

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

Date: Thursday, 15 June 2017
Time: 2pm
Meeting Room: Southland District Council Office
Venue: 176 Main Street, Otautau

Otautau Community Board Agenda

OPEN

MEMBERSHIP

Chairperson	André Bekhuis
Deputy Chairperson	Peter Gutsell
Members	David Cowie
	Maureen Johnston
	Amber Joyce
	Bill Marshall
	Councillor Stuart Baird

IN ATTENDANCE

Committee Advisor	Alyson Hamilton
Community Partnership Leader	Kelly Tagg

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

Terms of Reference – Community Boards

Community Boards are bodies established by statute. Their responsibilities and powers are as delegated by the Southland District Council which are to:

- Represent and act as an advocate for the interest of its community.
- Consider and report on all matters referred to it by the Southland District Council, or any matter of interest or concern to the Community Board.
- Maintain an overview of services provided by the Southland District Council within the community.
- Consider annual estimates for expenditure within the community and recommend these to Council.
- Communicate with community organisations and special interest groups within the community.
- Undertake any other responsibilities that are delegated to it by the Southland District Council.

In addition to these activities, Community Boards will consider how best to provide for their communities, and the people who live there, into the future.

Community Board members will provide leadership by:

- Positively representing their community and the Southland District
- Identifying key issues that will affect their community's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities.
- Promote a shared vision for the wider community of interest area and develop ways to work with others to achieve positive outcomes

Community Boards will adopt a strategic focus that will enable members to:

- Provide local representation and guidance on wider community issues, initiatives and projects.
- Contribute to the development and promotion of community cohesion, by developing and supporting relationships across a range of stakeholders at a local, regional and national level.
- Take part in local community forums, meetings and workshops.
- Inform local residents and ratepayers on issues that affect them.

Community Boards shall have the following delegated powers and be accountable to Council for the exercising of these powers

Engagement and representation by:

- Facilitating the Council's consultation with local residents and community groups on local issues and local aspects of district wide issues including input into the Long-term Plan, Annual Plan, and policies that impact on the Board's area.
- Engaging with council officers on local issues and levels of service, including infrastructural, recreational, community services and parks, reserves and cemetery matters.
- Representing the interests of the community at Council, Committee or Subcommittee meetings when a motion under debate relates to a matter that the Board considers to be of particular interest to the residents within its community.
- Monitoring and keeping the Council informed of community aspirations and the level of satisfaction with services provided.

Financial by:

- Approving expenditure within the limits of annual estimates.
- Approving unbudgeted expenditure for locally funded activities up to the value of \$10,000.

Rentals and leases

- In relation to all leases of land and buildings within their own area, on behalf of Council;
 - Accepting the highest tenders for rentals of \$10,000; or less per annum.
 - Approving the preferential allocation of leases where the rental is \$10,000 or less per annum.

Local assets and facilities by

- Overseeing the management of local halls and community centres which are owned by Council and where no management committee exists. This will occur by way of relationship with officers of Southland District Council.
- Appoint a local liaison person responsible for community housing.

Some Community Boards have specific delegations in addition to the broad delegations above:

Stewart Island/Rakiura Community Board

- Contributing to the development of policy relating to the governance of the Stewart Island Electrical Supply Authority (SIESA).
- Overseeing the management of SIESA by way of relationship with officers of Southland District Council.

Te Anau Community Board

- Overseeing the management of the Te Anau/Manapouri Airport by way of relationship with officers of Southland District Council.

The Community Boards can make recommendations to Council on:

Assets and Facilities

- Annually providing feedback on any asset management plans or community services strategies applicable to the community for which the Community Board is responsible.

Rentals and leases

- In relation to all leases of land and buildings within their own area, on behalf of Council;
 - Recommending rentals in excess of \$10,000 per annum to the Group Manager Services and Assets
 - Recommending the preferential allocation of leases where the rental is in excess of \$10,000 per annum to the Group Manager Services and Assets.

Contracts/Tenders

- Recommending tenders less than \$200,000 to the Group Manager Services and Assets.
- Recommending tenders in excess of \$200,000 to the Services and Assets Committee.
- Recommending tenders to the Services and Assets Committee where preference is not for acceptance of the highest tenderer,

Financial

- Recommending annual estimates to Council.
- Recommending unbudgeted expenditure in excess of \$10,000 to the Services and Assets Committee.

Local Policy

- Considering matters referred to it by officers, the Council, its committees or subcommittees, including reports and policy and bylaw proposals relating to the provision of council services within the Board's area; and
- Making submissions or recommendations in response to those matters as appropriate.

The Chairperson of each Community Board is delegated with the following additional responsibilities:

- Approval of leases, rental agreements and the rollover of existing contracts under \$1,000;
- Engaging with Community Board members to make submissions to the Council on behalf of the Community Board where a submission period is outside of the Community Board meeting cycle. Where a Chairperson is unable to base a submission on a consensus among Community Board members, a Community Board meeting must be held.

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UPDATES

8.1 Chairperson's Report

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

8.2 Councillor's Report

Councillor Baird to report on matters from the Council table.

1 Apologies

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

2 Leave of absence

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

3 Conflict of Interest

Board 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 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.”

6 Confirmation of Minutes

6.1 Meeting minutes of Otautau Community Board, 20 April 2017

Otautau Community Board

OPEN MINUTES

Minutes of a meeting of Otautau Community Board held in the Southland District Council Office, 176 Main Street, Otautau on Thursday, 20 April 2017 at 2pm.

PRESENT

Chairperson
Deputy Chairperson
Members

Andre' Bekhuis
Peter Gutsell
David Cowie
Maureen Johnston
Amber Joyce
Bill Marshall
Stuart Baird

Councillor

IN ATTENDANCE

Group Manager, Community and Futures
Governance and Democracy Manager
Committee Advisor
Community Partnership Leader

Rex Capil
Clare Sullivan
Alyson Hamilton
Kelly Tagg

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence had been received.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

Vic Keen

Mr Keen addressed the meeting advising that as a former Civil Defence officer he had concerns whether the Board have processes in place to deal with a civil defence emergency in Otautau in particular a potential flooding with the main area of concern being at the main bridge, which he advised history can tell this has happened on previous occasions.

Mr Keen queried location of existing civil defence equipment and whether this equipment has been maintained and whether it is readily available in the event of a disaster. He also queried the availability of sandbags and filling.

Mr Keen further queried if the necessary training of an Emergency Management team in Otautau has been undertaken by the new Board as he felt that with the earthquakes in Christchurch, Kaikoura and Wellington it is essential for Otautau to have a Standard Operating Procedure in the event of a disaster.

The Chair, Member Bekhuis expressed appreciation to Mr Keen for his attendance at the meeting advising his comments and concerns are noted and that it is intended to reactivate the Emergency Management Group in Otautau with meetings already being undertaken in conjunction with the local Police Force.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Member Johnston, seconded Member Gutsell **and resolved:**

That the minutes of Otautau Community Board, held on 16 February 2017 be confirmed as a true and correct record.

Reports

7.1 New Triennium 2016-2019 - New Approach

Record No: R/17/3/4148

Rex Capil (Group Manager, Community and Policy) presented the report.

Mr Capil advised the purpose of the report was to advise the Board that Council has been undertaking some significant changes over the past two years.

Mr Capil explained Council has utilized the new triennium 2016-2019 and the October 2016 elections to introduce a number of changes that have a greater external focus, involving the interface with communities and the Council's own community governance structures.

Resolution

Moved Member Joyce, seconded Member Marshall **and resolved:**

That the Otautau Community Board:

- a) **Receives the report titled "New Triennium 2016-2019 - New Approach" dated 11 April 2017.**

7.2 Council Report

Record No: R/17/3/5908

Kelly Tagg, Community Partnership Leader, presented the report.

Mrs Tagg advised the purpose of the report was to provide an overview of key issues across the Southland District, as well as high level local issues from various Council units.

Mrs Tagg informed the report highlighted various issues of interest. Particular highlights included:

- Animal Control
- Information Management - Dashboards
- Resource Management - Council approved a resource consent for a carpark for the proposed New Life Church
- Community Governance Project and Representation Review
- Venture Southland - Community Development Update

Mrs Tagg advised several streets have been sealed in Otautau as part of Council's annual sealing programme.

The Board was advised a letter was received questioning why driveways had not been re-sealed at the same time as per the Otautau Community Board's policy. The Community Engineer advised that Otautau is the only township in the district that has a policy of sealing private driveways to the boundary and that this practice will continue. Members noted some of the driveways have now been re-sealed however, several will need to be completed next season due to their poor condition at present.

Mrs Tagg informed a local architectural firm has been requested to re-draw the plans for the Otautau Camping Ground upgrade following the Board's decision to work within the existing footprint and not extend the building as previously planned.

Mrs Tagg added once the plans have been received a building consent will be lodged. It is still intended that work on this project will commence in this financial year i.e prior to 30 June 2017.

Mrs Tagg advised in regards to the finance report income is slightly down on budget year to date which is largely due to a lower than expected number of interments in the Otautau cemetery.

Mrs Tagg explained expenditure is sitting at 71% of the year to date budget due to under expenditure (i.e no maintenance projects occurring) in streetworks and stormwater drainage year to date. Members noted other business units that are under budget year to date include the Hall (which has been disposed of) and the swimming pool (funds will be transferred to the pool reserve if not used).

The Board was advised capital expenditure is well below year to date due to the camping ground upgrade work not having commenced. The Otautau Combined Sports Complex car park has recently been sealing and the other capital expenditure projects planned for this financial year in Mary Street and Alderly Street are programmed to be finished mid-May.

Resolution

Moved Member Gutsell, seconded Member Cowie **and resolved:**

That the Otautau Community Board:

- a) **Receives the report titled "Council Report" dated 10 April 2017.**

7.3 Recently Adopted Policies

Record No: R/17/3/3804

Kelly Tagg (community Partnerships Leader) presented the report.

Mrs Tagg advised that the report was to inform the Board of policies that had been adopted by the Southland District Council.

Resolution

Moved Member Johnston, seconded Member Gutsell

That the Otautau Community Board:

- a) **Receives the report titled "Recently Adopted Policies" dated 14 March 2017.**
- b) **Notes that the Easter Sunday Shop Trading Policy and the Stewart Island/Rakiura Visitor Levy Policy came into effect on 23 February 2017.**
- c) **Notes that the Remission and Postponement of Rates on Maori Freehold Land Policy will come into effect on 1 July 2017.**

7.4 Community Liaison Persons

Record No: R/17/3/4177

Alyson Hamilton (Committee Advisor) presented the report.

Mrs Hamilton advised that the purpose of the report was to appoint Otautau Community Board members as liaison persons to various entities in the Otautau community.

Resolution

Moved Member Joyce, seconded Member Johnston **and resolved:**

That the Otautau Community Board:

- a) **Receives the report titled “Community Liaison Persons” dated 10 April 2017.**
- b) **Agrees to appoint Member Cowie as the Community Housing liaison person for Otautau for the 2016/2019 triennium.**
- c) **Agrees to appoint Board members for the 2016/2019 triennium as liaison persons for the following:**

▪ Works	Members Gutsell / Marshall
▪ Cemeteries	Members Marshall / Gutsell
▪ Parks and Reserves	Member Johnston
▪ Emergency Management	Member Cowie
▪ Promotions/Young Achievers	Member Joyce
▪ Alex McKenzie Arboretum	Members Gutsell / Marshall

8.1 Chairperson's Report

Member Cowie gave an update on policing activities within the western area advising meetings have been held in regards to Civil Defence activities and with the Community Patrol Group.

Member Cowie advised of thirty seven new police to be assigned to the Southland and Otago area and explained how this increase will affect the Western area.

Member Cowie advised currently Otautau is a two-man station however the second officer is being transferred to Ohai. Member Cowie added it is envisaged a second officer is to be assigned to Otautau in due course.

8.2 Councillors Report

Councillor Baird reported on activities from the District Council table. These included:

- Update on Te Anau waste water project
- Update on Community Governance Project and Representation Review
- Annual Plan submissions - 6 oral submitters

The meeting concluded at 3.17pm

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE OTAUTAU
COMMUNITY BOARD HELD ON THURSDAY,
20 APRIL 2017.

DATE:.....

CHAIRPERSON:.....

Council Report

Record No: R/17/5/11561
Author: Kelly Tagg, Community Partnership Leader
Approved by: Rex Capil, Group Manager Community and Futures

Decision Recommendation Information

Chief Executive

Havelock North Water Inquiry

- 1 The “Report of the Havelock North Drinking Water Inquiry: Stage 1” was released in mid-May. Stage 1 of the Inquiry has essentially focussed on what occurred at Havelock North and why.
- 2 The Inquiry found that there were a number of failings by Hastings District Council, drinking-water assessors appointed under the Health Act 1956 and employed by the Hawke's Bay DHB, and Hawke's Bay Regional Council, being the key parties with responsibility for the water supply regime in Havelock North. While none of the faults identified directly caused the outbreak the Inquiry notes that a different outcome may have occurred if the identified deficiencies had not existed.
- 3 Stage 2 of the Inquiry is now proceeding and will look at lessons and improvements that can be made more broadly to the way in which water is managed across New Zealand. This will include looking at the regulatory regimes under which the various agencies involved operate.
- 4 The outcome of Stage 2 is expected to have ramifications for the broader water policy settings within which all local authorities across New Zealand operate and will no doubt inform other policy work being undertaken by Central Government.
- 5 Local Government New Zealand will be making submissions on behalf of all local authorities. Much of this submission is expected to draw on the work completed as part of their Water 2050 project through which they have advocated for the development of a co-regulatory model to help drive the lifting of standards across the sector.
- 6 As part of the broader policy debate about the development of water standards it is important that there is a stronger linkage between the different aspects that need to be covered including issues ranging from the setting of standards through to the financing and community affordability of infrastructure to deliver required standards over time.

Civil Defence Review

- 7 The Government have decided to carry out a review of civil defence policy settings. The review is described as: “Better responses to natural disasters and other emergencies in New Zealand”, and will be led by a Technical Advisory Group (“TAG”) which is chaired by Hon Roger Sowry.
- 8 The terms of reference for the review are expected to be released at the end of May with provisional recommendations likely to go to Government by the end of August.
- 9 The overall focus of the review will be on the following three broad areas:
 - Decision rights – that is how should the chain of command work;
 - The nature of information flows to the public and media given available technology and the nature of the resources available locally and centrally to assist; and

- Capability and capacity across the system including ways and means to better deploy resources depending on priorities.

10 Officers will continue to monitor the review as it proceeds and report on any outcomes of significance to Southland.

Southland Regional Development Strategy (SoRDs)

11 Work has been progressed to develop a proposed consultation document for the formation of a new Southland Regional Development Agency as a council controlled organisation.

12 The agency would be formed as a limited liability company with its shareholders consisting of the four Southland Councils, Iwi and community based organisations to ensure that there is a 'whole of region' approach to regional development moving forward. Other key aspects of the proposal include the appointment of a skills based board, to ensure that the focus is on the appointment of directors with an appropriate level of expertise, and the creation of a separate tourism division to ensure that there is an appropriate level of focus placed on development of the tourism industry. This proposal is consistent with the recommendation made by the SoRDS Tourism Action Team.

13 If the proposal is accepted by all four Councils then there would be a joint community consultation exercise undertaken. This would streamline the process and ensure that there is a common set of recommendations provided back to each of the Councils.

Land and Water Plan

14 Last year Council lodged a comprehensive submission on the Environment Southland (ES) proposed Land and Water Plan.

15 ES are now moving into the formal hearings process with a requirement for detailed evidence to be submitted by 12 May although they have granted time extensions for some submitters.

16 Officers have now lodged, in conjunction with the Gore District and Invercargill City Councils the evidence needed to support the submission previously approved by Council. The Councils are due to present their evidence at a hearing in September 2017.

Rural Fire

17 The transition process to merge Rural Fire Authorities with the NZ Fire Service to create Fire and Emergency Management NZ (FENZ) is continuing. FENZ will officially come into being from 1 July 2017.

18 As part of the transition process Council has formally resolved to approve the sale of the relevant firefighting equipment to FENZ at a nominal price. More recently officers have also been working with FENZ to agree transitional arrangements for the provision of a range of support services including Information Technology services. It is expected that these arrangements will continue through until June 2018.

Tourism Infrastructure Fund

19 On 11 May the Government announced a new Tourism Infrastructure Fund to replace the Mid-sized Regional Facilities Fund and Regional Growth Partnership Fund.

20 The new fund will have some \$25 million per annum available to assist with co-funding of tourism related facilities in district's that meet the relevant criteria.

21 Officers will give consideration to whether there are any infrastructure projects within this District that might meet the criteria. This will be done via work that needs to be progressed to develop a programme of works needed to implement the Open Spaces Strategy that was adopted by Council in 2014. Officers will look to include these projects in the draft 2018 10 Year Plan.

- 22 It is important to recognise the co-funding requirement and hence the need for funding to be available through existing budgets.

Te Anau Wastewater Discharge Project

- 23 On 22 March Council received formal advice indicating that the Smith Family no longer wished to proceed with the proposed sale of their land to Council for potential use as an alternate disposal site for the Te Anau Wastewater project. From a contractual perspective, Council is now able, under the Deed of Agreement that it has with Fiordland Sewage Options, to exercise the Kepler consents should it so choose.
- 24 At its 17 May meeting Council asked officers to proceed with the development of a Business Case for the Kepler option. This decision reflects the importance of Council continuing to progress development of this option given the need to have any alternative fully operational by December 2020, unless new consents can be obtained for the existing Upukerora discharge.
- 25 In parallel with the work on the Kepler Business Case officers are also progressing development of potential criteria and a process via which it might identify potentially suitable alternative disposal sites. Work is underway to develop these criteria with a report back on these going to the Te Anau Wastewater Project Committee in August.

Around the Mountains Cycle Trail

- 26 At its 17 May meeting Council asked to progress the development of a business case for a "Heartland Ride" option from Walter Peak to Centre Hill.
- 27 As part of the business case process officers are also required to advance negotiations with the three main external funders, including the Crown, to agree on the implications of Council proceeding this option on the existing contractual arrangements. To date the Crown has been clear that it expects the Council to complete the Trail to the Great Ride standard and for Council to do otherwise would be a breach of its Funding Agreement.
- 28 Officers are progressing the work required and will keep Council briefed as it proceeds.

Milford Opportunities Project

- 29 As part of the SoRDS project Central Government announced the allocation of \$250,000 towards the first phase of the Milford Opportunities Project.
- 30 Officers have been working with the Department of Conservation to develop revised terms of reference for the project. These are being discussed with the Ministry of Business Innovation and Employment (MBIE) which is the government agency that will manage the funding arrangements with Council. Work is also underway to identify members that might be suitable for the proposed project governance group.

Customer Support

- 31 Customer Support is currently preparing for the annual dog registrations over June and July. With the introduction of online payments over the last two years, there has been an increase in payments received online and forms received via email. The Environmental Health Team will send out approximately 6,500 letters to our customers for dog registration.
- 32 The Nightcaps Community Library has now moved to a Book Bus service with the first stop being planned for late June 2017. We will monitor use of the service over the next six months and also work closely with regular customers to meet their library needs.

Services and Assets

Community Engineer Update – Otautau

- 33 The sealing of accessways and footpath repair capital expenditure work in Mary Street have recently been completed as has the sealing of the Otautau Combined Sports Complex carpark.
- 34 The kerb extension and car park works opposite the Otautau Volunteer Fire Station has begun however the sealing will now not take place until after winter.
- 35 The Board is working with the Community Engineer to install two new picnic tables on Main Street.
- 36 Ongoing beautification of the Main Street concrete garden plots is underway with hebes and flaxes being removed to allow for better visibility in some instances. New plantings of perennials and annuals have been carried out to provide colour to these gardens.

Public Conveniences

- 37 Predominantly, business as usual when it comes to operations, however the budgets clearly show an increase in costs for those toilets situated on the main tourist routes. The upgrade project at Colac Bay has been deferred until the Foreshore Road access issues have been resolved.
- 38 The Te Anau Lions Park usage counts show similar seasonal trends to previous years, the year-end totals however are likely to be slightly down on last year given the low numbers early in the season. The reason for this is unknown, however it did coincide with the significant upgrade work on the building next door by Real Journeys which may have affected their bus parking locations.

Water Structures

- 39 Consultation on Stewart Island jetties is ongoing, with Southport now also wanting to divest its ownership of the Golden Bay wharf. Plans are also underway to do some initial investigations of the Waiau River boat ramps to identify any urgent issues to be included in the 2018 Long Term Plan. A more detailed inspection will be undertaken prior to the next Long Term Plan.
- 40 Licence Agreements with private berth owners at Riverton is progressing with a majority signed and returned. The outstanding ones will be followed up.

Curio Bay Project

- 41 Ongoing with Council's waste water project and Department of Conservation's carpark completed. The South Catlins Trust has the new camping amenities building operational as well as commencing construction on the new heritage building. An ancillary project has resulted from all this development and the three parties in conjunction with other interest groups, are involved in a planting programme on the reserve to increase the habitat for the Yellow Eyed Penguins.

Te Anau Airport - Manapouri

- 42 The summer season has concluded with the last flight in early May. The statistics should be out by next report to compare past year's performance. Winter period is about maintenance of ground handling equipment and general terminal tidy up, ready for the up and coming summer season which will start in the middle of August.

43 A very positive letter of appreciation from Alliance Airlines with the way we handle our ground handling system; we achieved a best on time performance in the country with an on time performance factor of 95%, with one aircraft defect delaying departure.

44 The Air Force display went well and one aircraft remained at the airport overnight due to a defect. The airport staff provided security for the night.

Alternative Coastal Route Improvement

45 The Roding Company were noticeably enthusiastic, pushing hard for an early start, capitalising on using good weather when permitted. Good progress has been made in a relatively short timeframe.

Alliance Maintenance Contract Renewal

46 Following the decisions made by Council at its 27 April meeting to approve the proposed new road maintenance contracts officers have been working with the contractors to finalise the contract arrangements.

47 The discussions have been very positive with a good level of buy-in to implementation of the 80:20 principle and agreement to explore a number of other new initiatives during the next contract term.

Community and Futures

Stewart Island Wharf Engagement

48 The Stewart Island wharf engagement process is now well advanced. A survey has been established and been widely distributed to residents on the Island, key stakeholders on and off the Island, and a selected number of ratepayers.

49 The survey and consultation process has been publicised through the local Stewart Island News, Southland Times and the Advocate, with posters distributed throughout the Island, Riverton and Te Anau Area Offices. The consultant was on the Island in May and conducted a number of one-on-one interviews, public drop-in sessions and an evening public conversation café. From here, information will be collated and the consultant will go back to those who have taken part with a summary and any recommendations being made to Council. The final report is expected at the end of June and will go to Council July/August 2017.

Milford Opportunities

50 Discussions with MBIE are ongoing although we are getting closer to having a contract for the government funding that was announced at the SoRDS launch. It is likely that the project will tie in well with some work that MBIE is looking at in relation to the tourism pressures and issues that are being faced in Queenstown.

District Facilities Project

51 Venture Southland are undertaking this project on our behalf and are currently in the process of surveying both the operators and a representative sample of users. The project will assist Council in understanding the type, range, and location of facilities in the District as well as the level of use they get.

Te Anau Community Consultation

52 The public feedback part of the process has closed and the comments collated. The next step is for the Te Anau Community Board to go through the comments and identify the projects that they see as the priorities for the Board to invest in on behalf of the community,

what they might advocate for on behalf of the community, and what they cannot or do not wish to pursue.

Community Governance Project and Representation Review Project Update

- 53 The Community Governance Project and Representation Review Projects are aimed at enhancing community involvement so that future governance structures in Southland work best for the people of Southland to assist strong district decisionmaking while empowering local communities to participate in processes that reflect the needs and requirements of the district.
- 54 The Elected Member Working Group will provide feedback on the development of issues and option and assist the stakeholder and community engagement process. It will meet over the course of the projects.
- 55 The Representation Review is a formal statutory process that will be informed by the feedback from the Community Governance Review. Staff from across the Council will be involved in the project as there will be operational issues to plan for with any changes to the current representation arrangements. The Electoral Officer Dale Ofsoske will be assisting the Council to fulfil its statutory obligations.

Venture Southland Community Development

- 56 The Venture Southland Community Development team has been conducting an assessment of all facilities available for community use or hire across the District on behalf of Southland District Council. The team have been in contact with facility managers in the Otautau area to gain their feedback on what is available and community needs over the past month, and are very appreciative of the community's assistance with this process.
- 57 The Community Development team are also organising free workshops for volunteers "Surviving and Thriving as a Volunteer Organisation" in June/July in partnership with Southland Community Law. A workshop will be held at the Otautau Multisport Complex on Wednesday 7 June from 6.30 – 9pm. Contact Venture for more information or to book a place.
- 58 Venture Community Development team have been working with local groups in Otautau – providing funding and governance advice – Otautau Skate Park Committee, Otautau Community Pool Committee, and the Otautau Museum and Heritage Trusts.

2017/2018 Annual Plan

- 59 Council made decisions on the feedback received from individuals and organisations on the Annual Plan Update 2017 on 6 April 2017.
- 60 The key financial changes included providing a one-off grant in 2017/18 for the Hollyford Conservation Trust (\$10,000 GST exclusive) and increase in the Regional Heritage Rate (\$5 per rating unit GST inclusive), both to be funded from reserves/existing budgets. The Council also approved a number of changes to project timing, including projects to be carried forward from 2016/17 into 2017/18 and corrections to fees and charges and grants. The rate increase is for the final plan has dropped slightly to 3.63% from 3.64% signalled in the Annual Plan Update 2017.
- 61 Council staff have incorporated the changes from the deliberations into the final draft and presented the final draft annual plan to councillors for feedback at a workshop on 17 May. The Annual Plan will be adopted at the Council meeting on 7 June 2017. At this meeting, Council will also be asked to set the rates for the 2017/18 financial year.

62 Once the plan is adopted, reply letters will be sent to all people who provided feedback, a copy of the Annual Plan will be available to view on the council website and hard copies will be printed and distributed the Area Offices.

63 Strategy and Policy staff will then move their attention the Annual Report and LTP.

Community Leadership Plan Workshop Update

64 Eight Community Leadership Plan Workshops were held across the District in April bringing together Councillors, Community Board and CDA members along with Community Partnership Leaders and Venture Southland Community Development staff. Feedback from attendees has been positive and our Elected Members were challenged to look towards the future and identify opportunities, they were also asked what their township will look like in the next 3, 10 and 30 years, who will be living there and who their communities of interest will be.

65 The Community Partnership Leaders are now working to collate the results before embarking on stage two of the consultation process with key community stakeholders.

Service Delivery Scoping Project

66 Council has engaged Rebecca McElrea to undertake the above project. The purpose is to consider future Council service delivery options for communities in the Southland District with demand from residents, ratepayers and visitors being the primary focus. The consultant has been requested to investigate and consider the types and levels of service demanded from customers and consumers, how services could be delivered and where from. At present we are working to develop the surveys before commencing the community engagement aspect of the process.

Environmental Services

Resource Management Act Amendments

67 Now that the Resource Management Act amendments have been enacted, staff are working through the implications of these and will be presenting a report on this to Council at its meeting in 21 June 2017.

68 One of the major components of the amendments in the introduction of a more 'template' approach to planning at a national level aimed at driving more national consistency. This is likely to have significant implications for the shape of future planning documents.

69 The Ministry for the Environment is bringing a road show to Invercargill on this topic on the afternoon of 21 June, which staff will be attending.

Earthquake Prone Amendments to the Building Act 2004

70 As previously advised these take effect on 1 July 2017.

71 Council has received correspondence from MBIE on various arrangements which all councils need to make in advance of the amendments and the Team Leader of Building Solutions is working through these now. The Ministry of Business Innovation and Employment held a briefing session for relevant Council staff in Dunedin on 23 and 24 May 2017.

72 Councillors will recall that key elements of this can be briefly summarised as setting timeframes for assessing buildings identified as potentially earthquake prone, and timeframes for strengthening such identified buildings based on the risk zone which they are located within (Southland District Council contains High, Medium and Low zone), and based on the use of the buildings and their potential for collapse on key thoroughfares.

Building Control

- 73 The issued consents are down by 44% on April last year and these numbers were down 11% (March) and 23% (February) relative to their respective months in 2016. This reduction is primarily due to a drop off in consent applications for fires, dwelling alterations and farm buildings. There were the same number of new dwellings consented and an increase in the number of new dairy sheds being consented when compared to the same period as last year. The value of the consented work is up by \$1 Million, with three dairy sheds adding \$1.2 Million or 25% to the value of work consented.
- 74 The distribution of work seems to remain primarily in the larger urban areas such as Winton, Te Anau and Riverton. The average price per consented dwelling has risen by more than \$70,000 from the same period last year, reflecting the greater complexity in design. The consents issued this month will require 225 inspections before the work is completed. We continue to receive consent applications at a steady rate and have a number of consents to process.

Dog Registrations

- 75 Dog registration forms are going out in the post in early June. The new dog registration discounts are being introduced this year that recognise responsible ownership, neutering and containment.

Freedom Camping Bylaw

- 76 Local discussions are continuing concerning possibly amending the freedom camping bylaw rules for Lumsden, Waikawa and Weirs Beach.

Rakiura Heritage Centre

- 77 Resource consent was lodged on 1 March to construct a heritage centre at 6 Argyle Street, Oban. This application is currently on hold and once all of the necessary information is received, it will be limited notified to the property owners and occupiers within close proximity to the site.

Notice of Requirement (Edendale)

- 78 The submission on the proposal to realign State Highway 1 closed on 11 May. A total of 18 submissions were received and an indicative timeframe for holding a hearing will be late July or early August. An Independent Commissioner will hold the hearing and make a decision on the application.

District Plan Appeals

- 79 Council has just received indicative mediation dates for the remaining Proposed District Plan appeals. The Environment Court mediation is pencilled in between 8-11 August which will be confirmed once all the parties are satisfied with the dates.

Water and Land Plan Evidence

- 80 Council has submitted five briefs of evidence in relation to Environment Southland's Water and Land Plan hearings which started on 22 May. Council submitted primarily in relation to the organisation's core business (infrastructure affordability, equitable requirements across different activities, timing of rules having effect etc). Council is going to speak to its evidence in mid-September.

Resource Consents

- 81 Resource consent application numbers remain at relatively subdued levels, with limited large scale development currently occurring in the District. Most consents are being processed within the statutory processing timeframes.

Information Management

Digitisation Project

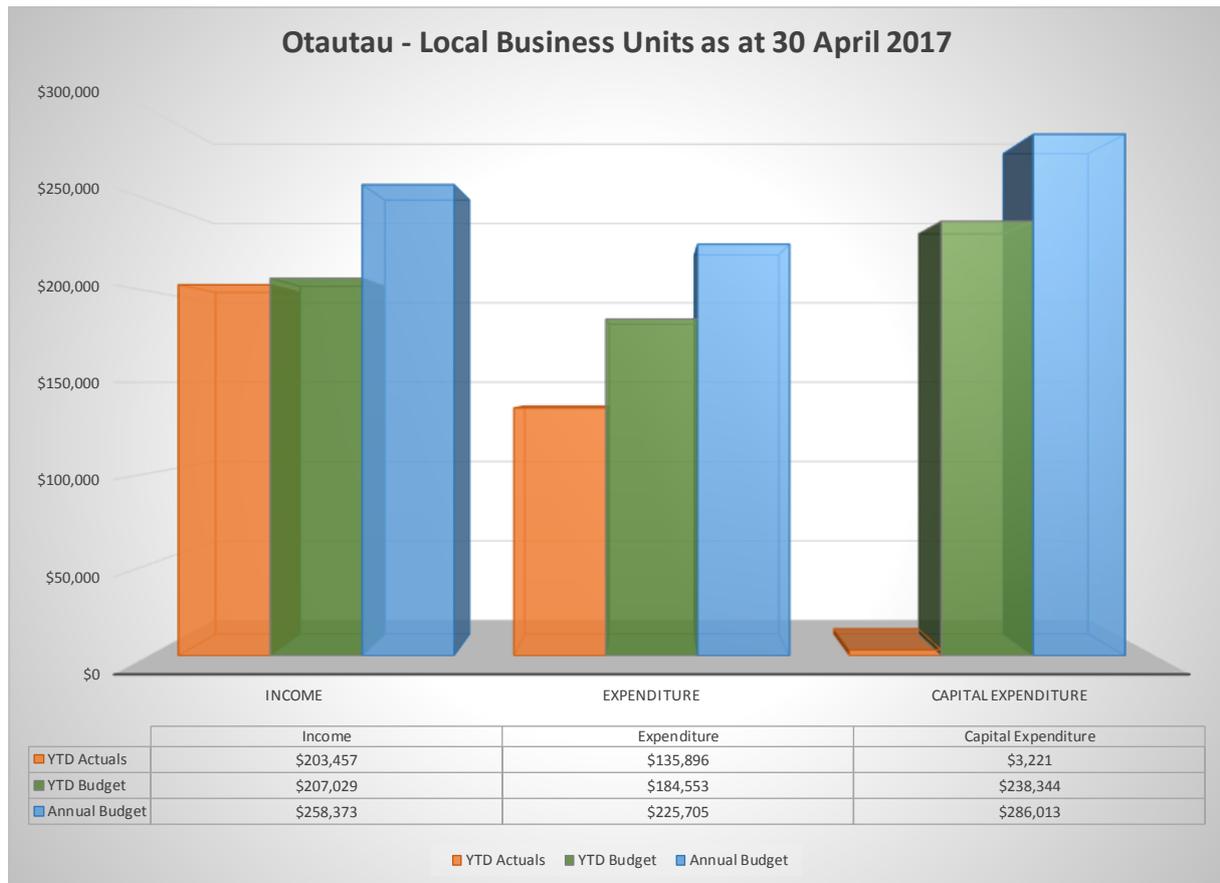
- 82 The final main shipment of paper has been sent from Council at the end of May. This particular shipment will be the single largest being the total boxes sent to over 1,000.

People and Capability

- 83 In February 2017, Council contracted Simpson Grierson to undertake a Health and Safety Gap Analysis. The gap analysis included a review of Southland District Councils Health and Safety Management System, discussions with key operational leaders and visits to operational locations and discussions with workers and key contractors. The intent of the exercise was to compare our current practices with good practice so that we could identify areas for improvement. The report identifies a number of opportunities for improving our current Health and Safety practices. An Action Plan including a draft commitment, objectives and targets has been developed and will be presented to the Finance and Audit Committee in June 2017 for their approval and subsequent monitoring of progress.

Finance

- 84 Overall income for the Otautau Community Board business units are tracking on budget year to date. Cemetery income is down slightly which is reflective of the number of burials in the cemetery.
- 85 Expenditure is below budget in several areas, most notably stormwater drainage and the swimming pool. Additional funds not spent in these areas are budgeted to be transferred to reserves.
- 86 Revised plans for the camping ground building upgrade have been received and at the time of writing this report were with the Board for final approval. Once this is received Staff will be able to progress this project with the building department and work to cost out the price of the total works required. Furthermore, capital expenditure street works in Mary Street, Otautau have now been completed which will be reflected in the next Council report to the Board.



Business Unit	Income			Expenses			Capital		
	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Administration - Otautau	\$22,268	\$22,470	\$27,044	\$18,105	\$22,470	\$26,964			
Library - Otautau	\$25,186	\$25,277	\$30,332	\$20,285	\$21,636	\$25,963	\$1,587	\$4,266	\$5,119
Operating Costs - Otautau	\$5,243	\$5,290	\$6,348	\$3,373	\$5,391	\$7,048			
Street Works - Otautau	\$17,389	\$17,547	\$21,068	\$2,647	\$7,218	\$8,662	\$1,634	\$35,745	\$42,894
Refuse Collection - Otautau	\$6,556	\$6,616	\$7,939	\$7,051	\$6,616	\$7,939			
Stormwater Drainage - Otautau	\$26,047	\$26,283	\$39,144	\$8,578	\$13,804	\$16,539			
Cemetery - Otautau	\$20,896	\$23,108	\$27,729	\$18,152	\$23,108	\$27,729			
Settlers Cemetery - Otautau	\$2,278	\$2,288	\$2,746	\$847	\$2,362	\$2,746			
Beautification - Otautau	\$28,787	\$28,615	\$34,338	\$25,506	\$28,615	\$35,371			
Holt Park	\$14,500	\$14,911	\$17,893	\$13,272	\$15,157	\$17,893			
Holt Park Extension	\$6,961	\$7,530	\$9,036	\$3,538	\$8,091	\$9,036		\$15,000	\$18,000
Centennial Park	\$2,155	\$2,175	\$2,610	\$1,628	\$2,175	\$2,610			
Baths - Otautau	\$9,580	\$9,653	\$13,150	\$2,862	\$10,476	\$11,584			
Holt Park Camping Ground	\$4,624	\$4,666	\$5,599	\$4,287	\$4,748	\$11,599		\$183,333	\$220,000
Hall - Otautau	\$9,314	\$8,963	\$10,758	\$3,382	\$9,609	\$10,755			
Plunket Rooms - Otautau	\$1,572	\$1,556	\$1,867	\$1,527	\$1,782	\$1,867			
Bowling Club	\$100	\$83	\$100						
Forestry - Holt Park			\$672	\$857	\$1,297	\$1,400			
Total	\$203,457	\$207,029	\$258,373	\$135,896	\$184,553	\$225,705	\$3,221	\$238,344	\$286,013

Reserve Balances - Annual Plan

Otautau	Opening Balance	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
Otautau Town Hall - OPR	\$16,998	\$17,001	\$17,001	\$17,001	\$17,001	\$17,001	\$17,001	\$17,001	\$17,001	\$17,001	\$17,001	\$17,001
Otautau Baths	\$53,513	\$55,079	\$56,711	\$58,411	\$60,182	\$62,027	\$63,950	\$65,953	\$68,040	\$70,215	\$70,215	\$70,215
Otautau Brightwood Develop	\$14,864	\$754	\$754	\$754	\$754	\$754	\$754	\$754	\$754	\$754	\$754	\$754
Otautau CB Conference	\$5,855	(\$1,328)	(\$1,328)	(\$1,321)	(\$1,314)	(\$1,307)	(\$1,299)	(\$1,291)	(\$1,283)	(\$1,274)	(\$1,274)	(\$1,274)
Otautau Forestry	\$165,065	\$21,357	\$786	\$456	\$112	(\$246)	(\$619)	(\$1,008)	(\$1,413)	(\$1,835)	(\$2,585)	(\$2,585)
Otautau General - OPR	\$103,208	\$42,423	(\$1,376)	(\$1,174)	(\$963)	(\$743)	(\$514)	(\$276)	(\$10)	\$249	\$349	\$449
Wallace Bowling Club - OPR	\$717	\$717	\$717	\$717	\$717	\$717	\$717	\$717	\$717	\$717	\$717	\$717
Otautau Stormwater	\$197,214	\$219,819	\$238,157	\$262,696	\$288,263	\$314,901	\$342,655	\$371,572	\$401,701	\$433,092	\$433,092	\$433,092
Total Reserves	\$557,435	\$300,744	\$254,712	\$279,130	\$304,571	\$331,078	\$358,696	\$387,470	\$417,468	\$448,705	\$448,055	\$448,155

Recommendation

That the Otautau Community Board:

- a) Receives the report titled “Council Report” dated 7 June 2017.

Attachments

There are no attachments for this report.