

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH
ON THURSDAY, 19 FEBRUARY 2026 AT 1:30 PM**

PRESENT: Mayor Fran Wilde (Chair) Cr Martin Bosley, Cr Aidan Ellims, Cr Colin Olds, Cr Chris Archer, Cr Andrea Rutene, Cr Simone Baker, Cr Rachel Clarke, Cr Collier Isaacs (via MS Teams), Cr Rupert Watson and Deputy Mayor Rob Taylor.

APOLOGIES: Nil.

IN ATTENDANCE: Janice Smith (Chief Executive Officer), Stefan Corbett (Group Manager, Corporate Services), James O'Connor (Acting Group Manager, Infrastructure and Community Operations), Charly Clarke (Chief Financial Officer), Matt Vins (Manager, Corporate Support), Jess Hughes (Principal Advisor, Legal), Hayley Gastmeier (Advisor, Digital Communications) and Amy Andersen (Lead Advisor, Democracy and Committees).

PUBLIC FORUM: Claire Bleakley, Garrick Emms and Frank Burt.

CONDUCT OF BUSINESS: This meeting was held in the Supper Room, WaiHINGA Centre, 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 1:32pm to 2:30pm except where expressly noted.

OPEN SECTION

1 KARAKIA TIMATANGA – OPENING

All in attendance opened the meeting.

2 APOLOGIES

Nil

3 CONFLICTS OF INTEREST

No interests were disclosed relating to items on the agenda or interests not already recorded on a relevant register.

4 ACKNOWLEDGEMENTS AND TRIBUTES

- Cr Ellims acknowledged the passing of former Martinborough Councillor, Bev Clark.
- Mayor Wilde acknowledged the passing of Nelson Rangi, highlighting his role as a respected kaumātua who worked closely with the Council and Regional Council.
- Cr Rutene acknowledged the success of Te Rangiura o Wairarapa at the regional kapa haka competition held in Waipukurau last week.

- Mayor Wilde acknowledged the inclusion of a number of South Wairarapa residents in the New Year Honours List 2026. They were former Mayor Viv Napier (Greytown), Chris Parkin (Martinborough) and Edwin and Julia Cook (Greytown).

5 PUBLIC PARTICIPATION

1. **Claire Bleakley** - Ms Bleakley raised concerns regarding the Featherston Wastewater Treatment Plant resource consent, including:

- Lack of inclusion of inflow/infiltration (I&I) and sludge removal within the consent scope
- Estimated costs of proposed upgrades and effects on the local community
- Safety concerns regarding discharge to land, potential contamination of bores, and aerosol drift
- Request for cost details, interest charges on land purchased for disposal, and clarification of rating impacts
- Concerns regarding the absence of a Featherston Community Liaison Group.

Council advised that detailed written responses would be provided.

2. **Garrick Emms** – Mr Emms supported Ms Bleakley’s concerns and raised additional matters:

- Questions regarding the tender process, timing, and preparation
- Queries about the suitability and performance of the proposed NBDR treatment technology
- Concerns about the effectiveness of trial processes and communication with the community
- Indicated willingness to provide an alternative design concept, subject to confidentiality arrangements.

The Council noted the matters and confirmed written responses would follow.

3. **Frank Burt** – Mr Burt raised concerns on behalf of rural residents about:

- Potential contamination impacts from land-based effluent disposal
- Water table vulnerability and risks to high-quality bore water supplies
- Lessons from historical dairy factory wastewater disposal
- The need to select non-residential locations to avoid risks to local households.

Council thanked Mr Burt for his contribution.

6 URGENT BUSINESS**6.1 MAYORAL REPORT****RESOLUTION DC2026/01****Moved: Mayor F Wilde****Seconded: Cr R Taylor**

Council resolved to agree to add the Mayoral Report - Appointments to the Waiohine Advisory Group & Lower Ruamahanga Advisory Group to the agenda as item 9.7. The item was late due to the request for nominations being received on 13 February. The item cannot be delayed as the appointments will be confirmed by Greater Wellington Regional Council at their meeting on 2 April, prior to SWDC's next ordinary meeting.

CARRIED**7 CONFIRMATION OF MINUTES****7.1 MINUTES OF THE COUNCIL MEETING HELD ON 11 DECEMBER 2025****RESOLUTION DC2026/02****Moved: Cr M Bosley****Seconded: Cr R Clarke**

Council resolved that the minutes of the Council meeting held on 11 December 2025 are confirmed as a true and correct record.

CARRIED**8 MATTERS ARISING FROM PREVIOUS MEETINGS**

There were no matters arising.

9 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF**9.1 CUSTOMER TRANSFORMATION PROGRAMME**

The report was presented by Mr Corbett and Mr Vins, with Chief Executive input. Key points noted by officers:

- Customer service values are now embedded across recruitment, performance, and operations.
- Improved internal processes, including knowledge management and simplified communication.
- Implementation of Zendesk as a central customer service tool, replacing email-based workflows.

- Recognition from the ALGIM Customer Experience Awards, where SWDC performed strongly.

Councillors discussed:

- Zendesk use in other councils, training requirements, IT support, and costs
- Metrics and reporting, particularly around response times and SLAs
- Community board visibility of the Customer Charter
- Integration with Antenno and future SMS notification options.

RESOLUTION DC2026/03

Moved: Cr R Clarke

Seconded: Cr A Rutene

Council resolved to:

1. Receive the Customer Transformation Programme report;
2. Note the procurement of Zendesk to be used as a customer enquiry management tool;
3. Endorse the Customer Charter;
4. Endorse the Customer Service Transparency Policy; and
5. Note that South Wairarapa District Council was recently recognised through the ALGIM Customer Experience Awards 2025, placing as a Finalist for Customer Experience.

[Items 1-5 read together]

CARRIED

9.2 AMENDMENT TO NAMING OF PUBLIC ROADS, PRIVATE ROADS, AND RIGHTS-OF WAY POLICY

The report was presented by Ms Hughes.

Council discussed:

- Clarifying terminology, definitions, and approval processes
- Strengthening language around partnership with mana whenua (e.g. using “will” rather than “may”)
- Ensuring community boards receive the revised policy
- Updating flowcharts and application forms.

RESOLUTION DC2026/04

Moved: Cr C Olds

Seconded: Cr S Baker

Council resolved to:

1. Receive the Amendment to Naming of Public Roads, Private Roads and Rights of Way Policy report.

2. Approve the updated Naming of Public Roads, Private Roads and Rights-of-Way Policy 2026
 3. Note that officers will finalise flow charts and updates application forms prior to publication.
 4. Additional: Note that all minor edits will be completed prior to final publication.
- [Items 1-4 read together]
- CARRIED**

9.3 TRIENNIAL AGREEMENT 2025-2028

A statutory requirement under the Local Government Act 2002.

RESOLUTION DC2026/05

Moved: Cr R Taylor
Seconded: Cr A Ellims

Council resolved to:

1. Receive the Triennial Agreement 2025-2028 report
2. Approve the draft Agreement attached at appendix 1.
3. Agree to delegate to the Chief Executive Officer and the Mayor the authority to make any minor amendments required as a result of minor changes requested by other local authorities in the region as part of the adoption process.

[Items 1-3 read together]

CARRIED

9.4 ADOPTION OF LOCAL GOVERNMENT STATEMENT

A statutory requirement under the Local Government Act.

RESOLUTION DC2026/06

Moved: Cr M Bosley
Seconded: Cr R Watson

Council resolved to:

1. Receive the Adoption of Local Government Statement 2025-2028 report.
2. Adopt the Statement attached at appendix 1.
3. Delegate authority to the Chief Executive to maintain the Statement by making administrative updates as and when required.

[Items 1-3 read together]

CARRIED

9.5 ANNUAL PLAN 2026/27 COMMUNITY ENGAGEMENT

The report was presented by Ms Clarke. Key points noted:

- No material changes are planned that would trigger a formal consultation under the Significance and Engagement Policy.
- Engagement will still occur, focused on informing the community and preparing for the upcoming Long-Term Plan consultation.

RESOLUTION DC2026/07

Moved: Cr A Rutene

Seconded: Cr C Olds

Council resolved to:

1. Receive the *Annual Plan 2026/27 Community Engagement* report.
2. Note that the draft Annual Plan 2026/27 does not trigger the requirement for consultation under the Significance and Engagement Policy.
3. Approve continued development of the Annual Plan 2026/27 without undertaking formal community consultation.
4. Note community engagement will still be carried out across the district to share what is included in the Annual Plan 2026/27 and to begin seeking early ideas and input for the development of the 2027–37 Long-Term Plan.

[Items 1-4 read together]

CARRIED

9.6 APPOINTMENTS TO THE MĀORI PARTNERSHIP COMMITTEE

Noted, one appointment remains pending from Ngāti Kahangugu Iwi.

RESOLUTION DC2026/08

Moved: Cr A Rutene

Seconded: Cr S Baker

Council resolved to:

1. Receive the report of appointments to the Māori Partnership Committee.
2. Approve the following appointments to the Māori Partnership Committee as outlined in the Terms of Reference 2025-2028:
 - a) Gillies Baker from Papawai Marae;
 - b) Whitu Karauna and JD Smith from Hau Ariki Marae;
 - c) Memory Te Whaiti and Denise Riwai from Kohunui Marae;
 - d) Karen Mikaera and Mark Fenwick from Pae tū Mōkai o Taurira Inc Soc; and

e) Dottie Whittaker from Rangitāne o Wairarapa Iwi.
 [Items 1-2 (a-e) read together]

CARRIED

9.7 MAYORAL REPORT - NOMINATIONS TO THE WAIOHINE ADVISORY GROUP & LOWER RUAMAHANGA ADVISORY GROUP

RESOLUTION DC2026/09
Moved: Cr C Archer
Seconded: Cr M Bosley
Council resolved to:

1. Receive the Mayoral Report – Nominations to the Waiohine Advisory Group & Lower Ruamahanga Advisory Group.
2. Nominate Collier Issacs to the Waiohine Advisory Group.
3. Nominate Rob Taylor to the Lower Ruamahanga Advisory Group.

[Items 1-3 read together]

CARRIED

10 PUBLIC EXCLUDED BUSINESS

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION DC2026/10
Moved: Mayor F Wilde
Seconded: Cr M Bosley

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution	Plain English reason for passing this resolution in relation to each matter
10.1 - Public Excluded Minutes of the Council Meeting held on 11 December 2025	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which	Relates to the public excluded reports from the meeting held on 11 December 2025: Disposal of Old Featherston

	disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	good reason for withholding would exist under section 6 or section 7	Golfcourse; Three Waters Procurement; and Waters Capital Projects Financial Delegations
CARRIED			

11 Karakia Whakamutunga – Closing

All in attendance closed the meeting with a karakia.

The meeting closed at 2:30pm.

Confirmed as a true and correct record.

..... (Mayor)

..... (Date)

..... (Chief Executive)

..... (Date)