

Edendale-Wyndham Community Board

OPEN MINUTES

Minutes of a meeting of Edendale-Wyndham Community Board held in the Pioneer Tavern, Edendale on Tuesday, 29 September 2015 at 7.30pm.

PRESENT

Chairperson	Pam Yorke
Members	Lindsay Donald
	Dean Rabbidge
	Andrew Roy
	Nathan Stewart
	Councillor Paul Duffy

IN ATTENDANCE

Chief Executive Officer Steve Ruru, General Manager Policy and Community Rex Capil, Area Engineer Moira Tinnock and Committee Advisor Fiona Dunlop.

1 Apologies

An apology was received from Denise Fodie.

Moved Member Roy, seconded Member Donald **and resolved:**
That the Edendale-Wyndham Community Board accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

The Chair asked if any members were intending to record the meeting or part of the meeting. Member Lindsay advised that he may record parts of it.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Cr Duffy, seconded Member Roy **and resolved:**

That the Edendale-Wyndham Community Board confirms the minutes of meeting held on Tuesday 28 July 2015 with the following amendments as indicated with strikethrough and bold:

Page 3 of the minutes

7.1 Edendale-Wyndham Community Board Action Sheet

It was agreed that the Chair, Cr Duffy and the Area Engineer should arrange a catch up with Mr Leitch ~~Mr Leach~~ to get some future direction. Community Development Planner Juanita Thornton advised she could probably help with any funding needs when it came time.

Page 5 of the minutes

Committee Reports

8.1 Hall

Community Development Planner Juanita Thornton reported she was chasing the Architect on a daily basis for pricing **of the proposed Edendale Community Centre**. J Thornton explained there were some funding rounds that she would apply to, such as the Lotteries in February 2016.

Member Fodie advised there were some maintenance issues at the rugby club due to flooding and it was in the process of informing its insurer.

Reports

7.1 Edendale-Wyndham Community Board Action Sheet

Record No: R/15/9/17064

The Board discussed the action sheet from the previous meeting. Numerous items were added and deleted.

Resolution

Moved Deputy Chairperson Fodie, seconded Member Roy **and resolved recommendation a with new recommendations b and c.**

That the Edendale-Wyndham Community Board:

a) Receives the report titled “Edendale-Wyndham Community Board Action Sheet” dated 21 September 2015.

b) Deletes the following from the action sheet:

Name	Due Date	Subject	Notes
Maree Fyffe	11/08/2015	Edendale-Wyndham Community Board Action Sheet	
Kevin McNaught	10/02/2015	Global Action Sheet - Edendale-Wyndham Community Board	•K McNaught advised he was working on this - the intention is to deal with the whole issue when the lease expires at the end of May.
Kevin McNaught	28/07/2015	Edendale-Wyndham Community Board Action Sheet	The Chair had received several requests regarding the reserve area on Raglan Street (the area that the Menzies College Rugby clubs lease) and whether it could be made available to build and subdivide on and what were the implications.
Kevin McNaught	28/07/2015	Edendale-Wyndham Community Board Action Sheet	The first item related to Kevin McNaught who was to prepare a report on the feasibility of subdividing sections on Baltic Street once legal and planning issues had been checked.
Juanita Thornton	11/08/2015	Venture Southland Report - Community Pool Rating Request Update	

c) Adds the following to the action sheet:

- Leases of the Reserves update
- Wyndham Wildlife Refuge

7.2 Community Governance Report

Record No: R/15/8/13836

General Manager Policy and Community was in attendance for this item.

Mr Capil advised that Council has committed to undertake a Community Governance Review to assist in preparation for the Representation Review scheduled for 2017. The steps in the process completed to date include:

- Discussion with Council introducing the project concept (January 2015)
- Discussion at the Executive Leadership Team Workshop (April 2015)
- Discussion at the Staff Forum (June 2015)
- Update of preparation progress to Council Workshop (June 2015)

He also advised that 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. An important process in developing the project is to ensure that there is significant engagement during the project design and development stages. This will involve ensuring there is the opportunity for public participation throughout the project development.

Mr Capil further advised that this will involve various degrees of engagement across the public participation spectrum - including but not limited to:

- Inform - provide the public with balanced information to assist in understanding the topic, issues and options and opportunities.
- Consult - obtain public feedback an analysis, alternatives and/or decisions.
- Involve - work directly with key stakeholders throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
- Collaborate - partner with stakeholders to discuss as required the development of the alternatives and the identification of a preferred solution.

The Board noted that a Staff Project Working Group and an Elected Representative Working Group - including Councillors, Community Board and Community Development Area representatives has been established and will operate for the duration of this project.

There is to be Stakeholder engagement undertaken with individual Community Boards and Community Development Area Subcommittees and various other regional and national agencies. It is intended that this engagement will be completed by July 2016. Community engagement is to be undertaken with local community organisations and residents by way of public forums with the intent this engagement will be completed by July 2016.

The final draft of the Community Governance Proposal is to be prepared for approval for consideration as part of informing the Representation Review process by February 2017 which is intended to be undertaken and completed by June 2017.

Resolution

Moved Member Roy, seconded Member Rabbidge **and resolved:**

That the Edendale-Wyndham Community Board:

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

7.3 Alfresco Dining

Record No: R/15/9/16519

Area Engineer Moira Tinnock was in attendance for this item.

She advised that the purpose of the report was to provide the Community Board with information regarding the recently adopted Alfresco Dining Policy. It also requests a decision from the Community Board regarding the application or remission of alfresco dining annual fees.

The Board noted that on 3 June 2015, Southland District Council adopted the Alfresco Dining Policy (attached to the officers report). The Policy applies to the whole of the Southland District and provides Community Boards and Community Development Area Subcommittees with the option to apply annual fees or remit these fees in their area.

Resolution

Moved Member Roy, seconded Cr Duffy **and resolved recommendations a to c and d with amendments (as indicated):**

That the Edendale-Wyndham Community Board:

- a) **Receives the report titled “Alfresco Dining” dated 15 September 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) **Not apply the ~~Decides whether~~ annual fees relating to alfresco dining ~~should apply~~ in the Edendale and Wyndham areas. ~~if applicable.~~**

7.4 Works and Finance Report to Edendale-Wyndham Community Board for the period ended 31 July 2015

Record No: R/15/9/16099

Area Engineer Moira Tinnock was in attendance for this item.

Mrs Tinnock advised that quotes obtained to construct and erect approximately 41m of new fencing at the Edendale Cemetery.

The quotes are as follows and do not include the cost of removing the damaged hedge:

- 4 ft netting fence (sheep netting) \$1,300
- Post and rail (3x rails high) \$2,700
- Post and rail, quarter round (smooth) \$3,700

Mrs Tinnock also advised that recommendations from IFS regarding the redwood trees at the Cemetery require the following work undertaken:

- Tag redwoods with blaze tape so that these can be found easier over the next two years.
- Early spring – 2nd spot spray redwoods and blanket spray gorse with knapsack. (Brew for broom is the lightest chemical that can be used or else will damage the redwoods. Redwoods would be covered with a container to prevent damage.)

The Board noted that a new ramp has been constructed in the gutter to footpath outside the entrance of the Wyndham Four Square in Balaclava Road.

The Board also noted that recent investigations discovered a broken pipe connecting to the main outlet of the Wyndham stormwater system. The section has been replaced by 15m of PVC pipe. It was noted that the cost for the work undertaken will not appear until the end of September 2015 financial reporting. Once the weather has improved it is intended to get the CCTV cameras in the drains to ascertain what other damage there is.

Area Engineer’s Financial Report

The Board noted that the following table summarises the key reasons for significant budget variances. It is too

Business Unit	Tracking	Comments
All	All on track	Limited actual expenditure YTD.
Camping Ground- Wyndham	On Track	Wyndham camping ground has had a few faults with the lights. 2% expenditure to date.

Project List

It was noted by the Board that the table below shows the project that was planned for Edendale and Wyndham in 2015/2016 and is still in the planning stage.

Activity	Project Name	Type	Year	AP Budget	Status
Community Centres	Edendale Community Centre upgrade	LOS	15/16	\$500,000	Deferred

Financial Considerations (Development and Financial Contributions)

The Board noted that the Edendale Reserves Contributions are \$12,369 and the Wyndham Reserves Contributions are \$2,982 which is the balance of Development and Financial Contributions for the communities to 30 June 2015 plus any amounts invoiced for this financial year to date. Any spending of these funds is considered by Council staff when projects are in the planning stage. Once identified as a potential funding source for a project, confirmation from the Group Manager - Services and Assets is sought before undertaking the project to ensure that the relevant policy and legislative requirements are met.

The Board also noted that the Edendale Reserves contributions have been tagged for the development of the new Recreation Park between Ferry Road and Morton Street, along with funds from the former Te Tipua Ward.

Resolution

Moved Member Donald, seconded Chairperson Yorke **and resolved recommendation a with a new b:**

That the Edendale-Wyndham Community Board:

- a) **Receives the report titled “Works and Finance Report to Edendale-Wyndham Community Board for the period ended 31 July 2015” dated 29 September 2015.**
- b) **Agree that the fence to replace the burnt hedge at the Edendale Cemetery be constructed of post and rail, be unpainted and be funded from Cemetery Reserves and that Phil Laurie Fencing be approached to complete the work.**

7.5 Unaudited Annual Accounts Report to Edendale-Wyndham Community Board for the year ended 30 June 2015

Record No: R/15/8/13831

Area Engineer Moira Tinnock was in attendance for this item.

Mrs Tinnock advised that as at 30 June 2015 the total funds held in reserves was \$731,767. The table below indicates the movement in business unit and reserves:

Business Units	Actual Transfer to/(from) Reserve	Budgeted Transfer to/(from) Reserve
23200 - Administration	(\$649)	-
23202 - Operating	\$1,141	\$1,817
23207 - Street Works	(\$21,586)	(\$24,762)
23213 - Stormwater	\$6,863	-
23228 - Beautification	(\$3,793)	-
23232 – Recreation Reserve	(\$11,217)	-
23246 – Playground	(\$5,993)	-
23325 – Cemetery Edendale	(\$5,429)	-

23348 – Pool Edendale	\$509	-
29901 – Library Wyndham	\$1,288	(\$2,100)
29925 – Cemetery Wyndham	(\$11,558)	-
29949 – Camping Ground Wyndham	\$1,464	-
29982 – Museum Wyndham	\$135	-
Local Net Transfer to/(from) Reserves	(\$48,825)	(\$25,045)
23350 – Hall Edendale	\$11,276	(\$204,681)
29950 - Hall Wyndham	\$2,248	\$1,449

Also advised were key reasons for the most significant budget variances are detailed below:

Operating Costs

- The main costs related to removing a tree in Redan Street, felling gums in Wilton Street and removing a tree and fence by Wyndham Primary school, as well as putting up ANZAC Flags.

Streetworks

- Income was budgeted from the Burt Munro Challenge to pay for street sweeping. The income was not received this year as the bill was paid direct by the contractors. The maintenance general budget (that was street sweeping) was spent on demolishing an old water tank and two footpath renewals (Ferry Road in Edendale and Scutari Street in Wyndham).
- Refuse collection had a significant increase in contract price, budgets for 2015/2016 have been amended to reflect the current contract price.

Beautification

- The mowing contract exceeded the planned budget as a result of an additional 1.5% increase in the contract price and the removing the poplars at Alma/Memorial and stump grinding work also exceeded budget.

Recreation Reserve

- Major work undertaken in the 2014/2015 year included cutting, trimming and removing part of the hedge at the reserve, and this was funded from the general reserve.

Edendale Playground (Seaward Road adjacent to Fire Station)

- As a result of little or no maintenance over previous years the Edendale playground required new bark to be laid, play equipment to be waterblasted and/or sprayed, a new swing seat installed and removal of trees.

Edendale Cemetery

- The Edendale Cemetery tree felling and replanting project has occurred over the last two years. Income for the two years was \$50,949 and expenditure \$38,299, leaving a surplus to contribute to the cemetery reserve. This was created last year to track the costs/surplus separately for the cemetery. Landscaping work undertaken includes, extra soil and gravel, general tidy of cemetery plantation area after felling of trees, tree root raking and burning of stumps.

Wyndham Cemetery

- A new beam was installed at the cemetery and funded from the general reserve.

Also noted was the Community Board project list. The list as follows advises of the status of projects in the Edendale and Wyndham areas.

Activity	Project Name	Financial Year	AP Budget	Actual cost 14/15	Status	Officer's Comment
Community Centres	Edendale Community Centre upgrade	12/13	\$883,518	-	Deferred	Still under consideration by Community Board.
Roading & Transport	Footpath upgrade	12/13	\$10,821	\$12,547	Complete	Ferry Road AC footpath completed just before Christmas.
Roading & Transport	Footpath upgrade	13/14	\$11,048	\$14,869	Complete	Ferry Road AC footpath completed just before Christmas.
Roading & Transport	Footpath upgrade	14/15	\$15,000	\$15,629	Complete	Scutari Street in Wyndham completed April 15
Sewerage	Sewerage Treatment Plant	09/10	\$484,643	\$177,127	In Progress Construction	Work continues into 2015/16

Mrs Tinnock advised that the financial results were subject to review by Audit NZ in September 2015 and may change as a result of the audit.

The Community Board noted that interest has been allocated to the reserve accounts calculated on the average balance of the reserves for the year at an interest rate of 4.09%. This interest is now included within the business units and the financial report.

Resolution

Moved Member Roy, seconded Member Rabbidge **and resolved:**

That the Edendale-Wyndham Community Board:

- Receives the report titled "Unaudited Annual Accounts Report to Edendale-Wyndham Community Board for the year ended 30 June 2015" dated 21 September 2015.**

7.6 Unaudited Annual Accounts Report to Waihopai Toetoes Ward Committee for the year ended 30 June 2015

Record No: R/15/8/15099

Mrs Tinnock advised that the table below illustrates the business unit and reserve reports:

Business Units	Actual Transfer to/(from) Reserve	Budgeted Transfer to/(from) Reserve
28500 - Administration	\$27	-
28502 - Operating	\$5,463	(\$59,298)
28532 - Recreation Reserve	\$6,188	-
Curio Bay Reserve	(\$67,400)	-
Waitane Glencoe Reserve	\$34	-
Local Net Transfer to/(from) Reserves	(\$55,688)	\$8,234

The Board noted that at 30 June 2015 the total funds held in reserves is \$267,634.

Operating Costs Budget Variance

The Board also noted that donations were received to fund the Wyndham Memorial, Pine Bush shelter and panels, Glenham tunnel board walking and panels at Fortrose. Expenditure relates to work on the Pine Bush project, the Wyndham, Woodlands and Oteramika Memorials and a grant towards the Tokanui Skate Park. The budget for the work on memorials is currently underspent with work continuing on each memorial throughout the ward.

Mrs Tinnock advised that the following table is the Reserve Breakdown following the consolidation of the ward reserves after the representation review of 1 July 2014

Wards	30/6/2014	Transfer To/ (From)	30/06/2015	Comment
Te Tipua	\$76,750	(\$3,000)	\$73,750	Edendale Hall Meeting and Brydone Hall
Toetoes	\$123,211	(\$67,600)	\$55,611	Curio Bay Reserve, Pine Bush and Wyndham Memorial and Tokanui Skate Park
Waihopai	\$122,526	(\$11,218)	\$111,308	Woodlands and Oteramika Memorial
Waihopai Toetoes	-	\$26,096	\$26,096	Surplus from this year's budget and interest.
Total	\$322,487	(\$55,722)	\$266,765	

Mrs Tinnock advised that the financial results were also subject to review by Audit NZ in September 2015 and may change as a result of the audit.

The Community Board noted that interest has been allocated to the reserve accounts calculated on the average balance of the reserves for the year at an interest rate of 4.09%.

Resolution

Moved Chairperson Yorke, seconded Member Rabbidge **and resolved:**

That the Edendale-Wyndham Community Board:

- a) **Receives the report titled “Unaudited Annual Accounts Report to Waihopai Toetoes Ward Committee for the year ended 30 June 2015” dated 22 September 2015.**

7.7 Wyndham District Community Pool Inc.

Record No: R/15/9/17054

The Community Board discussed the letter that had been received from the Wyndham District Community Pool Inc. The Chair advised that a letter that had been sent from the Community Board in response to the Community Pool attending the previous Board meeting. This letter had been checked by the Communications Department at Southland District Council. The Board were intrigued at the comments in the letter from the Community Pool and agreed to respond back to them thanking them for their letter and comments.

Resolution

Moved Chairperson Yorke, seconded Cr Duffy **and resolved recommendations a and b and a new c.**

That the Edendale-Wyndham Community Board:

- a) **Receives the report titled “Wyndham District Community Pool Inc.” dated 21 September 2015.**
- b) **Note the letter dated 3 September 2015 from the Wyndham District Community Pool Inc.**
- c) **Reply to the Wyndham District Community Pool Inc. accordingly.**

Committee Reports

8.1 Hall/Community Centre

The Chair advised that the Wyndham Hall heaters are to be repaired once the electrician does the work required.

The Chair also advised that the Edendale Community Centre Subcommittee as met and is happy with the plans but not happy with the costs around funding, and the potential shortfall. They had also met with the Edendale Rugby Club who are happy with the first set of plans. A revised set of plans have been completed with the thought of trying to reduce costs, the costings are due shortly. Once this information is received, the Board will then meet with the Edendale Rugby Club.

The Chief Executive Officer Steve Ruru advised that he had met with Fonterra Management regarding their proposal to move the Recreation Ground to George Street.

8.2 Resource Management

There was nothing to report.

8.3 Factory Liaison

Cr Duffy advised that he had attended the last Factory liaison meeting. He reported that Fonterra advised on nitrates and that milk production is down in comparison to last season.

8.4 Civil Defence

There was nothing to report.

8.5 Reporting to the Ensign, Edendale Informer and Wyndham Messenger

There was nothing to report.

Councillor's Report

Councillor Duffy reported on the following items that had been addressed at recent Council and Committee meetings including attendance at various meetings and events:

- The 2014/2015 Annual Report was due to be adopted by Council
- Environment Southland are consulting on their Water and Land 2020 & Beyond and Southland District Council will be submitting to it
- The Freedom Camping Bylaw has been consulted on and oral hearing are to be heard in late October 2015
- Councillors briefed on the Chief Executives Strategic review of Southland District Council
- Been on a tour of the Ward with Councillor Keast and the Area Engineer and various issues of interest were identified.

Future Meeting Dates

Tuesday 24 November 2015 - Memorial Hall, Balaclava Road, Wyndham

The Meeting concluded at 9.07pm.

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE EDENDALE-
WYNDHAM COMMUNITY BOARD HELD ON
TUESDAY 29 SEPTEMBER 2015.

DATE:.....

CHAIRPERSON:.....