



---

**SOUTH WAIRARAPA DISTRICT COUNCIL**  
**Minutes from 15 September 2021**

---

<b>Present:</b>	Mayor Alex Beijen, Deputy Mayor Garrick Emms, Councillors Pam Colenso (until 2:30pm), Rebecca Fox (from 10:01am), Leigh Hay, Brian Jephson, Pip Maynard, Alistair Plimmer, Ross Vickery and Brenda West.
<b>In Attendance:</b>	Harry Wilson (Chief Executive), Russell O’Leary (Group Manager Planning and Environment), Karen Yates (Policy and Governance Manager), Katrina Neems (Chief Financial Officer), Paul Gardiner (Human Resources Manager), Bryce Neems (Amenities and Waste Manager), Rick Mead (Manager Environmental Services), Annette Beattie (Wairarapa Library Service Manager), Catherine Clouston (Communications Advisor) and Suzanne Clark (Committee Advisor). Iain McIntosh (Calibre), Kim Kelly (Greater Wellington Regional Council), Mel Maynard (Martinborough Community Board Chair), and Ann Rainford (Greytown Community Board Chair).
<b>Conduct of Business:</b>	Due to COVID-19 restrictions this meeting was held via video conference and live streamed to Council’s YouTube channel. All members participating via video conference count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. The meeting was held in public under the above provisions from 10:00am to 4:00pm except where expressly noted.
<b>Public Forum:</b>	Mike Gray, Warren Woodgyer, Derek Wilson, Gail Rapson, John Norton, Lee Carter, Aidan Ellims, and Jim Hedley.

---

## **Open Section**

Cr Emms read the Council affirmation.

### **A1. Apologies**

*COUNCIL RESOLVED (DC2021/64) to accept lateness apologies from Cr Fox and attendance apologies from Cr Vickery.*

*(Moved Cr Emms/Seconded Cr Plimmer)*

Carried

### **A2. Conflicts of Interest**

Cr Plimmer declared a conflict of interest with matters relating to the creation, amendment or adoption of bylaws due to his employment as an adjudicator and

## **DISCLAIMER**

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

would remove himself from being considered as an alternative chair for the proposed Alcohol Control Bylaw hearing.

Cr West declared a conflict of interest with the proposed Alcohol Control Bylaw hearing due to her employment and work at Toast Martinborough.

Cr Plimmer declared a conflict of interest with the Cessation of Overdue Fees for Adults Report as his wife regularly received and subsequently paid overdue fines. This conflict was then cleared by the Chief Executive.

### **A3. Acknowledgements and Tributes**

Mayor Beijen acknowledged the passing of Alex McLeod.

### **A4. Public Participation**

*COUNCIL RESOLVED (DC2021/65)* to extend the public forum time limit as outlined in SO14.14 from thirty minutes to forty minutes.

*(Moved Cr Plimmer/Seconded Cr Jephson)*

Carried

Mr Gray supported footpath improvements as outlined in the officer's report but noted safety concerns for vehicles turning into Bidwills Cutting Road from the South, as well as pedestrian safety when crossing State Highway 2 near the junction. Mr Gray proposed a roundabout solution.

Mr Woodgyer posed questions to Council from a recently submitted Local Government Official Information and Meetings Act request to which he was still awaiting a response from Council officers.

Mr Wilson believed that Greytown needed better accommodation and entertainment facilities and that the Council decision to defer consultation on 85–87 West Street, Greytown was misplaced. Mr Wilson believed Council had underestimated the positive wellbeing benefits and the level of community support for allowing the land to be developed with additional facilities for the town. Mr Wilson requested that community consultation be undertaken sooner than the 2024–34 Long Term Plan.

Ms Rapson believed that 85–87 West Street, Greytown was a significant parcel of commercial land and that it was not appropriate for the Menz Shed to be located at this site under a peppercorn rental arrangement. Ms Rapson supported the sale of the land to enhance the economic potential for the benefit of the community.

Mr Norton requested that consultation on the future of 85–87 West Street be undertaken now and believed the decision made by Council to delay consultation was a significant decision. Mr Norton believed sale of the land was not inconsistent with community outcomes. Mr Norton requested input into the

### **DISCLAIMER**

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

consultation material and asked that the Greytown Community Board be allowed to manage the process.

Mrs Carter requested elected members call for an extraordinary meeting to reset budgets and restrike rates for the 20/21 year. Mrs Carter reminded elected members that their responsibility was to the public that elected them.

Mr Ellims read correspondence from a Hinekura farming family regarding the disrepair and lack of maintenance of Hinekura Road. In the near future the road would need to be able to sustain use by heavy logging trucks.

Mr Hedley believed members of the Water Race Subcommittee were questioning the purpose of the Subcommittee. Mr Hedley stated that he had not received a copy of the Code of Conduct.

#### **A5. Actions from public participation**

Members requested an officer's report so consideration could be given to an earlier timeframe for community consultation on options for 85–87 West Street, Greytown.

Members noted the Waka Kotahi speed review and a desire to see consideration given to the suggestion of a roundabout at the Bidwills Cutting and State Highway 2. Mayor Beijen undertook to raise this at the Regional Transport Committee.

Members requested officer reporting on roading asset management planning, particularly around heavy vehicle use (e.g. logging trucks) on smaller rural roads.

Mr Wilson undertook to respond to Mr Woodgyer's questions via the LGOIMA process and would circulate that response to elected members.

Members noted that any rating decision needed to be supported by a full set of options and that a report would be considered at a future Council meeting.

#### ***COUNCIL NOTED:***

1. Action 419: Prepare a report on implications of bringing forward a work plan to enable the community to be consulted on the future of 85–87 West Street, Greytown at an earlier timeframe; K Yates
2. Action 420: Provide reporting on roading asset management planning, particularly around heavy vehicle use (e.g. logging trucks) on smaller rural roads; S Corbett
3. Action 421: Circulate the LGOIMA response to Mr Woodgyer's questions to elected members; H Wilson

The meeting adjourned at 11:10am.

The meeting reconvened at 11:20am.

#### **DISCLAIMER**

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

## **A6. Extraordinary Business**

Reports from Cr Plimmer, Cr Emms and Mr Hogg (Council's appointment to Destination Wairarapa) were distributed after the agenda had been released and would be considered under 'F. Appointments Reports'.

The Three Water Reform Questions Report, was to be considered as agenda item D3.

*COUNCIL RESOLVED (DC2021/66)* to consider the 'Cessation of Overdue Fees for Adults Report' at this Council meeting as it can't be delayed as the proposed implementation date of the 12 October 2021 was prior to the next Council meeting and implementation was conditional on both Carterton and South Wairarapa District Council's agreement. Preparation of a full report for this meeting was overlooked, however a recommendation had been made by the Wairarapa Library Service Joint Committee.

*(Moved Cr Fox/Seconded Cr Colenso)*

Carried

### **Cessation of Overdue Fees for Adults Report**

Cr Colenso and Ms Beattie outlined the reasoning behind the recommendation from the Wairarapa Library Service to remove adult overdue fees earlier than planned noting that overdue fee income was a minor revenue source.

Carterton and South Wairarapa District Councils must both agree library policy decisions.

Cr West left the meeting at 11:38am.

Cr West returned to the meeting at 11:39am.

*COUNCIL RESOLVED (DC2021/67):*

1. To receive the Cessation of Overdue Fees for Adults Report.

*(Moved Cr Plimmer/Seconded Cr Jephson)*

Carried

Cr West abstained.

Cr Maynard abstained.

2. To endorse the recommendation from the Wairarapa Library Service Joint Committee to cease overdue fees on collection items from 12 October 2021.

3. To note that Carterton District Council ratified the Wairarapa Library Service Joint Committee recommendation at its September 2021 meeting.

*(Moved Cr Colenso/Seconded Cr Hay)*

Carried

Cr West abstained.

Cr Maynard abstained.

Mr Wilson advised as extraordinary business that due to a potential flood risk at the Te Awaiti Camping area, advice was being sought on banning overnight camping.

Officers undertook to append to the minutes a comparison of rates charges for the three Wairarapa councils across the last 10-years.

### **DISCLAIMER**

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

**A7. Community Board/Māori Standing Committee Report from Meetings**

Mrs Rainford spoke in support of the Greytown Community Board recommendation to Council to hold a public meeting to clarify the reasons for the rates increase and what Council intended to do to rectify the situation.

Ms Maynard spoke in support of the Martinborough Community Board recommendation to Council to hold a public meeting and confirmed that the need to hold a meeting remained.

**A8. Minutes for Confirmation**

*COUNCIL RESOLVED (DC2021/68)* that the minutes of the Council meeting held on 30 June 2021 are a true and correct record.

*(Moved Cr Fox/Seconded Cr Jephson)*

Carried

**B Recommendations from Committees and Community Boards**

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

*COUNCIL RESOLVED (DC2021/69):*

1. To receive the information.

*(Moved Cr Plimmer/Seconded Cr Colenso)*

Carried

2. To receive the minutes of the Māori Standing Committee meeting 3 August 2021.

3. To receive the minutes of the Greytown Community Board meeting 4 August 2021.

4. To receive the minutes of the Featherston Community Board meeting 10 August 2021.

5. To receive the minutes of the Finance, Audit and Risk Committee meeting 11 August 2021.

6. To receive the minutes of the Martinborough Community Board meeting 16 August 2021.

7. To receive the minutes of the Wairarapa Library Service Committee meeting 18 August 2021.

8. To receive the minutes of the Greytown Community Board meeting 18 August 2021.

9. To receive the minutes of the CEO Review Committee meeting 25 August 2021.

10. To receive the minutes of the Assets and Services Committee meeting 1 September 2021.

11. To receive the minutes of the Planning and Regulatory Committee meeting 1 September 2021.

*(Moved Cr Colenso/Seconded Cr Jephson)*

Carried

**DISCLAIMER**

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

## **B2. Community Board Recommendations**

Members acknowledged that public meetings would be held, however COVID alert level restrictions were problematic.

*COUNCIL RESOLVED (DC2021/70):*

1. To receive the Recommendations from Community Board Report.  
(Moved Cr Fox/Seconded Cr Hay) Carried
2. To refer the Martinborough and Greytown Community Board recommendations to officers for reporting on how the matters will be addressed.  
(Moved Cr Plimmer/Seconded Cr Fox) Carried

The meeting adjourned at 12:24pm.

The meeting reconvened at 1:00pm.

## **B5. Recommendations from Assets and Services Committee**

Mr Wilson with support from Mrs Neems answered members' questions relating to the Infrastructure Reserve Fund capacity, and the variation of the developer's consent conditions and level of development contributions.

Members agreed that the need for community engagement should be balanced against the need for the footpath to be constructed without undue delay.

*COUNCIL RESOLVED (DC2021/71):*

1. To receive the Recommendations from Assets and Services Committee.  
(Moved Cr Jephson/Seconded Cr Emms) Carried
2. That the scheme design shown on Plan C01 Bidwills Cutting Road Improvements Pedestrian Access and Safety Improvements to Five Rivers Hospital be approved and developed through engagement with the community prior to being presented to Council for final approval.
3. That a budget of \$226,000.00 of works as identified on Plan C01 be approved and funded from the Infrastructure Reserve Fund.  
(Moved Cr Colenso/Seconded Cr Jephson) Carried

## **B3. Recommendations from Planning and Regulatory Committee**

Members discussed available funds for a dog pound replacement and dog registration fees.

*COUNCIL RESOLVED (DC2021/72):*

1. To receive the Recommendations from Planning and Regulatory Committee.  
(Moved Cr Maynard/Seconded Cr Hay) Carried
2. That pursuant to Section 10A of the Dog Control Act 1996, the attached report (Appendix 1) on Dog Control Policy and Practices for 2020/2021 be adopted.  
(Moved Cr Plimmer/Seconded Cr Colenso) Carried
3. That officers be authorised to publicly notify the report.

### **DISCLAIMER**

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

*(Moved Cr Plimmer/Seconded Cr Colenso)* Carried

4. To appoint Cr Fox as Chair for the Alcohol Control Bylaw 2021 hearings and review process scheduled for the 22 September 2021.

*(Moved Cr Colenso/Seconded Cr Hay)* Carried

Cr Plimmer abstained.

#### **B4. Recommendations from Finance, Audit and Risk Committee**

Members discussed the increase in the communications allowance noting that a portion of the allowance would be unbudgeted, and that some savings would be made within the mileage budget due to an increase in meetings being held via video conference.

*COUNCIL RESOLVED (DC2021/72):*

1. To receive the Recommendations from the Finance, Audit and Risk Committee Report.

*(Moved Cr West/Seconded Cr Hay)* Carried

2. To adopt the Remuneration Authorities proposed remuneration from 1 July 2021.

*(Moved Cr Jephson/Seconded Cr Plimmer)* Carried

Cr West voted against the motion.

3. To note that the Remuneration Authority increase in remuneration could not be declined.

*(Moved Cr Jephson/Seconded Cr Plimmer)* Carried

4. To agree that hearing fees will remain unchanged at \$78 per hour for Chairs and \$50 per hour for other members.

*(Moved Cr Plimmer/Seconded Cr Fox)* Carried

5. To not adopt the Remuneration Authorities option of elected members claiming a travel allowance of \$37.50 per hour after the first hour of travel on Council business for the 2021/22 financial year.

*(Moved Cr Maynard/Seconded Cr West)* Carried

6. To adopt the Remuneration Authorities proposed communication allowance of \$2,150.00 per year per councillor for the 2021/22 financial year (increased from \$1,190.00 the previous financial year).

*(Moved Cr Jephson/Seconded Cr Plimmer)* Carried

Cr West voted against the motion.

Cr Fox voted against the motion.

Cr Hay voted against the motion.

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

### **C1. Recommendation from MSC**

Members discussed full voting right Māori representation on Council and Council committees.

*COUNCIL RESOLVED (DC2021/73):*

#### **DISCLAIMER**

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

1. To receive the Recommendations from Māori Standing Committee Report.  
(Moved Cr Maynard/Seconded Cr Fox) Carried
2. To adopt the Māori Standing Committee Terms of Reference.  
(Moved Cr Jephson/Seconded Cr Fox) Carried
3. Action 435: Prepare a report on options and implications for Māori representation at Council and Council Committees to discuss with the Māori Standing Committee in the first instance; K Yates

**C2. Proposed amendments to the Wellington Regional Leadership Committee Joint Committee Agreement and Terms of Reference**

Ms Kelly outlined the amendments to the Agreement and Terms of Reference.

*COUNCIL RESOLVED (DC2021/74):*

1. To receive the Proposed Amendments to the Wellington Regional Leadership Committee Agreement and Terms of Reference Report.  
(Moved Cr Emms/Seconded Cr Colenso) Carried
2. To note that on 10 February 2021 Council approved the Wellington Regional Leadership Committee Joint Committee Agreement and the Council's entry into it and appointed and established the Wellington Regional Leadership Committee (WRLC) as a joint committee under clause 30(1)(b) of Schedule 7 of the Local Government Act 2002 on the terms set out in the Joint Committee Agreement.  
(Moved Cr Plimmer/Seconded Cr Jephson) Carried
3. To note that since the Agreement was approved by each of the ten council partners to the WRLC there have been some changes in circumstance and direction that require a change to this Agreement.  
(Moved Cr Plimmer/Seconded Cr Jephson) Carried
4. To note that at its meeting of 1 July 2021, the WRLC agreed to a series of changes to the Agreement.  
(Moved Cr Plimmer/Seconded Cr Jephson) Carried
5. To note that under the Local Government Act 2002, each council that is party to the Agreement must approve the updated Agreement.  
(Moved Cr Plimmer/Seconded Cr Jephson) Carried
6. To approve the Wellington Regional Leadership Committee Joint Committee Agreement dated July 2021.  
(Moved Cr Plimmer/Seconded Cr Jephson) Carried

**C3. Wairarapa Economic Development Arrangements**

Mr Wilson outlined the background to the Destination Wairarapa change proposal.

*COUNCIL RESOLVED (DC2021/75):*

1. To receive the Wairarapa Economic Development Arrangements Report.  
(Moved Cr Hay/Seconded Cr Maynard) Carried

**DISCLAIMER**

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



2. To support Destination Wairarapa remaining as a separate entity but WellingtonNZ to establish a presence in the Wairarapa and provide back-office support.

*(Moved Cr Emms/Seconded Cr Colenso)*

Carried

## **D Information Reports**

### **D1. Waihinga Project - Lessons**

Mr McIntosh with support from Mr Wilson outlined the findings of the Waihinga Project Lessons Learned Project, noting that it was a successful project, the design was well defined and accepted, approval gates at every stage had been setup, there was competent project management, scope was defined with minimal project creep, and there was a high level of community involvement in the project. Mr McIntosh identified learning opportunities for early risk assessment, better record keeping, and designated Council officers to manage projects.

A project management framework had been developed that could be used for other Council projects.

*COUNCIL RESOLVED (DC2021/76):*

1. To receive the Waihinga Project Lessons Report.

*(Moved Cr Fox/Seconded Cr Colenso)*

Carried

2. To note the lessons identified.

*(Moved Cr Fox/Seconded Cr Colenso)*

Carried

### **D2. Action Items Report**

Members discussed the Tauherenikau River Cycle Bridge Project and the need to provide media messaging.

*COUNCIL RESOLVED (DC2021/77):*

1. To receive the Action Items Report.

*(Moved Cr Fox/Seconded Cr Plimmer)*

Carried

2. Action 422: Prepare a media release on the Tauherenikau Bridge Cycle Project, with a focus on what is within the project scope; S Priest

The meeting adjourned at 2:53pm.

The meeting reconvened at 3:05pm.

### **D3. Three Waters Reform Report**

Members discussed the proposed Māori governance representation and identified issues, the need to use clear terminology, perceived gaps in the questions as they had been prepared, missing detail on economic regulation, and potential inaccuracies on the dashboard.

The consensus was that the questions needed to be redrafted and members would provide reframed questions to Mr Wilson for inclusion in the document. Members

## **DISCLAIMER**

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

noted that answers to these questions were required before public meetings were held.

*COUNCIL RESOLVED (DC2021/78) to receive the Three Waters Reform Report.*

*(Moved Cr Plimmer/Seconded Cr Fox)*

Carried

## **E Chairperson's Report**

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

The Mayor discussed community mental health, access to foodbanks, and the governance structure of the Mayor's Taskforce for Jobs with members.

*COUNCIL RESOLVED (DC2021/79) to receive the Report from His Worship the Mayor.*

*(Moved Cr Fox/Seconded Cr Emms)*

Carried

## **F Appointments Reports**

*COUNCIL RESOLVED (DC2021/80) to receive reports from appointments.*

*(Moved Cr Plimmer/Seconded Cr Jephson)*

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:

<b>Report/General Subject Matter</b>	<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
Recommendation from CEO Review Committee	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)
Confirmation of Public Excluded minutes 28 July 2021	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)

This resolution (DC2021/81) is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)

*(Moved Cr Hay/Seconded Cr Plimmer)*

Carried

### **DISCLAIMER**

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

*Secretary Note: The following action was made under public excluded provisions, but has been transferred to the public minutes at the request of Council, noting that there is no reason to withhold this action under LGOIMA.*

**COUNCIL NOTED:**

1. Action 423: Finalise the process for complaints against the Chief Executive, for discussion at the next Council meeting; K Neems

**Attachment 1: Rates charge comparison of Wairarapa councils**

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

**DISCLAIMER**

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

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	10 Years
<b>SWDC</b>											
Planned Rates Revenue \$,000	11,057	11,492	11,903	12,258	12,657	13,153	13,993	14,760	15,371	19,921	
% increase	4.3%	3.9%	3.6%	3.0%	3.3%	3.9%	6.4%	5.5%	4.1%	29.6%	6.8%
YoY population growth	1.11%	2.5%	1.4%	1.7%	2.4%	3.4%	1.6%	1.3%	0.6%	0.9%	17%
YoY growth adjusted % increase	<b>3.17%</b>	<b>1.44%</b>	<b>2.15%</b>	<b>1.28%</b>	<b>0.81%</b>	<b>0.49%</b>	<b>4.66%</b>	<b>4.12%</b>	<b>3.47%</b>	<b>28.42%</b>	5.0%
<b>CDC</b>											
Planned Rates Revenue \$,000	8,454	9,024	9,646	10,337	10,596	11,287	12,782	13,581	14,070	15,070	
% increase	8.3%	6.7%	6.9%	7.2%	2.5%	6.5%	13.2%	6.3%	3.6%	7.1%	6.8%
YoY population growth	2%	3.2%	1.5%	1.6%	1.8%	3.3%	2.6%	2.0%	1.0%	1.4%	20%
YoY growth adjusted % increase	<b>6.62%</b>	<b>3.43%</b>	<b>5.32%</b>	<b>5.49%</b>	<b>0.71%</b>	<b>3.14%</b>	<b>10.32%</b>	<b>4.12%</b>	<b>2.57%</b>	<b>5.60%</b>	4.7%
<b>MDC</b>											
Planned Rates Revenue \$,000	23,879	24,579	25,354	26,077	26,882	27,758	29,459	31,302	32,307	34,692	
% increase	5.8%	2.9%	3.2%	2.9%	3.1%	3.3%	6.1%	6.3%	3.2%	7.4%	4.4%
YoY population growth	0.8%	0.7%	1.1%	1.1%	3.3%	2.8%	1.8%	1.4%	0.7%	1.0%	15%
YoY growth adjusted % increase	<b>4.97%</b>	<b>2.17%</b>	<b>2.02%</b>	<b>1.69%</b>	<b>-0.21%</b>	<b>0.44%</b>	<b>4.27%</b>	<b>4.84%</b>	<b>2.53%</b>	<b>6.37%</b>	2.9%

\* Population figures based on ID Consultants historic forecasts - actuals not available

\*\* if South Wairarapa 10 year growth rate was the same as CDC - 20% - the average 10 year rates increase would be identical ie. 4.7%