
Garston Community Development Area Subcommittee

OPEN MINUTES

Minutes of a meeting of Garston Community Development Area Subcommittee held in the Garston School, 1705 Kingston Garston Hwy, Garston on Monday, 29 May 2017 at 8pm.

PRESENT

Chairperson	Pam Naylor
Deputy Chairperson	Tom O'Brien
Members	Bonnie Abernethy Ian Huffadine Louise Wright
Councillor	John Douglas

IN ATTENDANCE

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

1 APOLOGIES

APOLOGY WAS RECEIVED FROM MEMBER SPARKS.

MOVED MEMBER NAYLOR, SECONDED MEMBER ABERNETHY AND
RESOLVED;

THAT THE APOLOGY BE ACCEPTED.

2 ELECTION OF CHAIR AND DEPUTY CHAIR

RECORD NO: R/17/4/7353

CR DOUGLAS CALLED FOR NOMINATIONS FOR CHAIR OF THE GARSTON
COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE.

LOUISE WRIGHT NOMINATED PAM NAYLOR AND IAN HUFFADINE SECONDED
THE NOMINATION.

THERE WERE NO OTHER NOMINATIONS AND THE NOMINATION OF PAM
NAYLOR FOR THE CHAIR OF THE GARSTON COMMUNITY DEVELOPMENT
AREA SUBCOMMITTEE WAS PUT AND DECLARED CARRIED.

CR DOUGLAS CALL FOR NOMINATIONS FOR DEPUTY CHAIR OF THE
GARSTON COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE.

IAN HUFFADINE NOMINATED TOM O'BRIEN AND LOUISE WRIGHT SECONDED
THE NOMINATION.

THERE WERE NO OTHER NOMINATIONS AND THE NOMINATION OF TOM
O'BRIEN FOR THE DEPUTY CHAIR OF THE GARSTON COMMUNITY
DEVELOPMENT AREA SUBCOMMITTEE WAS PUT AND DECLARED CARRIED.

RESOLUTION

MOVED MEMBER WRIGHT, SECONDED MEMBER HUFFADINE AND
RESOLVED:

THAT THE GARSTON COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:

- A) RECEIVES THE REPORT TITLED "ELECTION OF CHAIR AND DEPUTY
CHAIR" DATED 3 APRIL 2017.**
- B) ELECTS A PAM NAYLOR TO BE CHAIR OF THE SUBCOMMITTEE FOR THE
2017/2020 TRIENNIUM.**
- C) ELECTS A TOM O'BRIEN 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 PAM NAYLOR.

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 CHAIRMAN NAYLOR, SECONDED MEMBER WRIGHT

THAT THE GARSTON COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE CONFIRMS THE MINUTES OF GARSTON 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 GARSTON COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE NEED TO BE AWARE OF.

RESOLUTION

MOVED MEMBER HUFFADINE, SECONDED MEMBER WRIGHT **AND RESOLVED:**
THAT THE GARSTON COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:

A) 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 WRIGHT SECONDED MEMBER ABERNETHY

THAT THE GARSTON 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 ABERNETHY SECONDED MEMBER HUFFADINE **AND RESOLVED:**

THAT THE GARSTON 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 O'BRIEN, SECONDED CHAIRMAN NAYLOR

THAT THE GARSTON 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 ABERNETHY SECONDED MEMBER O'BRIEN

THAT THE GARSTON 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 GARSTON SCHOOL, GARSTON AT 8PM ON THE FOLLOWING DATES IN 2017:**
 - MONDAY, 29 MAY 2017**
 - MONDAY, 13 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 WRIGHT, SECONDED MEMBER HUFFADINE

THAT THE LUMSDEN COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:

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

14 DONATION - GARSTON CEMETERY TRUST

RECORD NO: R/17/5/11295

COMMUNITY PARTNERSHIP LEADER – KELLY TAGG WAS IN ATTENDANCE FOR THIS ITEM. SHE ADVISED THAT THE GARSTON CEMETERY TRUST ARE INSTALLING A KIOSK AT THEIR OWN COST AT THE CEMETERY. THERE IS SUPPORT FOR THIS PROJECT FROM THE COMMUNITY AND IT IS SUGGESTED THAT THE GARSTON COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE APPROVE A DONATION OF \$678.50 TO THE GARSTON CEMETERY TRUST TO ASSIST WITH THE COST OF THE INFORMATION PANELS.

RESOLUTION

MOVED MEMBER O'BRIEN, SECONDED MEMBER HUFFADINE

THAT THE GARSTON COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE:

- A) **RECEIVES THE REPORT TITLED “DONATION - GARSTON CEMETERY TRUST ” DATED 26 MAY 2017.**
- B) **APPROVES A DONATION IN THE AMOUNT OF \$678.50 TO THE GARSTON CEMETERY TRUST TO ASSIST WITH THE INSTALLATION OF CEMETERY INFORMATION PANELS.**

15 UPDATES

15.1 CHAIRMAN'S REPORT

THE CHAIRMAN, PAM NAYLOR REPORTED ON MATTERS WITH WHICH SHE HAS BEEN INVOLVED SINCE THE SUBCOMMITTEE'S LAST MEETING.

- ATTENDANCE AT GOVERNANCE, COMMUNITY CONVERSATION AND CHAIRMAN'S MEETINGS.
- PAINTING AT THE PUBLIC TOILETS AND THE INFORMATION KIOSK.
- INFORMATION KIOSK AT THE GARSTON CEMETERY PROJECT
- INTERPRETATION PANEL TO ADD TO OUR RAILWAY PRECINCT TO ACKNOWLEDGE RUSSELL GLENDENNING'S GIFTS OF RAILWAY JIGGERS AND EQUIPMENT.

- PLANTING AT NOKOMAI SIDING.
- REDUCTION OF SPEED THROUGH GARSTON TOWNSHIP LETTERS
- APPRECIATION TO MEMBERS AND COUNCIL STAFF FOR THEIR CONTINUED SUPPORT AND TIME.

15.2 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 GARSTON COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 29 MAY 2017

DATE:.....

CHAIRPERSON:.....