
Orepuki Community Development Area Subcommittee OPEN MINUTES

Minutes of a meeting of Orepuki Community Development Area Subcommittee held in the Orepuki Hall, 30 Oldham Street, Orepuki on Tuesday, 30 May 2017 at 5.30pm.

PRESENT

Members

Colin Brammer
Stephen Calder
Brian McGrath
Jeanette Sellwood
Penny Sonnenberg
Councillor George Harpur

IN ATTENDANCE

Committee Advisor Community Partnership Leader

Alyson Hamilton
Simon Moran

1 Apologies and Welcome

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

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

Councillor Harpur advised an apology has been received from Member McCracken.

Moved Member McGrath, seconded Member Calder and **resolved:**

That the Orepuki Community Development Area Subcommittee accept the apology for non-attendance from Member McCracken.

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 Orepuki Community Development Area Subcommittee.

<u>Nominee</u>	<u>Moved</u>	<u>Seconded</u>
Brian McGrath	Colin Brammer	Jeanette Sellwood

There were no further nominations.

The nomination of Brian McGrath for Chairperson of the Orepuki Community Development Area Subcommittee for the 2016-2019 term was PUT and declared CARRIED.

Brian McGrath was duly elected Chair of the Orepuki Community Development Area Subcommittee for the 2016-2019 term.

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

<u>Nominee</u>	<u>Moved</u>	<u>Seconded</u>
Stephen Calder	Brian McGrath	Colin Brammer

There were no further nominations.

The nomination of Stephen Calder for Deputy Chairperson of the Orepuki Community Development Area Subcommittee for the 2016-2019 term was PUT and declared CARRIED.

Stephen Calder was duly elected Deputy Chairperson of the Orepuki Community Development Area Subcommittee for the 2016-2019 term.

Resolution

Moved Member Sellwood, seconded Member Sonnenburg **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled “Election of Chair and Deputy Chair” dated 1 May 2017.**
- b) **Elects Brian McGrath to be Chair of the Subcommittee for the 2016/2019 Triennium.**
- c) **Elects Stephen Calder to be Deputy Chair of the Subcommittee for the 2016/2019 Triennium.**

Councillor Harpur vacated the seat and the Chair, Brian McGrath 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 Member Brammer, seconded Chairperson McGrath **and resolved:**

That the minutes of Orepuki Community Development Area Subcommittee meeting held on 23 March 2017 be confirmed as a true and correct record.

Reports

8 General Explanation from Chief Executive

Record No: R/17/5/9046

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 Orepuki Community Development Area Subcommittee need be aware of.

Resolution

Moved Chairperson McGrath, seconded Member Sonnenberg **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled “General Explanation from Chief Executive” dated 2 May 2017.**

9 Terms of Reference and Delegations 2017/2020

Record No: R/17/5/9047

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 Chairperson McGrath, seconded Member Calder **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled “Terms of Reference and Delegations 2017/2020” dated 2 May 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/17/5/9049

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 Chairperson McGrath, seconded Member Sellwood **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled “Standing Orders” dated 2 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/17/5/9053

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 Member Brammer, seconded Member Calder **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled “Elected Members Code of Conduct” dated 2 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/17/5/8970

Simon Moran (Community Partnerships Leader) presented the report.

Mr Moran 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.

Mr Moran informed the report highlighted various issues of interest. Particular highlights included:

- Te Anau Wastewater Discharge project
- Fresh Water Management
- Digitisation Project
- New Dog Registration Discounts
- Freedom Camping
- Leadership Plan Workshops
- Community Conversations update

- Community Governance Project and Representation Review Project update
Mr Moran commented the community governance project and representation review projects are aimed at enhancing community involvement so council governance structures are fit for the future and fit for the purpose.

The Chair updated on his attendance at a recent meeting off community governance and representation review projects.

- Emergency Management
Mr Moran advised Emergency Management Southland is updating tsunami information boards to inform the public, including visitors, about the warning signs of a tsunami and what to do. The signs also include maps that show where tsunamis of a particular height may reach.

Mr Moran explained the signage will be provided without any cost to the Subcommittee.

Following discussion it was agreed the Community Engineer investigate the location of the current signage, whether they are situated in the appropriate location and liaise with Environment Southland to arrange installation of the replacement signage.

- Gemstone Beach access
Mr Moran advised NZTA has advised of funding for this project but as yet have not advised specific timing for when it will be completed.

In regard to finances Mr Moran advised income for Orepuki income is down due mainly to the income from the railway land not having been received as yet.

Mr Moran advised expenditure is lower than budgeted due to slightly less expenditure in a number of cost centres and capital expenditure is significantly lower than budgeted due to the removal of the Stormwater renewal project.

Resolution

Moved Chairperson McGrath, seconded Member Brammer **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled "Council Report" dated 22 May 2017.**

13 Recently Adopted Policies

Record No: R/17/3/4054

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 Chairperson McGrath, seconded Member Sonnenberg **and resolved:**

That the Orepuki Community Development Area Subcommittee:

- a) **Receives the report titled "Recently Adopted Policies" dated 23 May 2017.**
- b) **Notes Easter Sunday Shop Trading Policy and the Stewart Island/Rakiura Visitor Levy Policy came into effect on 23 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, Member McGrath, provided a written report which he circulated to the meeting. Items included;

- Upgrade to township entrance signage
- Beautification to the council reserve
- Playground maintenance and extension
- New water tank for the Hall
- Maintenance of existing footpaths
- Foot access to the beach from Denbigh Street
- Picnic tables to be placed at Aropaki reserve

15 Councillor's Report

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

- Te Anau waste water update
- Representation Review update
- Tour of Dipton Forest
- Increase in Tourist funding from the Government
- Around the Mountain Cycle Trail update

The meeting concluded at 6.42pm

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE OREPUKI
COMMUNITY DEVELOPMENT AREA
SUBCOMMITTEE HELD ON TUESDAY, 30 MAY
2017.

DATE:.....

CHAIRPERSON:.....