



South Wairarapa District Council Minutes from 14 December 2022

- Present:** Mayor Martin Connelly, Deputy Mayor Melissa Sadler-Futter (until 4:50pm), Councillors Colin Olds, Aidan Ellims, Pip Maynard, Kaye McAulay (until 4:50pm), Alistair Plimmer, Rebecca Gray and Aaron Woodcock.
- Apologies:** Councillor Martin Bosley.
- In Attendance:** Harry Wilson (Chief Executive Officer), Amanda Bradley (General Manager Policy and Governance), Russell O’Leary (Group Manager Planning and Environment), Karon Ashforth (General Manager Finance), Sheil Priest (General Manager Communications and Engagement), Rick Mead (Environmental Services Manager), Stefan Corbett (Group Manager Partnerships and Operations), Michaela Lloyd (Community Development Co-ordinator), Steph Frischknecht (Policy and Governance Advisor) and Amy Andersen (Committee Advisor).
- Also in Attendance:** Johannes Ferreira (Carterton District Council); Richard Knott (Consultant).
- Public Forum:** Joy Cooper (Wharekaka), Warren Woodgyer and Mel Maynard.
- 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 10:00am to 5:10pm except where expressly noted.
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Open Section

A1. Karakia Timatanga - Opening

Mayor Connelly opened the meeting.

A2. Apologies

COUNCIL RESOLVED (DC2022/104) to accept apologies from Councillor Bosley and Colin Olds for partial attendance.

(Moved Cr Olds/Seconded Mayor Connelly)

Carried

A3. Conflicts of Interest

The following conflicts of interest were declared:

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- Mayor Connelly – in relation to item C3, due to owning property on Reading Street.
- Cr McAulay – in relation to item C8, due to personal relationship with Ms Cooper of Wharekaka.
- Cr Ellims – in relation to C8, due to being a paid member of the Wharekaka trust.

A4. Acknowledgements and Tributes

There were no acknowledgements or tributes.

A5. Public Participation

Ms Cooper, representing Wharekaka, spoke in support of item C8 and sought support to continue servicing the community with a Meals on Wheels Programme. Members sought clarification on funding received from other agencies, work completed to date around other options for ongoing funding and the number of meals being supplied to users.

Mr Woodgyer spoke in support of Council becoming more involved with operational matters and outlined his concerns about infrastructure projects in Greytown. Members sought clarification with regard to Mr Woodgyer's concerns and Mr Woodgyer's qualifications.

Ms Maynard spoke on behalf of Marama Aporo, to present concerns about safety issues relating to Martinborough pedestrian crossing on Jellicoe and Cambridge. Members sought clarification on reporting issues to Police/authorities and provided guidance to involve law enforcement.

Ms Maynard spoke in support of Councillor Ellims' report (Item B1, Appendix 2) and sought Council's support to progress a trial of solar lighting at pedestrian crossings in Martinborough Square. Members sought clarifications on work completed by the Martinborough Community Board to date and thanked Ms Maynard for providing historical background on this matter.

A6. Actions from public participation

Mayor Connelly noted that Grant funding would be discussed in item C8 and lighting at pedestrian crossings would be discussed in item B2.

Action 587: Members requested that updates relating to Warren Woodgyer's presentation on operational matters be followed up through relevant updates to the Infrastructure Committee, *S Corbett*.

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A7. Extraordinary Business

There was no extraordinary business.

A8. Community Board / Māori Standing Committee Reports from Meetings

There were no members present.

A9. Minutes for Confirmation

COUNCIL RESOLVED (DC2022/105) that the minutes (Sections A through E, and L) of the Council meeting held on 26 October 2022, confirmed as a true and correct record, subject to the change of wording in *DC2022/100*, point 8 to “Request that Council Officers provide a report on the proposed committee structures, costs to run them, costs/benefits analysis and timing issues for staff and Councillors”.

(Moved Cr Plimmer/Seconded Cr Olds)

Carried

B Recommendations from Committees and Community Boards

B1. Recommendations from Māori Standing Committee

Noted by Cr Maynard forums and meeting splits and why this change has occurred.

B2. Recommendations from Martinborough Community Board

Cr Ellims spoke in support of his member’s report.

Members sought clarification on quotes, recommendations made at the previous MCB meeting, reports on compliance on crossings, and the management plan for the Martinborough Square.

Mr Wilson undertook to forward level crossings audit to Councillors.

Cr Ellims left at 11:06am.

Cr Ellims returned at 11:07am.

COUNCIL RESOLVED (DC2022/106) to:

1. Refer priorities for the rural roading network to the Infrastructure and Community Services committee.
2. Refer issues relating to safety and the management plan for the Martinborough square to the Infrastructure and Community Services Committee.

Items 1 and 2 *(Moved Cr Ellims/Seconded Cr Sadler-Futter)*

Carried

3. Note that safety and management plan for the Martinborough Square is a matter that needs to be dealt with urgently, and Council are well aware of H&S issues.

(Moved Mayor Connelly/Seconded Cr McAulay)

Carried

The meeting was adjourned at 11:26am.

The meeting was reconvened at 11.42am.

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C Decision Reports from Chief Executive and Staff

C1. Adoption of the Committees, Terms of Reference and Schedule of Meetings 2023

Ms Bradley and Mr Wilson responded to members' queries relating to current amounts of grant funding allocated to the Māori Standing Committee, the Committee's delegations and voting rights for members on other committees. Mr O'Leary responded to queries relating to the proposed Strategy and Policy Committee and clarified issues relating to planning activities.

Cr Olds left at 12:41pm.

Cr Maynard left at 12:42pm.

COUNCIL RESOLVED (DC2022/107) to:

1. Receive the Adoption of the Committees, Terms of Reference and Schedule of Meetings 2023.
(Moved Cr Plimmer/Seconded Cr Gray) Carried
2. Withdraw the Strategy and Policy Committee as this will be set up as a working group.
(Moved Cr Plimmer/Seconded Mayor Connelly) Carried
3. Adopt the 2023 Committees, Terms of Reference and Schedule of Ordinary Meetings for Council and Committees, subject to the following changes:
 - omitting the last four lines under *Meetings* paragraph on p.46 (*Council – Delegation to attend....*)
 - correction of numbering on p.48
 - removing all references to the Strategy and Policy Committee
 - addition of "to review the annual report" on p.48 under key responsibilities
 - remove Cr Plimmer as a member of the Finance Committee
 - add Cr Bosley to the Finance Committee (subject to his approval)
 - add Cr Maynard as a member of the Infrastructure and Community Services Committee
 - change Delegated authority – power to act - bullet point one to "Approve unbudgeted emergency expenditure..."
 - add "includes both capital and operational expenditure" to the end of the first two bullet points under Delegated Authority – power to act on p.49
 - Change Quorum to five members on p.50
 - Replace "Ensure the interim and final audit process is well managed and audit findings are addressed" with "Receive the annual audit engagement letter and management letter from the Auditor General's office" on p.52

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- Add bullet point to power to recommend to council - Advise on the possible establishment of a Wairarapa Climate Change Joint Committee, on p.51
 - Add bullet point to Climate Change and the Environment - recommend to council – The power to develop co-operative structures involving the Carterton and Masterton District Councils with the aim of developing a Wairarapa wide strategic approach to Climate Change and the Environment, on p.51
 - remove “adoption of annual report” from power to recommend to council in Finance Committee TOR
 - the addition of Cr McAulay as a member to the Climate Change and Environment Committee and the Assurance and Risk Committee
 - spelling changes to Cr Gray’s name on p. 50 of the agenda
 - change “on behalf or” to “on behalf of” on p. 40 of the agenda.
4. To delegate to the Chair the authority to alter the schedule of ordinary meetings following consultation with the Chief executive.
5. Authorise officers to remove committee delegations from the Financial Delegations Policy and add the following clause to the policy:
“Authorised financial delegations from Council to committees are outlined in the Council adopted Terms of Reference for committees. Any matters for decision which exceed a financial delegation given to the Chief Executive in this policy, or a committee through the Council adopted Terms of Reference are to be made by a resolution of Council.”

Items 3-5 (Moved Mayor Connelly/Seconded Cr Plimmer)

Carried

The meeting was adjourned at 1:12pm.

The meeting was reconvened at 1:38pm, all members present.

C2. Featherston Masterplan Principles and MainStreet and Link to Train Stations Concept Options

Mr Wilson and Mr O’Leary spoke to matters in the report.

Members noted their satisfaction with the work completed so far and thanked the team for their work.

Members queried How much has it cost so far, how much cost to come, affects on rates, funding sources from other agencies/central government, feedback and consultation.

COUNCIL RESOLVED (DC2022/108) to:

1. Agree to amend the Featherston Masterplan Draft Principles and make the following additions: Add to Principle 2 We take care of and plan for our young and aged residents; and Add to Principle 4; We work hard to integrate infrastructure and land use.

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2. Agree to the Proposed Concept Plans for the Main Street and approve the Link to the Station (with any amendments) so that detailed designs can be further advanced.
3. Note that there will be formal public consultation on the Featherston Masterplan and concept options once the detailed plans are finalised and approved for inclusion in the Masterplan.

Items 1-3 (*Moved Cr Sadler-Futter /Seconded Cr Gray*)

Carried

Action 592 - To refer the Featherston Masterplan Principles and MainStreet and Link to Train Stations Concept Options report to the Featherston Community Board and Māori Standing Committee for their next scheduled meetings.

ITEM MOVED

C6. Appointments to the District Licencing Committee

Mr Mead spoke to the report and responded to members' queries regarding the process to appoint members to the District Licencing Committee.

COUNCIL RESOLVED (DC2022/109) to:

1. Appoint Councillor Cr Plimmer to the District Licensing Committee list; and then appoint Councillor Plimmer as a Chairperson in accordance with section 189 of the Sale and Supply of Alcohol Act 2012, to take effect from 21 December 2022.

(Moved Mayor Connelly/Seconded Cr Olds)

Carried

Cr Plimmer Abstained

2. Appoint Councillor Cr McAulay to the District Licensing Committee list; and then appoint Cr McAulay as a Deputy Chairperson in accordance with section 189 of the Sale and Supply of Alcohol Act 2012, to take effect immediately.

(Moved Mayor Connelly/Seconded Cr Ellims)

Carried

Cr McAulay Abstained

Mayor Connelly vacated the chair and left the meeting at 2:03pm.

Deputy Mayor Sadler-Futter assumed the chair.

Mayor Connelly returned to the meeting at 2:14pm.

C3. Contract C1253, Reading Street and Church Street Upgrades

Mr Wilson spoke to matters in the report.

Members sought clarification on procurement processes, competitive tenders, plan requirements, budgeting and future processes.

COUNCIL RESOLVED (DC2022/110) to:

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1. Accept the Higgins Contracting Ltd tender to the value of \$1,539,635 excluding GST.
2. Note that Council Officers will confirm Orchards Retirement Village will pay \$343,752. excluding GST. 50% of various works, due upon works completed.
3. **Approve expenditure of \$1,200,000.00** to be funded from the Infrastructure Reserve Fund to cover the remaining costs identified above.

Items 1-3 (Moved Cr Plimmer/Seconded Cr Olds)

Carried
Cr Woodcock Against

Deputy Mayor Sadler-Futter vacated the chair at 2:20pm.

Mayor Connelly assumed the chair.

C4. Emergency Road Works Funding

Members acknowledged amount of extreme weather events and costs associated with that. Members queried items covered by funding, work completed to date, concerns about the sum left for early 2023 to address potential flooding in early 2023.

COUNCIL RESOLVED (DC2022/111) to:

Approve funding for the sum of **\$583,332.00** from the Rural Roding Reserve Fund to enable network reinstatement. This is not budgeted in the current annual plan for 2022/23.

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

Carried

C7. Wellington Region Waste Management and Minimisation Plan 2023-2029

Mr Corbett explained the urgency relating to the report and responded to members queries about the plan.

COUNCIL RESOLVED (DC2022/112) to:

1. Agree to proceed with the development of the Wellington Region Waste Management and Minimisation Plan 2023-2029 (Option 3).
2. Note that the Waste Management and Minimisation Plans (WMMP) have to be reviewed every six years as a statutory requirement. The current WMMP is required to be reviewed by January 2023. If the timeframes to approve the review and approve the new plan are not met, the waste levy payments to Councils may be withheld by the Ministry for the Environment (MFE).

Items 1-2 (Moved Cr McAulay/Seconded Cr Gray)

Carried

C8. Grant Funding

Members discussed budgetary constraints and importance of the service, acknowledged the need, social awareness funding to support needs, area of service. Members sought clarification on and debated how funds have been distributed previously and may be in the future.

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COUNCIL RESOLVED (DC2022/113) to:

1. Approve funding of \$5,000 to Wharekaka, Meals on Wheels programme
(*Moved Mayor Connelly/Seconded Cr Olds*) Carried
2. Delegate the remaining 2022/2023 Community and Youth Fund equally
between the Community Boards and Māori Standing Committee.
(*Moved Cr Ellims/Seconded Cr Gray*) Lost
3. Delegate \$5,000 from the 2022/2023 Community and Youth Fund to the Maori
Standing Committee for grant funding.
(*Moved Cr Plimmer/Seconded Mayor Connelly*) Carried

The meeting was adjourned at 3:12pm.

The meeting was reconvened at 3:20pm.

ITEM MOVED

C5. Draft Carterton and South Wairarapa Interim Speed Management Plan

Mr Ferreira spoke to matters in the report and Carterton District Council's recent decisions in relation to this plan.

Mr Ferreira responded to members' queries including: benefits of reducing speed Limits, the analysis of economic and social costs of deaths and serious accidents, enforcement and the development of the plan.

COUNCIL RESOLVED (DC2022/114) to agree that the meeting continues past 4:00pm.

(*Moved Mayor Connelly/Seconded Plimmer*) Carried

COUNCIL RESOLVED (DC2022/115) to:

1. Adopt the *Draft Carterton and South Wairarapa Interim Speed Management Plan* to be used for consultation and community engagement to review the speed limits with South Wairarapa District Rooding Network.
(*Moved Cr McAulay/Seconded Cr Gray*) Carried
Resolution Withdrawn by Cr McAulay
2. Note the Speed Management Principles and Speed Management Priorities on page 107 of the Draft Carterton and South Wairarapa Interim Speed Management Plan report.
3. Request Council Officers to prepare a new consultation document that reflects the comments of councillors at today's meeting and present it to the Infrastructure and Community Services Committee.
4. Delegate authority to the Infrastructure and Community Services Committee to

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Approve a new consultation document

5. Invite the Carterton District Council to jointly share the preparation of a new consultation document, with a view to undertaking joint consultation in both districts.

Items 2-5 (*Moved Mayor Connelly/Seconded Cr Plimmer*)

Carried

C9. Members' Remuneration 2022/23

Mayor Connelly noted that Recommendations 2&3 in the agenda are not required as the Remuneration Policy was adopted at the meeting held on 26 October 2022. Ms Frischknecht spoke to matters in the report and clarified.

COUNCIL RESOLVED (DC2022/116) to agree to put forth to the Remuneration Authority, option two, as presented in the Members' Remuneration 2022/23 report.

(Moved Mayor Connelly/Seconded Cr Plimmer)

Carried

D Information Reports from Chief Executive and Staff

D1. Chief Executive's Update

Mr Wilson spoke to matters in the report and invited members to contact him directly with any additional questions.

D2. Annual Report 2021/22

Ms Ashforth provided Council with an update on the completion of the Annual Report 2021/22 and confirmed this would not be ready by 31 December 2022 due to resourcing issues at Audit NZ.

D3. Action Items Report

Members requested actions to remain open and sought updates to 420.
Members agreed to close actions.

Cr Olds left at 4:38pm.

Cr Olds returned at 4:40pm.

E Chairperson's Report

E1. Report from The Mayor

COUNCIL RESOLVED (DC2022/117) to approve the following appointments:

- a. Brian Jephson to the Wairarapa Combined District Plan Review Joint Committee, leaving a vacancy for one alternate.
- b. Deputy Mayor Sadler-Futter (alternate) to the Wairarapa Committee.
- c. Following Councillor Maynard stepping down, Councillor Gray to the Wellington Region Waste Management and Minimisation Plan Joint Committee.

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- d. Councillor Gray to the Waste Forum – Wellington Region.
 - e. Deputy Mayor Sadler-Futter and Councillor Martin Bosley (subject to his approval) to the Wairarapa Policies Working Group.
 - f. Councillor Olds the Hood Aerodrome Strategic Advisory Group.
 - g. Councillor Olds and Mayor Connelly to the Wairarapa Trails Action Group.
- Items 1a. to 1g. *(Moved Mayor Connelly/Seconded Sadler-Futter)* Carried

F Appointments Reports

F1. Destination Wairarapa Update

COUNCIL RESOLVED (DC2022/118) to accept the Destination Wairarapa appointment report.

(Moved Mayor Connelly/Seconded Cr Maynard)

Carried

G 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
Proposed Land Purchase Report	Good reason to withhold exists under section 7(2)(h), section 7(2)(i), and section 7(2)(j)	Section 48(1)(a)

This resolution (DC2022/119) 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 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 the disclosure or use of official information for improper gain or improper advantage	(Section 7(2)(j))

(Moved Mayor Connelly/Seconded Cr Maynard)

Carried

Cr McAulay and Deputy Mayor Sadler-Futter left at 4:50pm.

H Karakia Whakamutunga – Closing

Mayor Connelly closed the meeting.

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The meeting closed at 5.10pm.

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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