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# Waihopai Toetoe Community Board

## OPEN MINUTES

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Minutes of a meeting of Waihopai Toetoe Community Board held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham on Tuesday, 30 June 2020 at 7pm.

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### PRESENT

<b>Chairperson</b>	Pam Yorke
<b>Deputy Chairperson</b>	Denise Fodie
<b>Members</b>	Pani Grey-Thomas
	Gay Munro
	Melanie Shepherd
	George Stevenson
	Andrea Straith
	Councillor Paul Duffy

### IN ATTENDANCE

Councillor Keast  
People and Capability Manager – Janet Ellis  
Committee Advisor - Fiona Dunlop  
Community Liaison Officer - Tina Harvey  
Community Partnership Leader - Karen Purdue  
Community Facilities Manager – Mark Day

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**1 Apologies**

There were no apologies.

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

Emergency Management Southland Community Advisor – Aly Curd addressed the meeting in relation to community response planning for Southland. She advised that community response plans had been completed for Edendale and Wyndham with one for Tokanui in process of being completed.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Deputy Chairperson Fodie, seconded Melanie Shepherd **and resolved:**

**That the Waihopai Toetoe Community Board confirms the minutes of the meeting held on 25 February 2020 as a true and correct record of that meeting.**

**Reports**

**7.1 Request for Allocation of Grant - Edendale Community Pool Society and the Wyndham District Community Pool Incorporated**

**Record No: R/20/6/21892**

Community Liaison Officer – Tina Harvey was in attendance for this item.

Mrs Harvey advised that the purpose of the report was for the Board to consider and make a decision on requests from the Edendale Community Pool Society and the Wyndham District Community Pool Incorporated for the allocation of the grants.

The Board noted that as part of the local rate \$10,000 has been set aside for grants to community swimming pools. Requests are made on an annual basis to uplift this grant. Requests have been received from the Edendale Community Pool Society and the Wyndham District Community Pool Incorporated for the allocation of the grant.

### **Resolution**

Moved Paul Duffy, seconded Gay Munro **recommendations a to c and a new d (as indicated)**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled "Request for Allocation of Grant - Edendale Community Pool Society and the Wyndham District Community Pool Incorporated" dated 23 June 2020.**
- 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) ~~**Approves a grant of \$5,000 from the Edendale-Wyndham Administration Fund to both the Edendale Community Pool Society and the Wyndham District Community Pool Incorporated.**~~

**New d) Approves from the Edendale-Wyndham Administration Fund:**

- (i) **A grant of \$5,000 to the Edendale Community Pool Society.**
- (ii) **A grant of \$2,148 to the Wyndham District Community Pool Inc to fund the installation of spectator fans and new lane ropes and \$2852 towards the purchase of pool chemicals and other operational costs eg electricity.**
- (iii) **Advise the Wyndham District Community Pool Inc that the Board prefer to fund operational costs as your application had no supporting information or reference to health and safety or hazard management plan or endorsement from the Ministry of Education in relation to the installation of a slide.**

## **7.2 Community Leadership Report for the Waihopai Toetoe Community Board**

**Record No: R/20/4/9321**

Community Partnership Leader – Karen Purdue was in attendance for this meeting.

Mrs Purdue advised that the purpose of the report was to update the board on the community leadership activities in the area.

### **Resolution**

Moved Melanie Shepherd, seconded Andrea Straith **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled “Community Leadership Report for the Waihopai Toetoe Community Board” dated 18 June 2020.**

## **7.3 Operational Report for Waihopai Toetoe Community Board**

**Record No: R/20/3/7120**

Community Partnership Leader – Karen Purdue was in attendance for this meeting.

Mrs Purdue advise that the purpose of the report was to update the Board on the operational activities in the Board’s area.

### **Resolution**

Moved Melanie Shepherd, seconded Andrea Straith **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled “Operational Report for Waihopai Toetoe Community Board” dated 18 June 2020.**

## **7.8 Freedom Camping in the Catlins**

**Record No: R/20/2/4607**

Environmental Health Manager – Michael Sarfaiti was in attendance for this item.

Mr Sarfaiti advised that the purpose of the report was to consider solutions on freedom camping issues in the Catlins.

The Board noted that the Weirs Beach freedom camping site has been over-crowded, and there are not enough toilets and to reduce pressure at this site, it is proposed to request camping app providers to remove the site from their map.

Mr Sarfaiti further advised that the Waikawa freedom camping site has wet weather problems and that Council’s community facilities team have funded sealing and fencing of the area next to the toilets at Waikawa and as a result it is proposed to shift the designated freedom camping to this new sealed area.

The Board further noted that with the removal of the “app” and shifting of the designated camping area, new signage would be required to advise of the changes to which the Board would agree to fund new signage at Waikawa 50:50 with environmental health.

#### **Resolution**

Moved Andrea Straith, seconded Chairperson Yorke **recommendations a to e and f (with an addition) and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled “Freedom Camping in the Catlins” dated 12 June 2020.**
- 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) **Recommend to the Regulatory and Consents Committee to endorse the removal of the presence of the Weirs Beach designated site from apps and Council’s website.**
- e) **Recommend to the Regulatory and Consents Committee to seek to change the self-contained designated site in Waikawa from the existing site, to the new sealed area beside the toilets.**
- f) **Agrees that the board funds from the Waikawa reserves, new signage at Waikawa 50:50 with environmental health, should the board accept (e) above.**

#### **7.4 Council Report - April 2020**

**Record No: R/20/3/6019**

Councillor Duffy took the Board through the report and highlighted various issues of interest.

#### **Resolution**

Moved Andrea Straith, seconded Melanie Shepherd **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled “Council Report - April 2020” dated 12 June 2020.**

**7.5 Council Report - June 2020**

**Record No: R/20/6/13534**

Councillor Duffy took the Board through the report and highlighted various issues of interest.

**Resolution**

Moved Andrea Straith, seconded Melanie Shepherd **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled "Council Report - June 2020" dated 19 June 2020.**

**7.6 Chairperson's report**

**Record No: R/20/4/9283**

Chair – Pam Yorke spoke to her report.

**Resolution**

Moved Chairperson Yorke, seconded Andrea Straith **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled "Chairperson's report" dated 23 June 2020.**

**7.7 Details on the Financial and Reserve Contribution Fund**

**Record No: R/20/2/4195**

Chief Financial Officer – Anne Robson was in attendance for this report.

Miss Robson advised that the purpose of this report is to provide a breakdown of the financial and reserve contribution fund, outlining what the fund is made up of and any conditions or commentary around the funds remaining and what they can be used on.

The Board noted that the financial and reserve contribution fund is made up of financial contributions collected under the Resource Management Act 1991 and collected via the Southland District Plan with interest allocated to the reserve annually. Most of this fund is made of contributions from Fonterra following the development of the Edendale site.

Miss Robson also advised that the Boards support for the partial use of the fund towards the purchase of reserve land at Curio Bay.

Following discussion on the report, the meeting agreed to lie the report on the table to be considered again at the 25 August 2020 meeting of the Board.

### Resolution

Moved Chairperson Yorke, seconded Deputy Chairperson Fodie **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **Lies the report on the table to be considered at the 25 August 2020 Board meeting.**

## 7.9 Naming of a no exit road in Edendale

**Record No: R/20/4/8416**

Community Partnership Leader – Karen Purdue was in attendance for this report.

Mrs Purdue advised that the purpose of the report is to obtain the approval of the Board name a section of Salford St (formerly State Highway 1) which has been left isolated and is now a no exit road and requires a road name.

### Resolution

Moved Deputy Chairperson Fodie, seconded Andrea Straith **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled “Naming of a no exit road in Edendale” dated 23 June 2020.**
- 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) **Approves the naming of the no exit road from Salford Street (former State Highway 1) in Edendale as Rose Lane.**

## 7.10 Waihopai Toetoe Community Board Criteria for Community Partnership Fund

**Record No: R/20/6/12990**

Community Liaison Officer – Tina Harvey was in attendance for this item.

Mrs Harvey advised that the purpose of the report is to seek endorsement and confirmation from the Waihopai Toetoe Community Board for the criteria for the Community Partnership Fund.

The Board noted that a review of Southland District Council’s community assistance activity was completed in early 2019. It was recommended that there should be a significant

change in the way that Council administers the Community Initiatives Fund. Subsequently, in July 2019 Council resolved to disestablish the Community Initiatives Fund and to establish the Community Partnership Fund.

**Resolution**

Moved Deputy Chairperson Fodie, seconded Melanie Shepherd **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled “Waihopai Toetoe Community Board Criteria for Community Partnership Fund” dated 17 June 2020.**
- 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) **Confirms the criteria for the distribution of the Community Partnership Fund for the Waihopai Toetoe Community Board.**

The meeting concluded at 10.14pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE WAIHOPAI TOETOE COMMUNITY BOARD HELD ON TUESDAY 30 JUNE 2020.

**DATE:**.....

**CHAIRPERSON:**.....