



SOUTH WAIRARAPA DISTRICT COUNCIL MEETING

First meeting of Triennium 2010 - 2013

MINUTES – 27 October 2010

Present: Mayor Adrienne Staples, Councillors Margaret Craig, Dean Davies, Mike Gray, Brian Jephson, Viv Napier, Julie Riddell, Solitaire Robertson and Keith Sexton.

In attendance: Dr Jack Dowds (Chief Executive Officer), Suzanne Clark (Committee Secretary), from 10am Paul Crimp (Group Manager Corporate Support) and Leon Pieterse (Audit NZ).

Conduct of Business: The meeting was held in the South Wairarapa Council Chambers at 19 Kitchener Street, Martinborough and was conducted in public between 9.30am and 11:30am.

The Chief Executive Officer in the Chair

A Preliminary Matters

A1. Apologies

Apologies were received from Councillor Max Stevens.

B Declarations and Election of Deputy Mayor

B1. Declaration by the Mayor and Councillors

The Mayor and Councillors made public declarations and were sworn in by the Chief Executive Officer.

Her Worship the Mayor assumed the Chair

B2. Election of Deputy Mayor

Pursuant to Clause 17 of Part I of Schedule 7 of the Local Government Act 2002, the Council elected a Deputy Mayor in accordance with Clause 25.

COUNCIL RESOLVED (DC2010/48) to elect Councillor Viv Napier as Deputy Mayor.

(Moved Mayor Staples/Seconded Cr Gray)

Carried

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C Other Business in Accordance with Part I of Schedule 7 of the Local Government Act 2002

C1. Legislation Affecting Elected Members – General Explanation by Chief Executive Officer

Dr Dowds provided an overview of the Legislation affecting elected members as required by the Local Government Act 2002.

COUNCIL RESOLVED (DC2010/49) to receive the Legislation Affecting Elected Members Report prepared by the CEO.

(Moved Cr Gray/Seconded Cr Riddell)

Carried

C2. Schedule of Ordinary Meetings

Councillors considered the proposed changes to the meeting schedule for the remainder of 2010 and the new schedule for 2011.

COUNCIL RESOLVED (DC2010/50)

1. To receive the information.
2. To adopt the revised 2010 schedule of meetings.
3. To adopt the 2011 schedule of ordinary meetings for Council, Community Boards and Committees subject to correction of the year being changed from 2010 to 2011.

(Moved Cr Napier/Seconded Cr Sexton)

Carried

C3. Model Standing Orders

Councillors considered the report on Standing Orders and the proposal to adopt Appendix H from NZS9202:2003 “Model Standing Orders for Meetings of Local Authorities and Community Boards”.

COUNCIL RESOLVED (DC2010/51)

1. To receive the information.
2. To adopt Appendix H – Provision for Casting Vote.
3. That no change be made to Council’s Standing Orders.

(Moved Cr Napier/Seconded Cr Sexton)

Carried

C4. Code of Conduct

Councillors considered the report on the Code of Conduct Policy for Elected Members.

COUNCIL RESOLVED (DC2010/52)

1. To receive the information.
2. That no change be made to Council’s Code of Conduct Policy for Elected Members.

(Moved Cr Craig/Seconded Cr Robertson)

Carried

C5 Appointment to Community Boards

The report as prepared for the agenda was considered in conjunction with a tabled report by Her Worship the Mayor. The Community Board appointments as outlined in Appendix 3 of that report 'Council Committees and Working Parties Structured for the New Triennium 2010 – 2013' were adopted.

COUNCIL RESOLVED (DC2010/53)

1. To receive the information including the tabled report by Her Worship the Mayor.
2. To appoint Crs Riddell and Stevens to the Martinborough Community Board, Crs Sexton and Robertson to the Featherston Community Board and Crs Napier and Craig to the Greytown Community Board.

(Moved Mayor Staples/Seconded Cr Jephson)

Carried

Delegation to Community Boards

Councillors considered a tabled report by Her Worship the Mayor 'Delegation to Community Boards' and spoke favourably of giving more responsibility to the Community Boards.

COUNCIL RESOLVED (DC2010/54)

1. To receive the information.
2. That all matters relating to urban reserves, urban amenities and town main streets that meet current Council policy or management plans, fall within the Annual Plan budget and the LTCCP be delegated to the appropriate Community Board for decision. Any matter that does meet any of these criteria will be referred to Council who may seek a recommendation from the Community Board.

(Moved Mayor Staples/Seconded Cr Sexton)

Carried

Maori Standing Committee Nominations

Councillors considered a tabled report seeking ratification of the Maori Standing Committee.

COUNCIL RESOLVED (DC2010/59)

1. To receive the information.
2. To ratify the nominations, as per the tabled report, for the Maori Standing Committee for the 2010-2013 triennium

(Moved Cr Robertson/Seconded Cr Jephson)

Carried

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C6-C8 Standing Committees, Establishment of and Appointments to other Council Committees, Working Parties and Groups

Councillors considered the tabled report by Her Worship the Mayor 'Council Committees and Working Parties Structured for the New Triennium 2010 – 2013'.

COUNCIL RESOLVED (DC2010/55)

1. To receive the information.
(Moved Cr Robertson/Seconded Cr Napier) Carried
2. To adopt the proposed Council and Committee structure for the new Triennium 2010-2013 (as per Appendix 1) and that the Council and Committees Policy is amended as such.
(Moved Mayor Staples /Seconded Cr Gray) Carried
3. To adopt the Committee and Working Party appointments as per Appendix 2 subject to an amendment to the Reserves and Amenities Focus Group. The appointments should read Crs Robertson, Craig, Davies and Stevens.
4. To adopt the 'Other' Council appointments as per Appendix 3.
(Moved Cr Davies /Seconded Cr Craig) Carried

C9. Elected and Non-elected Members' Remuneration

Councillors considered the report on the elected and non-elected members' remuneration.

COUNCIL RESOLVED (DC2010/56)

1. To receive the information.
(Moved Cr Riddell/Seconded Cr Napier) Carried
2. To approve the salaries for 2010/2011 for Councillors as set out in the report for recommendation to the Remuneration Authority.
3. To approve the salaries and meeting fees for 2010/2011 for non-elected members of Council Committees.
4. To confirm the policies for the payment of expenses/allowances and the mayoral car.
(Moved Cr Craig /Seconded Cr Riddell) Carried

D Matters for Decision

D1. Chief Executive Officers' Report (including the 2009/2010 Annual Report)

A draft Annual Report 2009/2010 was circulated to Councillors prior to the meeting and additional material was tabled at the meeting by the Group Manager Corporate Support.

Dr Dowds provided an introduction to the Annual Report and invited Mr Pieterse from Audit NZ to speak to Councillors and answer questions, particularly in relation to the qualified audit opinion on performance measures expected to be issued to SWDC. The result was due to insufficient evidence of service performance measures able to be obtained during the course of the audit. However, at year end, auditors were satisfied

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that changes and processes had been made to systems and confident the problem would not occur next year. Mr Pieterse believed that systems were in place to capture information but believed these systems could have been used better and more completely. Size and resources of Councils are taken into consideration and more is expected of larger Councils. Mr Pieterse said the Statement of Performance was a new focus of audit but it was an existing part of the Local Government Act. Dr Dowds noted that Council was not able to react in a timely way to the change of audit focus. Dr Dowds then stated to Mr Pieterse that Audit NZ had shifted the goal posts and Mr Pieterse agreed that this was the case.

The Group Manager Corporate Support noted that the large account of budgeted surplus/deficient was because of revaluations of assets to the value of \$952k but organisational budgets had generally been managed well. Councillors noted their thanks to Council Officers for managing works to budget.

Councillors expressed their concern that the Annual Report was not available earlier and asked that Auditors work with Dr Dowds to schedule the SWDC audit earlier to allow more time for Councillors to consider the information.

COUNCIL RESOLVED (DC2010/57)

1. To receive the information.
(Moved Mayor Staples/Seconded Cr Napier) Carried

2. Adopt the 2009/2010 Annual Report subject to Audit New Zealand final sign off.
(Moved Cr Davies/Seconded Cr Sexton) Carried

3. Appoint a sub committee consisting of the CEO and the Mayor to approve and sign off the final document.
(Moved Cr Napier/Seconded Cr Gray) Carried

The meeting went into recess at 10:30am.

The meeting reconvened at 11:00am.

The Report of the Sinking Fund Commissioners for the Year Ended 30 June 2010 was tabled and discussed. The Group Manager Corporate Support provided clarification on points of interest.

COUNCIL RESOLVED (DC2010/58)

1. To receive the information.
2. To adopt the Report of the Sinking Fund Commission for the Year Ended 30 June 2010 subject to Audit NZ final sign off.
(Moved Cr Napier/Seconded Cr Riddell) Carried

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Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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