



Strategy Working Committee Minutes from 3 July 2024

Present:	Deputy Mayor Melissa Sadler-Futter (Chair), Councillors Colin Olds, Kaye McAulay, Rebecca Gray, Martin Bosley, Aidan Ellims, Alistair Plimmer (from 1:23pm to 2:07pm) and Violet Edwards (Māori Standing Committee Representative).
Apologies:	Mayor Martin Connelly, Councillors Pip Maynard, and Aaron Woodcock
In Attendance:	Janice Smith (Chief Executive Officer), Stefan Corbett (Group Manager, Infrastructure and Community Operations), Russell O’Leary (Group Manager, Planning and Regulatory), Paul Gardner (Group Manager, Corporate Services), Rob Thomas (Manager, Stakeholder Relationships), James O’Connor (Manager, Community Operations), Mia Wilton (Manager, Environmental Services), Nicki Ansell (Lead Advisor Policy & Projects), Robyn Wells (Principal Advisor - Waters) and Amy Andersen (Lead Advisor Democracy and Committees).
	Via audio-visual conferencing: Stephanie Frischknecht (Masterton District Council) and Matt Carrere (WellingtonNZ).
Conduct of Business:	This meeting Supper Room, Waihinga Centre, 62 Texas Street, Martinborough, and was livestreamed on the Council’s YouTube Channel. The meeting was held in public provisions where noted from 10:01am to 2:13pm.

A Open Section

A1. Karakia Timatanga - Opening

Cr Gray opened the meeting.

A2. Apologies

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/63) to accept apologies from Mayor Connelly, Cr Maynard, Cr Plimmer and Cr Woodcock.

(Moved Cr Ellims/Seconded Cr Bosley)

Carried

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A3. Conflicts of Interest

There were no conflicts of interest.

A4. Acknowledgements and tributes

Cr Ellims acknowledged the passing of Jim Harper, a longtime resident of Martinborough and member of the Martinborough fire brigade, and expressed his condolences to Mr Harper's family.

A5. 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

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/64) to accept that the minutes of the Strategy Working Committee meetings held on 5 June 2024 are a true and accurate record.

(Moved Cr Olds/Seconded Cr Gray)

Carried

A8. Matters arising from previous meetings

There were no matters arising.

B Decision Reports from the Chief Executive and Staff

B1. Representation Review

Ms Ansell, supported by Mr Thomas, spoke to matters included in the report.

Appendix 1 was tabled and can be viewed on our website: <https://swdc.govt.nz/wp-content/uploads/B1-Appendix-1-Representation-Options-tabled.pdf>

Members queries included: the Representation Review process, next steps and decisions required to progress the proposal and consultation; and whether the options from the open workshop held on 19 June have been captured in the appendix tabled; Ms Ansell noted they have been captured.

Members adjourned to read through the tabled item.

The meeting was adjourned at 10:13am.

The meeting was reconvened at 10:30am.

Members discussed the merits of the tabled options to move forward, including issues relating to At Large, Community Boards, representation across the district, and the potential benefits of a Rural Advisory Group.

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Officers responded to queries from members including: whether the candidates need to reside in South Wairarapa in order to be eligible to stand for election (candidates must be nominated by residents of South Wairarapa) and providing clear explanations of the proposal to the community.

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/65) to:

1. receives the *Representation Review* report.
(*Moved Cr Gray/Seconded Cr Ellims*) Carried
2. agree to move forward on Option A for the development of the initial proposal and consultation document.
(*Moved Deputy Mayor Sadler-Futter/Seconded Cr Olds*) Carried
3. note that the initial proposal and consultation documentation will be presented at the next Strategy Working Committee meeting on 31 July 2024 for approval; and
4. acknowledge the timeframe required to meet the statutory timeframe as noted in the report.

[Items 3 & 4 read together]

(*Moved Cr Gray/Seconded Edwards*)

Carried

B2. Adoption of the Wairarapa Class 4 Gambling and Standalone TAB Policy

Ms Ansell spoke to matters included in the report. Ms Frischknecht provided further information in respect to Masterton District Council in terms of the policy and the process which has taken place to date.

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/66) to:

1. receive the Adoption of the Wairarapa Class 4 Gambling and Standalone TAB Policy report.
2. agrees to the WPWG recommended option for the Wairarapa Class 4 Gambling and Standalone TAB Policy (Option 1).
3. adopts the Wairarapa Class 4 Gambling and Standalone TAB Venues Policy (Attachment 1), including any changes to the attached policy by Carterton District Council, to reflect an amended venue relocation policy for their respective council.
4. delegate authority to the Strategy Working Committee Chairperson and Chief Executive to approve minor edits that don't change the intent of the content prior to publication of the Wairarapa Class 4 Gambling and Standalone TAB Policy.

[Items 1-4 read together]

(*Moved Cr Olds/Seconded Cr Ellims*)

Carried

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B3. Wairarapa Economic Development Strategy (WEDS) Work Programme for FY 24/25, Operating Model and Memorandum of Understanding (MOU) for FY 24-27

Mr Carrere of WellingtonNZ spoke to matters included in report, highlighted the priorities for the WEDS work programme and responded to queries in relation to the MOU timeframes in relation to funding and the Long Term Plan 2025-2034.

Cr Ellims left the meeting at 11:18am.

Cr Ellims returned to the meeting at 11:20am.

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/67) to:

1. Receive the *Wairarapa Economic Development Strategy (WEDS) Work Programme for FY 24/25, Operating Model and Memorandum of Understanding for FY 24-27* Report.
2. Note the WEDS Forum (including Council Mayors and CEOs) ran a Lessons Learnt exercise in November 2023 and a prioritisation workshop in April 2024.
3. Note the lessons learnt and the outcomes of the prioritisation workshop have been utilised to focus WEDS activity in the Work Programme for FY24/25.
4. Note the Work Programme for FY24/25 and process to determine initiatives has been endorsed by the WEDS Forum and the three Wairarapa District Councils Mayors and CEOs.
5. Agree the Work Programme for FY24/25, focused on Water Resilience, Food & Fibre, and Workforce.
6. Note other strategic priorities include Transport resilience, Māori Economic Development and Tourism/Dark Skies, which are best addressed through existing channels.
7. Note the lessons learnt, work programme complexity and budget have been considered to “right size” the WEDS operating model.
8. Note the WEDS Operating Model for FY24/25 has been endorsed by the three Wairarapa District Councils Mayors and CEOs on 28 May.
9. Agree the WEDS operating model for FY24/25 and beyond, with oversight provided by a small WEDS Steering Group consisting of place-based and skilled economic development representatives.
10. Note the current Memorandum of Understanding (MoU) expires on 30 June 2024.
11. Agree the Memorandum of Understanding for 1 July 2024 – 30 June 2027, including funding provision.

Amendment

- 11 a) Agree the Memorandum of Understanding for 1 July 2024 –30 June 2025.

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11 b. Agree in principle, the Memorandum of Understanding for 1 July 2025 – 30 June 2027.

(Moved Deputy Mayor Sadler-Futter/Seconded Cr Bosley)

Carried

The Amendment became a part of the substantive motion.

12. Note that operational improvements will continue to be made by the WellingtonNZ Programme Management Office for WEDS (PMO) to deliver the Work Programme effectively, with visibility to the Steering Group.
13. Note that quarterly and annual reporting will be provided to Council, including work programme delivery and financial reporting.
14. Agree the existing MoU to 30 June 2024 will remain in force until a new agreement is signed and any unspent budget allocation under the current MoU will be carried over to FY24/25.

Items 1-14 read together

(Moved Cr McAulay/Seconded Edwards)

Carried

C Information Reports from the Chief Executive and Staff

C1. Action Items

Updates:

- 407 – This will be raised as part of the next Combined Council Forum in August 2024.
- 134 – A workshop will be scheduled as soon as possible, members queried where this fit in terms of the work programme and LTP.
- 126 – Remains open.

Closed:

- 516 – Ms Smith requested the action be closed as this is not currently in the work programme for next 12 months.
- 118 – Ms Smith confirmed that Council are treating this as actioned.
- 123 – Ms Smith confirmed funding has been approved in the next financial year, work is in progress.
- 190 – Ms Smith requested the action be closed, noting that money allocated to Water Services Plan, may need to be used to prepare the Infrastructure Strategy due to secondment of key staff to LWDW. A report to the Committee will be completed as and when required.

The meeting was adjourned at 11:34am.

The meeting was reconvened at 12:15pm.

D Reports from the Chairperson

D1. Chairperson's Report

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Cr Olds, supported by Ms Wells, provided an update on the Advisory Oversight Group on Water Services, noting that South Wairarapa, Masterton and Carterton District Councils are working closely together alongside Tararua District Council, and touched on recent submissions to the Select Committee.

Ms Wells provided further updates including: a factsheet will be prepared and loaded to the Council's website; the formulation of a project team and the workplan; the current MOU, milestones, next steps and decisions required with respect to a joint arrangement and there will be choices to take forward at a later date (Council's decision will be sought in October 2024).

Members queried Tararua District Council's involvement with the Wairarapa Council's group and how closely the local councils are working. It was noted that the Terms of Reference have not yet been signed, but have been formulated with Tararua District Council in mind. Members also queried proposed costs and whether central government funding will be available to cover these costs.

The Deputy Mayor vacated the Chair and left the meeting at 12:28pm.

Cr Olds assumed the Chair.

The Deputy Mayor resumed the Chair at 12:29pm.

Ms Well spoke about the submission made to the Select Committee, that it the complexity of the work required to implement changes and questioned the costs (e.g. would central government consider zero rating of water services?).

Regarding Standing Orders, members queried flexibility of Chairs in relation to speaking timeframes. Members shared concerns about limiting public participation and proposed a workshop before the next Strategy Working Committee.

It was noted that LGNZ remits will be discussed at the 31 July Committee meeting.

STRATEGY WORKING COMMITTEE RESOLVED (SWC2024/68) to:

1. Receive the *Chairperson's Report*.
2. Receive a verbal update from Councillors Olds on the Advisory Oversight Group on Water services delivery planning for Wellington Region and Horowhenua.
[Items 1 & 2 read together]
(Moved Deputy Mayor Sadler-Futter /Seconded Cr Gray) Carried
3. Note that the date of the Sale and Supply of Alcohol Act quoted in the Report from the Acting Mayor to Council dated 5 April 2023 should read as 2012 rather than 1996.
4. Note the update on the Wairarapa Consolidated Bylaw.
5. Note the update to the Terms of Reference for Council and Committees as per Appendix 1.
[Items 3-5 read together]
(Moved Deputy Mayor Sadler-Futter/Seconded Cr Bosley) Carried
6. Approve the amended Standing Orders as per Appendix 2.
(Moved Deputy Mayor Sadler-Futter/Seconded Cr Gray)
For: Cr Gray, Cr Bosley, Deputy Mayor Sadler-Futter
Against: Edwards, Cr Ellims, Cr McAulay, Cr Olds Not Carried

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Action 320: Schedule a workshop before 31 July with SWC members to discuss amendments to Standing Orders – section 15 Public Forum (public participation).

R Thomas

E Members Reports

E1. Councillor feedback from Community Boards – Featherston, Greytown, Martinborough

Cr Gray provided updates for Featherston Community Board, including: the Matariki Festival, noting that Warren Maxwell played a key role in the organisation of this; working with a graphic designer for community flags and the funding this; grant allocations including Pai Tu Mokai for a nursery and restoration of moana; and looking at strategies for spending money from previous asset sale. Cr Gray noted the Featherston Community Board forum was scheduled for that evening.

Cr Ellims provided updates for Martinborough Community Board, including: South Wairarapa Community Festival; resilience planning for Martinborough and the rural area; updating flags around Martinborough; Christmas parade planning; involvement in lighting project; recent allocation of \$50k in grants from the Pain Estate fund and attendance at Matariki ceremonies and festivities at Papawai and Hau Ariki Marae.

Cr Bosley provided updates for Greytown Community Board including: work on street flags, noting the ANZAC flags were designed by a Greytown artist; volunteer open day; Arbor Day – trees going in the reserve, Jo has done a colouring sheet for schools; Matariki work with Papawai and event at Neil Morison’s property; festival of Christmas – small amount given to support this; work with Age Concern to obtain a disabled parking space in town. Cr Bosley relayed a concern regarding support from Council to engage in a stakeholders public meeting for use of parks and reserves (formal forum).

F Appointments Reports

F1. Wairarapa Road Safety Council Appointment Report

Item to be resubmitted to Strategy Working Committee meeting agenda for 31 July 2024, along with Cr Old’s report from Wairarapa Trails Action Group.

G Public Excluded Section

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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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
Public excluded minutes 5 June 2024 (Greytown Water Options – Final Report / Greytown Old Building Lease - EOI Applications and Assessment)	Good reason to withhold exists under section 7(2)(h)	Section 48(1)(a)
Greytown Wheels Park – design and build options	Good reason to withhold exists under section 7(2)(h)	Section 48(1)(a)
Appointment of members to the District Licensing Committee Combined List	Good reason to withhold exists under Section 7(2)(a)	Section 48(1)(a)

This resolution (SWC2024/69) 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:

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 information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	section 7(2)(h)

(Moved Cr Gray/Seconded Cr Olds)

Carried

Cr Plimmer arrived to the meeting at 1:23pm (via Zoom).

The meeting was adjourned at 1:53pm.
The meeting was reconvened at 2:00pm.

Cr Plimmer left the meeting at 2:07pm.

The meeting closed at 2:13pm.

G Karakia Whakamutunga - Closing
Cr Gray closed the meeting.

Confirmed as a true and correct record

.....(Chair)

.....(Chief Executive)

.....(Date)

.....(Date)

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