

**Date:** Wednesday 1 February 2017  
**Time:** 9am  
**Meeting Room:** Council Chambers  
**Venue:** 15 Forth Street  
Invercargill

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## **Council**

# **OPEN MINUTES FOR CONFIRMATION**

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### **TABLE OF CONTENTS**

<b>ITEM</b>	<b>PAGE</b>
6.1 Meeting minutes of Council, 14 December 2016	2
6.2 Meeting minutes of Extraordinary Council, 21 December 2016	15
9.5 Meeting minutes of Thornbury Community Development Area Subcommittee, 14 July 2016	21
9.6 Meeting minutes of Orepuki Community Development Area Subcommittee, 4 August 2016	28
9.7 Meeting minutes of Manapouri Community Development Area Subcommittee, 16 August 2016	36

# Council

## OPEN MINUTES

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Minutes of a meeting of Council held in the Council Chambers, 15 Forth Street, Invercargill on Wednesday, 14 December 2016 at 11.30am.

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### PRESENT

<b>Mayor</b>	Mayor Gary Tong
<b>Councillors</b>	Brian Dillon
	John Douglas
	Bruce Ford
	Darren Frazer
	George Harpur
	Julie Keast
	Ebel Kremer
	Gavin Macpherson
	Neil Paterson
	Nick Perham

### IN ATTENDANCE

Chief Executive Officer – Steve Ruru, Group Manager, Services and Assets - Ian Marshall, Group Manager, Community and Futures – Rex Capil, Group Manager, Environmental Services – Bruce Halligan, Chief Information Officer – Damon Campbell, Chief Financial Officer – Anne Robson, Group Manager, Customer Support – Trudie Hurst, Communications Manager – Louise Pagan and Committee Advisor – Fiona Dunlop.

**1 Apologies**

An apology for absence was received from Councillors Baird and Duffy

**Resolution**

Moved Mayor Tong, seconded Cr Perham **and resolved:**

**That the Council accept the apologies.**

**2 Leave of absence**

There were no requests for leave of absence..

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

Ruth Shaw representing Fiordland Sewage Options Incorporated addressed the meeting regarding the negotiation of a Deed of Agreement between them and Southland District Council. Mrs Shaw was urging the Council to approve the Deed as soon as possible.

Alan Youldon addressed the meeting regarding a perceived lack of trust by the ratepayers of the District. He is concerned that there has been reporting in the media about the Council. He believes that the lack of trust needs addressing by Council.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Council Minutes**

**Resolution**

Moved Mayor Tong, seconded Cr Keast **and resolved:**

**THAT Council confirms the minutes of the meeting held on 16 November 2016 with the following amendment as follows:**

i) **Item 8.8 Te Anau Wastewater Project - Consideration of Alternatives resolution m:**

m) **Asks officers to report to Council in March 2017 ~~February 2017~~ with an update on the position that the Committee reaches in its deliberations following the completion of the first Committee meeting.**

**and**

ii) **the minutes of the meeting held 30 November 2016 as a true and correct record.**

## Reports - Operational Matters

### 8.1 Libraries Moving Forward

**Record No: R/16/9/14380**

Group Manager, Customer Support - Trudie Hurst and Manager, District Library – Lynda Hodge were in attendance for this item.

Ms Hurst and Mrs Hodge advised that the purpose of the report was to update Council on the recommendations made in the Service Delivery Review report which was considered by the Council at its meeting in April 2016.

The Meeting noted that:

- Included in the Service Delivery Review – Library Services, there were a number of recommendations made to ensure that Southland District Libraries remain well positioned to meet both the current and anticipated information needs of the residents.
- Some of these recommendations have already been acted upon with little, or no, budgetary impact whilst others will require significant funding to make them happen.
- In the benchmarking section of the report, Southland District Libraries were shown to be providing a comparable level of services at the lower range of costs, offering a number of quality programmes and activities to suit community demands and had a high level of qualified staff to provide assistance as required. With a good spread of the population already library members there is the opportunity to promote existing services and to deliver a range of enhancements with reasonable speed and economy. In all resident surveys our Libraries have always received a high level of user satisfaction.
- Attachment A of the report sets out the recommendations and progress to date. Overall, 10 are completed, six require further funding and approval from Council and eight are in progress.
- There were four significant recommendations made which have an impact upon the services available and particularly the ease of doing business. These are:
  - Join Kōtui for the provision of the Library Management System and to take advantage of collaborative opportunities (\$55,175).
  - Plan for and fund the introduction of Radio Frequency Identification of all resources within the next three years: Budget \$150,000 for the upgrade of the collection and technology including security gates, auto-return function.
  - Use Enterprise discovery layer as the Library's website and link this from the Council's website: Budget \$15,000 for a one-off design cost to get the template properly designed.
  - Seek opportunities to develop a new community hub and library/service centre for Winton in partnership with other community, commercial, health or educational organisations. Fund for this redevelopment in the next Long Term Plan.
- Planning is underway to join the Kōtui consortium for Library Management System as part of the Core Systems Review while the other work will be entered into the Long Term Plan.

### Resolution

Moved Cr Kremer, seconded Cr Perham **and resolved:**

**That the Council:**

- a) **Receives the report titled “Libraries Moving Forward” dated 8 December 2016.**

## **8.2 New Road Maintenance Contracts**

**Record No: R/16/7/11945**

Hartley Hare - Roading Asset Management Engineer, Dylan Rabbidge - Commercial Lead, Roading, Joe Bourque – Strategic Manager Transport and Ian Marshall – Group Manager – Services and Assets were in attendance for this item.

Mr Bourque advised that the purpose of the report was to detail the outcomes required to optimally sustain the needs and delivery of the Southland District Council roading services and infrastructure in the coming years.

The Meeting noted that the report outlines the proposed way forward for the current road maintenance contracts which are all up for renewal by 30 June 2017. Council endorsement is sought to commence the procurement of the new maintenance contracts and that these contracts are to continue in a similar format as the current maintenance contracts.

### **Resolution**

Moved Cr Dillon, seconded Cr Harpur **and resolved:**

**That the Council:**

- a) **Receives the report titled “New Road Maintenance Contracts” dated 6 December 2016.**
- 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) **Notes the outcome of the LGA s17A review endorsement of the Alliance Contract model.**
- e) **Approves the scope of the Alliances will include all works within the road corridor, fence to fence including designated township works except street lighting, pavement marking, pavement rehabilitation, reseals and other major construction works which will be separately (externally) tendered.**
- f) **Approves that procurement proceed for three new Alliance Style contracts to the point that the Transport Team can report back to Council with a**

recommendation on the preferred supplier for each contract.

### 8.3 Alternative Coastal Route Improvement Project Update and Procurement Options

**Record No: R/16/11/19380**

Hartley Hare - Roading Asset Management Engineer, Dylan Rabbidge - Commercial Lead, Roading, Joe Bourque – Strategic Manager Transport and Ian Marshall – Group Manager – Services and Assets were in attendance for this item.

Mr Marshall advised that the purpose of the report was to outline to the Council the proposed Tourist Route Improvements Project and seeking endorsement for the project to be publicly tendered.

The Meeting noted that the report outlines the proposed Tourist Route Improvements that have been surveyed and designed along with the proposed procurement methodology.

#### **Resolution**

Moved Cr Keast, seconded Cr Douglas **and resolved:**

**That the Council:**

- a) **Receives the report titled “Alternative Coastal Route Improvement Project Update and Procurement Options” dated 7 December 2016.**
- 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 project proceed to the tender stage and that the results of the tender evaluation process be reported back to Council for consideration of awarding a contract.**

The meeting adjourned for lunch at 12.31pm and reconvened at 1.02pm.

Mayor Tong and Councillors Dillon, Douglas, Ford, Frazer, Harpur, Keast, Kremer, Macpherson, Paterson and Perham were present when the meeting reconvened.

### 8.4 Southland Museum and Art Gallery First Quarter Report for the 2016/2017 Year

**Record No: R/16/11/19388**

Group Manager, Environmental Services – Bruce Halligan was in attendance for this item.

Mr Halligan advised that the report was before the meeting for information and was reporting on the operation of the Trust Board for the first quarter of the 2016/2017

Financial year.

### Resolution

Moved Cr Macpherson, seconded Cr Paterson **and resolved:**

**That the Council:**

- a) **Receives the report titled “Southland Museum and Art Gallery Annual Report for the first Quarter of the 2016 /2017 financial year ended 30 September 2016.**

## 8.5 Draft Southland Cycling Strategy

**Record No: R/16/11/19569**

Group Manager, Services and Assets – Ian Marshall was in attendance for this item.

Mr Marshall advised that the Southland Cycling Strategy had been developed in consultation with the region’s councils, government agencies, cycling organisations and the community.

The Meeting noted that Venture Southland managed a process to obtain the services of the consultant which was experienced in this field. Following the process TRC Tourism was appointed to conduct research for the strategy.

### Resolution

Moved Cr Macpherson, seconded Cr Perham **recommendation a, b (with a change as indicated with underline and ~~strike through~~) and c and resolved:**

**That the Council:**

- a) **Receives the report titled “Draft Southland Cycling Strategy” dated 8 December 2016.**
- b) **Receives ~~Endorses~~ the draft Southland Cycling Strategy 2016-2026 and approve that it can be distributed for further public consultation.**
- c) **Appoint two council representatives (a councillor and a staff member) to the proposed Southland Cycling Governance Group which will oversee implementation of the strategy.**

### Note:

The two representatives will be appointed at a later date.

## 8.6 Management Report

**Record No: R/16/12/19780**

Chief Executive Officer – Steve Ruru was in attendance for this item.

### Resolution

Moved Cr Paterson, seconded Cr Keast **and resolved:**

**That the Council:**

- a) **Receives the report titled “Management Report” dated 13 December 2016.**

## Reports - Governance

### 9.1 Stewart Island Wharfing Provision and Future Requirements Project

**Record No: R/16/11/18406**

Community Partnerships Leader – Michelle Stevenson and Group Manager, Community and Futures – Rex Capil were in attendance for this item.

Miss Stevenson advised that the purpose of the report was to provide an overview of a project around the medium to long term wharfing infrastructure needs of Stewart Island. The wharves identified for consideration and involving wider community and stakeholder engagement are Ulva Island, Millars Beach, Fred’s Camp, Little Glory, Port William (all Southland District Council owned), and Golden Bay (Southport).

The Meeting noted that Officers are seeking approval for an allocation of unbudgeted expenditure to undertake this project and recommending commissioning an independent facilitator to undertake the engagement process, and engage with an external agency for an independent business operations plan..

Miss Stevenson further advised that this is a project of strategic importance and has Local, District, Regional and National interest. The project will include a Stewart Island community and stakeholder engagement process, and discussion around how and by whom these facilities are best delivered and how they might be funded.

The Meeting also noted that:

- Southport NZ has approached Southland District Council to consider the future ownership of Golden Bay wharf, which has prompted the need to consider a more strategic approach to the current and future provision of wharves on Stewart Island.
- A marine engineering report of Golden Bay wharf has determined that the wharf is close to the end of its physical life, and requires immediate and short term maintenance to get it to a fit-for-purpose standard, and will require full replacement within five years.
- Halfmoon Bay wharf is owned and operated by Southport NZ and is the principal wharf on the Island. Halfmoon Bay wharf is outside the scope of this project and will not require additional revenue resources from SDC or the Island residents. Southport will, however, work with commercial users to ensure that the facility remains commercially viable.
- Currently, the five Council owned wharves and Golden Bay wharf do not generate sufficient revenue to cover the basic costs of maintenance, rebuild or removal.
- The project identifies three key objectives to evaluate the current situation and assess future options and strategies, involving community and stakeholder engagement.



### Resolution

Moved Cr Ford, seconded Cr Harpur **and resolved:**

**That the Council:**

- a) **Receives the report titled “Stewart Island Wharfing Provision and Future Requirements Project” dated 7 December 2016.**
- 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) **Endorse the scope of the project and approves Council to engage in Community and Key Stakeholder consultation around wharfing provision and future requirements.**
- e) **Approves unbudgeted expenditure from the CEO’s Consultancy Budget up to a maximum of \$25,000 for an external agency to carry out a business operation plan and to engage an independent facilitator to undertake the community and stakeholder engagement process.**

### 9.2 Financial Report for the month ended 31 October 2016

**Record No: R/16/11/19284**

Management Accountant – Robert Tweedie and Chief Financial Officer – Anne Robson will be in attendance for this item.

Mr Tweedie advised that the report outlines the financial results for the 4 months to 31 October 2016 or 33.3% through the financial year.

#### Resolution

Moved Cr Perham, seconded Cr Keast **and resolved:**

**That the Council:**

- a) **Receives the report titled “Financial Report for the month ended 31 October 2016” dated 7 December 2016.**

### 9.3 Elected Members Remuneration - Positions of additional responsibility

**Record No: R/16/11/19330**

Finance Manager – Sheree Marrah and Chief Financial Officer – Anne Robson will be in attendance for this item.

Mrs Marrah advised that the purpose of this report was to establish the levels of Elected Members remuneration for those positions holding additional responsibilities,

for the period 15 October 2016 to 30 June 2017 (post-election) in accordance with the requirements of the Remuneration Authority.

The Meeting noted that the Remuneration Authority requires notification of the recommended remuneration of Elected Members for the period 15 October 2016 to 30 June 2017, where there have been changes to the positions of additional responsibilities subsequent to the recent elections.

Mrs Marrah also advised that the remuneration for the financial year 1 July 2016 to 30 June 2017 was recommended at the April 2016 Council meeting and approved by the Remuneration Authority in May 2016. Following the Triennial Election there has been a revision of the Southland District Council governance structure and as a result Council is required to recommend any changes to the remuneration set through to 30 June 2017.

The Meeting also noted that although the Remuneration Authority may not issue the determination until early in 2017, the determination will allow for back pay to positions of additional responsibility from the date of appointment post-election.

### Resolution

Moved Cr Kremer, seconded Cr Ford **and resolved:**

**That the Council:**

- a) **Receives the report titled “Elected Members Remuneration - Positions of additional responsibility” dated 8 December 2016.**
- 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) **Recommend to the Remuneration Authority, Option 2 of this report, for proposed Elected Members remuneration for the period 15 October 2016 to 30 June 2017, being:**
  - **Allocate the 150% pool for additional responsibilities as follows:**
    - **Deputy Mayor (40%).**
    - **Regulatory and Consents Committee Chair (22%).**
    - **Services and Assets Committee Chair (22%).**
    - **Finance and Audit Committee Chair (22%).**
    - **Community and Policy Committee Chair (22%).**
    - **Available for Councillors contributing to the development of the District Plan (22%).**
  - **All other elected member remuneration to remain consistent with the current 2016/2017 determination.**

- e) Requests that staff provide the necessary information to the Remuneration Authority.
- f) Approves the proposed changes to the elected members reimbursements and remuneration policy attached (Appendix 2), subject to approval of d) above by the Remuneration Authority.

#### 9.4 2016 Local Elections Statistics

Record No: R/16/11/19416

Chief Executive Officer – Steve Ruru was in attendance for this item.

##### Resolution

Moved Mayor Tong, seconded Cr Frazer **and resolved:**

**That the Council:**

- a) **Receives the report titled “2016 Local Elections Statistics” dated 6 December 2016.**

#### 9.5 Minutes of the Matuku Water Supply Subcommittee Meeting dated 8 December 2015

Record No: R/16/12/20028

##### Resolution

Moved Cr Dillon, seconded Cr Douglas **and resolved:**

**That Council receives the minutes of the Matuku Water Supply Subcommittee meeting held 8 December 2015 as information.**

#### 9.6 Minutes of the Five Rivers Water Supply Subcommittee Meeting dated 8 December 2015

Record No: R/16/12/20029

##### Resolution

Moved Cr Dillon, seconded Cr Douglas **and resolved:**

**That Council receives the minutes of the Five Rivers Water Supply Subcommittee meeting held 8 December 2015 as information.**

**9.7 Minutes of the Waikaia Community Development Area Subcommittee Meeting dated 11 May 2016**

**Record No: R/16/12/19836**

**Resolution**

Moved Cr Dillon, seconded Cr Douglas and resolved:

**That Council receives the minutes of the Waikaia Community Development Area Subcommittee meeting held 11 May 2016 as information.**

**9.8 Minutes of the Athol Community Development Area Subcommittee Meeting dated 18 May 2016**

**Record No: R/16/11/19178**

**Resolution**

Moved Cr Dillon, seconded Cr Douglas and resolved:

**That Council receives the minutes of the Athol Community Development Area Subcommittee meeting held 18 May 2016 as information.**

**9.9 Minutes of the Garston Community Development Area Subcommittee Meeting dated 18 May 2016**

**Record No: R/16/11/19177**

**Resolution**

Moved Cr Dillon, seconded Cr Douglas and resolved:

**That Council receives the minutes of the Garston Community Development Area Subcommittee meeting held 18 May 2016 as information.**

**9.10 Minutes of the Lumsden Community Development Area Subcommittee Meeting dated 3 October 2016**

**Record No: R/16/12/20030**

**Resolution**

Moved Cr Dillon, seconded Cr Douglas and resolved:

**That Council receives the minutes of the Lumsden Community Development Area Subcommittee meeting held 3 October 2016 as information.**

**9.11 Minutes of the Mossburn Community Development Area Subcommittee Meeting dated 25 July 2016**

**Record No: R/16/12/19802**

**Resolution**

Moved Cr Dillon, seconded Cr Douglas and resolved:

**That Council receives the minutes of the Mossburn Community Development Area Subcommittee meeting held 25 July 2016 as information.**

**9.12 Minutes of the Balfour Community Development Area Subcommittee Meeting dated 24 August 2016**

**Record No: R/16/12/19829**

**Resolution**

Moved Cr Dillon, seconded Cr Douglas and resolved:

**That Council receives the minutes of the Balfour Community Development Area Subcommittee meeting held 24 August 2016 as information.**

**9.13 Minutes of the Riversdale Community Development Area Subcommittee Meeting dated 24 August 2016**

**Record No: R/16/12/19809**

**Resolution**

Moved Cr Dillon, seconded Cr Douglas and resolved:

**That Council receives the minutes of the Riversdale Community Development Area Subcommittee meeting held 24 August 2016 as information.**

**Public Excluded**

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

**Resolution**

Moved Cr Macpherson, seconded Cr Dillon **and resolved:**

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

**C10.1 District Valuation Roll maintenance contract renewal**

**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
District Valuation Roll maintenance contract renewal	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

That the Chief Executive Officer, Group Manager – Services and Assets, Group Manager – Community and Futures, Group Manager – Environmental Services, Chief Information Officer, Chief Financial Officer, People and Capability Manager, Group Manager – Customer Support, Communications Manager, Committee Advisor and Finance Manager be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C10.1 District Valuation Roll maintenance contract renewal. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

The public were excluded at 1.45pm.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 1.51pm.

**CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE COUNCIL HELD ON WEDNESDAY 14 DECEMBER 2016.**

**DATE:.....**

**CHAIRPERSON:.....**

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# Extraordinary Council

## OPEN MINUTES

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Minutes of a meeting of Extraordinary Council held in the Council Chambers, 15 Forth Street, Invercargill on Wednesday, 21 December 2016 at 9.31am.

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### PRESENT

<b>Mayor</b>	Mayor Gary Tong
<b>Councillors</b>	Brian Dillon
	Darren Frazer
	George Harpur
	Julie Keast
	Ebel Kremer
	Gavin Macpherson
	Neil Paterson
	Nick Perham

### IN ATTENDANCE

Chief Executive - Steve Ruru, Group Manager, Services and Assets – Ian Marshall, Group Manager, Environmental Services – Bruce Halligan, Group Manager, Community and Futures – Rex Capil, Communications Manager – Louise Pagan and Committee Advisor - Fiona Dunlop

## 1 Apologies

Apologies have been received from Councillors Baird, Douglas, Duffy and Ford.

### Resolution

Moved Cr Paterson, seconded Cr Dillon and **resolved:**

**That Council accept the apologies Councillors Baird, Douglas, Duffy and Ford.**

## 2 Leave of absence

There were no requests for leave of absence.

## 3 Conflict of Interest

There were no conflicts of interest declared.

## 4 Public Forum

Ruth Shaw representing Fiordland Sewerage Options Incorporated addressed the meeting regarding the Deed of Agreement which was before the meeting to approve. A copy of Mrs Shaw's notes is attached to the minutes as appendix 1.

## 5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

## Reports - Operational Matters

### 6.1 Te Anau Wastewater - Deed of Agreement

**Record No: R/16/12/20841**

Chief Executive Officer – Steve Ruru was in attendance for this item.

Mr Ruru advised that the purpose of the report was to enable Council to determine whether it should approve the Deed of Agreement that has been negotiated with Fiordland Sewage Options Incorporated.

The Meeting noted that the Council has been pursuing development of a new land based treatment and disposal system for the Te Anau wastewater scheme for some time. In January 2015 a 25 year consent was granted to allow for the discharge of treated wastewater onto land at the Kepler Block site via centre pivot irrigators. This consent was appealed by Fiordland Sewage Options Incorporated. The appeal is currently set down to be heard by the Environment Court in the May/June 2017.



Mr Ruru further advised that a Deed of Agreement has now been negotiated with Fiordland Sewage Options Incorporated. In summary the Deed of Agreement provides for:

- Council agreeing to proceed with investigation of the Smith Block to determine whether it is a viable alternative when compared to the consented Kepler scheme.
- Council determining at any stage during the investigations not to proceed further with the investigation if it concludes that the Smith block is not a viable alternative to the Kepler.
- Council deciding at the end of the investigation and consenting programme whether to proceed with either the Kepler or Smith options.
- FSOI agreeing to withdraw their appeals against the Kepler consents with costs lying where they fall.

The Meeting further noted that a decision to approve the agreement will lead to the need for Council to enter into a land acquisition, investigation and consenting programme for the Smith block. As a result Council would be committing to an extensive investigation/consenting programme that can be expected to cost in excess of \$1million at a time when it already has a consented option at the Kepler Block. It would also likely trigger the need to apply for an extension to the current discharge to the Upukerora and the five year timeframe within which Council is required to give effect to the Kepler consent. As a result a decision in accordance with the recommendation is considered to be significant.

Mr Ruru also advised that the decision to approve the Deed of Agreement will also lead to a need to review the role that the Te Anau Wastewater Discharge Project Committee needs to play given that it has previously been charged with completing the peer review process and making recommendations to Council as to how Council should manage this project. In these circumstances it would be appropriate for the Council to seek advice on how, if at all, it should amend the Terms of Reference for the Project Committee.

The Meeting also noted that the recommendation k was to revoke a recommendation approved at the Council meeting on 16 November 2016.

### **Resolution**

Moved Cr Kremer, seconded Cr Perham **and resolved:**

#### **That the Council:**

- a) Receives the report titled “Te Anau Wastewater - Deed of Agreement” dated 19 December 2016.**
- 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) Determines that it is unacceptable for the Council not to have a consented discharge for the Te Anau Wastewater scheme and that as a result it will continue to adopt a prudent approach to the evaluation and**

consideration of alternative wastewater treatment and disposal options.

- e) Approves the Deed of Agreement that has been negotiated with Fiordland Sewage Options Incorporated which provides for the Council to proceed with investigation of the Smith Block option in return for Fiordland Sewage Options Incorporated withdrawing their appeal against the resource consents which have been granted for the Kepler scheme.
- f) Delegate's authority to the Mayor and Chief Executive to finalise and execute the Deed of Agreement with Fiordland Sewage Options Incorporated.
- g) Agree that in approving the Deed of Agreement notes that, at any stage during the investigation process, the Council is able to determine not to continue with the investigation/consenting process if it concludes that the Smith Block is not a viable alternative when compared to the consented Kepler option.
- h) Confirms that the consented Kepler option remains its preferred option, at this point in time, and although this position may be reviewed as investigation and potentially consenting of the Smith Block option(s) proceed, it is appropriate that the costs associated with the consented Kepler option continue to be capitalised.
- i) Determines that the costs associated with investigating and consenting the Smith Block will be funded as operational expenditure and notes that it will need to make a decision as part of the 2017/18 Annual Plan as to how these costs are to be funded.
- j) Asks officers to provide a scoping report on the process that would need to be followed and the likely costs, timeframes and risks associated with seeking another discharge consent for the current Upukerora discharge to go beyond December 2020 and seek an extension to the date by which it would need to give effect to the Kepler option.
- k) Determines, in light of its decision to approve the Deed of Agreement, that it hereby revokes the following resolution which it passed at its 16 November 2016 meeting:
  - h) Notes that as part of a separate order paper item it will be giving consideration to a proposal to reform a Te Anau Wastewater Disposal Project Committee and that it would be appropriate for the PDP report to be referred to that Committee for advice as to the one preferred alternative Wastewater Treatment and Disposal option that the Committee would recommend Council give further consideration to pursuing by the end of March 2017.*
- l) Asks officers to report back to Council at its 1 February 2017 Council meeting on changes which should be made to the Te Anau Wastewater Discharge Project Committee Terms of Reference in light of the decisions made in this report including the decision to approve the Deed of Agreement with Fiordland Sewage Options Incorporated.

The meeting concluded at 9.52am.

CONFIRMED AS A TRUE AND CORRECT  
RECORD AT A MEETING OF THE COUNCIL  
HELD ON 14 DECEMBER 2016.

**DATE:**.....

**CHAIRPERSON:**.....

APPENDIX 1

EXTRA SPECIAL COUNCIL MEETING 21<sup>ST</sup> DEC 2016  
Longest day of the year (Summer Solstice)

Away back in the late 70's I was involved in a huge protest against the discharge of raw sewerage into the ocean at Bondi Beach in Sydney. It was an emotional campaign, we even had a theme song written to the tune of "I Do Like To Be Beside the Seaside" which was played often on the local radio stations.

"Oh I do like to be beside the seaside,  
I do like to be beside the sea.  
I do like to walk amongst hypodermic needles,  
Picking up a nasty dose of hepatitis B.  
Oh! I do like to swim amongst the condoms,  
the tampons, bacteria and pool!  
But walking naked in the sun,  
with melanomas on my bum  
Is what I really like to do!"

With a song like how could we lose! Bondi Beach was cleaned up, as was the sewerage.

So here I am today, nearly 50 years later and again sewage has been my focus for the last two and a half years! Today is not about who has won this long arduous battle, it is about looking at facts, listening to each other, thinking ahead and having the courage to make changes.

If the Deed of Agreement is signed today you will all be confirming that you are listening to your communities, and that alone gives worth to your signature.

RUTH SHAW

Fiordland Sewerage Options.



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# Thornbury Community Development Area Subcommittee OPEN MINUTES

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Minutes of a meeting of Thornbury Community Development Area Subcommittee held in the Thornbury Hall, 14 Broderick Street, Thornbury on Thursday, 14 July 2016 at 6.05pm.

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## PRESENT

<b>Chairperson</b>	Annette Horrell
<b>Members</b>	Iain Bulling Andrew Hall Stuart Shaw Nathan Ronald
<b>Councillor</b>	Rodney Dobson

## IN ATTENDANCE

<b>Community Partnership Leader</b>	Simon Moran
<b>Community Engineer</b>	Greg Erskine
<b>Committee Advisor</b>	Alyson Hamilton

**1 Apologies**

There were no apologies received.

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

There were no members of the public seeking speaking rights in the Public Forum section of the meeting.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Member Bulling, seconded Member Ronald **and resolved:**

**That the minutes of Thornbury Community Development Area Subcommittee meeting, held on 10 March 2016 be confirmed.**

**Reports**

**7.1 Action Sheet**

**Record No: R/16/7/10353**

Action Sheet from the subcommittee's previous meetings, was tabled.

Issues reported to the subcommittee included;

Hall Heating

The meeting was advised the preferred heating units (Blackheat Heater) is no longer available and direction from the meeting is sought in regards to an alternative option.

The subcommittee was advised an alternative option was provided at an earlier meeting being a Energostrip 2.0KW ceiling heater at a cost of \$6,181.80 (excl GST) for ten units.

In discussing this issue Members were mindful of the extra cost of the suggested alternative heating option and requested staff approach Riverton Electrical to investigate further heating options for the Hall and provide quotes for same.

### Resolution

Moved Member Shaw, seconded Councillor Dobson **and resolved:**

**That the Thornbury Community Development Area Subcommittee:**

- a) **Receives the report titled “Action Sheet” dated 5 July 2016.**
- b) **Requests staff approach Riverton Electrical to investigate alternative options for the Hall heating and provide quotes for same.**

### 7.2 Works and Finance Reports to Thornbury Community Development Area Subcommittee for the period ended 31 May 2016

**Record No: R/16/5/7885**

Works and Finance Report for the period ended 31 May 2016, was tabled.

Issues reported to the subcommittee included;

- Repainting of the Thornbury Hall signage has been completed and is to be installed in due course.
- The meeting expressed disappointment at the new seal work recently undertaken at the corner of Foster Road and the Thornbury Gropers Bush Road, which is already in need of repair work.
- Resource consent application has been lodged by a resident on Middleton Street for storage of containers on his property. Members expressed concern at the visual aspect for adjoining neighbours.

### Resolution

Moved Member Ronald, seconded Member Bulling **and resolved:**

**That the Thornbury Community Development Area Subcommittee:**

- a) **Receives the report titled “Works and Finance Reports to Thornbury Community Development Area Subcommittee for the period ended 31 May 2016” dated 28 June 2016.**

### 7.3 Extra-ordinary Vacancy - Thornbury CDA

**Record No: R/16/7/10505**

Report by Mrs Alyson Hamilton, Committee Advisor, regarding the extra-ordinary vacancy on the Thornbury CDA, was tabled.

Mrs Hamilton advised the Thornbury Community Development Area subcommittee (CDA) is to consider and decide on the filling of the extra-ordinary vacancy on the subcommittee created by the resignation of Mr Robbie Wills.

Mrs Hamilton informed Mr Robbie Wills tendered his resignation as a member of the Thornbury CDA effective from 30 March 2016.

Mrs Hamilton explained the CDA now has the opportunity to fill the vacancy and outlined the options available to the CDA. These being;

- Do nothing – i.e. carry the vacancy until the next Triennial meeting which would be held February/March 2017.
- Appoint highest unsuccessful candidate at the last CDA Triennial elections; this does not apply for this particular subcommittee as there were only 6 candidates nominated at the last Triennial elections.
- Subcommittee members to canvas the community for suitable nominees to fill the vacancy.

Following discussion on this report members agreed to option three outlined above i.e. canvassing the community for suitable nominees to fill the vacancy.

### Resolution

Moved Chairperson Horrell, seconded Member Shaw **and resolved:**

**That the Thornbury Community Development Area Subcommittee:**

- a) **Receives the report titled “Extra-ordinary Vacancy - Thornbury CDA” dated 6 July 2016.**
- 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 canvas the community for a suitable nominee to fill the vacancy on the subcommittee.**

## 7.4 Bylaw Review Process

**Record No: R/16/4/5229**

Report by T Dytor (Policy Analyst) outlining that in 2016, the Cemetery Bylaw 2006, the Keeping of Animals, Poultry and Bees Bylaw 2010 and the Control of Advertising Signs Bylaw 2008 will be reviewed, was tabled.

Ms Dytor outlined the approach that will be taken to consultation and review proposed.

The subcommittee noted the submission period is 9 to 30 June 2016 and that community views will be considered during formal consultation and during pre-consultation engagement.

Ms Dytor added that the subcommittee is asked to make a submission during the consultation period and individual members can engage during pre-consultation sessions in May.

### Resolution

Moved Councillor Dobson, seconded Member Ronald **and resolved:**



**That the Thornbury Community Development Area Subcommittee:**

- a) **Receives the report titled “Bylaw Review Process” dated 2 June 2016.**

## **7.5 Draft Unmanned Aerial Vehicles Policy**

**Record No: R/16/4/5661**

Report by T Dytor (Policy Analyst) outlining the draft Use of Unmanned Aerial Vehicles Policy, was tabled.

In her report Ms Dytor advised that under new rules introduced by the Civil Aviation Authority (CAA), Council can grant or decline consent for the use of Unmanned Aerial Vehicles (UAVs) on property that it owns or controls.

The draft Unmanned Aerial Vehicle Policy sets a framework to allow Council to do this.

Ms Dytor advised feedback is sought from the subcommittee regarding local areas that should be considered for prohibition or restriction of unmanned aerial vehicle use.

In discussing the report members considered areas that could be affected by the use of unmanned aerial vehicles and felt there were none affecting the Thornbury area.

### **Resolution**

Moved Member Bulling, seconded Member Shaw **and resolved:**

**That the Thornbury Community Development Area Subcommittee:**

- a) **Receives the report titled “Draft Unmanned Aerial Vehicles Policy” dated 19 April 2016.**
- 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) **Advises that it considers there are no local areas that should be considered as restricted or prohibited areas for the use of unmanned aerial vehicles.**

## **7.6 Elected Members' Expense Reimbursements and Allowances**

**Record No: R/16/7/10234**

Report by Sheree Marrah, Finance Manager, regarding Elected Members' Expense Reimbursements and allowances, was tabled.

Mrs Marrah advised the purpose of the report is to inform Community Boards and Community Development Area Subcommittees of the recent changes to Council's Elected Members' Remuneration and Reimbursements Policy and the associated impact on them.

Members noted the revised policy amendments were adopted by Council on 8 June 2016 and are effective from 1 July 2016.

Subcommittee was advised that the Remuneration Authority (RA) sets the framework for the remuneration and reimbursement of local government elected members, namely the Mayor, Councillors and Community Board members.

Marrah informed Council recently reviewed its Elected Members' Remuneration and Reimbursements Policy as a result of some minor changes required by the RA to mileage and travel time allowances.

Marrah explained Council staff recommended a number of additional amendments to the policy to allow reimbursement of expenses and the payment of allowances to Community Board members and Council Subcommittee members.

Subcommittee noted the revised policy includes the provision of mileage and travel time allowances as well as expenditure reimbursements for Community Board and Subcommittee members, in line with Councillors.

Marrah advised that the specific provisions relevant to Community Boards and Council Subcommittees incorporated into the revised policy are as follows:

- **Mileage allowance**, can be claimed in line with Councillors, where travel exceeds 30 kilometres within a day.
- The **mileage allowance** will be paid to elected members at a rate of 74 cents per kilometre (consistent with the IRD rates) for the first 5,000 kilometres.
- The rate for travel in excess of 5,000 kilometres will remain at 37 cents per kilometre. The 30 kilometre round trip threshold (ie, 15 kilometres each way) applies to visits to Council offices (or other regular meeting venues deemed to be a Council office for the purpose of this policy). For other Council requested travel by elected members, no threshold will apply.
- **Travel time allowance**, can be claimed in line with Councillors, at a rate of \$37.50 per hour, where travel time exceeds 1 hour within a day.
- The policy states that where Community Board or Subcommittee meetings are held at a regular venue other than a Council office, this location will be deemed to be a Council office for the purposes of mileage and travel time allowances.
- **Reimbursement for costs** can be claimed for courses, seminars and training associated with the role of an elected member. Associated travel and accommodation costs may also be reimbursed if in accordance with the policy.

regard to the funding of any such claims the Board was informed although the revised change in mileage and travel time allowances for Community Board and Council Subcommittee members has not specifically been budgeted for in 2016/2017.

Marrah advised it is anticipated that this will not be a significant cost to the communities as the majority of elected members live within 15 kilometres of their nearest Council office and travel less than one hour to attend meetings.

The subcommittee noted payment of allowances and reimbursements will be funded from local operating budgets of the relevant Community Board or Subcommittee.

### Resolution

Moved Member Bulling, seconded Member Hall **and resolved:**

**That the Thornbury Community Development Area Subcommittee:**

- a) **Receives the report titled “Elected Members’ Expense Reimbursements and Allowances” dated 4 July 2016.**

### 8.1 Chairperson's Report

The Chair, Member Horrell, reported on activities with which she has been involved since the subcommittee’s last meeting. These included;

- Attendance at Community Board/CDA Chairpersons meeting
- Appreciation to Mayor Tong on his attendance at the Thornbury ANZAC service
- Appreciation to Councillor Dobson as Ward representative for the Waiiau / Aparima Ward

Request for staff to arrange a cleaning contract for the current Hall Cleaner/Custodian. Staff to forward draft contract to the Chair for perusal.

### 8.2 Community Partnership Leader

Mr Simon Moran reported on activities with which he has been involved. These included;

- Police Review
- Working with Ministry of Education – school bus route

### 8.3 Councillor's Report

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

- Adoption of Annual Plan 2016/2017
- Setting of rates for the Financial year 1 July 2016 to 30 June 2017
- Riverton Pool rate increase of \$3.00

The meeting concluded at 7.15pm

CONFIRMED AS A TRUE AND CORRECT  
RECORD AT A MEETING OF THE  
THORNBURY COMMUNITY DEVELOPMENT  
AREA SUBCOMMITTEE HELD ON THURSDAY,  
14 JULY 2016.

**DATE:**.....

**CHAIRPERSON:**.....

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# Orepuki Community Development Area Subcommittee

## OPEN MINUTES

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Minutes of a meeting of Orepuki Community Development Area Subcommittee held in the Orepuki Hall on Thursday, 4 August 2016 at 6pm.

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### PRESENT

<b>Chairperson</b>	Brian McGrath
<b>Deputy Chairperson</b>	Peter Black
<b>Members</b>	Martin Forde
	Marg McCullough
	Jeanette Sellwood
<b>Councillor</b>	Rodney Dobson

### IN ATTENDANCE

<b>Committee Advisor</b>	Alyson Hamilton
<b>Community Engineer</b>	Greg Erskine
<b>Finance</b>	Shelley Dela Llana
<b>Community Partnership Leader</b>	Simon Moran

**1 Apologies**

Moved Member Sellwood, seconded Member McGrath and **resolved:**  
**That the apology lodged by Member McCracken be accepted.**

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

There were no members of the public seeking speaking rights in the Public Forum section of the meeting.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Member McGrath, seconded McCullough **and resolved:**

**That the minutes of Orepuki Community Development Area Subcommittee meeting held on 8 March 2016 be confirmed.**

**Reports**

**7.1 Action Sheet**

**Record No: R/16/7/11462**

Action Sheet from the subcommittee's previous meetings, was tabled.

Issues reported to the subcommittee included;

Information Kiosk

The Community Engineer provided a draft copy of the proposed information panel to be placed on the kiosk advising that staff have requested members peruse the document and forward any amendments to the Graphics staff by Wednesday, 10 August 2016.

The meeting was advised that following amendments being made it would take approximately a month for the panel to be printed and installed.

The Chair expressed appreciation to the graphics team for the high standard of work undertaken in the preparation of information for the panel.

### Historic Shale Tank

The Community Engineer presented to the meeting signage highlighting the historic information relating to the Shale Tank advising that the signage will be attached to bearers and placed in the vicinity of the shale tank situated on the reserve.

### Township Stormwater

The meeting was advised a stormwater drainage inspection has been undertaken by Downers and mapped accordingly.

Mr Erskine presented the drainage plans to the meeting that highlighted the stormwater locations advising that due to the weight of some of the sump lids a joint Downers and Southroads crew are to undertake further camera work on sumps that require water blasting.

The meeting was advised a new culvert has been placed on Dover Street West as the first stage of the project.

### Hirstfield Reserve Mowing

The Community Engineer advised costings of mowing of the Hirstfield Reserve sports field is \$125.00 per month or \$1,500 per year.

The meeting requested the Community Engineer arrange an invoice to be forwarded annually to the Hirstfield Reserve Committee, to commence in the 2016/2017 year.

### Orepuki Rating boundary

The Chair advised at the previous meeting of the subcommittee discussion had taken place on a proposal of extending the rating boundary for the Orepuki township and a request was made that Finance staff to attend the meeting of the subcommittee to clarify questions raised by members.

The meeting was advised that for the subcommittee to action a rating boundary change a report is required to be presented to Council outlining the subcommittee's proposal of a rating boundary change and the purpose for the change.

Mrs Dela Llana presented to the meeting a map highlighting a proposed extension of the Orepuki township rating boundary explaining nineteen new properties are included within this boundary, thirteen of which are vacant land.

Mrs Dela Llana advised the township budget currently funds the streetworks and stormwater services with the playground being funded by the ward. Mrs Dela Llana added the Hall is funded by way of a separate rating unit.

Following discussion the meeting agreed that an informal meeting comprising of the Chair and subcommittee members be held to discuss the proposed boundary extension and the anticipated benefits to the township.

### **Resolution**

Moved Member Forde, seconded Member Black **and resolved:**

**That the Orepuki Community Development Area Subcommittee:**

- a) **Receives the report titled “Action Sheet” dated 20 July 2016.**
- b) **Requests staff arrange an informal meeting comprising of the Chair and subcommittee members to discuss the proposed boundary extension and the anticipated benefits to the township.**

**7.2 Works and Finance Report to Orepuki Community Development Area Subcommittee for the period ended 30 June 2016**

**Record No: R/16/5/7866**

Works and Finance Report for the period ended 31 May 2016, was tabled.

Issues reported to the subcommittee included;

Monkey Island - Maintenance and Fencing

The camping area has several wet areas that need digger work prior to next summer. Near the small shed posts will be installed to restrict parking close to the shed and make it more of a day visit area. The existing BBQ area needs removal and alternative options are to be considered.

Grandview Terrace - Request for Rubbish Bins and BBQ Table

The meeting agreed to the purchase of a picnic table for Grandview Terrace.

Following discussion on location options it was agreed that such table to be placed in the area of the car park area for shelter purposes.

Beautification of Reserve Land between the Main Highway and Oldham Street

The Chair raised the issue of some beautification work being undertaken on the reserve land.

The meeting agreed to discuss beautification of the reserve land area at the upcoming informal meeting.

Gemstone Beach Access

Extra signage has been installed on the Council roads to try and make the exit safer onto the state highway.

**Resolution**

Moved Chairperson McGrath, seconded Cr Dobson **and resolved:**

**That the Orepuki Community Development Area Subcommittee:**

- a) **Receives the report titled “Works and Finance Report to Orepuki Community Development Area Subcommittee for the period ended 30 June 2016” dated 21 July 2016.**

**7.3 Venture Southland Update on Community Development Initiatives in Orepuki and Waiau Aparima Ward**

**Record No: R/16/6/9104**

Report by Kathryn Cowie, Community Development Planner, providing an update on staff changes within the Venture Southland Community Development Team and to report on community development initiatives and projects regionally, and within the Waiau Aparima ward, more specifically Orepuki, was tabled.

Mrs Cowie outlined involvement with local initiatives in the Orepuki area and with major projects in the wider area included;

- Orepuki Hall
- Orepuki 150 Year Jubilee
- Kohi Kohi's Cottage (Riverton)
- Taramea Bay Soundshell

The subcommittee noted regional initiatives included;

- Health & Safety Workshops for Volunteers & Community Groups
- Volunteers futures project (CONA)
- Southland Cycling Strategy

### **Resolution**

Moved Member Sellwood, seconded Member McCullough **and resolved:**

**That the Orepuki Community Development Area Subcommittee:**

- a) Receives the report titled "Report to Orepuki Community Development Area Subcommittee - 7 July 2016 - Venture Southland Update on Community Development Initiatives in Orepuki and Waiau Aparima Ward" dated 30 June 2016.**

## **7.4 Draft Unmanned Aerial Vehicles Policy**

**Record No: R/16/4/5654**

Report by T Dytor (Policy Analyst) outlining the draft Use of Unmanned Aerial Vehicles Policy, was tabled.

In her report Ms Dytor advised that under new rules introduced by the Civil Aviation Authority (CAA), Council can grant or decline consent for the use of Unmanned Aerial Vehicles (UAVs) on property that it owns or controls.

The draft Unmanned Aerial Vehicle Policy sets a framework to allow Council to do this.

Ms Dytor advised feedback is sought from the subcommittee regarding local areas that should be considered for prohibition or restriction of unmanned aerial vehicle use.

In discussing the report members considered areas that could be affected by the use of unmanned aerial vehicles and felt there were none affecting the Orepuki area.

### **Resolution**

Moved Member McGrath, seconded Deputy Chair Black **and resolved:**

**That the Orepuki Community Development Area Subcommittee:**

- a) Receives the report titled "Draft Unmanned Aerial Vehicles Policy" dated 30 June 2016.**



- 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) **Advises that it considers there are no local areas that should be considered as restricted or prohibited areas for the use of unmanned aerial vehicles.**

## 7.5 Bylaw Review Process

**Record No: R/16/4/5203**

Report by T Dytor (Policy Analyst) outlining that in 2016, the Cemetery Bylaw 2006, the Keeping of Animals, Poultry and Bees Bylaw 2010 and the Control of Advertising Signs Bylaw 2008 will be reviewed, was tabled.

Ms Dytor outlined the approach that will be taken to consultation and review proposed.

The subcommittee noted the submission period is 9 to 30 June 2016 and that community views will be considered during formal consultation and during pre-consultation engagement.

Ms Dytor added that the subcommittee is asked to make a submission during the consultation period and individual members can engage during pre-consultation sessions in May.

### **Resolution**

Moved Cr Dobson, seconded Member McGrath **and resolved:**

**That the Orepuki Community Development Area Subcommittee:**

- a) **Receives the report titled “Bylaw Review Process” dated 30 June 2016.**

## 7.6 Elected Members' Expense Reimbursements and Allowances

**Record No: R/16/7/10227**

Report by Sheree Marrah, Finance Manager, regarding Elected Members' Expense Reimbursements and allowances, was tabled.

Mrs Marrah advised the purpose of the report is to inform Community Boards and Community Development Area subcommittees of the recent changes to Council's Elected Members' Remuneration and Reimbursements Policy and the associated impact on them.

Members noted the revised policy amendments were adopted by Council on 8 June 2016 and are effective from 1 July 2016.

subcommittee was advised that the Remuneration Authority (RA) sets the framework for the remuneration and reimbursement of local government elected members, namely the Mayor, Councillors and Community Board members.

Marrah informed Council recently reviewed its Elected Members' Remuneration and Reimbursements Policy as a result of some minor changes required by the RA to mileage and travel time allowances.

Marrah explained Council staff recommended a number of additional amendments to the policy to allow reimbursement of expenses and the payment of allowances to Community Board members and Council Subcommittee members.

Subcommittee noted the revised policy includes the provision of mileage and travel time allowances as well as expenditure reimbursements for Community Board and Subcommittee members, in line with Councillors.

Marrah advised that the specific provisions relevant to Community Boards and Council Subcommittees incorporated into the revised policy are as follows:

- **Mileage allowance**, can be claimed in line with Councillors, where travel exceeds 30 kilometres within a day.
- The **mileage allowance** will be paid to elected members at a rate of 74 cents per kilometre (consistent with the IRD rates) for the first 5,000 kilometres.
- The rate for travel in excess of 5,000 kilometres will remain at 37 cents per kilometre. The 30 kilometre round trip threshold (ie, 15 kilometres each way) applies to visits to Council offices (or other regular meeting venues deemed to be a Council office for the purpose of this policy). For other Council requested travel by elected members, no threshold will apply.
- **Travel time allowance**, can be claimed in line with Councillors, at a rate of \$37.50 per hour, where travel time exceeds 1 hour within a day.
- The policy states that where Community Board or Subcommittee meetings are held at a regular venue other than a Council office, this location will be deemed to be a Council office for the purposes of mileage and travel time allowances.
- **Reimbursement for costs** can be claimed for courses, seminars and training associated with the role of an elected member. Associated travel and accommodation costs may also be reimbursed if in accordance with the policy.

regard to the funding of any such claims the Board was informed although the revised change in mileage and travel time allowances for Community Board and Council Subcommittee members has not specifically been budgeted for in 2016/2017.

Marrah advised it is anticipated that this will not be a significant cost to the communities as the majority of elected members live within 15 kilometres of their nearest Council office and travel less than one hour to attend meetings.

The subcommittee noted payment of allowances and reimbursements will be funded from local operating budgets of the relevant Community Board or subcommittee.

**Resolution**

Moved Member McCullough, seconded Member McGrath **and resolved:**

**That the Orepuki Community Development Area Subcommittee:**

- a) **Receives the report titled “Elected Members’ Expense Reimbursements and Allowances” dated 4 July 2016.**

**7.7 Submissions from the Annual Plan 2016 2017**

**Record No: R/16/7/10911**

Report by Shannon Oliver, Planning and Reporting Analyst, regarding submissions received from the Annual Plan 2016/2017, was tabled.

Ms Oliver advised as part of the Annual Plan 2016/2017 consultation process, submissions were received that related to various project suggestions and opportunities throughout the District.

Ms Oliver explained at the deliberation meetings, Council made a recommendation to forward the submitters project suggestions to the relevant Community Board or Community Development Area subcommittees for their follow up and investigation if considered viable and appropriate.

**Resolution**

Moved Chairperson McGrath, seconded Member Sellwood **and resolved:**

**That the Orepuki Community Development Area Subcommittee:**

- a) **Receives the report titled “Submissions from the Annual Plan 2016 2017 ” dated 15 July 2016.**

**8.1 Chairperson's Report**

The Chairperson, Member McGrath, reported on activities he has been involved;

- Attendance at Community Board/CDA Chairs meeting
- Resource Management Hearing - District Plan Variations
- Working on Information Kiosk

**8.2 Councillor's Report**

Councillor Dobson reported on matters from the District Council table. These being:

- Submission to Environment Southland Water and Land Plan.

The meeting concluded at 8.00pm

CONFIRMED AS A TRUE AND CORRECT  
RECORD AT A MEETING OF THE OREPUKI  
COMMUNITY DEVELOPMENT AREA  
SUBCOMMITTEE HELD ON THURSDAY, 4  
AUGUST 2016.

**DATE:**.....

**CHAIRPERSON:**.....

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# Manapouri Community Development Area Subcommittee OPEN MINUTES

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Minutes of a meeting of Manapouri Community Development Area Subcommittee held in the Manapouri Motor Inn on Tuesday, 16 August 2016 at 9.30am.

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## PRESENT

<b>Chairperson</b>	Allan Youldon
<b>Deputy Chairperson</b>	Shirley Mouat
<b>Members</b>	Alister Burgess Margaret Gerken Raymund Haanen Lynette Pearson
<b>Councillor</b>	Ebel Kremer

## IN ATTENDANCE

<b>Team Leader Governance</b>	Chris Dolan
<b>Committee Advisor</b>	Jenny Labruyère
<b>Community Engineer</b>	Nick Lewis
<b>Team Leader Community Engineers</b>	Ray Hamilton

**1 Apologies**

No apologies were received.

**2 Leave of absence**

No requests for leave of absence were received.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

Moved Chairperson Youldon, seconded Member Haanen and **resolved that the Manapouri Community Development Area Subcommittee go into public forum to allow members of the public to speak.**

Ruth Shaw

Mrs Shaw drew the subcommittee's attention to two issues namely:

1.0 Fiordland Sewerage Options Incorporated

Speaking on behalf of the Fiordland Sewerage Options Incorporated Mrs Shaw stated that the Society request that the Manapouri Community Development Area Subcommittee formally resolve that the CDA do not support the discharge of wastewater at the consented Kepler site.

2.0 Court Mediation Process

Commented that Fiordland Sewerage Options Inc together with Southland District Council and Environment Southland attended mediation on 20/21 June 2016. This meeting was adjourned until 7 October giving Council time to gather further information. Hopefully there will be a positive outcome for everyone when mediation is reconvened.

Mrs Shaw commented that to use this delay productively the Society has employed a hydro geologist and surveyor to start investigating the hydraulic viability of an alternative site, which is the preferred option of the Wastewater Governance Group appointed by Council.

Mrs Shaw added that the Society were lead to believe that the Council were keen to start testing the area back in February but as no progress has been made Fiordland Sewerage Options have decided to go ahead and start Stage 1 of investigations. The goal of this investigation is to determine whether there are any constraints to the Rapid Infiltration concept, to ensure all aspects of environmental concerns are taken into consideration, and that it can be achieved in a cost effective manner. Nine test pits have been dug and investigations will take approximately 6 to 12 months.

Mrs Shaw commented that by carrying out this work in a very cost effective manner (many professional teams are donating their time) the Society is not only saving the Council many thousands of dollars but also giving them the confidence

to progress to Stage 2 of the investigations if the results confirm that the site is suitable for wastewater discharge.

In conclusion Mrs Shaw stated it is of concern that progress is very slow however hopeful that progress will be made on 7 October 2016.

#### Russell Smith

Mr Smith informed the Committee that the handrail for the disabled access to Frasers Beach will be installed on 24 September 2016.

#### Manapouri Weedbusters

Mrs Barnes reported on the Weedbusters activities over recent months which included mowing sections of the reserve and maintenance of some drainage.

Mrs Barnes also commented on the need for upgrading of the public conveniences at Pearl Harbour such work to involve Real Journey's, and also stated that the CDA should be considering the future of Manapouri sewerage in view of the consent expiring in the near future.

In conclusion Mrs Barnes congratulated CDA member Mrs Pearson for her involvement with the recent "Battle of the Lakes".

#### Jack Murrell

Jack Murrell enquired whether resource consent has been lodged for the removal of trees and commented that the Terms of Reference include all trees must be removed adjacent the road for health and safety purposes.

### **5 Extraordinary/Urgent Items**

Moved Member Pearson, seconded Member Gerken and **resolved:**

**That the Manapouri Community Development Area Subcommittee consider the following items as a matter of urgent business in order that a decision can be made before the next ordinary meeting, subject to Section 46A of the Local Government Official Information and Meetings Act 1987**

**Item 1: Fiordland Sewerage Options Incorporated.**

### **6 Confirmation of Minutes**

#### **Resolution**

Moved Member Haanen, seconded Member Pearson

**Resolved the Manapouri Community Development Area Subcommittee confirms the minutes of the meeting held on 10 May 2016.**

## Reports

### 7.1 Action Sheet - August 2016

**Record No: R/16/8/12780**

The report on the Action Sheet was tabled. Issues noted by the subcommittee included;

#### Signage

The four signage issues that appear on the Action Sheet were addressed however still a number of questions need to be responded to as a result of the discussion.

The subcommittee agreed to discuss all signage items at an informal meeting to be held with the Community Engineer to finalise the subcommittee's desired outcomes.

#### Fraser's Beach Hand Rail

The subcommittee was informed that the hand rail at the disabled access to Fraser's Beach will be installed on 24 September 2016.

#### Turbine Feature

The subcommittee agreed to have an on-site inspection to identify a suitable site for the turbine.

#### Trees - Pearl Harbour

The Community Engineer advised that an arborist has commenced a detailed assessment for the removal of trees at Pearl Harbour and this report will be made available for consumption by the subcommittee prior to the next formal meeting of the subcommittee.

#### Playground Equipment

It was agreed that the Engineer provide options, costings and examples of suitable playground equipment to subcommittee members at an informal meeting where members are to decide on the preferred options and costings for such to be included in the draft 17/18 annual plan.

#### Walking Track Maps – Manapouri

The subcommittee was advised by the Community Development Planner that this project could be incorporated with the cycling branding group and Destination Fiordland, and be included on a combined map to be developed in the future, which will illustrate cycling and walking tracks in the Te Anau and Manapouri areas.

## Resolution

Moved Deputy Chairperson Mouat, seconded Member Burgess

**That the Manapouri Community Development Area Subcommittee:**

- a) **Receives the report titled "Action Sheet - August 2016" dated 9 August 2016.**

**7.2 Works and Finance Report to Manapouri Community Development Area Subcommittee for the period ended 30 June 2016**

**Record No: R/16/7/10771**

Works and Finance report for the period ended 30 June 2016 for the Manapouri CDA subcommittee, prepared by N Lewis (Community Engineer), was tabled.

It was noted that the items outlined in the report were discussed as part of the action sheet. This included;

- The Manapouri sign by the Memorial Rock is having its design finalised with CDA input.
- Arborist assessments for Pearl Harbour trees and Old Coach Track area has been arranged once reports received, recommendations and actions will be progressed and will be distributed to CDA members once the report has been received.
- SDC and Real Journeys are working together to make minor improvements for pedestrians at the Pearl Harbour terminal area.

**Resolution**

Moved Deputy Chairperson Mouat, seconded Member Pearson

**That the Manapouri Community Development Area Subcommittee:**

- a) **Receives the report titled “Works and Finance Report to Manapouri Community Development Area Subcommittee for the period ended 30 June 2016” dated 3 August 2016.**

**7.3 Cotoneaster and Darwin's Barberry on Department of Conservation Land Neighbouring Manapouri Foreshore Reserve Land - Response from the Department**

**Record No: R/16/7/11761**

Report by N Lewis (Community Engineer) on Cotoneaster and Darwin's Barberry on Department of Conservation Land Neighbouring Manapouri Foreshore Reserve Land - Response from the Department, was tabled.

Mr Lewis reported that the joint Manapouri Community Development Area Subcommittee (Manapouri CDA), Southland District Council (SDC) and Environment Southland (ES) project to control/ eradicate Cotoneaster and Darwin's Barberry along the Manapouri foreshore is progressing towards the final blocks for initial control work at the north end of the foreshore reserve which joins Department of Conservation (DOC) land, adding that currently the Department do no control works to these noxious plants in the area.

Lewis advised that he met with DOC Senior Biodiversity Rangers to inform the Department of this joint project, the current status of the project to date and to highlight the concerns around the department land and possible re-infestation of the foreshore and requested a response as to the department's actions to the concerns held.



er from the department indicated that no funding can be made available for DOC to address these concerns in that area.

At this point Mr George Ledgard from the Department addressed the subcommittee advising that the department cannot financially or physically support the project; advising the Departments efforts to get funding was thwarted with advice that it was not a high enough priority with riverbed weed control being the department's top priority for additional Regional Pest Management Strategy funding.

Mr Ledgard added the department does think it is a worthwhile project and applaud it on the gains made to date, but unfortunately their resources are spread too thin already to be considering taking on new work.

In discussing this issue the Members believed it is important that the funding issue be pursued and in this regard that a joint Southland District Council and Environment Southland combine approach be formulated and addressed to the District Conservator advising of the importance of this project and the need for the Department to allocate funding so as the project can be extended.

#### **Resolution**

Moved Chairperson Youldon, seconded Member Haanen

**That the Manapouri Community Development Area Subcommittee:**

- a) **Receives the report titled "Cotoneaster and Darwin's Barberry on Department of Conservation Land Neighbouring Manapouri Foreshore Reserve Land - Response from the Department" dated 5 August 2016.**
- b) **Requests that a joint Southland District Council and Environment Southland communication be submitted to the District Conservator requesting the Department give priority to the eradication of pest weeds along the Manapouri Foreshore weeds.**

#### **7.4 Additional Funding for Manapouri Hall Exterior Upgrade Project**

**Record No: R/16/7/11409**

Report by K McNaught (Strategic Manager Property) requesting the subcommittee consider a proposal to fund the shortfall for the exterior upgrade project at Manapouri Hall, was tabled.

Mr McNaught advised the exterior upgrade project for the Manapouri Hall has been estimated at \$61,166 plus GST. The funding secured totals \$51,790.

Mr McNaught added that by deducting the project management component of \$2,500 plus GST which will be donated, the shortfall requiring funding is \$6,876 plus GST of which \$5,000 is the contingency amount furthermore, Mr McNaught recommended that the subcommittee fund the \$1,876 from the 2016/17 operating costs budget as well funding the contingency amount from the same budget if required.

Mr McNaught added that for some time the exterior upgrade project for the Manapouri Hall has been planned at an estimated cost of \$61,166 plus GST. Funding has been secured for \$51,790 plus GST leaving a shortfall of \$9,376.

Mr McNaught advised \$1,876 for the project needs to be funded as does the \$5,000 contingency which may or may not be used.

### Resolution

Moved Member Haanen, seconded Member Pearson

**That the Manapouri Community Development Area Subcommittee:**

- a) **Receives the report titled “Additional Funding for Manapouri Hall Exterior Upgrade Project” dated 3 August 2016.**
- 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) **Fund the project shortfall amount of \$1,876 plus GST for the Manapouri Hall upgrade from the 2016/17 operating costs budget.**
- e) **Fund if required up to \$5,000 plus GST for the contingency amount for the Manapouri Hall upgrade from the 2016/17 operating costs budget.**

## 7.5 Elected Members' Expense Reimbursements and Allowances

**Record No: R/16/7/10220**

Report by Mrs S Marrah (Finance manager) informing the subcommittee of the recent changes to Council's Elected Members' Remuneration and Reimbursements Policy and the associated impact on them, was tabled.

Mrs Marrah advised the revised policy amendments were adopted by Council on 8 June 2016 and are effective from 1 July 2016.

subcommittee was informed the Remuneration Authority (RA) sets the framework for the remuneration and reimbursement of local government elected members, namely the Mayor, Councillors and Community Board members. Council recently reviewed its Elected Members' Remuneration and Reimbursements Policy as a result of some minor changes required by the RA to mileage and travel time allowances.

subcommittee noted in undertaking the review, Council staff recommended a number of additional amendments to the policy to allow reimbursement of expenses and the payment of allowances to Community Board members and Council Subcommittee members.

revised policy includes the provision of mileage and travel time allowances as well as expenditure reimbursements for Community Board and Subcommittee members, in line with Councillors.

Marrah advised that the specific provisions relevant to Community Boards and Council Subcommittees incorporated into the revised policy are as follows:

- **Mileage allowance**, can be claimed in line with Councillors, where travel exceeds 30 kilometres within a day. The **mileage allowance** will be paid to elected members at a rate of 74 cents per kilometre (consistent with the IRD rates) for the first 5,000 kilometres. The rate for travel in excess of 5,000 kilometres will remain at 37 cents per kilometre. The 30 kilometre round trip threshold (ie, 15 kilometres each way) applies to visits to Council offices (or other regular meeting venues deemed to be a Council office for the purpose of this policy). For other Council requested travel by elected members, no threshold will apply.
- **Travel time allowance**, can be claimed in line with Councillors, at a rate of \$37.50 per hour, where travel time exceeds 1 hour within a day.
- The policy states that where Community Board or Subcommittee meetings are held at a regular venue other than a Council office, this location will be deemed to be a Council office for the purposes of mileage and travel time allowances.
- **Reimbursement for costs** can be claimed for courses, seminars and training associated with the role of an elected member. Associated travel and accommodation costs may also be reimbursed if in accordance with the policy.
- Community Board and Council Subcommittee members will not be eligible to claim the communication allowance stated in the policy.

regard to the funding of any such claims the subcommittee was informed although the revised change in mileage and travel time allowances for Community Board and Council Subcommittee members has not specifically been budgeted for in 2016/2017, it is anticipated that this will not be a significant cost to the communities as the majority of elected members live within 15 kilometres of their nearest Council office and travel less than one hour to attend meetings.

subcommittee noted payment of allowances and reimbursements will be funded from local operating budgets of the relevant Community Board or Subcommittee.

A copy of the revised policy, effective from 1 July 2016 was attached to the agenda for each member's perusal.

### Resolution

Moved Cr Kremer, seconded Deputy Chairperson Mouat

**That the Manapouri Community Development Area Subcommittee:**

- a) **Receives the report titled "Elected Members' Expense Reimbursements and Allowances" dated 4 July 2016.**

## 7.6 Committee Updates

Record No: R/16/8/12786

### Hall

Committee Member Haanen tabled a copy of the Manapouri Hall Committee's report which updated the members on happenings from the Hall throughout the year.

## 7.7 Chairperson's Report

Chairman, A Youldon reported on matters with which he has been involved since the subcommittee's last meeting, these included;

- Thanked members and staff involved with the information sign over-looking the lake
- Expressions of interest to date for the hall custodian position
- Requested members to consider items for submission to the forthcoming Fiordland National Park Management Plan
- Advised that several trees have been illegally cut down on the foreshore opposite 13 Waiau St.

## 7.8 Councillor's Report

Cr Kremer reported on the following from the Council table;

Advised that Member Deaker from on the Te Anau Community Board is also on the Te Anau Wastewater Discharge Committee and although is not re-standing for the Board is prepared to stay on the Wastewater Committee if required.

## 8.0 Extraordinary /Urgent Items

### 8.1 Fiordland Sewerage Options Inc

Note: Councillor Kremer, CDA Members Youldon and Mouat declared an interest on this issue and departed the room. There were four remaining members at the meeting which constituted a quorum.

Member Haanen was appointed acting Chairperson while this subject matter was discussed.

The Members present discussed the request of Fiordland Sewerage Options that it be recorded in the minutes of this meeting..... "THAT THIS CDA CONFIRMS THAT IT DOES NOT SUPPORT THE DISCHARGE OF WASTEWATER AT THE CONSENTED KEPLER SITE"

In discussing this issue the four remaining members of the subcommittee agreed to the request of Fiordland Sewerage Options.

Resolution

Moved Member Burgess, seconded Member Gerken

That the Manapouri Community Development Area Subcommittee

- (a) Formally resolves that the Manapouri Community Development Area Subcommittee is not in support of the discharge of wastewater at the consented Kepler site.**

The motion was carried unanimously

While acknowledging the resolution passed Mr Dolan advised the meeting that Southland District Council understands and appreciates that the Manapouri Community Development Area Subcommittee opposition to the proposal, and to this end Council acknowledged the concerns of the local community by creating and forming the Te Anau Wastewater Discharge Project Committee to investigate all options relating to this sewerage proposal. Mr Dolan added this Project Committee is still carrying out these investigations whilst an appeal to the proposal is still under consideration.

## Public Excluded

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

#### Recommendation

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

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

#### C8.1 Contract 16/15 - Manapouri Township Maintenance. Recommendation of Tender

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
Contract 16/15 - Manapouri Township Maintenance. Recommendation of Tender	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

That the staff be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C Dolan, J Labruyere, N Lewis R Hamilton. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

The public were excluded at 11.15am.

## Return to Open Meeting

The subcommittee returned to open meeting at this point.

11.22am

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

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE MANAPOURI COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 16 AUGUST 2016.

**DATE:**.....

**CHAIRPERSON:**.....