
Thornbury Community Development Area Subcommittee OPEN MINUTES

Minutes of a meeting of Thornbury Community Development Area Subcommittee held in the Thornbury Hall, 14 Broderick Street, Thornbury on Thursday, 11 May 2017 at 5.30pm.

MEMBERSHIP

Members

Iain Bulling
Neville Hancox
Stuart Shaw
Robert Shearing
Dianne Wilson
Councillor Stuart Baird

IN ATTENDANCE

Committee Advisor Community Partnership Leader

Alyson Hamilton
Simon Moran

PUBLIC GALLERY

Annette Horrell

1 Apologies and Welcome

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

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

Councillor Baird advised an apology has been received from Member Irwin.

Moved Member Bulling, seconded Member Shearing and **resolved:**

That the Thornbury Community Development Area Subcommittee accept the apology from Member Irwin.

2 Election of Chair and Deputy Chair

Record No: R/17/5/8995

Councillor Baird called for nominations for the position of Chairperson of the Thornbury Community Development Area Subcommittee.

<u>Nominee</u>	<u>Moved</u>	<u>Seconded</u>
Iain Bulling	Dianne Wilson	Stuart Shaw

There were no further nominations.

The nomination of Iain Bulling for Chairperson of the Thornbury Community Development Area Subcommittee for the 2016-2019 term was PUT and declared CARRIED.

Iain Bulling was duly elected Chair of the Thornbury Community Development Area Subcommittee for the 2016-2019 term.

Councillor Baird then called for nominations for the Deputy Chairperson of Thornbury Community Development Area Subcommittee.

<u>Nominee</u>	<u>Moved</u>	<u>Seconded</u>
Dianne Wilson	Iain Bulling	Neville Hancox

There were no further nominations.

The nomination of Dianne Wilson for Deputy Chairperson of the Thornbury Community Development Area Subcommittee for the 2016-2019 term was PUT and declared CARRIED.

Dianne Wilson was duly elected Deputy Chairperson of the Thornbury Community Board for the 2016-2019 term.

Resolution

Moved Robert Shearing, seconded Neville Hancox **and resolved:**

That the Thornbury Community Development Area Subcommittee:

- a) **Receives the report titled “Election of Chair and Deputy Chair” dated 1 May 2017.**
- b) **Elects Iain Bulling to be Chair of the Thornbury Subcommittee for the 2016/2019 Triennium.**
- c) **Elects Dianne Wilson to be Deputy Chair of the Thornbury Subcommittee for the 2016/2019 Triennium.**

Councillor Baird vacated the seat and the Chair, Iain Bulling 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 Shaw, seconded Member Wilson **and resolved:**

That the minutes of Thornbury Community Development Area Subcommittee Triennial Public Meeting, held on 9 March 2017 be confirmed as a true and correct record subject to the correct mover and seconders to the nominees being noted in the minutes.

Reports

8 General Explanation from Chief Executive

Record No: R/17/5/8996

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 Thornbury Community Development Area Subcommittee need be aware of.

Resolution

Moved Member Shaw, seconded Member Wilson **and resolved:**

That the Thornbury 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/17/5/8997

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 Member Shaw, seconded Member Wilson **and resolved:**

That the Thornbury 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/17/5/8998

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 Member Shaw, seconded Member Wilson **and resolved:**

That the Thornbury 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/17/5/8999

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 Shaw, seconded Member Wilson **and resolved:**

That the Thornbury 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 Subcommittee is acting under its delegations approved by Council at its meeting on 26 October 2016.**

12 Council Report

Record No: R/17/5/8972

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

The Chair commented on the representation review highlighting its importance for the Thornbury township due to the restrictive area of the current boundary. Member Bulling suggested the possibility of arranging a public meeting with further discussions with the community to discuss the proposed representation review.

Mr Moran responded advising community engagement is to be undertaken over the next nine months which will assist with providing information toward the Representation Review project. Mr Moran presented to the meeting a map highlighting the Thornbury Hall boundary and the Thornbury township boundaries area for members information.

The meeting was advised Council is preparing a formal agreement with the new owner of the Thornbury Hotel to supply water and power to the playground toilets.

Mr Moran commented the new gravel areas and tables at the Thornbury reserve have been well received by campers. It was decided not to put in specific camp fire places and this has worked out with most of the campers using their own facilities.

In regard to finances expenditure is down slightly primarily due to the fact that less maintenance has been needed to be undertaken on the hall than budgeted.

Mr Moran raised the issue of the proposed hall heating project advising that an assessment of the heating requirements was undertaken due to the estimated cost having increased from the original quote of \$4,274.55 to \$8,075.54 (excl GST). Mr Moran explained the key issue is the need to upgrade the wiring and the distribution board in order to cope with the additional circuit loading.

Mr Moran explained that the subcommittee requires to consider whether to proceed with the project given the additional costing.

The subcommittee was reminded that funding for the project had been obtained via grants from funding agencies and reserves.

Following the discussion the meeting agreed that the Hall heating project proceed and that the Community Partnerships Leader investigate the possibility of obtaining further funding from appropriate funding agencies for this project, which the meeting noted

will delay the work proceeding.

It was further agreed that if there are no funding agency options available then the balance of the funding required for the project is to be funded from reserves.

Members also suggested that in addition to the upgrade of heating to the Hall, costings be obtained for improved heating in the meeting room. The Community Partnership Leader to action this request.

Following further discussion it was agreed that the subcommittee delegate authority to the chairperson and deputy chairperson to progress this project and have power to act in regards to funding options and that the full subcommittee is informed of any decisions made.

Resolution

Moved Member Hancox, seconded Member Shaw **and resolved:**

That the Thornbury Community Development Area Subcommittee:

- a) **Receives the report titled “Council Report” dated 5 May 2017.**
- b) **Agrees that the Hall heating project proceed and requests that the Community Partnerships Leader confirm if further funding is available from funding agencies for the Hall heating project.**
- c) **Delegates authority to the Chairperson and Deputy Chairperson to make the decisions required (including any funding) to progress this project as outlined in (b) and inform the subcommittee on the decision made.**

13 Recently Adopted Policies

Record No: R/17/3/4056

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 Member Bulling, seconded Member Wilson **and resolved:**

That the Thornbury Community Development Area Subcommittee:

- a) **Receives the report titled “Recently Adopted Policies” dated 2 May 2017.**
- b) **Notes Easter Sunday Shop Trading Policy and the Stewart Island/Rakiura Visitor Levy Policy came into effect on the 23rd 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 Chairperson, Member Bulling, reported on activities with which he has been involved since the Subcommittee's last meeting. These included:

- Attendance at Community Board/CDA Chairperson's meeting - representation review update.
- Suggestion for tractor rims to be placed and secured at the bridge reserve for campers to use to light fires.

The Chair presented a report from Member Irwin suggesting items for the subcommittee's consideration. These being;

- A proposed book swap depository to be based at the Hall.
- Beautification of Thornbury township with possible further tree planting.
- Suggestion of picnic tables placed at the Bridge reserve to be bolted to the ground.
- Suggestion of speed bumps to be situated near the school due to a possible safety issue with the "blind" corner.

In response the Meeting agreed that Member Irwin liaise with the Thornbury School Board of Trustees as members felt the book swap may already be undertaken at the school.

It was noted that staff have programmed the picnic tables at the reserve to be refitted with bolts and agreed the Community Partnerships Leader follow-up with the Safe Network Engineer in regards to the blind corner situated near the school.

In regards to beautification of the Township discussions to be undertaken with the Community Engineer at an upcoming workshop.

15 Councillor's Report

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

- Update on Te Anau Wastewater Discharge Project
- Update on 2017/2018 Annual Plan - nine groups/individual submissions

The meeting concluded at 6.55pm

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

DATE:.....

CHAIRPERSON:.....