

Notice is hereby given that an Ordinary Meeting of Southland District Council will be held on:

Date: Wednesday, 10 December 2014
Time: 1 PM
Meeting Room: Council Chambers
Venue: 15 Forth Street
Invercargill

Council Agenda

OPEN

MEMBERSHIP

Mayor	Mayor Gary Tong
Deputy Mayor	Paul Duffy
Councillors	Lyall Bailey
	Stuart Baird
	Brian Dillon
	Rodney Dobson
	John Douglas
	Bruce Ford
	George Harpur
	Julie Keast
	Gavin Macpherson
	Neil Paterson

IN ATTENDANCE

Chief Information Officer	Damon Campbell
Strategy and Policy Manager	Susan Cuthbert
Human Resources Manager	Janet Ellis
Committee Advisor	Maree Fyffe
Group Manager Environment and Community	Bruce Halligan
Group Manager Services and Assets	Ian Marshall
Communications & Governance	Louise Pagan

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.

**Manager
Chief Executive**

Steve Ruru

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Full agendas are available on Council's Website
www.southlanddc.govt.nz

TABLE OF CONTENTS

ITEM	PAGE
PROCEDURAL	
1 Apologies	3
2 Leave of absence	3
3 Conflict of Interest	3
4 Public Forum	3
5 Extraordinary/Urgent Items	3
6 Confirmation of Council Minutes	3
REPORTS - POLICY AND STRATEGY	
7.1 Risk Management Policy	5
7.2 Open Spaces Strategy	25
7.3 Te Ao Mārama Incorporated as a collaborator on the Long Term Plan 2015-2025 process	75
7.4 Draft Kerbside Recycling and Rubbish Collection Policy	81
7.5 Venture Southland Letter of Expectation 2015/2016	117
7.6 Implementation and Remittance of Development and Financial Contributions	127
REPORTS - OPERATIONAL MATTERS	
8.1 Management Report	135
8.2 Accepting Ownership of Riverton Soundshell Buildings	149
8.3 Milford Community Trust - Appointment to Trustee Position	153
8.4 Building Consents and Values for October 2014	157
REPORTS - GOVERNANCE	
9.1 Formation of Ward Committees	165
9.2 Schedule of Council and Committee Meeting Dates for 2015	169
9.3 Order of candidates' names - Mararoa Waimea Ward By-election	173
9.4 Minutes of Council - 8 October 2014	177
9.5 Action Sheet	185

PUBLIC EXCLUDED

Procedural motion to exclude the public	187
C10.1 Land Acquisition at Wallacetown	187
C10.2 Purchase of part of the Blackmount School on behalf of the Blackmount community	187
C10.3 Public Excluded Minutes of the Council Meeting dated 29 October 2014	188
C10.4 Public Excluded Minutes of the Council Meeting dated 8 October 2014	188

1 Apologies

At the close of the agenda the following apology was received:
Councillor Macpherson

2 Leave of absence

At the close of the agenda no requests for leave of absence had been received.

3 Conflict of Interest

Councillors are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a councillor and any private or other external interest they might have. It is also considered best practice for those members in the Executive Team attending the meeting to also signal any conflicts that they may have with an item before Council.

4 Public Forum

Notification to speak is required by 5pm at least two days before the meeting. Further information is available on www.southlanddc.govt.nz or phoning 0800 732 732.

Mayor Gary Tong will address the meeting regarding SDC Community Spirit Award presentation.

5 Extraordinary/Urgent Items

To consider, and if thought fit, to pass a resolution to permit the Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) The reason why the item was not on the Agenda, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

6 Confirmation of Council Minutes

6.1 Meeting minutes of Council, 29 October 2014

Risk Management Policy

Record No: R/14/11/17732
Author: Dean Williamson, Business Improvement, Assurance and Project Analyst
Approved by: Damon Campbell, Chief Information Officer

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 This report recommends the approval of a Risk Management Policy for Council in line with best practice.

Executive Summary

- 2 This report recommends the approval of a Risk Management Policy for Council.

The draft policy is based on the joint Australian New Zealand International Standard - Risk Management - Principles and Guidelines AS/NZS ISO 31000:2009. This is the current 'best practice' standard on Risk Management.

The policy covers the principles of risk management, the outcomes expected, the use of a risk register and the overall process with reporting/monitoring requirements that will be implemented.

This policy is recommended by the Executive Leadership Team and the Audit Performance Activities Committee and is recommended to be adopted.

Recommendation

That the Council:

- a) Receive the report titled “Risk Management Policy” dated 10 December 2014.
- b) Determine that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determine 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) Adopts the Risk Management Policy.
- e) Notes that:
 - (i) The introduction of formal Risk Management into the organisation is just the beginning and that it will evolve over time.
 - (ii) Full implementation of the Risk Management Policy will take time.

Content

Background

- 3 Council and its external auditors have recognised the need to enhance its risk management processes to ensure that there is a consistent and integrated approach used across the organisation.
- 4 Risk management is about identifying events that might happen in the future that will have an impact on Council's objectives, then working out what further action, if any, is appropriate (and cost-effective) to mitigate the risk.
- 5 This policy is designed to improve business performance by facilitating and improving; decision-making, resource allocation, resilience, protect Council's assets, reputation, operations and will reduce events and losses.
- 6 Risk management is a fundamental part of everyday activities which rely on integration with normal processes and on-going continual improvement. Risk management practices will be refined and continually improved.
- 7 Responsibility for Risk Management lies with the Executive Leadership Team. However, the Activities Performance Audit Committee provides governance oversight.
- 8 This policy is recommended by the Executive Leadership Team and the Audit Performance Activities Committee for adoption by Council.

Issues

- 9 No Risk Management Policy currently exists. This policy will change how Council manages its risks through all levels of the organisation in order to better meet its objectives.

Factors to Consider

Legal and Statutory Requirements

- 10 The introduction of the policy is consistent with the Local Government Act 2002 requirements for the Council to manage its financial resources and assets in a prudent and business-like manner.

Community Views

- 11 It is reasonable for Council to assume that the community would expect Council to move towards 'best practice' models. The proposed policy and framework is consistent with this expectation.

Costs and Funding

- 12 No additional financial cost is expected to implement the policy and framework at this stage. In the future, software may be required to maintain the register and reporting functions. Implementation of a structured approach to risk management should reduce the likelihood of unforeseen costs associated with the realisation of a risk.

Policy Implications

- 13 No Risk Management Policy currently exists. This policy will change how Council manages its risks through all levels of the organisation.

Analysis

Options Considered

- 14 Status Quo - this is not recommended as the current practice exposes Council to unacceptable consequences.

Assessment of Significance

- 15 The adoption of this policy is not significant as defined in Council's Significant and Engagement Policy. This policy does not significantly affect the district, community, levels of service, Council's finances and has no cultural relevance.

Recommended Option

- 16 The officer recommends to adopt the Risk Management Policy to better enhance Council's Risk Management.

Next Steps

- 17 On adoption of the policy, Council's officers will implement the policy. This will happen in a staged approach as officers become more familiar with their requirements under the new policy. It is envisaged that full implementation of the policy will be undertaken by 30 June 2015.

Attachments

A Risk Management Policy [View](#)



SOUTHLAND DISTRICT COUNCIL RISK MANAGEMENT POLICY

This policy applies to: Council, Elected members and Council staff.

DOCUMENT CONTROL

Policy owner: Chief Executive	TRIM reference number: r/14/9/14091	Effective date: 29 October 2014
Approved by: Activities Performance Audit Committee	Date approved: 29 October 2014	Next review date: November 2015

CONTENTS

1. PURPOSE.....	1
2. DEFINITIONS AND ABBREVIATIONS.....	2
3. POLICY DETAILS.....	2
3.1 Background.....	2
3.2 Overview.....	3
3.3 Establish the Context.....	5
3.4 Identify Events (risks).....	5
3.5 Analyse and Evaluate Risks.....	6
3.6 Treat Risks.....	7
3.7 Information and Communication.....	8
3.8 Monitoring.....	8
3.9 Risk Appetite and Tolerance.....	8
3.10 Risk Register.....	8
4. ROLES AND RESPONSIBILITIES.....	9
5. REFERENCES.....	10
6. REVISION RECORD.....	10
7. APPENDICES.....	11
Appendix 1 - Risk Categories.....	11
Appendix 2 - Consequence and Probability Tables.....	13
Appendix 3 - Consequence and Probability Tables.....	14

RISK MANAGEMENT POLICY

1. PURPOSE

The Southland District Council is a territorial authority and governed by the Local Government Act 2002. The Council is responsible to the people of the District.

Council has a wide-range of obligations such as legal, financial, regulatory, political, social and cultural obligations.

Council recognises the need to manage risks for all activities of Council. In today's ever-changing environment it is especially important to understand Council's risks in order to be proactive in mitigating our exposure to risks and consequences. Risk assessments result in better more informed decisions.

This policy exists to:

- Make risk management a reality of how we do things,
- Integrate best practice risk management into policy, planning and operational decisions based on Joint Australian New Zealand Standard - Risk Management - Principles & Guidelines (AS/NZ ISO 31000:2009),
- Develop a holistic approach to managing a range of risks facing Council,
- Develop awareness and common understanding of Council's risk management expectations,
- Incorporate risk management into all key decision-making processes, business planning and reporting,
- Embed best practice risk management into every day work in a balanced, structured and cost effective way,
- Provide risk management training and learning opportunities for Council and employees.

Council recognises risk management is an integral component of its operations, from the setting of priorities right through to the achievement of goals and milestones. Risk management occurs not as a one-off management or control exercise but as an on-going requirement for all staff to identify opportunities that should enhance Council's objectives and address risks that may negatively impact on the achievement of those objectives.

2. DEFINITIONS AND ABBREVIATIONS

Term	Meaning
Acceptable Risk	A risk that is suitable as is given the context in which Council operates.
Effect	An effect is a deviation from the expected.
Objectives	Objectives can have different aspects (such as financial, health and safety, and environmental goals) and can apply at different levels (such as strategic, organisation-wide, project, product and process).
Risk	<p>Risk is the effect of uncertainty on objectives.</p> <ul style="list-style-type: none"> • Risk is often characterised by reference to potential events and consequences, or a combination of these. • Risk is often expressed in terms of a combination of the consequences of an event (including changes in circumstances) and the associated likelihood of occurrence.
Risk Appetite	This is the level of risk that Council accepts to be allowed as determined in Section 3.5.
Risk Management	Risk management is the culture, process and structures that are directed towards the effective management of potential opportunities and adverse effects.
Risk Management Process	The risk management process is the systematic application of management policies, procedures and practices to the tasks of establishing the context, identifying, analysing, evaluating, treating, monitoring and communicating risks.
Risk Tolerance	Is the resilience of the Council to overcome the consequences of an event, normally expressed as a financial sum or recovery period.
Tolerable Risk	A risk that is bearable given the context in which Council operates after the risk has been assessed and treated to the best extent given the resources required, but is still not acceptable to Council.
Uncertainty	Uncertainty is the state, even partial, of deficiency of information related to, understanding or knowledge of an event, its consequence, or likelihood.

3. POLICY DETAILS

3.1 Background

Within the Council, a formal approach to risk management is in its establishment phase - beginning with this policy and the implementation of a formal risk register and reporting process.

Risk management best practice has shifted from the traditional operational focus into enterprise-wide risk management. Council needs to reflect this shift in its practices. The Council recognises the need to develop and apply a Risk Management Policy to all its objectives and across all organisational levels of the Council.

Risk management is an iterative process. As risks are identified and reviewed/managed periodically, this information becomes more accurate and therefore resulting in more informed decision-making.

The Council is a complex and diverse organisation that is increasingly aware that to meet its long term objectives risks should be managed.

3.2 Overview

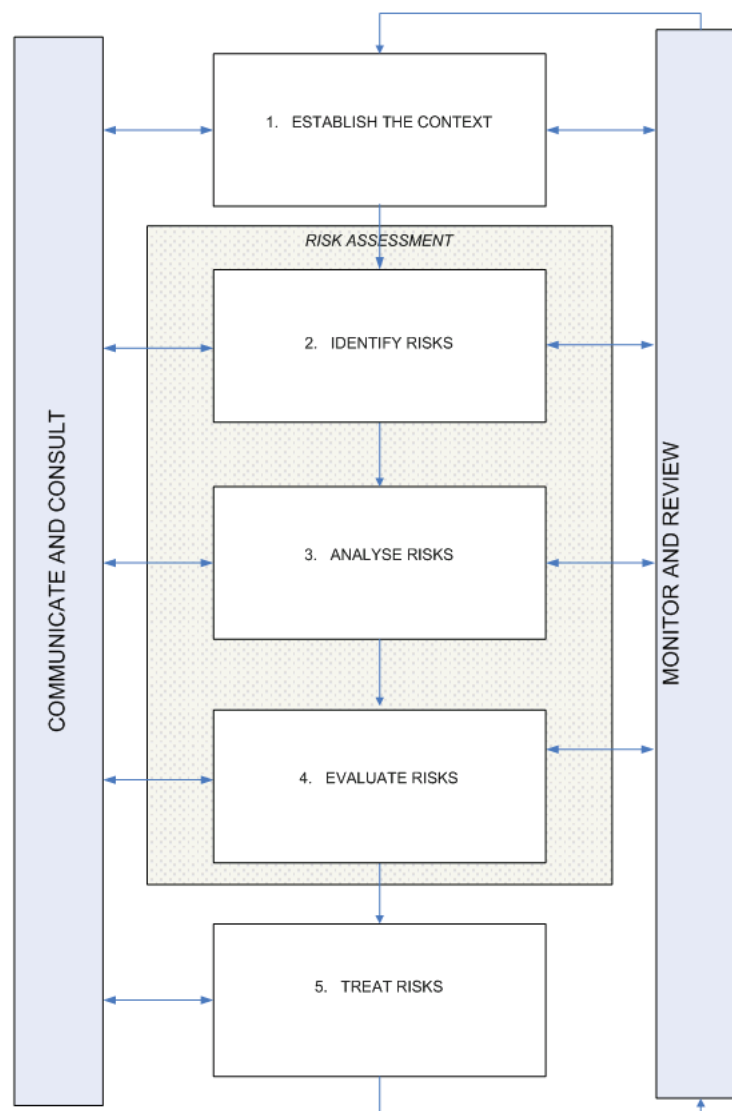
The Council recognises that risk management is not an isolated activity, nor a yearly compliance activity. To be truly effective, risk management must integrate into the organisational structure and the objectives of the Council. The integrated framework below visually represents the inter-relationship between:

- Risk management process
- Focus
- Organisational Structure



This matrix shows that the risk management process applies to all the objectives of the Council and penetrates down through from the highest *level* of the Council organisational structure to the very lowest level. In turn, it should also be clear that objectives do not sit in isolation at each level in the organisation structure but that each part of the Council structure works to support the strategic objectives.

The risk management process is illustrated below:



3.3 Establish the Context

Southland District Council is a territorial local authority. The internal environment, governance structure, powers, duties, authorities, codes of conduct, values and ethics and responsibilities are primarily determined by the Local Government Act (2002).

In the same way that commercial enterprises are accountable to their shareholders, Council is accountable to the people of Southland District. Most citizens expect Council to have higher standards than the private sector of stewardship and prudence in safeguarding and spending the public purse.

A focus on risk management will reflect a new organisational culture and in turn influences the setting of strategies and objectives.

The recent amendments to the LGA 2002 have changed the focus of Council from:

Section 10(b) *'to promote the social, economic, environmental, and cultural well-being of communities, in the present and for the future.'*

to -

'to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.'

Council is moving towards the formal management of its risks to compliment this new focus.

Objectives of Council

The strategic objectives of the Council are set out in the Long Term Plan and these establish the basis of the Council activities and operations, in particular the discrete projects the Council will undertake to meet the wants and expectations of people of the District. In addition to the strategic objectives, the Council has operational objectives to meet the demand for both statutory and non-statutory Council services. Setting objectives drives the operational activities required and sets the reporting requirement for monitoring to ensure alignment with objectives. In setting objectives, it is essential that consideration is given to the Council's risk appetite and tolerance.

3.4 Identify Events (risks)

Once objectives are set then events that may stop, delay or otherwise hinder the achievement of objectives are considered. To assist in identifying events it can be useful to categorise these. The categories below are not an exhaustive list but a guide to assist in identifying what can happen.

Internal (direct influence):

- Governance,
- Delivery of commitments,
- Customers,
- Operations,
- People,
- Processes,
- Technology,
- Information management,

- Financial,
- Legal and regulatory compliance,
- Assets.

External (indirect, limited or no influence):

- Reputation,
- Partners,
- Election outcomes,
- Statutory changes,
- Socio cultural,
- Environment,
- Economic.

Definitions of the above risk categories are in Appendix 1.

3.5 Analyse and Evaluate Risks

By identifying what events can happen we can now consider what effect the occurrence would have on achieving the objective(s). To assess what the affect would be Council needs to consider the likelihood, or probability, that the event will occur and the impact, or consequence(s), of the occurrence.

Please refer to the tables in Appendix 2.

Score	Consequence	Probability
1	Insignificant	Rare
2	Minor	Unlikely
3	Moderate	Moderate
4	Major	Likely
5	Extreme	Almost Certain

The Executive Leadership Team is responsible for assessing risk.

Council will plot the probability against the consequence to create a risk profile that helps to prioritise risks based on their probability and consequence. This in turn assists in determining the most appropriate actions to respond to the prioritised risks.

When assessing the probability of a risk, consideration will be given to the risks occurrence (risk velocity). A risk may occur as a sudden event or due to a series of events over time. A risk that requires a series of events is less probable of occurring than an event that can occur in an instant.

The following table demonstrates the actions required given the assessment:

Guide	Action Required
Acceptable	Risk is insignificant. To be managed by operational staff/managers.
Unacceptable but tolerable	Risk may be unacceptable. Department Manager to manage risk to ensure risk is tolerable. Executive staff need to be informed.
Unacceptable	Risk is unacceptable. Requires a formal assessment and managed by the Executive Leadership Team to mitigate.
Intolerable	Risk is too great. Requires a formal assessment and details of all possible treatments. To be managed by the Executive Leadership Team with the Activities Performance Audit Committee being informed.

3.6 Treat Risks

In considering the best way to manage a risk, the Council will consider the following options:

Response	Description
Avoid	Avoiding the risk by deciding not to start or continue with the activity that gives rise to the risk.
Accept	Taking or increasing risk in order to pursue an opportunity.
Remove Source	Removing the risk source.
Change Likelihood	Changing the likelihood.
Change Consequence	Changing the consequence.
Share	Sharing the risk with another party or parties (including contracts and risk financing).
Retain	Retaining the risk by informed decision.

There are no set rules in applying these options, although generally low risk activities are acceptable and higher risk activities are only undertaken if there is a statutory duty or if there are significant rewards. In considering the identified risks, one must firstly consider the context of the activity that creates the risk to decide whether an option is available. Equally, the options are not mutually exclusive and for some identified risks, the optimum solution will be a combination of the options.

All treatments recorded against a risk will be assigned an owner. That owner will be responsible to ensure that the treatment is working as expected or to report any concerns or failures of the treatment.

3.7 Information and Communication

To be effective, risk management requires a reporting structure that ensures that data and information be captured and communicated at an appropriate level to enable decisions.

There is a continual process of event identification, assessment and response that requires the best information available.

- All staff responsible for risks will receive a quarterly report of their risks to manage.
- All staff will inform the Assurance Officer of potential new risks and any changes to a risk or their treatments.
- All staff responsible for a risk will ensure that all other parties (internal and external) are informed of the risk and treatments in place.
- The Activities Performance Audit Committee will receive a KPI report on the risks of Council at every meeting with commentary from the Assurance Officer.
- Every year after 30 June the Activities Performance Audit Committee will report to Council on the risk management process.
- The risk register and policy will be able to be accessed via the intranet (to view).

3.8 Monitoring

The Activities Performance Audit Committee is responsible for monitoring the management of Council risks. (effectively the governing body to risk management).

All staff are responsible for monitoring the risks and controls in their various areas.

The Assurance Officer is responsible for monitoring staff compliance to risk management.

The Executive Leadership Team will ensure all staff comply with this policy and instigate disciplinary action if/when required.

3.9 Risk Appetite and Tolerance

Council accepts that each group/department/area can set its own appetite and tolerance, but must use as a very minimum the colour-coding of the risk matrix as highlighted in Section 3.5 as a proxy for appetite and tolerance.

The Council recognises the limitations of risk matrices as a guide to appetite and tolerance, particularly in relation to high consequence/low probability and high probability/low consequence risks.

3.10 Risk Register

The Council uses risk register to record identified risk, consequences, probability, controls to be used, and ownership (responsibility).

To ensure consistency, use of a standard template, (Appendix 3), is required.

4. ROLES AND RESPONSIBILITIES

Risk performance measures will be developed for staff and management to complement their work/function performance measures.

1. Council

Elected Councillors have a responsibility to the local community to govern the Council. Proper governance requires that members know and understand the risks to attaining the strategic objectives of the Council. Members are accountable for their policy decisions and should ensure decisions appropriately balance the risks and rewards.

2. Activities Performance Audit Committee

The Activities Performance Audit Committee is responsible for ensuring that Council has appropriate risk management and internal control systems in place, monitoring organisational performance in managing risk and forming a view on the overall risk profile and its acceptability.

3. Chief Executive

The Chief Executive is accountable to the Council and is responsible for the implementation of the Risk Management Policy approved by the Council and for ensuring that an appropriate risk reporting mechanism exists between officers and Council.

4. Executive Leadership Team

The Executive Leadership Team is responsible for the management of risks that affect the attainment of strategic objectives or that are a material threat to the operational capacity or reputation of the Council.

5. Executive Staff

Executive Staff are responsible for the management of operational risks that affect the attainment of their objectives or that are a material threat to the operational capacity or reputation of their group.

6. Managers

Managers are responsible for the management of operational risks that affect the delivery of their objectives or that are a material threat to the operational capacity or reputation of their area.

7. Assurance Officer

Create and implement processes required to successfully implement the policy. Provide training for affected parties. Administer processes and compile reports as required.

8. Staff

Staff are responsible for the day to day management of risks that affect the performance of their duties with the Council and subject always to the policies, plans and procedures of the Council.

9. Treatment Owners

All staff assigned the responsibility of managing a treatment will be responsible to ensure that the treatment is working as expected or to inform the Assurance Officer when the treatment has failed or concerns they have in its effectiveness.

5. REFERENCES

Joint Australian New Zealand International Standard - Risk Management - Principles and Guidelines AS/NZS ISO 31000:2009

6. REVISION RECORD

Date	Version	Revision Description

7. APPENDICES

Appendix 1 - Risk Categories

1. Internal (Direct influence)

Governance	Risk arising from the performance of duties of officers and elected representatives. Propriety/compliance with relevant requirements/ethical considerations.
Delivery of commitments	Risks to the development, planning and delivery of political commitments within the Long Term Plan (LTP). Consultation and communication, project management and project delivery issues.
Customers	Meeting needs, wants and expectations of customers in respect of Council facilities, service standards and service provision.
Operations	Risk arising from the day-to-day operations of Council groups and project teams. Risks that affect service delivery standards and best practice. The ability of the Council to compete and provide best value to in the provision of services. Opportunities to reduce waste and inefficiency.
People	Risks related to people and their well-being. Staff talent, recruitment and retention issues, including market competitiveness. Management protocols, training, development and capacity issues. Health and safety, disability and discrimination issues. Resilience and ability to change.
Processes	Risk associated with internal processes and how they relate to each other. The adequacy, efficient and effectiveness of these processes. The interface with other processes.
Technology	Risks arising from current provision of technology and changing demand/capacity. Use or misuse/security of new or existing technology. Obsolescence of current systems; opportunities arising from new technology.
Information management	Risks that affect the Council's ability to store, retrieve and use data and information, including adequacy for decision-making and protection of privacy.
Financial	Risks that affect the finances or financial planning of the Council. Includes fraud, management, control and ability to meet financial commitments and support strategies and objectives.
Legal and Regulatory compliance	Risk from failing to comply with statutory or common law, delegations, regulations, consents and contractual obligations, including failure to address changes to law in policy and procedures.
Assets	Risks that cause loss or damage to assets owned or operated by the Council to provide services. Includes land, property, equipment, information.

2. External (Indirect, limited or no influence)

Reputation	Confidence and trust stakeholders have in the organisation. Risks that may directly, or indirectly, damage the reputation of the Council or any of its elected members or key personnel.
Partners	Risk relating to partnerships, alliances, new ways of working, stakeholder management.
Election outcomes	Change of government (central and local), cross-cutting policy decisions, machinery of government changes. Includes the exertion of political influence to set or change policy, direction, objective, strategy, etcetera. Potential ratepayer dissatisfaction and/or change in direction.
Statutory changes	New or changed statutory environment.
Socio cultural	Social and cultural demographic changes that effects demand for services. Stakeholder expectation changes over time.
Environmental	Environmental changes such as climactic changes and Acts of God.
Economic	Risk relating to the economic environment. Changes in the demand for Council services, production, distribution, and consumption of goods and services.

Appendix 2 - Consequence and Probability Tables

Consequence Table

Score	Consequence	Description
1	Insignificant	Event will have little, or no, effect on the objective(s).
2	Minor	Event will have some effect on achieving the objective(s), but well within tolerable limits.
3	Moderate	Event will affect the achievement of the objective(s), but within tolerable limits.
4	Major	Event will affect the achievement of objective(s), beyond tolerable limits. Remedial action will be required.
5	Extreme	Event will affect the viability of the objective(s), may be too late or too costly to take remedial action.

Probability Table

Score	Probability	Description
1 (0-20%)	Rare	Will only happen within a year if Council is unfortunate.
2 (20-40%)	Unlikely	Is unlikely to occur within a year given all considerations.
3 (40%-60%)	Moderate	Is likely to occur within a year given all considerations.
4 (60%-80%)	Likely	Will happen within a year unless Council is fortunate.
5 (80%-100%)	Almost Certain	Will happen within a year.

SUMMARY RISK PROFILE						
(enter each risk number on this table)						
Consequence	5		#2			
	4		#4, #10	#1		
	3			#9, #5, #7, #8		#3
	2			#6		
	1					
		1	2	3	4	5
Probability						

The above graph is coloured to reflect the likely risk responses described in Section 3.5. Responses range from Accept (green) to Avoid (deep red).

Appendix 3 - Consequence and Probability Tables

Risk #	Risk Description	Classification	Risk Type	Activity	Consequences	Objective(s) affected	Consequence ranking	Probability	Current Treatments (with owner)	Consequence ranking (after treatments)	Probability (after treatments)	Planned Mitigations (Treatments)	Consequence ranking (after planned treatments)	Probability (after planned treatments)	Owner

Open Spaces Strategy

Record No: R/14/11/17827
Author: Henrietta McNeill, Policy Analyst
Approved by: Janet Ellis, Human Resources Manager

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 To deliberate on the feedback from the draft Open Spaces Strategy and request that Council adopt the Strategy and associated action plan.

Executive Summary

- 2 The draft Open Spaces Strategy was open for public feedback from 1 August - 12 September 2014. A total of 36 people or organisations shared their views as part of the feedback process, regarding 26 different issues. Feedback was in general very positive about Council's open spaces and the document itself.

Recommendation

That the Council:

- a) **Receives the report titled "Open Spaces Strategy" dated 10 December 2014.**
- 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 changes detailed in the Appendix.**
- e) **Adopts the Open Spaces Strategy.**
- f) **Adopts the Open Spaces Action Plan.**

Content

Background

- 3 The Open Spaces Strategy sets out a strategic direction to guide the provision of and planning for, and the consistent management and maintenance of reserves and open spaces within Southland District, to meet current and future needs. It focuses on the public open space network that is owned and or managed by Southland District Council for recreation or protection.
- 4 The Open Spaces Strategy will guide and inform policy and planning, inform the Council's Long Term Plan, the Parks Asset Management Plan and Reserve Management Plans to ensure quality open spaces within our District.
- 5 The draft Open Spaces Strategy was open for public feedback from 1 August - 12 September 2014. With 36 feedback comments, the strategy received a good level of engagement from the community, and has generated several staff comments for changes within the strategy.

Issues

- 6 To what extent should Council be incorporating the comments from the public regarding the Open Spaces Strategy, in the final adoption of the strategy and associated action plan.

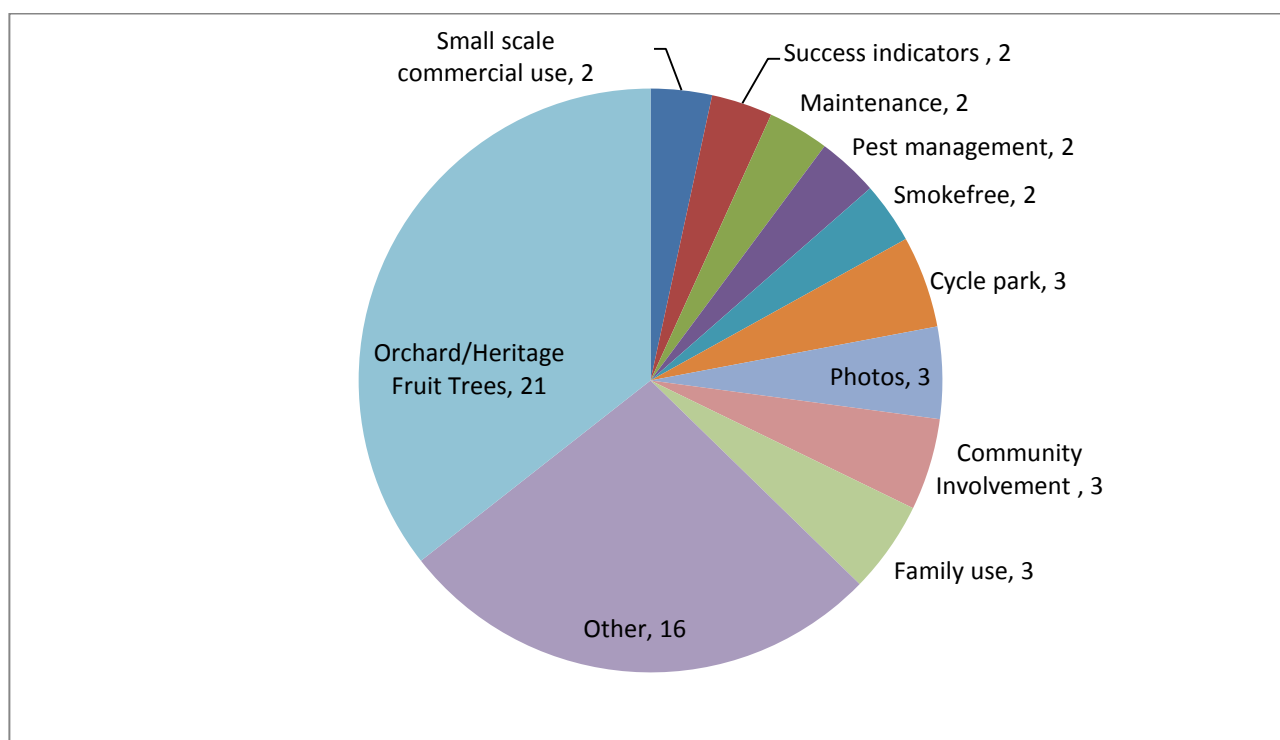
Factors to Consider

Legal and Statutory Requirements

- 7 This Strategy sets a direction for Council within the context of applicable legislation, including the Reserves Act 1977, the Local Government Act 2002, and the Resource Management Act 1991. It will also work in cooperation with the District Plan, which is bound by the Resource Management Act 1991.

Community Views

- 8 A total of 35 people or organisations shared their views as part of the feedback process, regarding 26 different issues. Feedback was in general very positive about Council's open spaces and the document itself.
- 9 There was significant interest in including availability for community orchards and heritage fruit trees in Council's open spaces (21 comments), while other common themes included family use of open spaces, community involvement, photos and cycle parks (three comments per issue), smokefree open spaces, pest plant management, maintenance and small-scale commercial use (such as mobile food areas and farmers' markets) (two comments per issue).



- 10 Feedback from elected members as part of their minutes during the feedback period indicated that it was a good summation (Edendale-Wyndham Community Board).

Costs and Funding

- 11 All outcomes and principles of the Strategy would be introduced through the plans guided by the Strategy; therefore, financial considerations will be acknowledged in those plans.

Policy Implications

- 12 There are two parts to the document: the first section is the Strategy itself which has a 10 year timeframe and a five year review (Appendix 1). The overarching Strategy will guide many management plans within the organisation, particularly the Reserve Management Plans and Reserves and Parks Asset Management Plans. The vision, principles and outcomes will guide individual points within these plans. These plans are then reflected in the Long Term Plan.
- 13 The action plan is a living document, which can be updated more often to support technical action points. The action plan will remain as an internal document, and was not released for public feedback.

Recommended Amendments

- 14 The staff recommendations as proposed amendments to the Open Spaces Strategy are set out in Attachment A. There have been no proposed amendments to the action plan.
- 15 Council received 36 feedback comments. The proposed recommendations from staff have been made based on this public feedback and have attempted to include suggestions from all engaged participants in the feedback process.

- 16 There were several feedback comments that proposed new ideas, and brought local issues up. For specific local issues, these will be referred to the relevant Reserve Management Plan when they are reviewed.

Analysis

Analysis of Preferred Option

Analysis of Options

Option 1 - Adopt Open Spaces Strategy and associated action plan with proposed changes

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • Takes into account community views. • Utilises new ideas and incorporates the priorities of the community. • Provides agency and empowerment for those who have submitted, and could further engagement in the long term. • Any errors are fixed. 	<ul style="list-style-type: none"> • New uses of Council's open spaces, such as farmer markets, community orchards are included from the community comments, and should be discussed by Council.

Option 2 - Adopt Open Spaces Strategy and associated action plan without proposed changes

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • The graphics and strategy are all completed. 	<ul style="list-style-type: none"> • The community's views are not taken into consideration. • No errors are fixed.

Option 3 - No adoption of the Open Spaces Strategy

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • None. 	<ul style="list-style-type: none"> • There would be no overarching strategy for open spaces that is guided by Council; therefore, there would be no one direction for Council's open spaces.

Assessment of Significance

- 17 The decision before Council is not considered significant under Council's significance and engagement policy. Despite this, Council chose to consult with the public and targeted stakeholders.

Recommended Option

- 18 Option 1 - Amend and adopt the Open Spaces Strategy and associated action plan.

Next Steps

- 19 If Council decides to adopt the Open Spaces Strategy and associated action plan, these documents will go on Council's website and the Property Department will start to implement the action plan.

Attachments

- A Proposed Amendments to the Open Spaces Strategy [View](#)
- B Draft Open Spaces Strategy for Feedback [View](#)
- C Draft Open Spaces Action Plan [View](#)
- D Open Spaces Strategy Feedback Document [View](#)
- E Judy Brown - Photos from Facebook [View](#)
- F Additional Photos from Judy Brown to accompany feedback [View](#)

PROPOSED AMENDMENTS TO THE OPEN SPACES STRATEGY BASED ON THE FEEDBACK PERIOD 1 AUGUST – 12 SEPTEMBER 2014

AMEND:

p.2

“Southland District contains some of the most beautiful natural environment, landscapes and open spaces in the country, *including mountains and wetlands.*”

p.3

“Where possible, we will work with all partners who manage land *in this way*, including central government, Iwi, ~~and~~ private organisations *and landowners*, to ensure a focus on our vision”.

p.11

“Our environment, open spaces and native wildlife are affected ~~on~~-by climate change...”

p.13

“Council will ~~endeavour to discourage~~ *prevent* the planting of pest plants in our open spaces, *under the ‘good neighbour’ principle.*”

p.16:

- “ - residents of all ages have a good quality of life.
- *non-traditional uses of open spaces, such as farmer’s markets*”

p.17

“These are often the places where we gather as communities or to commemorate and celebrate our history. *Community orchards and heritage fruit trees are an example of conserving heritage and celebrating local character*”

p.20

“The Public Open Spaces Action Plan forms a compendium document to this strategy which will be reviewed and updated by Southland District Council at least every three years, to inform the development of the Council’s Long Term Plan. ~~The first version of our Public Open Spaces Action Plan is attached to this strategy but does not form part of the strategy.~~”



SOUTHLAND DISTRICT COUNCIL

Draft OPEN SPACES STRATEGY 2014-2024



Item 7.2 Attachment B

INTRODUCTION

Southland District's vast array of rivers, lakes, mountains and open plains make it a place of incomparable beauty. Our land area (30,198 km2) makes up 11% of New Zealand's total land area and our rugged coastline (2,877 km) is one of Southland's most treasured assets. Our wild places and open spaces are home to countless species of native flora and fauna.

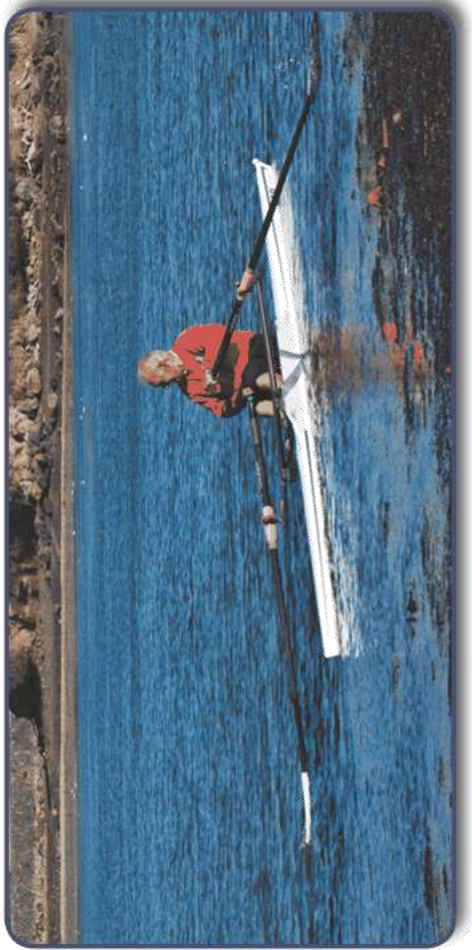
Southland District contains some of the most beautiful natural environment, landscapes and open space in the country. Our District contains two national parks, Rakiura and Fiordland, the Catlins, rolling green pastureland and the rugged scenery of northern Southland.

Every year, more than a million visitors come to enjoy our cultural heritage and history.

Visitors and residents admire the beauty and abundance of Southland's environment from our world heritage parks, internationally recognised wetlands, our great walks and ancient forests.

One of the attractions of living in Southland District is the lifestyle. Our open spaces provide abundant opportunities for outdoor pursuits including fishing, water pursuits, a huge range of tramps and walks, and hunting. There is also a range of sporting activities available – rugby, tennis and netball to name a few.

The strategy is designed to encourage a sense of pride in our open spaces, and overall, in Southland.



WHAT IS OPEN SPACE?

Open spaces include the 'green spaces' in our District such as our undeveloped natural areas, stands of bush, parks, esplanades and reserves, gardens and planted areas, sports fields, playgrounds and other recreational areas. It also includes beautification areas such as town squares and streetscapes, and the street trees and gardens that add to the beautification of our townships.

The focus of this strategy is on public open spaces owned or managed by Southland District Council but it is recognised that public open spaces such as that owned or managed by the Department of Conservation forms a significant part of the open space network in Southland District. We recognise that our District contains Department of

Conservation managed areas such as Rakiura National Park, Fiordland National Park which is a UNESCO world heritage area and the internationally recognised Awarua wetlands. Public open spaces provided by Council and other agencies need to be seen as an integrated network.

Private open spaces also make a considerable contribution to the network of open spaces in Southland, both in terms of physical and visual access to these areas. Where possible, we will work with all partners who manage land including central government, Iwi and private organisations, to ensure a focus on our vision.



3

Item 7.2 Attachment B

OUR OPEN SPACES STRATEGY

OUR VISION						
A treasured network of open spaces that celebrates and enhances our natural environment and is appreciated and enjoyed by current and future generations						
PRINCIPLES - That guide everything we do						
<ul style="list-style-type: none">Involve the community in managing and maintaining open spacesTake the long view - consider future generationsMake best use of the network of open spaces and assets that we already haveEvoke a sense of pride in Southland and our community			<ul style="list-style-type: none">Ensure we use our resources wisely and work within financial constraintsTransparent and accountable decision making and managementWork with partners and stakeholders to achieve outcomes			
OUTCOMES - What are we trying to achieve						
Our natural environment and landscape is treasured and cared for by all; now and into the future	Our open spaces encourage and enable a wide range of people to play and enjoy a range of sports	Our open spaces are enjoyed and used for a wide range of active and passive recreational activities	Our open spaces are places where our communities meet, connect and celebrate	Our open spaces reflect and celebrate our history, our people and our local character	Our open spaces are safe, inspiring, well designed and welcoming to all	Our network of open spaces meet the needs of current and future generations
<ul style="list-style-type: none">Celebrate our natural and unspoilt landscape and coastProtect and enhance our natural landscape and ecological areasConserve and enhance our native biodiversityIncrease education and awareness	<ul style="list-style-type: none">Provide a range of sports fields and surfaces to meet changing demands and community needsThrough the provision of public open spaces - provide opportunities to participate and excel in sport	<ul style="list-style-type: none">Provide for diverse recreational needs and enjoymentThrough the provision of public open spaces - provide opportunities to participate in a range of recreational pursuits	<ul style="list-style-type: none">Public open spaces are used by our communities for a range of events and activitiesProvide public open spaces that encourage our communities to meet and connectCelebrate our culture and history	<ul style="list-style-type: none">Reflect our communities' identity, needs and viewsActively manage cultural and historic heritageFacilitate and support diverse and multi cultural usageUse public open spaces to create attractive and welcoming places and areasProvide places and spaces that attract businesses and visitors	<ul style="list-style-type: none">Create safe, accessible and enjoyable placesEnsure design reflects local character and landscapeEnsure quality, innovative and creative designBalance competing demands for the usage of public open spaceDesign and manage fit for purpose public open spaces	<ul style="list-style-type: none">Understand what we already have - identify and respond to gaps in the networkEnsure public open space is appropriately located and accessiblePlan for demand and changing needsPromote our public open spacesLink our network of public open spaces
ACTIONS - What we will do to get there						
Open Space Action Plan: Actions to implement the priorities						

PURPOSE OF THE OPEN SPACES STRATEGY

The Open Spaces Strategy sets out a strategic direction to guide the provision of and planning for, and the consistent management and maintenance of reserves and open spaces within Southland District, to meet current and future needs.

This strategy focuses on the public open space network that is owned and or managed by Southland District Council for recreation or protection. Success would be seen when our:

- natural environment and landscape is treasured and cared for by all; now and into the future
- open spaces encourage and enable a wide range of people to play and enjoy a wide range of sports
- open spaces are enjoyed and used for a wide range of active and passive recreational activities
- open spaces are places where our communities meet, connect and celebrate
- open spaces reflect and celebrate our history, our people and our local character
- open spaces are safe, well designed and welcoming to all
- network of open spaces meet the needs of current and future generations, and
- strategy guides asset planning and use of public open spaces

The Open Spaces Strategy will guide and inform policy and planning, inform the Council's Long Term Plan, the Parks Asset Management Plan and Reserve Management Plans to ensure quality open spaces.



COUNCIL’S ROLE IN OPEN SPACE

Southland District Council has a number of different roles relating to open spaces. These are:

Provider

The provision, development and maintenance of public open spaces is a core component of Council’s business. Council also develops Reserve Management Plans that outline the purpose, management and development requirements for parks and reserves. Council and other agencies support activity, such as events and sports occurring in our public open spaces.

Partner

Council has the opportunity to enter into partnerships with others who provide access to either public open space or private open space, further enhancing the overall network of open space.

Protector

Council uses legislative tools such as the Reserves Act 1977, Local Government Act 2002, and the Resource Management Act 1991 to protect and preserve the open spaces network for the enjoyment of current and future generations.

Advocate

Through strategic documents, plans and information Council can advocate to others on the importance of our natural environment and open spaces to our communities.

Researcher and Planner

Ongoing research and planning is required to ensure that the open spaces network meets community needs both now and for future generations. Research and planning also helps ensure that Council plans are responsive to changing needs and preferences.



6



WHY IS OPEN SPACE IMPORTANT?

Open space serves a variety of different purposes.

Both residents and visitors benefit from access to and enjoyment of our District's open spaces. Be it our coast, parks or sports fields, the pleasure of open spaces for relaxation, timeout, sight-seeing, sport or recreation is important to everyone.

The public open spaces network generally contributes to:

Social	Environmental
<p>Open spaces enhance people's sense of physical, psychological and spiritual health and wellbeing and provides opportunities for:</p> <ul style="list-style-type: none"> • socialising, connecting and meeting up with others • participation in sports and active recreation • relaxation and passive recreational pursuits, such as walking, picnics, and barbecues • learning and playing 	<p>Open spaces provide the opportunity to:</p> <ul style="list-style-type: none"> • protect areas of significant ecological value • conserve a representative spectrum of indigenous vegetation and wildlife • protect landscape features of significance • protect and enhance the quality of our environment
Cultural	Economic
<ul style="list-style-type: none"> • open spaces protect and preserve cultural and natural heritage resources such as significant geological and archaeological sites, historic buildings, monuments and public art • many of our open spaces have special significance for Māori and provide the opportunity to protect and preserve waahi tapu as well as the opportunity to inform and educate about tangata whenua • public open spaces help define and reflect our communities' sense of identity and provides opportunities for celebrating who we are 	<ul style="list-style-type: none"> • open spaces make a significant contribution to the economy and economic competitiveness by enhancing the overall quality of life and visual identity of the District • providing a context for the national and local recreation and tourism industries <ul style="list-style-type: none"> – our unspoilt open spaces draw tourists from all over the District, New Zealand and the World



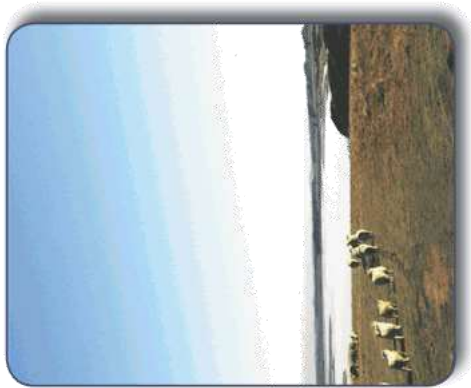
OUR CURRENT PUBLIC OPEN SPACE

Southland District Council owns over 150 reserves, parks and open spaces, totalling about 1250 hectares in area. Our reserves, parks and open spaces vary in size, type and use and provide for a range of recreational experiences from unaltered natural environments to highly developed, manmade environments.

Our reserves, parks and open spaces range from developed and fully managed areas such as our 34 sportsfields, 36 playgrounds, 38 tennis and netball courts and three skateboard facilities to low maintenance, low management areas.



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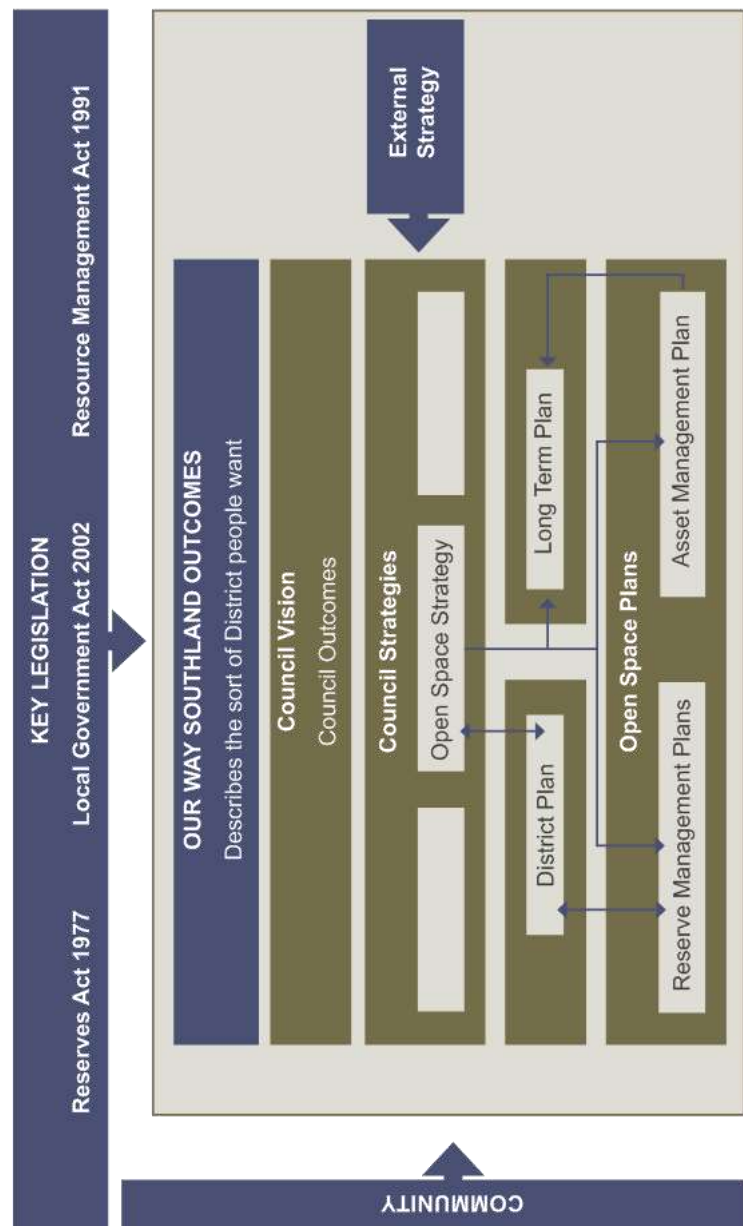
HOW DOES THIS STRATEGY FIT IN?

The three key pieces of legislation relating to the management and provision of open spaces are the Reserves Act 1977, the Local Government Act 2002 and the Resource Management Act 1991. These Acts have been taken into account in the development of this strategy. Further detail about how these Acts impact on the provision and management of open spaces is set out in Appendix 1.

Open spaces play an important role in achieving our vision and aspirations for the Southland District. The diagram

below shows how this strategy fits with legislation, supports local aspirations and directs other key Council plans, such as the Long Term Plan, District Plan and Reserve Management Plans.

The diagram also shows that as land use and management is inter-related with other environmental processes and therefore other agencies that manage them. Southland District Council also takes into account the objectives and goals contained within other regional environmental management strategies. These include Te Tangi a Tauria - Ngāi Tahu's Regional Management Strategy for Southland, the Department of Conservation's strategies and plans and Environment Southland's plan.





10

CHALLENGES AND OPPORTUNITIES

Population change

Our population is changing and this is likely to have an impact on how much, what type and where we need to provide public open spaces in the future. We may also need to change the way in which we design, manage and maintain our public open spaces to suit the future needs and preferences of our communities.

Our population is growing but is likely to decline in the longer term - The population of Southland District grew by 4.1% between 2006 and 2013. However, population projections suggest that in the longer term the population of Southland may decline.

Our population is ageing – The population of Southland Region is ageing at a greater rate than New Zealand overall. In addition, Statistics New Zealand Subnational Population Projections (2006, base) predict that Southland Region will continue to have a net migration loss of people between the ages of 15 and 29 and a substantial net migration gain of those over 65. In 2013, the median age of Southland's population was 40 years, while nationally; the median age was 37 years. By 2021, projections suggest that the Southland Region will have more elderly residents than children.

Our population is diverse – The District has a predominantly European population, with an 11.4% Maori population, according to the 2013 Census. (Statistics NZ). This is changing with recent increases in migrant populations, including Asian, European, African and Pacific groups. As our population grows more diverse we need to ensure that we understand the needs and preferences of different groups in our community so that we can plan and provide open spaces to meet the needs of all parts of our community.

Declining townships, expanding fringe areas

Planning for and managing public open spaces and other types of infrastructure is challenging with a highly dispersed population across a large land area with multiple townships and settlements, some of which are small and geographically distant. As our population grows and our settlement patterns shift it is likely that demand for and usage of public open space will change.

Where we want to live is changing - Around half of our population live in a rural environment, while the balance live in one of the District's 28 settlements.

A new spatial pattern in where people are choosing to live in Southland is emerging. Population change between the 2001 and 2013 Censuses shows a decentralisation of population in the District.

Census data shows that the population of some townships is decreasing whilst the population is increasing in surrounding areas. However, as a large part of the District's population reaches retirement age, it is possible that the trend will reverse. Older people may move to townships to gain better access to services, creating rural hubs in Te Anau and Winton, and the areas surrounding Invercargill.

Changes in community preferences and recreation trends

Our open spaces provide abundant opportunities for recreation and sport. Walking, tramping, gardening, cycling and mountain biking, swimming and fishing are among the recreational and sporting activities that we most commonly participate in. However, as our population ages and changes this may change and we may face competing demands for the way in which our open spaces are used for recreation and sport. When new sports and recreational pursuits become more popular demand grows and people, groups and clubs increasingly want to use open space which may already be used for other more traditional activities. We need to balance these demands.



Environmental pressures

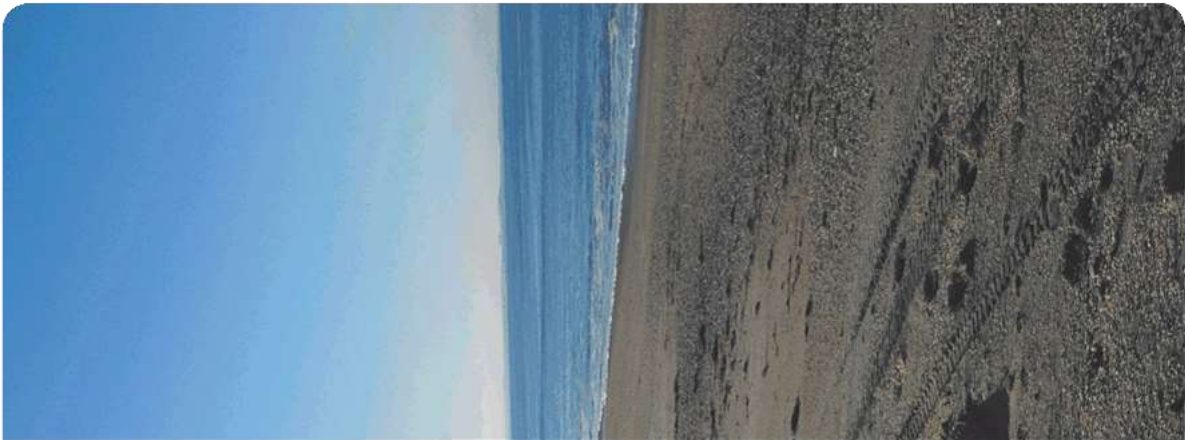
Our environment, open spaces and native wildlife are affected on by climate change, the pressures of human habitation and usage for economic and recreational purposes. While environmental pressures are generally mitigated through the District Plan, it is helpful to recognise the effects on our open spaces within this strategy as well.

Our climate is likely to continue to change in the longer term. Over the longer term climate change is expected to result in more frequent extreme weather events such as droughts or floods and sea levels may rise. Our open spaces and native biodiversity are likely to be affected to a greater or lesser degree depending on their sensitivity and ability to adapt. Our native biodiversity is important and some of our public open spaces already contain or could be planted with native trees and plants.

Our beautiful natural environment, rivers, lakes, mountains, open plains and rugged coastline and our native wildlife are treasured assets which must be protected and preserved for the pleasure and enjoyment of future generations.



11



VISION

A treasured network of open spaces that celebrate and enhance our natural environment and is appreciated and enjoyed by current and future generations

PRINCIPLES

The principles below underpin the way we will work to achieve the outcomes and vision set out in this strategy. We will:

- Involve the community in managing and maintaining open space
- Take the long view - consider future generations
- Make best use of the network of open space and assets that we already have
- Ensure we use our resources wisely and work within financial constraints
- Transparent and accountable decision making and management
- Work with partners and stakeholders to achieve outcomes



OUR OUTCOMES AND STRATEGIC PRIORITIES

Our natural environment and landscape is treasured and cared for by all; now and into the future our natural environment is critical to our wellbeing.

Access to reserves and open spaces across the District helps to increase understanding and awareness of the value and importance of our environment. Our open spaces provide the opportunity to protect special landscapes and areas of ecological value and to enhance the quality of our environment. They provide opportunities for education and lifelong learning whilst also creating opportunities for the community to participate in caring for and enhancing our environment.

Council, as a landowner, has the opportunity to use its network of public open space to preserve and protect our natural environment and native flora and fauna. Council will endeavour to discourage the planting of pest plants in our open spaces.

Council can also work with other agencies and private landowners to preserve and enhance our special places and natural environments.

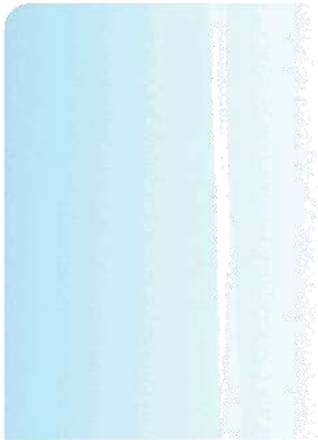
Tourism, particularly eco tourism continues to be a major contributor to the Southland economy. Whilst many visitors may come to Southland to visit national parks such as Fiordland and Rakiura, Council is also a provider of parks and open spaces which are used by visitors. The provision of high quality public open space and infrastructure has benefits for both visitors and local residents alike. Council recognises the potential detrimental effect of increasing visitor numbers on our natural environment and acknowledges that these effects need to be managed and mitigated.

Outcome	Strategic Priorities	We'll Know We're Succeeding When
Our natural environment and landscape is treasured and cared for by all; now and into the future	<ul style="list-style-type: none"> Celebrate our natural and unspoilt landscape and coast Protect and enhance our natural landscape and ecological areas Conserve and enhance our native biodiversity Increase education and awareness 	<ul style="list-style-type: none"> Our natural assets and biodiversity are enhanced People care for our environment and actively participate in local projects



13

Item 7.2 Attachment B



14

Our open spaces encourage and enable a wide range of people to play and enjoy a range of sports

Physical activity is beneficial for our health and wellbeing. Our open spaces, sports fields and surfaces provide opportunities to participate in sport and physical activity. Both organised and informal sporting activities provide opportunities to participate, keep fit, meet people and learn new skills.

Ongoing planning is required to ensure that the open spaces network meets the changing needs and preferences of our communities.

Many groups are involved in providing recreational facilities. It is important that all parties co-ordinate their efforts to avoid duplication or gaps in provision.

Council will continue to monitor community and visitor preferences and needs and work with providers and other groups to ensure a coordinated approach.

Outcome	Strategic Priorities	We'll Know We're Succeeding When
Our open spaces encourage and enable a wide range of people to play and enjoy a range of sports	<ul style="list-style-type: none">Provide a range of sports fields and surfaces to meet changing demands and community needsThrough the provision of public open spaces - provide opportunities to participate and excel in sport	<ul style="list-style-type: none">Our communities participate in sportsOur communities are more activeOur public open spaces, sports fields and surfaces are well used

Our open spaces are enjoyed and used for a wide range of active and passive recreational activities

Both active and passive recreational activities play an important role in our sense of physical and mental wellbeing; enabling people to participate fully in work, family and community life.

Southland District has a network of quality, well maintained reserves, parks, open spaces and playgrounds.

Changing demographics and changing recreational preferences mean that Council needs to regularly reassess the amount, location and types of parks and public open spaces that we provide to ensure continued passive recreational opportunities such as dog walking, and relaxing in our environment.

Outcome	Strategic Priorities	We'll Know We're Succeeding When
Our open spaces are enjoyed and used for a wide range of active and passive recreational activities	<ul style="list-style-type: none"> Provide for diverse recreational needs and enjoyment Through the provision of public open spaces – provide opportunities to participate in a range of recreational pursuits 	<ul style="list-style-type: none"> Our communities participate in a wide range of recreational activities Our public open spaces are well used for a variety of recreational activities Our communities have improved mental and physical health



15

Item 7.2 Attachment B



16



Our open spaces are places where our communities meet, connect and celebrate

Public open spaces provide places for people to meet, connect, and interact, increasing social cohesion and strengthening our community spirit. Our public open spaces are used by our communities for a range of events and activities.

This provides our communities with the opportunity to enjoy and celebrate local identity and helps to ensure that our communities are thriving vibrant places to visit, live, work and play.

Outcome	Strategic Priorities	We'll Know We're Succeeding When
Our open spaces are places where our communities meet, connect and celebrate	<ul style="list-style-type: none">Public open spaces are used by our communities for a range of events and activitiesProvide public open spaces that encourage our communities to meet and connectCelebrate our culture and history	<ul style="list-style-type: none">Public places and open spaces are well used by people of all agesPeople of all ages connect and participate in civic and community lifeWe have a diverse range of well attended festivals, events and cultural activities that celebrate who we areResidents of all ages have a good quality of life

Our open spaces reflect and celebrate our history, our people and our local character

Some of our public open spaces are also special places which contain community buildings such as community halls, heritage buildings and monuments. These are often the places where we gather as communities or to commemorate and celebrate our history.

These places and facilities give our communities a sense of identity, but as our communities shift or decline we need to plan to manage our network so that it continues to deliver good value, whilst protecting and preserving those things that we value most.

Council will work in partnership with communities and other agencies to achieve this.

Our public open spaces provide opportunities to protect and preserve places and sites that are of special significance to Tangata Whenua. Council will continue to work with all our Runanga and with Te Ao Marama Inc., including to, identify sites and areas that are of significance, to ensure access and to encourage joint management of reserves and public open spaces that are of special significance.

Outcome	Strategic Priorities	We'll Know We're Succeeding When
Our open spaces reflect and celebrate our history, our people and our local character	<ul style="list-style-type: none"> Reflect our communities' identity, needs and views Facilitate and support diverse and multi cultural usage Use public open spaces to create attractive and welcoming places and areas Conserve cultural and historic heritage Provide places and spaces that attract businesses and visitors 	<ul style="list-style-type: none"> Our townships and communities are vibrant and pleasant environments Our history and cultural heritage is preserved and celebrated



17

Item 7.2 Attachment B



18

Our open spaces are safe, well designed and welcoming to all

Well-designed public open spaces which reflect the local character of our landscape and distinct communities can promote a source of community pride. When our communities feel safe and have a sense of pride in our public open spaces they are more likely to use and enjoy these spaces. We want our public open spaces to be accessible and all members of our communities to have the opportunity to access the things that they need to have a good quality of life. Southland District Council's Smoke Free Open Spaces Policy aims to promote healthy lifestyles and discourage smoking in public outdoor areas where people, particularly children and young people, gather.

As our communities change and grow there may be demand to use our public open spaces for different recreational activities.

We want to encourage all parts of our communities to use and enjoy our parks and open spaces but need to be mindful that how our parks are used can impact on nearby residents and on other users. We need to balance these demands. Safety will be of high importance in our open spaces. All equipment in open spaces will continue to be fit for purpose, and meet all health and safety requirements. As well, we will meet the accessibility needs of our residents. We will endeavour to keep our open spaces safe, and free from crime.

Outcome	Strategic Priorities	We'll Know We're Succeeding When
Our open spaces are safe, well designed and welcoming to all	<ul style="list-style-type: none">• Create safe, accessible and enjoyable places• Ensure design reflects local character and landscape• Ensure quality, innovative and creative design• Balance competing demands for the usage of public open space• Design and manage fit for purpose public open spaces	<ul style="list-style-type: none">• We have a sense of pride in where we live• Our public open spaces are well used for a variety of recreational activities

Our network of open spaces meet the needs of current and future generations

Southland District has a significant network of quality, well maintained reserves, parks and open spaces. But ongoing research is needed to ensure that Council understands and is responsive to changing needs and preferences. Ongoing planning is required to ensure that Council's network of public open space meets community needs both now and for future generations. To assist with good decision making, Southland District Council has put in place criteria that will be used when making decisions about the strategic acquisition and the divestment of public open spaces. These are set out in Appendix 2.

Many of Southland's parks and reserves and associated facilities such as community halls are administered and managed locally.

This is advantageous to both the users and to Council as reserves and facilities can be managed to meet the needs and preferences of the local community. However, this approach makes planning and decision making at the district level more difficult and means that our local public open spaces may not be consistently managed. Council remains committed to promoting local administration, in accordance with Council strategies and plans. Council will continue to take an overview role, to provide guidelines to local administrators and to support and facilitate good management and decision making.



19

Outcome	Strategic Priorities	We'll Know We're Succeeding When
Our network of open spaces meet the needs of current and future generations	<ul style="list-style-type: none"> Understand what we already have - identify and respond to gaps in the network Ensure public open spaces are appropriately located and accessible Plan for demand and changing needs Promote our public open spaces Link our network of public open spaces 	<ul style="list-style-type: none"> Our public open spaces meet the needs of our communities Our public open spaces are accessible

PUTTING OUR STRATEGY INTO ACTION

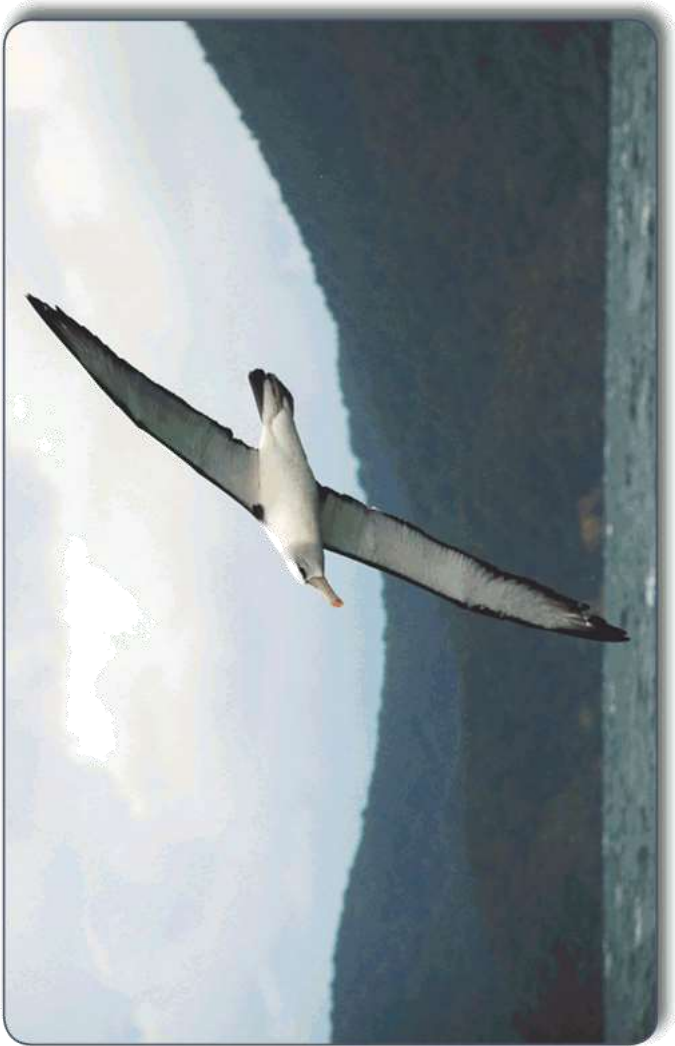
The aspirational vision and outcomes set out in this Strategy will be put in place through key Council plans such as the Long Term Plan, District Plan and Reserve Management Plans and through our Public Open Spaces Action Plan.

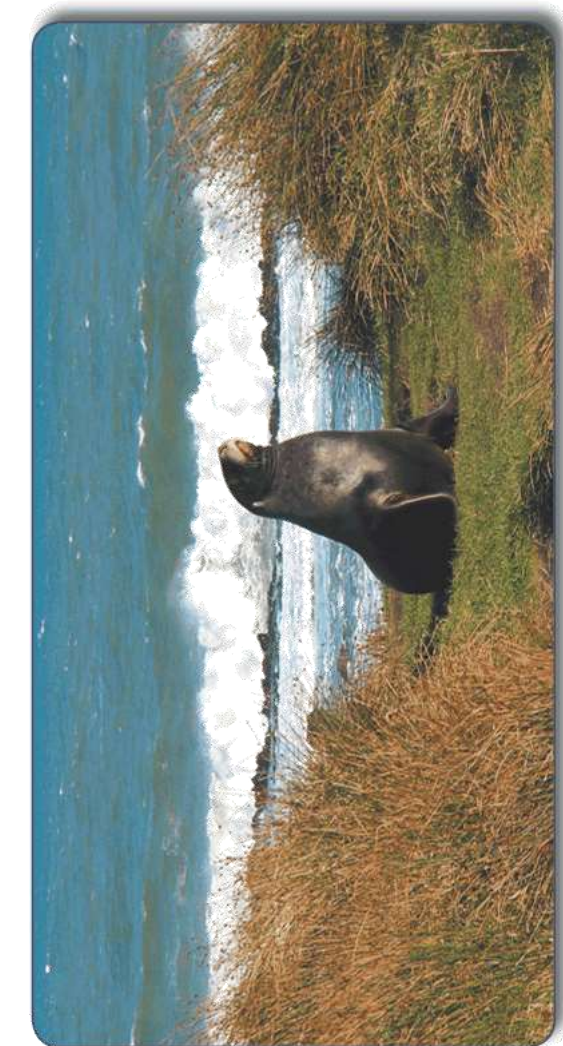
The Public Open Spaces Action Plan forms a compendium document to this strategy which will be reviewed and updated by Southland District Council at least every three years, to inform the development of the Council's Long Term Plan.

The first version of our Public Open Spaces Action Plan is attached to this strategy but does not form part of the strategy.



20





MONITORING AND MEASURING THE SUCCESS OF THE STRATEGY

We will monitor and review whether we are successful in achieving the outcomes set out in this strategy. This will help us to understand whether our approach to providing, managing and maintaining our public open space is helping us to achieve our aspirations.

Progress towards the outcomes set out in the Strategy will be monitored and reported on in Council's Annual Report, our Annual Customer Survey and through other Council reports.

Environment Southland also undertakes research and produces a State of the Environment Report which will help us to understand the health of our natural environment and biodiversity.

We will review this strategy after five years.



21



22

APPENDIX 1: KEY LEGISLATION

The Reserves Act 1977

The main purpose of the Reserves Act 1977 is to protect reserve land and ensure that it is available for public use and enjoyment. Council has responsibility under the Reserves Act 1977 for the management of reserves within the District. As part of this function the Council, as an administering body under the Reserves Act 1977, is required to prepare management plans for the reserves that it controls. Management Plans under the Reserves Act outline Council's general intentions for use, development and maintenance of its reserves.

Local Government Act 2002

The LGA includes a wide range of provisions relating to the operation of local government, many of which impact directly or indirectly on the management and operation of parks. It also puts restrictions on local council to dispose of land set aside for recreation or community use such as parks and reserves not protected by the Reserves Act.

Resource Management Act 1991

The Resource Management Act 1991 requires Council to prepare a District Plan "to promote the sustainable management of natural and physical resources". The plan seeks to manage land use activities on the basis of their effects on the

environment. Council has a number of different roles with regard to reserves and open spaces including as a landowner, an advocate and as a regulatory authority under the Resource Management Act 1991. The District Plan, this Strategy and associated General Policies For Reserves and Open Spaces operate in a hierarchical manner to guiding management of reserves and open spaces and the preparation of management plans.

Other Acts and Standards

The Southland District Council also has obligations under the Health and Safety in Employment Act, Treaty of Waitangi, Ngāi Tahu Claims Settlement Act and the Building Act. In providing for reserves and open spaces the Southland District Council must be aware and take into account the matters and tasks that must be performed under these Acts.

Over recent years a system of standards for safety in New Zealand and Australian playgrounds has been developed. Although the standards are not mandatory it is recognised that the standards set a minimum level of acceptable care, by industry experts. Council must take these standards into account for all facets of playground design, installation, surfacing and maintenance.

APPENDIX 2: ACQUISITION AND DIVESTMENT CRITERIA

Acquisition Criteria

Land being considered for acquisition as public open space should:

- i. Protect significant historic heritage, natural features or significant amenity landscapes.
- ii. Improve the physical, ecological, recreational or landscape linkages between places.
- iii. Secure or improve access to and along water bodies.
- iv. Provide accessible quality open space and recreation opportunities.
- v. Improve recreational opportunities, or access to or use of underutilised reserve areas.

Divestment Criteria

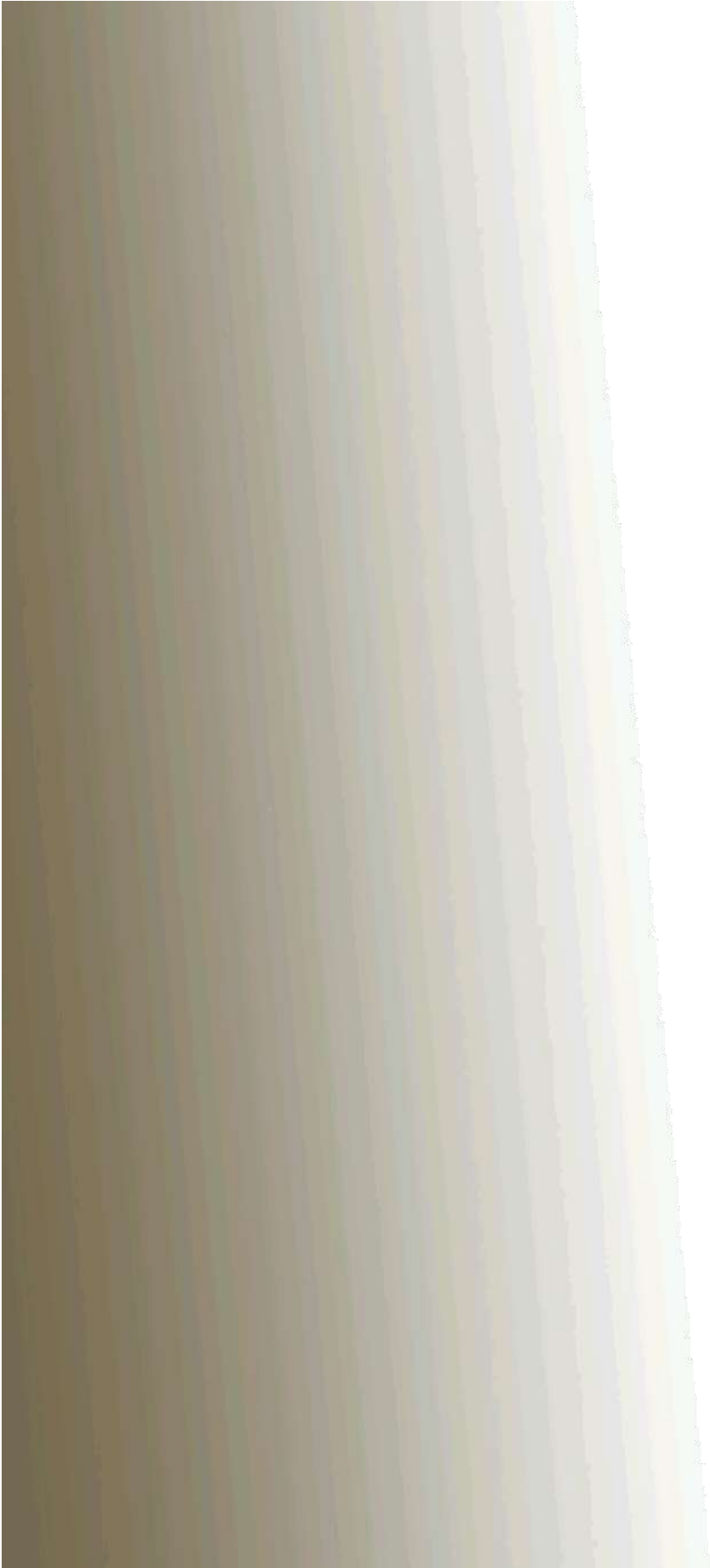
Southland District Council will consider the following criteria when determining the revocation of the reserve status of land and its consequent sale:

- i. That the purpose for which the land was originally obtained and classified under the Reserves Act 1977 is no longer relevant either at present, or in the foreseeable future.
- ii. That current or foreseeable future usage of the land for reserve purposes is unlikely, or that greater benefit could be obtained by disposing of the land so that other land can be purchased elsewhere.
- iii. That the revocation and disposal will be advantageous to Southland District Council.
- iv. That funds obtained through selling such land will be used for reserve development purposes within the District.
- v. That due consideration is given to relevant community opinion concerning land disposal.
- vi. That consideration is given to disposing of smaller parcels of land where the proceeds can be used to rationalise reserve distribution



23

Item 7.2 Attachment B



Public Open Space Action Plan

This Public Open Space Action Plan sets out key actions that Southland District Council will undertake to deliver on the vision and aspirations set out in the Southland District Councils' Open Space Strategy. The Public Open Space Action Plan which will be reviewed and updated by Southland District Council at least every three years, to inform the development of the Council's Long Term Plan. The action plan indicates the time period over which actions will occur or the timeframe within which it is expected that actions will be completed. Actions which are listed as:

- Ongoing - are actions which Council will need to undertake on a regular basis and do not have an end date.
- Short-term - are actions which Council expects to complete within the 12 months to three years.
- Medium-term - are actions which Council expects to complete within the next three to five years.
- Long-term - are actions which Council expects to complete within the next five to ten years.

Outcomes	Strategic Priorities	Actions	Timing	We'll Know We're Succeeding When
Our natural environment and landscape is treasured and cared for by all; now and into the future.	<ul style="list-style-type: none">• Celebrate our natural and unspoilt landscape and coast.• Protect and enhance our natural landscape and ecological areas.• Conserve and enhance our native biodiversity.• Increase education and awareness.	<ul style="list-style-type: none">• Effective and regular plant and animal pest control on reserves and open spaces.• Protect public access to and along streams and promote the native vegetation of riparian margins.• Provide for good vegetation networks and corridors within urban areas.• Encourage the use of native plantings which attract birds and other native fauna.• Actively encourage and support initiatives which come from the community for re-vegetation projects, wetland creation, covenanting and other voluntary protection mechanisms.	<ul style="list-style-type: none">• Ongoing• Ongoing• Ongoing• Ongoing• Ongoing	<ul style="list-style-type: none">• Our natural assets and biodiversity are enhanced.• People care for our environment and actively participate in local projects.
Our open space encourages and enables a wide range of people to play and enjoy a range of sports.	<ul style="list-style-type: none">• Provide a range of sports fields and surfaces to meet changing demands and community needs.• Through the provision of public open space - provide opportunities to participate and excel in sport.	<ul style="list-style-type: none">• Invest in existing sports field areas and facilities, rather than increasing the amount of reserve land allocated to active sports.• To develop objectives and policy, which are flexible enough to take advantage of opportunities as they arise.• Encourage combinations, or multiple use clubs and facilities.• Actively seek to promote joint initiatives between local authorities and organisations within Southland and where appropriate across boundaries.	<ul style="list-style-type: none">• Ongoing• Ongoing• Long-term• Ongoing	<ul style="list-style-type: none">• Our communities participate in sports.• Our communities are more active.• Our and public open spaces, sports fields and surfaces are well used.

Item 7.2 Attachment C

Outcomes	Strategic Priorities	Actions	Timing	We'll Know We're Succeeding When
Our open spaces are enjoyed and used for a wide range of active and passive recreational activities.	<ul style="list-style-type: none"> Provide for diverse recreational needs and enjoyment. Through the provision of public open space - provide opportunities to participate in a range of recreational pursuits. 	<ul style="list-style-type: none"> Ensure that Southland District Council's public open space provides opportunity for a diverse range of recreation. Take changing demographics into account when reassessing priorities for recreational opportunities. 	<ul style="list-style-type: none"> Ongoing Ongoing 	<ul style="list-style-type: none"> Our communities participate in a wide range of recreational activities. Our public open spaces are well used for a variety of recreational activities. Our communities have improved mental and physical health.
Our open spaces are places where our communities meet, connect and celebrate.	<ul style="list-style-type: none"> Open Spaces are used by our communities for a range of events and activities. Provide public open space that encourage our communities to meet and connect. Celebrate our culture and history. 	<ul style="list-style-type: none"> Encourage events in Southland District Council's open spaces. 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Public places and open spaces are well used by people of all ages. People of all ages connect and participate in civic and community life. We have a diverse range of well attended festivals, events and cultural activities that celebrate who we are. Residents of all ages have a good quality of life.
Our open spaces reflect and celebrate our history, our people and our local character.	<ul style="list-style-type: none"> Reflect our communities identity, needs and views. Facilitate and support diverse and multi-cultural usage. Use public open spaces to create attractive and welcoming places and areas. Conserve cultural and historic heritage. Provide places and spaces that attract businesses and visitors. 	<ul style="list-style-type: none"> Communicate with Tangata Whenua to identify sites and areas on reserves that are of significance and where appropriate share knowledge of the sites. Ensure that Tangata Whenua have access to Waahi Tapu or other sites of significance on reserves and open spaces. Encourage shared protocols and active joint management of reserves and open spaces that are of special significance to Tangata Whenua. When making decisions on reserve management issues, Southland District Council will refer to the Ngāi Tahu ki Murihiku Natural Resource and Environmental Iwi Management Plan 2008 - The Cry of the People - Te Tangi a Tauira. 	<ul style="list-style-type: none"> Medium-term Ongoing Ongoing 	<ul style="list-style-type: none"> Our townships and communities are vibrant and pleasant environments. Our history and cultural heritage is preserved and celebrated.

Outcomes	Strategic Priorities	Actions	Timing	We'll Know We're Succeeding When
Our open spaces are safe, well designed and welcoming to all.	<ul style="list-style-type: none"> • Create safe, accessible and enjoyable places. • Ensure design reflects local character and landscape. • Ensure quality, innovative and creative design. • Balance competing demands for the usage of public open space. • Design and manage fit-for-purpose public open spaces. 	<ul style="list-style-type: none"> • Ensure proposed facilities on Southland District Council's open spaces have involved youth consultation, if appropriate. • Encourage innovative reserve and open space design and management techniques, ensuring accessibility. • Where practical, use landscape design features of Southland. • Encourage community and other agency participation in active management and upkeep of our open spaces. 	<ul style="list-style-type: none"> • Short-term • Ongoing • Ongoing • Short-term 	<ul style="list-style-type: none"> • We have a sense of pride in where we live. • Our public open spaces are well used for a variety of recreational activities.
Our network of open space meets the needs of current and future generations.	<ul style="list-style-type: none"> • Understand what we already have - identify and respond to gaps in the network. • Ensure public open space is appropriately located and accessible. • Plan for demand and changing needs. • Promote our public open spaces. • Link our network of public open space. 	<ul style="list-style-type: none"> • Continue to work with communities to identify gaps and excesses in Southland District's network of public open space and associated facilities. • Partner with schools to share resources to meet community needs. • Encourage commercial partnerships and relationships which will contribute to the management of reserves, where appropriate. 	<ul style="list-style-type: none"> • Ongoing • Ongoing • Short-term 	<ul style="list-style-type: none"> • Our public open spaces meet the needs of our communities. • Our public open spaces are accessible.

OPEN SPACES STRATEGY FEEDBACK						
Name	Feedback	Topic/Theme	Staff Comment	Date Received	Address	Email
1 Alison Paulin	I would like to see the BMX track turned into a skate park; open it up to join to the existing park with a built in bbq . make that whole area for all the family; have outdoor fitness equipment so basically everyone of all ages is catered for.	BMX/Skate Park; family use; outdoor fitness equipment	This is an issue to be determined at the Reserve Management Plan stage.	19/08/2014	198 Main Street, Otautau	Paulincrow@gmail.com
2 Natalie Carran	I would like to see the grass areas and parks mowed more frequently and the grass clippings picked up. Currently this is not happening and makes our town look messy.	Lawn maintenance	This feedback will be passed on to our Area Engineer.	19/08/2014	85 Allan Road, Otautau	posa.nat@xtra.co.nz
3 Reggio Emilia Aotearoa New Zealand South	Our Open Spaces need to entice and provoke families and visitors to interact more. I wondered if I could send through some ideas that we are sharing within our group REANZ. Our group has travelled to Italy to further our understandings of Reggio Emilia, an area in Northern Italy and also a region.	Family use	The overall intention of the strategy is to encourage more use of our open spaces, including families, visitors and communities.	20/08/2014	C/O Winton Kindy, 183 Park Street, Winton	wintonk@xtra.co.nz
4 Wendy Day	I would like to see some of our urban open spaces utilised by groups and individuals in a commercial sense where practical ie through farmer's markets, stalls and food trucks. These encourage a vibrant and positive way to encourage the use of these areas. I live near Te Anau and this sort of thing appears to be a real issue for local entrepreneurs. They have nowhere to consistently set up, close to the summer activity. They appear to be shunted around on a regular basis and are in out of the way places that local and tourist foot traffic doesn't pass. Te Anau has a couple of really good spots near the lake and town centre (Anzac Square (?name) and Lions Park, but they are not able to set up here. These things are positive things for the community and create a wonderful community atmosphere when people congregate. I would like to see them encouraged. I am sure this is not a problem confined to Te Anau and stalls/food trucks rather than commercial buildings is the new commercial reality for small businesses. Embrace it and you embrace the future. Some of these businesses will then grow sufficiently to set up a more permanent presence.	small-scale commercial use	This suggestion could be incorporated into the "communities meet, connect and celebrate" outcome as a point for success "non-traditional uses of open spaces, such as farmer's markets" p.16. Specific sites will be dealt with through the individual Reserve Management Planning process.	25/08/2014	46 William Stephen Road, RD 1, Te Anau 9679	w.day@xtra.co.nz
5 John White	Open orchards - community gardens - beehives. Get communities to run and administer areas for use as above.	community garden; orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	26/08/2014	2063 Riverton Wallacelown Highway, Riverton	johncopeandwhite@hotmail.com
6 Lynne McKenzie	Could you please give consideration to planting heritage fruit trees in some open space? They are an important part of our heritage and it'd be nice for people to have access to the fruit. Regards, Lynne	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	26/08/2014	33 Mountain Road, PO Box 128, Gore	lynne@scadvisers.com
7 Wayne Muntz	Ok, thanks for the opportunity, the Riverton Sound Shell, what's happening there and new toilets needed. See the South Coast Organic Group are promoting fruit trees in parks, in open spaces, this has some merit IMO. My regards W.	Riverton Sound Shell; orchard/heritage fruit trees	The Riverton Sound Shell will be addressed by the Aparima/Riverton Community Board as a separate issue. This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	26/08/2014	61 Orepuki Riverton Highway, Riverton 9822	w.muntz@xnet.co.nz
8 Michelle Geisser	I think fruit trees in public areas is a fantastic idea. There are just so many positives that I would be here all night trying to list them. Go for it. Teach new generations the values of free fresh fruit, growing you rown food and being healthy.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	26/08/2014	48 Wilson Road South, RD 11, Invercargill 9877	mitchf@clear.net.nz
9 Kathryn	I would love to see our public spaces used more dynamically and usefully. Namely, for dual purposes. Some parks could also double as places to put edible heritage plants, trees, even herbs, with information about each plant on small placards, so we can teach our children WHERE food comes from, that it grows, and how to eat it. These parks could be the first places where children learn about edible plants. I also support the OPEN ORCHARD PROJECT presented by the SCES. All the places that currently the lawns are just mowed could be spotted with beautiful heritage fruit trees for the whole community to share and enjoy in the bounty!	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	26/08/2014	Third Street, Kennington	kathrynlee18@fastmail.fm
10 Judith Stewart	South Coast Environment Centre wishes to plant heritage fruit trees in open spaces land and I would love to see this happen. Many elderly people tell stories of having been able to pick apples on their way to school and the like, and having fruit trees in open spaces would not only look attractive, but would make healthy fruit available to all. Communal gardens and this type of concept add to a sense of community and I hope you'll seriously consider this. I would also like to see more green areas in the main street of Riverton. The area where St Johns have pulled down their old hall, and between the RSA would be suitable for this. Shelter could be planted on the seaward side and around the edging - hedging would look great and grass planted. Maybe some swings and/or picnic table and seats. The main street is not particularly attractive and this would be an attractive addition, rather than just another big open windy gravelled space.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	26/08/2014	15 Violet Street, Riverton 9822	judith.stewart@woosh.co.nz
11 Glenys and Peter Williams	The planting of heritage trees around Southland by people who care about people is the greatest idea to help feed those in need. Why cant this be trialled in a few places first to prove this could work. We have so many hungry children and families in our country and believe me heritage fruit trees surely do give the nourishment that other foods do not, and for FREE. Also they are beautiful trees so there will be no problem with them getting untidy as many families in Southland have them growing in there orchards and will surely get pruned, thanks to the Guytons of Riverton who have shared their knowledge of the care of these trees. Flower Trees provide Beauty and Heritage Trees provide Beauty and Good Food a great mix. Why wouldn't you say yes?	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	26/08/2014	685 Benmore Otapiri Road, RD 2, Winton	kauanadowns@farmside.co.nz
12 Jason Ross	I fully support appropriate initiatives of heritage fruit tree plantings on public land for community resilience, honouring our settler heritage and are a beautiful asset to the streets. They also add local distinctiveness to communities, and bring communities together.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	26/08/2014	6 Mclauchlan Street, RD 2, Waitati, Otago 9085	
13 Ali Wilson	Please support the South Coast Environment Centre in their request for public orchards within our Community. This is such an amazing opportunity to utilise some of our public space within Southland to feed and educate people on how important it is to grow and retain heritage producing plants. Don't stop this suggestion without asking us what we want, because many people want to be able to forage within our community.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	26/08/2014	198 Mt. York Road, Te Anau	huntsouthnz@yahoo.com.au
14 Mark Smith	I would like to see the public spaces in Southland used to improve the health, resilience and quality of life of Southlanders. Unfortunately we have lost much of our connection with the natural environment which has been scientifically demonstrated to be important for our quality of life, happiness and well being. We are also suffering from an obesity epidemic, related in part to an environment full of energy dense processed food. Using our "commons" by way of our open spaces to reverse some of these trends has the potential to greatly improve our future health and well being. Examples including restoring natural (wild) spaces, planting bee friendly flowers, and planting edible heritage fruit trees.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	27/08/2014	37 Duke Street, Invercargill 9810	mdsm192@mac.com

Item 7.2 Attachment D

15 Nicole Gibbs	Open Spaces in Southland are commonly a place to stop while travelling, or to travel to for a family occasion such as a picnic. Native Bush and Amenities notwithstanding, these areas rely on a beautiful view and short walks to keep visitors entertained. Why not add another dimension to a Southland outdoor experience - picking and eating fresh fruit in nature. Fruit trees, currants and berries, as well as traditional vegetables and herbs are all suitable for any plot that is currently occupied by flowers, or non-native species of plant. Volunteer groups already run fruit gathering / tree maintenance programmes and there are numerous benefits to communities when permaculture is introduced. Better food that is grown locally is an excellent beginning but the opportunity to establish agro-forestry as a social, ethical and economic norm is something more exciting altogether. A perma-culture garden in each empty/open space will give our District a resource. If this strategy is fully embraced our people will learn new skills as they also lessen the burden of grocery bills, while helping to build the foundations of a sustainable way of feeding a small isolated population. There are some small areas of Southland that already have edible plants, namely Blackberry brambles. While these brambles can be unruly, they are also rewarding to emerge from with an icecream container nearly full. Unfortunately it does not seem that the caretakers agree - with large areas of already neatly trimmed blackberry sprayed and the produce wasted. We should aim towards a Southland that can feed itself.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level. The overall intention of the strategy is to encourage more use of our open spaces, including picnics.	48 Isabella Street, 27/08/2014 Invercargill 9810 apeneroma@gmail.com
16 Judy Brown	I've just tried to share some outdoor plays capes from our Kindergartens South Facebook page. Hopefully you'll get the pics I've posted to SDC Facebook page! Let us know! SEE R/14/8/12440; R/14/8/12437; R/14/8/12436; R/14/8/12361	outdoor play areas	The overall intention of the strategy is to encourage more use of our open spaces, including families, visitors and communities.	28/08/2014 REANZ South winson@ska.co.nz
17 Rebecca Lees	I'd love to see more open spaces to include edible plantings such as heritage fruit trees and other edibles. The community would greatly benefit from this while saving and promoting this unique part of southlands heritage.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	12 Hewlings Street, 28/08/2014 Geraldine 7930 beckeebennett@gmail.com
18 Sherry Elton	Keep open spaces but make them useful by planting, especially edible trees. Apples, feijoa hedges. And food trees for birds and bees to encourage biodiversity into the city.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	100 Otatara Rd, 28/08/2014 Invercargill sherry@thecroft.net.nz
19 Joy Gibson	I think it would be great to have heritage fruit trees planted on some of our open spaces	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	12 Kew Road, 30/08/2014 Invercargill briangibson@clear.net.nz
20 Colleen Shields	I like what I've read of your draft and it's priorities. Could you please also include in each community an area set aside for local historic fruit trees. There are experts within our community who could prune these trees and apart from initial establishment, there would be minimal ongoing costs. In the future they provide places to picnic under or sheep could be grazed.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	80 Alamein St, 1/09/2014 Riverton bc.shields@xtra.co.nz
21 Boi Rickertsen	Please plant / allow planting of heritage fruit trees in community open spaces. If managed properly, this could improve community resilience and make walks/trips much more enjoyable for all Southlanders.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	7 John Street, 3/09/2014 Otatara, Invercargill boi-rickertsen@hotmail.com
22 Federated Farmers of New Zealand	INTRODUCTION 1. Federated Farmers New Zealand welcomes the opportunity to provide feedback on the Southland District Council (SDC) Draft Open Spaces Strategy 2014-2024. 2. Farmers are interested in the management of Southland's open spaces as they are: • members of the community who spend time in Southland's recreational areas; • ratepayer funders of Council services that purchase and maintain reserves, gardens, sports fields, and other recreational areas; and • neighbours of SDC open spaces and Department of Conservation managed areas. 3. The Council has requested feedback on the draft Strategy, and has asked for people's thoughts about Southland's open spaces and what SDC could do to improve them. We are providing comments on the draft Strategy, and we support submissions from any of our members who provide their own views about open spaces in their communities. COMMENTS RELATING TO WHOLE DOCUMENT 4. On page 13 of the draft Strategy, one of the 'Strategic Priorities' listed is "Increase education and awareness". 5. We consider that the draft Strategy provides an opportunity to further inform Southlanders about open spaces in the region. Photographs of open spaces in Southland feature on every page of the draft Strategy, but they are not referenced or referred to in the text. 6. We consider that specifying the location of the photos and indicating what type of SDC open space the photos show would enhance the educational value of the draft Strategy for readers.	photos;	It is believed that labelling each and every photo would not bring significant added value to the strategy, and the pictures are reflective of all our open spaces in Southland, rather than just the ones that would be labelled. Rest assured, all these photographs are from within the Southland District.	Tanith Robb Senior Advisor Federated Farmers of New Zealand PO Box 176 Invercargill 9840 3/09/2014 trobbs@fedfarm.org.nz

<p>WHAT IS AN OPEN SPACE?</p> <p>7. Federated Farmers supports the draft Strategy's focus on public open spaces owned or managed by SDC.</p> <p>8. The draft Strategy notes that "private open spaces also make a considerable contribution to the network of open spaces in Southland, both in terms of physical and visual access to these areas." The draft Strategy states that where possible Council will "work with all partners who manage land including central government, lwi and private organisations".</p> <p>9. We recommend that individual landowners are specifically mentioned in this section. Private farmland may border Council land, and therefore these landowners have a vested interest in SDC's activities and actions in these areas.</p> <p>Decision sought</p> <p>10. Include individuals that own private land adjacent to SDC land as stakeholders that the Council would consult with about any decisions it makes in regards to its open spaces</p> <p>PURPOSE OF THE OPEN SPACES STRATEGY</p> <p>11. On page 5, it is noted that the draft Strategy will "inform the Council's Long Term Plan". The draft Strategy also states on page 20 that "the aspirational vision and outcomes set out in this Strategy will be put in place through key Council plans such as the Long Term Plan".</p> <p>12. These aspirations and outcomes come with a price tag, and yet the draft Strategy does not indicate how much it might cost ratepayers to achieve them. While we support the general intent of the draft Strategy, we consider that more work and consultation with ratepayers within each ward is required before funding is allocated to achieve Council's open spaces vision as set out in the draft Strategy.</p> <p>13. We also note that the current Long Term Plan shows ratepayer satisfaction with Southland's parks and reserves is high. Therefore, we consider that implementation of the draft Strategy should focus on maintaining the region's open spaces rather than enhancing them.</p> <p>Decision Sought</p> <p>14. The draft Strategy has insufficient information around the potential costs of implementation, and further work and consultation needs to be undertaken before funding is sought to achieve the outcomes set out in the draft Strategy.</p>	<p>include individual landowners as partners (including those adjacent to SDC land); cost of open spaces; maintenance;</p>	<p>Incorporation of individual landowners and their relationship with Council can be incorporated into the Strategy to "work with all partners who manage land in this way, including central government, lwi and private organisations and landowners" p.3; Partners will be involved with Council's decision-making process in the event that a decision affects them; Specific information around any financial implications on open spaces will be dealt with, if appropriate, at the individual Reserve Management Plan stage.</p>
<p>CHALLENGES AND OPPORTUNITIES</p> <p>Challenges</p> <p>15. The aging population and long-term decline in the population in Southland are listed as challenges in the draft Strategy. If the population projections eventuate, the number of ratepayers in Southland will drop, and the average age of the population may reduce the need for large numbers of parks, sports grounds, and reserves. Careful planning is required to ensure that Southland's outdoor spaces are affordable and meet the needs of the population.</p> <p>Decision Sought</p> <p>16. Federated Farmers considers that the acquisition and divestment criteria (Appendix 2) should refer to population predictions and the ability of the community to pay for the purchase, maintenance, and upkeep of SDC's open spaces.</p> <p>Environmental pressures</p> <p>17. There is an editing error in the first sentence of the second column on page 11, resulting in a superfluous 'on'.</p> <p>18. The final paragraph of this section of the draft Strategy states that our "treasured assets must be protected and preserved for the pleasure and enjoyment of future generations." One of the 'treasured assets' listed is Southland's "open plains". The open plains of Southland are primarily made up of private farms.</p> <p>19. We consider it is inappropriate for Council to attempt to 'protect' private farmland, and 'preservation' is unachievable because rural landscapes are underpinned by economic productive activity which in turn rests on the ability for farmers to continually adapt to changing seasons, farm returns, and agricultural good practice.</p> <p>Decisions Sought</p> <p>20. Delete 'on' from the first sentence of the second column on page 11.</p> <p>21. Remove 'open plains' from the last paragraph on page 11.</p>	<p>include population projections in acquisition and divestment criteria; remove open plains as a protected asset;</p>	<p>Council officers consider that population projections are sufficiently covered within section v. of the divestment criteria i.e due consideration of community opinion; thank you for your comments on editing - these will be amended; Council considers that our open plains are an asset of Southland and is appropriate to include in that context of the document.</p>
<p>OUR OUTCOMES AND STRATEGIC PRIORITIES</p> <p>22. On page 13, the draft Strategy states that "Council will endeavour to discourage the planting of pest plants in our open spaces." This is a fairly weak statement, and displaces some of Council's responsibility as a good neighbour. Farmers work hard to eliminate pest species on their land and Council has a responsibility to ensure that any park or reserve bordering private land remains pest free, so as not to spread the pest into neighbouring areas.</p> <p>Decision Sought</p> <p>23. Amend the sentence as follows, "Council will prevent the planting of pest plants in our open spaces".</p> <p>24. Amend the draft Strategy to state that Council will operate under the 'good neighbour' principle and ensure that SDC owned or managed land is pest free, so as not to risk the problem spreading into neighbouring land.</p> <p>WE'LL KNOW WHEN WE'RE SUCCEEDING WHEN</p> <p>25. The draft Strategy's indicators for success are not intrinsically tied to SDC's open spaces, for example, "Residents of all ages have a good quality of life" (page 16). We question how this outcome would be assessed in a meaningful way and causally linked to the state of Southland's open spaces. Currently, the key performance indicators in the Long Term Plan for Parks and Reserves are transparent and measurable. It is not clear how the draft Strategy's success indicators will be translated into the Long Term Plan.</p> <p>Decision Sought</p> <p>26. Good strategies are clear, with tangible aims, and robust evaluation criteria. We question the value of some of the success indicators in their current state, and recommend that these are reviewed.</p> <p>ABOUT FEDERATED FARMERS</p> <p>27. Federated Farmers of New Zealand is a voluntary, member-based organisation that represents farming and other rural businesses. Federated Farmers has a long and proud history of representing the needs and interests of New Zealand farmers.</p> <p>28. The Federation aims to add value to its members' farming businesses. Our key strategic outcomes include the need for New Zealand to provide an economic and social environment within which:</p> <ul style="list-style-type: none">• our members may operate their business in a fair and flexible commercial environment;• our members' families and their staff have access to services essential to the needs of the rural	<p>pest management; make success indicators tangible</p>	<p>Council officers suggest the wording is amended to "prevent the planting of pest plants in our open spaces, under the 'good neighbour' principle". Social determinants of success are an important part of Council's vision, despite the fact that these can be subjective.</p>

Item 7.2 Attachment D

23 Erin McCall	I'd like to see community orchards planted - teaching our people about the value of growing our own produce, preserving some of our heritage varieties and providing nice areas to picnic in.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	129B Otatara Road, RD 9, Invercargill 9/09/2014 9879 erin@marketsouth.co.nz
24 Tamsin Scott	I think that we should have heritage fruit trees planted in at least some of the open spaces around the towns. Such trees are a part of New Zealand's heritage and take us back over 150 years ago when the settlers first came here. Fruit trees, in particular apple and plum, grow very well in Southland and aside from some pruning, especially in the early years (which doesn't take long at all), will provide fruit for the communities (as well as those passing through) possibly for 100 years. The blossoms of these trees are a beautiful bonus! Future generations will thank us for such foresight and long-term planning. Having edible landscapes will also provide us with a backup source of food should there ever be a crisis with our existing infrastructure. It will also benefit eco-tourism as more people are looking at sustainable ways of living and travelling. We could have a Southland Heritage Fruit tree trail in years to come.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	9/09/2014 1121 Lilburn Valley s_malinky@hotmail.com
25 Southern Primary Health Organisation	<p>Thank you for the opportunity to comment on the Draft Open Spaces Strategy 2014-2024.</p> <p>I'm writing on behalf of the Southern Primary Health Organisation. The Southern Primary Health Organisation (PHO) is a charitable trust, constitutionally representative of the community, and funded by the Southern District Health Board to provide primary health care services to over 280,000 residents enrolled with general practices in Otago and Southland. These services include first contact support to restore people's health when they are unwell as well as range of programmes to improve access to health care services to promote and maintain good health. The health promotion programme facilitates the process of enabling people to increase control over, and to improve, their health. One aspect of health promotion is to advocate for healthy social, cultural and physical environments.</p> <p>We would like to congratulate the Southland District Council on previously supporting a Smokefree Open Spaces Policy and making mention of it on Page 18 of this Draft Open Spaces Strategy 2014-2024. It was seen as a key projects in your Annual Plan 2014-15 and the Southern PHO commends the Council for recognising its importance.</p> <p>The Government has endorsed a programme which aims for a Smokefree New Zealand/Aotearoa by 2025. Local Government has a huge part to play in this through creating and promoting Smokefree environments, facilities and events. Creating Smokefree environments is especially important in areas where young people congregate, as evidence indicates that the more often young people are around smokers (and therefore perceive smoking as 'normal') the more likely they are to become smokers themselves.</p> <p>With respect to the Draft Open Spaces Strategy we would like to see the Smokefree Open Spaces Policy more prominently acknowledged as a strategic priority. It would fit within the Outcome "Our open spaces are safe, well designed and welcoming to all".</p> <p>Finally the strategy is very aesthetically pleasing, but we would like to comment on two photos that are used within the strategy. Page 10 and page 17 both display inappropriate images for this strategy. The strategy is around promoting health and wellbeing of our population through the use of our open spaces. The pictures of a liquor store and junk food signage seems inappropriate and should be replaced with more images of our beautiful landscapes or people enjoying our open spaces.</p> <p>Southland District Council has the opportunity to show it is committed to leading the way with Smokefree Open Spaces and to make a positive contribution to the health of our communities. We would like you to consider these issues now in your planning and can offer any support you need around this.</p> <p>Kind regards</p> <p>Paula Randall Health Promotion and Projects Coordinator Southern Primary Health Organisation</p>	smokefree	Council's open spaces are smokefree, we appreciate our key partners' work in this field. Council will take your comments regarding photos and the image they promote into account.	PO Box 649, 9/09/2014 Invercargill, 9840 paula.randall@southernpho.health.nz
26 Robert Guyton	Thank you for the opportunity to comment on this important strategy. I believe we have the potential with this here, to lead the country and create a resource that will significantly benefit Southlanders into the future. Our shared open spaces provide all sorts of opportunities for us, but not to the full extent they could. This is no fault of the council, nor Southland ratepayers, as it takes time to develop ideas and make them realities, but now is that time, in my view. Development driven by "the market" is essentially profit-focussed and favours those who own land. Southlanders all have a part share in our open spaces, our "commons". We rely on the council to manage that shared space for the greater good. We pay for that with our rates and deserve to have a say in how those spaces are used. I am aware of a considerable body of ratepayers that wants to see our open spaces planted in fruit trees. As a 'driver' for the Open Orchard project that grows and distributes hundreds of heritage fruit trees across Southland every year, I meet and talk with people who want to see Southland regain its former status as a fruit growing region - a "fruit bowl" in the south. Our Open Orchard grafters have "discovered" and reproduced a very impressive array of heritage fruit trees that represent the best range of cool climate fruit trees in New Zealand. We are especially fortunate in still having these trees, in light of the situation most other regions find themselves in, that is, bereft of heritage fruit trees. Southlanders are conservative and we conserved out treasured trees. Now, the opportunity to fill our open spaces with examples of the fruit trees that were brought here and planted by our forebears has presented itself through the councils "Open Spaces Strategy". This is a golden opportunity to create a unique resource, a network of heritage fruiting trees, that will be the envy of every other council.	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	20 Thames Street, 11/09/2014 Riverton guy10@actrix.co.nz

The potential for tourism, domestic and international, is significant. I know for a fact and from experience that people seek out such a resource and travel to see it and to share in the bounty of an orchard network such as I'm describing. Blossom-viewing is an international pursuit. Foraging for roadside/open space fruits is a rapidly growing activity that's caught the imagination of people who worry at the homogenisation of the rural landscape and the concretisation of the city-scape. A well-orcharded landscape throughout Southland will be a draw-card to tourists from around the world. Better than that though, is the service fruit trees on public space will provide to Southlanders - our own people. I know of people, more often than not, elderly people, who drive to rural roadsides in Southland to pick roadside apples. They do so because: they cannot afford to buy fruit in the quantities they want from the supermarket, they don't value the taste and nutrient quality of modern fruits, they enjoy the adventure of picking their own from semi-manged trees and they are reminded of their childhoods spent doing picking fruit in this way, whether in the orchards of their parents, or their neighbours. Here in Southland we have: the space for publicly-accessible fruit trees, a climate that is ideal for apples, pears, plums and nectarines, as evidenced by the healthy, 100-year-old trees that still thrive un-attended-to throughout the region, the expertise with multiplying and managing these trees, with the Open Orchard team and the scores of people in small communities throughout Southland who have attended pruning and grafting workshops run by the Open Orchard tutors, and a keen pool of people who yearn for the experience of picking and eating the fruits they remember from their childhood. They want too, their own children to experience those things and recognise the value of fruit-picking and fruit-eating to the family.

The practicalities of planting and maintaining fruit trees in our open spaces across the region are not daunting, given that we already have a programme in place for teaching ordinary Southlanders how to do it. There will be no region in the country that already has the capable, knowledgeable and willing "open space orchardists", in the numbers that Southland does. We are in a unique position. All that is required is that the council adopt a strategy of planting heritage fruit trees in our open spaces. The rest of the project will build and drive itself. As a "principal figure" in the Open Orchard project, I would like to offer my services to a project in Southland that aims to create a network of heritage fruit trees for the benefit of all Southlanders. I can see fruit trees alongside of the cycleways, the rural roads, on under-utilised plots of land in our country towns, in playgrounds and in parks right across our region. And my teams and I would like to help you to realise that vision.

Your sincerely		
27 Robyn Guyton	<p>Here is a brief article that supports the idea of Open Spaces. I hope you enjoy it and that it will encourage you to be bold in your thinking :-)</p> <p>Robyn</p> <p>Mothers who live in neighbourhoods with plenty of grass, trees or other green vegetation are more likely to deliver at full term and their babies are born at higher weights, compared to mothers who live in urban areas that aren't as green, a new study shows.</p> <p>"This was a surprise," said Perry Hystad, an environmental epidemiologist in the College of Public Health and Human Sciences at Oregon State and lead author of the study. "We expected the association between greenness and birth outcomes to disappear once we accounted for other environmental exposures such as air pollution and noise. The research really suggests that greenness affects birth outcomes in other ways, such as psychologically or socially."</p> <p>Researchers aren't sure yet where the link between greenness and birth outcome is. More study is needed to determine if additional green space provides more social opportunities and enhances a person's sense of belonging in the community, or if it has a psychological effect, reducing stress and depression, Hystad said.</p> <p>Babies born early or underweight often have more health and developmental problems, not just at birth but also as they continue to grow up, and the cost to care for pre-term and underweight infants also can be much higher, Hystad said.</p> <p>Since half the world's population lives in urban areas, it's important to understand how different aspects of the built environment - the buildings, parks and other human-made space we live in - might affect health, researchers said.</p> <p>"Planting one tree likely won't help," Hystad said. "You don't really see the beneficial effects of green space until you reach a certain threshold of greenness in a neighborhood."</p> <p>"We know green space is good. How do we maximize that benefit to improve health outcomes?" Hystad said. "The answer could have significant implications for land use planning and development."</p>	<p>environmental determinants of health;</p> <p>Our open spaces reflect social and environmental factors for wellbeing in our community.</p> <p>guy10@actrix.co.nz</p> <p>20 Thames Street, 11/09/2014 Riverton</p>
28 Southern District Health Board	<p>The Southern District Health Board (DHB) would like to take the opportunity to offer written advice to the Southland District Council on the Draft Open Spaces Strategy 2014-2024. Southern DHB commends the Southland District Council on the development and implementation of a smokefree open spaces policy which designates playgrounds, parks, sports fields and evens on Council land as smokefree. Implementing a smokefree outdoor spaces policy is consistent with the Council's vision to have thriving, healthy Southland communities. It would also further demonstrate the Council's commitment to improving the health and wellbeing of the community it serves. The Southern DHB would be happy to work in partnership on the smokefree policy implementation.</p>	<p>smokefree</p> <p>Council's open spaces are smokefree, we appreciate our key partners' work in this field</p> <p>11/09/2014 PO Box 1601, Inverc Bridget.Rodgers@southerndhb.govt.nz</p>

Item 7.2 Attachment D

29 Jenny Campbell	<p>Even though there are open spaces in most townships in SDC area, there is always room for more. They are significant for resting, relaxation, play grounds for children, inter-generational communication and care, places for walking dogs, skateboarding, biking, kicking balls for fun, (especially significant for teenagers) , and generally having a safe place to just 'be'.</p> <p>Events- old fashioned picnics to encourage community building, sharing skills, remembering older games- playing them just for fun, and doing activities in a non- competitive way so everyone can join in- no winners or losers.</p> <p>Improving community spaces- plant native shrubs and trees to encourage native birds- food sources of berries and nectar to attract them. Plant native trees for shade and shelter and to increase biodiversity locally.</p> <p>As well the open spaces can be a place to plant fruit trees such as the heritage fruit trees being promoted by the Open Orchard project being organised by South Coast Environment Centre. Old species of apples, pears and plums are particularly valuable and add to the value of community spaces- encouraging community resilience as a food source. This idea has been developed by ICC and in particular in South City where this philosophy has been actively promoted and valued. I commend this to SDC area.</p> <p>I do wish to be heard about this submission.</p> <p>He iti, he pounamu. It may be small but it is precious.</p> <p>Rangimarie, Jenny Campbell</p>	Family use; events; biodiversity; orchards/heritage fruit trees;	The overall intention of the strategy is to encourage more use of our open spaces, including different activities, families, community events, and biodiversity. This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	jennycam@xtra.co.nz
30 Denis Bartley	<p>Community owned land should be utilised to it's full capabilities and as we have such a collection of heritage fruit trees in the area it is imperative that the land be fully utilised by planting these orchards and making them available for communities to use and gather the harvests. This would not only provide food for families but would also provide a food bank of apples and pears which could be distributed by all the Social Service organisations around the community where it is needed.</p> <p>Blessings Denis Bartley</p>	orchard/heritage fruit trees	This suggestion regarding orchards and fruit trees could be incorporated into the "history, our people and our local character" point on p.17, to suggest that orchards/heritage fruit trees could be part of our open spaces. Individual cases will be dealt with at the Reserve Management Planning level.	12/09/2014 PO Box 71, Mossburn 12 Dallas Street, Riverton, 9822
31 Southland Conservation Board	<p>Thank you for the information about the Southland District Council's Open Spaces Strategy.</p> <p>The Southland Conservation Board recognises the importance of open spaces and the need to include provision for open spaces in any planning. We note that the draft strategy excludes land managed by the Department of Conservation and it is this land for which the board has responsibility. Never-the-less there are many public areas within the Southland District that are not managed by DOC but have with similar natural values.</p> <p>The retention and enhancement of these areas and the value of open spaces in the urban environment are important.</p> <p>Page 13 of the draft strategy outlines four strategic priorities namely:</p> <ul style="list-style-type: none"> • Celebrate our natural and unspoilt landscape and coast • Protect and enhance our natural landscape and ecological areas • Conserve and enhance our native biodiversity • Increase education and awareness. <p>Perhaps the strategy could mention some examples of the natural landscape such as mountains, lakes, rivers, tussock grassland, wetlands, sandy and rocky shores, beech forest and estuaries. This may provide some guidance for planners in assessing proposals that may have a detrimental effect on any of these.</p>	include natural landscapes as strategic priority;	Council officers suggest that the examples provided be included on p.2 (paragraph 2) as an introduction to the natural landscapes of Southland District.	12/09/2014 danga@xtra.co.nz
32 Te Anau Cycling Inc.	<p>TACI represents cyclists in Te Anau we have a membership of 34 including road and mountain bikers.</p> <p>We believe TACI would like to assist council with the ongoing maintenance and development of mountain bike trails in Ivon Wilson Park.</p> <p>TACI is aware that there is maintenance, redevelopment and expansion of the current trail network in Ivon Wilson Park in progress. These developments should be done in consultation with the cycling community so that they meet the needs of current or future users of the trail network. The current trails were the result of some hard yakka and they have been a valuable resource for the community. TACI believes these trails need to evolve as the sport of mountain biking has.</p> <p>The Ivon Wilson Park tracks need to cater for the full range of mountain biking abilities and styles. In order to achieve this goal, sections of the current trails need to be re-designed, re-aligned or completely re-developed to ensure they meet international trail building standards.</p> <p>An end goal of trail development at Ivon Wilson Park would be a mountain bike 'event' held in summer 2015 and annually thereafter. TACI will look to fundraise to lead the development of trails and infrastructure and will seek advice from professional trail builders. With careful planning and trails built to international standards Ivon Wilson Park has the potential to become a destination for mountain bike tourists from around New Zealand and the World along the lines of developments in Queenstown, Wanaka, Christchurch, Nelson, Wellington and Rotorua.</p> <p>The Venture Southland commissioned 'Te Anau and Environs Cycling Opportunities study' identified a similar opportunity for Ivon Wilson Park and TACI supports these findings.</p> <p>Thank you for your time.</p>	cycle park; Ivon Wilson park; community involvement	The strategy provides for diverse recreational needs. Individual cases, such as Ivon Wilson Park, will be dealt with at the Reserve Management Planning stage.	12/09/2014 PO Box 743, Invercargill yservice@doc.govt.nz 82 Burna by Drive Te Anau 9600 teanau.cycling.inc@gmail.com
				12/09/2014

33 Manapouri CDA	<p>The Manapouri CDA are greatly disappointed with the Southland District Council Open Spaces Strategy. We had been led to believe that this strategy would give local communities the ability, and to be responsible for, control of the open spaces in their community.</p> <p>We were hoping for the overdue ability to look after and manage the open spaces in Manapouri, the way the people of Manapouri would like them managed.</p> <p>We now find that this Open Spaces Strategy is a generalisation and overview in principal only that guide the way open spaces within Southland should be looked after.</p> <p>A document of warm fuzzies with no substance. Not really a strategy more a general concept of how one would probably like things to be if its okay with the rest and it doesn't upset anyone.</p> <p>It is our view that the community of Manapouri has, for far too long been severely restricted in its ability to do what the majority of its residents and ratepayers would like done within Manapouri, and is governed by a minority who had greater influence with the rule makers and the commissioner who ruled on the Foreshore Consent.</p> <p>We had hoped for a Strategy with some substance and some teeth.</p> <p>We eagerly look forward to the issued document.</p>	community involvement;	Community Boards and CDAs are involved with decision-making at the Reserve Management Planning level. This Strategy is an overarching document that is not substituting these Reserve Management Plans, and is applicable to all of Southland District.	12/09/2014	c/o Te Anau Area OfficeC/- 116 Town Centre Te Anau 9600 himself@xtra.co.nz
34 S V Sparrow	<p>All open spaces need to be disability friendly with suitable paths and seating for people with and without disabilities to sit rest and enjoy the surrounding. My main concerns now are with Manapouri area. Fraser Beach. This is not accessible by people with disabilities without help from other able bodied people. Walking tracks in the area are other places that are not disabled friendly. To see Lake Manapouri from Cathedral Drive is very difficult. There is only 1 good viewing area. The clearing for the Water Tower intake. The area around Memorial Rock is now getting over grown with trees growing and blocking views. I understood from the 2003 Fraser Beach Management Plan that viewing shafts were to be kept at the photographed height. This has not been done. Those shafts are now being overtaken by trees blocking views. If Frasers Beach was clear felled replant in suitable trees and grass as set out in the 2003 Management Plan in 3 levels. Low growing plants at the roadside, med height on 2nd level, Fraser Beach road level taller trees. With grassed area in between which can be mown thus controlling the weeds and pest plants that infect the area. The groups that are trying to control them now are doing a good job but cannot keep up with the grow and regrowth. I know this would cost a lot of money but in the long term would save money. At the moment, thousands of \$ are being spent yearly with no seen results to the public in general. Mowing does control pest plants. The area around Memorial Rock and grassed area over the road was regressed in the 1990s. Broom and other weeds appeared these were mown on a regular basis and there is no sign of them now. It is very frustrating to know we have a lovely lake behind a wall of blackened Manuka Bracken and a few good specimens of native trees. Parking. There needs to be areas created for easy parking along Cathedral Drive so that people can stop and look at the lake. Seats or picnic tables would be an advantage. The ones that are opposite the Shop and Carpark at the entrance to Frasers Beach are very well used. Ti Aiki Reserve. At the moment this is just a grassed area not being used. It would be an ideal place to create a cycle park. I have seen at weekends and school holidays 4-6 teenagers 3-5 primary age children riding up and down the street doing or trying to do stunts. At the weekends there is a lot of traffic coming and going in Mararoa Drive this is a very narrow street and with children going from side to side and off footpaths with no regards to other road users it would be a solution to this problem. Thank you for considering this submission.</p>	disability access; pest management; parking; cycle park	The Open Spaces Strategy enables accessible open spaces for all. Individual concerns will be raised at the Reserve Management Planning stage.	12/09/2014	36 Mararoa Drive, PO Box 36, Manapouri 9643
35 Te Anau Community Board	<p>The Te Anau Community Board would like to thank the Southland District Council for the opportunity to comment on the Open Spaces Strategy. The Board feels that Te Anau is very well served with open spaces and reserves; however believe there is significant room to move to make them more productive and well used areas.</p> <p>The Board would like to comment on the following areas:</p> <p>PP11 Changes in community preferences:</p> <ul style="list-style-type: none">• While the Board agrees with the statement that balance is needed, currently open spaces in the Te Anau area are quite restrictive in the way the community can use them and the Board finds that a lot of open spaces are very under-utilised because of this. For example Memorial Park behind the Town and Events Centre is a wonderful sheltered space right in the centre of town, but it is barely used except as a walkway linkage for surrounding residential areas and accommodation. These sorts of areas need to be assessed to understand how they could be more of a useable space. <p>PP15 Enabling Active and Passive Recreational Activities:</p> <ul style="list-style-type: none">• It is interesting to note that of the few photos around these pages, none are taken of Te Anau's open spaces or reserves, because there are few people actually utilising them. The photos in the document show streetscapes, lakeshore and private land with activities and people. This is what the Community Board believe is missing from some of Te Anau's reserves.• The Te Anau Community Board would like to see a strong strategy that encourages active use of some open spaces and reserves such as cycling, markets, temporary sports events, food stalls etc.• As discussed at the Board's recent Long Term Planning workshop, the Board would like to encourage, as an example, shared trails along the lakeshore which enables walking, cycling, skating etc, along with mobility scooters. This creates an atmosphere which draws more people to that area.	community involvement; photos; success indicators; cycle park; small scale commercial use	Specific strategies and actions for specific areas are able to be created through the Reserve Management Plan process. Community Boards also have influence into what happens with open spaces that are not reserves, and discussions about this can be held at Community Board meetings. Photos of Te Anau have been included into the strategy. The suggestion about markets could be incorporated into the "communities meet, connect and celebrate" outcome as a point for success "non-traditional uses of open spaces, such as farmer's markets" p.16. Specific sites will be dealt with through the individual Reserve Management Planning process. This strategy is an overarching document that guides how all open spaces in Southland are managed. The strategy also has an action plan, which was not attached to the public document, but has specific action points to be taken into account when Council is managing open spaces.	16/9/2014 & 17/9/2014 (LATE)	Te Anau Community Boards, c/-116 Town Centre, Te Anau 9600

Item 7.2 Attachment D

skating etc, along with mobility scooters. This creates an atmosphere which draws more people to that area. PP19 Meeting the needs of current and future generations:

• The Te Anau Community Board fully support identifying gaps in the existing networks per township and seeking ways to fill them. It would be productive for this strategy to go one step further by identifying strengths, weakness and opportunities for each area so that we have a cohesive plan to work to. Currently the Board works on a very ad hoc basis with no overall plan which makes Long Term Plan planning very much about the personalities involved rather than a strategic direction. PP20 Putting the Te Anau Community Board's Strategy into Action:

• Just a comment regarding this section and the outcomes of this plan, the Board found that the Strategy missed any specific actions or goals. While it is recognised that the strategy is to cover the whole of Southland District, the Board felt that it would be useful to follow this up with local strategies. This should not be a costly exercise, but a SWOT type of analysis for each area along with a strategic direction for Community Boards and Community Development Area Subcommittees to work towards.

The strategy document provides a good generic vision and outlines the "purpose" of open spaces - however we would like to see the document used to identify more specific areas where the outcomes can be achieved including recognising potential future use opportunities. - Maintaining access to our lake and foreshore - sports activities, including the potential areas for the development of a Community swimming pool - the integration of multi-use track and links with the current network of paths, widening to enable mixed use - pedestrian, cyclic and mobility devices - introducing areas of artistic interest - through sculpture and art - maintaining our "unspoilt" natural open spaces, by limiting and where necessary excluding types of uses such as trading in public places and freedom camping.

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Open Spaces Strategy

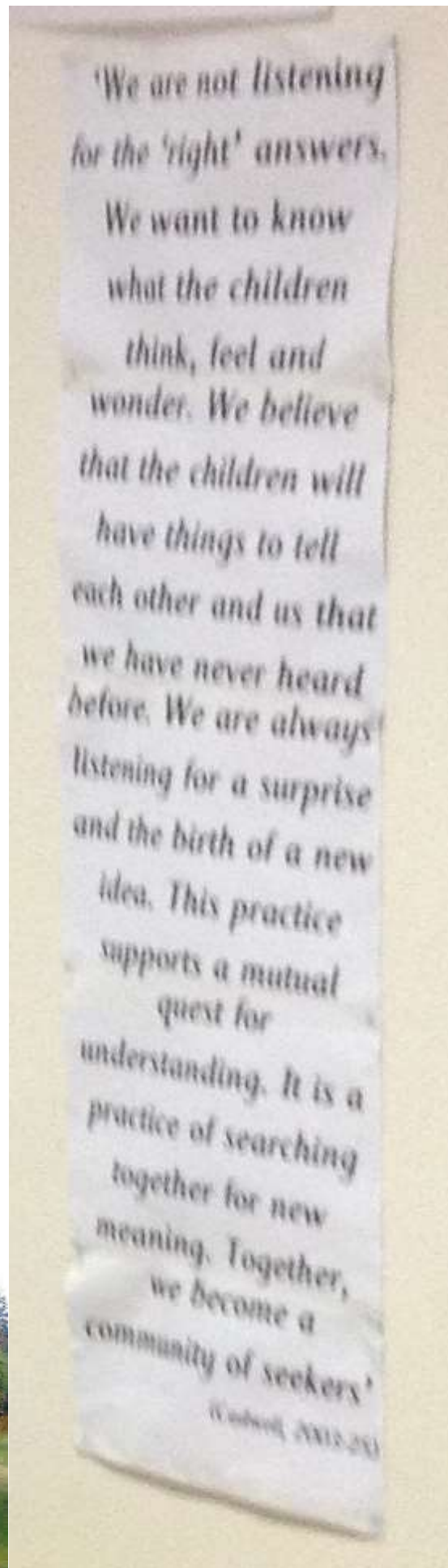


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Item 7.2 Attachment F

Item 7.2 Attachment F





Item 7.2 Attachment F



Te Ao Mārama Incorporated as a collaborator on the Long Term Plan 2015-2025 process

Record No: R/14/11/17903
Author: Shannon Oliver, Planning and Reporting Analyst
Approved by: Janet Ellis, Human Resources Manager

☒ Decision ☐ Recommendation ☐ Information

Purpose

That Te Ao Mārama Incorporated be approved as a collaborator on the Long Term Plan 2015-2025.

Executive Summary

To help promote and develop its relationship with Māori, the Southland District Council is an active participant and signatory to the Charter of Understanding 'He Huarahi mō Ngā Uri Whakatapu (A Pathway for the Generations Coming Through)' between the six councils and Te Ao Mārama Incorporated.

During the Southland District Council Long Term Plan 2012 - 2022 submission process, Te Ao Mārama Incorporated submitted that:

"It would be desirable for Te Ao Mārama Incorporated to be collaborators rather than submitters to the Council's Long Term and Annual Plan process."

Consequently, the council resolved on 23 January 2013 and 11 December 2013 that Te Ao Mārama would be invited to be involved as a collaborator for the Annual Plan 2013/2014 and Annual plan 2014 which they accepted.

A resolution is required to continue this practice for the Long Term Plan process 2015-2025.

Recommendation

That the Council:

- a) **Receives the report titled "Te Ao Mārama Incorporated as a collaborator on the Long Term Plan 2015-2025 process" dated 10 December 2014.**
- 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 Te Ao Mārama Incorporated as a collaborator at Council meetings to discuss the Long Term Plan 2015-2025 process.**

Content

Background

- 1 The Southland District Council acknowledges the importance of tikanga Māori and values its relationship with both Ngāi Tahu (through the four Southland papatipu rūnanga) and ngā matawaka (other Māori who are not Ngāi Tahu) living within Murihiku/Southland.
- 2 To help promote and develop its relationship with Māori, the Southland District Council is an active participant and signatory to the Charter of Understanding 'He Huarahi mō Ngā Uri Whakatapu (A Pathway for the Generations Coming Through)' between the six councils and Te Ao Mārama Incorporated.
- 3 The five other member councils in the Otago/Southland area are:
 - Environment Southland,
 - Invercargill City Council,
 - Gore District Council,
 - Queenstown Lakes District Council,
 - Clutha District Council (who signed up in November 2012).
- 4 The Charter was revised in 2003 to incorporate the councils' responsibilities under the Local Government Act 2002, and underpins all dealings between the councils and Te Ao Mārama.
- 5 The Charter of Understanding provides:
 - The basis for an ongoing relationship between the six councils and the tāngata whenua of Murihiku to assist in developing the capacity of Māori to contribute to decision-making processes.
 - A foundation for consultation on a wide range of local government issues.
 - For the recognition and willingness of Te Ao Mārama to assist all councils in consultation with all ngā matawaka living in Murihiku.
- 6 Te Roopū Taiao is the collaborative structure put in place for the purposes of giving effect to the Charter of Understanding and the obligations of the parties to the Charter. Senior Councillors and Council staff involved in resource management regularly attend Te Roopū Taiao meetings. Te Roopū Taiao has recently been extended to include ngā matawaka (other Māori who are not Ngāi Tahu) representatives.
- 7 During the Southland District Council Long Term Plan 2012 - 2022 submission process, Te Ao Mārama Incorporated submitted that:

"It would be desirable for Te Ao Mārama Incorporated to be collaborators rather than submitters to the Council's Long Term and Annual Plan process."
- 8 Consequently, the council resolved on 23 January 2013 and 11 December 2013 and that Te Ao Marama would be invited to be involved as a collaborator for the Annual Plan 2013/2014 and Annual plan 2014 which they accepted.
- 9 The key dates that Te Ao Mārama wish to be involved in the Long Term Plan 2015-2025 are:
 - (a) *February 2014* - Council workshop where it is anticipated discussions will be held with Council on the draft Annual Plan (note that Te Ao Mārama would be participating in the discussion but would not have "voting" rights).

- (b) 18 March 2014 - Council meeting to consider and adopt the consultation document (note that Te Ao Mārama would be participating in the discussion but would not have “voting” rights).
- (c) 20-23 May 2014 - Council to hear and consider submissions to the draft Long Term Plan (note that Te Ao Mārama would be participating in the discussion but would not have “voting” rights).

Factors to Consider

Legal and Statutory Requirements

- 10 It is a legal requirement under the Local Government Act for Council to recognise the principles of the Treaty of Waitangi and involve and provide opportunities for Māori to contribute to its decision-making processes.

Community Views

- 11 The involvement of Te Ao Marama as a collaborator would be appropriate for the following reasons:
- It acknowledges the status of Te Ao Mārama under the Treaty of Waitangi.
 - It gives effect to the statutory provisions, in the Local Government Act and other legislation, to involve Māori in Council’s decision-making process.
- 12 This decision does not preclude other interested parties from participating and submitting in the Long Term Plan in the usual way.

Costs and Funding

- 13 There are no financial considerations which impact on the report.

Policy Implications

- 14 Inviting Te Ao Mārama to participate as a collaborator in the Long Term Plan 2015-2025 (as per the process last year with the 2014/2015 Annual Plan process) requires a resolution to be passed to allow their involvement in the Long Term Plan process 2015-2025.

Analysis

Options Considered

- 15 Option 1 - Approve Te Ao Mārama’s involvement.
- 16 Option 2 - Do not approve Te Ao Mārama’s involvement.

Analysis of Preferred Option

Analysis of Options

Option 1

<i>Advantages</i>	<i>Disadvantages</i>
Give better effect to the principles of the Treaty of Waitangi.	No voting rights as they are not elected members so are in an advisory role only.
Give better effect to the Council’s	

<p>partnership with Ngāi Tahu by treating them as a partner rather than a stakeholder.</p> <p>Allow earlier identification of issues relevant to iwi, and if any of these have budgetary implications for them to be factored in.</p> <p>Potentially negate the requirement for Te Ao Mārama to be a submitter later in the consultation process and more appropriately recognise the partnership between the tangata whenua and the participant councils.</p> <p>The Long Term Plan and consultation document are key strategic planning documents for Council and the benefit of having Te Ao Mārama involved is that any issues of cultural significance to iwi are addressed during the development of the plan.</p>	
--	--

Option 2

<i>Advantages</i>	<i>Disadvantages</i>
<p>There are no advantages to this option.</p>	<p>Will not give better effect to the principles of the Treaty of Waitangi.</p> <p>Will not give better effect to the Council's partnership with Ngāi Tahu by treating them as a partner rather than a stakeholder.</p> <p>Will not allow for earlier identification of issues relevant to iwi, and if any of these have budgetary implications for them to be factored in.</p> <p>Will not allow to potentially negate the requirement for Te Ao Mārama to be a submitter later in the consultation process and more appropriately recognise the partnership between the tangata whenua and the participant councils.</p>

Assessment of Significance

The decision before Council is not significant under Council's significance and engagement policy.

Recommended Option

It is recommended that Council adopt Option 1.

Next Steps

- 18 If Council agree to include Te Ao Marama as a collaborator, staff will inform Te Ao Mārama that it is formally invited to participate in a collaborative partnership with Council on the Long Term Plan 2015-2025 process.

Attachments

There are no attachments for this report.

Draft Kerbside Recycling and Rubbish Collection Policy

Record No: R/14/11/17987
Author: Ian Evans, Strategic Manager Water and Waste
Approved by: Ian Marshall, GM - Services and Assets

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 Implementation of a policy to help manage contamination rates in kerbside collections across the District.

Executive Summary

- 2 Appended to this report is a proposed regional policy developed by WasteNet Southland to help manage contamination rates in recycling bins. The proposed policy will provide an enforcement tool that will assist the WasteNet councils to actively reduce the contamination levels in kerbside recycling bins. The proposed policy was adopted by the Waste Advisory Group at its meeting on 27 November and now passes back to the three individual councils for endorsement. Included as an attachment to this report is the report presented to the Waste Advisory Group (which includes the draft policy as well as a number of legal opinions sought prior to the development of the policy).

Recommendation

That the Council:

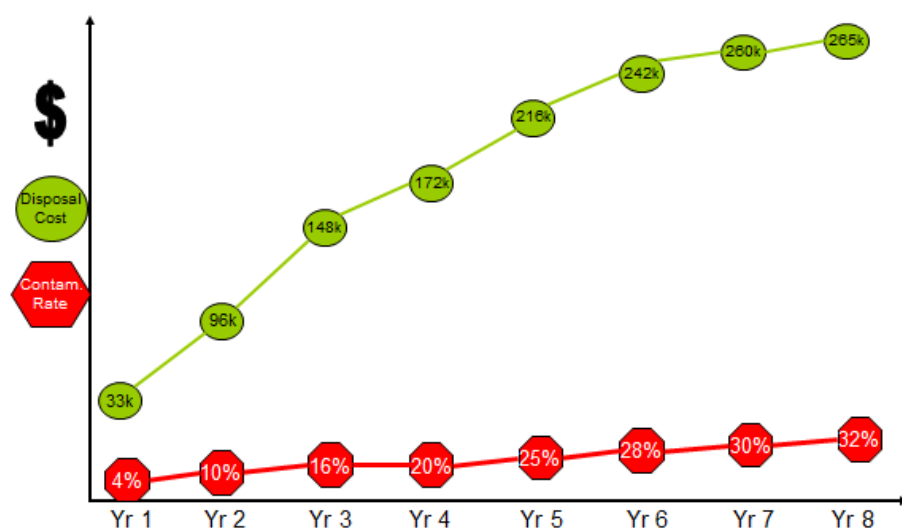
- a) **Receives the report titled “Draft Kerbside Recycling and Rubbish Collection Policy” dated 10 December 2014.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the 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) **Adopts the Waste Advisory Group recommendation to implement the Draft Kerbside Recycling and Rubbish Collection Policy as an operational activity outside the Solid Waste Bylaw.**

Content

Background

- 3 In 2013 Southland disAbility Enterprises advised the Committee of concerns regarding the increasing level of rubbish in the Council's kerbside yellow recycling bins.
- 4 In the three years the collection service has been operating the level of contamination (non-approved materials) in the yellow recycling bins has increased from 4% to 16%. To date this has resulted in an additional annual cost to the WasteNet councils in the order of \$150K (of which \$57K is Southland District Council's share). Conservative projections indicate that this is likely to increase to up to 32% by year eight of the contract with associated disposal costs estimated at \$265K as illustrated below.

Projection of contamination rate & disposal costs (8yrs)



- 5 Contamination in the yellow recycling stream is undesirable as it means increased operational costs as well as unnecessary and extra work for all parties. It also increases the health and safety risks for Southland disAbility Enterprises employees as they are not equipped to handle significant volumes of rubbish. It is not uncommon for rotting meat, garden waste, clothing, nappies, syringes and animal carcasses to be found in the recycling.
- 6 The Waste Management Group presented a business case on how to reduce the contamination levels in the recycling bins to the Committee at its June 2014 meeting. A workshop was held July 2014 to discuss the options identified in the report.
- 7 At the September 2014 meeting of the Committee, it was resolved that a 'three-strike' enforcement policy be drafted and presented to the next Committee meeting. This policy was discussed at the Waste Advisory Group meeting on 27 November 2014 where it was resolved to implement the policy subject to endorsement by the three individual councils. A copy of the paper to the Waste Advisory Group is included as attachment A. It should be noted that the recommendation in the attached report was amended at the meeting with the revised recommendation presented in attachment B.

Issues

- 8 The main issues that the report seeks to address are increasing contamination rates and the financial implications associated as well as the health and safety conditions faced by staff at Southland disAbility Enterprises as outlined in the previous section.

Factors to Consider

Legal and Statutory Requirements

- 9 Legal opinions sought during the development of the policy are included as Appendix A and B in the attached report to the Waste Advisory Group (Attachment A).

Community Views

- 10 The kerbside recycling service was introduced in 2011 following significant community consultation through previous Annual and Long Term Plans. Since then there has been continual educational measures undertaken to help people understand the service. While this has been successful to a degree the enforcement role is seen as being very much a complementary role to the educational side. An education/enforcement officer will be appointed by WasteNet to undertake duties in relation to implementing the policy.

Costs and Funding

- 11 The enforcement officer role will be funded from WasteNet reserves for the first year with funding being sourced from an increase in the landfill gate fee in subsequent years. There is no direct additional cost to Council from introducing this role.

Policy Implications

- 12 The proposed options take into consideration the Council's Long Term Plan and Annual Plan by providing kerbside rubbish and recycling services to Southland communities. The introduction of the policy sits alongside the education activity provided by WasteNet Southland and will allow staff to better manage issues of contamination of recyclable material with consequent financial and environmental benefits.

Analysis

Options Considered

- 13 Basically two options were considered these being:

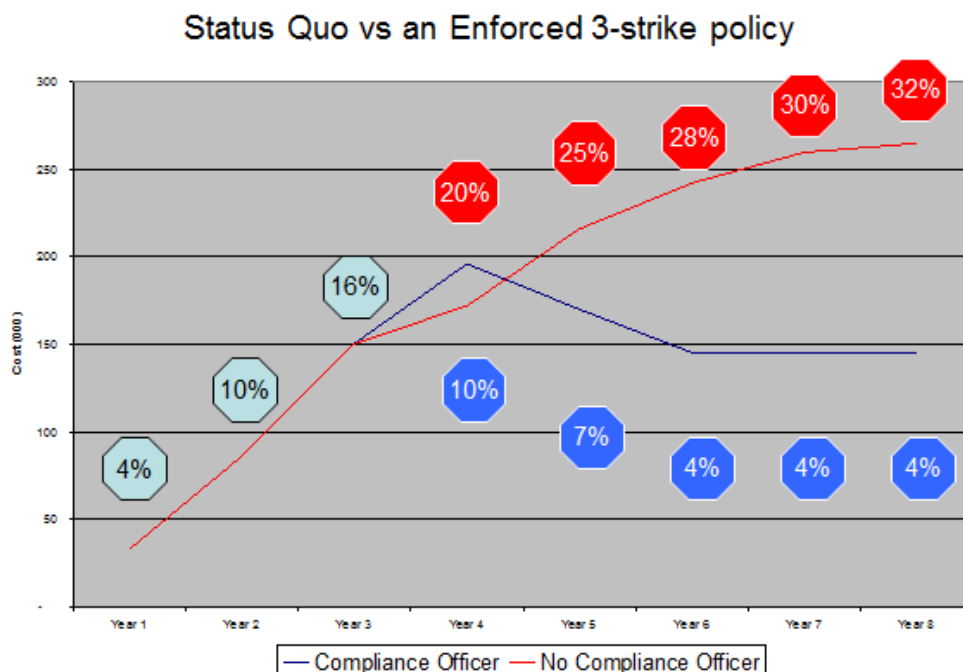
Option 1 - Status Quo

This is not considered a long term viable option by the Waste Advisory Group.

Option 2 - Introduction of Policy

The preferred option recommends the implementation of the Recycling and Rubbish Collection Policy and funding of an education/enforcement officer to undertake duties in relation to management of contamination rates. The introduction of such a policy is a relatively common occurrence that councils take to managing issues related to contaminated recycling, with all councils contacted during its development reporting significant reduction in contamination.

The following graph highlights the predicted different outcomes of the two options:



Analysis of Preferred Option

Analysis of Options

Option 1

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Improved quality of recyclables may provide better financial return in the longer term. Financial savings from reduced disposal costs of contaminated recyclables. Improved working environment for Southland disAbility Enterprises staff. Potential to build on the educational component around waste minimisation. 	<ul style="list-style-type: none"> Indirect financial impact through raising of the landfill gate fee to fund the new role.

Assessment of Significance

- 14 Upon assessing the proposed recommendation against the Council's Significance and Engagement Policy, Water and Waste Services believes that the recommendation does not constitute a significant decision.
- 15 This is based on the recommendation not having an impact on the Council's direction and level of service and the cost being less than 10% of annual expenditure.

Recommended Option

- 16 The report recommends that Council endorses the Waste Advisory Group recommendation to proceed with the introduction of the Kerbside Recycling and Rubbish Collection Policy and that staff work towards its implementation as per the timeline outlined in the Waste Advisory Group report.

Next Steps

- 17 It is anticipated that if the recommendation is endorsed that the policy will be implemented in full from April 2015 with a detailed educational and communication plan starting in January 2015.

Attachments

- A WasteNet Draft Kerbside Recycling and Rubbish Policy [View](#)
B WasteNet Confirmation of Resolutions on Draft Kerbside Collection Policy [View](#)



TO: WASTE ADVISORY GROUP

FROM: WASTENET SOUTHLAND REPRESENTATIVE

MEETING DATE: THURSDAY 27 NOVEMBER 2014

DRAFT KERBSIDE RECYCLING AND RUBBISH COLLECTION POLICY

Report Prepared by: Mr Malcolm Loan, Invercargill City Council

SUMMARY

Appended to this report is the proposed three-strike policy. The purpose of the policy is to have an enforcement tool that will assist the WasteNet Councils to actively reduce the contamination levels in the yellow recycling bins.

RECOMMENDATIONS

That the Waste Advisory Group adopts the draft Kerbside Recycling and Rubbish Collection Policy

AND THAT

The Committee recommends that the WasteNet Councils adopt the policy as an operational activity outside of the solid waste bylaw.

BACKGROUND

In 2013 Southland disAbility Enterprises advised the Committee of their concerns regarding the increasing level of rubbish in the Councils kerbside yellow recycling bins. The Waste Management Group presented a business case on how to reduce the contamination levels in the recycling bins to the Committee at its June 2014 meeting. A workshop was held July 2014 to discuss the options identified in the report.

At the September 2014 meeting of the Committee, it was resolved that a three-strike enforcement policy be drafted and presented to the next Committee meeting.

Legal Opinion

WasteNet Southland sought legal advice to confirm issues raised by Committee members. The legal advice received (**Appendix A**) noted the following points:

- Council can withhold the collection of the yellow recycling bin, if the red rubbish service is still provided.
- Ratepayers are notified prior to withholding the service



- Council considers setting a targeted rate for waste collection that identifies the potential for the service to be limited
- Council can put a policy in place without requiring a bylaw. It is recommended that the resulting policy is publically notified.
- That Council cannot issue an infringement notice or infringement fee outside of a bylaw.
- The ownership of the mobile bins contents does not pass to Council until Council takes possession of the contents by placing it into the collection vehicle (**Appendix B**).

DRAFT POLICY

Appended to this report is the proposed Kerbside Recycling and Rubbish Collection Policy (**Appendix C**).

The overarching policy objective is for mobile bin/s to be inspected before and/or during collection for compliance. When the content of the mobile bin does not comply with the permitted waste criteria for that bin, the 3-strike process will be applied.

Enforcing the Policy

At the September 2014 meeting the Committee resolved to provide a permanent full time officer to support the enforcement of the policy. The funding for this position would initially be sourced from WasteNet reserves (for the 2014-2015 year) and from 1 July 2015 it would be sourced from increasing the administration fee at the Southland Regional Landfill.

Public Awareness Campaign

Appended to this report is the proposed associated public awareness campaign (**Appendix D**). The purpose of this campaign is to raise the public awareness of (a) the 3-strike policy and (b) remind the public of what can and cannot go into the bins.



10 July 2014

Invercargill City Council
Private Bag 90104
INVERCARGILL 9840

FOR: Donna Peterson

Refer Warwick Cambridge
James Cambridge

THREE STRIKE POLICY
OUR REFERENCE: 099000/695

1. Background

- 1.1 The Invercargill City Council ("Council") provides waste collection services to the ratepayers. The waste collection service is provided in the form of one red bin for general waste and a larger yellow bin for recyclable waste ("the Service").
- 1.2 Some ratepayers are misusing the yellow recycling bin by putting items in the yellow bin which are not recyclable.
- 1.3 Council wishes to implement a three-strike policy ("the Policy") in relation to the use of the recycling bin to control the misuse of the yellow bins. The suggested policy is as follows:
 - a. On the first instance of non-recyclable material being put in the recycling bin the ratepayer receives a notice, a warning and an information pack of what is recyclable.
 - b. If, after the first warning is given, further non-recyclable material is found in the bin Council will provide a further warning and will not empty the bin until the non-recyclable material is removed.
 - c. If no change has occurred following the first and second steps, Council will withhold the service for a period of between 2-3 months.
- 1.4 You have requested our advice on whether:
 - a. Council is able to withhold the service from the ratepayers; and

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Partners: Warwick Cambridge, Gareth Davis, Doreen Evans, John Flaus, Russell Ibbotson, Russell Mawhinney, Sarah McKenzie, Mary-Jane Thomas, Sean Woodward, John Young.
Senior Associates: Nicola Elliot, Mike Milka.
Associates: Elizabeth Henry, Michael Morris.
JAHC-099000-695-1-V3

- 2 -

- b. Council can put the Policy in place without requiring a by-law.
- c. Council may as an alternative or as part of the Policy issue an infringement notice and subsequently charge an infringement fee.

2. Can Council Withhold a Service?

- 2.1 We have considered Council's requirements for the provision of a waste service against the Waste Minimalisation Act 2008 ("the WMA"). Under the WMA,
 - a. a territorial authority that provides a service that collects waste, or any person who provides a service that collects waste on behalf of a territorial authority, must do so promptly, efficiently and at regular intervals.
 - b. 'waste' includes any thing disposed of or discarded and includes any type of waste as defined by its composition or source, e.g. organic waste, electronic waste or construction and demolition waste.
- 2.2 Council under the WMA has an obligation to collect waste. If a red bin for general waste is provided by Council during a period of suspension of the yellow bin, ratepayers will be able to put their recycling into the red bin. Consequently Council will continue to meet its obligations to collect waste promptly, efficiently and at regular intervals" under the WMA and can restrict the Service.
- 2.3 We have considered the risk associated with a ratepayer challenging the payment of rates for the Service when the Service is being withheld from them. In making the risk assessment we have considered two elements. These are
 - a. the likelihood of a ratepayer challenging the rate; and
 - b. if challenged, the likelihood that a court would conclude the rate was invalid.
- 2.4 A ratepayer may refuse to pay rates if they bring a proceeding in the High Court to challenge the validity of the rate on the ground that Council is not empowered to set or assess the rate on the particular rating unit (Section 60 of LGRA)
- 2.5 This means that Council can pursue unpaid rates as a debt due and the ratepayer cannot raise alleged invalidity unless that ratepayer has first brought High Court proceedings.
- 2.6 Council currently sets a targeted rate for the provision of the Service pursuant to the Local Government (Rating) Act 2002 ("the LGRA"). Under the LGRA:
 - a. a targeted rate must be set to fund the specific activity or group of activities set out in Council's FIS (Section 16(1)(b)).

JAHC-099000-695-1-V3

- 3 -

- b. If the rate is not to be set on all-rating units in the Council's district, then the land subject to the rate must be identified by reference to one of the matters set out in Schedule 2 (Section 16(3)(b) and (c); and
 - c. The factor used to calculate the liability for the targeted rate must be either a fixed amount per rating unit or one of the factors set out in Schedule 3 (Section 18(1) and 18(2)).
- 2.7 Not all Council ratepayers are provided with the Service. We understand the rate is set as a uniform rate on those rating units which have the benefit of the Service.
- 2.8 Under Schedule 3 of the LGRA, the factors that may be used in calculating liability for targeted rates include the extent of the provision of any Service to the rating unit by the local authority, including any limits or conditions that apply to the provision of the Service.
- 2.9 If Council when considering the assessment of the targeted rate for the service includes as part of the factors it considers the potential that the provision of the Service maybe limited for a period of time (similar to charging penalties on overdue rates that must be advertised), this would reduce the risk of a person successfully arguing that the rate for the Service was invalidly set in relation to their rating unit.
- 3. Can Council Put in Place the Policy Without a By-Law?**
 - 3.1 A bylaw allows Council to issue proceedings if a person is in breach of the Bylaw.
 - 3.2 A bylaw is not required where the enforcement of a breach does not require the bringing of proceedings in the High Court.
 - 3.3 Accordingly as Council can control whose bins are emptied through instruction to Councils contractor for the Service, Council is able to set a policy which will withhold the Service from a ratepayer without requiring a specific Bylaw.
- 4. Can Council Put in Place an Infringement Fee?**
 - 4.1 We have considered Councils ability to issue Infringement Fees under the Litter Act 1979 ("Litter Act") and the Local Government Act 2002 ("LGA")
 - 4.2 Under the Litter Act Council has ability issue infringement notice's where any person deposits any litter in a public place or in or on any private land without the consent of the occupier (Section 14 and 15 of the Litter Act).
 - 4.3 Council has no ability under the Litter Act to set an infringement offence for any matter outside of Section 15 of the Litter Act, consequently Council cannot under the Litter Act set an infringement fee for ratepayers who put non-recyclable material in the yellow bin.

JAHG-099000-695-1-V3

- 4 -

- 4.5 Council has a general bylaw making power (Section 145 & 146 LGA), which includes the ability to make a bylaw regulating waste management. If a ratepayer breach's the bylaw Council may take enforcement proceedings by summary judgement in the high court.
- 4.6 Council can prescribe fees and charges (Section 150 of the LGA) however this does not extend to infringement fees.
- 4.7 Under the LGA the Governor-General has the authority to make regulations setting infringement offences and infringement fees (Section 259a LGA). There is no similar provision in the LGA giving Council the authority to prescribe infringement offences.
- 4.8 No regulations have been promulgated by the Governor-General prescribing infringement offences for the misuse of recycling bins, consequently Council has no authority to prescribe an infringement offence or an infringement fee for misuse of the recycling bins.
- 4.9 Council has a general power as a body corporate to charge and set fees for services provided (Section 12 of LGA). Council could consider setting a fee to recover the extra cost involved for emptying a recycling bin where the recycling bin contains non-recyclable material and subsequent disposal in the landfill ("the Fee").
- 4.10 Any Fee set out will need to be included in the Annual Plan.

5. The Law

- 5.1 Section 54 of the WMA provides as follows:

54 Waste must be collected promptly, efficiently, and regularly

A territorial authority that provides a service that collects waste, or any person who provides a service that collects waste on behalf of a territorial authority, must do so promptly, efficiently, and at regular intervals.

- 5.2 Section 5 of the WMA defines 'waste' as follows:

waste—

- (a) means any thing disposed of or discarded; and
- (b) includes a type of waste that is defined by its composition or source (for example, organic waste, electronic waste, or construction and demolition waste); and
- (c) to avoid doubt, includes any component or element of diverted material, if the component or element is disposed of or discarded

- 5.3 Section 16 of the LGRA provides as follows:

16 Targeted rate

JAHC-099000-695-1-V3

- 5 -

- [
- (1) A local authority may set a targeted rate for 1 or more activities or groups of activities if those activities or groups of activities are identified in its funding impact statement as the activities or groups of activities for which the targeted rate is to be set.]
 - (3) A targeted rate may be set in relation to—
 - (a) all rateable land within the local authority's district; or
 - (b) 1 or more categories of rateable land under section 17.
 - (4) A targeted rate may be set—
 - (a) on a uniform basis for all rateable land in respect of which the rate is set; or
 - (b) differentially for different categories of rateable land under section 17.

5.4 Section 18 of the LGRA provides as follows:

18 Calculating liability for targeted rate

- (1) The calculation of liability for a targeted rate set under section 16 must utilise only a factor or factors that—
 - (a) are identified in the local authority's [funding impact statement] as factors that must be used to calculate the liability for the targeted rate; and
 - (b) are listed in Schedule 3.
- (2) Despite subsection (1), the liability for a targeted rate may be calculated as a fixed amount per rating unit.
- (3) To avoid doubt, if targeted rates are set differentially, the rates concerned do not have to be calculated using the same factors for each category of land.

5.5 Schedule 3 of the LGRA provides as follows:

Factors that may be used in calculating liability for targeted rates

s 18

- 1 The annual value of the rating unit.
- 2 The capital value of the rating unit.
- 3 The land value of the rating unit.
- 4 The value of improvements to the rating unit.
- 5 The area of land within the rating unit.
- 6 The area of land within the rating unit that is sealed, paved, or built on.
- 7 The number of separately used or inhabited parts of the rating unit.
- 8 The extent of provision of any service to the rating unit by the local authority, including any limits or conditions that apply to the provision of the service.
- 9 The number or nature of connections from the land within each rating unit to any local authority reticulation system.
- 10 The area of land within the rating unit that is protected by any amenity or facility that is provided by the local authority.
- 11 The area of floor space of buildings within the rating unit.
- 12 The number of water closets and urinals within the rating unit.

Notes:

- 1 For the purposes of clauses 1 to 5, 8, and 10, **rating unit** includes part of a rating unit.

JAHC-099000-695-1-V3

- 6 -

- 3 For the purposes of clause 8, the extent of provision of a service to the land must be measured objectively and be able to be verified.

5.6 Section 15 of the Litter Act provides

15 Deposit of litter in public place or on private land

- (1) Every person commits an offence and is liable [[on conviction]], in the case of an individual, to a fine not exceeding \$5,000 or, in the case of a body corporate, to a fine not exceeding \$20,000, who deposits any litter or, having deposited any litter, leaves it—
- (a) in or on a public place; or
 - (b) in or on private land without the consent of its occupier.]

5.7 Section 2 of the Litter Act provides

Infringement offence means any offence specified under section 15(1) of this Act:

5.8 Section 145 and 146 of the LGA provides

145 General bylaw-making power for territorial authorities

A territorial authority may make bylaws for its district for 1 or more of the following purposes:

- (a) protecting the public from nuisance;
- (b) protecting, promoting, and maintaining public health and safety;
- (c) minimising the potential for offensive behaviour in public places.

146 Specific bylaw-making powers of territorial authorities

Without limiting section 145, a territorial authority may make bylaws for its district for the purposes—

- (a) of regulating 1 or more of the following:
 - (ii) waste management

5.9 Section 150 of the LGA provides as follows

150 Fees may be prescribed by bylaw

- (1) A local authority may prescribe fees or charges payable for a certificate, authority, approval, permit, or consent from, or inspection by, the local authority in respect of a matter provided for—
- (a) in a bylaw made under this Act; or
 - (b) under any other enactment, if the relevant provision does not—
 - (i) authorise the local authority to charge a fee; or

JAHC-099000-695-1-V3

- 7 -

- (ii) provide that the certificate, authority, approval, permit, consent, or inspection is to be given or made free of charge.

6. **Summary**

- 6.1 Council can withhold the collection of recycling if a red bin for general waste is provided. We recommend that prior to withholding the Service Council publically notify the ratepayers and take into account when setting the targeting rate for waste collection the potential for the Service to be limited.
- 6.2 Council does not require a bylaw to withhold the Service. As Council controls the provision of the Service, Council may set the proposed policy internally, although as set out above we recommend this is publically notified.
- 6.3 Council does not have the statutory authority to set misuse of the yellow recycling bin as an infringement offence.
- 6.4 Council may consider setting a Fee to recover the extra cost of emptying a recycling bin which contains non-recyclable material and disposing of that material. This Fee would need to be included in the Annual Plan.
- 6.5 Consequent on our conclusion in paragraph 6.4 we have not reviewed the likelihood of a Fee as set in paragraph 6.4 being challenged, or the process Council would need to take to recover the Fee.

Yours faithfully

PRESTON RUSSELL LAW



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JAHC-099000-695-1-V3



24 September 2014

Invercargill City Council
Private Bag 90104
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FOR: Donna Peterson

Refer Warwick Cambridge
James Cambridge

RECYCLING POLICY
OUR REFERENCE: 099000/695

1. Background

- 1.1 As set out in our letter dated 10 July 2014 the Invercargill City Council provides waste collection services to ratepayers. As part of that service, Council provides a recycling service ("the Service") through the provision of a yellow bin ("the Bin") for recyclable waste ("recycling").
- 1.2 Some ratepayers are misusing the Service by putting items in the Bin which are not recycling.
- 1.3 Council as part of its discussions for the implementation of an recycling policy ("the policy") has requested our advice on at what point the ownership of the recyclable material transfers to Council or Council's contractor.

2. The Law

- 2.1 Council is required under the Waste Minimisation Act 2008 ("WMA") to provide a service for the pickup waste including recyclable material.
- 2.2 The WMA does not prescribe how Council is to meet its obligations, or when ownership of waste or recyclable material passes to Council.
- 2.3 The Bins are owned by Council and have been provided to the ratepayers for their use. No written contract is in place between Council and the ratepayers to set out the contractual relationship or the terms of use.
- 2.4 The legal relationship between Council and the ratepayer in relation to the Bins is created by the common law principle of Bailment.

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Associates: Michael Morris.

JAHC-099000-695-4-V3

- 2 -

- 2.5 Bailment is defined as a delivery of personal chattels on trust, on the understanding, express or implied, that the trust will be duly executed and the chattels will be delivered in their original or an altered form as soon as the time for use, or the condition on which they were bailed has elapsed or has been performed. The relationship of bailee and bailor can exist independently of a contract and is created by the voluntary taking into custody of goods which are the property of the other.
- 2.6 Council, as bailor, has loaned the Bins to the ratepayer, as bailee, to use the Service. Council retains the right to request the return of the Bin at any time and the ratepayer will become liable if Council requests the return of the bin and this does not occur.
- 2.7 The ratepayer is the owner of the recycling. The ratepayer may relinquish the ownership of the recycling either by intentionally giving the ownership of the recycling to another, or by abandoning the recycling.
- 2.8 Abandonment is where the owner of a chattel intentionally abandons the chattel.
- 2.9 The ratepayer, by their action of putting the recycling in the bin and leaving it on the road verge to be removed by Council, is intentionally giving ownership of the recycling to Council.
- 2.10 When a chattel has been abandoned or if a chattels is being given to another, the person finding the chattel or receiving the chattel has no obligation to take custody of the chattel.
- 2.11 Council takes custody and ownership of the recycling when Council or its agent takes accepts the possession of the recycling. This will occur when council or its agent removes the recycling from the bin and places it into the recycling trucks.
- 2.12 If Council does not take possession of the recycling and the recycling is left in the bin at the road verge, the recycling will remain in the ownership of the ratepayer.

3. Summary

- 3.1 The ownership of the recycling material does not pass to Council until Council takes possession of the recycling by placing it into the recycling trucks.
- 3.2 Council as part of the policy it is putting in place should specify that the acceptance of the recycling is subject to Council confirming the material placed in the bin is in accordance with the rules and type of material that can be placed in the recycling bin.
- 3.3 As set out in our letter dated 10 July 2014 if the recycling bin contains non recyclable material Council in contravention of the Policy Council may leave the Bin at the road verge.

JAHC-099000-695-4-V3

- 3 -

Yours faithfully
PRESTON RUSSELL LAW



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Item 7.4 Attachment A

JAHC-099000-695-4-V3

DRAFT Kerbside Recycling and Rubbish Collection Policy

1.0 Introduction

The WasteNet Councils operate a kerbside recycling and rubbish collection service. The service includes the provision of two mobile bins to service entitled premises for the sorting and collection of waste into either recyclable or residual waste.

The recyclable materials are transported to the Material Recovery Facility where they are hand sorted, baled and sold to recycling reprocessors and manufacturers.

The residual waste materials are transported to the Southland Regional Landfill for disposal to land.

Contamination (non approved materials) in the bin is an issue for the WasteNet Councils for the following reasons:

- Health and safety of staff who hand sort these items
- Increased sorting and processing costs
- Increased costs to send the material to landfill
- Reduced value in the recyclables collected due to contamination.

2.0 Purpose of this Policy

- To reduce contamination in the recyclable and residual waste collection streams.
- To educate participants on how to use the kerbside recycling and rubbish collection service.

3.0 Policy Statement

The mobile bin/s will be inspected before and/or during collection for compliance. An "anytime, anywhere" inspection philosophy will be applied eg bins will be randomly inspected. When the content of the mobile bin does not comply with the permitted waste criteria for that bin, the 3-strike process will be applied.

3.1 Strike 1

On the first reported occurrence of non-compliance, a notice will be attached to the bin (and the bin may or may not be emptied). WasteNet Council will write to the occupiers of the address listed on the bin providing information as to the reason for the notice being issued, provide guidance on the correct use of the bin and will include a statement that the warning has been logged against the address listed on the bin. The bin will be monitored more closely for the next 3 months.

3.2 Strike 2

On issue of a second notice (within a 12-month period) WasteNet Council will write to the occupiers of the address listed on the bin setting out the actions that WasteNet Council may follow if non-compliant use of the mobile bin continues. The occupant will be invited to contact the Education Officer/Advisor. The bin will be monitored more closely for the next 3 months.

3.3 Strike 3

On issue of the third notice (three notices within 12-months) WasteNet Council will write to the occupiers stating that the service is being withheld until they contact the Education Officer/Advisor. After the appointment the service will be taken off hold and monitored closely for the next 3 months.

Abuse of the service (four notices within 12-months) will lead to WasteNet Councils immediately withholding the service for 3 months. At the end of the 3 month period the occupiers will be required to apply in writing to have the service reinstated.

Relevant Delegations:

In respect of the provisions in this policy, a WasteNet Council Officer (or Council Contractor) has the authority to:

- (a) Inspect the contents of a Council mobile bin for compliance
- (b) Issue a notice of non-compliance
- (c) Classify a service entitled premise as 'abusing the service' and have the service withheld for 3-months
- (d) Determine that the withheld service status of a premise can be uplifted.

Definitions

"Contamination" means the content of the mobile bin does not meet the permitted waste criteria for that bin *eg clothing in the yellow recycling bin would be classified as contamination.*

"Compliance" means the content of the mobile bin meets the permitted waste criteria for that bin.

"Non-compliance" means the content of the mobile bin does not meet the permitted waste criteria for that bin *eg it is contaminated.*

"Mobile bin/bin" means the receptacle "or wheelie bin" issued to the premise by the WasteNet Council for the collection of waste.

"Recyclables/Recycling" means dry and clean recyclable material able to be recovered. The current permitted waste criteria for recycling includes:

- Paper

- Cardboard
- Liquid paper cartons (milk and fruit juice cartons/boxes)
- Glass bottles and jars
- Aluminium rigid and semi rigid packaging
- All plastic containers (not including 'degradable' or 'biodegradable' plastics)
- Bundled plastic (HDPE) 'supermarket' bags
- Steel containers and rigid packaging including 'tin cans' and aerosol cans
- Non-food grade polystyrene packaging (not including meat trays, take-away styrofoam containers).

"Residual Waste/Rubbish" means all waste originating from activities not suitable for Recycling and that is not prohibitive waste.

"Prohibitive waste" includes:

- Uncontained sharp object or material capable of puncturing the bin
- Any explosives, hot ashes, flammable material or any other matter, thing or waste of any kind whatsoever that may endanger any person, animal or vehicle prior to, during and after collection or during and after disposal.
- Any item of excessive size
- Any liquid or any viscous fluid including used oil
- Any radioactive wastes, but excluding domestic smoke detectors
- Any lead-acid batteries (car/boat/truck batteries)
- Any freezers or fridges or TVs
- Any hazardous or toxic waste.

For information on how to dispose of prohibitive waste contact WasteNet Councils or website: www.orangepages.org.nz

"WasteNet Councils" means the Gore District Council, Invercargill City Council and Southland District Council.



Love Southland - Recycle Right

Communication Campaign (DRAFT)



BACKGROUND

The Invercargill City Council, Gore District Council and Southland District Council (WasteNet Councils) have combined their resources and signed a long term contract for the provision of kerbside recycling and rubbish collection services.

The service includes the provision of colour coded mobile bins (wheelie bins) to participating properties for the separating of solid waste into recycling and rubbish (residual waste). The recyclable materials are delivered to the Material Recovery Facility (MRF) owned and operated by Southland disAbility Enterprises. The residual waste is disposed of to the Southland Regional Landfill.

Current Situation

In 2013 Southland disAbility Enterprises advised the WasteNet Southland (WasteNet) of their concerns regarding the increasing level of rubbish in the Councils kerbside yellow recycling bins. An investigation was undertaken and the resulting research found that a third of participants needed further assistance on how to recycle right.

A business case was developed on how to reduce the contamination levels in the recycling bins. One of the key recommendations was that an enforcement policy be implemented as soon as practicable.

Love Southland - Recycle Right is a WasteNet Southland initiative designed to raise Southlanders awareness of the new operational procedure, being the implementation of the Kerbside recycling and rubbish collection policy.

This Communications Plan outlines WasteNet's approach to promote of this initiative.



OBJECTIVES

Overarching Objectives

- Waste is a Resource
- Southlands vision is to become a region that is a minimum waste produces, with businesses and individuals maximising opportunities to reuse, recycle and recover our resources.
- Reduce waste to landfill
- Recovering resources through recycling and composting
- Thinking global and acting locally to obtain environmental benefits.

Immediate Objectives

- That service participants understand the Kerbside Recycling and Rubbish Collection policy
- That service participants understand the consequences of contamination in the recycling bin.

To educate residents on how to correctly use the recycling service:

- What can and cannot be recycled in the yellow recycling bin
- What can and cannot be collected in the red rubbish bin
- How to present recycling eg clean, loose (except bag shredded paper)
- How to find out more information
- When and which bin/s to put out on collection day

Item 7.4 Attachment A



BRAND

The LOVE SOUTHLAND brand the overarching brand for the WasteNet Councils. The identity is "Love Southland – put waste in its place!"

The personality traits are positive, friendliness and the feel good factor from sorting your waste. The promise is that people will be given guidance on 'putting waste in its place'.

The visual identity is the green colours which represent the green Hills of Southland and symbolises the environmental benefits of recycling. The continuous heart (love) brings the emotive 'feel good' factor that comes with sorting your waste.

STRATEGY

Positive, personalised messages that target each audience group in a chatty, visual, user friendly way to explain in layman's terms how the 'kerbside recycling and rubbish collection policy' will affect them.

Slogan: Love Southland – Recycle Right.





TARGET AUDIENCES

The target audience is diverse with marked differences in socio-economic, geographic and demographic factors.

Audiences	Stakeholders
Ratepayers	Waste Advisory Group
Households (residents)	Invercargill City Council
Council Officers (customer services)	Southland District Council
Landlords / Property Managers / Tenants	Gore District Council
Schools (students, teachers)	Elected Members (Councillors, Mayors, CEOs)
Media	Environment Southland
Businesses (Small to Medium Enterprise)	Contractors (Bond Contracts Management Group Ltd, Southland disAbility Enterprises)
Farmers / Farm workers / Sharemilkers	Local waste management providers
Holiday Home Owners	Community Organisations
Pensioners	Government (Ministry for Environment)
Elected Representatives	Local Government
Community Groups (WasteBusters, Environment Centres)	

Item 7.4 Attachment A



TACTICS

Medium	Description
Council Publications	Articles in existing Council publications i.e. First Edition, Community Noticeboards, Community News, Council websites etc.
Information Booklet	<p>More detailed description of how to use the service.</p> <p>Distribution</p> <ul style="list-style-type: none">– Limited run of hard copies for delivery to libraries, Council offices, Community Groups, Environment Centres, businesses– Website (download)
Poster	<p>Series of posters each poster targeting a specific audiences, personalising how the policy will impact them.</p> <p>Distribution</p> <ul style="list-style-type: none">– Libraries, schools, supermarkets, waiting rooms, community notice boards, Council offices, etc.– Website (download)
Print Ad	<p>Print Ad that with mirror image of Poster. Also contain editorial and Survey Questionnaire (cut out panel)</p> <p>Distribution</p> <ul style="list-style-type: none">– Southland Times, Southland Express, News Link, Fiordland Focus/Advocate, Community newsletters (Western Star, Winton Bulletin)– Website (download)
Radio Ads	Each radio ad will link with the poster series to reinforce the messages.



Medium	Description
Media Release	<p>Targeted stories raising the community's awareness of waste issues. These should relate to the two waste streams being recycling and rubbish. And target different geographical locations i.e. Gore, Te Anau, Riverton, South City, Invercargill, Winton, Ohai, etc.</p> <p>General Waste Headlines</p> <ul style="list-style-type: none"> - Its time to recycle right - 3-strikes and you're out - Council takes a hard line with bad recyclers - Te Anau recycling right
Social Media	<p>Facebook page</p> <p>Opportunity to engage and start a dialogue with the community eg share photos/video clips, answer questions, competitions.</p>
Visit Schools	<p>Visit Southland primary schools when in the area auditing bins. The purpose of the visit is for students to take key messages home to their parents and talk about the new service.</p>
Guest Speaker Circuit	<p>Put together a 10min presentation and go on a speaking circuit eg Rotary, Lions, Chamber of Commerce, Garden Clubs and any other interested clubs.</p>
Website www.wastenet.org.nz	<p>Section on WasteNet Southland website that includes the following:</p> <ul style="list-style-type: none"> - Downloads (Brochure, Posters, Print Ads) - Online version of Brochure - Frequently asked questions (FAQ)
Information Sheet to Farmers	<p>Information sheet specifically targeting Farmers and Sharemilkers – how the proposed service could affect them, benefits of the service, sources for more information.</p> <p>Distribution</p> <ul style="list-style-type: none"> - Federated Farmers - Accountants/Rural Bank Managers.

Item 7.4 Attachment A



Medium	Description
Information Sheet to Landlords	<p>Information sheet specifically targeting Landlords – how the proposed service could affect them, benefits of the service, sources for more information.</p> <p>Distribution</p> <ul style="list-style-type: none">- Rental Companies- Property Managers- Tenancy Agency
Elected Members Briefing Package	Package of information for elected members – detailed description of what, how, why, when, where, who and answering frequently asked questions.
Customer Service Officer Training	Package of information for customer service officers, to inform them of the campaign, and also to answer any questions they have about how to recycle right.



KEY MESSAGES

Summary	More information
Recycle Right	<ul style="list-style-type: none">- The yellow recycling bin is for the collection of specific waste products.- What can go in: clean food and beverage containers, plastic packaging, non-food grade polystyrene, paper cardboard- What cannot go in: food organics, garden organics, clothing, ashes, electrical appliances, gas bottles, roofing iron, timber.- Look for the sticker: there is a quick guide sticker under the yellow lid.
Sort your waste	<ul style="list-style-type: none">- The service provides two colour coded mobile bins (wheelie bins) for participants to sort their waste into recyclable and residual waste.- The contents of the yellow recycling bin are delivered to the Material Recovery Facility (MRF) owned and operated by Southland disAbility Enterprises. It is here that the products are hand sorted, baled and sold to recycling manufacturers.- The contents of the red rubbish bin are delivered to the Southland Regional Landfill (SRL) owned and operated by AB Lime, where it is buried.
It's a 3-strike policy	<ul style="list-style-type: none">- Strike 1: You will receive a letter of non-compliance- Strike 2: You will receive a letter of non-compliance and ask to contact Council- Strike 3: You will receive a letter of non-compliance, and your bin will not be emptied until you contact Council.
It helps our environment	<ul style="list-style-type: none">- Reduction in waste to landfill- Less waste to landfill means less methane emissions generated by decomposing waste (better for Climate Change and green house gases)- Less waste to landfill means less leachate generation- Less heavy traffic on the roads generating carbon emissions (better for Climate Change)- Less raw resources need to be extracted to produce products for us
Its doing your bit	<ul style="list-style-type: none">- Waste is everyone's responsibility- Simple and easy way to play your part and help the environment and the community- Feels good to recycle

Item 7.4 Attachment A



Its good for Southland	<ul style="list-style-type: none">- Recycle for Southland- Generates jobs for Southlanders- Working together as a region
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OPERATIONAL KEY MESSAGES

Summary	More information
Bad recyclers are a problem	<p>Contamination in the bin is a problem</p> <ul style="list-style-type: none">- Health and safety of staff who hand sort these products- Increased sorting and processing costs- Increased cost to send the rubbish to landfill- Reduced value in the recyclables collected
Recyclable waste	<ul style="list-style-type: none">- Southlanders waste materials can be recycled- Recycling is easy – kerbside, wheelie bin, accepts wide range of products- Accepts all clean plastics- Accepts white polystyrene- Excludes styrofoam, foil packaging, rubber- Only have to put bin out every fortnight- Service available to all residents (rural properties can join if bring bin to collection route)
Rubbish (residual waste)	<ul style="list-style-type: none">- Southlanders generate too much rubbish – therefore reduced frequency of collection. Compensated with provision of recycling bin.- More room in rubbish bin for disposable nappies and sanitary items- Only have to put bin out every fortnight<ul style="list-style-type: none">– Don't have to use farm landfills



MARKETING PLAN

Audience	Desired Response (What do we want them to think/do?)	Considerations	Key promotional activity	Roles/Responsibilities
Households/Occupants Ratepayers	<ul style="list-style-type: none">- Confidently sort their waste into recycling and rubbish- Take the time to prepare their recycling eg clean, loose, flatten cardboard- Feel comfortable to contact WasteNet/ Council for more information- Understand the new policy is eg 3-strikes.- Understand the consequence of contaminating the recycling.- Talk to others about it	<ul style="list-style-type: none">- Localise and personalise the message address the question of "What's in it for me" if I recycle right- Positive messages (feel good factor)- Requires change in behaviour- Believe that recycling works and makes a difference- Need to be seen as environmentally conscious with all promotion we do	<ul style="list-style-type: none">- Brochure and or information pack- Print Media- Radio promo- Website- Social media- School/church/group newsletters	<p>WasteNet organised</p> <ul style="list-style-type: none">- Develop the materials <p>Council organised</p> <ul style="list-style-type: none">- Distribute material to Councils, libraries- Web link to WasteNet site- Assistance to source local personalised stories- Utilise council communications (newsletters, ads) to communicate our message

Item 7.4 Attachment A



Audience	Desired Response (What do we want them to think/do?)	Considerations	Key promotional activity	Roles/Responsibilities
Schools & Students	<ul style="list-style-type: none"> - Confidently sort their waste into recycling and rubbish - Increased awareness of waste issues - Understand that Council checks the recycling bins. - Tell parents/family about the issues - Its easy to separate your rubbish - Reduce, Reuse, Recycle 	<ul style="list-style-type: none"> - Localise and personalise - Positive messages - Need to be seen as environmentally conscious with all promotion we do 	<ul style="list-style-type: none"> - Posters and flyers at school - Advertorial in school newsletters - Waste education pack 	<p>WasteNet Organised</p> <ul style="list-style-type: none"> - Produce and print generic posters - Provide content for inclusion in school newsletters etc - Provide waste education pack - Distribute material to schools <p>Councils organised</p> <ul style="list-style-type: none"> - Utilise council communication networks to communicate our message (School newsletters)



Audience	Desired Response (What do we want them to think/do?)	Considerations	Key promotional activity	Roles/Responsibilities
Media	<ul style="list-style-type: none"> - Provide editorial and advertising support - Understand the new policy is eg 3-strikes. - Increase awareness of waste issues 	<ul style="list-style-type: none"> - Positive messages - Need to be seen as environmentally conscious with all promotion we do - Need to address "is Council being too heavy handed?" 	<ul style="list-style-type: none"> - press coverage 	<p>WasteNet Organised</p> <ul style="list-style-type: none"> - Provide story angles and copy for inclusion - Liaison and coordination of stories, photo opps with media <p>Council Organised</p> <ul style="list-style-type: none"> - Utilisation of council communication networks
Businesses	<ul style="list-style-type: none"> - Understand the new policy is eg 3-strikes. - Easy to separate rubbish into three streams - Confidently sort their waste into recycling and rubbish 	<ul style="list-style-type: none"> - Need to address "How will this affect my business" – cost / storage - Need to address "what does my business get out of this?" 	<ul style="list-style-type: none"> - Provide opportunities to co-brand and align their brand with the campaign - Utilise businesses communications (customer newsletters, ads) to communicate our message - Print Media 	<p>WasteNet Organised</p> <ul style="list-style-type: none"> - content for business communications

Item 7.4 Attachment A



Audience	Desired Response (What do we want them to think/do?)	Considerations	Key promotional activity	Roles/Responsibilities
Landlords/Property Managers	<ul style="list-style-type: none"> - Understand the new policy is eg 3-strikes. - Understand the consequence of contaminating the recycling. - Talk to tenants 	<ul style="list-style-type: none"> - Need to address the question "What it is going to cost me" 	<ul style="list-style-type: none"> - Letters to rental companies/property managers asking them to pass information onto Landlords. - Print Media 	WasteNet Organised <ul style="list-style-type: none"> - produce letter and distribute - Build relationship with Property Managers
Farmers / Fonterra / Federated Farmers	<ul style="list-style-type: none"> - Confidently sort their waste into recycling and rubbish - Understand the new policy is eg 3-strikes. - Understand the consequence of contaminating the recycling. - Talk to Farm workers 	<ul style="list-style-type: none"> - Need to address the question "What's in it for me" 	<ul style="list-style-type: none"> - School Newsletters - Federated Farmers Newsletters - Information sheet for Accountants/Bank Managers to distribute - Print Media 	WasteNet Organised <ul style="list-style-type: none"> - Provide content for inclusion in school newsletters etc - Provide content for Federated Farmers newsletters/speak to a meeting - Produce information sheet for Farmers and distribute through Accountants and Bank Managers.



CRISIS PLAN

Issue	Solution

DEVELOPMENT TIMELINE AND BUDGET

Development timeline and budget are pending following feedback from the Communications Teams at each WasteNet Council.

Activity	Timeline	Budget



28 November 2014

Mr Ian Marshall
Southland District Council
PO Box 903
INVERCARGILL 9840

Dear Sir

ACTION ON DECISION OF WASTE ADVISORY GROUP COMMITTEE

The Waste Advisory Group met on Thursday 27 November 2014 and resolved to adopt the draft Kerbside Recycling and Rubbish Collection Service Policy,

AND

That the policy is reviewed as determined by WasteNet Southland;

AND

That the Committee recommends that the WasteNet Councils adopt the policy as an operational activity outside of the Solid Waste Bylaw.

On behalf of the Chair Councillor Davis, the Committee invites your Council to adopt this policy.

Yours faithfully

A handwritten signature in black ink, appearing to read "Malcolm Loan".

Malcolm Loan
WASTENET SOUTHLAND REPRESENTATIVE

Venture Southland Letter of Expectation 2015/2016

Record No: R/14/11/18210
Author: Susan Cuthbert, Strategy and Policy Manager
Approved by: Janet Ellis, Human Resources Manager

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 The purpose of this report is to ask Council to review the draft Venture Southland Letter of Expectation for 2015/16 and request approval.

Executive Summary

- 2 The new Venture Southland Agreement 2014-2017, which took effect from 1 July 2014, sets out new planning provisions. As part of the planning process, the funding councils may provide a Letter of Expectation to Venture Southland early in the planning process to set out the councils' expectations in terms of being 'owners' of Venture Southland as well as purchasers of economic development services.
- 3 A draft Letter of Expectation is attached for Council's review and approval.

Recommendation

That the Council:

- a) Receives the report titled "Venture Southland Letter of Expectation 2015/2016" dated 10 December 2014.
- 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 Venture Southland Letter of Expectation 2015/2016.

Content

Background

- 4 Venture Southland delivers economic development services to the Southland communities on behalf of Invercargill City Council, Gore District Council and Southland District Council (the councils). It is structured as a joint committee of councils which means, that while Venture Southland has its own governance board (the Joint Committee), it also forms part of each of the councils and is not a separate legal entity.
- 5 The new Venture Southland Agreement 2014-2017, which took effect from 1 July 2014, sets out new planning provisions in Clause 8.1. As part of the planning process, the councils may provide a Letter of Expectation to Venture Southland early in the planning process to set out the councils' expectations in terms of being 'owners' of Venture Southland as well as purchasers of economic development services. It also provides for a set of high level outcomes which Venture Southland will report against in its Annual Report.
- 6 The councils agreed to develop a joint Letter of Expectation. A draft Letter of Expectation is attached for Council's review and approval.
- 7 A draft of the Letter of Expectation was sent to the Chairs of both the Venture Southland Joint Committee and Advisory Subcommittee in October 2014 for their feedback and a series of joint Council workshops were held to discuss details of the agreement. Selected councillor representatives from each Council attended these workshops.
- 8 As a result of the workshops, some amendments have been made to the agreement including setting the amount of cash reserves at "around \$500,000". All parties agreed that Venture should not be making surpluses or significant deficits each year unless there is good reason to do so. In the event that retained earnings are considered to be excessive then either additional activities may be undertaken (as occurred with the Youth Futures Project), or the funding councils could withhold a portion of funding for that year.
- 9 Note: Venture Southland's reserves are included on each Council's consolidated balance sheet in their annual reports.
- 10 Venture Southland is in the process of developing a draft business plan which Council will be asked to review and provide feedback on in January 2015. Venture Southland's 2015 budgets are being prepared along similar lines to previous years.
- 11 It is important to note that Venture Southland's 2015 business plan will be developed without guidance from a Regional Development Strategy. The development of a Regional Development Strategy should get underway in 2015.

Factors to Consider

Legal and Statutory Requirements

- 12 Venture Southland is a joint committee of councils and therefore is not a separate legal entity. It exists as part of each Council and staff are employed by either Invercargill City Council or Southland District Council. The councils have chosen to set out how Venture Southland will operate via the Venture Southland Agreement 2014-2017. This Agreement sets out the provisions around planning and reporting. The Letter of Expectation is a part of that process.

Community Views

- 13 The priority projects listed in the Letter of Expectation have been developed by the elected members using their experience of working with their communities. The public will have an opportunity to comment on Venture Southland's draft Business Plan in early 2015 via Venture Southland public consultation process.

Costs and Funding

- 14 In 2014 Venture Southland received a total of around \$4 million from Invercargill City Council, Southland District Council and Gore District Council. Venture Southland has provided comment that the priority projects set out in the draft Letter of Expectations could be delivered within a similar budget range.

Policy Implications

- 15 Venture Southland delivers economic development services which contribute to the delivery of Southland District Council's Community Development activity (previously known as District Development Services). A Community Development Activity Profile is in the process of being developed and will be presented to Council in early 2015 as part of the 2015-2025 Long Term Plan process.

Analysis

Options Considered

- 16 The options are:
- (a) Approve the Venture Southland Letter of Expectation, with or without changes.
 - (b) Not approve the Venture Southland Letter of Expectation.

Analysis of Preferred Option

Analysis of Options

1. **Option 1** Approve the Venture Southland Letter of Expectation, with or without changes.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> This letter provides Venture Southland with clear expectations around governance standards and priority projects. This ensures clear standards for accountability and assist Venture Southland to tailor its work programme towards what elected members consider are the priorities for the District. 	<ul style="list-style-type: none"> Specifying specific priorities could be seen as limiting Venture Southland's ability to be responsive to market conditions in developing its work programme.

2. **Option 2** Not approve the Venture Southland Letter of Expectation.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> It could provide greater flexibility to Venture Southland around the services it delivers. 	<ul style="list-style-type: none"> The services that Venture Southland deliver may not meet the needs of the funders.

Assessment of Significance

- 17 In accordance with Council's significance and engagement policy, the decision before Council is not considered significant. Venture Southland has been delivering economic development services to Southland District Council since it was first formed as a joint committee in 2001. The community's views were sought at the time of formation and during the 2012 Long Term Plan process when Council proposed making Venture Southland a Council Controlled Organisation. The Letter of Expectation draws upon the submissions made at that time and in response, sets standard governance and accountability requirements as well as some priorities for the region around economic and community development activities. The decision before Council involves a reasonable level of significance as Venture Southland's work impacts across the District. The views of the Southland District communities have been taken into account when considering this issue via the elected members' involvement in the development of the draft Letter of Expectation.

Recommended Option

- 18 Approve the Venture Southland Letter of Expectation.

Next Steps

- 19 Venture Southland is currently developing its draft business plan which will be presented to Council at its meeting on 28 January 2015.

Attachments

A Draft Letter of Expectation [View](#)

When replying please quote: 140/20/4/3

27 November 2014

Trevor Johnston
Chairman
Venture Southland Joint Committee

Copy to: Wayne Harpur
Chairman
Venture Southland Advisory Subcommittee

tjohnston@xtra.co.nz

wayne@rayners.co.nz

Dear Trevor

Letter of Expectation 2015/16

Venture Southland is a joint committee of Southland District Council, Invercargill City Council and Gore District Council (the Councils). This letter details the expectations of Venture Southland as determined by the Councils and is intended to assist Venture Southland in the development of its next Business Plan for 2015/16.

This letter is set out in two parts to reflect the expectations that the Councils have as:

1. owners of Venture Southland; and
2. as purchasers of services.

Owner Expectations

The Venture Southland Agreement 2014 - 2017 (the Agreement) sets out the arrangements between the Councils as owners of Venture Southland. It is expected that Venture Southland will operate in accordance with this Agreement unless otherwise agreed by the Councils.

It is important to note the new planning and reporting provisions set out in Clause 8. Clause 8 sets out requirements around planning and accounting for work at a project level. The Councils acknowledge that Venture Southland has been through a process of improving its financial management processes over the last 12 months which allows for greater transparency around the costs and benefits of the projects it undertakes. The Councils are pleased with the changes made to date and acknowledge that this is an area undergoing continuous improvement.

The Agreement (in Clause 8.1) provides that all cash reserves (including surpluses and trading profits) are to be returned to the Councils on a pro rata basis at the end of the financial year unless approved by the Councils. The Councils approve the establishment of reserves up to around \$500,000 for the purpose of facilitating Venture Southland's day-to-day business operations and smoothing funding levels where new priorities may be identified.

As a general principle, it is expected that Venture Southland should not be making surpluses or significant deficits each year without good reason. In the event Venture Southland does makes a surplus that is considered excessive, the situation will be reviewed by the Councils

as part of the annual planning process. The Councils may approve Venture Southland using the funds to undertake additional activities or they may choose to withhold a portion of funding for that specific year.

Currently the requirement under the Agreement is that Venture Southland will produce a Business Plan on an annual basis. It is expected that in future years Venture Southland will move to a longer term planning approach which should be in place for Councils' next Long Term Plan in 2018.

Following completion of the Regional Development Strategy for Southland next year, the Councils propose undertaking a review of Venture Southland's role to assess how it can best contribute to the region in the future in light of the directions signalled through the strategy.

No surprises

It is expected that Venture Southland will operate on a "no surprises" basis. No surprises means that the Councils expect Venture Southland to:

- Be aware of any possible implications of its decisions and actions on the Councils;
- Advise the Councils of issues that may be discussed in the public arena or that may require a Council response, preferably ahead of time or otherwise as soon as possible; and
- Inform the Councils in advance of any major strategic initiative or project that has a forecast value of more than \$1.5 million unless there is a good commercial reason for a level of confidentiality to be maintained.

Effective Governance

The Joint Committee carries responsibility for the management, performance and future development of Venture Southland. Venture Southland is entrusted with the use of public funds to support its activities. The Councils expect the Joint Committee to maintain the highest standards of corporate governance at all times. This includes ensuring:

- Compliance with all legislative requirements.
- That it appropriately directs and holds accountable the Venture Southland Chief Executive.
- That the organisation has sound business planning and reporting processes so that it can provide high quality information and analysis to the Councils on its performance.
- That the organisation adopts sound financial and risk management processes which are in keeping with good practice for an organisation of its size.
- That the organisation has appropriate processes for communicating with its stakeholders including ensuring that it has a constructive working relationship with the Chief Executive and other relevant staff within each Council.
- That the Committee has processes for monitoring its own performance and managing any conflicts of interest of its individual members.

Contribution to Outcomes

Venture Southland is expected to deliver outputs which contribute to improving outcomes which are valuable to the Southland region and enhance the prosperity and quality of life of its communities. To demonstrate that contribution, Venture Southland is expected to monitor and set targets for the advancement of the following high level outcome measures detailed below.

Venture Southland should report on these outcome measures in its business plan:

- A net increase in the number of new businesses (new business minus businesses closed);
- Increase in regional Gross Domestic Product;
- Increase in population;
- Job opportunities for all reflected in unemployment below x%;
- Increase in household income;
- An increase in the number of visitor nights;
- An increase in the tourist accommodation occupancy rate; and
- An increase in the contribution to Southland's economy from international students.

In addition to these outcome focused measures, Venture Southland is expected to develop performance indicators that measure the achievement of its work programme.

Increased transparency of performance

The Councils expect Venture Southland to work in a transparent manner, particularly in regard to holding as many Joint Committee and Advisory Subcommittee meetings in public as possible. In addition, the Councils expect Venture Southland to have at least six sector focus forums with wider stakeholder groups and report against this in its annual report.

The Councils want to see the Joint Committee operate transparently by disclosing non-sensitive performance information against its Business Plan throughout the year via the Joint Committee meetings and reports to Council.

The Councils are keen to see clear delivery timeframes for key projects set out in Venture Southland's planning documents and for reporting to be against them. Project plans should be prepared for key projects to provide greater detail than what is set out in the business plan.

Reporting to each Council is expected to be done at least quarterly in open agenda. The Chair of the Joint Committee and independent representatives are asked to appear before Southland District Council and Invercargill City Council at least every six months and Gore District Council once a year. Each report should provide an update on work streams against the current year's business plan and year to date expenditure against budget.

Efficiency and effectiveness

The Councils want Venture Southland to focus on delivering results for the Southland region. In that context, the Council expects the Joint Committee to maintain a thorough

understanding of the business and cost drivers of Venture Southland and look for service improvements within tight fiscal constraints.

Branding and communication

It is expected that when Venture Southland is communicating with the public, stakeholders and the media that it is made clear that Venture Southland is a part of the Councils and where practicable, all branding and external communication will refer to the Councils.

Purchaser Expectations

While the activities that Venture Southland will provide on behalf of the Councils are defined in the Venture Southland Agreement 2014 - 2017, this letter of expectation provides an outline of the Councils' priorities and specific projects for the 2015/16 period.

Venture Southland is asked to set realistic timeframes for achieving these outputs.

Priority projects

Specific priority projects to be included in Venture Southland's work programme:

Joint projects:

- Participating in the development of the Regional Development Strategy as lead by the Mayoral Forum.
- Production of economic data at a regional and territorial local authority level in time for the Councils' planning processes.
- Development of a regional cycle way strategy.
- Development of a platform for reviewing and planning coordination of events across the region.
- Preparation of a Tourism strategy that demonstrates how a greater focus on marketing Invercargill, including the development of marketing materials, is to be achieved. This strategy should have a particular focus on the China market.
- The establishment of at least two further events in Invercargill.
- Review of the I-site for efficiency.

Southland District Council community development projects:

- Implementation of the Around the Mountains business strategy.
- Research around viability of communities experiencing declining population (this would capture Ohai, Nightcaps, Orepuki and Tokanui).
- Research around providing community development incentives such as a dollar for dollar subsidy regime.
- Programme to promote the benefits of community volunteering (possibly including community leaders telling their stories).

- Further development of the Community Planning approach to link in with the development of the Regional Development Strategy.
- An ongoing community development coaching programme to encourage and support Southland District communities to develop local initiatives.

No Invercargill City Council money is to be utilised for Community Development projects.

The projects set out above will be inserted into the Joint Purchase Service Agreement to be signed by the Councils and Venture Southland by the end of June 2015.

Yours sincerely

Gary Tong
Mayor
Southland District Council

Tim Shadbolt
Mayor
Invercargill City Council

Tracy Hicks
Mayor
Gore District Council

Implementation and Remittance of Development and Financial Contributions

Record No: R/14/12/18449
Author: Simon Moran, Manager - Resource Management
Approved by: Bruce Halligan, GM - Environment and Community

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 To clarify the Development and Financial Contribution Policy framework that Council wishes to implement.

Executive Summary

- 2 Southland District Council has four alternate Development and Financial Contribution (DCs/FCs) regimes in the public arena. They are – the current Long Term Plan 2012-2022 (the LTP); the Operative District Plan 2001; the Proposed District Plan 2012; and the draft Policy on Development and Financial Contributions. It is necessary to get clear direction from Council regarding the contributions regime it wishes implemented.
- 3 Four options are considered in this report with their relevant advantages and disadvantages. It is recommended that the Financial Contributions policies of the Proposed District Plan are implemented and the LTP Financial Contributions provisions are remitted to an amount equal to the Proposed District Plan. With respect to continuing to require payment of Development Contributions, or not, for the remainder of the financial year direction is sought from Council.

Recommendation

That the Council:

- a) **Receive the report titled “Implementation and Remittance of Development and Financial Contributions” dated 10 December 2014.**
- b) **Determine that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determine 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) **Determine to use the Financial Contribution policy framework in the Proposed District Plan 2012 instead of the Financial Contribution provisions in the Long Term Plan 2012-2022.**
- e) **Makes a decision inconsistent with the Development and Financial Contributions Policy in the Long Term Plan 2012-2022 to partially remit the Financial Contributions for reserves to match the requirements of the Proposed District Plan until 1 July 2015.**
- f) **Provides specific direction on whether to remit or require Development Contributions to be paid until 1 July 2015.**

Content

Background

- 4 At the moment Southland District Council has four alternate Development and Financial Contribution (DCs/FCs) regimes in the public arena. They are – the current Long Term Plan 2012-2022 (the LTP); the Operative District Plan 2001; the Proposed District Plan 2012; and the draft Policy on Development and Financial Contributions.
- 5 Under the current LTP the Resource Management Department assist with implementing the DCs/FCs sections by advising consent applicants that they will be liable to pay an amount in accordance with the relevant policies. The Building Control Department also ensure that people are invoiced for DCs/FCs, if appropriate, at the time they issue the building consent.
- 6 The Operative District Plan has FC provisions that were implemented until 2004 when Council decided to implement the DC/FC provisions in the Long Term Council Community Plan (as it was then) instead of the District Plan regime with the exception of roading.
- 7 In the Proposed District Plan there are FC policies and rules that enable contributions to be collected for roading and reserves only, based on the effects an activity may have on the surrounding area. Council approved the release of the Decision on the Proposed District thereby giving the FC provisions legal effect from 15 October 2014.
- 8 Council have also recently considered the draft Policy on Development and Financial Contributions 2015-2025. That draft policy signals, in advance of the LTP process, that Council intends remitting Development Contributions in total (i.e. not requiring any contribution toward water, sewerage, or stormwater) in the 2015/16 financial year.

Issues

- 9 Whether to remit or require Development and Financial Contributions that are required under the current LTP until 1 July 2015.

With significantly greater lead in time before the Draft Development and Financial Contribution Policy's 2015-2025 implementation than is usual, it is likely to create a situation where people will be asking why they need to pay higher amounts in DCs/FCs than they would have to in six months' time.
- 10 Clear direction from Council for staff and ratepayers as to which DC/FC provisions it requires to be applied in the interim period between now and the 2015-2025 Draft Policy coming into effect on 1 July 2015 (subject to submissions and final consideration by Council).

Factors to Consider

Legal and Statutory Requirements

- 11 There is no legal requirement to collect either DCs or FCs. That is a decision for each Council to make based on its particular circumstances. The Southland District Council does have them and at the moment has approved two different frameworks for collecting them although, only one can be used on any particular application.
- 12 Under the LTP framework Council must collect them using the methodology set out in that plan. In order to deviate from that methodology Council must make a decision that is inconsistent with the adopted policy. It can do this but at the time of making that decision it must comply with the requirements of Section 80 LGA 2002. Those requirements are to clearly identify—
 - (a) the inconsistency; and

- (b) the reasons for the inconsistency; and
- (c) any intention of the local authority to amend the policy or plan to accommodate the decision.

13 In this case deviation from the DC/FC policy in the current LTP, by applying an alternative contribution approach, will be inconsistent with that earlier decision. The reason for the inconsistency will be to clarify which of the approved approaches Council wants staff to implement. The Draft Development and Financial Contributions Policy signals that it is Council's intention to consult on and change the contributions policy to reflect the 'inconsistent' decision.

Community Views

14 Community views will be sought next year on the Draft 2015-2025 Policy through the LTP process as the Local Government Act 2002 (LGA) simply requires that a draft was made available by 1 December 2014. In the meantime it has been staffs' experience from previous changes in funding policies that people believe it is an inequitable situation for them to have to pay DCs/FCs when it is clear that in the near future those costs will be reduced or remitted. Others, who have previously had to pay however, do not necessarily share the same view regarding inequity and are more concerned that since they had to pay why shouldn't others.

Costs and Funding

15 If Council decides to take any option other than the status quo then there will be a cost in that any alternative contribution will be of a lesser level than what is required by the methodology in the current LTP. The overall cost to Council is difficult to quantify as it depends on how many activities are started in the next six that would be required to pay a contribution.

Policy Implications

16 There will be clarity for staff and ratepayers as to which DC/FC policy framework the Council prefers to implement. That decision will result in either the current LTP policies being set aside, modified, or the FC provisions in the Proposed District Plan being remitted.

Analysis

Options Considered

17 Option 1 - Status Quo

This would mean continuing to implement the current 2012-2022 LTP DC/FC provisions in preference to the District Plan FC policies (except for roading).

18 Option 2 - No DCs/FCs

This would result in Council funding 100% of the costs for any improvements required public roads and reserves, and capital costs of any other infrastructure improvements due to land use or development in the District.

19 Option 3 - Use the Proposed District Plan FC policies only

This would mean financial contributions could be taken only for impacts on roading and reserves.

20 Option 4 - A combination of LTP and Proposed District Plan

Using a combination of both frameworks would provide the most equitable outcome for ratepayers over the next six months if there was also a decision to remit the level of FCs in the current LTP to match that of the Proposed District Plan. For reserves, in part that means reducing the level from 7.5% of the value of 1000m² under the current LTP approach, to either 1% or 2% (depending on the circumstances) in accordance with the Proposed District Plan.

- 21 The more difficult element is the DC requirement under the current LTP. Either Council can remit the value of the DC required under the LTP, or it can continue to require it to be paid until the end of the financial year. Council's Draft Development and Financial Contributions Policy indicates that from 1 July 2015 it intends to remit 100% of the value of the DC. In the meantime those people who have been advised in earlier consent decisions that they will be liable for development contributions at the time they implement their consent will be required to pay the DC if they want to proceed

Analysis of Preferred Option

Analysis of Options

Option 1.

Advantages	Disadvantages
<ul style="list-style-type: none"> Administratively straight forward to continue to require contributions in line with the LTP 	<ul style="list-style-type: none"> The contribution framework differs markedly from the Proposed District Plan 2012 and the Draft Development and Contributions Policy 2015-2025. Those people required to pay in the next six months are likely to be concerned that it is costing them when it is likely that from 1 July 2015 those costs will not apply.

Option 2.

Advantages	Disadvantages
<ul style="list-style-type: none"> Te Anau people are likely to be happy that the costs that they would otherwise incur have been remitted. Administratively easy to implement. 	<ul style="list-style-type: none"> The ratepayers will be liable for all costs to improve public infrastructure and reserves caused by land use and development in the District. There would be no additional contributions to the Te Anau wastewater scheme from development for the remaining six months of this financial year. Those who have already paid may consider there is an inequity.

Option 3.

Advantages	Disadvantages
<ul style="list-style-type: none"> Te Anau people are likely to be happy that the costs that they would otherwise 	<ul style="list-style-type: none"> Ratepayers will be liable for the cost of the Te Anau wastewater scheme that

<p>incur have been remitted.</p> <ul style="list-style-type: none"> Effects from land use and development in the District will still potentially be subject to a contribution requirement. 	<p>would have otherwise been collected over the next six months.</p> <ul style="list-style-type: none"> Those who have already paid DCs may consider there is an inequity.
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Option 4.

Advantages	Disadvantages
<p><u>Financial Contributions</u></p> <ul style="list-style-type: none"> Remitting the current LTP FCs to a comparable level with the Proposed District Plan will reflect the most recent publicly consulted decision taken by Council in relation to an FC policy. It will reflect a cost more in keeping with the level of recreational reserves that currently exist. It will assist in reducing the perception that the costs are an impediment to development. Will be in keeping with the direction indicated in the Draft Development and Financial Contributions Policy 2015-2025. <p><u>Development Contributions</u></p> <ul style="list-style-type: none"> Remitting the DCs in line with the Draft Policy would mean that current consent holders and people who obtain consent in the next six months will not need to pay a DC that is intended to be remitted. Requiring those who will subject to a DC in the next six months to pay would be equitable with previous situations when the DC/FC regime has changed only at the start of a new financial year 	<p><u>Financial Contributions</u></p> <ul style="list-style-type: none"> A reduced level of income from land use and development for the next six months. <p><u>Development Contributions</u></p> <ul style="list-style-type: none"> Those who have already paid may be aggrieved that others are paying less or nothing when they have had to pay. Those who have to pay are unhappy when they are aware that there will be a change in policy in the next few months that they may be unable to take advantage of.

Assessment of Significance

- 22 Whilst the cost implications to individuals of having to continue to pay under the LTP's DC/FC policies are unpalatable it is not considered that this meets the test in the Significance Policy. It is not a decision that will have a major or long term effect on an individual town or the district, cultural impact, or level of service. In this instance the financial impact over the next six months is also likely to be well below threshold of 10% of total revenue (exclusive of investment assets). Remitting DCs will be of some significance to the Te Anau community as currently that is the only community facing water and sewerage DCs, however, over the next six months there will be relatively few people affected by the decision that is taken.

Recommended Option

- 23 It is recommended that Option 4 is approved by Council with a specific direction given on Development Contributions.

- With respect to FCs, this option reflects the decision of Council to have a new and more targeted FC policy framework.
- With respect to DCs, Council must decide which approach it prefers as both requiring DCs to be paid at levels specified in the current 2012-2022 LTP until 1 July 2015, and remitting them in the interim are legally valid options.

Next Steps

- 24 No further steps are required as staff will implement the resolutions that are made by Council.

Attachments

There are no attachments for this report.

Management Report

Record No: R/14/11/17716
Author: Steve Ruru, Chief Executive
Approved by: Steve Ruru, Chief Executive

☐ Decision ☐ Recommendation ☒ Information

Chief Executive

1 Highlights for the last six week period include:

- (a) NZTA completed its review of Financial Assistance Rates (FAR) and announced that this Council's rate would reduce from 54% to 51% over the next three years. Officers will address the impacts of this reduction as part of the 2015 Long Term Plan.
- (b) Work is continuing with development of the 2015 LTP. The budgeting process is progressing and a number of the draft policies and Activity Plans were presented to Council.
- (c) Progress is being made with recruitment to the CFO and Group Manager Policy and Community roles.
- (d) The Building Control team is preparing for an IANZ reaccreditation visit in early 2015.
- (e) Mayor Tong and the Chief Executive visited the Fonterra Edendale site to discuss issues affecting the development of the dairy industry and Fonterra.
- (f) Councillor tour of NZAS facility at Tiwai.

Three Waters Project

- 2 In late October, Local Government NZ released a discussion paper looking at the issues associated with managing water, wastewater and stormwater services in New Zealand. The paper identifies three core issues facing local government. These are:
- Issues associated with investing to replace and renew existing assets. The work completed to date suggests that there is a high level of investment needed to ensure that the current assets can be maintained in the long term.
 - The need for further investment to meet rising standards and increasing expectations. Future performance standards and greater customer expectations will place additional pressure on councils' performance.
 - How you create the right incentives for end-users to use water infrastructure and services efficiently.
- 3 The issues raised through the discussion paper are all to the challenges facing this Council. A copy of the paper is available on the LGNZ website (www.lgnz.co.nz).

Auditor-General Infrastructure Report

- 4 The Auditor-General has recently released a report discussing the challenges that local authorities face in managing roading and three waters assets.

- 5 The report finds that the practices used by a number of local authorities' fall short of 'good practice' asset management guidance, such as that developed by NAMS and that there is a need to adopt a longer term planning approach that reflects the needs of communities over the medium- long term. It also notes that capital expenditure on renewal projects often fell short of budgeted levels raising questions about capital works management and depreciation practices used across the sector.
- 6 The report suggests that there is a need for local authorities to review their current approaches to asset management including the condition assessment information that they hold, ensure that they have a good understanding of the medium to long term implications of the investment approaches that they are adopting and have a strong linkage between their asset management and financial strategies. A copy of the report is available on the Office of the Auditor General website (www.oag.govt.nz).

Human Resources

Health and Safety

- 7 In its duties as a Principal to a Contractor, the SDC was actively involved in the investigation of the fatality of a Grader Driver with SouthRoads. The Council investigation is complete, pending the final report from SouthRoads, which in turn, is reliant on the Police report which could take one to three months. Until this information is available, it still cannot be concluded whether the incident was a medical event, an unfortunate accident or a combination of both.
- 8 The Council has been co-operating with WorkSafe NZ and has provided any information that it has requested. The need for any further engagement with WorkSafe NZ will be dependent on the outcome of the final reports. At this point of the investigation, officers are satisfied that SouthRoads had reasonable processes in place and can remain confident in their ability to perform the duties as a Primary Contractor, in a healthy and safe manner.
- 9 There were some recommendations made in the report for improvements to Council practices. These are primarily around the requirements to demonstrate due diligence and capturing/recording information in regards to the Health and Safety performance of Council contractors. The current Contractor Engagement Project within Services and Assets has been utilised to develop these improvements.

Recruitment

- 10 The Chief Financial Officer, Group Manager Policy and Community, and Revenue Manager vacancies have all been advertised and the short listing process completed. The number of applications received was encouraging. Interviews will be completed and appointments will hopefully be made prior to Christmas.

Wyong Shire Staff Exchange

- 11 Maree Fyffe from the Communications and Governance Team was selected for the Wyong Shire Staff Exchange Programme in October 2014. Maree had a successful trip focusing on governance processes and alternative means of consultation with communities. She will present her findings and recommendations to the Executive Leadership Team in December.

Environment and Community Group

- 12 There has been quite a bit of Animal Control activity in recent weeks, with a number of dog attacks at the more serious end of the spectrum and several owners objecting to classification of their dogs as dangerous or menacing. Council has initiated a prosecution under the Dog Control Act against owners of the dogs involved in a recent serious attack in Riverton. The two men have indicated guilty pleas to all charges and have been remanded to 21 November 2014.
- 13 The appeal period is currently running for District Plan decisions, which were publicly notified on 15 October 2014, for a period of 30 working days from parties' receipt of the decision.
- 14 The Stage Two resource consents for Around the Mountains Cycle Trail are currently being processed. Over 200 submissions have been received.
- 15 A Waituna Partners' Group meeting between Environment Southland, Southland District Council, Department of Conservation and Ngāi Tahu was held on 6 November 2014. Amongst other matters, this meeting considered a draft Strategy and Action Plan to progress the work-streams associated with Waituna. A key focus has been on avoiding duplicated effort and co-ordination between the various agencies involved including Fonterra and Dairy NZ.
- 16 A Governance Group meeting of the Predator Free Rakiura Project was held at SDC on 23 October. During the week of 10-14 November 2014 the Morgan Foundation will be doing a publicity campaign to raise awareness of the project in the Invercargill area.

Building Control:

- 17 Kevin O'Connor, the Manager of Building Control, recently achieved a major milestone of 30 years' service to the Southland District and before that the Southland County Council.
- 18 Building consent numbers are still steady. Hopefully, this trend will continue despite the decline in the international milk prices.
- 19 The Building Control Department's next accreditation assessment is due in March 2015. An Application for reassessment has been lodged with International Accreditation NZ. The reassessment will be the first under the new shared services quality manual.

Environmental Health:

- 20 The Alcohol Regulatory and Licensing Authority has suggested that councils refrain from making further decisions until a number of the current appeals have been heard, concerning whether the sale of single serves from off-licences can be prohibited as a condition of licence and also the application of new rules concerning supermarkets and grocery stores.
- 21 The Te Anau Basin freedom camping shared service with the Department of Conservation started on 1 November. Last season saw the number of vehicles that Rangers were required to educate and move decrease by 58% from the season before that.

Resource Management:

- 22 District Plan - decisions from the hearing of submissions and further submissions have now been issued, a major milestone for the project. The appeal period is currently running until shortly before Christmas. Three appeals had been received at the date of writing this report.

- 23 The resource consent application for the Around the Mountains Stage Two consent has been notified, with submissions now closed and over 200 submissions received. A hearing before Commissioner Nugent has been tentatively scheduled for February 2015.
- 24 A resource consent application has been received for the proposed Curio Bay visitor centre. This was notified in late November and a hearing also tentatively scheduled for early February, also before a hearing commissioner.
- 25 Staff have been involved in the reconvened hearing for the Te Anau wastewater project in the week 17-21 November.

Area Offices:

- 26 Staff in Area Offices have been involved with all customer service activities including the second instalment of rates, Environment Southland annual rates and rates rebates. Other activities have included:
- CBs/CDAs Estimates/LTP meetings,
 - InfoCouncil training,
 - Staff Forum,
 - Review of Area Offices' Procedures Manual,
 - Riverton Harbour Committee Workshop,
 - Milford Community Trust SOI Workshop,
 - Involvement with Milford Community Trust interviews for new Trustee,
 - Arranging Community Service Award presentations,
 - Attendance at RETS (Resource Efficiency Teams) and H&S Committee meetings,
 - Stewart Island Promotions meeting,
 - Wyong Exchange (Lesley Crawley) tour of Area Offices.

Libraries:

Activities

- 27 Preparation for the Summer Reading Challenge is well advanced and enrolments commence on 1 December 2014.
- 28 Dr Aaron Fox, a Southland Historian, is sharing his research on WWI with members of the public at Winton on Friday, 14 November 2014.
- 29 A programme, based on the Hunger Games has been developed to be part of Winton Open Day on Sunday, 16 November 2014 and will involve most Library staff (and some from other departments).

Staff Training

- 30 Library staff have recently been involved in both the national LIANZA Conference in Auckland and the South Island Children's Conference in Balclutha. Both had content of great interest to the attendees and it was also a highlight when both a Fellowship and an Associateship was awarded to Lynda Hodge and Morag Gray. This is the first time a Fellowship has been awarded to a Southland Librarian.

SouthLib

- 31 Some councils in the SouthLib Consortium have recently implemented a new Library Management System. Invercargill City and Southland District Libraries remain partnered with the existing provider whilst Dunedin City, Central Otago and Queenstown Lakes Libraries have joined a New Zealand wide consortia. For members of the public, there should be little difference apart from the loss of the holdings. However, access to these libraries and their collections remains the same. The other initiatives that are shared, such as large print collections, e-books, professional development courses, are all still in place.

Customer Services:

- 32 An emergency management welfare planning team comprising of Craig Sinclair, Sandra Miller from Emergency Management Southland, Paula Burke from Environment Southland and Janet Thomas from Southland District Council will run exercise Te Rip on 27 November 2014.
- 33 The aim of the exercise is to practice the reporting lines, linkages and procedures between the organisations that make up the Southland Welfare Coordination Group. Participants will be Southland District Health Board, Inland Revenue Department, Ministry of Education, Sector Wardens, St John, Ministry of Social Development, NZ Housing, Women's Refuge, Victim Support, Presbyterian Support, SPCA, Ministry of Civil Defence & Emergency Management, Ministry for Primary Industries, Rural Women, Public Health South and Salvation Army.

Corporate and Financial Services Group

InfoCouncil

- 34 Early this month the installation of InfoCouncil was successfully completed and training provided to the Committee Advisors, Area Officers and other key users. This was followed by user acceptance testing and preparation for 'go live' planned for 17 November. The sessions were well attended and showed a high level of engagement and discussion around what was required for implementing InfoCouncil.
- 35 The first InfoCouncil meeting will be the meetings held on 10 December (being Policy, Activities Performance Audit Committee and Council). Councillors and other elected members will notice some changes in the presentation of reports, minutes and agendas (based on the new templates) as well as some changes in the templates structure.
- 36 All meetings that are post 10 December 2014 will be prepared under InfoCouncil.

Long Term Plan

- 37 Development of the Long Term Plan (LTP) 2015 - 2025 continues. Both the asset and regulatory based Activity Management Plans (AMPs) are nearing completion and will be reviewed by the Policy Review Committee at its meetings in November and December.
- 38 At its meeting on 29 October 2014, Council adopted a new Significance and Engagement Policy which reflects the changes required under the Local Government Act 2002 Amendment Act 2014.

- 39 A workshop was held on 14 November 2014 to brief Councillors on progress with development of the Financial Strategy, Infrastructure Strategy, Rounding Rate Model, the Development and Financial Contributions Policy and the proposal to investigate funding of depreciation.
- 40 The Council's LTP planning assumptions and the regulatory activity profiles were also discussed. The Policy Review Committee will review the Development and Financial Contributions Policy at its 19 November 2014 meeting. Council is legally required to make its draft Development and Financial Contributions policy publicly available by 1 December 2014. The Policy Review Committee will consider the other issues at its meeting on 10 December 2014.
- 41 The budget application closed on 31 October for business unit managers to populate their budgets for the 10 years of the LTP. The Executive Leadership Team reviewed these with the budget managers in a workshop on 24 November. Community Board and Community Development Area estimate meetings are underway and due to be complete in mid-December (excluding the Wards, which will be held in late January).
- 42 Audit NZ completed the first of three visits associated with the LTP in the week of 10 November. During this visit its focus was on ascertaining the progress that Council has made to date on the LTP and looking at some of the key draft documents, including infrastructure strategy, financial strategy, asset management plans, activity profiles and corporate assumptions. Audit NZ also reviewed Council's budgeting process during this time.

Services and Assets Group

General

- 43 The group has been busy due to bad weather, work on the Long Term Plan, the construction season getting underway, the cycle trail project, large resource consents and asset management planning work.

Asset Management Plan Project

- 44 A draft Infrastructure Strategy has been developed and discussed with Councillors. The next version will be populated with financial information and discussed in a Council meeting on 10 December.

Te Anau Airport - Manapouri:

Safety

- 45 As part of the changes to the Civil Aviation Safety Management Plan and recertification which is expected to happen early 2015, preparation for the introduction of the Safety Management System (SMS) will start in January of next year. Currently the airport operates a reasonably basic Quality System and separate Health and Safety System. These systems will be incorporated under the umbrella of the Safety Management System. There are a few additional components that have also been incorporated to change the philosophy from a reactive system and move towards a proactive system incorporating additional risk modules. Guidance material has been sourced from the Civil Aviation website using Advisory Circular (AC 00-4). The Airport Manager has recently designed and had regulatory approval of the Invercargill Airport Safety Management System and it is envisaged that our system will be reasonably similar but on a smaller scale.

- 46 The Airport Manager and Quality Manager have been working closely on this requirement in the later part of 2014 to ensure that this will be ready for recertification.



People

- 47 With the anticipated changes to the operating certificate and introduction of Safety Management System, subtle changes to the titles of the some of the positions within the airport will occur, these will be rolled out prior to certification. The two areas of change will be in the operations area with Lee becoming Operations Manager and the split of the Quality Assurance Manager role into the two independent positions of Safety Systems Manager and Safety Audit Manager. In an airport the size of Te Anau Airport Manapouri, these positions are minor but these functions must be clearly separated.

Assets

- 48 There has been no further update on the change to Tauck Tour airline providers although it is likely that this will occur in early 2015. There will be very little change to the operation apart from additional training on the new aircraft type for our ground handling staff and possibly the reintroduction of the odd jet service as tourist numbers dictate.
- 49 Preliminary costings have been carried out for the introduction of runway lighting and discussions with similar sized airports have highlighted that technology changes have reduced the cost considerably with the introduction of solar powered systems. Requirements sought from a regulatory perspective have not yet been conducted.

Projects

Project Description	Influence	Comment
Wildlife Management Project	Reduce the likelihood of Bird Strike.	Ongoing monitoring - airport staff are reporting less Black Gull activity at the airport, further intervention has not been required to date from the initial poisoning program.

Project Description	Influence	Comment
HeliPad Development	Provide itinerant and local helicopter operators a dedicated landing site to refuel and manage passengers off the apron area reducing wear and tear of the existing apron and separating rotary and fixed wing operations.	Dimensions and location have been decided on in consultation with the Civil Aviation Authority Advisory Circular for Heliports. Materials are being sort to align with the Rustic Theme of the Terminal Building.
Non-Operational Development focus	Aid further hangar and non-operational activities at the Airport, increasing activity and income.	<p>Work closely with and help promote and influence the progressive forward direction of non-operational land currently under lease to MGJV Limited of Te Anau.</p> <p>Challenge to the pricing offered by MGJV for airport hangar development has been received by Airscapade of Te Anau.</p> <p>The Council has engaged a consultant with extensive working knowledge of the above situation to provide an independent report to Council on the best forward direction to resolve the situation.</p>
Night Operations	To provide a wider scope of operations comparable to future Queenstown operations.	Initial costings have been carried out, Regulatory and Council implications report will be initiated upon further information provided by future client.

SIESA (PowerNet):

Safety

- 67 The PowerNet staff located at the SIESA Powerhouse have not had any incidents in the October period.
- 68 Safety Training was conducted on 8 and 10 October 2014 for compliance with CPR refreshers, Basic Life Support, Emergency Rescue and Electrical Safe Work Practices.

People

- 69 There are two PowerNet staff at the Powerhouse on the Island. Training was completed in October for Steve Lawrence and Chris Dillon for new vision and value attributes.

Assets

- 70 A new diesel generator is currently being assessed for replacing the old G5 generator. The new unit will likely be installed in 2015.

Asset Management Improvement Plan Update

- 71 A meeting was held with Southland District Council in March, May, June, July, September and October to improve the Asset Management Plan; the draft version is complete and ready for submission.

Projects

- 72 Several small projects are proposed for approval:
- 73 Ring Main Feeder connection (Stage One - to connect the gap in the two line supplies). Information provided - awaiting approval.
- 74 Ring Main Feeder connection (Stage Two - to upgrade the line supply to the sewerage system and also to two dwellings on the old supply). Information provided - awaiting approval.
- 75 Replacement of the Emergency Generator connection to the grid as a general generation unit. Information provided - awaiting approval.
- 76 Review of the location of the fuel tanks and associated oil bunding; or replacement of old fuel pumps and construction of associated oil bunding. To be reviewed for compliance.
- 77 Painting of the Powerhouse. Approved: Purchase order issued.
- 78 Upgrade of the high voltage electrical distribution earthing system. Scope and specification being prepared.
- 79 Replacement of the damaged fire prevention water tank. Information provided - awaiting approval.
- 80 Removal of infringing vegetation from under the overhead power lines. In progress.
- 81 The building of a suitable garage for protection of the diesel tanker from the elements and extend its life. Scope and specification being prepared.
- 82 Day tank replacement - or improved supply system. To be considered with the review of the fuel tanks in No. 4, above.
- 83 Fit new surge arrestors at the cable terminations on the pole outside the Powerhouse. To be considered with the scope and specification of the connection of the new generator in No. 3, above.
- 84 A new diesel generator to replace the old Units 1 and 2. Under consideration.

Forestry (IFS):

Safety

- 85 Incidents reported in the forest over the last period included a minor injury contact incident at Waikaia and a near miss at Dipton.

- 86 The incident at Waikaia occurred when a contractor carrying out fencing work was hit by a metal shard from his chisel. While eye protection was being worn, the metal contacted his exposed neck; as a result, the head of the chisel was ground to remove burrs.
- 87 At Dipton, a miscommunication around radio channels led to a visitor arriving at a harvesting site without the crews' knowledge. IFS Growth has produced new signage to clarify procedures around the use of radios when travelling in forests with active harvesting operations. Spatial and aspatial hazard registers continue to be maintained by IFS Growth for the Southland District Council forests.

Assets

- 88 Harvesting operations at Dipton were completed in early October, at which point wood with a total value of \$952K had been removed from the forest. While recovered volume was down slightly (4%) on projections, the strong price achieved for the wood meant that revenue received for this project slightly exceeded budget.
- 89 Harvesting at Waikaia will continue through to the end of the 2014 calendar year and is progressing well in terms of recovered volume and revenue.
- 90 A forest tour for Councillors and staff was held in early November. All four forests were visited, with recent and current harvesting sites, land preparation operations, recent planting and silviculture sites visited. Maintenance and security works and improvements were also seen.

Asset Management Improvement Plan Update

- 91 The draft Forest Estate Management Plan is included in the agenda for the November meeting of the Forestry Operations Committee.

Projects

- 92 Arrangements for the Ohai Road frontage will be finalised over the coming months. The preferred option is to maintain the corridor with hand gun spraying and some ongoing maintenance, with a neighbouring land owner grazing the western end.
- 93 Recreational access issues will likely be further addressed as the Forest Estate Management Plan is finalised.
- 94 The ownership status of forest land that is not currently held in freehold by the Southland District Council is being investigated with a view to transferring these parcels to freehold ownership. This is being carried out within Southland District Council and will guide decisions around possible disposal of land from the forestry estate (eg the area occupied by stand 29/1 at Ohai, which is small and isolated from the rest of the forest block).

Property:

Assets

Public Conveniences

- 95 Council has adopted that the developed matrix for consideration of requests for new public toilets be used as a first cut, to determine whether the request warrants being referred to Council for further discussion.
- 96 Upgrades at Mossburn and Garston have commenced with Mossburn to be completed first.

- 97 As at the end of October the total number of persons using the Lions Park toilets in Te Anau is ahead of the counts for the previous three years.

Community Centres

Documentation is being prepared for the disposal of the closed Otautau Town Hall and the Edendale Town Hall has been closed for use from 1 November. Further work is required on the disposal of both of these. Menzies Ferry Hall will also be closed in the new year.

- 98 There are ongoing issues with the lack of use and viability of most rural halls and staff are regularly working with the committees on their options.

Council Offices and Other Buildings

- 99 External painting at Lumsden is nearing completion, with the external painting at Otautau about to commence. Internal alterations at Otautau are complete which will allow additional rooms for the local RSA and for access to the free internet by the seasonal blueberry pickers.
- 100 Internal alterations at Riverton by way of the installation of a bi-fold door in the meeting room to make it bigger if required has also been completed.
- 101 Library upgrade at Te Anau has also commenced with prices for the separate components being received.

Waste and Water:

Te Anau Wastewater Update

- 102 The hearing for the new resource consent for the Te Anau wastewater upgrade was reconvened on 17 November where staff and expert witnesses provided evidence in support of the Commissioners additional information request.
- 103 A number of submitters spoke to their submissions and some expert evidence from submitters was pre-circulated. It is expected that a decision will be issued in late January 2015.

Curio Bay

- 104 Council is currently working with Department of Conservation and the South Catlins Development and Environmental Charitable Trust to implement a sustainable long term wastewater treatment solution for the reserve. This work is part of a wider project to help improve the overall visitor experience at the reserve.
- 105 The treatment solution based on membrane technology would treat the effluent to an extremely high standard which is in keeping with the unique status of the area. The plant is identical to one operated by Department of Conservation at its Papatowai campsite further up the Catlins coast.
- 106 Over 65 submissions were received with the majority in support of the application. One submission opposing the application was received from Te Ao Mārama however it also indicated its willingness to work with Council to resolve the issues outlined in its submission. Te Ao Mārama subsequently withdrew its submission in opposition prior to the hearing with Environment Southland.
- 107 Hearing date for the Notice of Requirement and discharge consent were held on 24 and 31 October respectively. At the time of writing decisions are still pending.

Water Treatment Upgrades

- 108 Work has recently been completed on an upgrade of the four water treatment plants in order to meet requirements of the Drinking-water Standards for New Zealand. The work involves installation of dosing equipment for pH correction and ultra violet disinfection along with associated instrumentation, monitoring and control equipment. The \$2.2 million contract was awarded to Downer for these upgrades. The Mossburn Community Development Area Subcommittee recently had a tour of the new facility, with positive comments from members being received.

Riverton Water Supply

- 109 Work has now been completed on the installation of a new borehole for Riverton water supply.
- 110 Following this a contract has been awarded to upgrade the treatment plant so as to meet new Drinking-water Standards.
- 111 Stage One will involve installation of chlorine dosing and aeration to correct pH and remove iron. Aerators have now been constricted and are awaiting delivery to site.
- 112 Stage Two will see the installation of a membrane filtration plant to reduce the overall hardness of the water.

Stormwater Consenting

- 113 Environment Southland is currently processing consent applications for 17 of Council's stormwater schemes. Site visits for all schemes have been undertaken and at a follow up meeting Council staff tabled what they believed to be appropriate monitoring and consent conditions consistent with the scale of the activities and the potential financial implications for a small ratepayer base.
- 114 It is hoped that agreement over conditions that are reflective of the scale of activities will be able to be reached in the near future.

Wastewater Resource Consent Renewals

- 115 Applications have been lodged at Environment Southland for the renewal of discharge consents for the Ohai and Riversdale wastewater schemes. Application for Nightcaps was submitted in October and Council is currently awaiting further developments. The Riversdale application was notified in late October.

Health and Safety

- 116 Nothing new to report.

Operations and Community Services:

People

- 117 Operations and Community Services are heading into a period during which an Area Engineer will be on maternity leave in early 2015. The need to provide cover for this period and also provide for a level of future succession planning has led to the decision to recruit an additional Area Engineer now.

Projects

- 118 The financial estimates review meetings are in full swing. The Area Engineers are instrumental in facilitating this process in their communities.

- 119 SIESA - Working closely with PowerNet to execute and finalise all planned renewal and replacement projects for the SIESA power station and distribution network on Stewart Island.
- 120 Animal Control vehicle - Due to delays in the parts supply at Council's contractor (Otago Auto Trimmers, Dunedin) the finalisation of the fit out is unfortunately taking much longer than anticipated. The specialists at Fiberglass Innovations in Invercargill are waiting for the vehicle so that they can build their fiberglass solution for the dog cages directly into the back of the van. They estimate approximately three weeks for the finalisation of their design.

Work Schemes:

Projects

- Lumsden Kiosk.
- Mossburn Toilet Upgrade.
- Invercargill City Council Track Maintenance and Noxious Control.
- Mowing throughout the District.
- Lumsden Office/Library Repairs.
- Riverton Planting Project Taramea Bay.
- Lumsden Water Tower Painting.

Recommendation

That the Council:

- a) **Receive the report titled "Management Report" dated 10 December 2014.**

Attachments

There are no attachments for this report.

Accepting Ownership of Riverton Soundshell Buildings

Record No: R/14/11/17610
Author: Kevin McNaught, Strategic Manager Property
Approved by: Ian Marshall, GM - Services and Assets

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 Accepting ownership of the Riverton Soundshell Buildings

Executive Summary

- 2 The Taramea Bay Soundshell Trust has requested that Council assume ownership of these building given that the Trust is winding up and the buildings are situated on Council property. The Riverton/Aparima Community Board has recommended to Council that the offer be accepted.

Recommendation

That the Council:

- a) Receive the report titled "Accepting Ownership of Riverton Soundshell Buildings" dated 10 December 2014.
- b) Determine that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determine 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) Resolve to accept ownership of the Riverton Soundshell buildings from 1 November 2014 subject to all costs in relation to the buildings being that of the Riverton/Aparima Community Board and that the decision in no way indicates the future of the buildings as that issue will be subject to further reports and options.

Content

Background

- 3 In 2001 the Taramea Bay Soundshell Trust was set up to take ownership of the Soundshell buildings and to lease the land under and around these. The previous Carnival Committee had wound up and these buildings reverted to Council through the Community Board as the landowner and by way of the lease conditions.
- 4 The Community Board at the time decided to demolish the buildings, however a public meeting was held where varying opinions for and against the Community Board's position were presented. The end result was the creation of the Trust, the issue of a lease and the transfer of building ownership to the Trust.
- 5 Over time the Trust had lost its support base, to the stage where it did not have a sufficient number of members for continuation, so in a letter dated 25 January 2014 to the Riverton/Aparima Community Board the Trust advised Council that it would not be renewing its lease.
- 6 As the Trust is also in the process of winding up, staff have been asking for confirmation as to the Trust's intentions for these buildings. In response to this as, in a letter dated 21 August 2014, the Trust has asked for Council through the Riverton/Aparima Community Board to accept ownership of these buildings again.
- 7 As the landowner Council will ultimately end up with having to deal with the buildings should the Trust wind up without dealing with the ownership of these. It is most likely that if this situation resulted, it would be much more complicated than dealing with the Trust's current request.
- 8 In recommending that Council agrees with the request, this is based on the previous paragraph, in that this option maybe the easiest path of action in the long run. It is also recommended however that in agreeing with the request, this does not in any way pre- determine the future of the buildings which will be made at a later date when options for the building and site are considered by the Board.

Issues

- 9 Whether Council wishes to become the owner of the Riverton Soundshell buildings or not.

Factors to Consider

Legal and Statutory Requirements

- 10 As the landowner, then ultimately Council will be required to deal with the buildings should the Trust wind up without the ownership of these buildings being addressed. From a legal and operational point of view this could become very difficult to deal with.

Community Views

- 11 The Riverton/Aparima Community Board at its meeting on 21 October 2014 recommended that Council accept the offer of ownership of the buildings from the Taramea Bay Soundshell Trust.

Costs and Funding

- 12 Any costs in relation to these buildings will have to be funded by the Riverton/Aparima Community Board.

Policy Implications

- 13 None identified.

Analysis

Options Considered

- 14 The options are to accept the offer or not. Declining the offer may in the long run be more difficult and expensive for Council, should the Trust be wound up and the building ownership not be dealt with.

Analysis of Preferred Option

Analysis of Options

Option 1-Concil takeover ownership

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">Ownership of assets confirmed.	<ul style="list-style-type: none">Action will be needed to work through the future use or demolition of the building
<ul style="list-style-type: none">Council has control of the future processes	<ul style="list-style-type: none">There is likely to be costs incurred at some stage.

Option 2- Council do not take over ownership

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">No costs incurred by Council	<ul style="list-style-type: none">The buildings are likely to be abandoned and so become Councils problem by default.
<ul style="list-style-type: none">	<ul style="list-style-type: none">

Assessment of Significance

- 15 Not significant.

Recommended Option

- 16 To accept ownership.

Next Steps

Attachments

There are no attachments for this report.

Milford Community Trust - Appointment to Trustee Position

Record No: R/14/11/18407
Author: Chris Dolan, Manager Area Offices
Approved by: Steve Ruru, Chief Executive

☒ Decision ☐ Recommendation ☐ Information

Summary

- 1 The attached Milford Community Trust report requires confirmation by Council.

Recommendation

That the Council:

- a) Receive the report titled “Milford Community Trust - Appointment to Trustee Position” dated 10 December 2014.
- b) Determine that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determine 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) Confirm the appointment of M McConachie as a Trustee of the Milford Community Trust.

Attachments

- A Appointment to Vacant Trustee Position - Milford Community Trust - M McConachie-November 2014 [View](#)



REPORT TO COUNCIL

Meeting Date: 10 DECEMBER 2014

Subject: APPOINTMENT TO VACANT TRUSTEE POSITION

File No.: 240/20/15/6

Report by Mr C C Dolan (Trust Manager) dated 18 November 2014.

1. **SUMMARY OF REPORT**

Council to confirm the recommendation of the Trustees Appointments Recommendation Panel to appoint Mr Mike McConachie of Dunedin to the vacant Trustee position on the Milford Community Trust.

3. **RECOMMENDATION**

- (a) That the report on the appointment to the vacant Trustee position on the Milford Community Trust be received.
- (b) That the recommendation of the Trustee Appointments Recommendation Panel to appoint Mr Mike McConachie to the vacant Trustee position on the Milford Community Trust effective immediately, be confirmed.

Signature

Handwritten signature of Chris Dolan in black ink.

Author

Handwritten signature of Executive Staff in black ink.

Executive Staff

4. **REPORT**

4.1 **Background**

A vacancy arose on the Milford Community Trust as a result of the resignation of one of the Trustees.

Nominations were invited for the vacant position via advertisements in the Southland Times and Fiordland Advocate.

Three nominations were received for the vacancy. One nominee subsequently withdrew due to his recent appointment to the Board of Destination Fiordland.

In line with the Trust Deed the Trustees Appointments Recommendation Panel met on Monday 17 November 2014, in Te Anau, to interview the two remaining nominees.

The Panel considered both nominees worthy applicants and it was a difficult decision to decide on the preferred nominee. In the end the Panel agreed that Mr Mike McConachie of Dunedin fill the vacant Trustee position.

Mr McConachie is a part owner in Milford Sound Lodge Limited and is a Director of other tourism orientated companies. Insofar as community service is concerned Mr McConachie has held the following positions:

2006-2008	Member Meridian – Te Anau Manapouri Community Fund Panel
2007	Co-founder Fiordland Trails Trust
2005-2008	Chairperson-Manapouri Community Development Area Subcommittee, Southland District Council
2000-2003	Member Milford Sound Planning Group

Mr McConachie's appointment is for a four year term and retires by rotation on 30 June 2018.

NOTE: For the interest of Council the Trustees Appointments Recommendation Panel is made up of Chief Executive (SDC), General Manager (ES), Services Director (DOC), and the Milford Community Association representative.

5. **CONCLUSION/SUMMARY**

The summary and recommendation is outlined in the facing page of this report.



C C Dolan
TRUST MANAGER

Building Consents and Values for October 2014

Record No: R/14/11/18220
Author: Kevin O'Connor, Manager - Building Control
Approved by: Bruce Halligan, GM - Environment and Community

☐ Decision ☐ Recommendation ☒ Information

Item 8.4

Recommendation

That the Council:

- a) Receives the report titled “Building Consents and Values for October 2014” dated 10 December 2014.
- 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.

	<u>No.</u>	2014 \$	<u>No.</u>	2013 \$
1. Dwellings	16	6,427,400	19	4,203,282
2. Additions to Dwellings	23	1,315,500	20	485,907
3. Commercial/Industrial Buildings	11	951,500	9	805,000
4. Swimming/Spa Pools	1	20,000	0	0
5. Heating Units	8	28,550	9	73,000
6. Garages	6	128,100	6	122,300
7. Farm Buildings	16	1,191,830	16	1,583,805
8. Houses for Removal	1	50,000	7	619,442
9. Cowsheds	3	1,047,600	2	678,400
10. Miscellaneous	4	13,500	2	4,900
11. Certificates of Acceptance	0	0	0	0
TOTAL	<u>88</u>	<u>11,173,980</u>	<u>90</u>	<u>8,576,036</u>

	<u>2014</u>	<u>2013</u>	<u>Variation %</u>
Total consents for month	88	90	2.22-
Total consents for year	409	348	17.53
Total project values for month	11,173,980	8,576,036	30.29
Total project values for year	41,195,374	27,486,165	49.88
Average Residential Cost	401,712	221,225	
Average House Area (m ²)	332.45	215.64	
Number of Inspections Carried Out	524	458	

Summary/Comments:

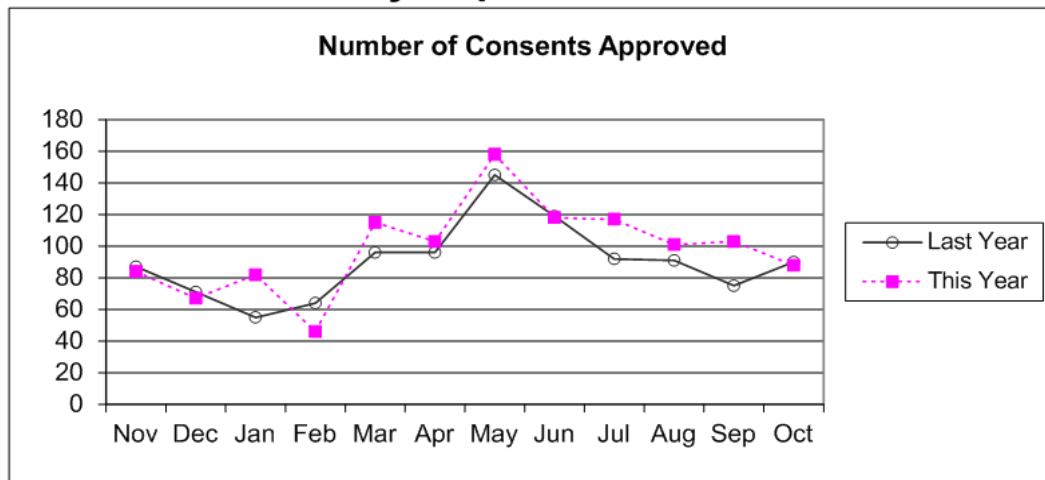
Another consent numbers for the month are back by 2%, overall consent numbers at 1/3 of the way though the financial year are still up by 18% from that for the same period last financial year. New dwelling numbers are back at 16 as opposed to 19 for October 2013, but the overall project value has gone up from \$4.2 to \$6.4 million. Dwelling additions and dairy shed project numbers and values are up for the same period last financial year.

Attachments

- A Appendix A - Consents Database Graph [View](#)
- B Appendix B - Building Consents Issued Numbers [View](#)
- C Appendix C - Building Consents Issued Values [View](#)

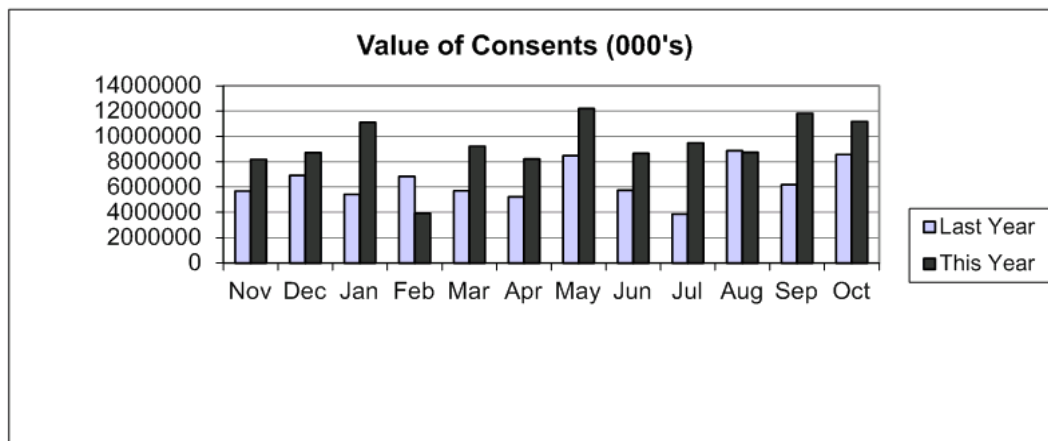
Southland District Council Building Consents

Monthly Report - October 2014



Percentage Changes - Total Consents

From:	Last month	-14.56%
	This month last year	-2.22%
	Cumulative year this month last year	9.34%



Percentage Changes - Total Dollars

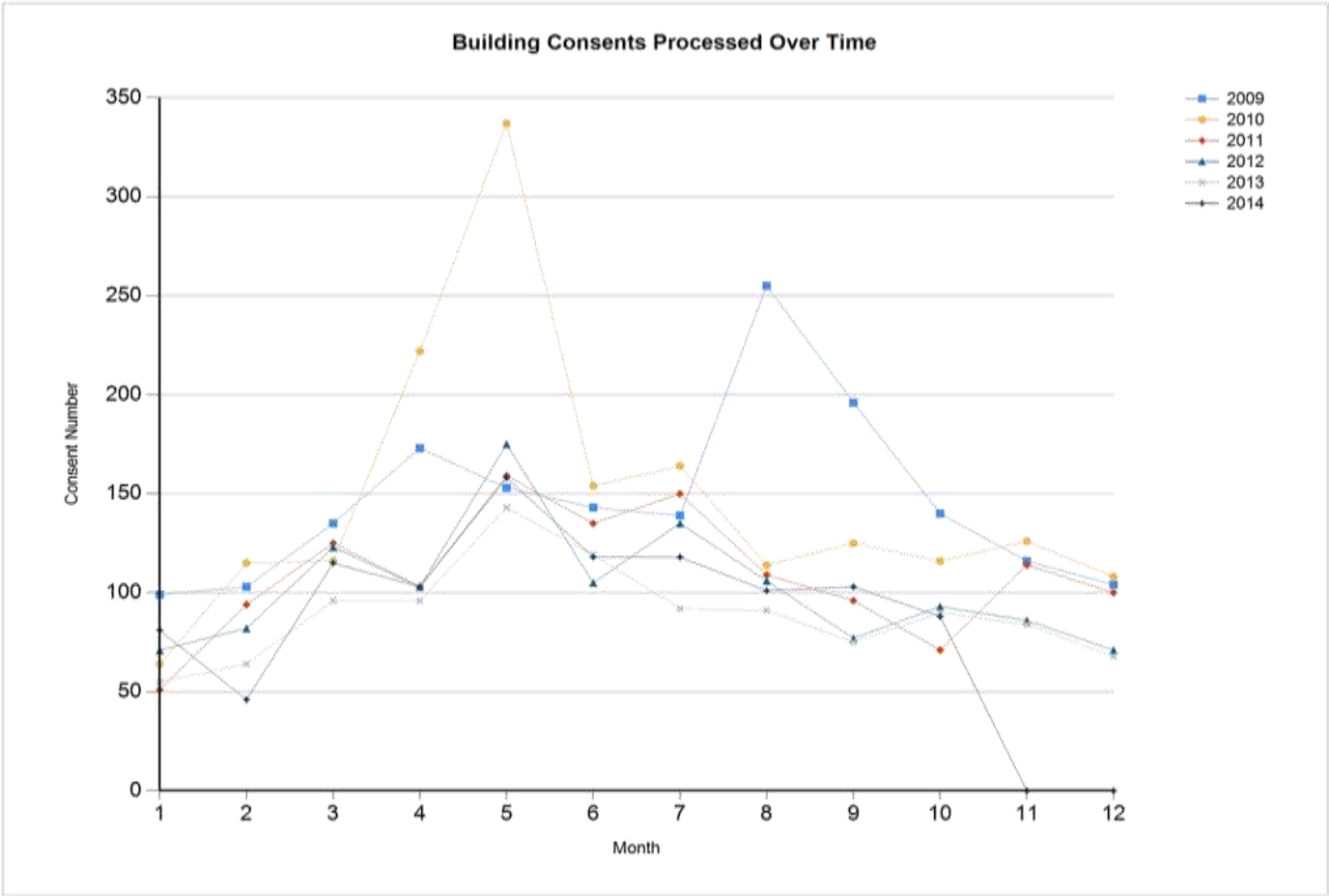
From:	Last month	-5.41%
	This month last year	30.29%
	Cumulative year this month last year	43.70%

Item 8.4 Attachment B

Building Consent Issued Numbers

Decision Month	2009	2010	2011	2012	2013	2014	Total
January	99	64	51	71	55	81	421
February	103	115	94	82	64	46	504
March	135	116	125	123	96	115	710
April	173	222	103	103	96	103	800
May	153	337	159	175	143	158	1125
June	143	154	135	105	119	118	774
July	139	164	150	135	92	118	798
August	255	114	109	106	91	101	776
September	196	125	96	77	75	103	672
October	140	116	71	93	90	88	598
November	116	126	114	86	84	0	526
December	104	108	100	71	68	0	451
Total	1756	1761	1307	1227	1073	1031	8155

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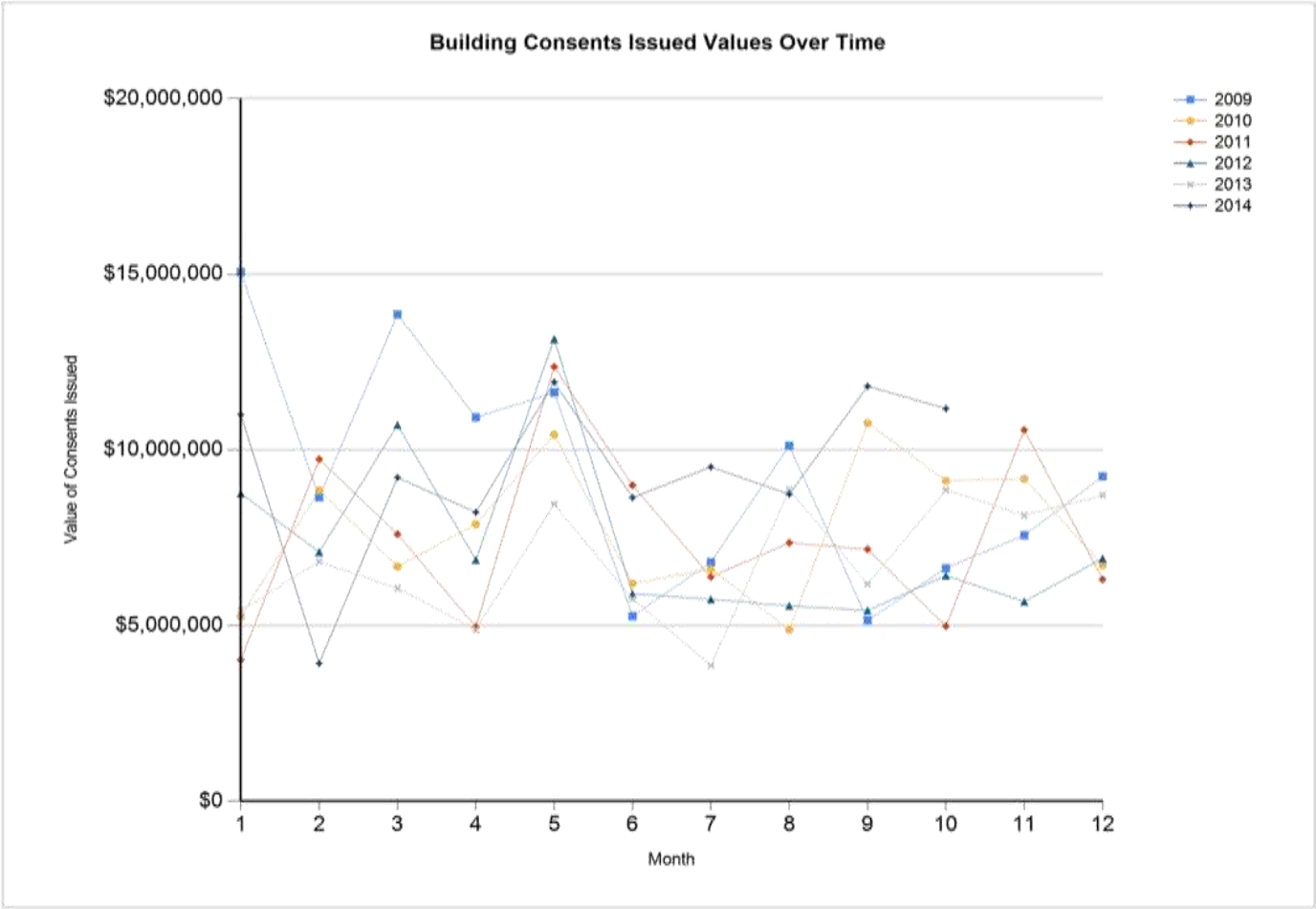
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Item 8.4 Attachment C

Building Consent Issued Values

Decision Month	2009	2010	2011	2012	2013	2014	Total
January	\$15,057,737	\$5,256,784	\$4,021,572	\$8,761,841	\$5,430,178	\$11,004,801	\$49,532,914
February	\$8,648,677	\$8,845,263	\$9,732,414	\$7,094,309	\$6,822,148	\$3,923,722	\$45,066,533
March	\$13,858,015	\$6,679,276	\$7,600,703	\$10,712,479	\$6,061,045	\$9,212,772	\$54,124,289
April	\$10,924,710	\$7,884,145	\$4,964,437	\$6,871,776	\$4,875,339	\$8,223,725	\$43,744,132
May	\$11,631,716	\$10,430,856	\$12,367,256	\$13,153,910	\$8,452,973	\$11,929,819	\$67,966,531
June	\$5,268,493	\$6,193,053	\$8,993,150	\$5,907,098	\$5,755,189	\$8,642,715	\$40,759,699
July	\$6,804,290	\$6,615,111	\$6,385,423	\$5,745,579	\$3,863,110	\$9,514,841	\$38,928,353
August	\$10,118,415	\$4,876,893	\$7,355,012	\$5,564,201	\$8,869,939	\$8,738,431	\$45,522,890
September	\$5,149,819	\$10,760,111	\$7,169,800	\$5,429,701	\$6,177,080	\$11,813,442	\$46,499,953
October	\$6,634,841	\$9,120,420	\$4,986,424	\$6,420,178	\$8,861,336	\$11,173,980	\$47,197,179
November	\$7,571,071	\$9,178,018	\$10,567,085	\$5,682,807	\$8,136,544		\$41,135,525
December	\$9,245,859	\$6,720,887	\$6,314,712	\$6,911,079	\$8,710,688		\$37,903,225
Total	\$110,913,644	\$92,560,817	\$90,457,987	\$88,254,958	\$82,015,569	\$94,178,248	\$558,381,222

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Formation of Ward Committees

Record No: R/14/11/18406
Author: Louise Pagan, Communications and Governance Manager
Approved by: Steve Ruru, Chief Executive

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 This report is to formalise the establishment of ward committees.

Executive Summary

- 2 Ward committees were established to bring together the elected members – councillors and community board and community development area (CDA) subcommittee chairs – in order to discuss projects and budgets. The committees have met during the 2014 year but have not been officially appointed under clause 30, Schedule 7 of the Local Government Act 2002. This is necessary to enable them to make recommendations to Council around estimates.

Recommendations

That the Council:

- a) Receive the report titled “Formation of Ward Committees” dated 10 December 2014.
- b) Determine that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determine 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) Appoints four ward committees – Mararoa-Waimea, Winton-Wallacetown, Waiau-Aparima and Waihopai-Toetoes – under clause 30, Schedule 7 of the Local Government Act 2002.
- e) Give the four ward committees delegated authority to review and make recommendations to Council on draft Long Term Plan work programmes and estimates.
- f) Appoints the following members to each committee:

Mararoa-Waimea: Crs John Douglas, Brian Dillon and the vacant position; Te Anau Community Board chair Ann Carran, Manapouri CDA chair Allan Youldon, Mossburn CDA chair Jim Guyton, Lumsden CDA chair Rob Scott, Athol CDA chair Jonathon Shaw, Garston CDA chair Pam Naylor, Balfour CDA chair Ruby Baird, Riversdale CDA chair Paul Langford, Waikaia CDA chair Ray Dickson.

Winton-Wallacetown: Crs Lyall Bailey, Gavin Macpherson and Neil Paterson; Winton Community Board chair John McHugh, Wallacetown Community Board chair Shaun Holland, Dipton CDA chair Mike Smith, Limehills-Centre Bush CDA chair David Kean, Browns CDA chair Owen Hudson.

Waiau-Aparima: Crs George Harpur, Rodney Dobson and Stuart Baird; Tuatapere Community Board chair Justin Lewis, Otautau Community Board chair Andre Bekhuis, Riverton-Aparima Community Board chair Blair Stewart, Ohai CDA chair Mark Wishart, Nightcaps CDA chair Bev Evans, Orepuki CDA chair Brian McGrath, Colac Bay CDA chair Lynley Barclay, Thornbury CDA chair Annette Horrell.

Waihopai-Toetoes: Crs Paul Duffy and Julie Keast; Edendale-Wyndham Community Board chair Pam Yorke, Gorge Road and Districts CDA chair Ray Waghorn, Tokanui CDA chair Todd Lyders, Woodlands CDA chair Janelle Ladbrook.

Content

Background

- 3 The representation review in 2012-2013 established five wards in the Southland District from which councillors would be elected. The various community boards and CDAs were also incorporated into these wards. After the 2013 local government election, ward committees were established to promote liaison between the councillors and the community boards and community development area (CDA) subcommittees. These ward committees were for Mararoa-Waimea, Winton-Wallacetown, Waiau-Aparima and Waihopai-Toetoes. One was not established for Stewart Island-Rakiura as there is only the one community board and the councillor goes to those meetings.

Issues

- 4 The ward committees were set up to promote liaison and working together on ward issues and budgets. The committees, thus, need to be appointed officially under clause 30, Schedule 7 of the Local Government Act 2002 so that they can make decisions, including making recommendations to Council on budgets and then managing those budgets.

Factors to Consider

Legal and Statutory Requirements

- 5 Clause 30, Schedule 7 of the Local Government Act 2002 sets out Council's power to appoint committees, subcommittees and other subordinate decision-making bodies. Council can appoint any of the above that it considers appropriate

Community Views

- 6 This structure established as a result of the representation review reflects communities of interest and the feedback received during the process. All members on the committees are community representatives.

Costs and Funding

- 7 There is no cost to appoint the ward committees.

Policy Implications

- 8 Ward committees are a mechanism to enable further feedback from elected members on issues affecting the entire ward. The function of ward committees is to provide recommendations on various issues. The final decision on any budgetary or policy issue will remain with Council.

Analysis

Options Considered

- 9 There are two options available – to officially appoint the committees or not to appoint them and have them as an informal working group.

Analysis of Options

Option 1 – Officially appoint the ward committees

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • Official committee of Council • Transparency and accountability • Clarity of roles • Ability to make decisions and recommendations to Council. 	<ul style="list-style-type: none"> • None

Option 2 – Keep ward committees as informal working group

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • Informality • Lower requirements for reporting and record-keeping 	<ul style="list-style-type: none"> • Lack of transparency • Possibility the role of committees may not be clear

Assessment of Significance

- 10 The proposal to formalise ward committees is a procedural matter. In practice the intent in establishing the ward committees was for elected members to work together across the ward and this has been happening, so this is not a significant change in current practice, rather just a clarification and formal recognition of roles.

Recommended Option

- 11 It is recommended that Council appoint the four ward committees as official committees of Council.

Next Steps

- 12 If this is approved, the ward committees will become part of Council structure. Terms of reference and delegations will be drafted for consideration by Council. In the interim it is recommended that the committees be given delegated authority to review and make recommendations to Council on the content of the draft 2015 Long Term Plan.

Attachments

There are no attachments for this report.

Schedule of Council and Committee Meeting Dates for 2015

Record No: R/14/12/18491
Author: Fiona Dunlop, Committee Advisor
Approved by: Steve Ruru, Chief Executive

☒ Decision ☐ Recommendation ☐ Information

Summary of Report

- 1 This report seeks the Council's approval of the proposed schedules of ordinary meetings for the Council, Activities Performance Audit Committee, Policy Review Committee and Forestry Operations Committee for the period January to December 2015.

Background

- 2 An approved schedule of meeting dates is required so that meetings can be publicly notified in accordance with the requirements set by the Local Government Official Information and Meetings Act 1987.

The adoption of a meeting schedule will enable the facilitation of an open democratic process and also allow Elected members to plan their commitments throughout 2015.

Recommendation

That the Council:

- a) Receive the report titled “Schedule of Council and Committee Meeting Dates for 2015” dated 10 December 2014.
- b) Determine that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determine 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) Agree to the proposed Council and Committee Meeting dates for January to December 2015 as follows:

COUNCIL AND COUNCIL COMMITTEE MEETINGS	
Policy Review, Activities Performance and Audit Committee (APAC) and Council	28 January 2015
Forestry Operations, Policy Review and APAC	18 February 2015
APAC and Council (to approve draft 2015/2025 Long Term Plan for consultation)	18 March 2015
Policy Review and APAC	1 April 2015
APAC and Council	22 April 2015
Forestry Operations, Policy Review and APAC	13 May 2015
Council (Hearing of Submissions on the draft 2015/2025 Long Term Plan)	19 – 22 May 2015
APAC and Council	3 June 2015
Policy Review, APAC and Council (Council to adopt the 2015/2025 Long Term Plan)	24 June 2015
Policy Review and APAC	15 July 2015
APAC and Council	5 August 2015
Forestry Operations, Policy Review and APAC	26 August 2015
APAC and Council	16 September 2015
Policy Review and APAC	7 October 2015
APAC and Council	28 October 2015
Forestry, Operations Policy Review and APAC	18 November 2015
APAC and Council	9 December 2015

Attachments

There are no attachments for this report.

Order of candidates' names - Mararoa Waimea Ward By-election

Record No: R/14/11/17858
Author: Virginia Dillon, Property Officer / Statutory Officer / Electoral Officer
Approved by: Steve Ruru, Chief Executive

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 Council is required to determine the order of candidates' names for the Mararoa Waimea Ward By-election.

Executive Summary

- 2 The three options available for the order of candidates' names on the voting documents are identified in the background section.

Recommendation

That the Council:

- a) Receive the report titled "Order of candidates' names - Mararoa Waimea Ward By-election" dated 10 December 2014.
- b) Determine that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determine 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) That the Council resolves whether the names of the candidates in the Mararoa Waimea Ward By-election 2015 are to be arranged in:
 - (i) Alphabetical order of surname;
 - (ii) Pseudo-random order; or
 - (iii) Random order.

Content

Background

- 3 An extraordinary vacancy has occurred in the Mararoa Waimea Ward with the recent resignation of Alistair Jukes.
- 4 A By-election must be held in terms of Section 138A of the Local Electoral Act 2001.
- 5 Nominations opened on 24 November 2014 and will close at 12.00 noon on Monday, 22 December 2014.
- 6 Polling day has been set for 17 February 2015 should the issue be contested (ie more nominations received than what there are vacancies). Regulation 31(1) of the Local Electoral Regulations 2001 allows the Council to decide how the names of candidates are to be arranged on the voting documents.
- 7 The following options exist regarding the order of candidates' names on voting documents:
 - (a) **Alphabetical Order of Surname**
This is the order which the Council has used at previous elections, and is self-explanatory.
 - (b) **Pseudo-Random Order**
This option would require the candidates' names for each issue to be drawn at random then placed on all voting documents for that issue in the order in which they are drawn.
 - (c) **Random Order**
Under this option, the names of the candidates for each issue are shown in a different order on each and every voting document, utilising software which permits the names of the candidates to be laser printed in a different order on each paper.
- 8 The Electoral Regulations provide that if a local authority has determined that pseudo-random order is to be used, the Electoral Officer must state, in the public notice required to be given, the date, time and place at which the order of the candidates' names will be drawn. Any person is then entitled to attend while the draw takes place.

Issues

- 9 As discussed above, the need to consider the order of candidates' names has been brought about by the creation of an extraordinary vacancy on the Mararoa Waimea Ward.

Factors to Consider

Legal and Statutory Requirements

- 10 The Council is required to decide the order of candidates' names by virtue of Regulation 31(1) of the Local Electoral Act 2001.
- 11 If the Council does not make a decision, Regulation 31(3) requires that candidates' names be arranged in alphabetical order of names.

Community Views

- 12 The statutory authority for making the decision on using the alphabetical, pseudo-random or random order of candidates' names has been conferred directly on Council.

Costs and Funding

- 13 The cost of printing the voting documents using either alphabetical or pseudo-random order of candidates' names will be identical.
- 14 However, a decision to use random order would increase the cost because each voting document would have to be individually laser printed.

Policy Implications

- 15 None identified.

Analysis

Options Considered

- 16 The three options available in terms of the Local Electoral Regulations 2001 are the only ones that have been considered namely:
- Alphabetical;
 - Pseudo-random;
 - Random.

Analysis of Preferred Option

Analysis of Options

The options identified are those provided for in the Local Electoral Regulations 2001.

In the past, Council has used the alphabetical order of surname option.

Assessment of Significance

- 17 It is considered to be an important decision, however, not significant as no engagement with the community is required.

Recommended Option

- 18 I recommend that Council consider using either the alphabetical order of names or the pseudo-random order due to the cost.

Next Steps

- 19 If the issue is contested, the order of candidates' names will be advised in the further public notice to electors that an election is to be held - Section 65 of the Local Electoral Act 2001.

Attachments

There are no attachments for this report.

Minutes of Council - 8 October 2014

Record No: R/14/12/18687
Author: Maree Fyffe, Committee Advisor
Approved by: Maree Fyffe, Committee Advisor

☒ Decision ☐ Recommendation ☐ Information

Recommendation

That the Council:

- a) Receive the report titled “Minutes of Council - 8 October 2014” dated 10 December 2014.
- b) Determine that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determine 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) That the Southland District Council minutes dated 8 October 2014 be confirmed as a true and correct record.

Attachments

A Minutes - Council - 8 October 2014 [View](#)

SOUTHLAND DISTRICT COUNCIL**COUNCIL MEETING****8 OCTOBER 2014**

Minutes of a Council meeting of the Southland District Council held in the Council Chambers, 15 Forth Street, Invercargill on Wednesday, 8 October 2014 at 10.35 am.

PRESENT:

Mayor G Tong, (Chairperson), Crs L Bailey, S Baird, B Dillon, R Dobson, J Douglas, P Duffy, G Harpur, A Jukes, J Keast, N Paterson and G Macpherson.

IN ATTENDANCE:

Mr S Ruru - Chief Executive
Mr I Marshall - Group Manager Services and Assets
Ms S Cuthbert - Manager Policy and Planning
Mrs L Pagan - Communications and Governance Manager
Miss M Fyffe - Committee Advisor
Mrs S Marrah - Finance Manager
Ms S Oliver - Planning and Reporting Analyst
Mr I Lothian - Audit New Zealand Director
Press

1.0 APOLOGIES

An apology was received from Cr Ford.

Moved Cr Dillon, seconded Cr Paterson
and resolved that the apology be received.

2.0 NOTIFICATION OF URGENT BUSINESS

There were no items of urgent business.

3.0 MISCELLANEOUS ITEMS

There were no miscellaneous items.

4.0 PUBLIC FORUM

There were no requests to speak under this section.

5.0 MINUTES

5.1 There were no minutes for this section of the meeting.

6.0 REPORTS

6.1 ADOPTION OF 2013/2014 ANNUAL REPORT

140/25/1/10

r/14/9/14275

r/14/9/13033

Report by Miss S Oliver and Mrs S Marrah dated 25 September 2014.

Moved Cr Duffy, seconded Cr Dobson

and resolved that the Southland District Council Annual Report and accompanying summary document for the year ended 30 June 2014 year be received.

Mrs Marrah welcomed and introduced Mr Ian Lothian, the Appointed Auditor representing Audit New Zealand.

Mrs Marrah introduced the Annual Report, explaining it was a means for Council to account and report to the community on its performance of the preceding financial year - in this case from 1 July 2013 to 30 June 2014. It reported on outcomes, performance measures (both financial and non-financial) and provided information on the result achieved against budgeted results. This Annual Report reported against the Annual Plan (which is based on the second year of the Council's Long Term Plan 2012-2022).

Mrs Marrah advised a draft Annual Report was presented to a Council workshop on 17 September 2014 for its consideration and comment. Comments from this workshop had been noted and incorporated into the Annual Report.

A summary document that accompanied the Annual Report was distributed during the meeting (refer Appendix 1), along with a copy of the Independent Auditor's Report (refer Appendix 2). Mrs Marrah explained the Summary Document would be distributed to all Council's offices and made available on request. Both the summary document and full Annual Report would be made available on the Council website. The report availability would be advertised on the Saturday edition of The Southland Times on 25 October 2014 (the delay was to allow for the printers to produce the printed versions).

Ms Oliver briefly highlighted the key performance information around Council's activities, capital projects and performance measures. These were outlined on page 7 of the Annual Report document.

Statement of Comprehensive Income

The Statement of Comprehensive Income recorded the revenue received and the expenditure incurred by Council. It also recorded changes in the value of Council's assets. In summary Council's financial performance was as follows:

	Actual	Budget	Actual Last Year
Total Revenue	\$71.1M	\$64.5M	\$65.1M
Total Expenditure	\$63.6M	\$67.1M	\$61.8M
Operating Surplus/(Deficit)	\$7.6M	(\$2.6M)	\$3.3M
Gain/(Loss) on Asset revaluations	(\$11.2M)	\$44.1M	\$21.5M
Total Comprehensive income	(\$3.6M)	\$41.5M	\$24.8M

Total revenue was \$6.6 million above budget as a result of AMCT grants (\$2.1 million), additional forestry sales (\$0.5 million), forestry revaluation (\$0.9 million), vested assets (\$1.6 million) and Ministry of Health Grants (\$0.9 million). Expenditure was \$3.5 million under budget due to lower depreciation (\$3.3 million), reduced employee and district plan expenditure (\$0.5 and \$0.4 million respectively), offset by increased forestry costs associated with harvesting (\$0.3 million).

Statement of Financial Position

The Statement of Financial Position (also referred to as the Balance Sheet) recorded the assets Council owned, and how those assets were financed. Liabilities were finance from third parties, for example bank borrowings, and equity was the community's share of the assets. Key items in the Statement of Financial Position were:

	Actual	Budget	Actual Last Year
Total Assets	\$1,402M	\$1,473M	\$1,404M
Total Liabilities	\$11.3M	\$11.6M	\$10.1M
Total Equity	\$1,390M	\$1,462M	\$1,394M

Statement of Cash Flows

The Statement of Cash Flows recorded the cash that Council received and disbursed. Broadly cash, under financial reporting rules was recorded in three separate categories:

- Operating cash flows - the cash flow related to day-to-day operating activities;
- Investing cash flows - the cash flow received from sale of assets and cash spent on capital assets;
- Financing cash flows - the cash flow received from any borrowings and the cash flow disbursed in repaying borrowings.

Overall Council's cash position improved by \$2.7M (rounded). In summary, the cash flows recorded within these categories were as follows:

Operating cash flows	Actual	Budget	Actual Last Year
Cash surplus/(deficit)	\$21.0M	\$20.8M	\$19.9M
Investing cash flows	Actual	Budget	Actual Last Year
Cash surplus/(deficit)	\$(18.1)M	\$(25.0)M	\$(12.8)M
Financing cash flows	Actual	Budget	Actual Last Year
Cash surplus/(deficit)	\$(0.02)M	\$(0.3)M	\$(0.13)M

Much of the operating cash surplus was applied to investing capital and infrastructural assets, reflecting a substantial outflow in investing cash outflows.

Mr Lothian spoke on behalf of Audit team to give his perspective, remarking on the positive engagement of Council staff and management. Mr Lothian thanked all those involved in the Audit process.

Mr Lothian reported on the Income Statement, remarking it was good to be on the right side of the ledger and that it was encouraging to see Council was managing its expenses. Referring to the balance sheet of assets and liabilities, Mr Lothian advised Council was in a healthy position, with little to borrowings.

The only issue to arise was the spike in expenses with regards to the Roding network that was due to renewals, replacement and maintenance. Mr Lothian remarked that Council was aware of this and was assessing the situation.

Mr Lothian commented it was good to see progress being made on Council's projects such as the Te Anau Wastewater Scheme, the Stewart Island Visitor Levy and the Around the Mountains Cycle Trail.

Mr Lothian concluded, reporting that his Audit opinion, was a clean one (ie: unmodified opinion).

It was remarked this was an excellent result for Council. It was acknowledged that this was due to the excellent work done by Council staff and Mr Lothian's team.

Moved Cr Duffy, seconded Cr Dillon
and resolved:

- (a) That subject to any changes agreed at the meeting that the Southland District Council Annual Report for the year ended 30 June 2014 year be adopted.
- (b) That subject to any changes agreed at the meeting that the Southland District Council Annual Report Summary Document for the year ended 30 June 2014 be adopted.
- (c) That Southland District Council resolves to consolidate operating surpluses and fund operating deficits from District Activities for the year ended 30 June 2014 into the District Operations Reserve.

The meeting adjourned at 10.59 am and reconvened at 1.51 pm.

7.0 **MEMORANDA**

7.1 There were no memoranda for this section of the meeting.

8.0 **EXCLUSION OF PUBLIC**

Moved Cr Keast, seconded Cr Duffy

and resolved that pursuant to Section 48(1) of the Local Government Official Information and Meetings Act 1987 that the public be excluded from the meeting while the following business is transacted:

**Proposed Southland District Plan 2012 - Release of Decisions
Sections 7(2)(f)(ii), 7(2)(i), and 7(2)(j)**

7(2)(f)(ii) maintain the effective conduct of public affairs arising directly from the need to protect members and staff from improper pressure or harassment;

7(2)(i) enable the Council to carry out negotiations without prejudice or disadvantage (including commercial and industrial negotiations);

7(2)(j) prevent the disclosure or use of official information for improper gain or advantage;

8.1 **EXCLUSION OF PUBLIC - STAFF**

Moved Cr Keast, seconded Cr Duffy

and resolved that the Council officers and public listed below be permitted to remain at the meeting after the public have been excluded because of their knowledge of:

- (a) meeting procedure and/or**
- (b) the subject matter under consideration.**

**Chief Executive
Group Manager Environment and Community
Group Manager Services and Assets
Manager - Human Resources
Communications and Governance Manager
Manager - Resource Management
Senior Resource Management Planner
Committee Advisor**

9.0 **CONFIDENTIAL DECISION RECORDED IN OPEN MEETING**

9.1 There were no decisions to be recorded in open meeting.

There being no further business, the meeting was declared closed at 2.12 pm.

CONFIRMED:

CHAIRPERSON:

DATE:

Action Sheet

Record No: R/14/12/18662
Author: Maree Fyffe, Committee Advisor
Approved by: Maree Fyffe, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

- 1 Attached is the Action Sheet from the last Council meeting.

Recommendation

That the Council:

- a) Receive the report titled “Action Sheet” dated 10 December 2014.
- b) Determine that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determine 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.

Attachments

A	Council	Action	Sheet	10	December	2014	View
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Action Items

Item	Detail	Comment
Te Anau Rivers	<p>Councillors noted that staff had met with representatives of the Te Anau River Liaison group and Environment Southland looking at opportunities to remove gravel from riverbeds where the gravel was causing issues through infrastructure. A request was made that this item be added to the Action Sheet in order that the Chief Executive could monitor its progress. Mr Adamson believed Environment Southland were preparing a draft paper to try and resolve the issues.</p> <p>Updated 11/12/2013 - Mr Marshall provided an update from the meeting, advising Environment Southland had shown leadership in getting all the river liaison members together for the first time. Those at the meeting remarked the format had been useful to discuss issues in common.</p> <p>Mr Marshall explained the session had been split into two parts. The morning session had been predominantly about River Liaison and discussed river management. The afternoon involved other various stakeholders such as Fish and Game, Local Authorities, DOC and contractors. The subject discussed at this session looked at gravel extraction.</p> <p>Mr Marshall reported there had been acceptance of the issues and an ongoing forum had been set to come up with better solutions. There was a good buy in from those that attended. Mr Marshall advised another meeting would be held in the New Year.</p>	<p>Entries between 29/01/2014 and 06/08/2014 - please refer to the 29 October 2014 Agenda.</p> <p>Updated 17/09/2014 - Mr Marshall advised he had followed this up with Environment Southland, with it agreeing to a meeting in October however there was no confirmed date.</p> <p>Updated 29/10/2014 - Mr Marshall advised the date to meet in Te Anau with Environment Southland on Te Anau Rivers was set for 1 December 2014. Cr Dillon queried Mr Marshall if he might also attend this meeting, Mr Marshall to confirm.</p>

Exclusion of the Public: Local Government Official Information and Meetings Act 1987

Recommendation

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

C10.1 Land Acquisition at Wallacetown

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Land Acquisition at Wallacetown	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p> <p>.</p>	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

C10.2 Purchase of part of the Blackmount School on behalf of the Blackmount community

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Purchase of part of the Blackmount School on behalf of the Blackmount community	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p> <p>.</p>	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

C10.3 Public Excluded Minutes of the Council Meeting dated 29 October 2014

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Public Excluded Minutes of the Council Meeting dated 29 October 2014	s48(1)(d) - Check to make report confidential. .	That the exclusion of the public from the part of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation.

C10.4 Public Excluded Minutes of the Council Meeting dated 8 October 2014

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Public Excluded Minutes of the Council Meeting dated 8 October 2014	s48(1)(d) - Check to make report confidential. .	That the exclusion of the public from the part of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation.