



SOUTH WAIRARAPA DISTRICT COUNCIL
Minutes from 21 September 2022

Present: Mayor Alex Beijen (Chair), Deputy Mayor Garrick Emms, Councillors Pam Colenso, Leigh Hay, Brian Jephson, Alistair Plimmer, Pip Maynard, Brenda West, Rebecca Fox and Colin Olds.

In Attendance: Harry Wilson (Chief Executive Officer), Russell O’Leary (Group Manager Planning and Environment), Karon Ashforth (General Manager Finance), Amanda Bradley (General Manager Policy and Governance), Sheil Priest (General Manager Communications and Engagement), Paul Gardner (General Manager HR and Corporate Services), James Witham (Planning Manager), Rick Mead (Environmental Services Manager), Kendyll Harper (Intermediate Planner), Catherine Clouston (Communications Advisor) and Amy Andersen (Committee Advisor).

Also in Attendance: Jacinda Johnston (WEDS), Ree Anderson and Richard Knott (Consultants).

Conduct of Business: This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference. All members participating via audio-visual conference counted for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. 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 2:15pm except where expressly noted.

Public Forum: Brent Mortensen and Bryce Gurney.

Open Section

Cr Fox read the Council affirmation.

Mayor Beijen led Council in observing a minute’s silence to acknowledge the passing of Her Majesty, Queen Elizabeth II.

A1. Apologies

There were no apologies.

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A2. Conflicts of Interest

Cr Jephson and Cr Plimmer noted conflicts of interest for Item D3, being current appointees to the Wairarapa District Combined Plan Joint Committee.

A3. Acknowledgements and Tributes

Cr Maynard paid tribute to Teresa Aporo following her recent passing, and acknowledged her work with the Māori Standing Committee, rangatahi, Māori Women's Welfare League and with mana whenua.

Cr Colenso, acknowledged Martinborough School for their 150 years celebration, and paid tribute to teachers and principals who have given their service to the school over the years.

Mayor Beijen expressed condolences on behalf of Council to Deputy Mayor Garrick Emms and his family on the passing of his sister-in-law, Rachael Davin.

A4. Public Participation

Mr Mortenson and Mr Gurney, representing Greytown RSA, spoke in support of their Greytown cenotaph proposal, and sought Council endorsement to assist in their fundraising efforts.

Mr Mortenson and Mr Gurney responded to questions regarding the location, design and inscriptions planned for the cenotaph.

A5. Actions from public participation

COUNCIL RESOLVED (DC2022/78) Council to provide a formal letter of support for the cenotaph proposal to be given to the Greytown RSA.

(Moved Cr Plimmer/Seconded Cr Hay)

Carried

A6. Extraordinary Business

There was no extraordinary business.

A7. Community Board / Māori Standing Committee Reports from Meetings

There were no members present.

A8. Minutes for Confirmation

COUNCIL RESOLVED (DC2022/79) that the minutes of the Council meetings held on 10 August 2022 and 24 August 2022 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 (DC2022/80) to:

1. Receive the information.

(Moved Cr Maynard/Seconded Cr Colenso)

Carried

[Read together]

2. Receive the minutes of the Māori Standing Committee meeting 2 August 2022.

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3. Receive the minutes of the Greytown Community Board meeting 3 August 2022.
 4. Receive the minutes of the Martinborough Community Board meeting 11 August 2022.
 5. Receive the minutes of the Featherston Community Board meeting 9 August 2022.
 6. Receive the minutes of the Finance, Audit and Risk Committee meeting 3 August 2022.
 7. Receive the minutes of the Assets and Services Committee meeting 24 August 2022.
 8. Receive the minutes of the Planning and Regulatory Committee meeting 24 August 2022.
- (Moved Cr West/Seconded Cr Emms)* Carried

C Decision Reports from Chief Executive and Staff

C1. Risk and Resilience Strategy

Ms Bradley spoke to matters outlined in the report and responded to questions from members regarding future workshops and collaboration with other councils. Members acknowledged and thanked Melanie Barthe for her work as Climate Change Adviser over the course of the last triennium.

COUNCIL RESOLVED (DC2022/81) to:

1. Receive the Risk and Resilience Strategy Report.
(Moved Cr Olds/Seconded Cr Maynard) Carried
2. Adopt the Risk and Resilience Strategy.
(Moved Cr Olds/Seconded Cr Jephson) Carried

C2. Review of the Revenue and Finance Policy Report

Ms Ashforth spoke to matters outlined in the report and responded to questions from members regarding public consultation in conjunction with the annual plan, clarification of the review and what this will undertake, retaining Consultant Philip Jones to support, timeframes for completion of steps and upcoming work for new Council.

COUNCIL RESOLVED (DC2022/82) to:

1. Receive the Review of the Revenue and Finance Policy Report.
(Moved Cr Fox/Seconded Cr Plimmer) Carried
[Read together]
2. Having considered the initial assessment of the funding needs analysis, including any changes made at this meeting, we adopt the 'initial funding needs analysis', included in Appendix 1.
3. Recommend to the 2022/25 Council that it considers the step one results to confirm the step one analysis prior to commencing step two to the review.
(Moved Cr Fox/Seconded Cr Maynard) Carried

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C3. Featherston Masterplan – Concept Option, Masterplan Development and Detailed Design Report

Mr O’Leary spoke to matters outlined in the report, supported by Ms Harper and Ms Anderson.

Mr O’Leary and Ms Anderson responded to questions from members regarding: engagement with Kohunui marae, feedback received from the Featherston community, industrial land, timeframes for progressing this masterplan and those of Greytown and Martinborough, aligning with new legislation and guidelines and discussions with Waka Kotahi in relation to the State Highway 2 access points with Featherston.

Cr Colenso noted her disappointment in the proposed timeframe for Martinborough’s masterplan.

Members thanked Council Officers and Consultants for the work completed to date.

COUNCIL RESOLVED (DC2022/83) to:

1. Receive the Featherston Masterplan – Concept Option, Masterplan Development and Detailed Design Report.
(Moved Cr Fox /Seconded Cr Emms) Carried
2. Approves Vision 1“ Featherston- A thriving community of workers, families and creatives all supporting each other” and Vision 2 Featherston- Resilient, Creative Caring” to be included in the Draft Masterplan for formal consultation and the community to respond with their preferred Vision 1 or 2.
(Moved Emms/Seconded Maynard) Carried
3. Approve Concept Option 1 (Intensification around the existing town centre and existing train station) to proceed to the Draft Masterplan detailed design stage.
(Moved Cr Olds/Seconded Cr Hay) Carried
4. Endorse the two detailed design plans as priorities for the masterplan being:
 - i) A detailed design of the Pathway and link from the town centre to the rail station.
 - ii) A detailed design of the main street.
(Moved Cr Fox/Seconded Cr Maynard) Carried
 - iii) Addendum - Refer this report to the Featherston Community Board for their information.
(Moved Cr Fox/Seconded Cr Emms) Carried

The meeting was adjourned at 11:18am.

The meeting was reconvened at 11:30am.

D3. Wairarapa Combined District Plan Review – Continuation of Joint Committee report. (ITEM MOVED)

Mr Witham spoke to matters outlined in the report.

COUNCIL RESOLVED (DC2022/84) to:

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1. Receive the Wairarapa Combined District Plan Review – Continuation of Joint Committee report.
(*Moved Cr West/Seconded Cr Maynard*) Carried
2. Agree to not discharge the Wairarapa Combined District Plan Joint Committee on the coming into office of members of the local authority elected or appointed at, or following, the triennial election in October 2022.
(*Moved Cr Fox/Seconded Cr Colenso*) Carried
Cr Jephson and Cr Plimmer Abstained

C4. Destination Wairarapa Memorandum of Understanding 2022—2025 Report.

Mr Wilson spoke to matters outlined in the report and responded to questions from members regarding collaboration with Masterton District Council and Carterton District Council, funding, potential impact of any changes to the MOU. Members thanked Destination Wairarapa for their work over the course of the last triennium. Noted that Mayor Beijen will undertake to send a letter of thanks to Destination Wairarapa.

COUNCIL RESOLVED (DC2022/85) to:

1. Receive the Destination Wairarapa Memorandum of Understanding 2022—2025 Report.
(*Moved Cr Hay /Seconded Cr Emms*) Carried
2. Approves the proposed Destination Wairarapa Memorandum of Understanding (MOU) 2022-2025 between Destination Wairarapa, Masterton District Council, Carterton District Council and South Wairarapa District Council contained in Appendix 1.
(*Moved Cr Hay/Seconded Cr Maynard*) Carried
3. Notes that the MOU will not be operational until all parties formally approve it.
(*Moved Cr Fox/Seconded Cr Plimmer*) Carried

C5. Approval of the Wairarapa Economic Strategy 2022-25 Report

Mr Wilson, supported by Ms Johnston spoke to matters outlined in the report and responded to questions from members regarding funding allocations. Mayor Beijen acknowledged Dame Margaret Bazely and Chairperson Adrienne Cooper for their leadership, as well as the support and involvement of Wellington NZ.

COUNCIL RESOLVED (DC2022/86) to:

1. Receive the Approval of the Wairarapa Economic Strategy 2022-25 Report.
(*Moved Cr Jephson/Seconded Cr West*) Carried
[Read together]
2. Notes that the Wairarapa Economic Development Strategy (2018) was reviewed by HenleyHutchings;

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3. Notes that following the review a refreshed Wairarapa Economic Development Strategy (WEDS) was prepared by HenleyHutchings, and refined by MDC staff with support from the WEDS Forum and WellingtonNZ staff;
4. Notes that the refreshed WEDS was presented to the Combined Wairarapa District Councils forum on 17 August 2022;
5. Approves the refreshed WEDS included as Appendix 1, including the 2022-2025 workplan (Appendix 2);
6. Delegates authority to the Chief Executive to approve minor proofing corrections and final designs of the publication version of the WEDS;
7. Approves the WEDS Memorandum of Understanding (MOU) included as Appendix 3;
8. Delegates authority to the Chief Executive to sign the approved WEDS MOU;
9. Notes that the WEDS and the MOU will not be operational until all parties formally approve these documents;
10. Notes that the WEDS will be publicly launched in November 2022, with the incoming Council to be invited to the launch; and
11. Directs that the WEDS Forum is provided with cost estimates for the actions in the workplan for their December 2022 meeting.

(Moved Cr Olds/Seconded Cr Fox)

Carried

C6. Dog Control Policy and Practices 2021/2022 Report

Mr Mead responded to queries on the impact of COVID 19 on statistics, staffing and resourcing for regulatory functions, context and consequences of dog attacks on people and pets, recording of dogs lost and found, query of numbers, registration numbers. Mr Mead thanked Council for their support over the course of the triennium.

COUNCIL RESOLVED (DC2022/87) to:

1. Receive Dog Control Policy and Practices 2021/2022 Report.
2. Recommend pursuant to Section 10A of the Dog Control Act 1996, adopt the attached report (Appendix 1) on Dog Control Policy and Practices for 2021/2022.
3. Approve that council officers be authorised to publicly notify the report.

(Moved Cr Colenso/Seconded Cr Hay)

Carried

(Moved Cr Colenso/Seconded Cr Olds)

Carried

C7. Revoking Policies

Ms Frischknecht supported by Ms Bradley spoke to matters outlined in the report, noting the report has been to all Community Boards in their last round of meetings. Members queried community engagement and consultation.

COUNCIL RESOLVED (DC2022/88) to:

1. Receive the Revoking Policies Report.

(Moved Cr Fox/Seconded Cr Maynard)

Carried

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2. Agree to revoking the following policies: Committees and Working Parties (A100), Hire of Council Facilities (E200), Display of Artworks in the Greytown Town Centre (E700), Street Days, Appeals and Raffles (H600), and Street Banners and Flags (C700), and support officers undertaking the suggested further actions.
(Moved Cr Olds/Seconded Cr West) Carried

- C8. Delegation to the Chief Executive during the 2022 Interim Election Period Report**
Ms Frishcknecht spoke to matters outlined in the report. Ms Frischknecht supported by Mr Gardner and Ms Bradley responded to questions from members on how urgent decisions would be made as per the delegations.

COUNCIL RESOLVED (DC2022/89) to:

1. Receive the Delegation to the Chief Executive during the 2022 Interim Election Period Report.
(Moved Cr Emms/Seconded Cr Plimmer) Carried
[Read together]
2. Agree that from the day following the Electoral Officer's declaration, until the new Council is sworn in, the Chief Executive is authorised to make decisions in respect of urgent matters that cannot reasonably wait for the first inaugural meeting of the new Council, in consultation with the Mayor elect.
3. Agree that this is subject to a requirement that any decisions made under this delegation will be reported to the first ordinary meeting of the new Council.
4. Note that this delegation is subject to the limitations in clause 32(1) of Schedule 7 of the Local Government Act 2002.
5. Note that in the case of a civil defence emergency, the Chief Executive may use his powers under clause 21(3) of Schedule 7 of the Local Government Act 2002 to call the first inaugural meeting with less than the usual 7 days' notice requirements to allow the Mayor to act in declaring a state of local emergency or giving notice of a local transition period.
(Moved Cr Jephson/Seconded Cr Plimmer) Carried

D Information Reports

D1. Māori Partnership and Representation Report.

Ms Bradley spoke to matters outlined in the report and noted this paper was reviewed by the Māori Standing Committee prior to Council.

Ms Bradley responded to questions from members regarding the recruitment for the Pou Ārahi/Māori Advisor, clarifications of this role and of the contents of this report.

COUNCIL RESOLVED (DC2022/90) to receive the Māori Partnership and Representation Report.

(Moved Cr West /Seconded Cr Maynard) Carried

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D2. Application to the World Health Organisation’s Global Network for Age-Friendly Cities and Communities’ Report

Ms Bradley spoke to matters outlined in the report, noting this gives profile to the work being undertaken by the Positive Ageing Coordinator.

Ms Bradley responded to questions from members regarding potential implications of working with the World Health Organisation.

D4. Action Items Report

Members requested actions to remain open and sought updates to 409, 420, 739, 534, 552. Members agreed to close actions 129 and 435.

Action 488 – Provide overview of work completed / work in progress to increase road safety on rural roads throughout South Wairarapa in 2022/23.

COUNCIL RESOLVED (DC2022/92) to receive the Action Items Report.

(Moved Cr Colenso/Seconded Cr West)

Carried

The meeting was adjourned at 12:49pm.

The meeting was reconvened at 1:20pm.

E1. Chairperson’s Report

Mayor Beijen spoke to matters in the report and responded to questions from members regarding the meeting with Wellington Water Chair and the progress of social housing developments across the district.

Cr Olds returned to the meeting at 1:22pm.

COUNCIL RESOLVED (DC2022/93) to receive the report from His Worship the Mayor.

(Moved Cr Colenso/Seconded Cr Emms)

Carried

F1. Member’s Report

Cr Colenso spoke to the matters outlined in the report and responded to questions from members regarding the funding of Library staff.

Cr Hay provided a verbal update on her appointment to Cobblestones, including their new strategic document, chairpersons and a new travelling exhibition.

Cr Plimmer provided a verbal update on his appointment to the Wairarapa Road Safety Council, including baby and child seat fitting and driver mentoring programmes.

Mayor Beijen responded to questions from members on the Mayors Taskforce for Jobs and the Endzone Career Bus.

COUNCIL RESOLVED (DC2022/94) to receive the Member’s Report from Cr Colenso.

(Moved Cr Fox/Seconded Cr Maynard)

Carried

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Cr Colenso, Cr Jephson, Cr Hay and Cr Fox each gave a short statement regarding their departure from Council, this being the last ordinary meeting of the triennium.

Mr Wilson thanked Councillors on behalf of Council Staff.

G Public Excluded Business

- G1.** Confirmation of Public Excluded Minutes
- G2.** Receive Public Excluded Minutes of Council Committees
- G3.** Public Excluded Recommendations from FAR Committee
- G4.** Risks to Council IT Systems and Infrastructure

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
Confirmation of Public excluded minutes of Council meeting held on 30 June 2022; links to meeting held on 18 May 2022 - New Licence to Occupy of South Wairarapa Sports Stadium Annex – Card Reserve Report	Good reason to withhold exists under section 7(2)(h), 7(2)(i) and section 7(2)(b)(ii)	Section 48(1)(a)
Confirmation of Public excluded minutes of Council meeting held on 10 August 2022; links to Council meeting held on 30 June 2022	Good reason to withhold exists under section 7(2)(i) and section 7(2)(b)(ii)	Section 48(1)(a)
Confirmation of Public excluded minutes of Council meeting held 24 August 2022; Lake Ferry Holiday Park Report	Good reason to withhold exists under section 7(2)(a), section 7(2)(g), and section 7(2)(h)	Section 48(1)(a)
Receive the Public excluded minutes of the Finance, Audit and Risk Committee meeting held on 22 June 2022; Mid-Year Pulse Survey Staff Engagement Report	Good reason to withhold exists under section 7(2)(a) and 7(2)(f)(ii)	Section 48(1)(a)
Receive the Public excluded minutes of the Finance, Audit and Risk Committee meeting held on 3 August 2022; Risks to Council IT Systems and Infrastructure / Outstanding Water Debtor's Reports	Good reason to withhold exists under section 7(2)(a) 7(2)(b)(ii), 7(2)(f)(ii) and 7(2)(j)	Section 48(1)(a)
Receive the Public excluded minutes of the Assets and Services Committee meeting held on 13 July 2022; links to meeting held on 1 June 2022 - Council's Lease/Licence Property Portfolio Report	Good reason to withhold exists under section 7(2)(b)(ii)	Section 48(1)(a)
Public Excluded Recommendations from Finance, Audit and Risk Committee	Good reason to withhold exists under section 7(2)(a) and 7(2)(b)(ii)	Section 48(1)(a)
Risks to Council IT Systems and Infrastructure	Good reason to withhold exists under section 7(2)(j)	Section 48(1)(a)

This resolution (DC2022/95) 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:

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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 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 protect information where the making available of the information would be likely unreasonably to prejudice 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 protect the privacy of natural persons, including that of deceased natural persons. The withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of such members, officers, employees, and persons from improper pressure or harassment.	Section 7(2)(f)(ii)
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 maintain legal professional privilege.	Section 7(2)(g)
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 Cr Colenso /Seconded Cr Hay)

Carried

The meeting closed at 2:15pm

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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