



**South Wairarapa District Council
Ordinary Meeting
Minutes from 7 June 2023**

- Present:** Mayor Martin Connelly (Chair) Deputy Mayor Sadler-Futter, Councillors Aidan Ellims, Alistair Plimmer (until 3:45pm), Rebecca Gray, Martin Bosley (via Zoom from 10.07am), Aaron Woodcock, and Colin Olds.
- Apologies:** Councillor Kaye McAulay and Pip Maynard.
- In Attendance:** Karen Krogh and Storm Robertson (Martinborough Community Board) Paul Gardner (Interim 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), Charly Clarke (Senior Financial Accountant), Robyn Wells (Principal Advisor Water Transition), Robyn Wells (Principal Advisor Water Transition), Tim Langley (Roading Manager) and Amy Andersen (Committee Advisor).
Anna Nielson and Allan Hogg (Destination Wairarapa); Charles Barker (Wellington Water).
- Public Forum:** Lorraine Hall and Gary 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 10.02am to 4:02pm except where expressly noted.
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Open Section

A1. Karakia Timatanga - Opening

Mayor Connelly opened the meeting.

A2. Apologies

Members noted apologies from Cr McAulay and Cr Maynard; possible early departure from Cr Gray; and Cr Woodcock for occasional phone calls.

A3. Conflicts of Interest

Mayor Connelly declared a conflict with public participation item - Greytown Woolworths petition and noted that Deputy Mayor Sadler-Futter would assume the chair in his stead.

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A4. Acknowledgements and Tributes

Cr Gray acknowledged Cr Maynard who is unwell and members sent their best wishes for a quick recovery.

Mayor Connelly vacated the chair.

Deputy Mayor Sadler-Futter assumed the chair.

A5. Public Participation

Lorraine Hall – Woolworth’s Petition

Ms Hall presented a petition to Council on behalf of the Greytown Safety On Main Street Group, opposing the Woolworths New Zealand Ltd proposal. Noted the Petition numbers at 19/05/2023: 251 paper signatures and 1017 online signatures.

Cr Bosley joined the meeting via Zoom at 10:07am.

Ms Hall responded to queries from members regarding signatories who live outside of Greytown, information given to outsiders, arborist assessments, and any alternative options posed by the community.

Deputy Mayor Sadler-Futter vacated the chair.

Mayor Connelly resumed the chair.

Gary Dittmer – Rates

Mr Dittmer spoke to Council about the accuracy of information in the annual plan 2023/24 consultation document and concerns regarding the increases of rates.

At the end of Mr Dittmer’s allocated time to speak to Council, Mayor Connelly asked him to end his presentation. When Mr Dittmer continued speaking, he was asked to leave the meeting Mayor Connelly.

The meeting was adjourned at 10:24am.

The meeting was reconvened at 10:24am.

A6. Actions from public participation

There were no actions from public participation.

A7. Extraordinary Business

Noted that Cr Plimmer objected to conversations between the media and members of the public during the meeting (creating a disturbance to proceedings). Media were requested to take any discussions with the public outside of the Supper Room.

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COUNCIL RESOLVED (DC2023/59) to accept the Better Off Funding – Project Substitution Decision Report as extraordinary business for discussion; this cannot be delayed as the decisions included in the report are time sensitive and this item will be added to the agenda as item B11.

(Moved Cr Olds/Seconded Cr Ellims)

Carried

Against Cr Bosley

A8. Community Boards / Māori Standing Committee

Ms Krogh, spoke to Council about the Pain Farm Estate, notifying them of concerns about management and financials, processes for approval of use of funds, accuracy of accounts, overheads, and arrears on the transfer station. Council Officers responded to queries distribution of funds and the Interim CE's response the Community Board's questions. Mr Robertson requested involvement in Council's decision-making regarding Pain Farm Estate.

Mr Gardner noted that efforts are being made to increase communication and transparency around the operational management of the Pain Farm Estate, including a recent workshop with the Community Board. Mr Gardner also stated that answers will be provided at the next meeting of the Community Board and further updates will be included in the Interim CE's report to Council in August 2023.

A9. Minutes for Confirmation

COUNCIL RESOLVED (DC2023/60) that the minutes of the Council meeting held on 26 April 2023 are confirmed as a true and correct record, subject to the following .

(Moved Cr Woodcock /Seconded Cr Sadler-Futter)

Carried

COUNCIL RESOLVED (DC2023/61) that the public excluded minutes of the Council meeting held on 26 April 2023 are confirmed as a true and correct record.

(Moved Cr Olds/Seconded Cr Gray)

Carried

A10. 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 2021/22

Members commended Council Officers for their work on the report.

Members queried the assurance of Audit NZ's position for the Annual Report 2022/23 and increases to water rates.

COUNCIL RESOLVED (DC2023/62) to:

1. Receive the adoption of the Annual Reports 2021/22.

(Moved Mayor Connelly/Seconded Cr Plimmer)

Carried

2. Adopt the Annual Report 2021/22.

3. Adopt the Summary Annual Report 2021/22.

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4. Approve the carry over capital expenditure from the 2021/22 year to the 2022/23. Resolution 2.4 agenda, C1 Adoption of the AP 22/23 Minutes 30.06.22
[Items 2-4 read together]
(Moved Mayor Connelly/Seconded Cr Olds) Carried

Cr Woodcock left the meeting at 10:51am.

B2. Draft Carterton and South Wairarapa interim Speed management Plan Report
Mr Corbett spoke to matters included in the report, supported by Mr Langley.

Cr Woodcock returned to the meeting at 10:54am.

Mr Corbett and Mr Langley responded to queries from members including: the approval of Carterton District Council's consultation document, reduction of speeds around/next to schools, standard of the documentation for community engagement and consultation, proposed speeds, options and road safety enforcement. Members discussed concerns as to whether the public would clearly understand the proposal due to its current layout/presentation. Noted that the Mayor and CE will discuss the invitation of a NZ Police representative to a future Council meeting to discuss general policing in the district.

COUNCIL RESOLVED (DC2023/63) to:

1. Receive the *Draft Carterton and South Wairarapa interim Speed management Plan Report*.
(Moved Mayor Connelly/Seconded Cr Gray) Carried
2. Accept the plan and approve community consultation and engagement, subject to the CE and the Co-Chairs of ICS Committee approval, and the consultation document is clear the proposal comes from Council.
(Moved Mayor Connelly/Seconded Deputy Mayor Sadler-Futter) Carried

The meeting was adjourned at 11:23am.

The meeting was reconvened at 11:35am.

In reference to the Annual Report 2021/22 - Ms Ashforth noted she had received the Auditor's opinion and Audit NZ wanted one minor change to the report before it is

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submitted (note 11, page 35 – investment categories). Ms Ashforth confirmed it would not significantly change the report and an email would be sent to Council following this meeting.

B3. Wellington Regional Waste Management and Minimisation Plan

Mr Corbett spoke to matters included in the report and responded to queries from members including: the scope of the consultation and whether this included contracting.

COUNCIL RESOLVED (DC2023/64) to:

1. Receive the *Wellington Regional Waste Management and Minimisation Plan Report.*
(Moved Cr Plimmer/Seconded Cr Connelly) Carried
2. Approve delegation of the Wellington Regional Waste Management and Minimisation Plan consultation process to the Wellington Regional Waste Management and Minimisation Plan Joint Committee in line with the special consultative procedures as defined under the Local Government Act 2002 and as required under the Waste Minimisation Act 2008.
(Moved Cr Plimmer/Seconded Cr Olds) Carried

B4. Support for the Chief Executive

Mr Gardner spoke to matters included in the reports and responded to a query from members regarding timeframes for backfilling the HR role.

COUNCIL RESOLVED (DC2023/65) to:

1. Receive the *'Support for the Interim Chief Executive'* Report.
(Moved Mayor Connelly/ Seconded Cr Plimmer) Carried
2. Approve possible out of budget expenditure during the period that the Interim Chief Executive is in office.
(Moved Deputy Mayor Sadler-Futter/Seconded Cr Plimmer) Carried

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B5. Adoption of the Easter Sunday Shop Trading Statement of Proposal for Community Consultation

Ms Bradley spoke to matters included in the report.

Mayor Connelly commended Ms Bradley and Kaity Carmichael, Lead Policy Advisor for their work on the proposal.

Members queried whether officers had received any complaints about the current policy, further alignment with Masterton District Council and Carterton District Council to create joint policies, and the rights of employees (working on Sundays).

COUNCIL RESOLVED (DC2023/66) to:

1. Note the Easter Sunday Shop Trading Policy (the Policy) is due for review under section 5C of the Shop Trading Hours Act 1990.
2. Note that consultation using the Special Consultative Procedure is required and that consultation with the community is proposed to take place between 12 June and 19 July 2023.
3. Note that the Hearings Committee will hear submissions and undertake deliberations in July 2023 ahead of making final recommendations to Council.
[Items 1-3 read together]

(Moved Mayor Connelly/Seconded Cr Plimmer)

Carried

4. Adopt the Statement of Proposal and draft Policy for consultation, using the Special Consultative Procedure, with the community.

(Moved Cr Plimmer/Seconded Deputy Mayor Sadler-Futter)

Carried

Against Cr Woodcock

B6. Adoption of the Dangerous, Affected and Insanitary Buildings Statement of Proposal for Community Consultation

Ms Bradley spoke to the matters included in the report. Members queried whether consultation was required for minor changes, inclusion of references to the legislation re: FENZ.

COUNCIL RESOLVED (DC2023/67) to:

1. Note the Dangerous, Affected and Insanitary Buildings Policy (the Policy) is due for review under section 132 of the Building Act 2004.
2. Note that consultation using the Special Consultative Procedure is required and that consultation with the community is proposed to take place between 12 June and 19 July 2023.
3. Note that the Hearings Committee will hear submissions and undertake deliberations in July 2023 ahead of making final recommendations to Council.
[Items 1-3 read together]

(Moved Mayor Connelly/Seconded Cr Ellims)

Carried

4. Adopt the Statement of Proposal and draft Policy for consultation, using the Special Consultative Procedure, with the community.

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The meeting was adjourned at 12:08pm.

The meeting was reconvened at 12:43am; Cr Bosley not present.

B7. Wellington Water Emergency Event Funding – Request Justification, Authority and Decision

Ms Wells, supported by Mr Corbett and Ms Ashforth, spoke to matters included in the report and responded to queries from members including: updates to the service level agreement in 2022 and Council's oversight of any changes to the agreement; Wellington Water Ltd's authority to spend unbudgeted funds; itemisation of emergency funds; previous assurances regarding the management of emergency events; whether the current contracts and monitoring systems/processes in place are fit for purpose; and differences between budget and actual spend.

Members thanked Ms Wells for her continued work and efforts to answer the questions posed in the meeting.

Cr Bosley returned to the meeting via Zoom at 1:15pm.

COUNCIL RESOLVED (DC2023/68) to:

1. Receive the *Wellington Water Emergency Event Funding – Request Justification, Authority and Decision Report*.
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]
(Moved Cr Ellims / Seconded Cr Gray) Carried
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
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
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
6. Approve an Unexpected Events Reserve line item be included in all future approved Operating expenditure budgets for transparency. This is included in the

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WWL financial statements. This resolution will come into effect from the 2024 LTP.

(Moved Deputy Mayor Sadler-Futter/Seconded Cr Woodcock) Carried

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

The meeting was adjourned at 1:36pm.

The meeting was reconvened at 1:46pm.

B8. Wairarapa Five Towns Trail

This item was withdrawn from the agenda.

B9. Update on Future for Local Governance Wairarapa Working Group

COUNCIL RESOLVED (DC2023/69) to:

1. Receive the Update on Future for Local Governance Wairarapa Working Group report.

(Moved Cr Plimmer/Seconded Deputy Mayor Sadler-Futter) Carried

2. Appoint Deputy Mayor Sadler Futter and Councillor Bosley to the Future For Local Governance in Wairarapa (FFLGW) working group.

(Moved Mayor Connelly/Seconded Cr Plimmer) Carried

3. Appoint Councillor Gray as an alternate to the Future For Local Governance in Wairarapa (FFLGW) working group.

(Moved Mayor Connelly/Seconded Cr Olds) Carried

4. Note the expansion of the FFLGW working group will seek to include representatives from both Wairarapa Iwi.

(Moved Cr Gray/Seconded Cr Olds) Carried

Abstained Cr Woodcock

5. Note the FFLGW working group will aim to deliver final recommendations for inclusion as part of the Wairarapa Councils 2024-33 LTP consultation documents.

(Moved Cr Olds/Seconded Cr Plimmer) Carried

B10. Recommendations from Infrastructure and Community Services Committee

Mr Corbett spoke to matters included in the report and responded to queries from members regarding the application of unspent funds from this financial year to other projects.

COUNCIL RESOLVED (DC2023/70) to:

1. Receive the *Recommendations from Infrastructure and Community Services Committee* Report.

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(Moved Mayor Connelly/Seconded Councillor Ellims)

Carried

2. Approve to advance Hinekura Road realignment option 3 to risk assessment and preliminary engineering design and plans with a more sophisticated estimate of costs.

(Moved Cr Ellims/Seconded Cr Sadler-Futter)

Carried

B11. Better Off Funding – Project Substitution Decision

Members discussed a preference to see a full range of options for funding other projects use the Better Off package, and the alternatives for funding of wastewater treatment plant compliance issues.

Mr Corbett and Ms Wells spoke to matters included in the report and responded to queries from members including: compliance work; expenditure on contracted consultant fees and a growth study; fairness to rural ratepayers; future debt; desludging of ponds and the disposal of bio solids (MyNoke).

COUNCIL RESOLVED (DC2023/71) to:

1. Receive the Better Off Funding – Project Substitution Decision Report.
(Moved Mayor Connelly/Seconded Cr Olds) Carried
2. Approve the preparation and submission of a substitute programme request to the DIA Better Off Funding agreement comprising:
 - a. Compliance delivery at the Martinborough WWTP including desludging at an Opex estimated cost of \$0.862m, and
 - b. Accelerating an infrastructure growth study for populations projections in Martinborough (\$0.1m) to support capacity design at MWWTP, and
 - c. Desludging of the Greytown WWTP at an Opex estimated cost of \$360m, for
 - d. A total between the three projects of \$1.322m.
 - e. With the remaining \$0.558m being applied to the Wellington Water Limited 2023/24 operational budget in excess of LTP (details to be agreed between WWL and SWDC).

(Moved Cr Olds/Seconded Cr Ellims)

Lost

For: Cr Olds, Deputy Mayor Sadler-Futter, Cr Gray, Cr Ellims

Against: Mayor Connelly, Cr Plimmer, Cr Woodcock, Cr Bosley

Cr Olds left the meeting at 2:49pm.

C Information Reports from Chief Executive and Council Officers

C2. Wairarapa Destination Management Plan (Item Moved)

Ms Neilson, supported by Mr Hogg delivered a presentation to Council on the Wairarapa Destination Management Plan and responded to queries including benefits of being accredited for *Dark Skies*.

Cr Olds returned to the meeting at 2:53pm.

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Cr Woodcock left the meeting at 2:58pm.
Cr Woodcock returned to the meeting at 3:04pm.

The meeting was adjourned at 3:15pm.
Cr Gray left the meeting during the break.
The meeting was reconvened at 3:26pm.

C1. CEO Update Report

Mr Gardner spoke to matters included in the report and responded to members' queries including water reform timeframes and decisions relating to assets hand-over.

Cr Gray re-joined the meeting at 3:37pm.

*COUNCIL RESOLVED (DC2023/72) to receive the CEO Update Report.
(Moved Mayor Connelly/ Seconded Cr Gray)*

Carried

C3. Action Items

Members discussed the following actions:

Action 126 – Mayor Connelly noted he followed up with Mr Hedley and provided him with correspondence; he has also been in contact with Mr Druzianic; action closed.

Action 47 – No new update.

D Chairperson's Report

D1. Report from Mayor Connelly

The Mayor noted he would submit a paper to the next Council meeting on new meeting schedule and committee structure.

COUNCIL RESOLVED (DC2023/73) to:

1. Receive the Report from The Mayor.

(Moved Mayor Connelly/Seconded Deputy Mayor Sadler-Futter)

Carried

2. Note the Māori Standing Committee members appointed to SWDC Committees, and that the SWDC Council and Committees Terms of Reference 2022-2025 will be updated to reflect the new memberships.

(Moved Mayor Connelly/Seconded Cr Gray)

Carried

3. Agree to endorse the Transport Funding Remit from New Plymouth District Council, as worded in the report.

(Moved Mayor Connelly/Seconded Cr Ellims)

Carried

E Appointment Report

E1. Report from Allan Hogg – Destination Wairarapa

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Issues relating to this report were included in item C2.

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, 13 April 2023 (CE Employment Committee Report)	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)
Public Excluded Council Meeting Minutes 10 May 2023 (Appointment of Interim CE / Lake Ferry Holiday Park Offer Report)	Good reason to withhold exists under section 7(2)(a), 7(2)(b)(ii), 7(2)(g), and section 7(2)(i)	Section 48(1)(a)
Recommendations from Martinborough Community Board	Good reason to withhold exists under 7(2)(i)	Section 48(1)(a)

This resolution (DC2023/74) 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 protect the commercial position of the person who supplied or who is the subject of the information.	Section 7(2)(b)(ii)
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 the local authority to carry out, without prejudice or disadvantage, commercial negotiations.	section 7(2)(i)

(Moved Cr Gray/ Seconded Cr Ellims)

Carried

Cr Plimmer left the meeting at 3:45pm.

F1. Confirmation of Public Excluded Minutes

F2. Recommendations from Martinborough Community Board

G. Karakia Whakamutunga - Closing

Mayor Connelly closed the meeting with a karakia.

The meeting closed at 4:02pm.

Confirmed as a true and correct record

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.....(Mayor)

.....(Date)

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