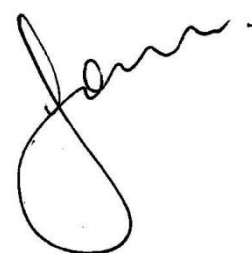


Notice is hereby given that a meeting of the Maitara Community Board will be held in the Maitara Community Centre, McQueen Avenue, Maitara, on Monday 23 January 2017, at 5.30pm

A handwritten signature in black ink, appearing to read "Susan Jones".

Susan Jones
Administration Manager

18 January 2017

Agenda

1. Confirmation of report of meeting held on Monday 19 September 2016
Pages 1-3
- Confirmation of report of the statutory meeting held on Monday 7 November 2016
Pages 4-6
2. 2017 meeting schedule
Page 7
3. Maitara Community Board by-election dates
Page 8
4. Membership of Coster Fund Distribution Committee
Page 9
5. NZ Police report
Page 10
6. Date of next meeting – Monday 6 March 2017

RURAL CITY LIVING



Report of a meeting of the Mataura Community Board, held in the Mataura Community Centre, McQueen Avenue, Mataura, on Monday 19 September 2016, at 5.35pm.

Present	Alan Taylor (Chairman), Geoff Colvin and Cr Dixon.
In attendance	His Worship the Mayor (Mr Tracy Hicks JP), General Manager District Assets (Mr Paul Withers), Administration Manager (Susan Jones), and three members of the public.
Apologies	Barbara Cunningham, Linda Sinclair and Chris Duffy apologised for absence.

1. CONFIRMATION OF REPORT

RECOMMENDED on the motion of G Colvin, seconded by A Taylor, **THAT** the report of the ordinary meeting of the Mataura Community Board, held on Monday 20 June 2016 as circulated, be accepted and signed by the Chairman as a true and complete record.

2. PROGRESS REPORT – TULLOCH PARK REDEVELOPMENT (SC1547)

A memo had been received from the Parks and Recreation Manager reporting on progress to date about the Tulloch Park redevelopment. An invited tender process had been completed and several workstreams were being worked on concurrently, including concept plans, landscaping, specific project elements and a building assessment by Quantity Surveyors.

In response to Cr Dixon enquiring about the cost of the work, the General Manager District Assets advised the Quantity Surveyor would cost the works once the plans had been finalised.

His Worship added it was important the overall planning and costing process for the project was done properly.

RECOMMENDED on the motion of G Colvin, seconded by Cr Dixon, **THAT** the information be received.

3. MAIN STREET MATAURA BEAUTIFICATION PROJECT (SC1375)

A memo had been received from the General Manager District Assets advising that the detailed design drawings for the Main Street beautification project had been completed along with the estimate of cost. The estimated cost of \$74,299 was within budget and would be funded from reserves. A copy of the final plans and estimate of cost had been circulated with the agenda.

An NZTA safety review was to be undertaken and once that had been completed, the cost of plantings and maintenance of the plots could be considered.

The General Manager advised the safety review had been completed by NZTA but the final plantings plan had still to be submitted for approval. The planting design work was underway. He added plantings at the former Keystores site would be included.

In response to His Worship, the General Manager said it was intended the project would be completed within the 2016-17 construction season. He expected it would be endorsed by the Council at its December meeting.

His Worship suggested if the planting design work did not take too long then it should be considered by the Council at an extraordinary meeting that was scheduled for Thursday 6 October.

The Chairman noted the project had taken a long time to get to the current stage. The Community Board was doing its best to get things done.

His Worship said subject to the planting plan being approved, he would do his best to get it signed off by the Council before the end of its term.

RECOMMENDED on the motion of G Colvin, seconded by Cr Dixon, THAT the report be received,

AND THAT subject to the planting design and plan being signed off, the Board approve the overall plan so that construction can commence for the beautification project.

4. DATES OF NEXT MEETINGS

- Statutory meeting on Monday 7 November, at 5.30pm
- Ordinary meeting on Monday 21 November 2016, at 5.30pm

His Worship acknowledged the Board's efforts over the past three years.

G Colvin acknowledged and thanked Alan Taylor for his leadership and dedication to the role. It was very much appreciated.

The meeting concluded at 5.55pm

RURAL CITY LIVING



Report of the statutory meeting of the Mataura Community Board, held in the Mataura Community Centre, McQueen Avenue, Mataura, on Monday 7 November 2016, at 5.43pm.

Present His Worship the Mayor (Mr Tracy Hicks JP)(Chairman), Cr Phillips, members-elect Greg Chaffey, Geoff Colvin, Linda Sinclair and Alan Taylor.

In attendance Crs Bolger and D Grant, Administration Manager (Susan Jones), Parks and Recreation Manager (Mr Ian Soper), Communications Manager (Sonia Gerken) and nine members of the public.

His Worship extended a welcome to those present. He felt the Board had made good progress to date and he extended his best wishes for the next three years.

1. MAKING AND ATTESTING OF DECLARATIONS

His Worship took declarations from members-elect Gregory Kopua Chaffey, Geoffrey Trevor Colvin, Linda Shirley Sinclair and Alan Robert Taylor.

2. ELECTION OF CHAIRPERSON

His Worship invited nominations for the position of Chairperson of the Board.

Geoff Colvin nominated Alan Taylor. The nomination was seconded by Linda Sinclair.

There being no further nominations, Alan Taylor was declared duly elected, and assumed the chair at 5.53pm. He thanked Board members for their support. He had appreciated working with the previous Board and looked forward to the next three years.

3. STATUS, ROLE AND POWERS OF COMMUNITY BOARDS

A memo had been received from the Chief Executive together with relevant excerpts from the Local Government Act 2002 on the status, role and powers of Community Boards.

RECOMMENDED on the motion of L Sinclair, seconded by G Colvin, THAT the report be received.

4. MODEL STANDING ORDERS

A memo had been received from the Chief Executive advising that it was a requirement of Clause 27(1), Schedule 7 of the Local Government Act 2002 that every local authority adopt a set of Standing Orders for the conduct of its meetings and those of its committees. The Council and the Community Board had previously operated from Standing Orders NZS9202:2003. These Standing Orders had recently been updated by Local Government New Zealand to take cognisance of changes introduced by the Local Government Act 2002 Amendment Act 2014, which *inter alia*, enabled Standing Orders of a local authority to permit attendance at a Council meeting by an elected member via audio link or audio-visual link.

A copy of the draft Standing Orders had been circulated with the agenda.

The Administration Manager advised the draft Standing Orders had been adopted by the Council at its statutory meeting held on 3 November. There had been a minor amendment made to paragraph 2 of clause 19.8 that would now read "*The member must leave the table when the matter is considered, but subject to approval of the meeting does not need to leave the room.*"

The Manager advised a clean set of Standing Orders would be provided to each Board member as soon as possible.

RECOMMENDED on the motion of G Colvin, seconded by L Sinclair, THAT the Community Board approve the adoption of the Gore District Council Standing Orders, effective from 7 November 2016, noting the amendment to clause 19.8 and that the standing orders have been based on a comprehensive review undertaken by Local Government New Zealand.

5. GENERAL EXPLANATIONS

A memo had been received from the Chief Executive advising that Clause 21 (5), Schedule 7 of the Local Government Act 2002 required that at the first meeting of the Community Board following the triennial general election, a general explanation must be given of the Local Government Official Information and Meetings Act 1987, and appropriate provisions of:

- (a) The Local Authorities (Members' Interests) Act 1968;
- (b) Sections 99, 105 and 105A of the Crimes Act 1961;
- (c) The Secret Commissions Act 1910; and
- (d) The Financial Markets Conduct Act 2013.

The relevant details had been included with the agenda.

RECOMMENDED on the motion of G Chaffey, seconded by L Sinclair, THAT the information be received.

The Chairman had appreciated working with the Council Managers and as a Board, it was vital to have a good relationship when working together for the community and the district. He acknowledged the support received.

6. PRESENTATION TO FORMER BOARD MEMBERS

The Chairman thanked Barbara Cunningham and Chris Duffy, who had not sought re-election, for their contributions to the Board and to former Cr Steve Dixon for his interest in the community and his assistance to the Board.

His Worship presented certificates of service to Barbara Cunningham and Steve Dixon.

The Chairman said three things came to mind when he considered the next three year term:

- To build a better town for residents;
- To create a better perception of the town and for those who pass through it; and
- Encourage community participation in projects to improve the town.

The meeting concluded at 6.06pm

MATAURA COMMUNITY BOARD

MONDAY 23 JANUARY 2017

1. 2017 MEETING SCHEDULE

(Memo from Administration Manager – 13.01.17)

Below is the proposed meeting schedule for 2017:

Monday 23 January

Monday 6 March

Monday 1 May

Monday 12 June

Monday 17 July

Monday 28 August

Monday 9 October

Monday 27 November

Meeting time – 5.30pm.

RECOMMENDATION

THAT the meeting schedule be approved.

2. MATAURA COMMUNITY BOARD BY-ELECTION DATES

(Memo from Administration Manager – 16.01.17)

The following timetable will apply for the forthcoming by-election to elect a new member of the Board:

Thursday 26 Jan	Voting documents start being delivered
Friday 17 Feb	Polling day. Voting closes at 12 noon
Wednesday 22 Feb	Final declaration notice in paper.

Counting is expected to commence on the morning of Friday 17 February and a preliminary result should be known shortly after 12 noon.

For convenience of Matura voters, a ballot box will be located at the Matura Service Centre.

RECOMMENDATION

THAT the information be received.

3. MEMBERSHIP OF COSTER FUND DISTRIBUTION COMMITTEE

(Memo from Administration Manager – 16.01.17)

The Coster Fund Distribution Committee has been established since September 2010. The membership was expanded in 2011 and now comprises:

- The elected member from the Mataura Ward (*Cr Neville Philips*)
- One member from the Mataura Community Board (*vacant*)
- One Councillor who had been elected at large (*Cr Cliff Bolger*)
- His Worship the Mayor
- Two independent persons who are resident of the Mataura Ward (*Mrs Linda Sinclair and Mr Alistar McLennan*)

With previous Board member Christian Duffy not seeking re-election at the 2016 elections, a vacancy now remains for a new member to be appointed.

Applications for the latest funding round closed prior to Christmas and a meeting of the Distribution Committee will be called within the next two weeks.

RECOMMENDATION

THAT the Board appoint one of its members to the Coster Distribution Sub-Committee.

4. REPORT FROM MATAURA POLICE

To be tabled at the meeting.

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