

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL
STRATEGY WORKING COMMITTEE MEETING
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH
ON WEDNESDAY, 13 NOVEMBER 2024 AT 1:45 PM**

PRESENT: Deputy Mayor Melissa Sadler-Futter (Chair), Cr Alistair Plimmer (until 2:04pm), Cr Aaron Woodcock, Cr Aidan Ellims (from 1:46pm), Cr Martin Bosley, Cr Pip Maynard, Cr Rebecca Gray, Ms Violet Edwards, Cr Kaye McAulay

APOLOGIES: Mayor Martin Connelly and Cr Colin Olds.

IN ATTENDANCE: Janice Smith (Chief Executive Officer), Russell O'Leary (Group Manager, Planning and Regulatory), Stefan Corbett (Group Manager, Infrastructure and Community Operations), Paul Gardner (Group Manager, Corporate Services), Andrew Finch (Principal Advisor, 3 Waters), Rob Thomas (Manager, Stakeholder Relationships), Charly Clarke (Chief Financial Officer), Matt Vins (Manager, Customer Support), Mia Wilton (Manager, Environmental Services), Nicki Ansell (Senior Advisor Policy & Projects), Alex Pigou (Team Lead Communications) and Amy Andersen (Lead Advisor Democracy & Committees).

CONDUCT OF BUSINESS: This meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and via audio-visual conference. This meeting was recorded (unable to livestream due to technical difficulties) and is available to view on our YouTube channel. The meeting was held in public under the above provisions from 1:45pm to 2:58pm except where expressly noted.

OPEN SECTION

Cr Ellims arrived at 1:46pm.

1 KARAKIA TIMATANGA – OPENING

All in attendance opened the meeting.

2 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION SWC2024/119

Moved: Cr R Gray

Seconded: Cr A Ellims

That Strategy Working Committee resolved to accept apologies from Mayor Connelly and Cllr Olds.

CARRIED

3 CONFLICTS OF INTEREST

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

AGENDA ITEM MOVED

13 PUBLIC EXCLUDED BUSINESS**RESOLUTION TO EXCLUDE THE PUBLIC****COMMITTEE RESOLUTION SWC2024/120**

Moved: Cr A Plimmer

Seconded: Cr R Gray

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
13.1 - Public Excluded Minutes of the Strategy Working Committee Meeting held on 2 October 2024	s7(2)(b)(ii) - 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	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 good reason for withholding would exist under section 6 or section 7	To protect external consultants and contractors fee proposals.
13.2 - SWDC Office Accommodation - Recommended Option	s7(2)(b)(ii) - 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	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 good reason for withholding would exist	To protect external consultants and contractors fee proposals.

	the person who supplied or who is the subject of the information	under section 6 or section 7	
CARRIED			

The public excluded session started at 1:48pm.

Cr Plimmer left the meeting at 2:04pm.

13.3 RETURN TO OPEN SESSION

<p>COMMITTEE RESOLUTION SWC2024/125</p> <p>Moved: Cr R Gray Seconded: Cr P Maynard</p> <p>The Strategy Working Committee resolved to move out of closed session into open session.</p> <p style="text-align: right;">CARRIED</p>

The open session resumed at 2:04pm

4 ACKNOWLEDGEMENTS AND TRIBUTES

Cr Maynard acknowledged the passing of Sir Robert “Bom” Gillies, who was the last surviving member of the 28th Māori Battalion and known for his work after the war, defending the rights of returning Māori soldiers.

5 PUBLIC PARTICIPATION

There was no public participation.

6 URGENT BUSINESS

There was no urgent business.

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF THE EXTRAORDINARY STRATEGY WORKING COMMITTEE MEETING HELD ON 2 OCTOBER 2024

<p>COMMITTEE RESOLUTION SWC2024/126</p> <p>Moved: Cr R Gray Seconded: Cr A Ellims</p> <p>The Strategy Working Committee resolved to accept that the minutes meeting held on 2 October 2024 are confirmed as a true and correct record.</p> <p style="text-align: right;">CARRIED</p>

7.2 MINUTES OF THE STRATEGY WORKING COMMITTEE MEETING HELD ON 2 OCTOBER 2024

COMMITTEE RESOLUTION SWC2024/127

Moved: Cr R Gray

Seconded: Cr A Ellims

The Strategy Working Committee resolved to accept that the minutes of the meeting held on 2 October 2024 are confirmed as a true and correct record.

CARRIED

8 MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising.

9 REPORT BACKS AND REQUESTS FROM MĀORI STANDING COMMITTEE AND COMMUNITY BOARDS

9.1 REPORT BACK AND UPDATES FROM THE MĀORI STANDING COMMITTEE AND COMMUNITY BOARDS

There were no reports or updates.

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 RETROSPECTIVE APPROVAL OF UNBUDGETED OPERATIONAL EXPENDITURE FOR AN UNEXPECTED EVENT AT GREYTOWN WASTEWATER TREATMENT PLANT

Mr Finch spoke to matters included in the report.

Members queried whether, as a result of the identification and solving this particular issue, any enforcement was expected from Greater Wellington Regional Council (GWRC). Mr Finch noted GWRC were provided an instant report from Wellington Water Limited and no feedback from has been received to date.

Members expressed their concerns about the costs and requested a breakdown of costs and queried land disposal (volumes going to land vs the stream), as well as signage about the discrepancy and how long it had been in place (since 2019).

Ms Smith noted that SWDC did not know where the discrepancy was until recently; the team then moved with urgency to stop it. This is an operational cost to fix the leak and Ms Smith also noted that members were emailed on 9 October seeking their approval to move ahead with the work.

Members further queried how has the fix affected the treatment plant. Mr Finch stated that the plant still functions as normal and that the UV treatment won't suffer with increased volume.

<p>Meeting adjourned at 2:37pm.</p> <p>Meeting resumed at 2:41pm.</p> <p>Members revisited recommendation 2.</p>
<p>ACTION 128</p> <p>Members requested a breakdown of the costs in relation to the works undertaken to address the Unexpected Event at Greytown Wastewater Treatment Plant.</p> <p>Owner: A Finch; Manager: S Corbett</p>
<p>COMMITTEE RESOLUTION SWC2024/129</p> <p>Moved: Cr R Gray Seconded: Cr K McAulay</p> <p>That the Strategy Working Committee resolved to receive the <i>Retrospective Approval of Unbudgeted Operational Expenditure for an Unexpected Event at Greytown Wastewater Treatment Plant Report</i>.</p> <p style="text-align: right;">CARRIED</p>
<p>COMMITTEE RESOLUTION SWC2024/130</p> <p>Moved: Cr R Gray Seconded: Cr P Maynard</p> <p>To retrospectively approve the estimated expenditure of \$170,000 to fix the identified leak of treated but not disinfected wastewater to the Papawai Stream.</p> <p><u>In Favour:</u> Deputy Mayor M Sadler-Futter, Cr R Gray and Cr K McAulay</p> <p><u>Against:</u> Cr A Woodcock, Cr A Ellims, Cr M Bosley, Cr P Maynard and Ms V Edwards</p> <p style="text-align: right;">LOST 3/5</p>
<p>COMMITTEE RESOLUTION SWC2024/131</p> <p>Moved: Cr R Gray Seconded: Cr K McAulay</p> <p>The Strategy Working Committee resolved to revisit Reference 23.5 Standing Orders – revisiting recommendation 2 - Retrospectively approve the estimated expenditure of \$170,000 to fix the identified leak of treated but not disinfected wastewater to the Papawai Stream.</p> <p><u>In Favour:</u> Cr A Ellims, Cr M Bosley, Deputy Mayor M Sadler-Futter, Cr P Maynard, Cr R Gray, Ms V Edwards and Cr K McAulay</p> <p><u>Against:</u> Cr A Woodcock</p> <p style="text-align: right;">CARRIED 7/1</p>

COMMITTEE RESOLUTION SWC2024/132**Moved:** Cr R Gray**Seconded:** Cr K McAulay

Retrospectively approve the estimated expenditure of \$170,000 to fix the identified leak of treated but not disinfected wastewater to the Papawai Stream.

In Favour: Cr A Ellims, Cr M Bosley, Deputy Mayor M Sadler-Futter, Cr P Maynard, Cr R Gray, Ms V Edwards and Cr K McAulay

Against: Cr A Woodcock

CARRIED 7/1**COMMITTEE RESOLUTION SWC2024/133****Moved:** Cr R Gray**Seconded:** Cr K McAulay

Approves \$86,484 of the cost be funded from the unexpected event reserve for wastewater, with the remainder of the \$170,000 to be accounted for within the Wastewater operating surplus or deficit.

In Favour: Cr A Ellims, Cr M Bosley, Deputy Mayor M Sadler-Futter, Cr P Maynard, Cr R Gray, Ms V Edwards and Cr K McAulay

Against: Cr A Woodcock

CARRIED 7/1**10.2 2024 RESIDENTS SURVEY RESULTS**

Mr Thomas spoke to matters included in the report and provided an overview of the feedback received from residents.

Planning around next election for next triennium. Survey of interaction with elected members.

COMMITTEE RESOLUTION SWC2024/134**Moved:** Cr A Ellims**Seconded:** Cr P Maynard

The Strategy Working Committee resolved to receive the 2024 Resident Survey Results Report.

CARRIED**10.3 ORGANISATIONAL PERFORMANCE MANAGEMENT FRAMEWORK**

Mr Gardner spoke to matters included in the report and responded to queries regarding the purpose and format of the framework.

Ms Smith noted this work is linked to her own KPIs, which she has authorised.

COMMITTEE RESOLUTION SWC2024/135**Moved: Cr R Gray****Seconded: Cr M Bosley**

The Strategy Working Committee resolved to:

1. Receive the *Organisational Performance Management Framework* options paper.
2. Adopt the Balanced Scorecard model as the method by which Council will manage organisational performance to align with the start of the 2025/34 Long Term Plan.
3. Note the recommendation to agree to transition towards an Integrated Reporting approach at a later stage as Councils systems maturity permits.

[Items 1-3 read together]

CARRIED**10.4 UPDATE TO THE TERMS OF REFERENCE FOR COUNCIL AND COMMITTEES**

Mr Thomas spoke the matters included in the report.

COMMITTEE RESOLUTION SWC2024/136**Moved: Cr A Ellims****Seconded: Cr P Maynard**

That the Strategy Working Committee:

1. Receive the *Update to the Terms of Reference for Council and Committees* Report.
2. Approve the amendment to the Strategy Working Committee Terms of Reference
3. Note the changes to the structure of the Assurance, Risk and Finance Committee.

[Items 1-3 read together]

CARRIED**10.5 RURAL & COASTAL ADVISORY GROUP**

Ms Ansell spoke to matters included in the report and responded to members queries on how the group would be formed, the feedback loop and using lessons learned from other Councils with similar advisory groups.

COMMITTEE RESOLUTION SWC2024/137**Moved: Cr A Ellims****Seconded: Cr A Woodcock**

The Strategy Working Committee resolved to:

1. Receive the *Rural & Coastal Advisory Group* Report.

2. Agree to establish a Coastal & Rural Advisory Group and direct the CE to finalise Terms of Reference and bring it back to Strategy Working Committee for approval.

[Items 1-2 read together]

CARRIED

10.6 DOG CONTROL POLICY AND PRACTICES 2023/2024 AMENDED REPORT

Ms Wilton, supported by Mr O’Leary spoke to matters included in the report.

COMMITTEE RESOLUTION SWC2024/138

Moved: Cr P Maynard

Seconded: Ms V Edwards

The Strategy Working Committee resolved to:

1. Receive the *Dog Control Policy and Practices 2023/2024 Amended Report*.
2. Adopt the *Dog Control Policy and Practices 2023/2024 Amended report*.
3. Authorise the Chief Executive to make the report publicly available and by public notice.

[Items 1-3 read together]

CARRIED

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.1 ACTION ITEMS

Action 409 update from Cr Bosley – No Mow discussed at recent Greytown Community Board meeting; further steps to be taken within community including a letter drop.

12 APPOINTMENT REPORTS

12.1 WAIRARAPA COMBINED DISTRICT PLAN JOINT COMMITTEE APPOINTMENT UPDATES

The report was taken as read in Cr Plimmer’s absence.

12.2 MEMBERS FEEDBACK FROM THE MĀORI STANDING COMMITTEE AND COMMUNITY BOARDS

Ms Edwards, representing the Māori Standing Committee, informed that the newly gifted kakahu would be used in the next Citizenship ceremony, and following the success of the Taiana wananga, there are plans to host another on 7/8 March 2025. Ms Edwards also spoke about grant funding allocations.

Cr Gray spoke about the grants allocated at the November meeting of the Featherston Community Board, including the Featherston Community Centre and Pae Tū Mōkai ō Taurira.

*Noted that 13 – Public Excluded reports were discussed at the beginning of the meeting.

14 KARAKIA WHAKAMUTUNGA – CLOSING

All in attendance closed the meeting with a karakia.

The meeting closed at 3:19pm.

Confirmed as a true and correct record.

..... (Chair)

..... (Date)

..... (Chief Executive)

..... (Date)