

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

Date: Wednesday, 24 June 2015
Time: 1pm
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
	Ebel Kremer
	Gavin Macpherson
	Neil Paterson

IN ATTENDANCE

Chief Executive	Steve Ruru
Committee Advisor	Maree Fyffe

Contact Telephone: 0800 732 732
Postal Address: PO Box 903, Invercargill 9840
Email: emailsdc@southlanddc.govt.nz
Website: www.southlanddc.govt.nz

Full agendas are available on Council's Website

www.southlanddc.govt.nz

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.

Delegations of Council/Committee/Community Board/CDA insert text here.

TABLE OF CONTENTS

ITEM		PAGE
PROCEDURAL		
1	Apologies	5
2	Leave of absence	5
3	Conflict of Interest	5
4	Public Forum	5
5	Extraordinary/Urgent Items	5
6	Confirmation of Council Minutes	5
REPORTS - POLICY AND STRATEGY		
7.1	Revenue and Financing Policy	7
7.2	Adoption of the Long Term Plan (10 Year Plan) 2015-2025	29
7.3	Schedule of Fees and Charges	37
7.4	Rates Resolution - Setting Rates for the Financial Year 1 July 2015 to 30 June 2016	67
REPORTS - OPERATIONAL MATTERS		
8.1	Alcohol Licensing Fee-Setting Bylaw 2015	79
8.2	Council Action Sheet	93
8.3	Building Consents and Values for May 2015	97
8.4	Resource Consents and Other Resource Management Act Items - April 2015	105
REPORTS - GOVERNANCE		
9.1	Bridge Weight Restriction Postings 2015/2016	109
9.2	Manapouri Community Development Area Subcommittee Request Financial Support to Fund Fiordland Sewage Options Inc.	117
9.3	Minutes of the Te Anau Basin Water Supply Subcommittee Meeting dated 3 March 2015	123
9.4	Minutes of the Council Meeting dated 19 May 2015	125
9.5	Minutes of the Edendale-Wyndham Community Board Meeting dated 24 March 2015	127

9.6	Minutes of the Forestry Operations Committee Meeting dated 18 February 2015	129
9.7	Minutes for Confirmation by Council	131
9.8	Minutes for Confirmation by Council	137
9.9	Minutes for Confirmation by Council	143
9.10	Minutes for Confirmation by Council	153
9.11	Minutes for Confirmation by Council	161

PUBLIC EXCLUDED

	Procedural motion to exclude the public	169
C10.1	Public Excluded Minutes of the Council Meeting dated 19 May 2015	169
C10.2	Public Excluded Minutes of the Council Meeting dated 3 June 2015	170
C10.3	Public Excluded Minutes of the Te Anau Basin Water Supply Subcommittee Meeting dated 3 March 2015	Error! Bookmark not defined.

1 Apologies

At the close of the agenda no apologies had been received.

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.

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, 03 June 2015

Revenue and Financing Policy

Record No: R/15/5/9156
Author: Sheree Marrah, Finance Manager
Approved by: Anne Robson, Chief Financial Officer

Decision Recommendation Information

Purpose

- 1 This report presents the amended Revenue and Financing Policy (the Policy) for adoption by Council. The Policy will be included in the Long Term Plan 2015-2025.

Executive Summary

- 2 During its meeting on 21 May 2015, Council determined that some changes should be made to the Revenue and Financing Policy prior to its adoption in line with the Long Term Plan 2015-2025. These changes have been made and this report requests that Council adopt the amended Revenue and Financing Policy.

Recommendation

That the Council:

- a) **Receives the report titled “Revenue and Financing Policy” dated 12 June 2015.**
- b) **Determines that this matter or decision be recognised as 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 Revenue and Financing Policy.**

Content

Background

- 3 The draft Revenue and Financing Policy was released for public consultation as part of a process which ran parallel with consultation for the draft Long Term Plan 2015-2025.
- 4 The Revenue and Financing Policy reflects the funding of Council's activities. As such, Council's decisions on submissions received on the Policy and on the draft Long Term Plan 2015-2025 created the need for the draft Revenue and Financing Policy to be amended.
- 5 The Policy attached to this report reflects amendments requested by Council at its meeting on 21 May 2015.

Issues

- 6 No submissions were received in regards to the separate consultation undertaken on the Revenue and Financing Policy. However, as part of the draft Long Term Plan, a number of submitters requested changes which, if approved by Council would result in changes to the Revenue and Financing Policy.
- 7 An additional paragraph has been added to the document to clarify how the Council calculates the Uniform Annual General Charge (UAGC) and the General Rate. As a result of amalgamating a number of previous district rates into a General Rate and UAGC, it was identified that the Revenue and Financing Policy did not clearly state how Council would calculate the portion of General Rate and the UAGC. The proposed policy now identifies the categories that are used to calculate the two rates and the percentage of these categories that are to be collected by each method.
- 8 Minor changes have also been made to the table which explains how operating and capital expenditure will be funded and a change to include the role and responsibility of the Finance Manager. These have been highlighted within the document.

Factors to Consider

Legal and Statutory Requirements

- 9 This Policy has been determined to be significant because it outlines the funding and activities of Council and the rationale behind key funding decisions.
- 10 The Revenue and Financing Policy allows Council to comply with legislation by operating a balanced budget and being financially prudent. The funding choices made in the Revenue and Financing Policy balance the requirements of the Local Government Act, Section 101(3).
- 11 The Revenue and Financing Policy has been reviewed to meet a requirement of the Local Government Act (2002) [Section 109 (2A)] which states that the policy must be reviewed at least once every six years using a consultation process.

Community Views

- 12 Being assessed as significant, this policy was subject to a special consultative procedure as required by Section 83 of the Local Government Act 2002. Council also complied with its requirements under the Significance and Engagement Policy.
- 13 Hearings for submissions on this policy were held in line with hearings for the draft Long Term Plan 2015-2025, from 19-21 May 2015.

Costs and Funding

- 14 The Revenue and Financing Policy discusses how the activities of Council will be funded. It has no direct impact on the amount to be collected but rather sets out the options for how Council activities will be funded. The cost of drafting, consulting on and adopting the Revenue and Financing Policy forms part of the project costs associated with the development of the Long Term Plan 2015-2025.
- 15 The changes which have been made to the Revenue and Financing Policy as a result of the submission process do not change the amount of funds to be collected. Explaining how the portion to be funded by General Rate and UAGC will be calculated adds only to the understanding of the document.

Policy Implications

- 16 The Local Government Act 2002 (Clause 10, Schedule 10) requires that this policy be included in the LTP. The draft Revenue and Financing Policy has been developed to align with Council's community outcomes and Financial Strategy.

Analysis

Options Considered

- 17 Council could choose to:
- Option 1: Adopt the amended Revenue and Financing Policy (as attached to this report); or
 - Option 2: Adopt a different form of Revenue and Financing Policy.

Analysis of Options

Option 1 - Adopt amended Revenue and Financing Policy

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• The Revenue and Financing Policy considers efficiency and equity and shows that Council is operating in a financially prudent manner. It is also legislatively compliant and aligns with good practice in the local government sector.	<ul style="list-style-type: none">• While there are a number of options available to fund Council activities, no significant disadvantages to the overall approach proposed in the draft Revenue and Financing Policy have been identified.• Some ratepayers have raised issues through their submissions regarding various aspects of Council's proposed funding methodology. However, the funding methods identified within the draft Revenue and Financing Policy have been identified as the most equitable funding mechanisms for the community overall.

Option 2 - Adopt a different form of Revenue and Financing Policy

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> No advantages have been identified. 	<ul style="list-style-type: none"> Key amendments to the draft Revenue and Financing Policy (including the funding of depreciation and the consolidation of rates) have been carefully considered by staff and elected members. Changes to the policy at this stage would not be able to be as rigorously considered and debated due to time constraints associated the Long Term Plan 2015-2025. Due to the requirement in Clause 10 of the Local Government Act 2002 to include this policy in the Long Term Plan, amendments would not be able to be released for consultation. As this is a significant policy, it is not recommended that changes are made without adequate community consultation.

Assessment of Significance

- 18 The Revenue and Financing Policy is a fundamental policy of Council. It determines how Council collects revenue and funds activities, services and assets. The policy affects all ratepayers and raises issues of equity and affordability. It is therefore determined that the Revenue and Financing Policy is a significant policy.

Recommended Option

- 19 It is recommended that Council approve the amended Revenue and Financing Policy for inclusion in the Long Term Plan 2015-2025 (Option 1).

Next Steps

- 20 If Council adopts the amended Revenue and Financing Policy, the policy will be included in the Long Term Plan 2015-2025 and will determine how Council collects revenue and funds activities, services and assets.

Attachments

- A Draft Revenue and Financing Policy [View](#)

SOUTHLAND DISTRICT COUNCIL REVENUE AND FINANCING POLICY

This policy applies to: Council
DOCUMENT CONTROL

Policy owner: Finance	TRIM reference number: r/15/5/7733	Effective date: 1 July 2015
Approved by: «type date»	Date approved: «type date»	Next review date: «type date»

CONTENTS

1. PURPOSE.....	2
2. POLICY DETAILS.....	2
2.1 Our Funding Approach	2
2.2 Description of Funding Mechanisms.....	3
2.2.1 Types of Expenditure.....	3
2.2.2 Funding Mechanisms	3
2.3 Application of Funding Mechanism to Expenditure	5
2.4 Funding of Activities	6
3. ROLES AND RESPONSIBILITIES	17
4. ASSOCIATED DOCUMENTS	17
5. REVISION RECORD.....	17

REVENUE AND FINANCING POLICY

1. PURPOSE

The Revenue and Financing Policy sets out how the Council funds each of its activities and why it funds them in the way it does. The Council is required by Section 102 of the Local Government Act 2002 to have this Policy, among others, in order to provide predictability and certainty to residents and ratepayers about the sources and levels of funding.

The purpose of the Revenue and Financing Policy is to describe how Council funds its operating and capital expenses from the funding sources available to it and why it chooses the various mechanisms to fund the operating and capital expenditure of the Council.

The Act requires that the Revenue and Financing Policy is included as part of the 10 Year Plan. Other funding and financial policies required by Section 102(2) of the Act do not need to be included as part of the Council's 10 Year Plan.

2. POLICY DETAILS

2.1 Our Funding Approach

In determining how activities are funded, Council has considered the requirements of the Local Government Act 2002 Section 101(3). The Council is obliged to share the costs of delivering services across different users including across generations. In deciding how to fund each activity, Council takes into account:

- The community outcomes to which an activity primarily contributes
- The distribution of benefits between the community as a whole, identifiable parts of the community and individuals
- The period during which the benefits are expected to occur
- The extent to which actions, or inactions, of individuals or groups contribute to the need to undertake the activity
- The costs and benefits of funding the activity separately from other activities.

It then considers the overall impact of any allocation of liability for revenue needs on the District.

Deciding on who should pay for an activity, asset or service is more complex than simply allocating costs to primary users. Some activities result in benefits for the wider community as well as specifically for the individuals who use them. For example, recreational facilities contribute to vibrant thriving communities and have impacts on community health, well-being and sustainability. Council also considers that people should not be excluded from using a service or engaging in an activity because of affordability. For these reasons, Council has decided to fund several activities using a general rate or a combination of targeted and general rates.

For a full analysis of Section 101(3) of the Local Government Act 2002 requirements for each activity, please refer to the *Activity Funding Needs Analysis*, which can be found on Council's website (www.southlanddc.govt.nz).

2.2 Description of Funding Mechanisms

2.2.1 Types of Expenditure

Broadly speaking, Council has two types of expenses: operating expenditure and capital expenditure.

Operating expenditure is used to fund the ongoing day-to-day activities and services of the Council.

Capital expenditure is money spent in acquiring or upgrading a business asset such as equipment or buildings. The Council has three categories of capital expenditure spread across its activities:

- *Renewals* - Defined as capital expenditure that increases the life of an existing asset with no increase in service level.
- *Increased Level of Service (ILOS)* - Defined as capital expenditure that increases the service level delivered by the asset.
- *Additional Demand (AD)* - Defined as capital expenditure that is required to provide additional capacity necessary to accommodate growth, in whole or part under Council's Development and Financial Contributions Policy.

2.2.2 Funding Mechanisms

Council uses different funding sources for different types of expenditure. The Council funds its expenditure using the funding mechanisms outlined below.

2.2.2.1 User Fees and Charges

User Fees and Charges apply to individuals or groups who are directly using a Council service. Where user fees and charges apply, there is a direct benefit to an individual. When a decision is made to fund an activity through user fees and charges, the beneficiaries must be able to be identified and charged directly for the service they receive. The Council also considers issues like the affordability of user charges or how they compare to the market rate for services. In some cases, user fees and charges may be balanced with other funding sources. This may occur where the Council believes that setting a charge too high will reduce the use of a service and therefore diminish its value to the community and impose a greater cost on ratepayers.

2.2.2.2 Rates

There are two main types of rates:

- Rates with general effect:
 - General Rate
 - Uniform Annual General Charge (UAGC); and
- Targeted Rates

A General Rate is a rate assessed across all rateable properties in the District based on a property valuation system. It is used to fund those services where Council believes there is a public benefit to the whole of the community across the District.

A Uniform Annual General Charge (UAGC) is a rate assessed across all rateable properties in the District. It is used to fund those services where the Council believes there is an equal public benefit across the District.

For clarity, the portion of General Rate and the Uniform Annual General Charge will be based on the percentages indicated below. The category represents the grouping of rates collected in previous years.

Category	General Rate	Uniform Annual General Charge
Representation		100%
Strategy Policy & Planning	10%	90%
Development & Promotions		100%
Library Services		100%
Council Offices & District Support	85%	15%
Public Health Service		100%
Building Regulation	100%	
Civil Defence & Rural Fire	100%	
Regional Initiative		100%

When using the General Rate, the Local Government (Rating) Act 2002 only allows a choice of one valuation system from three options:

- 1 The annual value of the land; or
- 2 The capital value of the land; or
- 3 The land value.

Council has chosen to set a General Rate which is assessed on a capital value basis. The general rate is not set on a differential basis. Council has a Uniform Annual General Charge which is assessed per rating unit.

A Targeted Rate is a rate set for a specific activity or group of activities. Some targeted rates are charged to all ratepayers in the District. Targeted Rates can be set in a number of different ways including:

- Capital Value
- Land Value
- Value of improvements
- Property Location (Rating Boundary)
- Land Use (as defined by Council's Valuation Service Provider)
- Per Rating Unit (Fixed Charge)
- Per Separately Used or Inhabited Part of a Rating Unit (Fixed Charge)
- Per supply of service (bins, water, sewerage etc).

Policy Statement

Where a ratepayer has settled their rates in full for the current financial year, Council will apply any further payments that the ratepayer should chose to make against that assessment to the rates account for that assessment as a credit balance. It will be held until the ratepayer makes a request in writing for a refund of the credit balance or the subsequent year's rates are assessed. Once the subsequent year's rates are assessed the credit balance will be applied to the rates.

2.2.2.3 Financial and Development Contributions

The Council's Policy on Development Contributions and Financial Contributions set out the conditions in which contributions are required and the method used to calculate them. Development Contributions are currently in remission under this policy, due to low growth in the District. This position will be reviewed again in conjunction with the 2018 Long Term Plan. Financial Contributions are underpinned by the Operative District Plan.

Development Contributions required under the Local Government Act 2002 are generally used to fund growth related capital expenditure on infrastructure provided by the Council as part of its normal capital works programme.

Financial Contributions are required under the Resource Management Act 1991. They are imposed to address the effects of activities for which resource consent is sought.

Although Council can require both development contributions and financial contributions, it cannot require both from the same development for the same purpose.

2.2.2.4 Grant and Subsidies

Grants and Subsidies are funding received from other agencies, usually for a specific purpose. As such, they are used to fund those purposes.

2.2.2.5 Reserves

Reserves are funds for specific purposes.

- *Retained earnings* are used to fund operating or capital expenses at Council's discretion, **an example is depreciation reserves.**
- *Special reserves* will be used to fund either operating or capital expenses according to the policy applying to those reserves.

2.2.2.6 Investment Interest and Interest on Reserves

Net Investment interest is used to reduce the amount of General rate required.

Interest on reserves is calculated on the average balance of each reserve during the year. Interest is allocated at a prescribed interest rate (typically based on the Reserve Bank rates for six month term deposits over a suitable period). Both positive and negative reserves get interest charged or applied. For the Local reserves this interest is added to the reserve, which has no impact on the rate requirement, these reserves are usually positive and are set aside for future projects. For the majority of District reserves, the interest is allocated to the relevant business unit, which in turn will reduce the rates required or increase the rates required if the reserve has a negative balance.

2.2.2.7 Borrowing

Borrowing is not a source of revenue itself. Rather it is a 'bridging' mechanism to assist with the financing required for the construction of long term assets. Debt arising from borrowing still needs to be repaid from other sources of revenue (eg rates). The use of debt allows Council to enjoy the asset in the present while paying the debt back over time. Borrowing is usually called upon to fund capital works and assets built or provided now before future new consumers use those services. It is used to ensure fairness or intergenerational equity so that current ratepayers pay for the services they use now, and future ratepayers pay their share too.

2.2.2.8 Lump Sum Contributions

Lump Sum contributions are where ratepayers agree to pay a capital (or lump sum) payment towards meeting the cost of providing a particular asset in their community (eg upgrading of a water supply) rather than paying for these capital costs via an annual targeted rate. These contributions will be used to fund the retirement of debt for specific capital activity from time to time.

2.3 Application of Funding Mechanism to Expenditure

Funding Mechanism	Capital Expenditure			
	Operating Expenditure	Additional Capacity	Increased Level of Service	Renewals
General Rates (incl. UAGC)	✓		✓*	✓*
Targeted Rates	✓		✓*	✓*
Lump Sum Contributions	✓	*	✓*	✓*
Fees and Charges	✓		✓*	✓*
Borrowing		✓	✓	✓
Asset Sales			✓	✓
Development Contributions		✓		
Financial Contributions		✓		
Grants and Subsidies	✓		✓	✓
Depreciation			✓	✓

* Application depends on how the activity to which capital expenditure relates is funded.

2.4 Funding of Activities

The Council has considered how to apply the available funding mechanisms to its activities. The following table is a summary of this approach. A copy of the detailed assessment, titled *Activity Funding Needs Analysis* is available on our website.

For operational expenditure, funding portions contributing to each activity are expressed as ranges, from low to high. These ranges equate to the following percentages:

Low: 0-33 percent **Medium:** 34-66 percent **High:** 67-100 percent

Capital expenditure funding contributions are identified. The proportion of capital costs funded from each source will vary depending upon the nature of each capital works project.

Activity Group	Activity	Funding of Operating Expenditure				Funding of Capital Expenditure	Catchment(s)**	Detail and Rationale
		General Rates (including UAGC)	Targeted Rates	Fees and Charges	Grants Subsidies and other Funding Sources			
Community Services	Community Assistance (includes: Grants and Donations, Work Schemes, Roving Museum Officer)	High	Low		Med/Low	Asset Sales, Depreciation, Reserves , Borrowing, General rate, Targeted rates, Fees and Charges.	District	<p>District Grants are funded via General rate (high/med) in recognition of the broad public benefits provided.</p> <p>Local Grants are funded via Targeted Local Rates (low).</p> <p>All in the District benefit from Council providing this activity as it contributes to the social and economic well-being of our communities.</p> <p>Grants subsidies and other funding Sources - (med/low). Funding is sourced from the users of the work scheme service with some government grants provided. Capital expenditure relates to work schemes.</p>
	Parks and Reserves	Low	High	Low		Borrowing, Targeted Rates, General Rate, Reserves, Development and Financial Contributions	District, Area of Service for local reserves.	<p>Targeted Local Rates - (high). Each community decides whether to charge their local rate on the basis of a fixed charge per rating unit or a rate in the dollar on land value.</p> <p>Each community funds its own parks and reserves in recognition of the local benefit.</p>
	Parks and							District reserves are

Activity Group	Activity	Funding of Operating Expenditure				Funding of Capital Expenditure	Catchment(s)**	Detail and Rationale
		General Rates (including UAGC)	Targeted Rates	Fees and Charges	Grants Subsidies and other Funding Sources			
	Reserves continued							funded from General Rate (low) in recognition of the district wide public benefits provided by these reserves. Some limited user fees (Low) are received from groups that occupy Council reserve.
	Cemeteries		Low	Med	Low	Reserves, Borrowing, Targeted Rates	Area of Service	Targeted Local Rate (low) based on land value per rate in the dollar or fixed charges dependent on location. This allocation recognises broader community benefits from having a local service. Fees and Charges (med) for the direct costs of burial and other associated costs through interment fees. This recognises the private benefit to the users of these facilities.

Activity Group	Activity	Funding of Operating Expenditure				Funding of Capital Expenditure	Catchment(s)**	Detail and Rationale
		General Rates (including UAGC)	Targeted Rates	Fees and Charges	Grants Subsidies and other Funding Sources			
	Community Facilities (includes: Council Buildings, Community Centres, and Water Structures)	Low	Med	Low	Low	Targeted Rate, Borrowing, Reserves	District for Council Facilities/buildings and Area of Service for Community Centres.	<p>Council Facilities/Buildings are funded via General rate (low) recognising the district functions performed by Council.</p> <p>Community Centres funded via Targeted Rate (med) recognising the benefit to local communities.</p> <p>Fees and Charges - (low) recognising the direct benefit to users.</p> <p>Grants and Subsidies (low) may be received from time to time and used for this activity.</p>
	Community Housing	Low		High		Asset Sales, Grants and Subsidies, Reserves, General rate.	District	<p>General rate - (low) in recognition of broader social benefits associated with this activity.</p> <p>Fees and Charges - (high) for direct operating costs via tenant rent. These recognise the private benefit provided to tenants.</p>
	Library Service	High	Low	Low		Reserves, Targeted Rates, General Rate	District, Area of Service	<p>General Rate (high) This reflects that the supply of this service provides a benefit that is available to all ratepayers.</p> <p>Targeted Local Rate - (low) recognises that communities close to libraries derive a greater benefit than those further away therefore some of the local rate is collected for this service.</p> <p>Fees and Charges - (low). Service fees and fines for late return.</p>

Activity Group	Activity	Funding of Operating Expenditure				Funding of Capital Expenditure	Catchment(s)**	Detail and Rationale
		General Rates (including UAGC)	Targeted Rates	Fees and Charges	Grants Subsidies and other Funding Sources			
	Public Toilets	High				General Rate, Depreciation, Borrowing, Reserves.	District	General Rate (high) reflecting the widespread public benefits associated with this activity.
	Airports		High	Low		Borrowing, Reserves, Targeted Rate	Area of Service	Local Targeted rate fixed charge per rating unit - (area of service) - (high) recognising that the economic benefits primarily flow to the local community. Fees and Charges - (low) operating costs aim to be funded via user charges given that they are readily identifiable.
	Electricity Supply (SIESA)			High		Borrowing, Asset Sales, Reserves	Area of Service	Fees and Charges - (high). Electricity generation, distribution, general operations and maintenance are recovered through user pay fees applicable to consumers who are using the supply.
Regulatory Services	Building Control (includes: Regulation of building work)	Low		High		Asset Sales, Depreciation, General Rate, User fees.	District	General Rate (low) This links the level of development of a property to its liability for the targeted rate. Fees and Charges (high) are the main funding source for this activity reflecting that the users are readily identifiable.

Activity Group	Activity	Funding of Operating Expenditure				Funding of Capital Expenditure	Catchment(s)**	Detail and Rationale
		General Rates (including UAGC)	Targeted Rates	Fees and Charges	Grants Subsidies and other Funding Sources			
	Resource Management (includes: District Plan, Resource Consents)	High		Low		Borrowing, Asset Sales, Depreciation, General Rate	District	<p>General Rate - (high). All ratepayers benefit from this activity given the desirability of managing land use across the district.</p> <p>Fees and Charges - (low) for the costs associated with resource consent applications recognising that the users are readily identifiable.</p>
	Environmental Health (includes: Registration and inspection of licenced premises, noise control, liquor licensing)	Med		Med		Borrowing, Asset Sales, Depreciation, General Rate	District	<p>General Rate - (med) recognises that there is a level of public benefit to all ratepayers from having these activities managed.</p> <p>Fees and charges are applied to ensure that service users fund a reasonable amount of this service (med) as they are readily identifiable.</p>
	Animal Control	Low		Med/High	Low	Borrowing, Asset Sales, Depreciation, General Rate	District	<p>Fees and charges are applied to ensure that service users fund a reasonable amount of this service (med/high).</p> <p>General Rate (low) - recognises the public benefit to all ratepayers.</p> <p>From time to time income is received from other sources (ie fines).</p>
Emergency Management	Emergency Management Southland	High				Asset Sales, Depreciation, Borrowing, General Rate	District	<p>General Rate (high). All people in the District derive a benefit from having appropriate management capability in place.</p>

Activity Group	Activity	Funding of Operating Expenditure				Funding of Capital Expenditure	Catchment(s)**	Detail and Rationale
		General Rates (including UAGC)	Targeted Rates	Fees and Charges	Grants Subsidies and other Funding Sources			
	Rural Fire	High				Asset Sales, Depreciation, Borrowing, General Rate	District	General Rate (high). All people in the District derive a benefit from having appropriate management capability in place.
District Leadership	Representation and Advocacy	High	Low		Low	Borrowing, Asset Sales, Depreciation, Reserves, General Rate	District	General Rate (high). All in the District benefit from Council providing this activity and have the opportunity to contact their local elected members and/or Council. Targeted Local Rate - (low). This is used to fund CDA and Community Board costs reflecting the local community benefit of these services.
	Community Development (includes District Development Services, Venture Southland)	High				Not applicable	District	General Rate (high) reflecting the public benefits that flow from this activity.

Activity Group	Activity	Funding of Operating Expenditure				Funding of Capital Expenditure	Catchment(s)**	Detail and Rationale
		General Rates (including UAGC)	Targeted Rates	Fees and Charges	Grants Subsidies and other Funding Sources			
	District Support (includes: Customer service, Secretarial support for local communities)	High	Low			Targeted Rate, Borrowing, General Rate	District	General Rate (high) reflecting the desirability of Council providing a district wide customer service centre network. Fixed Charge plus rate in the dollar on Capital Value. All ratepayers benefit from this activity. Targeted Local Rate - (low) funds the costs of providing support to local CDAs and Community Boards.
	Corporate Support (includes: Strategy and Communication, IT, Finance)	High				General Rate, Borrowing, Depreciation, Reserves	District	General Rate - (high) reflecting the public benefits associated with this activity.
Solid Waste	Solid Waste Management	High	Low	Low		General Rate, Targeted Rates, Borrowing, Asset Sales, Depreciation, Reserves	District	General Rate (high) to fund solid waste and landfill rehabilitation costs given the public benefit of this aspect of the activity. Targeted Rate based on supply of service for bins (low) as the users are readily identifiable. Fixed charge per bin. User charges - (low) collected via transfer stations as users are readily identifiable.
Roads and Footpaths	Roads and Footpaths		Med		Med	Development and Financial Contributions, Borrowing, Asset Sales, Depreciation, Targeted Rates, Grants and Subsidies	District	District Wide Targeted Rate (med). Fixed charge per rating unit plus a differentiated rate in the dollar on capital value. The district wide rate recognises the public benefits associated with having a district wide transportation network that allows for development of the district as a whole. The differentiated targeted

Activity Group	Activity	Funding of Operating Expenditure				Funding of Capital Expenditure	Catchment(s)**	Detail and Rationale
		General Rates (including UAGC)	Targeted Rates	Fees and Charges	Grants Subsidies and other Funding Sources			
								<p>rate recognises the exacerbator costs created by heavy vehicles.</p> <p>There are also local targeted rates charged to fund local roading activity which delivers benefits specific to those local communities. This activity attracts NZTA funding for roading maintenance and capital work.</p> <p>The funding policy for this activity is applied to the balance of the rating requirement, following the NZTA subsidy.</p>

Activity Group	Activity	Funding of Operating Expenditure				Funding of Capital Expenditure	Catchment(s)**	Detail and Rationale
		General Rates (including UAGC)	Targeted Rates	Fees and Charges	Grants Subsidies and other Funding Sources			
Wastewater	Wastewater		High			Development and Financial Contributions, Borrowing, Asset Sales, Depreciation, Reserves , Targeted Rates,	Area of Service (scheme)	<p>District-wide Targeted rate for operating expenditure reflecting the benefits that those connected or able to connect receive from the service provided.</p> <p>Local Targeted rates for capital costs funded via lump sum contributions reflecting the benefit that those connected or able to connect receive.</p> <p>Local Targeted Rate for septic tank cleaning reflecting that the beneficiaries of this service are easily identified. All rates fixed charged per unit of service. Rating units outside of the range of reticulation networks or septic tank area of service are not charged these rates. This enables the costs to be passed onto the ratepayers that benefit from the activity.</p>
Stormwater	Stormwater		High			Borrowing, Asset Sales, Depreciation, Reserves , Targeted Rates	Area of Service	Local Targeted Rate by area (high) reflecting that the benefits are primarily derived by the local communities in which the schemes are located. This activity does not have its own rate but is collected as part of the Community Board and Community Development Area Rates as it is not economic to collect as a separate rate.

Activity Group	Activity	Funding of Operating Expenditure				Funding of Capital Expenditure	Catchment(s)**	Detail and Rationale
		General Rates (including UAGC)	Targeted Rates	Fees and Charges	Grants Subsidies and other Funding Sources			
	Stormwater continued							Development in areas serviced by stormwater will pay the Development Contributions applicable to that stormwater area.
Water Supply	Water Supply		High	Low		Development and Financial Contributions, Borrowing, Asset Sales, Depreciation, Reserves, Targeted Rates	Area of Service (Scheme)	District -wide Targeted rate for operating expenditure reflecting that those connected or able to connect directly benefit from the service being provided by Council. Some metered water supply. Some water charging is via a direct contractual arrangement with the user. Development connecting to a water scheme will pay the Development Contribution applicable to that scheme. Income from other sources is received from time to time.

* There is a variety of Targeted Rates

** Unless otherwise stated, Development Contribution catchments are the same as the capital expenditure catchments indicated in the table

Explanatory Note:

Separately Used or Inhabited Part (SUIP)

A Separately Used or Inhabited Part includes any portion of a rating unit used or inhabited for residential purposes by the owner or any other person who has the right to use or inhabit that part for residential purposes by virtue of a tenancy, lease, licence or other agreement. Examples of a SUIP are any building or part of it which is separately used or inhabited for residential purposes. For the purposes of this definition, vacant land which is not used or inhabited for residential purposes is not a SUIP.

Background

Under the Local Government (Rating) Act 2002 charging Separately Used or Inhabited Parts of a Rating Unit is an option for both a Uniform Annual General Charge and for targeted rates. The following are examples of where, under the Council's definition of a SUIP, there may be application of multiple charges for Separately Used or Inhabited Parts of a Rating Unit:

- Single dwelling with flat attached
- Two or more houses, flats or apartments on one Certificate of Title (Rating Unit)
- Business premise with flat above
- Farm property with more than one dwelling.

3. ROLES AND RESPONSIBILITIES

Party/Parties	Roles and Responsibilities
Chief Financial Officer	Ensure compliance with the Revenue and Financing Policy.
Finance Manager	Implement and monitor the Revenue and Financing Policy in relation to Funding other than Rating.
Revenue Manager	Implement and monitor the Revenue and Financing Policy in relation to Rating.

4. ASSOCIATED DOCUMENTS

- Local Government Act (2002).
- Local Government (Rating) Act (2002).
- Development and Financial Contributions Policy (r/14/11/17513).

5. REVISION RECORD

The Revenue and Financing Policy will be reviewed three yearly as part of the 10 Year Plan process.

Date	Version	Revision Description
«Type Date»	«Version»	«Revision»
«Type Date»	«Version»	«Revision»
«Type Date»	«Version»	«Revision»

Adoption of the Long Term Plan (10 Year Plan) 2015-2025

Record No: R/15/6/9696
Author: Susan Cuthbert, Strategy and Policy Manager
Approved by: Rex Capil, Group Manager, Policy and Community

Decision Recommendation Information

Purpose

- 1 This report recommends that Council adopt the Long Term Plan (LTP) 2015-2025, also known as the 10 Year Plan.

Executive Summary

- 2 Council is required to have a LTP in place at all times as it is the primary way that Council is held accountable to its communities. The plan describes the activities and service levels that Council intends providing over the next 10 years and sets out the accompanying budgets. It also highlights the key issues that the District is facing and the strategies that Council intends to implement to address these issues. The LTP has been developed over an 18 month period and the views of the communities in the Southland District have been taken into account.
- 3 The LTP is attached as a separate document for Council's review and approval.

Recommendation

That the Council:

- a) **Receives the report titled “Adoption of the Long Term Plan (10 Year Plan) 2015-2025” dated 15 June 2015.**
- b) **Determines that this matter or decision be recognised as 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) **Confirms in accordance with Section 100 of the Local Government Act 2002 that the Long Term Plan budgets have been prepared based on reasonable judgement and assumptions and that it considers the projected financial results, including the projected operating deficit in 2016/2017, over the 10 year period to be financially prudent given its financial position, the cumulative surplus projected over the 10 year period and its financial management policies.**
- e) **Receives the report from Audit New Zealand regarding the audit of the Long Term Plan 2015-2025.**
- f) **Adopts the Long Term Plan 2015-2025 including the audit report.**
- g) **Delegates authority to the Chief Executive to approve any final minor edits required to the Long Term Plan in order to finalise the document for distribution.**

Content

Background

- 4 All councils are required by legislation to adopt a LTP. When adopted the LTP is Council's primary organisational planning document and is reviewed every three years. It also forms the Annual Plan for the 2015/2016 year.
- 5 The LTP sets out Council's activities, plans, budgets and policies and must be adopted before the beginning of the first year it relates to, having used a special consultative procedure to consult with the community.
- 6 Many of the projects and budgets that form part of the LTP were discussed with the Community Boards, Community Development Area Subcommittees and Water Supply Subcommittees at their estimates meetings held in November and December 2014.
- 7 Council released its consultation document "Working Together for Southland's Future" on 21 March 2015. The submission period ran from 21 March to 21 April 2015. The public consultation period was advertised by newspaper and radio, the consultation document was distributed to all households in the District and posted to non-residential ratepayers. The consultation document and associated supporting information were available on Council's website, at Council's offices and community libraries. Individual letters were also sent to key stakeholders and ratepayers who were substantially affected by the proposals.
- 8 During the consultation period a series of drop in sessions were held in Wyndham, Lumsden, Otautau, Stewart Island, Te Anau and Winton where people could come and discuss the 10 Year Plan and obtain more information about the issues that they were interested in. In addition, Council also invited comments via its Facebook page.
- 9 A total of 120 submissions were received and 26 submitters spoke at the submissions hearings held on 19 and 20 May 2015.
- 10 Council worked through the issues raised in submissions over a two day period on 20-21 May 2015 and made decisions on the submissions received. These decisions have allowed staff to amend the draft LTP that had been developed in preparation for the public consultation process.

Summary of the LTP

- 11 The LTP is Council's key organisational planning document and is reviewed every three years. It is the primary way that Council is held accountable to its communities.
- 12 A draft LTP was adopted by Council for the purpose of public consultation in March 2015. Following the public consultation process and hearing of submissions, Council made a number of decisions in regards to the raised issues. These decisions included:
 - Adoption of an 80-20 principle which prioritises spending more money on the 20% of the District's sealed roads that carry 80% of the vehicles
 - Adoption of a new roading rate model
 - Agreement to seal the Catlins road from Curio Bay to Haldane, dependant on NZTA funding.
 - Phasing in the funding of depreciation over the 10 years for Council's roading, water, wastewater, buildings, information technology, rubbish and recycling bins, public toilets and solid waste activities assets
 - Reduction of the roading rate by \$831,890 over the first three years of the plan as a result of NZTA's approval of a smaller than expected works budget.

- Funding 10% of the annual liquor licencing activity costs from rates
- Approval of a grant to Safer Southland Communities of \$10,000 per annum for the first three years of the plan.
- Setting the rates limit for the 10 years of the plan at Local Government Cost Index plus 2%.
- Approval of the consolidation of a number of district rates into a general rate, collected by way of a uniform annual general charge and a rate in the dollar based on capital value.
- Setting uniform rates at 25.5% of the total rate.

13 The LTP has been amended in light of these decisions and is presented to Council for its review. The LTP is attached as a separate attachment.

14 Council has previously adopted its Financial Strategy and Infrastructure Strategy which informed the development of the LTP.

15 The prospective financial statements reflect the position reached following review of the budgets for the next 10 years and the decisions made as a result of submissions. Rates have been calculated to increase annually as indicated below:

	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25
TOTAL RATES \$	40,598,805	41,778,444	43,106,781	44,555,468	46,117,506	47,670,739	49,379,574	51,087,431	52,816,379	54,660,558	56,621,418
TOTAL RATES \$ increase/(decrease)		1,179,639	1,328,337	1,448,687	1,562,038	1,553,233	1,708,835	1,707,857	1,728,948	1,844,179	1,960,860
TOTAL RATES % increase		2.91%	3.18%	3.36%	3.51%	3.37%	3.58%	3.46%	3.38%	3.49%	3.59%

16 The 2015/2016 rates increase has decreased from 3.44% as proposed in the draft 2015-2025 LTP to 2.91% as a result of the following amendments (rounded):

	Rates (\$)	Rates (%)
2015/2016 total rates as per draft LTP	\$41,995,836	3.44%
Reduction in the roading rate	(\$263,393)	(0.63%)
Southland Safer Communities grant	\$10,000	0.02%
10% of liquor licencing activity	\$22,284	0.05%
Amendments as a result of rating database changes etc	\$13,717	0.03%
2015/2016 total rates as per final LTP attached	\$41,778,444	2.91%

18 Local rates have been discussed and recommended by the respective Community Boards and Community Development Subcommittees and are detailed in the Funding Impact Statement (Rates).

19 There is minimal projected external debt over the 10 years of the plan with a forecast balance of \$4.8 million at 30 June 2025.

20 Accounting surpluses are planned for nine years of the plan, and operating cashflow surpluses for all 10 years.

21 Section 100 of the Local Government Act 2002 requires Council to ensure that for every year of the 10 Year Plan, its projected operating revenues are set at a level sufficient to meet its projected operating expenditure. Council may set projected operating revenues at a different level from that required, if it resolves that it is financially prudent to do so.

- 22 In assessing a financially prudent position, Council gives consideration to:
- The estimated expenses of achieving and maintaining the predicted levels of service set out in the 10 Year Plan, including the estimated expenses associated with maintaining the service capacity and integrity of the assets throughout their useful life
 - The projected revenue available to fund the estimated expenses associated with maintaining the service capacity and integrity of assets throughout their useful life
 - The equitable allocation of responsibility for funding the provision and maintenance of assets and facilities throughout their useful life
 - The funding and financial policies.

- 23 Council is projecting the following operating results for the next 10 years (in \$000's):

Year	2015/ 2016	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	2024/ 2025
Surplus/(Deficit)	2,499	(894)	1,040	2,859	2,100	2,747	2,690	2,877	3,122	2,449

- 24 Council is forecasting to make an operating surplus in all years except 2016/2017. The deficit in 2016/2017 arises primarily due to the forecast costs of forestry harvesting in the year, compared to the forestry revenue. Due to the nature and timing of forestry activities, officers believe this approach is financially prudent. Council needs to confirm this view, however, and therefore in order to meet the requirements of the Act, this report includes a resolution to this effect.

Issues

- 25 There are no further issues to resolve around the LTP unless Councillors have issues they wish to raise.

Factors to Consider

Legal and Statutory Requirements

- 26 A local authority must, at all times, have a LTP.
- 27 The purpose of the LTP is to:
- Describe the activities of the local authority
 - Describe the community outcomes of the local authority
 - Provide integrated decision-making and coordination of the resources of the local authority and provide a long term focus for the decisions and activities of the local authority
 - Provide a basis for accountability of the local authority to the community.
- 28 A LTP must cover a period of not less than 10 consecutive financial years, and include the information required by Part 1 of Schedule 10 of the Local Government Act 2002. It must also include in the plan such detail as the local authority considers on reasonable grounds to be appropriate.

- 29 Council staff have been working closely with Audit New Zealand representatives during the development of the LTP. As a result of a series of audit visits, a number of amendments have already been made to the LTP and associated documents. Audit New Zealand will undertake its final audit on 8-12 June 2015. There may be further changes to the LTP which will be tabled at the Council meeting. It is expected that, subject to the meeting to adopt the LTP, and any changes made by Council at that meeting, an unqualified audit opinion will be received.

Community Views

- 30 Consideration of the communities' view were included as part of preparing the LTP and compiling the supporting information. This was facilitated by the local estimates and ward estimates processes. In addition, discussions occurred with Te Ao Mārama Incorporated on behalf of local iwi. The consultation document and the supporting information were made publicly available on Council's website during the LTP public consultation period. A series of public drop-in sessions were held throughout the District and Council held submission hearings in May 2015.

Costs and Funding

- 31 There are various costs incurred in compiling the LTP including staff costs and budgets. These are included in Council's annual budgets and funded accordingly.

Policy Implications

- 32 The LTP is Council's major mechanism to strategically manage and develop the District. A number of policies have informed the preparation of the LTP and have been previously adopted by Council or been subject to a public consultation process. Council will meet on 24 June 2015 to adopt these policies prior to adopting the LTP.

Analysis

Options Considered

- 33 Adopt the LTP, with amendments as required.
- 34 Not adopt the LTP.
- 35 As a LTP must be adopted before the commencement of the first year to which it relates; adopting the LTP is the only viable option.

Assessment of Significance

- 36 The LTP is a significant decision as it is the primary way that Council is held accountable for public expenditure.

Recommended Option

- 37 The Council adopt the LTP, with amendments as required.

Next Steps

- 38 Following Council's adoption of the LTP it will be made available on the Council's website www.southlanddc.govt.nz. Hardcopies will be available on request.

Attachments

A 10 Year Plan 2015-2025 (separately enclosed) [View](#)

Schedule of Fees and Charges

Record No: R/15/5/9160
Author: Sheree Marrah, Finance Manager
Approved by: Anne Robson, Chief Financial Officer

Decision Recommendation Information

Purpose

- 1 This report presents the Schedule of Fees and Charges (the Schedule) for adoption by Council. The Schedule will be included in the Long Term Plan 2015-2025.

Executive Summary

- 2 During its meeting on 21 May 2015, Council determined that some changes should be made to the draft Schedule of Fees and Charges prior to its adoption. These changes have been made and this report requests that Council adopt the amended Schedule of Fees and Charges.

Recommendation

That the Council:

- a) Receives the report titled “Schedule of Fees and Charges” dated 9 June 2015.
- 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 Schedule of Fees and Charges and agrees to its inclusion in the Long Term Plan 2015-2025.

Content

Background

- 3 The draft Schedule of Fees and Charges was released for public consultation as part of a process which ran parallel with consultation for the draft Long Term Plan 2015-2025.
- 4 During consultation, some issues were identified within the draft Schedule of Fees and Charges, creating the need for amendment. The Schedule of Fees and Charges to this report reflects amendments requested by Council at its meeting on 21 May 2015.

Issues

- 5 Some issues identified during consultation were:
 - The removal of the under verandah lighting charge for Winton. The Winton Community Board expressed a preference for these costs to be covered by the Winton local rate rather than user charges.
 - Alcohol licensing fees were identified by several submitters as a key area of concern. Submissions called for a reduction in fees, despite Council prescribing only the default fees set by the Sale and Supply of Alcohol Act 2012. It was agreed that further assessment of the issues raised in submissions would be assessed as a separate process, undertaken by the Environmental Health team.
 - It is also of note that the proposed changes to dog control fees are being addressed as part of a separate process, undertaken by the Animal and Stock Control team.

Factors to Consider

Legal and Statutory Requirements

- 6 Under Section 150 of the Local Government Act 2002 and Section 36 of the Resource Management Act 1991, Southland District Council may recover the reasonable costs it incurs in providing certificates, authorities, approvals, permits or consents, or undertaking inspections. Other acts, such as the Building Act 2004, also authorise the council to apply fees or charges for certain functions and activities. The Council will also recover as a fee the reasonable costs incurred for responding to and resolving incidents of non-compliance with the relevant legislation from those responsible for the incident.
- 7 The regulatory fees and charges included in the Schedule of Fees and Charges are prescribed under various legislation including the:
 - Building Act 2004
 - Resource Management Act 1991
 - Dog Control Act 1996
 - Local Government Act 2002
 - Fencing of Swimming Pools Act 1987
 - Food Hygiene Regulations 1974
 - Camping Grounds Regulations 1985
 - Amusement Devices Regulations 1978
 - Health (hairdresser) Regulations 1980
 - Food Act 1981
 - Local Government Auckland Transitional Provisions) Fees and Charges Regulations 2010 (if applicable);
 - Various Council bylaws.

- 8 Council has met statutory requirements in relation to consulting on changes to the Schedule of Fees and Charges.
- 9 Alcohol licensing fees are prescribed under the Sale and Supply of Alcohol Act 2012. Council has some room for flexibility in that it can adjust the assessed risk level of a premise however, it is not possible to change the fees listed within this Act unless by way of a Council resolution.

Community Views

- 10 The draft Schedule of Fees and Charges has been the subject of public consultation, conducted in parallel with consultation on the draft Long Term Plan 2015-2025. Hearings for submissions on the draft Schedule of Fees and Charges were held from 19-21 May 2015.
- 11 The majority of concerns raised about fees and charges were in reference to alcohol licensing fees. At its meeting on 21 May 2015, Council determined that this issue would be addressed through a separate piece of work including the investigation of a bylaw to reduce fee categories.

Costs and Funding

- 12 The 2015-25 Long Term Plan includes revenue forecasts associated with the various user fees and charges.

Policy Implications

- 13 The Schedule of Fees and Charges will be included in Council's Long Term Plan 2015-2025. Ongoing issues such as alcohol licensing and dog control fees are being addressed through separate bylaw and policy processes and are the subject of separate consultation.

Analysis

Options Considered

- 14 Council could choose to:
- Option 1: Adopt the Schedule of Fees and Charges (as attached to this report); or
 - Option 2: Adopt a different Schedule of Fees and Charges.

Analysis of Options

Option 1 - Adopt the Schedule of Fees and Charges

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• The Schedule of Fees and Charges reflects reasonable costs incurred by Council for various services and activities. It is legislatively compliant and has been developed to achieve balance between user pays and public good.	<ul style="list-style-type: none">• No notable disadvantages to adopting this Schedule have been identified.

Option 2 - Adopt a different Schedule of Fees and Charges

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">The nature of potential changes that Council may wish to make to the Schedule is unknown and as such no advantages have been identified.	<ul style="list-style-type: none">The Schedule of Fees and Charges has been developed to achieve balance between user pays and public good. Amending the draft Schedule of Fees and Charges would require consideration of this balance and should be done in consideration of community views. Given time constraints which result from the need to include the Schedule in the Long Term Plan 2015-2025, it is unlikely that major changes would be feasible.

Assessment of Significance

- 15 Council has met all requirements for consultation under the Local Government Act 2002 and the Significance and Engagement Policy.

Recommended Option

- 16 It is recommended that Council approve the Schedule of Fees and Charges for inclusion in the Long Term Plan 2015-2025 (Option 1).

Next Steps

- 17 If Council adopts the Schedule of Fees and Charges, the policy will be included in the Long Term Plan 2015-2025 and will provide the basis for fees and charges from 1 July 2015.

Attachments

- A Southland District Council's Schedule of Fees and Charges 2015/2016 (10 Year Plan Updates 5.6.15) [View](#)

Fees and Charges

		2015/2016 (GST incl)
<u>Airport - Te Anau-Manapouri</u>		
Landing Fees		
Weight category ¹ < or = 2,000		\$17.26
2,001 - 4,000		\$34.50
4,001 - 5,700		\$57.50
5,701 - 10,000		\$115.00
10,001 - 20,000		\$230.00
>20,000		\$322.00
Helicopters		\$17.26
Honesty Box Landing Fees		
< or = 2,000 (no GST)		\$15.00
2,001 - 4,000 (no GST)		\$30.00
4,001 - 5,700 (no GST)		\$50.00
Helicopters (no GST)		\$15.00
Overnight Fee		
< or = 2,000		NIL
2,001 - 4,000		NIL
4,001 - 5,700		NIL
5,701 - 10,000	On request	\$57.50
10,001 - 20,000	On request	\$115.00
>20,000	On request	\$172.50
Helicopters		NIL

Item 7.3 Attachment A

¹ MCTOW in kg

Ground Handling Fees		
The ground handling fees include runway inspection, marshalling, toilet servicing as required and security cones		
Without baggage		\$241.50
With baggage (two persons assist)		\$322.00
Additional person		\$80.50
Ground power unit assistance (minimum one hour)		\$172.50
After hours call out fees		\$80.50
Function Centre Fees		
Per night fee		\$350.00
Bond (refundable)		\$200.00
Optional contract clean		\$200.00
<u>Alcohol Licensing</u>		
These fees are set by legislation. The fees collected are those contained in the Sale and Supply of Alcohol (fees) Regulations 2013, and are subject to the fees that may be prescribed by a bylaw authorised by the Sale and Supply of Alcohol (Free-setting Bylaws) Order 2013.		
Application for Class 4 Gambling Venue Certificate		\$816.50
<u>Alfresco Dining</u>		
Administration/application fee	One-off charge	\$120.00
Occupation fee calculated on the area used per square metre per year		\$20.00
The per square metre charge is an annual fee applied to the applicable area as at 30 June each year. For new applications subsequent to this date, the square metre charge will be applied on a pro-rata basis to 30 June.		
<u>Animal Control</u>		
Registration - dog (non-working)		\$30.00
A dog impounded by SDC released to a SDC authorised rehoming provider for either fostering or rehoming (initial registration only)		NIL
Registration - working dog		\$30.00
Late registration - all Dogs		50%

Dog Control Fees		
(a) Dog hearing lodgement fee		\$100.00
(b) Multiple dog licence application fee (subject to multiple dog licensing being adopted by Council in the <i>Dog Control Bylaw 2015</i>)		\$50.00
(c) Sale of collars		\$9.00
Microchipping		
(a) Microchipping of a dog registered by SDC		NIL
(b) Commercial breeders that require more than four pups to be microchipped per registration year		\$30.00 per dog, for the fifth and subsequent dog
Dog Impounding Fees		
(a) Impounding of dogs		\$100.00
(b) Sustenance of impounded dog per day or part thereof		\$15.00
(c) Destruction of impounded dog		\$40.00
Stock Impounding Fees		
(a) Fees for impounding of stock:		
(i) Horses, donkeys, asses, mules, cattle, deer	Per head	\$60.00
(ii) Sheep, goats, pigs, and other stock	Per head	\$30.00
(iii) All stock less than three months of age	Per head	\$10.00
(b) Time taken by Pound Keeper and/or Animal Ranger per hour (inclusive of GST)		\$75.00
(c) Travel by Pound Keeper and/or Animal Ranger per kilometre		\$0.77
(d) Sustenance		Actual Cost
Where stock is conveyed by any vehicle the poundage fee shall include the reasonable costs of the conveyance including the dispatch of the vehicle to the place the stock is found and the return of the vehicle to the place of dispatch.		
Building Consents		
Note:		
<ul style="list-style-type: none"> Where building work and inspections vary from the examples indicated below specific fees will be calculated National multi-use approval applications will have processing components of the fee deducted Indicative building consent fees do not include DBH/BRANZ levies for building work equal to or more than \$20,000.00 in project value 		

Item 7.3 Attachment A

<ul style="list-style-type: none"> Council's preference is for the invoicing of fees at the time of issuing. The exception being Certificate of Acceptance and Alternative Solution/Waiver applications, or where there is history of poor payment, the fees are to be paid at the time of lodging 		
<ul style="list-style-type: none"> Processing time and inspections in excess of those indicated will be invoiced as additional charges 		
<ul style="list-style-type: none"> Costs associated with review of a PS1 will be invoiced as an additional charge. Complex projects may require calculations and/ or a PS2 in support of a PS1. A PS2 design review statement will be required for projects exceeding \$1 million 		
<ul style="list-style-type: none"> Fees and charges outstanding at submission of Form 6 "Application for Code Compliance Certificate" will prevent issuing of the Code Compliance Certificate 		
Processing time charge-out rate:	BC Administration (per hour)	\$109.00
	BC Officers (per hour)	\$171.00
Inspection charge-out rates - allow a site arrival fee plus time on-site for inspection/compiling field notes and any necessary follow-up.	Per 0.75/hr	\$232.00
	Per 1.0/hr	\$275.00
	Per 1.5/hrs	\$360.00
Indicative Building Consent Fees		
Building Work		
Freestanding Solid-Liquid-Gas Fired Heating Unit		\$274.75
0.25 hrs – Processing		
0.75 hrs - Final inspection		
Inbuilt Solid-Liquid-Gas Fired Heating Unit		\$506.75
0.25 hrs – Processing		
0.75 hrs - Pre-installation		
0.75 hrs - Final inspection		
Plumbing - Drainage, Swimming - Spa Pool, Fencing, Demolition, Other Minor works		\$472.50
1.33 hrs - Site-services assessment		
0.50 hrs – Processing		
0.75 hrs - Final inspection		

Farm Building, Dairy Shed, Deck, Conservatory, Garage	PS1 design review	\$704.50
1.33 hrs - Site-services assessment	Pre-pour block inspection	
0.50 hrs – Processing	Pre-cast concrete inspection	
0.75 hrs - Foundation inspection	Pre-lining inspection	
0.75 hrs - Final inspection	Post-lining inspection	
Note: National multi-use approval applications to have processing component of the fee deducted	Drainage inspection	
Altered Dwelling		\$790.00
1.33 hrs - Site-services assessment	PS1 design review	
1.00 hrs – Processing	Plumbing inspection	
0.75 hrs - Pre-lining inspection	Skeleton inspection	
0.75 hrs - Final inspection	Post-lining inspection	
	Drainage inspection	
	Heating unit inspection	
Relocated Dwelling		\$1,022.00
1.33 hrs - Site-services assessment	PS1 design review	
1.00 hrs – Processing	Heating unit inspection	
0.75 hrs - Foundation inspection		
0.75 hrs - Drainage inspection		
0.75 hrs - Final inspection		
Addition to Dwelling		\$1,339.50
1.33 hrs - Site-services assessment	PS1 design review	
1.50 hrs – Processing	Pre-pour block inspection	
0.75 hrs - Foundation inspection	Skeleton inspection	
0.75 hrs - Pre-floor inspection	Plumbing inspection	
0.75 hrs - Pre-lining inspection	Waterproof membrane	
0.75 hrs - Final inspection	Post-lining inspection	
	Pre-plaster inspection	
	Half high brickwork	

Item 7.3 Attachment A

	Drainage inspection	
	Heating unit inspection	
New Dwelling		\$2,842.00
(< 300 m ² floor area)	PS1 design review	
1.33 hrs - Site services assessment	Pre-pour block inspection	
3.00 hrs – Processing	Plumbing inspection	
0.75 hrs - Foundation inspection	Waterproof membrane	
0.75 hrs - Pre-floor inspection	Post-lining inspection	
1.00 hrs - Skeleton inspection	Pre-plaster inspection	
0.75 hrs - Pre-lining inspection	Half high brickwork	
0.75 hrs - Cladding option inspection	Heating unit inspection	
0.75 hrs - Drainage inspection		
1.00 hrs - Final inspection		
Note: National multi-use approval applications to have processing component of the fee deducted		
New Dwelling		\$3,415.00
(> 300 m ² floor area)	PS1 design review	
1.33 hrs - Site-services assessment	Pre-pour block inspection	
4.00 hrs – Processing	Plumbing inspection	
0.75 hrs - Foundation inspection	Waterproof membrane	
0.75 hrs - Pre-floor inspection	Pre-plaster inspection	
1.50 hrs - Skeleton inspection	Half high brickwork	
0.75 hrs - Pre-lining inspection	Heating unit inspection	
0.75 hrs - Post-lining inspection		
0.75 hrs - Cladding option inspection		
0.75 hrs - Drainage inspection		
1.50 hrs - Final inspection		

Note: National multi-use approval applications to have processing component of the fee deducted		
Commercial Accommodation, Commercial Crowd, Commercial Working		\$2,719.00
1.33 hrs - Site-services assessment	PS1 design review	
3.00 hrs – Processing	Pre-pour block inspection	
0.75 hrs - Foundation inspection	Pre-cast concrete inspection	
0.75 hrs - Pre-floor inspection	Plumbing inspection	
1.50 hrs - Skeleton inspection	Waterproof membrane	
0.75 hrs - Pre-lining inspection	Post-lining inspection	
0.75 hrs - Drainage inspection	Pre-plaster inspection	
1.50 hrs - Final inspection	Half high brickwork	
	Heating unit inspection	
Note: National multi-use approval applications to have processing component of the fee deducted		
Processing limits: Occupancy > 1,000	CP-Eng charging rates	
WH and WF, FHC 4, > 3 floors	(Actual times/ins charged)	
Inspection limits: > 4 floors	Standard review charge	\$299.00
Specific design review charges	Further information	\$97.75
	Junior Engineer per hour	\$264.50
	Senior Engineer per hour	\$336.66
	Admin: per hour	\$131.39
	Travel: per km	\$0.92
Other Fees and Charges		
Service Required	Fee/Charges Comprises	
PIM	Project Information Memorandum (PIM only application)	\$171.00
PIM	Project Information Memorandum (issued with consent)	\$16.00
Site service assessment		\$155.00
LIM	Land Information Memorandum (includes single title search)	\$338.00

Item 7.3 Attachment A

DBH levy	\$2.01 per \$1,000.00 (for project values equal to or more than \$20,000.00)	\$2.01
BRANZ levy	\$1.00 per \$1,000.00 (for project values equal to or more than \$20,000.00)	\$1.00
Relocatable Building Report	Single inspection charge + 0.50/hr processing (within SDC area)	\$317.50
Tent/Marquee (> 100 m ²)	Single inspection charge + 0.50/hr processing	\$317.50
Amusement Device Permit	Single inspection charge (subsidised by SDC)	\$11.55
Amend issued Building Consent	Processing time + any additional inspections if necessary	Actual cost
Compliance Schedule/Statement	1.00/hr processing	\$171.00
Compliance Schedule – Amended	0.50/hr processing	\$85.50
Certificate of Public Use	Single inspection charge + 1.50/hrs processing	\$488.50
Certificate of Acceptance	Two inspection charges + 1.50/hrs processing (paid on lodging)	\$720.50
Alternative Solution or Waiver	Assessment of other than minor alternatives (paid on lodging)	\$855.00
Sale of Alcohol Reviews	0.33/hr processing	\$57.00
Building Statistics Report	Per monthly report	\$40.00
Document Filing or Search	0.33/hr processing	\$36.00
Certificate of Title Search	0.33/hr processing	Actual Cost
Copying charge A4	Per sheet	\$1.00
Copying charge A3	Per sheet	\$1.50
Copying charge A2/A1	Per sheet	\$5.00
<u>Community Housing Rents</u>		
Edendale (56 Seaward Road)	Single (per week)	\$93.50
	Double (per week)	\$93.50
Edendale (Pioneer Place)	Single (per week)	\$80.50

	Double (per week)	\$90.50
Lumsden (Tauna Place)	Single (per week)	\$80.50
	Double (per week)	\$90.50
Nightcaps	Single (per week)	\$77.50
	Double (per week)	\$87.50
Ohai	Single (per week)	\$77.50
	Double (per week)	\$87.50
Otautau	Single (per week)	\$80.50
	Double (per week)	\$90.50
Riversdale	Single (per week)	\$80.50
	Double (per week)	\$90.50
Riverton (111 Havelock Street)	Single (per week)	\$93.50
	Double (per week)	\$93.50
Riverton (127 Havelock Street)	Single (per week)	\$80.50
	Double (per week)	\$90.50
Tuatapere	Single (per week)	\$77.50
	Double (per week)	\$87.50
Winton	Single (per week)	\$80.50
	Double (per week)	\$90.50
Wyndham	Single (per week)	\$80.50
	Double (per week)	\$90.50
<u>Contributions - Reserves and Roding</u>		
Reserves and roading contributions may be required through the resource consent process. If contributions are required then they will be taken in accordance with the methodology prescribed in the "Financial Contributions" section of the Proposed District Plan 2012.		

Item 7.3 Attachment A

<u>Environmental Health</u>		
Annual Fee for Premises Requiring Registration or Verification:		
(a) Schedule 1 food premises, eg restaurants, taverns, cafés, grocers that produce food		\$584.00
(b) Schedule 2 food premises, eg petrol stations, grocers that do not produce food		\$292.00
(c) Schedule 3 food premises, eg some clubs, small accommodation providers, horticultural producers, sellers of pre-packaged, shelf stable products		\$146.00
(d) Camping grounds		\$292.00
(e) Offensive trades		\$292.00
(f) Hairdressers		\$219.00
(g) Saleyards		\$146.00
(h) Funeral directors		\$146.00
(i) A hair salon or camping ground at the same property, and operated by the same licensee, as a food premises that is registered or verified.		\$146.00
Fee for establishing a new premise of the type in (a) to (i) above		\$292.00
Penalty for late payments, after 1 January of the registration year of any type in (a) to (i) above		\$50.00

<u>Explanatory Comments</u>		
The owner of the business is required to hold the approval, not the owner of the premises. For example two food businesses operating from the same premises would need to hold separate approvals.		
Mobile shop operators that are approved in their home district are not required to be approved with Southland District Council; although they will still need to be licensed under the Trading in Public Places Bylaw if that is applicable to their operation.		
Where a special inspection and report is requested by the owner or intended purchaser of any existing premises described in (c) to (k) above		\$292.00
Transfer of ownership fee for registered premises		\$50.00
For each re-inspection of a registered premises, or on site follow up of corrective actions of a premise(s) operating under the Food Act 2014, that determines that there are matters still outstanding from a previous inspection or audit		\$146.00
For office based evaluation of evidence provided of compliance with corrective actions of a premise(s) under the Food Act 2014, that determines that there are still matters outstanding		\$73.00
Markets, show days, and similar activities that operate multiple food stalls per event:		
(a) 1-10 food stalls		NIL

(b) 11 and above food stalls		\$292.00
<u>Explanatory comment</u>		
The fees for markets above generally relate to one-off events. For recurring events such as a regular Sunday market, the fees charged would be those in the "All other activities" category below		
Certificate of fitness of a mortuary		\$292.00
Licence under the Trading in Public Places Bylaw:		
(a) Annual fee for trading sites, or any mobile operation		\$50.00
(b) Application to consider a location that is not pre-approved, per Community Board or Community Development Area Subcommittee approval sought		\$146.00
E-coli water sampling fee:		
(a) Each sampling visit of a food premises or camping ground that has a private water supply, for one sample		\$50.00
(b) Each additional sample during the visit in (a) above		\$25.00
Where it has been established that a property is causing a nuisance and the owner has failed to abate the nuisance, the time taken for the Environmental Health Officer to investigate, visit, research, or attend to correspondence/administration, shall be charged at the actual cost calculated at:	Per hour	\$146.00
Monthly sampling of school water supplies, excluding the laboratory costs which are invoiced directly from the laboratory	Per year	\$400.00
There shall be a charge for the search and recovery of readily available documents from the health section records plus photocopying, provided that in the event of there being insufficient details provided to allow the file to be readily located the charge to be actual cost calculated at an hourly rate, plus photocopying	Document search	\$23.00
	Photocopying - A4	\$1.00
	Photocopying - A3	\$1.50
	Photocopying - larger copies	\$5.00
All other activities undertaken by Environmental Health Staff, shall be charged at the actual cost calculated at:	Per hour	\$146.00
<u>Information Management</u>		
Production of maps (excluding requests for property maps from ratepayers for their individual properties)*		\$75.00**
* This fee applies to external customers where there is a commercial gain to be made by the requestor and/or there is a request for 'value added' work. Value added work is where the customer has requested additional information to be shown on a standard property map. Examples include the defining of fence lines and calculation of paddock sizes.		
A standard property map (one that shows the property boundary information layer over the aerial photography image) requested by the owner or occupier of the property does not incur this fee		

Item 7.3 Attachment A

** The fee is standard per property requested, regardless of the size of the printed map or the size of the property		
<u>Interment Fees for Southland District Council Cemeteries</u>		
Standard Interment Five Years Old and Over		
Centre Hill		\$1,584.47
Dipton		\$1,584.47
Edendale		\$1,584.47
Halfmoon Bay		\$1,584.47
Lumsden		\$1,584.47
Lynwood		\$1,584.47
Otautau		\$1,584.47
Otautau RSA (less \$300)		\$1,284.47
Riverton		\$1,584.47
Riverton RSA (less \$200)		\$1,384.47
Nightcaps (Wairio)		\$1,584.47
Wallacetown		\$1,584.47
Winton		\$1,584.47
Woodlands		\$1,584.47
Wreys Bush		\$1,584.47
Wyndham		\$1,584.47
Other Cemetery Fees		
Interment one year old and up to five years old		\$792.23
Interment stillborn and up to one year old		\$396.12
Purchase of Exclusive Right to Burial - standard or ashes plot		\$115.00
Cremated ashes into existing ashes or standard plot - Council to prepare:		
• Grass surface		\$575.00
• Hard surface, ie concrete (and actual costs)		\$115.00
Cremated ashes into existing ashes or standard plot - family or funeral director to prepare and finish site		\$115.00

Stewart Island Cemetery Memorial Wall - placement of plaque		\$57.50
<u>Library Charges</u>		
Loan from another library within the District	Per item	\$0.50
Interloan (New Zealand-wide)	Per item	\$5.00
Subject information	Per search	\$3.00
DVDs	For seven nights	\$2.00
Processing fee - lost/damaged item		\$7.50
Replacement card		\$2.00
Photocopying	Per sheet	\$0.20
Printing from CD Rom	Per sheet	\$0.20
Colour printing A4	Per sheet	\$0.50
Colour printing A3	Per sheet	\$3.00
Fines (adult) (maximum \$6.00 per item)	Per day	\$0.20
Fines (under 16) (maximum \$1.50 per item)	Per day	\$0.10
Reserves	Per item	\$0.50
<u>Local Government Official Information and Meeting Requests</u>		
Official information request		
• First four hours		NIL
• Additional time	Per half hour	\$38.00
Photocopying charges		
• First 50 pages		NIL
• Additional pages	Per page	\$0.20
Other charges that includes:		
• Producing a document by computer or other like equipment		
• Reproducing a photograph, film, video, or audio recording		
• Arranging for the requestor to hear or view an audio or visual recording		
• Providing a copy of any maps, plans, etc.		

Note: These rates are as outlined in the Ministry of Justice guidelines and this policy will be amended to reflect any changes in the Ministry		
The requestor will be notified of the estimated cost of their request before working on it. The requestor then has the option of proceeding, withdrawing, or refining their request.		
<u>Refuse and Transfer Station</u>		
Car loads	Refuse	\$12.00
	Recycling and refuse	NIL
Ute type loads and small trailers	Refuse	\$28.00
	Recycling and refuse	\$14.00
Tandem trailers and high side trailers	Refuse	\$60.00
	Recycling and refuse	\$30.00
Trucks per 1,000 kg gross weight		\$68.00
Trucks per tonne confirmed by weight docket		\$136.00
Unstripped car body surcharge		\$116.00
Stripped car body		\$38.00
Car tyres (each)		\$6.00
4WD tyres (each)		\$12.00
<u>Resource Management Act</u>		
<u>Staff Charge Out Rates for any input into Resource Management Act and Local Government Act Matters</u>		
Resource Management staff	Per hour	\$120.00
Area Engineer	Per hour	\$120.00
Environmental Health Officer	Per hour	\$146.00
Water and Waste Services staff	Per hour	\$120.00
Building Control staff	Per hour	\$171.00
Search Fee of Certificate of Title and Appellation Details	Each	\$40.00
<u>Resource Consents: S.95A - 95F Resource Management Act for Controlled Activity, Discretionary Activity, and Non-Complying Activity</u>		
(a) For applications that can be dealt with under Delegated Authority (ie Non-Notified)	Actual cost plus disbursements, initial non-refundable lodgement and processing fee (each)	\$500.00

(b) For applications requiring limited notification (Limited Notified)	Actual cost plus disbursements, initial lodgement and processing fee	\$1,000.00
(c) For applications requiring notice (Notified)	Actual cost plus disbursements which includes advertising costs and preliminary costs in notification process, initial lodgement and processing fee	\$5,000.00
For processes which will involve hearings of two or more days, a further hearing lodgement and processing fee of \$9,300.00 (15 hours at \$620.00 per hour GST inclusive) will be required to be paid prior to the matter proceeding to a formal hearing. This hearing lodgement and processing fee will be subtracted from the overall cost of the hearing for the purposes of calculating any outstanding processing costs at the end of the process.		
Change or cancellation of consent conditions (S.127 Resource Management Act)	Actual cost plus disbursements, initial lodgement and processing fee	\$360.00
Hearings Charge - Decision-maker(s) and administrative staff time	There is a one hour minimum charge then a pro-rata cost in 15 minute segments of \$155.00 plus disbursements	\$620.00
Plan Change Request	Actual cost plus disbursements which includes advertising costs and preliminary costs in notification process, initial lodgement and processing fee	\$5,000.00
<u>Monitoring Charges</u>		
Compliance Officer	Actual cost plus disbursements (per hour)	\$120.00
Resource Consent breaches - Where it has been established that a breach of a resource consent has occurred, the time taken for the Compliance Officer to investigate, visit, research, or attend to correspondence/administration, shall be charged at the actual cost		
Compliance Officer	Actual cost plus disbursements (per hour)	\$120.00
Requirements and Heritage Orders (per application)	Actual cost plus disbursements, initial lodgement and processing fee (six hours)	\$720.00
Information from files/plans	Actual cost based on staff time plus disbursements (per hour)	\$120.00
Subdivision approvals fee:		
(a) Section 223 certification only		\$120.00
(b) Section 224(c) certification only		\$120.00
(c) Sections 223 and 224(c) certification fee		\$240.00

Item 7.3 Attachment A

Certification of Plans (S.226 Resource Management Act)	Actual cost plus disbursements, initial lodgement and processing fee (per plan)	\$360.00
Certificates of Compliance (S.139 Resource Management Act)	Actual cost plus disbursements, initial lodgement and processing fee (each)	\$360.00
Existing Use Right Certificate (S.139A Resource Management Act)	Actual cost plus disbursements, initial lodgement and processing fee	\$360.00
Outline Plan Approval (S.176A Resource Management Act)	Actual cost plus disbursements, initial lodgement and processing fee	\$240.00
Extension of Time (S.125 Resource Management Act)	Actual cost plus disbursements, initial lodgement and processing fee	\$120.00
Transfer of consent (S.134 Resource Management Act)	Actual cost plus disbursements, initial lodgement and processing fee (each)	\$120.00
Removal of Designation (S.182 Resource Management Act)	Actual cost plus disbursements, initial lodgement and processing fee	\$120.00
Alteration of Designation (S.183 Resource Management Act)	Actual cost plus disbursements (per hour)	\$120.00
Processing of an Objection (S.357 and 357A Resource Management Act)	Actual cost plus disbursements if the objection is not upheld (per hour)	\$120.00
Legal Consultant (where Council refers matters to its Resource Management legal consultant for legal advice, and/or attendance by the legal consultant at hearings)		Actual cost plus disbursements
Overseas Investment Certificates	Actual cost plus disbursements, initial lodgement and processing fee	\$240.00
Other Legislation relating to subdivision activity		
Right of Way Approval (S.348 Local Government Act 1974)	Actual cost plus disbursements, initial lodgement and processing fee	\$360.00
Cancellation of Building Line Restriction (S.327A Local Government Act 1974)	Actual cost plus disbursements, initial lodgement and processing fee	\$360.00
Cancellation or variation of easements (S.221, 241, 348)	Actual cost plus disbursements, initial lodgement and processing fee	\$240.00
Removal of Interests on titles	Actual cost plus disbursements, initial lodgement and processing fee	\$240.00
Building Act certificates (S.73 and 77)	Actual cost plus disbursements, initial lodgement and processing fee. (Includes certificate fee of \$176 but may be subject to change by LINZ)	\$240.00

Fees set by the Resource Management Act (Infringement Offences) Regulations 1999		
Contravention of S.9 Resource Management Act (Restrictions on use of land)		\$300.00
Contravention of an Abatement Notice [other than a notice under S.322(1)(c)]		\$750.00
Contravention of S.22 Resource Management Act (Failure to provide certain information to an Enforcement Officer)		\$300.00
Contravention of Excessive Noise Direction under S.327 Resource Management Act		\$500.00
Other Matters		
Processing application for exemption under the Subdivision Land Use and Development Bylaw 2012	Actual cost plus disbursements, initial lodgement and processing fee	\$240.00
All other activities undertaken by Resource Management staff	Actual cost (per hour)	\$120.00
Where pre-application meetings are sought for large projects or there are multiple meetings for other consents then Council can charge the officers' time to the potential applicant	Per hour	\$120.00
Notes:		
Disbursements recoverable are 100% of actual costs. This may include vehicle and travel costs, public notification, typing, photocopying, postage, photography and any other incidental expenses attributable to the matter for which a charge is being levied		
The chargeout rate for vehicles	Per kilometre	\$0.85
Please note: Where an initial "lodgement and processing fee" is required this must be paid at the beginning by the applicant in order for the application to be considered complete and start the processing time clock under the Resource Management Act. However, if there is additional time required to process the application then the actual cost will be charged resulting in a further invoice.		
<u>Riverton Harbour Licensing Fees</u>		
Wharf fee	Per metre	\$14.96
Transfer fee		\$154.34
<u>Road Reserve and Services Fees</u>		
Stock Management		
Stock crossing at grade - no annual charge + \$10.00 replacement tag fee + \$50.00 extra site visit	Bond (no GST)	\$1,500.00
	Fee	\$180.00
Stock races	Bond (no GST)	\$250.00
	Fee	\$180.00

Stock droving	Bond (no GST)	NIL
	Fee	\$65.00
Drainage		
Lower a road culvert	Bond (no GST)	\$250.00
	Fee	\$180.00
Drainage on roadsides	Bond (no GST)	\$250.00
	Fee	\$180.00
Stormwater connection to kerb and channel	Bond (no GST)	\$250.00
	Fee	\$65.00
Crossings/Vehicular Accessways		
Urban – unsealed	Bond (no GST)	\$250.00
	Fee	\$65.00
Urban – sealed	Bond (no GST)	\$500.00
	Fee	\$65.00
Commercial urban/rural (includes dairy tanker access)	Bond (no GST)	\$1,500.00
	Fee	\$180.00
Rural – private	Bond (no GST)	\$500.00
	Fee	\$180.00
Carriageway		
Public/private utilities and services on roadsides (treat as a road opening)	Bond (no GST)	\$250.00
	Fee	\$180.00
Stock underpasses (+ Deed of Grant at \$100.00)	Bond (no GST)	\$1,500.00
	Fee	\$180.00
Requests to physically form roads	Bond (no GST)	NIL
	Fee (\$120.00/hr plus disbursements and/or \$267.50/hr for special Council meeting and \$534/hr thereafter for special Council meeting, plus disbursements)	\$460.00

Stopping of roads	Bond (no GST)	NIL
	Fee (\$120.00/hr plus disbursements and/or \$267.50/hr for special Council meeting and \$534/hr thereafter for special Council meeting, plus disbursements)	\$460.00
Temporary closure of roads for public events (treat as a road opening)	Bond (no GST)	NIL
	Fee	\$65.00
Temporary closure of roads for roading purposes (treat as a road opening)	Bond (no GST)	NIL
	Fee	\$65.00
Road Margin		
Dust suppression	Bond (no GST)	NIL
	Fee	\$65.00
Signs on roads	Bond (no GST)	NIL
	Fee (resource consents)	\$65.00
Road margin planting	Bond (no GST)	NIL
	Fee	\$65.00
Cultivation of road margin	Bond (no GST)	NIL
	Fee	\$65.00
Storage on the road margin (type 3 roads only)	Bond (no GST)	NIL
	Fee	\$65.00
Whitebait huts	Bond (no GST)	NIL
	Fee	\$65.00
Permanent fencing in the road margin	Bond (no GST)	NIL
	Fee	\$180.00
RAPID numbering	Bond (no GST)	NIL
	Fee	\$173.78
Roading Utility Applications		
Connect drain to kerb and channel	Bond (no GST)	\$250.00

	Fee	\$107.33
Connect to piped utilities (Urban or rural water supply, stormwater and wastewater)	Bond (no GST)	\$250.00
	Fee	\$311.78
Alteration to existing rural water service connection (change in unit allocation only)	Bond (no GST)	NIL
	Fee	\$230.00
Fee structures based on the following averaged costs:		
• \$50.00 = ¼ hr @ \$120.00 + ¼ hr @ \$80.00 (excl) (Engineer + Administration)		
• \$150.00 = 1 hr @ \$120.00 + ¼ hr @ \$80.00 (excl) (Engineer + Administration)		
Bonds are established to reflect the costs Council might be exposed to if needed to complete works when another party defaults. However the bonds reflect the likely minimum cost to undertake simple tasks rather than location specific, and to keep such compliance costs to a minimum.		
Permits shall have a two year period before expiring		
Bonds shall be released on satisfactory completion of the permitted activity		
<u>SIESA - Electricity Charges</u>		
General tariffs and charges for SIESA are to be reviewed each December following an analysis of electricity use on the Island		
Meter Reading		
Invoicing is undertaken on a monthly basis		
All payments are to be made to:		
Stewart Island Electrical Supply Authority, PO Box 903, Invercargill, or		
Council office in Ayr Street, Stewart Island		
Residential Connections		
Standard rate per unit		\$0.59
Night rate per unit		\$0.51
Fixed monthly charge		\$87.55
<u>New Connections</u>		
New consumer connection fee		\$287.50
Capital development charge		\$1,725.00
All new connections (or load extensions that increase the base load by 2 kW or more) require an application for supply form to evaluate potential load and voltage problems		

A new consumer connection fee must be paid before the power can be turned on. This fee covers the installation of one meter in the consumer provided meter box, the connection at the boundary, and administrative costs.		
A capital development charge is payable for all new power connections. The charge will be payable by the owner/applicant at the time an application for a new power connection is made (a small number of properties have paid this fee at the time of subdivision and will not be required to pay the capital development charge at the time of connection).		
Notes:		
* All costs of connection within the consumer boundary are the responsibility of the consumer		
* The cost of extensions or upgrades to the network as a result of an application for supply will be the responsibility of the applicant. This work must be approved by SIESA before commencing and can only be done by a SIESA approved contractor.		
<u>Existing Connections</u>		
Water heating/night rate meter installation		\$287.50
Disconnection fee (no monthly charge after)		\$92.00
Reconnection fee (new consumer/applicant)		\$138.00
Connection bond (new consumer, if applicable)	No GST	\$150.00
Water heating and night rate (suitable for space heaters - small freezers), and special domestic outlet sockets. Time controlled for a maximum of eight hours between the hours of 10.30 pm and 7.30 am. Domestic outlets are to be labelled "night rate".		
Vacating consumers must advise the Southland District Council Office, Ayr Street		
Stewart Island (telephone 03 219 1049) or (0800 732 732) to arrange a final meter reading and to advise of the consumer name change. Four working days' notice is required.		
All installations disconnected for six months or more requires a re-inspection by an Electrical Inspector before re-livening. The consumer is responsible for all costs associated with the re-inspection plus the reconnection fee.		
A refundable connection bond will be required for connections where the consumer/applicant is not the property owner, refer to the SIESA Terms and Conditions - bonds for details. The bond must be paid prior to connection. If the power is already connected it will be disconnected if the bond remains unpaid after one month of power consumption.		
Commercial Connections		
Standard unit rate		\$0.59
Night rate per unit		\$0.51
Fixed monthly charge		\$238.22

Item 7.3 Attachment A

<u>New Connections</u>		
New consumer connection fee		\$287.50
Capital development charge		\$1,725.00
The new consumer connection fee shown is a minimum amount chargeable. Actual cost may vary depending on the size and complexity of the connection process. Installation costs may be by negotiation (confirmed in writing by the Authority).		
A new consumer connection fee must be paid before the power can be turned on		
This minimum fee covers the installation of one meter in the consumer provided meter box, the connection at the boundary, and administrative costs		
A capital development charge is payable for all new power connections. The charge will be payable by the owner/applicant at the time an application for a new power connection is made.		
Notes:		
* All costs of connection within the consumer boundary are the responsibility of the consumer		
* The cost of extensions or upgrades to the network as a result of an application for supply will be the responsibility of the applicant. This work must be approved by SIESA before commencing and can only be done by a SIESA approved contractor.		
<u>Existing Connections</u>		
Disconnection fee (no monthly charge)		\$460.00
Reconnection fee (new consumer/applicant)		\$460.00
All installations disconnected for six months or more require a re-inspection by an Electrical Inspector before re-livening. The consumer is responsible for all costs associated with the re-inspection plus the reconnection fee.		
Temporary Supply		
Monthly fee (payable in advance)		\$239.20
Standard unit rate (as per residential rate)	Per unit	\$0.59
The applicant/consumer is responsible for all costs related to the temporary supply plus the fees as stated above		
A temporary supply is valid for 90 days only. An extension of time requires an Electrical Inspector's re-inspection, organised by and actual costs payable by the applicant/consumer.		
Electrical Inspector's re-inspection, organised by and actual costs payable by the applicant/consumer		
Distributed Generation		
Subject to its terms and conditions set out in Schedule 1 of the SIESA Domestic Contract, SIESA will buy the electricity generated by residents at the rate of \$0.20c per kilowatt per hour, inclusive of GST		\$0.20

Please note that residents may be liable for income tax and GST in respect of the sale		
The accounting for and the payment of those taxes are residents responsibility		
Other Chargeable Fees		
Not metered and special connections		\$552.00
Late payment fee (+10% if applicable)		\$97.75
Meter testing		\$97.75
Temporary supply and caravan inspection		\$97.75
Dis/re-connection due to non-payment of account		\$97.75
The fee for a not metered or special connection is an annual fee (1 July - 30 June) payable in advance		
Payments are due on the 20th of each month. A late payment fee will be charged if payment is not received before the 20th of the month after the due date (ie one full month after the original due date).		
Notes:		
Tariffs for water heating, night rate and commercial connections will apply only to economic installations		
Metered connections cannot be shared across property boundaries		
Individual dwelling on the same property must each have its own meter		
<u>Stewart Island Jetties</u>		
Wharf and jetty user annual fee		\$1,350.00
<u>Stewart Island/Rakiura Visitor Levy</u>		
Inbound levy fee from passengers of approved operators		\$2.50
Outbound levy fee from passengers of approved operators		\$2.50
Levy fee for freedom travellers		\$5.00
Replacement fee for lost, stolen, or damaged Stewart Island/Rakiura Visitor Levy photo identification cards		\$5.00
<u>Trade Waste Charges</u>		
Discharge charges for trade waste premises (non-domestic) will be assessed as follows:		
1. For all properties that have occupiers who are not required to have a conditional trade waste consent the charge will be based on the accessed number of Units of Demand (UoD) for the property multiplied by the Uniform Annual Charge (UAC) for the local sewerage rate. The UoD will be assessed in accordance with Council's Development Contribution Policy contained within the 10 Year Plan.		

2. For all properties that have occupiers who are required to have a conditional trade waste consent the charge will be based on the assessed number of Equivalent Units of Demand (EUoD) for the property multiplied by the Uniform Annual Charge (UAC) for the local sewerage rate. The EUoD will be assessed based on a specific assessment of loadings from the consent holder. The EUoD assessment will be made by summation weighting of the specific loading characteristics as follows:		
<ul style="list-style-type: none"> Volume (V) 40%, Biological Oxygen Demand (BOD) 30% Suspended Solids (SS) 30% when compared to a 1x UoD characteristic of V = 920 litres/day, BOD = 260 grams/day, SS = 320 grams/day 		
For any consent holders who exceed the consent limits, a multiplier of two will be applied to the reassessed EUoD (following the non-compliance) for the remaining consent period		
This is in addition to any other remedies for consequential cost recovery		
Council may from time to time undertake review assessments of UoD for individual properties. Where the assessed UoD differs from the current local rate then the number of units applied to the property will be modified and the property owner will be notified of this in writing.		
Demand capital charges (for capacity)		
Demand capital costs required for the provision of demand capacity could be charged for in accordance with Council's Development Contribution Policy contained within the 10 Year Plan where the proposed loadings can be accommodated within the planned capacity of the sewerage system. However, where any application for conditional trade waste consent has the potential to impose a significant additional demand on the sewerage system, beyond its planned capacity, then specific demand capital charges will be a condition of the consent.		
Administrative Charges		
Trade waste application fee - base fee with application		\$236.80
Extra time over two hours will be charged at:	Per hour plus disbursements	\$118.39
Inspection fee - actual cost	Per hour plus disbursements	\$118.39
Compliance monitoring - actual cost	Per hour plus analysis plus disbursements (including re-inspection)	\$118.39
Annual Administration fee for Waste Consent Holder - actual cost	Per hour plus disbursements	\$118.39
Tankered Waste Charge	Per tanker load	\$80.00
Except for the application base fee (required at time of application) all other administrative charges are due for payment by 20th of the month following invoice		
Water Tanker Charges		
Fees and charges applicable to the extraordinary supply of water from fire hydrants or tanker filling points on Council reticulated supplies:		
Application fee for tankered water permit (Includes initial inspection of one tanker and backflow prevention)		\$280.41

Annual administration fee for existing permit holder (Includes annual inspection of one tanker and backflow prevention)		\$236.27
Tanker and backflow prevention inspection fee (For repeat inspections, when required)		\$116.84
Additional tanker inspections (For inspection of additional tankers, carried out at the same time and location as initial, annual or repeat inspection)	Each	\$15.57
Supervision by Council contractor while drawing water (When required by Council, fee per hour, minimum one hour charge)		\$58.42
Standard charge for supply of water per cubic metre (1,000 L)		\$1.76
<u>Wheelie Bin</u>		
New/additional wheelie bin administration fee		\$20.00
New/additional recycling bin collection fee (per month charge from 1st of the month following request bin to 30 June of the following year)		\$11.50
New/additional rubbish bin collection fee (per month charge from 1st of the month following request bin to 30 June of the following year)		\$11.50

Item 7.3 Attachment A

Rates Resolution - Setting Rates for the Financial Year 1 July 2015 to 30 June 2016

Record No: R/15/5/7896
Author: Shelley Dela Llana, Accountant
Approved by: Anne Robson, Chief Financial Officer

Decision Recommendation Information

Purpose

- 1 Council is required to formally set its rates, due dates for the payment of rates, and any details of penalties the Council wishes to add in accordance with the Local Government (Rating) Act 2002.

Executive Summary

- 2 This report lists the various rates that have been calculated for the financial year 1 July 2015 to 30 June 2016. These rates are included in the Council's 2015-2025 10 Year Plan.

Recommendation

That the Council:

- a) Receives the report titled “Rates Resolution - Setting Rates for the Financial Year 1 July 2015 to 30 June 2016” dated 15 June 2015.
- b) Determines that this matter or decision be recognised as significant in terms of Section 76 of the Local Government Act 2002 and consultation on this has occurred as part of the 10 Year Plan process.
- 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) Sets the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing on 1 July 2015 and ending on 30 June 2016.

Uniform Annual General Charge

Pursuant to Section 15(1)(a) of the Local Government (Rating) Act 2002, a uniform annual general charge of \$360.46 per rating unit on every rateable rating unit within the Southland District.

General Rate

Pursuant to Section 13(2)(a) of the Local Government (Rating) Act 2002, a general rate of \$0.00043466 in the dollar on the capital value of all rating units within the Southland District.

Targeted Rates

Community Facilities Rates

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, the following uniform targeted rates in respect of each separately used or inhabited part of a rateable rating unit situated in the following Community Facility Areas:

Community Facility Areas	Charge	Community Facility Areas	Charge
Aparima Hall	\$39.13	Myross Bush Hall	\$26.09
Athol Memorial Hall	\$79.41	Nightcaps Hall	\$65.08
Balfour Hall	\$34.78	Ohai Hall	\$49.03
Blackmount Hall	\$50.00	Orawia Hall	\$49.68
Browns Hall	\$25.84	Orepuki Hall	\$56.19
Brydone Hall	\$43.48	Oreti Plains Hall	\$61.50
Clifden Hall	\$43.48	Otahuti Hall	\$26.09
Colac Bay Hall	\$47.83	Otapiri-Lora Gorge Hall	\$130.00
Dacre Hall	\$37.39	Otautau Hall	\$24.00
Dipton Hall	\$42.40	Riversdale Hall	\$41.00
Dunearn-Avondale Hall	\$8.70	Ryal Bush Hall	\$35.70
Eastern Bush Hall	\$65.22	Seaward Downs Hall	\$36.10
Edendale Hall	\$22.53	Stewart Island Hall	\$60.87
Five Rivers Hall	\$38.00	Thornbury Hall	\$68.18
Fortrose Domain	\$20.09	Tokanui-Quarry Hills Hall	\$58.71

Glenham Hall	\$40.00	Fiordland Community Event Centre	\$34.78
Gorge Road Hall	\$42.23	Tuatapere Hall	\$34.38
Heddon Bush Hall	\$60.00	Tussock Creek Hall	\$26.09
Hedgehope-Glencoe Hall	\$46.28	Tuturau Hall	\$37.14
Hokonui Hall	\$57.88	Waianiwa Hall	\$60.00
Limehills Hall	\$52.16	Waikaia Recreation Hall	\$46.00
Lochiel Hall	\$30.43	Waikawa Community Centre	\$25.40
Lumsden Hall	\$29.63	Waimahaka Hall	\$38.55
Mabel Bush Hall	\$24.90	Waimatuku Hall	\$30.83
Manapouri Hall	\$30.85	Wairio Community Centre	\$31.59
Mandeville Hall	\$42.00	Wallacetown Hall	\$34.78
Mataura Island Hall	\$23.70	Winton Hall	\$19.14
Menzies Ferry Hall	\$35.00	Wreys Bush Hall	\$79.23
Mimihau Hall	\$47.83	Wrights Bush Hall	\$26.52
Mokoreta-Redan Hall	\$78.54	Wyndham Hall	\$36.17
Mossburn Hall	\$60.00		

Roading Targeted Rate

Pursuant to Sections 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate of \$57.43 per rateable rating unit within the Southland District and;

Pursuant to Sections 16(3)(a) and 16(4)(b) of the Local Government (Rating) Act 2002, a differential rate in the dollar of capital value for all rateable rating units:

Commercial	\$0.00130601
Dairy	\$0.00093907
Farming non-dairy	\$0.00053112
Forestry	\$0.00690643
Industrial	\$0.00130548
Lifestyle	\$0.00046780
Mining	\$0.01928173
Other	\$0.00014034
Residential	\$0.00046780

Regional Heritage Targeted Rate

Pursuant to Sections 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate of \$29.67 in respect of each separately used or inhabited part of a rateable rating unit situated in the Southland District.

Waste Management Targeted Rate

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate of \$74.48 per rating unit on every rating unit within the Southland District excluding Stewart Island; and

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a rate of \$0.00003444 in the dollar of capital value across all rating units within the Southland District excluding Stewart Island.

Local Targeted Rates (Ward, Community Board, Community Development Area, Town)

Pursuant to Sections 16(3)(b), 16(4)(a) or 16(4)(b) of the Local Government (Rating) Act 2002, the following rates per rateable rating unit/rate in the dollar on the land value of all rateable rating unit within the below areas:

Local Targeted Rates	Targeted Rate per rating unit	Rate in the dollar on land value
Mararoa Waimea Ward		\$0.00003618
Waiau Aparima Ward		\$0.00004740
Waihopai Toetoes Ward		\$0.00003119
Winton Wallacetown Ward		\$0.00002166
Edendale-Wyndham Community Board	\$121.33	
Otautau Community Board Residential		\$0.02099022
Otautau Community Board Commercial		\$0.04198043
Otautau Community Board Rural		\$0.00002099
Riverton/Aparima Community Board (excludes Rural)		\$0.00322632
Riverton/Aparima Community Board Rural		\$0.00032263
Stewart Island/Rakiura Community Board		\$0.00111419
Te Anau Community Board Residential	\$286.60	
Te Anau Community Board Commercial	\$573.20	
Te Anau Community Board Rural	\$71.65	
Tuatapere Community Board (excludes Rural)	\$170.30	
Tuatapere Community Board Rural	\$34.06	
Wallacetown Community Board	\$134.61	
Winton Community Board	\$211.70	
Athol Community Development Area	\$62.57	
Balfour Community Development Area	\$201.68	
Browns Community Development Area	\$171.88	
Colac Bay Community Development Area	\$74.09	
Dipton Community Development Area	\$78.86	
Garston Community Development Area	\$53.83	
Gorge Road Community Development Area	\$27.11	
Limehills Community Development Area	\$63.65	
Lumsden Community Development Area	\$249.69	
Manapouri Community Development Area	\$217.80	
Mossburn Community Development Area		\$0.01059518
Nightcaps Community Development Area	\$129.26	
Ohai Community Development Area	\$180.40	
Orepuki Community Development Area	\$83.54	
Riversdale Community Development Area	\$144.80	
Thornbury Community Development Area	\$89.70	
Tokanui Community Development Area	\$168.47	
Waikaia Community Development Area		\$0.00272753
Woodlands Community Development Area	\$180.11	
Drummond Village Local	\$45.11	

Swimming Pool Targeted Rates

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, the following uniform targeted rates in respect of each separately used or inhabited part of a rateable rating unit situated in the following Swimming Pool Areas:

Swimming Pool Area	Charge	Swimming Pool Area	Charge
Edendale	\$4.37	Takitimu	\$19.47
Fiordland	\$14.95	Tuatapere Ward	\$12.83
Otautau	\$18.26	Winton	\$10.00
Riverton	\$17.98		

Te Anau-Manapouri Airport Targeted Rate

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate of \$111.43 per rateable rating unit within the Te Anau Manapouri Airport Area.

Stewart Island Waste Management Targeted Rate

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate of \$284.45 in respect of each separately used or inhabited part of a rating unit situated in the Stewart Island Waste Management Area.

Rubbish Bin Collection Targeted Rate

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate of \$122.17 per bin where the collection service is actually provided.

Recycling Bin Collection Targeted Rate

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate of \$122.17 per bin where the collection service is actually provided.

Te Anau Rural Water Scheme Targeted Rates

Pursuant to Sections 16(3)(b) and 16(4)(b) of the Local Government (Rating) Act 2002, the rates as outlined below:

A connection charge by way of a uniform targeted rate of \$484.76 per restricted connection.

In regards to the supply of water, the following rates or combination of below will apply to each rating unit:

- Pursuant to Section 19(2)(b), a uniform targeted rate of \$323.17 for each unit supplied to the rating unit.
- For rating units with an allocation of multiples of 7.7 units, a uniform targeted rate of \$2,488.40 for every 7.7 units allocated.
- For rating units allocated half a unit, a uniform targeted rate of 50% of a unit being \$161.58. For this to apply, the rating unit must already receive at least 1 unit.

Matuku Rural Water Scheme Targeted Rate

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate of \$217.65 for each unit made available to the rating unit.

Metered Property Water Supply Targeted Rate

Pursuant to Section 19 of the Local Government (Rating) Act 2002, a rate for actual water consumption of \$0.93 per cubic metre.

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a fixed charge of \$147.83 per meter.

District Water Targeted Rate

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, the rates are assessed on a differential basis:

- For all rating units without meters that are connected to a water supply scheme or are within the scheme rating boundary, a uniform targeted rate of \$335.71 for each SUIP of the rating unit for residential properties and for each rating unit for non-residential properties.
- For rating units with water troughs with direct feed from Council’s water mains, a uniform targeted rate of \$67.14 per trough.
- For vacant non-contiguous rating units within the scheme rating boundary, a uniform targeted rate of \$167.85 being half of one unit rate for the provision of the service due to the ability to connect to the scheme.

Sewerage Targeted Rates

Pursuant to Sections 16(3)(b) and 16(4)(b) of the Local Government (Rating) Act 2002, the following rates:

- For all residential rating units either connected or able to be connected, a uniform targeted rate of \$343.30 for each SUIP of the rating unit.
- Where the rating unit is able to be connected and is vacant land, a uniform targeted rate of \$171.65 per rating unit.
- All other properties either connected or able to be connected, a uniform targeted rate of \$343.30 for each pan/urinal.

Woodlands Septic Tank Cleaning Targeted Rate

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate of \$32.26 in respect of each separately used or inhabited part of a rating within the Woodlands Septic Tank Cleaning Area.

Water Supply Loan Targeted Rates

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate per unit on the option that the ratepayer has previously chosen to pay either a one-off capital contribution for a new scheme or pay it over a selected period as below:

Water Supply Loan Rates	Charge
Edendale Water Loan Charge - 10 years	\$252.29
Edendale Water Loan Charge - 15 years	\$229.75
Edendale Water Loan Charge - 25 years	\$156.37
Wyndham Water Loan Charge - 10 years	\$239.59
Wyndham Water Loan Charge - 15 years	\$213.42
Wyndham Water Loan Charge - 25 years	\$150.04

Sewerage Supply Loan Targeted Rates

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate per unit on the option that the ratepayer has previously chosen to pay either a one-off capital contribution for a new scheme or pay it over a selected period as below:

Sewerage Supply Loan Rates	Charge
----------------------------	--------

Edendale Sewerage Loan - 10 years (incl connection cost)	\$1,048.10
Edendale Sewerage Loan - 15 years (incl connection cost)	\$888.44
Edendale Sewerage Loan - 25 years (incl connection cost)	\$636.71
Edendale Sewerage Loan - 10 years (excl connection cost)	\$1,158.00
Edendale Sewerage Loan - 25 years (excl connection cost)	\$555.88
Gorge Road Sewerage Loan - 15 years	\$473.89
Oban Sewerage Loan Charge Extension - 15 years	\$580.60
Tuatapere Sewerage Loan Charge - 15 years	\$602.83
Tuatapere Sewerage Loan Charge - 25 years	\$449.94
Wallacetown Sewerage Loan Charge - 15 years	\$417.22
Wallacetown Sewerage Loan Charge - 25 years	\$327.90
Wyndham Sewerage Loan - 10 years (incl connection cost)	\$995.16
Wyndham Sewerage Loan - 15 years (incl connection cost)	\$731.67
Wyndham Sewerage Loan - 25 years (incl connection cost)	\$605.78
Wyndham Sewerage Loan - 10 years (excl connection cost)	\$778.58
Wyndham Sewerage Loan - 15 years (excl connection cost)	\$594.50
Wyndham Sewerage Loan - 25 years (excl connection cost)	\$457.19

Sandy Brown Road Utility Loan Targeted Rate

Pursuant to Sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, a uniform targeted rate of \$122.79 per rating unit.

- e) Resolves that the rates, detailed in recommendation (d) of this paper for the year commencing 1 July 2015 and concluding on 30 June 2016 are set exclusive of Goods and Services Tax (GST). GST will be applied when rates are assessed for 2015/16.
- f) Resolves under Section 24 of the Local Government (Rating) Act 2002 that all rates will be payable in four equal instalments with the due dates for payment being:
- Instalment One - 28 August 2015
 - Instalment Two - 27 November 2015
 - Instalment Three - 26 February 2016
 - Instalment Four - 27 May 2016

The due date for metered water targeted rates will be the 20th of the month following invoice date.

- g) Resolves under Sections 57 and 58 of the Local Government (Rating) Act 2002 to apply penalties to unpaid rates as follows:
- A penalty of 10% on the amount of any part of an instalment remaining unpaid after a due date in recommendation (f) above, to be added the next working day following the due date.
 - A further penalty of 10% on any amount of rates assessed in previous years and remaining unpaid at 2 July 2015.
- h) Has delegated authority to remit penalties to the Chief Financial Officer and Revenue Manager.
- i) Resolves that under Section 54 of the Local Government (Rating) Act 2002 where rates charged on a rating unit are less than or equal to ten dollars, Council will not collect these as it believes it to be uneconomic.
- j) Agrees that valuation roll and rate records for the District of Southland are

open for inspection by ratepayers at all District offices (as listed below), during normal office hours:

- Invercargill Office
15 Forth Street, Invercargill 9810
- Lumsden Office
18 Diana Street, Lumsden 9730
- Otautau Office
174 Main Street, Otautau 9610
- Riverton Office
117 Palmerston Street, Riverton 9822
- Stewart Island Office
Ayr Street, Oban, Stewart Island 9846
- Te Anau Office
116 Town Centre, Te Anau 9600
- Winton Office
1 Wemyss Street, Winton 9720
- Wyndham Library
41 Balaclava Street, Wyndham 9831
- Mobile Bookbus

k) Agrees the following options be available for payment of rates shall be payable:

- Direct Debit
- Credit card (Visa or Mastercard)
- Internet banking, telephone
- By cash, cheque or Eftpos

Content

Background

- 3 Council has adopted the 2015-2025 10 Year Plan. This paper provides for the Council to set rates for the year commencing on 1 July 2015 and ending on 30 June 2016.
- 4 Rates for the 2015/16 year are set out on a GST exclusive basis. GST will be added when rates are assessed for 2015/16 to provide the total amount due.
- 5 Where a targeted rate applies to a particular area, reference is made within the Funding Impact Statement (Rates section) of Council's 10 Year Plan of the land map detailing this. These maps can be viewed at www.emap.southlanddc.govt.nz.
- 6 Definitions of rating terminology and applicability are explained at the beginning of the Funding Impact Statement (Rates section) of Council's 10 Year Plan.
- 7 Under Section 54 of the Local Government (Rating) Act 2002, Council has the option to not collect small amounts, if Council is of the opinion that it is uneconomic to do so.
- 8 Rates are calculated annually on all rateable rating units, deductions are then made to those rating units that apply for remissions under Councils Remission and Postponement of Rates policy. The smallest balance to be collected for 2015/16 is 11 cents. Council is required to send assessments for these balances unless it deems it uneconomic to collect. Where a Council resolves not to collect these balances Council must still notify the ratepayer that it will not collect the rates on the related rating unit.
- 9 Council has always sent all rates assessments out to ratepayers irrespective of the balance owing however in reviewing the rates to be collected for 2015/16, Council staff have noted the following,

10

Annual Rate to be collected (GST incl)	Number of assessments	Total rates to be collected (GST excl)	Average rate per assessment (GST excl)
Under \$5	133	\$310	\$2.33
\$5 to \$10	171	\$1,108	\$6.48
\$10 to \$15	147	\$1,596	\$10.86

- 11 Typically these rates are on vacant contiguous residential sections that receive no services. In these cases the ratepayers of these properties do have another property beside this property and hence will be paying more than one rate notice. However often when the rates are paid for multiple properties they are paid as one lump sum with little or no information to identify the individual properties paid. Considerable staff time can be spent in transferring payments to the correct rating unit.
- 12 The cost of postage, printing and stationery for each assessment is approximately \$2.30 (GST excl) plus staff costs.
- 13 Based on the above Council staff are recommending that Council resolve to not collect rates where the rates assessment is for amounts less than \$10 GST inclusive.

Factors to Consider

Legal and Statutory Requirements

- 14 Under Section 23(1) of the Local Government (Rating) Act (LGRA), the Council is required to set its rates by resolution.

- 15 Section 24 of the LGRA requires that the Council state the due date for payment of the rates in its resolution setting rates.
- 16 Section 57 of the LGRA states that a local authority may, by resolution, authorise penalties to be added to rates that are not paid by the due date. The resolution must state how the penalty is calculated and the date the penalty is to be added to the amount of unpaid rates. Section 58 of the LGRA sets out the penalties that may be imposed.
- 17 Pursuant to Section 23(5) of the LGRA, a copy of this rates resolution will be sent to the Secretary of Local Government within 20 working days.

Community Views

- 18 The information in this report has been out for public consultation as part of the 10 Year Plan process.

Costs and Funding

- 19 Financial considerations have been dealt with by the preparation of the 10 Year Plan and the budgeting process used to determine District and Local Area Rates.

Policy Implications

- 20 The rates resolution is to set the rates as detailed in the Rates Funding Impact Statement from Council's 10 Year Plan that has been the subject of consultation.

Analysis

Options Considered

- 21 Considered all options as part of the preparation of the 10 Year Plan and revised during the submission process.

Analysis of Options

Option 1 - Adopt the rates, penalties and due dates

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Adhering to LGRA requirements The rates have been consulted on as part of the 10 Year Plan The rates reflect those adopted within the Funding Impact Statement in the 10 Year Plan. 	<ul style="list-style-type: none"> None.

Option 2 - Make changes as required by Council

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> None. 	<ul style="list-style-type: none"> Timing issues on work being completed within statutory deadlines Will not match 10 Year Plan as adopted.

Assessment of Significance

- 22 Rates are formulated on the basis of the Funding Impact Statement contained and consulted through the 10 Year Plan 2015-2025.

Recommended Option

- 23 It is recommended that Council approve the setting of the Rates for the financial year 1 July 2015 to 30 June 2016 (Option 1).

Next Steps

- 24 Rates will be assessed with the recommendation in the report.

Attachments

There are no attachments for this report.

Alcohol Licensing Fee-Setting Bylaw 2015

Record No: R/15/5/9023
Author: Michael Sarfaiti, Environmental Health Manager
Approved by: Bruce Halligan, GM - Environment and Community

Decision Recommendation Information

Purpose

- 1 To adopt the draft Alcohol Licensing Fee-Setting Bylaw 2015.

Executive Summary

- 2 During the Long Term Plan process, Council heard submissions from the hospitality industry that raised concerns with the licensing fee increases which resulted from the default fees set under the Sale and Supply of Alcohol (Fees) Regulations 2013. A 10% annual fee discount as discussed during the LTP submission process is affordable/manageable for the Alcohol Licensing Business Unit for a three year term, but could become unaffordable over a longer period if the business unit is to run within budget, although that situation will become clearer over time. If Council wishes, it could adopt the draft Alcohol Licensing Fee-Setting Bylaw 2015 in response to the concerns of industry.

Recommendation

That the Council:

- a) **Receives the report titled “Alcohol Licensing Fee-Setting Bylaw 2015” dated 11 June 2015.**
- 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 statement of proposal and summary of information concerning the draft Alcohol Fee-Setting Bylaw 2015 - Attachment A.**
- e) **Directs that the statement of proposal, summary of information and a description of how persons interested in the proposal can present their views to Council be publicly available at all Council offices, libraries and on the Council’s website for a period of not less than one month.**
- f) **Publicly notifies and invites submissions on the proposal commencing Saturday, 27 June 2015 and closing at 5.00 pm on Monday, 27 July 2015.**
- g) **Directs that the statement of proposal and summary of information is sent to all holders of alcohol licences in the District.**
- h) **Sets the period of Tuesday, 15 September 2015, to hear any person who wishes to present his or her views to Council.**

Content

Background

- 3 On 20 May 2015, Council heard submissions on the draft Long Term Plan, three of which related to alcohol licensing fees.
- 4 The submitters were concerned about the large increase in the prescribed fees introduced by the Sale and Supply of Alcohol Act (Fees) Regulations 2013. A comparison of the fees is in **Attachment B**.
- 5 The submitters referred Council to the Gore and Central Otago District Councils that had dropped all of their premises by one risk rating level, resulting in those premises paying less fees.
- 6 The increase for a typical tavern with an On and Off Licence over a three year renewal period (licences are renewed every three years, after the initial probationary year), is about threefold:

1	Fees under 1989 Alcohol Legislation	6	Fees under 2013 Alcohol Legislation
2	Application for renewal of On Licence 793.24	7	Application for renewal of On Licence 816.50
3	Application for renewal of Off Licence 793.24	8	Application for renewal of Off Licence 816.50
4	Total 1,586.48	9	Annual fees* (6 x \$632.50) 3,795.00
5		10	Total 5,428.00
		11	* each licence is subject to an annual fee

- 7 If the risk rating was dropped by one level for this tavern, then the total would be \$3,565.00.

Issues

12 Purpose of ability to reduce risk ratings by one level

- 8 The Ministry of Justice advises on its website²:

Flexibility for territorial authorities to adjust fee category

Territorial authorities can reduce the fee category of an applicant by one level (for example, from high to medium) where it considers this appropriate in the circumstances.

Reductions cannot be made below the lowest category. TAs will need to decide under what circumstances, if any, they would reduce the fee category of a licensee. For example a reduction may be appropriate to:

- *recognise licensees who demonstrate exemplary behaviour and systems*
- *lower fees for premises with multiple licences where the costs to the TA are significantly lower than typical for each licence of that type*
- *recognise local knowledge or circumstances that mean that a lower fees category better reflects the TA's costs in respect of a particular premises.*

² <http://www.justice.govt.nz/policy/sale-and-supply-of-alcohol/licensing-and-managers-certificates/new-fee-system-for-alcohol-licensing#fees>

9 No other councils within New Zealand have as yet developed criteria that licensees have to meet in order to have their ratings dropped by one level.

10 If the fees were dropped one level for all On, Off and Club premises within Southland District, the loss of annual income to the Alcohol Licensing Business Unit would be about \$64,000 (including GST).

13 A fee-setting bylaw recommended

11 A fee-setting bylaw, enabled under the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013, is the way in which the government intended councils to reduce or increase fees to meet budgets.

Inability to lower fees relating to manager's applications

12 Council is unable to lower fees relating to manager's applications, due to the following regulation in the Sale and Supply of Alcohol (Fees) Regulations 2013:

(2) *If a territorial authority makes bylaws in relation to the fees payable to it (as authorised by the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013) in respect of a manager's certificate,—*

(a) *the fees must be the same as the fee charged by every other territorial authority; ...*

13 Therefore every other council in New Zealand would have to lower fees simultaneously to achieve a reduction for manager's application fees.

Factors to Consider

Legal and Statutory Requirements

14 The Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013 enables Council to accept the recommendation of this report.

Community Views

15 This report recommends that both alcohol licence holders and the public are consulted, though the bylaw is likely to be of interest primarily to alcohol licence holders.

16 A copy of the statement of proposal will also be mailed to all licensees in the District.

17 The public will be consulted via the special consultative procedure. Note that there is no legal requirement to adopt the special consultative procedure for the making of this bylaw, though staff recommend this procedure anyway as the means of consulting with the public:

- The bylaw provisions in the Local Government Act 2002 (LGA) do not refer to SSLA bylaws and that Act does not refer to LGA procedure.
- Section 405(4) of the Sale and Supply of Alcohol Act 2012 provides that a Council, when making fee-setting bylaws, "*must to the extent that is reasonably practical having regard to the circumstances of the particular case, consult the persons the authority has reason to believe are representative of interest likely to be substantially affected by the bylaw.*" The only persons likely to be substantially affected are the licence holders.

Costs and Funding

18 The bylaw will enable Council to more accurately prescribe fees, rather than relying on nationally prescribed fees. Council's solicitor has considered this matter and considers that a bylaw is a more appropriate means to address the issues raised in the Long Term Plan submissions process than an "across the board" type risk level reduction.

- 19 Even if the fees were not reduced, they may need to be increased within a few years as the reserves would be used up due to inflation. In time, I would expect almost all councils will eventually have to have these bylaws, assuming that the government does not increase the statutory default fees.
- 20 Annual fees have been selected as the fee to reduce via the recommended option, being the fee that all licensees pay regularly. Reducing the application fee as well would introduce some disproportionality, for example, a premises that changes ownership regularly will be subject to more applications than a premises that does not.
- 21 A comprehensive financial breakdown is in **Attachment C**.

Policy Implications

- 22 There are no policy implications.

Analysis

Options Considered

- 23 The option is whether to adopt the draft Alcohol Licensing Fee-Setting Bylaw 2015.

Analysis of Options

Option 1: To adopt the draft Alcohol Fee-Setting Bylaw 2015

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Enables full cost recovery. Addresses the concerns of industry. Recommended by Council's solicitor, if Council is wishing to reduce fees. 	<ul style="list-style-type: none"> Negative feedback from some in the industry who would like Council to conform with the Gore and Central Otago District Councils, by dropping their fee categories by one level. Higher fee increases needed in Years 4 and 7.

Option 2: To reduce fees categories of licensees

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Would satisfy the wishes of some in the industry who would like Council to conform with the Gore and Central Otago District Councils, by dropping the fee categories by one level. 	<ul style="list-style-type: none"> Inconsistent with most other councils. Would require more rates funding to achieve this level of fee reduction. Removes the option of reducing fees on the basis of meeting performance criteria. Not the recommended option by Council's solicitor, if the purpose is to reduce fees.

Option 3: Status quo

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Will enable fees to remain at the same level for a longer period, than if either 	<ul style="list-style-type: none"> Does not meet the expectations of industry.

Options 1 or 2 were adopted.	<ul style="list-style-type: none">A high reserve in the next two years may be unacceptable to the industry.
------------------------------	---

Assessment of Significance

- 24 This review is considered to be not significant in accordance with Council's Significance and Engagement Policy.

Recommended Option

- 25 The southern South Island Regional Manager of Hospitality New Zealand, having viewed a draft of this report, advised on 9 June 2015 that their preference is for Option 2, and that if Council do not adopt this option then they would look again at Option 1.
- 26 Council considered this issue during the LTP submission process and advised staff of a preference to develop a bylaw to reduce fees, as opposed to a blanket reduction of fee categories for all licensees.
- 27 As the rates component of the alcohol licensing business unit is currently locked at 10%, Option 1 is the recommended option. Option 2 would require Council to increase the rates contribution significantly.

Next Steps

- 28 The draft will go out for public consultation, being publicly available from 27 June 2015 and the consultation period closing at 5.00 pm on 27 July 2015.
- 29 Hearings will be organised once the submission period has closed.
- 30 It is proposed that the Alcohol Licensing Fee-Setting Bylaw 2015 will be adopted at Council's meeting on 16 September 2015 subject to any changes which may result from the submission process, and come into force on 19 September 2015.

Attachments

- A Combined Alcohol Statement of Proposal and Bylaw [View](#)
- B Fees Comparison [View](#)
- C Financial Breakdown [View](#)

STATEMENT OF PROPOSAL

DRAFT ALCOHOL LICENSING FEE-SETTING BYLAW 2015

Summary of Information

This Statement of Proposal is made for the purposes of meeting Section 83 of the Local Government Act (2002).

The Southland District Council proposes to make a new Alcohol Licensing Fee-setting Bylaw and is consulting on a draft bylaw. The bylaw will be the legal document that Council uses to set fees for alcohol licensing.

On 20 May 2015 Council heard submissions on the long term plan, three of which related to alcohol licensing fees. The submitters were concerned about the large increase in the prescribed fees introduced by the Sale and Supply of Alcohol Act (Fees) Regulations 2013.

The bylaw proposes a 10% decrease on annual fees for on, off, and club licenses. In time, the bylaw will be used to increase fees when there is a need to do so.

A 10% discount is affordable (though not sustainable) for a three year term, based on our latest estimates. A consequence of introducing a discount now is that fees may have to rise to a greater extent in several years' time.

Key issues

Issue 1: Method of Fee Reduction

There are two ways in which Council can lower alcohol licensing fees:

1. By making a fee-setting bylaw; or
2. By lowering the fee category of a premises.

The Ministry of Justice advises on its website:

Flexibility for territorial authorities to adjust fee category

Territorial authorities can reduce the fee category of an applicant by one level (for example, from high to medium) where it considers this appropriate in the circumstances.

Reductions cannot be made below the lowest category. Councils will need to decide under what circumstances, if any, they would reduce the fee category of a licensee. For example a reduction may be appropriate to:

- *recognise licensees who demonstrate exemplary behaviour and systems*
- *lower fees for premises with multiple licences where the costs to the TA are significantly lower than typical for each licence of that type*
- *recognise local knowledge or circumstances that mean that a lower fees category better reflects the TA's costs in respect of a particular premises.*

Councils have not developed criteria that licensees have to meet in order to have their ratings dropped by one level. There is potential that this could be used as a tool to encourage safer drinking environments by meeting certain standards, and a broad brush approach would remove that as an option.

If the fees were dropped one level for all on, off, and club premises, the loss of annual income would be about \$64,000 (incl. GST). This would require more ratepayer funding of the alcohol licensing business unit.

A fee-setting bylaw, enabled under the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013, is another way to reduce fees. A bylaw would enable Council to reduce some prescribed fees by a percentage. This is preferable, as the income can be calculated more accurately; and would prevent the need to raise all of the risk rating levels back again in future.

Issue 2: Inability to Lower Fees relating to Manager's Applications

Council is unable to lower fees relating manager's applications using a fee-setting bylaw, due to the following regulation in the Sale and Supply of Alcohol (Fees) Regulations 2013:

- (2) *If a territorial authority makes bylaws in relation to the fees payable to it (as authorised by the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013) in respect of a manager's certificate,—*
- (a) *the fees must be the same as the fee charged by every other territorial authority; ...*

Therefore every other Council in New Zealand would have to lower fees simultaneously to achieve a reduction for manager's application fees.

Issue 3: 10 Year Projections - Increases Required to Balance

The following table shows the increases to the fees that may be required in future due to inflation on expenses, if the fees are calculated to balance over a three year period. The increases may be achieved by either raising only the annual fee, or raising all application fees. The table below shows how annual fees may need to increase.

Increases to the annual fees that may be required in Years 4 and 7 to balance the alcohol licensing budget:

	Increase in Year 4	Increase in Year 7
Status Quo - no fees bylaw	21%	23%
Dropping annual fee by 5% in 15/16	26%	18%
Dropping annual fee by 10% in 15/16	31%	13%

These are estimates only, a far clearer picture can be supplied once a couple of years of actual income and expenses have occurred and budgets can be revised.

Analysis of Options

Option 1: To adopt the draft Alcohol Fee-Setting Bylaw 2015.

Advantages

- Enables full cost recovery.
- Addresses the concerns of industry.
- Recommended by Council's solicitor, if Council is wishing to reduce fees.

Disadvantages

- Negative feedback from some in the industry who would like Council to conform with the Gore and Central Otago District Councils, by dropping their fee categories by one level.
- Higher fee increases needed in years 4 and 7.

Option 2: To reduce fees categories of licensees.

Advantages

- Would satisfy the wishes of some in the industry who would like Council to conform with the Gore and Central Otago District councils, by dropping the fee categories by one level.

Disadvantages

- Inconsistent with most other councils.
- Would require more rates funding to achieve this level of fee reduction.
- Removes the option of reducing fees on the basis of meeting performance criteria.
- Not the recommended option by Council's solicitor, if the purpose is to reduce fees.

Option 3: Status quo.

Advantages

- Will enable fees to remain at the same level for a longer period, than if either Options 1 or 2 were adopted.

Disadvantages

- Does not meet the expectations of industry.
- A high reserve in the next two years may be unacceptable to the industry.

Making a Submission

Submissions are invited from Saturday, 27 June 2015, on the draft Alcohol Licensing Fee-Setting Bylaw 2015, and must be received by 5.00 pm on Monday, 27 July 2015. Council will consider all submissions from the public and licensees when making its final decisions on the bylaw.

Submissions can be made online, via post or by providing a written submission to staff at your local Southland District Council office. All submissions received by Southland District Council will be made available to the public. If you lodge a submission, you can also request to be heard by Council during the hearings process.

Please help us collect the feedback we need by using the attached submission form. The form lets you provide comment on each of the key changes, along with any other submission you wish to make. Online submissions can be made using the submission form available at www.southlanddc.govt.nz.

The full statement of proposal is available for inspection at all Southland District Council offices (Invercargill Head Office (15 Forth Street, Invercargill); Lumsden; Otautau; Riverton; Stewart Island; Te Anau; Winton; and Wyndham).

Written submissions must:

1. Be clearly labelled SUBMISSION - ALCOHOL LICENSING FEE-SETTING BYLAW.
2. Contain the name, address and contact details of the submitter.
3. Indicate whether the submitter wishes to be heard by the Southland District Council in support of his/her submission. Submitters wishing to speak will be allocated a time by Southland District Council.

Submissions can be posted to: Southland District Council
Submissions
PO Box 903
Invercargill 9840

If you have any queries about this process, please contact the Alcohol Licensing Team at the Council, telephone 0800 732 732.

Draft Alcohol Licensing Fee-Setting Bylaw 2015

Return your signed submission to Southland District Council by Monday, 27 July 2015 at 5.00 pm. Please note that your submission will be available to the public.

Submissions may be:

- (a) Posted to Southland District Council, PO Box 903, Invercargill 9840.
- (b) Delivered direct to any Area Office of the Southland District Council or the main office at 15 Forth Street, Invercargill.
- (c) Submitted online at www.southlanddc.govt.nz

Please PRINT Clearly

1. PART A - SUBMITTER CONTACT DETAILS

Full Name

Organisation* The organisation that this submission is made on behalf of, if applicable

Postal Address

Post Code

Email

Phone (Home)

Phone (Work)

Phone (Cell)

Contact person and address for service (if different from above)

2. PART B - SUBMISSIONS HEARINGS ON THE DRAFT ALCOHOL LICENSING FEE-SETTING BYLAW 2015

There is an opportunity to speak about your submission to Councillors, who will listen to your submission and may ask further questions. The proposed hearing dates are 3 and 4 August 2015.

- I **do not** wish to be heard in support of my submission; or
- I **do** wish to be heard in support of my submission; and if so -

I am available:

Morning

Afternoon

Adoption of Alcohol Licensing Fee-Setting Bylaw 2015		
<i>Council is proposing to adopt the Alcohol Licensing Fee-Setting Bylaw 2015, that introduces a 10% discount to all annual fees.</i>		
<input type="checkbox"/> Support	<input type="checkbox"/> Oppose	<input type="checkbox"/> Neutral/No Preference
Comment:		

SOUTHLAND DISTRICT COUNCIL

Alcohol Licensing Fee-Setting Bylaw 2015



July 2015



PHOTO: J. WILSON

SOUTHLAND DISTRICT COUNCIL

ALCOHOL LICENSING FEE-SETTING BYLAW 2015

Pursuant to Section 405 of the Act and the Sale and Supply of Alcohol (Fee Setting Bylaws) Order 2013 the Southland District Council makes the following bylaw.

1 TITLE AND COMMENCEMENT

- (a) This bylaw is the Alcohol Licensing Fee-Setting Bylaw 2015.
- (b) This bylaw comes into force on 19 September 2015 and applies to annual fees payable from that date.

2. INTERPRETATION

- (a) "Act" means the Sale and Supply of Alcohol Act 2012.
"Regulations" mean the Sale and Supply of Alcohol (Fees) Regulations 2013.
- (b) Unless the context otherwise requires words and phrases used in the Act and Regulations shall have the same meaning in this bylaw.

3. ANNUAL FEE REDUCTION

The annual fee payable by a licensee of premises for which an on licence, off licence or club licence is held shall be the annual fee specified in the regulations less 10% (GST exclusive).

This bylaw has been made and confirmed by a resolution passed at a meeting of the Southland District Council held on the _____ day of _____ 2015.

THE COMMON SEAL of the }
SOUTHLAND DISTRICT COUNCIL }
was hereunto affixed in the presence of }

MAYOR

CHIEF EXECUTIVE

Attachment B**Fees Comparison****Fees under the Sale of Liquor Act 1989**

Type of licence	Application fee (incl GST)	Renewal fee
On licence	\$793.24	\$793.24
Off licence	\$793.24	\$793.24
Club licence	\$793.24	\$793.24
Special licence	\$64.40	
On licence - BYO	\$134.93	\$134.93
Off licence - Caterers/Auctioneers	\$134.93	\$134.93
Manager's certificate	\$134.93	\$134.93
Temporary Authority	\$134.93	\$134.93

Fees under the Sale and Supply of Alcohol Act 2012

Type	Fees are set out in the Sale and Supply of Alcohol(Fees) Regulations 2013	Application/Renew/ Variation Fee (incl GST) *	Annual Fee (incl GST) **
On/Off/Club (new, renewal or variation)	The fee will be calculated using an assessment of factors:		
Very Low	• Type of premises	\$368.00	\$161.00
Low	• Latest opening hour you operate	\$609.50	\$391.00
Medium	• Number of enforcements you have had	\$816.50	\$632.50
High	<i>(Please see Tables 1 and 2 to help calculate your fees)</i>	\$1,023.50	\$1,035.00
Very High		\$1,207.50	\$1,437.50
Special	Application fees will be calculated according to the size and frequency of the event or events		
Class 3	1 or 2 small events (fewer than 100 people)	\$63.25	N/A
Class 2	1 to 3 medium events (100 - 400 people), or 3 - 12 small events (fewer than 100 people)	\$207.00	N/A
Class 1	A large event (400+) people, or More than 3 medium events (100 - 400 people), or More than 12 small events (fewer than 100 people)	\$575.00	N/A
Managers New or Renewal	All	\$316.25	N/A
Other			
Temporary Authority	Section 136 (2)	\$296.70	N/A
Temporary Licence	Section 74	\$296.70	N/A
Permanent Club Charter	Section 414	\$632.50	N/A
Extract from Register	Section 66 (2)	\$57.50	N/A

Attachment C **Financial Breakdown**

1. Estimates to 30 June 2018 - no fee decrease:

	14/15	15/16	16/17	17/18	Total
Rates	\$20,976	\$21,285	\$21,622	\$22,256	\$86,139
Other Income*	\$119,400	\$105,418	\$105,418	\$105,418	\$435,655
Annual Fees	\$75,000	\$90,065	\$90,065	\$90,065	\$345,195
Total Income	\$215,376	\$216,768	\$217,106	\$217,739	\$866,989
Expenses	\$190,999	\$212,847	\$216,223	\$222,558	\$842,627
To / (From) Reserve	\$24,377	\$3,921	\$883	(\$4,819)	\$24,362

* Other income includes Application Fee, Managers' Certificates, Temporary Authorities and Special Licences.

2. Estimates to 30 June 2018 - 10% annual fee discount for all licensees:

	14/15	15/16	16/17	17/18	Total
Rates	\$20,976	\$21,285	\$21,622	\$22,256	\$86,139
Other Income*	\$119,400	\$105,418	\$105,418	\$105,418	\$435,655
Annual Fees	\$75,000	\$81,059	\$81,059	\$81,059	\$318,176
Total Income	\$215,376	\$207,762	\$208,099	\$208,733	\$839,969
Expenses	\$190,999	\$212,847	\$216,223	\$222,558	\$842,627
To / (From) Reserve	\$24,377	(\$5,085)	(\$8,124)	(\$13,825)	(\$2,658)

3. 10 year projections - increases required to balance:

(a) Increasing the annual fee only:

	Increase in Year 4	Increase in Year 7
Status Quo - no fees bylaw	21%	23%
Dropping annual fee by 5% in 2015/16	26%	18%
Dropping annual fee by 10% in 2015/16	31%	13%

(b) Increasing all application fees (other than manager's applications):

	Increase in Year 4	Increase in Year 7
Status Quo - no fees bylaw	13%	14%
Dropping annual fee by 5% in 2015/16	16%	11%
Dropping annual fee by 10% in 2015/16	19%	8%

4. Conclusion:

A 10% discount is affordable (though not sustainable) for a three year term, based on our latest estimates. A consequence of introducing a discount now is that fees may have to rise to a greater extent in Years 4 and 7. A far clearer picture can be supplied once a couple of years of actual income and expenses have occurred and budgets can be revised.

Council Action Sheet

Record No: R/15/6/9867
Author: Maree Fyffe, Committee Advisor
Approved by:

Decision Recommendation Information

- 1 Action item list for Council's information.

Recommendation

That the Council:

- a) Receives the report titled "Council Action Sheet" dated 24 June 2015.
- b) Determines that this matter or decision be recognised not as 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.

Attachments

- A Action Sheet [View](#)

Council Action Sheet - Including Public Excluded

Open Action Items

Author	Due Date	Subject	Notes
Kevin McNaught	24/12/2014	Purchase of part of the Blackmount School on behalf of the Blackmount community	Second offer been declined. Negotiations ongoing. •Crown have accepted Council offer with Settlement at end of September. Contract signed by Council
Steve Ruru	06/05/2015	Haast - Hollyford Highway	Letter sent to HHH on 29 April 2015. Council is waiting for HHH to provide more information and clarification on the project before making a decision on whether to support it.
Joe Bourque	06/05/2015	Continuation of Southland District Council Rooding Bylaw 2008 and Rooding Policy 2008	
Tamara Dytor	17/06/2015	Alfresco Dining Policy	Currently drafting report to CBs and CDAs regarding whether they wish to remit or charge fees for alfresco dining in their areas.
Michael Sarfaiti	17/06/2015	Dog Control - Extension of Consultation Period	
Kevin McNaught	17/06/2015	Road Stopping - Factory Road Thornbury	
Rosie Halligan	17/06/2015	Remits to LGNZ Annual General Meeting 2015	
Ian Marshall	17/06/2015	Confirmation of Membership of Te Anau Wastewater Discharge Project Committee	
Louise Pagan	17/06/2015	Amendment to Standing Orders	

Recently Closed Action Items

Author	Completion Date	Subject	Notes
Michael Sarfaiti	09/06/2015	Dog Registration Fees for 2015/16	3/6/15 - Council requested this action item be closed. Email forwarded to the report writer. •Action completed by: Michael Sarfaiti Adopted
Rex Capil	08/05/2015	Venture Southland Joint Committee and Advisory Subcommittee Membership	Action completed by: Rex Capil VS Informed of decision
Marcus Roy	21/05/2015	Variation to the Proposed District Plan 2012 to Incorporate the Eweburn Resource Area	The project that relates to this action will be on going. I have signed this action off and a new report will be generated once the variation of the

			Proposed District Plan is complete. •Action completed by: Marcus Roy The notification of the variation to the proposed District Plan will occur within the next couple of weeks. I am currently in the process of drafting the documents to send out for the public consultation.
Chris Dolan	21/05/2015	Milford Community Trust - Statement of Intent 2015-2018	Action completed by: Chris Dolan Council approval of the SOI noted
Chris Dolan	21/05/2015	Milford Community Trust- Half Yearly Report to 31 December 2014	Action completed by: Chris Dolan Council receiving the MCT Half Yearly report to 31 December 2014 is noted.
Virginia Dillon	09/06/2015	Electoral System for 2016 Local Triennial Elections	3/6/15 - Council requested this action item be closed. Email forwarded to the report writer. •Action completed by: Virginia Dillon No action required
Louise Pagan	08/05/2015	Change to remuneration settings by Remuneration Authority	Action completed by: Louise Pagan Letter sent to Rem Authority confirming details on 28 April
James McCallum	11/06/2015	Adoption of Southland District Council Speed Limits Bylaw 2015	Action completed by: James McCallum Noted.
Tamara Dytor	11/05/2015	Proposal - Schedule of Fees and Charges	Action completed by: Tamara Dytor Proposal released for consultation
Tamara Dytor	11/05/2015	Consultation: Draft Early Payment of Rates Policy	Action completed by: Tamara Dytor Proposal released for consultation
Tamara Dytor	11/05/2015	Statement of Proposal: Draft Revenue and Financing Policy	Action completed by: Tamara Dytor Proposal released for consultation
Tamara Dytor	11/05/2015	Proposal: Remission and Postponement of Rates on Maori Freehold Land Policy	Action completed by: Tamara Dytor Proposal released for consultation
Tamara Dytor	11/05/2015	Proposal: Draft Remission and Postponement of Rates Policy	Action completed by: Tamara Dytor Proposal released for consultation
Susan Cuthbert	08/05/2015	Long Term Plan 2015-2025 - Adoption of Supporting Information	Action completed by: Susan Cuthbert Documents were released for public consultation.
Susan Cuthbert	08/05/2015	Long Term Plan 2015-2025 - Adoption of Consultation Document	Action completed by: Susan Cuthbert Document was released for public consultation.
Ian Marshall	14/05/2015	Te Anau Wastewater Discharge Project Committee	Action completed by: Ian Marshall Noted. Full membership will be confirmed at a later Council meeting.
Kevin McNaught	08/06/2015	Completion of a historical roading action - Glenburn Road	Under action hope to be completed by end of April •3/6/15 - Council requested this action item be closed. Report writer emailed. •Action completed by: Kevin McNaught Gazette notice issued. Completed.

James McCallum	28/04/2015	Southland District Council Speed Limits Bylaw 2015	Action completed by: James McCallum Noted
----------------	------------	---	--

Item 8.2 Attachment A

Building Consents and Values for May 2015

Record No: R/15/5/9376
Author: Kevin O'Connor, Manager - Building Control
Approved by: Bruce Halligan, GM - Environment and Community

Decision Recommendation Information

Recommendation

That the Council:

- a) Receives the report titled “Building Consents and Values for May 2015” dated 24 June 2015.
- 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>	2015 <u>\$</u>	<u>No.</u>	2014 <u>\$</u>
1. Dwellings	13	2,134,000	19	5,523,245
2. Additions to Dwellings	12	315,500	13	266,500
3. Commercial/Industrial Buildings	5	690,000	14	996,550
4. Swimming/Spa Pools	0	0	0	0
5. Heating Units	20	68,549	48	234,799
6. Garages	7	98,100	7	124,500
7. Farm Buildings	21	1,020,950	39	2,387,205
8. Houses for Removal	5	304,750	10	379,120
9. Cowsheds	0	0	6	2,125,000
10. Miscellaneous	1	3,000	0	0
11. Certificates of Acceptance	1	9,500	2	150,900
TOTAL	85	4,644,349	158	12,187,819

	<u>2015</u>	<u>2014</u>	<u>Variation %</u>
Total consents for month	85	158	46.20-
Total consents for year	994	1,003	0.90-
Total project values for month	4,644,349	12,187,819	61.89-
Total project values for year	104,678,059	89,028,236	17.58
Average Residential Cost	164,153	290,697	
Average House Area (m ²)	138.56	206.63	
Number of Inspections Carried Out	450	470	

Summary/Comments:

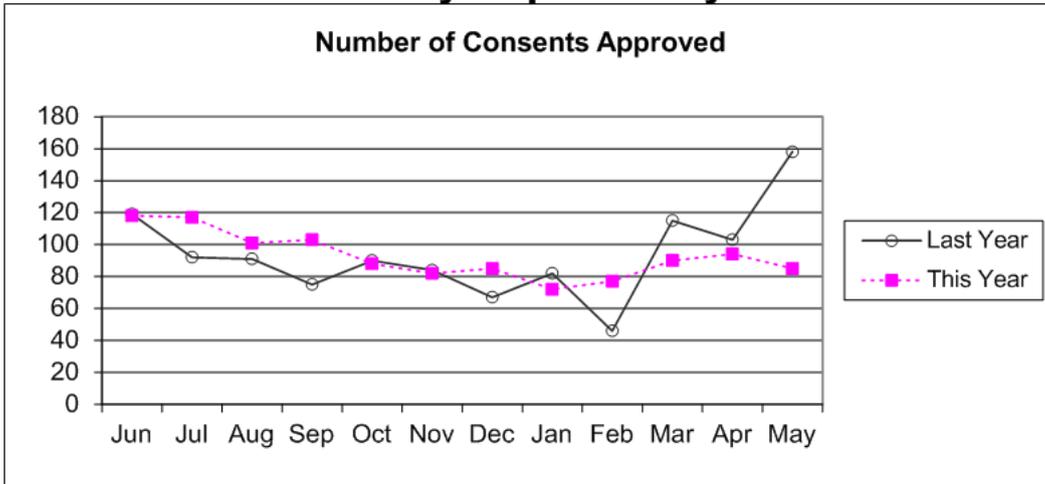
Building consent numbers and project values for May 2015 have dropped by 46% and 62% respectively from those of May 2014. In saying that, May 2014 was a particularly busy month, so the comparison is worsened from that of what a typical month might be. As the end of the financial year approaches, overall consent numbers are back by only 0.9% and overall project values are up by 19%. New dwelling, commercial, heating unit, farm building, dairy shed and relocated dwelling numbers have dropped from those of May 2014. Dwelling alteration and garage consent numbers have remained comparable.

Attachments

- A Appendix A - Consents Database Graph May 2015 [View](#)
- B Appendix B - Building Consents Issued Numbers May 2015 [View](#)
- C Appendix C - Building Consents Issued Values May 2015 [View](#)

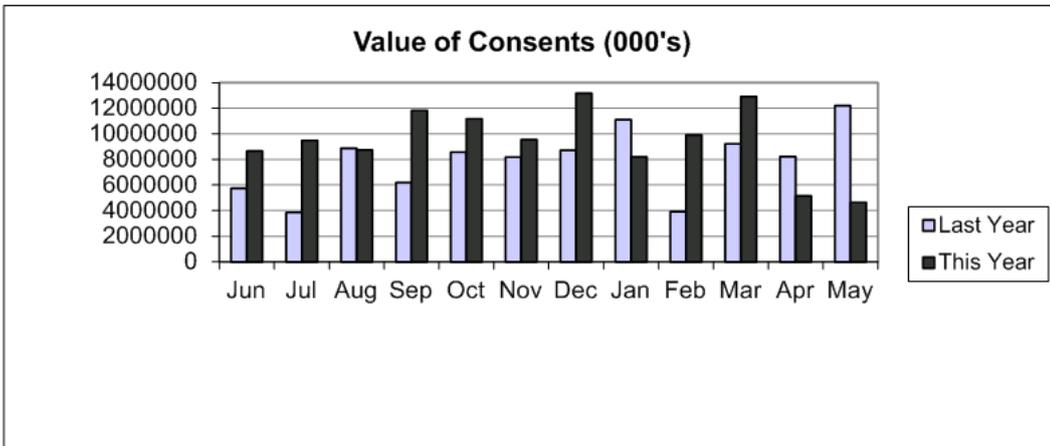
Southland District Council Building Consents

Monthly Report - May 2015



Percentage Changes - Total Consents

From: Last month	-9.57%
This month last year	-46.20%
Cumulative year this month last year	-0.89%



Percentage Changes - Total Dollars

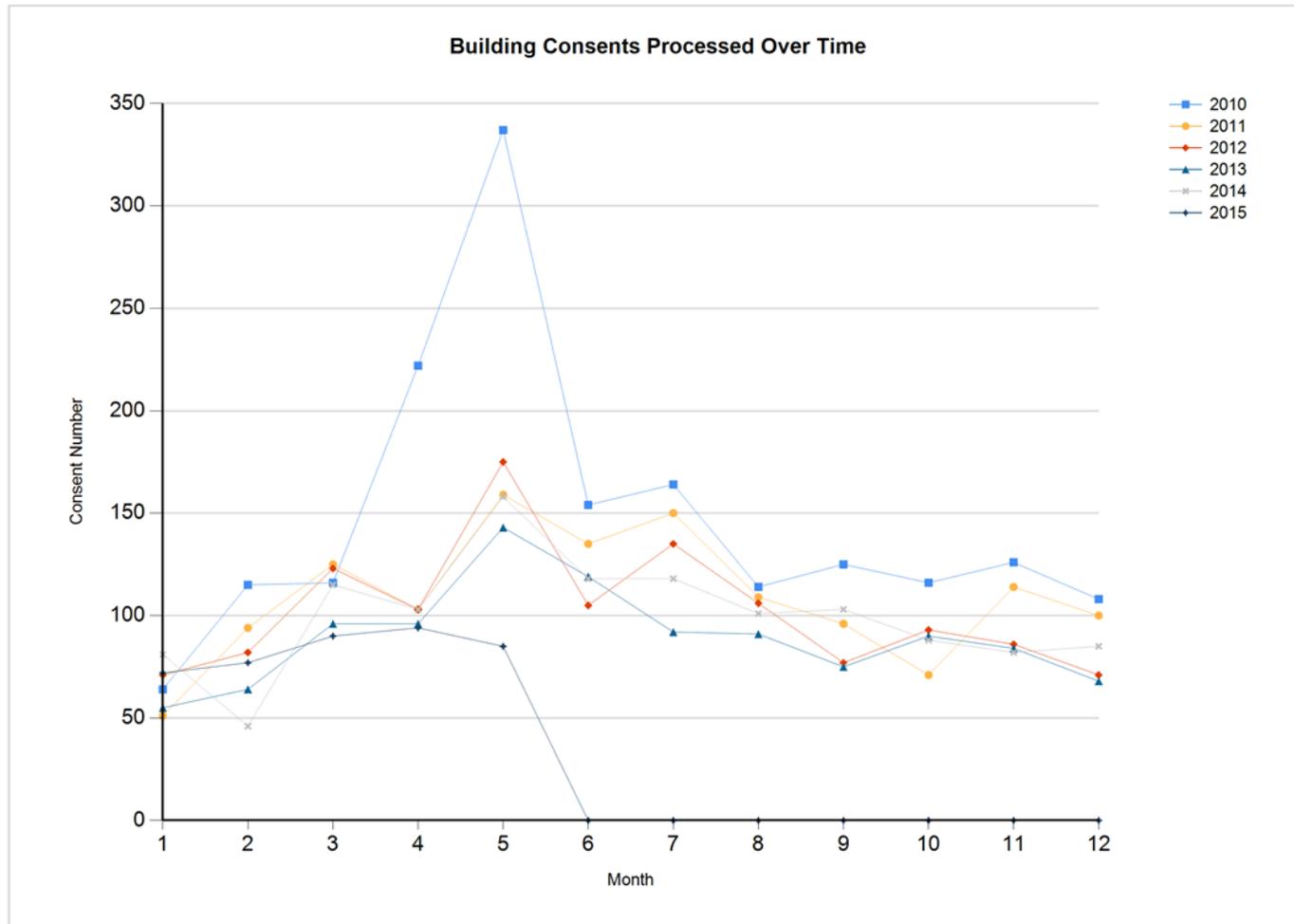
From: Last month	-9.42%
This month last year	-61.89%
Cumulative year this month last year	19.56%

Item 8.3 Attachment B

Building Consent Issued Numbers

Decision Month	2010	2011	2012	2013	2014	2015	Total
January	64	51	71	55	81	72	394
February	115	94	82	64	46	77	478
March	116	125	123	96	115	90	665
April	222	103	103	96	103	94	721
May	337	159	175	143	158	85	1057
June	154	135	105	119	118	0	631
July	164	150	135	92	118	0	659
August	114	109	106	91	101	0	521
September	125	96	77	75	103	0	476
October	116	71	93	90	88	0	458
November	126	114	86	84	82	0	492
December	108	100	71	68	85	0	432
Total	1761	1307	1227	1073	1198	418	6984

6/2/2015 10:55:42 AM



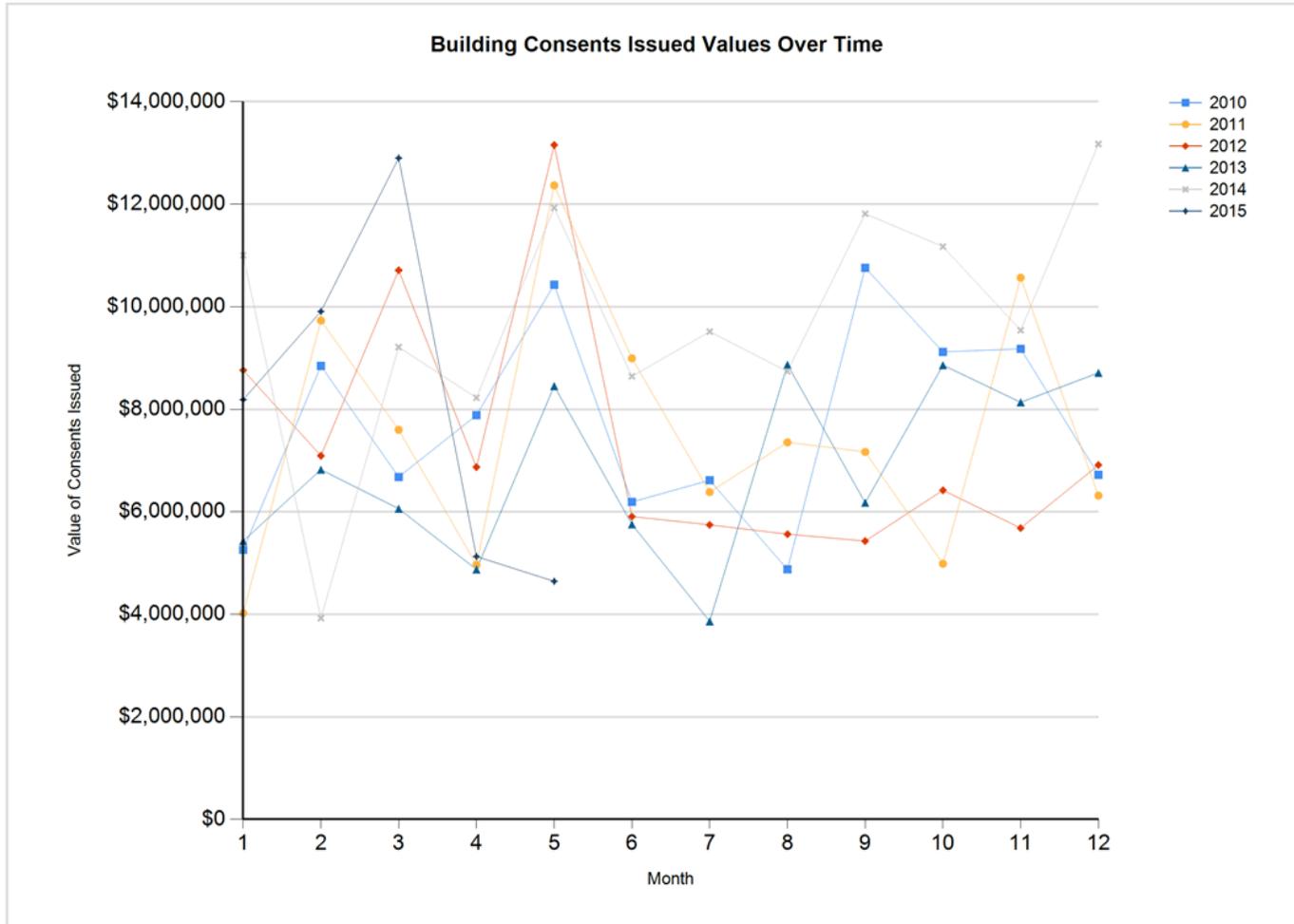
6/2/2015 10:55:42 AM

Item 8.3 Attachment C

Building Consent Issued Values

Decision Month	2010	2011	2012	2013	2014	2015	Total
January	\$5,256,784	\$4,021,572	\$8,761,841	\$5,430,178	\$11,004,801	\$8,187,785	\$42,662,961
February	\$8,845,263	\$9,732,414	\$7,094,309	\$6,822,148	\$3,923,722	\$9,907,900	\$46,325,756
March	\$6,679,276	\$7,600,703	\$10,712,479	\$6,061,045	\$9,212,772	\$12,900,191	\$53,166,466
April	\$7,884,145	\$4,964,437	\$6,871,776	\$4,875,339	\$8,223,725	\$5,127,436	\$37,946,858
May	\$10,430,856	\$12,367,256	\$13,153,910	\$8,452,973	\$11,929,819	\$4,644,349	\$60,979,163
June	\$6,193,053	\$8,993,150	\$5,907,098	\$5,755,189	\$8,642,715		\$35,491,205
July	\$6,615,111	\$6,385,423	\$5,745,579	\$3,863,110	\$9,514,841		\$32,124,063
August	\$4,876,893	\$7,355,012	\$5,564,201	\$8,869,939	\$8,738,431		\$35,404,475
September	\$10,760,111	\$7,169,800	\$5,429,701	\$6,177,080	\$11,813,442		\$41,350,134
October	\$9,120,420	\$4,986,424	\$6,420,178	\$8,861,336	\$11,173,980		\$40,562,337
November	\$9,178,018	\$10,567,085	\$5,682,807	\$8,136,544	\$9,540,239		\$43,104,693
December	\$6,720,887	\$6,314,712	\$6,911,079	\$8,710,688	\$13,174,785		\$41,832,151
Total	\$92,560,817	\$90,457,987	\$88,254,958	\$82,015,569	\$116,893,272	\$40,767,661	\$510,950,263

6/2/2015 10:59:05 AM



Item 8.3 Attachment C

6/2/2015 10:59:05 AM

Resource Consents and Other Resource Management Act Items - April 2015

Record No: R/15/6/9591
Author: Jenny Green, Senior Resource Management Planner - Consents
Approved by: Bruce Halligan, GM - Environment and Community

Decision Recommendation Information

Resource Consents and Other Resource Management Act Items - April 2015

- 1 Attached for the Councillors' information is a schedule of the non-notified resource consents and other Resource Management Act items processed by the Resource Management Department staff, under delegation from the Council, during April 2015.
- 2 An average processing time of 16.4 working days from receipt of all required information was achieved for the 10 non-notified consents processed. All consents were processed within the 20 working day statutory timeframe.
- 3 Also processed during this timeframe was (1) Section 127 Change of Condition application; (1) Section 125 Extension of Timeframe application and (1) Section 243(e) Cancellation of Easement application.
- 4 Please note the number of applications processed was less this month with 10 non-notified consents being processed.
- 5 If any Councillor has any specific query regarding an individual application, they should contact the relevant staff member who processed the application, as identified on the schedule.

Recommendation

That the Council:

- a) **Receives the report titled "Resource Consents and Other Resource Management Act Items - April 2015" dated 2 June 2015.**
- 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.**

Attachments

- A Council - 24 June 2015 - Resource Consents and Other Resource Management Act Items - April 2015 [View](#)

Application Number	Applicant	Address	Ward	Description of Application	Working Days (from receipt of all information)	Total Costs Incurred	Processing Officer	Decision Date
2014/53299	Tihaka Sands Limited	5 Oyster Lane Colac Bay - Tihaka	Waiau Aparima	S125 - extension of time to Resource Consent 04/336 - Tihaka Sands	19	540.00	Marcus Roy	8/04/2015
2015/53017	Fairston Limited	94 Keen Road Hedgehope	Winton Wallacetown	Earthworks- Gravel extraction 10,000m ³ over the next five years	19	540.00	Theresa Cameron	15/04/2015
2015/53018	103 Perfectly Limited	914 Takaro Road Te Anau	Mararoa Waimea	Earthworks - Gravel extraction	18	450.00	Marcus Roy	8/04/2015
2015/53020	S J Griffin	216 Ryal Bush Wallacetown Road Branxholme	Winton Wallacetown	Cancellation of an easement	20	540.00	Theresa Cameron	2/04/2015
2015/53027	R R Burgess and B M Burgess	83 Orbell Crescent Te Anau	Mararoa Waimea	Build shed 1.1m from the South and East boundary.	17	420.00	Theresa Cameron	8/04/2015
2015/53030	O M Miller and I M Miller	506 Ryan Road Heenans Corner	Winton Wallacetown	Rural Subdivision - Three Lots	19	845.00	Marcus Roy	17/04/2015
2015/53031	S A Anderson and G B Anderson	251 Java Road Centre Bush	Winton Wallacetown	S226	13	360.00	Jennifer Green	16/04/2015
2015/53033	Anton Egan Limited	61 Symon Road Scotts Gap	Waiau Aparima	construct a new dwelling 100m from existing dwelling	14	540.00	Kelwyn Osborn	13/04/2015
2015/53039	Halder Dairies Limited	171 Makarewa Browns Road Lochiel	Winton Wallacetown	Rural Subdivision - Two Lots	17	450.00	Kelwyn Osborn	20/04/2015
2015/53045	Hollyford Conservation Trust	199 Martins Bay Track Jamestown	Mararoa Waimea	To build a storage shed.	17	420.00	Marcus Roy	28/04/2015
2015/53046	T B Johnson and S M Whipp	19 Lee Bay Road Stewart Island	Stewart Island Rakiura	To build a garage	16	480.00	Kelwyn Osborn	28/04/2015
2015/53048	Zonneveld Farms Limited and Southern Concrete & Builders Limited	55 Donald Road Edendale	Waihopai Toetoes	Construction of a dairy shed	14	420.00	Jennifer Green	28/04/2015
2015/53050	P H Phiskie	97 Hills Road Morton Mains	Waihopai Toetoes	To relocate a fifth farm workers dwelling	1	000.00	Dianne Williams	1/04/2015 Section 88 – application returned
2015/53053	Waikaia Gold Limited	1616 Riversdale Waikaia Road Freshford	Mararoa Waimea	Change of condition - Allow operation on a public holiday for 27 April 2015 in breach of Resource Consent 360/10/11/105	14	480.00	Theresa Cameron	23/04/2015

Bridge Weight Restriction Postings 2015/2016

Record No: R/15/6/9753
Author: Joe Bourque, Strategic Manager Transport
Approved by: Ian Marshall, GM - Services and Assets

Decision Recommendation Information

Purpose

- 1 To comply with the Transport Act 1962 and Heavy Motor Vehicle Regulations 1974, the road controlling authority for any territorial area is required to confirm at least annually any weight limit postings necessary for bridges on the roading network and to revoke any restrictions which no longer apply. This report provides the information to be able to fulfil this requirement.

Executive Summary

- 2 This report updates the list of posted bridges within the Southland District. The posting weight limits are based on detailed six yearly inspections and follow up analysis carried out in 2014. The attached schedule contains changes to bridge postings as a result of bridge upgrade and replacement work carried out in the 2014/2015 financial year.

Recommendation

That the Council:

- a) **Receives the report titled “Bridge Weight Restriction Postings 2015/2016” dated 15 June 2015.**
- 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) **Confirms the maximum weight and speed limits for heavy motor vehicles on bridges as listed on the attached schedule.**
- e) **Notifies the weight limits to the New Zealand Police, New Zealand Transport Agency and by public notice in daily newspapers.**

Content

Background

- 3 In 2014 there was a major increase in posted bridges and changes to existing posting as a result of the six yearly detailed inspections carried out of the bridge network. After the inspections were carried out, the timber beam spans were analysed to check their capacities to carry heavy traffic, taking into account the deterioration in the condition of the beams. This resulted in a total of 115 bridges being posted.
- 4 Since this time significant effort has gone into reducing the number of restricted bridges by a combination of replacing and upgrading bridges. As a result it is expected that seven replacements and five upgrades of restricted bridges will be completed by 30 June 2015. This will result in the removal of these bridges from the bridge restriction list.
- 5 It is also hoped that by 30 June progress will be made on resolving what to do with at least one 'off-road' bridge. This is bridge number 2615.001 on McDonald Road 3 which is posted at 10% of Class 1. Indications are that the landowner is happy for this bridge to be removed. This will allow this bridge to be fully removed from the Southland District Council (SDC) network including the bridge restriction list and bridge asset register.
- 6 SDC has one additional posted bridge, which is bridge number 3302.001 on Riversdale Pyramid Road. This bridge is shared with Gore District Council (GDC) who take the responsibility for its posting and notification requirements. As GDC has the formal jurisdiction for this bridge it has not been included in our SDC postings.
- 7 The attached schedule includes 102 bridges for which weight and/or speed restrictions, in terms of the Heavy Motor Vehicle Regulation 1974 that remain intact. The schedule has 13 less weight limit postings than the previous 2014 Bridge Posting Council report.
- 8 Apart from those postings which have been removed, there are no changes to those imposed in 2014, as they have not been re-inspected over the past 12 months. They are currently scheduled to be reinspected by June 2016.
- 9 It is proposed that the Council accepts the attached schedule of bridge restrictions and authorises the advertising and notification of the list in accordance with meeting the requirements of the Transport Act 1962 and the Heavy Motor Vehicle Regulations 1974.
- 10 This notification requirement posting of the restricted weight limits or speed limits are advertised at least once annually to remain legally enforceable. This requirement is now immediately due as the last public notification was carried out on 9 July 2014.
- 11 The objective of the decision is to maintain a suitable level of safety for road users and to limit any further structural damage resulting from unsuitable overloading.

Issues

- 12 The restricted bridges can cause a range of difficulties for those people who need them to transport heavy freight activity. The posted bridge listing continue to be used as a deficiency register to prioritise the bridge upgrading and renewal programmes in the coming years. Limited by the available funding for this work, only those bridges with restrictions that cause the greatest commercial hardship or present the highest safety user risk will be prioritised to be upgraded or replaced earliest possible. The Economic Network Plan will play a significant part in developing and defining these priorities, as well as the highly valued feedback from major users such as Fonterra as accommodating their priority (for the first instance) being communicated and defined.

- 13 Several bridges on the posting list are still being reviewed in terms of their status in relation to the extent of the roading network they provide access and service. A few of these are not a part of council's maintained network and council roading is scheduling those to be removed where and when possible.
- 14 Each bridge on the posting list is subject to ongoing consideration of the alternatives which include:
- Potential upgrading or replacement where this is justified in terms of the level of service that SDC can afford to provide.
 - How to effectively better manage 'Long Term' postings where the bridge service activity is low use and the restriction is causing limited problems.
 - Potential removal of the bridge from the network register as under council's Extent of Network Access Policy and economic contribution.

Factors to Consider

Legal and Statutory Requirements

- 15 The annual setting and advertising of weight restrictions is a requirement of the Transport Act 1962 and the Heavy Motor Vehicle Regulations 1974.

Community Views

- 16 Where the weight restriction on a bridge impacts heavily on a community, or particular road user or transport operator, or where the weight restriction can be considered for strengthening or replacement to improve economic contribution, or provide enhanced commercial options by providing alternative routing options, these are currently being reviewed and defined.

Costs and Funding

- 17 The 'cost of advertising' in providing notification of council's bridge postings are minor compared to the asset gains and protection realised. This is funded by the Roothing Network and Asset Management budget.

Policy Implications

- 18 The posted bridges are in accord in meeting the Land Transport Activity Management Plan requirements, the NZTA funding requirement and policies, the council's Extent of Network Policy and the Heavy Motor Vehicle Regulations of 1974.

Analysis

Options Considered

- 19 The option of taking no action is not suitable in this case as it would result in providing 'unsafe' structures being offered by council for all road users with potentially catastrophic serious injury or fatal consequence.
- 20 In all cases the suggested weight restrictions have been set to provide a harmonious balance between providing safe crossing and passage and prolong the useful structural life by limiting excessive and unnecessary damage to those supporting structures. By default this regulates and protects the future life of our bridging asset and prolongs the valuable continuation of their service by limiting the transport loading and practical speed applied.

Analysis of Options

Option 1 - Impose Conservative Lower Posting Limits

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Provides increased life preservation to bridges by slowing the rate of degradation. Reduces risk of catastrophic and unmanaged failure if not fully inspected engineering verified 'suitable and safe', which means the designated carrying capacity of the bridge will safely accommodate the User and Transport requirement. 	<ul style="list-style-type: none"> Can Impose greater cost to landowners and heavy transport industry when required to either take significant alternate detours or run more smaller truck movements and/or lighter loads.

Option 2 - Accept Greater Risk and Allow Higher Posting Limits

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Increased postings and access limitations can cause commercial restrictions and net result increase the cost to the service provider and end user. 	<ul style="list-style-type: none"> There remains a potential of higher risk due to not capturing all(100%) of the potential areas of failure and rates of degradation are best estimates of endeavour, Higher loads will exacerbate and lead to increased rapid deterioration of those structures that are marginal to begin with. Without control, this would lead to those structures failing earlier and requiring replacement far earlier than forecast.

Assessment of Significance

- 21 It is determined that this matter is not significant in terms of Section 76 of the Local Government Act 2002.

Recommended Option

- 22 It is proposed that Council accepts the attached list and authorises the advertising of the list in accordance with the requirements of the Transport Act 1962 and the Heavy Motor Vehicle Regulations 1974.
- 23 The objective of the decision is to maintain a suitable level of safety for road users and to also limit damage to the Council's bridge asset from unsuitable loads crossing bridges.

Next Steps

- 24 Following the Council meeting, the bridge restrictions will be advertised and notified to the New Zealand Police, the New Zealand Transport Agency and the Heavy Transport Industry.

Attachments

- A Southland District Council Notification of Weight (and/or speed) Limits on Bridges - June 2015 [View](#)

SOUTHLAND DISTRICT COUNCIL
NOTIFICATION OF WEIGHT (AND/OR SPEED) LIMITS ON BRIDGES
June 2015

Notice is hereby given that pursuant to Regulation 11(3) of the Heavy Motor Vehicle Regulations 1974, the Southland District Council has fixed the following maximum weight and speed limits for heavy motor vehicles and combinations including a heavy motor vehicle on the bridges described hereunder:

Structure Number	Name Of Road	Name Of Waterway	Weight Limits Max Wt On Any Axle (Kg) Position On Bridge	Gross And Axle Weight (% Class I)	Max Speed Limit (Km/Hr)
1692.001	Allison Rd 1	Otakau Cr Trib	Central on bridge	100%	30
2861.001	Anderson Rd 4	Bastion Cr	Central on bridge	100%	10
3192.004	Ardlussa Cattleflat	Mataura River Tributary		80%	10
3248.001	Argyle Rd	Steven Burn	Central on bridge	80%	10
1164.001	Ashers Rd	Gorge Cr	Central on bridge	90%	10
1253.001	Badwit Rd	Waituna Cr	Central on bridge	90%	10
2865.001	Benmore Otapiri Rd	Winton Stm	Central on bridge	100%	10
2865.003	Benmore Otapiri Rd	Winton Stm Trib	Central on bridge	90%	10
2865.004	Benmore Otapiri Rd	Winton Stm Trib	Central on bridge	100%	30
2895.001	Benmore Rd	Oreti R	4,600	50%	10
3143.002	Biggar Rd 2	Tomogalak Stm Trib	Central on bridge	100%	10
1186.001	Birch Rd	Waituna Cr	Central on bridge	80%	10
1296.002	Braid Rd	Waimahaka Stm Trib	Central on bridge	80%	10
2494.001	Breeze Rd	Mossburn Cr	Central on bridge	70%	10
1606.001	Bridge Inn Rd	Waikiwi Stm	Central on bridge	100%	30
3346.001	Bruce Rd	Mandeville Drain	Central on bridge	80%	10
2825.001	Caird Rd	Otapiri Stm	Central on bridge	60%	10
3353.001	Carter Rd	Waimea Stm	Central on bridge	60%	10
2563.001	Channel Rd 1	Makarewa Flood Ch	Central on bridge	70%	10
1183.001	Cook Rd	Waituna Cr Brch	Central on bridge	70%	10
3654.001	Cumming Rd	Stag Stm		100%	30
1565.002	Davidson Rd 3	Gold Cr	Central on bridge	100%	30
2647.001	Deans Rd	Winton Stm		70%	10
2896.001	Dipton Flat Rd	Dipton Stm	Central on bridge	80%	10
2896.002	Dipton Flat Rd	Dipton Stm Trib	Central on bridge	70%	10
3015.004	Dipton Mossburn Rd	Dipton Stm	Central on bridge	100%	30
2371.002	Dunearn Rd	Terrace Cr Trib	Central on bridge	90%	10
3598.002	Dunrobin Valley Rd	Aparima R Trib		100%	10
3598.003	Dunrobin Valley Rd	Aparima R Trib		80%	10
3363.001	Duthie Rd 2 (Bdy Rd)	Kelvin Stm	Central on bridge	100%	30
2115.003	Feldwick Rd	Orauea R	Central on bridge	100%	10
3347.001	Fortune Rd	Mckeller Stm	Central on bridge	100%	10
1373.001	Frazer Rd (Bdy Rd)	Waiarikiki Stm	Central on bridge	80%	10
1992.001	Fryer Rd	Taunoa Stm	Central on bridge	80%	10

Item 9.1 Attachment A

1057.001	George Rd	Waikawa R W Brch	Central on bridge	40%	10
1528.001	Halcrow Rd	Waihopai R	Central on bridge	80%	10
2373.001	Harbour Endowment Rd	Henderson Cr Trib	Central on bridge	100%	30
2373.002	Harbour Endowment Rd	Henderson Cr	Central on bridge	100%	10
1498.001	Hedley Rd	Titipua Stm	Central on bridge	100%	10
3902.002	Horseshoe Bay Rd	Backwater		90%	10
1592.002	Horseshoe Bush	Gold Creek		50%	10
2476.001	Howden Rd	Lochiel Stm	Central on bridge	90%	10
3736.001	Hume Rd	Mataura R	Central on bridge	100%	30
3342.001	Kingsbury Rd	McKeller Stm	Central on bridge	80%	10
1332.001	Klondyke Rd	Caddon Burn	Central on bridge	100%	10
3407.002	Lake Monowai	Waiiau River	7,000	28,500kg	10
3407.003	Lake Monowai Rd	Canal		70%	10
3407.004	Lake Monowai Rd	Lake Overflow		80%	10
3004.002	Lang Rd 2	Dipton Stm	Central on bridge	80%	10
1376.001	Lauderdale Bush Rd	Marairua Stm	Central on bridge	100%	30
2066.005	Lillburn Monowai Rd	Dean Burn Trib	Central on bridge	90%	10
2623.001	Mandeville Rd	Makarewa R Trib	Central on bridge	100%	10
3582.001	Mararoa Rd	Mararoa R	Central on bridge	60%	10
1065.001	Marinui Rd	Marinui Stm	Central on bridge	100%	10
1334.002	Matheson Rd 2	Cadden Burn	Central on bridge	80%	10
2826.001	McBride Rd	Otapiri Stm		60%	10
1504.001	McDonald Rd 2	Hedgehope Stm	Central on bridge	80%	10
3002.002	McDonald Rd 4	Dipton Stm Trib	Central on bridge	100%	10
1624.001	McGilvray Rd (Bdy Rd)	Weelwood Cr	Central on bridge	60%	10
1505.001	McIntosh Rd South	Hedgehope Stm	Central on bridge	70%	10
1584.001	McKerchar Rd 1	Myross Cr	Central on bridge	80%	10
2515.001	McKinnon Rd 2	Mossburn Cr	Central on bridge	80%	10
2444.001	McLeish Rd 2	Middle Cr	Central on bridge	90%	10
3048.001	McLeod Rd 2 North	Okaiterua Stm	Central on bridge	100%	10
3224.001	McRorie Rd	Washpool Cr	Central on bridge	70%	10
1172.001	Moffat Rd 1	Moffat Cr	Central on bridge	90%	10
3158.002	Murphy Rd	Black Swamp Drain		90%	10
2475.001	Nelson Rd	Lochiel Stm	Central on bridge	20%	10
3192.003	Off Ardlussa Cattleflat Rd 1	Mataura R Trib		80%	10
3192.004	Off Ardlussa Cattleflat Rd 2	Mataura R Trib	Central on bridge	70%	10
2619.001	Off Hall Rd	Makarewa R Trib	Central on bridge	20%	10
1206.001	Orr Rd 1	Duck Cr N Brch	Central on bridge	80%	10
2828.007	Otapiri Mandeville Rd	Ruhtra Stm	Central on bridge	100%	30
3694.001	Parawa Station Rd	Parawa Stm	Central on bridge	100%	10
3245.012	Piano Flat Rd	Charcoal Cr	Central on bridge	90%	10
1002.001	Progress Valley Rd	Waikawa R Trib	Central on bridge	100%	30
2503.001	Pullar Rd	Grove Bush Cr	Central on bridge	70%	10
2128.001	Purvis Rd	Orauea Stm Trib	Central on bridge	100%	10
2897.001	Riverside School Rd	Dipton Stm	Central on bridge	100%	10
2897.002	Riverside School Rd	Dipton Stm Trib	Central on bridge	60%	10
1733.001	Ross Rd	Taunamau Cr		70%	10
2596.001	Scott Rd 2	Makarewa R	Central on bridge	60%	10

2555.001	Sharks Tooth Rd	Sharks Tooth Cr	Central on bridge	80%	10
2661.001	Smith Rd 3	Oreti R Trib	Central on bridge	70%	10
3652.005	Sutherland Rd	Murray Cr	Central on bridge	80%	10
3618.001	Taylor Rd 4	Oswald Stm		60%	10
2862.001	Taylors Bush Rd	Winton Stm Trib		60%	10
2526.001	Thomsons Crossing Rd West	Winton Stm		70%	30
3144.001	Tomogalak Rd	Tomogalak Stm	Central on bridge	80%	10
2856.002	Turnbull Rd	Winton Stm Trib	Central on bridge	100%	10
2466.002	Valley Rd	Oporo Cr Brch	Central on bridge	60%	10
1168.001	Waghorn Rd	Currans Cr	Central on bridge	60%	10
1703.001	Waianiwa Oporo Rd	Oreti R Trib	Central on bridge	50%	10
1067.001	Wairata Rd	Waimahaka Stm	Central on bridge	70%	10
1166.002	Waituna Lagoon Rd	Currans Cr Trib	Central on bridge	100%	30
2654.001	Welsh Rd East	Winton Stm		20%	10
3617.001	West Dome Station Rd	Oswald Stm Trib	Central on bridge	100%	10
3147.001	Wilson Rd 7	Larnach Stm	Central on bridge	90%	10
2858.001	Winton Channel Rd	Bastion Cr	Central on bridge	100%	30
1355.001	Woods Rd 1	Oware Stm	Central on bridge	90%	10
1321.001	Wyndham River Rd	Kuriwai Cr		20%	10
1328.001	Wyndham Valley Rd	Don Cr		100%	10

Item 9.1 Attachment A

Notice is hereby given that pursuant to Regulation 11(3) of the Heavy Motor Vehicle Regulations 1974, the Southland District Council has revoked **(or will revoke as noted below)** the following maximum weight and speed limits for heavy motor vehicles and combinations including a heavy motor vehicle on the bridges described hereunder:

*** Revocation of this bridge posting will not take place until 30 July 2015**

(The need for this qualifier will be advised at the Council meeting as it will depend on progress with the bridge programme)

Structure Number	Name Of Road	Name Of Waterway	Weight Limits Max Wt On Any Axle (Kg) Position On Bridge	Gross And Axle Weight (% Class I)	Max Speed Limit (Km/Hr)
3598.004	Dunrobin Valley Rd	Kowhai Cr		50%	10
1146.001	Gray Rd 1	Titiroa Stm Brch	Central on bridge	80%	10
1146.002	Gray Rd 1	Titiroa Stm		50%	10
1173.001	Lawson Rd	Waituna Cr Brch	Central on bridge	50%	10
2615.001	McDonald Rd 3	Makarewa R		10%	10
3226.002	McDonald Rd 6	Rob Roy Cr West Br	Central on bridge	90%	10
3226.003	McDonald Rd 6	Rob Roy Cr	Central on bridge	80%	10
3245.011	Piano Flat Rd	Huttons		60%	10
1316.001	Pollock Rd 1	Kuriwai Cr	Central on bridge	90%	10
1785.001	Rankin Rd	Carmichaels Cr		60%	10
2052.003	Settlement Rd	Kowhai Cr		80%	10
1066.002	Waimahaka Fortification Rd	Waimahaka Stm	Central on bridge	80%	10
3246.006	Whitecoomb Rd	Deep Cr		40%	10

Manapouri Community Development Area Subcommittee Request Financial Support to Fund Fiordland Sewage Options Inc.

Item 9.2

Record No: R/15/5/9096
Author: Chris Dolan, Manager Area Offices
Approved by: Steve Ruru, Chief Executive

Decision Recommendation Information

Purpose

- 1 To enable Council to consider the recommendation of the Manapouri Community Development Area (CDA) Subcommittee to make a contribution of up to \$10,000 towards the costs incurred by Fiordland Sewage Options (FSO) Incorporated in that Society's appeal to the Environment Court following the decision of the Commissioners to approve of the resource consent application concerning the Te Anau wastewater discharge on land located at Manapouri.

Executive Summary

- 2 The Manapouri CDA Subcommittee does not have the authority under its delegations and responsibilities to commit to spending outside its approved annual budget. Hence, the need for it to make a recommendation to Council to consider and approve/decline such a recommendation.
- 3 While the proposal is being put forward by the Manapouri CDA it is a decision that would need to be implemented by the Council given that the CDA is a Council subcommittee.
- 4 While the Manapouri CDA see its recommendation as being consistent with the concerns that sections of the Manapouri community have with the consented option it would be unusual for the Council to agree to partially fund the costs of a group wanting to challenge resource consents that it has sought as applicant.

Recommendation

That the Council:

- a) **Receives the report titled “Manapouri Community Development Area Subcommittee Request Financial Support to Fund Fiordland Sewage Options Inc.” dated 16 June 2015.**
- 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/declines the recommendation of the Manapouri Community Development Area Subcommittee for the Council to act as a guarantor of up to \$10,000 if such funds are called upon by the Fiordland Sewage Options Incorporated for legal costs incurred by the Society in its appeal to the Environment Court against the Commissioners decision to approve the resource consent application for consent to discharge wastewater on a property at Manapouri.**
- e) **Determines that any contribution and/or other costs incurred in relation to this matter are to be funded from the Manapouri Community Development Area Subcommittee general reserve.**

Content

Background

- 5 At its meeting held on 17 February 2015 the Manapouri CDA discussed the possibility of making a monetary contribution towards costs that will be incurred by the FSO Incorporated in its appeal to the Environment Court over the wastewater discharge decision.
- 6 At the conclusion of the discussion it was agreed by those CDA members present at that particular meeting, that the CDA would not make a contribution to the Society for appeal costs incurred.
- 7 Council is to note that no formal motion was put relating to this issue as it was clear from the discussion the majority were not supportive of making such a donation.
- 8 Council is also to note that at the meeting on 17 February 2015 there was one CDA member absent, and one member declared a conflict of interest and did not take part in the discussion on this issue.
- 9 At its subsequent meeting held on 12 May 2015 CDA member Mrs L Pearson, during the discussion on the minutes of the previous meeting, tabled the following request (quote):

“I would like the CDA to reconsider the application from the Fiordland Sewerage Options for funding from the CDA from the Environment Court Appeal it will affect 98% of the Manapouri Community.

I was unable to be at the last meeting. Shirley Mouat was unable to vote because a conflict of interest which is now not the case and I don't think all members of the CDA were fully informed.

I have spoken to a large number of Manapouri residents and they would like the application revisited”

- 10 The Chair let the matter be tabled and open for discussion.
- 11 Arising out of the discussion was the following motion that was carried unanimously:

“That this subcommittee agrees to revisit a decision agreed upon at the last meeting whereby the subcommittee RECOMMENDS to Council that this CDA act as a guarantor of up to \$10,000 if such funds are required to be called upon by the Fiordland Sewage Options Incorporated for legal costs incurred by the Society its resource consent appeal to the Environment Court over the Council's application for consent to discharge wastewater on a property in Manapouri”.

Issues

- 12 At the meeting on 17 February 2015 no motion was put due the outcome of the discussion being that a majority of members were not in favour of making such a contribution.
- 13 At the meeting held on 12 May 2015 a formal motion was put where the majority of members were in favour of making a contribution to the Society; two members of the CDA were not present at that particular meeting.
- 14 There was no formal application from the Society for funds tabled at either meeting.

- 15 After the motion was carried staff drew attention to the CDA that;
- Two members of the CDA are absent from the meeting where the motion is put (12 May 2015).
 - That the CDA does not have the authority under its delegations and responsibilities to authorise spending outside its approved budget and such spending would have to be by way of a recommendation to Council.
 - In the minutes of the meeting of 12 May 2015 staff recorded that the CDA decision to make such a monetary contribution will be a recommendation to Council.

Factors to Consider

Legal and Statutory Requirements

- 16 The Manapouri CDA is a subcommittee of Council and must operate within its delegations. Any expenditure from outside its annual budget must be recommended to and be approved by Council.
- 17 The Manapouri CDA is a subcommittee of the Council. As such it is not a legal entity in its own right. As such any actions that it takes (or recommends) are completed by the Southland District Council. As such it would be the Council, rather than the CDA which would be making any contribution approved. The Council needs to consider whether such action would be appropriate.

Community Views

- 18 The CDA would submit that the views of the Manapouri community are reflected in the resolution that it passed.
- 19 While the costs associated with the proposal would be funded from the Manapouri CDA general reserve it would seem reasonable that some sections of the community will be concerned about the proposal. To the extent that the proposal allows FSO to proceed with its appeal it could increase the costs being incurred by the Council to find a long term solution to the Te Anau wastewater issues.

Costs and Funding

- 20 No budget has been set aside for such a contribution and if approved by Council the Manapouri CDA Subcommittee will be required to fund the contribution out of its general reserves. There is currently sufficient funding in the reserve to fund the contribution proposed.

Policy Implications

- 21 This report is presented to Council as the Policy for CDA's wishing to expend monies outside its approved budget must be approved by way of a recommendation to Council.

Analysis

Options Considered

- 22 The Council can either approve or decline the recommendation of the Manapouri CDA.

- 23 If approved the Council could be required to make a payment of up to \$10,000 to FSO to assist with the costs associated with its appeal against the resource consents issued to the Council in its role as applicant.

Analysis of Options

- 24 A decision to approve the recommendation would see the Council making a financial contribution towards the costs incurred by an organisation which is challenging a resource consent which has been issued to the Council. It could be argued that it is inappropriate for the Council to make such a contribution. If the Council is not satisfied that the consent which has been granted is appropriate then it should not exercise the consent.
- 25 The Manapouri CDA see its recommendation as being consistent with the desires of the Manapouri community, a number of whom are concerned about the consented wastewater disposal option.
- 26 It could be argued that given that the contribution would be funded from local Manapouri CDA reserves it is not an issue that should be of wider concern to the Council or other ratepayers. This argument overlooks, however, the wider costs that all ratepayers carry as a result of such actions being taken. The Council may wish to consider whether a portion of these wider process costs might also be a charge against the Manapouri CDA.

Assessment of Significance

- 27 While the quantum of funds proposed to be spent is not large a decision to make the payment proposed is unusual and could create further flow on costs for the Council. Normally, a Council would not consider providing financial backing to a party challenging a resource consent that it has sought.
- 28 Despite the unusual nature of this decision and wider community interests associated with it officers are of the view that it is not a significant decision.

Recommended Option

- 29 That Council needs to consider the recommendation of the Manapouri CDA for the Council to make a monetary contribution of up to \$10,000 should such monies be called upon, towards costs incurred by FSO Incorporated to assist that Society's costs, involved in its appeal to the Environment Court regarding the decision of Environment Southland to issue the Te Anau wastewater discharge resource consents sought.

Next Steps

- 30 Council's approval or otherwise of such request be forwarded to the Manapouri CDA Subcommittee to advise the FSO Incorporated of the outcome.

Attachments

There are no attachments for this report.

Minutes of the Te Anau Basin Water Supply Subcommittee Meeting dated 3 March 2015

Record No: R/15/5/8900
Author: Jenny Labruyere, Te Anau Area Officer
Approved by:

Decision Recommendation Information

Recommendation

That the Minutes of the Te Anau Basin Water Supply Subcommittee Meeting dated 3 March 2015 be adopted and the following recommendations be resolved:

Attachments

- A Minutes of Te Anau Basin Water Supply Subcommittee Meeting dated 3 March 2015 (separately enclosed)

Minutes of the Council Meeting dated 19 May 2015

Record No: R/15/6/10054
Author: Maree Fyffe, Committee Advisor
Approved by:

Decision Recommendation Information

Recommendation

That the Minutes of the Council Meeting dated 19 May 2015 be confirmed as a true and correct.

Attachments

A Minutes of Council Meeting dated 19 May 2015 (separately enclosed)

Minutes of the Edendale-Wyndham Community Board Meeting dated 24 March 2015

Record No: R/15/6/9870
Author: Maree Fyffe, Committee Advisor
Approved by:

Decision Recommendation Information

Recommendation

That the Minutes of the Edendale-Wyndham Community Board Meeting dated 24 March 2015 be adopted and the following recommendations be resolved:

Attachments

- A Minutes of Edendale-Wyndham Community Board Meeting dated 24 March 2015 (separately enclosed)

Minutes of the Forestry Operations Committee Meeting dated 18 February 2015

Record No: R/15/6/9871
Author: Maree Fyffe, Committee Advisor
Approved by:

Decision Recommendation Information

Recommendation

That the Minutes of the Forestry Operations Committee Meeting dated 18 February 2015 be adopted and the following recommendations be resolved:

7.1. Forestry Operations Committee - Financial Report for the period ended 31 December 2014

That the Forestry Operations Committee:

- a) Receives the report titled "Forestry Operations Committee - Financial Report for the period ended 31 December 2014" dated 5 February 2015.
- 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.

7.2. Forest Manager's Report for Period to 31 December 2014

That the Forestry Operations Committee:

- a) Receives the report titled "Forest Manager's Report for Period to 31 December 2014" dated 9 February 2015.
- 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.

Attachments

- A Minutes of Forestry Operations Committee Meeting dated 18 February 2015
(separately enclosed)

Minutes for Confirmation by Council

Record No: R/15/6/9879
Author: Rose Knowles, Lumsden Area Officer
Approved by: Rose Knowles, Lumsden Area Officer

Decision Recommendation Information

Minutes for Confirmation

Council to adopt and confirm minutes of the following:

Balfour Community Development Area Subcommittee 18 February 2015

Recommendation

That the Council:

- a) Receives the report titled “Minutes for Confirmation by Council” dated 8 June 2015.
- b) Determines that this matter or decision be recognised as 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) Confirms the Ordinary minutes of the Balfour Community Development Area Subcommittee dated 18 February 2015.

Attachments

- A Minutes Balfour Community Development Area Subcommittee 18 February 2015
[View](#)



Balfour Community Development Area Subcommittee

OPEN MINUTES

Minutes of a meeting of Balfour Community Development Area Subcommittee held in the Balfour Hall on Wednesday, 18 February 2015 at 8pm.

PRESENT

Chairperson	Ruby Baird
Deputy Chairperson	John Turner
Members	Stephen Black Reg Dawson

Councillor	Brian Dillon
-------------------	--------------

IN ATTENDANCE

Area Officer	Rose Knowles
Area Engineer	Bruce Miller

1 Apologies**Resolution**

Moved J Turner, seconded R Dawson

and resolved that the apologies for non-attendance lodged by D Black and P Eaton be sustained.

2 Leave of absence

Nil

3 Conflict of Interest

Nil

4 Public Forum

There was no persons wishing to address the Subcommittee in Public Forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes**Resolution**

Moved by Chairperson Baird, seconded by J Turner

That the minutes of Balfour Community Development Area Subcommittee ordinary/estimates meeting held on 19 November 2014 be confirmed.

7.0 Reports**7.1 Works and Finance Report to Balfour Community Development Area Subcommittee for the period ended 31 December 2014**

Record No: R/15/1/1764

The Works and Finance Report for the period ended 31 December 2014 was tabled.

The Area Engineer advised the meeting of the following:

- Consent approved for the new building at the school.
- Discussions with the property department repainting the Balfour toilets.
- Finances are all under spent.

The subcommittee discussed the replacing of the Christmas lights with LED lighting, also members expressed their support for the repainting of the toilets.

It was agreed the Area Engineer to investigate options available for the lighting and the repainting of the toilets.

Resolution

Moved by R Dawson, seconded by J Turner

That the Balfour Community Development Area Subcommittee:

- a) **Receives the report titled “Works and Finance Report to Balfour Community Development Area Subcommittee for the period ended 31 December 2014” dated 18 February 2015.**
- 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) **Requests the Area Engineer to investigate options for replacing the Christmas Lights with LED lighting.**
- e) **Requests the Area Engineer to investigate re-painting the Balfour toilets.**

8.0 Chairman’s Report

The Chairman, Ruby Baird, reported on matters with which she has been involved since the subcommittee’s last meeting which included:

- Balfour Hall meeting
- Quote for Balfour “letters” to be installed on each end of former Railway Shed in Balfour from Streetworks for \$420.00.

The subcommittee discussed the latter project and decided to get “letters” placed on to the building and authorised Chairman Baird to proceed with ordering the “letters”. The subcommittee also requested that they apply for funding to the various funding agencies. In this regard Chairman Baird is to contact Venture Southland re-funding available for the project.

9.0 Committee Report

CDA member R Dawson advised that a new beam is to be installed at the cemetery. It was also reported that the names on the kiosk board at the cemetery are being rechecked.

CDA members raised the issue of the new playground equipment not being installed. Chairperson Baird advised that Balfour Engineering have the equipment ready for installation, and thought that the Balfour Lions were to install the equipment.

It was agreed the Area Officer to contact Balfour Engineering re the issues raised as payment for the project has been completed and advise the company that contact can be made with the chairperson if they have any issues.

10.0 Councillor’s Report

Councillor Dillon reported on matters from the Council table which included the following:

- Manapouri CDA extraordinary meeting
- New Councillor Ebel **Kremer** to be sworn in on the 18 March 2015.
- Forestry completed at Waikaia
- LTP consultation process
- Draft Otago Southland Regional Land Transport Plan 2015-2021 is out for consultation. Included in the plan for the Otago/Southland region is the sealing project in the Catlins and the Pyramid Bridge replacement
- Cr Dillon advised that submissions are to be lodged before 6 March 2015.

The Subcommittee discussed the Pyramid Bridge replacement and advised the Area Officer to lodge a submission in support of the project on behalf of the CDA subcommittee

Meeting concluded
9.30pm

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE BALFOUR
COMMUNITY DEVELOPMENT AREA
SUBCOMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....

Minutes for Confirmation by Council

Record No: R/15/6/9876
Author: Rose Knowles, Lumsden Area Officer
Approved by: Rose Knowles, Lumsden Area Officer

Decision Recommendation Information

Minutes for Confirmation

Council to adopt and confirm minutes of the following:

Riversdale Community Development Area Subcommittee 18 February 2015

Recommendation

That the Council:

- a) Receives the report titled “Minutes for Confirmation by Council” dated 8 June 2015.
- b) Determines that this matter or decision be recognised as 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) Confirms the Ordinary minutes of the Riversdale Community Development Area Subcommittee dated 18 February 2015.

Attachments

- A Minutes Riversdale Community Development Area Subcommittee 18 February 2015
[View](#)



Riversdale Community Development Area Subcommittee OPEN MINUTES

Minutes of a meeting of Riversdale Community Development Area Subcommittee held in the Riversdale Community Centre on Wednesday, 18 February 2015 at 6pm.

PRESENT

Chairperson Paul Langford

Members Richard Clarkson
Barry O'Connor
Daryl Will

Councillor Brian Dillon`

IN ATTENDANCE

Area Officer Rose Knowles
Area Engineer Bruce Miller

1 Apologies

Resolution

Moved P Langford, seconded D Will
and resolved that the apologies for non-attendance lodged by C Elder and R Horrell be sustained.

2 Leave of absence

Nil

3 Conflict of Interest

Nil

4 Public Forum

There was no persons wishing to address the Subcommittee in Public Forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved by Chairperson Langford, seconded by B O'Connor

That the minutes of Riversdale Community Development Area Subcommittee ordinary/estimates meeting held on 19 November 2014 be confirmed.

7.0 Reports

7.1 Works and Finance Report to Riversdale Community Development Area Subcommittee for the period ended 31 December 2014

Record No: R/15/1/1752

The Works and Finance Report for the period ended 31 December 2014 was tabled.

The Area Engineer advised the meeting of the following;

- The trees on the railway reserve have been removed.
- Footpaths to be completed by the end of April.
- Southroads have been advised to empty bins twice a week.
- NZTA speed reduction; Roading Department to revisit and discuss with NZTA.
- The overspend in the Beautification budget for \$1600.00 will be investigated.

The subcommittee discussed the problems with no water from the bore on Berwick Street and authorised Member Will obtain a quote from McNeil Drilling to investigate if the bore has collapsed.

Resolution

Moved by R Clarkson, seconded by B O'Connor

That the Riversdale Community Development Area Subcommittee:

- a) **Receives the report titled "Works and Finance Report to Riversdale Community Development Area Subcommittee for the period ended 31 December 2014" dated 18 February 2015.**
- 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) **Authorises CDA member Will to obtain a quote from McNeil Drilling to investigate if the bore on Berwick Street, Riversdale has collapsed.**

8.0 Chairman's Report

The Chairman, Paul Langford, reported on matters with which he has been involved since the subcommittee's last meeting which included;

- By-election meeting at Lumsden for the Mararoa-Waimea Ward.
- Walkway in Riversdale meeting
- Progress League meeting
- Removal of trees around the township
- Discussion on footpath repairs with Southroads

9.0 Committee Report

CDA member D Will advised that one Community Housing unit is to be refurbished. The night store will be removed and discussions to be had with the tenant and the Property Team re heating options.

10.0 Councillor's Report

Councillor Dillon reported on matters from the Council table which included the following;

- Manapouri CDA extraordinary meeting
- New Councillor Ebel **Kremer** to be sworn in on the 18 March 2015.
- Forestry completed at Waikaia
- Tenders for the Riversdale sewerage sludge
- LTP consultation

- Draft Otago Southland Regional Land Transport plans 2015-2021 are out for consultation. Included in the plans for the Otago/Southland region is the sealing project in the Catlins and the Pyramid Bridge replacement. Cr Dillon advised that submissions are to be lodged before the 6 March 2015.

The Subcommittee discussed the Pyramid Bridge replacement and advised the Area Officer to lodge a submission in support of the project on behalf of the CDA subcommittee

7.30pm

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE
RIVERSDALE COMMUNITY DEVELOPMENT
AREA SUBCOMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....

Minutes for Confirmation by Council

Record No: R/15/6/10345
Author: Rose Knowles, Lumsden Area Officer
Approved by: Rose Knowles, Lumsden Area Officer

Decision Recommendation Information

Minutes for Confirmation

Council to adopt and confirm minutes of the following:

Athol Community Development Area Subcommittee 26 November 2014

Recommendation

That the Council:

- a) Receives the report titled “Minutes for Confirmation by Council” dated 15 June 2015.
- b) Determines that this matter or decision be recognised as 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) Confirms the Ordinary/Estimates minutes of the Athol Community Development Area Subcommittee dated 26 November 2015.

Attachments

- A Minutes Athol Community Development Area Subcommittee 26 November 2014 [View](#)

SOUTHLAND DISTRICT COUNCIL**ATHOL COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE****26 NOVEMBER 2014**

Minutes of the Ordinary/Estimates meeting of the Athol Community Development Area Subcommittee held at the Athol Community Centre, on Monday 26 November 2014, commencing at 6.00pm.

PRESENT: J Shaw (Chairman), N Black, K Durling, I Ussher, J Peterson, S Wilkins and Councillor J Douglas (Ward Representative).

IN ATTENDANCE: Mr B Miller (Area Engineer)
Mrs J Labruyere (Area Officer)
Mrs S Dela Llana (Accountant)
Ms B Brown (Venture Southland)

PUBLIC GALLERY:

D Raynes, E Raynes, S Welsh, H Wilkins

1.0 APOLOGIES:

There were no apologies for this meeting.

2.0 PUBLIC FORUM:

Moved J Shaw, seconded K Durling
and RESOLVED THAT THE SUBCOMMITTEE GO INTO PUBLIC FORUM TO RECEIVE MEMBERS OF THE PUBLIC.

Ms E Raynes and Ms S Welsh appeared on behalf of the Athol Hall Committee expressing concern at the responsibility and management issues between the Hall Committee, the Athol CDA and Council with issues of concern being, hall bookings, cleaners responsibilities, hire fees, invoicing and banking of rentals received.

It appeared from the discussion that all parties wish to see better liaison concerning the Hall.

Arising out of the presentation it was agreed relevant staff prepare a Roles and Responsibilities Paper for both the Hall Committee and the CDA. This Paper is to include issues such as;

- The Hall Committee reporting to the CDA three times a year
- Financial presentation that is required by the Hall Committee

2.0 PUBLIC FORUM CONT'D:

- Hall Committee to liaise firstly with property management staff relating to improvements to the Hall, and secondly with finance staff re financial presentations.
- Hall Committee to continue to have overall day to day management of the Hall.

It was agreed that relevant staff liaise with the Hall Committee to pursue the issues raised.

Moved K Durling, seconded J Shaw

and RESOLVED THAT PUBLIC FORUM BE CONCLUDED AND THE COMMITTEE RETURN TO ITS FORMAL MEETING AND CONSIDER THE NEXT AGENDA ITEM.

3.0 NOTIFICATION OF URGENT BUSINESS:

Moved J Shaw, seconded K Durling

and RESOLVED THAT SUBJECT TO SECTION 46A OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987, THE FOLLOWING ITEMS BE CONSIDERED AS MATTERS OF URGENT BUSINESS:

- Green Waste Disposal Site
- Waste Collection Day

It was agreed these matters be considered in view of the subcommittee's meeting cycle and that responses are required before the next ordinary meeting of the subcommittee.

4.0 ACTION SHEET:

The Action Sheet emanating from the subcommittee's previous meetings, and action taken by staff was circulated to Members.

Items arising from the Action Sheet included:

11.03.4.0 Upgrade of electrical fittings and lights at the Athol Hall

The Area Engineer advised the subcommittee that Mr Jarvis will be carry out the repairs.

14.2.6.0 Quotation Hall Painting:

Member Durling obtained a quote of \$10,676 which does not include windows or any roof painting.

The Area Engineer advised the subcommittee is required to provide two further quotes.

4.0 ACTION SHEET CONT'D:**14.2.6.0 Quotation Hall Painting:**

It was agreed that once these quotes are provided to the Area Engineer that he be given power to act in order that the project can be progressed.

Moved J Peterson, seconded K Durling
and RESOLVED THAT THE ACTION SHEET BE RECEIVED.

5.0 MINUTES:**5.1 INAUGURAL MEETING – 23 JULY 2014**

r/14/9/12497

Minutes of the Inaugural meeting of the Athol Community Development Area Subcommittee held on 23 July 2014, were tabled.

Moved N Black, seconded I Ussher
and RESOLVED THAT THE MINUTES OF THE INAUGURAL MEETING OF THE ATHOL COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 23 JULY 2014, BE RECEIVED AND CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

5.2 MEETING – 23 JULY 2014

r/14/9/14012

Minutes of the previous Ordinary meeting of the Athol Community Development Area Subcommittee held on 23 July 2014, were tabled.

Moved K Durling, seconded J Shaw
and RESOLVED THAT THE MINUTES OF THE PREVIOUS ORDINARY MEETING OF THE ATHOL COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 23 JULY 2014, BE RECEIVED AND CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDING, SUBJECT TO ITEM 7.BEING AMENDED TO SHOW COUNCILLOR DILLON INSTEAD OF COUNCILLOR DOUGLAS.

6.0 REPORTS SECTION:**6.1 WORKS & FINANCE REPORT FOR PERIOD ENDED 30 SEPTEMBER 2014:**

200/25/2/1

The Works & Finance Report by Mr B Miller (Area Engineer), for the period ended 30 September 2014, was tabled.

The Area Engineer sought the subcommittee's preferred option to locate an external toilet at the Hall.

The subcommittee agreed for the Council to provide this toilet separate from the Hall i.e. across the grounds to the north.

6.0 REPORTS SECTION CONT'D:**6.1 WORKS & FINANCE REPORT FOR PERIOD ENDED 30 SEPTEMBER 2014 CONT'D:**

Moved J Peterson, seconded K Durling
and RESOLVED THAT THE WORKS & FINANCE REPORT FOR THE PERIOD 30 SEPTEMBER 2014, BE RECEIVED.

6.2 UNAUDITED ANNUAL ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2014:

r/14/9/13716

The Unaudited Annual Accounts for the year ended 30 June 2014 prepared by B Miller, was tabled.

The Area Engineer advised that as at 30 June 2014 the total funds held in reserve are \$29,415.89.

Moved S Wilkins, seconded J Shaw
and RESOLVED THAT UNAUDITED ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2014 BE RECEIVED AND THE CONTENTS NOTED.

6.3 ATHOL SPEED LIMIT REVIEWS:

r/14/10/15953

Report prepared by Mr J McCallum (Roading Engineer) advising the Council is currently reviewing the Speed Limit Bylaw and as part of this Council has re-assessed the speed limits within the township of Athol, was tabled.

The Roading Engineer outlined that the Speed Limit Bylaw 2005 was introduced in compliance with the statutory requirements under the Land Transport Rule 54001. The Bylaw was subsequently introduced to correctly record the speed limit restrictions within the District. This Bylaw and its amendments are now being reviewed.

The Roading Engineer advised that the review concluded that no changes were required within the township of Athol.

In discussing the report members made mention of the possibility of a speed reduction from 80km/h down to 70km/h on the state highway in view of the increase tourist traffic flows and the cycleway, however the Area Engineer advised this is an NZTA matter and not the responsibility of the CDA but will make approaches to NZTA relating to the subcommittee's concerns.

Member also requested a speed reduction from 80km/hr to 50km/hr for Paddy's Alley to be in line with other Northern Southland towns.

6.3 ATHOL SPEED LIMIT REVIEWS CONT'D:

Moved J Peterson, seconded S Wilkins
and RESOLVED

- a) THAT THE REPORT ON SPEED LIMIT REVIEWS, BE RECEIVED.
- b) THAT THIS SUBCOMMITTEE SUPPORTS A REVIEW OF LOCAL SPEED LIMITS TO BE REDUCED FROM 80KM/HR TO 50KM/HR WITHIN THE GARSTON TOWNSHIP IN KEEPING WITH OTHER TOWNS WITHIN NORTHERN SOUTHLAND IN VIEW OF INCREASE IN CYCLEWAY AND FIRE STATION TRAFFIC, IN PARTICULAR ON PADDY'S ALLEY.

7.0 ESTIMATES:**7.1 DRAFT ESTIMATES AND LOCAL ACTIVITY PLAN INFORMATION FOR THE DRAFT LONG TERM PLAN (LTP) 2015-2025:**

r/14/12/17247

Report by Mr B Miller and S Dela Llana, providing an overview of the local activities and services for Athol for 2015-2025 which are provided under the governance of the Athol Community Development Area Subcommittee, was tabled.

The subcommittee noted the report details the estimated costs of these activities over the 10 years as well as the draft rates.

It was further noted that the draft estimates will be incorporated into the Council's draft Long Term Plan (LTP) which will be released for consultation in March 2015.

The subcommittee was advised that once the Plan is finalised (and subject to any changes resulting from submissions), the estimates shown for 2015/2016 will be used to set rates for the year beginning 1 July 2015 (LTP year 1).

The subcommittee was also informed the objective of the report is to highlight issues, confirm priorities and plan expenditure and funding for the next 10 years as part of the Council's LTP.

Furthermore the report outlines a summary of all planned projects for the Garston community for the next 10 years as extracted from the AMPs.

The subcommittee noted that the report is organised into four main sections as follows:

- a) Overviews;
this section includes details of the proposed rates for the Athol community (compared to the previous year).
- b) Information;
this section is organised by rate type.
- c) Planned Projects;
this section includes a list of the maintenance and capital projects planned for the Athol community for the next 10 years.
- d) Appendices;
contains detailed reports in support of information in the body of the report.

7.0 ESTIMATES CONT'D:**7.1 DRAFT ESTIMATES AND LOCAL ACTIVITY PLAN INFORMATION FOR THE DRAFT LONG TERM PLAN (LTP) 2015-2025 CONT'D:**

- e) Planned Projects;
this section includes a list of the maintenance and capital projects planned for the Athol community for the next 10 years.
- f) Appendices;
contains detailed reports in support of information in the body of the report.

The subcommittee was informed that the key matters for the Athol community for the next 10 years:

- An additional \$1,500 has been put in every three years for the clean-up day and funded from general reserve.
- Budget of \$500 to reserves has been removed from every year of the budgets, as Council's approach is not to build up reserves for no reason. This has left a forecasted decrease in the local rate.
- Given the decrease in the local rate and the amount of projects forecast for the hall, staff have proposed an increase in the hall rate by the amount of the decrease in the local rate. It was pointed out that the subcommittee may want to consider increasing the hall rate further based on the forecast projects, or alternatively using some of the general reserves for some of the hall projects, to keep the hall rate from rising significantly.

At this point Mrs Dela Llana explained the rate proposed for 2015/2016 with the proposed rate to be collected being \$5,396 (\$69.18 per unit), and the Athol Hall Rate being \$7,489 (\$91.33 per unit).

A general discussion then took place on the financial summary and rates calculations and also there was discussion on population data and previous submissions lodged by the CDA in 2013/2014.

Moved J Shaw, seconded K Durling
and RESOLVED THAT

- (a) That the report on the draft estimates and local activity plan information for Athol be received.**
- (b) That the Athol draft estimates for 2015-2025 be adopted for inclusion in the Council's draft Long Term Plan, with the following amendments;**
 - **External repaint of the hall of \$14,300 in 2015/2016 funded by remaining hall reserves and a loan – be completed in 2014/2015 year.**
 - **Replace the lean-to roof on the hall of \$7,347 in 2017/2018 funded by a loan be removed.**
 - **A project to paint the main hall roof for \$10,769 is scheduled for 2018/2019 funded by a loan be removed.**

7.0 ESTIMATES CONT'D:**7.1 DRAFT ESTIMATES AND LOCAL ACTIVITY PLAN INFORMATION FOR THE DRAFT LONG TERM PLAN (LTP) 2015-2025 CONT'D:**

- (c) That the Southland District Council be requested to include a proposal to set the following rates and charges (including GST) for the year commencing 1 July 2015 based on the approved estimates in (b) above in the draft 2015-2025 Long Term Plan.

<u>Rate</u>	<u>Rate GST inclusive</u>
Athol CDA Rate	\$5,828
Athol Hall Rate	\$7,489

- (d) That the Athol Community Development Area Subcommittee identifies the following priority project for the local area for inclusion in the 2015-2025 Long Term Plan consultation process;

- Beautification upgrade

8.0 CHAIRPERSON'S REPORT:

The Chairman reported on Committee activities with which he had been involved since the last meeting, these included:-

- Involvement with Hall Committee
- Clean-up at Tennis Courts
- Cycle Trail Opening
- Submission in support of the Cycle Trail Stage 2 on behalf of the CDA

Member Durling agreed to be the Subcommittee's representative on the Northern Southland Development Trust.

9.0 COUNCILLOR'S REPORT:

Councillor Douglas reported on activities from the District Council table. These included;

- Roading Workshop and expected decrease in road funding from NZTA.
- Visitor Driver Education Workshop
- Resignation of Cr Jukes from Council
- Opening of Stage 1 of the Cycle Trail held 1 November 2014, and focus now moving towards Stage 2.
- Southland Youth Initiatives re unemployment and the placing of youth in the agricultural industry.
- NZTA replacement of Falls Bridge at Queenstown in approximately three years

10.0 AROUND THE MOUNTAIN CYCLE TRAIL:

Ms Brown reported on issues relating to the Cycle Trail, namely;

- Interpretation panel for cycle trail providing relevant stories of the area, and seeking feedback from the subcommittee
- Kiosk Information Panels; suggestion of covered shelter at sale yards.
- Street Banners for each township along the trail

11.0 URGENT BUSINESS:**11.1 Green Waste Disposal Site:**

Members raised the issue of green waste and enquired whether there is an area available for green waste that could be chipped and perhaps sold or used on local gardens.

The Area Engineer advised of an old Council site however he was unsure if this would still be available or whether the CDA might know of other land options that maybe available.

It was agreed the Area Engineer investigate options of land availability for a green waste disposal site in the area.

11.2 Waste Collection Day:

Members enquired if there is to be another Waste Collection Day for the Athol area.

The Area Engineer advised there has been \$1,500 budgeted for this project and enquired when would be most appropriate time for this to take place.

The subcommittee agreed for this to take place early in January 2015 and with the collection to commence in Athol.

It was agreed the Area Engineer liaise with the Chair and arrange for the delivery of flyers prior to the collection date.

12.0 CONCLUSION

Meeting closed: 8.45pm

C O N F I R M E D:

CHAIRPERSON:

DATED

Minutes for Confirmation by Council

Record No: R/15/6/10347
Author: Rose Knowles, Lumsden Area Officer
Approved by: Rose Knowles, Lumsden Area Officer

Decision Recommendation Information

Minutes for Confirmation

Council to adopt and confirm minutes of the following;

Garston Community Development Area Subcommittee 26 November 2014

Recommendation

That the Council:

- a) **Receives the report titled “Minutes for Confirmation by Council” dated 15 June 2015.**
- b) **Determines that this matter or decision be recognised as 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) **Confirms the Ordinary/Estimates minutes of the Garston Community Development Area Subcommittee dated 26 November 2014.**

Attachments

- A Minutes Garston Community Development Area Subcommittee 26 November 2014
[View](#)

SOUTHLAND DISTRICT COUNCIL**GARSTON COMMUNITY DEVELOPMENT AREA SUB-COMMITTEE****26 NOVEMBER 2014**

Minutes of the Ordinary/Estimates Meeting of the Garston Community Development Area Subcommittee held in the Garston School on Wednesday 26 November 2014, commencing at 4.00pm.

PRESENT: P Naylor (Chair), B Abernethy, I Huffadine, T O'Brien, T Sparks, and Councillor J Douglas (Ward Representative).

IN ATTENDANCE: Mr B Miller (Area Engineer)
Mrs J Labruyere (Area Officer)
Mrs B Brown (Venture Southland)

1.0 APOLOGIES:

Moved T Sparks, seconded I Huffadine
and RESOLVED THAT THE APOLOGY LODGED BY L WRIGHT, BE GRANTED AS LEAVE OF ABSENCE FOR THIS MEETING.

2.0 PUBLIC FORUM:

There were no persons seeking speaking rights in Public Forum.

3.0 NOTIFICATION OF URGENT BUSINESS:

There were No items of Urgent Business at this meeting.

4.0 ACTION SHEET:**14.02.6.1 Wooden Surrounds Playground:**

Members agreed that they are keen to have this project progress and to be funded from reserves.

Moved Cr Douglas, seconded B Abernethy
and RESOLVED THAT THE ACTION SHEET BE RECEIVED.

5.0 MINUTES:**5.1 INAUGURAL MEETING – 23 JULY 2014**

r/14/8/11584

Minutes of the Inaugural meeting of the Garston Community Development Area Subcommittee held on 23 July 2014, were tabled.

5.0 MINUTES CONT'D:**5.1 INAUGURAL MEETING – 23 JULY 2014**

Moved I Huffadine, seconded T O'Brien and RESOLVED THAT THE MINUTES OF THE INAUGURAL MEETING OF THE GARSTON COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 23 JULY 2014, BE RECEIVED AND CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

5.2 MEETING – 23 JULY 2014

r/14/9/14012

Minutes of the previous Ordinary meeting of the Garston Community Development Area Subcommittee held on 23 July 2014, were tabled.

Moved I Huffadine, seconded Cr Douglas and RESOLVED THAT THE MINUTES OF THE PREVIOUS ORDINARY MEETING OF THE GARSTON COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 23 JULY 2014, BE RECEIVED AND CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDING, SUBJECT TO ITEM 7.BEING AMENDED TO SHOW COUNCILLOR DILLON INSTEAD OF COUNCILLOR DOUGLAS.

6.0 REPORTS SECTION:**6.1 WORKS & FINANCE REPORT FOR PERIOD ENDED 30 SEPTEMBER 2014:**
200/25/2/1

The Works & Finance Report by Mr B Miller (Area Engineer), for the period ended 30 September 2014, was tabled.

Mr Miller advised the Committee of the following:-

- The alterations to the toilets will begin in late February due to the availability of appropriate contractors and the tourist season.
- The kerbing around the playground to begin early in 2015 and it is hoped that a better deal will be reached by combining two projects.

Moved T O'Brien, seconded T Sparks and RESOLVED THAT THE WORKS & FINANCE REPORT FOR THE PERIOD 30 SEPTEMBER 2014, BE RECEIVED.

6.2 UNAUDITED ANNUAL ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2014:

r/14/9/13717

The Unaudited Annual Accounts for the year ended 30 June 2014 prepared by B Miller, was tabled.

The Area Engineer advised that as at 30 June 2014 the total funds held in reserve is \$8,725.

6.0 REPORTS SECTION CONT'D:

The Area Engineer added that in regard to the significant budget variance the railway project funding for 2013/14 of \$11,000 in grants was transferred to reserves, which was used to fund the project in the current year.

6.2 UNAUDITED ANNUAL ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2014:

Moved B Abernethy, seconded I Huffadine
and RESOLVED THAT UNAUDITED ACCOUNTS FOR THE YEAR ENDED 30 JUNE
2014 BE RECEIVED AND THE CONTENTS NOTED.

6.3 GARSTON SPEED LIMIT REVIEWS:

r/14/10/15961

Report prepared by Mr J McCallum (Roading Engineer) advising the Council is currently reviewing the Speed Limit Bylaw and as part of this Council has re-assessed the speed limits within the township of Garston, was tabled.

The Roading Engineer outlined that the Speed Limit Bylaw 2005 was introduced in compliance with the statutory requirements under the Land Transport Rule 54001. The Bylaw was subsequently introduced to correctly record the speed limit restrictions within the District. This Bylaw and its amendments are now being reviewed.

The Roading Engineer advised that the review concluded that no changes were required within the township of Garston.

In discussing the report members the possibility of a speed reduction from 80km/h down to 70km/h on the state highway in view of the increase tourist traffic flows and the cycleway.

Member also raised that the "Share the Road" sign on the state highway north of the Nevis Road intersection has created a blind spot and requested that NZTA be requested to relocate the sign to assist in better visibility along this particular stretch of road

Moved T Sparks, seconded I Huffadine
and RESOLVED

- a) THAT THE REPORT ON SPEED LIMIT REVIEWS, BE RECEIVED.
- b) THAT THIS SUBCOMMITTEE SUPPORTS RETAINING THE EXISTING SPEED LIMITS, FOR THE ROADS WITHIN THE TOWNSHIP OF GARSTON AS OUTLINED IN THE REPORT.

7.1 DRAFT ESTIMATES AND LOCAL ACTIVITY PLAN INFORMATION FOR THE DRAFT LONG TERM PLAN (LTP) 2015-2025:

Report by Mr B Miller and S Dela Llana, providing an overview of the local activities and services for Garston for 2015-2025 which are provided under the governance of the Garston Community Development Area Subcommittee, was tabled.

The subcommittee noted the report details the estimated costs of these activities over the 10 years as well as the draft rates.

It was further noted that the draft estimates will be incorporated into the Council's draft Long Term Plan (LTP) which will be released for consultation in March 2015.

The subcommittee was advised that once the Plan is finalised (and subject to any changes resulting from submissions), the estimates shown for 2015/2016 will be used to set rates for the year beginning 1 July 2015 (LTP year 1).

The subcommittee was also informed the objective of the report is to highlight issues, confirm priorities and plan expenditure and funding for the next 10 years as part of the Council's LTP.

Furthermore the report outlines a summary of all planned projects for the Garston community for the next 10 years as extracted from the AMPs.

The subcommittee noted that the report is organised into four main sections as follows:

- a) Overviews;
this section includes details of the proposed rates for the Garston community (compared to the previous year).
- b) Information;
this section is organised by rate type.
- c) Planned Projects;
this section includes a list of the maintenance and capital projects planned for the Garston community for the next 10 years.
- d) Appendices;
contains detailed reports in support of information in the body of the report.

The subcommittee was informed that the key matters for the Garston community for the next 10 years included in this report are:

- Increase in rates due to increase work in the playground to do a concrete border around the playground.
- Exterior repaint including roof for the Playcentre is scheduled in 2018/2019 for \$4,308 and funded from reserves.

At this point Ms Dela Llana explained the rate proposed for 2015/2016 with the proposed rate to be collected being \$2,910 (\$49.31 per unit).

A general discussion then took place on the financial summary and rates calculations and also there was discussion on population data and previous submissions lodged by the CDA in 2013/2014.

7.1 DRAFT ESTIMATES AND LOCAL ACTIVITY PLAN INFORMATION FOR THE DRAFT LONG TERM PLAN (LTP) 2015-2025 CONT'D:

Moved P Naylor, seconded T O'Brien
and RESOLVED THAT

- (a) That the report on the draft estimates and local activity plan information for Garston be received.
- (b) That the Garston draft estimates for 2015-2025 be adopted for inclusion in the Council's draft Long Term Plan, with no amendments.
- (c) That the Southland District Council be requested to include a proposal to set the following rates and charges (including GST) for the year commencing 1 July 2015 based on the approved estimates in (b) above in the draft 2015-2025 Long Term Plan.

<u>Rate</u>	<u>Rate GST inclusive</u>
Garston CDA Rate	\$3,404

- (d) That the Garston Community Development Area Subcommittee identify the following priority projects for the local area for inclusion in the 2015-2025 Long Term Plan consultation process;
 - Improvements to beautification

8.0 COUNCILLOR'S REPORT:

Councillor Douglas reported on activities from the District Council table. These included;

- Roading Workshop and expected decrease in road funding from NZTA.
- Visitor Driver Education Workshop
- Resignation of Cr Jukes from Council
- Opening of Stage 1 of the Cycle Trail held 1 November 2014, and focus now moving towards Stage 2.

9.0 VENTURE SOUTHLAND REPORT – B BROWN:

Ms Brown reported on issues relating to the Cycle Trail, namely;

- Interpretation panel for cycle trail providing relevant stories of the area, and seeking feedback from the subcommittee
- Kiosk Information Panels
- Street Banners for each township along the trail
- WWI Commemoration Banners/flags
- Garston Cemetery Information Kiosk funding
- Native Planting project

10.0 CHAIRPERSON'S REPORT:

Member Naylor reported on the following matters;

- Weed control at Village green & School reserve.
- Planting programme on the cycle trail
- Funding application success for planting programme and also Ward grant
- Planned planting day for March
- New Trailer Sixty Six business
- Acknowledged Cr Douglas, Council, Venture Southland's Bobbi Brown for Cycle Trail successes to date.
- New Nevis Cycle trail venture of Tom O'Brien's
- Letter of best wishes sent to Area Officer, Rose Knowles
- Thanked the members and staff for continued support.

11.0 CONCLUSION

Meeting closed: 5.45pm

C O N F I R M E D:

CHAIRPERSON:

DATED

Minutes for Confirmation by Council

Record No: R/15/6/10349
Author: Rose Knowles, Lumsden Area Officer
Approved by: Rose Knowles, Lumsden Area Officer

Decision Recommendation Information

Minutes for Confirmation

Council to adopt and confirm minutes of the following;

Waikaia Community Development Area Subcommittee 10 November 2014

Recommendation

That the Council:

- a) Receives the report titled “Minutes for Confirmation by Council” dated 15 June 2015.
- b) Determines that this matter or decision be recognised as 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) Confirms the Ordinary/Estimates minutes of the Waikaia Community Development Area Subcommittee dated 10 November 2014

Attachments

- A Minutes Waikaia Community Development Area Subcommittee 10 November 2014
[View](#)

SOUTHLAND DISTRICT COUNCIL

WAIKAIA COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE

ORDINARY AND ESTIMATES MEETING

10 NOVEMBER 2014

Minutes of the Ordinary and Estimates meeting of the Waikaia Community Development Area Subcommittee held in the Waikaia Community Centre, Waikaia, on Monday 10 November 2014 commencing at 6.40pm.

PRESENT Mr R Dickson (Chairman), Mrs S Walker, Mr B Lawrence, Mr A Dickson and Cr Dillon (Ward Representative)

IN ATTENDANCE Mr B Millar (Area Engineer)
Mrs S Dela Llana (Accountant)
Ms D Webster (Committee Advisor)

1.0 **APOLOGIES**

There were apologies received from Mr J Cresswell and Mr M Shirley.

Moved A Dickson, seconded S Walker
and resolved that the apologies be accepted.

2.0 **PUBLIC FORUM**

There were no persons seeking speaking rights in Public Forum.

3.0 **NOTIFICATION OF URGENT BUSINESS**

There was no urgent business presented for consideration.

4.0 **MINUTES**

5.1 **MINUTES OF THE WAIKAIA COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE INAUGURAL MEETING DATED 8 JULY 2014**
240/20/28/3

Moved R Dickson, seconded A Dickson
and RESOLVED THAT THE MINUTES OF THE INAUGURAL MEETING OF THE WAIKAIA COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 8 JULY 2014, BE RECEIVED AND CONFIRMED AS A TRUE AND CORRECT RECORD SUBJECT TO THE FOLLOWING AMENDMENT:

- Mr R Dickson was incorrectly recorded as Mrs R Dickson.

5.2 MINUTES OF THE WAIKAIA COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE INAUGURAL MEETING DATED 8 JULY 2014

240/20/28/3

r/14/9/13883

Minutes for Confirmation

Moved R Dickson, seconded B Lawrence and RESOLVED THAT THE MINUTES OF THE ORDINARY MEETING OF THE WAIKAIA COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 8 JULY 2014, BE RECEIVED AND CONFIRMED AS A TRUE AND CORRECT RECORD.

5.3 GLOBAL ACTION SHEET

Action Sheet from the meeting held on 8 July 2014.

Cycle/Walk Track Proposal

The Area Engineer advised the Golf Club had allowed markers for the pathway. The track will soon be pegged out with markers and marker posts. Funding still needs to be sourced for the bridge and signage.

6.0 REPORTS

6.1 SPEED LIMIT REVIEWS

240/20/28/3

r/14/10/15532

Report by J McCallum dated 14 October 2014

Moved R Dickson, seconded A Dickson and RESOLVED THAT THE REPORT ON SPEED LIMIT REVIEWS DATED 14 OCTOBER 2014 BE RECEIVED.

The Southland District Council is currently reviewing the Speed Limit Bylaw and as part of this review Council has reassessed the speed limits within the township of Waikaia.

Council asks that the Waikaia Community Development Area Subcommittee receive this report and endorse the recommendation in support of retaining the existing speed limits.

Moved R Dickson, seconded A Dickson and RESOLVED THAT THE WAIKAIA COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE SUPPORTS RETAINING THE EXISTING SPEED LIMITS, FOR ROADS WITHIN THE TOWNSHIP AND SURROUNDING AREA AS DETAILED.

6.2 DRAFT ESTIMATES AND LOCAL ACTIVITY PLAN INFORMATION FOR THE DRAFT LONG TERM PLAN (LTP) 2015 - 2025

200/25/1/8

r/14/10/16264

Report by Mr B Miller and Mrs S Dela Llana dated 31 October 2014.

Moved R Dickson, seconded A Dickson
and RESOLVED THAT THE REPORT ON DRAFT ESTIMATES AND LOCAL ACTIVITY PLAN INFORMATION FOR THE DRAFT LONG TERM PLAN (LTP) 2015 - 2025 DATED 31 OCTOBER 2014 BE RECEIVED.

This report provides an overview of the local activities and services for Waikaia for 2015-2025 which are provided under the governance of the Waikaia Community Development Area Subcommittee. The report details the estimated costs of these activities over the 10 years as well as the draft rates.

The draft estimates will be incorporated into the Council's draft Long Term Plan (LTP) which will be released for consultation in March 2015. Once the plan is finalised (and subject to any changes resulting from submissions), the estimates shown for 2015/16 will be used to set rates for the year beginning 1 July 2015 (LTP year 1).

The information in the report and its attachments have been sourced from Activity Management Plans (AMPs) that staff have prepared which contain more detail about the activities and expenditure requirements.

Key Matters for the Waikaia Community

Recent changes to the Local Government Act 2002 had introduced a requirement for councils to prepare an infrastructure strategy for at least a 30 year period and to incorporate this into their Long Term Plans. The infrastructure strategy will help Council identify the significant infrastructure issues facing Southland District over that period and consider those issues in light of broader trends such as population and land use change. Options for managing those issues and the implications of those options will be considered when developing the Infrastructure Strategy. The work will, however, be developed further over the next few years as Council engages with its communities around the issues in the lead up to the 2018-2028 LTP.

The key matters for the Waikaia community for the next 10 years included in this report are:

- In 2015/16 a commitment to the Switzers Museum for the upgrade of the museum/toilet has been granted \$75,000 funded from the Museum Donation reserve and the general reserve.
- Budgeted for mower replacements in 2017/18 and 2023/24 out of the general reserve, any unused miscellaneous plant charges will go back to the reserve to replenish it.

Moved R Dickson, seconded A Dickson
and RESOLVED THAT:

- (a) That the Waikaia draft estimates for 2015-2025 be adopted for inclusion in the Council's draft Long Term Plan (including any amendments made at the meeting).
- (b) That the Southland District Council be requested to include a proposal to set the following rates and charges (including GST) for the year commencing 1 July 2015 based on the approved estimates in (b) above in the draft 2015-2025 Long Term Plan.

<u>Rate</u>	<u>Rate GST inclusive</u>
Waikaia CDA Rate	\$27,041

- (c) That the Waikaia Community Development Area Subcommittee identifies the following priority projects for the local area for inclusion in the 2015-2025 Long Term Plan consultation process (to be agreed at the meeting).

7.0 **MEMORANDUM**

7.1 **UNAUDITED ANNUAL ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2014**

200/25/2/28

r/14/9/13712

Memorandum by Mr B Miller dated 30 October 2014.

Summary of Reserve Movements

As illustrated on the attached business unit and reserve reports:

Business Units	Actual Transfer to/(from) Reserve	Budgeted Transfer to/(from) Reserve
28600 - Administration	\$2,582	\$2,749
28602 - Operating	\$6,964	\$7,029
28607 - Street Works	\$1,484	\$355
28613 - Stormwater	\$10,721	(\$782)
28614 – SW Drain Resource Consent	(\$14)	(\$9,641)
28625 - Cemetery	\$129	-
28628 - Beautification	\$6,713	-
28646 – Playground Dickson Park	\$3,261	\$81
Local Net Transfer to/(from) Reserves	\$31,840	(\$209)

As at 30 June 2013 the total funds held in reserves is \$257,487.

(a) **Significant Budget Variances**

Key reasons for the most significant budget variances are detailed below:

Stormwater

No stormwater monitoring required this year.

(b) **Project List**

Project Name	Financial Year	AP Budget	Actual Cost	Status	Officer's Comment
Stormwater Consent	11/12	\$9,641	\$14	Complete	Completed over a number of years, awaiting ES processing of application.

Financial Considerations

Please note these financial results are subject to review by Audit NZ in September, and therefore may change.

Reserves

Interest has been allocated to the reserve accounts calculated on the average balance of the reserves for the year at an interest rate of 4.54%. This interest is now included within the business units and found in the financial report.

Development and Financial Contributions

Parks	Roading	Total
\$6,199	\$652	\$6,851

Moved S Walker, seconded B Lawrence and RESOLVED THAT THE UNAUDITED ANNUAL ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2014 BE RECEIVED AS INFORMATION.

7.2 **WORKS AND FINANCE MEMORANDUM FOR THE PERIOD ENDED 30 SEPTEMBER 2014**

200/25/2/28

r/14/10/16534

Memorandum by Mr B Miller dated 31 October 2014.

Area Engineer's Report

Variances will be discussed at the meeting.

Project List

There are currently no projects planned for Waikaia.

Financial Considerations

Reserves

The reserves report was attached.

Development and Financial Contributions

The table below outlines the balances of Development and Financial contributions for the community to date. Spending of these funds is considered by Council staff when projects are in the planning stage. Once identified as a potential funding source for a project, confirmation from the Group Manager Services and Assets is sought before undertaking the project to ensure that the relevant policy and legislative requirements are met.

Reserves (Parks) Contributions	6,199
Roading Contributions	652

Moved R Dickson, seconded A Dickson
and RESOLVED THAT THE WORKS AND FINANCE MEMORANDUM FOR THE PERIOD ENDED 30 SEPTEMBER 2014 BE RECEIVED AS INFORMATION.

8.0 **COUNCILLORS REPORT**

Councillor Dillon reported on activities from the District Council table, these included:

- New CEO Steve Ruru is in his new role; Steve comes to Southland from the Kaipara District Council.
- Workshops are underway on the Long Term Plan.
- Recent issues with dangerous dogs in the district, in particular the Riverton area.
- Successful opening of the cycleway in Lumsden recently.
- Cr Jukes had resigned due to ill health. A by-election will be held early 2015 to find his replacement on Council. Currently Cr Douglas and Cr Dillon are covering Manapouri and Te Anau areas.

Issues raised by the Subcommittee:

Concerns were raised over the operation of the mower that services the town’s lawns with inconsistent work practice resulting in areas looking untidy and incomplete. Also issues over the safety practices were raised. A letter of complaint has been received on the town’s mowing. Discussion followed on the need to consider putting the contract to tender. The Area Engineer will review the agreement and speak with the current contractor on the issues raised.

There being no further business the meeting closed: 7.55 pm

C O N F I R M E D:

CHAIRPERSON:

DATED:

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 Public Excluded Minutes of the Council Meeting dated 19 May 2015

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
<p>Public Excluded Minutes of the Council Meeting dated 19 May 2015</p>	<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>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>s7(2)(f)(ii) - The withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment.</p> <p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</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>s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.</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.</p>

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
<p>Public Excluded Minutes of the Council Meeting dated 3 June 2015</p>	<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>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>s7(2)(f)(ii) - The withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment.</p> <p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</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>s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.</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.</p>
<p>Public Excluded Minutes of the Te Anau Basin Water Supply Subcommittee Meeting dated 3 March 2015</p>	<p>s48(1)(d) - Check to make report confidential.</p>	<p>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.</p>