



Notice is hereby given that a Meeting of the Waihopai Toetoe Community Board will be held on:

Date: Tuesday, 24 November 2020
Time: 7pm
Meeting Room: Memorial Hall Wyndham
Venue: 44 Balaclava Street
Wyndham

Waihopai Toetoe Community Board Agenda OPEN

MEMBERSHIP

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

IN ATTENDANCE

People and Capability Manager	Janet Ellis
Committee Advisor	Fiona Dunlop
Community Liaison Officer	Tina Harvey
Community Partnership Leader	Karen Purdue

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Full agendas are available on Council's Website
www.southlanddc.govt.nz

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.

Terms of Reference – Community Boards

TYPE OF COMMITTEE	Community board
RESPONSIBLE TO	<p>Council</p> <p>Each community board will have a relationship with the committees in section 8.4.2 to 8.4.5 of the delegations manual based on the scope of the activities/functions delegated to each committee.</p>
SUBCOMMITTEES	As noted in section 8.5 of the delegations manual various subcommittees will report to specific community boards.
LEGISLATIVE BASIS	<p>Resolution made by Council through the representation arrangements as per the Local Electoral Act 2001.</p> <p>Role, status and membership as per subpart 2 of Part 4 of the Local Government Act 2002 (LGA).</p> <p>Treaty of Waitangi as per section 4, Part 1 of the LGA.</p> <p>Opportunities for Maori to contribute to decision-making processes as per section 14 of Part 2 of the LGA. Community boards delegated powers by Council as per schedule 7, clause 32, LGA.</p> <p>Appointment of councillors to community boards as per section 50, LGA.</p>
MEMBERSHIP	<p>Oreti and Waihopai Toetoe Community Boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other community boards have six members plus a member appointed by Council.</p> <p>The chairperson is elected by the community board.</p> <p>Councillors who are not appointed to community boards can only remain for the public section of the community board meeting. They cannot stay for the public excluded section unless the community board agrees.</p>
FREQUENCY OF MEETINGS	Every second month but up to ten ordinary meetings a year
QUORUM	Not less than four members
KEY FUNCTIONS	<ul style="list-style-type: none"> to promote the social, economic, environmental and cultural well-being of local communities and in so-doing contribute to the realisation of Council's vision of one District offering endless opportunities to provide leadership to local communities on the strategic issues and opportunities that they face to be advocates and representatives for their local community and in so doing ensure that Council and other agencies have a clear understanding of local needs and aspirations to be decision-makers on issues that are delegated to the board by Southland District Council

	<ul style="list-style-type: none"> • to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community • to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs • to recommend the setting of levels of service and budgets for local activities.
DELEGATIONS	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.¹</p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> 1) policies, plans, standards or guidelines that have been established and approved by Council 2) the needs of the local communities; and 3) the approved budgets for the activity. <p>Power to Act</p> <p>The community board will prepare and implement programmes of work, which will be reflected in its community board plan, which are relevant to the purposes of the community board that are consistent with the long term plan and annual plan processes of Council. Such programmes are to include budgetary provision for all costs associated with the work.</p> <p>Community Well-Being</p> <ol style="list-style-type: none"> 4) to develop local community outcomes that reflect the desired goals for their community/place 5) to monitor the overall well-being of local communities and use the information gathered to inform development of local strategies to address areas of need 6) work with Council and the community to develop a community board plan for the community of interest area – working in with any community plans that may exist. <p>Community Leadership</p> <ol style="list-style-type: none"> 7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest 8) identify key issues that will affect their community of interest's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities 9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes 10) provide a local community perspective on Council's long term plan key performance indicators and levels of service

¹ Local Government Act 2002, s.53

as detailed in the long term plan, and on local expenditure, rating impacts and priorities.

Advocacy

11) submissions

- a) authority to make recommendations to Council on matters to be considered in submissions Council may make to external organisations' regional or national policy documents, select committees
- b) authority to make submissions to Council or other agency on issues within its community of interest area
- c) authority to make submissions to Council on bylaws and recommend to Council the level of bylaw service and enforcement to be provided, having regard to the need to maintain consistency across the District for all Council bylaws.

12) authority to prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest area, for consideration as part of the long term plan/annual plan process

13) provide comment by way of the formal Annual Plan/Long Term Plan process on relative priorities for the delivery of District services and levels of service within the community board area.

District activities include:

- a) wastewater
- b) solid waste
- c) water supply
- d) parks and reserves
- e) roading
- f) libraries
- g) cemeteries
- h) emergency management
- i) stormwater
- j) public toilets
- k) community housing

14) Council will set the levels of service for District activities – if a community board seek a higher level of service they will need to recommend that to Council and it will need to be funded in an appropriate way (locally).

Community Assistance

15) authority to establish prioritisation for allocation based on an overarching set of criteria from council to guide the scope of the activity

- 16) authority to grant the allocated funds from the Community Partnership Fund
- 17) authority to allocate bequests or grants generated locally consistent with the terms of the bequest or grant fund

Northern Community Board

- 18) make decisions regarding funding applications to the Northern Southland Development Fund. The Northern Community Board may invite a representative of the community of Dipton to take part in the decisions on applications to the Northern Southland Development Fund.

Unbudgeted Expenditure

Approve unbudgeted operating expenditure for local activities of up to \$20,000.

Approve up to a \$20,000 increase in the projected cost of a budgeted capital works project/item that is included in the annual plan/LTP.

Authority to delegate to the chief executive, when approving a project definition/business case, over-expenditure of up to \$10,000 for capital expenditure against the budget detailed in the Annual Plan/LTP.

Service Delivery

Local Activities

For activities within the local activities category, the community board shall have authority to:

- a) recommend to Council levels of service for local activities having regard to Council budgets within the Long Term Plan and Annual Plan process
- b) recommend to Council the rates and/or user charges and fees to fund the local activities
- c) accept donations of a local asset eg a gas barbeque, park bench, etc with a value of less than \$20,000.
- d) approve project definitions/business cases for approved budgeted capital expenditure up to \$300,000
- e) recommend to the Services and Assets Committee the approval of project definitions/business case and procurement plan for capital expenditure over \$300,000 and/or any unbudgeted capital expenditure
- f) monitor the performance and delivery of the service in meeting the expected levels of service
- g) facilitate the development of local management plans (for subsequent recommendation to Council), where required by statute or in support of District or other plans for reserves, harbours, and other community facilities, except where powers:
 - have been delegated to Council officers; or
 - would have significance beyond the community board's area or otherwise involves a matter of

	<p>national importance (Section 6 Resource Management Act 1991); or</p> <ul style="list-style-type: none"> involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise. <p>Local activities include:</p> <ol style="list-style-type: none"> community leadership local halls and community centres (within Council's overarching policy for community facilities) wharves and harbour facilities local parks and reserves parking limits and footpaths Te Anau/Manapouri Airport (Fiordland Community Board) Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board) <ol style="list-style-type: none"> for the above two local activities only recommend levels of service and annual budget to the Services and Assets Committee monitor the performance and delivery of the service <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places. <p>20) naming roads</p> <ol style="list-style-type: none"> authority to decide on the naming for public roads, private roads and rights of way <p>21) assist the chief executive by providing comment (through the board chairperson) to consider and determine temporary road closures applications where there are objections to the proposed road closure.</p> <p>Rentals and Leases</p> <p>In relation to all leases and licences of land and buildings for local activities within their own area, on behalf of Council;</p> <ol style="list-style-type: none"> accept the highest tenders for rentals more than \$10,000 approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum. <p>Environmental management and spatial planning</p> <ol style="list-style-type: none"> provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment. recommend to Council the level of bylaw service and enforcement to be provided within the community, having regard to the need to maintain consistency across the District.
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	<p>24) provide advice to Council and its committees on any matter of interest or concern to the community board in relation to the sale of alcohol where statutory ability exists to seek such feedback.</p> <p>25) provide input into regulatory activities not otherwise specified above where the process allows.</p> <p>26) recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the board has made submissions; ability to provide input to support the development of community planning for a civil defence emergency; and after an emergency event, to provide input and information to support community response efforts.</p>
LIMITS TO DELEGATIONS	<p>No financial or decision making delegations other than those specifically delegated by Council.</p> <p>The community board shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its Long Term Plan/Annual Plan. In accordance with the provisions of section 39(2) of Schedule 7 the board may not incur expenditure in excess of the approved budget.</p> <p>Matters which are not Delegated</p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> • make a rate or bylaw • acquire, hold or dispose of property • direct, appoint, suspend or remove staff • engage or enter into contracts and agreements and financial commitments • institute an action for recovery of any amount • issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like; • institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the community board has made submissions.
CONTACT WITH MEDIA	<p>The community board chairperson is the authorised spokesperson for the board in all matters where the board has authority or a particular interest.</p> <p>Board members, including the chairperson, do not have delegated authority to speak to the media and/or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The assigned Executive Leadership Team member will manage the formal communications between the board and its</p>

	<p>constituents and for the board in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Southland District Council.</p>
REPORTING	<p>Community boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>The boards maintain bound minute books of their own meetings.</p>

TABLE OF CONTENTS

ITEM	PAGE
PROCEDURAL	
1 Apologies	13
2 Leave of absence	13
3 Conflict of Interest	13
4 Public Forum	13
5 Extraordinary/Urgent Items	13
6 Confirmation of Minutes	13
REPORTS	
7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round	27
PUBLIC EXCLUDED	
Procedural motion to exclude the public	37
7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round	
A. Community Partnership Fund Application - Waikawa District Museum Inc	38
B. Community Partnership Fund application - Tokanui Land Search and Rescue	38
C. Community Partnership Fund application - Roslyn Bush Playcentre	38
D. Community Partnership Fund Application - Woodlands Full Primary School - September 2020	38
E. Community Partnership Fund Application - Woodlands Swimming Pool and Recreation Trust	38
F. Community Partnership Fund Application - Toetoes Community Pool	38
G. Community Partnership Fund application form - Gorge Road Community Pool	38
H. Community Partnership Fund - Edendale Community Pool Society	38
I. Community Partnership Fund application - Tokanui Hall	39

J.	Community Partnership Fund application - Wyndham & Districts Community Rest Home Inc	39
K.	Community Partnership Fund application - Edendale Rugby Club	39
L.	Community Partnership Fund application - Edendale Presbyterian Church	39
M.	Community Partnership Fund application - Wyndham Rugby Club	39
N.	Community Partnership Fund Application - Edendale Primary School - September 2020	39

1 Apologies

At the close of the agenda no apologies had been received.

2 Leave of absence

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

3 Conflict of Interest

Community Board Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a member and any private or other external interest they might have.

4 Public Forum

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available on www.southlanddc.govt.nz or phoning 0800 732 732.

5 Extraordinary/Urgent Items

To consider, and if thought fit, to pass a resolution to permit the Community Board to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) the reason why the item was not on the Agenda, and
- (ii) the reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"Where an item is not on the agenda for a meeting,-

- (a) that item may be discussed at that meeting if-
 - (i) that item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."

6 Confirmation of Minutes

- 6.1 Meeting minutes of Waihopai Toetoe Community Board, 27 October 2020
- 6.2 Meeting minutes of Extraordinary Waihopai Toetoe Community Board, 27 October 2020



Waihopai Toetoe Community Board

OPEN MINUTES

Minutes of a meeting of Waihopai Toetoe Community Board held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham on Tuesday, 27 October 2020 at 7.03pm (7.03pm – 8.56pm).

PRESENT

Chairperson

Pam Yorke

Deputy Chairperson

Denise Fodie

Members

Pani Grey-Thomas

Gay Munro

Melanie Shepherd

George Stevenson

Andrea Straith

Councillor Paul Duffy (7.03pm – 7.29pm, 7.31pm – 8.56pm)

IN ATTENDANCE

Councillor Keast

Councillor Menzies

People and Capability Manager - Janet Ellis

Committee Advisor - Fiona Dunlop

Community Partnership Leader - Karen Purdue

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

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Deputy Chairperson Fodie, seconded Pani Grey-Thomas **and resolved:**

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

Reports

7.1 Landscapes and Natural Features Project

Record No: R/20/10/61134

Resource management planner – Margaret Ferguson with Councillors Duffy and Menzies were in attendance for this item.

Miss Ferguson advised that the purpose of the report was to inform the Board on the work the District councils resource management department is undertaking to identify outstanding natural landscapes and features within the District.

The Board noted Council is undertaking this work:

- to look after our special landscapes for now and for future generations

- legal requirements under the Resource Management Act 1991 to identify and protect our special areas
- Council has asked us to review what is currently in the District Plan relating to landscapes.

Resolution

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

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled "Landscapes and Natural Features Project" dated 15 October 2020.**

7.2 Southland District - Wellbeing Indicators Snapshot - August 2020

Record No: R/20/9/52044

Community partnership leader – Karen Purdue was in attendance for this item.

(During discussion on the report Councillor Duffy left the meeting at 7.29pm and returned at 7.31pm.)

Resolution

Moved Melanie Shepherd, seconded Paul Duffy **and resolved:**

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled "Southland District - Wellbeing Indicators Snapshot - August 2020" dated 23 September 2020.**

7.3 Council Policies Under Review - Consultation

Record No: R/20/10/60985

Corporate performance lead – Jason Domigan was in attendance for this item.

Mr Domigan advised that the purpose of the report was to provide information on the four policies that are currently being reviewed by Council.

The policies that will be available for consultation from 4 November 2020 are:

- Significance and Engagement Policy
- Policy on Development and Financial Contributions
- Procurement Policy
- Revenue and Finance Policy.

During discussion officers advised that in paragraph 32 of the report, the amounts which properties in each community board area pays for rates would differ depending on the facilities and infrastructure in the area and levels of service to be provided.

Officers advised that the figures were Stewart Island/Rakiura, Tuatapere Te Waewae and Waihopai Toetoe Community Board areas should be as follows (**in bold**):

- Stewart Island/Rakiura (~~\$234~~) **(\$146)**
- Tuatapere Te Waewae (urban: \$196; semi-urban \$9 **\$98**; rural \$46 **\$49**)
- Waihopai Toetoe (urban: \$196; semi-urban \$9 **\$98**; rural \$46 **\$49**)

Resolution

Moved Andrea Straith, seconded Deputy Chairperson Fodie **recommendations a to c, d with changes (as indicated with ~~strike through~~ and underline) and resolved:**

That the Waihopai Toetoe Community Board:

- Receives the report titled "Council Policies Under Review - Consultation" dated 15 October 2020.**
- Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- 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.**
- Notes that Subject to Council ~~endorsed~~ endorsing the draft policies for consultation at its 21 October 2020 meeting and agrees to make determines that it will make a formal submission on the following draft policies:**
 - Significance and Engagement Policy**
 - Policy on Development or Financial Contributions**
 - Procurement Policy**
 - Revenue and Financing Policy.**
- Notes that the consultation period would be from 8am, 4 November to 5pm, 4 December 2020.**

7.4 Financial Report for the year ended 30 June 2020

Record No: R/20/10/61311

Financial Accountant – Sheree Marrah will be in attendance for this item.

Mrs Marrah advised that the purpose of the report was to present the financial report for the year ended 30 June 2020.

The Board noted that the financial information is still being audited and that the results in the report could change.

Resolution

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

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Financial Report for the year ended 30 June 2020” dated 21 October 2020.**

7.5 Community Leadership Report

Record No: R/20/10/60901

Community partnership leader – Karen Purdue was in attendance for this item.

Resolution

Moved Melanie Shepherd, seconded Pani Grey-Thomas **and resolved:**

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Community Leadership Report” dated 16 October 2020.**

7.6 Operational Report for Waihopai Toetoe Community Board

Record No: R/20/9/50411

Community partnership leader – Karen Purdue was in attendance for this item.

Resolution

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

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Operational Report for Waihopai Toetoe Community Board” dated 13 October 2020.**

7.7 Council Report

Record No: R/20/9/51951

Councillor Duffy took the Board through this item.

He particularly highlighted:

- Three Waters
- Climate change
- Building solutions/animal control/environmental health/Resource management
- Forestry
- Around the Mountains Cycle Trail
- Sale of Ohai Bowling Club
- Disposal of Hokonui Hall
- Land and Water Plan Implementation

- Project Delivery Team
- Community Facilities
- National Land Transport Plan
- Customer Delivery
- Knowledge Management.

Resolution

Moved Pani Grey-Thomas, seconded Melanie Shepherd **and resolved:**

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled "Council Report" dated 16 October 2020.**

7.8 Chairperson's Report

Record No: R/20/10/61789

Chair Pam Yorke took the Board through her report.

Resolution

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

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled "Chairperson's Report" dated 19 October 2020.**

The meeting concluded at 8.56pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE WAIHOPAI TOETOE COMMUNITY
BOARD HELD ON TUESDAY 27 OCTOBER 2020.

DATE:.....

CHAIRPERSON:.....



Emergency Waihopai Toetoe Community Board

OPEN MINUTES

Minutes of a meeting of Emergency Waihopai Toetoe Community Board held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham on Tuesday, 27 October 2020 at 7.02pm (7.02 – 7.03pm, 9.20pm – 10.35pm).

PRESENT

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

IN ATTENDANCE

Councillor Julie Keast
People and Capability Manager - Janet Ellis
Committee Advisor - Fiona Dunlop
Community Partnership Leader - Karen Purdue

Adjournment of meeting

Moved Chairperson Yorke, seconded Melanie Shepherd **and resolved:**

That the Waihopai Toetoe Community Board adjourns the emergency meeting to reconvene at the conclusion of the ordinary meeting of the Board.

The meeting adjourned at 7.03pm.

The meeting reconvened at 9.20pm.

All members of the Board were present when the meeting reconvened.

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

See item 6.1 Long Term Plan 2031 - Direction Setting Report for a conflict of interest from Board member Pani Grey-Thomas.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

Reports

6.1 Long Term Plan 2031 - Direction Setting Report

Record No: R/20/10/62014

Corporate Performance Lead – Jason Domigan and Financial Accountant – Sheree Marrah were in attendance for this report.

Mr Domigan advised that the purpose of the report was for the community board to consider and the local budgets for 2021-2031 and to recommend to Council local rates for the year commencing 1 July 2021.

Conflict of interest declaration - During consideration on the report there was a discussion on the provision of a grant to the Waikawa museum. Board member Pani Grey-Thomas declared a conflict of interest regarding the Waikawa museum. She advised that she would not take part in discussion or vote on the matter.

Moved Chairperson Yorke, seconded Andrea the motion being recommendations a to c, d as follows (with additions as indicated) and e, f with changes (as indicated with ~~strikethrough~~ and underline and g.

- d) Recommends to Council that the following rates and charges (including GST) for the year commencing 1 July 2021 be included in the Long Term Plan 2031 with additions/changes as follows:

Rate	Rate GST inclusive
Waihopai Toetoe Community Board rate	\$252,509
Edendale/Wyndham Hall rate	\$15,094
Mokoreta/Redan Hall rate	\$6,046
Fortrose Hall rate	\$11,771
Waikawa Hall rate	\$13,608
Tokanui Hall rate	\$10,061
Waihopai Toetoe Community Pool rate	\$11.50 per SUIP
Woodlands Septic Tank Cleaning rate	\$3,851

Fortrose street lights and associated funding be moved from the 2024/2025 year to the 2031/2032 year

The motion was put and declared CARRIED.

Board member Pani Grey-Thomas withdrew from the table due to a conflict of interest.

Moved Gay Munro seconded Deputy Chair Denise Fodie the following motion as an addition to recommendation d.

- d) Recommends to Council that the following rates and charges (including GST) for the year commencing 1 July 2021 be included in the Long Term Plan 2031 with additions/changes as follows:

Addition of a grant of \$1500 in all years of the 2021/2031 Long Term Plan for the Waikawa Museum (total cost over 10 years is.

The motion was put and declared CARRIED.

Board member Pani Grey-Thomas to the table.

Final Resolution

That the Waihopai Toetoe Community Board:

- a) Receives the report titled "Long Term Plan 2031 - Direction Setting Report" dated 22 October 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) Recommends to Council that the following rates and charges (including GST) for the year commencing 1 July 2021 be included in the Long Term Plan 2031 with additions/changes as follows:

Rate	Rate GST inclusive
Waihopai Toetoe Community Board rate	\$252,509
	<u>\$254,234 *</u>
Edendale/Wyndham Hall rate	\$15,094
Mokoreta/Redan Hall rate	\$6,046
Fortrose Hall rate	\$11,771
Waikawa Hall rate	\$13,608
Tokanui Hall rate	\$10,061
Waihopai Toetoe Community Pool rate	\$11.50 per SUIP **
Woodlands Septic Tank Cleaning rate	\$3,851

* This amount changed because of the addition of a grant to the Waikawa Museum

** separately used or inhabited part

Fortrose street lights and associated funding be moved from the 2024/2025 year to the 2031/2032 year

Addition of a grant of \$1500 in all years of the 2021/2031 Long Term Plan for the Waikawa Museum.

- e) Recommend to Council to set a new boundary for the Waihopai Toetoe Pool rate equivalent to the Waihopai Toetoe Community Board boundary on a separately used or inhabited part basis.

- f) **Recommends to Council the setting of the following Waihopai Toetoe Community Board hall fees and charges (including GST) for the year commencing 1 July 2020 ~~2021~~ for inclusion in Council's ~~Draft 2020/2021 Annual Plan~~ Draft 2021/2031 Long Term Plan (subject to any amendments made at the this meeting).**

<u>Fee/Charge Description</u>	<u>Fee/Charge (GST Incl)</u>
<u>Edendale-Wyndham Hall</u>	
All day hire (8 hours)	\$80.00
Day and night hire (Main Hall)	\$150.00 - \$240.00
Committee Room (Hourly) up to 8 hours per day	\$30.00
Supper Room	\$30.00
Kitchen and Supper Room	\$40.00
Kitchen and Committee Room	\$40.00
Bond may be imposed at the discretion of the Custodian (No GST)	\$1,000.00
<u>Cleaning charge - If excessive staining of the floor and commercial cleaning is required, the cost of such will be charged to the hirer.</u>	<u>Actual costs incurred</u>
<u>Diesel heating charge</u>	<u>Actual costs incurred</u>
<u>Fortrose Hall</u>	
All day hire (8 hours)	\$35.00
All day and night hire	\$80.00
<u>Mokoreta Hall</u>	
Hire (hourly)	\$12.00
Cleaning (per hour)	\$25.00
Heater (per hour)	\$8.00
<u>Tokanui Hall</u>	
Weddings, Cabarets, Birthday Parties & Night Hire	\$100.00
All day hire (8 hours)	\$70.00
Half day hire	\$30.00
Regular sports team	\$15.00
Occasional sports team	\$20.00
Supper room	\$20.00

Supper room and kitchen	\$30.00
Funerals	No Charge
Chair hire (each)	\$1.00
Trestles hire (each)	\$10.00
Pie warmer (each)	\$10.00
Cups (per drawer)	\$10.00
<u>Waikawa Hall</u>	
Hall	\$200.00
Hall (no more than 4 hours)	\$50.00
Meetings	\$25.00
Funerals	\$150.00
All day hire (8 hours)	\$120.00
All day and night hire	\$200.00
Social Functions (5pm to 1am)	\$120.00
Lounge/supper room (all day)	\$80.00
Lounge/supper room (part day)	\$60.00
Meetings	\$25.00
Chairs (day)	\$20.00
Tables (day)	\$5.00
Cleaning if required	\$100.00
Heaters (per 20 minutes)	\$1.00
Bond (no GST)	\$50.00

- g) **Identifies any significant issues/priority projects for the local area that need to be included in the Long Term Plan 2031 consultation process to encourage feedback from the local community.**

The meeting concluded at 10.35pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE WAIHOPAI TOETOE COMMUNITY BOARD HELD ON TUESDAY 27 OCTOBER 2020.

DATE:.....

CHAIRPERSON:.....

Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round

Record No: R/20/10/62257

Author: Tina Harvey, Community Liaison Officer

Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is for the Waihopai Toetoe Community Board to allocate funding for the September 2020 funding round for the Community Partnership Fund which closed on 30 September 2020.

Executive Summary

- 2 A total of 14 applications were received for the September 2020 funding round. The applications are included as an attachment to this report. The attachment to this report is confidential in accordance with the Local Government Official Information and Meetings Act 1987 section 7(2)(a) – The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.
- 3 Community board members have seen copies of each of the applications, invited all applicants to speak about their application and have informally discussed the applications at a workshop held Tuesday 3 November 2020.

Recommendation

That the Waihopai Toetoe Community Board:

- a) Receives the report titled “Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round” dated 18 November 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) Receives the applications from the following:**
 - 1. Waikawa Museum**
 - 2. Woodlands Full Primary School**
 - 3. Edendale Primary School**
 - 4. Woodlands Swimming Pool and Recreation Trust**
 - 5. Toetoes Community Pool**
 - 6. Tokanui Land Search and Rescue**
 - 7. Wyndham and Districts Community Rest Home**
 - 8. Edendale Rugby Club**
 - 9. Edendale Pool**
 - 10. Gorge Road and District Swimming Pool**
 - 11. Wyndham Rugby Club**
 - 12. Roslyn Bush Playcentre**
 - 13. Tokanui Memorial Hall**
 - 14. Edendale Presbyterian Parish**
- e) Approves/declines a grant of \$3,000 to the Waikawa Museum to assist with the purchase and installation of Expol underfloor insulation and base boards around the museum.**
- f) Approves/declines a grant of \$15,000 to the Woodlands Full Primary School to assist with upgrading their junior playground.**
- g) Approves/declines a grant of \$5,000 to the Edendale Primary School to assist with redevelopment of external hard surface with the installation of tennis nets, netball poles and basketball hoops.**
- h) Approves/declines a grant of \$6,000 to the Woodlands Swimming Pool and Recreation Trust to assist with re-cladding the pool roof, new heating system and first season of power.**

- i) Approves/declines a grant of \$10,123.74 to the Toetoes Community Pool to assist with replacing the framing and shell of the pool.**
- j) Approves/declines a grant of \$11,500 to Tokanui Land Search and Rescue to assist with the development of a facility for storage and meetings.**
- k) Approves/declines a grant of \$12,591 to the Wyndham and Districts Community Rest Home to assist with the purchase and installation of new ovens and cooktops as part of their kitchen upgrade.**
- l) Approves/declines a grant of \$2,500 to the Edendale Rugby Club to assist with the purchase of furniture for their outdoor area.**
- m) Approves/declines a grant of \$1,470 to the Edendale Community Pool Society to assist with providing swimming lesson subsidies.**
- n) Approves/declines a grant of \$940 to the Gorge Road and Districts Swimming Pool Committee to assist with replacing the original water pump that services the toilets and showers at the pool.**
- o) Approves/declines a grant of \$15,000 to the Wyndham Rugby Football Club to assist with erecting lights at the Raglan Street fields.**
- p) Approves/declines a grant of \$4,000 to the Roslyn Bush Playcentre to assist with the development of a bike park.**
- q) Approves/declines a grant of \$2,600 to the Tokanui Memorial Hall to assist with repair work on the roof and toilets.**
- r) Approves/declines a grant of \$2,000 to the Edendale Presbyterian Parish to assist with a community outreach programme.**

Background

- 4 Southland District Council's community assistance activity seeks to contribute to a District of 'proud, connected communities that have an attractive and affordable lifestyle' by enabling Southland's communities to be desirable places to live, grow up, work, run a business, raise a family and enjoy a safe and satisfying life. Through providing financial assistance by way of grant funding, community groups and individuals are supported to undertake their desired activities.
- 5 A review of the community assistance activity was completed in early 2019. The purpose of this review was to ensure that Council is providing assistance in a considered and prudent manner to ensure efficient and effective outcomes for the communities they support.
- 6 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 whereby the nine community boards in the District will allocate funding directly to their communities.

7 The Waihopai Toetoe Community Board set the following criteria for the Waihopai Toetoe Community Partnership Fund:

- consideration will be given to all funding requests, however requests must be for not for profit and demonstrate community benefit
- the board will give preference to applications that directly benefit the community board area and align to the community board plan outcomes
- applications for salaries and operating costs will not be considered
- there is no cap on the amount applicants can request
- co-funding is preferable, but not essential. This will be assessed on a case by case basis
- more than one quote is preferable, but if not possible to get more than one quote, an explanation why will be sufficient
- applicants may be requested to speak to the board about their funding request
- applicants do not have to be a legal entity to apply
- the board can grant money 'subject to the balance of the funding being secured'.

Applications received

1 Waikawa Museum

Request assistance towards the purchase and installation of Expol underfloor insulation and put base boards around the museum.

Total project cost **\$3,822.98**

Amount requested **\$3,000**

2 Woodlands Full Primary School

Request assistance towards upgrading their junior playground.

Total project cost **\$20,403**

Amount requested **\$15,000**

3 Edendale Primary School

Request assistance towards redeveloping external hard surface areas and want to install nets on tennis courts, 4 netball poles and 4 basketball hoops.

Total project cost **\$11,623**

Amount requested **\$5,000**

4 Woodlands Swimming Pool and Recreation Trust

Request assistance towards re-cladding roof, new heating system and first season of power.

Total project cost **\$99,193.49**

Amount requested **\$6,000**

5 Toetoes Community Pool

The committee were re-fibreglassing the interior of the pool they discovered (after removing old fibreglass lining) that the framing and shell of the pool needed to be replaced. They have fundraised for the resurfacing but did not know these extra costs were going to be incurred. They have replaced the framing and shell with Hardie plank. (potentially retrospective)

Total project cost **\$10,123.74**

Amount requested **No specific amount requested**

6 Tokanui Land Search and Rescue

Requesting assistance for a facility to store equipment, trailer, have meetings, training, search base and focal point for the community. Once built the facility will be a large open shed with an attached radio room, storage for equipment, room to facilitate meetings and trainings.

Total project cost **\$30,000**

Amount requested **\$11,500**

7 Wyndham and Districts Community Rest Home

Request assistance for 4 built in ovens and 2 induction cooktops as part of their facility kitchen upgrade.

Total project cost **\$41,027**

Amount requested **\$12,591**

8 Edendale Rugby Club

Request assistance for furnishing to enhance and complete their outdoor area that has been added to take advantage of the extended area to the north of the building.

Total project cost **\$4,055.84**

Amount requested **\$2,500**

9 Edendale Pool

Request assistance to provide swimming lesson subsidies as assistance for families in need to partake in the H2O Dreams swimming lessons held during term four 2020 and term one 2021.

Total project cost **\$2,940**

Amount requested **\$1,470**

10 Gorge Road and District Swimming Pool Committee

Request assistance to replace the original water pump that services the toilets and showers at the pool.

Total project cost **\$1,190**

Amount requested **\$940**

11 Wyndham Rugby Football Club

Request assistance towards erecting playing and training lights on the Raglan Street fields.

Total project cost **\$200,000**

Amount requested **\$15,000**

12 Roslyn Bush Playcentre

Request assistance to build a bike park area for the kids to develop bike skills and build confidence.

Total project cost **\$39,105.75**

Amount requested **\$4,000**

13 Tokanui Memorial Hall

Request assistance towards repair work required on the roof and toilets at the hall, after a leak was discovered.

Total project cost **\$2,698.70**

Amount requested **\$2,600**

* Please note that this project is ineligible as the facility is a council owned asset and therefore not eligible for funding from the Community Partnership Fund.

14 Edendale Presbyterian Parish

Request assistance towards a community outreach programme with a hand of friendship to the wider community. The community will be able to gather regularly at the church hall to learn, play, celebrate, wonder and eat together. Everyone is welcome. It is family time for the community full of love, care and support.

Total project cost	Not specified
Amount requested	\$2,000

The recommendations outline the amounts requested in the applications. Staff recommend that the Waihopai Toetoe Community Board consider each application individually and determine the level of funding they wish to allocate.

Issues

- 8 The fund is over-subscribed, with 14 requests. The board will have to take this into consideration when allocating grants.

Factors to Consider

Legal and Statutory Requirements

- 9 There are no legal or statutory requirements to consider.

Community Views

- 10 The community board, as representatives of the Waihopai Toetoe Community Board area will consider each application and how it benefits the communities in the Waihopai Toetoe area.

Costs and Funding

- 11 The Waihopai Toetoe Community Board has \$36,686 available to allocate through the Waihopai Toetoe Community Partnership Fund over two rounds in the 2020/2021 financial year.

Policy Implications

- 12 There are no policy implications.

Analysis

Options Considered

- 13 The options for consideration are to allocate funding pursuant to the funding criteria set by the community board or decline the applications.

Analysis of Options

Option 1 – Approves and allocates funding pursuant to the funding criteria set by the community board

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• supports community groups to achieve local initiatives	<ul style="list-style-type: none">• there are no disadvantages

Option 2 – Declines the applications

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• there are no advantages	<ul style="list-style-type: none">• no funds awarded could hinder the progress of community-led development due to lack of financial support.

Assessment of Significance

- 14 This is not considered significant.

Recommended Option

- 15 The recommended option is ‘option 1 – Approves and allocates funding pursuant to the funding criteria set by the community board’.

Next Steps

- 16 Advise applicants of the outcome of the funding allocations.

Attachments

- A Community Partnership Fund Application - Waikawa District Museum Inc - **PUBLIC EXCLUDED** [↓](#)
- B Community Partnership Fund application - Tokanui Land Search and Rescue - **PUBLIC EXCLUDED** [↓](#)
- C Community Partnership Fund application - Roslyn Bush Playcentre - **PUBLIC EXCLUDED** [↓](#)
- D Community Partnership Fund Application - Woodlands Full Primary School - September 2020 - **PUBLIC EXCLUDED** [↓](#)
- E Community Partnership Fund Application - Woodlands Swimming Pool and Recreation Trust - **PUBLIC EXCLUDED** [↓](#)
- F Community Partnership Fund Application - Toetoes Community Pool - **PUBLIC EXCLUDED** [↓](#)
- G Community Partnership Fund application form - Gorge Road Community Pool - **PUBLIC EXCLUDED** [↓](#)
- H Community Partnership Fund - Edendale Community Pool Society - **PUBLIC EXCLUDED** [↓](#)
- I Community Partnership Fund application - Tokanui Hall - **PUBLIC EXCLUDED** [↓](#)
- J Community Partnership Fund application - Wyndham & Districts Community Rest Home Inc - **PUBLIC EXCLUDED** [↓](#)
- K Community Partnership Fund application - Edendale Rugby Club - **PUBLIC EXCLUDED** [↓](#)

- L Community Partnership Fund application - Edendale Presbyterian Church - **PUBLIC EXCLUDED** [↓](#)
- M Community Partnership Fund application - Wyndham Rugby Club - **PUBLIC EXCLUDED** [↓](#)
- N Community Partnership Fund Application - Edendale Primary School - September 2020 - **PUBLIC EXCLUDED** [↓](#)

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

Recommendation

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

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment A - Community Partnership Fund Application - Waikawa District Museum Inc

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment B - Community Partnership Fund application - Tokanui Land Search and Rescue

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment C - Community Partnership Fund application - Roslyn Bush Playcentre

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment D - Community Partnership Fund Application - Woodlands Full Primary School - September 2020

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment E - Community Partnership Fund Application - Woodlands Swimming Pool and Recreation Trust

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment F - Community Partnership Fund Application - Toetoes Community Pool

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment G - Community Partnership Fund application form - Gorge Road Community Pool

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment H - Community Partnership Fund - Edendale Community Pool Society

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment I - Community Partnership Fund application - Tokanui Hall

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment J - Community Partnership Fund application - Wyndham & Districts Community Rest Home Inc

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment K - Community Partnership Fund application - Edendale Rugby Club

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment L - Community Partnership Fund application - Edendale Presbyterian Church

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment M - Community Partnership Fund application - Wyndham Rugby Club

7.1 Waihopai Toetoe Community Partnership Fund - September 2020 Funding Round - Attachment N - Community Partnership Fund Application - Edendale Primary School - September 2020

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
Community Partnership Fund Application - Waikawa District Museum Inc	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund application - Tokanui Land Search and Rescue	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund application - Roslyn Bush Playcentre	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund Application - Woodlands Full Primary School - September 2020	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund Application - Woodlands Swimming Pool and Recreation Trust	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund Application - Toetoes Community Pool	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund application form - Gorge Road Community Pool	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund - Edendale Community Pool Society	s7(2)(a) - The withholding of the information is necessary to protect	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be

	the privacy of natural persons, including that of a deceased person.	likely to result in the disclosure of information for which good reason for withholding exists.
Community Partnership Fund application - Tokanui Hall	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund application - Wyndham & Districts Community Rest Home Inc	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund application - Edendale Rugby Club	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund application - Edendale Presbyterian Church	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund application - Wyndham Rugby Club	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
Community Partnership Fund Application - Edendale Primary School - September 2020	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.