



Mataura Community Board meeting

Public business agenda

A meeting of the Mataura Community Board
will be held in the Elderly Citizens Centre,
McQueen Avenue, Mataura
on Monday 10 March 2025
commencing at 5:30pm

Our vision:

*To provide an environment that allows people to enjoy the lifestyle
and culture of their choice*

Health and safety – emergency procedures

Toilets – the toilets are located in the foyer area outside the meeting room.

Evacuation - should there be an evacuation, please exit the room via the main door, then through the building front doors to the front of the building, near the road.

Earthquake - drop, cover and hold. Once the shaking has stopped, evacuate through the meeting room's main door, then through the building front doors to the front of the building, near the road.

Phones - please turn your mobile device to silent mode.

Attendees

Membership

Nicky Coats (Chairperson)

Cr Neville Phillips

Steven Dixon

Darren Matahiki

Laurel Turnbull

Staff

Chief Executive

Debbie Lascelles

Parks and Recreation Manager

Keith McRobie

Roading Asset Manager

Murray Hasler

Governance - minutes

Susan Jones

Agenda confirmed by:



D Lascelles

Chief Executive

Recommendations contained in reports are ***not*** to be construed ***as Council decisions.***

Refer to the Council minutes for resolutions.

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- 1. Welcome/Karakia**
- 2. Apologies/leave of absences**
- 3. Declaration of conflicts of interest**
- 4. Confirmation of agenda**

5. Confirmation of minutes

5.1 Confirmation of minutes – Mataura Community Board meeting held on Monday 27 January 2025

Minutes of a meeting of the Mataura Community Board, held at the Mataura Elderly Citizens Centre, McQueen Avenue, Mataura, on Monday 27 January 2025, at 5.36pm.

Present Nicky Coats (Chairperson), Cr Phillips, Laurel Turnbull, Colleen Te Au, Darren Matahiki and Steven Dixon.

In attendance His Worship the Mayor (Mr Ben Bell from 5.44pm), Parks and Recreation Manager (Mr Keith McRobie), Roading Asset Manager (Mr Murray Hasler) and Governance Manager (Susan Jones).

1. CONFIRMATION OF MINUTES

Clause 4 – Tulloch Park Development (Stage 2) – November progress update (SC1570)

The Board *noted* that an application to the Coster Fund would be made as a last resort if there were no other avenues of funding available for the project shortfall.

RECOMMENDED on the motion of Steven Dixon, seconded by Colleen Te Au, THAT the minutes of the ordinary meeting of the Mataura Community Board held on Monday 18 November 2024, as circulated, be confirmed and signed by the Chairperson as a true and complete record.

2. CULLING TERRACE WALKWAY UPDATE (SC3274)

The Parks and Recreation Manager advised K2 Contracting would be on site later in the week to cut about 12 trees down. The rugby club would be responsible for removing the felled timber. The footpath work was likely to commence in mid-late February as part of the Council's footpath contract.

RECOMMENDED on the motion of Nicky Coats, seconded by Laurel Turnbull, THAT the report be received.

3. TULLOCH PARK PROGRESS UPDATE (SC1570)

A report had been received from the Parks and Recreation Manager that provided an update to the Board on the Tulloch Park redevelopment project. The final stages were underway with contractors on site from 21 January. The project had been delayed due to issues with obtaining a building consent. Funding from NZ Lotteries and the Tourism

Infrastructure Fund (TIF) was contingent on the issuing of a consent. The splash pad provider, Coombes, was working directly with the main site contractor, Ajax. It was expected the 22,500 litre balance tank and precast toilet foundations would be laid early in the week of 27 January. Once the foundations were in place, the site services would be installed and connected, followed by the building installation and concrete formwork. An indicative completion date was mid-March.

The Manager advised the balance tank would be installed on 29 January. Some preparatory work had been undertaken by Ajax. He added an application had been made to the Temanawa Fund that was administered by Active Southland towards an opening event. There had been \$1,800 approved for it. The YMCA had indicated it was also interested in running a weekly activation on site. The Chair said the activities would be run from the Bunker, but on fine days would be held at Tulloch Park.

The Chair asked if the opening could coincide with Children's Day on 2 March. The Manager said it could be very tight. He added the Council would probably not know until the project was completed in terms of what the final costs may be. The current unfunded balance was \$40,326.84. The Chair said a grant could not be applied for if the project had already been completed. In response to S Dixon, the Manager said there was a small contingency. He said the Council had a reasonable landscaping budget that could assist.

RECOMMENDED on the motion of Laurel Turnbull, seconded by Steven Dixon, THAT the Board receive and note the Tulloch Park development (Stage 2) progress update report.

4. MEETING SCHEDULE FOR 2025 (SC3535)

The following meeting schedule for 2025 had been proposed by the Governance Manager:

- Monday 10 March
- Monday 28 April
- Monday 9 June
- Monday 28 July
- Monday 15 September
- Election Day – Saturday 11 October
- Monday 3 November – statutory meeting
- Monday 24 November

RECOMMENDED on the motion of Colleen Te Au, seconded by Laurel Turnbull, THAT the above schedule of meeting dates for 2025 be accepted.

5. COSTER PARK CAMPERVAN DUMP STATION UPDATE (SC0613)

A report had been received from the Roding Asset Manager advising that quotes for two options for a proposed fence at the dump station site had been requested. One

quote was for a timber paling fence and for the second, a solid metal panel fence, both 1.2m high. The Board's request for a lid on the dump station and hose for users to clean was being investigated.

The Manager advised a 300mm long hose was being sourced to attach to the dump station for cleaning purposes.

He added that he had received a quote for a timber paling fence at 1.2m high following the Board's on-site visit in November. The fence was proposed to be 4 metres long across the back and along the centre line of the dump station and 8 metres long towards the carpark. The quote received was \$3,147 plus \$300 for staining for an H3 timber fence with two rails. It would be sturdy and would comply with the fencing requirements in the Council's Subdivision Development Bylaw. A metal fence was likely to be more expensive and he recommended that unless a metal fence with solid panels was cheaper than the timber one, he would support the timber fence. The metal fences tended to be quite flimsy and may be more subject to graffiti. D Matahiki asked if a second quote would be obtained for comparison. The Manager said he could. In response to Chair, the Manager said the fence would have an open frontage. The consensus of the Board was for the fence to be 2.5m in length across the back.

His Worship clarified the fence was to screen the view of the dump station from the riverside? The Chairperson agreed and to also provide shelter. His Worship asked if it was appropriate to have a fence that could end up being covered with graffiti in the middle of town. He challenged the Board's thinking in providing something that would likely be vandalised. The Chairperson said she had noted a number of dump stations in other parts of the country with plantings around them. The Parks and Recreation Manager said he was happy to look at established plantings in consultation with the Roding Asset Manager, as an alternative to a fence.

In response to L Turnbull, the Roding Asset Manager said Custom Build was pricing an aluminium hinged lid for the dump station. L Turnbull thought there also needed to be a "keep clear" sign placed at the station to enable users to access the station and empty their tanks.

RECOMMENDED on the motion of Steven Dixon, seconded by Darren Matahiki, THAT the Roding Asset and Parks and Recreation Managers investigate the cost of suitable plantings to screen the Coster Park campervan dump station and report back to the Board.

6. DATE OF NEXT MEETING – Monday 10 March 2025, at 5.30pm.

The meeting concluded at 6.11pm

6. Reports for information

6.1 Presentation from Active Southland

Report to:	Mataura Community Board
Meeting date:	Monday, 10 March 2025
Author:	Susan Jones
Author title:	Governance Manager
General Manager lead:	General Manager Corporate Support
Report date:	Monday, 3 March 2025
Confidentiality:	Public

Purpose

1. To provide an overview of the work undertaken by Active Southland.

Recommendation

2. That the Mataura Community Board receive and note the report.

Background

3. Sport New Zealand, as part of its 2024-2028 Strategy will have increasing focus on supporting priority geographic communities to have more equitable access to physical activity that contributes to not only their own wellbeing, but that of the community. The SportNZ strategic pillar of 'Empowered Communities and Hapori' also aligns with Active Southlands strategic intent in this domain.
4. Active Southland's intent is to walk alongside three communities in Murihiku who experience inequity of access to physical activity opportunities. Mataura is being considered as one of these. Our ways of working with this approach is to be community led and look to amplify resources available to these communities in addition to building capability and co-ordination with and between organisations who presently work into these communities. Active Southland's intent is not to create anything new, but take a strengths based, evidence led approach to supporting individuals and support groups in these communities.

6.2 Tulloch Park update

Report to: Mataura Community Board
Meeting date: Monday, 10 March 2025
Author: Keith McRobie
Author title: Parks and Recreation Manager
General Manager Lead:
Report date: Wednesday, 5 March 2025
Confidentiality: Public

Purpose

1. To inform the Mataura Community Board on progress.

I am still waiting to hear back from Eastern Southland basketball about running a mini tournament on the day. The Board was emailed last week with an update on the project and the proposed opening event.

2. Sunshade options can be investigated but these will likely be a significant cost. The shade sail at Queen's Park is repeatedly vandalised.
3. There will be a verbal update provided at the meeting about an official opening.

6.3 Coster Park campervan dump station

Report to: Mataura Community Board
Meeting date: Monday, 10 March 2025
Author: Keith McRobie
Author title: Parks and Recreation Manager
General Manager Lead:
Report date: Wednesday, 5 March 2025
Confidentiality: Public

Purpose

1. To inform the Mataura Community Board on progress.
2. The cost of shrub planting and a post and sheep wire fence around the dump station can be undertaken from the Parks operations account. The cost will be under \$1,000.
3. An image of the finished plantings and fence will be provided at the meeting.

6.4 Entrance signs

Report to: Mataura Community Board
Meeting date: Monday, 10 March 2025
Author: Keith McRobie
Author title: Parks and Recreation Manager
General Manager Lead:
Report date: Wednesday, 5 March 2025
Confidentiality: Public

Purpose

1. To inform the Mataura Community Board on its request for the trees to be removed from the northern welcome sign.
2. Images for the proposed plantings around the welcome signs at the northern and southern entrance to Mataura will be tabled at the meeting.

7. Report for decision

7.1 Resignation of member

Report to:	Mataura Community Board
Meeting date:	Monday, 10 March 2025
Author:	Susan Jones
Author title:	Governance Manager
General Manager lead:	General Manager Corporate Support
Report date:	Monday, 3 March 2025
Confidentiality:	Public

Purpose

1. To formally record and acknowledge the resignation of Colleen Lieshout as a member of the Mataura Community Board.

Recommendation

2. That the Mataura Community Board
 - a) receive and acknowledge with regret the resignation of Colleen Lieshout with effect from 23 February 2025; and
 - b) note that due to the next Local Government elections being less than 12 months away, in accordance with section 117 of the Local Electoral Act 2001, that the vacancy not be filled.

Context

3. Section 117 outlines the process in the event of an extraordinary vacancy arising in a community board.
4. If a vacancy occurs in the office of a member of a community board 12 months or less than 12 months before the next triennial general election, the Chief Executive of the local authority concerned must notify the community board of the vacancy immediately.
5. On receiving notice the community board must, at its next meeting (other than an extraordinary meeting) or, if that is not practicable, at its next subsequent meeting (other than an extraordinary meeting), determine by resolution—

that the vacancy will be filled by the appointment by the community board of a person named in the resolution who is qualified to be elected as a member; or that the vacancy is not to be filled.
6. If for any reason the person specified in the resolution is unavailable, or otherwise unable to be notified of the appointment, a further vacancy occurs in that office.

7. The first unsuccessful candidate at the 2022 election for the Mataura Community Board was Constance Waihape. The Board could determine by resolution to appoint this candidate, subject to their agreement, to fill the extraordinary vacancy.
8. There are four scheduled Board meetings remaining until the 2025 elections.

Attachment

Email from Colleen Lieshout advising of resignation.

23 February 2025

Dear Nicky,

Please accept this email as my formal resignation from the Mataura Community Board, effective immediately. This decision has not been made lightly, but due to family commitments and health considerations, I am no longer able to fulfil my duties to the standard the community deserves.

It has been a privilege to serve alongside such dedicated colleagues and contribute to initiatives that benefit Mataura. I am proud of what we've accomplished during my short tenure and the diversity we represented across our community. I witnessed your absolute commitment as the chairperson and the countless hours of hard work you do every day, and I know you will continue to do. With council support moving forward I hope to see more autonomy and trust in our elected roles representing the Mataura community.

I am committed to ensuring a smooth transition and am happy to assist in any way possible during this period. Please let me know how I can best support this process.

I remain a DIA Community Advisor of Lottery and Crown funds and will continue to support my community in this capacity.

Thank you for the opportunities you've afforded me. I leave with deep respect for the Board's work and remain hopeful for Mataura's future.

Ngā mihi

Colleen Lieshout

Vice Chairperson Mataura Community Board

8. Meeting closed

Community Outcomes

We value our history and heritage

We live in a creative place

We have a choice of quality places to go and things to do

We have a quality infrastructure with the potential for growth

We live in a compassionate, caring community

We value and respect our environment