

# Gorge Road and Districts Community Development Area Subcommittee

## OPEN MINUTES

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Minutes of a meeting of Gorge Road and Districts Community Development Area Subcommittee held in the Gorge Road Community Centre on Monday, 23 November 2015 at 1pm.

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### PRESENT

**Deputy Chairperson** Mark Hamill  
**Members** George Kevern  
Gay Munro  
Councillor Julie Keast

### ABSENT

Bevan Pirie

### IN ATTENDANCE

Committee Advisor Fiona Dunlop, Area Engineer Brendan Gray, Group Manager Policy and Community Rex Capil and Venture Southland Community Development Planner Juanita Thornton

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**1 Apologies**

Apologies for absence were received from Ray Waghorn and Helen O'Connor.

Moved Member Munro, seconded Member Kevern and **resolved:**

**That the Gorge Road and Districts Community Development Area Subcommittee accept the apologies.**

**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 was no public forum.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

There was discussion regarding the Gorge Road Memorial Flagpole and the possible relocation of it to the Mokotua Hall. Area Engineer Brendan Gray advised that he will investigate and report back to the Subcommittee.

**Resolution**

Moved Member Munro, seconded Member Kevern **and resolved:**

**That the confirms the minutes of Gorge Road and Districts Community Development Area Subcommittee, held on 22 June 2015 as a correct record of that meeting.**

**Reports for Recommendation**

**7.1 Annual Plan 2016/2017 - Draft Estimates Report**

**Record No: R/15/10/19168**

Accountant Shelly Dela Llana was in attendance for this item.

She advised that the purpose of the report was to provide an overview of the forecasted services for the Gorge Road Community Development Area Subcommittee in 2016/2017. It includes any variations from what was forecasted in year two of the Long Term Plan (LTP) 2015-2025.

The Subcommittee noted that Southland District Council had streamlined its

2016/2017 Annual Plan process and as a result the Subcommittee is only required to review the estimates for significant changes. In addition, consideration should be given to funding any significant changes from reserves where appropriate.

Also noted was that 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.

### Resolution

Moved Member Munro, seconded Cr Keast **and resolved:**

**That the Gorge Road and Districts Community Development Area Subcommittee:**

- a) **Receives the report titled "Annual Plan 2016/2017 - Draft Estimates Report" dated 13 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) **Approves variations in the Gorge Road Community Development Area Subcommittee estimates from year two of the Long Term Plan.**
- e) **Approves the Estimates for the year commencing 1 July 2016 for inclusion in the Council's Draft Annual Plan (subject to any amendments made at the meeting).**
- f) **Requests the levy 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>
Gorge Road CDA Rate	\$6,141

- g) **Note that there are no key highlights for the local area.**

### Reports

#### 8.1 Draft Variation to the Proposed District Plan 2012 - Rural Settlement Areas

**Record No: R/15/11/19686**

Senior Resource Consent Planners Courtney Ellison and Rebecca Blyth were present for this item.

They advised that the report was to update the Subcommittee on the draft Variation to the Proposed District Plan to create a Rural Settlement area at Gorge Road. The report also advised of the opportunity for members to provide feedback to Council.

### Resolution

Moved Member Munro, seconded Member Kevern **and resolved:**

**That the Gorge Road and Districts Community Development Area Subcommittee:**

- a) **Receives the report titled “Draft Variation to the Proposed District Plan 2012 - Rural Settlement Areas” dated 9 November 2015.**
- b) **Notes the draft Variation to the Proposed District Plan 2012 – Rural Settlement Areas is available for public comment until 16 December 2015.**

## 8.2 Community Governance Report

**Record No: R/15/10/18863**

Group Manager Community and Policy Rex Capill 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 Cr Keast, seconded Member Kevern **and resolved:**

**That the Gorge Road and Districts Community Development Area Subcommittee:**

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

### 8.3 Unaudited Annual Accounts Report to Gorge Road Community Development Area Subcommittee for the year ended 30 June 2015

Record No: R/15/8/15068

Area Engineer Brendan Gray was present for this item. Mr Gray reported that the table below indicated the business unit and reserves for the year ended 30 June 2015 and as at the same date the total funds held in reserves was \$22,153.

Business Units	Actual Transfer to/(from) Reserve	Budgeted Transfer to/(from) Reserve
23900 - Administration	\$1,091	\$385
23207 - Street Works	\$10	-
23932 - Recreation Reserve	\$1,651	-
<b>Local Net Transfer to/(from) Reserves</b>	<b>\$2,752</b>	<b>\$385</b>

The Subcommittee noted that the report advised the accounts were unaudited but have now been audited by Audit NZ and approved as part of the 2015/2016 Annual Report.

Mr Gray also reported that two grants were received for work on the Gorge Road Recreation Reserve. The unspent funds have been transferred to reserves and will be used to fund work to be carried out in the 2015/2016 year.

The Subcommittee also noted the table below for the reticulation renewal for sewerage.

Activity	Project Name	Financial Year	AP Budget	Actual cost 2014-2015	Status	Officer's Comment
Sewerage	Reticulation Renewal	2014/2015	\$36,692	\$6,350	Complete	Work completed to revised / reduced scope of work

#### Resolution

Moved Deputy Chairperson Hamill, seconded Member Munro **and resolved:**

**That the Gorge Road and Districts Community Development Area Subcommittee:**

- a) **Receives the report titled "Unaudited Annual Accounts Report to Gorge Road Community Development Area Subcommittee for the year ended 30 June 2015" dated 15 September 2015.**

#### 8.4 Works and Finance Report to Gorge Road Community Development Area Subcommittee for the period ended 30 September 2015

**Record No: R/15/11/19991**

Area Engineer Brendan Gray was present for this item.

Mr Gray reported that the:

- Contract for the Gorge Road Community Centre toilet cleaning has been rolled over for another 12 months with no change to the cost.
- Abandoned car that was parked outside the Community Centre has been removed
- Funding applications had been submitted to Venture Southland for the continuation of the recreation reserve planting and the new footpath from the gate to the start of the current track. There is an option that signs could also be incorporated. \$1000 from the Community Initiatives Fund was granted towards the construction of the footpath from the road to join up with the reserve.
- Funding of \$1500 from the Community Initiative Fund and \$3000 from the Southland Regional Heritage Fund was also received towards the repair and restoration of the Oteramika War Memorial.
- Taskforce Team have been requested to complete a full spray of the reserve area and mow the grass under the trees. Taskforce were also asked to take the grass clippings and spread them around the base of trees to keep the area tidy. Several glass bottles had also been smashed and required pick up of broken pieces.
- Settled weather has enabled the township spraying to commence on all

footpaths and kerbing and that street sweeping is due again in November.

The Subcommittee commented that the mowing contractor had not been paid for the mowing of the reserve. Mr Gray advised that he would investigate and report back to the Subcommittee.

Mr Gray advised that he would investigate and report back the issue of the removal of the Gorge Road War Memorial Flagpole and potential relocation to the Mokotua Hall.

#### **Resolution**

Moved Member Kevern, seconded Member Munro **and resolved with a new b (as indicated):**

**That the Gorge Road and Districts Community Development Area Subcommittee:**

- a) **Receives the report titled “Works and Finance Report to Gorge Road Community Development Area Subcommittee for the period ended 30 September 2015” dated 13 November 2015.**
- b) **Request that officers investigate the removal of the Gorge Road War Memorial Flagpole and potential relocation to the Mokotua Hall and advised the Subcommittee of the outcome of the request.**

#### **Councillor’s Report**

Councillor Keast updated the Subcommittee on various Council issues. She highlighted that Council had heard oral submissions to the proposed Freedom Camping Bylaw, the Regional Development Strategy had been launched, the Around the Mountains Cycle Trail Resource Consent appeal is to be heard by the Environment Court in February 2016 and that she had attended the recent LGNZ Rural and Provincial meeting.

#### **Next Meeting**

The next meeting of the CDA will be in Monday 20 June 2016 at 1pm. There will also be a meeting on Monday 21 November 2016 at 1pm.

The meeting concluded at 2.34pm.

CONFIRMED AS A TRUE AND CORRECT  
RECORD AT A MEETING OF THE GORGE  
ROAD AND DISTRICTS COMMUNITY  
DEVELOPMENT AREA SUBCOMMITTEE HELD  
ON MONDAY 23 NOVEMBER 2015.

**DATE:**.....

**CHAIRPERSON:**.....