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## Oreti Community Board

### OPEN MINUTES

**Unconfirmed**

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Minutes of a meeting of Oreti Community Board held in the Winton Memorial Hall Supper Room, Meldrum Street, Winton on Monday, 19 August 2024 at 6:04 pm (6:04 – 6:05 pm, 7:11 – 9:11 pm) reconvened on Monday, 16 September 2024 at 6:00 pm (6:00 -6:25 pm, 6:31 – 6:56 pm).

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#### **PRESENT 19 August 2024**

<b>Chairperson</b>	Katie Allan
<b>Deputy chairperson</b>	Philip Dobson
<b>Members</b>	Colin Smith
	Dave Diack
	Chris Herud
	Tracy Kennedy
	Councillor Darren Frazer (6:04-6:05 pm)

#### **APOLOGIES 19 August 2024**

Councillor Darren Frazer (early departure)

#### **IN ATTENDANCE 19 August 2024**

Mayor Rob Scott	
Councillor Margie Ruddenklau	
Councillor Christine Menzies	
Chief executive	Cameron McIntosh
Group manager customer and wellbeing	Sam Marshall
Group manager strategy and partnerships	Vibhuti Chopra
Governance Legal Manager	Robyn Rout
Democracy advisor	Michal Gray
Committee advisor	Fiona Dunlop
Community leadership manager	Jared Cappie

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**PRESENT 16 September 2024**

<b>Chairperson</b>	Philip Dobson (Deputy Chairperson)
<b>Members</b>	Colin Smith
	Dave Diack
	Chris Herud
	Tracy Kennedy
	Jamie Winsloe
	Councillor Christine Menzies

**APOLOGIES 16 September 2024**

Chairperson Katie Allan

**IN ATTENDANCE 16 September 2024**

Mayor Rob Scott	
Councillor Margie Ruddenklau	
Acting chief executive and group manager strategy and partnerships	Vibhuti Chopra
Group manager customer and wellbeing	Sam Marshall
Group manager regulatory services	Adrian Humphries
Governance legal manager	Robyn Rout
Democracy advisor	Michal Gray
Community leadership manager	Jared Cappie
Community facilities manager	Mark Day
Strategic manager transport	Hartley Hare

Chairperson Colin Smith opened the meeting at 6:04 pm on Monday, 19 August 2024. The meeting was adjourned at 6:05 pm to be reconvened at the conclusion of the boards 5:45 pm meeting.

The meeting was reconvened by Chairperson Allan at 7:11 pm.

## 1 Apologies

There was an apology received from Councillor Darren Frazer.

Moved Colin Smith, seconded Phil Dobson and resolved that the board accept the apologies.

## 2 Leave of absence

There was no request for leave of absence.

## 3 Conflict of interest

There were no conflicts of interest declared.

## 4 Extraordinary/urgent items

Chairperson Allan informed the board the item 'approval of upgrade CCTV cameras' was not on the agenda because the chief executive declined to put it on due to a technicality. The reason it cannot be delayed is due to the latest attention and misleading information and accusations released to the public around this topic.

Moved Dave Diack, seconded Chris Herud the motion, **that the Oreti Community Board, pursuant to section 46(A) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) considers the urgent item, approval of upgraded CCTV cameras.**  
Carried

Moved Dave Diack, seconded Chris Herud the following motion:

**That the Oreti Community Board consider the approval of upgraded CCTV cameras for Winton conditional upon the provision of the following from SDC operations. We request the SDC CEO to instruct staff to provide the below information in one comprehensive report to the board on 21 October 2024, and as recommended in the NZ Privacy Commissions "Privacy Impact Assessment Toolkit" and that includes:**

- 1) **Identifying the problem.**
- 2) **Quantifying the problem.**
- 3) **Assessing how the cameras will mitigate the issues identified.**
- 4) **The answers provided by Snr Sgt Graham to questions put to him over two occasions by both Dave Diack (May 2023) and Chris Herud (April 2024) regarding the performance of the old cameras including any relevant crime statistics.**
- 5) **The approximate costs for the upgrade including:**

- a) The option of a 'standalone' method of storing any collected data i.e. no internet access to the data storage device.
  - b) Any actual and any projected future costs in operating the cameras dependant on the systems recommended including:
    - i) Annual maintenance and running cost for whole system and for each camera.
    - ii) Replacement cost for one single camera (i.e. vandalism).
    - iii) Reason for the proposed locations.
    - iv) Consultation/permission with directly affected residents and businesses.
- 6) What the SDC has done to address the privacy issues identified and presented by board member Dave Diack at the 24th June 2024 board meeting. With particular regard to:
- A Memorandum of Understanding between SDC and NZ Police describing:
- i) Ownership.
  - ii) Accountability for any privacy breeches by either party.
  - iii) What the cameras will and will NOT do. Including but not limited to:
    - 1) Not to be used as a means of revenue generation by SDC or Central Government.
    - 2) Not, for any reason, to be used as a means of restricting the movement of:
      - a) People.
      - b) Vehicles.
    - 3) Facial recognition technology to be used only in direct relationship to aide in identifying an offender of any crime committed.
    - 4) Number plate recognition technology to be used only in direct relationship to aide in identifying an offender of any crime committed.
    - 5) Any recorded data must only be stored in New Zealand.
    - 6) CCTV to remain a standalone system (internet access completely disabled on data storage device).
- 7) SDC to provide a policy that shows that it aligns with NZ Police policies in relation to the storage of data collected by the cameras including data deletion timeframes.
- 8) SDC to provide a policy that describes what the SOC will do to protect the integrity of the letter of understanding with NZ Police should any national legislation become law that replaces the existing privacy law and the policy review schedule for it.
- 9) SDC to provide a policy on what steps of redress a member of the public can take if their privacy is breeched, i.e. a complaints

procedure for the public.

- 10) SDC to provide proof of a bi-annual reporting system put in place so that feedback provided by police on camera effectiveness is reported back to the OCB.
- 11) SDC to provide proof to the board of a public education and information campaign undertaken by the SDC on any benefits in crime prevention AND any negative impacts there may be on a member of the public's privacy (as recommended by the NZ Privacy Commission).
- 12) After all of the above has been provided to the board a public meeting (Townhall) to be scheduled to provide full consultation to the public before a vote on expenditure for CCTV is taken by the Oreti Community Board.

Carried

Chairperson Allan informed the board the item 'Winton RSA Hall project, Ryal Bush Hall project and Limehills community centre' was not on the agenda because the previous Board Chair did not allow any further discussion and insisted to vote the scopes for 21 different projects as one item, instead of allowing separating any of the projects out to make final adjustments as requested by staff.

Moved Chairperson Allan, seconded Tracy Kennedy the motion, **that the Oreti Community Board, pursuant to section 46(A) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) considers the urgent item, Winton RSA Hall project, Ryal Bush Hall project and Limehills community centre.**

Carried

Moved Chairperson Allan, seconded Tracy Kennedy the following motion:

**That the Oreti Community Board:**

- (a) requests that the Winton RSA Hall project, Ryal Bush Hall project and Limehills Community Centre project have the following priorities/changes included into the project scopes as indicated below:

**Winton RSA Hall – Project**

**Changes the funding source from loan to hall reserve and prioritizes the scope for project FHALL031 in 2024/2025 – Interior Refurbishment as follows:**

- Remove wallpaper, all wooden wall panelling/fixtures/furniture (gut rooms), (RSA boards to be re-hung in ANZAC Lounge, exact location advised by RSA)
- Close off opening/service door cavity at canteen & old vent shaft near skylight
- Clean and re-seal skylight in hallway
- Treat both rooms for borer (investigate and if needed treat other rooms too)
- Install and paint dado along all walls in hallway (color – mid grey)
- Repaint hallway and canteen in light grey (similar color to Anzac Lounge)

- Install kitchenette and tall cabinets in canteen for RSA storage space along all of wall opposite current canteen service door (white/style as per sample provided)
- Replace all light switches and power points to new generation ones if needed
- Replace all light fittings to LED strip lights
- Replace vinyl in both rooms to commercial one (sample provided)

**Ryal Bush Hall – Project**

Prioritizes the scope for project P-10577 in 2024/2025 for Ryal Bush Hall re-roof as follows:

- Replace roof and skylights, install roof insulation, remedial work/make good
- Once roof removed, check wiring in walls and add power points to main room, kitchen and for hand dryer in toilet
- Before re-roof, install insulation where possible (walls=blow-in, ceiling=batts)
- Replace guttering and install leaf traps to PVC down-pipes
- Repair or replace concrete apron
- Replace hand basin in toilet with adult size one and install electric hand dryer and
- Agrees with the wishes of the hall group to allow the Steiner Playgroup to lay a concrete pad to erect their own 4x3m portable shed near the playground.

**Limehills Community Centre - Project**

Changes the scope for project P-10565 for Limehills Hall in 2024/2025 from 'LED & Distribution Board' to 'Heating up-grade in main room', the budget from \$18,000 to \$13,000, and the funding source from loan/reserve to hall reserve.

Carried. Colin Smith requested that his dissenting vote be recorded.

**5 Confirmation of minutes**

Moved Chairperson Allan, seconded Dave Diack

**That the Oreti Community Board leave the recommendation confirming the minutes of the meeting held on 24 June on the table.**

Carried

**6 Public forum**

Daphne Fairburn representing the Winton Business Association spoke to the Board regarding CCTV cameras.

**Reports**

## 7.1 Winton Great North Road and ANZAC Oval community engagement

### Record No: R/24/7/42861

Group manager customer and community wellbeing, Sam Marshall and Community facilities manager, Mark Day presented this report.

The purpose of the report was to present the results of the community engagement undertaken on the future development of Winton Great North Road and Anzac Oval and to outline the history of this project.

Community consultation was undertaken in April and May 2024. The report provided a summary of the feedback received and the raw data to assist the community board in future decision making for these two key strategic areas of Winton.

### Resolution

Moved Chris Herud, seconded Phil Dobson recommendation a) and new recommendations b) and c)

### That the Oreti Community Board:

- a) **receives the report titled "Winton Great North Road and ANZAC Oval community engagement" dated 19 August 2024.**
- b) **Accepts that the Winton Community has given feedback not accepting the Concept Plans for Great North Road and Anzac Oval.**
- c) **Agrees in regard to project P-11205 for 2024/25 - Great North Road – Beautification:**
  - i) **changes the budget to \$20,000**
  - ii) **appoints Phil Dobson to liaise with the Winton Garden Club and other community groups and report back to the board at the 21 Oct 2024 meeting with feedback towards a planting plan.**

Carried.

Moved Chairperson Allan, seconded Chris Herud the following motion:

### The Oreti Community Board:

- d) **Request the CEO to instruct staff to prepare two reports for the 21 October 24 board meeting regarding:**
  - a. **Dissolving of the Winton Heritage precinct including the removal of the effected buildings from the heritage schedule of the District Plan and the NZ Heritage register.**
  - b. **The disposal of the Winton drill hall.**

Carried.

## 7.2 Wallacetown Recreational Project community engagement plan

**Record No: R/24/8/50393**

Group manager customer and community wellbeing, Sam Marshall and Community facilities manager, Mark Day were in attendance and presented the report which was seeking approval from the Board for the Wallacetown Recreational Project community engagement plan.

It was noted that a plan for the project had been prepared by staff which outlined the communication and engagement techniques to be undertaken by Council to enable feedback from the Wallacetown community.

### **Resolutions**

Moved Colin Smith, seconded Phil Dobson recommendations a) to d)

**That the Oreti Community Board:**

- a) **receives the report titled "Wallacetown Recreational Project community engagement plan" dated 14 August 2024.**
- 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 implementation of the Wallacetown Recreational Project engagement plan.**

Tracy Kennedy moved, and Chairperson Allan seconded the following amendment to replace recommendation d)

**That the Oreti Community Board agrees that the Updated Scope for the Wallacetown Recreational Project be:**

1. **A full upgrade of Gwen Baker Park with staff providing several options for replacement equipment.**
2. **The development of the existing BMX Track area at Ellerslie Square to include options for:**
  - a) **Additional skill levels including more challenging and exciting jump elements to cater for older children, youth and adults and**
  - b) **A pump track/bike skills element(s) for younger children.**
3. **The Community Board requests that staff provide estimated costs based on existing information available from recent playground upgrades and the cost from to suggested Bike Track designer for a redesign of the BMX Track area and that these estimates be presented in a new report to the Board at the next workshop in September, for consideration before final approval at the Board's October meeting.**



4. **The Community Board requests that staff provide a timeline for completion of this project within the current financial year 24/25 as programmed.**
5. **The Wallacetown community Representative be included and consulted at every stage of the project to ensure consistency with the Board's vision for the delivery of the project.**

The amendment was put and declared carried. Philip Dobson and Colin Smith requested that their dissenting votes be recorded.

The substantive motion became recommendations a) – c) and the new motion d) with points 1-5.

The motion was taken in parts.

First parts a) – c) were put and declared carried.

Then part d) was put declared carried. Philip Dobson and Colin Smith requested that their dissenting votes be recorded.

### **Final Resolution**

#### **That the Oreti Community Board:**

- a) **receives the report titled "Wallacetown Recreational Project community engagement plan" dated 14 August 2024.**
- 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 Updated Scope for the Wallacetown Recreational Project be:**
  1. **A full upgrade of Gwen Baker Park with staff providing several options for replacement equipment.**
  2. **The development of the existing BMX Track area at Ellerslie Square to include options for:**
    - a) **Additional skill levels including more challenging and exciting jump elements to cater for older children, youth and adults and**
    - b) **A pump track/bike skills element(s) for younger children.**
  3. **The Community Board requests that staff provide estimated costs based on existing information available from recent playground upgrades and the cost from to suggested Bike Track designer for a redesign of the BMX Track area and that these estimates be presented in a new report to the Board at the next workshop in September, for consideration before final approval at the Board's October meeting.**

4. **The Community Board requests that staff provide a timeline for completion of this project within the current financial year 24/25 as programmed.**
5. **The Wallacetown community Representative be included and consulted at every stage of the project to ensure consistency with the Board's vision for the delivery of the project.**

### **7.3 Wallacetown Community Centre Deed of Lease - 51 Dunlop Street, Wallacetown**

**Record No: R/24/7/44640**

Group manager customer and community wellbeing, Sam Marshall presented this report. That the purpose of the report was for the Board to advise staff with comment on the on the issuing of a new Deed of Lease to Wallacetown Community Centre Society Incorporated over the Local Purpose Reserve located at 51 Dunlop Street, Wallacetown, at a rental of \$1.00 plus GST per annum if required to be paid.

#### **Resolution**

Moved Chris Herud, seconded Member Smith

#### **That the Oreti Community Board:**

- a) **receives the report titled "Wallacetown Community Centre Deed of Lease - 51 Dunlop Street, Wallacetown".**
- b) **provides staff with any comment on the issuing of a new Deed of Lease to Wallacetown Community Centre Society Incorporated over the Local Purpose Reserve located at 51 Dunlop Street, Wallacetown, at a rental of \$1.00 plus GST per annum (if demanded).**

Carried

Chairperson Allan moved, seconded Chris Herud, a motion to adjourn the meeting until 6:00 pm on Monday, 16 September 2024 to be held in the Winton Memorial hall, supper room, Meldrum Street, Winton. Carried.

The remaining items on the agenda will be considered at that meeting.

The meeting reconvened on Monday, 16 September 2024 at 6:00 pm with Deputy Chairperson Philip Dobson presiding as chair.

## **PRESENT**

**Members**

- Philip Dobson (Deputy Chairperson)
- Colin Smith
- Dave Diack
- Chris Herud
- Tracy Kennedy
- Jamie Winsloe
- Councillor Christine Menzies

## **APOLOGIES**

Chairperson Katie Allan

## **IN ATTENDANCE**

Mayor Rob Scott	
Councillor Margie Ruddenklau	
Acting chief executive and group manager strategy and partnerships	Vibhuti Chopra
Group manager customer and wellbeing	Sam Marshall
Group manager regulatory services	Adrian Humphries
Governance legal manager	Robyn Rout
Democracy advisor	Michal Gray
Community leadership manager	Jared Cappie
Community facilities manager	Mark Day
Strategic manager transport	Hartley Hare

### **1 Apologies**

There was an apology received from Chairperson Allan.

Moved Colin Smith, seconded Dave Diack and resolved that the board accept the apologies.

### **2 Leave of absence**

There was no request for leave of absence.

### **3 Conflict of interest**

There were no conflicts of interest declared.

### **4 Extraordinary/urgent items**

Deputy Chairperson Dobson informed the board that the item 'Declarations of new board members' was not the agenda is because at the time that the agenda was run nominations were still open for the vacancy in the Makarewa subdivision and the change in Councillor

appointed to the board took after the agenda was run for this meeting. And the reason why this item cannot be delayed is because it would be prudent to allow the new members to make their declaration today so that they can act as members of the board.

Moved Deputy Chairperson Dobson, seconded Colin Smith that pursuant to section 46A(7) of the Local Government Official Information and Meetings Act 1987 that the Oreti Community Board consider the item 'Declarations of new board members'. Carried.

#### **Declarations of new board members**

Mayor Rob Scott was present to witness the declarations from the new board members, Councillor Christine Menzies and Jamie Winsloe. Mayor Scott called for the members to make their oral and written declaration as an elected member of the Oreti Community Board. Mayor Scott signed the declarations as witness.

#### **Resolution**

Moved Tracy Kennedy, seconded Dave Diack

#### **That the Oreti Community Board:**

- a) Receives the report titled "Declarations of new board members"**

Carried

### **7.4 Hokonui Hall reserve - recommendation left to lay on the table**

#### **Record No: R/24/8/49673**

Community leadership manager – Jared Cappie presented this report.

The purpose of the report was to bring back to the meeting the recommendation left lying on the table by the Board at their meeting on 18 December 2023 that was part of item 7.4 – Direction-setting for Long Term Plan 2023.

Mr Cappie advised that the next steps will be slightly different as the Long Term Plan (LTP) was adopted by Council on 26 August 2024. Therefore, if the Board makes a resolution based on recommendation d) or similar, staff will seek approval from Council in an October 2024 meeting.

Mr Cappie also provided the following additional information at the meeting:

The Browns CDA recommended to Council that the Browns Hall boundary be revised to include the Hokonui Hall boundary effective from 1 July 2018, and this was to be consulted on with the community as part of the 2018-2028 Long Term Plan. This was adopted as part of the LTP 2018-2028.

Browns CDA was presented and received the report titled: Financial report for the year ended 30 June 2018 (dated 17 October 2018). Attachment A to the report detailed that in the year ended 30 June 2018 \$8,539.13 was transferred from the Hokonui Hall reserve to Browns Community Centre. This was prior to the sale of the Hokonui Hall (August 2020) but after the public meeting on the closure of the Hokonui Hall (April 2017).

The chairperson adjourned the meeting at 6:25 pm and reconvened the meeting at 6:31 pm.

**Resolution**

Moved Member Smith, seconded Chris Herud recommendations a) to c)

**That the Oreti Community Board:**

- a) **Receives the report titled “Hokonui Hall reserve - recommendation left to lay on the table”.**
- 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 deciding on this matter.**

Carried

Moved Chris Herud, seconded Dave Diack amended recommendation d):

- d) **The OCB requests staff to seek approval from Council for purchase of a sign recording the location of Hokonui and transferring the balance of Hokonui hall sale proceeds to the Browns Community Centre reserve, subject to the board receiving written clarification from the three remaining members of the hall committee that the meeting on 10 April 2017 took place and that the community endorsed the erection of the sign.**

Carried

## **7.5 Representation Review - representation proposal**

**Record No: R/24/7/48365**

Legal and Governance Manager, Robyn Rout presented this report.

The purpose of the report was to update the Board on the Council decision on the representation review proposal. Ms Rout informed the board that the submission period was now closed.

**Resolution**

Moved Member Smith, seconded Chris Herud

**That the Oreti Community Board:**

- a) receives the report titled “Representation Review - representation proposal”.

Carried

## 7.6 Community board reporting

**Record No: R/24/7/48520**

Community leadership manager – Jared Cappie was in attendance and presented the item.

The purpose of the report was to inform and update the board of the community leadership, operational and Council activities in the board area and across the district.

### Resolution

Moved Chris Herud, seconded Councillor Menzies

**That the Oreti Community Board:**

- a) receives the report titled “Community board reporting”.

Carried

## 7.7 Councillor update

**Record No: R/24/8/50108**

Councillor Menzies was in attendance and presented the report.

Councillor Menzies thanked Councillor Frazer for his time and commitment to the Oreti Community Board as the previous appointed member of the board.

### Resolution

Moved Dave Diack, seconded Chris Herud

**That the Oreti Community Board:**

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

Carried

## 7.8 Chairperson's report

**Record No: R/24/8/51162**

Councillor Menzies thanked Colin Smith for his time and commitment to the Oreti Community Board as the previous chair of the board.

### Resolution

Moved Member Smith, seconded Chris Herud

**That the Oreti Community Board:**

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

Carried

The meeting concluded at 6:56 pm on 16 September 2024

CONFIRMED AS A TRUE AND CORRECT RECORD OF A  
MEETING OF THE ORETI COMMUNITY BOARD HELD  
ON MONDAY 19 AUGUST 2024.

**DATE:**.....

**CHAIRPERSON:**.....