
Athol Community Development Area Subcommittee

OPEN MINUTES

Minutes of a meeting of Athol Community Development Area Subcommittee held in the Athol Hall, 28 Athol Five Rivers Hwy, Athol on Monday, 29 May 2017 at 5.30pm.

PRESENT

Chairperson	Steve Wilkins
Deputy Chairperson	Nigel Black
Members	John Peterson Esmay Raynes

Councillor	John Douglas
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IN ATTENDANCE

Governance and Democracy Manager	Clare Sullivan
Committee Advisor Community Partnership Leader	Rose Knowles Kelly Tagg

1 Apologies

Apology was received from Member Herbert.

Moved Member Peterson, seconded Member Black and **resolved**;

That the apologies be accepted.

2 Election of Chair and Deputy Chair

Record No: R/17/4/7353

Cr Douglas called for nominations for Chair of the Athol Community Development Area Subcommittee.

Nigel Black nominated Steve Wilkins and Esmay Raynes seconded the nomination.

There were no other nominations and the nomination of Steve Wilkins for the Chair of the Athol Community Development Area Subcommittee was PUT and declared CARRIED.

Cr Douglas call for nominations for Deputy Chair of the Athol Community Development Area Subcommittee.

John Peterson nominated Nigel Black and Steve Wilkins seconded the nomination.

There were no other nominations and the nomination of Nigel Black for the Deputy Chair of the Athol Community Development Area Subcommittee was PUT and declared CARRIED.

Resolution

Moved Member Peterson, seconded Member Raynes **and resolved**:

That the Athol Community Development Area Subcommittee:

- a) **Receives the report titled “Election of Chair and Deputy Chair” dated 3 April 2017.**
- b) **Elects a Steve Wilkins to be Chair of the Subcommittee for the 2017/2020 Triennium.**
- c) **Elects a Nigel Black to be Deputy Chair of the Subcommittee for the 2017/2020 Triennium.**

At this point Councillor Douglas handed the chairing of the meeting over to Steve Wilkins.

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 Black, seconded Member Peterson

That the Athol Community Development Area Subcommittee confirms the minutes of Athol Community Development Area Subcommittee meeting held on 22 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 Athol Community Development Area Subcommittee need to be aware of.

Resolution

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

That the Athol 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 Member Peterson seconded Member Raynes

That the Athol 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 Black seconded Member Raynes **and resolved:**

That the Athol 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 Member Peterson, seconded Member Black

That the Athol 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 Raynes seconded Member Peterson

That the Athol 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 Athol Hall, Athol at 5.30pm on the following dates in 2017:**
 - **Monday, 29 May 2017**
 - **Monday, 27 November 2017**

13 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
- Claycrete Trail
- Finances

Resolution

Moved Member Peterson, seconded Member Black

That the Lumsden Community Development Area Subcommittee:

- a) **Receives the report titled “Council Report” dated 5 April 2017.**

14 Updates

14.1 Chairman’s Report

- Update on the two informal CDA meetings which included the railway display, town signage, fencing project at Rugby Grounds and gravelling at the Public Toilets entranceway.
- Request for Athol speed limit to be investigated when NZTA look at other towns in Northern Southland requesting speed reductions.

- Vacancy on CDA.

Moved Chairman Wilkins, seconded Member Peterson
and **resolved that Arthur Innes fill the vacancy on the Athol Community
Development Area Subcommittee.**

14.2 Councillor's Report

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

- Cycle trail update
- Te Anau Wastewater update
- Maternity Home Lumsden update
- Tourist Funding

The meeting concluded at 6.45pm

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE ATHOL
COMMUNITY DEVELOPMENT AREA
SUBCOMMITTEE HELD ON 29 MAY 2017

DATE:.....

CHAIRPERSON:.....