



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, 23 February 2021 at 7.03pm. (7.03pm – 9.27pm)

PRESENT

Chairperson	Pam Yorke
Deputy Chairperson	Denise Fodie
Members	Pani Grey-Thomas
	Gay Munro
	Melanie Shepherd
	George Stevenson
	Andrea Straith (7.03pm – 9.23pm, 9.25pm – 9.27pm)
	Councillor Julie Keast

IN ATTENDANCE

Mayor Tong (7.03pm – 7.07pm)
Councillor Duffy
People and Capability Manager - Janet Ellis
Governance and Democracy Manager – Melissa Brook
Committee Advisor - Fiona Dunlop
Community Partnership Leader - Karen Purdue
Community Liaison Officer - Tina Harvey

1 Apologies

There were no apologies.

2 **Making and Attesting of Members' Declaration**

Council had made a decision at the meeting on 1 November 2019 that Councillor Duffy would be the Ward councillor appointed to the Board until 31 January 2021 and that Councillor Keast would take over that role from 1 February 2021.

Mayor Tong was present to witness the declaration from Councillor Keast to be the councillor appointed to the Board from the Waihopai Toetoe Ward.

Councillor Keast made her declaration as follows:

I, JULIE ANN KEAST, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Southland District, the powers, authorities, and duties vested in, or imposed upon me as member of the Waihopai Toetoe Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Chair Yorke thanked Councillor Duffy for his contribution and assistance over the time he has been the Ward councillor appointed to the Board.

Councillor Keast advised that she looked forward to being the councillor appointed to the Board for the remainder of the triennium.

(Mayor Tong left the meeting at 7.07pm.)

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 Andrea Straith, seconded Melanie Shepherd and resolved:

That the Waihopai Toetoe Community Board confirms the minutes of the meeting held on 24 November 2020 as a true and correct record of that meeting.

Reports

8.1 Community Update - February 2021

Record No: R/21/2/5559

- 1 Gail Poole – Community Connector, wider Eastern Southland, Connected Eastern Southland spoke to the meeting about her role. She advised that her area to **“connect” is Wyndham/Edendale, Riversdale and Tapanui. She is joined by other Community Connectors in Southland.** Ms Poole also advised that her role is to give assistance to understand and complete forms and documents in either written or online, support to book appointments, source information to help make informed decisions and referrals made to other support services and agencies.
- 2 Jo Brand – Education/Community Development Kaitoko Matauranga with the **Hokonui Rūnanga** addressed the meeting about her role with the **rūnanga**. She explained that Hokonui **is one of 18 rūnanga of Ngāi Tahu** iwi, and is the only one located inland. The runanga was established in 1987 and has about 14,000 to provide well-being for members through the guidance and management of members spiritual, cultural, educational, moral, social and economic needs. The **rūnanga** exists to ensure a safe and secure future for our next generations.

Resolution

Moved Councillor Keast, seconded Melanie Shepherd and resolved:

That the Waihopai Toetoe Community Board:

- a) Acknowledges the attendance of representatives from Connected Eastern Southland and **Hokonui Rūnanga at the meeting.**

8.2 Community Leadership Report

Record No: R/20/11/65021

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

Resolution

Moved Gay Munro, seconded Andrea Straith and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Community Leadership Report” dated 1 February 2021.**

8.3 Community Leadership Report

Record No: R/21/2/6476

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

Resolution

Moved Gay Munro, seconded Andrea Straith and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Community Leadership Report” dated 15 February 2021.**

8.4 Council Report

Record No: R/20/11/67084

Councillor Keast was in attendance for this item.

Resolution

Moved Melanie Shepherd, seconded Julie Keast and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Council Report” dated 1 February 2021.**

8.5 Council Report

Record No: R/21/1/3129

Councillor Keast was in attendance for this item.

Resolution

Moved Melanie Shepherd, seconded Julie Keast and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Council Report” dated 27 January 2021.**

8.6 Operational Report for Waihopai Toetoe Community Board (December 2020)

Record No: R/20/11/68895

Community partnership leader – Karen Purdue and Community facilities manager – Mark Day were in attendance for this item.

Concern was raised over the use of the old flag/banner brackets on power poles in Wyndham and Edendale as there had been use of them which Council was not aware of.

Sometime back Council installed "FlagTrax" which made for easier erection of flags/banners. People/groups wishing to put up flags/banners in Edendale and Wyndham need to contact Council to arrange for them to be put on the "FlagTrax" and then taken down. The Board requested a report on the ownership of the old flag/banner brackets located on poles in Wyndham and Edendale.

There was also interest in how the freedom camping ambassador programme had worked in the Catlins area over the 2020/2021 summer. A report was requested on this.

Resolution

Moved Chairperson Yorke, seconded Andrea Straith recommendation a and a new b (as indicated) and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled "Operational Report for Waihopai Toetoe Community Board (December 2020)" dated 1 February 2021.**
- b) Request that the Chief Executive report to the Board on:
 - (i) **the ownership of the "old" flag/banner brackets located on poles in the Wyndham and Edendale areas: and**
 - (ii) the 2020/2021 summer statistics on the freedom camping ambassador programme in the Catlins area.

8.7 Operational Report for Waihopai Toetoe Community Board

Record No: R/21/1/3898

Community partnership leader – Karen Purdue and Community facilities manager – Mark Day were in attendance for this item.

Resolution

Moved Melanie Shepherd, seconded Councillor Keast and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled "Operational Report for Waihopai Toetoe Community Board" dated 15 February 2021.**

8.8 Chairperson's Report

Record No: R/20/11/68050

Chair Yorke took the Board through her report.

During discussion on the report which contained a comment regarding Board members arranging for contractors to undertake work which does not have the approval of Council to be done or is not in the Annual Plan, it was clear that there was a need for officers to report to the Board on what members are able to do and not do as part of their role.

The Board also sought reports explaining the trimming of the hedge at the Gorge Road Domain and also an updated overview of the Wyndham Wildlife refuge.

(Andrea Straith left the meeting at 9.23pm and returned at 9.25pm.)

Resolution

Moved Chairperson Yorke, seconded Pani Grey-Thomas recommendation a and a new b (as indicated) and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Chairperson's Report” dated** 15 February 2021.
- b) Request that the Chief Executive prepare a report to the Board on:
 - (i) the responsibilities of Board members relating to what they are able to do in the capacity of a Board member;
 - (ii) an explanation on the trimming of the hedge a Gorge Road Domain; and
 - (iii) an updated overview of the Wyndham Wildlife refuge.

The meeting concluded at 9.27pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE WAIHOPAI TOETOE COMMUNITY BOARD HELD ON TUESDAY 23 FEBRUARY 2021.

DATE:.....

CHAIRPERSON:.....