

CARTERTON
DISTRICT COUNCIL

Ordinary Council Meeting

Agenda

to be held on

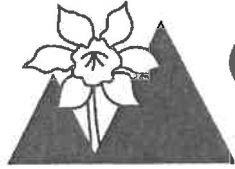
Wednesday, 17 May 2017

at 1.00pm

in the

Hurunui o Rangi Room, Carterton Event Centre

50 Holloway Street, Carterton



AGENDA

The Agenda of the Council Meeting of the Carterton District Council to be held at the Hurunui o Rangi Meeting Room at the Carterton Event Centre, 50 Holloway Street, Carterton on Wednesday 17 May 2017 at 1.00pm.

1. Karakia (Prayer)
2. Apologies
3. Conflict of Interest Declaration
4. Public Forum
5. Notification of General Business / Late Items
6. Wellington Regional Resilience Co-ordination Group – verbal
7. Destination Wairarapa Update – *page 1 - 14*
8. Courthouse Update – *page 15 - 18*
9. Appointment to District Licensing Authority – *page 19 - 20*
10. Appointment to Greater Wellington Regional Council Wairarapa Committee
– *page 21 - 26*
11. Update on the Place Making and Economic Development Advisory Group activities – *page 27 - 32*
12. Chief Executive Report - *page 33 - 52*
13. Whaitua Update – *page 53 - 54*
14. General Business/Late Items
15. Confirmation of the Minutes – *page 55 - 60*
 - 15.1 Minutes of the Ordinary Council meeting held on 5 April 2017.
16. Matters Arising from Minutes

Jane Davis
Chief Executive



10 May 2017

Destination Wairarapa Report to 31 March 2017

1. PURPOSE OF THE REPORT

For the Council to receive a report of activities of Destination Wairarapa for the period ending 31 March 2017.

2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Council's Significance and Engagement Policy.

3. BACKGROUND

Destination Wairarapa is an incorporated society established to encourage, facilitate and develop tourism and associated industries and services within the Wairarapa. Carterton District Council provides funding to the agency of just over \$50,000 per annum. Destination Wairarapa also receives funding from Masterton and South Wairarapa District Councils, as well as its members and Trust House.

Through a Memorandum of Understanding (MOU) between Destination Wairarapa and the three Wairarapa District Councils, it is required to act as the Wairarapa Regional Tourism Organisation. Its objectives include growing visitor numbers to Wairarapa and increasing the length of stays and the amount visitors spend).

4. REPORT TO 31 MARCH 2017

The report to 31 March 2017 is in **Attachment 1**.

The report does not show Carterton-specific metrics. In terms of the financial position, the Chief Executive, David Hancock, has provided the following summary:

Revenue: apart from the Trust House grant not materialising as per budget and the better than planned membership fees, revenue is fairly much as forecast.

Policy has been adopted by the Board to enable development of alternative revenue opportunities.

Expenses were heavily controlled with payroll and marketing being the biggest areas for cost savings. Looking to the next quarter we should be able to return to more normal marketing spend particularly as we head into the winter campaign.

Cash flow projections are no longer critical with the \$130,000 + GST Trust House grant coming through. Reserves have been replenished to \$120,000.

Financial statements are included in the attached report.

A representative from Destination Wairarapa will be in attendance at the meeting to answer any questions Councillors may have on the report.

5. RECOMMENDATION

That the Council:

1. **Receives** the Destination Wairarapa report to 31 March 2017.

Jane Davis
Chief Executive

Attachment 1: Destination Wairarapa Report to 31 March 2017

Destination Wairarapa Council and Trust Report 31 March 2017

More Visitors, Staying Longer & Spending More

Overview

Visitor Arrivals

International guest nights have been growing on a monthly average of 49.9% against the same months in the previous year. Domestic has continued to grow at an average of 6.2% in the same period.

International guests have increased as a share of the total volume of visitors coming to the Wairarapa. For the YE February 2017, internationals made up a monthly average of 16.3% of all visitors. This is up from 12.9% in the previous 12 months. This change in the makeup of the market is important as it decreases the extreme importance we've always had in Wellington as a source of visitors. Wellington will always be the major source of visitors for the Wairarapa but any decrease in the reliance is important to help move our eggs around from the single basket.

There is further evidence of a decreasing reliance in Wellington as a source of visitors. The YE February 2017 saw Wellington with a decrease of -0.6% in Guest Arrivals yet Wairarapa was able to achieve an 8.6% increase which is ahead of the National result of 6.5% increase.

It's good to see the return to having a better length of stay than Taupo and an improvement on our own result in the previous 12 months.

Commercial Accommodation Monitor

Statistics New Zealand

12 Months Ending February 2016 v 2017

	Wairarapa	Greater Wellington	Hawkes Bay	Taupo	National
Guest Arrivals					
2017	126,754	1,235,121	528,083	607,467	19,403,774
2016	115,808	1,242,028	479,191	543,936	18,140,483
Variance	8.6%	-0.6%	9.3%	10.5%	6.5%
Guest Nights					
2017	232,970	2,656,392	1,175,865	1,095,042	38,556,463
2016	212,223	2,642,821	1,061,821	1,022,519	36,531,820
Variance	8.9%	0.5%	9.7%	6.6%	5.3%
Occupancy					
2017	24.9%	65.5%	43.1%	41.4%	43.7%
2016	22.2%	64.6%	37.7%	39.6%	41.7%
Variance	2.7	0.9	5.4	1.8	2.0
Length of Stay					
2017	1.84	2.15	2.23	1.80	1.99
2016	1.83	2.13	2.22	1.88	2.01

Note: Greater Wellington excludes Wellington City

Note: Hawkes Bay capacity is -60,000 for the year

Carterton and South Wairarapa statistics are grouped together so the following table for Masterton is not available for the other two TLAs.

Commercial Accommodation Monitor

Statistics New Zealand

12 Months Ending February 2016 v 2017

	Wairarapa	Masterton	National
Guest Arrivals			
2017	126,754	70,892	19,403,774
2016	115,808	68,845	18,140,483
Variance	8.6%	2.9%	6.5%
Guest Nights			
2017	232,970	138,965	38,556,463
2016	212,223	133,635	36,531,820
Variance	8.9%	3.8%	5.3%
Occupancy			
2017	24.9%	28.6%	43.7%
2016	22.2%	27.2%	41.7%
Variance	2.7	0.6	2.0
Length of Stay			
2017	1.84	1.96	1.99
2016	1.83	1.94	2.01

Visitor Spend

For the YE February 2017, tourism generated \$163 million from visitor spend in the Wairarapa. This is an 8.5% (\$13 million) increase on the previous 12 months.



Masterton District revenue from tourist spend increased 4.7% (\$4 million) from the previous 12 months. South Wairarapa District increased 16.9% (\$9 million) and Carterton has remained static for the past four years. With both of Carterton's neighbours demonstrating such growth the opportunity is really there for Carterton capture, in particular, retail growth.

Retail spend from tourists in the YE February 2017 shows 61.5% of all spend in Carterton District is on retail.

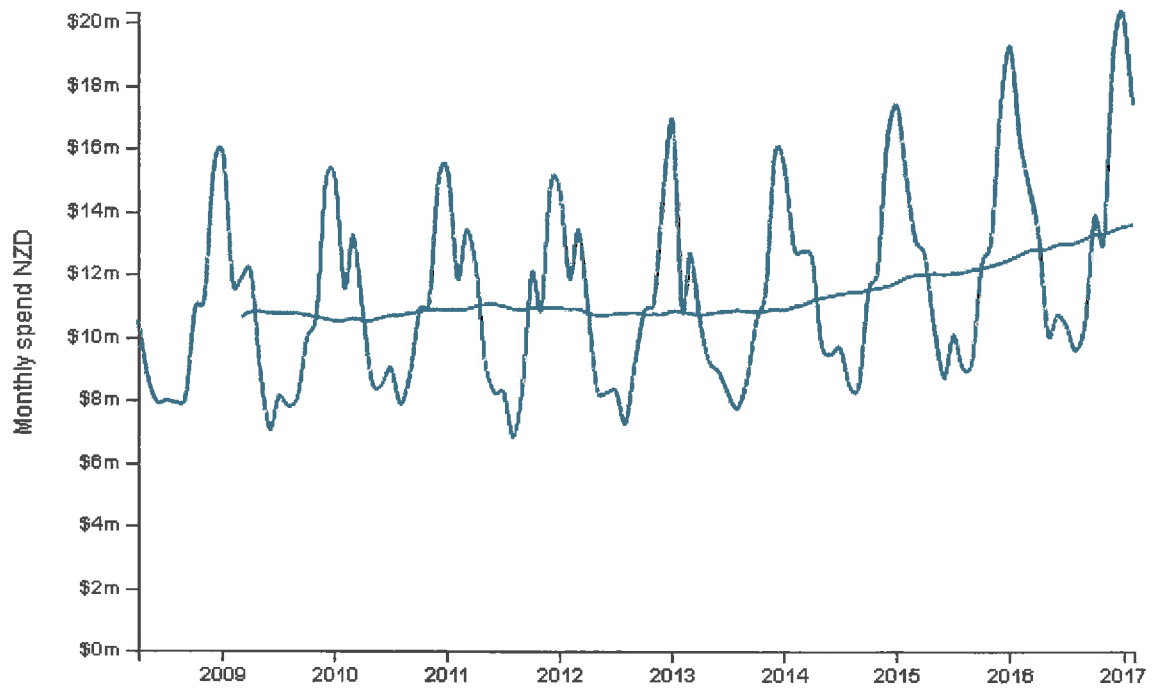


The following graph shows the breakdown of retail spend from tourists and reinforces the opportunity for Carterton and all three Districts to do more with being open seven days to capture what is a seven day a week market.



The importance of tourism to retail and therefore retail to tourism cannot be understated in the Wairarapa. Getting as many retailers open 7 days a week is a real opportunity for the towns.

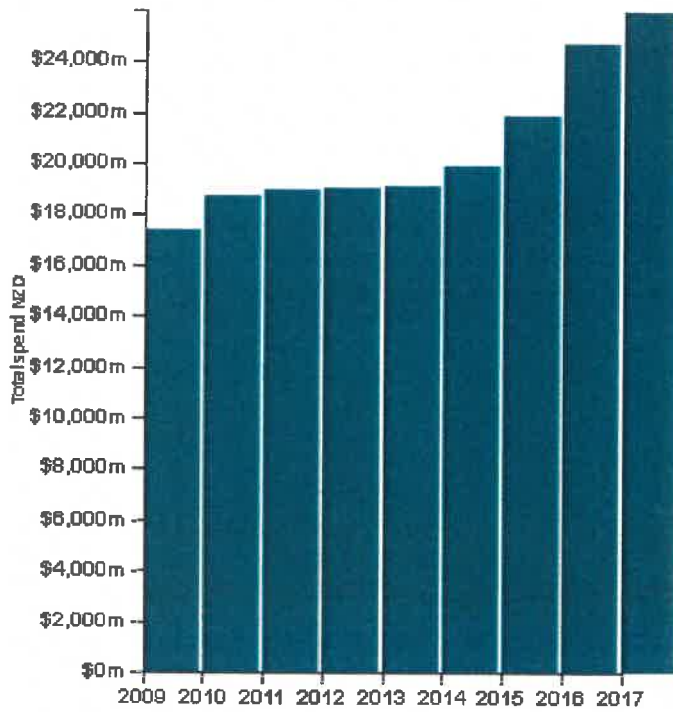
Historical monthly spending pattern



The financial objective for the tourism industry is outlined in the Tourism 2025 framework. In a Wairarapa context this means growing annual tourism revenue from \$134 million (YE 2014) by \$78 million to \$212 million a year by 2025.

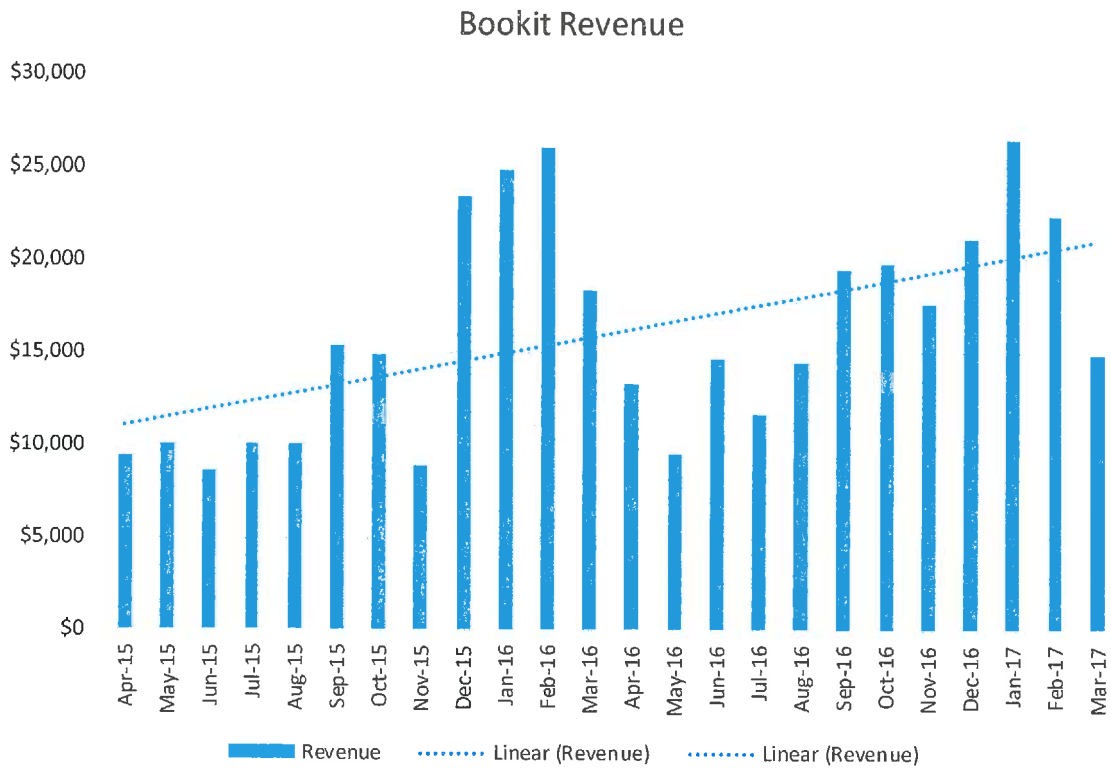
Revenue from tourism YE February 2017 for the Wairarapa is \$163 million. That's an average growth of 7.2% per annum. The target is average growth of 5.3% per annum, so the Wairarapa is well on track for doing its part for the New Zealand tourism industry.

Total spending for year to February



Bookit

Bookit is the online booking engine on the Destination Wairarapa website. Through January to March booking volumes and revenue were down 7.9% on the same period last year. This is revenue going direct to local businesses but was impacted by the poor weather we experienced during this period.



Winning Business Events

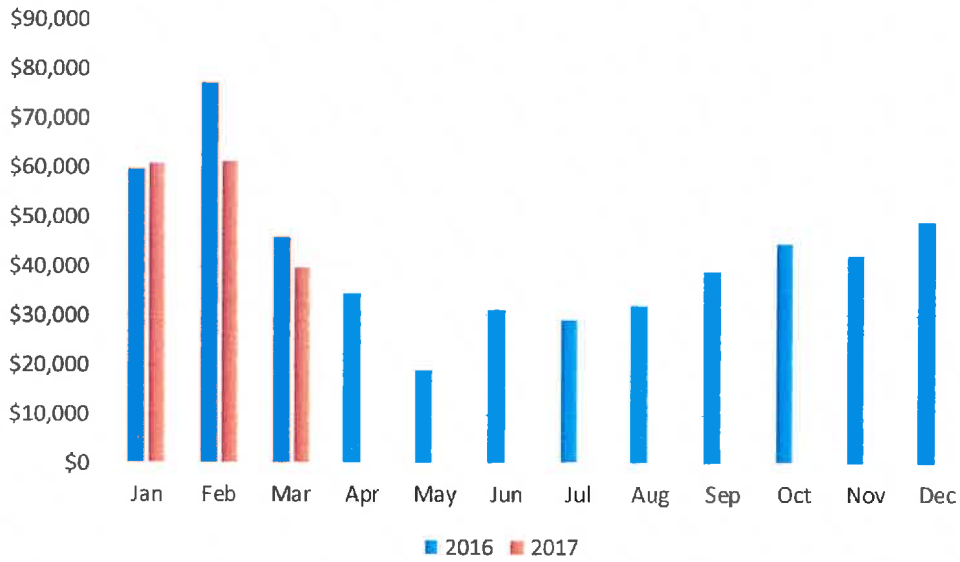
A collective of operators with an overarching Wairarapa theme attended Show Me Wellington on 7 March.

i-SITE Visitor Centres

Highlights:

- **i-SITE Total Sales**
 - i-SITE Visitor Centre gross revenue for YE March 2017 (\$482,480) was down 1.6% on the previous 12 months but improved 2 points since December 2016 quarter.
- **i-SITE Visitor Volumes**
 - January – March 2017 had 14,920 visitors through the doors which is 6% down on the same quarter in the previous year

i-SITE REVENUE



Product Development

- Monthly meetings with GWRC and Transdev trains
 - Lions Ticketing for trains
 - Winter FREE train
 - Wairarapa as a Scenic product
- Cape Palliser accommodation

Operator Development

There has been a solid push to get operators working as an industry. Sharing information, ideas, overflow bookings and collective marketing.

David Hancock
General Manager

Profit & Loss

Destination Wairarapa Inc. For the 3 months ended 31 March 2017

	Actual	Budget	Var NZD	Var %	YTD Actual	YTD Budget	Var NZD	Var %
Income								
Accommodation Commission	4,501	4,850	(349)▼	-7.2%▼	11,447	12,600	(1,153)▼	-9.1%▼
Bookit	3,512	2,520	992▲	39.4%▲	6,566	5,830	736▲	12.6%▲
Donation - Trust House	130,000	-	130,000▲	0.0%	130,000	235,000	(105,000)▼	-44.7%▼
Interest Received	149	624	(475)▼	-76.1%▼	1,116	1,872	(756)▼	-40.4%▼
Membership	6,051	58,000	(51,949)▼	-89.6%▼	106,538	58,500	48,038▲	82.1%▲
Other Revenue	9,322	-	9,322▲	0.0%	10,072	7,400	2,672▲	36.1%▲
Ticket Commission	483	750	(267)▼	-35.6%▼	1,608	1,940	(332)▼	-17.1%▼
Tourism Products	1,028	1,600	(572)▼	-35.8%▼	1,589	3,180	(1,591)▼	-50.0%▼
Travel Sales	1,240	1,610	(370)▼	-23.0%▼	2,158	3,660	(1,502)▼	-41.0%▼
Wairarapa Visitor Guide	-	-	-	0.0%	27,289	27,000	289▲	1.1%▲
Council Grants								
Grants - CDC	13,250	13,785	(535)▼	-3.9%▼	39,750	41,356	(1,606)▼	-3.9%▼
Grants - MDC	66,560	136,500	(69,940)▼	-51.2%▼	199,680	273,000	(73,320)▼	-26.9%▼
Grants - SWDC	28,866	58,886	(30,020)▼	-51.0%▼	86,597	117,772	(31,175)▼	-26.5%▼
Total Council Grants	108,676	209,171	(100,496)	-48.0%	326,027	432,128	(106,100)	-24.6%
Retail Sales								
Retail Sales	2,723	2,860	(137)▼	-4.8%▼	6,192	6,060	132▲	2.2%▲
Less Cost of Sales	(2,049)	-	(2,049)▼	0.0%	(2,623)	-	(2,623)▼	0.0%
Total Retail Sales	674	2,860	(2,186)	-76.4%	3,569	6,060	(2,491)	-41.1%

Profit & Loss

	Actual	Budget	Var NZD	Var %	YTD Actual	YTD Budget	Var NZD	Var %
Total Income	265,636	281,985	(16,349)	-5.8%	627,981	795,170	(167,189)	-21.0%
Less Cost of Sales								
Cost of Goods Sold	-	1,550	(1,550)	-100.0%	-	3,495	(3,495)	-100.0%
Total Cost of Sales	-	1,550	(1,550)	-100.0%	-	3,495	(3,495)	-100.0%
Gross Profit	265,636	280,435	(14,799)	-5.0%	627,981	791,675	(163,694)	-21.0%
Less Operating Expenses								
Corporate Support Expenses								
ACC Levies	-	375	(375)	-100.0%	1,040	1,125	(85)	-7.6%
Accounting Fees	3,600	3,600	-	0.0%	11,179	10,800	379	3.5%
Audit Fees	-	-	-	0.0%	15,879	14,000	1,879	13.4%
Bad Debts	-	126	(126)	-100.0%	495	378	117	31.0%
Bank Fees - ANZ	190	213	(23)	-10.7%	517	639	(122)	-19.1%
Board Fees	1,075	5,903	(4,828)	-81.8%	6,245	17,709	(11,464)	-64.7%
Board Members Expenses	-	100	(100)	-100.0%	201	300	(99)	-32.9%
Depreciation	-	4,002	(4,002)	-100.0%	-	12,006	(12,006)	-100.0%
Electricity Corporate	257	280	(23)	-8.2%	985	965	20	2.1%
Entertainment	-	-	-	0.0%	599	-	599	0.0%
Equipment Rental	272	300	(28)	-9.2%	817	900	(83)	-9.2%
Fringe Benefit Tax	2,419	1,800	619	34.4%	5,311	5,400	(89)	-1.6%
Information Technology	1,630	1,776	(146)	-8.2%	5,592	5,328	264	5.0%
Insurance	1,195	1,350	(155)	-11.5%	3,629	4,050	(421)	-10.4%
Interest Expense	1,165	1,170	(5)	-0.5%	3,690	3,699	(9)	-0.3%
Kitchen Supplies Corporate	10	87	(77)	-88.9%	149	261	(112)	-43.1%

Profit & Loss

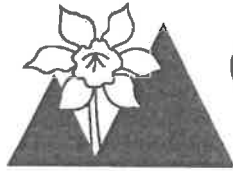
	Actual	Budget	Var NZD	Var %	YTD Actual	YTD Budget	Var NZD	Var %
KiwiSaver Employer Contributions	1,976	2,913	(937)▼	-32.2%▼	8,440	8,739	(299)▼	-3.4%▼
Legal Expenses	2,726	-	2,726▲	0.0%	4,604	-	4,604▲	0.0%
Membership Expenses	12	600	(588)▼	-98.0%▼	4,683	2,700	1,983▲	73.4%▲
Merchant & BNZ Bank Fees	1,062	951	111▲	11.7%▲	2,280	2,853	(573)▼	-20.1%▼
Office Supplies & Photocopying Corporate	1,086	1,749	(663)▼	-37.9%▼	5,325	5,247	78▲	1.5%▲
Personnel incl. Training Corporate	213	750	(537)▼	-71.7%▼	1,040	2,250	(1,210)▼	-53.8%▼
Printing & Stationery	-	-	-	0.0%	(16)	-	(16)▼	0.0%
Rent & Rates Corporate	5,684	3,876	1,808▲	46.6%▲	12,617	11,628	989▲	8.5%▲
Salaries	62,694	63,750	(1,056)▼	-1.7%▼	193,790	191,250	2,540▲	1.3%▲
Subscriptions & Membership	687	574	113▲	19.7%▲	11,555	6,323	5,232▲	82.8%▲
Telecom incl Mobilis Corporate	2,477	2,649	(172)▼	-6.5%▼	7,435	7,947	(512)▼	-6.4%▼
Vehicle Leases	1,632	1,650	(18)▼	-1.1%▼	4,896	4,950	(54)▼	-1.1%▼
Vehicle Operating Costs	3,111	2,424	687▲	28.4%▲	8,262	7,272	990▲	13.6%▲
Total Corporate Support Expenses	95,172	102,968	(7,796)	-7.6%	321,240	328,719	(7,479)	-2.3%
Total I-Site Expenses								
Electricity i-SITES	789	835	(46)▼	-5.5%▼	2,972	3,725	(753)▼	-20.2%▼
Kitchen Supplies i-SITES	39	75	(36)▼	-48.5%▼	193	225	(32)▼	-14.4%▼
Office Supplies i-SITES	134	300	(166)▼	-55.4%▼	430	900	(470)▼	-52.3%▼
Personnel incl Training & Conferences i-SITES	-	501	(501)▼	-100.0%▼	2,530	1,503	1,027▲	68.3%▲
Photocopier i-SITES	616	588	28▲	4.8%▲	1,542	1,764	(222)▼	-12.6%▼
Rent & Rates i-SITES	5,684	5,874	(190)▼	-3.2%▼	19,174	17,622	1,552▲	8.8%▲
Repairs & Maintenance i-SITES	60	-	60▲	0.0%	125	100	25▲	25.3%▲
Telecom i-SITES	1,280	1,101	179▲	16.2%▲	3,672	3,303	369▲	11.2%▲
Travel & Transport	-	-	-	0.0%	3,197	-	3,197▲	0.0%
Wages	40,966	44,250	(3,284)▼	-7.4%▼	123,045	132,750	(9,705)▼	-7.3%▼

Profit & Loss

	Actual	Budget	Var NZD (3,957)	Var % -7.4%	YTD Actual	YTD Budget	Var NZD (5,013)	Var % -3.1%
Total Total I-Site Expenses	49,567	53,524	(3,957)	-7.4%	156,879	161,892	(5,013)	-3.1%
Total Marketing Expenses								
Advertising	-	-	-	0.0%	-	470	(470)▼	-100.0%▼
Business Events Marketing	15,958	1,600	14,358▲	897.3%▲	15,958	7,600	8,358▲	110.0%▲
CNZMT Marketing	-	-	-	0.0%	2,500	3,500	(1,000)▼	-28.6%▼
Distribution	3,129	2,800	329▲	11.8%▲	9,030	8,800	230▲	2.6%▲
Domestic Marketing	1,657	-	1,657▲	0.0%	4,383	-	4,383▲	0.0%
Domestic Marketing Email Distribution	1,562	999	563▲	56.3%▲	3,169	2,997	172▲	5.7%▲
Domestic Marketing Facebook	97	375	(278)▼	-74.2%▼	169	1,125	(956)▼	-85.0%▼
Domestic Marketing Spring Campaign	1,472	-	1,472▲	0.0%	9,069	7,000	2,069▲	29.6%▲
Domestic Marketing Wings Campaign	3,947	6,000	(2,053)▼	-34.2%▼	3,947	7,000	(3,053)▼	-43.6%▼
Domestic Marketing Winter Campaign	-	-	-	0.0%	278	3,000	(2,722)▼	-90.7%▼
Domestic Marketing Consumer Expos	187	900	(713)▼	-79.3%▼	860	2,500	(1,640)▼	-65.6%▼
Imagery	1,600	2,000	(400)▼	-20.0%▼	2,015	7,500	(5,485)▼	-73.1%▼
International Marketing Alliance	427	11,500	(11,073)▼	-96.3%▼	30,445	48,000	(17,555)▼	-36.6%▼
Media Hosting	896	1,125	(229)▼	-20.4%▼	5,849	3,375	2,474▲	73.3%▲
Relationship Marketing	271	300	(29)▼	-9.6%▼	856	1,150	(294)▼	-25.6%▼
Trade Events & Training	4,076	4,725	(649)▼	-13.7%▼	10,922	8,175	2,747▲	33.6%▲
Trade Famlis	164	1,850	(1,686)▼	-91.1%▼	635	5,652	(5,017)▼	-88.8%▼
Visitor Guide	-	-	-	0.0%	16,915	17,500	(585)▼	-3.3%▼
Website	660	4,749	(4,089)▼	-86.1%▼	2,839	14,247	(11,408)▼	-80.1%▼
Total Total Marketing Expenses	36,100	38,923	(2,823)	-7.3%	119,835	149,591	(29,756)	-19.9%
Total Projects Expenses								
Rimutaka Cycle Trail	16	-	16▲	0.0%	24	-	24▲	0.0%
Total Total Projects Expenses	16	-	16	0.0%	24	-	24	0.0%

Profit & Loss

	Actual	Budget	Var NZD	Var %	YTD Actual	YTD Budget	Var NZD	Var %
Total Operating Expenses	180,856	195,415	(14,559)	-7.5%	597,978	640,202	(42,224)	-6.6%
Operating Profit	84,780	85,020	(240)	0.0%	30,003	151,473	(121,470)	-80.0%
Non-operating Expenses								
Entertainment - Non deductible	-	-	-	0.0%	813	-	813	0.0%
Total Non-operating Expenses	-	-	-	0.0%	813	-	813	0.0%
Net Profit	84,780	85,020	(240)	0.0%	29,190	151,473	(122,282)	-81.0%



10 May 2017

Courthouse Update Report

1. PURPOSE OF THE REPORT

For the Council to receive a report of activities of the Carterton Community Courthouse Trust.

2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Council's Significance and Engagement Policy.

3. REPORT ON ACTIVITIES OF THE COURTHOUSE TRUST

A report outlining the activities with the renovation of the Courthouse is in **Attachment 1**.

The report notes that the Trustees are at the final stages with a finish line in sight, with the first event to take place on Sunday 28th May 2017.

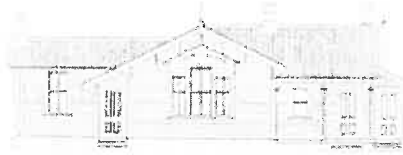
4. RECOMMENDATION

That the Council:

- 1. Receives the Courthouse Update Report in Attachment 1.**

Jane Davis
Chief Executive

Attachment 1: Courthouse Trust Update Report



Carterton Community Courthouse Trust
From Victorian Courthouse to revitalised Community Hub

Report to Carterton District Council

Meeting, 17 May 2017

Current Status

The renovation side of the project is now tantalisingly close to completion.

The final stages of the painting, tiling, plumbing, electrical, carpet laying and kitchen installation are still to be completed, but the finish line is in now firmly in sight.

The one main challenge is the need to re-schedule the floor sanding / oiling because the tricky work of patching the floor in the two main rooms is not yet complete. Unfortunately (for us) the floor sander has a very busy schedule and is not able to reschedule our work until late June.

Despite the floor sanding being postponed, the Trust still intends to make the building available for use in the interim. After all, the building will still be perfectly useable, it just won't look as good as it will do, once the floors in the two main rooms (and the storeroom) have been sanded and oiled.

The first event has been scheduled to take place in the newly renovated Hub on Sunday, 28 May and the Trust is delighted to provide a fitting venue for the launch of a book by a Carterton resident.

Funding – Grants & Donations

The Trust is most grateful to Council for the recent \$2,000 (excl GST) grant. This money has already been put towards the purchase & installation of a heat pump for one of the rear meeting rooms. With the onset of cooler weather, we are sure this will be most appreciated by groups using that room.

The Trust is also delighted to advise the recent welcome release of a \$20,000 (excl GST) donation from Eastern & Central Community Trust (ECCT).

This donation was announced by ECCT in late 2015. However the release of the funds was subject to a series of conditions. The most challenging of these was that the renovation remain in line with the budget we prepared in September 2015 as part of our funding submission. It is only now when the invoices & contracts are all in place that we have been able to demonstrate that we are not only in line with that original budget but have actually stayed within 1% of that budget!

Although we were quietly confident of remaining within the ECCT target, we have still had to contend with the myriad pluses & minuses (*the 'unknown unknowns'*) of renovating such an old building, and the inevitable materials price increases over an 18+ month period. We are immensely grateful to all the tradespeople who have kept their price increases to a bare minimum and in some cases, even kept to their original quotes. Their assistance has greatly assisted the Trust to meet the stern challenge set for us and we are relieved to finally receive these funds from ECCT.

The Trust is also especially delighted to be the recipient of a major and very welcome donation from another organisation. The source of this donation is probably known to most on Council, but it has not yet been publicly announced. Although we don't mention the name of this organisation in this report, we want all those involved to know that the Trust is immensely grateful for this donation; it is already making a huge difference to the project.

In addition to the three significant grants / donations mentioned above, other very welcome donations are still being received from Carterton residents and supporters.

Funding – Challenges

With careful management of our funds and cashflow situation (ie GST refunds), the Trust can meet all renovation obligations. However this work will fully deplete our financial resources.

The Trust has completed the 'wiring in' for an audio-visual (AV) system and a heating, ventilation, air-conditioning (HVAC) system, but neither system can be purchased and installed until funds become available. *(Note: As I said in my report to the April meeting, the code requires mechanical ventilation to the toilets and the Trust has committed to this essential work. What cannot be funded at this stage are the HVAC facilities proposed for the two big rooms and one of the rear meeting rooms.)*

Although other sources of funding are being pursued, realistically it may be some time before funding is available for either an AV system or an HVAC system. In the meantime:

- Hub users will be welcome to use their own AV equipment and the Trust will explore the purchase of a large display screen, as this is a relatively small part of the total AV cost.
- Supporters have promised the loan of oil column heaters. Although with the whole building now having ceiling and underfloor insulation and most walls also being insulated, the building already feels noticeably warmer than it did previously.

Fitout

The funding situation also presents significant challenges with the fitout. However we have isolated the *essential* items (tables, chairs, mugs, water glasses, etc) and have concentrated on providing these, so the Hub can become operational as soon as the renovation is complete.

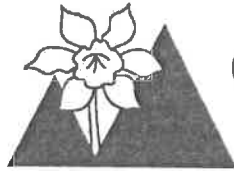
In addition, we are compiling a *wish list* so that people who may want to support the Hub can see the other things which are most needed and which they might feel inclined to provide or help fund.

Formal Blessing / Opening

Once the renovation is complete, the Trust is keen to have a formal blessing / opening but no details have been thought through at this stage.

Joseph Gillard
Chairman
Carterton Community Courthouse Trust
Email: xk6050@xtra.co.nz

9 May 2017



4th May 2017

DISTRICT LICENCING COMMITTEE APPOINTMENTS

1. PURPOSE OF THE REPORT

To seek Council's agreement to extend the appointments of the current District Licensing Committee (DLC) members until the 30th June 2018 and to seek the appointments of Councillor Brian Deller to the role of chairperson of the DLC and Councillor Ruth Carter as the deputy chairperson until the 30th June 2018.

2. SIGNIFICANCE

The matters for decision in this report do not trigger the significance policy of Council or otherwise trigger Section 76(3)(b) of the Local Government Act 2002.

3. BACKGROUND

The appointments for the Commissioner/s and List Members of the DLC will expire on 1st June 2017.

Appointments were extended by six months prior to the 2016 Local Body Elections to allow Council more time to consider and review the appointment of list members. It was also assumed that the Wairarapa Local Alcohol Policy (WLAP) would be finalised by that time.

Since then we have been advised that the final hearing regarding resolution of the appeals on the Provisional LAP (PLAP) will not take place until late July 2017. Following that, Council must advise all those who submitted on the original draft WLAP of the changes and allow those submitters an opportunity to appeal the changes. Given this timeline it is likely to be at least the end of 2017 before the WLAP is in place. If there are further appeals, this could extend into 2018.

A territorial authority may appoint an elected member to be a chairperson or deputy chairperson of the DLC. The deputy chairperson may act as the chairperson of the DLC, if the chairperson is unable to act because of illness, absence from NZ or for other sufficient reason. The appointment of a deputy chairperson will allow for decisions on alcohol matters to continue, with the absence of the chairperson.

4. COMMISSIONER

The Chief Executive of a territorial authority may, on the recommendation of the territorial authority, appoint a Commissioner for a term of up to five years¹ The current DLC

commissioner and chairperson for Carterton District Council, Elaine Brazendale, was appointed to the position until 1st June 2017.

It is now timely to look at appointing both a chairperson and deputy chairperson for Carterton District Council and to have these appointments aligned with a review of the list members to be completed post the adoption of the WPLAP.

5. LIST MEMBERS

The list members² are jointly appointed by the three Wairarapa councils. A Wairarapa Liquor Working Group was established to recommend these appointments. There are currently seven list members:

- Damien Pivac
- Gregory Ariell
- Jessie Hunt
- Catherine Rossiter-Stead
- Bruce Farley
- Andrew Beck
- Donald Adams

Members are called upon on a rotational basis by Carterton, Masterton, and South Wairarapa District Councils to consider licensing decisions as required.

6. RECOMMENDATIONS

That the Council:

1. **Receives** the report.
2. **Agrees** to extend the appointments for all current list members of the District Licencing Committee until 30th June 2018 subject to their agreement
3. **Recommends** that the Chief Executive appoints Councillor Brian Deller as commissioner and chairperson, and Councillor Ruth Carter as commissioner and deputy chairperson for the District Licencing Committee, until 30th June 2018.

Prepared by:

Solitaire Robertson

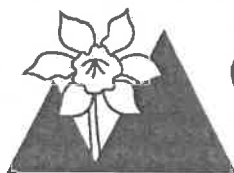
Planner/Policy Adviser

Approved by:

Dave Gittings

Manager Planning & Regulatory

39642 ² Refer section 192 of the Sale and Supply of Alcohol Act 2012



21 April 2017

Appointment to Greater Wellington Regional Council's Wairarapa Committee

1. PURPOSE OF THE REPORT

For the Council to nominate an appointees to Greater Wellington Regional Council's Wairarapa Committee.

2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Council's Significance and Engagement Policy.

3. BACKGROUND

Greater Wellington Regional Council, at its meeting on the 5th of April, established a Wairarapa standing committee to consider issues specific to Wairarapa. During the review of local government arrangements by the Local Government Commission the establishment by the Council of a Wairarapa Committee has been discussed to enable a local perspective to be placed on regional decisions and to assist in building improved relationships between the councils. The Local Government Commission has included this committee in its Draft Proposal. The Regional Council has taken the initiative to set up the committee ahead of any Final Proposal decision by the Commission.

The Regional Council has invited the Carterton District District Councils to nominate members for appointment to the Committee. See **Attachment 1**.

4. COMMITTEE TERMS OF REFERENCE AND MEMBERSHIP

The Committee's Terms of Reference reflect the Local Government Commission's Draft Proposal, and are in **Attachment 1**. They provide for the Committee to consider all matters of importance to the Wairarapa and to make recommendations to the Regional Council on those issues.

The Regional Council anticipates the Committee meeting on a quarterly basis, or more often as required.

The Wairarapa Committee has the following membership:

- Three Greater Wellington Regional Council Councillors, including the member for the Wairarapa Constituency
- One member from each of Carterton, South Wairarapa and Masterton District Councils, nominated by those Councils.
- One member appointed on the nomination of Kahungunu ki Wairarapa for their skills, knowledge or experience to assist the Committee.
- One member appointed on the nomination of Rangitāne ō Wairarapa for their skills, knowledge or experience to assist the Committee.

Each District Council has the right to also nominate one person as an alternate member of the Committee. GWRC is able to appoint a pool of up to three alternates.

GWRC has appointed the following Regional Council members to the Committee:

- Councillor Adrienne Staples, as Committee Chair
- Deputy Chair Barbara Donaldson, as Deputy Committee Chair
- Chair Chris Laidlaw
- Councillor Sue Kedgeley, as the alternate.

The appointment of these senior elected representative signals the importance the Regional Council is placing on the Committee.

5. CARTERTON DISTRICT COUNCIL'S NOMINATION

In recognition of the importance of this committee to the Wairarapa it is appropriate that the Mayor is appointed to represent the interests of Carterton, at least initially. For the same reasons the Deputy Mayor should be the alternate.

6. RECOMMENDATION

That the Council:

1. **Receives** the report.
2. **Nominates** the Mayor Booth as the Council's appointee on the Greater Wellington Regional Council's Wairarapa Committee.
3. **Nominates** Deputy Mayor Keys as the Council's alternate on the Greater Wellington Regional Council's Wairarapa Committee.

John Booth
Mayor

Attachment 1: Letter from Chair Laidlaw and Committee Terms of Reference



greater WELLINGTON
REGIONAL COUNCIL
Te Pane Matua Taiao

6 April 2017

File Ref: CCAB-7-149

John Booth
Mayor
Carterton District Council
PO Box 9
Carterton 5743

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T 04 384 5708
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Dear John

Nomination of Carterton District Council representative for Wellington Regional Council Wairarapa committee

At its meeting on 5 April 2017 Greater Wellington Regional Council established the Wairarapa Committee to consider matters of relevance to the Wairarapa. The Committee's terms of reference are attached. GWRC's appointees to the Committee are Councillors Staples (Committee Chair), Donaldson (Committee Deputy Chair), and Laidlaw.

CDC is invited to nominate one elected member for appointment to this Committee, and one elected member as an alternate. I would be grateful if you would provide your Council's nominations by the end of May, to enable Council to make the appointment in June.

It is anticipated that the first meeting of the Wairarapa Committee will be held in August 2017.

Yours sincerely

Chris Laidlaw
Chair

NOMINATION FOR REPRESENTATIVES ON GWRC WAIRARAPA COMMITTEE



Wairarapa Committee

1 Purpose

The purpose of the Wairarapa Committee is to consider matters of importance to the Wairarapa and make recommendations to the Council on these matters.

2 Specific responsibilities

The Committee may consider and make recommendations to Council on any issues relevant to the Wairarapa, including but not limited to:

- flood protection
- land management
- biosecurity
- biodiversity
- public transport
- natural resource management.

3 Membership

1. The Greater Wellington Regional Council Councillor elected from the Wairarapa Constituency, and two other Greater Wellington Regional Council Councillors.
2. One member, being an elected member of Carterton District Council appointed by the Council on nomination by Carterton District Council.
3. One member, being an elected member of the Masterton District Council appointed by the Council on nomination by Masterton District Council.
4. One member, being an elected member of South Wairarapa District Council appointed by the Council on nomination by South Wairarapa District Council.
5. One member, appointed by Council on the nomination of Kahungunu ki Wairarapa, for their skills, attributes or knowledge to assist the Committee.
6. One member, appointed by Council on the nomination of Rangitāne ō Wairarapa, for their skills, attributes or knowledge to assist the Committee.

4 Alternates

1. Each territorial authority is entitled to nominate an alternate member for appointment to the Committee. The alternate may attend and vote at meetings of the Committee, but only in the event that the appointed member is unable to attend.
2. In the case of the Greater Wellington Regional Council members appointed to the Committee, that Council may nominate a pool of up to three alternate members for appointment to the Committee. In the event that a Greater Wellington Regional Council member is unavailable to attend a Committee meeting any one person from the pool of the Council's alternate members may attend and vote in their place.

5 Quorum

Half the number of members, including two Wellington Regional Council members.

6 Voting entitlement

All members have equal voting and speaking rights.

The Chair, in the case of an equality of votes, does not have a casting vote (and therefore the motion is defeated and the status quo is preserved).

7 Reporting and servicing

1. The Committee reports to the Greater Wellington Regional Council.
2. The Committee is serviced by the Greater Wellington Regional Council.
3. As the servicing body, Greater Wellington Regional Council standing orders apply to the Committee, subject to the exclusion of the casting vote provision, as referenced in section 6.

8 Council decision-making on Committee recommendations

Decisions made by Council on Committee recommendations will be reported to the Committee. Where Council makes a decision that is materially different from the recommendation of the Committee the reasons for the Council decision will be set out in the report.

9 Remuneration

1. The expenses of members of the Committee who are elected members of the Greater Wellington Regional Council, Carterton District Council, Masterton District Council, or South Wairarapa District Council shall be met by the council they represent

2. Committee members who are not otherwise being remunerated may claim Greater Wellington Regional Council daily meeting attendance allowances and expenses.

10 Meeting frequency

The Subcommittee shall meet on a quarterly basis, with additional meetings as required.



5 May 2017

Update on the Place Making and Economic Development Advisory Group activities

1. PURPOSE OF THE REPORT

For the Council to receive a report of activities of the Place Making and Economic Development Advisory Groups.

2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Council's Significance and Engagement Policy.

3. BACKGROUND

The Place Making and Economic Development Advisory Groups were established at the beginning of the Council's term. Their purpose is to promote place making activities and economic development activities respectively in Carterton. Membership of the Groups includes councillors, officers and community members. The Groups meet on a six-weekly cycle and provide advice to the Council on matters relevant to their terms of reference.

4. REPORT ON ACTIVITIES OF THE PLACE MAKING ADVISORY GROUP

Councillors Lang (Chair), Deller and Greathead are members of the Place Making Advisory Group. The Group has been working on the following projects.

4.1 Broadway Revitalisation

The Council set aside a budget of \$500,000 a couple of years ago to revitalise Broadway. The work has been delayed while other revitalisation/place making projects were progressed in the town. The revitalisation of Broadway is now the priority project for the Place Making Advisory Group.

The Advisory Group has agreed on a design brief for Broadway. This is in **Attachment 1**. The Group has agreed to seek an urban designer to prepare a concept design for Broadway based on the design brief. The Group will invite three urban designers to bid for the work. The process will be independently managed and will be overseen by Councillor Land, Brian McWilliams and Gregg Crimp.

In addition to the concept design the urban designer will be asked to provide a recommendation on the staging of the implementation of the revitalisation design.

It is expected that the concept design will be completed for consideration by the Advisory Group in early August. The Group will then recommend a final design and implementation plan to the Council.

4.2 Unity Sculpture and other Sculptures

WaiArt is a member of the Place Making Advisory Group. Representatives of WaiArt worked with the Group to finalise the details of the Unity Sculpture, which was unveiled and blessed in February.

WaiArt has begun working with the Advisory Group on a next project, which is likely to incorporate the use of pipe sculptures.

4.3 Clock Tower park upgrade

The earthquake strengthening work on the clock tower will be started shortly and the Place Making Advisory Group is considering options for improving the area around the clock tower at the same time. Ideas are currently being generated and considered, with a decision on a design to recommend to the Council likely in June.

4.4 Lions Partnership Projects

Two place making projects are currently nearing completion in partnership with the Lions Club of Carterton. Following consideration by the Group, two seats have recently been constructed and installed at the western end of Holloway Street. These seats, to be dedicated to a previous Lion Member Ian Renall and to the volunteers of Carterton, will create a “linger node” as well as enhancing the entrance to the civic street.

The second current project, the installation of a barbeque in Carrington Park, is progressing well. The barbeque and cover have now arrived. Council staff are liaising with the Lions Club to construct concrete base, get power connection and install the barbeque.

4.5 Keep Carterton Beautiful Group activities

The Keep Carterton Beautiful Group is also part of the Place Making Advisory Group. They keep the Place Making Advisory Group up to date with their activities, which have recently included a lot of tidy-up work at the Clareville cemetery and repainting the exercise equipment in Carrington Park.

5. REPORT ON ACTIVITIES OF THE ECONOMIC DEVELOPMENT ADVISORY GROUP

Councillors Lang (Chair), Keys and O’Callaghan are members of the Economic Development Advisory Group. The Advisory Group has considered a large number of economic development activities. Below is a summary of some of those.

5.1 WREDA presentation

WREDA, the Wellington Regional Economic Development Agency, carries out economic development activities in the region. The Group invited WREDA to attend its latest meeting to discuss its activities; especially those that help grow businesses and the economy in Wairarapa. While the Group received a useful broad overview of the work of WREDA, including its partnership with Destination Wairarapa in promoting international tourism, the Group agreed to continue discussing opportunities to work with WREDA on more specific activities.

5.2 Go Carterton

Go Carterton is a key member of the Advisory Group. The Go Carterton Committee is currently reviewing how the group operates and options for getting a higher level of engagement from its members. Ron Shaw has recently taken over the chair role and he will lead a project that will re-instigate the Carterton Economic Development Strategy in partnership with the Council.

5.3 Ultra Fast Broadband II and Rural Broadband Initiative II roll-out

The Advisory Group is keeping a watching-brief on the roll out of ultrafast broadband in Carterton township (UFB2), and the rollout of the second Rural Broadband Initiative (RBI2).

The UFB2 rollout in Carterton is programmed for 2018. Council officers have met with Chorus to start the process, which will include some signage promoting the rollout. Detailed planning is likely in the second half of 2017.

5.4 Accelerate Wairarapa

Accelerate Wairarapa is an initiative started in Masterton that is seeking to accelerate the Wairarapa economy. Carterton, through the Carterton District Council, has recently become engaged with this project which is being driven by the Wairarapa business community. It was agreed Go Carterton should be linked into the project directly.

As the various work streams progress the Advisory Group will be updated and opportunities identified for Carterton businesses to connect.

5.5 Free Carterton town centre Wi-Fi

The Advisory Group has been working with officers to investigate the installation of free Wi-Fi in the town centre. This is progressing well, with a supplier identified and costings received. Wi-Fi is expected to be installed within three months.

5.6 Earthquake-prone buildings

The Council has partnered with Go Carterton to encourage building owners to address earthquake-prone buildings in the town. The Advisory Group heard that most building owners have at least started considering the issues for their buildings, and many have engaged engineers.

6. RECOMMENDATION

That the Council:

1. **Receives** the updates from the Place Making and Economic Development Advisory Groups.

Councillor Greg Lang
Chair, Place Making and Economic Development Advisory Groups

Attachment 1: Broadway Revitalisation Design Brief

Carterton District Council

Broadway Enhancement

Design Brief

The Carterton Town Centre Revitalisation Framework identifies Broadway as a key street linking the Railway Station to the town centre. The Framework states:

In the Wairarapa, Carterton Railway Station is the closest station to any town and adds to its attraction as a commuter town. Many people drive down this road every day and it is clearly a vehicle dominated road being very wide with areas of angle parking along it to provide parking for various institutions along its length. The edges of the road have grass berms with footpaths adjacent to properties. There is no specific provision for cycles although the road provides sufficient width for both cars and cycles. Broadway is the gateway to the town for people arriving by train and could be enhanced to provide a more attractive entrance and journey to the station.

The Carterton Placemakers Group in association with the Council has developed its ideas for Broadway and would like a concept design that draws on these.

The vision for Broadway is to:

- create a tree lined avenue with opportunities for linger nodes along the route
- create gateways at the town centre and Railway Station ends
- improve circulation for vehicles

Matters to be considered in developing a concept design for Broadway

Spaces

- Create opportunities for spaces along the route that can be used as small gathering points, sculptures, seats, trees.
- Consider creating a more attractive focal point at the Railway Station end without detracting from the view of the Tararua ranges or the need for carparking.
- Create a larger node and focal point at the High St end, possibly with a plaza space on the south side to maximise access to sun.

Trees and planting

- Enhance the vista to the west through an avenue of trees. To this end trees should be planted at the sides of the road, but away from the powerlines, and not down the middle to allow a clear sightline of the Tararua ranges. Selected species needs to have a clear trunk and canopy to achieve this.
- Ensure low maintenance planting.
- Consider the replacement of existing trees. Some trees need to be removed as they are interfering with underground services.

Materials

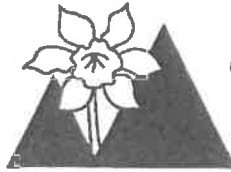
- Maintain design consistency with Holloway Street through materials and lighting.
- Ensure light poles include provision for flags.

Circulation and carparking

- Enhance the provision and amenity for walking and cycling.
- Review circulation at the Railway Station end and investigate opportunities for more carparking and rearrangement of existing to optimise availability of carparking, including for coaches.
- Investigate opportunities to improve circulation along the street including making Broadway one way between High Street and Masson Street (running east-west)
- Ensure that carparking is integrated with the wider landscape treatment.

Jane Black

PEOPLE + PLACES



5 April 2017

Chief Executive's Report

1 PURPOSE OF THE REPORT

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

2 SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Council's Significance and Engagement Policy.

3 PLANNING AND REGULATORY SERVICES

3.1 General

Further guidance from the Ministry of Business, Innovation and Employment (MBIE) on the Earthquake Prone Buildings Act was released last week. Commencement date for the five new regulations and EQP building assessment methodology is 1st July. The main topics in the guidance included:

- The replacement of existing EQP notices with the new standardised notices
- Definitions of 'priority' buildings
- Incorporation of 'parts of buildings' in the Earthquake Prone Building definition
- Identification of routes of strategic importance
- Definitions of ultimate capacity state
- Categories of EQP buildings
- Criteria for 'substantial alterations' triggering upgrade requirements
- Criteria for engineers (training and reporting).

Water, solid-waste, wastewater, and storm-water asset management plans are in draft form and are now being reviewed with the financial and risk information to be added. Work has started on the Reserves and Facilities AMP, with priority given to gathering asset data and identifying existing documents that feed into this AMP.

A new bar in Carterton, The Balter Bar and Kitchen has opened for business (and I'm sure much to Kylie's relief!). In addition, a new hairdressing business has been established in 15 High Street North with an upholsterer using the back of the adjoined building. Enquiries for upgrading the earthquake resilience of the building have also been made.

3.2 Planning and Policy

Resource Consent National Monitoring Data

Several days of work were required to provide confirmation of resource consent information relating to the 2015/16 year for the Ministry for the Environment. A repeated, if not greater, amount of work is now required for establishing the 2016/17 records for MfE.

Wastewater treatment Plant (WWTP) Consent notification

CDC's planner is currently working closely with GWRC officers on the joint notification in relation to the WWTP resource consents and notice of requirement¹ (NOR). Carterton is in the position of being both the requiring authority (the 'person' lodging the NOR) as well as being the consenting/decision making authority. A joint planning process is being run with the regional council, which is the lead authority.

The decision on the NOR will be made by independent commissioners because of the Council's conflict of interest. An independent planner will also be engaged to advise the commissioners, for the same reason.

Brief overview of what the Notice of Requirement contains is.

- a) Notice of requirement for a new designation for the operation, upgrading and maintenance of the wastewater treatment, storage and disposal activities for the purposes of wastewater management facilities and public amenity and for the storage and irrigation to land of treated wastewater.
- b) Alterations to the boundary of existing District Plan designation Dc006 ('Landfill'):
 - (i) An alteration to the boundary between Dc006 ('Landfill') and existing designation Dc007 ('Sewage Treatment Plant'); and
 - (ii) An alteration to the designation applied to a triangular corner of Dc006 from 'Landfill' to 'Wastewater Management Facilities and Public Amenity' and
 - (iii) No other changes are proposed to the purpose or scope of activities conducted within the designation Dc006 ('Landfill').

It is anticipated that public notification of the applications (to GWRC) and the Notice of Requirement will be in the Wairarapa News on Wednesday 17th May 2017 and the submission period will close at 4.30pm on Wednesday the 14th of June 2017.

¹ Notices of Requirement are to set in place designations over land to allow certain activities. A notice of requirement has an interim effect, in that it protects the land for the designated purpose until the designation is confirmed and included in an operative District Plan (s178). Once a designation is confirmed it overrides the provisions of the District Plan so the project or the works may be implemented by the requiring authority in accordance with that designation and any conditions attached to it. However, the underlying plan provisions continue to apply if the land is used for a purpose other than the designated purpose as set out in the notice of requirement.

In layman's terms we are applying to designate the land for the purpose of Wastewater Treatment and Wastewater Management. This will allow us to use the land for the intended purpose even if a rule in the District Plan prevents such a use.

Trade waste review programme

A review of trade waste users and fees has been initiated and will be completed over the next three months, with every user personally visited and assessed.

3.3 Building Services

Last month we received a request from Upper Hutt City Council to assist with some inspection work. The Council had one of their two inspectors away for a month on leave and a new development in Upper Hutt set to deliver 700 new homes. CDC was able to provide two days of inspection services for Upper Hutt which was gratefully received.

At the end of March, an information evening for the GoShift portal with local MDC and CDC designers was hosted by CDC. The portal will provide total online submissions for building consents and other certificates with all correspondence and certificate delivery conducted through it. The portal will be opened this week to a selected few designers to ensure smooth operations for both users and staff before widening of the service to all.

MBIE has provided guidance on the changes to the Building Consent Authority Accreditation Regulations. The key changes arising from the scheme review included:

- setting out a clear purpose statement and objectives
- clarifying the recording and reporting of non-compliance with accreditation requirements
- providing for a range of accreditation assessment types and timeframes
- requiring the use of the National BCA competency assessment system
- detailing a list of appropriate technical qualifications for building consent officers
- introducing the fee-for-service for accreditation assessments.

Our processes are well aligned to the new regulations.

Table 1 below shows building consent numbers are similar to this time last year for the month of April, however the value of the consents is significantly higher. Overall for the year-to-date total building consent numbers are higher than they were this time last year. For the period from 01/01/2017 to 30/04/2017 there have been 138 consents issued compared to 108 over the same time period last year.

There are currently an additional 22 consents undergoing processing.

Table 1: April 2016-2017 Comparison

Building Type	Number of Consents	Value of building works	Number of Consents	Value of building works
	April 2016	April 2016	April 2017	April 2017
New (& prebuilt) House, Unit, Bach, Crib	3	1,235,000	5	1,780,000
New Offices	-	-	-	-
New Warehouses	-	-	-	-
New Farm Buildings – other	3	88,000	2	58,800
New Other Buildings	1	25,000	1	170,000
Dwellings – alterations & additions	6	202,800	6	319,000
Dwellings – New Foundations only	-	-	-	-
Domestic Fireplaces	16	61,631	16	64,663
Re-sited Houses	2	63,000	3	79,000
Domestic only – garages	2	50,500	1	16,000
Domestic only - carports	1	6,000	-	-
Conservatories	-	-	-	-
Other outbuildings e.g. shed, workshop, sleep-out	1	21,000	3	66,000
Office/admin – alterations & additions	-	-	-	-
Other Buildings – alterations & additions	1	15,000	-	-
Swimming Pools & Spa Pools	1	65,000	1	75,000
Other Construction eg signs, pergolas	-	-	-	-
TOTAL	37	1,832,931	38	2,628,463

3.4 Asset management and GIS projects

Shared services

The final imagery files for our GIS (from the February flyover) will be fully available for all Wairarapa in mid-May for accuracy checks.

The new internal Council map viewer is being held back to incorporate the new imagery. The hope is that the new aerial photography will encourage all users to 'explore' the new viewer a little more and learn more about the new toolset that the viewer platform provides.

The property report that we use for LIMs is being built into the new platform and the combined Wairarapa Councils have agreed to share the cost of this.

Included in the viewer is access to historic imagery in the urban property reports that will benefit our LIM customers, illustrating historical landscape features.

Digital 'smart' water meters

An investigation into improving water meter management and reading has shown the potential benefit of smart water metering. 'Smart' water meters provide electronic water flow data that can be collected via a radio signal from a moving vehicle within 50 meters of the meter.

The projected benefits and savings are projected to be the:

- 1) accuracy of the meter readings
- 2) improved accuracy for invoicing customers
- 3) speed of data collection as compared to the current labour intensive method
- 4) potential to load data electronically into the current rating data base.

The smart water meters record high and peak flow periods, the units are interchangeable with the existing mechanical meters and have an expected 15 year battery life. We have planned to trial the new meters in 'green field' areas such as new developments. Once the trial is completed and we understand more about this technology, officers will prepare an implementation plan to bring back to the Council for rolling out the meters across the network.

Fifty of the meters have been purchased at approximately \$250 per unit which represents an approximate 50% greater cost than the current mechanical water meters. The cost of these meters will be passed onto the developer but bulk purchase may reduce this per item cost.

Seismic Guidelines discussion

CDC's asset engineer attended a discussion hosted by Wellington Water regarding the seismic effects on underground services resulting from the Christchurch and Kaikoura quakes.

Primary learnings relative to CDC are:

- know where the potential liquefaction areas are in relation to our assets and include those elevated risks into any renewal and maintenance designs
- ensure renewal and maintenance works comply with the appropriate construction methods
- Consider fusible links and other mitigation in the areas where we have known earthquake shear lines (such as the Kaipaitangata water mains into town).

3.5 Noise Control

Armourguard Security responded to 11 noise complaints in April. For the period March and April there were 5 excessive noise directions served on non-compliant households.

3.6 Environmental Health

A cleaning notice was issued due to the detection of adverse conditions at a premise. The operator immediately complied with the cleaning requirements and remains open.

3.7 Liquor Licensing

Liquor licensing was quiet in April with only 2 renewals of manager's certificates for the month.

3.8 Animal Control

April has been a very quiet month for animal control with a breakdown of call-outs breakdown listed below:

Activity Request	
Dog Barking	4
Dog Cruelty	1
Dog Distressed	1
Dog Found	1
Dog Roaming	10
Dog Rushing	1
Lost Dog	5
Stock related	2
General Enquiries	1
Total	26

4 OPERATIONS

4.1 Paper4trees

The annual report for Paper4trees programme has just been received and we now have 6 schools and 4 preschools participating in the Carterton area. There are over 4,000 schools and preschools throughout the country and the numbers continue to grow. Results for the Carterton District 2015/2016 were 6 tonnes of paper and cardboard recycled, 44 cubic meters of landfill space saved, 30 tonnes of Co2 not produced in landfill and out of all this 36 Native Trees will be planted in the Carterton District.

4.2 Kaipaitangata Water Supply

Work has been complete on the de metaling of the dam following the recent storm events. The costs of the repairs are now being collated and are expected to be reported to the Infrastructure and Services Committee in June.

The town was switch back over to the Kaipaitangata supply on 8 May for the first time since 18 February.

4.3 Waste water irrigation

The irrigation season finished on 3 April 2017 due to heavy rain. Just over 150mm of rain was recorded in the beginning of April.

4.4 Solid Waste Contract

The evaluation part of the tender process has been completed by the team representing the three Councils. Further information has been sought from the preferred tenderer. Once this information has been received the team will begin negotiations with the preferred tenderer.

It is expected that the Council will be presented with a contract to consider at the June meeting.

4.5 Water main Replacement

The High Street South water main renewal works have started with the completion of the rider main on the western side of High Street and the 150mm main on the side to be completed by 30 June 2017.

5 ROADING

The New Zealand Transport Agency (NZTA) has contacted the Council to advise of their proposal to install 'School Zone' signage along High St South for St Mary's and South End Schools. This will require signage also on the adjoining side roads as shown on the plan in **Attachment 1** (including also Rexwood Street and Richmond Road not shown). Given the low traffic volumes on these streets NZTA has agreed to reduce the side road signage to a single sign.

The signs will be advisory school zone signs and will not be legally enforceable. They are designed to slow vehicles down past schools.

The school zone signs are likely to be installed towards the end of May. NZTA would like any comments the Council may have on the proposed signage before they install the signs.

Normally this type of request would be considered by the Infrastructure and Services Committee. However, given NZTA's timing this is being reported to the Council.

Officers have assessed the proposal and recommend that Councillors agree to the signage as proposed.

6 COMMUNITY FACILITIES

6.1 Pembroke Street – Victoria Street Reserve new lighting

We have completed the installation of two new solar lights along the walkway between Pembroke Street and Victoria Street.

6.2 Bird's Park Progress

The new path through Bird's Park is now complete. Rubbish bins, play equipment, lighting etc. have been ordered. Some of these items have started to arrive. The area has been sprayed in preparation for planting.

6.3 Cemetery – road extension

Work has now commenced on the new road extension.

6.4 New Seating in Holloway Street

This is a joint project between the Lions Club Carterton and Carterton District Council. The seats are now in place with an unveiling taking place following the Council meeting on the 17th May.

6.5 BBQ and Shelter

A BBQ and shelter is to be installed in Carrington Park. This is also a joint venture between The Lions Club Carterton and Carterton District Council. Both the BBQ and shelter have arrived and we are waiting for an opportunity to begin installation.

6.6 Carrington Park

Zirka circus coming to town and is booked in for Carrington Park on 22nd, 23rd, and 24th May.

6.7 Sparks Park

The building which is to house the surrey constructed by Eion Clarke has now been erected. A standing bay and hitching rail has yet to be installed.

6.8 Ride for Road Safety

The Council is assisting with a "Ride for Road Safety" event, aimed at raising awareness of horse and rider safety on the roads. The event involves rides that will be happening all over New Zealand on 20 May, at 10am.

We are assisting by allowing the use of some land at the back of Howard Booth Park for riders to bring their horses and floats, get their horses prepared and go for their ride and then have an area to come back to. Access will be via Taverner Street.

Apart from riding out and returning, there should be little to no riding done on the property i.e. no horses galloping around on the park. The organisers will ensure there are no dogs onsite, no smoking, and that all rubbish, manure and feed is removed. They will arrange a porta loo, and will supply their own water for the horses.

The national co-ordinator of all the rides, Simone Freewin, is notifying NZ Police and NZTA with a ride plan/traffic management plan. The organisers are also arranging a team of foot supporters and parents of the younger riders who will be able to assist as required with both traffic and anything else that crops up. There will be someone tailing the riders to remove all manure, so the roads will be left nice and clean. They will all be wearing the correct safety gear and high visibility clothing, and their foot supporters will have lead ropes just in case there is a naughty pony amongst them.

7 COMMUNITY DEVELOPMENT

7.1 Community Funding

The following is an update on community funding activities.

Taratahi Scholarship – the recipient was Kendyll Hall who lives in Carterton and is studying for a NZ Certificate in Agriculture Level 3. She is specialising in sheep and

beef and from comments made by the Residential Campus Manager and Regional Manager she is doing very well.

Creative Communities Scheme - The Creative Communities Assessment Committee will meet on 16th May to consider the nine funding applications received.

Carterton and Districts Returned and Services Memorial Trust Grants -Due to limited funding available, eight tertiary grants were awarded to first time recipients.

7.2 Carterton District Council School Holiday Programme

Another very busy and highly successful school holiday programme was provided by the Community Services Team. While significant effort and resourcing is required by staff, the community has provided excellent feedback with registrations for the July programme already being received. Carterton is the only council that provides not only a holiday programme, but a free programme that offers such extensive activities and opportunities for its children.

7.3 Charles Rooking Carter Awards

Nominations have now closed. Tickets to the Awards Ceremony on Saturday 10th June are available on Eventfinder.

7.4 Neighbourhood Support

Coordinator Sue Tennent is supporting a key group of Neighbourhood Support volunteers to play a lead role in the Community Emergency Response Hub in the event of a disaster. These people attended the Emergency Activation Exercise in February, and will undergo the WREMO Preparedness Training being held in July/August.

7.5 National Volunteer Week

Neighbourhood Support will hold a community event at the Events Centre on Sunday 18th June to mark the start of Volunteer Week. A key speaker will talk about the possibilities and benefits of volunteering, and then attendees will be invited to go on a 'journey of discovery' where local volunteer organisations will have a table and representative.

7.6 National Youth Week

This year's theme 'Our voices count, count our voices' will be the main focus of a number of local events being held during the National Youth Week (26 May – 4 June). Young people have been involved in developing the events which will highlight the importance of young people's voices in the upcoming election and amalgamation consultation.

7.7 Marketing and Communications

Marketing and Advertising

- The Carterton Residents Guide has been published and has been well received.
- The Carterton Events Centre staff will be attending Wellington Wedding Show in May, and will join other Carterton wedding suppliers to create a vision for Carterton Weddings.

- The “What’s On” Newsletter was well received, and we will be looking to enhance this as we produce future versions.
- A one page “Whats On” feature will be advertised in the Wairarapa News each month to keep the Wairarapa community informed of “Whats on” at the Events Centre.
- We have a monthly “What’s On” spot on Brent Gare’s morning show on MoreFM. So far we have had good feedback.
- The Carterton Events Centre is now being advertised on the electronic screens at Masterton Medical. They have 160,000 people through a year. This has proved to be a great platform to advertise.

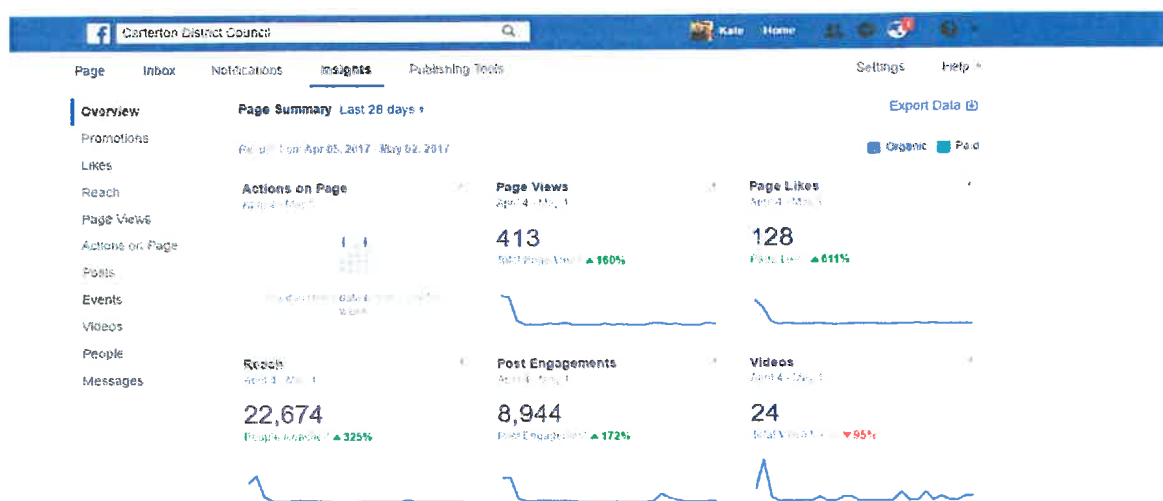
Communications

- Annual Plan Consultation Document – submission period ended April 24th.
- Wellington Regional Waste Management and Minimisation Plan – submission period ended April 24th.
- Website, Facebook and Local media coverage of the Local Government Commission’s Draft Proposal for Wairarapa District Council.

Website

- In-house website administration is allowing us to be more effective and responsive in our communications, although can be time consuming.
- Four staff members from across the Council have been made editors on the Council website, giving easier editing ability to each department.

Social Media



- CDC Facebook – there has been a positive growth in statistics for the CDC page. Facebook is proving to be our most efficient resource when distributing information.
- Four staff members from across the Council have been made editors on the Council Facebook account, giving easier editing ability to each department.

Events

ANZAC Parade and Memorial Service

- The Carterton ANZAC service went smoothly. There were a couple of areas to work on that have been noted and have been added to the 2018 event run sheet to ensure every job is allocated on the list. We received excellent written feedback from the Australian High Commission which was emailed to councillors.

Charles Rooking Carter Awards

- Nominations have closed and are being collated.
- Event planning is well underway with tickets now on sale
- Event Date is Saturday 10th June 2017.

Daffodil Festival

- Planning is underway for Septembers Festival
- Event Date is Sunday 10th September
- Stakeholder meeting will be arranged for early June.

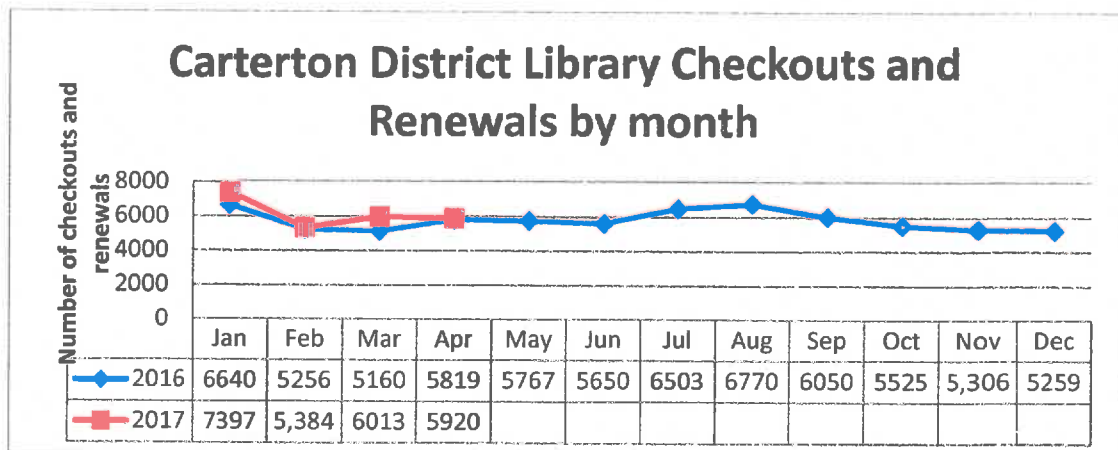
7.8 Library Monthly Report for March/April 2017

Statistics

Issues and renewals

Physical items:

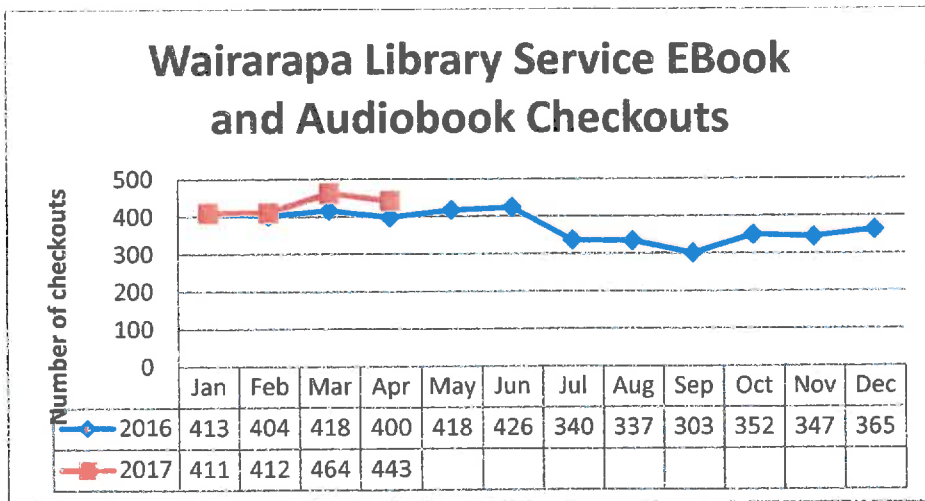
	Carterton	Wairarapa Library Service
Number of issues and renewals for March	6013	15356
Number of issues and renewals for April	5920	14527



E-books and Audiobooks:

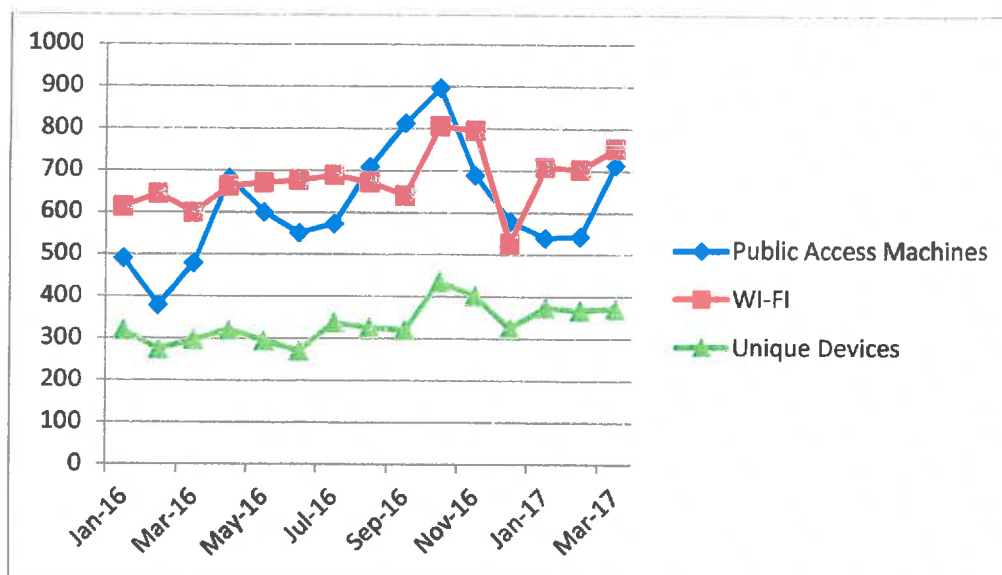
There were 464 eBook and audiobook issues for the entire Wairarapa Library Service in March and 443 eBook and audiobook issues for the entire Wairarapa Library Service in April.

	Wairarapa Library Service March	Wairarapa Library Service April
Audiobooks	144	135
eBooks	320	308
TOTAL	464	443



Computer and Wi-Fi access

Public Computer Use	Mar 2017	April 2017
APNK Public Access PCs	712	565
Wireless usage	752	695
Unique Devices (laptops, tablets, smart phones etc) used in the library to access wireless facility)	371	342



Displays - March

Adult Displays	Young Adult	Junior Displays
Learn a Language	Top 10 from 2016	Choose your own adventure
Don't judge a book by its cover	Carpe Diem	Give it a go
Local government commission		Hell Pizza reading challenge
Tasty Reads		

Displays - April

Adult Displays	Junior Displays	Young Adult
Nga Tapuwae	Hell Pizza Reading Challenge	Carpe Diem
Local Government Commission	Give it a go	
Leaf through a good book this Autumn		

Events - March

- Coding Club has continued throughout the month, with sessions every Saturday from 2-3.
- Library staff participated in the Civil Defence Emergency Exercise.
- The Hell Pizza reading challenge has begun again. Registered primary school children earn a free Hell kids pizza for every 7 books they read.

Events - April

- The library was closed for four days this month.
- The first term of the childrens' Code Club concluded with a certification ceremony.

- The first physical stock take of the library was completed. This will be an annual task from now on.






7.9 Coding Club Report 2017 (Term 1)

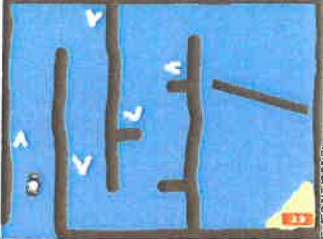
The Coding Club programme was designed to encourage children aged 8-12 years to learn about basic coding and the formulas around coding using a program called Scratch which is a free online program.

Programme overview

The programme ran for 1 hour (2-3pm) every Saturday afternoon from Feb 25th till April 8th. We were able to use the library's six public access computers and two additional library laptops. We also had two members of the programme bring their own devices making a total of 10 devices.

Brief overview of the programme activities listed below.

(Feb 25 th)	Introductory presentation in meeting room and handout of Coding Club Booklets These booklets included the following <ul style="list-style-type: none"> - Username and Password for Scratch - A list of scratch programs for term 1 	
Project 1 (Feb 25 th)	<u>Rock Band</u> In this project you'll learn how to code your own musical instruments!	
Project 2 (Mar 4 th)	<u>Lost in Space</u> You are going to learn how to program your own animation!	
Project 3 (Mar 11 th)	<u>Ghostbuster</u> You are going to make a ghost-catching game!	
Project 4 (Mar 18 th)	<u>ChatBox</u> You are going to learn how to program your own talking robot!	
Project 5 (Mar 25 th)	<u>Paint Box</u> In this project, you will be making your own paint program!	

<p>Project 6 (Apr 1st)</p>	<p><u>Boat Race</u> You are going to learn how to make a game, in which you'll use the mouse to navigate a boat to a desert island.</p>	
<p>(Apr 8th)</p>	<p>Finishing any projects that were still being worked on and celebrating the end of term 1 coding club with small award ceremony.</p> <p>Each member received a certificate and a small pack which held</p> <ul style="list-style-type: none"> - Scratch Project - Coding Club Evaluation Form - Lollipop <p>After the award ceremony all coding club members were emailed a full list of Scratch projects so they could continue their journey of growth with coding.</p>	

Results from our 1st Term of 2017

Ten children signed up to Coding Club, five girls and five boys with thirteen children on a waiting list. A child who was enrolled left after the third session after losing interest. Overall a total of nine children complete the programme.

Evaluation

Each Coding Club member received an evaluation form with a list of questions, the following are the responses I have received back to date.

Programme Conclusion

This was the first time that Carterton District Library has undertaken this kind of programme and the responses received from the members and parents were extremely positive.

Seeing these children grow, learn and enjoy coding was greatly satisfying and we look forward to working with the next group of children in term 2.

7.10 Information Centre

Statistics

Local: 967

Out of Town: 52

Phone: 92

Events Enquiries: 74

Social Services: 43

General Enquiries: 98

Meetings: 727

Accommodation: 8

Activity/Attraction: 10

Library: 4

Other: 200

Familiarisations:

Staff attended a familiarisation at Rivenrock Mountain Bike Park. The Mountain Bike combines two farms with a number of plans by the owners for a café, several other trails being developed and potential 'night' trails being offered. All their trails have been developed on a stringent worldwide standard and we have been advised that this means that other parks in New Zealand have 'softer' standards and to advise riders of this. They also have at least 6 bikes and helmets for hire so tourists and visitors can participate.

News:

Registry Office weddings have slowed down, although there have been enquiries from overseas for December. One of our selling points for Registry Office weddings is that our office hours cover Saturdays between 10am and 4pm which is appealing to a number of people. This unique selling point will be promoted at the Wedding Show (see Marketing section above). Fees have recently increased as well through the Department of Internal Affairs.

Facebook and Twitter

There are 992 followers on the Information Centre Facebook and 392 followers on twitter. Carterton Connections is now up to 281 followers now.

Ticketing:

Ticketing is steady and there were around 300 patrons for Sue Nicholson. Tickets are selling for Sound of Music and the Bookfest Fish & Chips Supper.

8 FINANCIAL

This short report provides summary information on the financial results for the Council for the financial year to 31 March 2017. Full financial statements are available. Budgets used are those from the annual plan and any changes subsequently approved by Council.

8.1 Key financial measures

The Council has recorded an operating surplus of \$1,070,746 for the nine-month period to 31 March 2017. This compares with the budgeted surplus of \$657,605, a favourable variance of \$413,141.

Overall operating revenue was \$11,566,618, over budget by \$513,876. Revenue was over budget for most activities, in particular infrastructure contributions (\$311,733), building consent fees (\$122,869), and for Events Centre hireage (\$11,612). These are mostly permanent differences. The over-recovery was offset by negative timing variances for NZTA roading subsidies (\$159,988).

Overall operating expenditure was \$10,495,872, over budget by \$51,986. Expenditure included a number of unplanned items including sewerage activity consultancies and materials (\$96,659), and consultancy fees for building inspection

(\$64,255) and health and safety (\$70,965). This was partly offset by positive timing variances for roading activity (\$101,704) and permanent variance for storm repairs at the Kaipaitangata water treatment plant (\$77,134).

Total capital expenditure this year to date was \$2,881,410, which excludes \$333,329 work-in-progress balance brought forward from the previous year. The full-year budget in the Annual Plan is \$6,110,139. Council has approved a further \$651,325 mostly to complete capital items brought forward from the previous year, and Chief Executive has approved a further \$36,983 under delegated authority for emergency capital expenditure. Expenditure for the nine months to date is 42 percent of the revised total of \$6,798,447.

Currently the Council has twelve term loans held with the Bank of New Zealand totalling \$8,110,529 and five finance leases totalling \$78,799.

8.2 Unbudgeted expenditure

Additional expenditure beyond the budget can be approved by Council. Unbudgeted expenditure was approved by Council in October. In addition, unbudgeted expenditure has been approved by the Chief Executive under delegated authority. Since the last Council meeting the Chief Executive has approved the following emergency expenditure:

Emergency capital expenditure	Amount
Gas detector for sewage treatment plant	\$ 3,600

9 HEALTH AND SAFETY

Since reporting to the last Council meeting one further meeting of the Health and Safety Committee has occurred.

At that meeting the Committee:

- Produced a new form for recording health and safety discussions at team meetings designed to highlight the importance of reporting near miss events.
- Produced a definition of “Near Miss” to be rolled out to all staff and for use by Managers at Team Meetings.
- We will also use a recent accident to create a story about the importance of reporting near misses and how in this case they would, almost certainly, have prevented a recent accident which has resulted in significant time off work.
- Undertaken a review of all recommendations as a result of accident investigations to ensure the appropriate follow up actions have been taken.
- Introduced the concept of “Health and Safety Hero” to recognise staff who have challenged unsafe practices from colleagues, contractors or members of the public.

We are currently designing a new letter to go to those contractors who have been tardy in sending information to Council about their health and safety policy and

practices. This letter will advise them that continued failure to respond to our request may result in them being removed from the list of Council's preferred providers.

Work has yet to commence on updating the strategy and while this needs to be done it has not be prioritised over the short to medium term as the completion and approval of all Hazard Registers are more urgent.

10 RECOMMENDATIONS

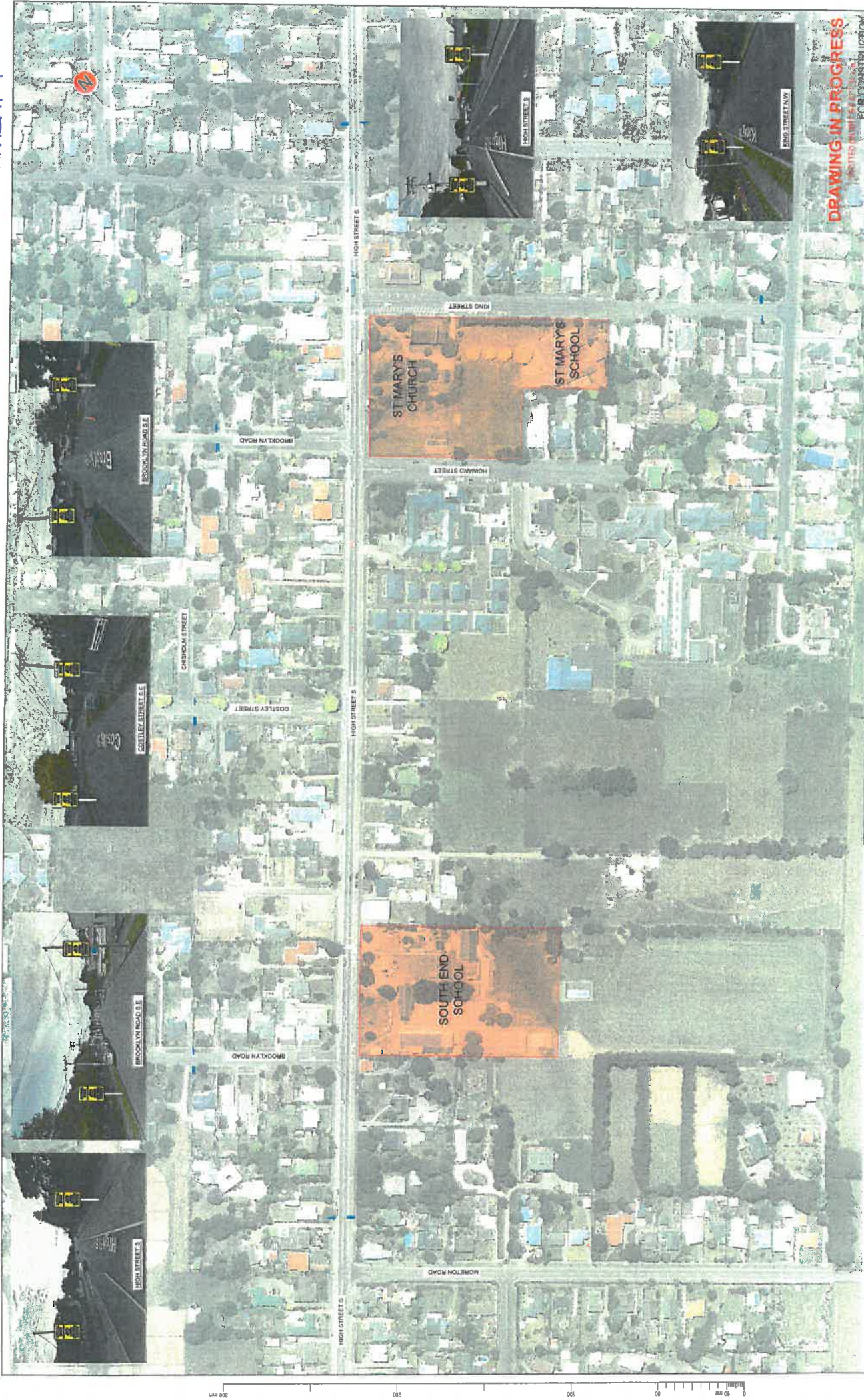
That the Council:

1. **Receives** the report.
2. **Notes** that the Chief Executive has approved unbudgeted capital expenditure for a gas detector to be used at the sewage treatment plant.
3. **Supports** NZTA's School Zone signage, as set out in Attachment 1.

Jane Davis
Chief Executive

Attachment 1: New Zealand Transport Agency (proposal to install 'School Zone' signage along High St South for St Mary's and South End Schools

Attachment 1



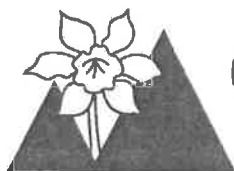
DRAWING IN PROGRESS
NOTED REVISED FOR CONSTRUCTION

NEW ZEALAND TRANSPORT AGENCY
NETWORK SAFETY IMPROVEMENTS
STATE HIGHWAY 253 SCHOOL ZONE SOGN INSTALLATION
SOUTH END SCHOOL, CARTERTON
SIGN LOCATION PLAN

OPUS
Wellington Office
PO Box 12400
Wellington 6144
New Zealand
484 477 2000



NO	REVISIONS FOR CONSTRUCTION	DATE



10 May 2017

Whaitua Update Report

1. PURPOSE OF THE REPORT

For the Council to receive an update on the Ruamahanga Whaitua Committee's work.

2. SIGNIFICANCE

The matters for decision in this report are not considered to be of significance under the Council's Significance and Engagement Policy.

3. REPORT ON ACTIVITIES OF THE WHAITUA COMMITTEE

The past few weeks have been spent on community consultation, especially with farming groups. The focus in the discussions has been to diffuse discharge of contaminants especially Nitrogen and Phosphate.

Rather than overregulate the Whaitua Committee is focussing on involving the community in the catchment schemes, where they work together to improve the water quality of their catchment. For some owners they will need to retire their land, some areas will have riparian planting, other areas will have wetlands created and some farmers it may mean a reduction of stocking rates or fertilizer use. The focus on the communication/education will be to champion the innovators.

While there is a focus on a non-regulatory approach, the Whaitua Committee has acknowledge, though, that some regulation will be needed to capture the land owners not keen to be involved.

The next stage of the workshops will be looking at water allocation.

4. RECOMMENDATION

That the Council:

1. **Receives the Whaitua Update Report.**

Councillor Mike Ashby
Carterton District Council appointee to the Ruamahanga Whaitua Committee

The minutes of the Ordinary Council Meeting of the Carterton District Council held in the Hurunui o Rangi Meeting Room at the Carterton Events Centre, 50 Holloway Street, Carterton on Wednesday 5 April 2017 at 1.00pm.

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

Attendance: J Davis (Chief Executive)
M Sebire (Corporate Services Manager)
D Gittings (Planning and Regulatory Manager)
C Mckenzie (Community Services Manager)
B McWilliams (Parks and Reserves Manager)
G Baker (Operations Manager)
P Rickman (Human Resource)
H Burgess (Executive Assistant)

1. Karakia

The meeting was opened with a Karakia by PJ Devonshire followed by a moment of silence for Selwyn Haeta.

2. Apologies

There were no apologies for this meeting.

3. Conflict of Interest

There was no conflict of interest declared.

4. Public Forum

Eleanor Harper spoke to the councillors with her concerns relating to the Fluoride in Water. She lived in Canada for 25 years and has a condition called Skeletal Fluorosis. She has told us only 4% of countries who put fluoride into water are North America, Australia, Ireland and New Zealand. Fluoride is normally added to water to assist low socioeconomic areas with dental care. Research in the 80s has shown that fluoride accumulates over time causing dental fluorosis and skeletal fluorosis conditions.

Eleanor has mentioned that fluoride comes from a by-product used on farms

Ron Shaw approached the table and spoke about the Councils Position Statement on amalgamation. He felt the statement is weak and not up to standards of what Carterton District Council normally produces.

Mike Osborne spoke at the table about the amalgamation. He feels the council needs to make more noise. His concerns were that there was nothing about the amalgamation on the Carterton District Council website, there are advantages that outweigh the disadvantages, that the ramifications are big, one Mayor covering a large area.

5. Notification of General Business / Late Items

Deputy Mayor R Keys would like to update council on the FENZ (Fire Emergency New Zealand).
Cr M Ashby would like to update council on Whaitua and Farmer of the Year.

6. Courthouse Update

Purpose

To update Council on the activities of the Carterton Community Courthouse Trust.

Moved

That Council receives the report.

Crs Carter / Greathead
CARRIED

7. Cobblestone Update

Purpose

To update Council on the activities of the Cobblestones Trust.

Moved

That Council receives the report.

Deputy Mayor Keys / Cr Lang
CARRIED

8. YETE update

Purpose

To update Council on the YETE programme funded by a number of organisations including the Carterton District Council.

Moved

That Council receives the report.

Crs Greathead / Vergunst
CARRIED

9. Position Statement on the LGC Proposal

Purpose

For Council to adopt the position statement on the Local Government Commission's Draft Proposal for Wairarapa Council, ahead of considering a formal submission.

Moved

That Council receives the report.

Cr Greathead / Deputy Mayor Keys
CARRIED

That Council adopts the position statement on the Local Government Commission's Draft Proposal for Wairarapa Council, in attachment 1, with agreed alterations.

Cr Carter / Deputy Mayor Keys
CARRIED

10. Submission on the Government Policy Statement on Land Transport Funding 2018.

Purpose

For Council to agree a submission on the Government Policy Statement on Land Transport Funding 2018.

Moved

That Council receives the report.

Crs Ashby / Deller
CARRIED

That council agrees with the submission on the Government Policy Statement on Land Transport Funding 2018, in Attachment 2.

Crs Greathead / O'Callaghan
CARRIED

11. Chief Executive's Report

Purpose

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

Moved

That Council receives the report.

Deputy Mayor Keys / Cr Greathead
CARRIED

12. General Business / Late Items

FENZ update from Deputy Mayor Keys: the FENZ (Fire Emergency New Zealand) is replacing the Fire Boards, as at the 1st July everything is handed over to FENZ and the councils will no longer have any involvement. They are currently working on a Structure. The next meeting being held is the 21st April 2017.

Whaitua update from Cr Ashby: they have held 5 meetings in the last 6 weeks. They have been discussing rural discharge based on a catchment scheme with no allocation. It will be driven by community involvement, so they are looking at rural areas needing to work together to lower levels in their area.

The modelling they are hoping will help support the scheme.

Cr Vergunst left meeting at 2.35pm

12. General Business / Late Items continued

Farmer of the Year: Cr Ashby took this time to highlight Willie and Ange Falloon, who won the Beef and Lamb Farm of the year award. They are also great at helping other young farmers in the area. This is a great achievement for the Falloons and the Wairarapa.

13. Confirmation of the minutes

Moved

That the minutes of the Extraordinary Council Meeting held on Monday 20 February 2017 be confirmed.

Crs Carter / Greathead
CARRIED

Moved

That the minutes of the Ordinary Council Meeting held on Wednesday 22 February 2017 be confirmed.

Crs Deller / Ashby
CARRIED

Moved

That the minutes of the Extraordinary Council Meeting held on Wednesday 22 March 2017 be confirmed.

Crs Ashby / Greathead
CARRIED

14. Matters Arising from Minutes

There were no matters arising from the minutes from the 20 February 2017, 22 February 2017 and 22 March 2017 meetings.

15. Public Excluded

Moved

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

- 15.1 Minutes of the Public Excluded portion of the Ordinary Council Meeting on the 22 February 2017

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
15.1 Minutes	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)

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
15.1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))

Cr Greathead / Deputy Mayor Keys
CARRIED

Moved

That the Council go out of Public Excluded and return to the Ordinary meeting at 2.44pm

Crs Lang / Carter
CARRIED

The public portion of the meeting concluded at 2.44pm

Minutes confirmed.....

Date.....