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# **Lumsden Community Development Area Subcommittee OPEN MINUTES**

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Minutes of a meeting of Lumsden Community Development Area Subcommittee held in the SDC Office, , 18 Diana St, Lumsden on Monday, 14 August 2017 at 6pm.

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## **PRESENT**

<b>Chairperson</b>	Rob Scott
<b>Deputy Chairperson</b>	Alf Maclean
<b>Members</b>	Carolyn Smith Greg Tither Morris Williams
<b>Councillors</b>	John Douglas Abel Kremer

## **IN ATTENDANCE**

<b>Committee Advisor</b>	Rose Knowles
<b>Community Partnership Leader</b>	Kelly Tagg

## 1 Apologies

Apology received from Member Skoropada.

Moved Member Smith, seconded Member Maclean and **resolved;**

**That the apology be accepted.**

## 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 Member Williams, seconded Member Tither

**Confirms the minutes of Lumsden Community Development Area Subcommittee, held on 12 June 2017.**

## Reports

### 7.1 Lumsden Railway Precinct Upgrade

**Record No: R/17/8/18134**

Community Partnerships Leader – Kelly Tagg advised that this report is to seek a recommendation from the Lumsden Community Development Area Subcommittee to Council that a request for unbudgeted expenditure relating to the Lumsden Visitor Management upgrade, be approved.

Round one of MBIE's Tourism Infrastructure Fund (TIF) opened on Thursday, 3 August; the closing date for applications is Monday, 4 September. With the purpose of the TIF is to provide financial support for local tourism-related infrastructure where tourism growth (domestic and international) is placing pressure on, or potential growth is constrained by, existing infrastructure and where the local community is unable to respond in a timely way with assistance.

The Lumsden CDA wishes to better manage the visitor experience to the Lumsden Railway Precinct. The carpark at the historic railway station is well utilised by both visitors to the area and locals but has become congested due the current state of the carpark.

In order to better manage visitors to the Railway Precinct site the CDA wishes to re-seal the car park on the Diana Street side of the railway building, seal the carpark on the Hero Street side of the railway building, install kerb and channel and a further area for parking on a grassed area adjacent Hero Street.

The CDA has also identified the need for landscaping and screening in the area and for the installation of two "Big Belly Compactor Bins" in order to reduce rubbish collection costs.

The estimated cost to carry out these local works is \$148,790 excl GST. The CDA is unable to fund the local element of this project in its entirety and will need to stage the sealing of the carpark over a number of years meaning the carpark will be unable to be marked with parking spaces and the CDA will be unable to manage the visitors to the Railway Precinct.

The Lumsden CDA has limited local reserves, is unable to fund this project in its entirety at this time and wishes to apply to the MBIE Tourism Infrastructure Fund for a grant of \$74,395 to assist with the costs of this project.

Council has approved a toilet block upgrade for the Lumsden toilets as part of the 2015-25 long term plan at a cost of \$220,000. This work was scheduled to be carried out during the 2018-19 financial year. However, due to increased demand being placed on the toilet facility it is now appropriate to bring this project forward to 2017-18 financial year in conjunction with the Railway Precinct upgrade.

The scope of works includes the addition of two unisex wheelchair accessible toilets to the existing toilet facility along with the replacement of the interior partitions and painting, sealing of the car park adjacent the toilets, signage, design/consultation costs and contingencies. The total cost is anticipated to be \$280,453 (excl. GST).

Council's Services and Assets Committee, as a Committee of the whole, resolved at its meeting on 9 August 2017 to recommend to Council that the upgrade of toilet facilities project for Lumsden be brought forward and confirmed that an application can be made to the Tourism Infrastructure Fund in the amount of \$131,226 which represents 47% of the estimated project cost.

Council's Services and Assets Committee, as a Committee of the whole, also resolved at its meeting on 9 August 2017 to recommend to Council that a request for unbudgeted expenditure in the amount of \$74,395 for the Lumsden Visitor Management upgrade be approved and confirmed that an application can be made to the Tourism Infrastructure Fund in the amount of \$74,395 which represents 50% of the estimated local project cost.

The recommendation in paragraph 13 above was contingent on the Lumsden CDA agreeing to fund the \$74,395 from local reserves and it was noted that neither the toilet facilities upgrade nor the Lumsden visitor management upgrade would proceed without a successful application to the MBIE Tourism Infrastructure Fund.

Councillor Douglas has also agreed to contribute \$5,000 in funds from the Mararoa Waimea Ward Reserve.

**Resolution**

Moved Member Maclean, seconded Member Williams

**That the Lumsden Community Development Area Subcommittee:**

- a) **Receives the report titled “Lumsden Railway Precinct Upgrade ” dated 9 August 2017.**
- 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 unbudgeted expenditure for the Lumsden Visitor Management Upgrade project at an estimated cost of \$74,395 be approved subject to the Lumsden CDA Subcommittee resolving to fund this amount in total from their local funds and reserves at their meeting scheduled for 14 August 2017. The remaining 50% (\$74,395) to be funded by applying to the MBIE Tourism Infrastructure Fund.**
- e) **Recommends to Council that the unbudgeted expenditure of \$69,395 for the Lumsden Visitor Management Upgrade be approved subject to the application to the Tourism Infrastructure Fund being successful.**

**7.2 Request from Lumsden Emergency Services Centre to obtain additional land for a new shed and additional training space.**

**Record No: R/17/8/18028**

Chairman Scott declared a conflict of interest as a member of the Lumsden Fire Service and took no part in the voting.

Report by Kevin McNaught, Strategic Manager Property for the Lumsden Community Development Area Subcommittee to consider a request from the Lumsden Emergency Services Centre to obtain more land and if agreeable to make the relevant recommendation to Council.

In 1989 the former railway land in Lumsden owned by Council was subdivided and part defined as the site as the Lumsden Emergency Services Centre. The site is currently owned by the Fire Service, Police and St John.

Recently a request was received from the NZ Fire Service on behalf of the Emergency Services Centre for an additional 22m of land west of the existing building's as the site for a new shed and additional training space.

### **Resolution**

Moved Member Smith, seconded Member Tither

**That the Lumsden Community Development Area Subcommittee:**

- a) **Receives the report titled “Request from Lumsden Emergency Services Centre to obtain additional land for a new shed and additional training space.” dated 8 August 2017.**
- 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 the Southland District Council that 880 square metres of land adjoining the Lumsden Emergency Services Centre on Elbow Lane be transferred to the owners of that property for \$1.00 on the basis that the applicants pay all costs associated with the transfer.**

## **7.3 Council Report**

**Record No: R/17/7/15746**

Community Partnerships Leader – Kelly Tagg was in attendance for this item.

Mrs Tagg took the Subcommittee through the Council report and particularly highlighted the following:

- Civil Defence Review
- Tourism Infrastructure Fund
- Representation Review
- District Facilities Project
- Service Delivery Scoping Project
- 2018-2018 10 Year Plan
- Venture Southland Community Development
- CDA Finances

### **Resolution**

Moved Member Williams, seconded Member Maclean

**That the Lumsden Community Development Area Subcommittee:**

- a) **Receives the report titled “Council Report” dated 9 August 2017.**

## **8.1 Chairperson’s Report**

The Chairman, Rob Scott, reported on matters with which he has been involved since the subcommittee’s last meeting, which included;

- Cycletrail meeting in Lumsden
- NZMCA clean-up day in 9 September in Lumsden
- Letter to Mayor Tong
- Camping update
- Thank you note for the flowers we sent to E Drummond
- St Johns Lumsden looking for volunteers to join their Committee

## 8.2 Committee Report

Information Centre – Member Smith advised that the doors onto the platform have been repaired.

Community Housing – Member Williams advised that the flats have been painted, new curtains, heaters and carpet.

Hall – Member Maclean to meet with the caretakers to check out any issues at the hall.

## 8.3 Councillor's Report

Councillor Douglas reported on matters from the District Council table. These included;

- District Tour
- LTP 2018-2018
- Cycletrail update
- Open day for new residents in Mossburn.

The meeting concluded at 8.30pm

CONFIRMED AS A TRUE AND CORRECT  
RECORD AT A MEETING OF THE LUMSDEN  
COMMUNITY DEVELOPMENT AREA  
SUBCOMMITTEE HELD ON 14 AUGUST 2017

**DATE:**.....

**CHAIRPERSON:**.....