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## Wallace Takitimu Community Board

### OPEN MINUTES

**UNCONFIRMED**

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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 01 May 2025 at 4pm. (4pm – 4.40pm)

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#### **PRESENT**

**Chairperson**

Tony Philpott

**Deputy chairperson**

Colin Lawry

**Members**

Edwin Mabonga

Gretchen Wilson

Lester Wilson

Councillor Jaspreet Boparai

#### **APOLOGIES**

Bridget Mason

#### **IN ATTENDANCE**

**Committee advisor**

Rachael Poole

**Community partnership leader**

Kelly Tagg

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**1 Apologies**

An apology for non attendance was received from Bridget Mason.

Moved Gretchen Wilson, seconded Lester Wilson and **resolved:**

**That the Wallace Takitimu Community Board accept the apology.**

**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 Cr Boparai, seconded Edwin Mabonga **and resolved:**

**That the Wallace Takitimu Community Board confirms the minutes of the meeting held on 3 April 2025 as a true and correct record of that meeting.**

**6 Public participation**

There was no public participation.

## Reports

The chair brought item 7.2 forward in the agenda to be next.

Colin Lawry arrived at 4.06pm.

### 7.2 Contract renewal agreed levels of service

**Record No: R/25/3/12628**

Contracts and program lead, Lance Spencer introduced this report and sought approval from the Wallace Takitimu Community Board for the levels of service and areas to be included in the future mowing, toilet cleaning and gardening contracts.

Staff are proposing to release the tender to the market in the final quarter of the 2025 calendar year to provide sufficient time to work through this process, and to allow successful contractors time to mobilise to start the new contracts on 1 July 2026

#### Resolution

Moved Gretchen Wilson, seconded Cr Boparai **and resolved:**

**That the Wallace Takitimu Community Board:**

- a) **Receives the report titled "Contract renewal agreed levels of service".**
- 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) **Staff request that the Wallace Takitimu Community Board provide the contact details of any contractors who may be interested in the upcoming contract renewal or carrying out general maintenance and improvement works for Council.**
- e) **Agrees to approve the areas and levels of service identified in the attachments to this report:**
  - **Contract renewal map – Wallace Takitimu community board towns**
  - **Community Facilities Levels of Service for Contract Renewal 2025**
  - **Wallace Takitimu community board mowing analysis**
  - **Contract renewal timeline.**

## 7.1 Community Partnership Fund applications - March 2025 round

### Record No: R/25/4/16467

Community Partnership Leader, Kelly Tagg introduced this report and explained that purpose of this report was for the Wallace Takitimu Community Board to allocate funding for the March 2025 round of the Wallace Takitimu Community Partnership Fund.

A total of seven applications have been received for the March 2025 funding round of the Wallace Takitimu Community Partnership Fund.

The Wallace Takitimu Community Board has \$20,998 to allocate through the Wallace Takitimu Community Partnership Fund for the 2024/2025 financial year, over two funding rounds. \$14,900 was allocated in the August 2024 funding round, leaving \$6,098 remaining to distribute.

\$22,871 in requests have been received for this round of funding. Ms Tagg let the board know that Nathalie Sterkens has withdrawn her application since this report was written.

### Resolution

Moved Cr Boparai, seconded Gretchen Wilson

#### That the Wallace Takitimu Community Board:

- a) **receives the report titled "Community Partnership Fund applications - March 2025 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. **Otautau Primary School**
  2. **Otautau Golf Club**
  3. **Otautau Combined Sports Complex**
  4. **The South Island Branch of the Muscular Dystrophy Assn of NZ**
  5. **The Southern Cancer Society Trust**
  6. **Nathalie Sterkens**
  7. **The Otautau St Johns 60<sup>th</sup> Jubilee Committee**
- e) **approves a grant of \$1,500 to Otautau Primary School towards costs for the school production.**
- f) **approves a grant of \$240 to the Otautau Golf Club to assist with maintenance costs for the green mowers.**

- g) approves a grant of \$2,750 to the Otautau Combined Sports Complex to assist with operational costs to run the centre.**
- h) approves a grant of \$500 to the South Island Branch of the Muscular Dystrophy Association of New Zealand to assist with operational costs to support those in the Wallace Takitimu area living with muscular dystrophy.**
- i) approves a grant of \$500 to the Southern Cancer Society Trust to assist with purchasing grocery vouchers for cancer patients in the Wallace Takitimu area.**
- k) approves a grant of \$600 to the Otautau St Johns 60<sup>th</sup> Jubilee Committee to assist with costs associated with their jubilee event.**

The meeting concluded at 4.40pm.

Confirmed as a true and correct record at a meeting of the Wallace Takitimu Community Board held on 1 May 2025.

**DATE**

**CHAIRPERSON**