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# Wallace Takitimu Community Board

## OPEN MINUTES

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Minutes of a meeting of Wallace Takitimu Community Board held in the Southland District Council Otautau Office, 176 Main Street, Otautau on Thursday, 5 March 2020 at 5pm.

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### **PRESENT**

|                     |                      |
|---------------------|----------------------|
| <b>Chairperson</b>  | André Bekhuis        |
| <b>Deputy chair</b> | Maureen Johnston     |
| <b>Members</b>      | David Cowie          |
|                     | Kelly Day            |
|                     | Bev Evans            |
|                     | Peter Gutsell        |
|                     | Councillor Don Byars |

### **IN ATTENDANCE**

|                                     |               |
|-------------------------------------|---------------|
| <b>Committee advisor</b>            | Fiona Dunlop  |
| <b>Community partnership leader</b> | Kelly Tagg    |
| <b>Community liaison officer</b>    | Kathryn Cowie |

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**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**

Roger Scott addressed the meeting regarding the Otautau camping ground.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Kelly Day, seconded Deputy Chair Johnston **and resolved:**

**That the Wallace Takitimu Community Board confirms the minutes of the meeting held on 20 November 2019 as a true and correct record of that meeting.**

**Reports**

**7.1 Community Leadership Report for the Wallace Takitimu Community Board**

**Record No: R/20/1/2546**

Community partnership leader – Kelly Tagg was in attendance for this item.

Mrs Tagg took the Board through the leadership report. Of particular interest to the Board was the updating of the Keeping of Animals, Poultry and Bees bylaw which was approved by Council on 4 March 2020 for public consultation.

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**Resolution**

Moved Chairperson Bekhuis, seconded Bev Evans **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) **Receives the report titled “Community Leadership Report for the Wallace Takitimu Community Board” dated 21 February 2020.**

**7.2 Operational Report for Wallace Takitimu Community Board**

**Record No: R/20/1/2285**

Community partnership leader – Kelly Tagg was in attendance for this item.

**Resolution**

Moved Deputy Chair Johnston, seconded Bev Evans **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) **Receives the report titled “Operational Report for Wallace Takitimu Community Board” dated 21 February 2020.**

**7.3 Council Report**

**Record No: R/20/1/2448**

Councillor Byars took the Board through the Council report.

Councillor Byars particularly highlighted the freshwater reforms, biodiversity, unsafe speed, waste minimisation levy and the Stewart Island/Rakiura opportunities project.

**Resolution**

Moved Chairperson Bekhuis, seconded Peter Gutsell **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) **Receives the report titled “Council Report” dated 28 January 2020.**

**7.4 Chairperson's Report**

**Record No: R/20/1/1525**

Chairman Bekhuis took the Board through his report.

Further to his report, Chair Bekhuis discussed the following with the Board:

- Board member portfolios and contact details are to be included in the “News and Views”
- Would like to progress a change to the bylaw regarding messy sections and unruly cars
- CCTV cameras for Otautau
- Trees

- Advised that the workshop on 26 March 2020 is at 4pm and will involve a drive around the Board's area.

**Resolution**

Moved Chairperson Bekhuis, seconded Deputy Chair Johnston **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) Receives the report titled "Chairperson's Report" dated 21 February 2020.**

**7.5 Wallace Takitimu Community Board Health and Safety update**

**Record No: R/20/1/2384**

Community partnership leader – Kelly Tagg was in attendance for this item.

**Resolution**

Moved Bev Evans, seconded David Cowie **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) Receives the report titled "Wallace Takitimu Community Board Health and Safety update" dated 21 February 2020.**

**7.6 Otautau Visitor Survey Results**

**Record No: R/20/1/2359**

Community liaison officer – Kathryn Cowie was attendance for this item.

Mrs Cowie advised that the purpose of the report was to report the recent Otautau visitor survey results to the Board.

**Resolution**

Moved David Cowie, seconded Kelly Day **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) Receives the report titled "Otautau Visitor Survey Results" dated 21 February 2020.**

**7.7 Unbudgeted Expenditure Report - Isla Bank War Memorial**

**Record No: R/20/1/2249**

Community liaison officer – Kathryn Cowie was attendance for this item.

Mrs Cowie advised that the purpose of the report was to gain approval from the Board for unbudgeted expenditure to conduct repair work on the Isla Bank War Memorial.

### Resolution

Moved Peter Gutsell, seconded Bev Evans **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) **Receives the report titled “Unbudgeted Expenditure Report - Isla Bank War Memorial” dated 21 February 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) **Approves the unbudgeted expenditure of \$18,436 (+GST) for repair and restoration work on the Isla Bank War Memorial from the Calcium Cemetery reserve.**

## 7.8 Unbudgeted expenditure report - Ohai Hall Equipment

**Record No: R/20/1/1468**

Community liaison officer – Kathryn Cowie was attendance for this item.

Mrs Cowie advised that the purpose of the report was to gain approval from the Board for unbudgeted expenditure for various pieces of equipment for the Ohai hall.

The Board noted that the former Ohai Community Development Area Subcommittee decided in 2019 to purchase some new kitchen equipment and chairs for the Ohai hall, and also made a decision to apply to the Ohai Railway Fund for assistance with these costs.

### Resolution

Moved Chairperson Bekhuis, seconded Deputy Chair Johnston **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) **Receives the report titled “Unbudgeted expenditure report - Ohai Hall Equipment” dated 21 February 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) **Approve the unbudgeted expenditure of up to \$10,000 from the Ohai General Reserve for the kitchen equipment and chairs for the Ohai hall.**

## **7.9 Unbudgeted Expenditure Approval - Otautau Bowling Club**

**Record No: R/20/1/1516**

Community liaison officer – Kathryn Cowie was attendance for this item.

Mrs Cowie advised that the purpose of the report was to gain approval from Board for the unbudgeted expenditure to release funds in the Wallace Bowling Club reserve to Otautau Bowling Club Inc.

The Board noted that at the meeting on Wednesday 20 November 2019 it was established that there was \$998.20 in the Wallace Bowling Club reserve, and that the club may be interested in having these funds paid out to them.

Mrs Cowie further advised that the Otautau Bowling Club has confirmed that they would like the funds to be transferred to them, hence the need for an unbudgeted expenditure approval from the Board.

### **Resolution**

Moved Bev Evans, seconded David Cowie **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) **Receives the report titled “Unbudgeted Expenditure Approval - Otautau Bowling Club” dated 21 February 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) **Approve the unbudgeted expenditure to pay the Otautau Bowling Club the funds of \$998.20 in the Wallace Bowling Club reserve.**

## 7.10 Community Facilities Update

**Record No: R/20/1/2391**

Community Facilities Manager – Mark Day was in attendance for this item.

Mr Day advised that the purpose of the report was to share information on locally funded community facility assets throughout the district.

The Board noted that the report is a generic overview for all nine community board areas with specific attachments to the Board area in which this report is addressed. The report outlined:

- the current budgets associated with the maintenance of the assets
- the work that has been identified in the existing LTP
- the current usage
- the current condition
- existing contracts
- service level consistency.

### **Resolution**

Moved Bev Evans, seconded Peter Gutsell **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) Receives the report titled “Community Facilities Update” dated 21 February 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.**

## 7.11 Schedule of Meetings up to October 2022

**Record No: R/20/1/923**

Committee Advisor – Fiona Dunlop was in attendance for this item.

The purpose of the report was to approve a schedule of meeting dates up to October 2022 so that meetings can be publicly notified in accordance with the requirements set by the Local Government Official Information and Meetings Act 1987.

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**Resolution**

Moved Chairperson Bekhuis, seconded Deputy Chair Johnston **recommendations at to c and d with a change (as indicated) and resolved:**

**That the Wallace Takitimu Community Board:**

- a) **Receives the report titled “Schedule of Meetings up to October 2022” dated 21 February 2020.**
- b) **Determines that this matter or decision be recognised not as 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) **Agree to meet at 5pm (unless indicated) on the following dates in the meeting room of the Southland District Council Otautau office:**
  - **Thursday 2 April 2020**
  - **Thursday 4 June 2020 – 6pm**
  - **Thursday 6 August 2020**
  - **Thursday 1 October 2020**
  - **Thursday 3 December 2020**
  - **Thursday 4 February 2021**
  - **Thursday 25 March 2021 (earlier because of Easter)**
  - **Thursday 3 June 2021**
  - **Thursday 5 August 2021**
  - **Thursday 7 October 2021**
  - **Thursday 2 December 2021**
  - **Thursday 3 February 2022**
  - **Thursday 7 April 2022**
  - **Thursday 2 June 2022**
  - **Thursday 4 August 2022**
  - **Thursday 29 September 2022 (earlier because of triennial election).**



## 7.12 Wallace Takitimu Community Board Forward Programme

**Record No: R/20/1/1855**

Committee Advisor – Fiona Dunlop was in attendance for this item.

### **Resolution**

Moved Peter Gutsell, seconded David Cowie **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) **Receives the report titled “Wallace Takitimu Community Board Forward Programme” dated 21 February 2020.**

The meeting concluded at 7.12pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE WALLACE TAKITIMU COMMUNITY  
BOARD HELD ON THURSDAY 5 MARCH 2020.

**DATE:**.....

**CHAIRPERSON:**.....