

Notice is hereby given that a Meeting of the Riverton/Aparima Community Board will be held on:

**Date:** Monday, 14 December 2015  
**Time:** 5.30pm  
**Meeting Room:** SDC Office, Riverton

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## Riverton/Aparima Community Board Agenda

### OPEN

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#### MEMBERSHIP

<b>Chairperson</b>	Blair Stewart
<b>Deputy Chairperson</b>	Jan Breayley
<b>Members</b>	Neil Linscott Bruce Shields Andrew Wilson
<b>Councillor</b>	Rodney Dobson

#### IN ATTENDANCE

<b>Area Engineer</b>	Greg Erskine
<b>Area Officer</b>	Alyson Hamilton

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**Full agendas are available on Council's Website**  
[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)

## **Terms of Reference for Community Boards**

This Community Board is a statutory body with delegated responsibility from Southland District Council. The board members are elected to represent their community and advocate on behalf of their community.

It can make decisions on:

- Tenders for leases of land and buildings within its area up to \$10,000. For tenders above that value, the board can make a recommendation to either the Group Manager Services and Assets or Council's Activities Performance Audit Committee.
- Managing local halls and cemeteries
- Managing reserves, plantings, drainage, footpaths, street lighting, camping grounds, wharves, jetties, lakeshores and slipways, litter control
- Stewart Island – governance of the Stewart Island Electrical Supply Authority
- Te Anau – management of the Te Anau Airport Manapouri

It can make recommendations to Council on:

- Estimates, traffic management, roading, recreation, elderly persons' housing, noxious plants control, pest destruction control, temporary road closures, local civil defence, local welfare, waste management, economic development, resource consent applications which are referred to the board for feedback, toilets and local assets.
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TABLE OF CONTENTS

ITEM PAGE

**PROCEDURAL**

1	Apologies	4
2	Leave of absence	4
3	Conflict of Interest	4
4	Public Forum	4
5	Extraordinary/Urgent Items	4

**REPORTS**

7.1	Action Sheet	5
7.2	Works and Finance Report to Riverton Community Board for the period ended 31 October 2015	9

**UPDATES**

**8.1 Chairman's Report**

The Chairman, Member Stewart, to report on matters with which he has been involved since the Board's last meeting.

**8.2 Local Liaison Persons Report**

The following is a list portfolios by each Member;

Community Housing	Member Breayley
Community Pool	Member Shields
Emergency Management	Member Linscott
Parks & Reserves	Member Breayley
Resource Consents	Member Shields
Riverton Harbour Subcommittee	Member Stewart
Riverton Heritage & Tourist Centre Trust	Member Linscott
Venture Southland	Kathryn Cowie
Works	Member Wilson
Water & Waste	Member Anderson

**8.3 Councillor's Report**

Councillor Dobson to report on matters from the Council table.

**1 Apologies**

Apology has been received from Member Anderson

**2 Leave of absence**

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

**3 Conflict of Interest**

Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a member 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](http://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 committee 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.”

## Action Sheet

Record No: R/15/11/20434  
Author: Alyson Hamilton, Riverton Area Officer  
Approved by: Alyson Hamilton, Riverton Area Officer

Decision  Recommendation  Information

- 1 The Action Sheet from the Board's previous meetings is circulated for Members' information

## Recommendation

That the Riverton/Aparima Community Board:

- a) Receives the report titled "Action Sheet" dated 7 December 2015.
- b) Notes the responses from staff on the action sheet.

## Attachments

- A Riverton/Aparima Community Board - Action Sheet – 14 December 2015 [View](#)
- B Riverton/Aparima Community Board - InfoCouncil Action Sheet – 14 December 2015 [View](#)

	Name	Response Date
<p><u>Proposed Riverton Dump Station Site</u></p> <p><u>Updated 11/6/2015</u></p> <p>Request for Area Engineer to investigate a new site along Bath Road behind Hammer Hardware and report back to the Board.</p> <p><u>Updated 7/9/2015</u></p> <p>The Area Engineer met onsite with Members Stewart and Breayley and Mr Neville Stirling (New Zealand Motor Home Association (NZMCA).</p> <p>It was agreed the preferred site for a dump station to be situated would be about 150 metres east of the Bath Road / Napier Street corner in the area opposite the Chorus building.</p> <p>The corner of Bath Road and Napier Street was considered unsafe due to the traffic usage.</p> <p><u>Comment</u></p> <p>The Area Engineer reported placing of a Dump Station at this site has been placed on hold until the issues regarding the Railway Esplanade have been resolved.</p>	<p>Greg Erskine</p> <p>Member Stewart</p>	<p>14 December 2015</p>
<p><u>Riverton Signage</u></p> <p>Area Engineer reported informal approval has been received from Opus and resource consent process is being progressed.</p> <p><u>Updated 29/4/2015</u></p> <p>Area Engineer has discussed with local group representative actual wording on the signage.</p> <p><u>Updated 7/9/2015</u></p> <p>Mrs Colyer has agreed with the proposed wording incorporating “the Riviera of the South and “where everyone gets a wave”. It is planned to have the sign in place prior to December.</p> <p><u>Updated 16 November 2015</u></p> <p>Area Engineer confirming final word sizes with OPUS</p> <p><u>Comment</u></p> <p>Area Engineer to provide update at the meeting.</p>	<p>Greg Erskine</p>	<p>14 December 2015</p>
<p><u>Riverton/Aparima CB – 15 December 2014</u></p> <p><u>Railway Esplanade</u></p> <p>Staff to liaise with D.T.Kings to ascertain the possibility of relocating the stock piling of gravel aspect of their business to another site and the possible relinquishing of the licence.</p>	<p>Name</p> <p>Greg Erskine</p> <p>Kevin McNaught</p>	<p>Response Date</p> <p>14 December 2015</p>

Updated 16/11/2015

Following a recent Informal Board meeting it was requested that the Property Manager advise Rose Quirke that the preferred position of the Board is that this area not be leased or licenced again for industrial or commercial use.

The Board also requested that feedback be given on if the land was not leased or licensed again, what actions would the Crown take as the owner to tidy the site up given it is situated along the coastline.

Awaiting a response from Rose Quirke.

Comment

The Chair to provide an update at the meeting following a response to be received from Rose Quirke prior to the meeting.

# Riverton/Aparima Community Board Action Sheet - Excluding Public Excluded

## Open Action Items

Author	Due Date	Subject	Notes
Sarah Bedford	14/12/2015	Riverton Skate Park Shelter	The Area Engineer to provide an update at the meeting of the progress of the engineering report.
Kevin McNaught	14/12/2015	Taramea Bay Soundshell	<p>Board resolve that prior to any decision being made on the future of the Soundshell, staff is requested to provide costings for the following options:</p> <ul style="list-style-type: none"> <li>➤ Full demolition</li> <li>➤ Part demolition, retain wing closet to the toilet block</li> <li>➤ Installation of power points</li> <li>➤ Beautification of area</li> <li>➤ Fencing of area</li> <li>➤ Electric Barbeques</li> <li>➤ Changing sheds (same design as Mitchells Bay)</li> </ul> <p>Costings for the above to be available at the Estimates meeting.</p>

## Recently Closed Action Items



## Works and Finance Report to Riverton Community Board for the period ended 31 October 2015

Record No: R/15/11/21231  
Author: Greg Erskine, Area Engineer  
Approved by: Ian Marshall, GM - Services and Assets

Decision  Recommendation  Information

Item 7.2

### Area Engineer's Report

- 1 The new cemetery board is planned for opening in December. This is one of the bigger cemetery lists in the district and will be an asset to those locating relatives and other persons. The fenced off area to the west of the new beams will be opened again at the end of the whitebaiting season.
- 2 The extra mowing of road verges and low use recreation areas will be undertaken prior to Christmas. This includes an area on Taramea Bay, Orepuke Highway and Rocks Highway.
- 3 The major drainage work on Palmerston Street will be started in late January/February.
- 4 The grandstand replacement is in the preliminary phase of what the requirements will be, eg seating, showers, storage, etc. Preliminary plans should be available in January.

### Water and Waste Engineer's Report

- 5 The monthly operations reports from Downer are provided to the Board secretary as they are published. They include data on Downer's district-wide operations activities which is presented on a town by town basis.
- 6 For the year to date there has been no unplanned expenditure exceeding the \$5,000 threshold.

### Financial Considerations

#### Area Engineer's Comments

- 7 Expenditure is on target for this time of the year with some minor over expenditure.

Development and Financial Contributions

- 8 The table below outlines the balances of Development and Financial contributions for your Board to 30 June 2015 plus any amounts invoiced for this financial year to date. Spending of these funds is considered by Council staff when projects are in the planning stage. Once identified as a potential funding source for a project, confirmation from the Group Manager Services and Assets is sought before undertaking the project to ensure that the relevant policy and legislative requirements are met.

Reserves Contributions	\$106,136
Sewerage Contributions	\$281,752
Water Contributions	\$101,454

Reserves

- 9 Please find the reserves report attached.

Loan

- 10 The table below outlines the community loans as at 30 June 2015. The interest rate applicable on this loan for the 2015/2016 year is 6.25%.

	<b>Business Unit</b>	<b>Balance June 2015</b>	<b>Years Remaining</b>
Focal Point (1015)	26307	\$153,269	2
Pool	26391	\$35,742	6

## Recommendation

**That the Riverton/Aparima Community Board:**

- a) **Receives the report titled “Works and Finance Report to Riverton Community Board for the period ended 31 October 2015” dated 3 December 2015.**

## Attachments

- A Riverton Project List and Financial reports, 31 October 2015 [View](#)

**Project List**

The table below shows all of the projects that are currently planned for Riverton in 2015/2016. Items in ***Bold and Italics*** are carried over from previous financial years.

Activity	Project	Type	Year	Budget	Status	Officer's Comments
Parks and Reserves	Widen track	MAINT PLAN	2015/2016	\$5,000	Not started	
Parks and Reserves	Replacement Grandstand Facility	LOS	2015/2016	\$100,000	Investigation	
Parks and Reserves	New Flying Fox	LOS	2015/2016	\$20,000	Design	
Roading and Transport	Footpaths	REN	2015/2016	\$48,000	Underway	
Roading and Transport	Streetlight Renewal	LOS	2015/2016	\$5,000	Investigation	
Roading and Transport	Kerb work on Havelock Street	REN	2015/2016	\$130,000	Not started	
Roading and Transport	Palmerston Street Beautification	MAINT PLAN	2015/2016	\$15,000	Investigation	
Sewerage	Urgent stabilising work to pump station opposite 77 Towack Street	LOS	2015/2016	\$60,000	Complete	Project completed
Sewerage	Replace main - Bay Street	REN	2015/2016	\$90,000	Construction	
Sewerage	RPZ Project	REN	2015/2016	\$50,000	Construction	Work required to ensure compliance of RPZ installation with code requirements.
Sewerage	Dropper Renewals	REN	2015/2016	\$80,000	Construction	This work to proceed to sewer manholes with faulty droppers - multi-year project.
Stormwater	Palmerston and Jetty Streets early renewal	REN	2015/2016	\$75,000	Tender let	To be commenced following the Christmas period.
<b><i>Roading and Transport</i></b>	<b><i>Road and kerbing</i></b>	<b><i>LOS</i></b>	<b><i>2013/2014</i></b>	<b><i>\$105,884</i></b>	<b><i>Design</i></b>	<b><i>Delay with design and documentation.</i></b>

Activity	Project	Type	Year	Budget	Status	Officer's Comments
<i>Library Services</i>	<i>Furniture and Fittings</i>		<i>2014/2015</i>	<i>\$2,000</i>	<i>Not Started</i>	<i>Furniture for Riverton library (couch and chairs).</i>
<i>Roading and Transport</i>	<i>Footpaths</i>	<i>REN</i>	<i>2014/2015</i>	<i>\$46,778</i>	<i>Completed</i>	<i>Orepuki Riverton Highway, Havelock Street.</i>
<i>Water Supply</i>	<i>Capacity</i>	<i>LOS</i>	<i>2014/2015</i>	<i>\$92,319</i>	<i>Construction</i>	<i>Continuation of work in progress (at BU 26362).</i>
<i>Water Supply</i>	<i>Scheme Improvements</i>	<i>LOS</i>	<i>2012/2013</i>	<i>\$1,384,191</i>	<i>Construction</i>	<i>Continuation of work in progress (at BU 26362).</i>

## Riverton/Aparima Community Financial Report

33.33% Of Year

For the Period Ended October 2015

Income	<u>Annual Budget</u>	<u>Actual Income to</u> <u>Date</u>	<u>Income to</u> <u>Date %</u>	<u>Full Year</u> <u>Projection</u>
26300 Administration - Riverton	55,378	13,242	24%	55,387
26301 Library - Riverton	62,370	19,664	32%	62,045
26302 Operating Costs - Riverton	41,947	14,761	35%	42,726
26307 Street Works - Riverton	177,530	59,218	33%	177,571
26310 Refuse Collection - Riverton	25,043	8,354	33%	25,049
26325 Cemetery - Riverton	49,755	17,691	36%	51,336
26328 Beautification - Riverton	56,383	18,801	33%	56,390
26332 Recreation Reserve - Riverton	11,382	3,806	33%	11,394
26333 Taramea (Howells Point)	6,992	2,284	33%	6,994
26337 Taramea Bay	21,891	6,336	29%	21,895
26340 War Memorial Reserve	1,744	502	29%	1,744
26346 Playground - Riverton	5,800	1,935	33%	5,801
26391 Riverton Pool	29,690	9,894	33%	29,687
<b>Subtotal Local Business Units</b>	<b>545,905</b>	<b>176,486</b>	<b>32%</b>	<b>548,020</b>
26313 Stormwater Drainage - Riverton	25,223	8,504	34%	25,319
26360 Water Supply Riverton	1,476,510	70,371	5%	1,054,711
26370 Sewerage Scheme Riverton	280,000	25,634	9%	212,300
<b>Subtotal Water &amp; Waste Business Units</b>	<b>1,781,733</b>	<b>104,509</b>	<b>6%</b>	<b>1,292,331</b>
<b>Total</b>	<b>2,327,638</b>	<b>280,995</b>	<b>12%</b>	<b>1,840,351</b>

Item 7.2 Attachment A

## Riverton/Aparima Community Financial Report

33.33% Of Year

For the Period Ended October 2015

Expenditure	<u>Annual Budget</u>	<u>Actual Spent to Date</u>	<u>Spent to Date %</u>	<u>Full Year Projection</u>
26300 Administration - Riverton	39,699	13,677	34%	40,143
26301 Library - Riverton	51,502	17,514	34%	52,761
26302 Operating Costs - Riverton	36,696	11,396	31%	32,103
26307 Street Works - Riverton	46,636	5,574	12%	35,940
26310 Refuse Collection - Riverton	25,043	6,665	27%	23,361
26325 Cemetery - Riverton	43,328	16,090	37%	44,966
26328 Beautification - Riverton	56,383	14,903	26%	52,492
26332 Recreation Reserve - Riverton	11,382	2,025	18%	8,859
26333 Taramea (Howells Point)	10,347	889	9%	7,787
26337 Taramea Bay	18,994	3,994	21%	16,137
26340 War Memorial Reserve	1,504	0	0%	1,003
26346 Playground - Riverton	5,800	1,398	24%	5,265
26391 Riverton Pool	24,617	6,331	26%	22,742
<b>Subtotal Local Business Units</b>	<b>371,931</b>	<b>100,456</b>	<b>27%</b>	<b>343,557</b>
26313 Stormwater Drainage - Riverton	25,223	9,920	39%	26,448
<b>Subtotal Water &amp; Waste Business Units</b>	<b>25,223</b>	<b>9,920</b>	<b>39%</b>	<b>26,448</b>
<b>Total</b>	<b>397,154</b>	<b>110,376</b>	<b>28%</b>	<b>370,005</b>

## Riverton/Aparima Community Financial Report

33.33% Of Year

For the Period Ended October 2015

Capital Expenditure	<u>Annual Budget</u>	<u>Actual Spent to Date</u>	<u>Spent to Date %</u>	<u>Full Year Projection</u>
26301 Library - Riverton	10,465	2,322	22%	9,298
26307 Street Works - Riverton	335,662	94,971	28%	318,746
26332 Recreation Reserve - Riverton	100,000	0	0%	66,667
26337 Taramea Bay	20,000	0	0%	13,333
<b>Subtotal Local Business Units</b>	<b>466,127</b>	<b>97,293</b>	<b>21%</b>	<b>408,044</b>
26313 Stormwater Drainage - Riverton	75,000	0	0%	50,000
26314 SW - STO554 & PLS54A Riverton	0	10,141	0%	10,141
26360 Water Supply Riverton	1,476,510	70,371	5%	1,054,711
26370 Sewerage Scheme Riverton	280,000	25,634	9%	212,300
<b>Subtotal Water &amp; Waste Business Units</b>	<b>1,831,510</b>	<b>106,146</b>	<b>6%</b>	<b>1,327,153</b>
<b>Total</b>	<b>2,297,637</b>	<b>203,438</b>	<b>9%</b>	<b>1,735,196</b>

Item 7.2 Attachment A

## Riverton/Aparima Community Financial Report

33.33% Of Year

For the Period Ended October 2015

<u>Funding Adjustments</u> (Contributions, Loans, Provisions, Reserves, Forestry Dividend)	<u>Annual Budget</u>	<u>Actual</u> <u>Adjustments to</u> <u>Date</u>	<u>Adjustments</u> <u>to Date %</u>	<u>Full Year</u> <u>Projection</u>
26300 Administration - Riverton	(15,679)	0	0%	(10,453)
26301 Library - Riverton	(403)	161	(40%)	(107)
26302 Operating Costs - Riverton	(5,251)	0	0%	(3,501)
26307 Street Works - Riverton	204,768	(24,753)	(12%)	111,759
26325 Cemetery - Riverton	(6,427)	0	0%	(4,285)
26332 Recreation Reserve - Riverton	100,000	0	0%	66,667
26333 Taramea (Howells Point)	3,355	0	0%	2,237
26337 Taramea Bay	17,103	0	0%	11,402
26340 War Memorial Reserve	(240)	0	0%	(160)
26391 Riverton Pool	(5,073)	(1,691)	33%	(5,073)
<b>Subtotal Local Business Units</b>	<b>292,153</b>	<b>(26,283)</b>	<b>(9%)</b>	<b>168,486</b>
26313 Stormwater Drainage - Riverton	75,000	0	0%	50,000
<b>Subtotal Water &amp; Waste Business Units</b>	<b>75,000</b>	<b>0</b>	<b>0%</b>	<b>50,000</b>
<b>Total</b>	<b>367,153</b>	<b>(26,283)</b>	<b>(7%)</b>	<b>218,486</b>



# Reserve Balances - Annual Plan

Riverton	Opening Balance	Current Budget	Forecast Budget	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
<b>Local</b>													
<i>Reserve</i>													
Riverton Cemetery Maintenance	32,117	38,544	38,544	45,240	52,216	52,869	60,165	67,767	75,687	83,939	84,815	24,530	24,530
Riverton Doc Profits Lib Sale	58,391	60,794	60,794	63,298	65,907	68,625	71,457	74,408	77,482	80,685	84,022	87,499	87,499
Riverton General - OPR	280,185	135,006	161,228	160,852	160,544	136,606	137,366	138,158	138,983	139,843	131,531	132,078	132,078
Riverton Parks & Res Develop -	21,199	22,071	22,071	22,980	23,927	24,913	25,941	27,012	19,143	19,929	20,745	16,731	16,731
Riverton Property Sales	291,098	191,098	191,098	191,098	191,098	191,098	191,098	191,098	191,098	191,098	191,098	(68)	(68)
Riverton Property Sales - RES	-	10,237	10,237	18,808	27,738	37,042	46,736	56,836	67,359	78,323	89,747	97,644	97,644
Riverton War Memorial - OP	6,437	6,677	6,677	6,927	7,187	7,458	7,740	8,034	8,341	8,660	8,993	3,499	3,499
Taramea Bay/Rocks Development	84,476	67,373	67,373	5,203	7,911	10,733	13,673	16,736	19,926	23,253	26,718	30,328	30,328
Taramea Howells Point	7,609	4,254	4,254	6,266	8,255	10,327	6,813	8,825	10,921	13,105	15,381	17,752	17,752
<b>Total Local Reserve</b>	<u>781,511</u>	<u>536,054</u>	<u>562,276</u>	<u>520,672</u>	<u>544,783</u>	<u>539,671</u>	<u>560,989</u>	<u>588,874</u>	<u>608,942</u>	<u>638,835</u>	<u>653,050</u>	<u>409,993</u>	<u>409,993</u>
<b>Total Local Balance</b>	<u>781,511</u>	<u>536,054</u>	<u>562,276</u>	<u>520,672</u>	<u>544,783</u>	<u>539,671</u>	<u>560,989</u>	<u>588,874</u>	<u>608,942</u>	<u>638,835</u>	<u>653,050</u>	<u>409,993</u>	<u>409,993</u>
<b>Total Riverton Reserve Balance</b>	781,511	536,054	562,276	520,672	544,783	539,671	560,989	588,874	608,942	638,835	653,050	409,993	409,993