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# Garston Community Development Area Subcommittee **UNCONFIRMED** OPEN MINUTES

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Minutes of a meeting of Garston Community Development Area Subcommittee held in the Garston School on Monday, 23 November 2015 at 8pm.

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## PRESENT

<b>Chairperson</b>	Pam Naylor
<b>Deputy Chairperson</b>	Tom O'Brien
<b>Members</b>	Bonnie Abernethy Ian Huffadine Tony Sparks Louise Wright
<b>Councillor</b>	John Douglas

## IN ATTENDANCE

<b>Area Officer</b>	Rose Knowles
<b>Area Engineer</b>	Bruce Miller
<b>Group Manager</b>	Rex Capil
<b>Policy and Community Community Development Financial Accountant</b>	Shelley Dela Llana

**1 Apologies**

An apology for non-attendance was received from Member Sparks

Moved Member O'Brien, seconded Member Wright  
**and resolved that the Garston Community Development Area Subcommittee accepts the apology of Member Sparks.**

**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 seeking speaking rights in Public Forum.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Member Abernethy, seconded Member Huffadine

**That the minutes of Garston Community Development Area Subcommittee meeting held on 8 June 2015 be confirmed.**

**Reports**

**7.1 Action Sheet Garston CDA 23 November 2015**

**Record No: R/15/11/20640**

The Action Sheet was circulated for Members information.

Issues arising included the following:

- The inorganic collection has been completed and was very successful
- New 50k signs have been installed on Garston Terrace.

**Resolution**

Moved Member Abernethy, seconded Member Wright

**That the Garston Community Development Area Subcommittee:**

- a) Receives the report titled "Action Sheet Garston CDA 23 November 2015" dated 13 November 2015.**
- b) Notes the responses from staff on the action sheet.**

**7.2 Works and Finance Report to Garston Community Development Area Subcommittee for the period ended 30 September 2015**

**Record No: R/15/11/20123**

The Works and Finance Report for the period ending 30 September 2015, was tabled.

Issues reported to the subcommittee included;

- The estimate to construct a concrete surround at the playground is approximately \$52 a linear metre. Quotes are being sourced for the project.
- NZTA have been notified to move “Share the Road” sign at Garston

**Resolution**

Moved Member O’Brien, seconded Member Huffadine

**That the Garston Community Development Area Subcommittee:**

- a) Receives the report titled “Works and Finance Report to Garston Community Development Area Subcommittee for the period ended 30 September 2015” dated 13 November 2015.**

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

**Record No: R/15/8/15114**

The Unaudited Annual Accounts Report for the year ended 30 June 2015, was tabled.

The Area Engineer reported that the total funds held in reserves is \$13,547.

The significant budget variances discussed were the minimal maintenance required on the gardening and the playground.

**Resolution**

Moved Member O’Brien, seconded Member Abernethy

**That the Garston Community Development Area Subcommittee:**

- a) Receives the report titled “Unaudited Annual Accounts Report to Garston Community Development Area Subcommittee for the year ended 30 June 2015” 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.**

## **7.4 Community Governance Report**

**Record No: R/15/10/18865**

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 will 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 will 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 the paper, 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 Chairman Naylor, seconded Member Wright

**That the Garston Community Development Area Subcommittee:**

- a) **Receives the report titled “Community Governance Report” dated 22 October 2015.**

### 7.5 Annual Plan 2016/2017 - Draft Estimates Report

**Record No: R/15/10/19167**

Tabled before the subcommittee was a report which provided an overview of the forecasted services for the Garston Community Development Area Subcommittee in 2016/2017.

Staff advised that;

- 1.0 Council has streamlined its 2016/2017 Annual Plan process and as a result the subcommittee is only required to review your estimates for significant changes. In addition, consideration should be given to funding any significant changes from reserves where appropriate.
- 2.0 The draft estimates will be incorporated into the Council's Draft Annual Plan which will be released for consultation in February 2016. Once the plan is finalised (and subject to any changes resulting from submissions), the estimates shown for 2016/2017 will be used to set rates for the year beginning 1 July 2016.

The subcommittee noted the local rate for 2016/17 is proposed for a 2.43% increase.

Issues of note that were drawn to the attention of the subcommittee were that there were no key variances from what was originally included in year two of the Long Term Plan and that the playground project is to come out of reserves this financial year.

### Resolution

Moved Member Huffadine, seconded Chairman Naylor

**That the Garston Community Development Area Subcommittee:**

- a) **Receives the report titled “Annual Plan 2016/2017 - Draft Estimates Report” dated 11 November 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) **Adopts the Estimates for the year commencing 1 July 2016 for inclusion in the Council's Draft Annual Plan.**

- e) Requests the levying of the following rates and charges (including GST) for the year commencing 1 July 2016 based on the approved estimates in (e) above.

<u>Rate Description</u>	<u>Rate (GST Incl)</u>
Garston CDA Rate	\$3,487

## 8.0 Updates

### 8.1 Chairperson's Report

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

- Upgrade of the public toilets
- Landscaping along frontage of toilets
- Inorganic collection
- Northern Southland Cluster Group meetings
- Plantings at Nokomai siding

### 8.2 Councillor's Report

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

- Organisation review meeting
- Southland Regional Strategy meeting
- Serpentine Quarry Resource Consent meeting
- Quotable values
- Cycle trail update
- Down River Dash Bike Race

The meeting concluded at  
9.20pm

CONFIRMED AS A TRUE AND CORRECT  
RECORD AT A MEETING OF THE GARSTON  
COMMUNITY DEVELOPMENT AREA  
SUBCOMMITTEE HELD ON 23 NOVEMBER  
2015

**DATE:**.....

**CHAIRPERSON:**.....