
Orepuki Community Development Area Subcommittee

OPEN MINUTES

Minutes of a meeting of Orepuki Community Development Area Subcommittee held in the Orepuki Hall on Thursday, 4 August 2016 at 6pm.

PRESENT

Chairperson	Brian McGrath
Deputy Chairperson	Peter Black
Members	Martin Forde Marg McCullough Jeanette Sellwood
Councillor	Rodney Dobson

IN ATTENDANCE

Committee Advisor	Alyson Hamilton
Community Engineer	Greg Erskine
Finance	Shelley Dela Llana
Community Partnership Leader	Simon Moran

1 Apologies

Moved Member Sellwood, seconded Member McGrath and **resolved:**
That the apology lodged by Member McCracken be accepted.

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 members of the public seeking speaking rights in the Public Forum section of the meeting.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Member McGrath, seconded McCullough **and resolved:**

That the minutes of Orepuki Community Development Area Subcommittee meeting held on 8 March 2016 be confirmed.

Reports

7.1 Action Sheet

Record No: R/16/7/11462

Action Sheet from the subcommittee's previous meetings, was tabled.

Issues reported to the subcommittee included;

Information Kiosk

The Community Engineer provided a draft copy of the proposed information panel to be placed on the kiosk advising that staff have requested members peruse the document and forward any amendments to the Graphics staff by Wednesday, 10 August 2016.

The meeting was advised that following amendments being made it would take approximately a month for the panel to be printed and installed.

The Chair expressed appreciation to the graphics team for the high standard of work undertaken in the preparation of information for the panel.

Historic Shale Tank

The Community Engineer presented to the meeting signage highlighting the historic information relating to the Shale Tank advising that the signage will be attached to bearers and placed in the vicinity of the shale tank situated on the reserve.

Township Stormwater

The meeting was advised a stormwater drainage inspection has been undertaken by Downers and mapped accordingly.

Mr Erskine presented the drainage plans to the meeting that highlighted the stormwater locations advising that due to the weight of some of the sump lids a joint Downers and Southroads crew are to undertake further camera work on sumps that require water blasting.

The meeting was advised a new culvert has been placed on Dover Street West as the first stage of the project.

Hirstfield Reserve Mowing

The Community Engineer advised costings of mowing of the Hirstfield Reserve sports field is \$125.00 per month or \$1,500 per year.

The meeting requested the Community Engineer arrange an invoice to be forwarded annually to the Hirstfield Reserve Committee, to commence in the 2016/2017 year.

Orepuki Rating boundary

The Chair advised at the previous meeting of the subcommittee discussion had taken place on a proposal of extending the rating boundary for the Orepuki township and a request was made that Finance staff to attend the meeting of the subcommittee to clarify questions raised by members.

The meeting was advised that for the subcommittee to action a rating boundary change a report is required to be presented to Council outlining the subcommittee's proposal of a rating boundary change and the purpose for the change.

Mrs Dela Llana presented to the meeting a map highlighting a proposed extension of the Orepuki township rating boundary explaining nineteen new properties are included within this boundary, thirteen of which are vacant land.

Mrs Dela Llana advised the township budget currently funds the streetworks and stormwater services with the playground being funded by the ward. Mrs Dela Llana added the Hall is funded by way of a separate rating unit.

Following discussion the meeting agreed that an informal meeting comprising of the Chair and subcommittee members be held to discuss the proposed boundary extension and the anticipated benefits to the township.

Resolution

Moved Member Forde, seconded Member Black **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled “Action Sheet” dated 20 July 2016.**
- b) **Requests staff arrange an informal meeting comprising of the Chair and subcommittee members to discuss the proposed boundary extension and the anticipated benefits to the township.**

7.2 Works and Finance Report to Orepuki Community Development Area Subcommittee for the period ended 30 June 2016

Record No: R/16/5/7866

Works and Finance Report for the period ended 31 May 2016, was tabled.

Issues reported to the subcommittee included;

Monkey Island - Maintenance and Fencing

The camping area has several wet areas that need digger work prior to next summer. Near the small shed posts will be installed to restrict parking close to the shed and make it more of a day visit area. The existing BBQ area needs removal and alternative options are to be considered.

Grandview Terrace - Request for Rubbish Bins and BBQ Table

The meeting agreed to the purchase of a picnic table for Grandview Terrace.

Following discussion on location options it was agreed that such table to be placed in the area of the car park area for shelter purposes.

Beautification of Reserve Land between the Main Highway and Oldham Street

The Chair raised the issue of some beautification work being undertaken on the reserve land.

The meeting agreed to discuss beautification of the reserve land area at the upcoming informal meeting.

Gemstone Beach Access

Extra signage has been installed on the Council roads to try and make the exit safer onto the state highway.

Resolution

Moved Chairperson McGrath, seconded Cr Dobson **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled “Works and Finance Report to Orepuki Community Development Area Subcommittee for the period ended 30 June 2016” dated 21 July 2016.**

7.3 Venture Southland Update on Community Development Initiatives in Orepuki and Waiau Aparima Ward

Record No: R/16/6/9104

Report by Kathryn Cowie, Community Development Planner, providing an update on staff changes within the Venture Southland Community Development Team and to report on community development initiatives and projects regionally, and within the Waiau Aparima ward, more specifically Orepuki, was tabled.

Mrs Cowie outlined involvement with local initiatives in the Orepuki area and with major projects in the wider area included;

- Orepuki Hall
- Orepuki 150 Year Jubilee
- Kohi Kohi's Cottage (Riverton)
- Taramea Bay Soundshell

The subcommittee noted regional initiatives included;

- Health & Safety Workshops for Volunteers & Community Groups
- Volunteers futures project (CONA)
- Southland Cycling Strategy

Resolution

Moved Member Sellwood, seconded Member McCullough **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) Receives the report titled "Report to Orepuki Community Development Area Subcommittee - 7 July 2016 - Venture Southland Update on Community Development Initiatives in Orepuki and Waiau Aparima Ward" dated 30 June 2016.**

7.4 Draft Unmanned Aerial Vehicles Policy

Record No: R/16/4/5654

Report by T Dytor (Policy Analyst) outlining the draft Use of Unmanned Aerial Vehicles Policy, was tabled.

In her report Ms Dytor advised that under new rules introduced by the Civil Aviation Authority (CAA), Council can grant or decline consent for the use of Unmanned Aerial Vehicles (UAVs) on property that it owns or controls.

The draft Unmanned Aerial Vehicle Policy sets a framework to allow Council to do this.

Ms Dytor advised feedback is sought from the subcommittee regarding local areas that should be considered for prohibition or restriction of unmanned aerial vehicle use.

In discussing the report members considered areas that could be affected by the use of unmanned aerial vehicles and felt there were none affecting the Orepuki area.

Resolution

Moved Member McGrath, seconded Deputy Chair Black **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) Receives the report titled "Draft Unmanned Aerial Vehicles Policy" dated 30 June 2016.**

- 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) **Advises that it considers there are no local areas that should be considered as restricted or prohibited areas for the use of unmanned aerial vehicles.**

7.5 Bylaw Review Process

Record No: R/16/4/5203

Report by T Dytor (Policy Analyst) outlining that in 2016, the Cemetery Bylaw 2006, the Keeping of Animals, Poultry and Bees Bylaw 2010 and the Control of Advertising Signs Bylaw 2008 will be reviewed, was tabled.

Ms Dytor outlined the approach that will be taken to consultation and review proposed.

The subcommittee noted the submission period is 9 to 30 June 2016 and that community views will be considered during formal consultation and during pre-consultation engagement.

Ms Dytor added that the subcommittee is asked to make a submission during the consultation period and individual members can engage during pre-consultation sessions in May.

Resolution

Moved Cr Dobson, seconded Member McGrath **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled “Bylaw Review Process” dated 30 June 2016.**

7.6 Elected Members' Expense Reimbursements and Allowances

Record No: R/16/7/10227

Report by Sheree Marrah, Finance Manager, regarding Elected Members' Expense Reimbursements and allowances, was tabled.

Mrs Marrah advised the purpose of the report is to inform Community Boards and Community Development Area subcommittees of the recent changes to Council's Elected Members' Remuneration and Reimbursements Policy and the associated impact on them.

Members noted the revised policy amendments were adopted by Council on 8 June 2016 and are effective from 1 July 2016.

The subcommittee was advised that the Remuneration Authority (RA) sets the framework for the remuneration and reimbursement of local government elected members, namely the Mayor, Councillors and Community Board members.

Mrs Marrah informed Council recently reviewed its Elected Members' Remuneration and Reimbursements Policy as a result of some minor changes required by the RA to mileage and travel time allowances.

Mrs Marrah explained Council staff recommended a number of additional amendments to the policy to allow reimbursement of expenses and the payment of allowances to Community Board members and Council Subcommittee members.

The Subcommittee noted the revised policy includes the provision of mileage and travel time allowances as well as expenditure reimbursements for Community Board and Subcommittee members, in line with Councillors.

Mrs Marrah advised that the specific provisions relevant to Community Boards and Council Subcommittees incorporated into the revised policy are as follows:

- **Mileage allowance**, can be claimed in line with Councillors, where travel exceeds 30 kilometres within a day.
- The **mileage allowance** will be paid to elected members at a rate of 74 cents per kilometre (consistent with the IRD rates) for the first 5,000 kilometres.
- The rate for travel in excess of 5,000 kilometres will remain at 37 cents per kilometre. The 30 kilometre round trip threshold (ie, 15 kilometres each way) applies to visits to Council offices (or other regular meeting venues deemed to be a Council office for the purpose of this policy). For other Council requested travel by elected members, no threshold will apply.
- **Travel time allowance**, can be claimed in line with Councillors, at a rate of \$37.50 per hour, where travel time exceeds 1 hour within a day.
- The policy states that where Community Board or Subcommittee meetings are held at a regular venue other than a Council office, this location will be deemed to be a Council office for the purposes of mileage and travel time allowances.
- **Reimbursement for costs** can be claimed for courses, seminars and training associated with the role of an elected member. Associated travel and accommodation costs may also be reimbursed if in accordance with the policy.

In regard to the funding of any such claims the Board was informed although the revised change in mileage and travel time allowances for Community Board and Council Subcommittee members has not specifically been budgeted for in 2016/2017.

Mrs Marrah advised it is anticipated that this will not be a significant cost to the communities as the majority of elected members live within 15 kilometres of their nearest Council office and travel less than one hour to attend meetings.

The subcommittee noted payment of allowances and reimbursements will be funded from local operating budgets of the relevant Community Board or subcommittee.

Resolution

Moved Member McCullough, seconded Member McGrath **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled “Elected Members’ Expense Reimbursements and Allowances” dated 4 July 2016.**

7.7 Submissions from the Annual Plan 2016 2017

Record No: R/16/7/10911

Report by Shannon Oliver, Planning and Reporting Analyst, regarding submissions received from the Annual Plan 2016/2017, was tabled.

Ms Oliver advised as part of the Annual Plan 2016/2017 consultation process, submissions were received that related to various project suggestions and opportunities throughout the District.

Ms Oliver explained at the deliberation meetings, Council made a recommendation to forward the submitters project suggestions to the relevant Community Board or Community Development Area subcommittees for their follow up and investigation if considered viable and appropriate.

Resolution

Moved Chairperson McGrath, seconded Member Sellwood **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled “Submissions from the Annual Plan 2016 2017 ” dated 15 July 2016.**

8.1 Chairperson's Report

The Chairperson, Member McGrath, reported on activities he has been involved;

- Attendance at Community Board/CDA Chairs meeting
- Resource Management Hearing - District Plan Variations
- Working on Information Kiosk

8.2 Councillor's Report

Councillor Dobson reported on matters from the District Council table. These being:

- Submission to Environment Southland Water and Land Plan.

The meeting concluded at 8.00pm

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE OREPUKI
COMMUNITY DEVELOPMENT AREA
SUBCOMMITTEE HELD ON THURSDAY, 4
AUGUST 2016.

DATE:.....

CHAIRPERSON:.....