



# SOUTH WAIRARAPA DISTRICT COUNCIL MEETING MINUTES

20 September 2012

**Present:** Mayor Adrienne Staples (Chairperson), Councillors Margaret Craig, Dean Davies, Mike Gray, Brian Jephson, Viv Napier, Julie Riddell, Solitaire Robertson and Max Stevens.

**In attendance:** Dr Jack Dowds (Chief Executive Officer), Suzanne Clark (Committee Secretary) and for part only Mark Allingham (Group Manager Infrastructure and Services).

**Conduct of Business:** The meeting was held in the South Wairarapa District Council Chambers at 19 Kitchener Street, Martinborough and was conducted in public, except public excluded business where noted, between 9:30am and 1:00pm.

**Media** Tessa Johnstone, Wairarapa Times Age.

## Procedural Items

Mayor Staples tabled a draft submission to the GWRC Governance Panel she had prepared as well as items of correspondence for consideration at the meeting.

### A Preliminary Matters

#### A1. Apologies

*COUNCIL RESOLVED (DC2012/150)* to receive apologies from Cr Sexton.  
(*Moved Cr Gray/Seconded Cr Jephson*)

Carried

#### A2. Conflicts of Interest

Cr Davies declared a conflict of interest with the tabled letter from Rhonda Ashworth as he was a neighbour.

Cr Stevens declared a conflict of interest with agenda items C4 and G2 (decisions regarding library operation) due to his partner's place of work.

#### A3. Public Participation

There was no public participation.

#### A4. Minutes for Confirmation

*COUNCIL RESOLVED (DC2012/151)* that the minutes of the Council meeting held on 8 August 2012 be received and confirmed as true and correct subject to the following amendment.

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The second sentence of item D1. Chief Executive Officer's Report should include 'for hireage of group facilities' for clarification, therefore the entire sentence should read: 'Councillors agreed that the discretionary policy, for hireage of group facilities, was working but were available for consultation if required.'

*(Moved Cr Robertson/Seconded Cr Stevens)*

Carried

**A5. District Council Action Items**

*COUNCIL RESOLVED (DC2012/152)* to receive the Council action items.

*(Moved Cr Riddell/Seconded Cr Gray)*

Carried

**A6. 2012/22 LTP Action Items**

Councillors agreed that Focus Groups would categorise and monitor the 2012/22 LTP action items.

*COUNCIL RESOLVED (DC2012/153):*

1. To receive the 2012/22 LTP action items.

*(Moved Cr Davies/Seconded Cr Robertson)*

Carried

**B Council Committee and Community Board Minutes**

**B1. Policy and Finance Committee**

*COUNCIL RESOLVED (DC2012/154)* to receive the minutes of the Policy and Finance Committee 8 August 2012.

*(Moved Cr Stevens/Seconded Cr Jephson)*

Carried

**B2. Martinborough Community Board**

*COUNCIL RESOLVED (DC2012/155)* to receive the minutes of the Martinborough Community Board 27 August 2012.

*(Moved Cr Napier/Seconded Cr Jephson)*

Carried

**B3. Featherston Community Board**

*COUNCIL RESOLVED (DC2012/156)* to receive the minutes of the Featherston Community Board 28 August 2012.

*(Moved Cr Napier/Seconded Cr Jephson)*

Carried

**B4. Greytown Community Board**

*COUNCIL RESOLVED (DC2012/157)* to receive the minutes of the Greytown Community Board 29 August 2012.

*(Moved Cr Napier/Seconded Cr Jephson)*

Carried

**B5. Maori Standing Committee**

*COUNCIL RESOLVED (DC2012/158)* to receive the minutes of the Maori Standing Committee 3 September 2012.

*(Moved Cr Davies/Seconded Cr Craig)*

Carried

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## **C Decision Papers and Common Seal**

### **C1. Report on Dog Control Policy and Practices – 2011/2012 Report No. 8**

*COUNCIL RESOLVED (DC2012/159):*

1. To receive the information.
2. That subject to minor grammatical corrections, pursuant to Section 10A of the Dog Control Act 1996, this report be adopted.
3. That the adopted report be publicly notified and be made available on the Council's website with a copy being sent to the Secretary.

*(Moved Cr Robertson/Seconded Cr Stevens)*

Carried

### **C2. Chief Executive Officer's Remuneration**

*COUNCIL RESOLVED (DC2012/160):*

1. To receive the information.
2. That on a finding of effective performance, to approve the increase in the Chief Executive's base salary from \$184,750 to \$187,706 to reflect CIP. This is a 1.6% increase.

*(Moved Mayor Staples/Seconded Cr Jephson)*

Carried

### **C3. Execution of Council Common Seal**

Councillors discussed the report and Mayor Staples undertook to ensure that proposed changes to the LGNZ Constitution are presented to Council prior to the LGNZ AGM.

*COUNCIL RESOLVED (DC2012/161):*

1. To receive the information.
2. To ratify the affixation of the Common Seal to the following:
  - a. The Local Government NZ Registration Document – Rule Amendment 2012 (as unanimously agreed at the LGNZ 15 July 2012 AGM).

*(Moved Cr Craig/Seconded Cr Davies)*

Carried

### **C4. Wairarapa Library Service – Library Management System**

Councillors considered the report noting that some financial information had been provided, however more detailed financial and legal information was required before a decision could be made.

The following benefits would be realised by moving to a new system:

- Better capacity - Kotui is a National Library system
- System stability - the existing system is end-of-life and proving unreliable
- Retention of the WLS agreement with Carterton District Council.

*COUNCIL RESOLVED (DC2012/162):*

1. To receive the information.
2. To revoke resolution DC2012/99 'To defer a decision on library systems given the uncertainty of local governance arrangements in the future' as resolved on 27 June 2012.
3. That in conjunction with Carterton District Council, South Wairarapa District Council proceed to acquire the Kotui Library Management System subject to

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Council signoff of circulated budget information and acceptance of financial and legal implications.

*(Moved Cr Napier/Seconded Cr Jephson)*

Carried

**C5. Terms of Reference for the Martinborough Town Hall Working Group**

*COUNCIL RESOLVED (DC2012/163):*

1. To receive the information.
2. To approve the Terms of Reference with the inclusion of fundraising activities to roles and responsibilities as discussed.

*(Moved Cr Stevens/Seconded Cr Gray)*

Carried

**C6. Draft Annual Report 2011/2012**

The Mayor advised that the Group Manager Corporate Support had apologised at not being able to table the Draft Annual Report 2011/2012 at the meeting and noted that it was not a requirement to adopt the Draft Annual Report prior to audit review.

**D Operational Reports**

**D1. Chief Executive Officer Report**

Council considered the Chief Executive Officer's Report and Dr Dowds spoke to the report.

*COUNCIL RESOLVED (DC2012/164) to receive the Chief Executive Officer's Report.*

*(Moved Cr Gray/Seconded Cr Robertson)*

Carried

**D2. Planning and Environment Group Report**

Council considered the report and the discussed the Technical Advisory Group for the RMA review, building consent numbers and the remodeling of Council reception to improve the level of service to the public.

*COUNCIL RESOLVED (DC2012/165) to receive the Planning and Environment Group Report.*

*(Moved Cr Jephson/Seconded Cr Riddell)*

Carried

**D3. Corporate Support Group Report**

Council considered the report and discussed the proposed sculpture location and the NCS installation.

*COUNCIL RESOLVED (DC2012/166) to receive the Corporate Support Group Report.*

*(Moved Cr Craig/Seconded Cr Davies)*

Carried

*COUNCIL RESOLVED (DC2012/167) to endorse a sculpture, by artist Konstantin Dimopolus, be placed in the triangular reserve across from the Featherston Library (part of the Clifford Square Reserve).*

*(Moved Cr Robertson/Seconded Cr Napier)*

Carried

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#### **D4. Infrastructure and Services Group Report**

Council considered the report and the Group Manager Infrastructure and Services answered questions relating to water race bylaws, water demand and use, preparations for the 2012/13 swimming season, public toilet upgrades, and provided an overview of water consents progress. Cr Napier requested officers keep a record of time and costs associated with the water resource consents process.

*COUNCIL RESOLVED (DC2012/168):*

1. To receive the Infrastructure and Services Group Report.  
(Moved Cr Riddell/Seconded Cr Stevens) Carried
2. Action 535: Include an article (with graphical information) in the rates newsletter noting the decline in water use; M Allingham
3. Action 536: Organise a press release to inform the public that a cemetery database is to be made available electronically; Dr Dowds

### **E Representation Reports**

#### **E1. Mayor's Monthly Report**

Mayor Staples spoke to her report and councillors provided minor modifications for inclusion in the draft submission to the GWRC Governance Panel.

Councillors were in favour of purchasing buntings to hang in Martinborough for the British car rally in February 2013.

*COUNCIL RESOLVED (DC2012/169):*

1. To receive the Mayor's report.
2. To approve the Mayor and Chief Executive to enter into negotiation with Doug Harris and Sarah Murphy to investigate options, including purchase to formalise public access to Sandy Bay with a proposal to be put to Council in due course.
3. To support the Gold Awards for 2013.
4. To appoint Mayor Adrienne Staples as their representative on the WWI Steering Committee with Cr Robertson as alternate.
5. To support the Rural Health Alliance for a period of 1 year and then to review what has been achieved before future financial support is provided.
6. That the draft submission to the GWRC Governance Panel be forwarded to the Panel by the 21 September 2012 with minor modifications as discussed.
7. To note receipt of the following items of tabled correspondence to Mayor Staples: From Rhonda Ashworth dated 19 September 2012, from Wellington Regional Stadium Trust dated 13 September 2012, from David McLaren dated 13 September 2012, from Tuteurumuri School dated 17 August 2012.  
(Moved Mayor Staples/Seconded Cr Jephson) Carried
8. Action 537: Request a quarterly report from Rural Health Alliance and suggest to the next host of the Wairarapa Combined Council meeting that Rural Health Alliance are invited to present; Mayor Staples

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## **E2. Reports from Councillors**

### **Cr Craig**

Cr Craig gave a verbal report from a meeting of the Wellington Region Waste Forum and the Love Food, Hate Waste initiative.

Cr Craig gave a verbal report from the AGM of the Road Safety Council.

Cr Craig reported that plans for the Cobblestones entrance building were almost ready for tender release and a new grant application to the Lotteries Commission was being prepared.

### **Cr Davies**

Cr Davies queried the role of Council with regards to liquor off-licenses. Mayor Staples advised that as the licensing authority Council must remain neutral.

### **Cr Gray**

#### **Greytown Oxidation Pond Advisory Group**

Cr Gray queried whether the Advisory Group continued to serve a useful purpose and proposed that the Group was disbanded unless it was required by consent conditions to remain active.

### **Cr Napier**

#### **Sport NZ Rural Travel Fund**

Cr Napier advised that a Rural Travel Fund Assessment Committee meeting would be held following the Policy and Finance Committee meeting. A verbal report was provided from a meeting of the Wairarapa Rural Travel Fund chairs and administrators.

### **Cr Riddell**

#### **Healthy Homes, Wairarapa Library Service Committee**

Cr Riddell reported that the next WLS meeting would be held on the 21 September 2012.

Cr Riddell had nothing to report from Healthy Homes.

### **Cr Robertson**

#### **South Wairarapa Community Arts Council**

Cr Robertson reported that a meeting of the Creative Communities Assessment Committee held been held and the minutes would be in the next Council agenda.

### **Cr Stevens**

#### **District Rural Fire Board**

Cr Riddell had attended the Rural Fire Board AGM on behalf of Cr Stevens and provided a verbal report from the meeting.

#### **COUNCIL RESOLVED (DC2012/170):**

1. To receive councillors' reports.

*(Moved Cr Robertson/Seconded Cr Riddell)*

**Carried**

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**E3. Focus Group Minutes and Reports**

**Three Waters (Supply, Races and Waste), Reserves and Amenities, Emergency Services and Transport Focus Groups**

Cr Gray gave a verbal update from a Transport Focus Group meeting held on 15 August 2012.

*COUNCIL RESOLVED (DC2012/171)* to receive the verbal and written reports from focus group meetings.

*(Moved Cr Davies/Seconded Cr Craig)*

Carried

**E4. Council Appointments**

**Destination Wairarapa**

*COUNCIL RESOLVED (DC2012/172)* to receive the report from Council appointments.

*(Moved Cr Stevens /Seconded Cr Napier)*

Carried

**E5. WRC Advisory Committees**

**Waiohine Floodplain Management Planning Advisory Committee**

Cr Gray expressed concern at delays by GWRC but was monitoring the situation.

**Awhea Opouawe Scheme Committee**

Cr Jephson had nothing to report.

**F Correspondence**

**F1. Inwards**

From Kathryn Nevatt to Council dated 3 September 2012.

*COUNCIL RESOLVED (DC2012/173):*

1. To receive the inwards correspondence.
2. Not to financially support the application for funding from Kathryn Nevatt as Council does not grant funding to individuals.

*(Moved Cr Riddell/Seconded Cr Jephson)*

Carried

**G Public Excluded**

*COUNCIL RESOLVED (DC2012/174)* to exclude the public from the following part of the meeting.

*(Moved Mayor Staples/Seconded Cr Napier)*

Carried

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:

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<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>
Minutes for Confirmation: DC PE Minutes 8 August 2012 <i>Facilities Management and Utilities Contracts</i>	Good reason to withhold exists under section 7	Section 48(1)(a)
Martinborough Library Relocation	Good reason to withhold exists under section 7	Section 48(1)(a)

This resolution 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>
i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or j) prevent the disclosure or use of official information for improper gain or improper advantage.	Section 7(2)(i),(j)

*COUNCIL RESOLVED (DC2012/175) to conclude the public excluded business and to move back into the public section of the meeting.*

*(Moved Mayor Staples/Seconded Cr Riddell)*

Carried

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

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