

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

Date: Wednesday, 9 December 2015
Time: 11am
Meeting Room: Council Chambers
Venue: 15 Forth Street
Invercargill

Council Agenda

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	Fiona Dunlop

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

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C10.1 Public Excluded Minutes of the Lumsden Community Development Area Subcommittee Meeting dated 17 August 2015	Error! Bookmark not defined.
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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.

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, 28 October 2015

Freedom Camping Bylaw 2015

Record No: R/15/11/20031

Author: Michael Sarfaiti, Environmental Health Manager

Approved by: Bruce Halligan, GM - Environment and Community

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 To adopt the Freedom Camping Bylaw 2015.

Executive Summary

- 2 Council has heard and deliberated on the submissions to the draft bylaw. Most submitters were supportive of the direction of the bylaw, including features such as resolving the problems at Waikaia, fire safety concerns, and new general rules. Key amendments following the hearing of submissions include the removal of the originally proposed prohibition of camping on roads and Council administered picnic areas.

Recommendation

That the Council:

- a) Receives the report titled “Freedom Camping Bylaw 2015” dated 2 December 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) Determines that it is satisfied that:
 - (i) The bylaw is necessary for one or more of the following purposes:
 - (1) to protect the area:
 - (2) to protect the health and safety of people who may visit the area:
 - (3) to protect access to the area; and
 - (ii) The bylaw is the most appropriate and proportionate way of addressing the perceived problem in relation to that area.
- e) Confirms the content of Attachment A “Freedom Camping Bylaw Hearings” that summarises the outcome of deliberations following the hearing of the submissions on the proposed Freedom Camping Bylaw 2015.
- f) Confirms and makes the Freedom Camping Bylaw 2015 with any amendments as it sees fit - Attachment B.
- g) Resolves in accordance with Section 157 of the Local Government Act 2002 that public notice be given of the making of the bylaw advising:
 - (i) That the bylaw will come into force on 12 December 2015.
 - (ii) That copies of the bylaw may be inspected without fee at all Council offices.
 - (iii) That copies of the bylaw may be obtained upon payment \$5.00.
- h) Authorises the following delegations:

Clause of the Freedom Camping Bylaw 2015	Summary of delegation	Delegated officer
7	Consent to freedom camping	<ul style="list-style-type: none">• Chief Executive• Group Manager Environment and Community

Content

Abbreviations and definitions:

Act: Freedom Camping Act 2011

CBs and CDAs: Community Boards and Community Development Area Subcommittees.

Freedom camp means to camp (other than at a camping ground) within 200 m of a motor vehicle accessible area or the mean low-water springs line of any sea or harbour, or on or within 200 m of a formed road or a Great Walks Track, using one or more of the following:

- (a) A tent or other temporary structure:
- (b) A caravan:
- (c) A car, campervan, house-truck, or other motor vehicle.

NZMCA: New Zealand Motor Caravan Association

Self-contained vehicle is a vehicle that is designed to completely meet the ablutionary and sanitary needs of the occupants (including water for drinking and cooking) for a minimum of three days without requiring any external services or discharging any waste. They have the following:

- 1. Fresh water supply
- 2. A sink
- 3. Toilet
- 4. Holding tank
- 5. An evacuation hose
- 6. A sealable refuse container (with lid)

Background

- 4 The Policy Review Committee (1 April 2015) considered a staff report about freedom camping, in particular about:
 - Problems at the Waikawa freedom camping site.
 - A new model bylaw.
 - The NZMCA motorhome friendly town scheme.
- 5 The Committee instructed staff to undertake a review of the Camping Control Bylaw 2012. It was noted that this bylaw was not due for review until 2022, but the Committee considered that an earlier review was appropriate in response to these matters. Staff organised a public survey and also sought views from CBs and CDAs.
- 6 Council (5 August 2015) viewed a draft Freedom Camping Bylaw. The draft was based on the model bylaw and included the views of the public.
- 7 The draft bylaw aimed to achieve the following:
 - Conform with the NZMCA model bylaw.
 - Resolve the Waikawa Domain freedom camping problems.
 - Resolve the concerns of the Southern Rural Fire Authority.
 - Add designated sites for self-contained camping.
 - Introduce new default rules.

- 8 Council (June 2015) adopted the draft Freedom Camping Bylaw 2015 and invited submissions, closing on 8 September 2015. Eighty four submissions were received and 30 submitters asked to be heard.
- 9 Council heard submissions and deliberated on the submissions on 27 October 2015.
- 10 The draft Freedom Camping Bylaw 2015 is in **Attachment B**.

Issues

- 11 Updates to the bylaw as a result of deliberations can be seen in the “tracked changes” version of the bylaw in **Attachment C**.
- 12 **Attachment C** does not include updates to the maps. The only changes to the maps are:
- Time limit at Clifden Historic Bridge Reserve reduced from seven to three days, as recommended by Council during deliberations.
 - Time limit descriptions updated by staff where necessary for clarity eg, “Camping up to seven days *within any 30 day period*” - the “*within any 30 day period*” being added to some descriptions.

Factors to Consider

Legal and Statutory Requirements

- 13 Section 11(2) of the Act requires:
- A local authority may make a bylaw under subsection (1) only if it is satisfied that—*
- (a) *the bylaw is necessary for 1 or more of the following purposes:*
- (i) *to protect the area:*
 - (ii) *to protect the health and safety of people who may visit the area:*
 - (iii) *to protect access to the area; and*
- (b) *the bylaw is the most appropriate and proportionate way of addressing the perceived problem in relation to that area.*

- 14 These paragraphs are discussed below.

Purposes of the proposed bylaw

- 15 The restrictions in the proposed bylaw are necessary for the following purposes:
- (i) *To protect the area –*
- Local township rules
 - Prohibition in urban zones, playgrounds, picnic areas, cemeteries, walking tracks
 - Fire safety rules.
- (ii) *To protect the health and safety of people who may visit the area –*
- Local township rules
 - Prohibition in urban zones, playgrounds, cemeteries, walking tracks
 - Fire safety rules.

(iii) *To protect access to the area –*

- Prohibition on car parks, boating areas, sports grounds, lookouts.

These purposes have been updated since the last report to Council on freedom camping, following issues raised by submitters.

Is the bylaw an appropriate and proportionate response?

- 16 The proposed bylaw is considered to be the best available solution to the problems that have been identified. Local communities have clearly advised of their desire to be protected from the adverse effects from non-self-contained camping in particular. Most communities are generally supportive of self-contained camping but wish to confine it to designated sites, so that adverse effects can be managed and mitigated.
- 17 The District will remain relatively permissive to freedom camping under the proposed bylaw, in the author's opinion.

Community Views

- 18 Staff arranged a public survey, and consulted with all of the CBs and CDAs. The public was formally consulted using the special consultative procedure.

Costs and Funding

- 19 There will be costs associated with new signage. Some communities may request a compliance service in time, should future issues arise. Currently, the Te Anau/Manapouri area is the only area with a formalised local compliance service.

Policy Implications

- 20 There are no policy implications.

Analysis

Options Considered

- 21 The options are whether or not to adopt the draft Freedom Camping Bylaw 2015.

Analysis of Options

- 22 **Option 1 - To adopt the draft Freedom Camping Bylaw 2015**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • Addresses concerns of Southland District's communities and other stakeholders. • Some of Southland District's communities may be able to progress discussions with the NZMCA. • Will enable the Council to move along campers who are camping in unsuitable and unsafe areas. • Will continue to enable freedom camping in the District. 	<ul style="list-style-type: none"> • Negative feedback from members of community that disagree with the direction that the bylaw is taking.

23 **Option 2 - To stop the process**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">The current Camping Control Bylaw 2012 is not required to be reviewed until 19 September 2022.	The opposite of advantages above.

Assessment of Significance

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

Recommended Option

- 25 To adopt the draft Freedom Camping Bylaw 2015 (Option 1).

Next Steps

- 26 The Freedom Camping Bylaw 2015 will come into force on 12 December 2015, and public notice will be given of the making of the bylaw. All submitters will be written to advising of the outcome. New signage will be arranged where necessary.

Attachments

- A Freedom Camping Bylaw Hearings - Outcomes [View](#)
B Proposed Freedom Camping Bylaw 2015 [View](#)
C Freedom Camping Bylaw 2015 - Tracked Changes [View](#)

Freedom Camping Bylaw Hearings - Outcomes

Key Issues	Proposal in draft policy and bylaw	Outcome of deliberations	Reasons
NZMCA model bylaw	The bylaw was drafted using the model bylaw as the foundation.	1. Should the NZMCA model bylaw be used? Yes, as updated by Council's legal advisor.	Council's solicitor has advised that the model bylaw is appropriately drafted, and that this review is a good opportunity to standardise. The model bylaw is not "motorhome-friendly" in itself - it may be used for either permissive or prohibitive purposes.
Waikawa freedom camping site	To reduce the size of the designated area in Waikawa and limit to self-contained camping only.	2. Does Council believe that the size of the designated area in Waikawa should be reduced in size and limited to self-contained camping only? Yes.	<p>Council is aware of serious problems from freedom camping at the Domain such as:</p> <ul style="list-style-type: none"> • Sanitary problems • Costs to the ratepayer, eg rubbish collection, toilet maintenance • Restricting access to other recreation users of the Domain • Restricting parking access for hall <p>If no action is taken, freedom camping problems are expected to worsen in the area. Reasons include:</p> <ul style="list-style-type: none"> • A new cell tower 'opening' up the area • Sealing of the Haldane Road • Visitor numbers are up • More growth is expected, eg the proposed internationally appealing Curio Bay Natural Heritage Centre.

Item 7.1 Attachment A

Key Issues	Proposal in draft policy and bylaw	Outcome of deliberations	Reasons
Prohibition of open fires at designated camping sites	Open fires are prohibited at designated sites, except in a safe fire facility provided by Council.	3. Does Council believe that open fires should be prohibited at designated camping sites? Yes.	<p>The Southern Rural Fire Authority is concerned about the fire risk from freedom camping. Overseas tourists are not familiar with New Zealand fire rules for example.</p> <p>This rule will only apply to designated sites. Places such as beaches or back country areas are subject to other fire rules. Fires will be permitted at designated sites that have safe on-site facilities provided by the Council.</p> <p>One submitter suggests enforcing separation distances between campers for fire safety reasons, referring to the Camping Ground Regulations. These regulations do not apply to freedom camping. Further, the separation rules were for the purpose of preventing overcrowding, not fire safety.</p> <p>The draft bylaw has a provision to apply to waive this prohibition, for a special event for example.</p>
Local freedom camping rules	Local rules are illustrated in the township maps in Schedule 2. A common theme is the prohibition of camping in townships, with a designated area within the town for self-contained camping only.	4. Does Council support the proposed local freedom camping rules? In part.	<p>Council heard from submitters that there is a need to protect townships from problems with freedom camping such as:</p> <ul style="list-style-type: none"> • sanitary problems • congestion • proximity to activities regarded as sensitive • visual amenity • blocking views • reduced privacy • safety and crime. <p>Council has accepted the recommendations from the local Community Boards and Community Development Area Subcommittees. Most submitters agreed with these recommendations, in particular the continuation of prohibition in Riverton, Te Anau, and Tuatapere.</p> <p>Council has reduced the time limit at the Clifden Historic Bridge Reserve from seven to three days, following concerns about potential harmful effects from freedom camping with a longer stay.</p>

Key Issues	Proposal in draft policy and bylaw	Outcome of deliberations	Reasons
Proposed general freedom camping rules	To have general prohibited areas. These are listed in Schedule 1, such as urban zones and roads.	5. Does Council support the proposed general freedom camping rules? In part.	Most submitters raised no concerns with the proposed rules. Roads and picnic areas have been deleted from the prohibited areas list after considering the submission from the NZMCA. This is discussed fully below.

OTHER MATTERS

	Submission	Outcome
Sanitary education of freedom campers	Increased education about the sanitary disposal of human waste.	Accepted. Council will request staff to: <ul style="list-style-type: none"> Ask the Tourism Industry Association to have this information on its "Camping Our Way" website; and Place the Ministry of Health's "Keeping Healthy Outdoors" education resource on the freedom camping section on Council's website.
Donations box	A donations box should be at some designated sites.	Not accepted. A designated site would need a camping ground license from Council if it had a donations box. This could be administratively resource-demanding and also owners of commercial camping grounds may raise concerns if this happened.
Specific locations	Concerns about freedom camping at the Clifden Caves and on Deaker Road in Te Anau.	Accepted in part. The Clifden Caves are on conservation land, and so cannot be regulated by Council's Freedom Camping Bylaw. Deaker Road falls within the extended prohibition area recommended by the Te Anau Community Board.

Item 7.1 Attachment A

OTHER MATTERS		
	Submission	Outcome
NZMCA concerns	The NZMCA has a number of concerns with the proposed bylaw.	<p>Accepted in part.</p> <p>Efforts by the Council to make the District even more motorhome friendly</p> <p>Council has listened to the NZMCA and has made considerable efforts to be even more motorhome friendly. A key goal of Council in conducting this review was to enable some towns to receive recognition from the NZMCA as being motorhome friendly. These efforts include:</p> <ul style="list-style-type: none"> • Using the NZMCA developed model bylaw as a foundation document for the new bylaw. • Creating 11 new designated sites for self-contained campers. This approach was endorsed by the local NZMCA president when the bylaw was being developed. • Five of Southland District's largest towns changing from prohibiting to restricting self-contained camping. • Removing the proposed prohibition on roads and picnic areas from the bylaw. <p>Council has also listened to other stakeholders and has attempted to create a bylaw that is acceptable to the differing views of the NZMCA and the holiday parks industry, and importantly also acceptable to each local community.</p> <p>Concern that the bylaw has a prohibitive approach</p> <p>The bylaw does not have a prohibitive approach. Freedom camping is permitted in the District, except where the bylaw either restricts or prohibits freedom camping.</p> <p>Concern that the bylaw is more prohibitive than the previous bylaw</p> <p>The new bylaw is overall more permissive than the previous. This is shown in the table below.</p> <p>Freedom camping is permitted on vast areas of Council land. Eleven towns have created new designated sites, with the result that almost every town in the District has a designated site for self-contained camping.</p> <p>Furthermore, the towns of Edendale, Lumsden, Otatau, Winton, and Wyndham have opened up to self-contained campers by changing their local rules from prohibiting to restricting self-contained camping. These are among the largest towns in the District.</p> <p>The communities of Riverton, Te Anau, and Tuatapere have requested Council to continue their current bans as they wish to be protected from the adverse effects of freedom camping.</p> <p>Council decided that any restrictions on freedom camping on roads if considered necessary should be dealt with in the Roadway Bylaw, as Council's concerns were primarily the safety risk. Council has requested the Roadway Assets Team to consider whether amending the Roadway Bylaw is necessary.</p> <p>Council decided to permit freedom camping in picnic areas for up to three days in any 30 day period.</p>

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Item 7.1 Attachment A

OTHER MATTERS		
	Submission	Outcome
		<p>Concern with a misconception that the NZMCA forced Council to amend the bylaw</p> <p>Council agrees with this concern. The bylaw review was prompted by problems at the Waikawa Domain. Staff advised Council that a review would be a good opportunity for those towns seeking to be recognised as motorhome friendly to achieve this; and staff approached the NZMCA once the review was authorised.</p> <p>Concern that Council has not taken an evidence based approach</p> <p>Looking at the table above, the main concerns can only be with respect to urban areas, car parks, and lookouts.</p> <p><u>Urban areas</u> - there are few problems in towns because camping has been prohibited in many Southland towns for a number of years. Therefore Council cannot produce extensive evidence of problems in these towns and is not required to do so. In other towns, local communities have requested rules as they perceive freedom camping to be a problem. Further, the Freedom Camping Act does not require Council to change urban rules and wait-and-see if problems arise.</p> <p>The NZMCA believes that all Urban Zones should be changed to restricted. Only Edendale, Lumsden, Otautau, Winton, and Wyndham are proposed to be restricted. These towns wish to be recognised by the NZMCA as motorhome friendly towns and accordingly have met the NZMCA's aspirations.</p> <p>While urban areas are largely prohibited, almost every town in the District has a designated area for self-contained campers. This approach was endorsed by the local NZMCA president during consultation when the bylaw was being developed. This approach is also common in New Zealand, including Districts that the NZMCA has recognised as being motorhome friendly.</p> <p>The Council has added eight new prohibited urban zones. Of those, five have new designated areas within those zones (Balfour, Browns, Dipton, Limehills/Centre Bush, and Riversdale) where self-contained camping is permitted.</p> <p>The three towns that have introduced prohibited urban zones without a new designated site for self-contained camping are Garston, Tokanui, and Woodlands. These decisions were carefully made by each of their Community Development Area Subcommittees, and each concluded that they wished to be protected from the adverse effects of freedom camping.</p> <p>Council could seek to re-consult on the bylaw to see if communities would like to trial restricting camping to self-contained in their towns. Council believes that there is little to be gained in such an exercise, except for those towns wishing to be recognised as NZMCA motorhome friendly towns. Most District towns are relatively small and have already welcomed self-contained camping at designated sites. Any adverse effects from irresponsible freedom camping within towns can be mitigated by confining the activity to a designated area where the effects can be managed.</p>

OTHER MATTERS		
	Submission	Outcome
		<u>Car parks and lookouts</u> - Council has considered whether these areas require rules to protect access, and has resolved that rules are required. These areas are provided by Council for temporary parking and for the enjoyment of visitors, and it is essential that access is maintained both now and in the future. Council is enabled under the Freedom Camping Act to proactively protect essential access areas.
Consistency with the Clutha District Council	Council's bylaw should be consistent with the Clutha District freedom camping rules.	Not accepted. Clutha District Council (CDC) prohibits non-self-contained freedom camping, and restricts self-contained camping to non-urban areas and designated sites. CDC's current stance is a relatively prohibitive approach which, if Southland District Council mirrored it, could create legal problems for traditional camping, eg, scouts, white baiters, and family camping.
Engagement with holiday park operators	Council did not engage with this industry prior to drafting the bylaw.	Not accepted. Council was aware of the views of the accommodation providers following the public survey. Council read survey submissions and considered the following summary in the staff report dated 5 August 2015: <u>Views of accommodation providers</u> <i>Some key points from accommodation providers [from the survey]:</i> <ul style="list-style-type: none"> <i>Freedom camping was causing significant issues in their communities and that it is quite a problem.</i> <i>Has little economic benefit in their communities.</i> <i>Generally only favour beaches, lakefront, and riversides being permitted for freedom camping.</i> <i>Generally support rubbish containers being provided at designated sites.</i> <i>All agree with the instant fine compliance approach.</i>
Freedom camping as a Council product	Council is giving away a product for free, and acting in opposition to holiday park operators.	Not accepted. The Freedom Camping Act 2011 permits freedom camping in the District. Council has decided to adopt a bylaw that both restricts and prohibits freedom camping in some locations. Section 12 of that Act prescribes "A local authority may not make bylaws under Section 11 that have the effect of prohibiting freedom camping in all the local authority areas in its district." Council has accepted the recommendations from local Community Boards and Community Development Area Subcommittees, who are regarded by Council as representing the views of their communities. Most submitters agree with these recommendations.

Item 7.1 Attachment A

OTHER MATTERS		
	Submission	Outcome
Freedom camping is prized by tourists	Council should have a liberal approach to freedom camping.	Accepted in part. As described above, Council's bylaw is relatively permissive. Council believes that some restrictions and prohibitions are necessary for certain purposes.

SOUTHLAND DISTRICT COUNCIL

Freedom Camping Bylaw 2015



December 2015



~45141/20014

SOUTHLAND DISTRICT COUNCIL**FREEDOM CAMPING BYLAW 2015**

Pursuant to the Freedom Camping Act 2011 the Council makes the following bylaw:

1. **TITLE AND COMMENCEMENT**

- (a) This Bylaw is the Freedom Camping Bylaw 2015.
- (b) This Bylaw comes into force on 12 December 2015.
- (c) The Camping Control Bylaw 2012 is consequently repealed.

2. **DEFINITIONS**

In this bylaw unless the context otherwise requires:

The Act means the Freedom Camping Act 2011.

Camping Ground has the meaning given by Section 5 (3) of the Act.

Council means the Southland District Council or any person delegated by it to act on its behalf.

Designated area means any area shown on the maps in Schedule 2 where freedom camping is permitted subject to the specified conditions.

District means the district of the Council.

Freedom Camp has the meaning given by Sections 5 (1) and (2) of the Act.

Local Authority Area means any part of land in the district that is controlled or managed by the Council under any enactment but does not include land that is permanently covered by water.

Prohibited area means any area specified in Schedules 1 and 2 where freedom camping is prohibited.

Self-contained vehicle means a vehicle designed and built for the purpose of camping which has the capability of meeting the ablutionary and sanitary needs of occupants of that vehicle for a minimum of three days without requiring any external services or discharging any waste and complies with New Zealand Standard 5465:2001, as evidenced by the display of a current self-containment warrant issued under New Zealand Standard Self Containment of Motor Caravans and Caravans, NZS 5465:2001.

Urban Zone means those local authority areas depicted as urban zones in the planning maps of the Southland District Plan.

3. **LOCAL AUTHORITY AREAS WHERE FREEDOM CAMPING PERMITTED**

Any person may freedom camp in any local authority area unless it is restricted or prohibited by:

- (a) This bylaw.
- (b) Any other enactment.

4. **RESTRICTIONS ON FREEDOM CAMPING IN A DESIGNATED AREA**

Any person may freedom camp in a designated area for a maximum of seven nights in any 30 day period, or such other period as is specified in Schedule 2 for that designated area.

5. **RESTRICTIONS ON FREEDOM CAMPING IN LOCAL AUTHORITY AREAS**

Notwithstanding any other provision of this bylaw a person must not freedom camp in any local authority area for more than one month in any three months.

6. **PROHIBITIONS AGAINST FREEDOM CAMPING**

A person must not freedom camp in a prohibited area without the prior consent of the Council granted in accordance with clause 7.

7. **CONSENT OF THE COUNCIL TO FREEDOM CAMPING**

Any person may at least 10 days in advance apply in writing to the Council:

- (a) To freedom camp in a prohibited area identified in Schedule 1 or 2.
- (b) Waive or modify any specified restriction in respect of any local authority area in Schedule 1 or 2.

The Council may grant consent with or without conditions.

8. **OFFENCES**

Every person commits an offence against this bylaw who freedom camps or prepares to freedom camp in any local authority area in breach of any restriction or prohibition in this bylaw.

9. **PENALTIES FOR BREACH OF BYLAW**

Every person who commits an offence against this bylaw is liable to the penalties prescribed by any regulations made under the Act.

SCHEDULE 1

General Freedom Camping Rules

This Schedule contains general freedom camping rules that apply across the Southland District.

1. Prohibited areas

Except as provided in Schedule 2, freedom camping is prohibited in the following -

- (a) Urban zones; and
- (b) Council-controlled car parks; and
- (c) Council-controlled boating areas (including any wharf, jetty, boat ramp, boat marshalling area); and
- (d) Playgrounds; and
- (e) Sports grounds; and
- (f) Cemeteries; and
- (g) Walking tracks; and
- (h) Signposted lookouts; and

2. Signposted picnic areas

Except as provided in Schedule 2, a person must not freedom camp in any signposted picnic area for more than three days in any 30 day period.

3. Fire safety at designated sites

The following fire safety rules apply to all designated freedom camping sites in Schedule 2:

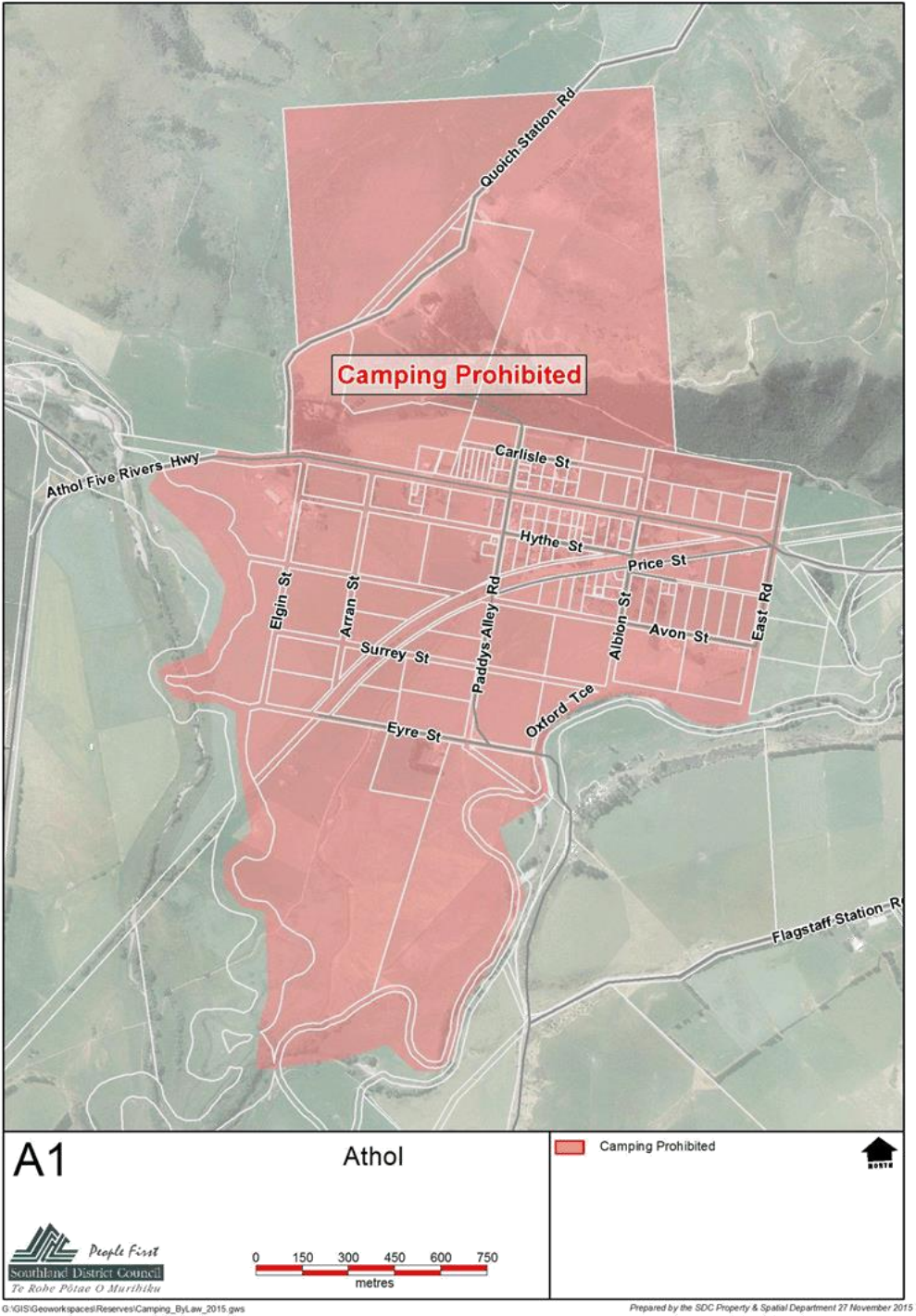
- (a) Open fires are prohibited, except in a safe fire facility provided by Council.
- (b) During a fire ban only gas cookers or gas barbeques are permitted.
- (c) Conditions of use of safe fire facilities provided by Council:
 - (i) Fires must be supervised at all times; and
 - (ii) Have water available to control fire escape; and
 - (iii) Fire is to be extinguished prior to departure; and
- (d) Gas cookers or barbeques - permitted at all times.

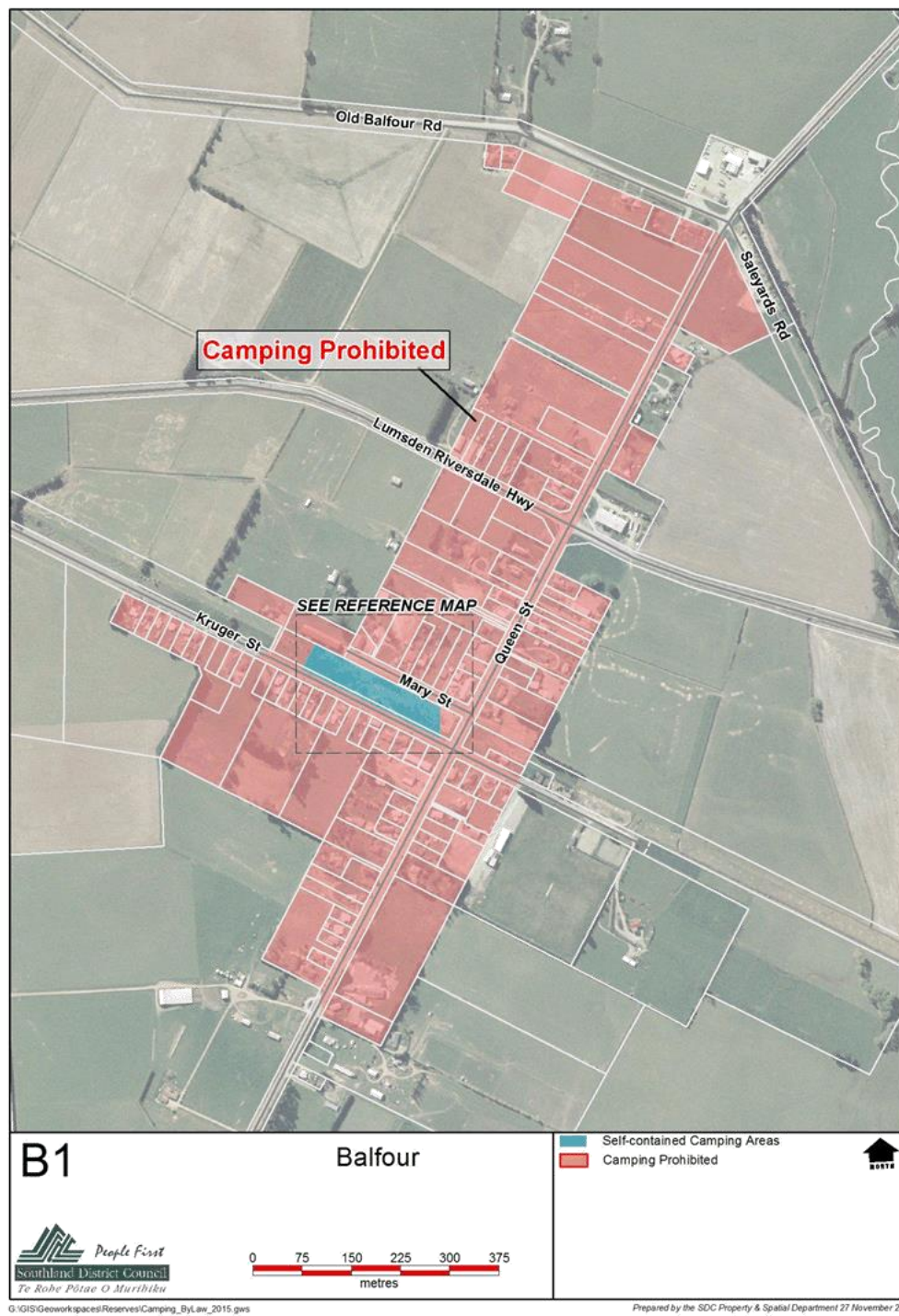
Note: For convenience Urban Zones are shown on the maps in Schedule 2. For technical reasons other areas that are referred to above cannot be shown.

SCHEDULE 2**Local Community Freedom Camping Rules**

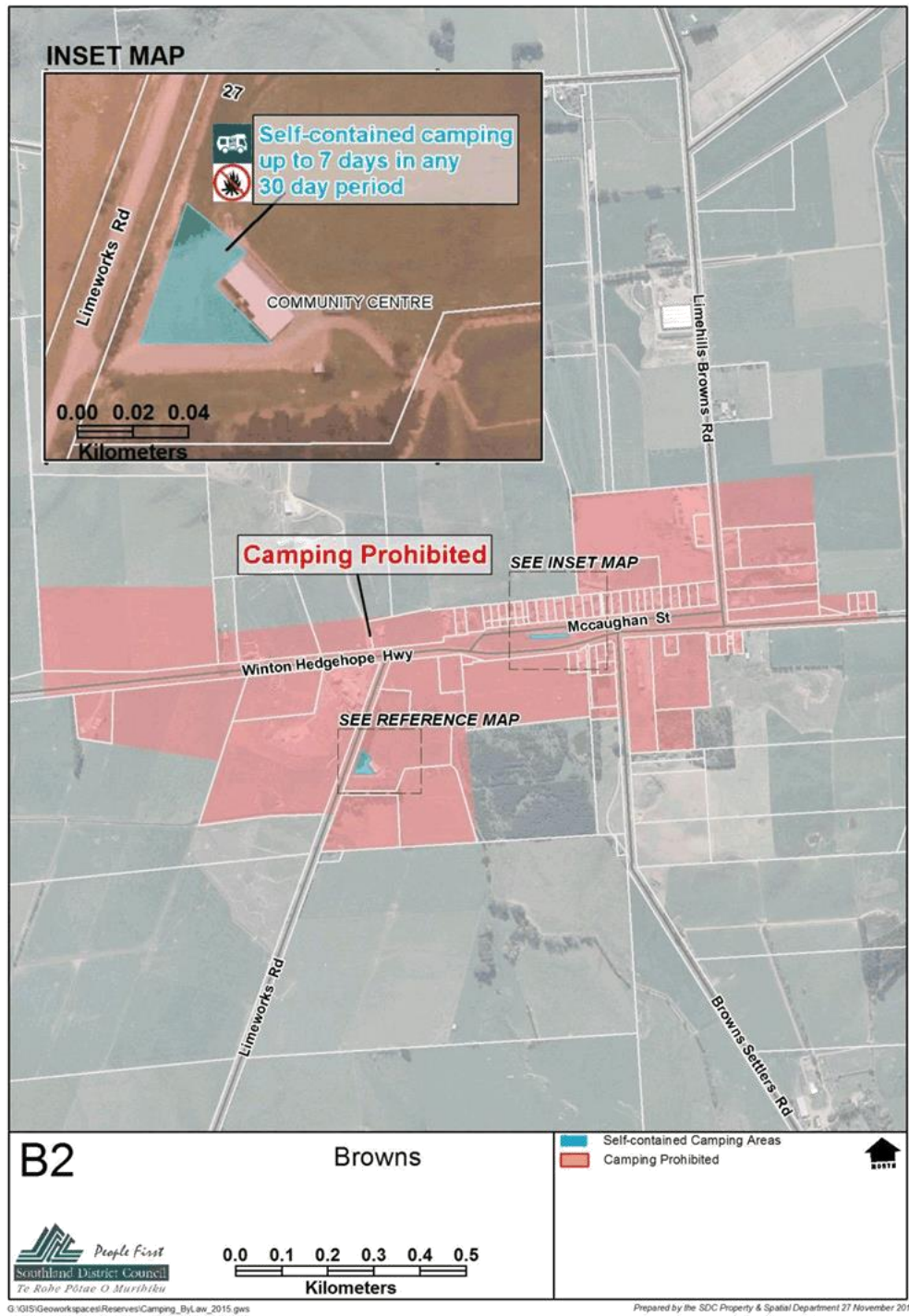
This Schedule contains freedom camping rules specific to a local community that are in addition to the freedom camping rules in Schedule 1.

Item 7.1 Attachment B





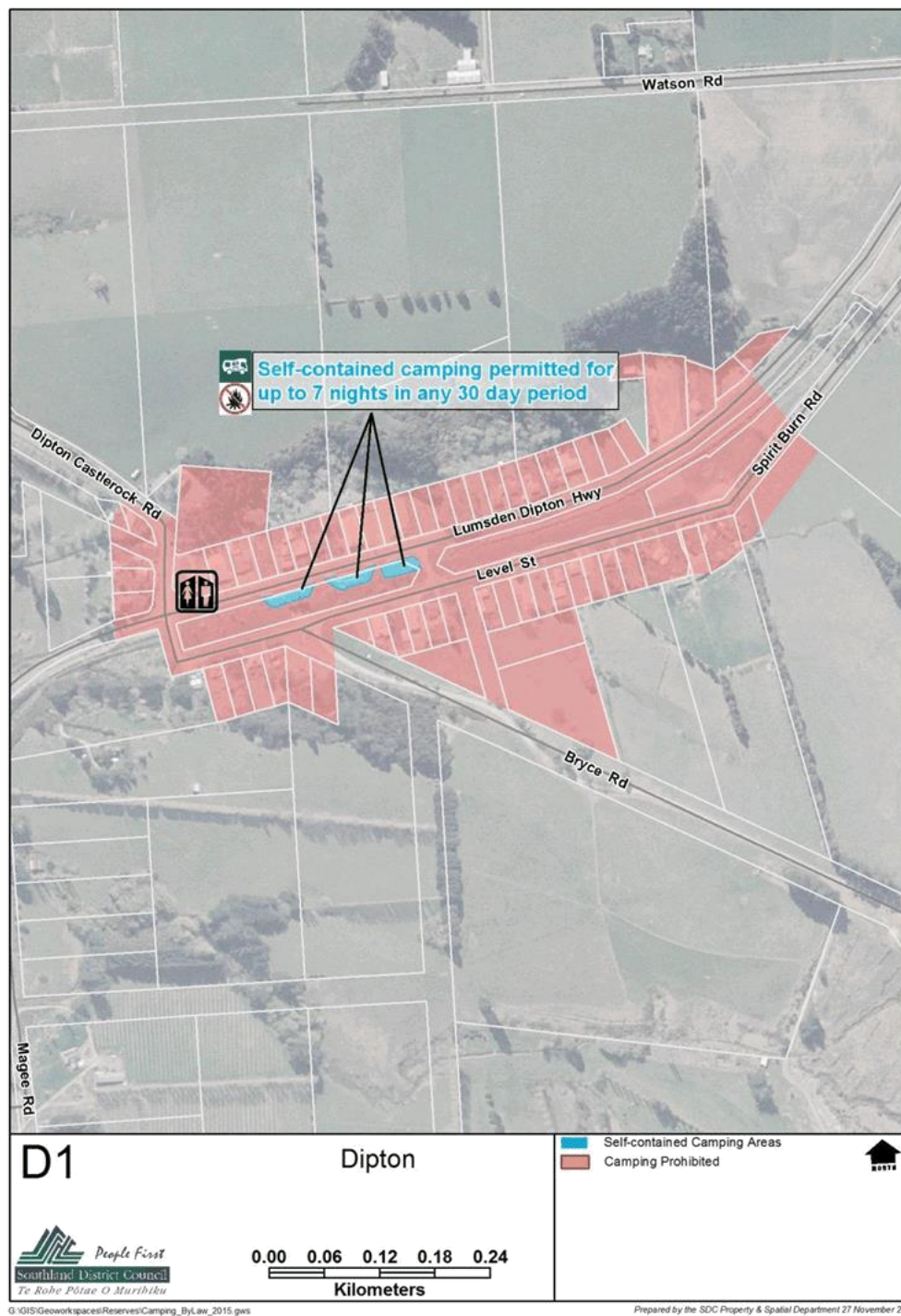
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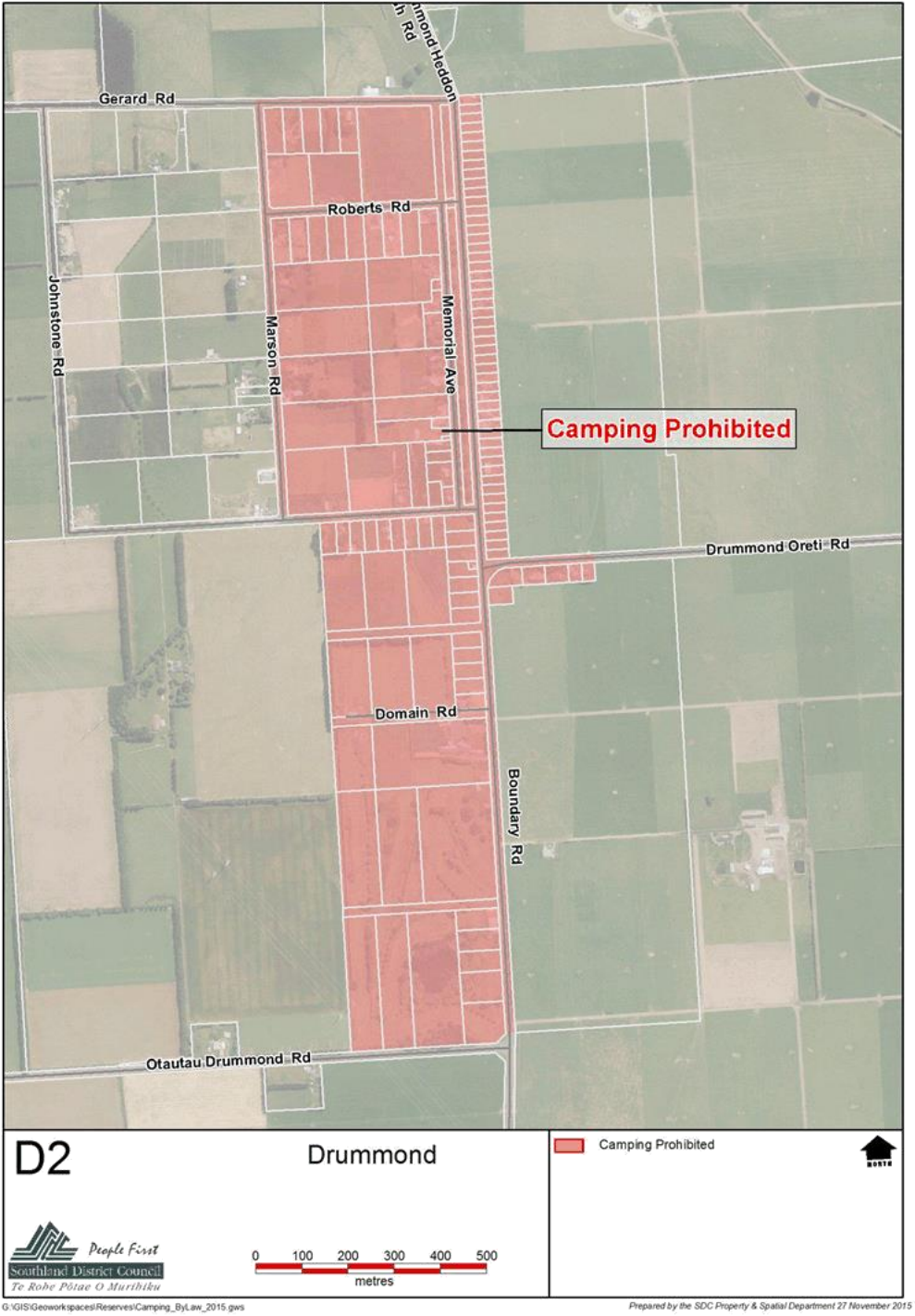


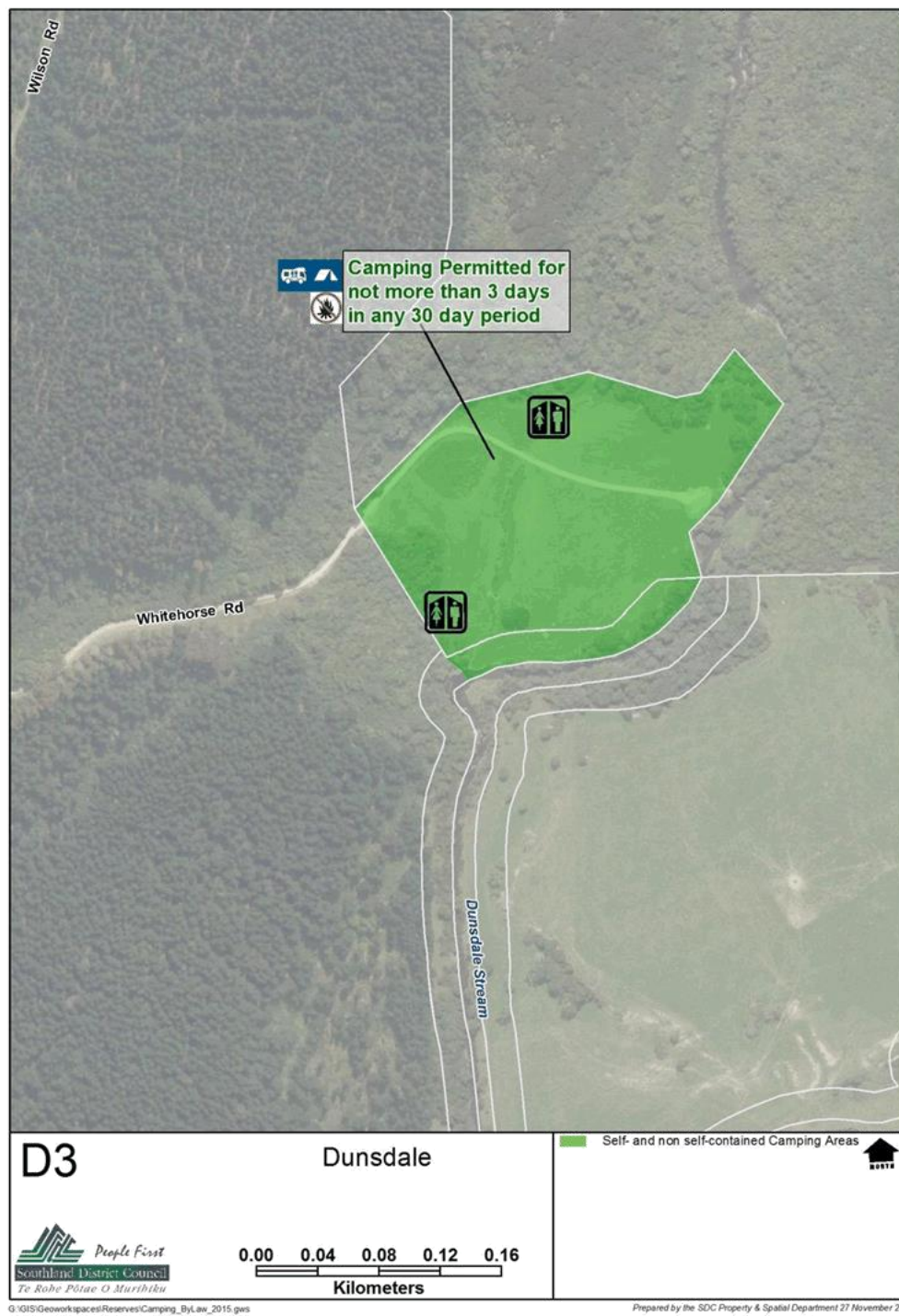
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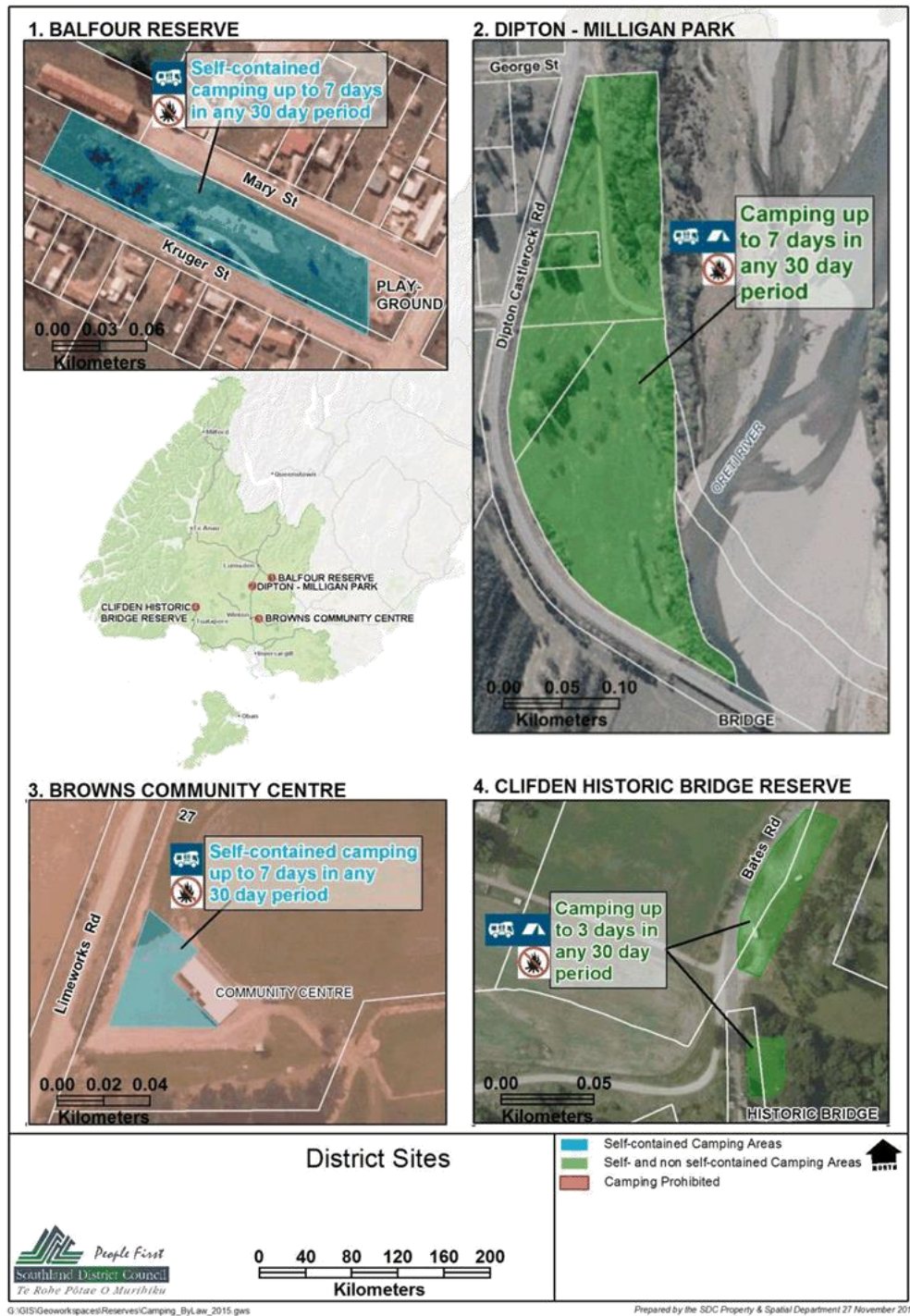


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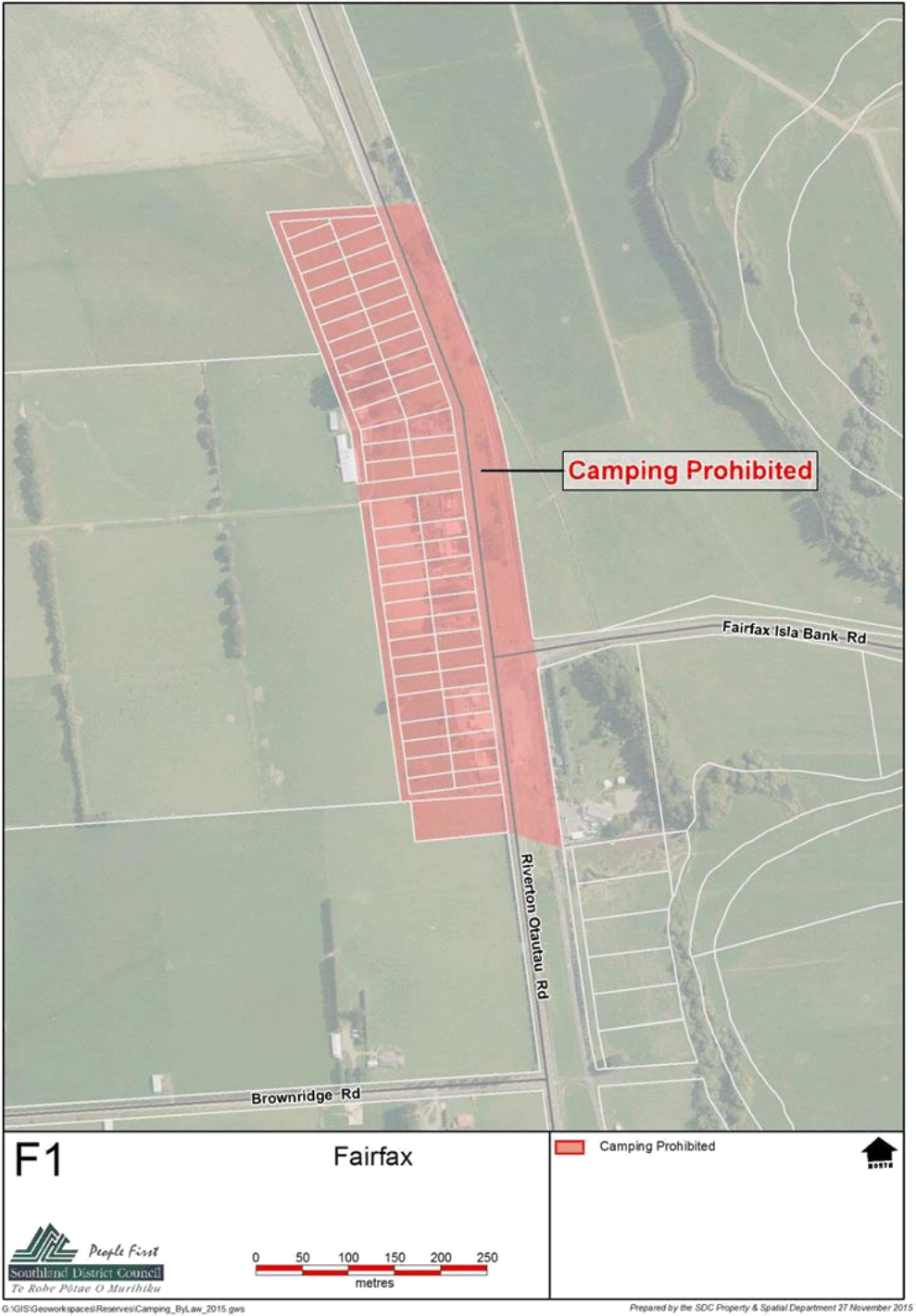


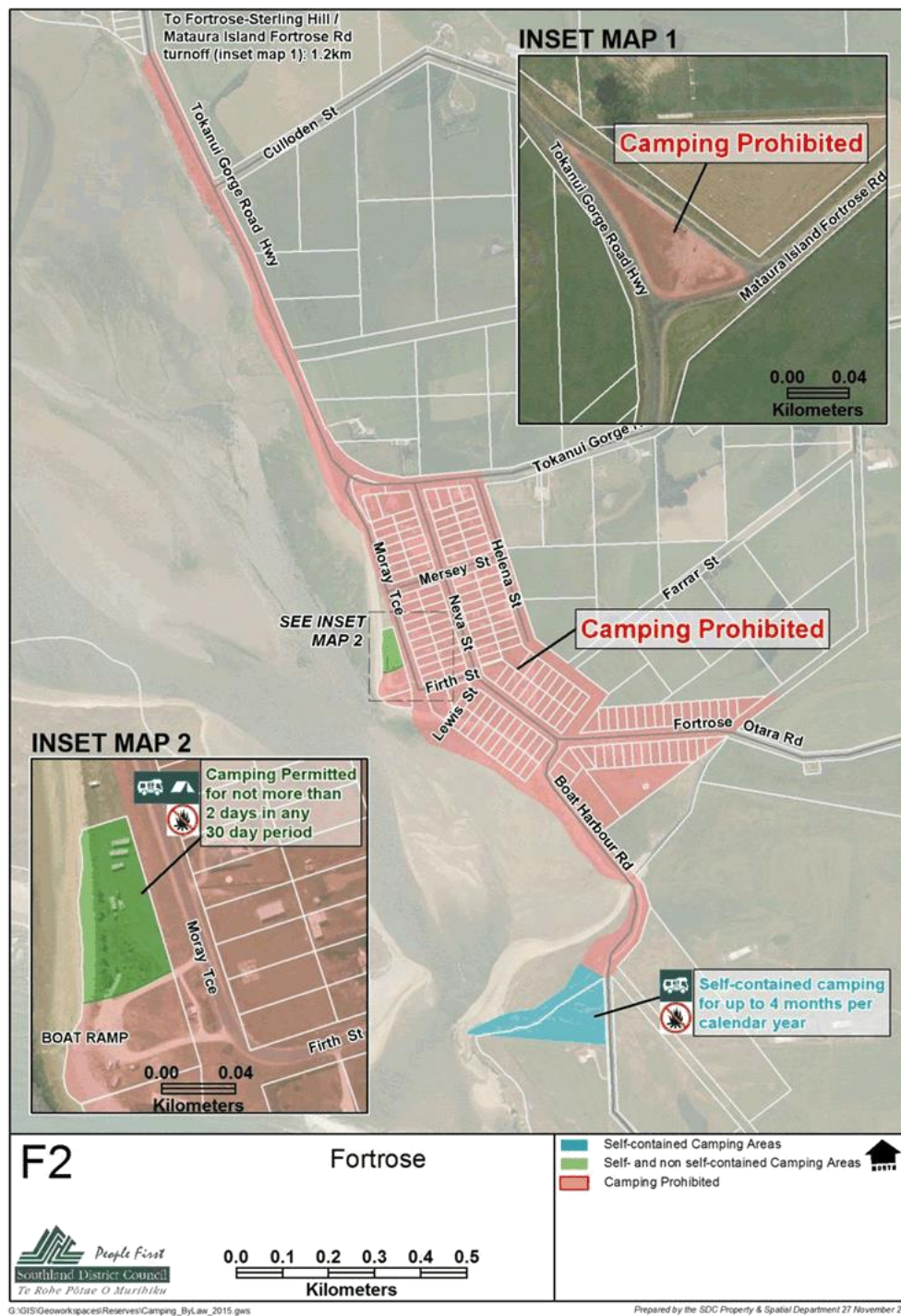
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Item 7.1 Attachment B





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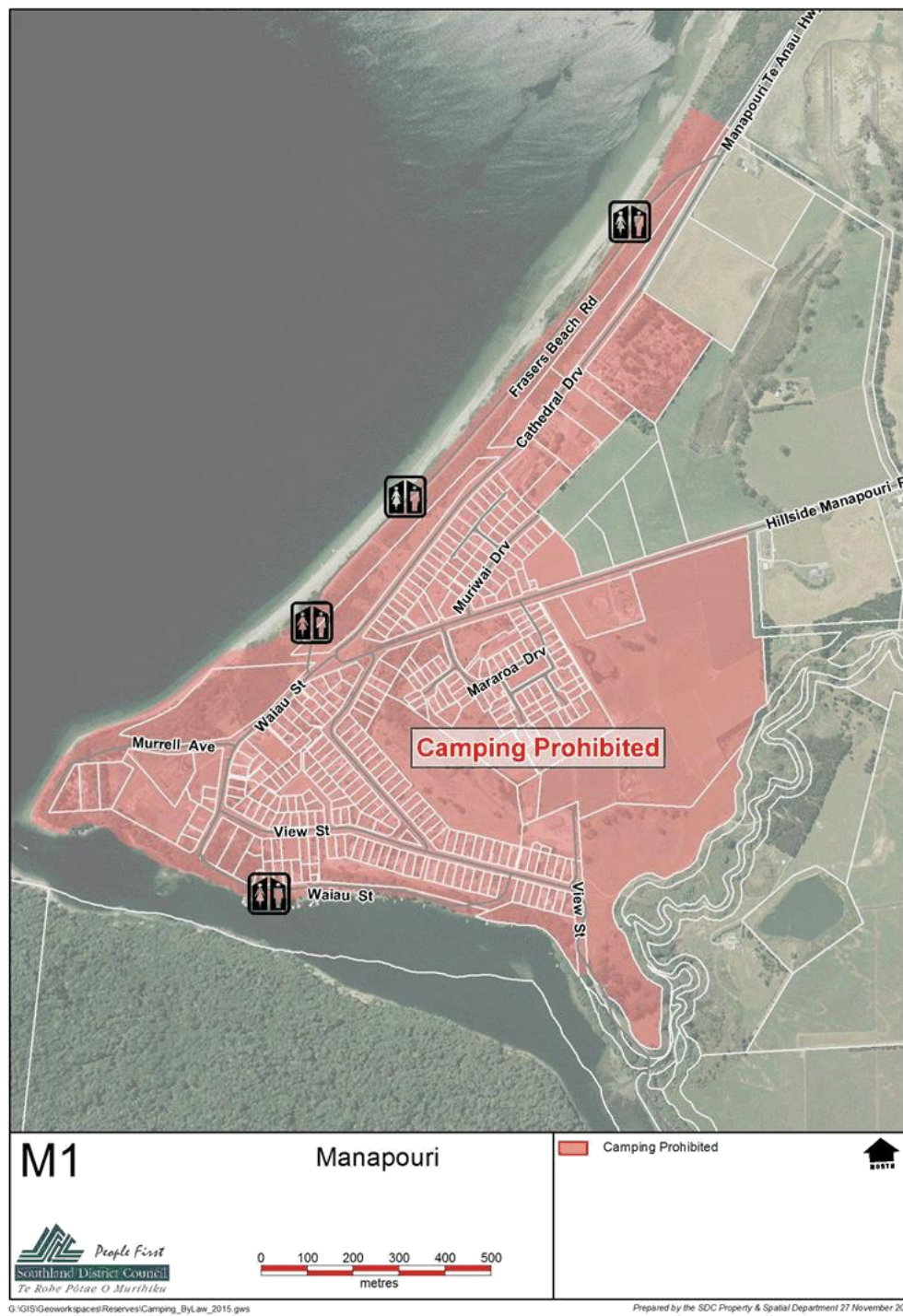
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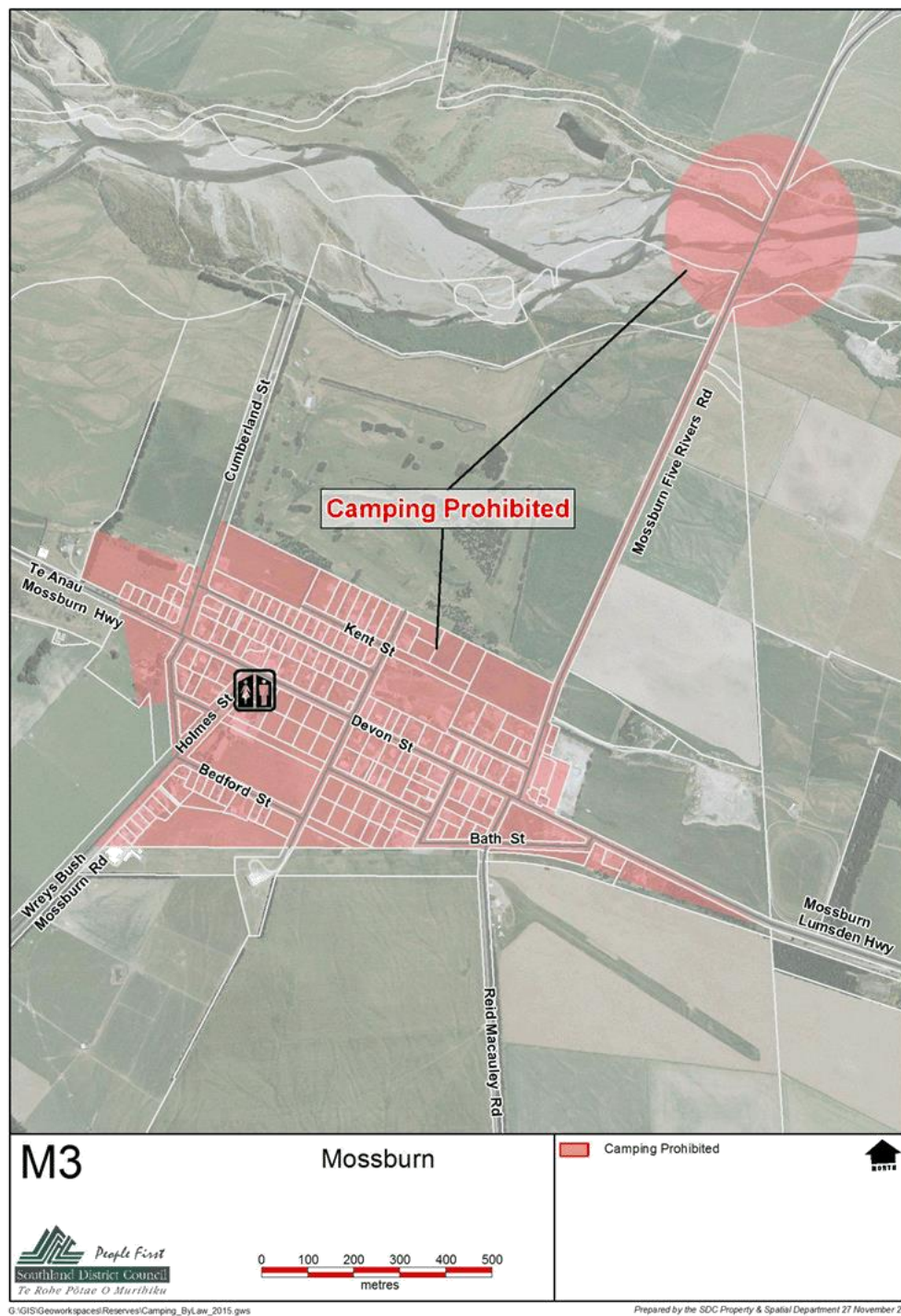
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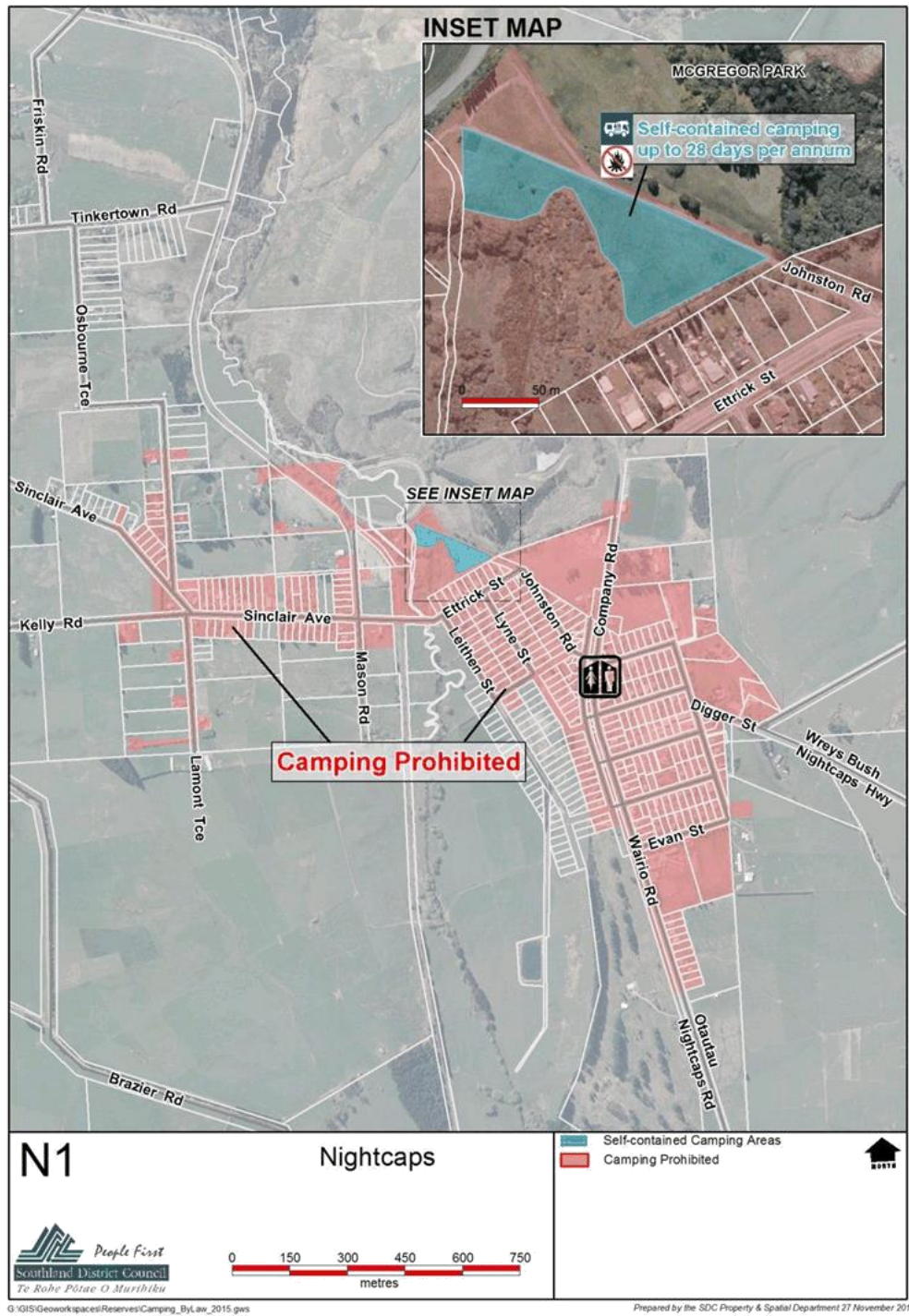


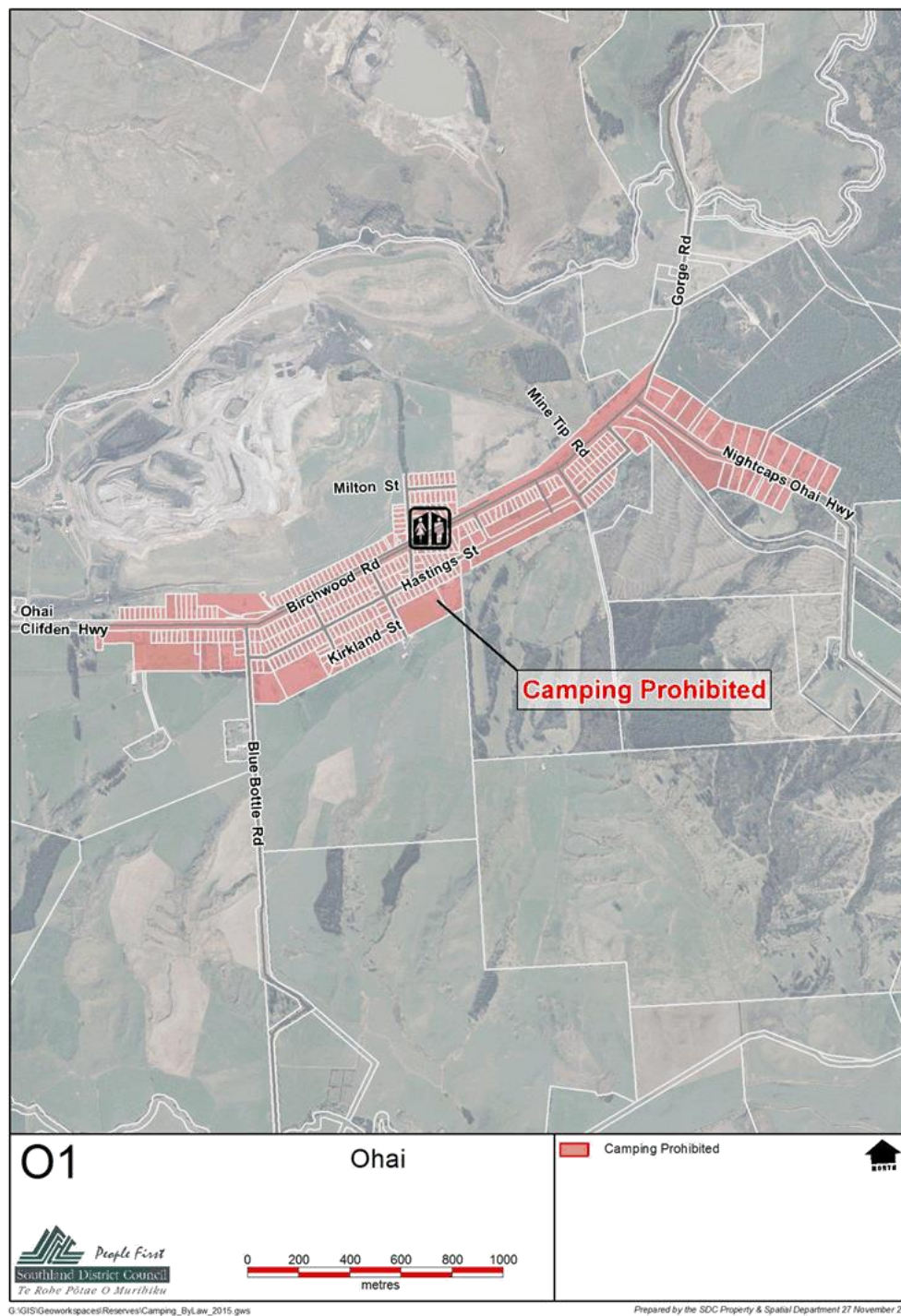
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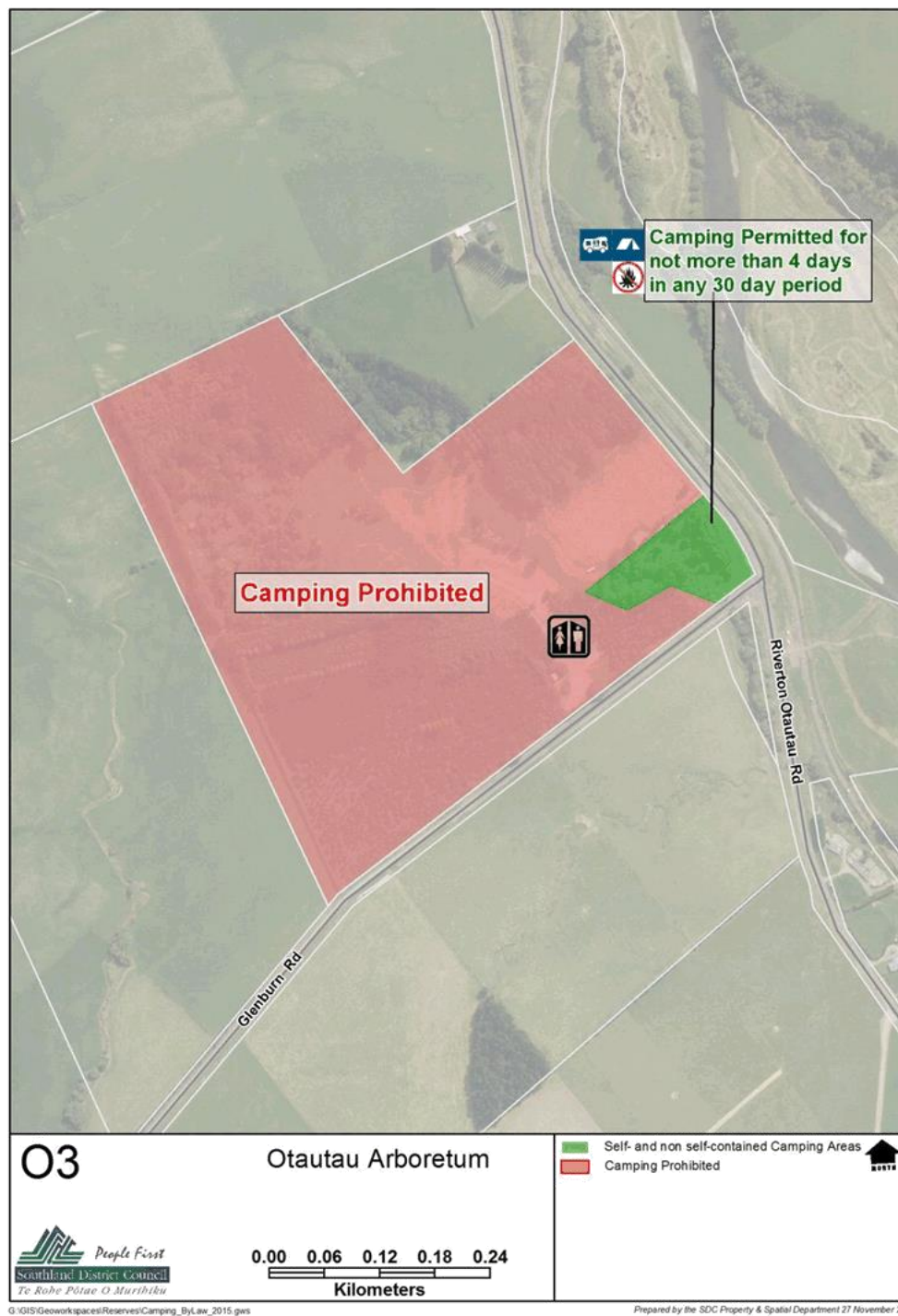
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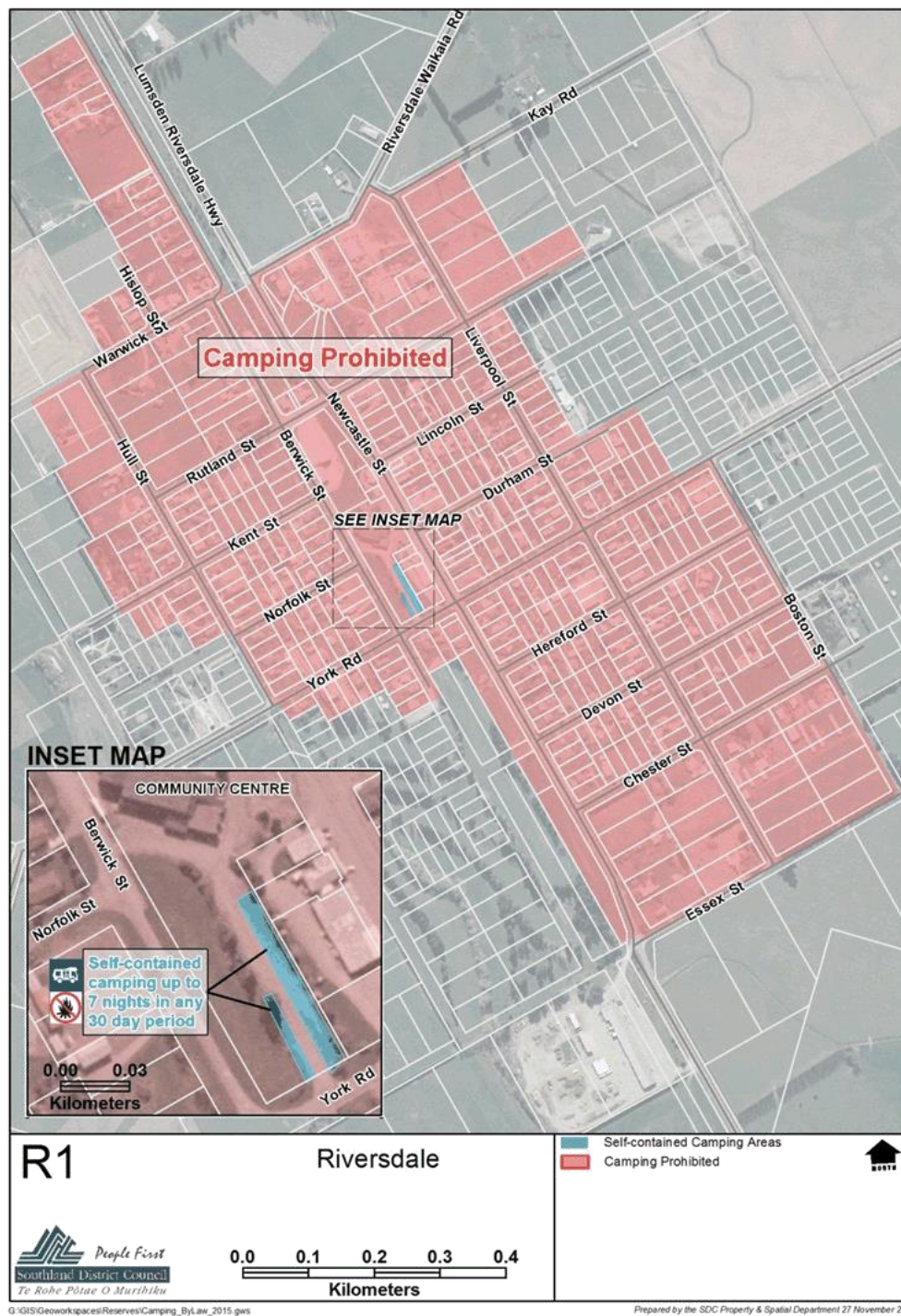
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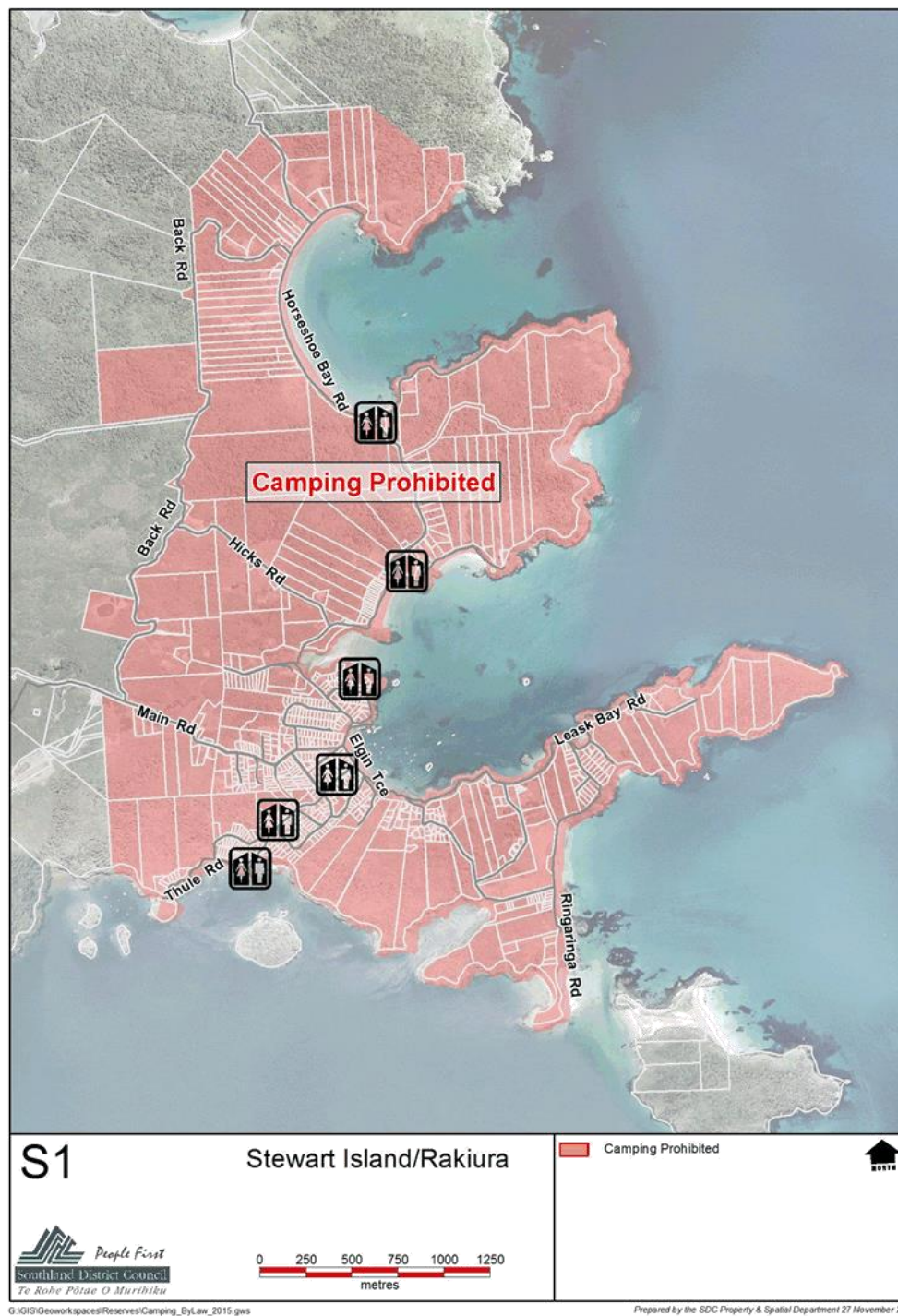
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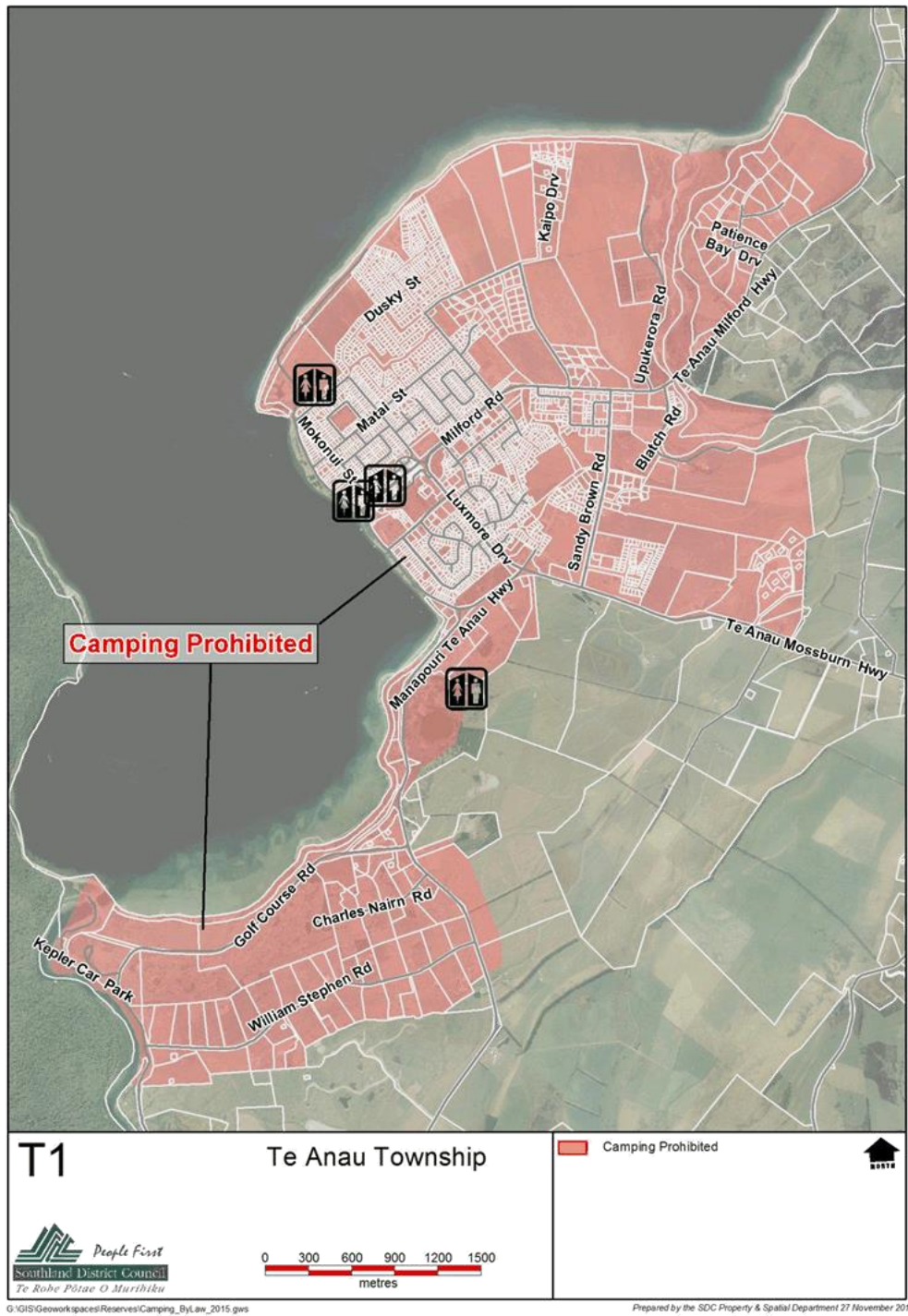


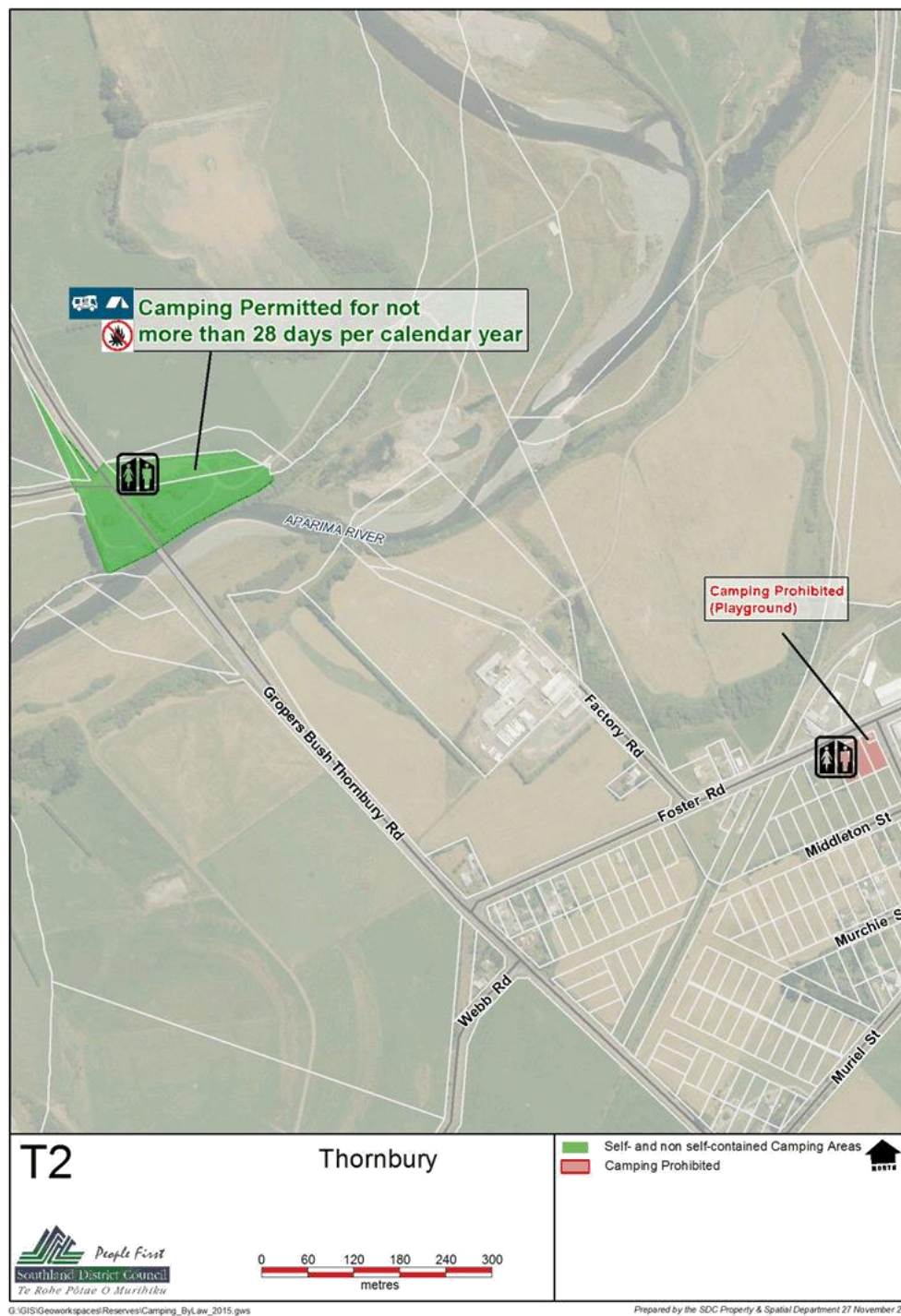
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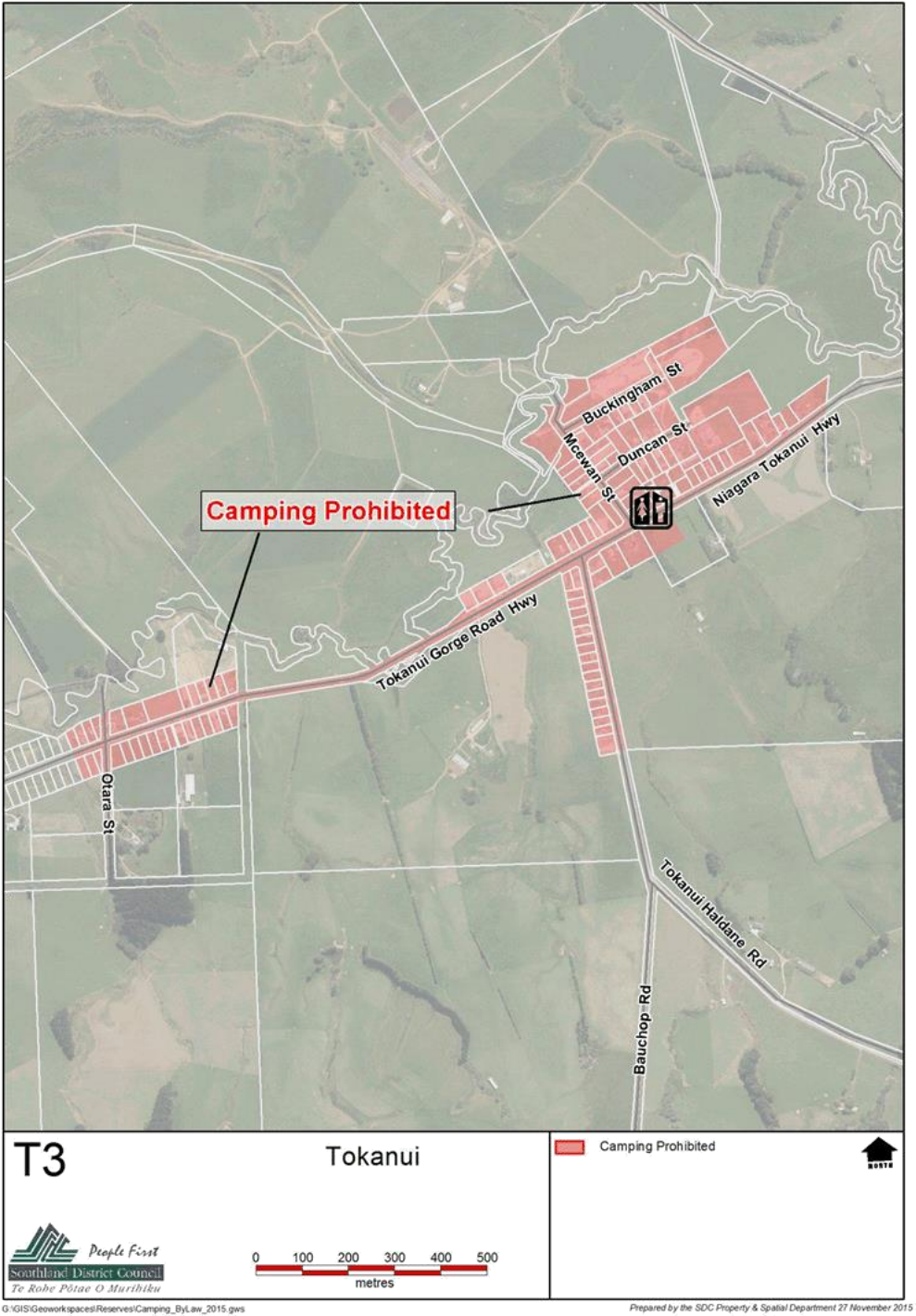


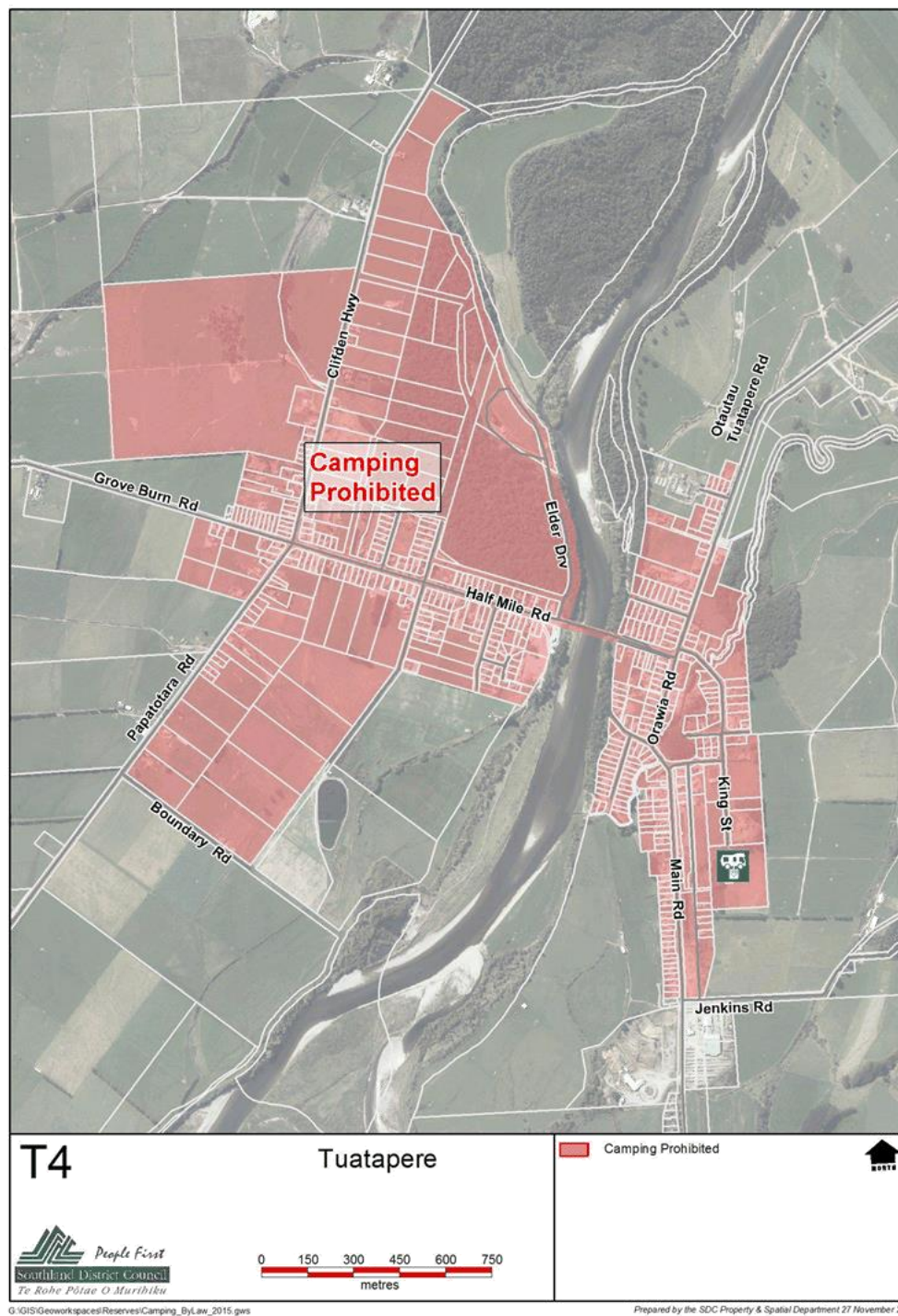
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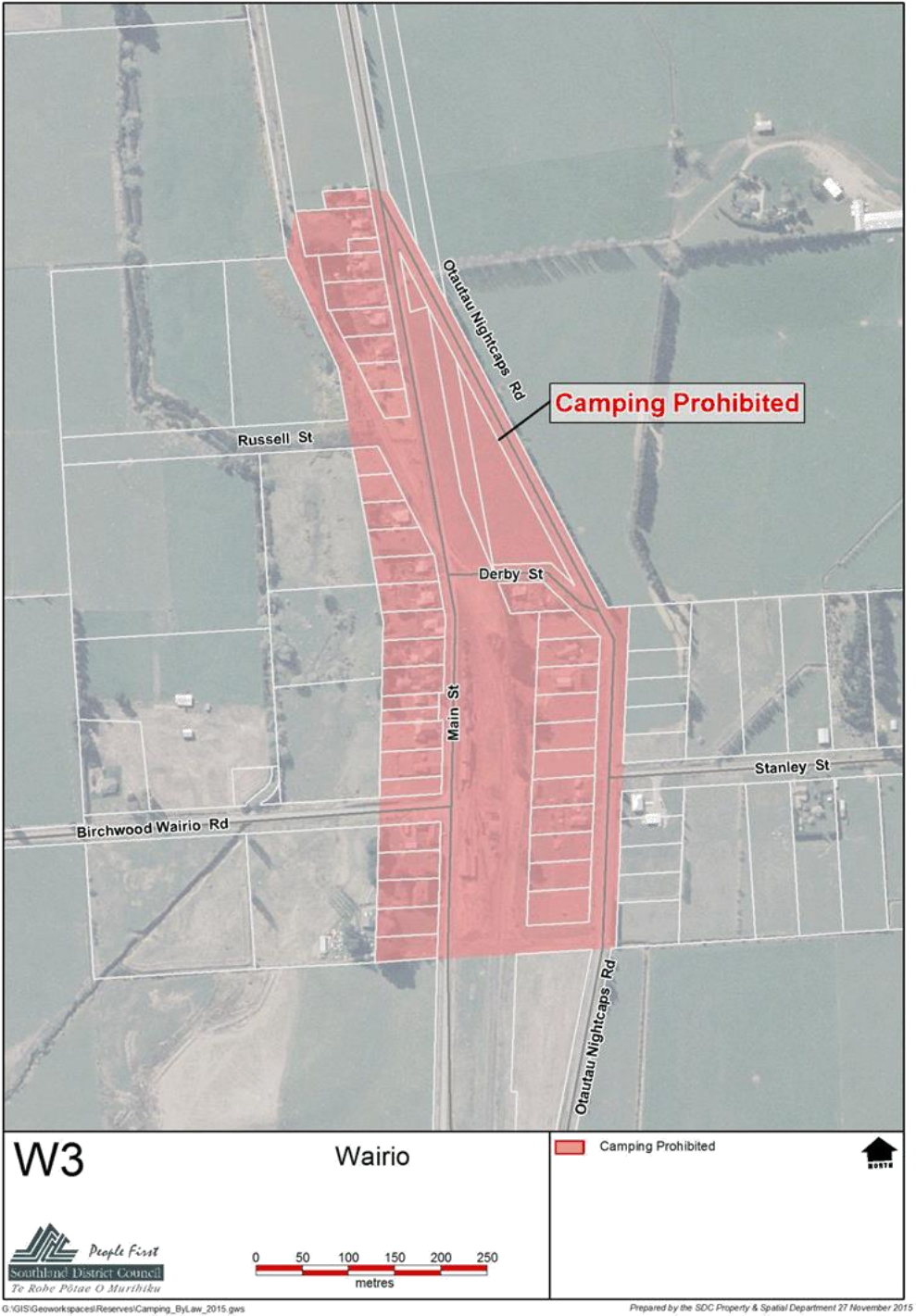


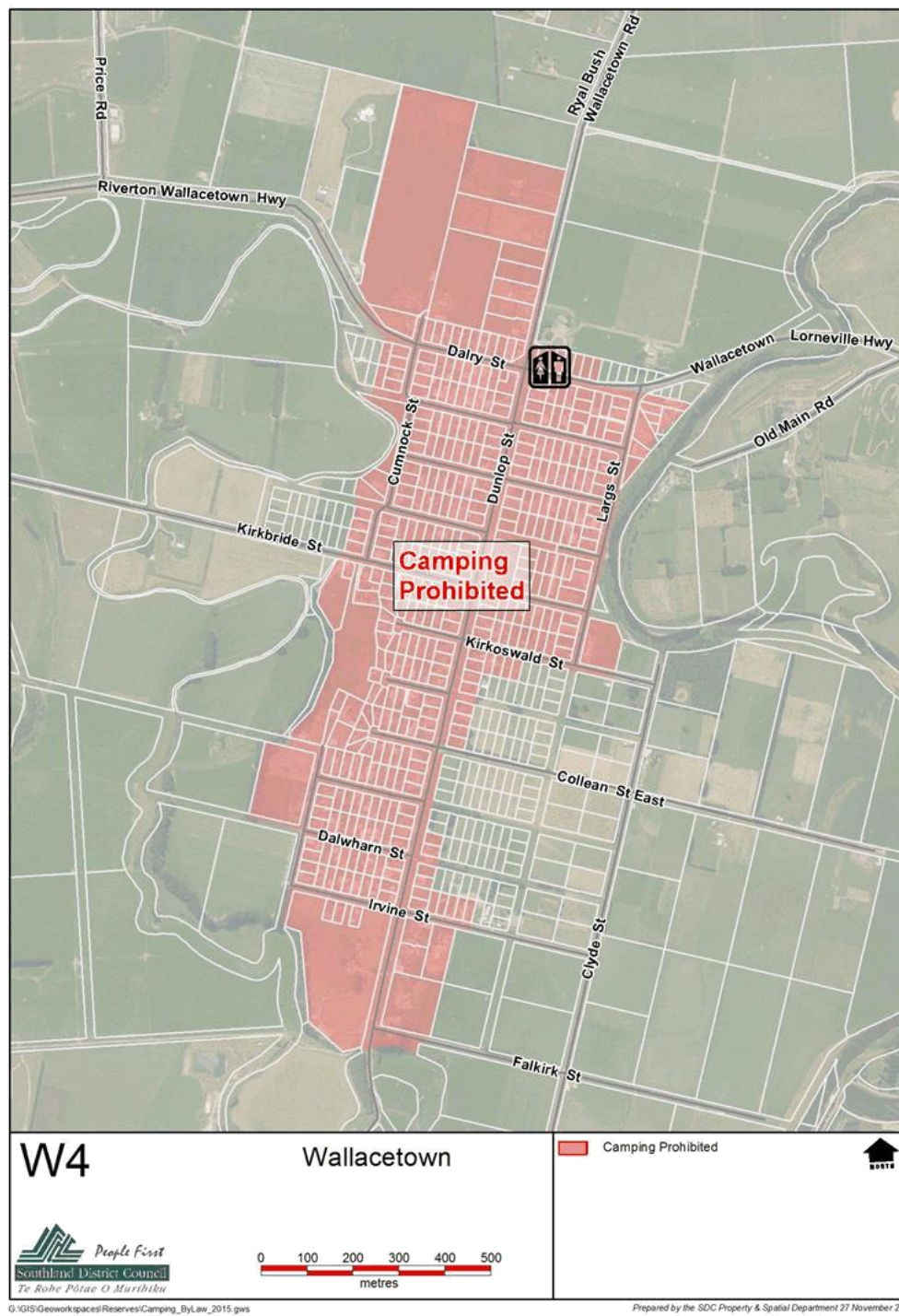
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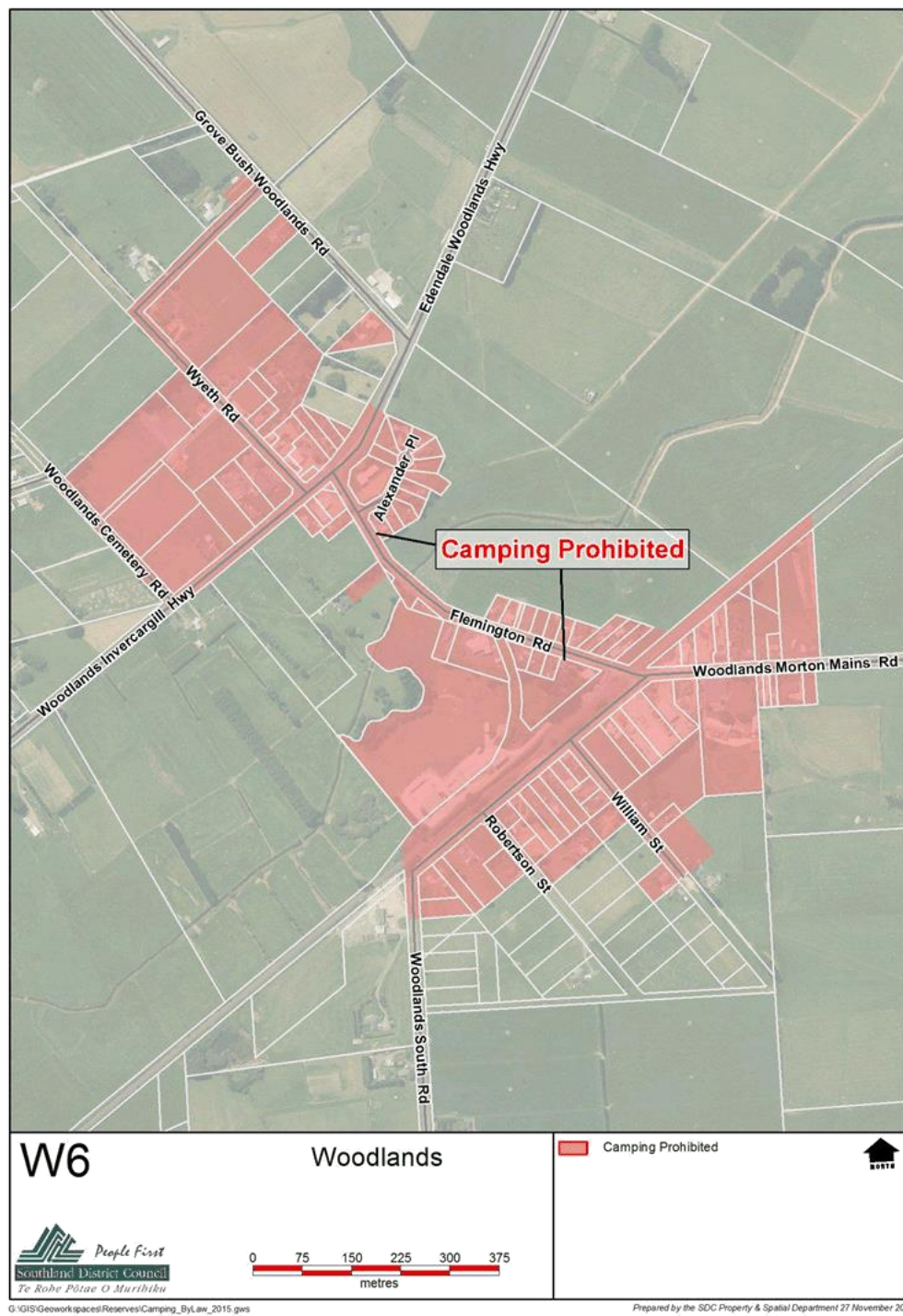
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Item 7.1 Attachment B





Item 7.1 Attachment B



SOUTHLAND DISTRICT COUNCIL**FREEDOM CAMPING BYLAW 2015**

Pursuant to the Freedom Camping Act 2011 the Council makes the following bylaw:

1. ~~TITLE AND COMMENCEMENT~~

~~This bylaw is the Southland District Council Freedom Camping Bylaw 2015 and comes into force on 12 December 2015.~~

1. ~~TITLE AND COMMENCEMENT~~

- (a) This Bylaw is the Freedom Camping Bylaw 2015.
- (b) This Bylaw comes into force on 12 December 2015.
- (c) The Camping Control Bylaw 2012 is consequently repealed.

2. ~~DEFINITIONS~~

In this bylaw unless the context otherwise requires:

The Act means the Freedom Camping Act 2011.

Camping Ground has the meaning given by Section 5 (3) of the Act.

Council means the Southland District Council or any person delegated by it to act on its behalf.

Designated area means any area shown on the maps in Schedule 2 where freedom camping is permitted subject to the specified conditions.

District means the district of the Council.

Freedom Camp has the meaning given by Sections 5 (1) and (2) of the Act.

Local Authority Area means any part of land in the district that is controlled or managed by the Council under any enactment but does not include land that is permanently covered by water.

Prohibited area means any area specified in Schedules 1 and 2 where freedom camping is prohibited.

~~**Road** means all of the land vested in the Council as a road by the Local Government Act 1974 on part of which there is a road or street for use by the public or a public highway.~~

Self-contained vehicle means a vehicle designed and built for the purpose of camping which has the capability of meeting the ablutionary and sanitary needs of occupants of that vehicle for a minimum of three days without requiring any external services or discharging any waste and complies with New Zealand Standard 5465:2001, as evidenced by the display of a current self-containment warrant issued

r/15/11/20377

under New Zealand Standard Self Containment of Motor Caravans and Caravans, NZS 5465:2001.

Urban Zone means those local authority areas depicted as urban zones in the planning maps of the Southland District Plan.

3. **LOCAL AUTHORITY AREAS WHERE FREEDOM CAMPING PERMITTED**

Any person may freedom camp in any local authority area unless it is restricted or prohibited by:

- (a) This bylaw.
- (b) Any other enactment.

4. **RESTRICTIONS ON FREEDOM CAMPING IN A DESIGNATED AREA**

Any person may freedom camp in a designated area for a maximum of seven nights in any 30 day period, or such other period as is specified in Schedule 2 for that designated area.

5. **RESTRICTIONS ON FREEDOM CAMPING IN LOCAL AUTHORITY AREAS**

Notwithstanding any other provision of this bylaw a person must not freedom camp in any local authority area for more than one month in any three months.

6. **PROHIBITIONS AGAINST FREEDOM CAMPING**

A person must not freedom camp in a prohibited area without the prior consent of the Council granted in accordance with clause 7.

7. **CONSENT OF THE COUNCIL TO FREEDOM CAMPING**

Any person may at least 10 days in advance apply in writing to the Council:

- (a) To freedom camp in a prohibited area identified in Schedule 1 or 2.
- (b) Waive or modify any specified restriction in respect of any local authority area in Schedule 1 or 2.

The Council may grant consent with or without conditions.

8. **OFFENCES**

Every person commits an offence against this bylaw who freedom camps or prepares to freedom camp in any local authority area in breach of any restriction or prohibition in this bylaw.

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9. **PENALTIES FOR BREACH OF BYLAW**

Every person who commits an offence against this bylaw is liable to the penalties prescribed by any regulations made under the Act.

SCHEDULE 1**General Freedom Camping Rules**

This Schedule contains general freedom camping rules that apply across the Southland District.

1. Prohibited areas

Except as provided in Schedule 2, freedom camping is prohibited in the following -

- (a) Urban zones; and
- ~~(b) Roads; and~~
- ~~(c) Council-controlled car parks; and~~
- ~~(d) Council-controlled boating areas (including any wharf, jetty, boat ramp, boat marshalling area); and~~
- ~~(e) Playgrounds; and~~
- ~~(f) Sports grounds; and~~
- ~~(g) Cemeteries; and~~
- ~~(h) Walking tracks; and~~
- ~~(i) Signposted lookouts; and~~
- ~~(j) Signposted picnic areas.~~

2. Signposted picnic areas

Except as provided in Schedule 2, a person must not freedom camp in any signposted picnic area for more than three days in any 30 day period.

23. Fire safety at designated sites

The following fire safety rules apply to all designated freedom camping sites in Schedule 2:

- (a) Open fires are prohibited, except in a safe fire facility provided by Council.
- (b) During a fire ban only gas cookers or gas barbeques are permitted.
- (c) Conditions of use of safe fire facilities provided by Council:
 - (i) Fires must be supervised at all times; and
 - (ii) Have water available to control fire escape; and
 - (iii) Fire is to be extinguished prior to departure; and
- (d) Gas cookers or barbeques - permitted at all times.

Note: For convenience Urban Zones are shown on the maps in Schedule 2. For technical reasons other areas that are referred to above cannot be shown.

SCHEDULE 2**Local Community Freedom Camping Rules**

This Schedule contains freedom camping rules specific to a local community that are in addition to the freedom camping rules in Schedule 1.

Alcohol Control Bylaw 2015

Record No: R/15/11/20001
Author: Michael Sarfaiti, Environmental Health Manager
Approved by: Bruce Halligan, GM - Environment and Community

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 To adopt the Alcohol Control Bylaw 2015.

Executive Summary

- 2 Council has not received any submissions on the draft Alcohol Control Bylaw 2015. Council was required to review the Public Places Liquor Control Bylaw 2005 if it wished to continue to have an Alcohol Ban Bylaw. The practical effect of the current bylaw is the alcohol ban in the Te Anau Central Business District. The Police and the Te Anau Community Board (TACB) recommend its continuation. The report recommends the adoption of the Alcohol Control Bylaw 2015 that continues the effect of the existing bylaw, and has been updated in line with current legislation.

Recommendation

That the Council:

- a) Receives the report titled “Alcohol Control Bylaw 2015” dated 2 December 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 and makes the Alcohol Control Bylaw 2015 with any amendments as it sees fit - Attachment A.
- e) Resolves in accordance with Section 157 of the Local Government Act 2002 that public notice be given of the making of the bylaw advising:
 - (i) That the bylaw will come into force on 12 December 2015.
 - (ii) That copies of the bylaw may be inspected without fee at all Council offices.
 - (iii) That copies of the bylaw may be obtained without fee.
- f) Authorises the following delegation:

Clause of the Alcohol Control Bylaw 2015	Summary of delegation	Delegated officer
6.0	Granting of dispensations with or without conditions	<ul style="list-style-type: none">• Chief Executive• Group Manager Environment and Community

Content

Background

- 3 Council was required to review the Public Places Liquor Control Bylaw 2005 by 28 September 2015, if it wished to continue to have an Alcohol Ban Bylaw.
- 4 While the bylaw is district-wide, its practical effect has been limited to Te Anau only as that is the only township with an alcohol ban. I am not aware that any other township that has requested a temporary ban in recent times.
- 5 Due to a legislative amendment in 2012, the criteria for review has become more onerous, and this is discussed below.
- 6 Council adopted the draft Alcohol Control Bylaw 2015 (September 2015) and invited submissions, closing on Monday, 19 October 2015. No submissions were received.
- 7 The proposed Alcohol Control Bylaw 2015 is in **Attachment A**.

About Alcohol Bans and the 2012 Legislative Amendment

- 8 The following is an extract from the website of the Health Promotion Agency, a Crown Health Entity:

“Alcohol bans are usually introduced because of concern about disorderly behaviour and criminal offending linked to the consumption of alcohol in public places. This is seen as detrimental to businesses and visitors as people think the area is not a safe place to visit.

An alcohol ban prohibits the possession or consumption of alcohol in certain locations and at certain times.

Territorial authorities are able to make alcohol control bylaws under Section 147 of the Local Government Act 2002 following a full community consultation process.

The Local Government (Alcohol Reform) Amendment Act 2012 has made changes to the way alcohol bans can be imposed in response to recommendations from the Law Commission.

The area where an alcohol ban may be imposed includes any public place. This means, for example, that an alcohol ban can be imposed in a private car park if drinking is causing problems. Previously alcohol bans could be imposed only in a public place under the control of the territorial authority.

There is now a greater responsibility on the territorial authority to justify the alcohol ban. A ban must be a reasonable limitation on rights and freedoms and there must be evidence of a high level of crime or disorder that was caused or made worse by alcohol consumption.

Any bylaw must be appropriate and proportionate in the light of that crime or disorder. (Previously the territorial authority had only to prove alcohol would be present in a public place on a specified day and that it was likely to lead to disorder or offensive behaviour, fighting or assault.)

There is also provision for regulations to be made to require signage to ensure people know where the limits of the alcohol ban area are."

Views of the Police

- 9 Acting Inspector Maggie Windle has submitted to Council that Police support the bylaw continuing as is. Her letter is in **Attachment B**.

Views of the Te Anau Community Board

- 10 On 1 April 2015 the Policy Review Committee considered the review of the bylaw, and made a recommendation to staff to seek feedback from the TACB prior to presenting a draft bylaw to Council. On 29 April 2015 the TACB considered this issue and recommended that the current bylaw continues in effect without any changes. The memo from the Area Officer in Te Anau formally advising of the resolution is in **Attachment C**.

Issues

Updates

- 11 The content of the bylaw continues the effect of the current bylaw, and has been updated as follows:
- Updated in line with the Sale and Supply of Alcohol Act 2012.
 - Change of name to "Alcohol Control Bylaw 2015" from the existing "Public Places Liquor Control Bylaw". 'Alcohol' replaces 'liquor' in the latest revision of alcohol legislation.
 - "Member of Police" is changed to "Constable" which is the term used in the LGA and is defined in the Policing Act as a Police employee who holds the office of Constable, who is specifically trained and sworn in.
- 12 After reviewing this report, Council's legal advisor has recommended some minor amendments. These recommendations have been incorporated, and a tracked changes version is in **Attachment D**.

Alfresco Dining

- 13 It is unnecessary to make provision for alfresco exemptions, as "public place" in the bylaw does not include licensed premises. A licensed premises may include footpaths if authorised under its on-licence.

Factors to Consider

Legal and Statutory Requirements

- 14 The Council was required to review this bylaw by 28 September 2015, if it wished to continue to have an Alcohol Ban Bylaw. The planned delay due to other bylaw reviews this year is acceptable, as Section 160A of the Local Government Act 2002 revokes bylaws two years after the review due date.

- 15 As the community and the Police wanted to continue with the current Liquor Ban Bylaw in downtown Te Anau, then the bylaw can continue under Section 147A(2) of the Local Government Act 2002, and Council was required to consult in accordance with the special consultative procedure [Section 160(3)(b)].
- 16 The Local Government Act 2002 requires Council to be satisfied that crime and disorder will return to the area if the bylaw does not continue and alcohol can be consumed there in public again [Section 147A(1)]. Council's solicitor has reviewed the submission from the Police in **Attachment B**, and believes that this letter is sufficient for Council to be satisfied in terms of Section 147A(1).

Community Views

- 17 Feedback from the Te Anau Community Board has been received, as summarised in the background part of this report. The views of the Board may be regarded by Council as being the views of the Te Anau community.

Costs and Funding

- 18 There are no funding implications.

Policy Implications

- 19 There are no policy implications.

Analysis

Options Considered

- 20 The options are whether or not to adopt the Alcohol Control Bylaw 2015.

Analysis of Options

- 21 **Option 1: To adopt the Alcohol Control Bylaw 2015, with any amendments as Council sees fit**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• The bylaw is required to be reviewed by 28 September 2015 if the Council wishes to continue to have an alcohol control bylaw.• The new policy and bylaw will reflect community expectations as indicated by the support of the TACB.• Maintain the decreased level of violence in downtown Te Anau that the ban has achieved.	<ul style="list-style-type: none">• May be seen as detrimental to businesses and visitors as people think the area is not a safe place to visit.• A ban is a limitation on rights and freedoms.

- 22 **Option 2: To not adopt the Alcohol Control Bylaw 2015 and allow the Public Places Liquor Control Bylaw 2005 to lapse**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">Does not create a ban that limits rights and freedoms.	<ul style="list-style-type: none">Likely to result in increased crime and disorder.Against the advice of the TACB and the Police.

Assessment of Significance

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

Recommended Option

- 24 To adopt the Alcohol Control Bylaw 2015, with any amendments as Council sees fit.

Next Steps

- 25 The Alcohol Control Bylaw 2015 will come into force on 12 December 2015, and public notice will be given of the making of the bylaw, and copies distributed to all Council offices.

Attachments

- A DRAFT Southland District Council Alcohol Control Bylaw 2015 [View](#)
B Letter from Police in support of continuation [View](#)
C Recommendation from the Te Anau Community Board [View](#)
D Bylaw with tracked changes [View](#)

SOUTHLAND DISTRICT COUNCIL

Alcohol Control Bylaw 2015



December 2015

SOUTHLAND DISTRICT COUNCIL**ALCOHOL CONTROL BYLAW 2015**

Pursuant to Section 147 of the Local Government Act 2002 the Southland District Council makes the following bylaw:

1.0 TITLE AND COMMENCEMENT

- (a) This Bylaw is the Alcohol Control Bylaw 2015.
- (b) This Bylaw comes into force on 12 December 2015.
- (c) The Public Places Liquor Control Bylaw 2005 is consequently repealed.

2.0 INTERPRETATION

In this Bylaw unless the context otherwise requires:

Act means the Sale and Supply of Liquor Act 2012.

Alcohol has the meaning given by Section 5 (1) of the Act.

Alcohol Free Area means any public place identified:

- (a) In the Schedule to this Bylaw; or
- (b) In any resolution of the Council pursuant to clause 4.0 of this Bylaw.

Constable has the meaning given by Section 2 of the Policing Act 2008.

Council means the Southland District Council.

Licensed premises has the meaning given by Section 5 (1) of the Act.

Public notice means a notice published once in a newspaper circulating in the area to which the notice applies.

Public place means:

- (a) A place that is open to or is being used by the public, whether free or on payment of a charge, and whether any owner or occupier of the place is lawfully entitled to exclude or eject any person from it and includes roads whether or not under the control of the Council and vehicles in those public places; but
- (b) Does not include licensed premises.

Specified period means:

- (a) For an Alcohol Free Area specified in the Schedule to this Bylaw, the days and times specified in the Schedule.
- (b) For an Alcohol Free Area established by a resolution of the Council under clause 4.0 of this Bylaw means the days, times and period specified in that resolution.

3.0 PROHIBITED ACTS

Except in accordance with clauses 5.0 and 6.0 of this Bylaw no person shall:

- (a) Consume alcohol in an Alcohol Free Area.
- (b) Bring alcohol into an Alcohol Free Area.
- (c) Possess alcohol in an Alcohol Free Area.

4.0 ESTABLISHMENT OF ALCOHOL FREE AREA BY RESOLUTION

- (a) The Council may from time to time by resolution establish Alcohol Free Areas in public places for specified periods.
- (b) The Council may at any time, by resolution amend or revoke any resolution under this clause 4.
- (c) The Council shall give public notice of any resolution made under clauses 4 (a) and (b) not less than 14 days before the establishment, amendment or revocation of an Alcohol Free Area under this clause 4.

5.0 EXEMPTIONS

5.1 This Bylaw does not prohibit the transport of alcohol in an unopened container:

- (a) From licensed premises next to an Alcohol Free Area, if the alcohol was lawfully bought on those premises for consumption off those premises and it is promptly removed from the Alcohol Free Area; or
- (b) From outside of an Alcohol Free Area to licensed premises next to the Alcohol Free Area; or
- (c) From outside of an Alcohol Free Area to premises next to an Alcohol Free Area by, or for delivery to, a resident of the premises or his or her bona fide visitors; or
- (d) From premises next to an Alcohol Free Area to a place outside the Alcohol Free Area if the transport is undertaken by the resident of those premises and the alcohol is promptly removed from the Alcohol Free Area.

6.0 DISPENSATIONS

- 6.1 The Council may from time to time on application in writing by any person and on payment of the fee prescribed by the Council, grant a dispensation from any or all of the prohibited acts specified in clause 3.
- 6.2 The dispensation may be granted without conditions or subject to such conditions as the Council thinks fit.

7.0 NO WARNING IN CERTAIN CIRCUMSTANCES

7.1 Any constable is authorised to exercise the powers under Section 170 (2) of the Local Government Act 2002 on specified dates or in relation to specified events in respect of which the Council has:

- (a) By public notice 14 days in advance specified the Alcohol Free Area where, and the period when, any constable can exercise those powers; and
- (b) Where it is has been practical or reasonable to do so, indicated the location of the Alcohol Free Area by one or more clearly legible notices affixed in one or more conspicuous places on or adjacent to the Alcohol Free Zone.

8.0 OFFENCES

Every person commits an offence who breaches the provisions of this bylaw.

9.0 PENALTIES

Every person who commits an offence against this Bylaw is liable on conviction to a fine not exceeding \$20,000.00.

SCHEDULE

The Alcohol Free Areas and Specified Periods are as follows:





300/10/10/5

30 March 2015

Michael Sarfai
Manager
Environmental Health
Southland District Council
P O Box 903
INVERCARGILL 9840

Dear Michael

REVIEW OF LIQUOR BYLAW 2005 FOR TE ANAU

I am responding to your request for a submission from Police in regard to a review of the current liquor ban Bylaw which is required to be conducted by Council by 28 September 2015.

I wish to submit that Police believe that this Bylaw should continue as it is and that and for the Bylaw to continue in downtown Te Anau without amendment under s. 147 (2) of the Local Government Act 2002.

In support of this, I wish to outline the difference the current by-law has made to assist in the reduction of crime and disorder to the area and on the basis of the following facts oppose that the Bylaw be altered or discontinued to allow alcohol to be consumed in public again in the said area. (s.147A(1))

I have obtained the following information from the District Intelligence office at Dunedin Police Station and prior to the Bylaw law being implemented, there was a total of 30 offences recorded in the Te Anau township area from April 2004 - November 2004. The offences consisted of disorderly behaviour, wilful damage and public disorder offences.

With the implementation of the Bylaw in 2005, there was an increase in the incidents of these offences, as well as breaches of liquor ban incidents. This is to be expected as there were policing practices which allowed for this offending to be targeted.

In the years following this, there has remained to be a decrease in this offending, with 2014 recording an all time low in public place violence incidents in Te Anau. This can be attributed to a Prevention First Focus by the New Zealand Police in preventing crime occurring before the onset of more serious offending.

Safer Communities Together

INVERCARGILL POLICE STATION

117 Don Street, P O Box 808, Invercargill 9840, New Zealand
Telephone: (03) 344 3400, Facsimile: (03) 344 3512, www.police.govt.nz

In areas where a liquor ban is in place, this is used by New Zealand Police as a valuable tool for preventing serious offences in conjunction with the Prevention First strategy implemented by Police which enables Police to prevent small level crime increasing to a higher level.

The Southland Police submit that the continuation of the current liquor ban and areas in place currently will continue to be a very valuable tool to use in preventing public place violence escalating in Te Anau township.

Yours sincerely



MAGGIE WINDLE
Acting Inspector
Southland

When replying please quote: 240/20/24/1 Jenny Labruyère

5 May 2015

TO: Michael Sarfaiti (Environment Health Manager)

SUBJECT: Review of the Public Places Liquor Control Bylaw 2005

MEMO:

Your report (trim r/15/4/6241) was considered by the Te Anau Community Board at a recent meeting.

Following discussion on the report the Board resolved that the status quo prevail and that there be no changes to the current "Public Places Liquor Control Bylaw 2005" as it affects Te Anau Township.

Regards

Jenny Labruyère
AREA OFFICER, TE ANAU

SOUTHLAND DISTRICT COUNCIL**ALCOHOL CONTROL BYLAW 2015**

Pursuant to Section 147 of the Local Government Act 2002 the Southland District Council makes the following bylaw:

1.0 TITLE AND COMMENCEMENT

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Alcohol has the meaning given by Section 5 (1) of the Act.

Alcohol Free Area means any public place identified:

- (a) In the Schedule to this Bylaw; or
- (b) In any resolution of the Council pursuant to clause 4.0 of this Bylaw.

Constable has the meaning given by Section 2 of the Policing Act 2008.

Council means the Southland District Council.

Licensed premises has the meaning given by Section 5 (1) of the Act.

Public notice means a notice published once in a newspaper circulating in the area to which the notice applies.

Public place means:

- (a) A place that is open to or is being used by the public, whether free or on payment of a charge, and whether any owner or occupier of the place is lawfully entitled to exclude or eject any person from it and includes roads whether or not under the control of the Council and vehicles in those public places; but
- (b) Does not include licensed premises.

Specified period means:

- (a) For an Alcohol Free Area specified in the Schedule to this Bylaw, the days and times specified in the Schedule.
- (b) For an Alcohol Free Area established by a resolution of the Council under clause 4.0 of this Bylaw means the days, times and period specified in that resolution.

3.0 PROHIBITED ACTS

Except in accordance with clauses 5.0 and 6.0 of this Bylaw no person shall:

- (a) Consume alcohol in an Alcohol Free Area.
- (b) Bring alcohol into an Alcohol Free Area.
- (c) Possess alcohol in an Alcohol Free Area.

4.0 ESTABLISHMENT OF ALCOHOL FREE AREA BY RESOLUTION

- (a) The Council may from time to time **by resolution** establish Alcohol Free Areas in public places for specified periods.
- (b) The Council may at any time, by resolution amend or revoke any resolution under this clause 4.
- (c) The Council shall give public notice of any resolution made under clauses 4 (a) and (b) not less than 14 days before the establishment, amendment or revocation of an Alcohol Free Area under this clause 4.

Comment [MS1]: Clause (b) amendment etc. by resolution. The insertion makes it clear what the establishment process is.

5.0 EXEMPTIONS

5.1 This Bylaw does not prohibit the transport of alcohol in an unopened **bottle or** container:

- (a) From licensed premises next to an Alcohol Free Area, if the alcohol was lawfully bought on those premises for consumption off those premises and it is promptly removed from the Alcohol Free Area; or
- (b) From outside of an Alcohol Free Area to licensed premises next to the Alcohol Free Area; or
- (c) From outside of an Alcohol Free Area to premises next to an Alcohol Free Area by, or for delivery to, a resident of the premises or his or her bona fide visitors; or
- (d) From premises next to an Alcohol Free Area to a place outside the Alcohol Free Area if the transport is undertaken by the resident of those premises and the alcohol is promptly removed from the Alcohol Free Area.

Comment [MS2]: Section 1. to an unopened container only. should follow the statutory provision particularly as the addition "bottle or" give the provision a shade different meaning from s.147(4).

6.0 DISPENSATIONS

6.1 The **Chief Executive of the** Council may from time to time on application in writing by any person and on payment of the fee prescribed by the Council, grant a dispensation from any or all of the prohibited **editions acts** specified in clauses 3 **and 4**.

Comment [MS3]: This deletion enable a delegation to both the Chief Executive and the Group Manager Environment and Community

6.2 The dispensation may be granted without conditions or subject to such conditions as the **Chief Executive Council** thinks fit.

Comment [MS4]: Clause 4 of bylaw does not specify any prohibition

7.0 NO WARNING IN CERTAIN CIRCUMSTANCES

7.1 Any constable is authorised to exercise the powers under Section 170 (2) of the Local Government Act 2002 on specified dates or in relation to specified events in respect of which the Council has:

- (a) By public notice 14 days in advance specified the Alcohol Free Area where, and the period when, any constable can exercise those powers; and
- (b) Where it is has been practical or reasonable to do so, indicated the location of the Alcohol Free Area by one or more clearly legible notices affixed in one or more conspicuous places on or adjacent to the Alcohol Free Zone.

8.0 OFFENCES

Every person commits an offence who breaches the provisions of this bylaw.

9.0 PENALTIES

Every person who commits an offence against this Bylaw is liable on conviction to a fine not exceeding \$20,000.00.

Te Ao Mārama as a Collaborator on the Annual Plan 2016/2017

Record No: R/15/11/20346
Author: Shannon Oliver, Planning and Reporting Analyst
Approved by: Rex Capil, Group Manager, Policy and Community

☐ Decision ☒ Recommendation ☐ Information

Purpose

- 1 The purpose of this report is to recommend the approval of Te Ao Mārama Incorporated (Te Ao Mārama) as a collaborator on the Annual Plan 2016/2017 and subsequent Annual and Long Term Plans on a triennial basis.

Executive Summary

- 2 To help promote and develop its relationship with Māori, the Southland District Council is an active participant and signatory to the Charter of Understanding 'He Huarahi mō Ngā Uri Whakatapu (A Pathway for the Generations Coming Through)' between the six councils and Te Ao Mārama.
- 3 During the Southland District Council's Long Term Plan 2012-2022 submission process, Te Ao Mārama submitted that:

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

- 4 Since 2012 Te Ao Mārama has collaborated with Council in the development of the long Term plans and Annual plans. To date this has been a process where Council provides approval for Te Ao Mārama to be involved for each planning process on an annual basis. This has been a successful arrangement with Te Ao Mārama commenting "The arrangement has worked very well and the collaborative way is more efficient and cost effective. It provides more certainty and consistent advice to Council."
- 5 It is therefore recommended that Council approve a collaborative approach on a triennial basis. The third year of the triennial has just begun and this decision will be reviewed following the 2016 Council elections.

Recommendation

That the Council:

- a) **Receives the report titled “Te Ao Mārama as a Collaborator on the Annual Plan 2016/2017” dated 2 December 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 Te Ao Mārama Incorporated to be a collaborator at Council meetings to discuss the Southland District Council 2016/2017 draft Annual Plan process and to be a collaborator on future Annual and Long Term Plans to be reviewed on a triennial basis aligned with local government elections.**

Content

Background

- 6 As part of the 2013/2014 Annual Plan process a decision was made by Council “that Te Ao Mārama be approved to be a collaborator at Council meetings to discuss the Southland District Council 2013/2014 draft Annual Plan” (23 January 2013). This practice was continued for the 2014/2015 Annual Plan and 2015-2025 Long Term Plan.
- 7 The Southland District Council acknowledges the importance of tikanga Māori and values its relationship with both Ngāi Tahu (through the four Southland papatipu rūnanga) and ngā matawaka (other Māori who are not Ngāi Tahu) living within Murihiku/Southland.
- 8 To help promote and develop its relationship with Māori, the Southland District Council is an active participant and signatory to the Charter of Understanding ‘He Huarahi mō Ngā Uri Whakatapu (A Pathway for the Generations Coming Through)’ between the six councils and Te Ao Mārama.
- 9 The five other member councils in the Otago/Southland area are:
 - Environment Southland,
 - Invercargill City Council,
 - Gore District Council,
 - Queenstown Lakes District Council,
 - Clutha District Council (who signed up in November 2012).
- 10 The Charter was revised in 2003 to incorporate the councils’ responsibilities under the Local Government Act 2002; and underpins all dealings between the councils and Te Ao Mārama.

- 11 The key reasons which support Te Ao Mārama acting as a collaborator rather than a submitter are to:
 - Give better effect to the principles of the Treaty of Waitangi.
 - Give better effect to the Council's partnership with Ngāi Tahu by treating them as a partner rather than a stakeholder.
 - Allow earlier identification of issues relevant to Iwi, and if any of these have budgetary implications for them to be factored in.
 - Potentially negate the requirement for Te Ao Mārama to be a submitter later in the consultation process and more appropriately recognise the partnership between the tangata whenua and the participant councils.
- 12 To establish a partnership approach, a resolution of Council is required to allow Te Ao Mārama to participate in Council's Draft Annual Plan and Long Term Plan meetings.
- 13 This arrangement has already occurred in practice over the last three years and no issues have arisen and is seen by Te Ao Mārama as a positive arrangement.
- 14 The Annual Plan 2016/2017 key dates that Te Ao Mārama would wish to be involved are:

Date	Purpose	Notes
<i>Wednesday, 27 January 2016</i>	Council meeting to consider and adopt the draft Annual Plan	Te Ao Mārama would be participating in the discussion but would not have "voting" rights.
<i>Thursday, 7 April 2016</i>	Council to hear and consider submissions to the draft Annual Plan	Te Ao Mārama would be participating in the discussion but would not have "voting" rights.
<i>Wednesday, 27 April 2016</i>	Council meeting to deliberate	Te Ao Mārama would be participating in the discussion but would not have "voting" rights.
<i>Wednesday, 8 June 2016</i>	Council to adopt its 2016/2017 Annual Plan.	Te Ao Mārama would be participating in the discussion but would not have "voting" rights.

Issues

- 15 It is important to note that there is specific statutory recognition under the Local Government Act for Māori involvement in Council decision-making processes. This explains why Council is not seeking to reach similar arrangements with other stakeholders.
- 16 If Council agrees to invite Te Ao Mārama to collaborate on an a triennial basis on the Council's planning processes for the Annual and Long Term plans, an annual resolution

would not be required. However, Council does have the option of withdrawing from the arrangement at any time in the future.

Factors to Consider

Legal and Statutory Requirements

- 17 Section 81 of the Local Government Act (2002) states that a local authority must establish and maintain processes that provide opportunities for Māori to contribute to the decision-making process of the local authority; and consider ways in which it may foster the development of Māori capacity to contribute to the decision-making process.

Community Views

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

Costs and Funding

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

Policy Implications

- 21 Inviting Te Ao Mārama to participate as a collaborator for the Annual Plan and Long Term processes on a triennial basis would not require an annual resolution.

Analysis

Options Considered

- 22 The options to consider are: (option 1) to invite Te Ao Mārama to participate as a collaborator to the Annual Plan or Long term plan process on a triennial basis; or (option 2) review the participation of Te Ao Mārama as a collaborator to the Annual Plan or Long term plan process on a year by year basis.

Analysis of Options

- 23 **Option 1 - Invite Te Ao Mārama to participate as a collaborator to the Annual Plan or Long term plan process on a triennial basis.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • Gives better effect to the principles of the Treaty of Waitangi. • Give better effect to the Council's partnership with Ngāi Tahu by treating them as a partner rather than a stakeholder. • Allow earlier identification of issues relevant to iwi, and if any of these have budgetary implications for them to be factored in. • Potentially negate the requirement for Te Ao Mārama to be a submitter later in the consultation process and more appropriately recognise the partnership between the tangata whenua and the participant councils. • The Long Term Plan and consultation document are key strategic planning documents for Council and the benefit of having Te Ao Mārama involved is that any issues of cultural significance to iwi are addressed during the development of the plan. • A triennial basis arrangement provides for greater certainty and less administration. 	<ul style="list-style-type: none"> • Council does not review and reflect annually on the arrangement.

- 24 **Option 2 - review the participation of Te Ao Mārama as a collaborator to the Annual Plan or Long term plan process on a year by year basis.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • Provides Council with the opportunity to reflect and decide on the arrangement each year. 	<ul style="list-style-type: none"> • Repetitive process on an annual basis which leads to longer council meetings, less certainty and greater administration.

Assessment of Significance

- 25 The decision before Council is of low significance under Council's Significance and Engagement Policy. The collaborative approach has been in place for the last three plans with no objections from other stakeholders.

Recommended Option

- 26 It is recommended that Council adopt Option 1 - Invite Te Ao Mārama to participate as a collaborator to the Annual Plan or Long term plan process on a triennial basis.

Next Steps

- 27 If Council agree to include Te Ao Mārama as a collaborator, staff will inform and formally invite Te Ao Mārama to participate in a collaborative partnership with Council on the Annual Plan 2016/2017 process and advise that this practice will continue on a triennial basis in line with council planning processes. The triennium arrangement will be reviewed in line with the next council election.

Attachments

There are no attachments for this report.

Regional Development Strategy

Record No: R/15/11/20613
Author: Steve Ruru, Chief Executive
Approved by: Steve Ruru, Chief Executive

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 To seek Council endorsement of the Regional Development Strategy and agreement that Council should continue to be involved with the next phase of work via the six Action Teams.

Executive Summary

- 2 During 2014 the Mayoral Forum commissioned development of a Southland Regional Development Strategy. Development of the Strategy was led by a Steering Group made up of representatives from local government, business and the non-profit sector from across the Region.
- 3 The final Strategy was endorsed by the Mayoral Forum in September and then publicly released on 16 October 2015. A copy of the final strategy document has previously been circulated to Councillors.
- 4 This report seeks endorsement of the final Strategy from Council and agreement that Council should continue to be involved with the Action Team phase. The commitment needed from Council can be funded from within existing budgets.

Recommendation

That the Council:

- a) **Receives the report titled “Regional Development Strategy” dated 30 November 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) **Endorses the Southland Regional Development Strategy.**
- e) **Agrees that the Council should continue to be involved with the Action Team phase of the Regional Development Strategy project and agrees to a financial contribution of \$25,000 towards the costs associated with this next phase of the project with the contribution being funded from existing budgets.**
- f) **Approves an allocation of \$200,000 towards the next stage of the Regional Development Strategy from Venture Southland reserves.**

Content

Background

- 5 During 2014 the Mayoral Forum commissioned development of a Southland Regional Development Strategy. Initiation of the strategy arose from a recommendation made as part of a report *“Further Shared Services Opportunities for Southland Local Authorities”* produced in January 2014.
- 6 Development of the Strategy was led by a Steering Group made up of representatives from local government, business and the non-profit sector from across the Region.
- 7 The final Strategy was endorsed by the Mayoral Forum in September and then publicly released on 16 October 2015. A copy of the final strategy document has previously been circulated to Councillors.

Issues

- 8 There is a need for the Council to determine whether it should formally endorse the Strategy and whether it wishes to continue to be involved in the next phase of work via the six Action Teams.

Factors to Consider

Legal and Statutory Requirements

- 9 The Regional Development Strategy is a non-statutory document outlining an overall vision and work programme for development of the Southland region.
- 10 The priorities and initiatives signalled through the strategy should be reflected in the Council work programme and hence be reflected in the statutory planning documents such as the Long Term Plan and Annual Plan. Development of the strategy is acknowledged in the recently adopted 2015 Long Term Plan.

Community Views

- 11 There are a number of significant strategic issues (eg demographic change and increased efficiency of the rural sector facing the district and broader region. It is reasonable to expect that a number of stakeholders do expect the regions local authorities to be providing leadership in developing an understanding of and then addressing these issues.

Costs and Funding

- 12 The Establishment Group, that have been charged with putting in place the Governance Group to lead the next phase of the project have identified costs of approximately \$350,000 - \$400,000 as being required for the next stage of the project.
- 13 Funding is being sought from other agencies to assist with meeting these costs. It is also proposed that, in addition to in-kind contributions, the four Southland local authorities contribute \$25,000 each to the project and that \$200,000 be drawn from the Venture Southland reserves.
- 14 As part of last year’s business planning process the three participating Councils agreed that Venture Southland should reduce its reserve levels to \$500,000. The proposed contribution to the Regional Development Strategy is consistent with this requirement and has been informally discussed with the Venture Southland Chief Executive and Chair who are

supportive. The Joint Committee will be asked to formally confirm its support at its meeting on 10 December.

- 15 This Council would be able to fund its \$25,000 contribution from existing budgets.

Policy Implications

- 16 There is no existing Council policy on development of the Regional Development Strategy.

Analysis

Options Considered

- 17 The options available are for the Council to endorse the Regional Development Strategy or Do Nothing.
- 18 Under the first option Council would also be agreeing to support the ongoing work programme proposed via the six Action Teams. Council's contribution towards these work streams can be provided from within existing budgets.

Analysis of Options

Option 1 – Endorse Strategy

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Indicates Council support for the strategy that has been developed. Enable the Council to take a leadership role in encouraging a collaborative approach to addressing the strategic issues confronting the Southland Region. Will ensure that issues of strategic significance to the district continue to be addressed. 	<ul style="list-style-type: none"> Council would need to allocate resource to support the Action Team work moving forward.

Option 2 – Do Nothing

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Council would not have to commit resources to the implementation phase of the Regional Development Strategy. 	<ul style="list-style-type: none"> Council would not be seen to be actively supporting the Strategy that has received wide support from across the region. Council would need to review the role that it was playing in supporting development of the district.

Assessment of Significance

- 19 A decision in accordance with the recommendation is not considered to be significant. The Regional Development Strategy is a non-statutory document.

Recommended Option

- 20 That the Council agree to endorse the Regional Development Strategy and agree to support

Next Steps

- 21 Officers will continue to be involved in the Action Teams that are being pulled together to move into the implementation phase.

Attachments

There are no attachments for this report.

Statutory Land Charges

Record No: R/15/11/21363
Author: Tamara Dytor, Policy Analyst
Approved by: Rex Capil, Group Manager, Policy and Community

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 The purpose of this report is to recommend that Council provides a delegation to the Chief Executive (or in their absence the acting Chief Executive) in relation to statutory land charges.

Executive Summary

- 2 Currently, there is no delegation in relation to statutory land charges. Staff recommend that Council delegates the Chief Executive (or in their absence the acting Chief Executive) power to authorise the registration of a charge under the Statutory Land Charges Registration Act 1928 and the power to sign all notices and discharges required by the Act. Such a delegation would be consistent with the practice of other local authorities.

1 Recommendation

That the Council:

- a) **Receives the report titled “Statutory Land Charges” dated 26 November 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) **Resolves that Chief Executive, or in their absence, the acting Chief Executive shall have the power to authorise the registration of a charge under the Statutory Land Charges Registration Act 1928 and for that purpose to sign all notices and discharges required by the Act.**

Content

Background

- 3 During preliminary work towards a review of Council's current delegations, staff noted that currently there is no delegation in relation to statutory land charges.
- 4 Such a delegation would allow the Chief Executive (or in their absence the acting Chief Executive) the discretion to authorise the registration of a charge and to sign the notice and any subsequent discharge.

Issues

- 5 The issue central to this report is whether or not to provide a delegation relating to statutory land charges to the Chief Executive (or in their absence the acting Chief Executive).

Factors to Consider

Legal and Statutory Requirements

- 6 The Statutory Land Charges Registration Act 1928 allows the Council to register a charge against title to the land in respect of which certain types of statutory debts have been incurred. An example of the operation of the Act is the registration of a charge for costs incurred by the Council in carrying out building work under the authority of an order of the District Court.
- 7 The effect of a charge is to provide notice of the debt to interested parties.

Community Views

- 8 Consideration of community views in relation to this issue was not applicable because it is a procedural matter. The circumstances in which a delegation would be used would be specific to each case and only a small number of people would be affected. As such, no community engagement has been undertaken.

Costs and Funding

- 9 Statutory land charges relate to specific properties and would be considered on an individual basis. Providing a delegation in relation to statutory land charges would not change Council's funding sources. Statutory land charges discharged under this delegation would not be significant.

Policy Implications

- 10 A review of Council's current delegations and the overall approach to delegations is scheduled to be undertaken in 2016.
- 11 If Council provided a delegation to authorise the registration of a charge under the Statutory Land Charges Registration Act 1928 and the power to sign all notices and discharges required by the Act, it would allow Council to undertake activities efficiently and compliantly until this review is complete.

Analysis

Options Considered

12 In relation to this issue, Council could:

- **Option 1:** Delegate the power to authorise the registration of a charge under the Statutory Land Charges Registration Act 1928 and to sign all notices and discharges required by the Act to the Chief Executive, or in their absence the acting Chief Executive.
- **Option 2:** Retain the power to authorise the registration of a charge under the Statutory Land Charges Registration Act 1928 and to sign all notices and discharges required by the Act.

Analysis of Options

Option 1 - Delegate responsibility to Chief Executive or Acting Chief Executive

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Is efficient and effective and provides delegation at an appropriate and responsible level.• Allows staff to undertake their duty in a timely manner because they will not need to wait for Council meetings to consider each issue in relation to statutory land charges.• Has a lower administrative burden to staff and does not use Council meeting time to discuss management/operational issues.• Is compliant with legislation.• Is consistent with practice by other local authorities.	<ul style="list-style-type: none">• There are no significant disadvantages to this option.

Option 2 - Retain responsibility at a Council level

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Allows Council full oversight of all issues relating to statutory land charges.• Is compliant with legislation.	<ul style="list-style-type: none">• High administrative burden.• Is not the best use of Council meeting time to consider each issue or staff time to write accompanying reports.• Is inconsistent with practice by other local authorities.

Assessment of Significance

- 13 This issue has not been assessed as significant. It will affect only a small number of people in particular circumstances and will not involve large financial amounts.

Recommended Option

- 14 It is recommended that Council delegate responsibility to authorise the registration of a charge and to sign the notice and any subsequent discharge to the Chief Executive (or in their absence the acting Chief Executive).

Next Steps

- 15 If Council provides the delegation to authorise the registration of a charge and to sign the notice and any subsequent discharge to the Chief Executive (or in their absence the acting Chief Executive) staff will include this in the register of delegations with the adoption date as the date of this meeting.

Attachments

There are no attachments for this report.

Management Report

Record No: R/15/11/21012
Author: Steve Ruru, Chief Executive
Approved by: Steve Ruru, Chief Executive

☐ Decision ☐ Recommendation ☒ Information

Chief Executive

Regional Development Strategy

- 1 The Regional Development Strategy was formally launched at a business briefing on 16 October. The strategy has received very strong support from the broader public, business and social services sectors. This support has been evident in the positive publicity that the Strategy has generated and the level of interest from people willing to be involved in the Action Teams moving forward.
- 2 The Establishment Group that was formed by the Mayoral Forum to oversee the appointment of the Governance Group and Action Teams for the next phase has been making good progress. Tom Campbell has now been appointed Chair of the Governance Group. A number of other appointments to this Group have also been confirmed and announced. Work is also well advanced on drafting of terms of reference for each of the six Action Teams and with the appointment of their team members. It is expected that all of these will be finalised before the end of December.

Local Government Act Amendments

- 3 The Minister of Local Government, Hon Paula Bennett has recently announced a series of proposed changes to the Local Government Act 2002. These amendments are intended to make it easier for multiple local authorities to establish, for example, a jointly owned CCO to manage water and roading services. There are concerns, for example, about the impact of section 130 of the Local Government Act, which requires local authorities to maintain water services, the potential loss of the rates rebate scheme for low income ratepayers and the maintenance of access to the 60/40 cost sharing arrangements for natural disasters if these services were to be transferred to a CCO.
- 4 While the exact nature of the proposed amendments is still to be announced the Minister has indicated that the intention is to give councils a broader range of structures to choose from where there is a desire to form new collaborative service delivery option across local authorities. It is also intended to make it easier to allow for the transfer of functions and responsibilities between regional councils and territorial authorities. The Minister has also indicated that funding 'top-ups' could be made available in regions where local authorities are looking to establish a collaborative service delivery model for core infrastructure.
- 5 The Local Government Commission has been asked to work with councils and communities to implement new structural options for the delivery of services that reflect local needs. The Commission is currently working with local authorities in the Northland, Hawkes Bay and Wellington regions all of which have been subject to reform proposals in recent years. They are, however, also expected to start working with other regions in due course.
- 6 The proposed amendments, which will be introduced via an Amendment Bill in early 2016, follow on from the Ministers speech at the LGNZ conference in July where she indicated a strong desire to see significant change and performance improvement in the sector. The

changes announced also appear to be consistent with the Service Delivery Review process provided for under section 17A of the Local Government Act 2002. Officers will monitor developments in this area and provide further advice as the extent of the proposed changes becomes clearer.

Local Government Risk Management Agency

- 7 The Local Government Risk Management Agency Establishment Board is continuing with its work to determine whether there is a sound business case to support the establishment of a Local Government Risk Management Agency.
- 8 This work is being progressed due to concern about the 'state' of risk management practice across the sector and a desire to improve sector capability. While the review is looking closely at risk management arrangements associated with natural disasters including the 60/40 funding arrangement with the Crown it is also looking more broadly at whether there is a role for the agency to support the 'raising of standards' for risk management across the sector.
- 9 To date the Establishment Board has approved the proposed approach to developing the business case including an investment logic map, the option framework and evaluation criteria. They have also undertaken a survey of the sector and held a number of workshops around NZ to discuss the range of issues involved with risk management and the potential role of the Agency if established.
- 10 As part of this work stream consideration is also being given to whether there is an opportunity to use the proposed Agency as a vehicle for administering a co-regulatory model for the sector's work in the water, wastewater and stormwater area and/or an overall performance improvement programme for the sector.

Earthquake Prone Buildings

- 11 The Local Government and Environment Select Committee reported back to Parliament on the Building (Earthquake-prone Building) Amendment Bill on 2 September. The Bill is currently awaiting its second reading.
- 12 The changes proposed address the variability of seismic hazard in New Zealand through timeframes for assessment and strengthening, and through the identification of priority buildings. Once a building is identified as earthquake prone the territorial authority serves an earthquake prone building notice and the information is made public on the MBIE earthquake prone building register.
- 13 It is expected that the Act will come into force in late 2016 to allow for the development of the regulations and guidance, including amendments to the NZ Society of Earthquake Engineers 'red book'. The red book provides technical guidance to engineers on assessing the structural integrity of buildings including ground conditions.

Regional Development

- 14 LGNZ recently published its study, *Mobilising the regions: the role of transport infrastructure in achieving economic success across all of New Zealand*, which highlights the importance of a proactive shared national approach to decision-making across the transport sector.
- 15 The report notes that there is a lack of consistency in the approaches used to prioritise expenditure across different transport modes. As a result there is a case for the

development of consistent criteria across different modes. It is also seen as important that local communities and leaders work to advocate for the priorities that they see as existing in their areas.

- 16 The issues raised through the report highlight the benefits of the work that has been advanced to develop a joint Otago/Southland Land Transport Plan.

Fencing of Swimming Pools

- 17 Government has introduced a Building (Pools) Amendment Bill. The Bill proposes repealing the current Fencing of Swimming Pools Act and places the relevant legislation into the existing Building Act.
- 18 The amendments being made are intended to reduce the compliance burden currently imposed on pool owners and territorial authorities in relation to residential pools while maintaining child safety. It also addresses a number of inconsistencies between the Building Act and Fencing of Swimming Pools Act which have caused problems for local authorities in the past.

Productivity Commission – Using Land for Housing

- 19 The Productivity Commission released a report *Using land for housing* in October. The report looks at the constraints and opportunities for providing land and infrastructure for housing particularly in high growth areas.
- 20 The Commission has made a number of wide reaching recommendations that range from changes to planning practice to new ways of financing infrastructure. There are six main areas in which it is seen that there would be benefits to policy change. These are:
- Better use of existing assets
 - More and better cost-recovery
 - Proper cost-benefit analysis for land use rules
 - A deeper review of the planning system
 - More help for councils to deliver dwellings
 - A credible commitment to release land and control land price inflation.
- 21 While the issues highlighted through the report largely relate to high growth communities officers will continue to monitor the Government's response to this report as the likely policy and legislative changes will have flow-on application across NZ. Local Government NZ is leading the development of a sector perspective on the possible impact of a number of these changes including a wider review of the Resource Management Act.
- 22 Following the completion of its work on this report, central Government have now asked the Commission to initiate a review of the urban planning system used in NZ. This review will involve a 'blue skies' look at the approaches currently used to manage urban development under the Resource Management Act, Local Government Act and Land Transport Management Act. As such it will be a comprehensive and important review for the local government sector.

Environment and Community Group

- 23 Freedom Camping - a strong focus in the last month has been working through the deliberations from the hearing of submissions in October, for presentation to Council on 9 December. The level of engagement around this issue highlighted the significance of and interest in this matter within our communities. It was great to see the level of engagement from submitters in this process.
- 24 The Group Manager Environment and Community attended an inaugural Waitaki-South six monthly get together for Council Regulatory Managers in Dunedin on 13 November. This was a very useful networking opportunity and a great opportunity to exchange best practice information and share opinions around common topical issues.
- 25 The Group Manager Environment and Community and Animal Control staff attended a joint get-together with Invercargill City Council and local vets to discuss animal control processes and explain the services which each Council provides. Some very useful feedback was obtained from vets in attendance; this is intended to become a regular event.
- 26 Southland District Council has been requested by applicants for resource consents to Environment Southland, to provide written approval to several small scale coastal and and gravel extractive activities. These have been closely scrutinised for impacts eg on the Council's roading network and public access.
- 27 The Council's Winton Library and Area Office staff actively participated in the regular Winton Open Day event and opened outside of normal hours to accommodate this. The "*Winton in Gingerbread*" display which was undertaken for the Open Day attracted huge interest, including national media interest.
- 28 Major building consent and resource consent activity remains relatively subdued although there has been some recent increase, in incoming residential and rural building consents.

Resource Management

- 29 Planning staff have meetings with the Gorge Road Community Development Area Subcommittee and a public meeting at Orepuki, to discuss the possible variation to the Proposed District Plan to provide for Rural Settlement Areas. Work is also progressing on the wider suite of changes to the Proposed Plan to improve some of the existing policies and rules.
- 30 An application is expected in the next month or so from Bathurst Resources, to extend its mining operation into the 'Black Diamond' permit area in anticipation of moving out of the 'Coaldale' Area.
- 31 Consents have been steady although not particularly complex in nature.

Area Offices

- 32 Currently staff are fully involved in governance responsibilities with 2016/2017 estimate meetings that are being held for all Community Boards, Community Development Area Subcommittees and Water Supply Committees. November is also a busy period with staff being involved in receiving the second instalment of rates payments along with day to day customer service activities.

- 33 Area Office staff attended the recent Safer South Seminars held at the Civic Theatre, the Community Futures Workshop and the Community Boards/Community Development Area Subcommittees Chairs Meeting.
- 34 Projects of note within some of the townships that Area Office staff have had a role include:
- The proposed skate park at Winton
 - Winton Memorial Hall upgrade
 - Winton's Centennial Park grandstand upgrade
 - Development of a multi-purpose facility at Moores Reserve at Winton
 - The proposal to demolish the Soundshell at Riverton
 - Demolishing of the Waikaia Museum and the development of the new museum
 - Upgrade of the Otautau BMX track
 - Proposed development of the Otautau camping ground
 - Upgrade of the Nightcaps Hall.
- 35 A meeting of the Te Anau Wastewater Discharge Committee was held in early November where the peer reviewer gave a progress update and preliminary findings of the review. A 'Drop in Discussion' was held for the public following the meeting.
- 36 The Ohai Railway Fund Committee met recently where a total of \$44,516 was distributed to educational applicants (\$4,000) and organisations (\$40,516).
- 37 Nightcaps Community Development Area Subcommittee has a new member namely Annette Blackler replacing Erin Healey who has shifted out of the area.

Milford Community Trust

- 38 The Trust will consider the 2016-2019 Draft Statement of Intent at its meeting scheduled for 20 November at Milford. Other major issues the Trustees will consider at the meeting include a report on possible alternative methods of allocation of the community contribution fee (concessionaires fee), and possible development of a recreational hall for the local Milford community.

Policy and Community

Community Futures Project

- 39 Significant background work has been undertaken in advancing this project. The project's overall focus is to consider issues and opportunities related to taking action on depopulation and associated interventions. Initially, the project is based on a case study of the demographics and infrastructure issues for Ohai and Nightcaps townships. It is expected the outcomes of this project will inform the next Long Term Plan, Asset and Activity Management Plans and Financial and Infrastructure Strategies.
- 40 The project will also assist in developing an approach for Council in planning for communities' future priorities and investment decisions in a rapidly changing socio economic and demographic environment.
- 41 Workshops were held with elected representatives and staff, with presentations by Dr Natalie Jackson, Dr Peter Matanle and Rachael McMillan. Sessions covered future

demographic scenarios, strategic interventions and an international context with Japan as an example.

Community Governance Review

42 Continued engagement with the existing Community Boards and Community Development Area Subcommittees; with 24 of the 28 meetings attended. A Staff Working Group and Elected Representative Working Group have met and provided feedback and insights, for consideration in advancing the project.

43 Some key observations to date include:

- Understand the need for change
- Acknowledge the changing environment which means the structure that has been effective in the past may require some development
- There is an appetite to consider alternatives
- There is interest in considering the wider communities of interest approach to form the basis of a governance structure
- Localism and having local input is still important in the future but it is acknowledged this can be maintained and even improved with a different structure
- There is a significant amount of local input which occurs as goodwill which is important to maintain
- Identified the focus of existing structure is very narrow and a desire to broaden the focus and function of the new structures
- Many of the matters dealt at meetings with do not require the existing structures to do so
- There is an acknowledgement that sharing ideas and working together collaboratively is required for a future focus.

44 The next stage in the project development is to develop various scenarios which will form the basis of community engagement and further discussions with the Community Boards and Community Development Area Subcommittees.

Community Funding and Assistance

45 The recent Allocations Committee highlighted various points for consideration relating to the demand on funds and type of applications being received. This has identified the need for further work to be undertaken to consider the issues needing addressed. This will include reviewing Council community funding schemes, Council administered funds, other locally administered funds outside of Council scope and other local funds (generated by rates as an example), and how these link to regional and national funding schemes. This will support work underway with the community governance review and also link to the community planning and community futures project.

Northern Southland Community Leadership Cluster

46 An informal group has been established to represent the wider community interest of the Northern Southland area incorporating the geographic area covered by Mossburn, Lumsden, Athol, Garston, Balfour, Riversdale and Waikaia Community Development Area Subcommittees. It is intended this cluster will take a strategic leadership role in community matters of interest and relevance for the wider area. The group has met twice and is making positive progress.

Wyndham Service Provision

- 47 The project continues to advance with Venture Southland preparing the background detail for consideration by Council at a workshop held in November. Based on the feedback received Venture Southland staff are now preparing further information for the following options:
- a) Status Quo - Council directly provides services and library out of a building used specifically for these purposes.
 - b) Contract service delivery for Council through a third party local provider plus have a bookbus service.
 - c) IT centric service hub (based on the 10 year horizon).
- 48 The next steps are for Venture Southland to expand on the information required for the three options, convene a meeting of the staff working group to get feedback, develop an engagement plan to then initiate engagement with the community.

Information Management Group

Digitisation Project

- 49 Officers have undertaken a number of workshops with staff around the needs analysis for Council's Electronic Document and Records Management System analysis work and future records management activities/improvements. The main component around this is with the classification structure review and how the Electronic Document and Records Management System classification needs to be aligned, to allow possible future integration as part of the Core Systems Project. The classification is a standard with how records (electronic and paper) are filed. The review also completed work on the review of the current options for Council to upgrade to the newer version of TRIM Context. This is a significant component of the Digitisation Project. This report will be presented to the Executive Leadership Team for comment and endorsement of the recommendation which will lead into the other future planned part of the project occurring in 2016.

Hansen IPS Upgrade

- 50 Officers from the Information Management Group and Water Services team are working on completing an upgrade to Council's Hansen software. Work has progressed with integration with Council's GIS system being the next phase along with final configuration and testing of existing processes with internal use and external contractors.

ProMapp

- 51 During October we had a second visit by the ProMapp consultants for follow-up training and discussions with staff on progress. Approximately, 25 staff attended with good feedback being received as to how ProMapp can and is making teams understand their roles and parts of multi-team processes.

Mobile Phone Contract – All of Government (AoG)

- 52 Council has taken the opportunity to move to a new version of the All of Government mobile voice and data contract. This contract has seen the introduction of new plans that are similar to the retail market offerings. The net result based on the past month's average will see Council saving of approx. \$1,200 per month. As part of this change, Officers will also be updating the staff usage policy to cover off the various part of the new contract. Part of the

new offering is around unlimited usage for components of the services such as txt and depending on the plan unlimited calling.

Spark General Manager - Corporate Clients

- 53 Officers had the opportunity to discuss Southland digital needs with Simon Gillespie who spoke around the new services and direction Spark New Zealand are working on. This opportunity was timely with the release of the Southland Regional Development Strategy and the Council Digital Strategy. Some topics of note are below:

- Mobile Networks - Rural Broadband Initiative – UFB
- Digital Enablement - Mobility
- All of Government – (TaaS) – Telecommunications as a Service
- Coverage Plan
- Mobile Ubiquity Options - cross usage between providers
- Ventures - Digital Only Business - Research and Development Option within Spark - Big Pipe - Morepork - Lightbox - WiFi @ Phone Boxes – Spotify

Services and Assets Group

General

- 54 The climatic conditions have been windy and wet over the last two months. Interestingly it is pretty much normal weather for this time of year. The occasional rural fire has broken out, some complaints about dust on gravel roads have been received, resealing is underway and construction jobs will start soon. Longer term this summer though more extreme weather conditions are expected to develop and that will affect Council's activities one way or another.

Around the Mountains Cycle Trail

- 55 Construction of the trail up to the gravel pit off Centre Hill Road is complete. Council cannot continue with any further work beyond this point, as this is the limit of the area consented under the resource consent granted in 2012.
- 56 The appeal process for the consent for the section beyond this point continues. The Court hearing is set down for 15-19 February and 7-11 March. Evidence has been exchanged and expert witnesses are expected to caucus in early December.

Te Anau Airport - Manapouri

Safety

- 57 A recent complaint from Alliance Airlines, regarding Council's refuelling contractor supposedly using a cellphone whilst refuelling, was handled at Airport Management level and has been successfully resolved. Alliance has accepted the resolution and Airport Management will be monitoring the performance of the refuelling contractor.
- 58 Apron Safety and Security video refresher training has been completed by all ground handling staff.

People

- 59 It was decided to train Lee MacGillivray, Operations Manager as a registered fuel handler to provide coverage if the refuelling contractor was not available; a backup system to current arrangements. This training is now complete.

Assets

- 60 Condition monitoring is continuing with assets at the airport. All equipment is performing to the standard required, although there are minor issues recurring with the ground handling 4x4 bike which has required additional funds spent, to maintain it to a serviceable standard. Provisions for next year will be required to recover the base of some baggage barrows as the wooden surface is showing signs of splintering which could cause potential client baggage damage.
- 61 Recent discussions regarding the sewerage system and the poor pump performance requiring more regular tank pump clearing, is being worked on to reduce the annual operating costs.

SIESA (PowerNet)

- 62 The electrical generation system, distribution and retail service for SIESA was generally good during October. The sold units for October were down from September but on a par with previous years.
- 63 On 4, 5, 6 and 7 October, storm conditions produced heavy rain and gales. On the night of 4 October, defects were reported of "sparking on poles", (which was widespread across the network) due to the deluge of very heavy rain however, there was not any power outages that evening. On 6 October the station tripped on over-current and there was a seven minute outage which affected all consumers. A line patrol was undertaken that evening and another patrol conducted again in the morning, with nothing being found.
- 64 During the day on 6 October an insulator (low voltage) came away from the cross arm at Ringaringa and this was repaired with an outage affecting six consumers. On 7 October a tree branch came down on lines at Braggs Bay causing an outage (low voltage) for 1.5 hours affecting two consumers.
- 65 The protection and metering panel for Transformer 3 (for Unit 5) was fitted and will have cables terminated during November.

Forestry (IFS)

Safety

- 66 There were not any health and safety incidents reported by any staff or contractors for this period.
- 67 Operators within the estate have included two planting crews, a maintenance contractor and a pest monitoring and control contractor on behalf of Tb Free. All of these contractors have been inducted to the specific health and safety requirements for each site. In particular, all registered forest hazards and their controls have been communicated, emergency response locations and general safety considerations discussed.

Assets

- 68 The 2015/2016 harvesting programme, of approximately 40,000 tonnes is still to be approved.

- 69 The Forestry Committee is currently working through clarifying the strategic purpose of the Forestry business unit. An outcome of this work will be to align this strategy to new asset improvement goals. Areas of improvement may include:

- Recreational use
- Asset sale and acquisition
- Local support
- Research support
- Urban forest management.

Property

Assets

Public Conveniences

- 70 Work on the Garston upgrade and the new toilet at Athol has been completed. Work has commenced on the installation of the new public toilets at Dipton and Ivy Russell Reserve in Winton.
- 71 With the demolition of the old museum in Waikaia, final operational discussions are to be completed prior to the transfer of funds to be used, in the provision of public toilets in the new replacement building.

Community Centres

- 72 The disposal of the former Otautau Public Hall will commence in the new-year. Funding has been obtained for the internal refurbishment and painting at Nightcaps so this is to commence in the near future. The re-roofing of the Orawia Community Centre is to be deferred until next financial year, at the Committee's request, as it believes it will be able to have the project completed without the need for any loans.
- 73 The upgrade of the Winton Memorial Hall has been out for pricing, with the costs being analysed and some parts of the project to be removed, in an attempt to reduce the overall costs.

Council Offices and Other Buildings

- 74 Upgrade work at the Te Anau Library has commenced with part to be completed prior to December, with the balance to be completed after the busy summer season. The upgrade of the Otautau Library is in its final stage of planning prior to work commencing.

Water and Waste

Te Anau Wastewater Update

- 75 Council's application for resource consent to irrigate treated wastewater to land north of the airport at Kepler has now been granted approval. The consent has been approved for a period of 25 years and is subject to 29 conditions laying out a rigorous monitoring and reporting programme. Three appeals have been lodged with the Environment Court with all stating a willingness to enter mediation talks. Court appointed mediation is on hold until 8 December.
- 76 Pattle Delamore Partnerships (PDP) has been appointed to undertake a peer review. PDP has an extensive engineering background and experience in undertaking such reviews. PDP has recently spent four days in Te Anau and Invercargill talking to members of the public and

various stakeholders and is currently developing a first draft of the review document. An update on progress was provided to the committee on 10 November followed by a public drop-in session. The review has found no 'fatal' flaws with the currently consented proposal and has developed a short list of potential alternatives that this could be evaluated against. This will be done over the next couple of weeks with a first complete draft of the review expected by late November.

- 77 As an aside to this ongoing review, Environment Southland has delayed flood defence work on the Upukerora River, downstream of the State Highway bridge, until the outcome of the review is known.
- 78 A short term consent for continued discharge to the Upukerora was granted on 9 November. A consent for discharge to air from the oxidation pond site is currently being processed by Environment Southland.

Curio Bay

- 79 Council is currently working with Department of Conservation and the South Catlins Development and Environmental Charitable Trust to implement a sustainable long term wastewater treatment solution for the reserve. This work is part of a wider project to help improve the overall visitor experience at the reserve.
- 80 Resource consent has been granted for an upgrade of the wastewater treatment facilities for the reserve, with the long term goal of also connecting the wider community. The treatment solution based on membrane technology would treat the effluent to an extremely high standard which is in keeping with the unique status of the area.
- 81 A report outlining a proposed procurement approach and likely costs was presented to APAC in October.

Riverton Water Supply

- 82 Work has now been completed on the installation of a new borehole for Riverton water supply.
- 83 Following this a contract has been awarded to upgrade the treatment plant so that it meets the new Drinking-water Standards.
- 84 Stage 1 of chlorine dosing and aeration to correct pH and remove iron has now been completed. Further testing is being undertaken to enable finalisation of detailed design for Stage 2.
- 85 Stage 2 scope has been agreed and detailed design of the membrane filtration plant has started, with work expected to be completed this financial year.

Stormwater Consenting

- 86 Environment Southland is currently processing consent applications for 17 of Council's stormwater schemes. Site visits for all schemes have been undertaken and at a follow-up meeting Council staff tabled what it believed to be appropriate monitoring and consent conditions consistent with the scale of the activities and the potential financial implications for a small ratepayer base.
- 87 An initial set of conditions was amended following a meeting in late September. Drafted conditions were tabled and consent conditions discussed. Suggested draft conditions were

submitted to Environment Southland. A further meeting will be held on 18 November to progress discussion on the proposed conditions.

Wastewater Resource Consent Renewals

88 Applications have been lodged at Environment Southland for the following wastewater resource consents:

- a) Ohai - currently seeking affected party written approval.
- b) Riversdale - pre-hearing meeting held February 2015, suggested draft conditions submitted to Environment Southland. While the current application is being progressed, an alternative proposal is also being developed to help ensure that value for money can be demonstrated.
- c) Nightcaps - pre-hearing meeting held 28 April, draft conditions currently being drafted. Feedback from draft conditions has been provided to Environment Southland. Once conditions are accepted by both parties final affected party sign off will be sought.
- d) Riverton Rocks - written approvals have been received from all affected parties and Council is currently awaiting feedback from Environment Southland on comments on draft conditions.

Wastewater Projects

89 Two significant wastewater treatment projects currently underway:

- a) Te Anau and Winton inlet screens - all earthworks complete and screens installed with some outstanding electrical work at both sites and remaining pipework at Te Anau. Work is now complete at both sites.
- b) Regional desludging - Work is now complete at Winton and well underway at Te Anau.

Environment Southland - Water and Land 2020 and Beyond

90 Environment Southland has recently completed consultation on its draft Water and Land 2020 and Beyond document. The aim is to respond to water quality and quantity issues facing the region and will form the initial basis for further work around a catchment limit setting process across the region. The draft plan sets out proposed policies and rules for extraction and discharge to water and land, defining what activities are likely to be permitted, require a consent or are prohibited. A number of rules are likely to directly impact on a range of Council activities. Council's submission was approved on 28 October. Officers are now awaiting any further feedback prior to full notification early in the new year.

Wheelie Bin Three Strike Policy

91 Inspections have been undertaken since February although strikes have only been applied from mid-April. Region-wide over 300 first strikes have been applied with a low number of second strikes (less than 10) indicating people are starting to improve. Unfortunately, Council officers have had to apply one third strike and withdraw the service at one property in the District. Council has photographic evidence of significant contamination in the bin and has full documented records of each time a strike has been issued.

Work Schemes

Projects

- Riversdale community housing ramps and footpaths
- Noxious control throughout District
- Invercargill City Council, track and parks maintenance
- Invercargill City Council, seat repairs in Queens Park
- Riverton Focal Point repairs.

Recommendation

That the Council:

- a) Receives the report titled “Management Report” dated 30 November 2015.**

Attachments

There are no attachments for this report.

Forecasted Financial Position for the year ending 30 June 2016

Record No: R/15/11/20709
Author: Susan McNamara, Management Accountant
Approved by: Anne Robson, Chief Financial Officer

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 To inform Council of the forecasted changes to the 2015/2016 Long Term Plan budget and to seek approval where necessary for anticipated unbudgeted expenditure included in the forecasts.

Executive Summary

- 2 Forecasting the financial position for the year ended 30 June 2016 is intended to provide information at an earlier stage of the year of any changes from what was included in the Long Term Plan.
- 3 Forecasting enables the organisation at all levels to understand the anticipated year end position and expected cashflow. It will also assist with decisions and priorities for spending being made across the organisation.
- 4 The budgeted expenditure included in the Long Term Plan for the 2015/2016 year was set nine months before the start of the financial year. Forecasting allows a formal process to communicate to Council and the Executive Leadership Team (ELT) any known changes. The net amount by business units is shown in Attachment A.
- 5 Approval is also sought for expenditure that has been identified as part of this process that has either not been included or amended from the amount included in the Long Term Plan for 2015/2016.

Recommendation

That the Council:

- a) Receives the report titled “Forecasted Financial Position for the year ending 30 June 2016” dated 1 December 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) Approves the additional expenditure below to be incurred during the 2015/2016 financial year:

Business Unit	Expense	Amount
<i>District Business Units</i>		
Information Management	Software Licences	50,000
Information Management	Consultants	5,000
Information Management	Maintenance Equipment	18,000
Dog and Animal Control	Pound Maintenance	11,000
Resource Consent Processing	Legal Costs	29,884
Dipton Forest	Forest Grower Levy	8,070
Dipton Forest	Maintenance General	22,418
Dipton Forest	Harvest Commission	32,626
Ohai Forest	Silviculture	50,688
Ohai Forest	Harvest Commission	13,011
Waikaia Forest	Access Roothing	15,765
<i>Total District Business Units</i>		256,462
<i>Local Business Units</i>		
Edendale Wyndham Stormwater	Maintenance General	5,000
Edendale Cemetery	Maintenance General	5,500
Garston Toilets	Cleaning	23,422
Manapouri Hall	Maintenance Planned	54,766
Nightcaps Hall	Maintenance General	14,666
Mokoreta/Redan Hall	Maintenance Internal	6,000
<i>Total Local Business Units</i>		109,354
Total		\$365,816

Content

Background

- 6 For the first time forecasting of the year end position has been completed. This was undertaken by Council staff during the first two weeks of November with the October financial results being available for reference.
- 7 It is intended that forecasting will be completed twice a year aligned with the internal corporate reporting. This will be in November and March for the preceding four month period.
- 8 Forecasting is not intended to involve the time and effort undertaken in the annual budgeting process. A methodology was developed by finance (including discussion with some budget managers) and the ELT that is expected to identify any issues without a significant time commitment.
- 9 Budget managers were requested to include forecasts for their business units where the expected overall outcome would vary from the budget in the Long Term Plan by specified tolerance levels. These net levels were set at \$1,000 for Council-owned halls; between \$1,000 and \$10,000 for townships (depending on their operational expenditure in the current year) and \$10,000 for all District business units. The maximum limit of \$10,000 was set in line with the delegation held by the Chief Executive in relation to him approving unbudgeted expenditure.
- 10 With the organisation review that is currently underway all employee related expenditure has been excluded from this first round of forecasting.
- 11 No forecasting has been completed in relation to non-cash expenditure eg depreciation, revaluation of fixed assets.
- 12 The overall impact of the forecasted numbers is shown in Attachment A. This is the net adjustment by individual business units, rather than every individual line adjustment. These have been split between district and local business units, with a summary of the commentary from the budget manager provided.
- 13 Forecasting is to be used for the performance measure included in Asset Management Plan/Activity Profiles for capital financial sustainability. The performance measure is entitled financial sustainability, with a purpose to encourage the activity to be managed cost effectively. The specific measure is 'that capital work is completed on time and to be within budget as determined by the forecast completed at the end of the second quarter'. This will be measured by the second forecast for the year

Issues

- 14 Forecasting is also part of the ongoing process to assist with better financial behaviours across the entire organisation. This includes earlier identification of projects not being completed in the current financial year. This should be completed in sufficient time to include them in the Annual Plan process for the following year, rather than including them in a Carried Forward report to Council. The Carried Forward report is provided to Council after the end of a financial year to request that the budget for work not completed during a year is carried into the next financial year. Where items are identified early in the year the expenditure can be included in the Annual Plan for the following year either as part of the draft for consultation or as a staff submission.

- 15 In previous years no formal process for forecasting has been completed. This has meant that there was a possibility of surprises in the final financial result for the year. Forecasting enables more transparency with the organisation and enables Council to be informed of the year end result.
- 16 Historically Council has been in the position of having surplus cash funds, with limited or no debt. The Long Term Plan indicates that Council will go into debt in the 2017/2018 financial year. When this occurs variations from the expected cashflow for the year will need to be understood to ensure appropriate cash management. It is expected that forecasts provided by the organisation will assist with this.
- 17 Forecasting provides an additional process to gain approval for anticipated unbudgeted expenditure during the year. Using the forecasting process for approval of multiple items of additional expenditure should reduce the number of individual reports needed to be handled by Council. Council will still need to approve some expenditure items separately where the expenditure is large enough to need to be considered individually or where the expenditure has arisen outside the forecasting timelines. There are two reports on the Council agenda today, which have arisen outside the forecasting timelines.
- 18 It is expected that the organisation will improve their forecasting as more iterations of the forecasting process are completed.

Factors to Consider

Legal and Statutory Requirements

- 19 Council needs to ensure that community views are considered for all matters deemed significant under the Significance and Engagement. Where significant projects are being deferred from 2015/2016 they are proposed to be included in the draft Annual Plan for 2016/2017 and will go through the relevant consultation.
- 20 Council staff must ensure that all expenditure is carried out within approved delegations. The current financial delegations only allow the Chief Executive to approve unbudgeted expenditure up to \$10,000. Items of expenditure that were either not included in or amended from the Long Term Plan are included in Attachment B for Council to approve.

Community Views

- 21 Consultation was held with the community for the expenditure included in the 2015/2016 budget as part of the Long Term Plan.
- 22 Expenditure (both capital and operational) relating to townships has been discussed with the relevant Community Board or Community Development Area Subcommittee before being included in this forecast.
- 23 The community has had an opportunity to comment on some of the changes in operational expenditure where policies and bylaws have been out for consultation. An example of this is the change in income for annual liquor licence fees.
- 24 Where increased expenditure is expected to continue into the 2016/2017 financial year it has been included in the proposed draft Annual Plan and will be subject to the consultation relating to the Annual Plan.

Costs and Funding

- 25 Forecasting completed shows that overall net income and expenditure (both operating and capital) position is expected to be reduced by \$1,185,223. This is shown by business unit in Attachment A.
- 26 The process has highlighted additional expenditure of \$365,816 beyond the amount approved in the Long Term Plan for 2015/2016. Council is requested to approve the additional expenditure shown in Attachment B.
- 27 Where capital expenditure has been identified as being deferred to the 2016/2017 year it is to be included in the proposed draft Annual Plan for 2016/2017.
- 28 The impact on the budgeted Statement of Comprehensive Revenue and Expense for the 2015-2016 is \$4.79M. This has moved the expected surplus after tax from \$2.499M to an expected deficit after tax of \$2.503M. This is shown in Attachment C. Any difference in the actual revaluation of forestry assets and depreciation could have a major impact on this result. An example of this was in 2014-2015 where the actual depreciation differed to budget by \$4.3M.

Policy Implications

- 29 There are no significant policy implications.

Analysis

Options Considered

- 30 The options are whether or not to approve, in full or part, the forecasted adjustments to the financial statements and additional expenditure in the Long Term Plan.

Analysis of Options

Option 1 - Approve the expenditure in Attachment B. This expenditure is not included in the Long Term Plan for 2015/2016

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Council is informed of anticipated changes from the Long Term Plan for 2015/2016.• Council has had the opportunity to prioritise expenditure to be incurred in the current financial year.• Council staff are able to purchase services as required to provide services to the community in the most appropriate manner.	<ul style="list-style-type: none">• None identified

Option 2 - Approve part of the expenditure in Attachment B. This expenditure is not included in the Long Term Plan for 2015/2016

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • Council is informed of anticipated changes from the Long Term Plan for 2015/2016. • Council has had the opportunity to prioritise expenditure to be incurred in the current financial year • Council considers that the additional expenditure is not a current priority and does not need to be incurred. 	<ul style="list-style-type: none"> • Processes may be delayed where further approval needs to be sought from Council before committing to additional expenditure.

Option 3 - Not approve the expenditure in Attachment B. This expenditure is not included in the Long Term Plan for 2015/2016

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • Council is informed of anticipated changes from the Long Term Plan for 2015/2016. • Council has had the opportunity to prioritise expenditure to be incurred in the current financial year 	<ul style="list-style-type: none"> • Processes may be delayed where further approval needs to be sought from Council before committing to additional expenditure.

Assessment of Significance

- 31 The content of this report is deemed significant under the Significance and Engagement Policy as the financial impact in Attachment C is greater than the \$2M included as a measure of financial impact in the Significance Policy.
- 32 The deferral of the Southern Scenic Route, Mararoa Bridge and the digitisation project have been debated with regard to whether they are an issue that has a major/long term effect to either the District or a local community. As these items have only changed in timing to be delivered now in 2016/2017 it has been decided no major/long term exists as the community will be able to make submissions on these projects as part of the Annual Plan process.
- 33 As the projects have been deferred rather than removed no additional engagement of the community is required beyond the Annual Plan process.

Recommended Option

- 34 Option 1 to receive the forecasted adjustments to the financial statements and approve the expenditure in Attachment B not included in the Long Term Plan for 2015/2016.

Next Steps

- 35 To advise managers of the approval of additional expenditure for the 2015/2016 financial year.

- 36 Ensure that deferred projects are included in the proposed draft Annual Plan for 2016/2017 financial year.
- 37 Revisit forecasting of the 2015/2016 financial year end result in February/March 2016 and provide appropriate reporting to Council.

Attachments

- A Forecasted Net Expenditure Adjustment by Business Unit [View](#)
- B Forecasted Expenditure Not Included in the Long Term Plan for 2015 - 2016 [View](#)
- C Forecasted Statement of Comprehensive Revenue and Expenditure [View](#)

Item 8.2 Attachment A

FORECASTED NET EXPENDITURE ADJUSTMENTS BY BUSINESS UNIT

Business Unit	Net Amount	Net Cost Reduction or Additional	Funding Source	Summary Reason
<i>District Business Units</i>				
Financial Services	40,465	Reduction	Internal charge to other business units	Reduction in LINZ, Quotable NZ fees and Insurance offset by additional training, postage and insurance brokerage fees.
Knowledge Management	500,000	Reduction	Loan	Part of Digitisation project to be deferred to 2016/2017.
Information Management	73,000	Additional	Internal charge to other business units	Estimate for year of expected software licence fees and maintenance on equipment, where 2015/2016 budget was under estimated. Additional consultant costs for system engineer to cover vacant position.
Chief Executive	21,649	Reduction	Reserves	Reduction in cell phone charges and legal fees.
Around the Mountains Cycle Trail	790,022	Reduction	Loan/Reserves	Reduction in expected income offset by budgeted expenditure on stages 8 & 9 not being completed in the current year
Water Services	32,000	Reduction	Reserve	The cost of the Hansen 8 upgrade project has been split over three business units. The amount charged to this business unit has been completed under budget.
District Water	50,000	Reduction	Loan	District Monitoring Project deferred to 2016/2017 to enable meters to be installed first.
Dog and Animal Control	21,000	Additional	Reserve	Licence fee income reduced due to Council resolution to have fee discounts instead of the responsible owner licence. Also income reduced as free microchipping to continue. Additional costs for pound maintenance as underestimated.
Alcohol Licensing	4,216	Additional	Reserve	Annual fee income reduced to reflect Council

Business Unit	Net Amount	Net Cost Reduction or Additional	Funding Source	Summary Reason
				resolution to provide 30% discount. Partially offset by reduced costs for Councillor salary.
Health Licensing	20,000	Additional	Reserve	Reduction in income due to change in contract with Gore District Council, as they now have one of their staff performing some of these duties.
Resource Consent Processing	40,884	Additional	Reserve	Reduction in compliance monitoring income with reports improving efficiency of visits and level of monitoring required. Additional legal costs in relation to consent appeal that is non-recoverable.
Buildings – Invercargill Office	41,500	Reduction	Reserve	Project to reroof the tower block is deferred to 2016/2017 to gain economy when scaffolding required for other projects is in place.
Roading – District Wide	614,975	Reduction	Loan	Change in scope/timing of projects is offset by reduced income from NZTA.
Dipton Forest	1,259,193	Reduction	Reserve	Harvesting is occurring in this forest, offset by a small increase in costs.
Forest Administration	4,464	Reduction	Reserve	Decrease in consulting costs.
Gowan Hills Forest	122	Reduction	Reserve	Minimal costs adjustments.
Ohai Forest	1,054,808	Additional	Reserve	Reduced harvesting from this forest, with 18 hectares to be forested in 2016/2017. Additional costs for silviculture due to changes in market rates.
Waikaia Forest	771,628	Additional	Reserve	No harvesting occurring this financial year so no income being received with a small offset from costs reduced to reflect this.
<i>Total District Business Units</i>	1,368,854	Reduction		

Item 8.2 Attachment A

Business Unit	Net Amount	Net Cost Reduction or Additional	Funding Source	Summary Reason
Local Business Units				
Blackmount Community Centre	21,503	Additional	Reserves	Purchase of land, offset by donation and grant income Previously approved by Council.
Edendale Wyndham Stormwater	5,000	Additional	Reserve	Significant blockage and collapse of a culvert in Wyndham.
Edendale Cemetery	5,500	Additional	Reserve	Hedge removed and a new fence to be erected, due to hedge being set on fire.
Garston Toilets	41,578	Reduction	Loan/Reserve	Reduction in cost to complete capital rebuild project carried forward from 2014/2015; offset by costs relating to new cleaning contract.
Manapouri Hall	27,290	Additional	Reserve	2016/2017 project being completed early, offset by grant income.
Nightcaps Stormwater	130,555	Additional	Loan/Reserve	Urgent work at Dryfe Street. Previously approved by Council on 5 August 2015.
Nightcaps Hall	14,666	Additional	Reserve	Interior painting project brought forward to be done this year.
Mokoreta/Redan Hall	6,000	Additional	Reserve	Release of reserve funds to enable the non-Council owned Hall fund an upgrade.
Orawia Hall	21,200	Reduction	Loan/Reserve	Project being deferred to 2016/2017 to enable community to raise funds instead of using a loan.
Winton Stormwater	35,895	Additional	Reserve	Urgent work at Mackenzie Street. Previously approved by Council on 15 July 2015.
<i>Total Local Business Units</i>	183,631	Additional		
Total	\$1,185,223	Reduction		

FORECASTED EXPENDITURE NOT INCLUDED IN LONG TERM PLAN FOR 2015-2016

Below is the forecasted adjustments (not previously approved by Council in a separate report) in addition to the amounts included in the Long Term Plan for 2015/2016 where the net position for the business unit is additional expense for the year (as shown in Appendix A).

Business Unit	Expense	Amount	Whether Net Cost Reduction or Additional	Funding Source	Reason
<i>District Business Units</i>					
Information Management	Software Licences	50,000	Additional	Internal charge to other business units	Actual estimate based on current year - the budget for the 2015/2016 was under-estimated. The 2016/2017 year has been updated to reflect the correct levels.
Information Management	Consultants	5,000	Additional	Internal charge to other business units	Spark system engineer costs since August until Jan/Feb will increase net result. This is offset by a reduced ordinary time amount due to seconded and vacant roles.
Information Management	Maintenance -Equipment	18,000	Additional	Internal charge to other business units	Due to budgeted expenditure the year end cost will be this amount - the 2016/2017 budget has been adjusted to reflect the actual expenditure.
Dog and Animal Control	Pound Maintenance	11,000	Additional	Reserve	Error in budgeting.

Item 8.2 Attachment B

Business Unit	Expense	Amount	Whether Net Cost Reduction or Additional	Funding Source	Reason
Resource Consent Processing	Legal Costs	29,884	Additional	Reserve	The legal cost associated with the Around the Mountain Cycle Trail appeal by Fish and Game will take us significantly above budget. These costs are generally not recoverable (although some of it may be able to be sought from the appellant if they lose). Council's counsel is expected to act in an administrative capacity for the Court leading up to the hearing and the hearing itself is expected to last two weeks in February/March 2016.
Dipton Forest	Forest Grower Levy	8,070	Additional	Reserve	New forest owner levy at mill or port at \$0.27/t since budget was prepared.
Dipton Forest	Maintenance – General	22,418	Additional	Reserve	Increase due to harvest road maintenance contingency at \$0.75/t. Not originally budgeted - but should be.
Dipton Forest	Harvest Commission	32,626	Additional	Reserve	Proportionally increased with new harvest volume forecast.
Ohai Forest	Silviculture	50,688	Additional	Reserve	Should have been budgeted at \$92K off work sheets. Increase also due to pruning and thinning rate changes to market value.
Ohai Forest	Harvest Commission	13,011	Additional	Reserve	Proportionally increased with new harvest volume forecast.
Waikaia Forest	Access Roding	15,765	Additional	Reserve	Forward roading for 2016/2017 harvest areas.
<i>Total District Business Units</i>		256,462	Additional		

Business Unit	Expense	Amount	Whether Net Cost Reduction or Additional	Funding Source	Reason
Local Business Units					
Edendale Wyndham Stormwater	Maintenance General	5,000	Additional	Reserve	Significant blockage and collapse of culvert taking all Stormwater from Wyndham township. September 2015.
Edendale Cemetery	Maintenance General	5,500	Additional	Reserve	Hedge was set on fire and burnt out. This has been ripped out and a new fence will be erected. To be funded from Cemetery reserve (from felling trees a couple of years ago).
Garston Toilets	Cleaning	23,422	Additional	Reserve	New cleaning contract with upgrade.
Manapouri Hall	Maintenance Planned	54,766	Additional	Reserve	2016/2017 project being completed early, offset by grant income.
Nightcaps Hall	Maintenance General	14,666	Additional	Reserve	Interior painting project brought forward to be done this year.
Mokoreta/Redan Hall	Maintenance Internal	6,000	Additional	Reserve	The Hall is doing a hall upgrade so we are giving this money from their reserves to fund the shortfall they have.
<i>Total Local Business Units</i>		109,354	Additional		
Total		\$365,816	Additional		

Item 8.2 Attachment C

Forecasted Statement of Comprehensive Revenue and Expense

		10 Year Plan 2015-2016 (\$000)	Amounts Carried Forward from 2014- 2015 (\$000)	Forecast Changes to District Business Units (\$000)	Forecast Changes to Local Business Units (\$000)	Forecasted Result for 2015-2016 (\$000)
Revenue						
Rates		42,149	-	-	-	42,149
Other revenue		8,066	-	(654)	-	7,412
Interest and Dividends		425	-	-	-	425
NZTA		14,180	-	(1,544)	-	12,636
Grants and Subsidies		4,256	-	(2,706)	87	1,637
Other Gains/(Losses)		422	-	-	-	422
Vested Assets		-	-	-	-	-
Development and Financial Contributions		128	52	-	-	180
		69,626	52	(4,903)	87	64,862
Expenditure						-
Employee Benefit Expenses		10,767	-	(13)	-	10,754
Depreciation and Amortisation	1	21,589	-	-	-	21,589
Finance Costs		20	-	-	-	20
Other Council Expenditure	1	34,751	263	(122)	109	35,002
		67,127	263	(135)	109	67,365
OPERATING SURPLUS/(DEFICIT)		2,499	(212)	(4,768)	(22)	(2,503)
Share of Associate Surplus/(Deficit)		-	-	-	-	-
SURPLUS/(DEFICIT) BEFORE TAX		2,499	(212)	(4,768)	(22)	(2,503)
Income Tax Benefit		-	-	-	-	-
SURPLUS/(DEFICIT) AFTER TAX		2,499	(212)	(4,768)	(22)	(2,503)
Gain/(Loss) on Property, Plant and Equipment Revaluations	1	21,091	-	-	-	21,091
TOTAL COMPREHENSIVE REVENUE AND EXPENSE		23,590	(212)	(4,768)	(22)	18,588

The 10 Year Plan for 2015-2016 is the consolidated result of Council, Venture and SIESA

1 No adjustment has been made to the budgeted amount in the 10 Year Plan for depreciation, revaluation of infrastructure assets and revaluation of forestry assets in the forecasting process

Resource Consents and Other Resource Management Act Items - September 2015

Record No: R/15/10/18744

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 - September 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 September 2015.
- 2 An average processing time of 18.76 working days from receipt of all required information was achieved for the 13 non-notified consents processed. Two consents were processed outside of the 20 working day statutory timeframe. In one instance the applicant was overseas and requested viewing the draft decision and the other application went overtime due to the surveyor being on leave when the draft decision was referred. Both applications were granted an extension of timeframe by the applicants.
- 3 Also processed during this timeframe was (1) Section 221 Variation of consent notice application and (2) applications were withdrawn.
- 4 Please note the number of applications processed was less this month with 13 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 - September 2015" dated 20 October 2015.

Attachments

- A Council - 9 December 2015 - Resource Consents and Other Resource Management Act Items - September 2015 [View](#)

Application Number	Applicant	Address	Ward	Description of Application	Working Days (from receipt of all information)	Total Costs Incurred	Processing Officer	Decision Date
2014/53305	Ministry of Education	66 Orawia Road, Tuatapere	Waiau Aparima	Urban Subdivision - Two Lots	18	1,076.35	Kelwyn Osborn	10/09/2015
2015/53051	S Ratcliffe	35 Sinclair Road, Te Anau	Mararoa Waimea	Shift building platform - split Resource Consent see 360/10/15/177	43	418.00	Jennifer Green	15/09/2015
2015/53101	RD Petroleum Limited	7 Montgomerie Street, Winton	Winton Wallacetown	Install a 10,500 litre diesel storage tank	12	675.00	Kelwyn Osborn	10/09/2015
2015/53106	H R McClean	2618 Te Anau Mossburn Highway, The Key	Mararoa Waimea	to establish a new diesel refuelling facility	10	0.00	Olivia Krielen	10/09/2015 withdrawn
2015/53132	Te Anau Haulage Limited	2618 Te Anau Mossburn Highway, The Key	Mararoa Waimea	To build a five bay shed, office building and store diesel on site.	14	500.00	Olivia Krielen	10/09/2015
2015/53143	Ultimate Hikes	2965 Milford Track Milford Track	Mararoa Waimea	To demolish two existing buildings and construct new guest accommodation facilities	19	675.00	Jennifer Green	1/09/2015
2015/53147	D J Sinclair and K M Sinclair	412 Dipton Mossburn Road Dipton West - Castledowns	Winton Wallacetown	Rural Subdivision - Two new allotments	27	740.00	Kelwyn Osborn	4/09/2015
2015/53164	B C Shearing	9 Riverton Otatau Road Riverton Racecourse	Waiau Aparima	To build an implement shed	19	500.00	Olivia Krielen	7/09/2015
2015/53165	Evans Freight (2000) Limited	20 Caswell Road Te Anau	Mararoa Waimea	Locate a residential unit in an industrial zone	20	1,449.53	Marcus Roy	30/09/2015
2015/53166	J L Crooks and R M Crooks	5 Riversdale Waikaia Road Riversdale	Mararoa Waimea	New dwelling which breaches the 150 metre separation rule	5	500.00	Olivia Krielen	17/09/2015
2015/53169	Lord Family Trust	71 Whalers Base Track Stewart Island	Stewart Island Rakiura	Construct a new dwelling	19	675.00	Marcus Roy	16/09/2015
2015/53170	M B Hare and L K Rudin-Jones	37 Mapau Road Stewart Island	Stewart Island Rakiura	To build a new dwelling	20	500.00	Kelwyn Osborn	21/09/2015
2015/53172	J M Hall and N M Hall	48D Egerton Road Winton	Winton Wallacetown	Build a dwelling which breaches the 150 metre separation rule	13	540.00	Theresa Cameron	10/09/2015
2015/53176	Vodafone New Zealand Limited	150 Main Street Otatau	Waiau Aparima	Installation and operation of a telecommunication facility	11	373.00	Marcus Roy	15/09/2015 withdrawn
2015/53177	S Ratcliffe	35 Sinclair Road Te Anau	Mararoa Waimea	Variation of consent notice - Split consent - see 360/10/15/51 - Land Use Consent to shift building platform	43	418.00	Jennifer Green	15/09/2015
2015/53180	Spark New Zealand Limited	256 Lindsay Calcium Road Isla Bank	Waiau Aparima	Establish, operate and maintain a telecommunication facility	15	733.00	Jennifer Green	30/09/2015

Resource Consents and Other Resource Management Act Items - October 2015

Record No: R/15/11/20307

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 - October 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 October 2015.
- 2 An average processing time of 19.37 working days from receipt of all required information was achieved for the 27 non-notified consents processed. One consent was processed outside of the 20 working day statutory timeframe and a discount granted. In this instance the application went overtime due to staff shortages at the time due to illness combined with the applicant being on leave when the draft decision was referred.
- 3 Also processed during this timeframe was (1) Certificate of Compliance application.
- 4 Please note the number of applications processed was steady this month with 27 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 - October 2015" dated 9 November 2015.**

Attachments

- A Council - 9 December 2015 - Resource Consents and Other Resource Management Act Items - October 2015 [View](#)

Application Number	Applicant	Address	Ward	Description of Application	Working Days (from receipt of all information)	Total Costs Incurred	Processing Officer	Decision Date
2014/53225	J R MacDonald and F M A MacDonald	2615 Te Anau Mossburn Highway The Key	Mararoa Waimea	To provide holiday accommodation for up to nine people	47	219.00	Jennifer Green	7/10/2015
2015/53078	Te Anau Earthworks & Excavating Limited	731 Lower Hollyford Road Hollyford	Mararoa Waimea	Earthworks - extract gravel from slip at Hollyford	20	675.00	Olivia Krielen	5/10/2015
2015/53130	Waikaia Gold Limited	1604 Riversdale Waikaia Road Freshford	Mararoa Waimea	Section 127 application - To change 360/10/11/105 land use consent to vary Condition 15	16	1873.00	Theresa Cameron	8/10/2015
2015/53136	Go Orange Limited	61 Deepwater Basin Road Milford Sound	Mararoa Waimea	To install, occupy and maintain a temporary client changing rooms and storage unit	20	720.00	Olivia Krielen	12/10/2015
2015/53137	C I Thwaites and J I Thwaites	130 Thwaites Road Otara	Waihopai Toetoes	Rural Subdivision - two new allotments - split consent see 360/10/15/138(land use consent)	15	1352.75	Jennifer Green	27/10/2015
2015/53138	C I Thwaites	130 Thwaites Road Otara	Waihopai Toetoes	New dwelling - split consent - see 360/10/15/137 (Subdivision)	15	1352.75	Jennifer Green	27/10/2015
2015/53162	Manapouri Services Limited	23 Waiau Street Manapouri	Mararoa Waimea	Land use consent for commercial activity in an Urban Zone with signage	15	853.00	Theresa Cameron	21/10/2015
2015/53163	Real Journeys Limited	10 Glow Worm Caves Track Murchison	Mararoa Waimea	Construct, occupy and maintain a new shelter at Te Anau Glow Worm Caves	17	690.00	Kelwyn Osborn	7/10/2015
2015/53175	The Tuatapere Community Baths Society Incorporated	66 Orawia Road Tuatapere	Waiau Aparima	Erect new chemical store external wall on boundary and gable end extending through recession plane for the storage of hazardous substances.	15	626.00	Olivia Krielen	23/10/2015
2015/53179	H W Wadworth and P M Wadworth	1130 Otapiri Gorge Road Otapiri Gorge	Winton Wallacetown	Demolish a heritage building - Category 2 - Woolshed	14	500.00	Theresa Cameron	2/10/2015
2015/53183	Fairview Farms Limited	63 Hamilton Road Drummond	Waiau Aparima	Earthworks - soil extraction 3,000 m ³	20	500.00	Olivia Krielen	8/10/2015
2015/53184	Vodafone New Zealand Limited	150 Main Street Otautau	Waiau Aparima	Installation and operation of telecommunication facility	20	203.00	Marcus Roy	15/10/2015
2015/53185	P W Fahey and J S Fahey	1197 North Makarewa Grove Bush Road Grove Bush - Mabel Bush	Winton Wallacetown	Rural Subdivision - two lots - split consent please see 360/10/15/186	20	406.00	Kelwyn Osborn	14/10/2015
2015/53186	P W Fahey and J S Fahey	1197 North Makarewa Grove Bush Road Grove Bush - Mabel Bush	Winton Wallacetown	Create two building platforms which will breach the 150 m separation rule - split consent please see 360/10/15/185	20	406.00	Kelwyn Osborn	13/10/2015
2015/53187	J W Hazlett	31 Kennedy Road Argyle Corner	Winton Wallacetown	Rural Subdivision - boundary adjustment	20	740.00	Olivia Krielen	16/10/2015
2015/53189	P M Nicolson	80 Clitheroe Street Otautau	Waiau Aparima	To build a new dwelling within 150 m	20	722.50	Theresa Cameron	15/10/2015

Application Number	Applicant	Address	Ward	Description of Application	Working Days (from receipt of all information)	Total Costs Incurred	Processing Officer	Decision Date
2015/53190	Glenfruin Farm Limited	127 Riordan Road Waipounamu	Mararoa Waimea	Earthworks - gravel extraction 14,000 m ³	20	598.00	Olivia Krielen	22/10/2015
2015/53191	Milford Sound Infrastructure Limited	7 Gravelpit Lane Milford Sound	Mararoa Waimea	Construct a utility shed for the storage of materials and light engineering works	9	500.00	Marcus Roy	21/10/2015
2015/53193	Flagstaff Station Limited	267 Paddys Alley Road Athol	Mararoa Waimea	Rural Subdivision - three lots	17	500.00	Jennifer Green	19/10/2015
2015/53194	The Dunedin Diocesan Trust Board	15 Meadow Street Lumsden	Mararoa Waimea	Section 127 application - Change of conditions on RC 360/10/14/176, to amend Condition 1	19	360.00	Kelwyn Osborn	20/10/2015
2015/53195	M Bailey	29 Bath Road Riverton North	Waiau Aparima	Erect a shed which breaches setback	20	250.00	Olivia Krielen	27/10/2015
2015/53196	M Bailey	29 Bath Road Riverton North	Waiau Aparima	Boundary adjustment - split consent please see 360/10/15/195	20	250.00	Olivia Krielen	27/10/2015
2015/53197	Southland Plantation Forest Company of NZ Limited	66 Friskin Road Tinkertown	Waiau Aparima	Rural Subdivision - two lots	20	500.00	Jennifer Green	27/10/2015
2015/53198	Two Degrees Mobile Limited	253 Sinclair Road Browns	Winton Wallacetown	Establish a telecommunication facility	20	360.00	Olivia Krielen	28/10/2015
2015/53199	L J Hawkins and D K Annan	10 Church Street Winton	Winton Wallacetown	To build a carport within side yard setback	20	500.00	Theresa Cameron	30/10/2015
2015/53200	K W Larson and K J Larson	8 Taramea Bay Road Riverton Rocks	Waiau Aparima	Build and extension to the existing dwelling.	14	500.00	Kelwyn Osborn	29/10/2015
2015/53201	Fonterra Limited	1228 Pioneer Highway Edendale	Waihapai Toetoes	Permanent disposal of cleanfill to land	16	1200.00	Jennifer Green	30/10/2015
2015/53202	Ministry of Education	5 Leader Street Riverton North	Waiau Aparima	Urban Subdivision - two new allotments	14	799.43	Kelwyn Osborn	23/10/2015

Building Consents and Values for October 2015

Record No: R/15/11/19876
Author: Kevin O'Connor, Manager - Building Control
Approved by: Bruce Halligan, GM - Environment and Community

☐ Decision ☐ Recommendation ☒ Information

Summary/Comments:

Building Consent numbers for October 2015 are back by 10% and project values by 33% from those of October 2014. Four months into the new financial year, total consent numbers are back by 19% and project values by 30%. New dwelling numbers are consistent with October 2014, but dwelling alterations and farm building numbers are back quite significantly. Commercial building numbers are back slightly, but the project value has increased.

	<u>No.</u>	<u>2015</u> \$	<u>No.</u>	<u>2014</u> \$
1. Dwellings	16	4,189,800	16	6,427,400
2. Additions to Dwellings	10	432,000	23	1,315,500
3. Commercial/Industrial Buildings	8	1,582,212	11	951,500
4. Swimming/Spa Pools	0	0	1	20,000
5. Heating Units	2	7,250	8	28,550
6. Garages	12	327,400	6	128,100
7. Farm Buildings	12	621,500	16	1,191,830
8. Houses for Removal	3	10,000	1	50,000
9. Cowsheds	1	200,000	3	1,047,600
10. Miscellaneous	4	63,565	4	13,500
11. Certificates of Acceptance	2	42,000		
TOTAL	<u>70</u>	<u>7,475,727</u>	<u>89</u>	<u>11,173,980</u>

	<u>2015</u>	<u>2014</u>	<u>Variation %</u>
Total consents for month	70	89	20.45-
Total consents for year	335	409	18.09-
Total project values for month	7,475,727	11,173,980	33.10-
Total project values for year	28,800,675	41,195,374	30.08-
Average Residential Cost	261,863	401,712	
Average House Area (m ²)	247.83	332.45	
Number of Inspections Carried Out	397	524	

Recommendation

That the Council:

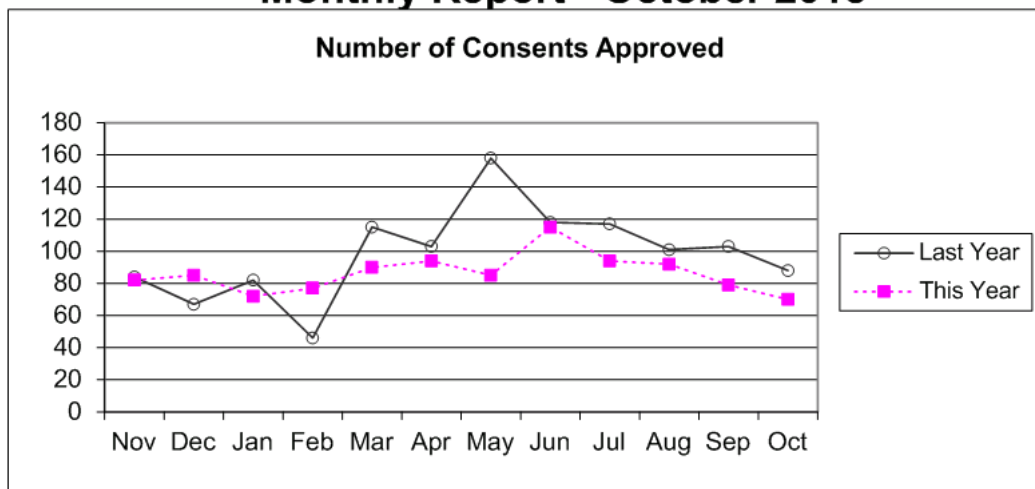
- a) Receives the report titled “Building Consents and Values for October 2015” dated 09 December 2015.

Attachments

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

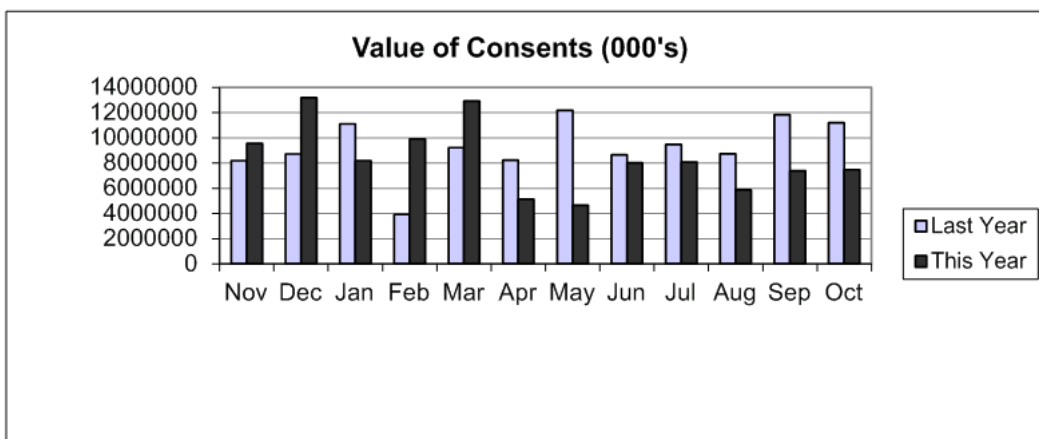
Southland District Council Building Consents

Monthly Report - October 2015



Percentage Changes - Total Consents

From:	Last month	-11.39%
	This month last year	-20.45%
	Cumulative year this month last year	-12.44%



Percentage Changes - Total Dollars

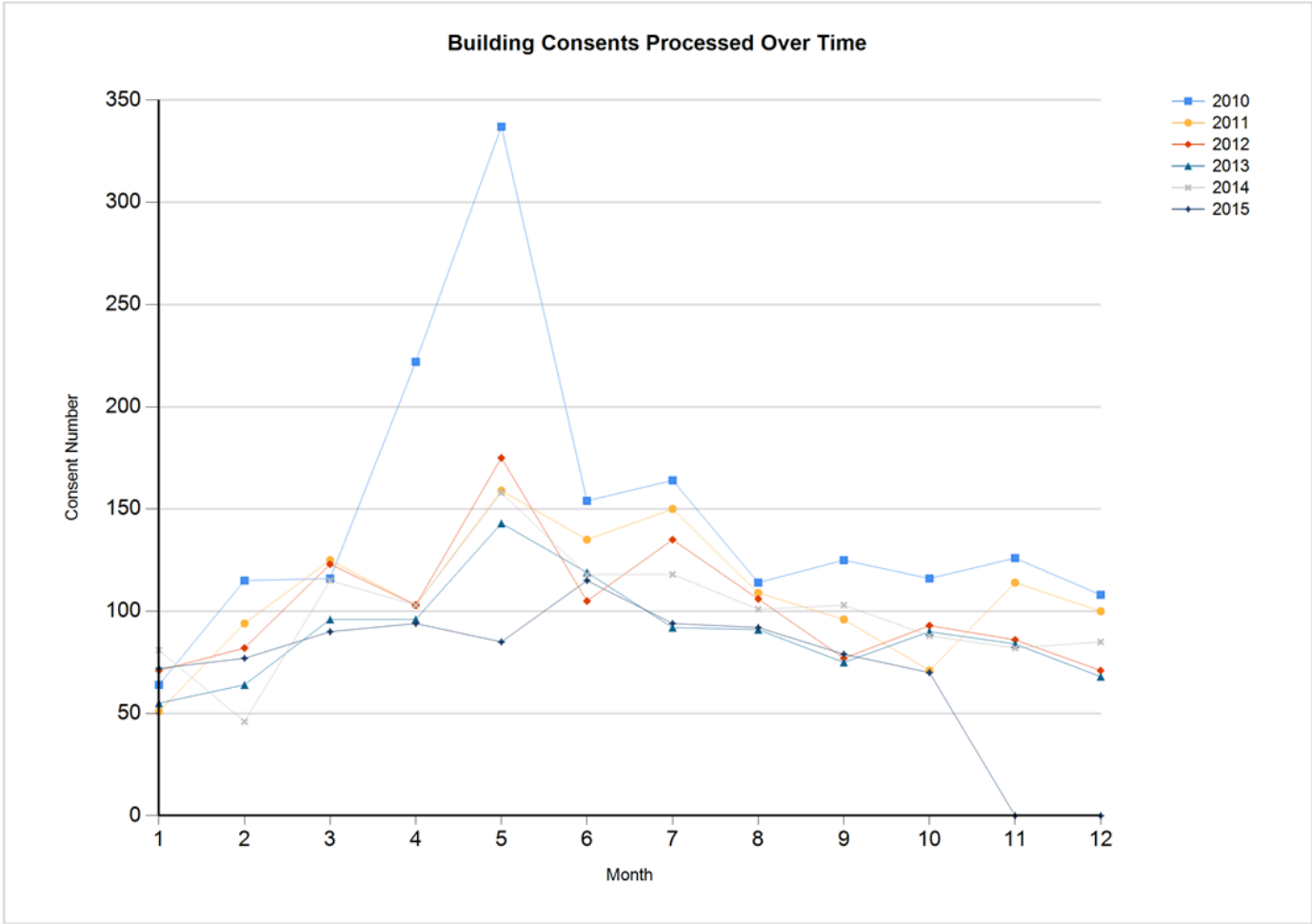
From:	Last month	1.12%
	This month last year	-33.10%
	Cumulative year this month last year	-9.95%

Item 8.5 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	115	746
July	164	150	135	92	118	94	753
August	114	109	106	91	101	92	613
September	125	96	77	75	103	79	555
October	116	71	93	90	88	70	528
November	126	114	86	84	82	0	492
December	108	100	71	68	85	0	432
Total	1761	1307	1227	1073	1198	868	7434

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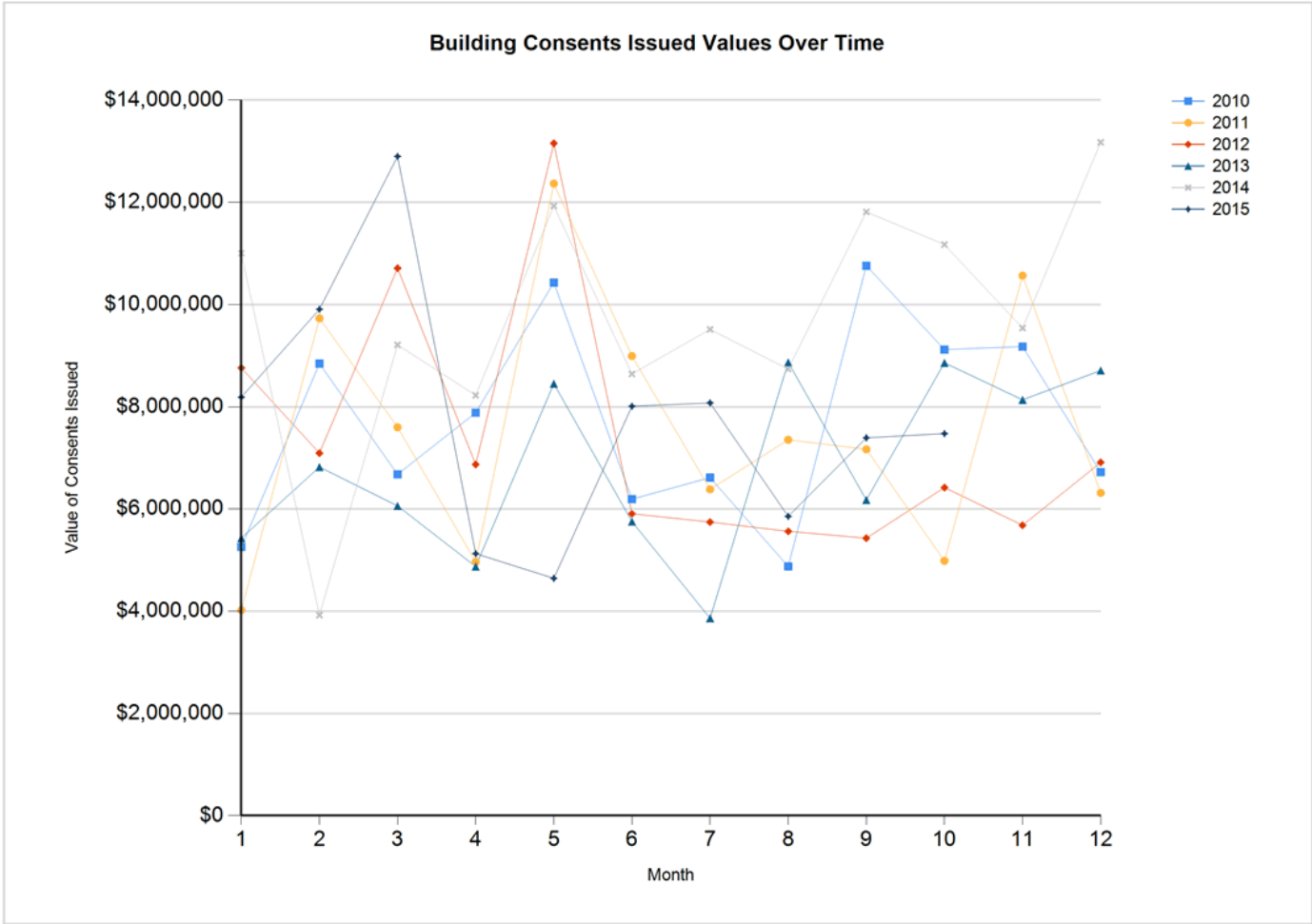
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Item 8.5 Attachment C

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	\$8,010,777	\$43,501,982
July	\$6,615,111	\$6,385,423	\$5,745,579	\$3,863,110	\$9,514,841	\$8,076,255	\$40,200,318
August	\$4,876,893	\$7,355,012	\$5,564,201	\$8,869,939	\$8,738,431	\$5,855,620	\$41,260,095
September	\$10,760,111	\$7,169,800	\$5,429,701	\$6,177,080	\$11,813,442	\$7,393,073	\$48,743,207
October	\$9,120,420	\$4,986,424	\$6,420,178	\$8,861,336	\$11,173,980	\$7,475,727	\$48,038,064
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	\$77,579,113	\$547,761,715

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11/3/2015 10:44:46 AM

Building Consents and Values for November 2015

Record No: R/15/12/21733
Author: Kevin O'Connor, Manager - Building Control
Approved by: Bruce Halligan, GM - Environment and Community

☐ Decision ☐ Recommendation ☒ Information

Summary/Comments:

Building consent numbers for November 2015 are up by 10% and project values back by 10% from those of November 2014. Five months into the new financial year, total consent numbers are back by 13% and project values by 26%. New dwellings and farm building consent numbers are up slightly, with dwelling alteration numbers consistent and project values up from those of November 2014. Commercial building numbers have dropped back significantly for the month, but this needs to be considered with the November 2014 figures elevated due to commercial work going on at Fonterra Edendale at the time. Not unexpectedly, dairy shed numbers and values are back from those of last year.

	<u>No.</u>	<u>2015</u> <u>\$</u>	<u>No.</u>	<u>2014</u> <u>\$</u>
1. Dwellings	20	4,829,000	16	3,554,000
2. Additions to Dwellings	17	1,690,000	17	493,000
3. Commercial/Industrial Buildings	6	228,000	11	3,161,500
4. Swimming/Spa Pools	0	0	0	0
5. Heating Units	7	28,626	6	18,750
6. Garages	7	127,200	7	109,395
7. Farm Buildings	20	1,192,000	16	986,594
8. Houses for Removal	3	200,000	0	0
9. Cowsheds	1	200,000	3	1,200,500
10. Miscellaneous	7	36,000	6	16,500
11. Certificates of Acceptance	2	7,500	0	0
TOTAL	<u>90</u>	<u>8,538,326</u>	<u>8282</u>	<u>9,540,239</u>

	<u>2015</u>	<u>2014</u>	<u>Variation %</u>
Total consents for month	90	82	9.76
Total consents for year	425	491	13.44-
Total project values for month	8,538,326	9,540,239	10.50-
Total project values for year	37,339,001	50,735,613	26.40-
Average Residential Cost	241,450	222,125	
Average House Area (m ²)	199.54	231.55	
Number of Inspections Carried Out	417	441	

Recommendation

That the Council:

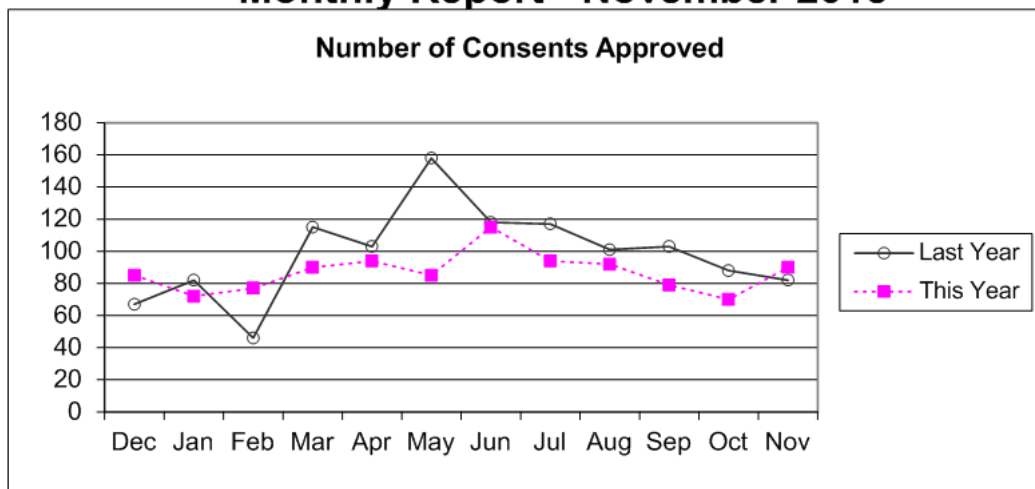
- a) Receives the report titled “Building Consents and Values for November 2015” dated 09 December 2015.

Attachments

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

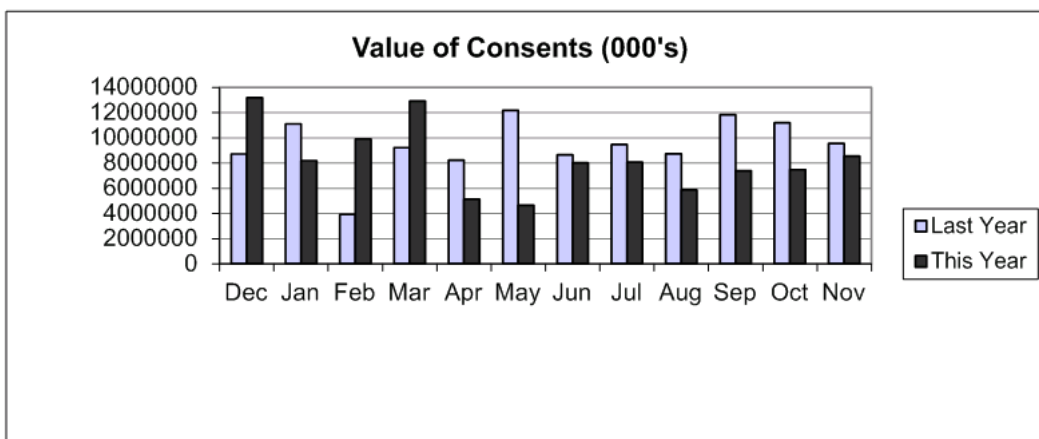
Southland District Council Building Consents

Monthly Report - November 2015



Percentage Changes - Total Consents

From:	Last month	28.57%
	This month last year	9.76%
	Cumulative year this month last year	-11.61%



Percentage Changes - Total Dollars

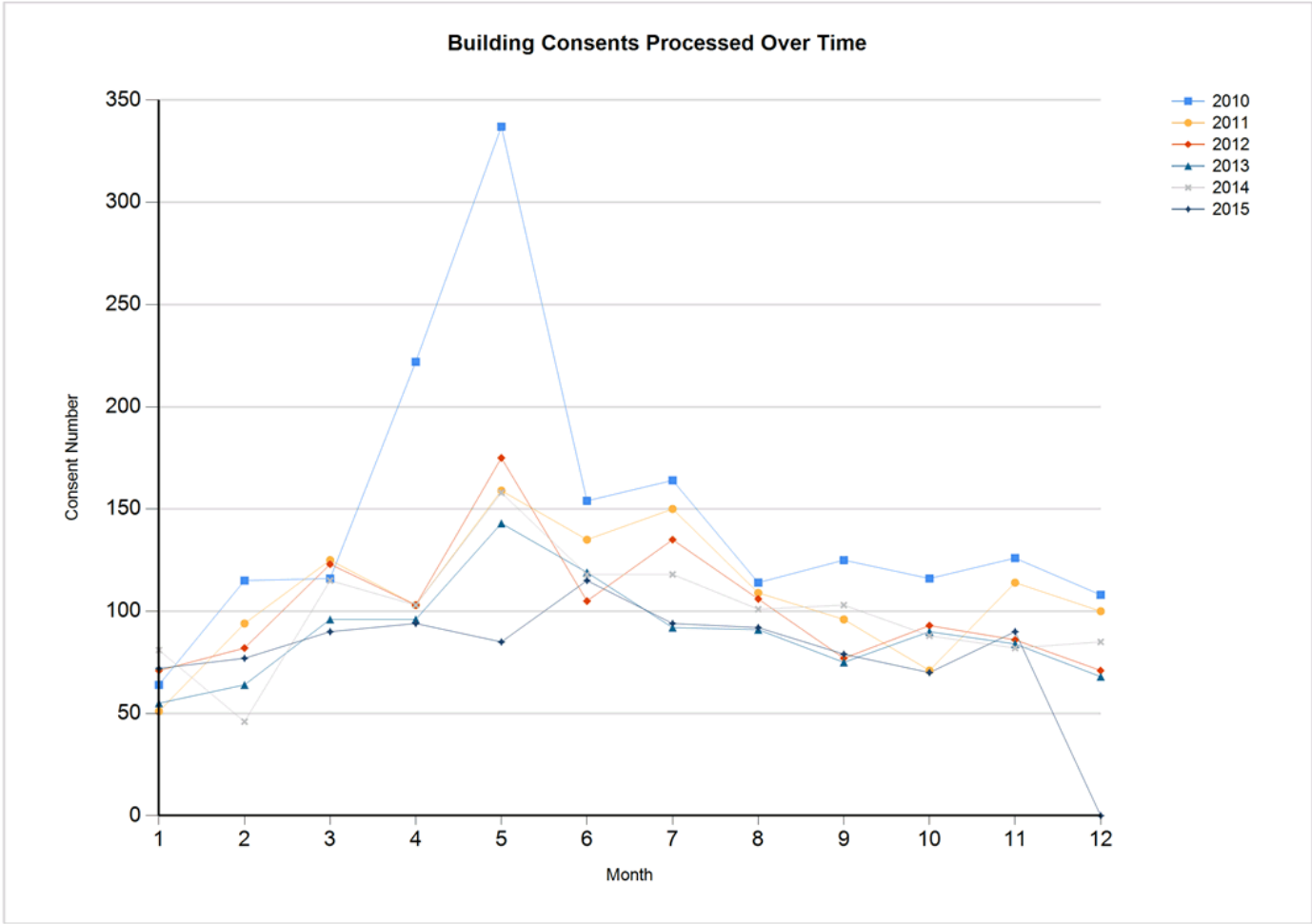
From:	Last month	14.21%
	This month last year	-10.50%
	Cumulative year this month last year	-11.93%

Item 8.6 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	115	746
July	164	150	135	92	118	94	753
August	114	109	106	91	101	92	613
September	125	96	77	75	103	79	555
October	116	71	93	90	88	70	528
November	126	114	86	84	82	90	582
December	108	100	71	68	85	0	432
Total	1761	1307	1227	1073	1198	958	7524

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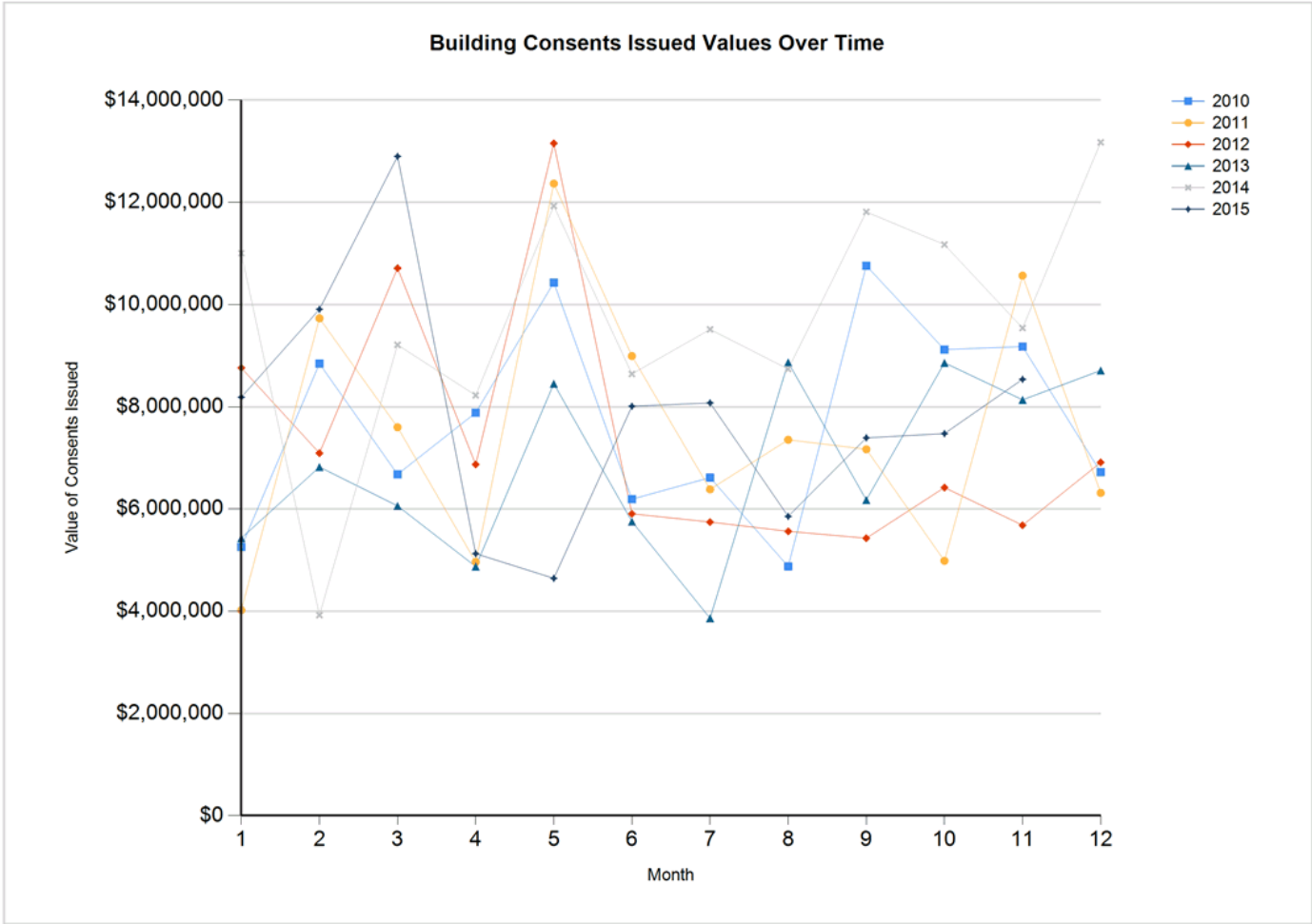
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Item 8.6 Attachment C

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	\$8,010,777	\$43,501,982
July	\$6,615,111	\$6,385,423	\$5,745,579	\$3,863,110	\$9,514,841	\$8,076,255	\$40,200,318
August	\$4,876,893	\$7,355,012	\$5,564,201	\$8,869,939	\$8,738,431	\$5,855,620	\$41,260,095
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November	\$9,178,018	\$10,567,085	\$5,682,807	\$8,136,544	\$9,540,239	\$8,538,326	\$51,643,019
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	\$86,117,439	\$556,300,041

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Southland Regional Heritage Committee Update

Record No: R/15/11/21517
Author: Fiona Dunlop, Committee Advisor
Approved by: Rex Capil, Group Manager, Policy and Community

☐ Decision ☐ Recommendation ☒ Information

Purpose of Report

- 1 To enable Councillor Duffy as the Chair of the Southland Regional Heritage Committee to update Council on the key happenings including heritage storage, outcomes of recent funding rounds and preliminary findings from the recently undertaken heritage research project. A copy of Councillor Duffy's report is attached as attachment A.

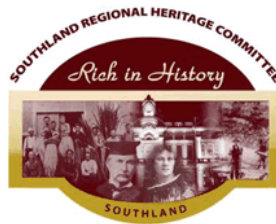
Recommendation

That the Council:

- a) **Receives the report titled "Southland Regional Heritage Committee Update" dated 30 November 2015.**

Attachments

- A Southland Regional Heritage Committee Update for Councillor Duffy [View](#)



To: Southland District Council; Invercargill City Council; Gore District Council

Date: 26 November 2015

From: Paul Duffy, Southland Regional Heritage Committee (Chairperson)

Subject: Southland Regional Heritage Committee Update

Summary: The Southland Regional Heritage Committee (SRHC) recently met for the third time this year. This report provides an update on key happenings including regional heritage storage; outcomes of the recent SRHC funding round and preliminary findings from the recently undertaken heritage research project.

Structure

Just to refresh, the SRHC is a joint committee of the three Councils made up of two representatives from each Council. Current representatives are Paul Duffy (SDC and Chair), Gavin McPherson (SDC); Lindsay Thomas and Lloyd Esler (ICC); Brett Highstead and Peter Grant (GDC).

The SRHC Advisory Subcommittee was formed to provide technical expertise and insights as well as assistance in undertaking SRHC projects and initiatives and this committee consists of: Paul Horner (ICC); Jim Geddes (GDC); Susan Cuthbert (SDC); Bobbi Brown (Venture Southland); Jo Massey (Roving Museum Officer).

Southland Heritage Research Preliminary Findings

Heritage in Southland is at its heart, a largely volunteer driven sector. To gain an understanding of the challenges and risks associated with how heritage is preserved, delivered and funded at both the local and regional levels, the SRHC requested that Venture Southland facilitate three key research projects.

1. **Project 1:** Summary of the roles and responsibilities of relevant regional and national organisations associated with Southland heritage.
2. **Project 2:** Detail the roles and responsibilities of Southland local authorities in regards to heritage including a synopsis of financial commitments and contributions.
3. **Project 3:** Investigate the heritage volunteer sector including the opportunities and challenges currently faced in the community based on the volunteer delivery model of heritage organisations and projects in Southland.

A consultant (Kari Graber) was subsequently engaged to independently undertake this work. Originally from Portland, Oregon, Kari has an Associate's Degree in Political Science and Communications from Portland State University as well as a Bachelor of Arts Publishing from Edinburgh Napier University. She has experience with research and development of products and communication material having worked as a researcher in the Media Relations Department for the Scottish Nationalist Party under Alex Salmond and for major finance companies as a Customer Communications Coordinator. Since moving to New Zealand she has been with the Invercargill City Council as a Policy Analyst but over the last ten years has worked as a private consultant on a number of projects.

Kari's methodology to undertake this project included a comprehensive desk top review for Projects 1 and 2 and for Project 3, she undertook indepth interviews with 13 identified heritage organisations and individuals through the region.

A summary of Project 3's findings was recently presented to the SRHC, with a full report to follow early 2016. There were six recommendations from Project 3 of the research:

1. Resource an additional Roving Museum Officer
2. Investigate a shared storage research facility
3. Value and support museum volunteers
4. Common heritage branding and identity
5. Focus funding, redevelopment or maintenance on "Destination Museums"
6. Investigate financial revenue collecting opportunities to sustain current and future museum development and operations.

The next step is that the SRHC Advisory Subcommittee will assess options and report back to the full SRHC at the next meeting.

Shared Regional Storage Facility

There has been much discussion regarding the need to address the regional storage of heritage. As mentioned above, this was a key theme that was repetitively mentioned by almost every museum when interviewed as part of Project 3 above. The nature of museums is that they will continue to grow in size as more items are donated as they grow older – this issue is not going to go away.

It is acknowledged that the storage solution is only part of the challenge with the other consideration being the need to catalogue and assess all collections.

The SRHC wishes to further investigate this project and has tasked the SRHC Advisory Subcommittee to facilitate this investigation on their behalf.

Recent Funding Allocation

On behalf of the Southland Regional Heritage Committee, Venture Southland facilitates two funding rounds of the "Southland Regional Heritage Fund" each year. The process involves advertising the fund to create awareness and invite applications; assessment of applications by the SRHC Advisory Subcommittee and ratification of funding recommendations by the full SRHC. The purpose of this fund is to assist with the preservation of heritage in Southland and the most recent round resulted in the following allocations:

Applicant	Project	Amount Allocated
Gorge District Historical Society	Project Turangawaewae – Where We Live	\$898
Gorge Road CDA Subcommittee	Oteramika War Memorial Restoration	\$3,000
Heritage South	2016 Heritage Forum Coordinator Costs	\$10,000
Orepuki CDA Subcommittee	Orepuki 150 Year Jubilee Booklets	\$1,500
Rakiura Heritage Trust	Cannon Housing and Painting Restoration	\$3,500
Scout Association of NZ – Murihiku Zone	Mural Preservation	\$350
Southland Museum & Art Gallery	Digitisation of a collection of Southland “16” radio transcription discs	\$3,420
Southland Museum & Art Gallery	Large significant metal artefact assessment project	Up to \$10,000
Thornbury Vintage Tractor & Implement Club Inc	History of farming DVD production and display project	\$7,000
Fortrose Cemetery Trust	Whale Pot Plaque	\$750

The next scheduled meeting of the SRHC is for April 2016.



Paul Duffy

Chairperson

Southland Regional Heritage Committee

Schedule of Meetings Up To October 2016

Record No: R/15/11/20154
Author: Louise Pagan, Communications and Governance Manager
Approved by: Rex Capil, Group Manager, Policy and Community

☒ Decision ☐ Recommendation ☐ Information

Item 9.2

Purpose

- 1 The purpose of the report is to approve a schedule of meeting dates up to October 2016 so that meetings can be publicly notified in accordance with the requirements set by the Local Government Official Information and Meetings Act 1987.

Executive Summary

- 2 The adoption of a meeting schedule allows for reasonable public notice preparation and planning for meeting agendas. The Local Government Official Information and Meetings Act 1987 which has requirements for Local Authorities to follow for public notification of meetings.
- 3 The meeting schedule for Council, Activities Performance Audit Committee, Policy Review Committee and Forestry Operations Committee is being set until the beginning of October 2016 as there is the Triennial Elections on Saturday 8 October 2016. A schedule of meetings for the remainder of 2016 and all of 2017 will be brought to the Council later in 2016.

Recommendation

That the Council:

- a) **Receives the report titled “Schedule of Meetings Up To October 2016” dated 11 November 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) **Agrees to the schedule of Council and Committee Meetings for January to October 2016 as follows:**

Date	Meetings
Wednesday 27 January 2016	Activities Performance Audit Committee (10.30am) Council (1pm)
Wednesday 17 February 2016	Forestry Operations (9am) Policy Review (10.30am) Activities Performance Audit Committee (1pm)
Wednesday 9 March 2016	Activities Performance Audit Committee (10.30am) Council (1pm)
Wednesday 6 April 2016	Policy Review (10.30am) Activities Performance Audit Committee (1pm)
Wednesday 27 April 2016	Activities Performance Audit Committee (10.30am) Council (1pm)
Wednesday 18 May 2016	Forestry Operations (9am) Policy Review (10.30am) Activities Performance Audit Committee (1pm)
Wednesday 8 June 2016	Activities Performance Audit Committee (10.30am) Council (1pm)
Wednesday 29 June 2016	Policy Review (9am) Activities Performance Audit Committee (10.30am) Council (1pm)
Wednesday 20 July 2016	Activities Performance Audit Committee (10.30am) Council (1pm)
Wednesday 17 August 2016	Forestry Operations (9am) Policy Review (10.30am) Activities Performance Audit Committee (1pm)
Wednesday 7 September 2016	Activities Performance Audit Committee (10.30am) Council (1pm)
Wednesday 28 September 2016	Policy Review (9am) Activities Performance Audit Committee (10.30am) Council (1pm)

Content

Background

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

Issues

- 5 The Triennial Election for the 2016/2019 Triennium is being held on Saturday 8 October 2016. This will have an impact on planning dates for the incoming Council.

Factors to Consider

Legal and Statutory Requirements

- 6 The legal and statutory requirements for meetings of Council, Committees and Community Boards are spelt out in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.

Community Views

- 7 There are no community views.

Costs and Funding

- 8 The only costs for the implementation of a meeting schedule are the public notification via the daily newspaper once a month in accordance with the Local Government Official Information and Meetings Act 1987.

Policy Implications

- 9 There are no policy implications.

Analysis

Options Considered

- 10 Options considered are that should no meeting schedule be agreed then no meetings of the Council, Activities Performance Audit Committee, Policy Review Committee and Forestry Operations Committee could be held. The other option is to adopt a meeting schedule as proposed in the recommendations which enables dialogue between the Community Board and District Council Officers on a regular basis.

Analysis of Options

Option 1 – No meeting schedule

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">There are no advantages	<ul style="list-style-type: none">Council officers and Councillors unable to achieve work in the District as no meetings are being held.

Option 2 – Adoption of a schedule of meetings

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Council officers and Councillors able to achieve work in the District as meetings are being held on a regular basis.	<ul style="list-style-type: none">• There are no disadvantages

Assessment of Significance

- 11 The assessment of significance is that this is not significance as defined in the Local Government Act 2002.

Recommended Option

- 12 The recommended option is option 2 – Adoption of a schedule of meetings.

Next Steps

- 13 The next steps once the schedule is adopted it to ensure that each month the meetings are publicly notified to enable the Council, Activities Performance Audit Committee, Policy Review Committee and Forestry Operations Committee to meet.

Attachments

There are no attachments for this report.

Councillor replacement on Venture Southland Joint Committee

Record No: R/15/11/20519

Author: Louise Pagan, Communications and Governance Manager

Approved by: Rex Capil, Group Manager, Policy and Community

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 This report is asking Council to accept Cr John Douglas' resignation from the Venture Southland Joint Committee and approve Cr Gavin MacPherson as his replacement on the Joint Committee.

Executive Summary

- 2 Cr John Douglas was appointed the Council representative on Venture Southland's Joint Committee after the local government elections in 2013. He has decided to step from the role and Cr Gavin MacPherson has indicated his willingness to represent Council on the joint committee.

Recommendation

That the Council:

- a) Receives the report titled "Councillor replacement on Venture Southland Joint Committee" dated 2 December 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) Accepts the resignation of Cr John Douglas as Council's representative on the Venture Southland Joint Committee.
- e) Approves the appointment of Cr Gavin MacPherson to the role of Council representative on the Venture Southland Joint Committee.

Content

Background

- 3 Cr John Douglas was appointed as Southland District Council representative on the Venture Southland Joint Committee after the 2013 local government elections. He has served in this role until November 2015, when he indicated his wish to stand down.
- 4 Cr Gavin MacPherson was asked if he would be willing to take this role on and he has indicated he would.

Issues

- 5 There are no issues.

Factors to Consider

Legal and Statutory Requirements

- 6 Council needs to have a representative on the joint committee so it is necessary to appoint a replacement for Cr Douglas.

Community Views

- 7 Councillors are elected by the community and then appointed to roles by Council, as representatives of the community.

Costs and Funding

- 8 There are no funding implications.

Policy Implications

- 9 There are no policy implications.

Analysis

Options Considered

- 10 Option 1: Accept the resignation and appointment
- 11 Option 2: Do not accept the resignation and appointment

Analysis of Options

Option 1 – Accepting the resignation and appointment

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">Ensuring we have representation on the joint committee	<ul style="list-style-type: none">None

Option 2 – Not accepting the resignation and appointment

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">None	<ul style="list-style-type: none">No representation on the joint committee

Assessment of Significance

- 12 This is not considered significant under Council's Significance and Engagement Policy.

Recommended Option

- 13 Council accepts Cr Douglas' resignation and appoints Cr MacPherson to the role on the joint committee.

Next Steps

- 14 Council informs Venture Southland of the change.

Attachments

There are no attachments for this report.

Approval of Unbudgeted Expenditure by Tuatapere Community Board

Record No: R/15/10/19013
Author: Shelley Dela Llana, Accountant
Approved by: Anne Robson, Chief Financial Officer

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 To seek Councils approval of unbudgeted expenditure being the payment of a retrospective grant of \$8,000 plus GST to assist with the operational costs of the Tuatapere Baths Society for the 2014/2015 year.

Executive Summary

- 2 A Tuatapere Ward Pool Rate is collected every year with the Tuatapere Community Board accepting applications from the three pools in the area to disburse the funds. An application was received in June 2015 from the Tuatapere Baths Society to assist with funding its operating costs for the 2014/2015 year, this was considered at the Community Boards September 2015 meeting.
- 3 Due to the grant request relating to the 2014/15 financial year, any grant approved will be unbudgeted expenditure for this financial year, as such at the Tuatapere Community Boards September 2015 meeting the board approved a recommendation to Council to approve the payment of \$8,000 plus gst to the Tuatapere Baths Society from the Tuatapere Pool Reserve.

Recommendation

That the Council:

- a) Receives the report titled "Approval of Unbudgeted Expenditure by Tuatapere Community Board" dated 30 October 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 the payment of a retrospective grant of \$8,000 plus GST; to the Tuatapere Baths Society to be funded from the Tuatapere Pool Reserve.

Content

Background

- 4 In 2013/2014 the Tuatapere Board requested Council to establish a targeted rate for swimming pools in the Tuatapere Ward area. There are three pools in the area that can apply for this funding: Tuatapere, Blackmount and Hauroko. It was agreed by the Tuatapere Community Board that instead of setting a fixed amount to be distributed each year to the pools, each pool committee would apply on an annual basis for funds as required. Any funds not distributed are held in a separate reserve. Applications are received, reviewed and granted by the Tuatapere Community Board at its meetings.
- 5 Going forward, Council staff are writing to each pool committee to advise them formally of the application process including when applications need to be received so that they fall within the applicable financial year.

Issues

- 6 The Board received an application from the Tuatapere Baths Society; to assist with operating costs for the 2014/2015 year. The application was received in June 2015. The Tuatapere Board considered the application at its meeting on 22 September 2015 and supported the application of a grant to be funded from the Tuatapere Ward Pool Reserve.

Factors to Consider

Legal and Statutory Requirements

- 7 There are no significant legal or statutory implications. The money collected was rated for this purpose.

Community Views

- 8 The funding request was included in the public agenda for the Tuatapere Community Board meeting on 22 September 2015. The Board did not receive any community feedback specific to this matter and believe the facility benefits the wider community.
- 9 The pool rate was established in 2013/14 after consultation as part of the annual plan process.

Costs and Funding

- 10 The Tuatapere Pool Ward rate collected in 2014/2015 totalled \$10,250 and at 30 June 2015, as there were no grants made for the year this was transferred to the separately tagged Tuatapere Ward Pool Reserve. There is no financial risk associated with granting this application as the funds are currently held in reserves.

Policy Implications

- 11 There are no significant policy implications.

Analysis

Options Considered

- 12 The Tuatapere Community Board considered all options before they introduced the targeted rate and support rating to help fund swimming pools in the area.

Analysis of Options

Option 1 - Grant the \$8,000 plus GST to the Tuatapere Baths Society

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">Allows the Tuatapere Baths Society to meet its ongoing commitments.	<ul style="list-style-type: none">Possibly setting a precedent for future grant applications. However the application was at least received in the June of the financial year requested.

Option 2 - Decline the request for \$8,000 plus GST to the Tuatapere Baths Society

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">A larger reserve is available for all three pools to request for future expenditure.	<ul style="list-style-type: none">The Tuatapere Baths Society may struggle to operate without this funding.

Assessment of Significance

- 13 The content of this report is not deemed significant under the Significance and Engagement Policy.

Recommended Option

- 14 Option one to grant the \$8,000 plus GST to the Tuatapere Baths Society.

Next Steps

- 15 Action the Council's recommendation and inform the Tuatapere Baths Society.

Attachments

- A Minutes - Tuatapere Community Board - 22 September 2015 [View](#)



Tuatapere Community Board

OPEN MINUTES

Minutes of a meeting of Tuatapere Community Board held in the Waiau Town & Country Club on Tuesday, 22 September 2015 at 6pm.

PRESENT

Chairperson	Justin Lewis
Deputy Chairperson	Ann Horrell
Members	Stephen Crack
	David Norman
	Jo Sanford
	Margaret Thomas

Councillor	George Harpur
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IN ATTENDANCE

Area Engineer	Leighton Hare
Area Officer	Kelly Tagg

1 Apologies

There were no apologies.

2 Leave of absence

No requests for leave of absence were received.

3 Conflict of Interest

Members Lewis and Crack and Councillor Harpur declared an interest in item 7.3 – Grant request from Tuatapere Baths Society Inc.

4 Public Forum

Moved Member Norman, seconded Member Crack and **resolved that the Tuatapere Community Board go into public forum to allow members of the public to speak.**

- Rachael Poole addressed the meeting concerning item 7.3 – Grant request from Tuatapere Baths Society Inc.

At this point, Board Members queried some of the financial information contained in the Tuatapere pool operating budget for 2015/16 namely the budgeted income of \$2,609 from the Waiau Swimming Club and \$6,000 from Waiau Area School. Ms Poole responded that the Pool would now not receive the full amount due to the Pool opening later than planned due to the redevelopment work not yet being finished. Board Members also queried how the Society expected to operate the pool with the shorter season and subsequently less income. Ms Poole responded that the Society hoped it would balance out for 2015/16 and acknowledged that there were some fixed costs but it was hoped that any shortfall would be a one-off. Ms Poole also advised that the Society was hopeful that income would increase as a result of increased usage following the completion of the redevelopment work.

The Board also enquired if the Society had explored other options for grants for the coming season; Ms Pool responded that the Society wasn't likely to do this in 2016 due as they had already received a lot of grants for the redevelopment work.

- Nicoll Horrell addressed the meeting and provided an update concerning Environment Southland.

The Board was advised that Environment Southland has a discussion document "Towards a new plan" out for consultation at present. Mr Horrell advised the aim of the plan is to respond to water quality and quantity issues facing Southland. The Board was also advised that the Regional Policy Statement is also out for consultation at present.

Moved Member Horrell, seconded Member Crack and **resolved that the Tuatapere Community Board moves out of public forum.**

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes**Resolution**

Moved Member Horrell, seconded Member Thomas

Confirms the minutes of Tuatapere Community Board meeting held on 18 August 2015.

Reports**7.1 Action Sheet**

Record No: R/15/9/16662

The Action Sheet from the Board's previous meeting was circulated for Members' information.

Resolution

Moved Member Sanford, seconded Member Norman

That the Tuatapere Community Board:

- a) **Receives the report titled "Action Sheet" dated 15 September 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 Works and Finance Report to Tuatapere Community Board for the period ended 31 July 2015

Record No: R/15/9/16094

The Works & Finance Report prepared by Mr Hare, was tabled.

The meeting was advised as follows;

1. Crack Contracting carried out stormwater drainage works on the drainage ditch running through DT Kings yard as well as unblocking a culvert running through the yard and stop bank; two willows causing root blockage were removed.
2. The "bulky item" advertisement was been completed and sent to Board Members for approval and Member Horrell forwarded to publisher. Member Crack to arrange any assistance required from Lions.

3. Cr Harpur requested waratahs for grazing of stop bank; Mr Hare advised he has for Member Crack to make contact with the person grazing stopbank and supply if required.
4. Routine town related maintenance activities have continued as usual.
5. Footpath work has commenced.

Resolution

Moved Member Thomas, seconded Member Norman

That the Tuatapere Community Board:

- a) **Receives the report titled “Works and Finance Report to Tuatapere Community Board for the period ended 31 July 2015” dated 22 September 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.**

The Deputy Chairperson, Member Horrell, chaired the meeting from this point.

7.3 Grant request from Tuatapere Community Baths Society Inc

Record No: R/15/8/14501

Communication from the Tuatapere Community Baths Society Inc seeking a retrospective grant of \$8,000 plus GST to assist with the operational costs of the Tuatapere Baths for 2014/15, was tabled. The Society is also seeking a grant of \$9,000 plus GST for the 2015/16 year to assist with increased costs following the pool redevelopment together with increasing the quality of service and safety at the pool.

The Board was informed the Society is also seeking the Board’s support for a 100% rates rebate for non-service rates charges and furthermore, asks the Board to consider remitting the Society’s water rate.

The meeting was advised that the current balance available for distribution as at 30 June 2015 is \$12,940.83 plus GST. A further \$10,250 plus GST is available for distribution to all community pools (being Tuatapere, Hauroko and Blackmount Pools) for the 2015/16 year.

The Board noted that Council’s Remission and Postponement of Rates Policy outlines what Council will consider remission on. The meeting was advised that the Society’s request does not fall explicitly within the policy however Section 4.8 of the policy allows for investigation and the granting of a remission of rates or penalties in exceptional circumstances. The Board was informed that delegation to remit under this section is to the Chief Financial Officer and Council.

The Board also noted that this request has not yet been considered by the Chief Financial Officer and that this will be undertaken in due course.

The Board was informed that Section 4.10 of the Rates Remission Policy also clearly states that all applications for remissions and grants in lieu must be made prior to the

commencement of the rating year, and if received during the rating year will apply to the following year ie, this application, if granted, will apply to rates charged for 2016/17.

In discussing this request, the Board Members agreed to recommend to Council that a grant of \$8,000 + GST be made to the Society to assist with operating costs for 2014/15.

With regards to the request for a grant of \$9,000 + GST for 2015/16, Board Members expressed concern about whether that amount was equitable amongst the two other pools considering only \$10,250 plus GST is forecast to be collected for the Pool Rate during 2015/16.

Board Members agreed there was some uncertainty around the budget provided due to the Pool not being open for the full season as a result of the planned redevelopment.

The Board Members also noted that the request for \$9,000 plus GST was an increase on the amount granted in previous years and whilst there were sufficient funds currently available, a request for increased funding each year would not be sustainable.

After much discussion, Members agreed to grant \$8,000 plus GST for 2015/16.

With regards to the request for remission of the non-service portion of the rates charges, the Board noted this was the decision of the Chief Financial Officer and Council however, concern was expressed by Members at the precedent potentially being set and recognised there were lots of other small clubs in Tuatapere that were struggling to pay their rates.

Resolution

Moved Member Sanford, seconded Member Thomas

That the Tuatapere Community Board:

- a) **Receives the report titled "Grant request from Tuatapere Community Baths Society Inc" dated 17 September 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 that the correspondence from the Pool Society relating to the Society's request for the remission of non-service rate charges and the water rate charge be forwarded to Council's Chief Financial Officer to generate a response.**
- e) **Recommends to Council that the payment of a retrospective grant of \$8,000 plus GST to assist with the operational costs of the Tuatapere Baths for 2014/15 to approved; such payment to be made from the**

Tuatapere Pool Reserve.

- f) Approves a grant of \$8,000 plus GST to the Tuatapere Baths Society to assist with operating costs for the 2015/16 season.

Members Lewis and Crack and Councillor Harpur declared an interest in this item and took no part in the discussion or voting on the matter.

Member Lewis, resumed his role as Chairman, from this point.

Committee Reports

8.1 Areas of Responsibilities

Record No: R/15/9/16497

Board Members identified some minors works requiring attention around the Township; Mr Hare and Mrs Tagg to action these as service requests.

8.2 Chairman's Report

Record No: R/15/9/16498

The Chairman, Member Lewis advised that the Pool redevelopment is well underway and that he has been invited to attend a meeting concerning Council's upcoming Organisational Review.

8.3 Councillor's Report

Record No: R/15/9/16499

Councillor Harpur reports on matters from the District Council table which included the following;

- Discussions with Mr Colin Brown concerning his lease of the Tuatapere Railway Station
- Peter Winder has been engaged as a consultant to assist Council with the Organisational Review
- It is hoped that the increase in Chinese visitors to Queenstown may have possible flow on effect for Southland.
- The unveiling of a new "Sausage" monument in Tuatapere recently.
- More marketing of the Hump Ridge track is necessary to boost usage.

7.44pm

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE TUATAPER
COMMUNITY BOARD HELD ON 22
SEPTEMBER 2015.

DATE:.....

CHAIRPERSON:.....

Approval of Unbudgeted Expenditure by Waikaia Community Development Area Subcommittee

Record No: R/15/11/21373
Author: Shelley Dela Llana, Accountant
Approved by: Anne Robson, Chief Financial Officer

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 To seek Council's approval to uplift the Waikaia Museum Donation Reserve, totalling \$20,931, (GST exclusive), to assist the Switzer Waikaia Museum Inc Committee with the upgrade of the Museum. This request is being made on behalf of the Waikaia Community Development Area Subcommittee.

Executive Summary

- 2 The Switzer Waikaia Museum Inc Committee has requested to uplift the entire Waikaia Museum Donation Reserve to assist with funding the construction of a new facility. This uplift of the reserve was not budgeted for in 2015/2016.

Recommendation

That the Council:

- a) Receives the report titled "Approval of Unbudgeted Expenditure by Waikaia Community Development Area Subcommittee" dated 2 December 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 the uplifting of the Waikaia Museum Donation Reserve of \$20,931, (GST exclusive), to be paid to the Switzer Waikaia Museum Inc Committee for the upgrade of the Waikaia Museum.

Item 9.5

**Content
Background**

- 3 Since 2002, Waikaia Community Development Area Subcommittee has been accumulating \$1,000 - \$2,000 most years in anticipation of a major redevelopment at the Switzer Waikaia Museum.

Issues

- 4 At the Waikaia CDA meeting on 18 November 2015, a report was presented to the Subcommittee by Julie Russell, on behalf of the Switzer Waikaia Museum Inc Committee, requesting the funding allocated to the project be uplifted. The Subcommittee approved the resolution for payment which was moved by Member Dickson and seconded by Member Cresswell.

Factors to Consider

Legal and Statutory Requirements

- 5 There are no significant legal or statutory implications. The money collected was rated for this purpose.

Community Views

- 6 The funding request was included in the public agenda for the Waikaia CDA Subcommittee meeting on 18 November 2015. The Subcommittee did not receive any community feedback specific to this matter.

Costs and Funding

- 7 The Subcommittee has been rating for this money since 2002 and earning interest on the balance. The funds for this request are currently held within reserves.
- 8 The Switzer Waikaia Museum will be asked to provide Council with an outcomes/accountability report for the project.

Policy Implications

- 9 There are no significant policy implications.

Analysis

Options Considered

- 10 The Waikaia CDA Subcommittee considered all options before they introduced rating to collect these funds in support of this project and are particularly excited now that it has commenced.

Analysis of Options

Option 1 - Uplift the \$20,931 (GST exclusive), to be paid to the Switzer Waikaia Museum Inc Committee.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">Allows the Switzer Waikaia Museum to meet its funding targets.	<ul style="list-style-type: none">None

Option 2 - Decline the uplift for \$20,931 (GST exclusive), to be paid to the Switzer Waikaia Museum Inc Committee.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">Money could be used for another project.	<ul style="list-style-type: none">The Switzer Waikaia Museum Inc Committee is short on funding.

Assessment of Significance

- 11 The content of this report is not deemed significant under the Significance and Engagement Policy.

Recommended Option

- 12 Option 1 uplifting of the Waikaia Museum Donation Reserve of \$20,931, (GST exclusive), for the Switzer Waikaia Museum Inc Committee.

Next Steps

- 13 Action the Council's recommendation and inform the Switzer Waikaia Museum Inc Committee. Upon receipt of an appropriate tax invoice, make payment.

Attachments

There are no attachments for this report.

Minutes of the Lumsden Community Development Area Subcommittee Meeting dated 17 August 2015

Record No: R/15/10/19026
Author: Rose Knowles, Lumsden Area Officer
Approved by: Rose Knowles, Lumsden Area Officer

☐ Decision ☐ Recommendation ☒ Information

Recommendation

Receives the minutes of the Lumsden Community Development Area Subcommittee meeting held 17 August 2015 as information.

Attachments

- A Minutes of Lumsden Community Development Area Subcommittee Meeting dated 17 August 2015 (separately enclosed)

Minutes of the Mossburn Community Development Area Subcommittee Meeting dated 20 July 2015

Record No: R/15/11/21158
Author: Rose Knowles, Lumsden Area Officer
Approved by: Rose Knowles, Lumsden Area Officer

☐ Decision ☐ Recommendation ☒ Information

Recommendation

That Council receives the minutes of the Mossburn Community Development Area Subcommittee meeting held 20 July 2015 as information.

Attachments

- A Minutes of Mossburn Community Development Area Subcommittee Meeting dated 20 July 2015 (separately enclosed)

Minutes of the Riverton Harbour Subcommittee Meeting dated 10 August 2015

Record No: R/15/11/20596
Author: Alyson Hamilton, Riverton Area Officer
Approved by: Alyson Hamilton, Riverton Area Officer

☐ Decision ☐ Recommendation ☒ Information

Recommendation

That Council receives the minutes of the Riverton Harbour Subcommittee meeting held 10 August 2015 as information.

Attachments

- A Minutes of Riverton Harbour Subcommittee Meeting dated 10 August 2015 (separately enclosed)

Minutes of the Thornbury Community Development Area Subcommittee Meeting dated 25 August 2015

Record No: R/15/11/21337
Author: Alyson Hamilton, Riverton Area Officer
Approved by: Alyson Hamilton, Riverton Area Officer

☐ Decision ☐ Recommendation ☒ Information

Recommendation

That Council receives the minutes of the Thornbury Community Development Area Subcommittee meeting held 25 August 2015 as information.

Attachments

- A Minutes of Thornbury Community Development Area Subcommittee Meeting dated 25 August 2015 (separately enclosed)

Minutes of the Woodlands Community Development Area Subcommittee Meeting dated 5 October 2015

Record No: R/15/11/21336
Author: Alyson Hamilton, Riverton Area Officer
Approved by: Alyson Hamilton, Riverton Area Officer

☐ Decision ☐ Recommendation ☒ Information

Recommendation

That Council receives the minutes of the Woodlands Community Development Area Subcommittee meeting held 5 October 2015 as information.

Attachments

- A Minutes of Woodlands Community Development Area Subcommittee Meeting dated 5 October 2015 (separately enclosed)

Minutes of the Riverton/Aparima Community Board Meeting dated 19 October 2015

Record No: R/15/11/21250
Author: Alyson Hamilton, Riverton Area Officer
Approved by: Alyson Hamilton, Riverton Area Officer

☐ Decision ☐ Recommendation ☒ Information

Recommendation

That Council receives the minutes of the Riverton/Aparima Community Board meeting held 19 October 2015 as information.

Attachments

- A Minutes of Riverton/Aparima Community Board Meeting dated 19 October 2015 (separately enclosed)

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.

C10.1 Public Excluded Minutes of the Lumsden Community Development Area Subcommittee Meeting dated 17 August 2015

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Public Excluded Minutes of the Lumsden Community Development Area Subcommittee Meeting dated 17 August 2015	s48(1)(d) - Check to make report confidential.	That the exclusion of the public from the part of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation.