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# Riversdale Community Development Area Subcommittee

## OPEN MINUTES

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Minutes of a meeting of Riversdale Community Development Area Subcommittee held in the Riversdale Community Centre, Riversdale on Wednesday, 19 April 2017 at 6pm.

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### PRESENT

**Chairperson** Paul Langford

**Members** Richard Clarkson  
Barry O'Connor  
Daryl Will

**Councillor** Brian Dillon

### IN ATTENDANCE

**Committee Advisor** Rose Knowles  
**Community** Kelly Tagg  
**Partnership Leader**

**1 APOLOGIES**

APOLOGIES WERE RECEIVED FROM COUNCILLOR DILLON, MEMBER KELSO AND MEMBER HORRELL

MOVED MEMBER WILL, SECONDED MEMBER LANGFORD AND **RESOLVED;**  
**THAT THE APOLOGIES BE ACCEPTED.**

**2 ELECTION OF CHAIR AND DEPUTY CHAIR**

**RECORD NO: R/17/4/7353**

KELLY TAGG CALLED FOR NOMINATIONS FOR CHAIR OF THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE.

DARYL WILL NOMINATED PAUL LANGFORD AND BARRY O'CONNOR SECONDED THE NOMINATION.

THERE WERE NO OTHER NOMINATIONS AND THE NOMINATION OF PAUL LANGFORD FOR THE CHAIR OF THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE WAS PUT AND DECLARED CARRIED.

KELLY TAGG CALL FOR NOMINATIONS FOR DEPUTY CHAIR OF THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE.

THERE WERE NO NOMINATIONS FOR THE DEPUTY CHAIR OF THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE.

**RESOLUTION**

MOVED MEMBER WILL, SECONDED MEMBER O'CONNOR **AND RESOLVED:**

**THAT THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:**

**A) RECEIVES THE REPORT TITLED "ELECTION OF CHAIR AND DEPUTY CHAIR" DATED 3 APRIL 2017.**

**B) ELECTS PAUL LANGFORD TO BE CHAIR OF THE SUBCOMMITTEE FOR THE 2017/2020 TRIENNIUM.**

AT THIS POINT KELLY TAGG HANDED THE CHAIRING OF THE MEETING OVER TO PAUL LANGFORD.

**3 LEAVE OF ABSENCE**

THERE WERE NO REQUESTS FOR LEAVE OF ABSENCE.

**4 CONFLICT OF INTEREST**

THERE WERE NO CONFLICTS OF INTEREST DECLARED.

**5 PUBLIC FORUM**

THERE WAS NO PUBLIC FORUM.

**6 EXTRAORDINARY/URGENT ITEMS**

THERE WERE NO EXTRAORDINARY/URGENT ITEMS.

**7 CONFIRMATION OF MINUTES**

**RESOLUTION**

MOVED MEMBER WILL, SECONDED MEMBER O'CONNOR

**THAT THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE CONFIRMS THE MINUTES OF RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE MEETING HELD ON 1 MARCH 2017 AS A TRUE AND CORRECT RECORD OF THAT MEETING.**

**REPORTS**

**8 GENERAL EXPLANATION FROM CHIEF EXECUTIVE**

**RECORD NO: R/17/4/7354**

COMMUNITY PARTNERSHIP LEADER – KELLY TAGG WAS IN ATTENDANCE FOR THIS ITEM. SHE ADVISED THAT THE CONTENT OF THE REPORT EXPLAINED THE VARIOUS PARTS OF THE LEGISLATION THAT AS A MEMBER OF THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE NEED TO BE AWARE OF.

**RESOLUTION**

MOVED CHAIRMAN LANGFORD, SECONDED MEMBER O'CONNOR **AND RESOLVED:**

**THAT THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:**

- 1. RECEIVES THE REPORT TITLED “GENERAL EXPLANATION FROM CHIEF EXECUTIVE” DATED 3 APRIL 2017.**

**9 TERMS OF REFERENCE AND DELEGATIONS 2017/2020**

**RECORD NO: R/17/4/7355**

COMMUNITY PARTNERSHIP LEADER – KELLY TAGG WAS IN ATTENDANCE FOR THIS ITEM. SHE ADVISED THAT THE TERMS OF REFERENCE AND DELEGATIONS THAT WERE BEFORE THE SUBCOMMITTEE FOR NOTING HAD BEEN APPROVED BY THE SOUTHLAND DISTRICT COUNCIL AT ITS MEETING ON WEDNESDAY 26 OCTOBER 2016.

**RESOLUTION**

MOVED CHAIRMAN LANGFORD, SECONDED MEMBER WILL

**THAT THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:**

- A) RECEIVES THE REPORT TITLED “TERMS OF REFERENCE AND DELEGATIONS 2017/2020” DATED 3 APRIL 2017.**
- B) NOTE THE TERMS OF REFERENCE AND DELEGATIONS FOR COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE APPROVED BY COUNCIL AT ITS MEETING ON WEDNESDAY 26 OCTOBER 2016.**

**10 STANDING ORDERS**

**RECORD NO: R/17/4/7356**

COMMUNITY PARTNERSHIP LEADER – KELLY TAGG WAS IN ATTENDANCE FOR THIS ITEM. SHE ADVISED THAT THE PURPOSE OF THE REPORT WAS TO ADVISE THE SUBCOMMITTEE THAT THE STANDING ORDERS WERE ADOPTED BY SOUTHLAND DISTRICT COUNCIL AT ITS MEETING ON WEDNESDAY 26 OCTOBER 2016.

THE SUBCOMMITTEE NOTED THAT THE STANDING ORDERS HAVE BEEN ADOPTED BY COUNCIL FOR USE AT ALL MEETINGS OF THE COUNCIL, COMMITTEES, SUBCOMMITTEE, COMMUNITY BOARD AND COMMUNITY DEVELOPMENT AREA SUBCOMMITTEES.

**RESOLUTION**

**MOVED MEMBER CLARKSON, SECONDED MEMBER WILL AND RESOLVED:**

**THAT THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:**

- A) RECEIVES THE REPORT TITLED “STANDING ORDERS” DATED 7 APRIL 2017.**
- B) NOTE THAT SOUTHLAND DISTRICT COUNCIL AT ITS MEETING ON WEDNESDAY 26 OCTOBER 2016 ADOPTED STANDING ORDERS FOR USE AT ALL COUNCIL, COMMITTEE, SUBCOMMITTEE, COMMUNITY BOARD AND COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE MEETINGS OF THE SOUTHLAND DISTRICT COUNCIL AND THAT IT IS REQUIRED TO OPERATE IN ACCORDANCE WITH THE STANDING ORDERS SO ADOPTED.**

**11 ELECTED MEMBERS CODE OF CONDUCT**

**RECORD NO: R/17/4/7357**

COMMUNITY PARTNERSHIP LEADER – KELLY TAGG WAS IN ATTENDANCE FOR THIS ITEM. SHE ADVISED THAT THE CODE OF CONDUCT WAS ADOPTED BY COUNCIL AT ITS MEETING ON WEDNESDAY 26 OCTOBER 2016.

THE SUBCOMMITTEE NOTED THAT THE CODE ACTS AS A GUIDE TO ENSURE A STANDARD OF BEHAVIOUR THAT IS EXPECTED BY ALL ELECTED MEMBER (COUNCILLORS, COMMUNITY BOARD AND COMMUNITY DEVELOPMENT AREA SUBCOMMITTEES WHEN THEY ARE ACTING UNDER COUNCIL DELEGATIONS.

**RESOLUTION**

MOVED CHAIRMAN LANGFORD, SECONDED MEMBER O'CONNOR

**THAT THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:**

- A) RECEIVES THE REPORT TITLED "ELECTED MEMBERS CODE OF CONDUCT" DATED 5 APRIL 2017.**
- 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) NOTES THE ELECTED MEMBERS CODE OF CONDUCT FOR COUNCILLORS AND MEMBERS OF THE COMMUNITY BOARDS AND COMMUNITY DEVELOPMENT AREA SUBCOMMITTEES OF THE SOUTHLAND DISTRICT COUNCIL WHICH WAS ADOPTED BY COUNCIL AT ITS MEETING ON 26 OCTOBER 2016.**
- E) ADOPTS THE ELECTED MEMBERS CODE OF CONDUCT WHEN ACTING UNDER ITS STATUTORY POWERS AS PROVIDED FOR IN THE LOCAL GOVERNMENT ACT 2002.**
- F) NOTES THAT THE ELECTED MEMBERS CODE OF CONDUCT MUST BE COMPLIED WITH WHEN THE SUBCOMMITTEE IS ACTING UNDER ITS DELEGATIONS APPROVED BY COUNCIL AT ITS MEETING ON 26 OCTOBER 2016.**

## **12 SCHEDULE OF MEETINGS FOR 2017**

**RECORD NO: R/17/4/7358**

COMMITTEE ADVISOR – ROSE KNOWLES WAS IN ATTENDANCE FOR THIS ITEM. SHE ADVISED THAT THE PURPOSE OF THE REPORT IS TO APPROVE A SCHEDULE OF MEETING DATES FOR 2017 SO THAT MEETINGS CAN BE PUBLICLY NOTIFIED IN ACCORDANCE WITH THE REQUIREMENTS SET BY THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987.

THE ADOPTION OF A MEETING SCHEDULE ALLOWS FOR REASONABLE PUBLIC NOTICE PREPARATION AND PLANNING FOR MEETING AGENDAS. THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 WHICH HAS REQUIREMENTS FOR LOCAL AUTHORITIES TO FOLLOW FOR PUBLIC NOTIFICATION OF MEETINGS.

SOUTHLAND DISTRICT COUNCIL APPROVED THE TERMS OF REFERENCE FOR THE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEES AT ITS MEETING ON 26 OCTOBER 2016. IN THE APPROVED TERMS OF REFERENCE

WAS THE FREQUENCY OF MEETINGS WAS NOTED AS BEING THE SAME AS THE 2014/2017 TRIENNIUM.

**RESOLUTION**

MOVED MEMBER CLARKSON, SECONDED MEMBER WILL

**THAT THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:**

- A) **RECEIVES THE REPORT TITLED “SCHEDULE OF MEETINGS FOR 2017” DATED 4 APRIL 2017.**
- 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) **AGREES TO MEET AT THE RIVERSDALE COMMUNITY CENTRE, RIVERSDALE AT 6PM ON THE FOLLOWING DATES IN 2017:**
  - **WEDNESDAY 26 JULY 2017**
  - **WEDNESDAY 25 SEPTEMBER 2017**
  - **WEDNESDAY 20 NOVEMBER 2017**

**13 COMMUNITY LIAISON PERSON**

**RECORD NO: R/17/4/7414**

COMMITTEE ADVISOR – ROSE KNOWLES WAS IN ATTENDANCE FOR THIS ITEM.

MRS KNOWLES ADVISED THAT THE PURPOSE OF THE REPORT IS TO APPOINT A RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE MEMBER AS LIAISON PERSON TO THE COMMUNITY HOUSING IN RIVERSDALE

**RESOLUTION**

MOVED MEMBER O’CONNOR, SECONDED CHAIRMAN LANGFORD

**THAT THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:**

- A) **RECEIVES THE REPORT TITLED “COMMUNITY LIAISON PERSONS” DATED 4 APRIL 2017.**
- B) **AGREES TO APPOINT MEMBER WILL FOR THE 2016/2019 TRIENNIUM AS LIAISON PERSONS FOR THE COMMUNITY HOUSING IN RIVERSDALE.**

**14 COUNCIL REPORT**

**RECORD NO: R/17/3/6878**

COMMUNITY PARTNERSHIPS LEADER – KELLY TAGG WAS IN ATTENDANCE FOR THIS ITEM.

MRS TAGG TOOK THE SUBCOMMITTEE THROUGH THE COUNCIL REPORT AND PARTICULARLY HIGHLIGHTED THE FOLLOWING:

- AROUND THE MOUNTAIN CYCLE TRAIL
- SOUTHLAND REGIONAL DEVELOPMENT STRATEGY
- FRESH WATER MANAGEMENT
- NEW DOG REGISTRATION DISCOUNTS
- FREEDOM CAMPING
- COMMUNITY GOVERNANCE AND REPRESENTATION REVIEW
- COMMUNITY LEADERSHIP PLAN WORKSHOPS
- COMMUNITY CONVERSATIONS
- PEOPLE AND CAPABILITY
- FINANCES

**RESOLUTION**

MOVED CHAIRMAN LANGFORD, SECONDED MEMBER O'CONNOR

**THAT THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:**

- A) RECEIVES THE REPORT TITLED "COUNCIL REPORT" DATED 5 APRIL 2017.**

**15 RECENTLY ADOPTED POLICIES**

**RECORD NO: R/17/3/4049**

COMMUNITY PARTNERSHIPS LEADER – KELLY TAGG WAS IN ATTENDANCE FOR THIS ITEM.

MRS TAGG ADVISED THAT THE REPORT WAS TO INFORM THE SUBCOMMITTEE OF POLICIES THAT HAD BEEN ADOPTED BY COUNCIL.

**RESOLUTION**

MOVED MEMBER O'CONNOR, SECONDED CHAIRMAN LANGFORD

**THAT THE RIVERSDALE COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:**

- A) RECEIVES THE REPORT TITLED "RECENTLY ADOPTED POLICIES" DATED 5 APRIL 2017.**

- B) NOTES THAT THE COUNCIL HAS RECENTLY ADOPTED THREE NEW POLICIES, TWO OF WHICH CAME INTO EFFECT ON THE 23<sup>RD</sup> OF FEBRUARY 2017.**

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**16 COUNCILLOR'S REPORT**

COUNCILLOR DILLON WAS ABSENT HENCE NO REPORT.

THE MEETING CONCLUDED AT 7.15PM CONFIRMED AS A TRUE AND CORRECT  
RECORD AT A MEETING OF THE  
RIVERSDALE COMMUNITY DEVELOPMENT  
AREA SUBCOMMITTEE HELD ON 10 APRIL  
2017

**DATE:**.....

**CHAIRPERSON:**.....