

**The minutes of the Ordinary Meeting of the Carterton District Council held in the
Carterton Events Centre, Holloway Street, Carterton
on Wednesday 23 November 2016 at 1pm.**

Present : Mayor John Booth (presiding)
Crs R Keys, M Ashby, R Carter, B Deller, J Greathead, G Lang, T O'Callaghan,
R Vergunst

Attendance: PJ Devonshire (Kaumātua)
Lou Cook (Kaumātua)
J Davis (Chief Executive)
M Sebire (Corporate Services Manager)
C Mckenzie (Community Services Manager)
D Gittings (Planning and Regulatory Manager)
H Burgess (Executive Assistant)

Meeting Commenced at 1.00pm

1. Opened with a Karakia (Prayer)

2. Public Participation

Adrienne Staples introduced herself as the Wairarapa Councillor at Greater Wellington Regional Council and is planning to work hard for the Wairarapa area.
She spoke generally about what the Greater Wellington Regional Council does, from public transport through to the Regional parks.

Linda Coughan addressed the mayor and councillors to let them know what has been happening at Wairarapa SPCA lately and why they have set up an advisory group. The advisory group is separate from the SPCA and they would like to have a representative from the Carterton District on the advisory group so people are kept informed with what is happening.

3. Apologies

There were no apologies given.

4. Declaration of Conflict of Interest

There were two declarations of conflict of interest declared.
Cr G Lang for Toi Wairarapa and Cr R Keys for Courthouse refurbishment.

5. Courthouse Refurbishment Update

A late report was received giving a background for new councillors as well as a summary of activities since the last report. It also covers the next stages of Building Work, Exterior and Interior as well as the challenges they have had getting funding.

They are now looking forward to the planning of the Trust Deed – changing its focus from the renovation to the management of Hub operations and are keen to enshrine two other priorities, firstly the iwi representation and secondly a kaitiaki role to ensure the heritage aspects of the building and its renovation are respected and cared for. Business Plan – A business plan is being developed. Long-Term Maintenance Plan – a full 40 year maintenance plan has been prepared.

Annual Operating Budget – An annual operating budget has been prepared although it still requires some refinement. Publicity & Communications – Without secure funding and the certainty that the renovation could go ahead, publicity has been deliberately low key. All going to plan, the new hub is expected to be ready for use in late March/April 2017.

6. Destination Wairarapa Report and Memorandum of Understanding

Purpose

For the Council to receive the report of activities for the quarter ending 30 September 2016 and to receive a copy of the Memorandum of Understanding between Destination Wairarapa and the three Wairarapa Councils.

Moved

That Council receive the report from Destination Wairarapa

That Council notes the Memorandum of Understanding between Carterton, Masterton, South Wairarapa District Councils and Destination Wairarapa, for the period 1 July 2016 to 30 June 2019.

Crs Carter / O'Callaghan
Carried

Cr G Lang left the table at 1.41pm to present Toi Wairarapa.

7. Toi Wairarapa Update

Purpose

For Council to receive an update of activities by Toi Wairarapa – Heart of Arts

Moved

That Council receive the report.

Crs Greathead / Vergunst
Carried

Cr G Lang returned to the table at 1.56pm

8. Carterton District Council Roading Procurement Strategy

Purpose

For Council to approve a revised Roading Procurement Strategy, as required by the New Zealand Transport Agency.

Moved

That Council receive the report.

Crs Ashby / Keys
Carried

Moved

That Council adopt the Roading Procurement Strategy 2016

Crs Greathead / Ashby

Carried

9. Aratoi Museum Funding arrangements

Purpose,

For Council to consider a funding request from Aratoi Museum Trust.

Moved

That Council receive the report.

That Council notes the request from the Aratoi Museum Trust for funding support of \$12,000 plus GST.

Crs Carter / O'Callaghan

Carried

Moved

That Council agrees that a funding allocation should not be made from either the Community Grants Fund or the Community Development budget.

That Council grant the Aratoi Museum Trust \$6,000 this year as unbudgeted expenditure.

Crs Deller / Greathead

Carried

10. Code of Conduct

Purpose

For Council to adopt a Code of Conduct for the 2016-19 Triennium.

Moved

That Council receives the report.

Crs Carter / Greathead

Carried

Moved

That council agrees to adopt the Code of Conduct in Attachment 1 with agreed changes to number 3 from Value to Principles and notes that it will be discussed further at a workshop.

Carried unanimously

11. Standing Orders

Purpose

For Council to adopt Standing Orders for the 2016-19 Triennium.

Moved

That Council receive the report.

That Council adopts the Standing Orders in Attachment 1 including clauses 12.7 – 12.16 Right to attend meetings by audio or audio visual link.

Crs Ashby / Keys

Carried

12. Council Committee and Advisory Groups for the 2016-19 Triennium

Purpose

For Council to consider and adopt a committee structure for the 2016-19 Triennium.

Moved

That Council receives the report.

Crs Keys / Lang

Carried

Moved

That Council agrees to establish the governance structure, as set out in Section 4 of the report.

Crs Deller / Ashby

Carried

Moved

That Council adopts the Terms of Reference for the following committees and advisory groups, in Attachment 1:

- i. Audit and Risk Committee
- ii. Infrastructure and Services Committee
- iii. Policy and Strategy Committee
- iv. Hearing Appointments Committee
- v. Water Race Committee
- vi. Rural Travel Fund Committee
- vii. Economic Development Advisory Group
- viii. Making Places Advisory Group.

That Council appoints the following members to the committees, and appoints the following chairs of those committees:

Committee	Members
Audit and Risk Committee	Mayor Booth (Chair) Councillor Ashby Councillor Keys Councillor O'Callaghan
Infrastructure and Services Committee	Councillor Ashby (Chair) Councillor Deller Councillor Greathead (Deputy Chair) Councillor Keys Mayor Booth
Policy and Strategy Committee	Councillor Carter (Chair) Councillor Keys (Deputy Chair) Councillor Lang Councillor O'Callaghan Councillor Vergunst Mayor Booth Councillor Deller Councillor Ashby Councillor Greathead
Hearing Appointments Committee	Councillor Keys (Chair) Councillor Greathead
Water Race Committee	Mayor Booth (Chair) Councillor Deller
Rural Travel Fund Committee	Councillor Carter (Chair) Councillor Lang Councillor O'Callaghan Councillor Vergunst

That Council appoints the following members to the advisory groups, and appoints the following chairs of those advisory groups:

Advisory Group	Members
Economic Development Advisory Group	Councillor Lang (Chair) Councillor Keys Councillor O'Callaghan
Making Places Advisory Group	Councillor Lang (Chair) Councillor Deller Councillor Greathead

Crs Carter / Greathead
Carried

Moved

That Council agrees to seek a suitably qualified person to be appointed to the Audit and Risk Committee.

Crs Keys / Ashby
Carried

Moved

That Council agrees the Advisory Groups invite the appropriate members of the Carterton community to be part of the Groups.

Crs Keys / Greathead
Carried

13. Elected representative appointments to external bodies, joint committees and other groups

Purpose

For Council to make Elected Representative appointments to various external bodies, joint committees and other groups for the 2016-19 Triennium.

Moved

That Council receives the report

Crs Deller / Greathead
Carried

Moved

That the council makes the following appointments for the term of the triennium.

Joint Wairarapa Committees	Members
Wairarapa Library Services Joint Committee	Councillor Carter Councillor O'Callaghan
Wairarapa Joint Planning Committee	Councillor Carter Councillor Greathead Councillor Keys
External Committees	Members
Wairarapa Rural Fire Authority	Councillor Keys Councillor Deller (alternate)
Rimutaka Hill Road Committee	Mayor Booth
Wairarapa Road Safety Council	Councillor Vergunst Councillor Keys (alternate)
Wellington Regional Waste Minimisation and Management Joint Committee (WCC)	Councillor Greathead Councillor Vergunst

Trusts, Societies & others	Members
Wairarapa Safer Communities Trust	Councillor Keys Councillor Greathead
Carterton and District Community Trust	Councillor Carter Councillor Lang
Sparks Park Trust	Councillor Deller
Wairarapa A & P Society	Councillor Greathead
Carterton Creative Communities Committee	Councillor Vergunst Councillor Carter
Other Informal Forums	Members
Joint Shared Services Working Party	Mayor Booth Councillor Greathead Councillor Keys
Joint Economic Development Task Group	Mayor Booth Councillor Lang Councillor O'Callaghan
Wairarapa Passenger Rail Services Working Party	Mayor Booth Councillor Greathead Councillor Lang
Safer Wairarapa HUB	Mayor Booth Councillor Keys (alternate)
Healthy Homes Oversight Group	Councillor Carter
Mangatarere Restoration Society	Councillor Greathead
Wellington Region Waste Forum	Councillor Greathead Councillor Vergunst
Carterton Sports and Recreation Trust Liaison	Councillor Keys
Mayors' Taskforce for Jobs	Mayor Booth
Wairarapa Policies Working Group	Councillor Greathead Councillor Vergunst Councillor O'Callaghan

Crs Carter / Lang
Carried

Moved

That Mayor Booth and Cr Ashby be spokespeople for the council on matters related to the Waiohine Flood Plain Management Plan.

Crs Keys / Vergunst
Carried

14. Meeting Schedule

Purpose

For Council to approve the schedule of Council and Committee Meetings the period December 2016 to December 2017.

Moved

That Council receives the report.

Crs Greathead / O'Callaghan
Carried

That Council adopts the schedule of meetings for the remainder of 2016 and for 2017.

Council	2016: 14 December 2017: 22 February, 5 April, 17 May, 28 June, 9 August, 20 September, 25 October, 13 December All starting at 1.00pm
Infrastructure and Services Committee	2017: 15 March, 26 April, 7 June, 19 July, 30 August, 11 October, 22 November All starting at 9.30am
Policy and Strategy Committee	2017: 15 March, 26 April, 7 June, 19 July, 30 August, 11 October, 22 November All starting at 1.00pm
Water Race Committee	2016: 6 December 2017: 15 February, 24 May, 23 August, 15 November All starting at 9.30am
Audit and Risk Committee	2017: 22 March, 14 June, 6 September, 29 November

Crs Lang / Carter
Carried

15. Governance Statement

Purpose

For Council to adopt the governance statement in accordance with section 40 of the Local Government Act 2002

Moved

That Council adopt the proposed Governance Statement required by section 40 of the Local Government Act 2002 subject to clarification of the wording in clause 12.

Cr Ashby / Keys
Carried

16. Elected Members' Remuneration 2016/17

Purpose

For Council to agree any allocation of the pool available for extra payments to members for additional responsibilities.

Moved

That Council receives this report.

Crs Greathead / O'Callaghan
Carried

Moved

That Council recommends to the Remuneration Authority that Ruamāhanga and Whaitua representative continue to receive an allowance of \$2,500.

Crs Keys / Greathead
Carried

Moved

That Council instructs the Chief Executive to submit the resolution to the Remuneration Authority.

Crs Keys / Carter
Carried

17. Delegations Manual

Purpose

To approve revisions to the Delegations Manual

Moved

That Council receives the report.

Crs Carter / Ashby
Carried

Moved

That Council approves the revisions to the Delegations Manual.

Crs Ashby / Greathead
Carried

18. Chief Executive's Report

Purpose

To inform Council of officers' activities since the previous meeting.

Moved

That Council receives the report.

Cr Deller / Greathead
Carried

19. Confirmation of the Minutes

Moved

That the minutes of the Inaugural Meeting held on Wednesday 26 October 2016 be confirmed as amended.

Crs Carter / Lang
Carried

20. Matters Arising from Minutes

Councillor Deller's name was missed off the councillors present at the Inaugural Meeting. A correction has been made and updated.

21. Public Excluded

Moved

That the public be excluded from the following parts of the proceedings of this meeting, namely:

1. Contract for Sewer and Water Renewals and Replacements 2016/17
2. Council appointments to external bodies 2016–2019.

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Contract for sewer and water renewals and replacements 2016/17	Good reason to withhold exists under Section 7.	That 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 exists. Section 48(1)(a)
2. Council appointments to external bodies 2016–2019	Good reason to withhold exists under Section 7.	That 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 exists. Section 48(1)(a)
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This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item no.	Interest
1.	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))
2.	Protect the privacy of natural persons, including that of deceased natural persons (Schedule 7(2)(a))

Crs Carter / Greathead
Carried

20.2 Appointments to other bodies

Purpose

For council to make appointments to external bodies for the 2016 – 19 Triennium.

Moved

That Council receives the report.

Crs Greathead / Vergunst
Carried

Moved

That Council appoints the following for the term of the Triennium:

- i. Tina Nixon to Destination Wairarapa Inc;
- ii. Joseph Gillard to the Cobblestones Museum Trust;
- iii. Councillor Keys to Carter Society Inc.
- iv. Councillor Vergunst to Carterton and Districts Returned Services Memorial Trust

Crs Carter / Deller
Carried

Moved

That Council confirms the continuation of:

- i. Julie Fauvel and Peter Croft on Carter Society Inc; and
- ii. Mayor Booth, and Grant Smith on the Carterton and Districts Returned Services Memorial Trust

for the term of the Triennium.

Crs O'Callaghan / Vergunst
Carried

Moved

That council instructs the Chief Executive to communicate the Council's appointment decisions with the non-elected member appointees and the organisations.

That council requests the Mayor to write to Mr Tony Russell, thanking him for his time on the Cobblestones Museum Trust.

Crs Carter / Lang
Carried

Moved

That the Council go out of Public Excluded and return to the Ordinary meeting at 3.50pm

Crs Carter / Keys
Carried

The public portion of the meeting concluded at 3.30pm

The meeting concluded at 3.50pm

Minutes confirmed.....

Date.....