



Ardlussa Community Board

OPEN MINUTES

Minutes of a meeting of Ardlussa Community Board held in the Balfour Community Centre, 68 Queen Street, Balfour on Wednesday, 14 August 2024 at 6pm (6.02pm to 6.35pm, 6.41pm to 8.03pm).

PRESENT

Chairperson	Richard Clarkson
Deputy chairperson	Ray Dickson
Members	Clarke Horrell Hilary Kelso Grant McFelin (6.04pm – 6.35pm, 6.41pm – 8.03pm)

APOLOGIES

Councillor Matt Wilson
Chris Dillon

IN ATTENDANCE

Mayor Rob Scott (6.09pm – 6.35pm, 6.41pm – 8.03pm)	
Group manager regulatory services	Adrian Humphries
Committee advisor/customer support partner	Deborah-Ann Smith-Harding
Community partnership leader	Kelly Tagg

1 Apologies

There were apologies received from Councillor Wilson and Chris Dillon.

Resolution

Moved Chairperson Clarkson, seconded Hilary Kelso **and resolved:**
That the Ardlussa Community Board accepts the apologies.

(Grant McFelin joined the meeting at 6.04pm.)

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

There were no conflicts of interest declared.

4 Extraordinary/urgent items

There were no extraordinary/urgent items.

5 Confirmation of minutes

Resolution

Moved Clarke Horrell, seconded Chairperson Clarkson **and resolved:**

That the Ardlussa Community Board confirms the minutes of the meeting held on 12 June 2024 as a true and correct record of that meeting.

6 Public participation

There was no public participation

(Mayor Rob Scott joined the meeting at 6.09pm).

Reports

7.1 Enforcement Policy

Record No: R/24/7/46860

Group manager regulatory services – Adrian Humphries was in attendance for this item.

Mr Humphries introduced the enforcement policy. He advised that the policy was adopted by Council on 19 June 2024. The policy is to uphold a fair and standardised model across New Zealand, to achieve positive outcomes for communities, Council and staff.

The board raised concern for unkempt sections posing a fire risk and weed and gorse control for forestry boundary fences. The board was encouraged to lodge requests for services in these instances and Mrs Kelso mentioned the website to do so is not logical and user-friendly. Mr McFelin expressed his frustration in trying to register his dogs via the online portal and Mr Humphries undertook to enlist the help of the customer support to assist Mr McFelin to register his dogs online.

Resolution

Moved Deputy Chairperson Dickson, seconded Hilary Kelso **and resolved:**

That the Ardlussa Community Board:

- a) **receives the report titled "Enforcement Policy".**

7.2 Representation Review - representation proposal

Record No: R/24/7/48369

Governance legal manager – Robyn Rout was in attendance for this item.

Mrs Rout advised that following community engagement and board input, staff presented Council with representation options on 19 June 2024 allowing for persons with an interest in the proposed representation arrangement to make submission by no later than 5pm on 2 September 2024. Hearings would be taking place on 18 September 2024 with adoption by Council on 23 October 2024.

Mrs Rout cited a minor proposed change in Mararoa Waimea Ward is the location of Nokomai Station (for mesh blocks 4017026, 4017081 and 3042100) which moves from Ardlussa Community Board to Northern Community Board and the Parawa-Fairlight Subdivision. Both boards identified the remainder of Nokomai Road should move to the Northern community to be with the rest of the mesh blocks on the road as this road cannot be accessed from within the Ardlussa community, only from the Northern community.

The submission to Southland District Council on behalf of the board is attached as Appendix A to the minutes.

Resolution

Moved Chairperson Clarkson, seconded Clarke Horrell **and resolved:**

That the Ardlussa Community Board:

- a) **receives the report titled "Representation Review - representation proposal".**
- 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 that the Community Partnership Leader makes a submission from the Ardlussa Community Board outlining that it supports the representation proposal.**

7.3 Environment Southland Representation Review Initial Proposal 2024

Record No: R/24/8/49217

Community partnership leader – Kelly Tagg presented the board with a representation review proposed by Environment Southland and agreed to make a submission on behalf of the board as a final proposal will be considered in September 2024 before being submitted for approval to the Local Government Commission.

The Environment Southland proposed arrangements aligned with those of Southland District Council and will take effect for the local government elections in October 2025.

The submission to Environment Southland on behalf of the board is attached as Appendix B to the minutes.

Resolution

Moved Deputy Chairperson Dickson, seconded Chairperson Clarkson **and resolved:**

That the Ardlussa Community Board:

- a) **receives the report titled “Environment Southland Representation Review Initial Proposal 2024”.**
- b) **agrees that the Community Partnership Leader make a submission on Environment Southland Representation Review 2024 Initial Proposal by 5pm on Monday 19 August 2024.**

(The meeting adjourned at 6.35pm for a tea break and reconvened at 6.41pm.)

7.4 Ardlussa Community Board submission to the proposed 2024-2034 Long Term Plan

Record No: R/24/7/43255

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

The Board noted that the purpose of the report was for ratification of the Board’s submission to the 2024-2034 Long Term Plan.

Resolution

Moved Hilary Kelso, seconded Grant McFelin **and resolved:**

That the Ardlussa Community Board:

- a) **receives the report titled “Ardlussa Community Board submission to the proposed 2024-2034 Long Term Plan”.**
- b) **ratifies the submission on the 2024-2034 long term plan that was lodged with Council on 2 July 2024.**

7.5 Community board reporting

Record No: R/24/7/47753

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

Mrs Tagg spoke to the report which updated the board on the community leadership and operational activities in the board area.

Mrs Tagg advised that the underspent budget for the Balfour festive lighting project had been carried forward to the 2024/25 year to enable staff to investigate the cost of installing a remote control timer switch for the lights so that they didn't need to be turned on 365 days a year.

Mrs Kelso informed the board that a quiz night in support of the Waikaia Trails Trust and Riversdale Tennis Club had been held on Friday 9 August 2024 in Riversdale. Approximately \$9,600 was raised to be shared between the two organisations.

Mrs Kelso also enquired as to progress with the sublease between Council, the Waikaia Trails Trust and The Lodge223 for the installation of a sculpture at the pump track in Waikaia. Mrs Tagg advised she was awaiting further information about whether or not a resource consent would be required. She expected to have a response in the coming days.

The Board was reminded that nominations for community service awards 2024 are now open and that the closing date is 30 September 2024.

Mayor Rob Scott provided an update on the Mayors Taskforce for Jobs project. The aim of which is to connect job seekers with employers.

Mrs Tagg provided an update on several funds that are closing at the end of September and also advised that Council will be moving to SmartyGrants, an online funding platform. The majority of the funds that Council grants will be administered via this new online platform. Further information and training will be available closer to the time.

Mrs Tagg will add the lighting project around the Riversdale Community hall to the “Tracker” on the operations report and noted this will cost approximately \$9,000.

Mrs Kelso asked what was happening with the possible sale of land in Balfour and was advised that staff are in the process of putting options together for the boards consideration.

Chair Clarkson mentioned the pool at Riversdale is waiting for an assessment and advised that he will check to see if the signage at the recycling containers has been updated.

The chair advised that the blue-gum trees have been removed from the green waste site and the poplar trees next to the training field are yet to be removed.

It was noted that the Riversdale waste water project is now complete.

Mrs Tagg advised that the policy team wished to attend the boards next workshop to discuss the upcoming reviews of the dog control and freedom camping bylaws.

Resolution

Moved Deputy Chairperson Dickson, seconded Clarke Horrell **and resolved:**

That the Ardlussa Community Board:

- a) **receives the report titled "Community board reporting" dated 5 August 2024.**

7.6 Councillor update

Record No: R/24/8/49204

The Councillor update report was taken as read.

The Long Term Plan 2024-2034 was adopted by Council on 26 August 2024 with a 13.25% increase for rates.

Mrs Kelso confirmed a submission was made from the Waikaia Trails Trust to the Long Term Plan 2024-2034 consultation, applying for financial aid to assist with the construction costs of the mountain bike trail network.

Resolution

Moved Deputy Chairperson Dickson, seconded Hilary Kelso **and resolved:**

That the Ardlussa Community Board:

- a) **receives the report titled "Councillor update".**

7.7 Chairperson's report

Record No: R/23/8/35163

Chair Clarkson

Chair Clarkson advised he was approached by a member of the public about building a helipad in Riversdale.

Fiordland Nurseries have supplied some plants to the Riversdale gardening group and the flaxes have been cut back. The cost of the plants have been invoiced to Council.

Chair Clarkson will attend the upcoming Oreti Community Board meeting next Monday 19 August 2024 and report back to the board.

Deputy Chair Ray Dickson

Deputy Chair Dickson provided the meeting with an email (refer to Appendix C) from New Zealand Transport Agency (NZTA) confirming “there is no law requiring that your community group hold a Site Traffic Management Supervisor (STMS) warrant. However what your group is required to do is make sure you keep yourself as safe as reasonably practicable.” Mayor Scott advised he will investigate this further.

Deputy Chair Dickson has had conversations with the Domain board as the Golf Club lease is due for renewal.

Mrs Kelso

Mrs Kelso advised that she has been re-elected as Chair of the Waikaia Trails Trust at the recent AGM. The meeting was also informed of an upcoming community meeting to be held in Waikaia to discuss the future plans for the mountain bike trail to go through McKee Park from the water tower to Bowmar Road.

Resolution

Moved Chairperson Clarkson, seconded Deputy Chairperson Dickson **and resolved:**

That the Ardlussa Community Board:

- a) **receives the report titled “Chairperson's report” dated 1 August 2024.**

7.8 Next meeting report

Record No: R/24/8/49847

Resolution

Moved Chairperson Clarkson, seconded Hilary Kelso **and resolved:**

That the Ardlussa Community Board:

- a) **confirms that the next meeting of the Board is at 7pm on Wednesday 9 October 2024 to be held at the Riversdale Community Centre, 73 Newcastle Street, Riversdale.**

The meeting concluded at 8.03pm

CONFIRMED AS A TRUE AND CORRECT RECORD OF A
MEETING OF THE ARDLUSSA COMMUNITY BOARD
HELD ON WEDNESDAY 14 AUGUST 2024.

DATE: 9 October 2024

CHAIRPERSON:



From: web@makeitstick.nz
To: [Submissions](#)
Subject: Representation review 2024
Date: Thursday, 15 August 2024 2:08:50 pm

This message is from an external sender

Privacy statement

I have understood and agree with the privacy statement

Yes

Name

Kelly Tagg

Organisation (if applicable)

Ardlussa Community Board

.....

Do the proposed boundary changes affect you?

yes

You answered yes, which proposed boundary change affects you?

Otamita, Nokomai

You can speak about your submission at a Council hearing on 18 September. Let us know if you would like to do this and we will be in touch to arrange a time.

No, I do not wish to speak in support of my submission

Do you support the representation proposal?

Yes, I support the representation proposal

Make any comments about why you do or do not support the proposal:

What changes, if any, would you like to see to what is proposed?

Upload supporting materials (optional)

Representation Review 2024 initial proposal

Submission Form

**HAVE
YOUR SAY**

By 5pm,
19 August 2024

Contact details

Name: Kelly Tagg

Organisation (if representing): Ardlussa Community Board

Organisation role: Community Partnership Leader

Postal address: C/- 15 Forth Street, Invercargill

Postcode: 9810

Signature: 

Do you agree with Council keeping the current number of councillors?

Yes No

Please explain why (optional)

Do you agree with Council keeping the current number of constituencies?

Yes No

Please explain why (optional)

Do you agree with Council keeping the current number of councillors representing each constituency?

Yes No

Please explain why (optional)



Do you agree with Council keeping the current names of the six constituencies?

Yes No

Please explain why (optional)

Do you agree with the proposed constituency boundary changes?

Yes No

Please explain why (optional)

If you have any other suggestions for changes to the initial proposal, please provide these below:

Do you wish to speak to your submission at a Council hearing?

The Hearing (if needed) is currently scheduled for Wednesday 28 August 2024. There will be the ability to present in person or remotely. If you select 'Yes', we will contact you at the close of submissions to arrange your time.

- Yes, I would like to speak to my submission
 No, I do not want to speak to my submission

Please contact us on 0800 76 88 45 if you want to submit in a different way e.g. verbally.

The Council is legally required to make all written or electronic submissions available to the public. Your name, submission and any attachments will be treated as public information. Your contact information (phone number, email address, and/or address), will not be made publicly available, but will be used by Council staff for administration and analysis purposes. If you consider there are compelling reasons why your name and/or submission should be kept confidential, please contact the Council to make your request known.

The collection and use of personal information is held by Council in accordance with the Privacy Act 2020. You have the right to access and correct personal information.

Return to Environment Southland:

- ▶ Drop off to the Environment Southland office: Cnr North Road & Price Street, Invercargill
- ▶ Freepost to:
Environment Southland
Freepost 247418
Private Bag 90116
Invercargill 9840



Fwd: Traffic Management

Subject: Fwd: Traffic Management
From: Mairi Dickson <waikaia dicksons@gmail.com>
Date: 14/08/2024, 4:42 pm
To: ray.mairi@xtra.co.nz

Mairi Dickson

Begin forwarded message:

From: Ryan Cooney <Ryan.Cooney@nzta.govt.nz>
Date: 19 July 2024 at 4:33:47 PM NZST
To: WaikaiaDicksons@gmail.com
Cc: Official Correspondence <Official.Correspondence@nzta.govt.nz>, Sarah Cronwright <Sarah.Cronwright@nzta.govt.nz>
Subject: FW: FW: Traffic Management

Hi Ray

Thanks for reaching out regarding mowing in Waikaia. Your message has been sent to me to respond as I am the NZTA staff member driving change through the temporary traffic management sector.

NZTA published a new document setting out how NZTA is going to implement temporary traffic management called the New Zealand Guide to Temporary Traffic Management (NZGTTM) in April 2023. Southland District Council's requirement for your community group to hold a STMS warrant comes from the previous NZTA document, the Code of Practice for Temporary Traffic Management (CoPTTM) which is 25 years old. NZTA published the NZGTTM as CoPTTM is not consistent with New Zealand's Health and Safety laws.

There is no law requiring that your community group hold a STMS warrant. However what your group is required to do is make sure you keep yourself as safe as reasonably practicable. I've included a website link to a copy of the relevant section of law. <https://www.legislation.govt.nz/regulation/public/2016/0013/latest/DLM6727382.html>

However this is not the easiest to read so I've attempted to interpret it for you. Hopefully you can see that number 1 below is the safest and number 5 is the least safe. The law requires you start at number one and work your way down. You can stop at any of the bullet points, you don't need to do all of them (though there is no harm in this).

1. Eliminate - Could you avoid the need to mow the roadsides? No as Council requires berms to be mown as part of their contract with you.
2. Substitute - Do you have the best method to mow the roadsides? I don't know what equipment you use to mow the berms, however is there a piece of equipment that would keep you safer. A tractor with a cab is safer than a ride on mower if you were to be struck by a vehicle. In Auckland the motorway roadsides are mown with a remote control mower so the operator can stand well away from traffic.
3. Isolate - Is there something you can put between you and the cars so a car that might crash into you is stopped by it? Both oncoming and following cars. But it would need to not pose a risk to cars passing you. Again this would come down to how you currently mow the berms. If you are using ride on mowers, a ute or car parked either side of your work area but on the berm would help.
4. Admin - putting signs and cones out to warn oncoming drivers of your presence so they can make a good choice to keep away from you. This is not overly effective as cones and signs are simply asking drivers to take care. They don't actually physically protect you.

1 of 3

14/08/2024, 4:46 pm

Fwd: Traffic Management

5. PPE – putting on a high viz vest. This is like admin all it does is highlight that you are on the berm so drivers can make a choice to keep away from you.

I recommend that you talk to Southland District Council again before spring and check if their position has changed. One of my work tasks is to talk to councils and educate them on the new NZGTTM. Many councils have been paying more attention to this new document when I was speaking to them in late June.

I hope you can find a way forward. I'm sure there is not many cars using the roads in Waikaia and most people know each other so the chance of being hit by a driver is low.

Regards
Ryan

Ryan Cooney MET, BE Civil (Hons)
Programme Director Road Works Safety
Programme and Standards | Transport Services
Email: ryan.cooney@nzta.govt.nz
Mobile: 021 824 980



www.nzta.govt.nz

From: Official Correspondence <Official.Correspondence@nzta.govt.nz>
Sent: Friday, July 19, 2024 9:32 AM
To: Sarah Cronwright <Sarah.Cronwright@nzta.govt.nz>; Ryan Cooney <Ryan.Cooney@nzta.govt.nz>
Subject: FW: FW: Traffic Management

Kia ora Sarah and Ryan

Please see below email which has been passed onto us by the Ministers Office for direct response.

Can you please take a look and confirm if this is something you can help/directly respond to please?

Ngā mihi
Chanell

Ministerial Services

Te Waka Kōtuia | Engagement & Partnerships
NZ Transport Agency Waka Kotahi
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www.nzta.govt.nz

-----Original Message-----

From: Josh Driscoll <Josh.Driscoll@parliament.govt.nz>
Sent: Thursday, July 18, 2024 9:08 AM
To: Official Correspondence <Official.Correspondence@nzta.govt.nz>
Subject: FW: Traffic Management

Hey team,

Can this please be passed on to the relevant team to touch base with Ray?

Fwd: Traffic Management

Thanks!

Josh

-----Original Message-----

From: Mairi Dickson <waikaiaidicksons@gmail.com>

Sent: Monday, July 15, 2024 9:01 PM

To: Simeon Brown <Simeon.Brown@parliament.govt.nz>

Subject: Traffic Management

I am a member of a community group in a village of some 100 permanent residents in Waikaia a northern Southland village. We do the berm mowing of the village under contract to the Southland District Council. The Council say that we have to have STMS qualifications to hold this contract which we feel is overzealous application of standards as it costs approx 6000\$ to attain this qualification which is not needed if a private person mows the berm outside their house or hire Mr Green or any other lawn mowing firm to do this for them so we cannot understand why stms is required of us. I understand that you have undertaken a review of traffic management in this country and would like you to consider the situation we are in and provide some clarity on the matter and see if councils are overstating waka katohis Intentions. Ray Dickson.

C

Sent from my iPad

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