

# **ATTACHMENTS**

**Kinloch Representative Group Meeting**

**11 May 2023**

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**TAUPŌ DISTRICT COUNCIL  
MINUTES OF THE KINLOCH REPRESENTATIVE GROUP MEETING  
HELD AT THE KINLOCH COMMUNITY HALL, MATA PLACE, KINLOCH  
ON THURSDAY, 23 FEBRUARY 2023 AT 3.00PM**

- PRESENT:** Cr Christine Rankin (in the Chair), Mr Matt Andrews, Mr Tim Brittain, Cr Duncan Campbell (from 3.04pm), Mr Pat Kane, Cr Rachel Shepherd, Mayor David Trewavas, Ms Belinda Walker
- IN ATTENDANCE:** Chief Executive, General Manager Finance and Environment, District Customer Relations Manager, Parks Manager – Town Centres, Governance Quality Manager, Community Engagement Advisor – Northern Taupō District, Executive Manager – Mayor’s Office, Senior Committee Advisor
- MEDIA AND PUBLIC:** 16 members of the public

- Notes:*
- (i) The District Customer Relations Manager opened and closed the meeting with a karakia.
  - (ii) Chair Cr Christine Rankin welcomed the public to the meeting and confirmed that while there was no public forum being held today, they would discuss this for future meetings.
  - (iii) Chair Cr Christine Rankin acknowledged His Worship the Mayor and thanked him for attending this first committee meeting.
  - (iv) Chair Cr Christine Rankin acknowledged Chief Executive Gareth Green’s support for the community, thanked him for his leadership, and wished him well in his new role in New Plymouth.
  - (v) Member Belinda Walker requested permission from the Chair and members to record from item 5.4 onwards and to be livestreamed to the Kinloch Families’ Trust facebook page.
  - (vi) Cr Duncan Campbell entered the meeting at 3.04pm. He was not present for resolutions KIN202302/01 and KIN202302/02.

**1 KARAKIA**

**2 WHAKAPĀHA | APOLOGIES**

**KIN202302/01 RESOLUTION**

Moved: Mr Matt Andrews  
Seconded: Cr Rachel Shepherd

That the apology received from Cr Duncan Campbell for lateness be accepted.

**CARRIED**

**3 NGĀ WHAKAPĀNGA TUKITUKI | CONFLICTS OF INTEREST**

**KIN202302/02 RESOLUTION**

Moved: Mr Tim Brittain  
Seconded: Mayor David Trewavas

That Member Belinda Walker declared that she was Chairperson of the Kinloch Families Trust.

**CARRIED**

**4 WHAKAMANATANGA O NGĀ MENETI | CONFIRMATION OF MINUTES**

Nil

**5 NGĀ RIPOATA | REPORTS****5.1 ELECTION OF DEPUTY CHAIRPERSON****KIN202302/03 RESOLUTION**

Moved: Mr Tim Brittain  
Seconded: Ms Belinda Walker

That the Kinloch Representative Group confirms that System B be used to determine the election process for the Deputy Chairperson.

**CARRIED**

**KIN202302/04 RESOLUTION**

Moved: Mr Tim Brittain  
Seconded: Cr Rachel Shepherd

That the Kinloch Representative Group elects Mr Matt Andrews as the Deputy Chairperson of the Kinloch Representative Group.

**CARRIED**

**5.2 WELCOME TO THE KINLOCH REPRESENTATIVE GROUP OF TAUPŌ DISTRICT COUNCIL**

The District Customer Relations Manager introduced herself and Sarah Matthews, General Manager Finance and Environment as the Enterprise Leadership and Executive Team support for the Kinloch Representative Group.

The Group confirmed it would like a public forum to be included in the Kinloch Representative Group meetings going forward and that it was appropriate to open the public forum with karakia. Their preference was for the public forum to be at an accessible and convenient time for members of the public.

The District Customer Relations Manager summarised the report and highlighted key points including how to raise issues. She confirmed that Council could be contacted by phone any time of the day and had Facebook Messenger and the Antenno app as well. She noted that it was better to contact Council to raise a service request rather than add comments on social media. She made the Group aware that the Sport and Recreation Strategy consultation was currently in process and was open until 22 March for submissions. In answer to a question, the General Manager Finance and Environment confirmed that consultation for the next Long-term Plan would be around February or March 2024 and that consultation for the 2023/24 Annual Plan would open at the end of March 2023.

**KIN202302/05 RESOLUTION**

Moved: Cr Rachel Shepherd  
Seconded: Ms Belinda Walker

That the Kinloch Representative Group receives the information provided to support members in their role for the 2022-2025 Triennium.

**CARRIED**

**5.3 KINLOCH REPRESENTATIVE GROUP AIMS AND ASPIRATIONS**

Members shared with the Group what they hoped to achieve this triennium.

**Mr Tim Brittain** wanted the Kinloch Representative Group to progress and remain an effective liaison between the community and Council. Development was welcome but it was important that the village kept its

fundamental feel and ethos.

**Mr Matt Andrews** greeted the Group with his pepeha and advised that as the Māori representative, his role was to support the community and bring a different perspective. He would connect the community by providing information and a Te Ao Māori view, particularly regarding people, the environment and the lake.

**Mr Pat Kane** wished to focus on items that had been previously raised by the community. These included the eastern beach toilet, assessment of trees in Kinloch, the possibility of a fence along the embankment, and the plan for New Year's Eve. He also expressed his interest in developing the following:

- Outdoor gym;
- Seal the foreshore in front of the shop to make it accessible for pushchairs and wheelchairs;
- Seal the Golf Club car park;
- Repair the Scotsmans ramp;
- Develop the area in front of the Kinloch Community Hall into a wetlands area.

**Ms Belinda Walker** greeted the Group with her pepeha and thanked the Council Communications team for connecting the Kinloch Families Trust facebook page to their posts. She wanted the Group to focus on the environment including playgrounds, and also to increase engagement by submitting to all consultation processes.

**Cr Rachel Shepherd** wished to support and advocate for the community.

**Mayor David Trewavas** supported all of the comments from other members and expressed his thanks to the Kinloch community for asking that the Kinloch Representative Group be formed. He introduced his new Executive Manager and advised that he was available for community members to speak with him.

**Cr Duncan Campbell** added that he was also available to support the community.

**Chair Cr Christine Rankin** agreed with previous comments and supported the members. She expressed her desire to work harmoniously as a group and focus on what they could change. She wanted all varying groups of Kinloch to be represented and given the opportunity to speak to the Kinloch Representative Group members, and to foster good relationships with developers to work better for the community.

#### **KIN202302/06 RESOLUTION**

Moved: Cr Matt Andrews  
Seconded: Ms Belinda Walker

That the Kinloch Representative Group receives the information generated as part of the members' discussion about aims and aspirations for the 2023 calendar year and the Triennium ending October 2025.

**CARRIED**

#### **5.4 COMMUNITY GRANTS 2023**

The Community Engagement Advisor – Northern Taupō District introduced herself to the Group and explained that the Senior Funding and Partnerships Advisor was currently deployed to the Hawke's Bay to assist with the response to Cyclone Gabrielle.

She highlighted key points in the report and advised that of interest to this Group was the Taupō / Taupō East Rural Community Grant which would be open from 13 March to 11 April inclusive. The Senior Funding and Partnerships Advisor, the Community Engagement Advisor – Northern Taupō District, and the Community Engagement and Development team were available to assist with applications for community grants.

#### **KIN202302/07 RESOLUTION**

Moved: Mr Tim Brittain  
Seconded: Mr Pat Kane

That the Kinloch Representative Group notes the 2023 opening and closing dates for community grants.

**CARRIED**

## 5.5 KINLOCH SNAPSHOT

The District Customer Relations Manager formally introduced the Community Engagement Advisor – Northern Taupō District. The Community Engagement Advisor – Northern Taupō District confirmed that she covers the northern area of the district which includes Kinloch and nine other settlements. She lived close by and was available for a chat or to meet with groups as required. She was delighted to be able to support the community where she could.

The District Customer Relations Manager advised that most of the service requests received for the Kinloch area were related to roaming dogs. Following Cyclone Gabrielle there was an increase in service requests related to trees blocking roads and water related requests.

The water renewals project was scheduled to be completed by the end of June 2023 and had been separated into five portions. Work would begin the following week on Kenrigg Road, and another portion of work from Kenrigg Road to Mata Place would be completed by the end of April. Footpaths that had been damaged would be boxed and new concrete poured on Kenrigg Road within the next two weeks, weather permitting. The District Customer Relations Manager noted that these timeframes had been provided prior to Cyclone Gabrielle so could be pushed out.

### KIN202302/08 RESOLUTION

Moved: Cr Rachel Shepherd

Seconded: Ms Belinda Walker

That the Kinloch Representative Group notes the information contained in the Kinloch Snapshot report.

**CARRIED**

## 5.6 MEMBERS' REPORTS

The following members' reports were received:

**Mayor David Trewavas** acknowledged all the support given from the Taupō District communities to the Hawke's Bay affected by Cyclone Gabrielle. The Mayoral relief fund going to Hawke's Bay, Gisborne and Wairoa was currently over \$12,000.00.

**Cr Rachel Shepherd** was looking forward to a productive triennium.

### Member Belinda Walker

- Thanked local suppliers who had organised helicopter loads and donated fuel to assist with the response to Cyclone Gabrielle.
- Requested that the school bus stop location be added to the Actions table for the next agenda. There was a safety issue for those on Lisland Drive crossing the road from the golf course to the bus stop. A footpath extension and pedestrian crossing could help with this.
- Asked if local companies could be used for mowing while Council teams were occupied with remedial work after Cyclone Gabrielle.
- Asked for the tree on the reserve side of Marina Terrace to be assessed for removal.
- Asked if Council could partner with locals for tree replanting.
- Requested assistance for setting up community gardens in Kinloch.
- Requested permission to plant wildflowers on Kinloch Road
- Reminded the Group that Kinstock would be held the following Saturday. Koha entry would go to the kindergarten and children of Kinloch would be creating or gathering goods for flood relief. Kinstock was open from 1pm to 6pm.

**Member Pat Kane** advised the Group that Central Kids Kinloch Kindergarten had been donated a permanent site by Seven Oaks Ltd and were now seeking funding for a permanent, purpose built kindergarten. Kinloch Families Trust was prepared to manage the ownership on behalf of the community and partner with Central Kids so that funding for the lease would go into a separately managed trust fund to be used for ongoing sustainability of the kindergarten and not burden the community going forward. A community member had funded concept design drawings and consultation was taking place with Central Kids and other kindergartens to assess requirements and gather learnings. Families were excited to be able

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to have a connection with others and looked forward to this opening in 2024.

**Mr Matt Andrews** gave his apology for Kinstock because he would be attending Te Matatini in Auckland.

**Mr Tim Brittain** asked if the swings near the Kinloch Community Hall would be returned. Members confirmed that due to the ground they would not be re-installed.

**KIN202302/09 RESOLUTION**

Moved: Mr Tim Brittain

Seconded: Mr Pat Kane

That the Kinloch Representative Group receives the reports from members.

**CARRIED**

**6 NGĀ KŌRERO TŪMATAITI | CONFIDENTIAL BUSINESS**

Nil

**The meeting closed at 4.08pm.**

**The minutes of this meeting were confirmed at the Kinloch Representative Group Meeting held on 11 May 2023.**

.....  
**CHAIRPERSON**

Extracts from Standing Orders 2022-2025

## **15. Public Forums | Ngā Matapakinga a te Marea**

Public forums are a defined period of time, usually at the start of an ordinary meeting, which, at the discretion of a meeting, is put aside for the purpose of public input. Public forums are designed to enable members of the public to bring matters of their choice, not necessarily on the meeting's agenda, to the attention of the local authority.

In the case of a committee, subcommittee, local or community board, any issue, idea, or matter raised in a public forum, must fall within the terms of reference of that body.

### **15.1 Time limits | Ngā tepenga wā**

A period of up to 30 minutes, or such longer time as the meeting may determine, will be available for the public forum at each scheduled local authority meeting. Requests must be made to the chief executive (or their delegate) at least one clear day before the meeting; however this requirement may be waived by the chairperson. Requests should also outline the matters that will be addressed by the speaker(s).

Speakers can speak for up to 5 minutes. Where the number of speakers presenting in the public forum exceeds 6 in total, the chairperson has discretion to restrict the speaking time permitted for all presenters.

### **15.2 Restrictions | Ngā Herenga**

The chairperson has the discretion to decline to hear a speaker or to terminate a presentation at any time where:

- A speaker is repeating views presented by an earlier speaker at the same public forum;
- The speaker is criticising elected members and/or staff;
- The speaker is being repetitious, disrespectful or offensive;
- The speaker has previously spoken on the same issue;
- The matter is subject to legal proceedings; and
- The matter is subject to a hearing, including the hearing of submissions where the local authority or committee sits in a quasi-judicial capacity.

### **15.3 Questions at public forums | Ngā pātai i ngā matapakinga a te marea**

At the conclusion of the presentation, with the permission of the chairperson, elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker.

### **15.4 No resolutions | Kāore he tatūnga**

Following the public forum, no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda. (See the LGNZ Guide to Standing Orders for suggestions of good practice in dealing with issues raised during a forum).



Extracts from Standing Orders 2022-2025**9.1 Items of business not on the agenda which cannot be delayed | Ngā take kāore i runga i te rārangi take e kore e taea te whakaroa**

A meeting may deal with an item of business that is not on the agenda where the meeting resolves to deal with that item and the chairperson provides the following information during the public part of the meeting:

- (a) The reason the item is not on the agenda; and
- (b) The reason why the discussion of the item cannot be delayed until a subsequent meeting.

*LGOIMA, s 46A(7).*

Items not on the agenda may be brought before the meeting through a report from either the chief executive or the chairperson.

**Please note**, that nothing in this standing order removes the requirement to meet the provisions of Part 6 of the LGA 2002 with regard to consultation and decision-making.

**9.2 Discussion of minor matters not on the agenda | Te kōrerorero i ngā take iti kāore i runga i te rārangi take**

A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However, the meeting may not make a resolution, decision, or recommendation about the item, except to refer it to a subsequent meeting for further discussion.

*LGOIMA, s 46A(7A).*