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# Colac Bay Community Development Area Subcommittee

## OPEN MINUTES

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Minutes of a meeting of Colac Bay Community Development Area Subcommittee held in the Colac Bay Rifles Volunteer Hall, 14 Manuka Street, Colac Bay on Tuesday, 15 November 2016 at 6pm.

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### PRESENT

**Chairperson**  
**Members**

Lynley Barclay  
Ian Brinsdon  
Nathan Cleaver  
Graeme McKenzie  
Rowena Tomlin  
Councillor George Harpur

### IN ATTENDANCE

**Committee Advisor**  
**Community Engineer**  
**Community Partnership Leader**

Alyson Hamilton  
Greg Erskine  
Simon Moran

### PUBLIC GALLERY

Julie Guise  
Betty Rickus  
Tamati Maere

**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**

Moved Member Tomlin, seconded Member Brinsdon and **resolved:**

**That the Colac Bay Community Development Area Subcommittee go into public forum to allow members of the public to speak.**

**Julie Guise**

Mrs Guise addressed the meeting on the following issues;

- Concern that the Regional Coastal Plan highlights that the Southland District Council is the organisation responsible for the Colac Bay boat ramp and if so is the Council prepared to maintain the asset if it comes into disrepair. It was agreed that staff clarify this matter and email a response to Mrs Guise and subcommittee members.
- Concern at the length of time taken for Council staff to request Mr Thompson, owner of the derelict bus to remove it from land that does not belong to him. Mrs Guise advised he has since moved the bus to the adjoining section without the landowners consent.

Mrs Hamilton advised this issue will be responded to be staff under the action sheet.

- Update on Colac Bay Foreshore Road issues in particular, concern expressed at the delays with the resource consent application.
- Enquired whether CDA members had been made aware of a meeting organised by Mr Ian Marshall (Group Manager Services and Assets) to include CDA Members and the Colac Bay Foreshore Protection Group to discuss the future of the Colac Bay Foreshore Road.

The Chair responded she has received an email from Mr Marshall regarding this meeting, and intends to inform members in her Chairs report later at this meeting.

**Tamati Maere**

Mr Maere addressed the meeting advising he is one of the multiple property owners of the land that Mr Thompson has placed his derelict bus.

Mr Maere advised that since the issue of the derelict bus has been brought to his attention he intends to contact Mr Thompson with the view of requesting the removal of the bus.

Mr Maere confirmed that failing this he will arrange a letter to be signed by all the property owners to be forwarded to Mr Thompson requesting the bus be removed or legal action will be taken.

The Chair expressed appreciation to Mrs Guise and Mr Maere for their presentations to the subcommittee.

Moved Member Cleaver, seconded Member Tomlin and **resolved:**

**That the Colac Bay Community Development Area Subcommittee moves out of public forum.**

## **5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

## **6 Confirmation of Minutes**

### **Resolution**

Moved Member McKenzie, seconded Chairperson Barclay **and resolved:**

**That the minutes of Colac Bay Community Development Area Subcommittee meeting held on 12 July 2016 be confirmed as a true and correct record.**

## **Reports**

### **7.1 Action Sheet**

**Record No: R/16/10/17824**

Committee Advisor (Alyson Hamilton) presented this item.

Issues reported to the subcommittee included;

#### Derelict Bus

Members noted the comments from Mr Maere in the public forum section of the meeting in regards to the removal of the derelict bus from the land that he is part owner. It was noted this matter will be dealt with by Mr Maere.

### **Resolution**

Moved Member Cleaver, seconded Member Tomlin **and resolved:**

**That the Colac Bay Community Development Area Subcommittee:**

- a) Receives the report titled "Action Sheet" dated 28 October 2016.**

### **7.2 Financial Report to Colac Bay Community Development Area Subcommittee for the year ended 30 June 2016**

**Record No: R/16/8/12465**

Greg Erskine (Community Engineer) presented this report.

Mr Erskine outlined the key reasons for the most significant budget variances which included:

#### Streetworks

Transfers from general reserves was significantly lower due to less maintenance and project costs.

#### Hall

- A grant of \$1,500 was paid to the Progress League towards the sanding and sealing of the hall floor.
- Costs for the replacement of the south wall have been included in the operating costs of \$5,400 which has caused an over budget of \$1,000.

#### Reserves

The meeting noted that as at 30 June 2016 the total funds held in reserves is \$36,349.

#### **Resolution**

Moved Member Brinsdon, seconded Member McKenzie **and resolved:**

**That the Colac Bay Community Development Area Subcommittee: and resolved:**

- a) Receives the report titled “Financial Report to Colac Bay Community Development Area Subcommittee for the year ended 30 June 2016” dated 26 October 2016.**

### **7.3 Works and Finance Report to Colac Bay Development Area Subcommittee for the period ended 30 September 2016**

**Record No: R/16/10/16909**

Greg Erskine (Community Engineer) presented this report.

Issues reported to the subcommittee included;

- New wooden tables have been supplied for sites and are to be installed prior to Christmas.
- Some minor repairs to the seawall in front of the houses has been undertaken. This was due to high tides in September 2016.
- Mr Erskine presented to the meeting a quote from Creation Signs for \$1,500 (excl GST) for signwriting on the recently replaced south wall of the Hall.

The subcommittee noted the quote included the signage to be placed on timber 7.2 meters long with 2 rows of wording.

Following the discussion Members agreed to accept the quote from Creation Signs for the signwritten panel at \$1,500 (excl GST) and that the Community Engineer arrange to email a copy of the draft sign to members for their information.

- Members noted projects planned for 2016/2017 include an information board with a budget of \$5,000.

The Chair suggested an informal meeting be arranged with local and ex local Colac Bay residents to commence collating the history of the Colac Bay area.

Members concurred with the Chair and it was agreed that the Chair organise a meeting with local identities to commence gathering information and to liaise with Graphics staff to ascertain the requirements for an information panel.

#### **Resolution**

Moved Member Brinsdon, seconded Member Tomlin **and resolved:**

**That the Colac Bay Community Development Area Subcommittee:**

- a) **Receives the report titled “Works and Finance Report to Colac Bay Development Area Subcommittee for the period ended 30 September 2016” dated 7 November 2016.**
- b) **Agree to accept the quote from Creation Signs for the signwritten panel at \$1,500 (excl GST) and that the Community Engineer email a copy of the draft sign to members for their information.**

#### **7.4 Annual Plan 2017/2018 - Confirmation of Budgets**

**Record No: R/16/10/17631**

Greg Erskine (Community Engineer) presented this report.

Mr Erskine advised the report provides an overview of the forecasted services for the Colac Bay Community Development Area subcommittee in 2017/2018.

The subcommittee noted it includes any variations from what was forecasted in year three of the 10 Year Plan 2015-2025.

Mr Erskine advised Council has streamlined its 2017/2018 Annual Plan process and as a result the subcommittee is only required to review the budgets for significant changes and that consideration should be given to funding any significant changes from reserves where appropriate.

Members noted the draft budgets will be incorporated into the Council’s Draft Annual Plan. If consultation is required, this will occur in February 2017 and March 2017.

Mr Erskine advised once the Plan is finalised (and subject to any changes resulting from submissions), the budgets shown for 2017/2018 will be used to set rates for the year beginning 1 July 2017.

Members queried the increase to the CDA local rate of 18.59% commenting that they felt it excessive and whilst they understood it was to cover street works and playground maintenance requested that the CDA local rate be limited to 2.6% to cover inflation and that any shortfall in streetworks and playground operational costs be funded from reserves.

#### **Resolution**

Moved Member Brinsdon, seconded Member Cleaver **and resolved:**

**That the Colac Bay Community Development Area Subcommittee:**

- a) Receives the report titled “Annual Plan 2017/2018 Confirmation of Budgets” dated 2 November 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) Approves variations in the Colac Bay Community Development Area Subcommittee estimates from year three of the 10 Year Plan as agreed to at this meeting.
- e) Agrees for the Budgets for the year commencing 1 July 2017 be adopted for inclusion in the Council’s Draft Annual Plan subject to the CDA local rate being adjusted to 2.6% to cover inflation.
- f) Requests the levying of the following rates and charges (including GST) for the year commencing 1 July 2017 based on the approved budgets in (e) above.

<u>Rate Description</u>	<u>Rate (GST Incl)</u>
CDA Rate	\$10,127
Hall Rate	\$ 8,471

- g) Requests the setting of the hall fees and charges (including GST) for the year commencing 1 July 2017, as presented be adopted for inclusion in the 2017/2018 Annual Plan, subject to an increase in the Hall Bond to \$200.00.
- h) Advises there are no key highlights for the local area.

## 7.5 Recently adopted Bylaws and Policies

Record No: R/16/9/16021

Committee Advisor (Alyson Hamilton) presented this item.

Mrs Hamilton advised the purpose of this report is to notify the subcommittee of bylaws and policies which have been adopted by Southland District Council.

The subcommittee noted the bylaws referred to include the Cemetery Management Policy, Cemetery Bylaw 2016, Ashton Flats Rooding Bylaw, the Gambling Venue and TAB Policy and Signage and Objects on Roads and Footpaths Bylaw.

### Resolution

Moved Chairperson Barclay, seconded Member McKenzie **and resolved:**

**That the Colac Bay Community Development Area Subcommittee: and resolved:**

- a) Receives the report titled “Recently adopted Bylaws and Policies” dated 28 September 2016.

- b) **Notes that the Cemetery Management Policy, the Cemetery Bylaw 2016, the Ashton Flats Roding Bylaw, and the Gambling Venue and TAB Venue policies came into effect on 1 October 2016.**
- c) **Notes that the Signs and Objects on Roads and Footpaths Bylaw 2016 will come into effect on 1 July 2017.**

Updates

### 8.1 Chairperson's Report

The Chairperson, Member Barclay, reported on activities she has been involved since the subcommittee's last meeting. This included the following;

- Concern at the recent rock wall maintenance undertaken by Council, with queries being received from local residents questioning why this maintenance work could not have been undertaken at the eroded area?
- Concern at length of time the resource consent application lodged with Environment Southland to undertake repair work to the coastal erosion along the Colac Bay Foreshore Road is taking.
- Progress League is working on the Stars in Your Eyes evening to be held 19 November 2016.
- Colac Bay Fun Day scheduled for 21 January 2017.
- Concern that the camping signage situated at the boat ramp is confusing for the public and requested the Community Engineer arrange for an upgrade of the signage.
- Invitation to members to attend a meeting arranged by Mr Ian Marshall (Group Manager, Services and assets) on Wednesday, 30 November 2016 at the Colac Bay Marae at 6.30pm to discuss the future of the Colac Bay Foreshore road, what action Council is proposing as well as seeking suggestions and feedback from the community.

### 8.2 Councillor's Report

Councillor Harpur reported on matters from the District Council table. These being;

- Council Inaugural meeting held 26 October 2016
- Councillors district tour scheduled for 17-18 November 2016 to include a visit to the Colac Bay Foreshore road

### 8.3 Community Partnership Leader Report

Mr Moran gave an update on the proposed changes to CDA meetings outlining the focus of meetings and staff roles.

The meeting concluded at 7.30pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE COLAC BAY COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON TUESDAY, 15 NOVEMBER 2017.

**DATE:**.....

**CHAIRPERSON:**.....

**AUTHENTICATED BY CHIEF EXECUTIVE:**.....