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# **Te Anau Community Board**

## **OPEN MINUTES**

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Minutes of a meeting of Te Anau Community Board held in the Distinction Te Anau Hotel and Villas, 64 Lakefront Drive, Te Anau on Wednesday, 1 May 2019 at 2.00pm.

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### **PRESENT**

<b>Chairperson</b>	Sarah Greaney
<b>Deputy Chairperson</b>	Shaun Cantwell
<b>Members</b>	Mary Chartres
	Tony O'Loughlin
	Councillor Ebel Kremer

### **APOLOGIES**

Kara Matheson

### **IN ATTENDANCE**

<b>Committee Advisor</b>	Jenny Labruiyère
<b>Community Partnership Leader</b>	Simon Moran
<b>Community Facilities Manager</b>	Mark Day
<b>Manager Environmental Health</b>	Michael Sarfai
<b>Animal Control Officer</b>	Jill Munro
<b>Councillor</b>	George Harpur

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**1 Apologies**

An apology for non-attendance was lodged by member Matheson

Moved Chairperson Greaney, seconded member O'Loughlin and **resolved:**

**That the Te Anau Community Board accept the apology lodged by member Matheson.**

**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**

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Cr Kremer, seconded member O'Loughlin **and resolved**

**That the minutes of Te Anau Community Board, meeting held on 20 February 2019 be confirmed as a true and correct record.**

**Reports for Resolution**

**7.1 Vacancy on Te Anau Community Board**

**Record No: R/19/4/6710**

Jenny Labruyère Committee Advisor was present for this item.

Mrs Labruyere outlined the purpose of the report is to seek a decision from the Te Anau Community Board relating to a vacancy on the board.

Mrs Labruyère advised that Rachel Cockburn, Chairperson of the board tendered her resignation with effect from 21 March 2019.

Furthermore Mrs Labruière advised that as the vacancy caused by the resignation has occurred less than 12 months before the next triennial election the board must decide whether they will fill the vacancy or leave the vacancy unfilled.

Mrs Labruière advised that Section 117 of the Local Electoral Act 2001 outlines the process to be followed.

### **Resolution**

Moved Cr Kremer, seconded member O'Loughlin **and resolved**

**That the Te Anau Community Board:**

- a) **Receives the report titled "Vacancy on Te Anau Community Board" dated 10 April 2019.**
- 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) **Resolves that pursuant to section 117 (3)(b) of the Local Electoral Act 2001, not to fill the vacancy on the Te Anau Community Board.**

## **Reports**

### **8.1 Election of Chair and Deputy Chair**

**Record No: R/19/4/6800**

Jenny Labruière Committee Advisor was present for this item.

Mrs Labruière outlined that the purpose of this report is to call for the election of a Chairperson for the Te Anau Community Board to replace Chairperson Rachel Cockburn who has tendered her resignation from the board, as is required under clause 37, Schedule 7 of the Local Government Act 2002 ('the Act'). Mrs Labruière added that the report also provides the opportunity for the Community Board to appoint a Deputy Chairperson to act for the Chairperson if he or she is unable to perform his or her duties.

Mrs Labruière advised that the Southland District Council requires, by statute, the election of a Chairperson to its community boards. The Community Board may also wish to appoint a Deputy Chairperson who will be called on to fulfil the duties of the Chairperson if he or she is unable to perform his or her duties. All community board members are eligible to be nominated for these roles.

Mrs Labruyère then called for nominations for the Chairperson;

Nominee	Nominator	Second
Sarah Greaney	Councillor Kremer	Member O'Loughlin

There were no further nominations.

Mrs Greaney then took the Chair and called for nominations for the Deputy Chairperson;

Nominee	Nominator	Second
Shaun Cantwell	Member Greaney	Member O'Loughlin

There were no further nominations.

The Chair elect requested a letter of thanks and a token of appreciation be sent to Mrs Cockburn in recognition of her time and commitment she has made to the Board and the Community over her time on the Community Board.

### **Resolution**

Moved Cr Kremer, seconded member O'Loughlin **and resolved**

**That the Te Anau Community Board:**

- a) **Receives the report titled "Election of Chair and Deputy Chair" dated 11 April 2019.**
- 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) **Elects Board Member Greaney to be Chair of the Te Anau Community Board for the remainder of the 2016/2019 Triennium.**
- e) **Elects Board Member Cantwell to be Deputy Chair of the Te Anau Community Board for the remainder of the 2016/2019 Triennium.**

## **8.2 Te Anau Community Events Charitable Trust's report to the Community Board**

**Record No: R/19/4/7164**

Don McFarlane and Shevaun Taberner – Trustees of the Te Anau Community Events Charitable Trust presented this item.

It was noted the report from the Te Anau Community Events Charitable Trust was to update the community board on the recent changes following the decision to move away from Destination Fiordland and work independently as a charitable trust.

The Trustees highlighted previous funding from the board and intend to seek further funding when they provide a report to the August 2019 board meeting.

Members of the Board requested the full audited accounts be included in the Trust's report for the August meeting.

### **Resolution**

Moved Cr Kremer, seconded member Cantwell **and resolved**

**That the Te Anau Community Board:**

- a) Receives the interim report titled "Te Anau Community Events Charitable Trust's report to the Community Board" dated 17 April 2019.**

## **8.3 Dog Control in Te Anau**

**Record No: R/19/3/5286**

Michael Sarfaiti, Environmental Health Manager, and Jill Munro, Dog Control Officer were present for this item.

Mr Sarfaiti outlined the recently completed consultation on dog control in Te Anau, and that this report provides opportunity for the board to consider outcomes from the consultations and related items.

Mr Sarfaiti advised the consultation was carried out earlier this year, and feedback was received from the community about dog control matters. Views were evenly for or against changes to the town centre dog-free rules, and a theme of not wishing existing off-leash areas to be taken away. The board is now asked to consider matters in relation to the consultation.

In discussing the report members agreed to the following;

Town Centre

- retain the current rules prohibiting dogs in the town centre
- members to consider size and colour of the dog-free sign to be painted on footpaths and report back to dog control
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Cycle Tracks –

- add the words “cycle track” to schedule 1 of the Dog Control Bylaw 2015
- better options for “share the zone” signage along the lakefront walking/cycle paths including dogs on a leash within 5 meters of the walking track

Dog bag dispensers, waste bins

- agreed for one new bag dispenser to be installed at the entrance to the Lakefront track starting at the Rodeo grounds end.

**Resolution**

Moved member Cantwell, seconded member Chartres **and resolved**

**That the Te Anau Community Board:**

- a) **Receives the report titled “Dog Control in Te Anau” dated 12 April 2019.**
- 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) **Resolves to retain the current rules concerning the prohibition of dogs in the town centre in the Dog Control Bylaw 2015, following consideration of community feedback; and requests Council’s Communications Team to communicate this decision to the community.**
- e) **Provides feedback to staff concerning:**
  - i. **The size, colour, and proposed locations of the proposed dog-free painted signs on footpaths to be determined upon investigation**
  - ii. **Agree a new dog waste bag dispensers be added, at the Rodeo ground entrance to the Lakefront to Upukerora walking/cycle track.**
- f) **Requests Council to amend Schedule 1 of the Dog Control Bylaw 2015, by adding “, cycle tracks,” as follows:**  
**“4. Walking tracks, cycle tracks, and picnic areas under the control of the Council”; and**
- g) **Recommends that the signage along the track should advise of a new rule that dogs must be on a leash within 5 metres of the walking track with the addition of “share the zone” signage. It is noted this resolution (g) is subject to the request in (f) above being accepted by Council and implemented.**

#### **8.4 Te Anau Community Board Projects**

**Record No: R/19/3/4226**

Mark Day, Community Facilities Manager was present for this item.

Mr Day outlined the purpose of the report is to seek the Community Board's (the Board's) approval to cancel three projects proposed for completion this financial year, create one new project and realign the existing budgets to support the projects.

Mr Day advised that prior to the February 2019 forecasting round a meeting was initiated with Councillor Kremer, Te Anau Community Board member Sarah Greaney, Roading Contract Manager, Nick Lewis, and Community Facilities Manager, Mark Day, to discuss the projects that have been proposed for completion this financial year.

These included;

<b>Project</b>	<b>Description</b>	<b>Funding</b>	<b>Code</b>
P-10112	Construct new walking track at the Water Park in Te Anau	\$30,000.00	26846 (Dev Contributions)
P-10113	Install walkway in water park area, Te Anau	\$15,000.00	26846 (Dev Contributions)
P-10115	Install multi-use trails in Te Anau	\$10,000.00	26846 (Reserves)
P-10116	Develop lakefront trail to Upukerora Mouth in Te Anau	\$15,000.00	26846 (Reserves)
P-10107	Install CCTV in Te Anau CBD	\$10,000.00	26807 (Reserves)

Furthermore Mr Day advised that it was decided at the meeting to focus on project P-10116, "Develop the lakefront trail to the Upukerora mouth" utilising the funding that had been spread over the next three years. The other two water park projects P-10112 and P-10113 and the multi-use trails project P-10115 would be cancelled to achieve the upgrade as the work for these projects has yet to be scoped and the Upukerora track is deemed to be the Board's priority.

Mr Day updated the board on further work that is required on developing the feasibility study of providing community housing within Te Anau and that it is proposed that this will be funded by Te Anau Community Board General Reserves.

The board was advised the project to install CCTV in the town centre has had some initial investigation work done and that additional quotes for this project are also anticipated to be obtained.

Mr Day added that the local rotary club approached the board to install an additional BBQ at the southern end of Lake Te Anau in the vicinity of the Yacht Club, known as dry dock

slipway area. It was pointed out the board needs to control the project in terms of cost, location and consistency with the other BBQ installations at the marina and Lions Park. The board should only commit to what they have committed in the past as it has already been noted that the cost of installing power and water is unknown and could be significant. In view of this staff propose the board commits to the purchase of the BBQ only at this stage until further information is available.

### Resolution

Moved member Cantwell, seconded member O'Loughlin **and resolved**

**That the Te Anau Community Board:**

- a) **Receives the report titled "Te Anau Community Board Projects" dated 20 March 2019.**
- 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 that projects P-10112 and P-10113 and P-10115 outlined below are to be cancelled:**

Project	Description
P-10112	Construct new walking track at the Water Park in Te Anau
P-10113	Install walkway in water park area, Te Anau
P-10115	Install multi-use trails in Te Anau.

- e) **Approves that the funding identified for project P-10116 (Develop lakefront trail to Upukerora Mouth in Te Anau) in the next two financial years be brought forward to enable this project to be completed in the 2018/2019 financial year with a budget of \$45,000.**
- f) **Approves that a new project be created to undertake a feasibility study into community housing in Te Anau with a budget of \$10,000, funded from Te Anau General Reserve.**
- g) **Approves the purchase of a BBQ as the Te Anau Community Board's contribution towards the Te Anau Rotary Club's community initiative to install a new BBQ facility at the southern end of Lake Te Anau with a budget of \$15,000, funded from the Te Anau Community Board's General Reserve.**



- h) **Approves a grant of \$30,000 to the Fiordland Trails Trust to be included in the 2019/2020 Annual Plan as a contribution towards the development of the trail from the Upukerora mouth to the Upukerora bridge on the Te Anau Milford Highway, funded from the Te Anau Community Board's General Reserve.**

#### **8.5 Te Anau Airport Manapouri Manager's Report - March 2019**

**Record No: R/19/4/6527**

Simon Moran, Community Partnership Leader was in attendance for this item.

Mr Moran outlined operational issue, aircraft movement, operator changes and management matters for the Boards information.

In discussing the report members raised several areas of concern in particular;

- clarification in regard to the Part 139 certification and why it appears to have lapsed, the length of time it is expected to submit and be approved for certification, and the lost revenue due to the loss of service
- questioned the expenditure statement regarding mismanagement of budgeting and seek clarification
- expressed concern at the lack of airport financial reporting which no longer appears in any reporting to the board

Members agreed to not support the recommendation to receive the Airport Manager's report, and requested a full analysis of the governance role for the airport and an operational review along with an Airport financial report to be included with each managers report.

#### **Resolution**

Moved Cr Kremer, seconded member O'Loughlin **and resolved**

**That the Te Anau Community Board:**

- a) **Does not receive the report titled "Te Anau Airport Manapouri Manager's Report - March 2019" dated 17 April 2019.**
- b) **Requests a full analysis of the governance role for the airport and operational review along with an Airport financial report to be included in each managers report.**

The meeting adjourn at 3.12pm

The meeting g reconvened at 3.20pm

## **8.6 Council Report**

**Record No: R/19/4/6882**

Councillor Kremer and Simon Moran, Community Partnership Leader were in attendance for this item.

Councillor Kremer and Mr Moran highlighted various issues of interest including;

- Climate Change – comments on the range of legal risks that local authorities might face arising from the impact of climate change
- Representation Review – notice of the appeals decision from the Local Government Commission, and the endorsement of five wards and nine community boards covering the district
- Community Futures Research and Analysis Work Programme
- Community Governance Project, Local Authority Elections and the fit with Community Board Plans
- Speed Limit Review – Ben Whelan. Rooding Engineer, spoke to this item.
  - Mr Whelan advised the meeting of a review of speed limits to be investigated for all towns within the district, and advised there is to be a suggested reduction of speed on Oraka Street, Aparima Drive and Kaipō Drive in Te Anau, and sought members comment prior to the formal consultation
  - Members also enquired as to the potential to seek a speed reduction along Sandy Brown Road due to the increasing build-up of residential dwellings in the area. Mr Whelan advised that following the consultation process he will be passing suggestions to NZTA
- Southern Scenic Route Tourism Infrastructure Fund toilets projects, including Te Anau toilets due for installation.

### **Resolution**

Moved Cr Kremer, seconded member Cantwell **and resolved**

**That the Te Anau Community Board:**

- a) Receives the report titled “Council Report” dated 17 April 2019.**
- b) Requests Sandy Brown Road speed limit be reviewed to support a reduction to 50km.**

## **8.7 Chairperson's Report**

**Record No: R/19/4/7113**

Member Greaney reported on matters with which she has been involved since the Board's last meeting, these included;

- submission to Parliamentary Health Select Committee regarding the Lumsden Maternity issues
- submission to Environment Southland in support of the Fiordland Trails Trust Lake 2 Lake section of trail
- Fiordland Families Network
- land use consent comment for the Te Anau Rodeo ground embankment improvements
- letter from the Russell Baker family seeking naming rights to be presented to the next Board meeting
- Drone leaflets now available for motel and hoteliers use
- long term campervan parking along the lakefront hazard issues being investigated

## 8.8 Councillor's Report

### Record No: R/19/4/7114

Councillor Kremer reported on activities from the southland District Council table, these included;

- attended Stewart Island Community Board meeting
- Bridges analysis on all bridges in the district
- Finance Committee reporting improvements
- Fiordland Medical Centre and Community Housing update
- Milford Community Trust investigations into potential for the building of a recreation centre in Milford
- Friends of the Library and Council feasibility study have been put on hold due to other priorities at present
- meetings with builders, trades persons and staff re system improvements
- Destination Fiordland separation from Venture Southland into Southland Regional Development Authority and recruitment of Jane Grant
- Thanks to member Cantwell for his representing the board at the ANZAC Day ceremony and laying of the wreath
- advised that at the recent meeting of the Manapouri Community Development Area Subcommittee members expressed their thanks to those involved with making the Murchison Village project happen.
- Stage two of Murchison Village to be started in near future.

The meeting concluded at 4.55pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE TE ANAU COMMUNITY BOARD  
HELD ON 1 MAY 2019.

**DATE:**.....

**CHAIRPERSON:**.....