
Balfour Community Development Area Subcommittee **UNCONFIRMED** OPEN MINUTES

Minutes of a meeting of Balfour Community Development Area Subcommittee held in the Balfour Hall on Wednesday, 19 August 2015 at 8pm.

PRESENT

Chairperson	Ruby Baird
Deputy Chairperson	John Turner
Members	Darryl Black Stephen Black Reg Dawson Paul Eaton

Councillor	Brian Dillon
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IN ATTENDANCE

Area Officer	Rose Knowles
Area Engineer	Bruce Miller
Group Manager, Policy and Community	Rex Capil

1 Apologies

There were no apologies received.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There were no persons wishing to address the subcommittee in Public Forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Member Eaton, seconded Member Dawson

That the minutes of Balfour Community Development Area Subcommittee, held on 27 May 2015 be confirmed.

Reports

7.1 Balfour CDA Infocouncil Action Sheet 14 August 2015

Record No: R/15/8/14740

The Action Sheet was circulated for Members information.

Issues arising included the following;

- Investigating LED lighting for the township
- The Area Engineer provided the subcommittee with a map of Balfour township with the rapid numbers included, and suggested businesses where the subcommittee can purchase rapid numbers from. The subcommittee is to meet and decide on what they require and who will complete the project.

Resolution

Moved Member Eaton, seconded Member D Black

That the Balfour Community Development Area Subcommittee:

- a) Receives the report titled “Balfour CDA Infocouncil Action Sheet 14 August 2015” dated 14 August 2015.**
- b) Determines that this matter or decision be recognised as not significant**

in terms of Section 76 of the Local Government Act 2002.

- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**

7.2 Works and Finance Report to Balfour Community Development Area Subcommittee for the period ended 30 June 2015

Record No: R/15/7/13203

The Works and Finance Report prepared by the Area Engineer, Mr Bruce Miller, for the period ending 30 June 2015, was tabled.

Issues reported to the subcommittee included;

- The road marking contractor will paint the median strip at the Glenure end of Queen Street beyond the school.
- Funds are available for the Glenure Hill project. Area Engineer to contact the school to ascertain if they wish to continue with this project.
- Request from R McGregor for the removal of a large tree blocking their sun on the reserve. The subcommittee to meet and decide if the tree should be removed and report back to the Area Engineer.

The subcommittee request that the Area Engineer revisit at making the stop sign at the intersection of Queen and Kruger Streets more visible.

Resolution

Moved Member Eaton, seconded Member Turner

That the Balfour Community Development Area Subcommittee:

- a) **Receives the report titled “Works and Finance Report to Balfour Community Development Area Subcommittee for the period ended 30 June 2015” dated 19 August 2015.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Requests the Area Engineer to revisit at making the stop sign at the intersection of Queen and Kruger Streets more visible.**

7.3 Unaudited Annual Accounts Report to Balfour Community Development Area Subcommittee for the year ended 30 June 2015

Record No: R/15/8/13403

Unaudited Annual Report to Balfour CDA for the year ended 30 June 2015 prepared by B Miller (Area Engineer), was tabled.

The Area Engineer reported that the total funds held in reserves is \$82,315.

The significant budget variances discussed were;

- New welcome sign purchased out of the operating budget
- No costs from Environment Southland for monitoring this year.
- Beautification budget underspend due to reduced mowing, spraying and gardening costs.

Resolution

Moved Member Dawson, seconded Member Turner

That the Balfour Community Development Area Subcommittee:

- a) Receives the report titled “Unaudited Annual Accounts Report to Balfour Community Development Area Subcommittee for the year ended 30 June 2015” dated 11 August 2015.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**

7.4 Community Governance Project

Record No: R/15/8/13834

Report by Mr R Capil, (Group Manager), advising Council has committed to undertake a Community Governance Review Project to assist in preparation for the Representation Review scheduled for 2017, was tabled.

Mr Capil outlined the steps in the process completed to date and advised the next stage of the project is to develop the concept design further, prepare a consultation document and deliver on an agreed implementation and engagement approach.

Mr Capil commented that an important process in developing this project is to ensure that there is significant engagement during the project design and development stages which will involve ensuring there is the opportunity for public participation throughout the project development.

The subcommittee was advised a Staff Project Working Group and an Elected Representative Working Group - including Councillors, Community Board and CDA representatives are to be established and will operate for the duration

of this project. Furthermore stakeholder engagement is to be undertaken with individual Community Board and CDA subcommittees and various other regional and national agencies with the intent that this engagement be completed by July 2016. It was noted Community engagement is to be undertaken with local community organisations and residents by way of public forums with the intent that this engagement be completed by July 2016.

Mr Capil advised a Community Governance Proposal - Final Draft is to be prepared for approval for consideration as part of informing the Representation Review process by February 2017 and it is intended a Representation Review is to be undertaken and completed by June 2017.

In his report Mr Capil included a Paper entitled “Community Governance and Planning”, which covered the following;

- Context
- Community Governance
- Civic Leadership
- Alignment to Community Planning
- Our Partners-Linking communities with partnering agencies
- Community Planning
- Framework – A wider perspective
- Purpose and Goal
- Next steps for consideration
- Process to Success – A path to the future

In summarising Mr Capil informed that the objective is to outline the engagement process to develop the best approach going forward in relation to future representation in particular the lead up to the 2017 Representation Review so as to ensure Council understands the needs of the community.

Resolution

Moved Member S Black, seconded Member Turner

That the Riversdale Community Development Area Subcommittee:

- a) **Receives the report titled “Community Governance Project” dated 12 August 2015.**

7.5 Land on the corner of Queen and Kruger Streets, Balfour

Record No R/15/7/11959

Report by Kevin McNaught, Strategic Manager Property requesting the Balfour CDA establish a position on whether to accept the offer from the Balfour RSA to gift to Council the land on the corner of Queen and Kruger Streets where the Balfour War Memorial monument is situated, was tabled.

The subcommittee noted that the land on which the War Memorial monument is situated has been gifted to the Balfour RSA by the present owner. In turn the Balfour RSA would like to gift the land to the Balfour Community.

The subcommittee also noted that ownership of the land doesn't create any issues as maintenance will be a wider community issue to be dealt with on a case by case basis.

Members were in favour of accepting the land in question.

Resolution

Moved Member Turner, seconded Member D Black

That the Balfour Community Development Area Subcommittee:

- a) **Receives the report titled "Unaudited Annual Accounts Report to Balfour Community Development Area Subcommittee for the year ended 30 June 2015" dated 11 August 2015.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Recommend to Council that the offer of gift of the land be accepted and the land be set apart as a Local Purpose Reserve (War Memorial).**

8.0 Updates

8.1 Chairperson's Report

The Chairperson, Ruby Baird, reported on matters with which she has been involved since the subcommittee's last meeting which included;

- Community Boards/CDA Chairs meeting in Invercargill
- Northland Southland Chairs meeting next week in Lumsden
- Freedom camping for self contained permitted opposite the Balfour public toilets
- Township Spraying issues
- Defibrillator to be installed in the township
- Balfour Playcentre investigating changing to a pre-school.
- The Balfour signs for each end of the former railway shed are still being investigated.

8.2 Councillor's Report

Councillor Dillon reported on matters from the District Council table. These included;

- Camping Bylaw
- Dog Control Bylaw
- Long Term Plan
- Roading issues

The meeting concluded at
9.30pm

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE BALFOUR
COMMUNITY DEVELOPMENT AREA
SUBCOMMITTEE HELD ON 19 AUGUST 2015

DATE:.....

CHAIRPERSON:.....