



**SOUTH WAIRARAPA  
DISTRICT COUNCIL**  
*Kia Reretahi Tātau*

**South Wairarapa District Council  
Extraordinary Meeting  
Minutes from 7 December 2023**

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<b>Present:</b>	Mayor Martin Connelly (Chair), Councillors Colin Olds, Aidan Ellims, Kaye McAulay, Alistair Plimmer, Rebecca Gray (from 9:03am), Martin Bosley and Pip Maynard.
<b>Apologies:</b>	Councillor Woodcock and Deputy Mayor Melissa Sadler-Futter.
<b>In Attendance:</b>	Janice Smith (Chief Executive Officer), Amanda Bradley (General Manager Policy and Governance), Russell O’Leary (Group Manager Planning and Environment), Robyn Ramsden (Lead Community Advisor), and Amy Andersen (Committee Advisor).
<b>Conduct of Business:</b>	This meeting Supper Room, Waihinga Centre, 62 Texas Street, Martinborough, commencing at 9.00am and was livestreamed on the Council’s YouTube Channel. The meeting was held in public from 9:01am to 9:28am.

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**Open Section**

**A1. Karakia Timatanga - Opening**

Mayor Connelly opened the meeting.

**A2. Apologies**

*COUNCIL RESOLVED (DC2023/185)* to accept apologies from Councillor Woodcock and Deputy Mayor Sadler-Futter; and from Cr Gray for lateness.

*(Moved Cr Olds/Seconded Cr Plimmer)*

Carried

**A3. Conflicts of Interest**

There were no conflicts of interest declared.

**ITEM ADDED – Acknowledgements and Tributes**

Mayor Connelly paid tribute to Paul Dibble, a renowned sculptor, who passed away on Tuesday, 5 December. Mayor Connelly acknowledged Mr Dibble’s

legacy of work throughout New Zealand, **and in particular the** "Featherston Camp" sculpture in Featherston as being one of his most outstanding works.

Cr Gray arrived at 9:03am.

**A4. Public participation**

There was no public participation.

**A5. Actions from public participation**

There was no public participation.

**A6. Extraordinary business**

There was no extraordinary business.

**A7. Confirmation of Minutes**

*COUNCIL RESOLVED (DC2023/186)* That the minutes of the Council meetings held on 16 November 2023 and 22 November 2023 are a true and correct record.

*(Moved Cr Bosely/Seconded Cr Maynard)*

Carried

Note: Cr Plimmer did not vote on this item as he was absent from the meeting held on 16 November.

*COUNCIL RESOLVED (DC2023/187)* That the public excluded minutes of the Council meeting held on 22 November 2023 are a true and correct record.

*(Moved Olds/Seconded Bosley)*

Carried

Note: Cr Plimmer did not vote on this item due to partial attendance at this meeting.

**A8. Matters arising from previous minutes**

There were no matters arising.

**B Decision Reports from the Chief Executive and Council Officers**

**B1. Adoption of the Annual Report 2022-23**

Ms Smith spoke to matters in the report and noted the audit report was "clean" (no breach notices or statements apart from not meeting the statutory deadline).

Members acknowledged the Finance team and the Chief Executive for their hard work and efforts to produce and complete the report.

*COUNCIL RESOLVED (DC2023/188)* to:

1. Receive the Adoption of the Annual Reports 2022/23.

2. Note that the legislative deadline of adoption by 31 October 2023 was not met.
3. Adopt the Annual Report 2022/23.
4. Adopt the Summary Annual Report 2022/23.
5. Approve the carry over capital expenditure from the 2022/23 year to the 2023/24 year, as laid out in Appendix 3.
6. Delegate to the Mayor, and Chief Executive authority to correct minor grammatical and other errors.
7. Delegate to the Mayor, and Chief Executive authority to sign these reports.

[Items 1-7 read together]

*(Moved Cr Plimmer/Seconded Cr Olds)*

Carried

## **B2. Council Terms of Reference and Committee Appointments**

Cr Plimmer provided context and background to the report, and Ms Bradley spoke to matters included in the report, including amendments to the Terms of Reference (hearings). Members queried where climate change would sit in terms of the portfolios.

*COUNCIL RESOLVED (DC2023/189) to:*

1. Receives the *Council Terms of Reference and Committee Appointments Report*.  
*(Moved Cr Plimmer/Seconded Cr Maynard)* Carried
2. Appoint Dep Mayor to Chair of the Strategy Working Committee.  
*(Moved Cr Plimmer/Seconded Cr McAulay)* Carried
3. Appoint Cr Ellims to the CEO Employment Committee.  
*(Moved Mayor Connelly/Seconded Cr Maynard)* Carried
4. Appoint Cr Ellims to Portfolio Lead for Infrastructure.  
*(Moved Cr McAulay/Seconded Cr Maynard)* Carried
5. Appoint Cr Gray to Portfolio Lead for Community, Climate and Environmental Wellbeing.  
*(Moved Cr Plimmer/Seconded Cr Maynard)* Carried
6. Appoint Cr Olds to Portfolio Lead for Planning and Regulations.  
*(Moved Cr Plimmer/Seconded Cr Gray)* Carried

7. Appoint Bruce Robertson to Independent Chair of the Assurance, Risk and Finance Committee.

*(Moved Mayor Connelly/Seconded Cr Plimmer)* Carried

Note the amended Terms of Reference for Council and Committees 2023-2025 (Appendix 1).

*(Moved Mayor Connelly/Seconded Cr Plimmer)* Carried

8. Note the amended 2024 schedule of ordinary meetings (Appendix 2).

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

**C Karakia Whakamutunga - Closing**

Mayor Connelly closed the meeting.

Members wished each other a happy Christmas and New Year, and gave thanks to Council staff for their support during this first year of the triennium.

The meeting closed at 9:28am.

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

.....(Chief Executive)

.....(Date)