



OPEN MINUTES

Minutes of a meeting of Milford Community Trust held in the Milford Sound Tourism Limited , Board Room, Milford on Friday, 23 February 2018 at 3.00pm.

PRESENT

Chairperson	Mike Schuck
Trustees	Rosco Gaudin
	Tim Holland
	Ebel Kremer

IN ATTENDANCE

Committee Advisor	Jenny Labruyere
Community Partnership Leader	Simon Moran

1 Apologies

Apologies for non-attendance were received by Trustees Johnstone, McConachie and Steele.

Moved Trustee Gaudin, seconded Trustee Holland and **resolved:**

That the Milford Community Trust accept the apologies lodged by Trustees Johnstone, McConachie and Steele.

2 Leave of absence

At the close of the agenda no requests for leave of absence had been received.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There were no members of the public wishing to speak in public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Cr Kremer, seconded Trustee Gaudin **and resolved**

That the minutes of Milford Community Trust meeting, held on 1 December 2017 be confirmed as a true and correct record of the meeting.

Reports

The Trustees agreed to allow the Department of Conservation Representative, Antonia Croft, to join the meeting via telephone conference and speak at this point.

8.1 Department of Conservation Report

The Department of Conservation representative Ms A Croft joined the meeting at 2.00pm by phone conference to update the Trust on the Department's activities with which she has been involved since the Trust's last meeting. This included the following;

- The Minister of Conservation Ms E Saga to visit Milford the week of 27 February 2018

- Bowen Falls excursion is now available for public access via a short boat journey to the track
- Potential opportunity for the installation of a satellite receiver in Milford for the extension of essential services which would provide significant benefits for businesses
- Record number of visitors the Milford to date this season
- Advised that the recreation centre site is only available for a further two years and that if this opportunity is not realised within the timeframe the land will no longer be available for the purpose of a recreation centre
- Recent meeting with the Department and Environment Southland in regard to the potential to live streaming monitoring for 24 hour monitoring of the flood sensors on the Cleddau River. Ms Croft requested the Trust consider the possible use of \$15,000 of Trust funds that is tagged for the Cleddau protection.

Trustees requested clarification as to the potential use of these funds and whether it can be used as a one off contribution or if these funds must be used for on-going maintenance.

Staff to investigate how these funds may be allocated.

At this point Chairman Schuck, tabled a letter sent to him from Dave McCarlie in regard to Deepwater Basin and the continued use of this area for recreational boat users and the parking of boat trailers.

Ms Croft advised she was fully aware of Mr McCarlie's request, and that there are plans in place with the Department which is responsible for the area to assist in the future with the issues raised.

Mr Schuck advised he will respond to the correspondent and advise this is a Department responsibility.

7.1 Financial Report to 31 December 2017

Record No: R/18/1/881

Mr Simon Moran, Community Partnership Leader, presented the report.

Mr Moran updated Trustees on the financial performance to date adding a grant of \$1,000 has been received from the Council's Community Initiative Fund which will assist with the purchase of sports equipment such as a tennis net and basketball hoop, for the recreation pad.

The Chair requested a letter of thanks be sent to the Council acknowledging the grant received.

Trustees also requested staff investigate and clarify the purpose of the Environment Southland – consent fees of \$15,000 in the Statement of Financial report.

Resolution

Moved Trustee Holland, seconded Cr Kremer **and resolved**

That the Milford Community Trust:

- a) **Receives the report titled "Financial Report to 31 December 2017" dated 8 February 2018.**

7.2 Draft Statement of Intent 2018 - 2021

Record No: R/18/2/2789

Mr Simon Moran, Community Partnership Leader, presented the report.

Mr Moran advised that at its December meeting the Trust considered a number of changes to its draft Statement of Intent (SOI) for 2018-2021 and that the document has been amended accordingly.

Mr Moran added there are still several matters outstanding that require decisions to be made on the future of activities of the Trust relating to the recreation centre, Milford Emergency Team Leader and medical clinic proposals and any decisions made on these proposals will need to be reflected in the draft SOI.

In discussing the report in regard to the walking tracks, namely the track from the Airport to Deepwater Basin, Trustees were in agreement to pursue development of the track due to safety issues for pedestrians in that area.

Trustees believe that NZTA is prepared to contribute funds to this walkway due to its proximity with the road, and the Trust has funds allocated of up to \$130,000 from reserves for walkways and that there would not be any on-going cost once the project is completed.

In relation to the Walkway from Deepwater Basin to Milford Sound Lodge Trustees believe further investigation and costings is required.

At this point it became apparent that further information is required and this information will become apparent once discussion on the Public Excluded report is complete.

Trustees resumed discussion on the Draft Statement of Intent at 4.35pm following the Public Exclusion report discussions which provided necessary information required to progress finalisation of the draft SOI.

Following the discussions during the Public Excluded report Trustees agreed as follows;

Planned activities 2018/19

- Provide joint funding to complete the walking track from the Airport to Deepwater Basin
- Investigate funding feasibility for having a medical clinic pilot service in Milford for 18/19 season
- Include funds signalled for Environment Southland monitoring system.

Resolution

Moved Trustee Gaudin, seconded Trustee Holland **and resolved**

That the Milford Community Trust:

- a) **Receives the report titled “Draft Statement of Intent 2018 - 2021” dated 8 February 2018.**
- b) **Approves the Draft Statement of Intent 2018–2021 for presentation to Council subsequently distributed to stakeholders subject to amendments as discussed.**

7.3 Milford Half Year Financial Report to 31 December 2017

Record No: R/18/2/2775

Mr Simon Moran, Community Partnership Leader, presented the report.

Resolution

Moved Cr Kremer, seconded Trustee Holland **and resolved**

That the Milford Community Trust:

- a) **Receives the report titled “Milford Half Year Financial Report to 31 December 2017” dated 8 February 2018.**
- b) **Approves the half yearly report for the six month period to 31 December 2017, and recommends that the report be submitted to the Southland District Council for information purposes and subsequently distributed to the Trust’s stakeholders.**

8.2 Chairperson’s Report

The Chairperson, Trustee Schuck, reported on matters with which he has been involved since the Trust’s last meeting, these included;

- The Trust held an informal meeting with stakeholders to outline the potential development of a recreation centre in Milford. Although this was well attended some of the larger business were unable to attend and Trustee’s believed it would gain more support if the Chair were to meet individually with these stakeholder, and advise what the Trust is trying to achieve including the purpose of the build and its multiple uses.
- The Chair outlined dates for meeting for the rest of the year highlighting the issues of getting the local community to the Milford meeting and confirmed that late November early December is better timing for this meeting, and for it to be held later in the day i.e. a 4.00pm start time to allow Milford staff time to attend after their working day.

8.3 Councillor's Report

Councillor Kremer reported on activities from the Southland District Council table, this included;

- Ten year plan due to be finalised to go out for public consultation
- Outlined the Representation Review process

Public Excluded

Exclusion of the Public: Local Government Official Information and Meetings Act 1987

Resolution

Moved Trustee Gaudin, seconded Cr Kremer

That the public be excluded from the following part(s) of the proceedings of this meeting.

C5.1 Milford Emergency Response Team Leader and Medical Clinic Proposals

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Milford Emergency Response Team Leader and Medical Clinic Proposals	<p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>The report contains detailed information on potential commercial activities..</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p> <p>The report contains detailed information on potential commercial activities..</p>	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

That the Staff be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item Milford Emergency Response Team Leader and Medical Clinic Proposals. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

The public were excluded at 3.50pm.



Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 4.55pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE MILFORD COMMUNITY TRUST HELD ON 23 FEBRUARY 2018.

DATE:.....

CHAIRPERSON:.....