

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL  
STRATEGY WORKING COMMITTEE MEETING  
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH  
ON WEDNESDAY, 30 APRIL 2025 AT 10:00 AM**

**PRESENT:** Deputy Mayor Melissa Sadler-Futter (Chair), Cr Aaron Woodcock, Cr Aidan Ellims, Cr Martin Bosley, Cr Colin Olds, Mayor Martin Connelly (until 12:05pm), Cr Pip Maynard, Cr Rebecca Gray, Ms Violet Edwards Cr Plimmer (from 12:59pm) and Cr Kaye McAulay.

**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), Alex Pigou (Manager, Communications), Nicki Ansell (Lead Advisor, Performance and Strategy) Mia Wilton (Manager, Environmental Services), Charly Clarke (Chief Financial Officer), Andrew McEwan (Lead Regulatory Officer, Bylaws & Animal), Matt Vins (Manager Governance and Business Operations), James O'Connor (Manager, Community Operations), Mandy De Ritter (Lead Advisor, Resource Recovery & Waste), Tim Langley (Principal Advisor, Roothing), Jessica Hughes (Principal Advisor, Legal Executive), Narida Hooper (Pou Māori) and Amy Andersen (Lead Advisor, Democracy & Committees).

Nicola Belsham (Business Wairarapa).

**PUBLIC FORUM:** Nil.

**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 10:04am to 3:08pm except where expressly noted.

**OPEN SECTION**

**1 KARAKIA TIMATANGA – OPENING**

All in attendance opened the meeting.

## 2 APOLOGIES

### 2.1 APOLOGIES

**COMMITTEE RESOLUTION SWC2025/43****Moved: Deputy Mayor M Sadler-Futter****Seconded: Cr A Ellims**

The Strategy Working Committee resolved to accept apologies from Cr Plimmer; and Mayor Connelly for early departure.

**CARRIED**

## 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

Mayor Connelly acknowledged the passing of Pope Francis.

Mayor Connelly also acknowledged David Kernahan MNZM, of Carterton, known for his contributions to the Victoria University of Wellington School of Architecture and was the Chairperson of the organising committee for the Featherston Camp Sculpture. He was also known for previously running Gladstone Vineyard.

## 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 STRATEGY WORKING COMMITTEE MEETING HELD ON 5 MARCH 2025

**COMMITTEE RESOLUTION SWC2025/44****Moved: Cr R Gray****Seconded: Cr P Maynard**

The Strategy Working Committee resolved that the minutes of the Strategy Working Committee meeting held on 5 March 2025 are confirmed as a true and correct record.

**CARRIED**

## 7.2 MINUTES OF THE STRATEGY WORKING COMMITTEE MEETING HELD ON 12 MARCH 2025

### COMMITTEE RESOLUTION SWC2025/45

**Moved:** Cr M Bosley

**Seconded:** Cr R Gray

That the minutes of the Strategy Working Committee meeting held on 12 March 2025 are confirmed as a true and correct record.

In Favour: Cr A Woodcock, Cr A Ellims, Cr M Bosley, Mayor M Connelly, Cr P Maynard, Cr R Gray, Ms V Edwards and Cr K McAulay

Against: Nil

Abstained: Cr C Olds and Deputy Mayor M Sadler-Futter

**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 was no reports or updates for this section of the meeting.

## 10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

### 10.1 MOU WITH BUSINESS WAIRARAPA

Mr Gardner spoke to the report and responded to members questions about the Memorandum of Understanding, particularly regarding: legal commitments (noted there are none, the funding has been factored into the current budget; it can be reviewed year on year and is not a multi-year partnership); level of detail in the MOU and what could ratepayers expect if the Council were to approve funding; and contributions from other local councils.

Ms Belsham provided details regarding the economic development activities that Business Wairarapa have supported or established including the Featherston Business Engine, key events and building business capability workshops. Ms Belsham also noted initiatives will evolve over time and Business Wairarapa will continue to report quarterly to Council on the activities, as well as being open to Council's feedback.

**COMMITTEE RESOLUTION SWC2025/46****Moved: Cr R Gray****Seconded: Cr P Maynard**

That the Strategy Working Committee:

1. Receives the 'MOU with Business Wairarapa' Report
2. Note that the financial contributions as laid out in the terms of the MOU have been included in the 2025/34 Long Term Plan budgets
3. Approve the Chief Executive to sign the MOU with Business Wairarapa; and
4. Approve the amount of \$15k per year for part funding of Business Wairarapa as part of the LTP OPEX budget.

[Items 1-4 read together]

**CARRIED****10.2 SPEED REVIEW**

Deputy Mayor Sadler Futter highlighted that the Speed Review was an item of high importance and significance; members acknowledged the recent feedback from the Martinborough community and the Community Board.

Mr Corbett spoke to matters included in the report, with support from Mr Langley to cover details and respond to questions from the Committee.

Deputy Mayor noted concerns regarding the community's frustration at further review and possible consultation fatigue.

Members queried changes relating to lowering speed limits around marae (Kohunui and Pā Road in particular) and whether this would be included in the final document for consultation.

Mr Langley addressed details relating to the consultation document and highlighted the key changes.

Members also queried further changes that would require a separate transaction to be discussed with NZTA; Mr Corbett noted that an endorsement from members would be required to action this.

**COMMITTEE RESOLUTION SWC2025/47****AMENDMENT****Moved: Cr P Maynard****Seconded: Mayor M Connelly**

That Strategy Working Committee resolved to send a letter to the NZTA Waka Kotahi endorsing the reduction of speed:

- i) at the entrance of Martinborough (from 70km to 50km)

- ii) at the Southern end of Featherston (SH2 into Fitzherbert Street from 70km to 50km); and
- iii) outside the Greytown Cemetery coming into Greytown (from 100km to 70km).

**CARRIED****COMMITTEE RESOLUTION SWC2025/48****Moved: Mayor M Connolly****Seconded: Cr P Maynard**

The Strategy Working Committee resolved to:

1. Receive the Speed Review Report.
2. Approve changes noted in this 2025 Speed Review Report from the earlier approved (but not implemented) interim Speed Management Plan 2022.
3. Approve the Chief Executive to approve the Consultation Document and commence consultation as soon as practicable once the Consultation Document is completed.
4. Send a letter to the NZTA Waka Kotahi endorsing the reduction of speed:
  - i) at the entrance of Martinborough (from 70km to 50km)
  - ii) at the Southern end of Featherston (SH2 into Fitzherbert Street from 70km to 50km); and
  - iii) outside the Greytown Cemetery coming into Greytown (from 100km to 70km).

**CARRIED****10.3 RIDDIFORD'S BRIDGE**

Mr Corbett support by Mr Langley Members queried the location and access to paper road and to Māori land, the current use of the bridge and the amount of traffic .

Members debated the costs/benefits, signs of future work required,

Members queried the responsibilities of Council with regard to health and safety.

Members queried potential environmental damage from works. Mr Langley noted that within the resource consent process, an ecological report would be commissioned.

Discussion held regarding devolving assets to a landowner and possible financial contribution to repairs by the landowner. Noted there is a process to devolve assets, but the landowner would need to agree.

Members queried whether a bridge in this location was required. Mr Corbett noted that Council does not have the ability to provide other accesses without complex processes involving regulators. Mr Corbett noted that the asset has been funded for around 100 years; he went onto respond to further queries on costs for legal advice and potential demolition.

Mr Corbett confirmed that additional local share would be borrowed with the 51% balance through NZTA.

Mr Corbett encouraged members to consider the sustainability of communities by revoking the access.

Members further discussed the options, noting NZTA have withdrawn subsidies from roads around the Marlborough Sounds. Members queried whether there were other alternatives that could be explored.

Mr Corbett noted the financial and reputational risks relating to the closure of the bridge, addressing the issue at a policy level. Mr Langley provided further advice on health and safety obligations and the immediate reductions to speed/tonnage and single vehicle use.

#### **COMMITTEE RESOLUTION SWC2025/49**

**Moved: Cr P Maynard**

**Seconded: Cr C Olds**

The Strategy Working Committee resolved to:

1. Receive the Riddiford's Bridge Report.
2. Recommend that \$445,000 additional CAPEX funding be approved for Option 1 Pier Repairs in the 2025/2026 financial year. The option is contingent on NZTA approving the 51% FAR and if not approved Officers will come back to Council for a decision on whether to proceed or not.

[Items 1-2 read together]

In Favour: Cr A Woodcock, Cr M Bosley, Cr C Olds, Deputy Mayor M Sadler-Futter and Cr P Maynard

Against: Cr A Ellims, Mayor M Connelly, Cr R Gray, Ms V Edwards and Cr K McAulay

Tied 5/5 Note: The Chair did not exercise their Casting Vote. **FAILED**

#### **COMMITTEE RESOLUTION SWC2025/50**

**Moved: Cr P Maynard**

**Seconded: Cr C Olds**

The Strategy Working Committee resolved to:

1. Receive the Riddiford's Bridge Report.
2. Recommend that \$445,000 additional CAPEX funding be approved for Option 1 Pier Repairs in the 2025/2026 financial year. The option is contingent on NZTA approving the 51% FAR and if not approved Officers will come back to Council for a decision on whether to proceed or not.

[Items 1-2 read together]

In Favour: Cr A Woodcock, Cr A Ellims, Cr M Bosley, Cr C Olds, Deputy Mayor M Sadler-Futter and Cr P Maynard

Against: Mayor M Connelly, Cr R Gray, Ms V Edwards and Cr K McAulay

**CARRIED 6/4**

**10.4 ILLEGAL DUMPING PROJECT COSTS**

Mr O'Connor supported by Ms De Ritter spoke to matters included in the report and noted the regulatory risk relating to these issues and outlined option 2 - to start clean up immediately.

Members queried costs and whether alternatives to access the site had been explored and it was confirmed that access below was not possible and the place in which the illegal dumping sits is very steep (various ways to access have been investigated).

**COMMITTEE RESOLUTION SWC2025/51**

**Moved: Cr R Gray**

**Seconded: Cr A Ellims**

The Strategy Working Committee resolved to:

1. Receive the Illegal Dumping Project Costs report.
2. Approve option two and proceed with the clean-up of illegal dumping at Hurupi Cliffs in the 2024/2025 financial year of operating costs to the amount of \$200,000.
3. Note that the exact volume of waste is unknown which may require further budget to complete.
4. Note the environmental, and regulatory risk.

[Items 1-4 read together]

**CARRIED**

**10.5 DOG CONTROL FEES FOR 2025/2026**

Mr O'Leary, supported by Ms Wilton, spoke to matters included in the report and outlined the reasons for recommending a 3% inflationary increase to Dog Control fees for 2025/26.

Members discussed previous increases over time. Ms Clarke provided an explanation as to how the previous increases haven't been enough to achieve the ratio of public/private good. Ms Smith confirmed that if there was no increase this year, the Council's position would fail to satisfy the Finance and Revenue policy and be scrutinised by Audit.

At 11:35 am, Cr K McAulay left the meeting.

**COMMITTEE RESOLUTION SWC2025/52**

**Moved: Mayor M Connelly**

**Seconded: Cr M Bosley**

The Strategy Working Committee resolved to:

1. Receive the Dog Control Fees for 2025/2026 Report.
2. Adopt Option 1 a 3% increase to the Dog Control fees for 2025/2026
3. Authorise Council officers to give public notice of the Dog Control fees for 2025/2026.

[Items 1-3 read together]

**CARRIED**

## 10.6 SWDC ARTIFICIAL INTELLIGENCE POLICY AND APPROACH

Mr Vins supported by Mr Gardner spoke to matters included in the report, noting that Council are already making use of AI to develop efficiencies, but are mindful about safety and developing skills/awareness within the workforce.

Members acknowledged the work on the policy as a starting point and queried whether to policy covers staff's knowledge and awareness of the risks and how to use AI safely.

Mr Vins stated that the IT team were working to ensure external AI tools are blocked from the Council's network and Microsoft suite is the only AI tool allowed for staff to use. It is expected that Council will be learning and evolving as AI tools and knowledge develop. This will encompass policy changes and review at a later date.

Members queried what are other councils doing in the AI space. Ms Smith noted most councils have an AI policy and SWDC is not out of sync with other local Councils.

### COMMITTEE RESOLUTION SWC2025/53

**Moved:** Cr R Gray

**Seconded:** Cr M Bosley

That the Strategy Working Committee:

1. Receive the '*Artificial Intelligence Policy and Approach*' Report.
2. Note the SLT have approved AI Policy and AI Privacy Assessment tool
3. Agree to the recommended approach to using AI systems that best aligns the Council with the wider Local Government environment.

[Items 1-3 read together]

**CARRIED**

## 12.1 MEMBERS UPDATE - MAYOR'S TASKFORCE FOR JOBS AND SPEED LIMIT ON PURUATANGA ROAD, MARTINBOROUGH

Mayor Connelly spoke to the report and highlighted key areas for members.

Members queried MSD funding changes in relation to the Mayor's Taskforce for Job and whether this will be disestablished. There is no confirmed disestablishment at this time.

Members raised some concerns about communication and sharing of information.

Meeting adjourned at 12:05pm.

Mayor Connelly left the meeting during the adjournment.

Meeting resumed at 12:34pm.

## 10.7 ADOPTION OF THE DRAFT WAIRARAPA CONSOLIDATED BYLAW AND STATEMENT OF PROPOSAL FOR CONSULTATION



Ms Ansell supported by Mr Langley spoke to matters included in the report and provided background information, as well as timeframes for review / adoption, noting there were no significant changes to the bylaw and the intentions were making it more succinct and accessible.

Members queried what was considered an objectionable marking in cemeteries. Ms Ansell responded that this refers to public spaces only – e.g. graffiti on walls, fences that causes mental and emotional harm to others.

#### **COMMITTEE RESOLUTION SWC2025/54**

**Moved: Cr R Gray**

**Seconded: Cr C Olds**

That the Strategy Working Committee:

1. note that a joint review of the Wairarapa Consolidated Bylaw (the Bylaw) is underway;
2. determine that in accordance with section 155(1) of the Local Government Act 2002, a bylaw is the most appropriate way of addressing the perceived problems;
3. determine that in accordance with section 155(2)(a) of the Local Government Act 2002 the draft Bylaw is the most appropriate form of bylaw;
4. determine that in accordance with section 155(2)(b) of the Local Government Act 2002 the draft Bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990;
5. endorse the recommendations of the Wairarapa Policy Working Group to adopt the Wairarapa Consolidated Bylaw Statement of Proposal (Attachment 1) and draft Wairarapa Consolidated Bylaw (Attachment 2) for adoption by the Wairarapa District Councils for community consultation;
6. delegate authority to the Chief Executive to amend Part Nine: Water Supply Bylaw and update the Statement of Proposal (if required) prior to publication to reflect external legal advice due in late April 2025.
7. delegate authority to the Chief Executive to approve minor edits that do not alter the intent of the content, prior to publication of the draft Bylaw and Statement of Proposal for consultation.
8. note that consultation, using the special consultative procedure, is proposed to run between 14 May and 30 June 2025 (excluding Trade Waste);
9. note an extended two-month consultation period from 14 May to 14 July 2025 is proposed for the part relating to Trade Waste to meet our requirements under section 148 of the Local Government Act 2002;
10. note that the Wairarapa Policy Working Group will hear submissions on 16 July 2025 and undertake deliberations on 23 July 2025.
11. note that Councillor Melissa Sadler-Futter (SWDC) will chair the Wairarapa Policy Working Group hearings and deliberations in the absence of Councillor Robyn Cherry-Campbell (CDC).

[Items 1-11 read together]

**CARRIED**

## **11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF**

### **11.1 CEO KPI PROGRESS REPORT**

Ms Smith spoke to the report and highlighted progress with regard to: developing a customer centric response, representation for Local Water Done Well, the review of the Procurement Policy and aligning this with new government rules.

Ms Smith responded to queries from members including: review of Climate Change strategy (noted there are potential changes ahead with no dedicated advisor).

### **11.2 ACTION ITEMS**

There were no new updates.

## **12 APPOINTMENT REPORTS**

### **13.1 MEMBERS FEEDBACK FROM THE MĀORI STANDING COMMITTEE AND COMMUNITY BOARDS**

At 12:54 pm, Cr K McAulay returned to the meeting.

Ms Edwards noted that the Māori Standing Committee held it's latest meeting on 29 April and had several grant applications to review. Also discussed the Māori Ward and the upcoming elections, Pā Wars held over Easter weekend, sports initiatives and the support received to allocate grant funding and discussion regarding accountability and duplicated requests. Mr Gardner noted that Grants process is being reviewed and updated. Also mentioned was Heta Edwards, who will be travelling to Germany with the NZ Black Dragons squad.

At 12:59 pm, Cr Plimmer joined the meeting via teams.

Cr Bosley noted that the Greytown Community Board has been focusing on the Long Term Plan Submission particularly Arbor Reserve, the upcoming volunteer expo on 8 June, plans for Matariki, Arbor Day anniversary parking on McMaster, a partnership to secure a Greytown Santa Parade, additional parking on McMaster Street and working with PowerCo on Battersea Road. Cr Woodcock also mentioned that Connolly Alexander and Will Cole both made the under 20s Hurricanes team and Will Cole went on to make it into the under 20s New Zealand team from there.

Cr Gray said that the Featherston Community Board had received a report from John on berm planting which will come to the Committee at a later date, discussions were also held regarding how grant funding allocated and road naming. Cr Olds also mentioned that discussions are being held regarding investment of funds from asset sales in Featherston. This will come to the Committee at some stage when the Board receives further advice from council officers.

Cr Ellims for the Martinborough Community Board acknowledged the petition on speed limits, noting the community are keen to reconsult and provide submissions on the speed review, increasing amount of knowledge and awareness. Also that the Community market held last week was supportive in familiarising the community with emergency hubs and civil defence, driven by the Community Board with support from council officers.

Noted that the cover report for the agenda needs updating to include Cr Olds and remove Deputy Mayor Sadler-Futter .

**13 PUBLIC EXCLUDED BUSINESS****RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATIONS**

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>	<b>Plain English reason for passing this resolution in relation to each matter</b>
<b>14.1 - Public Excluded Minutes of the Strategy Working Committee Meeting held on 12 March 2025</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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	Relates to details included in the Appointment to Wairarapa Safer Community Trust Report.
<b>14.2 – Transitioning Water Services Update</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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	Relates to further discussions on the future of water services (reference PE meeting on 18 December 2024).
<b>14.3 - Bylaw - Paper Road</b>	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to	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	Relates to the consultation timeframe being later in the year and initially completing key stakeholder engagement with direct members of the Cape Palliser community.

	provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	withholding would exist under section 6 or section 7	
<b>14.4 - Public Excluded Action Items</b>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</p>	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	Relates to previous public excluded reports and minutes including items on Lake Ferry, Land Purchase, SWDC Accommodations.

#### 14 KARAKIA WHAKAMUTUNGA – CLOSING

All in attendance closed the meeting with a karakia.

The meeting closed at 3:08pm.

**Confirmed as a true and correct record.**

..... (Chair)

..... (Date)

..... (Chief Executive)

..... (Date)