



# SOUTH WAIRARAPA DISTRICT COUNCIL MEETING MINUTES

**13 December 2017**

- Present:** Mayor Viv Napier (Chair), Deputy Mayor Brian Jephson, Councillors Paora Ammunson, Lee Carter, Pam Colenso, Margaret Craig, Dayle Harwood, Pip Maynard, Colin Olds and Colin Wright (from 11:10am).
- In Attendance:** Paul Crimp (Chief Executive Officer), Suzanne Clark (Committee Secretary) and for part only Mark Allingham (Group Manager Infrastructure and Services), Murray Buchanan (Group Manager Planning and Environment) and Jennie Mitchell (Group Manager Corporate Support).
- Conduct of Business:** The meeting was held in the Council Chambers, Martinborough and was conducted in public between 9:30am and 1:45pm except where expressly noted.
- Forum and Other Presenters:** Frank Cornelissen (Martinborough TOP 10 Holiday Park), Mike Gray, Heather Atkinson (South Wairarapa Biodiversity Group) and Alistair Plimmer (South Wairarapa primary schools).

## Open Section

**A1. Karakia**

Cr Harwood opened with a karakia.

**A2. Apologies**

*COUNCIL RESOLVED (DC2017/162) to receive lateness apologies from Cr Wright.  
(Moved Cr Craig /Seconded Cr Colenso) Carried*

**A3. Conflicts of Interest**

Cr Colenso and Cr Harwood declared non pecuniary conflicts of interest with agenda item C4 'Proposed Lake Ferry Walking Track and Visitor Lookout.'

**A4. Acknowledgements and Tributes**

Cr Colenso acknowledged the passing of Ric Geisler who was a founding member of the Martinborough Mens Shed, a member of the Martinborough Volunteer Fire Brigade and a member of the Community Safety and Resilience Working Party.

Cr Jephson acknowledged the passing of Gaye Didsbury who was a well-known resident of the Martinborough district.

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Cr Ammunson acknowledged the passing and contribution of Jim Rimene, a civic and Maori leader. Mr Rimene had previously been a Masterton District Council councillor.

#### **A5. Public Participation**

Mr Cornelissen stated that properties accessed by Dublin Street West could continue to be subdivided and residential addresses increase and that it was preferable to clarify the road name confusion now by preferably renaming the road and then renumbering. Renumbering in 2007 had not been done properly and there was difficulty with locating addresses using Google maps.

Mr Gray requested that Council create a South Wairarapa identity and positive legacy within the Long Term Plan and noted a district desire for change with a focus on stewardship, accountability and service partnerships. Mr Gray requested that the Council Strategic Plan was integrated with the Long Term Plan.

Ms Atkinson, with members Jane Lenting and Perry Cameron in attendance, outlined the work of the South Wairarapa Biodiversity Group. The Group was seeking permission to create a walking track through the planted area they had established at Lake Ferry. Ms Atkinson noted the officer's report showed the incorrect location of the proposed track and that the track would be laid through unplanted areas and that financial support was required in order to complete the track.

A submission from Mr Cutfield was tabled in Mr Cutfield's absence.

Mr Plimmer, Greytown School Board of Trustees Chairman, asked for Council assistance in designing a shirt that could be used by students when they were representing the South Wairarapa in regional sporting and other cluster events. The South Wairarapa schools would fund the shirts and Greytown School would manage their distribution.

#### **A6. Actions from Public Participation**

Dublin Street West renaming would be considered under item C2.

Mayor Napier noted Mr Gray's presentation and comments would be considered during LTP planning.

Councillors discussed the written submission provided by Mr Cutfield.

Mayor Napier undertook to discuss branding under item E1.

*COUNCIL NOTED:*

1. Acton 778: Write to Paul Cutfield thanking him for bringing his concerns about rural roads to Council's attention and advising that Council officers are aware of the issues and undertaking maintenance and correction as appropriate; P Crimp

#### **A7. Community Board Participation**

There was no community board participation.

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**A8. Minutes for Confirmation**

*COUNCIL RESOLVED (DC2017/163)* that the minutes of the Council meeting held on 25 October 2017 are a true and correct record.

*(Moved Cr Jephson/Seconded Cr Colenso)*

Carried

*COUNCIL RESOLVED (DC2017/164)* that the minutes of the public excluded Council meeting held on 25 October 2017 be received in public.

*(Moved Cr Maynard/Seconded Cr Olds)*

Carried

*COUNCIL RESOLVED (DC2017/165)* that the minutes of the public excluded Council meeting held on 25 October 2017 are a true and correct record.

*(Moved Cr Jephson/Seconded Cr Carter)*

Carried

**A9. Extraordinary Business**

There was no extraordinary business.

**A10. Notices of Motion**

There were no notices of motion.

**B Council Committee and Community Board Minutes**

**B1. Reports and Minutes of Council Committees and Community Boards**

*COUNCIL RESOLVED (DC2017/166)*

1. To receive the Reports and Minutes of Council Committees and Community Boards.
2. To receive the minutes of the Featherston Community Board 21 November 2017.
3. To receive the minutes of the Greytown Community Board 22 November 2017.
4. To receive the minutes of the Martinborough Community Board 27 November 2017.
5. To receive the minutes of the Audit and Risk Working Party 29 November 2017.
6. To receive the minutes of the Maori Standing Committee 4 December 2017  
*(Moved Cr Ammunson/Seconded Cr Harwood)*

Carried

**B1. Community Groups Use of and Access to Council Parks, Reserves and Open Spaces Policy**

*COUNCIL RESOLVED (DC2017/167)*

1. To receive the Community Groups Use of and Access to Council Parks, Reserves and Open Spaces Policy Report.
2. To endorse the recommendation from the Hearings Committee and adopt the community Groups Use of and Access to Council Parks, Reserves and Open Spaces Policy.

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3. To approve 2020 as the next review date of the Policy  
(*Moved Cr Craig/Seconded Cr Colenso*)

Carried

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

### **C1. Wairarapa Waste Minimisation Survey Report**

The Zero-waste Coordinator discussed the low respondent rate, differing Carterton District Council recommendations, waste minimisation education, and visitor recycling with members.

Mr Crimp advised that there was provision in the waste contract for these activities to be added as options, and following costing they could be consulted on via the Long Term Plan.

Members undertook to review costed options in an LTP workshop and prioritise options for consultation.

*COUNCIL RESOLVED (DC2017/168):*

1. To receive the Wairarapa Waste Minimisation Survey Report.
2. To agree in principle to support the four waste streams proposal.
3. To recommend that the following are included in the Long Term Plan 2018-28 consultation document for community consultation:
  - a. To further investigate costs of kerbside food waste collections, including how the ratepayers would utilise the service.
  - b. To consider kerbside recycling with 240 litre wheelie bins for comingled recycling and yet still utilise the crates, for example, for glass on alternate weeks.
  - c. To consider an e-waste service at transfer stations or an advertised collection service scheduled throughout the year.
  - d. To consider a recycling/recovery centre at a transfer station where the general public can dispose their useable goods for resale, to divert from landfill.

(*Moved Cr Craig/Seconded Cr Olds*)

Carried

### **C2. Community Board Request to Change Street Names: New York and Dublin Streets West**

The Group Manager Planning and Environment discussed the 2007 street renumbering and naming review, that New York Street West residents did not want change, and that the Martinborough rezoning proposal would not place New York or Dublin Streets West in the urban area.

*COUNCIL RESOLVED (DC2017/169):*

1. To receive the Community Board Request to Change Street Names: New York and Dublin Streets West.
2. To refer the matter back to the Martinborough Community Board and request that the Board come up with a consultation proposal which includes a question on whether residents support a change as well as street names for consideration for both New York Street West and Dublin Street West.

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3. Note that Council officers are to work with Martinborough Community Board to develop a consultation proposal.  
(*Moved Cr Harwood/Seconded Cr Jephson*) Carried

**C3. Pain Farm Trust Lands Income**

*COUNCIL RESOLVED (DC2017/170):*

1. To receive the Pain Farm Trust Lands Income Distribution Report.
2. To approve expenditure from Pain Farm to the amount of \$2,400 plus GST for the aztec inflatable for Martinborough Pool as recommended by Martinborough Community Board resolution MCB2013/88.  
(*Moved Cr Olds/Seconded Cr Colenso*) Carried

**C4. Proposed Lake Ferry Walking Track and Visitor Lookout**

Councillor Wright joined the meeting at 11:10am.

Members discussed access to the proposed track, opportunities for further visitor development, funding requirements to build and maintain the track and provide appropriate signage with Council officers.

*COUNCIL RESOLVED (DC2017/171):*

1. To receive the Proposed Lake Ferry Walking Track and Visitor Lookout Report.  
(*Moved Cr Colenso/Seconded Cr Jephson*) Carried
2. To approve the proposed walking track and visitor lookout.
3. To acknowledge and thank the South Wairarapa Biodiversity Group for their work at Lake Ferry.  
(*Moved Cr Jephson/Seconded Cr Colenso*) Carried

**C6. Naming of New Road, Wharekauhau Country Estate**

Members discussed the proposed road names noting the governing policy requires new roads to have significant local content or meaning, that the roads were private, and that the names had been approved by the Featherston Community Board.

*COUNCIL RESOLVED (DC2017/172):*

1. To receive the Naming of New Road, Wharekauhau Country Estate Report..  
(*Moved Cr Harwood/Seconded Cr Carter*) Carried
  2. To approve the names “Black Knight Lane” and “Top Stone Lane”.  
(*Moved Cr Olds/Seconded Cr Harwood*) Carried
- Cr Ammunson voted against the motion.

**C6. Naming of New Road, Elaine Sutherland, 237 Fraters Road Martinborough**

*COUNCIL RESOLVED (DC2017/173):*

1. To receive the Naming of New Road, Elaine Sutherland, 237 Fraters Road Martinborough Report.
2. To approve the names “Willow Lane” and “Draper Lane”.  
(*Moved Cr Craig/Seconded Cr Colenso*) Carried

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**C7. Changes to Resource Management Act 1991 Delegations for Deemed Permitted Activities and Boundary Activities**

The Group Manager Planning and Environment advised that a declined application could still go through a committee hearing review and that approval of the proposed recommendations would speed up processes and reduce costs for applicants.

*COUNCIL RESOLVED (DC2017/174):*

1. To receive the Changes to Resource Management Act 1991; Delegations for Deemed Permitted Activities and Boundary Activities Report.
2. To delegate to officers the consideration and decision making in relation to exempt activities (deemed permitted) activities and boundary activities.

*(Moved Cr Olds/Seconded Cr Ammunson)*

Carried

**C8. Local Government Members Determination 2017 – Communication Allowance**

*COUNCIL RESOLVED (DC2017/175):*

1. To receive the Local Government Members Determination 2017 – Communication Allowance Report.  
*(Moved Cr Jephson/Seconded Cr Carter)*
2. To adopt the Remuneration Authorities proposed payment of the full communication allowance up to a maximum of \$1,190 per year per councillor for the 2017/18 financial year and amend policy A300 Remuneration – Elected Members to reflect this.

*(Moved Cr Olds/Seconded Cr Carter)*

Carried

**C9. Library Policies**

*COUNCIL RESOLVED (DC2017/176):*

1. To receive the Library Policies Report.
2. To approve the amendments to the Library Policies L100 to L1300.
3. To agree that the next review date should be October 2019.

*(Moved Cr Craig/Seconded Cr Colenso)*

Carried

**C10. Procuring Goods and Services Policy M500 Report**

Mr Crimp discussed incorporating 3-yearly contract reviews, Audit NZ pricing, gifts registers and financial delegation levels with members. The renewal of contract wording had been strengthened and there was an auto review in contracts but the Group Manager Corporate Support undertook to consider further strengthening contract review requirements.

*COUNCIL RESOLVED (DC2017/177):*

1. To receive the Procuring Goods and Services Policy Report.
2. To approve the amendments to the Procuring Goods and Services Policy M500.
3. To agree the next review date should be December 2020.

*(Moved Cr Jephson/Seconded Cr Wright)*

Carried

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**C11. Tenders Working Party Terms of Reference**

*COUNCIL RESOLVED (DC2017/178):*

1. To receive the Tenders Working Party Terms of Reference Report.  
(*Moved Cr Ammunson/Seconded Cr Colenso*) Carried
2. To approve the proposed Terms of Reference for the Tenders Working Party with minor grammatical changes as discussed.
3. To update Policy A100 to reflect the adoption of the Terms of Reference for this Working Party.  
(*Moved Cr Ammunson/Seconded Cr Olds*) Carried

**C12. Application for Funding – New Zealand Cycle Classic**

Mr Crimp noted that the application had missed the annual planning funding round and that in the 16/17 year the application had been made in conjunction with the Huri Huri application. Members noted that the application was late and that requests for funding from other groups had been declined as there was no unallocated annual plan budget amount.

*COUNCIL RESOLVED (DC2017/179):*

1. To receive the application for grant funding in relation to the Trust House New Zealand Cycle Classic.  
(*Moved Cr Colenso/Seconded Cr Carter*) Carried
2. To decline the funding request.  
(*Moved Cr Craig/Seconded Cr Olds*) Carried

Cr Maynard voted against the motion.  
Cr Carter voted against the motion.  
Cr Wright voted against the motion.

**C13. Lime Path, North Road, Greytown**

Members discussed retrieval of Council owned land from private use for a lime path to link with existing development as well as widening North Street to accommodate growing use and to support the road as a feeder route to the Greytown future development area.

*COUNCIL RESOLVED (DC2017/180):*

1. To receive the information on the North Road, Greytown lime path.
2. To secure Council's land ownership interests on the northern side of North Road.  
(*Moved Cr Ammunson/Seconded Cr Jephson*) Carried
3. That Council officers investigate the costings and feasibility of widening North Road in conjunction with placement of a lime path.  
(*Moved Mayor Napier/Seconded Cr Wright*) Carried

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## **D Operational Reports**

### **D1. Planning and Environment Group Report**

The Group Manager Planning and Environment discussed preparations for the coastal summer season and planned work on the St Luke's protected gum tree in Greytown with members.

*COUNCIL RESOLVED (DC2017/181)* to receive the Planning and Environment Group Report.

*(Moved Cr Olds/Seconded Cr Carter)*

Carried

### **D2. Infrastructure and Services Group Report**

The Group Manager Infrastructure and Services discussed roading contracts, swimming pools, transfer station maintenance over the Christmas period, the increase in waste and recycling, Featherston wastewater consent application notification delays, water use monitoring and safety testing, and GWRC monitoring and alerting of swimmers for toxic algae in rivers with members.

*COUNCIL RESOLVED (DC2017/182):*

1. To receive the Infrastructure and Services Group Report.

*(Moved Cr Craig/Seconded Cr Jephson)*

Carried

2. Action 779: Depending on the GWRC response to the CE's email, write and express concerns to the chair of GWRC about the timeliness of SWDC's consent application; Mayor Napier

### **D3. Chief Executive Officer Report**

Mr Crimp discussed the citizenship ceremonies and ratepayer survey frequency, timing and cost with members.

*COUNCIL RESOLVED (DC2017/183):*

1. To receive the Chief Executive Officer's Report.

*(Moved Cr Maynard/Seconded Cr Olds)*

Carried

2. Action 780: Investigate legislative requirements of citizenship and whether holding one ceremony a year at a marae (in lieu of one of the ceremonies held) would meet requirements; P Crimp
3. Action 781: Review timing of the National Research Bureau survey to see if it could be undertaken at a time that does not coincide with the end of a triennium; P Crimp

### **D4. Action Items Report**

*COUNCIL RESOLVED (DC2017/184):*

1. To receive the District Council Action Items Report.

*(Moved Cr Jephson/Seconded Cr Colenso)*

Carried

2. Action 782: Prepare a report correcting resolution DC2017/127 (3) so that it is clear that payment for hearings is only for hearings under the Resource Management Act and that the Policy is changed to reflect the amended resolution; J Mitchell

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## **E Chairperson's Report**

### **E1. Report from Her Worship the Mayor**

Mayor Napier discussed the LTP workshop presentation by economist Ganesh Nana, part three of the Remuneration Authorities consultation document, Get Welly Moving consultation options, and SWDC branding with members.

*COUNCIL RESOLVED (DC2017/185):*

1. To receive the Mayor's Report.  
*(Moved Mayor Napier/Seconded Cr Colenso)* Carried
2. To approve the SWDC submission to the Remuneration Authority regarding Part Three of the Consultation Document.  
*(Moved Cr Jepson/Seconded Cr Wright)* Carried
3. Form a Council Branding Working Party, with terms of reference to be written, to consist of councillors Ammunson, Carter and Maynard and Mayor Napier.  
*(Moved Cr Wright/Seconded Cr Harwood)* Carried
4. Action 783: Submit Council's preference of Option D for 'Get Welly Moving'; Mayor Napier
5. Action 784: Advise Alistair Plimmer that the brief of the Council Branding Working Party would also be to provide branding that could be used by South Wairarapa primary schools for representative uniforms; Mayor Napier

## **F Members' Reports**

### **F1. Reports from Councillors**

#### **Cr Craig**

**Wairarapa Road Safety Council, Wellington Region Waste Forum, Wellington Region Waste Management and Minimisation Plan Joint Committee (WRWMMP), Civic Awards Working Party**

A Wellington Region Waste Forum Report and Wairarapa Road Safety Council Report had been included in Council papers and Cr Craig tabled a report for the WRWMMP Joint Committee which met on 11 December 2017.

#### **Cr Colenso**

**Wairarapa Library Service, Community Safety and Resilience Working Party**

Cr Colenso had attend a Wairarapa Library Service meeting and a Community Safety and Resilience Working Party meeting as well as a suicide awareness meeting.

#### **Cr Harwood**

Cr Harwood had attended a road controlling authorities meeting; the rising road toll was discussed along with NZTA special regional road planning in order to combat the toll.

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**Cr Wright**

**Cobblestones**

Cr Wright had attended a Cobblestones meeting on the 12 December 2017 and outlined plans for a new war exhibition to be housed at Cobblestones.

**F2. Reports from Appointments to Greater Wellington Regional Council (GWRC) Committees**

**Cr Jephson**

**Awhea Opouawe Scheme Committee, Wairarapa Committee, Regional Climate Change and Natural Hazards Working Group**

Cr Jephson reported that good progress was being made with Ushers Hill improvements.

Cr Jephson had attended the first meeting of the Regional Climate Change Working Group on the 4 December 2017.

**Cr Olds**

**Ruamahanga Whaitua Committee, Lower Valley Development Scheme Advisory Committee**

Minutes from the Lower Ruamahanga Valley Floodplain Management Advisory Committee had been included in Council papers.

Cr Olds reported that stakeholder discussions would be held in January 2018; modelling had shown matters that needed further clarification.

**Cr Wright**

**Waiohine Floodplain Management Plan Steering Group, Wairarapa Committee**

Cr Wright had attended a Waiohine Floodplain Management Plan Steering Group meeting on the 10 November 2017 as well as once to twice weekly meetings of the project team. The project team had recommended to GWRC that the maps produced by the new model be approved for interim flood map use by SWDC.

Cr Wright had attended a meeting of the Wairarapa Committee; re-plumbing Lake Wairarapa was discussed.

**G Reports from Appointments and Outside Organisations**

**G1. Appointments**

There were no reports from appointments.

*COUNCIL RESOLVED (DC2017/186) to receive councillor reports.*

*(Moved Cr Maynard/Seconded Cr Colenso)*

Carried

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

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