



Tuatapere Te Waewae Community Board

OPEN MINUTES

UNCONFIRMED

Minutes of a meeting of Tuatapere Te Waewae Community Board held in the Waiiau Town and Country Club, 41 King Street, Tuatapere on Monday, 14 June 2021 at 3pm (3.22pm – 5.17pm).

PRESENT

Chairperson	Margaret Thomas
Councillors	Blayne De Vries
	Maurice Green
	Alastair McCracken (3.22pm – 5.17pm)
	Councillor George Harpur

APOLOGIES

Deputy Chair, Ann Horrell
Keri Potter
Alastair McCracken (for lateness)

IN ATTENDANCE

Group Manager, customer delivery	Trudie Hurst
Committee advisor	Alyson Hamilton
Community liaison officer	Megan Seator

1 Apologies

There were apologies from Deputy Chair Ann Horrell, Keri Potter and for lateness from Alastair McCracken.

Resolution

Moved Maurice Green, seconded Cr Harpur and resolved:

That the Tuatapere Te Waewae community board accept the 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

Mallory Wood addressed the meeting advising of her role as community advisor for Emergency Management Southland and explaining that community engagement is currently being undertaken to obtain community views/feedback on activities local communities would like to see Emergency Management Southland undertaking.

Alastair McCracken joined the meeting during public forum at 3.22pm.

5 Extraordinary/urgent items

Chair Thomas advised that there is late item for the agenda. It is the Tuatapere Te Waewae Community Partnership Fund – funding rounds and criteria from 1 July 2021.

The reason why the item was not on the agenda because there was a technical issue with the report and having it included in the agenda.

The reason why the discussion of this item cannot be delayed until a subsequent meeting is that the next meeting of the Board is too close to the closing date for the August round of funding should the Board consider a different close off date.

Resolution

Moved Chairperson Thomas, seconded Blayne De Vries and resolved:

That the Tuatapere Te Waewae Community Partnership Fund – funding rounds and criteria from 1 July 2021 be considered by the meeting.

6 Confirmation of minutes

Resolution

Moved Alastair McCracken, seconded Chairperson Thomas and resolved:

That the Tuatapere Te Waewae Community Board confirms the minutes of the meeting held on 12 April 2021 as a true and correct record of that meeting.

Reports

7.1 Chairperson's report

Record No: R/21/5/25809

Chairperson Margaret Thomas presented this report.

Chairperson Thomas drew a number of issues to the attention of the board including:

- advice of ongoing discussions with DoC in regards the issue of native trees falling on the playground at the school
- staff to lodge a request for service for cars parking on road sides along Gillies street near the Tui Base camp when there is a function, causing a potential traffic hazard
- advice of complaint received from the Tuatapere Domain Board regarding dog waste issues. Encouragement from staff to lodge request for service on this matter.

Resolution

Moved Chairperson Thomas, seconded Blayne De Vries and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled "Chairperson's report" dated 4 June 2021.**

7.2 Council report

Record No: R/21/5/24328

Councillor George Harpur presented this item.

Councillor Harpur drew a number of issues to the attention of the board including:

- ongoing development of the Long Term Plan 2021-2031
- update - Three Waters Review

Resolution

Moved Cr Harpur, seconded Chairperson Thomas and resolved:

That Tuatapere Te Waewae Community Board:

- a) **Receives the report titled "Council report" dated 21 May 2021.**

7.3 Operational Report for Tuatapere Te Waewae Community Board

Record No: R/21/5/23697

Group manager customer delivery – Trudie Hurst was in attendance for this item.

Ms Hurst advised the purpose of the report is to update the board on the operational activities in the Tuatapere Te Waewae community board area.

The board discussed the condition of the play equipment situated at the Lions Park playground.

The board agreed that their preference is to remove some of the play equipment in lions park due to safety concerns and that these pieces of equipment not be replaced. The board further agreed to focus on developing/enhancing Jack and Mattie Memorial playground.

Members noted Lions Park will still be maintained as an open space for the community to utilise for other forms of recreation.

The board received an update on progress of the upgrade of play equipment at the Monowai village playground.

Resolution

Moved Cr Harpur, seconded Chairperson Thomas and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Operational Report for Tuatapere Te Waewae Community Board” dated 1 June 2021.**
- b) Request staff arrange for the removal of the play equipment situated at the Tuatapere Lions Park due to safety concerns.

7.4 Community leadership report

Record No: R/21/5/24296

Community liaison officer –Megan Seator was in attendance for this item.

Mrs Seator advised the purpose of the report was to update the board on the community leadership activities in the Tuatapere Te Waewae board area.

Mrs Seator drew a number of issues to the attention of the board including:

- advice that nominations close on 30 September for the community service awards
- update on completion of the first stage of the Monowai bridge repair work. Stage two will begin towards the end of summer in 2022
- advice of a community survey going out to the Clifden community (specifically the Clifden hall rating area) the board suggested an online/community survey to be undertaken

- advice of meeting with Hall committees, with discussions on the new Fire and Emergency NZ requirements, to get feedback on a proposed centralised online booking system, and to discuss any governance issues in relation to management of halls.

Resolution

Moved Maurice Green, seconded Alastair McCracken and resolved:

That the Tuatapere Te Waewae Community Board:

- Receives the report titled “Community leadership report” dated 1 June 2021.**

7.5 Project Scope Confirmation - 2021/2022 Locally Funded Projects

Record No: R/21/5/24236

Community facilities manager – Mark Day was in attendance for this item.

Mr Day advised that the purpose of the report was to seek approval from the Board for the scope of the locally funded projects within their board area that will be delivered in the 2021/2022 financial year.

The Board noted that the projects identified to have scoping reports approved are Tuatapere Main Street investigation project, Tuatapere railway station investigation project, Tuatapere Te Waewae water structures, Monowai reserve village playground equipment replacement and the Tuatapere Jack and Maddie Bennett memorial park playground equipment replacement and play.

Resolution

Moved Alastair McCracken, seconded Maurice Green recommendations a to c, and a new d 1 -vi (as indicated with ~~striketrough~~ and underline) and resolved:

That the Tuatapere Te Waewae Community Board:

- Receives the report titled “Project Scope Confirmation - 2021/2022 Locally Funded Projects” dated 28 May 2021.**
- 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.
- ~~Agrees to approve the scope of the projects identified in the attachments to this report.~~

d) Agrees to approve the scope of the projects identified (as indicated below) with the details defined in attachments to the staff report:

- i) P-10849 - Tuatapere Main Street investigation project
- ii) P-10850 - Tuatapere railway station investigation project
- iii) P-10666 - Tuatapere Te Waewae water structures - Water Structures - scope to include a bull ring to the ramp
- iv) P-10770 - Monowai reserve village playground equipment replacement - preferred option two
- v) P-10821 - Tuatapere Jack and Mattie Bennett memorial park playground equipment replacement and play - preferred option two
- vi) P 10920 - Tuatapere – streetlight

7.6 Tuatapere Te Waewae Community Partnership Fund - funding rounds and criteria from 1 July 2021

Record No: R/21/5/25522

Community leadership officer – Megan Seator was in attendance for this item.

Mrs Seator advised that the purpose of this report is for the Board to discuss and confirm the number of funding rounds and funding criteria for the Tuatapere Te Waewae Community Partnership Fund effective from 1 July 2021.

The board agreed to retain the status quo with two funding rounds with closing dates of February and September.

Resolution

Moved Blayne De Vries, seconded Alastair McCracken and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **receives the report titled “Tuatapere Te Waewae Community Partnership Fund - funding rounds and criteria from 1 July 2021” dated 1 June 2021.**
- 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) agrees to continue with the funding criteria set by the Tuatapere Te Waewae Community Board as follows:
 - funding requests must be for not-for-profit purposes

- community groups do not have to be a legal entity to apply, and individuals will be considered on a case by case basis
 - preference will be given to projects that directly benefit the community board area and its residents
 - there is no cap on the amount applicants can request
 - applicants should be able to demonstrate some degree of self-fundraising towards their project, this will be assessed on a case-by-case basis
 - for projects involving capital works, it is expected that the applicant provides two quotes for the works but if it is not possible to get more than one quote it will be expected that there is an explanation for this
 - applicants will be invited to speak to the board about their funding request and project
 - this criteria maybe reviewed by the board as and when required
- e) agrees that the current funding rounds of two rounds per year continue and that they be August and February.
- f) agrees to communicate this to the community board area through the community board Facebook page and local community advertisements.

The meeting concluded at 5.17pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE TUATAPERE TE WAEWAE COMMUNITY BOARD HELD ON MONDAY, 14 JUNE 2021.

DATE:.....

CHAIRPERSON:.....