

# Ohai Community Development Area Subcommittee OPEN MINUTES

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Minutes of a meeting of Ohai Community Development Area Subcommittee held in the Ohai Hall, Richmond Street, Ohai on Thursday, 18 May 2017 at 7.30pm.

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## PRESENT

### Members

Martin Anderson  
Kelly Day  
Christopher Mangion  
Wilfred Peard  
Ivan Sunde  
Councillor George Harpur

## IN ATTENDANCE

### Committee Advisor Community Partnership Leader

Alyson Hamilton  
Kelly Tagg

## 1 Apologies and Welcome

Councillor Harpur opened the meeting and welcomed the Members to the Inaugural meeting of the Ohai Community Development Area Subcommittee for the 2016 – 2019 triennium.

Councillor Harpur congratulated the Members present on being elected to the Ohai Community Development Area Subcommittee for the ensuing three year term.

Councillor Harpur advised an apology has been received from Councillor Perham.

Moved Member Sunde, seconded Member Mignon and **resolved:**

**That the Ohai Community Development Area Subcommittee accept the apology for non-attendance from Councillor Perham.**

## 2 Election of Chair and Deputy Chair

**Record No: R/17/5/9000**

Councillor Harpur called for nominations for the position of Chairperson of the Ohai Community Development Area Subcommittee.

<u>Nominee</u>	<u>Moved</u>	<u>Seconded</u>
Christopher Mangion	Kelly Day	Ivan Sunde

There were no further nominations.

The nomination of Christopher Mangion for Chairperson of the Ohai Community Development Area Subcommittee for the 2016-2019 term was PUT and declared CARRIED.

Christopher Mangion was duly elected Chair of the Ohai Community Development Area Subcommittee for the 2016-2019 term.

Councillor Harpur then called for nominations for the Deputy Chairperson of Ohai Community Development Area Subcommittee.

<u>Nominee</u>	<u>Moved</u>	<u>Seconded</u>
Ivan Sunde	Wilfred Peard	Kelly Day

There were no further nominations.

The nomination of Ivan Sunde for Deputy Chairperson of the Ohai Community Development Area Subcommittee for the 2016-2019 term was PUT and declared CARRIED.

Ivan Sunde was duly elected Deputy Chairperson of the Ohai Community Development Area Subcommittee for the 2016-2019 term.

### **Resolution**

Moved Member Mangion, seconded Member Peard **and resolved:**

**That the Ohai Community Development Area Subcommittee:**

- a) **Receives the report titled “Election of Chair and Deputy Chair” dated 1 May 2017.**
- b) **Elects Christopher Mangion to be Chair of the Subcommittee for the 2016/2019 Triennium.**
- c) **Elects Ivan Sunde to be Deputy Chair of the Subcommittee for the 2016/2019 Triennium.**

**Councillor Harpur vacated the seat and the Chair, Christopher Mangion proceeded to chair the meeting from this point.**

### **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 Deputy Chairperson Sunde, seconded Member Day **and resolved:**

**That the minutes of Ohai Community Development Area Subcommittee meeting held on 14 March 2017 be confirmed as a true and correct record.**

### **Reports**

#### **8 General Explanation from Chief Executive**

**Record No: R/17/5/9007**

Committee Advisor, Alyson Hamilton presented the report.

Mrs Hamilton advised that Clause 21(5) of Schedule 7 of the Local Government Act 2002 requires the Chief Executive Officer to provide an explanation to elected members on certain legislation which controls the way in which the Council's business may be conducted and the laws affecting elected members.

The Subcommittee noted the contents of the report and Mrs Hamilton explained the various parts of the legislation that Members of the Ohai Community Development Area Subcommittee need be aware of.

### **Resolution**

Moved Deputy Chairperson Sunde, seconded Member Day **and resolved:**

**That the Ohai Community Development Area Subcommittee:**

- a) **Receives the report titled “General Explanation from Chief Executive” dated 1 May 2017.**

## **9 Terms of Reference and Delegations 2017/2020**

**Record No: R/17/5/9008**

Committee Advisor, Alyson Hamilton presented the report.

Mrs Hamilton advised that the Terms of Reference and Delegations that were before the Subcommittee for noting had been approved by Southland District Council at its meeting on Wednesday, 26 October 2016.

The Subcommittee noted the roles and responsibilities as delegated by the Southland District Council to CDA members.

### **Resolution**

Moved Deputy Chairperson Sunde, seconded Member Day **and resolved:**

**That the Ohai Community Development Area Subcommittee:**

- a) **Receives the report titled “Terms of Reference and Delegations 2017/2020” dated 1 May 2017.**
- b) **Notes 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/17/5/9009**

Committee Advisor, Alyson Hamilton presented the report.

Mrs Hamilton advised that the purpose of the report was to inform the Subcommittee that the Southland District Council adopted Standing Orders at its meeting on Wednesday 26 October 2016.

The Subcommittee noted the Standing Orders have been adopted for use at all meetings of the Council, Committees, Subcommittees and Community Boards and Community Development Area Subcommittees.

### **Resolution**

Moved Deputy Chairperson Sunde, seconded Member Day **and resolved:**

**That the Ohai Community Development Area Subcommittee:**

- a) **Receives the report titled “Standing Orders” dated 1 May 2017.**
- b) **Notes 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/17/5/9010**

Committee Advisor, Alyson Hamilton presented the report.

Mrs Hamilton advised that the Elected Members Code of Conduct (the Code) was adopted by the Southland District 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 members (Councillors, Community Board and Community Development Area Subcommittees) when they are acting under Council delegations.

### **Resolution**

Moved Deputy Chairperson Sunde, seconded Member Mangion **and resolved:**

**That the Ohai Community Development Area Subcommittee:**

- a) **Receives the report titled “Elected Members Code of Conduct” dated 1 May 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 Board is acting under its delegations approved by Council at its meeting on 26 October 2016.**

## 12 Council Report

**Record No:** R/17/5/8969

Kelly Tagg (Community Partnerships Leader) presented the report.

Mrs Tagg advised the purpose of the report is to provide an overview of key issues across the Southland District, as well as high level local issues from various Council units.

Mrs Tagg informed the report highlighted various issues of interest. Particular highlights included:

- Fresh Water Management
- Digitisation Project
- New Dog Registration Discounts
- Freedom Camping
- Leadership Plan Workshops
  
- Community Governance Project and Representation Review Project update  
Mrs Tagg commented the representation review project is aimed at ensuring there is fair and effective representation across the district.
  
- Community Conversations update  
Mrs Tagg advised over the months of May and June Mayor Tong, Councillors and staff will be continuing conversations with the community. Mrs Tagg added these conversations as an opportunity to update the community on what has been going on across Council, and to hear from communities about some of the big picture challenges and opportunities coming up for the district.

In regard to finances Mrs Tagg advised income for Ohai is slightly down on the forecast budget due to the recent rating sale of a property in Ohai and the subsequent rating adjustment that was carried out for unpaid rates on the property.

Mrs Tagg informed overall expenditure is tracking well and within budget. Beautification is slightly over budget year to date but this will even out over the upcoming winter months.

The subcommittee was advised that no capital expenditure budget has occurred to date as the \$26,000 budget relates to the planned Hall upgrade. Quotes for replacement double-glazed windows, painting and decorating, lighting and a new zip totalling \$39,199 have been received. Mrs Tagg added an application for additional funding has been made to the Ohai Railway Fund and will be considered at its meeting scheduled for 26 May 2017.

The Chair raised the issue of the proposed upgrade to the Hall explaining that the Hall is in need of renovations or it will be a lost asset to the community he advised complaints have been received from users of the Hall stating it being draughty and in need of a new zip and an upgrade.

The Chair explained funding for this project has been obtained subject to a grant from the Ohai Railway Fund and if a grant is received the renovations can commence.

The Chair added the upgrade work to the Hall will benefit all users of the hall and become an asset to not only the Ohai township but all the Community.

Members queried the cost of the renovations in relation to how often the Hall is used and if public consultation had been undertaken for this project. Members concurred that the Hall requires an upgrade however Members felt the Hall fees should not rise because of the renovations.

Member Sunde outlined the process undertaken by the previous subcommittee in relation to the Hall upgrade advising that initially the subcommittee had agreed to the upgrade including window replacement and painting, it was further agreed that the work be expanded to include lighting and a new zip.

Mrs Tagg queried the Hall upgrade advising it is a significant amount of monies to spend on the upgrade and whether this is the best value for money in relation to the number of Hall users and the income received from these users. Mrs Tagg added the operating budget for the Hall is significantly higher than the income received.

Mrs Tagg further queried if the subcommittee has considered the possibility of usage of other assets within the Township as a meeting facility.

Discussion was had on whether to proceed with the upgrade to the Ohai Hall with the Chair requesting an indication from all members on their position on this project, each member was given an opportunity to cast their vote. The vote was three in favour of the project proceeding and two against.

### **Resolution**

Moved Deputy Chairperson Sunde, seconded Member Peard **and resolved:**

**That the Ohai Community Development Area Subcommittee:**

- a) **Receives the report titled “Council Report” dated 11 May 2017.**
- b) **Agrees to proceed with the upgrade of the Ohai Hall.**

### **13 Recently Adopted Policies**

**Record No: R/17/3/4053**

Committee Advisor, Alyson Hamilton presented the report.

Mrs Hamilton advised that the purpose of the report was to inform the subcommittee of policies that had been adopted by the Southland District Council.

The subcommittee noted the bylaws referred to include the Easter Sunday Shop Trading Policy, the Stewart Island/Rakiura Visitor Levy Policy and the Remission and Postponement of Rates on Maori Freehold Land Policy.

### **Resolution**

Moved Deputy Chairperson Sunde, seconded Member Day **and resolved:**

**That the Ohai Community Development Area Subcommittee:**

- a) **Receives the report titled “Recently Adopted Policies” dated 12 May 2017.**
- b) **Notes Easter Sunday Shop Trading Policy and the Stewart Island/Rakiura**

- Visitor Levy Policy came into effect on the 23<sup>rd</sup> of February 2017.**
- c) **Notes that the Remission and Postponement of Rates on Maori Freehold Land Policy will come into effect on 1 July 2017.**

#### 14 Chairperson's Report

The Chair requested staff arrange for the purchase of a zip due to no hot water being available at the Hall for users. Property staff to action the request.

Mrs Tagg presented to the meeting correspondence received from three local Community Groups expressing concern at the Hall hire increase to \$15.00 (GST incl) per hour following the annual plan meeting where the change was discussed.

Mrs Tagg advised all correspondents indicated their concern at the increase and with their reducing memberships it was suggested a lower charge for these local groups be considered.

**NOTE: The meeting adjourned at 8.39pm and reconvened at 8.50pm.**

Following discussion Members agreed that an additional Hall hire fee be added to the schedule for the Ohai Hall for Non-Profit Organisations, set at \$10.00 (GST incl) per hour. It was further noted this lesser charge be for local groups only.

#### Resolution

Moved Member Peard, seconded Deputy Chairperson Sunde **and resolved:**

**That the Ohai Community Development Area Subcommittee:**

- a) **Agrees that an additional Hall hire fee be added to the Fees and Charges schedule for the Ohai Hall for Non-Profit Organisations (local groups only) to be set at \$10.00 (GST incl) per hour.**

#### 15 Councillors Report

Councillor Harpur reported on issues from the Council table which included;

- Working together with other CDA's and CB's
- Hall hire fees and usage
- Te Anau waste water update
- Representation Review update
- Freedom Camping

The meeting concluded at 9.15pm

CONFIRMED AS A TRUE AND CORRECT  
RECORD AT A MEETING OF THE OHAI  
COMMUNITY DEVELOPMENT AREA  
SUBCOMMITTEE HELD ON THURSDAY, 18  
MAY 2017.

**DATE:**.....

**CHAIRPERSON:**.....