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# Waihopai Toetoe Community Board

## OPEN MINUTES

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Minutes of a meeting of Waihopai Toetoe Community Board held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham on Tuesday, 25 June 2024 at 7.03pm. (7.03pm – 9.53pm)

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### PRESENT

<b>Chairperson</b>	Pam Yorke
<b>Deputy chairperson</b>	Denise Fodie
<b>Members</b>	Emily Butters
	Fiona McCabe
	John McIntyre
	George Stevenson
	Councillor Julie Keast

### APOLOGIES

Andrea Straith

### IN ATTENDANCE

Councillor Paul Duffy

**Committee advisor**

Fiona Dunlop

**Community partnership leader**

Karen Purdue

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**1 Apologies**

There were apologies for absence from Andrea Straith.

Moved Cr Keast, seconded Emily Butters **and resolved:**

**That the Waihopai Toetoe Community Board accept the apology.**

**2 Leave of absence**

Emily Butters requested a leave of absence for the meeting scheduled for Tuesday 27 August 2024.

Moved Chairperson Yorke, seconded Deputy Chairperson Fodie and **resolved:**

**That Waihopai Toetoe Community Board agrees the leave of absence request.**

**3 Conflict of interest**

Denise Fodie declared a conflict of interest in relation to item 7.2 - Community partnership funding applications - March 2024 funding round application 4 – Edendale Rugby Club. She advised that she would not take part on discussion or vote on the application.

Councillor Duffy while not a member of the Board declared a conflict of interest in relation to item 7.2 - Community partnership funding applications - March 2024 funding round application 2 – Wyndham and Districts Historical Society and application 5 – Seaward Downs Community Centre Inc.

**4 Extraordinary/urgent items**

There were no extraordinary/urgent items.

**5 Confirmation of minutes**

**Resolution**

Moved Chairperson Yorke, seconded Emily Butters **and resolved:**

**That the Waihopai Toetoe Community Board confirms the minutes of the meeting held on 23 April 2024 as a true and correct record of that meeting.**

## **6 Public participation**

Fiordland Community Board chair – Dianne Holmes spoke to the Board regarding the Te Anau Airport Manapouri funding question that was included in the draft 2024-2034 Long Term Plan as part of the consultation process

## **Reports**

### **7.1 Community pools - request for allocation of grant**

**Record No: R/24/6/37680**

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

The purpose of the report was for the Board to consider and make a decision on requests from the five community pools in their area for grants from the Waihopai Toetoe community pool reserve.

The Board noted that as part of the local rate \$27,743 (excluding GST) has been set aside for grants to community swimming pools in the Waihopai Toetoe Community Board area in the 2023/24 financial year.

#### **Moved George Stevenson, seconded John McIntyre the motion:**

That the Waihopai Toetoe Community Board:

- a) Receives the report titled "Community pools - request for allocation of grant".
- 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) Receives requests from the following:
  1. Wyndham District Community Pool
  2. Edendale Community Pool Society.
  3. Gorge Road & Districts Swimming Pool
  4. Woodlands Swimming Pool
  5. Toe Toes Community Pool ~~Tokanui Pool.~~
- e) Approves/~~declines~~ a grant of ~~\$5,000~~ ~~\$6,239~~ to the Wyndham & District Community Pool to assist with the costs of a submersible pump, plumbing upgrades, matting, and filter maintenance.
- f) Approves/~~declines~~ a grant of ~~\$5,000~~ ~~\$11,421~~ to the Edendale Community Pool Society to assist with the costs of a full repaint of the main pool.

- g) Approves/~~declines~~ a grant of ~~\$5,995~~ \$5,000 to the Gorge Road & Districts Swimming Pool to assist with the costs of upgrading the winding system and pool cover.
- h) Approves/~~declines~~ a grant of ~~\$10,000~~ \$5,000 to the Woodlands Swimming Pool to assist with the costs to reseal and repaint the pool.
- i) Approves/~~declines~~ a grant of ~~\$12,641.93~~ \$5,000 to Toe Toes Community Pool Tokanui ~~Pool~~ to assist with the costs of replacing purlins and a pump.

New j Agree that the letters to each of the pool committees include:

- i) A request for each pool to update their maintenance plans
- ii) Engage with the Southland Pool Collective through Active Southland
- iii) An expectation that this and previous grants are spent before applying to the next financial years allocation.

**The motion was put and declared CARRIED.**

**Final resolution:**

That the Waihopai Toetoe Community Board:

- a) Receives the report titled "Community pools - request for allocation of grant".
- 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) Receives requests from the following:
  - 1. Wyndham District Community Pool
  - 2. Edendale Community Pool Society.
  - 3. Gorge Road & Districts Swimming Pool
  - 4. Woodlands Swimming Pool
  - 5. Toe Toes Community Pool.
- e) Approves a grant of \$5,000 to the Wyndham & District Community Pool to assist with the costs of a submersible pump, plumbing upgrades, matting, and filter maintenance.
- f) Approves a grant of \$5,000 to the Edendale Community Pool Society to assist with the costs of a full repaint of the main pool.
- g) Approves a grant of \$5,000 to the Gorge Road & Districts Swimming Pool to assist with the costs of upgrading the winding system and pool cover.
- h) Approves a grant of \$5,000 to the Woodlands Swimming Pool to assist with the costs to reseal and repaint the pool.

- i) Approves a grant of \$5,000 to Toe Toes Community Pool to assist with the costs of replacing purlins and a pump.
- j) Agree that the letters to each of the pool committees include:
  - i) A request for each pool to update their maintenance plans
  - ii) Engage with the Southland Pool Collective through Active Southland
  - iii) An expectation that this and previous grants are spent before applying to the next financial years allocation.

## **7.2 Community partnership funding applications - March 2024 funding round**

### **Record No: R/24/6/37384**

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

The purpose of the report was for the Board to allocate funding for the March 2024 round of the Waihopai Toetoe Community Partnership Fund.

The Board noted that six applications had been received for the March 2024 funding round of the Waihopai Toetoe Community Partnership Fund totalling \$78,900 and that there was \$11,127 available to allocate.

The Board requested that the funding letters to the applicants contain a note that the Board would appreciate a report back on the project/activity that funding was received for and the would also welcome a presentation at a board meeting.

(Due to a conflict of interest on application 4 – Edendale Rugby Club, Denise Fodie withdrew from the table and left the room when the application was discussed).

### **Moved Councillor Keast, seconded John McIntyre the motion:**

That the Waihopai Toetoe Community Board:

- a) Receives the report titled “Community partnership funding applications - March 2024 funding round”.
- 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) Receives applications from the following:
  - 1. Woodlands Rugby Football Club Inc
  - 2. Wyndham & Districts Historical Society Inc
  - 3. Roslyn Bush Playcentre
  - 4. Edendale Rugby Club

5. Seaward Downs Community Centre Society Inc
  6. Mokoreta Redan Centennial Hall Society
- e) Approves/~~declines~~ a grant of \$6,327 ~~\$52,000~~ to Woodlands Rugby Club for assistance towards the cost of reroofing the clubrooms payable when other funding is secured.
- f) Approves/~~declines~~ a grant of \$2,000 to Wyndham & Districts Historical Society for assistance towards the cost of a shipping container which will be payable on invoice.
- ~~g) Approves/declines a grant of \$3,500 to Roslyn Bush Playcentre for assistance towards the cost of first aid training courses.~~
- g) Approves a grant capped at \$1,400 to the Roslyn Bush Playcentre for assistance to allow for \$50 per person for 4 renewals of first aid certificates and \$80 per person for 15 new first aid certificates, which will be payable upon receipt from the Playcentre.
- h) Approves/~~declines~~ a grant of \$1,400 to Edendale Rugby Club for assistance towards the cost of a switchboard upgrade which will be payable on invoice.
- ~~i) Approves/declines a grant of \$15,000 to Seaward Downs Community Centre Society for assistance towards the cost of a hall upgrade.~~
- i) Declines a grant to the Seaward Downs Community Centre Society and request that a maintenance plan be presented to the Board, provide accountability for previous grants and advise that it is suggested that they apply to Council to increase the hall rate.
- ~~j) Approves/declines a grant of \$5,000 to Mokoreta Redan Centennial Hall Society for assistance towards the cost of installing an access ramp.~~
- j) Declines a grant to the Mokoreta Redan Centennial Hall Society.

New k) Include in the letters to all applicants advising that there was \$11,127 available in the March 2024 funding round.

**Recommendations a to g were put and declared CARRIED.**

(Due to a conflict of interest Denise Fodie left the table)

**Recommendation h was put and declared CARRIED.**

(Denise Fodie returned to the table.)

**Recommendations i, j and new k were put and declared CARRIED.**

**Final resolution:**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled "Community partnership funding applications - March 2024 funding round".**

- 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) Receives applications from the following:**
  - 1. Woodlands Rugby Football Club Inc**
  - 2. Wyndham & Districts Historical Society Inc**
  - 3. Roslyn Bush Playcentre**
  - 4. Edendale Rugby Club**
  - 5. Seaward Downs Community Centre Society Inc**
  - 6. Mokoreta Redan Centennial Hall Society**
- e) Approves a grant of \$6,327 to Woodlands Rugby Club for assistance towards the cost of reroofing the clubrooms payable when other funding is secured.**
- f) Approves a grant of \$2,000 to Wyndham & Districts Historical Society for assistance towards the cost of a shipping container which will be payable on invoice.**
- g) Approves a grant capped at \$1,400 to the Roslyn Bush Playcentre for assistance to allow for \$50 per person for 4 renewals of first aid certificates and \$80 per person for 15 new first aid certificates, which will be payable upon receipt from the Playcentre.**
- h) Approves a grant of \$1,400 to Edendale Rugby Club for assistance towards the cost of a switchboard upgrade which will be payable on invoice.**
- i) Declines a grant to the Seaward Downs Community Centre Society and request that a maintenance plan be presented to the Board, provide accountability for previous grants and advise that it is suggested that they apply to Council to increase the hall rate.**
- j) Declines a grant to the Mokoreta Redan Centennial Hall Society.**
- k) Include in the letters to all applicants advising that there was \$11,127 available in the March 2024 funding round.**

### 7.3 Project scope confirmation - 2024/2027 locally funded projects

**Record No: R/24/4/26734**

Contracts and programme lead – Lance Spencer was in attendance for this item.

The purpose of the report was to seek approval from the Waihopai Toetoe Community Board for the scope of the locally funded projects within their board area that will be delivered in the first three years of the 2024/2034 Long Term Plan.

During discussion on the scoping reports there was a request that staff ensure that any masterplan/concept plans are taken into consideration and referenced in the project scopes.

#### **Resolution**

Moved Chairperson Yorke, seconded Emily Butters **recommendations a to d with a new e (as indicated) and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **Receives the report titled “Project scope confirmation - 2024/2027 locally funded projects”.**
- 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 approve the scope of the projects identified (as indicated below) with the details defined in attachments to the staff report:**
  - **Edendale - Proposed Dog Park Investigation P-11098 2025-2026 (attachment A of the officer’s report)**
  - **Edendale and Wyndham - Creation of Multi-Use Track P-10864 2024-2025 (Year 1) (attachment B of the officer’s report)**
  - **Edendale and Wyndham - Creation of Multi-Use Track P-10864 2025-2026 (Year 2) (attachment C of the officer’s report)**
  - **Edendale and Wyndham - Creation of Multi-Use Track P-10864 2026-2027 (Year 3) (attachment D of the officer’s report)**
  - **Edendale Recreation Reserve Playground - Equipment Renewal P-10761 2024-2025 (attachment E of the officer’s report)**
  - **Edendale Wyndham Hall - Install LED lighting P-10591 2025-2026 (attachment F of the officer’s report)**
  - **Edendale Wyndham Hall - Interior painting FHALL037 2025-2026 (attachment G of the officer’s report)**
  - **Edendale Wyndham Hall - Upgrade Carparking FHALL036 2025-2026 (attachment H of the officer’s report)**



- Tokanui Hall - Window replacement FHALL073 2025-2026 (attachment I)
- Tokanui Hall - Window replacement FHALL073 2026-2027 (attachment J)
- Tokanui Rata Park Playground - Equipment Renewal P-10820 2025-2026 (attachment K of the officer's report)
- Woodlands - Interpretation Panels P-11117 2024-2025 (year 1) (attachment L of the officer's report)
- Woodlands - Interpretation Panels P-11117 2025-2026 (year 2) (attachment M of the officer's report)
- Woodlands - Reconstruction of the track to Kingswood Bush FPARK010 2025-2026 (Stage 1) (attachment N of the officer's report)
- Woodlands - Reconstruction of the track to Kingswood Bush FPARK010 2026-2027 (Stage 2) (attachment O of the officer's report)
- Wyndham and Tokanui Playground - Redevelopment Concept Design P-11206 2024-2025 (attachment P of the officer's report)
- Wyndham Camping Ground - Upgrade construction P-11222 2024-2025 (Stage 1) (attachment Q of the officer's report)
- Wyndham Camping Ground - Upgrade construction P-11222 2025-2026 (Stage 2) (attachment R of the officer's report)
- Wyndham Playground Redevelopment P-11206 2025-2026 (attachment S of the officer's report)
- Wyndham Recreation Reserve and Wildlife Refuge - Development of the master plan FPARK008 2025-2026 (attachment T of the officer's report)
- Wyndham Recreation Reserve and Wildlife Refuge - Renewal of the reserve management plan FPARK009 2026-2027. (attachment U of the officer's report).

**New e) request that staff ensure that any masterplan/concept plans are taken into consideration and referenced in the project scopes.**

Fiona McCabe and John McIntyre requested that their dissenting votes be recorded.

#### **7.4 2024-2034 Long Term Plan Consultation**

**Record No: R/24/6/37754**

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

The Board were advised that the period for consultation was from 5 June 2024 to 5 July 2024. The four key issues that Council were consulting on were; water services management, levels of service for roading, glass recycling and district funding of the Te Anau Airport Manapouri.

The Board were encouraged to make a submission on the 2024-2034 Long Term Plan.

Following discussion, the addition of a freedom camping ambassador, dog control (Curio Bay), recycling and roading and bridges were topic that the Board would submit on.

Note – The board revisited the their resolution. See further down the minutes for the additions to the resolution.

**Resolution**

Moved Chairperson Yorke, seconded Emily Butters **recommendation a and b with additions and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **receives the report titled "2024-2034 Long Term Plan Consultation ".**
- b) **agrees to enter a submission to the 2024 long term plan which includes the addition of a freedom camping ambassador, dog control (Curio Bay), recycling and roading and bridges, Wyndham museum, levels of service and frustration at the awkward process to get approvals for capital v repairs and maintenance expenditure.**

See further down the minutes for the resolution to add Wyndham museum, levels of service and frustration at the awkward process to get approvals for capital v repairs and maintenance expenditure.

**7.5 Community board reporting**

**Record No: R/24/6/37720**

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

Mrs Purdue took the board through the community leadership, operational and updates in the Board's area and across the district.

**Resolution**

Moved Emily Butters, seconded John McIntyre **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **receives the report titled "Community board reporting" dated 19 June 2024.**

**7.6 Representation Review update**

**Record No: R/24/5/35354**

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

The purpose of the report was to update the Board on the revised timeline for the representation review.

The Board noted that there will be communication from staff to enable the Board to do a submission on the representation proposal.

**Resolution**

Moved Deputy Chairperson Fodie, seconded George Stevenson **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **receives the report titled “Representation Review update”.**

**7.7 Councillor update**

**Record No: R/24/6/37973**

Councillor Keast took the Board through the report which highlighted items that the Finance and Assurance Committee and Council had considered at their meetings in March, April and early May 2024.

**Resolution**

Moved Cr Keast, seconded Fiona McCabe **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **receives the report titled “Councillor update”.**

**7.8 Chairperson's report**

**Record No: R/24/6/39652**

Chair Yorke took the Board through her report and highlighted:

- There had been good interaction with the applicants for the swimming pool allocation grants and the community partnership fund
- That there was plenty of comment about the Long Term Plan particularly around roading, bridges and footpaths plus the frustration she is experiencing to get moss and algae sorted
- The consultation phase of the multifunction track between Edendale and Wyndham
- The Curio Bay masterplan being well underway
- The installation of the Pous at Slope Point and Curio Bay
- The Long Term Plan is open for consultation
- An email to Councillor Duffy from a local resident who was appreciative of the new footpath on Melvin Street between Turner and Brydone Streets.

**Resolution**

Moved Chairperson Yorke, seconded Fiona McCabe **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) **receives the report titled “Chairperson's report”.**

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**Revisit of item 7.4 - 2024-2034 Long Term Plan Consultation**

Chair Yorke advised the meeting that she would like to revisit item 7.4 - 2024-2034 Long Term Plan Consultation as this would enable the Board to add further items to be included in the submission to the 2024-2034 Long Term Plan. To revisit the item a 75% approval from Board members present and voting would be required.

**Moved Chairperson Yorke, seconded Deputy Chairperson Denise Fodie, the motion:**

That the Waihopai Toetoe Community Board pursuant to standing order 24.5 (revocation or alteration of resolution at same meeting) return to item 7.4 - 2024-2034 Long Term Plan Consultation to enable further topics to be added to the list for inclusion in the submission to the 2024-2034 Long Term Plan.

**The motion was put and declared CARRIED.**

**Moved Chairperson Yorke, seconded Deputy Chairperson Denise Fodie, the motion:**

THAT the Waihopai Toetoe Community Board adds the following as topics to their submission to the 2024-2034 Long Term Plan:

- Wyndham museum
- Levels of service
- Frustration at the awkward process to get approvals for capital v repairs and maintenance expenditure.

**The motion was put and declared CARRIED.**

See further up the minutes for the full resolutions.

**7.9 Next meeting**

**Record No: R/24/6/39639**

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

The Board noted that their next meeting was scheduled for 7pm on Tuesday 27 August 2024.

**Resolution**

Moved Chairperson Yorke, seconded Deputy Chairperson Fodie **and resolved:**

**That the Waihopai Toetoe Community Board:**

- a) receives the report titled "Next meeting".**
- b) confirms that the next meeting of the Board is at 7pm on Tuesday 27 August 2024 to be held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham.**

The meeting concluded at 9.53pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE WAIHOPAI TOETOE COMMUNITY BOARD HELD ON TUESDAY 25 JUNE 2024.

**DATE:**.....

**CHAIRPERSON:**.....