastic strip tag annually which attaches to the dog's collar. The colour of the tags change for each year of registration. The plastic tags involve the need for replacement, and it generates waste at the end of each registration year. In terms of operations, the system does help to readily identify if a dog is registered or not. The tags are robust and details on them remain there for use, and the annual cost of production is low.

	Option 1	Option 2
Description	Current Annual Tag and registration.	Future Dog Tag For Life and registration.
Advantages	Working system presently. Annual coloured tags readily help to identify that a dog is registered. Our IT system meets process needs. Current tags are robust for the issue period. Details on the tag are imbedded in tag and last.	Simpler process, longer-term approach. Less plastic waste, environmentally sustainable. Cost of tag over time span is less for customer. One tag issued unless that tag is damaged, worn/unreadable, or lost.
Disadvantages	Annual tag purchase cost for council and owners. Plastic tags annual administration time, and a repeat process. Resultant waste each year, so less sustainable.	Tag for Life more costly to produce. New tag system needs Magiq IT module change/maintenance shift from a 4 to 7 number codes. Magiq change cost is approx.\$1,900. Tag metal is thin, prone to replacement, particularly for active dogs. Details on tag printed on surface, with wear can cause replacement.
Costs	For SWDC 4,000 tags cost = \$750.	For SWDC 4,000 tags cost = \$11,300.
Timeline	Annual tag issued	Tag for life, across 5-10 years. Would need 3 months to order new tags in bulk for production/supply. Officers/Magiq time for code system change.
Non-negotiables	Annual registration must occur.	Annual registration must occur.
Other	Current clear legal compliance.	Concern on legal risk and exposure.

7.2 Option 2 (Dog Tag For Life)

In terms of the Dog Tag for Life there is some merit in terms of simplicity over time, the prospective use of new tag system and the reduction of plastic tag product waste into landfills and the environment. Other operational aspects to note with the Dog Tag For Life system include the fact that the metal tags used do not always last the term of some dog's life.

The product metal is noted as being thin and not robust, though they are referred to as tags for life. Such tags need some strengthening to provide more robustness and meet the intended longevity that is stated. Also, there will be associated unbudgeted costs for supply of the tags and IT module adaption cost, combined that is a cost figure of \$13,200.

In terms of manufacture, the business that produces the new type of tags is called TagKing and there are now six New Zealand councils that issue Tag King's smart dog registration tags to dog owners. At present there are six council's utilising the new

tags, they are Christchurch City Council, Wellington City, Kapiti District, Hurunui District, Gisborne District and Carterton District Council.

The Dog Tag for Life topic and potential shift toward implementing it is a topic where equipment or technology offerings arise in the face of an earlier and fixed Act on regulatory matters. Central to any related decision is whether Council wishes to utilise a modern service offering against the stipulated procedure and wording of the current Dog Control Act which is in place.

Also central to this topic is the aspect of risk, and the extent to which the Council has an appetite for legal risk regarding new practice and legal compliance to an Act. Other feedback for consideration, including that received from officers of Carterton District Council is that in respect of the Department of Internal Affairs (DIA) have noted that they would not prosecute a council in the instance of not issuing new tags annually. However, this position by DIA could perhaps change over time.

The topic highlights the future need for the current Dog Control Act to be reviewed in future to perhaps reflect some operation or system choice, particularly in these times of change and service offerings. It may be worth Councillors considering making an approach to DIA to have the current Act updated, particularly sections 36 and 34. It could be helpful for Council to engage with the relevant Minister, asking to amend the Dog Control Act 1996, (i.e. removing the “annual” intent of the labels or discs) thereby recognising the efforts of Councils to provide modern initiatives which uphold not only the purpose of this Act but also reflect communities wish to minimise waste through better practices.

8. Strategic Drivers and Legislative Requirements

8.1 Significant risk register

Not applicable

8.2 Policy implications

Not applicable

9. Consultation

9.1 Communications and engagement

There is the prospect of considering some engagement with dog owners to ascertain some feedback as to support or not for the council to utilise the Dog Tag for Life, or whether they are comfortable with the current tag arrangement administered by our animal control officers.

9.2 Partnerships

Not applicable.

10. Financial Considerations

In terms of the two approaches for dog tags, the current tags cost Council \$750 for an order of 4,000 tags, whereas the new Tag for Life tags will cost \$11,300. In addition, the required change to the Magiq IT module for tags with longer number codes will incur a cost of approximately \$1,900, so the unbudgeted costs would be a figure of \$13,200 if Council was to move to the new tags.

11. Climate Change Considerations

It is worth noting that the single dog tag for life system would reduce the volume of plastic tag products that are produced annually for the district. Longer term the new tag system offers a more sustainable approach through a reduction in waste product.

12. Health and Safety Considerations

There are no health and safety considerations.

Contact Officer: Andrew McEwan, Senior Animal Control Officer

Reviewed By: Russell O'Leary, Group Manager Planning and Environment



Action Items

1. Purpose

To present the Council with updates on actions and resolutions.

2. Executive Summary

Action items from recent meetings are presented to Council for information. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will be remain in a master register but no longer reported on. Procedural resolutions are not reported on.

3. Appendices

Appendix 1 – Action Items to 21 February 2024

Contact Officer: Amy Andersen, Committee Advisor

Reviewed By: Janice Smith, Chief Executive Officer

Appendix 1 – Action Items to 21 February 2024

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
420	15-Sep-21	S Corbett	Provide reporting on roading asset management planning, particularly around heavy vehicle use (e.g. logging trucks) on smaller rural roads; info is to be directed into ratings review.	Actioned	<p>28/03/22: Need to revisit and request clarification on what is required and why this information is being sought to produce the information required.</p> <p>11/05/22: Officers request clarification on what is required and why this information is being sought to produce the information required. Council requested to provide more specifics.</p> <p>18/05/22: Members clarified required info at meeting re: forestry, logging trucks and impacts on rural roads, e.g. safety, future costs. GWRC to give more info, David Boone has been contacted. NZTA may also provide further info on road safety.</p> <p>20/06/22: No new updates.</p> <p>01/08/22: No new updates.</p> <p>13/09/22: No new updates. Clarification on whether this item can be closed has been requested.</p> <p>7/12/22: No new updates.</p> <p>14/12/22: H Wilson/K Ashforth provided verbal update on rating review, work is underway on this will be combined with work on the next LTP.</p> <p>9/02/23: Members requested report from Council Officers - required by 5 April 2023 for next Council meeting.</p> <p>6/3/23: Action has been noted by officers, however, is a low priority.</p> <p>30/05/23: No new updates.</p> <p>28/06/23: Mr Gardner noted this was an ongoing piece of work. Members requested further discussion in a roading workshop planned for July 2023.</p> <p>2/08/23: Roading workshop 26 July. Mr Gardner noted no further updates, but making good progress.</p> <p>11/09/23: S Corbett requested this action be reassigned to Rating Review (officer to be identified) and to be addressed through LTP.</p> <p>7/02/24: Addressed as part of rating review. Action closed.</p>
537	10-Nov-21	R O'Leary	Distribute information on infill design guides with a view to a future decision report being presented to Council.	Actioned	<p>29/03/22 - Design guides are to be considered within the Wairarapa Combined District Plan (WCDP) review - there will be a further update as the WCDP progresses.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					<p>11/05/22: No new updates. 20/06/22: No new updates. 13/09/22: No new updates. 21/09/22: Council Officers to investigate further with Boffa Miskell and provide information to new Council. 31/01/23: No new updates. 23/03/23: Boffa Miskell consultants have been tasked to benchmark, compile urban design guidelines for residential infill, guidelines still being investigated under WCDP review work. 30/05/23: No new updates. 2/08/23: This sits within Wairarapa Combined District Plan Review. Further progress updates will be completed in the coming months. 19/09/23: Urban design guidelines have been compiled for the reviewed District Plan. The guides provide specific design advice for development within the residential zone, town centres and industrial areas. Further progress updates will be completed in the coming months. 01/02/24: The relevant urban design guides have been incorporated into the Proposed District Plan, publicly notified in October 2023. Officers request action be closed.</p>
137	6-Apr-22	S Corbett	Schedule workshop to discuss the future of housing for pensioners.	Actioned	<p>11/05/22: To be further discussed with Mayor Beijen re: expectations/attendees. 20/06/22: No new updates. 09/09/22: Meeting scheduled with Council Officers week of 12/09/22. 21/09/22: Meeting with officers held, next steps TBC. 6/3/23: In a period of information gathering with MDC and CDC with the intent to hold this conversation in the next six months. We acknowledge it is a important issue, but low priority at the moment. 30/05/23: No new updates. 2/8/23: Noted this will be included in Long-Term Plan discussions. 11/09/23: Producing the options for that discussion is a complex piece of analysis that we are not resourced to produce. Until</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
					such time as GM P&O have a senior analyst that work can't come out of this Group. GMP&O is hoping that the LTP addresses this by prioritising it and funding an issues/options paper. 07/02/24: Request to close – this has referred to Councillor McAulay for further research and information gathering on behalf of Council.
259	18-May-22	S Corbett	COUNCIL RESOLVED (DC2022/39) to: 1.Receive the Partnership Funding Request 2021-2022 Report. (Moved Cr Hay/Seconded Cr Colenso) Carried 2. Defer making a decision on partnership funding with Greytown Sport and Leisure until further information is received. (Moved Cr Olds/Seconded Cr Hays) Carried	Actioned	20/06/22: Greytown Sport and Leisure notified of decision and advised of suggested next steps. 13/09/22: No new updates. Noted there were no requests received for the latest round of grant funding. Request to close action. 29/11/22: In progress - GSL are working with Council Officers as their funding situation isn't guaranteed long term and they are currently exploring at options. Paper to Council expected February 2022. 6/3/23: Still under consideration and pending annual plan decisions. 14/6/23: GSL are working with Council Officers on a paper to circulate with Council EM's but have noted the removal of potential budget in the annual plan process. 14/09/23: Officers report will address this at the 27 September meeting. 6/11/23: Paper expected to Council on 22 November. 22/11/23: Paper presented to Council. Refer to DC2023/177. Action closed.
39	8-Feb-23	S Corbett	COUNCIL RESOLVED (DC2023/03) to: 1.Approve Option 1 - to install pedestrian lighting on all noncompliant pedestrian crossings in the SW District, beginning with the ones in the Martinborough Square and Jellicoe/Venice Street corner. Pedestrian lighting in Martinborough to be funded from the from the appropriate reserve, as identified by the Chief Financial Officer and the Chief Executive Officer, at a cost of up to \$200,000 and work to commence in FY 2023/24. Pedestrian lighting in the other Wards to be included in the next Land Transport Plan 2024-2027 at a cost of up to	Actioned	13/02/23: Funding source decision referred to Finance Committee 15/02/23: Funding source confirmed at Finance Committee meeting - depreciation reserve. 6/3/23: Monthly Ruamahanga Roads operation report for January 2023 sent from S Corbett to ICS Committee Chair and Councillors via email on 2 March 2023. 6/4/23: Update sought from Cr Ellims at Council meeting. CE to follow up with S Corbett. 30/5/23: No new update.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			<p>\$300,000 and, if our application is successful, work to commence in FY 2024/25. Council Officers to produce a costed project plan including the findings for the investigative work being done about the current square lighting, and solar power options by 1 March 2023.</p> <p>2.To agree that implementation of pedestrian lighting in the Martinborough Square is completed without public consultation on the basis that the current pedestrian lighting is a risk to public safety and is not compliant with current requirements, noting the high level of public feedback and the desire to have the issue resolved.</p> <p>3.To identify that the decision not to consult is inconsistent with the Martinborough Square Management Plan (2012), and that this requirement of the Management Plan will be reviewed as part of the global review of all of Council's reserve management plans.</p> <p>Items 1-3 [read together] (Moved Cr Ellims/Seconded Cr Plimmer) Carried</p>		<p>11/09/23: Unexpected delays and significant cost increases on this project mean it will have to come back to ICSC for reapprovals. Targeting the final ICSC meeting for 2023.</p> <p>22/11/23: Increases/funding source approved. Refer to DC2023/171.</p> <p>7/02/24: Officers confirmed temporary mitigations were in place by end of December 2023; future work will be part of the roading programme from July 2024. Action closed.</p>
45	8-Feb-23	S Corbett	<p>Request Council Officers provide a report to the Infrastructure and Community Services Committee on safety of children/people relating to open water ways/races in the district.</p>	Actioned	<p>7/3/23: Referred to Wellington Water to follow up.- Officers note this is a low priority given other work.</p> <p>30/5/23: No update.</p> <p>20/07/23:Officers awaiting confirmation as to whether a review of safety of races in public areas is within the scope of WWL's management of the resource for SWDC.</p> <p>11/09/23: Not prioritised and re-evaluation of the need for such a report requested by officers.</p> <p>13/02/24: Action closed. Unable to put any further safety measures in place.</p>
227	7-Jun-23		<p>COUNCIL RESOLVED (DC2023/68) to:</p> <p>1.Receive the Wellington Water Emergency Event Funding – Request Justification, Authority and Decision Report.</p> <p>2.Receive the Three Waters Operating Expenditure FY2022/23 Overspend – South Wairarapa District Council report received from Wellington Water on 17 May 2023. (Appendix 1). [Items 1-2 read together]</p>	Actioned	<p>Refer to Point 5 and 7.</p> <p>22/11/23: Point 4 closed.</p> <p>7/02/24: Point 5 – lines are now included opex reporting (previously they were bundled).</p> <p>Point 7 – Contingency sums included in budget requests are typically high at the identification stage and reduce as the work reaches detailed design. In terms of financial impact, the overall budget generally remains but the split between contingency and</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			<p>(Moved Cr Ellims / Seconded Cr Gray) Carried</p> <p>3. Agree and approve the recommendations included in the Three Waters Operating Expenditure FY2022/23 Overspend – South Wairarapa District Council report received from Wellington Water on 17 May 2023. (Moved Cr Plimmer/Seconded Cr Gray) Carried Against Cr Woodcock</p> <p>4. Endorse a review of the SWDC Financial Delegations Policy and the service level agreement by the GM Finance and ask that they bring any recommended improvements to the Finance Committee for approval. (Moved Mayor Connelly/Seconded Cr Woodcock) Carried</p> <p>5. Direct the GM Partnerships and Operations to create an Unexpected Events procedure that incorporates communications and controls of any expenditure under an Unexpected Emergency Event scenario in the future. (Moved Cr Olds/Seconded Cr Sadler-Futter) Carried</p> <p>6. Approve an Unexpected Events Reserve line item be included in all future approved Operating expenditure budgets for transparency. This is included in the WWL financial statements. This resolution will come into effect from the 2024 LTP. (Moved Deputy Mayor Sadler-Futter/Seconded Cr Woodcock) Carried</p> <p>7. Request Wellington Water to specifically highlight the contingency amounts included in any annual Operating expenditure budget recommended for approval. (Moved Cr Sadler-Futter /Seconded Cr Gray) Carried</p>		<p>scoped costs changes. The contingency sum is usually around the 50%-60% mark at concept and drops to 10% to 15% at detailed design. The current market uncertainties have resulted in contingency sums being higher than normal at detailed design stage. Request to close action.</p>
285	2-Aug-23	A Bradley	<p>COUNCIL RESOLVED (DC2023/105) to:</p> <p>1. Receive the Martinborough Community Board – Pain Farm Estate Report. (Moved Cr Ellims/Seconded Deputy Mayor Sadler-Futter) Carried</p> <p>2. Delegate the CE to develop a Memorandum of Agreement for Pain Farm Estate with the Martinborough Community Board (MCB), the provision of information,</p>	Actioned	<p>02/08/23: Report back to Council, November meeting. MoU signed in Sept 23, MCB then requested focus on Lease document before Pain Farm Policy. Meeting 14 November 2023 with MCB and Office staff to finalise the lease Document.</p> <p>11/01/24: Update report to Strategy Working Committee completed in February 2024. Action closed.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			agreement of overhead charges, disbursements of income and other matters of importance to the MCB. (Moved Mayor Connelly/ Seconded Cr Ellims) Carried		
293	2-Aug-23	A Bradley	Council Officers to provide information to Council regarding ways to reduce LGOIMAs	Actioned	11/09/23: Draft Proactive Release Policy report due to Council on 27 September. 27/09/23: Proactive Release Policy approved by Council. 22/11/23: Approved by Council. Action closed.
297	2-Aug-23	A Bradley	Council officers to work with Cr Gray and Cr Plimmer to develop a TOR for a committee of the whole.	Actioned	11/09/23: Report due to Council on 27 September. 6/11/23: Report now due to Council on 22 November. 22/11/23: Approved by Council. Action closed.
455	22 Nov 23	S Corbett	COUNCIL RESOLVED (DC2023/171) to: 1.Receive the Infrastructure and Community Services Committee report. (Moved Cr Gray/Seconded Cr Ellims) Carried 2.Amended recommendation: From -Approve the increase in budget provision for the Martinborough Pedestrian Lighting Project to \$500,000. To – Approve the increase in budget provision for the Martinborough Pedestrian Lighting Project to \$500,000, to cover 10 pedestrian crossings (Moved Cr Woodcock/Seconded Mayor Connelly) Carried 3a) Approve the increase in budget provision for the Martinborough Pedestrian Lighting Project to \$500,000, to cover 10 pedestrian crossings. 3b) Approve Council officers engaging with the supplier as soon as practicable to order the necessary lighting units, noting a 20 week delivery period. 3c) Approve that the project is funded from the Infrastructure Reserve or loan, noting that an application will be made to include in the Waka Kotahi work programme within the 2023/34 Long Term Plan to attract subsidy at 51% going forward. [Items 3a-c read together]	Actioned	7/02/24: Officers confirmed temporary mitigations were in place by end of December 2023; future work will be part of the roading programme from July 2024. Action closed.

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
			(Moved Deputy Mayor Sadler-Futter /Seconded Cr Bosley) Carried 4.Seek expressions of interest on the use of the Stella Bull/Greytown Old Library building, and in the meantime, the building be advertised as a venue for hire. (Moved Mayor Connelly/Seconded Cr Plimmer) Carried		
461	22 Nov 23	A Bradley	COUNCIL RESOLVED (DC2023/177) to: 1. Receive the Greytown Sport and Leisure Funding report. (Moved Cr Woodcock/Seconded Cr Plimmer) Carried 2. Agrees to approve up to a maximum of \$60,000 of funding for 12 months for Greytown Sports and Leisure from 1 July 2024, and request Council Officers to prepare a report outlining long term options for expanding Greytown Sports and Leisure across the region. (Moved Cr Plimmer/Seconded Cr Bosley) Carried	Open	7/02/24: Handover of work due to changes in the Democracy and Engagement Team. Early planning for exploring options underway.
466	22 Nov 23	J Smith	COUNCIL RESOLVED (DC2023/182) to: 1. Receive the Report from His Worship the Mayor. 2. Note that Local Government New Zealand (LGNZ) has started providing regular updates to member councils. The first of these can be accessed on Stellar / the SWDC Website. 3. Agree that the Mayor, Deputy Mayor and CEO attend (via Zoom) and vote at the LGNZ Special General Meeting. (Items 1-3 read together) (Moved Mayor Connelly/Seconded Cr Ellims) Carried 4. Authorise the CEO to discuss funding arrangements and expected outcomes regarding future governance arrangements in the Wairarapa. (Moved Mayor Connelly/Seconded Cr Woodcock) Carried	Actioned	

Report from His Worship the Mayor

1. Purpose

To update Council on activities and issues which have arisen since my last report to Council; and to seek Council's approval for items as outlined in this report.

2. Recommendations

The Mayor recommends that the *Council*:

1. Receive the Report from His Worship the Mayor.
2. That the Wairarapa Water Resilience Strategy report be received.

3. Discussion

3.1 Wairarapa Water Resilience Strategy

On Feb 2nd, the Deputy Mayor and I attended The Inaugural Meeting of the Wairarapa Water Resilience Interim Governance Group.

There is a history that lies behind this meeting. The Key document of Interest¹ ("the Strategy") was issued in May 2021 having been written by a working group chaired by Dame Margaret Bazley. It states:

The October 2018 Wairarapa Economic Development Strategy and Action Plan said that "an optimum and integrated view of water is required" when referring to water use in Wairarapa. It said, "The opportunity is to address these issues in an integrated manner now while there is time, to avoid being forced into urgent action when time is compressed". There is no resource more fundamental than freshwater and yet we often don't appreciate its importance until the supply is threatened. Climate change is the primary threat, aided and abetted by our 'traditional' approach towards water: that there are supposedly infinite volumes available and that where there is scarcity, infrastructure solutions will save the day. That will simply not be the case. Climate change effects will be experienced most along the New Zealand's eastern margins, including Wairarapa, and overtime they will be severe.

¹ See <https://swdc.govt.nz/wp-content/uploads/DCAG2June21F1-Water-Resilience-PresentationStrategy-tabled.pdf>

Various things have happened since then to delay further progress. But recently the Wairarapa Committee (A committee of the Greater Wellington Regional Council) has reignited interest in The Strategy.

A previous meeting of the Wairarapa Committee agree that the leadership of the strategy should be more the responsibility of local territorial authorities, and less from the regional Council. As a result Councillor Holmes (Masterton D.C.) was elected as the chair of the Interim Governance Group. The group has members from all four councils and the two Iwi.

The purpose of the Interim Governance Group is to oversee the development of a shared work programme to begin implementation of the Strategy. Members of the group are expected to assist the development of the workplan and to “champion” it with our own organisations and external stakeholders.

When the work plan is completed (probably in the middle of the year) the Interim group will be replaced by an Implementation Governance Group.

The Group has agreed that the work programme will consist of five workstreams:

- Natural Attenuation: Nature-based solutions that help us look after water resources and increase resilience.
- Water Capture: To increase the seasonal reliability of water supply, making more water available at key times of the year
- Water Allocation: Making sure that water is allocated in ways that support priority uses and support sustainable growth.
- Land Use adaptation: Finding ways to change how we use land in order to reduce reliance on water and increase resilience.
- Water Use efficiency: Making sure we value water and use it wisely to meet our needs.

It is possibly timely to point out to those with long memories that The Strategy is not a re-run of the large scale water storage plans that came abruptly to end in 2021 (I think). But one of its workstreams is to look at water storage of various scales as well as exploring the potential of using deep groundwater and of recharging aquifers.

It is also worth pointing out that the strategy is not just about agriculture and horticulture. It also involves urban area, particularly in the workstreams of Water Allocation and Water Use Efficiency. Also, the strategy and it’s implementation will have to be kept flexible to account for changing government direction and for emerging water regulation changes. A particular challenge for us will be ensuring that Wellington Water, for as long as it operates in it’s current way, understands that it will have to adhere to the implementation plan on our behalf.

Lastly, Once the work programme is formed and agreed upon, there will inevitably be some costs that need to be born by all the partners to the strategy. These may, or may not, be little different to the costs we would have naturally met to ensure adequate water supply and resilience in the future. But we need to be conscious that improving

water resilience will have some costs for us, and potentially to current users with larger than necessary allocations of water.

Prepared By: His Worship the Mayor, Martin Connelly