



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

Date: **Wednesday, 16 May 2018**
Time: **9am**
Meeting Room: **Council Chambers**
Venue: **15 Forth Street**
Invercargill

Council Agenda

OPEN

MEMBERSHIP

Mayor	Mayor Gary Tong
Deputy Mayor	Paul Duffy
Councillors	Stuart Baird
	Brian Dillon
	John Douglas
	Bruce Ford
	Darren Frazer
	George Harpur
	Julie Keast
	Ebel Kremer
	Gavin Macpherson
	Neil Paterson
	Nick Perham

IN ATTENDANCE

Chief Executive	Steve Ruru
Committee Advisor	Fiona Dunlop

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

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

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.

TABLE OF CONTENTS

ITEM	PAGE
PROCEDURAL	
1 Apologies	5
2 Leave of absence	5
3 Conflict of Interest	5
4 Public Forum	5
5 Extraordinary/Urgent Items	5
6 Confirmation of Council Minutes	5
REPORTS - POLICY AND STRATEGY	
7.1 Draft Trade Waste Bylaw 2018- Feedback and Deliberations	7
7.2 Southland Cycling Strategy	53
REPORTS - OPERATIONAL MATTERS	
8.1 Wyndham Camping Ground Electrical Compliance	141
8.2 Financial Report for the month ended 31 March 2018	145
8.3 Management Report	193
REPORTS - GOVERNANCE	
9.1 Minutes of the Regulatory and Consents Committee Meeting dated 7 March 2018	221
9.2 Minutes of the Stewart Island/Rakiura Community Board Meeting dated 11 December 2017	223
9.3 Minutes of the Stewart Island/Rakiura Community Board Meeting dated 12 February 2018	225
9.4 Minutes of the Winton Community Board Meeting dated 19 February 2018	227

PUBLIC EXCLUDED

Procedural motion to exclude the public

228

C10.1 Southland Water and Land Plan

1 Apologies

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

2 Leave of absence

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

3 Conflict of Interest

Councillors are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a councillor and any private or other external interest they might have.

4 Public Forum

Notification to speak is required by 5pm at least two days before the meeting. Further information is available on www.southlanddc.govt.nz or phoning 0800 732 732.

5 Extraordinary/Urgent Items

To consider, and if thought fit, to pass a resolution to permit the Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) The reason why the item was not on the Agenda, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"Where an item is not on the agenda for a meeting,-

- (a) that item may be discussed at that meeting if-
 - (i) that item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."

6 Confirmation of Council Minutes

There are no minutes to confirm.

Draft Trade Waste Bylaw 2018- Feedback and Deliberations

Record No: R/18/4/10149
Author: Rebecca McElrea, Policy and Planning Consultant
Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 This report is for Council to consider and deliberate on submissions and comments received on the draft Trade Waste Bylaw 2018 (the draft bylaw).

Executive Summary

- 2 From 1 March 2018 to 2 May 2018, Council consulted on the draft bylaw in accordance with the Special Consultative Procedure and other requirements outlined in the Local Government Act 2002 (the LGA). One formal submission was received, as well as informal comments from Public Health South and the Minister of Health. The submission and comments are attached to this report as Attachments A to C.
- 3 Staff are recommending Council consider and deliberate on all the feedback received. It is also recommended that Council endorse the draft bylaw with the minor amendments proposed by staff, which are in response to the feedback received. The draft bylaw is included with this report as Attachment D.
- 4 If Council endorses a draft bylaw at this meeting, the next steps are for staff to present the final Trade Waste Bylaw 2018 to Council at its meeting on 20 June 2018, for adoption.

Recommendation

That the Council:

- a) Receives the report titled "Draft Trade Waste Bylaw 2018- Feedback and Deliberations" dated 10 May 2018.
- 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) Consider the submission and informal comments received on the draft Trade Waste Bylaw 2018.
- e) Deliberate on the submission and informal comments received on the draft Trade Waste Bylaw 2018.
- f) Endorse the draft Trade Waste Bylaw 2018, including the following minor amendments:
 - Altering the formatting of paragraph 3.2.1
 - Adding to paragraph 3.2.1.4 "Standard fees for permitted discharges are set out in Council's Schedule of Fees and Charges, published annually"
 - Removing the numbering from paragraph 3.3.1
 - Rearranging the order of paragraphs 3.4 and 3.5
 - Adding to paragraph 6.4.1 "and consent does not include any transfer of rights"
 - Adding to Appendix A -

2.7 Radioactivity Radioactivity levels shall not exceed the Office of Radiation Safety Code of Practice CSP1 for the Use of Unsealed Radioactive Material.	The Ministry of Health's Office of Radiation Safety administers the Radiation Safety Act 2016 and the Radiation Safety Regulations 2016 on behalf of the New Zealand Government. This legislation controls all dealings with ionising radiation.
--	--

- Also adding to Appendix A -

"3.4 Pharmaceutical Waste

3.4.1 Pharmacies must not discharge more liquid pharmaceutical waste per month than the volumes listed below. The volume limit is based on the concentration of active ingredients in the product.

Table 4 – Liquid Waste from Pharmacies

Volume Limit	Active Concentration
10 Litres	125mg/5ml
5 Litres	250mg/5ml
3 Litres	Above 250mg/5ml

Any discharge above these limits should be a controlled discharge and require a trade waste agreement.

No waste may contain cytotoxic waste or liquid antibiotics, which are prohibited.”

- **Adding to Appendix B, “h) Cytotoxic waste or liquid antibiotics”.**

Background

- 5 Southland District Council owns and operates a number of wastewater reticulation systems within the Southland District. These systems collect, treat and dispose of sewage and trade wastes from industry, businesses and other trade activities.
- 6 Section 146(a)(iii) of the LGA provides that a territorial authority may make a bylaw for its district for the purposes of regulating trade wastes.
- 7 Trade waste discharges and related activities are currently managed and regulated under the Trade Waste Bylaw 2008. Although the Trade Waste Bylaw 2008 has been effective at controlling trade waste discharges, under section 159 of the LGA, the Trade Waste Bylaw 2008 is due to be reviewed in 2018.
- 8 The draft bylaw was presented to Council at its meeting on 22 February 2018. At that meeting, Council endorsed and released the draft bylaw and a Statement of Proposal for public consultation.
- 9 Staff have undertaken a consultation process on the draft bylaw in accordance with the Special Consultative Procedure and s148 of the LGA. This has included giving people in the District the required notice of Council’s intention to make the bylaw, and staff have undertaken a 2-month consultation process. As is required, staff also sent a copy of the draft bylaw to the Minister of Health for his comments.

Issues

- 10 One formal submission was received on the draft bylaw, as well as informal comments from Public Health South and the Minister of Health. The submission and comments are attached to this report (see Attachments A to C). The submitter did not wish to speak to his submission.

- 11 The submitter suggested minor formatting adjustments to the draft bylaw (these are listed in the below table). Staff have provided comment.

Clause Number	Submission	Requested Change	Staff comment
3.2.1	Clause is not clear because text in subsection d) includes a portion pertaining to all subsections.	Shift text commencing with the words “shall if required by the Council....” on to a new line to clarify interpretation of the clause.	Text shifted within Clause 3.2.1 to provide clarification
3.2.1	The text makes reference to the prescribed form for applications but there is no information about the prescribed form in the bylaw or on the council website.	Assist public understanding & council administration of the bylaw by either including a copy of the application form as an appendix to the bylaw or by making it readily available to users on the council website.	Advise that Council make application form available on website
3.2.1.1	The text refers to a “Description of Trade Waste and Premises” form but there is no copy of this form available. I note that the Invercargill City Council attaches quite a few forms to their bylaw.	Assist public understanding & council administration of the bylaw by either including a copy of the form as an appendix to the bylaw and/or by making it readily available to users on the council website.	Advise that Council make application form available on website
3.3	The inclusion of a sub-clause number 3.3.1 is inconsistent with the document layout.	Remove the superfluous sub-clause number 3.3.1. Amend the heading 3.3 if desirable.	Adjusted numbering
3.4 & 3.5	Interpretation of the bylaw requires readers to refer first to 3.5, then 3.4, then 3.6: an unnecessary distraction. Keep it simple!	Improve the document flow by renumbering clause 3.5 to 3.4 & 3.4 to 3.5.	Adjusted numbering
6.2.1	Clause 3.2.1.4 refers to Council’s Schedule of Fees and Charges for the trade waste application fee but there is no information regarding the schedule of charges for actual discharge of trade waste.	Add the following: Standard fees for permitted discharges are set out in Council’s Schedule of Fees and Charges, published annually.	Added text to clause
	Reference to the Local Government Act confirms Council’s ability to impose charges but is too general to assist with setting the amount of charges and invoicing as set out in clause 6.2.2.		
6.4.1	Despite the clause heading, the text does not give any information on the limits to transfer of rights.	Add the following to the end of the current text:...and consent does not include any transfer of rights.	Added text to clause

Public Health South - Comments

Clause Number	Comment	Requested Change	Staff comment
Appendix A 2.7	The National Radiation Laboratory no longer exists. It is now the Office of Radiation under the Ministry of Health. NRL.C1 is still current but not for much longer and new codes will be out at a later date.	Provide reference to the Radiation Safety Act.	Updated reference in regards to radioactivity to reflect Public Health South's suggested amendment.

Minister of Health – Comments

Clause Number	Comment	Requested Change	Staff comment
Appendix B 2.1.3	NZS 4304:2002 Management of Healthcare Waste currently states that cytotoxic waste can be discharged to a sewer with the local authorities' permission. However this is no longer appropriate and when this standard is up for review, the Ministry will seek to have this advice amended.	Recommend that cytotoxic wastes be prohibited and controls are places on the disposal of liquid antibiotics.	Added 'cytotoxic ingredients and liquid antibiotics' to discharges with prohibited characteristics.
Appendix A 3.4	The Trade Waste Bylaw does not specifically address the discharge of liquid pharmaceutical waste.	Addition of volume limits and concentrations of liquid pharmaceutical waste not to be exceeded based on the advice of the Pharmacy Guild of New Zealand.	Table advising volume limits and concentration levels of liquid pharmaceutical waste not to be exceeded has been added to the Trade Waste Bylaw.
Appendix A 2.7	Radiation regulatory body has changed from the National Radiation Laboratory to the Office of Radiation Safety.	The text and schedules of the Bylaw should refer to the Office of Radiation Safety Code of Practice CSP1 for the use of unsealed radioactive material.	This has already been amended as per Public Health South's comments above.

Factors to Consider

Legal and Statutory Requirements

- 12 The decision-making provisions in sections 77-82 of the LGA are relevant to all decisions of local authorities. Under section 77, a local authority is required to identify all of the reasonably practicable options and assess those options by considering the criteria in section 77.

- 13 Council has the ability under sections 145 and 146 to make bylaws for its district, specifically for the purposes of regulating trade wastes.
- 14 Council has to comply with the Special Consultative Procedure in accordance with sections 83 and 86 of the LGA before it can make a trade waste bylaw.
- 15 Section 148 of the LGA outlines some special requirements relating to the making of a trade waste bylaw. Council was required to have a two month consultation period, to give specific notice of its intention to make a trade waste bylaw, and to consult with the Minister of Health.

Community Views

- 16 Undertaking a consultation process in accordance with the Special Consultative Procedure and the requirements outlined in section 148 of the LGA, has given people in the District an opportunity to give their views on the draft bylaw.
- 17 Council must, in the course of its decision making process, give consideration to the community views received on this matter.
- 18 The Minister of Health has stated that there are no representatives of the owners or occupiers of trade waste premises that he requires Council to undertake additional consultation with.

Costs and Funding

- 19 Advertising costs have been met through current budgets.

Policy Implications

- 20 No policy or plan implications have been identified.

Analysis

Options Considered

- 21 Staff have considered two reasonably practicable options on how Council could proceed.
 - Endorse the draft bylaw with the minor amendments proposed by staff (and any other desired amendments).
 - Endorse the version of the draft bylaw that went out for consultation.

Analysis of Options

Option 1 – Endorse the draft bylaw with the minor amendments proposed by staff (and any other desired amendments).

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• This option takes into account the feedback received on the draft bylaw.• The draft bylaw is an amended version of the current bylaw, which has been operating effectively.• It is an effective method for Council to achieve compliance with its own discharge consent and to preserve the wastewater infrastructure.• This option is in line with current legislative requirements.• This option should ensure conservation and protection of Council's wastewater assets and the environment by having formal controls in place with which to control trade waste discharges.• This option would minimise the cost to the community of treating trade waste sourced wastewater by ensuring operational and maintenance costs are equitably spread.	<ul style="list-style-type: none">• If Council would like to make a substantial change to the draft bylaw, further consultation would be required.

Option 2 – Endorse the version of the draft bylaw that went out for consultation.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• This version of the draft bylaw is an amended version of the current bylaw, which has been operating effectively.• This version of the draft bylaw effective method for Council to achieve compliance with its own discharge consent and to preserve the wastewater infrastructure.• This option is in line with current legislative requirements.• This option should ensure conservation and protection of Council's wastewater assets and the environment by having formal controls in place with which to control trade waste discharges.	<ul style="list-style-type: none">• This option would not take into account the feedback received. Council is required to consider community views.

- | | |
|---|--|
| <ul style="list-style-type: none">• This option would minimise the cost to the community of treating trade waste sourced wastewater by ensuring operational and maintenance costs are equitably spread. | |
|---|--|

Assessment of Significance

- 22 A significant decision is one that has a high degree of significance in terms of its impact on:
- the current and future social, economic, environmental or cultural wellbeing of the district or region;
 - people who are likely to be particularly affected by or interested in, the issue, proposal decision or matter;
 - the capacity of Council to performs its role, and the financial and other costs of doing so;
 - the ownership or function of a strategic asset.
- 23 In this report the Council is being asked to consider and deliberate on feedback on the draft bylaw, and to endorse a draft bylaw. Based on the criteria above, staff have assessed this decision as of lower significance.

Recommended Option

- 24 The recommended option is that Council endorses the draft bylaw with the minor amendments proposed by staff (and any other desired amendments).

Next Steps

- 25 If Council endorses a draft bylaw at this meeting, the next steps are for staff to present the final Trade Waste Bylaw 2018 to Council at its meeting on 20 June 2018, for adoption.

Attachments

- A Submission on draft Trade Waste Bylaw 2018 [↗](#)
- B E-mail from Southern District Health Board - Renee Brown [↗](#)
- C Letter from Hon Dr David Clark [↗](#)
- D Draft Trade Waste Bylaw 2018 [↗](#)

First Name:

Graham

Last Name: *

Jones

Organisation:

On behalf of:

Preferred method of contact

☒ Email☐ Postal

Which Area is your property in? *

☐ Athol☐ Balfour☐ Browns☐ Colac Bay☐ Curio Bay☐ Dipton☐ Edendale☐ Fortrose☐ Garston☐ Limehills Centre Bush☐ Lumsden☐ Manapouri☐ Mararoa Waimea☐ Milford Sound☐ Mossburn☐ Nightcaps☐ Ohai☐ Orepuki☐ Otautau☐ Other☐ Riversdale☐ Riverton☐ Stewart Island Rakiura☒ Te Anau☐ Thornbury☐ Tuatapere☐ Waiau Aparima☐ Waihopai Toetoes☐ Waikaia☐ Wallacetown☐ Winton☐ Winton Wallacetown

Would you like to present your submission in person at a hearing?

☐ Yes☒ I do NOT wish to speak in support of my submission and ask that the following submission be fully considered.**1. Do you support the 'Introduction' section of the draft Bylaw (Section 1)?**☒ Support☐ Oppose☐ Neither support nor oppose

Please provide any comments in the space provided below.

2. Do you support the 'Compliance with the Bylaw' section of the draft Bylaw (Section 2)?☒ Support☐ Oppose☐ Neither support nor oppose

1

Please provide any comments in the space provided below.

3. Do you support the 'Trade Waste Discharges and Consents' section of the draft Bylaw (Section 3)?

- ☒ Support
- ☐ Oppose
- ☐ Neither support nor oppose

Please provide any comments in the space provided below.

4. Do you support the 'Trade Waste Approval Criteria' section of the draft Bylaw (Section 4)?

- ☒ Support
- ☐ Oppose
- ☐ Neither support nor oppose

Please provide any comments in the space provided below.

5. Do you support the 'Sampling, Testing and Monitoring' section of the draft Bylaw (Section 5)?

- ☒ Support
- ☐ Oppose
- ☐ Neither support nor oppose

Please provide any comments in the space provided below.

6. Do you support the 'Bylaw Administration' section of the draft Bylaw (Section 6)?

- ☒ Support
- ☐ Oppose
- ☐ Neither support nor oppose

Please provide any comments in the space provided below.

Attached Documents

File
Trade Waste Bylaw Submission
Draft Trade Waste Bylaw 2018

1

G Jones
 11 Dorizac Place
 Te Anau, 9600
 ph 249 8490
 Email gdmf@xtra.co.nz
 17 April 2018

SUBMISSION ON THE DRAFT TRADE WASTE BYLAW

Dear Sirs,

In order to improve usability of the bylaw, I submit as follows:

Clause Number	Submission	Requested Change
3.2.1	Clause is not clear because text in subsection d) includes a portion pertaining to all subsections.	Shift text commencing with the words "shall if required by the Council....." on to a new line to clarify interpretation of the clause.
3.2.1	The text makes reference to the prescribed form for applications but there is no information about the prescribed form in the bylaw or on the council website.	Assist public understanding & council administration of the bylaw by either including a copy of the application form as an appendix to the bylaw or by making it readily available to users on the council website.
3.2.1.1	The text refers to a "Description of Trade Waste and Premises" form but there is no copy of this form available. I note that the Invercargill City Council attaches quite a few forms to their bylaw.	Assist public understanding & council administration of the bylaw by either including a copy of the form as an appendix to the bylaw and/or by making it readily available to users on the council website.
3.3	The inclusion of a sub-clause number 3.3.1 is inconsistent with the document layout.	Remove the superfluous sub-clause number 3.3.1. Amend the heading 3.3 if desirable.
3.4 & 3.5	Interpretation of the bylaw requires readers to refer first to 3.5, then 3.4, then 3.6: an unnecessary distraction. Keep it simple!	Improve the document flow by re-numbering clause 3.5 to 3.4 & 3.4 to 3.5.
6.2.1	Clause 3.2.1.4 refers to Council's Schedule of Fees and Charges for the trade waste application fee but there is no information regarding the schedule of charges for actual discharge of trade waste. Reference to the Local Government Act confirms Council's ability to impose charges but is too general to assist with setting the amount of charges and invoicing as set out in clause 6.2.2.	Add the following: Standard fees for permitted discharges are set out in Council's Schedule of Fees and Charges, published annually.
6.4.1	Despite the clause heading, the text does not give any information on the limits to transfer of rights.	Add the following to the end of the current text:....and consent does not include any transfer of rights.
<p>I do not wish to be heard in respect of my submission but I do hope that ease of use of this bylaw by the public will be seriously considered in addition to Council's desire to set appropriate standards.</p> <p style="text-align: right;"><u>Ends</u></p>		

1

Please click on the link below to view the document

[https://consult.southlanddc.govt.nz:443/Consult24Office/Docs/PID_23/23_316_LSR4UF_Trade Waste Bylaw Submission.docx](https://consult.southlanddc.govt.nz:443/Consult24Office/Docs/PID_23/23_316_LSR4UF_Trade%20Waste%20Bylaw%20Submission.docx)

T24Consult Page 1 of 1

Robyn Rout

From: Renee Brown <Renee.Brown@southern.dhb.govt.nz>
Sent: Monday, 9 April 2018 1:51 p.m.
To: General
Subject: Draft Trade waste Bylaw

Kia Ora

Public Health South has gone over the Draft Tradewaste Bylaw and does not need to make a submission.

However, there needs to be an adjustment made to Appendix A 2.7 **Radioactivity**. The National Radiation Laboratory no longer exists. It is now the Office of Radiation under the Ministry of Health. NRL.C1 is still current but not for much longer and new codes will be out at a later date, in the meantime reference to the Radiation Safety Act should cover it.

Thank you

Renee

Renee Brown | Health Protection Officer Public Health South | Southern DHB 🌟🌟🌟
23 Forth St, Invercargill PO Box 1601, New Zealand | office: 03 211 8636 | mob: 027 652 8994 | fax: 03 214 9070 | renee.brown@southern.dhb.govt.nz

Kind – Manaakitanga | Open – Pono | Positive – Whaiwhakaaro | Community – Whanaungatanga

Caution: The information contained in this email message is confidential and may be legally privileged. If the reader of this message is not the intended recipient you are hereby notified that any use, dissemination, distribution or reproduction of this message is prohibited. If you have received this message in error, please notify Public Health South, Southern District Health Board immediately. Thank you.

This email or attachments may contain confidential or legally privileged information intended for the sole use of the addressee(s). Any use, redistribution, disclosure, or reproduction of this message, except as intended, is prohibited. If you received this email in error, please notify the sender and remove all copies of the message, including any attachments. Please note, the views expressed in this communication are not necessarily those of the Southern DHB, unless expressly so stated or apparent from the context.

Hon Dr David Clark

MP for Dunedin North
Minister of Health

Associate Minister of Finance



20 APR 2018

Robyn Rout
Southland District Council
PO Box 903
Invercargill 9840
Robyn.rout@southlanddc.govt.nz

Ref.C1800394

Dear Robyn

Thank you for your correspondence of 23 February 2018 regarding Southland District Council's Trade Waste Bylaw review.

The Ministry of Health (Ministry) supports the use of trade waste bylaws as a means of reducing waste to councils' sewage treatment plants. These bylaws also protect the sewerage system, sewerage workers and the environment. I am advised that Southland District Council's Trade Waste Bylaw is comprehensive and largely follows the requirements set by the New Zealand Standard (NZS) Model Bylaw for Trade Waste, and exceeds them in places.

Ministry officials have asked me to draw to the Council's attention the disposal of liquid waste from pharmacies. These are generally products that have been returned by customers in accordance with the Health and Disability Services Standards—Pharmacy Services Standard NZS 8134.7:2010. However, Ministry officials also recommend that in the schedules of your Bylaw, cytotoxic waste is prohibited and controls are placed on the disposal of liquid antibiotics. Although NZS 4304:2002 Management of Healthcare Waste currently states that cytotoxic waste can be discharged to a sewer with the local authority's permission, this is no longer considered appropriate. When this Standard comes up for review, the Ministry will seek to have this advice amended.

In addition, I note that the Trade Waste Bylaw does not specifically address the discharge of liquid pharmaceutical waste. The Ministry supports the advice of the Pharmacy Guild of New Zealand that the amount of liquid pharmaceutical waste discharged monthly will not exceed the following volumes and concentrations of active ingredients:

Volume Limit	Active Concentration
10 Litres	125mg / 5 ml
5 Litres	250mg / 5 ml
3 Litres	Above 250mg / 5ml

+64 4 817 8709

Private Bag 18041, Parliament Buildings, Wellington 6160, New Zealand

d.clark@ministers.govt.nz

beehive.govt.nz

Any discharge above these limits should be a controlled discharge and require a trade waste agreement.

Finally, I am advised that the radiation regulatory body has changed from the National Radiation Laboratory to the Office of Radiation Safety. Therefore, the text and schedules of the Bylaw should refer to the Office of Radiation Safety Code of Practice CSP1 for the use of Unsealed Radioactive Material.

In accordance with section 148(4) of the Local Government Act 2002, I do not have any representatives of the owners or occupiers of trade waste premises that I require you to consult with as I note you already intend to consult with these groups.

You can contact Ms Sarah Burgess (Public Health Engineer, Environmental and Border Health) at the Ministry by email (sarah_burgess@moh.govt.nz) if you wish to discuss any aspect of the Bylaw further.

Thank you for writing to me about this matter.

Yours sincerely

A handwritten signature in blue ink, consisting of a stylized 'D' and 'C' intertwined, enclosed within a circular outline.

Hon Dr David Clark
Minister of Health



Trade Waste Bylaw 2018

Draft

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

0800 732 732
@ sdc@southlanddc.govt.nz
🏠 southlanddc.govt.nz

Table of Contents

1. Introduction	4
1.1 Title	4
1.2 Commencement and Area of Application	4
1.3 Repealed Bylaw	4
1.4 Scope of the Bylaw	4
1.5 Compliance with other Acts	4
1.6 Trade Premises and Other Users to which the Bylaw applies	5
1.7 Definitions	5
2. Compliance with the Bylaw	8
2.1 Control of Discharges	8
2.1.1 Dischargers' responsibilities	8
2.1.2 Council rights to prevent discharge	8
2.1.3 Compliance requirements	8
2.2 Storage, Transport, Handling and Use of Hazardous or Harmful Materials	8
3. Trade Waste Discharges and Consents	9
3.1 Classification of Trade Waste Discharges	9
3.1.1 Trade waste types	9
3.1.2 Acceptance of trade waste	9
3.2 Application for a Trade Waste Consent	9
3.2.1 Formal application	9
3.3 Information and Analysis	10
3.4 Consideration Criteria	10
3.5 Consideration of an Application	11
3.6 Conditions of Trade Waste Consent	11
3.7 Technical Review and Variation of Consent	12
3.7.1 Variation of consent conditions by Council	12
3.7.2 Variation of consent conditions requested by consent holder	12
3.8 Cancellation of the Right to Discharge	12
3.8.1 Suspension or cancellation on notice	12
3.8.2 Summary cancellation	13
4. Trade Waste Approval Criteria	13
4.1 Pre-treatment	13
4.2 Mass Limits	13
5. Sampling, Testing and Monitoring	14
5.1 Flow Metering	14
5.1.1 Requirement for flow metering	14
5.1.2 Consent holder's responsibilities	14
5.1.3 Record keeping	15
5.1.4 Location of meters	15
5.1.5 Calibration of meters	15
5.1.6 Resolving meter error	15
5.2 Estimating Discharge	15
5.2.1 No meter installed	15
5.2.2 Meter out of repair or removed	15
5.2.3 Tampering of meters	16

5.3	Sampling and Analysis.....	16
5.3.1	Reasons for sampling.....	16
5.3.2	Quality control of sampling.....	16
5.3.3	Right of entry to premises.....	16
5.4	Monitoring.....	16
5.4.1	Monitoring for compliance.....	16
5.4.2	Tanker wastes.....	17
5.4.3	Disinfected/super chlorinated water.....	17
6.	Bylaw Administration	17
6.1	Accidents and Non-Compliance	17
6.2	Charges and Payment.....	18
6.2.1	Charges.....	18
6.2.2	Invoicing.....	18
6.2.3	Cease to discharge	18
6.2.4	Failure to pay.....	18
6.2.5	Recovery of Costs	18
6.3	Authorised Officers.....	18
6.4	Transfer or Termination of Rights and Responsibilities.....	19
6.4.1	Limits to transfer of rights	19
6.4.2	Notice to Council of requirement to disconnect.....	19
6.4.3	Responsibility for a consented discharge.....	19
6.5	Service of Documents.....	19
6.5.1	Delivery or post.....	19
6.5.2	Service	19
6.6	Breaches and Infringement Offences.....	20
6.6.1	Penalties	20
6.7	Transitional Provisions	20
6.7.1	Applications.....	20
6.7.2	Existing Trade Waste Consents	20
	Appendix A: Permitted Waste Characteristics	21
	Appendix B: Prohibited Waste Characteristics	30

Document Revision

Date	Amendment	Amended by	Approved by	Approval date

1. Introduction

1.1 Title

This bylaw may be cited as the Southland District Council Trade Waste Bylaw 2018.

1.2 Commencement and Area of Application

This bylaw comes into force on 23 June 2018 and shall apply throughout the District.

1.3 Repealed Bylaw

The Southland District Council Trade Waste Bylaw 2008 is consequently repealed.

1.4 Scope of the Bylaw

The bylaw provides for the:

- Acceptance of long term, intermittent, or temporary discharge of trade waste to the sewerage system;
- Establishment of three grades of trade waste: permitted, conditional and prohibited;
- Evaluation of individual trade waste discharges to be against specified criteria;
- Correct storage of materials in order to protect the sewerage system from spillage;
- Installation of flow meters, samplers or other devices to measure flow and quality of the trade waste discharge;
- Pre-treatment of waste before it is accepted for discharge to the sewerage system;
- Sampling and monitoring of trade waste discharges to ensure compliance with the bylaw;
- Facilitating charging for the treatment and disposal of trade waste;
- The Council to accept or refuse a trade waste discharge;
- The payment of rates, fees and charges to be set by the Council to cover the cost of conveying, treating and disposing of, or reusing, trade waste and the associated costs of administration and monitoring;
- Administrative mechanisms for the operation of the bylaw; and
- Establishment of waste minimisation and management programmes (including sludges) for trade waste producers.

1.5 Compliance with other Acts

Nothing in this bylaw shall derogate from any of the provisions of the Health Act 1956, the Health and Safety in Employment Act 1992, the Resource Management Act 1991, the Building Act 2004, the Hazardous Substances and New Organisms Act 1996 and its regulations or any other relevant statutory or regulatory requirements.

1.6 Trade Premises and Other Users to which the Bylaw applies

This bylaw shall apply to all trade premises within the Southland District where trade wastes are discharged or sought or likely to be discharged to the sewerage system operated by the Council or its agents. The bylaw shall also apply to tankered wastes collected for the purpose of discharge to the sewerage systems operated by the Council or its agents.

1.7 Definitions

For the purposes of this bylaw the following definitions shall apply:

ACCESS POINT is a place where access may be made to a private sewer for inspection (including sampling or measurement), cleaning or maintenance. The location of the access point shall be in accordance with the New Zealand Building Code.

ANALYST means an approved testing laboratory.

APPROVAL or **APPROVED** means approved in writing by the Council.

AUTHORISED OFFICER means any officer appointed by the Council as an enforcement officer under Section 177 of the Local Government Act 2002 as an enforcement officer with powers of entry as prescribed by Sections 171-174 of that Act.

BIO SOLIDS means sewage sludge treated sufficiently so as to be suitable for beneficial re-use.

CHARACTERISTIC means any of the physical or chemical characteristics of a trade waste and includes the level of a characteristic.

CLEANER PRODUCTION means the implementation on trade premises, of operations, methods and processes appropriate to the goal of reducing or eliminating the quantity and toxicity of wastes. This is required to minimise and manage trade waste by:

- a) Using energy and resources efficiently, avoiding or reducing the amount of wastes produced;
- b) Producing environmentally sound products and services;
- c) Achieving less waste, fewer costs and higher profits.

CONDENSING WATER or **COOLING WATER** means any water used in any trade, industry, or commercial process or operation in such a manner that it does not take up matter into solution or suspension.

CONDITIONAL TRADE WASTE which has, or may have, physical or chemical characteristics in excess of the limits in Appendix A and for which the Council requires a trade waste consent which has conditions placed upon the consent holder by the Council.

CONSENT means a consent in writing given by the Council authorising the consent holder to discharge wastewater to the sewer system.

CONSENT HOLDER means the person who has obtained a consent to discharge or direct the manner of discharge of trade waste from any premises to the Council's wastewater system and includes any person who does any act on behalf or with the express or implied consent of the consent holder (whether for reward or not) and any licensee of the consent holder.

CONTAMINANT includes any substance (including gases, odorous compounds, liquids, solids and micro-organisms) or energy (excluding noise) or heat, that either by itself or in combination with the same, similar or other substances, energy or heat:

- a) When discharged into water, changes or is likely to change the physical, chemical or biological condition of water; or
- b) When discharge onto or into land or into air, changes or is likely to change the physical, chemical or biological condition of the land or air into which it is discharged.

CONTINGENCY MANAGEMENT PROCEDURES means those procedures developed and used to remedy, avoid, or mitigate the actual and/or potential adverse effects of these activities on the environment from an unexpected or unscheduled event resulting in discharge, or potential discharge of contaminants of concern into the sewerage system.

COUNCIL means the Southland District Council.

DISCONNECTION means the physical cutting and sealing of the Council's water services, utilities, drains or sewer for use by any person.

DISTRICT means the District of the Southland District Council.

DOMESTIC SEWAGE means foul water (with or without matter in solution or suspension therein) discharged from premises used solely for residential purposes, or wastes of the same character discharged from other premises; but does not include any solids, liquids, or gases that may not lawfully be discharged into the sewerage system.

FOUL WATER means the discharge from any sanitary fixtures or sanitary appliance.

HAZARDOUS WASTES means hazardous substances as defined by the Hazardous Substances and New Organisms Act 1996.

MANAGEMENT PLAN means the plan for the management of operations on the premises from which trade wastes come and may include provision for cleaner production, waste minimisation, discharge, contingency management procedures and any relevant industry Code of Practice.

MASS LIMIT means the total mass of any characteristic that may be discharged to the Council's wastewater system over any stated period from any single point of discharge or collectively from several points of discharge.

MAXIMUM CONCENTRATION means the instantaneous peak concentration that may be discharged at any instant in time.

PERMITTED TRADE WASTE means a trade waste discharge that has physical and chemical Characteristics within the limits outlined in Appendix A and for which the Council does not require a specific trade waste consent by the Council.

PERSON includes a natural person, the Crown, a corporation sole and also a body of persons whether incorporated or unincorporated.

POINT OF DISCHARGE is the boundary between the public Sewer and a private drain specified in the trade waste consent.

PRE-TREATMENT means any processing of trade waste designed to reduce or vary any Characteristic in a waste before discharge to the sewerage system in order to comply with a trade waste consent.

PREMISES means either:

- a) A property or allotment which is held under a separate certificate of title or for which a separate certificate of title may be issued and in respect to which a building consent has been or may be issued;
- b) A building that has been defined as an individual unit by a cross-lease, unit title or company lease and for which a certificate of title is available;
- c) Land held in public ownership (eg reserve) for a particular purpose; or
- d) Individual units in buildings which are separately leased.

PRIVATE SEWER means that section of sewer between the premises and the point of connection to the Council's sewerage system.

PROHIBITED TRADE WASTE means a trade waste discharge that has not been approved by the Council for discharge to the sewerage system as a conditional trade waste and is not a permitted trade waste.

SANITARY APPLIANCE is an appliance which is intended to be used for sanitation, including machines for washing dishes and clothes.

SANITATION means the activity of washing and/or excretion carried out in a manner or condition such that the effect on health is minimised.

SCHEDULE OF FEES AND CHARGES means the list of items, terms and prices for services associated with the discharge of trade waste as approved by the Council.

SEWAGE means foul water and may include trade wastes.

SEWAGE SLUDGE means the material settled out and removed from sewage during the treatment process.

SEWER means the pipework drainage system that conveys sewage.

SEWERAGE SYSTEM means the collection, treatment, disposal of sewage and trade wastes, including all sewers, pumping stations, storage tanks, sewerage treatment plants, outfalls and other related structures operated by the Council and used for the reception, treatment and disposal of trade wastes.

STORMWATER means all surface water run-off resulting from precipitation.

TANKERED WASTE is water or other liquid, including waste matter in solution or suspension, which is conveyed by vehicle for disposal, excluding domestic sewage discharged directly from house buses, caravans, buses and similar vehicles.

TEMPORARY DISCHARGE means any discharge of an intermittent or short duration. Such discharges include the short-term discharge of an unusual waste from premises subject to an existing consent.

TRADE PREMISES means:

Any premises used for any industrial or trade purposes;

- a) Any premises used or intended to be used for the storage, transfer, treatment, or disposal of waste materials or for other waste management purposes, or used for composting organic materials;
- b) Any other premises from which a contaminant is discharged in connection with any industrial or trade process as defined in the Resource Management Act 1991; or
- c) Any land or premises wholly or mainly used for agricultural or horticultural purposes.

TRADE WASTE is any liquid, with or without matter in suspension or solution, that is or may be discharged from a trade premises to the Council's sewerage system in the course of any trade or industrial process or operation, or in the course of any activity or operation of a like nature; and may include condensing or cooling waters; stormwater which cannot practically be separated, or domestic sewage.

WASTEWATER means water or other liquid, including waste matter in solution or suspension, discharged from a premises to a sewer.

2. Compliance with the Bylaw

2.1 Control of Discharges

2.1.1 Dischargers' responsibilities

No Person shall:

- a) Discharge, or allow to be discharged, any trade waste to the sewerage system except in accordance with the provisions of this Bylaw;
- b) Discharge, or allow to be discharged, a prohibited trade waste into the sewerage system;
- c) Add or permit the addition of condensing or cooling water to any trade waste which discharges into the sewerage system unless specific approval is given in a consent; or
- d) Add or permit the addition of stormwater to any trade waste which discharges into the sewerage system unless specific approval is given in a consent.

2.1.2 Council rights to prevent discharge

In the event of failure to comply with Clause 2.1.1 (a) - (d), the Council may physically prevent discharge to the sewerage system.

2.1.3 Compliance requirements

Any person discharging to the Council sewerage system shall comply with requirements of the Hazardous Substances and New Organisms (HSNO) Act 1996 and the Resource Management Act 1991.

2.2 Storage, Transport, Handling and Use of Hazardous or Harmful Materials

- a) All persons on trade premises shall take all reasonable steps to prevent the accidental entry of any of the materials listed in Clause 2.2(c) of this Bylaw from entry into the sewerage system as a result of leakage, spillage or other mishap.
- b) No person shall store, transport, handle or use, or cause to be stored, transported, handled or used any hazardous substance as defined by the Hazardous Substances and New Organisms Act 1996 or any of the materials listed in Clause 2.2(c) in a manner that may cause the material to enter the sewerage system.
- c) Materials referred to in Clause 2.2 (a) and (b) are those:
 - i. products or wastes containing corrosive, toxic, biocidal, radioactive, flammable or explosive materials and hazardous waste
 - ii. likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous, when mixed with the wastewater stream.

- iii. likely to be deleterious to:
 - health and safety; and
 - the receiving environment after treatment; and
 - the sewerage system.

3. Trade Waste Discharges and Consents

3.1 Classification of Trade Waste Discharges

3.1.1 Trade waste types

Trade waste discharges shall be classified as one of the following types:

- a) Permitted (discharges for which consents are not required by the Council and the physical and chemical characteristics limits are contained within those outlined in Appendix A);
- b) Conditional (discharges for which consent is required); or
- c) Prohibited (discharges which are not permitted in the sewerage system).

3.1.2 Acceptance of trade waste

The Council is not obliged to accept any trade waste.

3.2 Application for a Trade Waste Consent

3.2.1 Formal application

Every person who does, or proposes to:

- a) Discharge into the sewerage system any trade waste (either continuously, intermittently or temporarily);
- b) Vary the characteristics of a consent to discharge that has previously been granted;
- c) Vary the conditions of consent to discharge that has previously been granted;
- d) Significantly change the method or means of pre-treatment for discharge under an existing consent,

shall if required by the Council, complete an application in the prescribed form for the consent of the Council.

3.2.1.1 Trade waste produced from multiple areas

Where the trade premises produces trade waste from more than one area, a separate copy of the "Description of Trade Waste and Premises" form shall be included in any application for trade waste discharge for each area. This applies whether or not the separate areas are part of a single or separate trade process.

3.2.1.2 Responsibility for execution of application

The applicant for consent shall ensure that the application and every other document conveying required information is properly executed.

3.2.1.3 Requirement for auditing of an application

The Council may require an application to be supported by an independent and external audit to verify any or all information supplied by the applicant, and/or a Discharge Management Plan.

3.2.1.4 Trade waste application fee

Every application shall be accompanied by a trade waste application fee in accordance with the Council's Schedule of Fees and Charges.

Standard fees for permitted discharges are set out in Council's Schedule of Fees and Charges, published annually.

3.3 Information and Analysis

3.3.1—Actions upon receipt of trade waste consent application

On the receipt of any application for a trade waste consent to discharge from any premises or to alter an existing discharge, the Council may:

- a) Require the applicant to submit any additional information which it considers necessary to reach an informed decision;
- b) Require the applicant to submit a Management Plan to the satisfaction of the Council; and
- c) Have the discharge investigated and analysed as provided for in Clauses 5.1 and 5.3 of this Bylaw. ~~The Council shall, after considering the matters in Clause 3.5, action one of the following in writing: Grant the application subject to any of the conditions specified in Clause 3.6 that the Council considers appropriate, or Decline the applicati~~

3.45 Consideration Criteria

In considering any application for a trade waste consent to discharge from any trade premises into the wastewater system and in imposing any conditions on such a consent, the Council shall take into consideration the quality, volume and rate of discharge of the trade waste from such premises or tanker in relation to:

- a) The health and safety of Council staff agents and the public;
- b) The limits and/or maximum values for characteristics of trade waste as specified in the Schedule of Permitted Discharge Characteristics and the Schedule of Prohibited Discharge Characteristics;
- c) The extent to which the trade waste may react with other trade waste or domestic sewage to produce an undesirable effect, eg settlement of solids, production of odours etc;
- d) The flows and velocities in the sewer, or sewers and the material or construction of the sewer or sewers;
- e) The capacity of the sewer or sewers and the capacity of any sewerage treatment works;
- f) The nature of any sewage treatment process and the degree to which the trade waste is capable of being treated in the sewerage treatment works;
- g) The timing and balancing of flows into the sewerage system;
- h) Any statutory requirements relating to the discharge of raw or treated wastewater to receiving waters, the disposal of sewage sludges and any discharge to air, (including the necessity for compliance with any resource consent, discharge permit or water classification);
- i) The effect of the trade waste discharge on the ultimate receiving environment;
- j) The conditions on resource consents for the sewerage system and the residuals from it;

- k) The possibility of unscheduled, unexpected or accidental events and the degree of risk these could cause to humans, the sewerage systems and the environment;
- l) Consideration for other existing or future discharges;
- m) Amenability of the trade waste to pre-treatment;
- n) Existing pre-treatment works on the premises and the potential for their future use;
- o) Cleaner production techniques and waste minimisation practices;
- p) Requirements and limitations related to sewage sludge disposal and reuse;
- q) Control of stormwater;
- r) Management Plan; and
- s) Tankered waste being discharged at an approved location/s.

3.54 Consideration of an Application

The Council shall, after considering the matters in Clause 3.5, action one of the following in writing:

- a) Grant the application subject to any of the conditions specified in Clause 3.6 that the Council considers appropriate; or
- b) Decline the application.

3.6 Conditions of Trade Waste Consent

Any trade waste consent to discharge may be granted subject to such conditions the Council may impose, including but not limited to:

- a) The particular public sewer or sewers to which the discharge will be made;
- b) The maximum daily volume of the discharge and the maximum rate of discharge and the duration of maximum discharge;
- c) The maximum limit or permissible range of any specified characteristics of the discharge, including concentrations and/or mass limits determined in accordance with Section 3.8;
- d) The period or periods of the day during which the discharge, or a particular concentration, or volume of discharge may be made;
- e) The degree of acidity, or alkalinity of the discharge at the time of discharge;
- f) The temperature of the trade waste at the time of discharge;
- g) The provision by the consent holder, at the consent holder's expense, of screens, grease traps, silt traps or other pre-treatment works to prevent or control the discharge of solids or grease;
- h) The provision and maintenance at the consent holder's expense of an access point (whether inspection chambers, manholes or other apparatus or devices) to provide reasonable access to sewers for sampling and inspection;
- i) The provision and maintenance of a sampling, analysis and testing programme and flow measurement requirements, at the consent holder's expense;
- j) The method or methods to be used for measuring flow rates and/or volume and taking samples of the discharge for use in determining the amount of any trade waste charges applicable to that discharge;
- k) The provision and maintenance by and at the expense of the consent holder of such meters or devices as may be required to measure the volume or flow rate of any trade waste being discharged from the premises and for the testing of such meters;
- l) The provision and maintenance, at the consent holder's expense of such services, (whether electricity, water or compressed air or otherwise), which may be required, in order to operate meters and similar devices;

- m) At times specified, the provision by the consent holder to the Council in a Council approved format of all flow and/or volume records and results of analyses (including pre-treatment by-products, eg sewage sludge disposal);
- n) The provision and implementation of a Management Plan;
- o) Risk assessment of damage to the environment due to an accidental discharge of a chemical;
- p) Waste minimisation and management;
- q) Cleaner production techniques;
- r) Remote control of discharges;
- s) Third party treatment, carriage, discharge or disposal of by-products of pre-treatment of trade waste (including sewage sludge disposal);
- t) Requirement to provide a bond or insurance in favour of the Council where failure to comply with the Consent could result in damage to the Council's sewerage system, its treatment plants, or could result in the Council being in breach of any statutory obligation;
- u) Remote monitoring of discharges; and
- v) The duration of the consent.

3.7 Technical Review and Variation of Consent

3.7.1 Variation of consent conditions by Council

The Council may at any time during the term of a trade waste consent, by written notice to the occupier (following a reasonable period of consultation), vary any condition to such extent as the Council considers necessary, following a review of the technical and legal issues considered when setting conditions of consent.

3.7.2 Variation of consent conditions requested by consent holder

The holder of a trade waste consent to discharge may at any time during the term of a consent, by written application to the Council, seek to vary any condition of consent, as provided for in Clause 3.7.1 of this bylaw.

3.8 Cancellation of the Right to Discharge

3.8.1 Suspension or cancellation on notice

The Council may suspend or cancel any consent or right to discharge at any time, following 20 working days' notice to the consent holder or person discharging any trade waste:

- a) For the failure to comply with any condition of the consent;
- b) For the failure to maintain effective control over the discharge;
- c) For the failure to limit in accordance with the requirements of a consent the volume, nature, or composition of trade waste being discharged;
- d) In the event of any negligence which, in the opinion of the Council, threatens the safety of, or threatens to cause damage to any part of the sewerage system or the treatment plant or threatens the health or safety of any person;
- e) If any occurrence happens that, in the opinion of the Council, poses a serious threat to the environment;
- f) In the event of any breach of a resource consent held by the Council issued under the Resource Management Act 1991;

- g) Failure to provide and when appropriate update a Management Plan as required for a conditional trade waste consent;
- h) Failure to follow the Management Plan provisions at the time of an unexpected, unscheduled or accidental occurrence;
- i) Failure to pay any charges imposed by Council in respect of the trade waste; or
- j) If any other circumstances arise which, in the opinion of the Council, render it necessary in the public interest to cancel the right to discharge.

If any process changes require more than 20 working days, reasonable time may be given to comply with the consent conditions.

3.8.2 Summary cancellation

Any trade waste consent or discharge may at any time be summarily cancelled by the Council on giving to the consent holder or person discharging written notice of summary cancellation if:

- a) They discharge any prohibited substance;
- b) The Council is lawfully directed to withdraw or otherwise terminate the consent summarily;
- c) They discharge any trade waste unlawfully;
- d) If the continuance of discharge is, in the opinion of the Council, a threat to the environment or public health;
- e) If the continuance of the discharge may, in the opinion of the Council, result in a breach of a resource consent held by the Council; or
- f) In the opinion of the Council, the continuance of the discharge puts at risk the ability of the Council to comply with conditions of a resource consent and/or requires identified additional treatment measures or costs to seek to avoid a breach of any such resource consent.

4. Trade Waste Approval Criteria

4.1 Pre-treatment

The Council may approve a trade waste discharge subject to the provision of appropriate pre-treatment systems to enable the person discharging to comply with the Bylaw. Such pre-treatment systems shall be provided, operated and maintained by the person discharging at their expense.

Refuse or garbage grinders and macerators shall not be used to dispose of solid waste from trade premises to the sewerage system unless approved by the Council.

The person discharging shall not, unless approved by the Council, add or permit the addition of any potable, condensing, cooling water or stormwater to any trade waste stream in order to vary the level of any characteristics of the waste.

4.2 Mass Limits

A conditional trade waste consent to discharge may impose controls on a trade waste discharge by specifying mass limits for any characteristic.

Mass limits may be imposed for any characteristic. Any characteristic controlled by mass limit shall also have its maximum concentration limited to the value approved by the Council.

When setting mass limit allocations for a particular characteristic the Council shall consider:

- a) The operational requirements of and risk to the sewerage system and risks to occupational health and safety, public health and the ultimate receiving environment;
- b) Whether or not the levels proposed pose a threat to the planned or actual beneficial reuse of biosolids or sewage sludge;
- c) Conditions in the wastewater system near the trade waste discharge point and elsewhere in the wastewater system;
- d) The extent to which the available industrial capacity was used in the last financial period and is expected to be used in the forthcoming period;
- e) Whether or not the applicant uses cleaner production techniques within a period satisfactory to the Council;
- f) Whether or not the applicant has established to the satisfaction of the Council a programme to achieve cleaner production techniques within a satisfactory period;
- g) Whether or not there is any net benefit to be gained by the increase of one characteristic concurrently with the decrease of another to justify any increased application for industrial capacity;
- h) Any requirements of the Council to reduce the pollutant discharge of the wastewater system;
- i) How great a proportion the mass flow of a characteristic of the discharge will be of the total mass flow of that characteristic in the wastewater system;
- j) The total mass of the characteristic allowable in the wastewater system and the proportion (if any) to be reserved for future allocations; and
- k) Whether or not there is an interaction with other characteristics which increases or decreases the effect of either characteristic on the sewer reticulation, treatment process, or receiving water (or land).

5. Sampling, Testing and Monitoring

5.1 Flow Metering

5.1.1 Requirement for flow metering

Flow metering may be required:

- a) When there is not a reasonable relationship between a metered water supply to the premises and the discharge of trade waste;
- b) When the applicant and the Council cannot agree on a suitable method of flow estimation;
or
- c) When the discharge represents a significant proportion of the total flow/load received by the Council.

5.1.2 Consent holder's responsibilities

The consent holder shall be responsible for the supply, installation and maintenance of any meter required by the Council for the measurement of the rate or quantity of discharge of trade waste. These devices shall be subject to the approval of the Council, but shall remain the property of the consent holder.

5.1.3 Record keeping

The consent holder shall keep records of flow and/or volume shall make them available for viewing at any time by the Council and shall be submitted to the Council at prescribed intervals, in a format approved by the Council.

5.1.4 Location of meters

Meters shall be located in a position approved by the Council which provides the required degree of accuracy and is readily accessible for reading and maintenance. The meters shall be located in the correct position according to the manufacturer's installation instructions.

5.1.5 Calibration of meters

The consent holder shall, if required, arrange for in situ calibration of the flow metering equipment and instrumentation by a person and method approved by the Council upon installation and at least once a year thereafter to ensure its performance. The meter accuracy should be $\pm 10\%$ but with no greater a deviation from the previous meter calibration of $\pm 5\%$. A copy of independent certification of each calibration result shall be submitted to the Council.

5.1.6 Resolving meter error

Should any meter, after being calibrated, be found to have an error greater than that specified in Clause 5.1.5 as a repeatable measurement, the Council may make an adjustment in accordance with the results shown by such tests backdated for a period at the discretion of the Council but not exceeding 12 months and the consent holder shall pay or be credited a greater or lesser amount according to such adjustment.

5.2 Estimating Discharge

5.2.1 No meter installed

Where no meter or similar apparatus is warranted, the Council may require that a percentage of the water supplied to the premises, or other such basis as seems reasonable, be used for estimating the rate or quantity of flow for the purposes of charging.

5.2.2 Meter out of repair or removed

Should any meter be out of repair or cease to register, or be removed, the Council shall estimate the discharge for the period since the previous reading of such meter, (based on the average of the previous 12 months charged to the person discharging) and they shall pay according to such estimate.

Provided that when by reason of a large variation of discharge due to seasonal or other causes, the average of the previous 12 months would be an unreasonable estimate of the discharge, then the Council may take into consideration other evidence for the purpose of arriving at a reasonable estimate and the person discharging shall pay according to such estimate.

5.2.3 Tampering of meters

Where in the opinion of the Council, a meter has been tampered with, the Council (without prejudice to the other remedies available) may declare the reading void and estimate discharge as provided above.

5.3 Sampling and Analysis

5.3.1 Reasons for sampling

As determined by the Council, sampling, testing and monitoring may be undertaken to determine if:

- a) A discharge complies with the provisions of this Bylaw;
- b) A discharge is permitted or prohibited; and
- c) Trade waste consent charges are applicable to that discharge.

5.3.2 Quality control of sampling

The taking, preservation, transportation and analysis of the sample shall be undertaken by an authorised officer or agent of the Council, or the person discharging in accordance with accepted industry standard methods, or by a method specifically approved by the Council. The person discharging shall be responsible for all reasonable costs. Where a dispute arises as to the validity of the methods or procedures used by sampling or analysis, the dispute may be submitted to a mutually agreed independent arbitrator.

5.3.3 Right of entry to premises

All authorised officers or authorised agents of the Council, or any analyst, may enter any premises believed to be discharging trade waste at any time in order to determine any characteristics of any actual or potential discharge by:

- a) Taking readings and measurements;
- b) Carrying out an inspection; and/or
- c) Taking samples for testing of any solid, liquid, or gaseous material or any combination or mixture of such materials being discharged.

5.4 Monitoring

5.4.1 Monitoring for compliance

The Council is entitled to audit any trade waste discharge for compliance. Discharge monitoring may be carried out as follows:

- a) The Council or its authorised agent will take the sample and arrange for this sample to be analysed in the approved laboratory by agreed analytical methods;
- b) The sampling procedure will be appropriate to the trade waste and the analysis;
- c) The Council will audit the sampling and analysis carried out by a self-monitoring trade waste discharger. Analysis will be performed by an approved laboratory. Inter-laboratory checks are to be part of this process;

- d) The Council will audit the sampling and analysis carried out by an analyst. Analysis will be performed by an approved laboratory. Inter-laboratory checks are to be part of this process; and
- e) The Council will audit the trade waste consent conditions including any management plans.

At the discretion of the Council all costs of monitoring shall be met by the discharger either through direct payment to the laboratory or to the Council.

5.4.2 Tankered wastes

Tanker wastes shall not be discharged into the Council's sewerage system unless Approval is first obtained from the Council. Any tanker wastes approved for discharge shall be compliant with the Liquid and Hazardous Wastes Code of Practice 2003 and its amendments.

The Council may accept tanker wastes for discharge at an approved location. Tanker wastes shall:

- a) Be transported by a consent holder to discharge domestic septic tank or industrial wastes;
- b) Have material safety data sheets (MSDS) supplied to the Council detailing the contents of a waste;
- c) Be tested to determine their character if the contents of the waste are not known. Specialist advice on pre-treatment or acceptance may be required. The cost of all testing and advice shall be borne by the consent holder;
- d) Not be picked up and transported to the disposal site until appropriate arrangements and method for disposal have been determined by the Council;
- e) To prevent cross-contamination between tanker loads, the tanker shall be thoroughly washed prior to collecting a load for disposal into the sewerage system; and
- f) Have 24 hours' notice given for the disposal of wastes other than those sourced from domestic septic tanks.

Any person illegally disposing of, or causing to be disposed, tanker waste either by incorrect disclosure of contents when obtaining Council approval (characteristics and/or amount) or dumping into the Council's sewerage system will be in breach of the Bylaw.

5.4.3 Disinfected/super chlorinated water

Any water used during the repair and construction of water mains shall be de-chlorinated prior to the discharge into the sewerage system, as approved by Council, or where the discharge:

- a) Has a chlorine concentration of less than 50 mg/L; and/or
- b) Is less than 50 m³/day in volume.

Application for a temporary discharge consent shall be made. Such water shall not be disposed of to Stormwater or adjacent water courses without appropriate approvals.

6. Bylaw Administration

6.1 Accidents and Non-Compliance

The person discharging shall inform the Council immediately on discovery of any accident including spills or process mishaps which may cause a breach of their trade waste consent in particular, or this Bylaw in general.

In the event of any accident occurring, the Council may review the consent or may require the consent holder, to review the contingency management procedures and resubmit the management plan with the Council for approval.

6.2 Charges and Payment

6.2.1 Charges

The Council may recover fees and charges in accordance with the Local Government Act 2002.

6.2.2 Invoicing

All charges determined in accordance with Clause 6.2.1 shall be invoiced in accordance with the Council's standard commercial practice. The invoice shall provide each person discharging with a copy of the information and calculations used to determine the extent of any fees and charges due, in regard to a discharge.

6.2.3 Cease to discharge

The person discharging shall be deemed to be continuing the discharge of trade waste and shall be liable for all charges, until notice of disconnection is given.

6.2.4 Failure to pay

All fees and charges payable under this Bylaw shall be recoverable as a debt.

If the person discharging fails to pay any fees and charges under this Bylaw, the Council may cancel the right to discharge.

6.2.5 Recovery of Costs

The Council may recover costs under the Local Government Act 2002 relating to

Sections 150 and 151, wilful damage or negligent behaviour (Section 175) and remedying damage arising from breach of Bylaw (Section 176).

6.3 Authorised Officers

Any authorised officers may at any reasonable time enter any premises believed to be discharging trade wastes to determine any characteristic of any discharge by:

- a) Taking readings and measurements; or
- b) Taking samples or any solids, liquids or gaseous material or any combination or mixtures of such materials being discharged; or
- c) Observing accidental occurrences and clean-up.

The extent and level of delegation to authorised officers will be in accordance with the Council's Register of Statutory Delegations and Warrants.

6.4 Transfer or Termination of Rights and Responsibilities

6.4.1 Limits to transfer of rights

A trade waste consent to discharge shall be issued in the name of the given consent holder and consent does not include any transfer of rights.

6.4.2 Notice to Council of requirement to disconnect

The consent holder shall give 48 hours' notice in writing to the Council of the requirement for disconnection of the discharge connection and/or termination of the discharge consent, except where demolition or relaying of the sewer is required, in which case the notice shall be within seven working days. The person discharging shall notify the Council of the new address details for final invoicing.

On permanent disconnection and/or termination, the person discharging may, at the Council's discretion, be liable for trade waste charges to the end of the current charging period.

6.4.3 Responsibility for a consented discharge

When a person discharging ceases to occupy the premises from which trade wastes are discharged into the sewerage system, any consent granted shall terminate but without relieving the person discharging from any obligations existing at the date of termination.

6.5 Service of Documents

6.5.1 Delivery or post

Any notice or other document required to be given, served or delivered under this Bylaw to a person discharging may (in addition to any other method permitted by law) be given or served or delivered by being:

- a) Sent by pre-paid ordinary mail, courier, or facsimile, or email to the person discharging at the person discharging's last known place of residence or business;
- b) Sent by pre-paid ordinary mail, courier, or facsimile, or email to the person discharging at any address for service specified in a consent to discharge;
- c) Where the person discharging is a body corporate, sent by pre-paid ordinary mail, courier, or facsimile, or email to, or left at its registered office; or
- d) Personally served on the person discharging.

6.5.2 Service

If any notice or other document is:

- a) Sent by post, it will be deemed received on the second day (excluding weekends and public holidays) after posting;
- b) Sent by facsimile or email and the sender's facsimile or email machine produces a transmission report indicating that the facsimile or email was sent to the addressee, the report will be prima facie evidence that the facsimile or email was received by the addressee in a legible form at the time indicated on that report; or
- c) Sent by courier and the courier obtains a receipt or records delivery on a courier run sheet, the receipt or record of delivery on a courier run sheet will be prima facie evidence that

communication was received by the addressee in a legible form at the time indicated on the receipt or courier run sheet, or left at a conspicuous place at the trade premises or is handed to designated person(s) nominated by the consent holder then that shall be deemed to be service on, or delivery to, the consent holder at that time.

6.6 Breaches and Infringement Offences

6.6.1 Penalties

Any person who is in breach of this Bylaw commits an offence and shall on summary conviction be liable to a maximum penalty of \$200,000 in accordance with Section 242(5) of the Local Government Act 2002.

6.7 Transitional Provisions

6.7.1 Applications

Any application for a consent to discharge trade waste made under the Southland District Trade Waste Bylaw 2008 for which a consent has not been granted at the time of this new Bylaw coming into force shall be deemed to be an application made under Clause 3.2 of this Bylaw.

6.7.2 Existing Trade Waste Consents

Every existing trade waste consent shall continue in force as if it were a consent under this Bylaw until it reaches its expiry date.

This Bylaw has been confirmed by resolution passed at a meeting of the Southland District Council held on 20 June 2018.

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

}

MAYOR

CHIEF EXECUTIVE

Appendix A: Permitted Waste Characteristics

1. Introduction

- 1.1 The nature and levels of the characteristics of any wastewater discharged to the Southland District Council system shall comply at all times with the following requirements, except where the nature and levels of such characteristics are varied by the Southland District Council as part of an approval to discharge a wastewater.
- 1.2 The Southland District Council shall take into consideration the combined effects of wastewater discharges and may make any modifications to the following acceptable characteristics for individual discharges the Southland District Council believes are appropriate.
- 1.3 The nature and levels of any characteristic may be varied to meet any new Resource Consents or other legal requirements imposed on the Southland District Council.

2. Physical Characteristics

<p>2.1 Flow</p> <p>a) The 24 hour flow volume shall be less than 5 m³.</p> <p>b) The maximum instantaneous flow rate shall be less than 2.0 L/s.</p>	<p>Flows larger than the guideline values shall be a “conditional” trade waste consent.</p> <p>A lower maximum temperature may be required for large volume discharges.</p>
<p>2.2 Temperature</p> <p>The temperature shall not exceed 50°C.</p>	<p>Higher temperatures:</p> <ul style="list-style-type: none"> • cause increased damage to Sewer structures. • increase the potential for anaerobic conditions to form in the wastewater. • promote the release of gases such as H₂S and NH₃. • can adversely affect the safety of operations and maintenance personnel.
<p>2.3 Solids</p> <p>a) Non-faecal gross solids shall have a maximum dimension which shall not exceed 15 mm and gross solids shall have a quiescent settling velocity which shall not exceed 50 mm/minute.</p> <p>b) The suspended solids content of any Wastewater shall have a maximum concentration which shall not exceed 2,000 g/m³.</p> <p>c) The settleable solids content of any wastewater shall not exceed 50 mL/L.</p> <p>d) The total dissolved solids concentration in any Wastewater shall not exceed 10,000 gm/m³.</p> <p>e) Fibrous, woven, or sheet film or any other materials which may adversely interfere with the free flow of wastewater in the drainage system or treatment plant shall not be present in any discharge.</p>	<p>Gross solids can cause sewer blockages.</p> <p>High suspended solids contents can cause Sewer blockages and overload the treatment processes.</p>

<p>2.4 Oil and grease</p> <p>a) There shall be no free or floating layer.</p> <p>b) A trade waste with mineral oil, fat or grease unavoidably emulsified, which in the opinion of the Southland District Council is not biodegradable shall not exceed 200 g/m³ as petroleum ether extractable matter when the emulsion is stable at a temperature of 15°C and when the emulsion is in contact with and diluted by a factor of 10 by raw Sewage, throughout the range pH 6.0 to pH 10.0.</p> <p>c) A trade waste with oil, fat or grease unavoidably emulsified, which in the opinion of the Southland District Council is biodegradable shall not exceed 500 g/m³ when the emulsion is stable at a temperature of 15°C and when the emulsion is in contact with and diluted by a factor of 10 by raw Sewage throughout the range pH 4.5 to pH 10.0.</p> <p>d) Emulsified oil, fat or grease shall not exceed 100 g/m³ as petroleum ether extractable matter when the emulsion is unstable at a temperature of 15°C and when the emulsion is in contact with and diluted by a factor of 10 by raw sewage throughout the range pH 4.5 to pH 10.0.</p>	<p>Oils and greases can cause sewer blockages, may adversely affect the treatment process and may impair the aesthetics of the receiving water. Where the treatment plant discharges to a sensitive receiving water, lower values should be considered.</p> <p>In terms of oil and greases, biodegradable refers to the bio-availability of the oil and greases and the biochemicals thereby produced and means the oil and grease content of the waste decreases by 90% or more when the wastewater is subjected to a simulated wastewater treatment process which matches the Southland District Council treatment system.</p> <p>If quick break detergents are being used, the operator shall ensure that proper separation systems are being used. If not, oil will reappear in drainage systems as a free layer.</p>
--	---

<p>2.5 Solvents and other organic liquids</p> <p>There shall be no free layer (whether floating or settled) of solvents or organic liquids</p>	<p>Some organic liquids are denser than water and will settle in sewers and traps.</p>
<p>2.6 Emulsions of paint, adhesive, rubber, plastic</p> <p>For the purpose of this subclause:</p> <ul style="list-style-type: none"> • Latex emulsion means an emulsion containing paint, adhesive, rubber, plastic, or similar material. • Treatable in relation to emulsion wastewater means the total organic carbon content of the waste decreases by 90% or more when the wastewater is subjected to a simulated wastewater treatment process which matches the Southland District Council treatment system: <ol style="list-style-type: none"> a) Latex emulsions which are not treatable may be discharged into the Sewer subject to the total suspended solids not exceeding 1,000 g/m³. b) Southland District Council may require pre-treatment of latex emulsions if the emulsion wastewater unreasonably interferes with the operation of the specific treatment plant. <p>Latex emulsions of both treatable and non-treatable types, shall be discharged to the sewer only at a concentration and pH range that prevents coagulation and blockage at the mixing zone in the public sewer.</p>	<p>Latex emulsions vary considerably in their properties and local treatment works may need additional restrictions depending on the experience of the specific treatment plant and the quantity of latex to be treated.</p>
<p>2.7 Radioactivity</p> <p>Radioactivity levels shall not exceed the Office of Radiation Safety Code of Practice CSP1 for the Use of Unsealed Radioactive Material. Radioactivity levels shall not exceed National Radiation Laboratory guidelines.</p>	<p><u>The Ministry of Health's Office of Radiation Safety administers the Radiation Safety Act 2016 and the Radiation Safety Regulations 2016 on behalf of the New Zealand Government. This legislation controls all dealings with ionising radiation. Refer National Radiation Laboratory "Code of Safe Practice for the Use of Unsealed Radioactive Materials" NRL C1.</u></p>
<p>2.8 Colour</p> <p>No waste shall have colour or colouring substance that causes the discharge to be coloured to the extent that it impairs Wastewater treatment processes or compromises the final effluent discharge consent.</p>	<p>Colour may cause aesthetic impairment of receiving waters and adverse effects on lagoon treatment processes and ultra-violet disinfection. Where potential for such problems exists, a level of colour which is rendered not noticeable after 100 dilutions may be used as a guideline.</p>

3. Chemical Characteristics

<p>3.1 pH value</p> <p>The pH shall be between 6.0 and 10.0 at all times.</p>	<p>Extremes of pH:</p> <ul style="list-style-type: none"> • can adversely affect biological treatment processes. • can adversely affect the safety of operations and/or maintenance personnel. • cause corrosion of sewer structures. • increase the potential for the release of toxic gases such as H₂S and HCN.
<p>3.2 Organic strength</p> <p>3.2.1 The Carbonaceous Biochemical Oxygen Demand (BOD) of any waste shall not exceed 1000 g/m³.</p>	<p>The loading on a treatment plant is affected by Biochemical Oxygen Demand (BOD) rather than Chemical Oxygen Demand (COD). For any particular waste type there is a fixed ratio between COD and BOD. For domestic sewage it is about 2.5:1 (COD :BOD), but can range from 1:1 to 100:1 for Trade Waste. Therefore BOD is important for the treatment process and charging, but because of the time taken for testing, it is often preferable to use COD for monitoring.</p>
<p>3.3 Maximum concentrations</p> <p>3.3.1 Introduction</p> <p>The maximum concentrations permissible for the chemical characteristics of an acceptable discharge are set out in the following tables:</p> <p>General chemical characteristics Table 1A.1</p> <p>Heavy metals Table 1A.2</p> <p>Organic compounds Table 1A.3</p> <p>Where appropriate, maximum daily limits (kg/day) for Mass Limit controlled discharges are also given.</p>	<p>Where a consistent relationship between BOD and COD can be established the discharge may be monitored using the COD test.</p>

3.3.2 General chemical Characteristics
Table 1 - General chemical Characteristics

Characteristic	Maximum concentration (g/m ³)	
MBAS (Methylene blue active substances)	500 g/m ³	MBAS is a measure of amniotic surfactants. High MBAS can: <ul style="list-style-type: none"> adversely effect the efficiency of activated sludge plants. impair the aesthetics of receiving waters.
Ammonia (measured as N) - free ammonia - ammonium salts	50 g/m ³ 200 g/m ³	High ammonia: <ul style="list-style-type: none"> may adversely effect the safety of operations and maintenance Personnel. may significantly contribute to the nutrient load to the receiving environment.
Kjeldahl nitrogen	150 g/m ³	High Kjeldahl nitrogen may significantly contribute to the nutrient load of the receiving environment.
Total phosphorus (as P)	50 g/m ³	High phosphorus may significantly contribute to the nutrient loading of the receiving environment. Phosphorus is the nutrient most likely to cause an adverse algal response in fresh water.
Sulphate (measured as SO ₄)	500 g/m ³	Sulphate: <ul style="list-style-type: none"> may adversely affect sewer structures. may increase the potential for the generation of sulphides in the wastewater if the sewer is prone to become anaerobic.
Sulphite (measured as SO ₂)	15 g/m ³	Sulphite has potential to release SO ₂ gas and thus adversely affect the safety of operations and maintenance personnel. It is a strong reducing agent and removes dissolved oxygen thereby increasing the potential for anaerobic conditions to form in the wastewater.

3.3.2 General chemical Characteristics <i>Table 1 - General chemical Characteristics</i>		
Sulphide as H ₂ S on acidification	5 g/m ³	Sulphides in wastewater may: cause corrosion of sewer structures, particularly the top non-wetted part of a sewer. <ul style="list-style-type: none"> generate odours in sewers which could cause public nuisance. release the toxic H₂S gas which could adversely affect the safety of operations and maintenance personnel.
Chlorine (measured as Cl ₂) - free chlorine - hypochlorite	3 g/m ³ 30 g/m ³	Chlorine: <ul style="list-style-type: none"> can adversely affect the safety of operations and maintenance personnel can cause corrosion of sewer structures.
Dissolved aluminium	300 g/m ³	Aluminium compounds, particularly in the presence of calcium salts, have the potential to precipitate as a scale which may cause a sewer blockage.
Dissolved iron	300 g/m ³	Iron salts may precipitate and cause a sewer blockage. High concentrations of ferric iron may also present colour problems depending on local conditions.
Boron (as B)	25 g/m ³	Boron is not removed by conventional treatment. High concentrations in effluent may restrict irrigation applications.
Bromine (as Br ₂)	5 g/m ³	High concentrations of bromine may adversely affect the safety of operations and maintenance personnel.
Fluoride (as F)	30 g/m ³	Fluoride is not removed by conventional wastewater treatment, however pre-treatment can easily and economically reduce concentrations to below 20 g/m ³ .
Cyanide - weak acid dissociable (as CN)	5 g/m ³	Cyanide may produce toxic atmospheres in the sewer and adversely affect the safety of operations and maintenance personnel.

Table 2 - Heavy metals†		
Metal	Maximum concentration (g/m ³)	
Antimony	10	<p>Heavy metals have the potential to:</p> <ul style="list-style-type: none">• impair the treatment process• impact on the receiving environment• limit the reuse of sludge and effluent. <p>The concentration for chromium includes all valent forms of the element. Chromium (VI) is considered to be more toxic than chromium (III) and for a discharge where chromium (III) makes up a large proportion of the characteristic, higher concentration limits may be acceptable. Specialist advice should be sought.</p>
Arsenic	5	
Barium	19	
Beryllium	0.005	
Cadmium	0.5	
Chromium	5	
Cobalt	10	
Copper	10	
Lead	10	
Manganese	20	
Mercury	0.005	
Molybdenum	10	
Silver	2	
Nickel	10	
Selenium	10	
Thallium	10	
Tin	20	
Zinc	10	
† Heavy metals shall be accepted up to the maximum concentrations given only when specifically approved.		

3.3.3 Organic compounds <i>Table 3 - Organic compounds</i>		
Compound	Maximum concentration (g/m ³)	
Formaldehyde (as HCHO)	50 g/m ³	Formaldehyde in the sewer atmosphere can adversely affect the safety of operations and maintenance personnel.
Phenolic compounds (as phenols) - excluding chlorinated phenols	50 g/m ³	Phenols may adversely affect biological treatment processes. They may not be completely removed by conventional treatment and subsequently impact on the environment.
Chlorinated phenols	0.02 g/m ³	Chlorinated phenols can adversely affect biological treatment process and may impair the quality of the receiving environment.
Petroleum hydrocarbons	30 g/m ³	Petroleum hydrocarbons may adversely affect the safety of operations and maintenance personnel.
Halogenated aliphatic compounds†	1 g/m ³	Because of their stability and chemical properties these compounds: <ul style="list-style-type: none"> • may adversely affect the treatment processes. • may impair the quality of the receiving environment. • may adversely affect the safety of operations and maintenance personnel.
Monocyclic aromatic hydrocarbons	5 g/m ³	These compounds (also known as benzene series) are relatively insoluble in water and are normally not a problem in trade waste. They may be carcinogenic and may adversely affect the safety of operations maintenance personnel.
Polycyclic (or polynuclear) aromatic hydrocarbons (PAHs)	0.05 g/m ³	Many of these substances have been demonstrated to have an adverse effect on the health of animals. Some are also persistent and are not degraded by conventional treatment processes.
Halogenated aromatic hydrocarbons (HAHs) Polychlorinated biphenyls (PCBs) Polybrominated biphenyls (PBBs)	0.002 g/m ³ 0.002 g/m ³	Because of their stability, persistence and ability to bioaccumulate in animal tissue these compounds have been severely restricted by health and environmental regulators.
Pesticides (general)† (includes insecticides, herbicides, fungicides and excludes organo-	0.2 g/m ³	The category covers all pesticides other than those that are specifically listed below.

phosphate, organo-chlorine and any pesticides not registered for use in New Zealand)		Pesticides: <ul style="list-style-type: none"> • may adversely affect the treatment processes. • may impair the quality of the receiving environment. • may adversely affect the safety of operations and maintenance Personnel.
Organophosphate pesticides*†	0.1 g/m ³	
<p>* Excludes pesticides not registered for use in New Zealand.</p> <p>† These compounds shall be accepted up to the given maximum concentration only when specifically approved.</p> <p>3.3.4 Inhibitory chemicals</p> <p>No chemical shall be discharged which shall inhibit the performance of the wastewater treatment process such that in the opinion of the Southland District Council will put it at risk from not achieving its environmental statutory requirements.</p>		

3.4 Pharmaceutical Waste

3.4.1 Pharmacies must not discharge more liquid pharmaceutical waste per month than the volumes listed below. The volume limit is based on the concentration of active ingredients in the product.

Table 4 – Liquid Waste from Pharmacies

<u>Volume Limit</u>	<u>Active Concentration</u>
<u>10 Litres</u>	<u>125mg/5ml</u>
<u>5 Litres</u>	<u>250mg/5ml</u>
<u>3 Litres</u>	<u>Above 250mg/5ml</u>

Any discharge above these limits should be a controlled discharge and require a trade waste agreement.

No waste may contain cytotoxic waste or liquid antibiotics, which are prohibited.

Appendix B: Prohibited Waste Characteristics

1. Introduction

- 1.1 Prohibited characteristics are present if their concentration exceeds background levels. The background level in relation to any substance means the extent to which that substance is present (if at all) in the municipal water supply used on the trade premises, or in any other water supply that is approved by the Southland District Council for the purpose of discharging waste.

2. Prohibited Characteristics

- 2.1.1** Any discharge has prohibited Characteristics if it has any solid liquid or gaseous matters or any combination or mixture of such matters which by themselves or in combination with any other matters will immediately or in the course of time:
- a) Interfere with the free flow of sewage in the wastewater system, or
 - b) Damage any part of the wastewater system, or
 - c) In any way, directly or indirectly, cause the quality of the effluent or residual biosolids and other solids from any wastewater treatment plant in the catchment to which the waste was discharged to breach the conditions of a consent issued under the Resource Management Act 1991, or water right, permit or other governing legislation, or
 - d) Prejudice the occupational health and safety risks faced by sewerage workers, or
 - e) After treatment be toxic to fish, animals or plant life in the receiving waters, or
 - f) Cause malodorous gases or substances to form which are of a nature or sufficient quantity to create a public nuisance, or
 - g) Have a colour or colouring substance that causes the discharge of any wastewater treatment plant to receiving waters to be coloured.
- 2.1.2** A discharge has prohibited characteristics if it has any characteristic which exceeds the concentration or other limits specified in Appendix A unless specifically approved for that particular consent.
- 2.1.3** A discharge has a prohibited characteristic if it has any amount of:
- a) Harmful solids, including dry solid wastes and materials which combine with water to form a cemented mass.
 - b) Liquid, solid or gas which could be flammable or explosive in the wastes, including oil, fuel, solvents (except as allowed for in Appendix A), calcium carbide and any other material which is capable of giving rise to fire or explosion hazards either spontaneously or in combination with sewage.
 - c) The following organo-metal compounds:
 - Tin (as tributyl and other organotin compounds)
 - Chromium (as organic compounds)
 - Copper
 - d) Any organochlorine pesticides.
 - e) Any genetic wastes, as follows:

All wastes that contain or are likely to contain genetically altered material from premises where the genetic alteration of any material is conducted.
 - f) Any health care waste covered by NZS 4304 or any pathological or histological wastes.
 - g) Radioactivity levels in excess of National Radiation Laboratory guidelines.
 - h) Cytotoxic waste or liquid antibiotics.

Southland Cycling Strategy

Record No: R/18/4/9942
Author: Dylan Rabbidge, Commercial Lead Roading
Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 The draft Southland Cycling Strategy presented to Council on 14 December 2016 has been finalised and is presented for adoption.

Executive Summary

- 2 This report provides an overview of the Southland Cycling Strategy from when first presented in draft form to its final form. The purpose of the document is provide guidance around cycling in the greater Southland district. Invercargill City Council and Gore District have both adopted the Southland Cycling Strategy.

Recommendation

That the Council:

- a) **Receives the report titled “Southland Cycling Strategy” dated 10 May 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Adopts the Southland Cycling Strategy.**

Background

- 3 The Southland Cycling Strategy was developed in consultation with the region’s councils, government agencies, cycling organisations and the community.
- 4 Venture Southland managed a process whereby an experienced consultant was procured via a competitive tender process. The successful consultant was TRC Tourism. The TRC team has been working in the fields of tourism, recreation, conservation and culture for over 25 years.
- 5 The process TRC used involved analysis of Southland’s population, social, economic and tourism situation. Previous plans and studies on cycling in the region were reviewed. An audit was conducted of the existing cycling infrastructure, services, experiences and organisation in Southland and competitor cycling destinations. Local and visitor cycling markets and their cycling

needs and references were also analysed to identify the market segments and types of cycling with most potential for the region.

- 6 Community views and input on directions for cycling were provided through interviews with major stakeholders and community open house sessions. Stakeholders were also invited to comment on a paper setting out a proposed strategic approach to cycling development.
- 7 The views of Southland's cyclists were sought through an online survey that received 339 responses.
- 8 This process lead to the compilation of the draft strategy.
- 9 This is a collaboration between the four local authorities along with key stakeholders and interest groups
- 10 Subsequent to this the strategy has evolved with additional inputs from NZTA to ensure it will meet the strategic requirements that form part of the Business Case approach required for funding from NZTA. The Cycling Southland Strategy is attached.

Purpose

- 11 *"The Southland Cycling Strategy is a fundamental document for government, the community, cycling organisations, the tourism industry and business at the local, district and regional levels to develop and invest in cycling opportunities in a consistent, collaborative and sustainable way for Southland. It is geared to the specific needs, situations and practicalities in Southland while guiding local stakeholders on developing effective initiatives in their local areas."*
- 12 This will be a useful document for the Southland District Council to use as the base planning document for cycling initiatives of all types. Whether it be on-road or off-road cycling. Whether it be NZTA funded, local funded, private funded or District funded.

Vision Statement

- 13 The vision statement in the strategy is quoted below;
"Our aim is to improve cycling safety and participation in Southland"

Process

- 14 The proposal from here is for each of the Southland region's authorities to adopt the strategy, currently Invercargill City Council and Gore District Council have adopted with only Southland District to complete adoption with Environment Southland to endorse the strategy.

Issues

- 15 No relevant issues identified.

Factors to Consider

Legal and Statutory Requirements

- 16 There is no out of the ordinary legal requirements.

Community Views

- 17 The Strategy has been developed with input from stakeholders such as Cycling Southland, Cycling New Zealand, Te Anau Cycling Inc to name a few.

Costs and Funding

- 18 Other than staff time, there has been no direct financial costs. One of the key outcomes of this document is to meet NZTA's funding requirements, this document forms part of the Strategic Case required to enable funding applications.

Policy Implications

- 19 At present the Southland District Council does not have a Strategic document around cycling across the region. This document aims to provide guidance for future safe cycling networks.

Analysis

Options Considered

- 20 Either adopt the Southland Cycling Strategy or develop a standalone strategy.

Analysis of Options

Option 1 - Adopt the Southland Cycling Strategy

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• A Southland wide strategy – unified approach.• Buy in from all stakeholders.• Sets the platform for funding applications - NZTA strategic case has been developed to meet funding requirements.• Provides Southland District with a strategy.	<ul style="list-style-type: none">• None identified.

Option 2 - Develop a standalone strategy

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Retain control / great level of ownership.	<ul style="list-style-type: none">• Financial implications – re consult.• Will not be in keeping with the wider Southland strategy.• Potential issues with stakeholders.• May not meet NZTA requirements.

Option 3 – Have no strategy

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• None identified.	<ul style="list-style-type: none">• Lack of direction and leadership.

	<ul style="list-style-type: none">• Reduced ability to access funding.
--	--

Assessment of Significance

- 21 This is not deemed significant.

Recommended Option

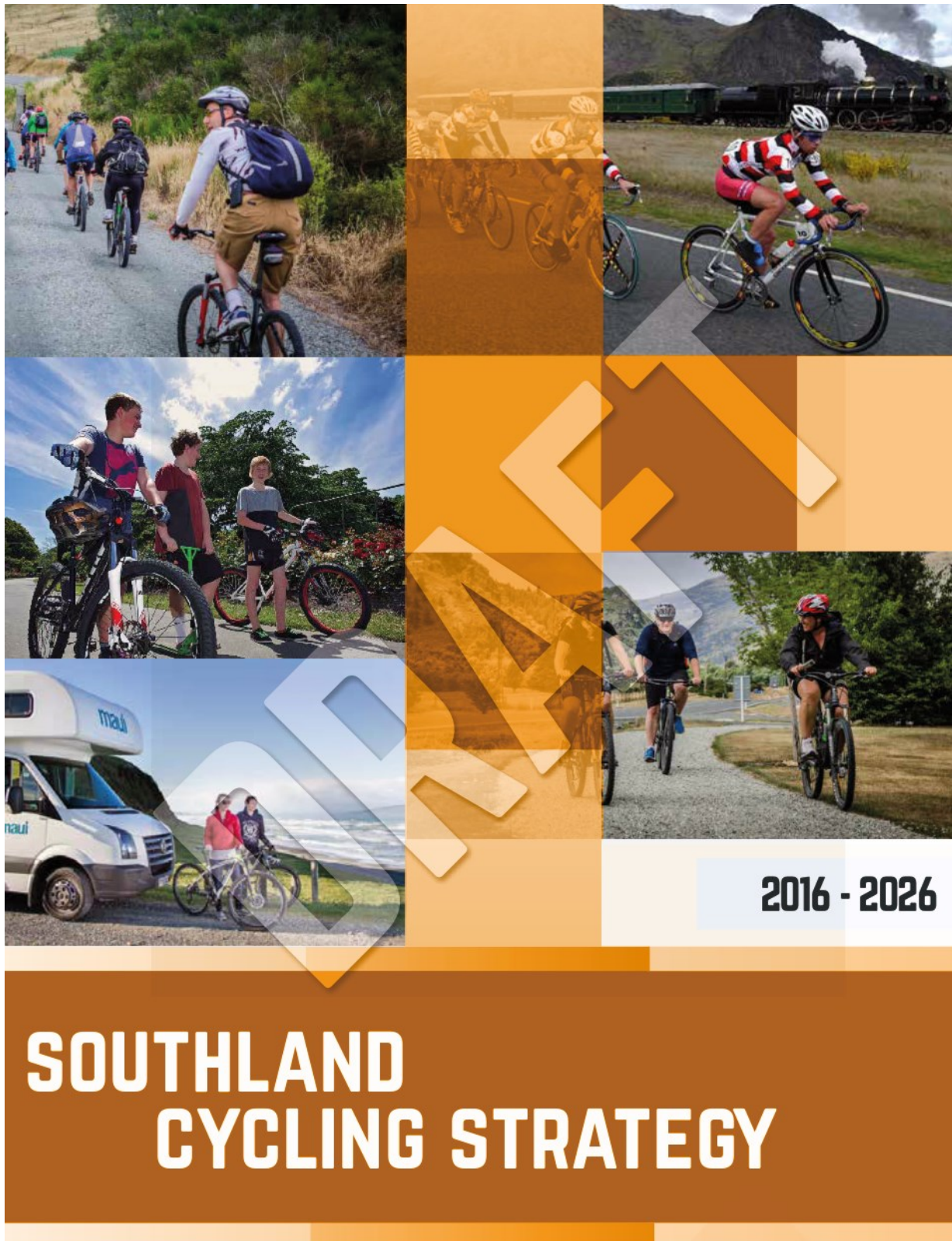
- 22 It is recommended that the Southland Cycling Strategy be adopted.

Next Steps

- 23 Southland District Council continue with the Southland Cycling governance group, currently Councillor Frazer and staff member.

Attachments

- A Cycling Southland Strategy [↓](#)



Acknowledgements

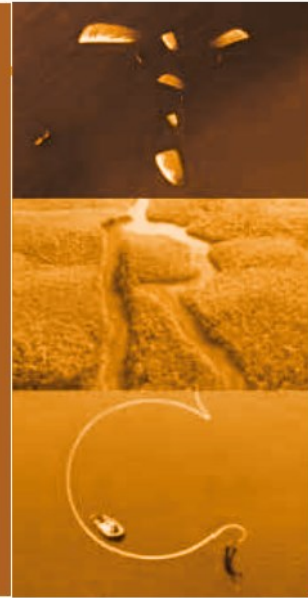
The Southland Cycling Strategy has been prepared by TRC Tourism Ltd (www.trctourism.com) on behalf of Venture Southland, Invercargill City Council, Southland District Council and Gore District Council, Environment Southland and Sport Southland. **Acknowledgments and recognition of preceding strategies on national and regional level.**

Authors: Janet Mackay, Dave Bamford, Paul Wilson.

Version 2 has been reviewed by the Cycling Governance Group.

Disclaimer

Any representation, statement, opinion or advice, expressed or implied in this document is made in good faith but on the basis that TRC Tourism are not liable to any person for any damage or loss whatsoever which has occurred or may occur in relation to that person taking or not taking action in respect of any representation, statement or advice referred to in this document.



In association and consultation with:



Bids Southland - Southland Cycling Strategy

TABLE OF CONTENT

EXECUTIVE SUMMARY

1 BACKGROUND	7
1.1 PURPOSE OF THE CYCLING STRATEGY	7
1.2 HOW THE DRAFT STRATEGY WAS DEVELOPED	7
1.3 PLANNING CONTEXT	8
1.4 WHAT TYPES OF CYCLING DOES IT APPLY TO?	9
2 VISION FOR CYCLING IN SOUTHLAND	12
2.1 VISION STATEMENT	12
2.2 GUIDING PRINCIPLES	12
3 CYCLING CONTEXT	13
3.1 CYCLING BY NEW ZEALAND RESIDENTS	13
3.2 TOURISM CONTEXT	16
3.3 CYCLE TOURISM	16
Cycle Tourism Trends	16
3.4 SOUTHLAND STRATEGIC CYCLING ISSUES	16
Who are New Zealand's cycle tourists?	17
What cycle tourists do in New Zealand	17
Competitor cycling destinations	18
4 CURRENT CYCLING IN SOUTHLAND	19
4.1 WHERE AND HOW PEOPLE CYCLE	19
4.2 CYCLING EVIDENCE - A CASE FOR CHANGE	19
4.2.1 Safety Information	20
4.2.2 Community Participation	21
4.3 COMMUTER CYCLING	22
4.3.2 RECREATIONAL CYCLING	24
4.4 CYCLE TOURISM	28
4.5 COMPETITIVE AND EVENT CYCLING	32
5 THE WAY FORWARD	36
5.1 MAIN APPROACH	36
5.2 RIDE SOUTHLAND GOVERNANCE STRUCTURE	37
5.3 DECISION MAKING CRITERIA	38
5.4 RISK REGISTER	39
5.5 FUNDING FRAMEWORK	39
5.6 DELIVERY STRATEGY	40
5.7 OUTCOMES	40
5.8 IMPLEMENTATION PARTNERS	41
APPENDIX A. PLANNING CONTEXT	43
APPENDIX B. CASE STUDIES OF NZ CYCLING DESTINATIONS	47
APPENDIX C. SURVEY OF SOUTHLAND CYCLISTS	49
APPENDIX D. SOUTHLAND CYCLING AUDIT	51
APPENDIX E. STRATEGIES AND ACTION	59
APPENDIX F. SOUTHLAND CYCLING STRATEGIC CASE	72

Bide Southland – Southland Cycling Strategy

EXECUTIVE SUMMARY

VISION STATEMENT

Our aim is to improve cycling safety and participation so that the people of Southland and our visitors will gain in health, quality of life and appreciative use of their outstanding natural environment.

Cycling opportunities will contribute to Southland's socio-economic and population development by increasing the attractiveness of the region as a family friendly place to live and visit.



CYCLING OVERVIEW

Southland has one of the greatest potentials for cycling participation. This strategy looks to place appropriate Governance and frameworks around those opportunities to support their growth and development. Investment in cycling, be it further infrastructure, coordination or events must be made in a prudent and well considered approach which can demonstrate it is sustainable and can show achievable outcomes. Councils and funders must have confidence in investment and see the contribution to their stakeholders and the community. Against these challenging opportunities, this strategy has been developed and is being considered for adoption by the stakeholders.

WHAT THE STRATEGY DOES

Cycling is a popular activity in Southland engaged in by 29% of the region's population, a higher participation rate than the national average. The Southland Cycling Strategy builds on the community's interest in cycling to develop improved cycling opportunities and ensuring benefits to Southland's community through:

- » improved health through participation in exercise that reduces the ill-health caused sedentary lifestyles
- » improved liveability through encouraging the community to move around in, congregate and meet people in their neighbourhoods, towns and cities
- » lifestyle advantages through opportunities for outdoor recreation and sport participation that contribute to making Southland a desirable place to live
- » provision of a safe, usable and sustainable transport method as part of an integrated land transport system that meets peoples' needs and has less impact on the environment
- » contributing to economic diversification of the region through attraction of cycle tourists and provision of cycling-related services.
- » supporting the development of cycling skills from learning to ride, return riders to enhancing cycling skills of elite riders

The Strategy aligns with the New Zealand Government's direction to provide for safe, accessible cycling as a transport mode and recreational and tourism activity providing health, lifestyle and local economic benefits. The Strategy establishes a process for local government, agencies, the community, cycling organisations, the tourism industry and business to develop and invest in cycling opportunities in a consistent, collaborative and sustainable way.

The Strategy recognises the different ways people cycle in Southland. It applies four broad categories of cycling - commuter (or utility) cycling, recreational cycling, cycle tourism and competitive and event cycling - and the range of cycling styles - road cycling, off-road trail cycling, mountain biking (in its different forms) and BMX riding. The document has a number of high level strategies to assist the development of a framework for establishing governance, identifying actions and how to coordinate the community involvement in cycling in a successful and effective way.

A key fundamental of the strategy establishes the principle that the 'owner' of any project (being a Council, Agency or Group) is encouraged and supported by the Governance Group but investment decisions are made by those who are paying for them.

Cycling Strategy will be followed by the Outcomes Action Plan which will be developed by governance and implementation groups in conjunction with all key stakeholders, to give priorities to programme development.

Bide Southland - Southland Cycling Strategy

OPPORTUNITIES FOR SOUTHLAND'S RESIDENTS ACROSS THE RANGE OF CYCLING

In a survey conducted in 2016, Southland residents indicated they are interested in more investment by councils in cycling improvements in the region. The major issues identified included:

- » improved road safety for cyclists, including improved cycle lanes or road shoulders for commuting and recreational road riding
- » more recreational cycling opportunities for families
- » more amenities and services for cyclists on recreational and tourism road routes and trails
- » more off-road recreational and tourism trails and completion of trails under development
- » improved mountain biking opportunities, particularly near urban areas

The Strategy aims to communicate with and encourage greater cycling participation in Southland's communities. Southland cycling groups would not be able to deliver an amazing range of initiatives and events without volunteers. Retention and attraction of new volunteers are crucial to maintain and enhance the current state of cycling in Southland.

Recreational cycling, whether it be in parks, as a family group or through mountain biking - is a key area with an opportunity to further grow the wealth of existing base activities available in Southland. Exciting opportunities can be created with the Department of Conservation being part of the Governance Group and as their policies are reviewed over time.

CYCLE TOURISM

Cycle tourism has the potential to bring socio-economic benefits to Southland through increased recreational and holiday opportunities, the economic flow-on effects of visitor expenditure and business and employment opportunities.

Southland is at an early stage in the development of cycle tourism. Except for the Around the Mountains Cycle Trail (one of the Great Rides in the New Zealand Cycle Trail) there has been little development of cycling routes with linked products and services that meet the expectations of contemporary cycle visitor markets for accessible cycling experiences of between one and several days in length.

The Strategy identifies the opportunity for Southland to develop cycle tourism. It suggests the development opportunity of a small number of high quality, distinctive Southland cycling experiences such as: the Around the Mountains Cycle Trail, Heartland Rides (on-road routes), and the shorter Invercargill to Bluff Cycleway and (subject to route approval) the Te Anau to Manapouri Cycleway. This approach will provide a firm foundation for support for cycle tourism development in the longer term.



COMPETITIONS AND EVENTS

Southland has a strong tradition of cycling competitions and events; including the iconic Tour of Southland road race (now in its 62nd year) together with the SIT Zero Fees Velodrome at Invercargill being a major resource for track cycling competitions and local cycling training and education.

The region also offers some unique, small mountain biking events. Southland's competitive cycling focus has been affected by the growth of cycling events throughout New Zealand. The Strategy aims to give support to rejuvenate local and visiting interest in competitive and participative cycling events in Southland through better coordination, an increase in school competitions and the potential of hosting second tier national and international events, a signature event on the Around the Mountains Cycle Trail, development of a Festival of Cycling and improved promotion of events.

STRATEGIES FOR IMPROVEMENT

Seven main strategies that will be employed to implement the Strategy are detailed as follows:

- A** IMPROVE BASIC INFRASTRUCTURE TO ENCOURAGE MORE PEOPLE TO CYCLE
- B** DEVELOP AND PROMOTE A SUITE OF HIGH QUALITY CYCLING EXPERIENCES
- C** IMPLEMENT PROGRAMMES TO ENCOURAGE PEOPLE TO CYCLE AND RAISE SAFETY AWARENESS
- D** SUPPORT COMMUNITY CYCLING ACTIVITIES AND PARTICIPATION-BASED EVENTS
- E** ASSIST THE REJUVENATION OF COMPETITIVE CYCLING EVENTS
- F** SUPPORT DEVELOPMENT OF LOCAL CYCLE COMMISSIONABLE TOURISM PRODUCTS AND PARTNERSHIPS
- G** IMPLEMENT STRONG LEADERSHIP, COMMUNICATION AND COOPERATION

Decision-making criteria are provided to ensure that decisions on improving, consolidating, maintaining and extending Southland's cycle network are sustainable. The benefits of deploying these strategies will be:

- Improved road user safety
- Improved community connections and social wellbeing through recreational use
- Cycling contributing to our economic growth through areas such as tourism

THE CORE APPROACH

Improve and consolidate current cycling infrastructure and opportunities with an emphasis on safe, enjoyable family-friendly experiences.

Encourage more local cycle participation and development of a cycling culture.

Provide a small number of high quality cycling experiences with a distinctive Southland character.

Over time consider new cycling opportunities that are supported by demonstrated demand and a sound business case.

Bids Southland – Southland Cycling Strategy

1. BACKGROUND

The Southland Cycling Strategy is a fundamental document for government, the community, cycling organisations, the tourism industry and business at the local, district and regional levels to develop and invest in cycling opportunities in a consistent, collaborative and sustainable way for Southland.

It is geared to the specific needs, situations and practicalities in Southland while guiding local stakeholders on developing effective initiatives in their local areas.

PURPOSE OF THE CYCLING STRATEGY

1.1

The Strategy applies to the Southland area and covers the Southland District Council, the Gore District Council and the Invercargill City Council.

Underlying the Strategy is the aim to utilise improved cycling opportunities to bring multiple benefits to the Southland community through:

- » improved health through participation in exercise that reduces the ill-health caused by sedentary lifestyles
- » improved liveability through encouraging the community to move around in, congregate and meet people in their neighbourhoods, towns and cities
- » lifestyle advantages through opportunities for outdoor recreation and sport participation that contribute to making Southland a desirable place to live
- » provision of a safe, usable and sustainable transport method as part of an integrated land transport system that meets people's needs and has less impact on the environment
- » contributing to economic diversification of the region through attraction of cycle tourists and provision of cycling-related services.

The Southland Cycling Strategy aligns with the 2015 Southland Regional Development Strategy, which aims to attract migration, a more varied population demographic mix and more diverse economic development to the region. The proposed improvements in cycling infrastructure and opportunities will improve the region's lifestyle choices and attractiveness for migration, tourism and investment.

HOW THE STRATEGY WAS DEVELOPED

1.2

The Southland Cycling Strategy was developed in close consultation with the region's councils, government agencies, cycling organisations and the community.

Southland's population, social, economic and tourism situation was analysed and plans for the region's future directions and previous studies on cycling in the region were reviewed. An audit was conducted of the existing cycling infrastructure, services, experiences and organisation in Southland and competitor cycling destinations. Local and visitor cycling markets and their cycling needs and preferences were also analysed to identify the market segments and types of cycling with most potential for the region.

Community views and input on directions for cycling were provided through interviews with major stakeholders and community open house sessions. Stakeholders were also invited to comment on a paper setting out a proposed strategic approach to cycling development.

The views of Southland's cyclists were sought through an online survey that received **339 responses**.



BENEFITS OF INVESTING IN CYCLING IN NEW ZEALAND COMMUNITIES

The New Zealand Transport Agency has compiled evidence from New Zealand and other countries to show that provision of cycling infrastructure leads to increased cycling participation in communities leading to:

- » improved quality of life and social connection
- » reduction in travel times, improved traffic flows and reduced council road operational costs
- » savings on transport for cyclists
- » attraction of visitors
- » reduced noise and greenhouse gas emissions
- » reduction in the incidence of serious illnesses

PLANNING CONTEXT

1.3

The Southland Cycling Strategy aligns with the New Zealand Government's aims and initiatives to develop safe, accessible cycling as part of an integrated land transport system and as a transport mode and recreational/tourism activity providing health, lifestyle and local economic benefits. More detail on the planning documents related to the Southland Cycling Strategy is provided in Appendix A.

NEW ZEALAND GOVERNMENT'S CYCLING POLICY

Safer cycling throughout New Zealand - *New Zealand's Road Safety Strategy 2010-2020* and the *2015 Cycling Safety Action Plan*

Cycling as an attractive urban transport choice - a goal of additional 10 million annual urban cycling trips by 2019

Great Rides – the 23 rides in the New Zealand Cycle Trail (Nga Haerenga) developed with government and local funding from 2009

Heartland Rides – on-road cycle touring routes on existing roads identified by shoulder width, traffic speed and traffic volume

A connected cycling network – of urban cycling infrastructure, Great Rides and Heartland Rides

Combined government and local funding for cycling improvements – at the national level through the Urban Cycleways Programme and under the National Land Transport Programme.

The Southland Cycling Strategy looks to identify cycling development priorities that will assist the region in applying for government funding.

The National Land Transport Programme provides funding for improved transport throughout New Zealand, including for on-road cycling and off-road cycling trails. The programme operates through Regional Land Transport Plans (developed by Regional Transport Committees) which supports projects submitted by TLAs for inclusion in for funding in the National Land Transport Programme (NLTP) for to the New Zealand Transport Agency. Southland is part of the Otago Southland Regional Land Transport Committee; which meets jointly as a more effective and efficient way of inter-regional transport planning. There may be opportunities to develop Southland cycling projects for submission in the following round of funding for 2018-21.

Consideration of specific cycling opportunities in Southland has previously occurred under the Invercargill Walking and Cycling Strategy 2010, the March 2015 Recreational Walking and Cycling Strategy for Invercargill and the 2014 Te Anau and Environs Cycling Opportunities Study. The Otago Southland Regional Land Transport Plans 2015-2021 (developed under the National Land Transport Programme) emphasise:

- » provision for safe cycling in new road construction and where this is necessary for safety
- » building of separate cycleways for commuting or other economic purposes where safety of cyclists is at risk
- » expanding and connecting the cycling network
- » provision of bike racks in town centres and bike carriers on urban buses
- » safe connections between different parts of the New Zealand Cycle Trail.

The developments and recommendations in these strategies and studies have been taken into account in developing the Southland Cycling Strategy.

Conservation lands form a large part of Southland and are important natural assets and recreational destinations for the region's residents and visitors. Mountain biking on management trails occurs on some conservation lands and there has been interest in extending and improving these opportunities.

The Department of Conservation has developed a draft *Southland Murihiki Conservation Management Strategy* indicating locations that may be considered for mountain biking access and facilities subject to meeting identified policies. Mountain biking in the Fiordland National Park, the region's largest national park and an iconic visitor destination, is restricted to some management trails under the Park's statutory management plan. The draft *Southland Murihiki Conservation Management Strategy* indicates that the question of mountain biking access and development of new mountain biking trails will be considered in the review of the management plan.

Bids Southland - Southland Cycling Strategy

WHAT TYPES OF CYCLING DOES IT APPLY TO?

1.4

The Southland Cycling Strategy focusses on four broad categories of cycling activity as below and also acknowledges that there is cycling activity on sealed roads and off road trails; using different types of bicycles and seeing increased usage of e-bikes.

COMMUTER CYCLING

On-road and trail cycling as a means of transport to work, school, education institutions, shops and other places primarily in and near urban areas. Commuter cycling infrastructure can also be used for recreational cycling. Also known as 'Utility Cycling'.



RECREATIONAL CYCLING

Cycling by Southland residents during their leisure time across the different types of cycling

CYCLE TOURISM

Participation in cycling of various types by domestic and international visitors to Southland, whether as an element of a wider trip or a trip that focusses on a specific cycling experience



COMPETITIVE AND EVENT CYCLING

Cycling sporting events at the local, regional, national and international level that encourage local cycling participation and/or attract participants and spectators from elsewhere.

This category also includes non-competitive participative events in which people participate for the social experience, personal challenge or the charitable aims of the event.

Within these broad categories, cyclists undertake a range of different cycling styles which have their specific cycling markets and experience, bicycle types and infrastructure needs. The Southland Cycling Strategy aims to cater for the range of cycling styles which fall within the broad umbrellas of road cycling, trail cycling, mountain biking and BMX riding.

Bide Southland – Southland Cycling Strategy

ROAD CYCLING

Occurs on sealed roads or other sealed surfaces

COMMUTING

Cycling as a means of transport to work, school, education institutions, shops, recreation destinations and places of social interaction and other everyday life purposes.



RECREATIONAL

The most popular form of road cycling undertaken for fitness, leisure and social purposes by a range of markets – individuals, families, social groups. Recreational road cycling also includes non-competitive organised events (often held for charity or in association with competitive events) where the emphasis is on the individual challenge, the journey and social interaction. These events can attract both local and visiting cyclists and contribute to cycle tourism in a destination.

ROAD TOURING

Travelling and exploring by road bike for leisure or holiday purposes on roads or sealed paths for a few hours, a day or a multi-day trip. Participants may use road bikes or hybrid bikes that provide more stability for carrying equipment.



ROAD RACING AND TRAINING

High speed competition and training by local and visiting amateur and professional elite cyclists at a range of competitive levels. Races are held over a range of distances and may involve road closures or traffic regulation. Informal or organised training often involves groups of riders who use pre-determined routes.

TRACK RACING AND TRAINING

Competitive racing and training on purpose-built indoor or outdoor velodromes using purpose-built bicycles.



Bike Southland – Southland Cycling Strategy 1

OFF-ROAD CYCLING

OFF-ROAD TRAIL CYCLING

Off-road trail cycling on cycle paths, rail trails, and management trails in parks and forestry areas for recreational or tourism purposes. Riders may use hybrid bicycles or mountain bikes depending on the surface and terrain. Trail cycling covers a range of experiences from a few hours, to a day to multi-day trips and a range of fitness levels from trails with gentle gradients to demanding cycles in remote and steep terrain. Recreational and tourism cycle trail experiences (such as the New Zealand Cycle Trail, Nga Haerenga) have been developed in many countries and often include supporting accommodation and other services. Part of the routes covered by these trails may include unsealed and sealed vehicle roads.



Photo by Ben Arthur

MOUNTAIN BIKING

Involves riding a purpose-built mountain bike on specially-constructed mountain bike trails (often in bike parks or trail networks) or on other off-road trails such as management trails.

Mountain bike parks or trail networks often contain trails for a range of riding types and difficulty levels. The different sub-types or disciplines of mountain biking have their own competitive events.

Mountain bike touring - The 'softer' end of the mountain biking spectrum that crosses over with off-road trail touring and cross-country riding. It involves travel on cycle trails or management trails for a few hours, day trips or multi-day trips.

CROSS COUNTRY

Cross Country

A broad type of recreational or competitive mountain biking on relatively flat terrain on purpose-built single-track, management trails or 4WD trails. All-mountain riding is a more recent evolution of cross-country riding on more varied, technical and steep terrain using specialised bikes with dual, longer travel suspension.



DOWNHILL (OR GRAVITY) RIDING

Recreational and competitive riding downhill on purpose-built tracks (with a range of difficulty ratings) with an emphasis on speed and technical challenges such as jumps, berms and drops. Downhill bikes are not designed to be ridden uphill and downhill facilities usually incorporate lift access or a shuttle service to transport riders to the beginning a descent. Downhill has evolved into different racing disciplines including four cross and dual slalom which involve several riders on one track or parallel tracks.

DIRT JUMPING

Technical riding on specialised bikes (allied with BMX bikes) usually in purpose-built facilities over a series of mounds and jumps. Pump track cycling is an evolution of dirt jumping and consists of riders generating initial speed on a downhill run to carry them through the course of jumps and berms without pedaling.



BMX

Technical riding over obstacles in purpose-built facilities. An urban-based activity popular with young people.

Bike Southland - Southland Cycling Strategy

2. VISION FOR CYCLING IN SOUTHLAND

VISION STATEMENT

2.1 *Our aim is to improve cycling safety and participation in Southland.*

GUIDING PRINCIPLES

2.2 The vision will be guided by the following principles:

- 1 Quality cycling experiences** A best-practice approach will be taken to developing and delivering cycling experiences of a high standard that are suited to the needs and preferences of Southland residents and visitor markets.
- 2 Inclusive, accessible family-friendly cycling** The different demography, styles, skill and fitness levels of Southland's cyclists and cycle visitors will be catered for in the provision of cycling opportunities.
- 3 Cycling infrastructure that provides meaningful and workable connections** Completed cycling routes and trails will provide linked cycling connections to the places residents and visitors cycle.
- 4 Fit-for-purpose infrastructure and facilities** Cycling routes, trails, signage and other facilities will be designed to function effectively and safely for, and meet the needs of, the type and number of users.
- 5 Safe cycling** Measures will be developed to assess how safe cycling is being achieved on roads and trails.
- 6 Encouragement of participation in cycling** Communities will be encouraged to participate in cycling through coordination of events, activities and opportunities.
- 7 Sustainable cycling** Cycling infrastructure and opportunities will be developed and managed in a way that is compatible with protecting Southland's natural and cultural values and the quality of its natural environment.
- 8 Socio-economic benefits for Southland** Cycling will be developed in a way that improves healthy recreation, lifestyle and economic opportunities for local communities, assists in attracting people to live in Southland and contributes to the economic benefits of tourism in the region.
- 9 Outcomes that are achievable** Cycling proposals to be supported will need to be realistic and meet business case considerations. Decisions on development of upgraded or new infrastructure and facilities will be made by the council owning the infrastructure.
- 10 Links to national and regional cycling transport objectives** Cycling initiatives will contribute to Strategic development plans, Regional Land Transport Programmes, Activity Plans and Council's long term plan to provide safe, connected, convenient and reliable cycling journeys.

Bide Southland - Southland Cycling Strategy 1

3. CYCLING CONTEXT

Cycling in Southland takes place in the wider context of cycling demand by New Zealand and local residents and by domestic and international visitors to New Zealand and the region.

CYCLING BY NEW ZEALAND RESIDENTS

3.1

Cycling is an increasingly popular sport and active recreation activity for New Zealand adults (people aged 16 years and over)¹. More people cycle in Southland proportionally than in New Zealand on average.

In 2013/14² an estimated 29% of Southland residents (about 26,000 adults) cycle at least once a year compared with 24.8% in New Zealand as a whole (about 823,000 adults).

This data covers the range of cycling types, including mountain biking.

In New Zealand overall cycling is the third most popular activity after walking and swimming (see Figure 1). Cycling participation has increased by around 3% since 2007/08 when an estimated 22% of New Zealanders cycled.

This is the highest increase rate among the most popular sport and recreation activities³. In the same period participation in walking and swimming decreased by 5.9% and 3.9% respectively. Cycling is popular among all age groups up to age 74, especially in the middle age and older age groups between 35 and 74 years.

Most active recreation by New Zealanders takes place on an informal basis on their own or with others. About 22.2% participate in regular club competitions while 8.8% and 7.9% respectively take part in short-term organised competitions or events.

¹ Sport New Zealand (2015). Sport and Active Recreation in the Lives of New Zealand Adults. 2013/14 Active New Zealand Survey Results. Wellington, Sport New Zealand.

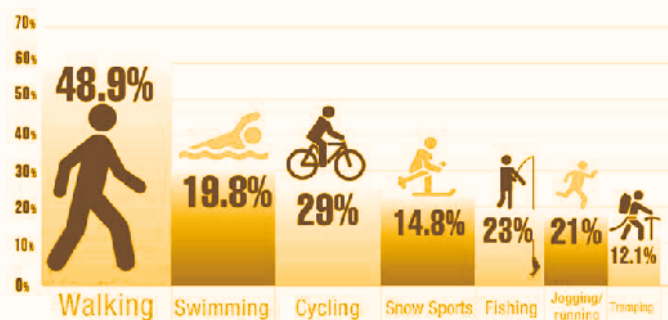
² Sport New Zealand (2015). Sport and Active Recreation Regional Profile: Southland Region – Findings from the 2013/14 Active New Zealand Survey. Wellington: Sport New Zealand.² Note that there was some variation in data collection between the two survey with gardening being taken out

RECREATIONAL ACTIVITY

Cycling was the second most popular physical recreation activity in Southland after walking (48.9%) (see Figure 2).

About 19.7% of Southland adults participated in at least one sport or recreation event in 2013-14, a similar rate to all New Zealand. An estimated 2.9% of Southland residents participated in bike events, compared with 2% for all New Zealand. Among non-cyclists in Southland, 7% were interested in trying cycling. This was the second highest level of interest compared with other activities after golf (8.3%).

Figure 2: Southland participation in sport and active recreation, 2013/14.



SOUTHLAND - POPULATION AND DEMOGRAPHIC

In Southland the demand for cycling in general and the different cycling styles will be linked to regional population trends and demographics.

At June 2015 Southland was estimated to have a population of 96,300 people – 2.3% of New Zealand's population. The population is concentrated in the south east in the urban areas of Invercargill (50,300 people or 51.7% of Southland's population), Gore (9,910), Winton (2,310), Te Anau (2,000), Bluff (1,870) and Riverton (1,510)⁴.

About 30% of Southland's population lives in rural areas – twice the national average for New Zealand's rural population. Most of Southland's population is of European origin (78.6%) but has been gradually diversifying. Southland's Maori population has been increasing and at 11.8% of the Southland population is the largest Maori population on the South Island⁵.

As generally in New Zealand, Southland's population structure is showing an increase in older age groups. Around 21% of the population (19,929 people) is aged 65 years and older –slightly higher than the New Zealand average of 20%. The distribution of other age groups in Southland is – 21% aged 0 to 17 years (25,158 people), 24% aged 20 to 39 years (22,005 people) and 28% aged between 40 and 64 (26,253 people).

- » Southland's population structure and future population trends (including immigration and increases in the numbers of older residents) are important for the types of cycling opportunities and infrastructure sought by local people.
- » With the population distributed fairly evenly between age groups a range of different cycling opportunities is desirable.

³ Sport New Zealand (2015). Sport and Active Recreation Regional Profile: Southland Region – Findings from the 2013/14 Active New Zealand Survey. Wellington: Sport New Zealand.

⁴ Statistics New Zealand. Subnational Population Estimates 30 June 2015.

⁵ Southland Mayoral Forum (October 2015). Southland Regional Development Strategy.

SOUTHLAND
STRATEGIC CYCLING
ISSUES 3.2

The strategic issues for Southland have been considered and using the Governments Investment Logic Mapping process, three strategic problem statements were identified:

1. URBAN SAFETY

Lack of cycle infrastructure and poor road user behaviour in urban areas, particularly Invercargill, results in risks to personal safety and defers cycle use.

2. REGIONAL ACCESSIBILITY

Limited number of inter-connected cycle routes and amenities in the region restricts cycling opportunities for commuters, school travel, recreational users and tourists.

3. REGIONAL COORDINATION

Lack of coordination of cycle initiative across the region limits social and economic opportunities for Southland.
The full mapping documentation is included in Appendix E.
The benefits anticipated from investment would address the problems by providing:

BENEFIT	OBJECTIVE
Improved Road User Safety	To achieve a declining trend of cycling related crashes on Southland roads by 2025
Improved Community Connectivity and Social Well-being	To increase the number of completed and connected cycle routes in Southland in 2025
Contribution to economic growth and productivity	To achieve an increasing trend in cycling participation for Southland residents & tourists by 2025.

In context, Southland communities should make informed investment, decisions which would address issues but also bring value (economics and/or social) back to the province. These investments must link and contribute with other strategies including Southland Regional Development (SORD), Tourism Strategies and Land Transport (Roding) Programmes to deliver benefits which can be measured.

Improving cycle safety is acknowledged as a key issue and either factually or perceived as a limitation to increasing cycling participation.

Increasing tourism cycling in an economic generator and will contribute to growing the Southland economy. Developing and connecting to existing tourism products will provide journeys for visitors and bring associated growth with services and amenities needed to service those customers.

Coordinating cycling actions with all the Southland Communities through shared initiatives has been proven from other activities to be effective at both a local level and regionally. Increasing participation through links existing original activities and having an agreed focus on deliverable will most effectively the somewhat limited resources for Southland given our small population and wide geographic area.

Councils are now seeking to have a more active participation in both regional accessibility and accountability for cycling.



TOURISM CONTEXT

3.3

Development of cycling in Southland is taking place in a growing New Zealand and Southland visitor economy.
The number and characteristics of visitors to Southland will influence demand for cycling experiences in the region.

Southland is experiencing increases in expenditure and guest nights from both domestic and international visitors. While Southland Regional Tourism Organisation (RTO) area receives primarily domestic visitors (nearly half from the within the Southland region), the more sparsely populated Fiordland RTO (with its iconic destinations of Fiordland National Park, Milford Sound and several 'Great Walks') has a high proportion of international visitors.



CYCLE TOURISM

3.4

Cycle tourism is a global phenomenon that is expanding as a way to travel while on holiday or as an activity to undertake among other holiday activities.

These trends will influence the cycling expectations of Southland's visitors.

Cycle Tourism Trends

Several factors have contributed to the growth of cycle tourism across a range of markets and demographics:

- » Increasingly popularity of cycling for recreation and development of cycling cultures
- » Increased provision of cycling infrastructure and routes, including specific routes and cycling trails to attract tourism. Well-promoted and packaged soft adventure cycling routes and trails with associated attractions, accommodation and services are now an established part of cycle tourism in North America, the UK, Europe and Australia and have been developed in New Zealand through the New Zealand Cycle Trail
- » A growth in specialised cycling tour products.
- » Promotion of and investment in cycle tourism by governments and communities as the economic benefits of cycle tourism have become evident. Cycle tourists tend to stay longer in an area and hence spend more in that area than vehicle based travelers
- » Development of cycle-friendly services by businesses and communities to encourage cycle tourism visitation to destinations and improve the cycling experience (see Scotland's Cyclists Welcome Scheme example)
- » The popularity of mountain biking and development of purpose-built mountain biking facilities which attract riders due to the quality of riding
- » A wide range of cycling competitions and participatory events which attract both participants and spectators
- » The trend to more experiential travel (as opposed to mass tourism) where travelers seek to immerse themselves in new places and cultures.

Bids Southland - Southland Cycling Strategy 16

Who are New Zealand's cycle tourists?

Cycle tourism has increased in New Zealand as a whole and is being targeted as a visitor growth area by the New Zealand Government in its marketing and infrastructure development. This is an opportunity for Southland.

For the purposes of New Zealand's visitor data collection cycle tourists are defined as domestic and international visitors who participate in cycling at least once during a trip. They include people who visit an area for a specific cycling journey or event and people who cycle on a trip when an opportunity presents itself.

There is little recent relevant data on New Zealand's cycle tourists. The latest detailed analysis of international and domestic cycle tourism in New Zealand was conducted in 2008¹¹ and updated for international cycle tourists in the 5 years from 2008 to 2012 in 2013¹².

In 2008 New Zealand received an estimated 314,900 domestic cycle tourists (who came mainly from New Zealand's largest population centres) and 42,100 international cycle tourist (dominated by visitors from Australia, North America and Continental Europe).

In that year cycle tourists comprised about 1% of all domestic visitors and 4 % of all international holidaymakers. It was estimated in 2008 that road cycling comprised about 54% of international cycle tourism and 44% of domestic cycle tourism, while mountain biking comprised about 46% of international cycle tourism and 56% of domestic cycle tourism.

The most popular areas for cycling by international visitors are the Auckland, Canterbury, Queenstown, West Coast, Wellington, Rotorua, Nelson, Lake Taupo and Lake Wanaka areas. Domestic visitors are primarily attracted to cycle in the Rotorua, Auckland and Canterbury, Hurunui, Queenstown, Lake Taupo areas.

Emerging changes towards more Free Independent Travelers in the large Chinese source market, suggest that cycling experiences may be appealing to more visitors from China in the future¹³

What cycle tourists do in New Zealand

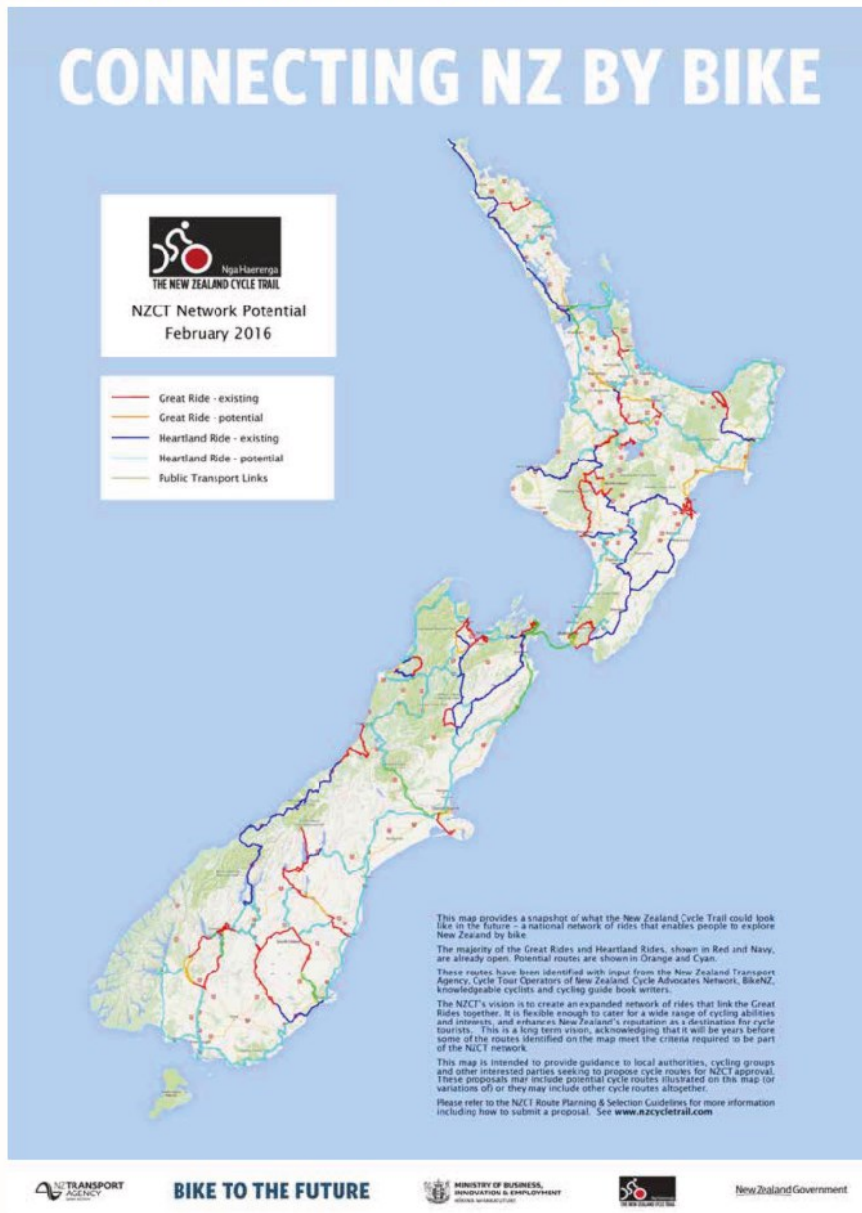
Cycle tourism in New Zealand consists of:

- » Specific multi-day cycle rides on roads or trails
- » Small guided or self-guided cycling groups with pre-arranged accommodation and supported by a transport supplier who also transports the luggage. Such boutique trips may last up to 7 to 10 days
- » Individuals or small groups undertaking self-supporting cycling journeys (road, trail and mountain bike trails) carrying their equipment on their bikes
- » Day and overnight visitors undertaking mountain biking at a mountain bike facility or trails network
- » Domestic and international travellers who undertake a cycling experience as one of several experiences during their trip
- » Day visitors who undertake a road or trail cycle experience
- » Participants and spectators at cycling events. For example the the Lake Taupo Cycle Challenge, New Zealand's largest cycling event with both competitive and non-competitive elements, attracts over 10,000 participants and additional spectators, with over 90% of participants from outside the area.

The New Zealand Government has made a major investment in cycle trail tourism through the New Zealand Cycle Trail (Nga Haerenga) concept which was initiated in 2009. The New Zealand Cycle Trail is intended to be a world-class network of 23 multi-day cycle trails (or 'Great Rides') throughout the country with linked accommodation, services, shuttle transport and attractions.

¹¹ New Zealand Government (2009). Tourist Activity – Cycle tourism. Tourism Sector Profile Series B5, September 2009

¹² Tourism New Zealand (2013), Tourist Special Interest – Cycling, April 2013; Tourism New Zealand website, Special Interest – Cycling and Mountain Biking, 15 June 2015, www.tourismnewzealand.com/markets-stats/sectors/special-interest/cycling-and-mountain-biking/.

Figure 3: Nga Haerenga – The NZ Cycle Trail – existing and potential routes¹⁷

Cycling destinations

Two of New Zealand's most successful cycling destinations for domestic and international visitors – Otago and Queenstown – are located in regions close to Southland (see Appendix B for descriptions of the Otago Central Rail Trail and the development of trails at Queenstown).

Both these destinations have developed through substantial collaborative effort of many parties. The Otago Central Rail Trail gains its appeal from its access to spectacular scenery, easy cycling suited to a range of markets and variety of linked activities and attractions that offer a highly immersive experience. The Queenstown trail network owes its success to its location in an iconic visitor destination and the wide variety of quality trail and mountain biking experiences.

¹⁷ Source: http://nzcycletrail.com/wp-content/uploads/2015/07/NZCT_Network_Potential_20150219-final.pdf

4. CURRENT CYCLING IN SOUTHLAND

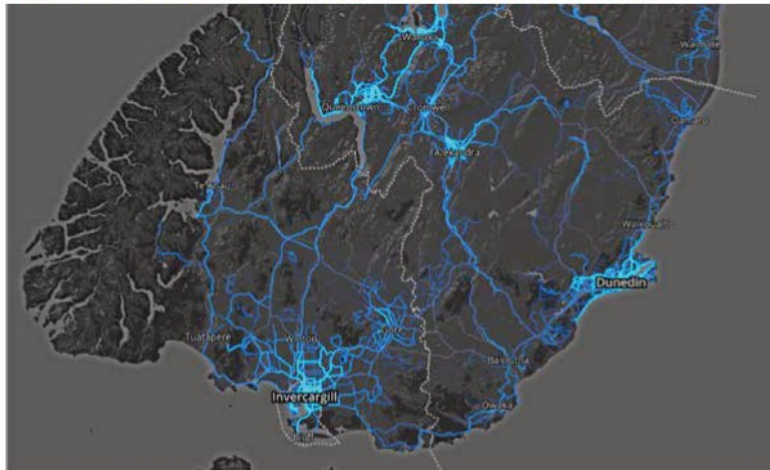
WHERE AND HOW PEOPLE CYCLE IN SOUTHLAND

4.1

This section describes the types of cycling that occurs in Southland, where it occurs, the needs and preferences of Southland's cyclists and cycling markets and evidence upon which investment can be considered. The cycling survey conducted during the development of this Strategy provided insight into the places Southland residents cycle and their needs, preferences and concerns. The outcomes of the survey are summarised in Appendix C.

The main cycling routes, trails, events and services in Southland are summarised in the following sections and in Appendix D. As shown in Figure 4, cycling in Southland and neighbouring regions (as generated by the 2015 Strava Heat Map²⁰) is concentrated around population centres and major trail and road cycling routes.

Figure 4: 2015 cycling patterns in Southland and nearby districts from Strava Heat Map



WHAT SOUTHLAND'S CYCLISTS WANT

2016 Southland Cycling Survey

CYCLING EVIDENCE A case for change

4.2

To support any investment decision, sufficient evidence needs to be available to inform a case for change. In this context, safety based data can add to the value of how safe are we cycling whilst participation information provides valuable intelligence in what the community is doing, its interest and growth expectations and the value it brings to the region.

²⁰ Sourced on <http://labs.strava.com/heatmap/#8/169.76074/-45.12005/blue/bike>

SAFETY INFORMATION

4.21

Road safety information is sourced from the New Zealand Transport Agency Crash Analysis System (CAS).

These records of crashes involving cyclists are for a period from 1997 to 2017.

Additionally NZTA also prepares the "Community at Risk Register" to rank different communities around NZ with regard to selected road safety risks of which is considered in this strategy. This register looks to highlight those communities which are "over-represented" in terms of road safety risk. This process highlights sources of disproportional risk.

The source information is again the CAS data (as above) and uses a rolling five year period of fatal and serious injury crash information.

The calculations of exposure to risk is based on 100 million vehicle kilometres travelled (100MVKT) for travel and for cyclists and pedestrians, million hours of travel from the MOT Household Travel Survey.

Invercargill is highlighted as being significantly higher risk compared to other districts.

Cyclist involved						
2017 Register						
PERSONAL RISK	Ranking	Standard Deviation	COLLECTIVE RISK	PERSONAL RISK		COLLECTIVE RISK
DSI/Mhrs	Territorial Authority		5yr AVG DSI	DSI/Mhrs	Road Safety Regions	5yr AVG DSI
189	Invercargill City	1.5TDEV	3	4	NORTHLAND	3
30	Kapiti Coast District		2	7	AUCKLAND	40
22	Grey District		1	8	WAIKATO	17
22	Tauapo District	0.5 TDEV	3	9	BAY OF PLENTY	8
17	Westland District		0	6	TARANAKI	5
16	Auckland Urban Central		22	3	MANAWATU WANGANUI	8
15	Rotorua District		2	10	GISBORNE	2
15	Queenstown-Lakes District		4	7	HAWKE'S BAY	8
15	Nelson City		5	7	WELLINGTON	22
13	Tauranga City		4	8	TASMAN NELSON MARLBOROUGH	8
11	Waitemata District		0	16	WEST COAST	2
11	Whakatane District		1	2	CANTERBURY	40
11	New Plymouth District		4	7	OTAGO	14
10	Hastings District		5	63	SOUTHLAND	3
10	Hamilton City		7			
10	Gisborne District		2	7	NATIONAL	180
9	Dunedin City		9			
9	Buller District	MEAN	0			
9	Auckland Urban West		4			
8	Hauraki District		1			
8	Opoitiki District		0			
8	Waioira District		0			
8	Thames-Coromandel District		1			
8	Christchurch City		35			
8	Auckland Urban North		6			
8	Waipa District		2			
7	Wellington City		14			
7	Napier City		2			
7	Waikato District		2			
6	Far North District		1			
6	Wanganui District		2			
6	South Taranaki District		1			

It is recognised that having reliable and up to date information is key to ensuring robust investment decisions to be made and is an area where further data sourcing can occur and be validated.

Data utilised from CAS utilised only information gathered by the NZ Police for Death and Serious Injuries. Some further investigation has been undertaken through work by the Otago Regional Council (ORC) which looked to utilise other datasets such as ACC, Hospital and Community records to better understand the extent of risk and safety. It is recognised that CAS is known to under report the number of injuries (minor particularly) compared to actual injuries which are often attendances at hospitals or doctors.

Bids Southland - Southland Cycling Strategy 2

**COMMUNITY
PARTICIPATION**
4.2.2

A cycling survey was undertaken in 2016 to assist with the strategy development.

WHAT SOUTHLAND'S CYCLISTS WANT

2016 Southland Cycling Survey

83% of respondents considered that investment in cycling could lead to community benefits **81%** agreed cycling was a good investment for councils

15% of respondents cycled regularly for transport, though over **60%** thought it cycling was a viable form of transport.

Most respondents agreed with council investment in cycling.

Road safety was a major concern, with strong support for improved cycle lanes or road shoulders in urban and rural areas.

Recreational and tourism road routes and trails need more amenities and services, especially toilets, drinking water, camping, accommodation and cafes.

There was support for more recreational/tourism trails, including trails suitable for families. There is a need for improved mountain biking opportunities near urban areas where most of Southland's mountain bikers ride.

A greater range of difficulty levels (including for families and young riders) and better trail maintenance is sought by mountain bikers especially at existing facilities.

Slide Southland - Southland Cycling Strategy

COMMUTER CYCLING

4.3

As elsewhere in New Zealand, commuter (also known as utility) cycling in Southland is more popular in urban areas than in rural places. Due to the general lack of traffic congestion the time benefits that accrue to cycling commuters in larger cities are limited in Southland where the benefits of commuting by bicycle centre around health, financial and environmental benefits.

Some cycling groups consulted indicated that there is a need to educate drivers on safe driving with cyclists and to promote cycling safety in schools.

In the 2013 Census, 813 (1.8%) Southland residents chose cycling as their main means of travel to work, a decrease from 1,029 (2.4%) in 2001²¹. This compares with a New Zealand average of 2.6% in main urban areas and 1.7% in rural centres. Cycling to and from work is most popular in Invercargill (2%) followed by Gore (1.6%) and Southland District (1.4%). While over 60% of respondents to the 2016 Southland cycling survey agreed that cycling for transport was viable in the region, only 15% of respondents indicated they cycled regularly (more than once a month) for transport.

All Southland territorial areas have seen a small decline in the proportion of people choosing cycling as their main means of travel to work. The rate of cycling to work is relatively static across New Zealand.

Cycling to school has declined significantly in Southland over the years. To some extent this has been replaced by the use of scooters. Observations of a sample of schools suggest that less than 10% of primary school students arrive at school by bike and 10% to 20% arrive by scooter.

The introduction of electric power-assisted bicycles (E-bikes) is improving the accessibility of cycling, particularly for older cyclists. E-bikes also have advantages for commuter cycling by reducing effort and enabling commuters to avoid wearing sports clothing when cycling to work. The number of E-bikes is increasing but is still relatively low given their higher cost.

Invercargill

The Invercargill City Council has developed a network of on-road cycle lanes (in particular from east to west across the city). About 80% of this proposed on-road cycle lane network is complete. Cycle tracks developed by Environment Southland on the flood banks make a useful contribution to commuter and recreation cycling. The cycle lane between Oreti Beach and the city has potential as a commuter and recreation/tourism route but needs significant improvement to encourage safe and popular use.

Facilities for bicycle storage is provided in a number of areas including the inner city, library and pool recreational facilities. Further provision of storage facilities by Council is in the design and approval stages. The airport terminal does not include any facilities for cyclists.

Southland Area

In the other major towns of the region, cycling facilities are limited and roads have not been generally designed with consideration for the needs of cyclists. Increasing traffic volumes related to tourism and the dairy industry place cyclists at higher risk on some State Highways and arterial roads.

While some recent road improvement projects in the region have considered the safety needs of cyclists, further improvement is needed to encourage cyclists to use them.

²¹ Statistics New Zealand (2015). 2013 Census QuickStats about Transport and Communications.

COMMUTER CYCLING

Market	Market Needs & Preferences	Issues Identified in Southland ²²	Opportunities & Barriers
Local commuters	<p>Safe, accessible and connected on-road and trail routes for cycling to work, school and other daily activities.</p> <p>Bike racks and other facilities (such as storage, showers) at destinations.</p>	<p>Road safety is a major concern - Around 56% of survey respondents were concerned about the safety of cycling on urban roads.</p> <p>Southland's current and potential commuter cyclists seek:</p> <ul style="list-style-type: none"> » more or better designed cycle lanes in Invercargill and other places » addressing of cycling safety issues at certain 'hot spots' » identification of safe road routes » safe linkages along cycling routes and between cycle lanes and cycle paths » development of motorist and cyclist safety awareness » more bike racks and storage facilities at destinations, including changing and showering facilities at workplaces. 	<p>Future on-road and off-road infrastructure improvements required to address safety and encourage more commuter cycling in Invercargill and other towns need to be examined further and prioritised.</p> <p>Funding resources are limited. Proposals need to be developed to take advantage of funding programmes such as the Urban Cycleways Programme and the National Land Transport Programme.</p> <p>Cycling programmes for school children may assist in attracting more children to cycle to school and in developing road safety awareness. The Velodrome is a potential resource for such programmes.</p> <p>Continuing cycling awareness programmes/ campaigns aimed at motorists and cyclists will assist in developing safe road practices and a cycling culture.</p>

²² Compiled from the responses to the 2016 cycling survey and consultation with stakeholders.

RECREATIONAL CYCLING

Recreational cyclists in Southland include children learning to ride, families riding together, mountain bikers (both cross country and downhill) and road cyclists who engage in cycling for recreation as a non-competitive activity.

Organisations such as the Cycling Southland, Southland Mountain Bike Club and Te Anau Cycling Inc. encourage and support both recreational and competitive riding.

4.3.2

There are good opportunities for recreational riding within the City of Invercargill given its low topography. As well as on-road opportunities, the city's parks (in particular Queens Park) are well suited to safe beginner and recreational riding for families and the elderly. A network of shared trails within parks offers off-road riding on grade 1 and 2 trails. The stop bank trails developed by Environment Southland are well used by walkers, runners and cyclists. The trail network in Invercargill would benefit from improved signage, removal of barriers (such as gates and bollards) and improved interconnectivity.

A trail is being constructed between Invercargill and Bluff but has not been completed. The road route between Invercargill and Bluff is heavily used by cyclists but is considered to be unsafe.

The SIT Zero Fees Velodrome provides a venue for some recreational riding including some learn-to-cycle and therapeutic cycling programmes for the young and elderly run by Cycling Southland. The Graeme Cockroft Cycle Park in Invercargill provides a safe location for learning to ride but has restricted access which does not enable casual use by residents.

There are many opportunities for road cycling throughout Southland as roads other than the main highways are generally scenic and relatively quiet, though there is truck traffic on main routes. Both casual and formal road cycling occurs throughout Southland with popular excursions being made from Invercargill to the western side of the Oreti River or east towards the Maitai River. In Te Anau road cycling is popular along the Milford Road and from Te Anau to Manapouri returning via The Key. There has been little development of cycle-friendly services and products for recreational riding, although efforts are underway.

Southland cyclists have indicated a desire to improve road riding conditions through wider roads, smoother verge surfaces and development of cycle lanes according to the 2016 cycling survey (see below).

In Invercargill specialist mountain biking opportunities are provided at Sandy Point (pump track, cross country trails to grade 2 and 3) and Bluff Hill (downhill trails grade 2 to 6). These experiences have been provided by the Southland Mountain Biking Club and have received support from the Invercargill City Council.

In Te Anau mountain bike trails are provided in Ivon Wilson Park. Some concern has been expressed that these trails are too difficult for the range of potential users²³.

A new mountain bike park featuring 10km of singletrack has recently been opened on private land at Perenuka near Te Anau. Mountain bike trails are also present at Croyden Bush (Gore) where a new trail is currently under construction. Informal and remote mountain biking activities occur at Bald Hill (Longwood Forest – permit required) and a range of management trails in Fiordland National Park, including the ride to Percy Saddle on Borland Road. Mountain biking also occurs on 4WD tracks and management and forestry trails dispersed throughout Southland, including in the Mavora area and areas north of Mossburn and Lumsden.



²³ Personal communication.

BMX facilities are provided in Invercargill and Gore and are used both by recreational and competitive riders. An off-road trail between Te Anau and Manapouri (the Te Anau-Manapouri Cycleway) has been proposed to offer recreational riding opportunities for locals as well as visitors. The Fiordland Trails Trust is raising funds for the development of the first stage of this project which will be a grade 1 and 2 shared trail from Te Anau along the Waiau River to the Rainbow Reach carpark²⁴. Part of the remainder to the proposed trail route passes through part of Fiordland National Park and requires approval from the Department of Conservation. However, under the current Fiordland National Park Management Plan, cycling is not permitted in this section of the national park.

RECREATIONAL CYCLING

Market	Market Needs & Preferences	Issues Identified in Southland ²⁵	Opportunities & Barriers
Recreational Road Cyclists	<p>Safe and accessible routes for a range of cycling levels and distances based around or starting from population centres.</p> <p>Attractive, cycle- friendly destinations with cafés and other attractions suitable for a short, half-day to day excursion or relaxing after a fitness/training ride.</p> <p>Good information on cycling routes through online and social media sources.</p> <p>Social cycling opportunities.</p>	<p>Road safety is a major concern - around 71% of survey respondents were concerned about cycling safety on Southland's roads outside of cities and towns.</p> <p>Wider and smoother road shoulders or cycle lanes on highways and rural roads to improve the cycling experience and safety.</p> <p>Cyclist warning signs on roads.</p>	<p>Road works, signage and other infrastructure requirements to address cycling safety and comfort on highways and rural roads need to be examined, prioritised and included in road and other relevant infrastructure work programmes.</p> <p>Funding resources are limited. Proposals need to be developed to take advantage of funding programmes such as the National Land Transport Programme.</p> <p>There is already a range of road cycling routes used by Southland residents. Designation of preferred road cycling routes (with signage and safety improvements) could encourage more road cycling and improve existing cycling experiences. Over time, encouragement of cycle-related service partners along routes will improve experience and generate more demand.</p> <p>Development of Heartland Rides for tourism (see next section) would be linked to this initiative and would benefit local residents.</p> <p>Accessible online information on cycling routes will assist in informing residents of road cycling routes.</p> <p>More social riding opportunities such as the 'Tweed Rides' may assist in attracting more people to cycle. Cycling programmes for school children, older people and social groups may assist in attracting more people to road cycling.</p>

²⁴ Information sourced from the Fiordland Trails Trust, www.trailstrust.co.nz

²⁵ Compiled from the responses to the 2016 cycling survey and consultation with stakeholders.

RECREATIONAL CYCLING

Market	Market Needs & Preferences	Issues Identified in Southland ²⁵	Opportunities & Barriers
Recreational Trail Cyclists	<p>Accessible, well-connected trails for a range of cycling levels and distances.</p> <p>Includes trails suitable for children, families and older people.</p> <p>Attractive cycle- friendly destinations with cafes and other attractions suitable for a short, half-day to day excursion.</p>	<p>Enhancement and improved connections on the Invercargill shared trail network including signage, removal of barriers (such as gates and bollards).</p> <p>Completion of the Invercargill to Bluff Cycleway.</p> <p>Improved cycle trail opportunities near population centres, especially Te Anau and Gore.</p> <p>Completion of the Around the Mountains Cycle Trail and development of linkages to Te Anau and other places.</p> <p>More cycle-friendly amenities along riding routes – toilets, shelter, drinking water, cafes.</p> <p>More trails in the region, especially trails suitable for families.</p> <p>Better trail maintenance, including removal of broken glass.</p> <p>Provision of toilets along trails is a major concern, together with access to car parking, shelter, drinking water, signage and trail information.</p>	<p>A review of the Invercargill shared trail network is required to identify and prioritise improvements to infrastructure and the cycling experience.</p> <p>City centre rejuvenation in Invercargill may provide opportunities for cycling excursions if cycle-friendly facilities are provided and cycling is promoted.</p> <p>Completion of the Invercargill to Bluff cycleway (including provision of amenities, information and interpretation) will require adequate arrangements for funding and future management and maintenance.</p> <p>Completion of the Around the Mountains Cycle Trail is related to the outcome of a legal challenge. Development of facilities and linked attractions along this trail will provide opportunities for both Southland residents and visitors, but will require resourcing and encouragement.</p> <p>Some residents seek a greater variety of off-road trail experiences closer to population centres. This is likely to require significant investment in trail construction.</p> <p>The level of demand, costs and benefits for such trails will need to be established.</p> <p>Partnerships are desirable to provide cycle- friendly products and services linked to trail riding. Accessible online information on cycle trails will assist in promoting use of trails.</p>



Bike Southland – Southland Cycling Strategy 2

RECREATIONAL CYCLING

Market	Market Needs & Preferences	Issues Identified in Southland ²⁵	Opportunities & Barriers
Mountain Bikers	<p>Local mountain bikers are often in the young adult to middle age groups. They may include school and youth groups undertaking outdoor education activities.</p> <p>Seek diversity and challenge for each difficulty level. Single-track inter-connected trail networks with a range of trail types, difficulty levels and technical challenges, preferably providing at least a day's riding activities to maintain interest.</p> <p>Opportunities for beginners to learn and develop skills. Accessibility from population centres. Trailhead facilities. Where relevant transport (lifts, vehicle shuttles) to the top of downhill rides.</p> <p>Longer endurance riding opportunities (on management trails, single-track), including in backcountry locations.</p>	<p>Greatest demand is for more or improved facilities near population centres (Invercargill, Gore and Te Anau), including a greater variety of difficulty levels and trails suitable for families and younger riders.</p> <p>There is concern over the quality of trail networks. Some survey respondents sought professionally designed, purpose built trails or better maintenance of existing trails.</p> <p>Provision of wash down facilities and toilets at trail networks is desirable.</p> <p>More mountain biking opportunities in Fiordland National Park and other remote places are sought by a smaller numbers of riders.</p> <p>Some riders seek more downhill runs in Southland, and may go to Queenstown or other places for challenging technical riding.</p>	<p>Enhancement of the existing mountain biking hubs at Invercargill (Sandy Point and Bluff), Te Anau and Gore has most potential for offering improved riding for a large number of Southland mountain bikers. There is potential for improvement/ additions to these networks if resources are available for professional trail construction, amenities, management and maintenance.</p> <p>Riding programmes for schools, outdoor education, youth and other groups could assist in attracting more young people to participate in mountain biking.</p> <p>Support for and encouragement of volunteer trail maintenance partnerships has potential for improving the resources for trail maintenance.</p> <p>Ways to improve riding opportunities on 4WD tracks and management trails need to be investigated. On public conservation lands (except for Fiordland National Park) potential mountain biking opportunities and assessment criteria are identified by the Department of Conservation in the draft Southland Murihiki Conservation Management Strategy. Investigation of further opportunities in Fiordland National Park is likely to be considered in the review of the Park's management plan.</p> <p>More comprehensive and accessible online information on Southland's mountain biking opportunities is required.</p>



Bike Southland – Southland Cycling Strategy 2

CYCLE TOURISM**4.4**

Cycle tourism in Southland has not developed to the same extent as in other parts of New Zealand. Anecdotal information from industry observers suggests that cycle tourism in Southland is in a relatively static state except for mountain biking participation which is increasing. Strong competition comes from the nearby iconic cycling destinations of Central Otago and Queenstown.



Currently Southland has some small group and self-supported cyclists who cycle on routes and trails such as the following:

- » Lumsden to Invercargill road trip (Southland Traverse)
- » the Te Anau – Tuatapere – Riverton – Invercargill road trip (Southern Scenic Route)
- » a south-north road route from Balclutha through the Catlins to Invercargill (Catlins Coastal Route)
- » a backcountry road and trail trip from Queenstown /Lake Wakatipu through Mount Nicholas Station, Von Valley and Mavora Lakes to Te Anau.

There has been little development of these routes for cycle tourism through cycle-friendly services and products.

The Lake Wakatipu to Te Anau cycling trip is currently the most popular route and receives fewer than 1,000 cyclists a year. Part of this route is included in the Around the Mountains Cycle Trail (ATMCT) which is being developed by the Southland District Council and is part of the New Zealand Cycle Trail. This 180 kilometre trail is a loop which starts at Queenstown and, after a boat crossing of Lake Wakatipu, continues from Mount Nicholas Station up the Von Valley, down the Oreti Valley to Lumsden then to Kingston before returning to Queenstown (see Figure 6). Parts of the trail can also be ridden on day trips.

Construction of the ATMCT has been completed except for a section in the Upper Oreti Valley which has received construction consent but which is currently under appeal. A decision on the appeal is expected in 2016. The ATMCT is open to cyclists and shuttle bus transport is available for the uncompleted section of the trail. A number of cycle tour and accommodation products is operating along the trail.



Bike Southland – Southland Cycling Strategy 2016



Figure 6: Around the Mountains Cycle Trail route

When completed, it is estimated that the ATMCT will be a significant New Zealand cycle trail attracting up to 12,000 multi-day and about 50,000 day cyclists annually within five years of opening²⁶.

This trail has the potential to be a significant contributor to Southland's cycling opportunities. It offers a soft adventure riding experience through varied backcountry valleys with stunning mountain views.

The Welcome Rock Trails on the Nevis Range near Garston is a private trail network for mountain biking and hiking that has on-trail bookable private hut and glamping accommodation²⁷. Use of this trail is in the hundreds.



More amenities and services are sought along recreational and tourism cycling routes and trails, such as this stop on the Around the Mountains Cycle Trail.

Southland's current and potential cycle tourism markets are::

- » **Road Tourers** – Southland residents, domestic visitors and international visitors (likely to be mainly from Europe) for whom the road journey is an intrinsic part of the visit and a major reason for visiting the region.
- » **Holiday and Soft Adventure Trail Cyclists** – Southland residents, domestic and international visitors seeking an immersive trail experience. They tend to be younger couples and social groups and people in the middle to older age groups. They are likely to come from the main New Zealand population centres and Australia, the UK, the USA and Germany. Patterns of use of the New Zealand Cycle Trail and cycle trails in other countries suggest that most of this market is seeking shorter trail experiences of a day, weekend or 3 to 4 days as opposed to extended trips.
- » **Location-based Holiday Cyclists** – A diverse group of visitors for whom a cycling experience (short road, trail or mountain bike experiences generally up to a day) is one of several activities undertaken at a destination, adding to the diversity of the holiday and providing an experience expressing the character of the destination. They range from experienced cyclists to people who rarely cycle.
- » **Mountain Bikers** – Southland residents, domestic and international mountain bikers seeking a special mountain biking experience different from other places or with a reputation for challenge and/or a distinctive landscape. They are likely to come from the main New Zealand population centres, Australia and possibly Europe and North America. They are often knowledgeable about mountain biking destinations and well connected to other mountain bikers.

²⁶ TRC Tourism Pty Ltd (2014). Around the Mountains Cycle Trail – potential market demand. Prepared for Southland District Council

²⁷ www.welcomerock.co.nz

CYCLE TOURIST

Market	Market Needs & Preferences	Issues Identified in Southland ²⁸	Opportunities & Barriers
Road Tourers	<p>May be on short to extended cycling journeys. Safe roads.</p> <p>Routes with a variety of scenery, terrain, cycle-friendly facilities, food, attractions and accommodation. Good online and digital information sources. Bicycle shops.</p>	<p>Southland is not currently perceived as a major road touring destination.</p> <p>While it has attractive and varied scenery, it is disadvantaged by its relative geographical isolation, perception of weather and competition from more developed, cycle-friendly destinations in New Zealand.</p>	<p>Development of Heartland Rides, signage, safety measures, promotion, information and cycle-friendly products, accommodation options and services would be needed to attract more road touring visitors to the region.</p> <p>Improved connections between entry points (such as Invercargill airport) and cycling routes. Better information and promotion of Heartland road touring route opportunities and distinctive Southland experiences would be needed to attract tourists once improvements were made.</p> <p>Funding resources are limited for road safety improvements. Proposals need to be developed to take advantage of funding programmes such as the National Land Transport Programme.</p>
Holiday and Soft Adventure Trail Cyclists	<p>Soft adventure trails for day and multi-day cycling in scenic landscapes. Many seek 'must do', iconic trails that offer a distinctive experience.</p> <p>Supporting services enabling a seamless trail experience – transport to the trail, luggage storage/shuttles, overnight accommodation on or off the trail, guided and self-guided options, bicycle and equipment hire.</p> <p>Engaging interpretation and storytelling that enable immersion in landscapes and cultures.</p> <p>Good online and digital information and booking.</p>	<p>The Around the Mountains Cycle Trail (ATMCT) offers an opportunity to develop this market in northern Southland subject to the completion of the Trail and development of quality Southland-focussed accommodation and products to balance the emphasis on Queenstown as the start and end point of the trail experience.</p> <p>There are some expectations that further Great Rides could be developed in Southland, including linkages from the ATMCT to Te Anau (and further south) and Gore, connections from the Clutha Gold Trail (in Otago) to Gore and a trail through the Catlins.</p>	<p>Attraction of this market faces competition from New Zealand's established iconic cycle trails including those in neighbouring regions, especially the Queenstown Trails and the Otago Central Rail Trail. Soft adventure cyclists would need the encouragement of quality experiences distinct from Queenstown and Otago to travel the additional distance to cycle in Southland.</p> <p>The proposal to link trails in Otago and Queenstown to form a 500 km cycle trail network (while creating further competition) is a potential opportunity for trail links into Southland, including to Gore in the longer term. The private trails at Welcome Rock are near the ATMCT route and could contribute to the development of this part of Southland as a trail cycling destination.</p> <p>Development of further cycle trails (including extension of the ATMCT) would be costly. Demonstration of market demand and a sound business case would be required for such proposals to be considered for funding.</p>

²⁸ Compiled from the responses to the 2016 cycling survey and consultation with stakeholders.

CYCLE TOURIST

Market	Market Needs & Preferences	Issues Identified in Southland ²⁸	Opportunities & Barriers
Location-based Holiday Cyclists	<p>A range of road and trail experiences with points of interest, cycle-friendly facilities, bike hire and associated experiences (food, nature, culture).</p> <p>These experiences will ideally be close to tourist destinations or be offered as short guided or self-guided packages. They may be parts of longer trails.</p>	<p>Opportunities exist for cycling visitors to use existing cycling infrastructure in Southland, but these are generally not well-promoted or packaged to be easily accessible to visitors.</p>	<p>Improvement of the range of road, trail and mountain biking experiences for local people and cycle tourists in Southland will provide opportunities for this market if well promoted and accessible.</p> <p>Bike hire and cycle-friendly facilities and products will be vital to encourage visitors to cycle while in the region.</p> <p>Short cycling experiences with provision of amenities and attractions that provide a different way to experience Southland are more likely to attract non-expert cyclists.</p>
Mountain Bikers	<p>Seeking quality, challenging riding often in iconic mountain biking destinations. Willing to travel for the right experience. World class trail networks that offer 2 to 3 days of riding opportunities.</p> <p>IMBA ratings²⁹ can be an incentive to visit.</p> <p>Challenging endurance riding, including IMBA Epic Rides³⁰. Good transport to riding destinations with cycle-friendly services and accommodation. Shuttle services to downhill or remote rides.</p>	<p>Southland has limited current potential to attract this market due to the small scale of mountain biking facilities and competition from mountain biking destinations such as Taupo, Rotorua, Nelson and Queenstown.</p>	<p>There is some potential to attract New Zealand mountain bikers (especially from nearby regions) to events such as the Moonshine Trail which offer riding on areas normally closed to the public. Improved management and promotion of backcountry mountain biking routes also has the potential to attract riders seeking a more remote experience.</p> <p>Where relevant this would entail assessment by the Department of Conservation in the draft Southland Murihiki Conservation Management Strategy and consideration of routes in Fiordland National Park in the review of the park management plan.</p> <p>More comprehensive and accessible online information on Southland's mountain biking opportunities will assist in informing mountain biking tourists of possible opportunities.</p>

²⁹IMBA has a 3-tiered Ride Centre rating system for facilities which offer quality riding for a range of riders. Ride Taupo on the North Island has silver rating.

³⁰IMBA Epic Rides are demanding rides in a natural setting at least 20 miles in length and composed of more than 80% single-track.

COMPETITIVE AND EVENT CYCLING

4.5

Southland has a very strong history of competitive cycling although anecdotal evidence suggests that participation in cycling events has not increased.

Competitive cycling events are held for track cycling (in the Southland SIT Zero Fees Velodrome in Invercargill), road racing, mountain bike riding and BMX riding.

The SIT Zero Fees Velodrome (operating 7 days a week), in Southland's multi-purpose I.T. Stadium Southland, was New Zealand's only indoor velodrome until 2014 and is a major centre for track cycling competitions in New Zealand. Opened in 2006, the Velodrome regarded as one of the fastest tracks at sea level in the world, has hosted numerous competitions at the local, domestic and international levels. Cycling Southland, the major club and advocate group for track and road cycling in the region, is based at the stadium. The Velodrome is being developed as a regional performance hub for young cyclists from Southland and Otago as well riders for all ages can enjoy facilities and a variety of programmes on offer from 'learn to ride' to green prescription activities. The scheme (aimed to be operational by the end of 2016) is for young cyclists to train and participate in Southland cycling competitions with the aim of competing for slots in the New Zealand national squad.



Southland hosts the Tour of Southland³¹ which is now in its 60th year. The Tour of Southland had official sanction as an international road race from the world cycling body, Union Cycliste Internationale (UCI) until 2014. UCI ranking of the Tour is no longer being pursued due to impractical conditions, costs and limitations on participation of New Zealand riders who are not members of a registered national team³². The Tour is considered to be a significant event for local and New Zealand cyclists, with ten riders from Southland participating in 2015. Over time it has attracted many of New Zealand's best cyclists, up to 20 teams of international cyclists and considerable spectator and media attention. The course taken by the Tour varies from year to year but is usually mostly contained within Southland District. The main Tour of Southland has also spawned a number of other events such as the Great Southern Cycle Challenge - a junior tour and a mini tour open to all to raise funds for charity. The economic benefits of the Tour are thought to be significant for local economies due to the flow on effect from use of facilities and accommodation in towns in the region.



³¹ www.tourofsouthland.com

³² Personal communication from Cycling Southland.

The Milford Mountain Classic between Milford Sound and Te Anau is a relatively new road race organised by the Te Anau community and other stakeholders. It is becoming a popular event since it involves New Zealand's most spectacular scenic highway and the challenging climb up to, and through, the Homer Tunnel.

Regular national and local road races are held in Invercargill and elsewhere. The Tour de Lakes, event start in Queenstown (Roads of Southland, Fiordland and Central Otago), and the Yunca Junior Tour of Southland are also significant annual Southland cycling events.

The Southland Mountain Bike Club actively hosts regional mountain bike events in summer and in winter. Cross country events are held at the Sandy Point Mountain Bike Track in Invercargill and downhill events (such as the Ride Cycles Bluff Enduro) are held at Bluff. The winter race series attracts over **170 participants**. The Ivan Wilson Park at Te Anau is also the site for mountain bike races. Individual annual mountain biking events in Southland are:

- » the MLT Moonshine Trail³³ mountain biking event near Gore has been running for **ten years** and attracted **204 participants** in **2016**. The event is based at Dolamore Park with courses extending from **39 km** to **45 km** and including private land which is not normally accessible to the public.
- » the Meridian Whitehill Windfarm Classic is a **25 km** mountain bike event centred around the Whitehill Windfarm near Mossburn. The event attracted **120 participants** in **2016**.
- » the Mount Linton Muster offers a variety of mountain bike courses from **12 km** to **40 km** on Mount Linton Station near Ohai and Nightcaps. The event has run since **2008** and attracts around **130 participants**
- » the Bannockburn Gutbuster, a well-established, **75 km** race that begins at Garston in northern Southland and finishes at Bannockburn in the Central Otago District. There were **188 participants** in **2015**.

Southland BMX races are hosted by the Southland BMX Club at their BMX track at Elizabeth Park in Invercargill. Participation in cycling competitions as opposed to general commuter or recreational cycling is in the low hundreds. There is now a large variety of events available in Southland and neighbouring Otago and Queenstown. Many competition participants have become selective about which events they attend, which is seen in a decline in registrations for some events such as the iconic Motatapu off-road cycling and running event held in Queenstown. The cost of attending such events can be a major disincentive for potential participants.

Markets for competitive and event cycling in Southland are:

- » **Local competitive road and track cyclists** – Local residents at various ages (including young people) interested in training for and competing in cycling races at various levels.
- » **Elite, amateur and professional competitive cyclists** – Local and visiting road and track cyclists training for and competing in local, national and international level competitions.
- » **Local and visiting competitive mountain bikers** – Interested in local and higher level competitions
- » **Social event riders** – Local and visiting cyclists across cycling disciplines interested in riding in non-competitive, participative events.
- » **Event spectators** – People who accompany event participants or who attend cycling events for the spectacle.

Cycling Southland's principal competitive road cycling programme is run from September to May each year, with up to 75 riders turning out each Saturday to ride courses around the province, in separate A, B, C and D grades. Additionally the long-standing "Wednesday World" series of road rides are offered within daylight saving dates on Wednesday evenings on a course handy to Invercargill – with up to 60 riders attending.

The longstanding non-competitive annual Surf to City event attracts over 2,000 recreational and family cyclists, across event distances of 3km, 6km and 12km.

The Glenham Trainwreck Ride in Eastern Southland attract around 120 competitors.

³³ www.moonshinetrail.co.nz

COMPETITIVE & EVENT CYCLING

Market	Market Needs & Preferences	Issues Identified in Southland ³⁴	Opportunities & Barriers
Local road and track cyclists	<p>Safe training routes and venues suitable for a range of levels.</p> <p>A range of well-organised competitions including for young cyclists and different skill and competition levels.</p>	<p>Low participation in competitions.</p> <p>Perceptions of the low safety of road cycling.</p>	<p>Increased use of the SIT Zero Fees Velodrome for training and cycling programmes.</p> <p>School cycling programmes to stimulate interest among young people.</p> <p>Improving road safety for general cycling will also improve road conditions for cycle training and competitions and remove a barrier to cycle participation. However, this will require funding (see Recreational Cycling section above).</p> <p>Rejuvenation and promotion of existing major cycling events and hosting more events may stimulate local interest in competitive cycling.</p>
Elite, amateur and professional cyclists	<p>National and international standard routes and circuits at a range of distances/terrain suitable for training and competitions at the club, national or international levels.</p> <p>Well-organised competitions on safe routes with appropriate traffic management and provision of food, water and first aid.</p> <p>The reputation of a competition, its route and challenges and level of competition can be important factors in drawing participants.</p>	<p>Southland has several established events, including the Tour of Southland, that provide opportunities for local and visiting elite and developing cyclists.</p> <p>With the proliferation of cycling events in New Zealand and other countries, cyclists are becoming more selective about which events they attend.</p>	<p>Rejuvenation and promotion of the existing major competitions may assist in developing their reputation and in attracting more participants.</p> <p>Hosting a greater range of competitive events in Southland.</p>



³⁴ Compiled from the responses to the 2016 cycling survey and consultation with stakeholders

COMPETITIVE & EVENT CYCLING

Market	Market Needs & Preferences	Issues Identified in Southland ³⁴	Opportunities & Barriers
Local and visiting mountain bikers	<p>'Best of the best' trails and courses maximising the riding experience or offering an unusual challenge or landscape.</p> <p>A range of courses suitable for different skill levels, especially if an event attracts social, club or family groups.</p> <p>Well-organised events with on-course water, food and first-aid and transport to the event location.</p>	<p>While there is potential for local level competitions Southland has limited potential for visiting competitive markets due to the small scale of its mountain biking facilities.</p> <p>Improved range of trail standards, sustainable design and maintenance to facilitate local competitions.</p> <p>Several small distance events that attract some local and visiting interest.</p>	<p>Improvement of local mountain biking facilities for general riding and a diversity of skill levels should take account of local competitive riding needs.</p> <p>There is some potential to attract New Zealand mountain bikers (especially from nearby regions) to events such as the Moonshine Trail which offer riding on areas normally closed to the public.</p> <p>There is potential to stimulate local interest in mountain biking competitions and participatory events through school and other cycling programs.</p>
Social event riders	<p>A range of well-organised non-competitive events (across the different types of cycling) that offer interest and personal challenge.</p> <p>Linked activities that add to the appeal – entertainment, food, festivals.</p>	<p>Southland has some social road cycling events.</p> <p>Lack of a signature social riding event.</p>	<p>The ATMCT may provide an opportunity to develop a signature trail event. Several of the New Zealand Cycle Trails offer one or more such events, often with cycling, running and walking options.</p>
Event spectators	<p>Well-organised competitive and non-competitive events with a reputation for challenging cycling.</p> <p>Range of linked activities – such as entertainment, food, accommodation, tours, festivals.</p>	<p>There has been limited development of activities for spectators in Southland.</p>	<p>As part of the rejuvenation of cycling events there may be opportunities to develop linked experiences and packages to attract spectators.</p> <p>This might include development of a festival of cycling in conjunction with a major event.</p>

³⁴ Compiled from the responses to the 2016 cycling survey and consultation with stakeholders

5. THE WAY FORWARD

MAIN APPROACH The Southland Cycling Strategy focuses on providing a firm foundation of quality infrastructure, experiences and awareness building upon which cycling opportunities can be built and extended over time. It needs a framework which all cycling projects can utilise to add value to the 'vision' - to improve cycling safety and participation in Southland.

5.1 The Strategy is the strategic response to the issues (problem statements) and needs identified, including how the individual strategies will contribute to the benefits and objectives. The strategies developed, and their contributions, are outlined in the following sections.

The Framework "(The Way Forward)" are the key elements which when utilised and deployed, either individually or collectively will create actions or responsibilities to be allocated for the parties to manage and deliver.

The Framework elements are:

1. LEVEL ONE

Vision

- Principals
- Objectives

Governance Structure

- Memberships
- Structure and Groups
- Decision Making Approved
- Risk Register
- Funding Agreements (shared service)

2. LEVEL TWO

Delivery Strategies

- Strategy
- Objectives
- Key performance indicators
- Decision making tools

3. LEVEL THREE

Actions & Timetable

- Outcomes Action Plan

Resources

- Community coordination
- Council staff
- Volunteers
- Educational materials
- Asset/equipment

Communication Plan

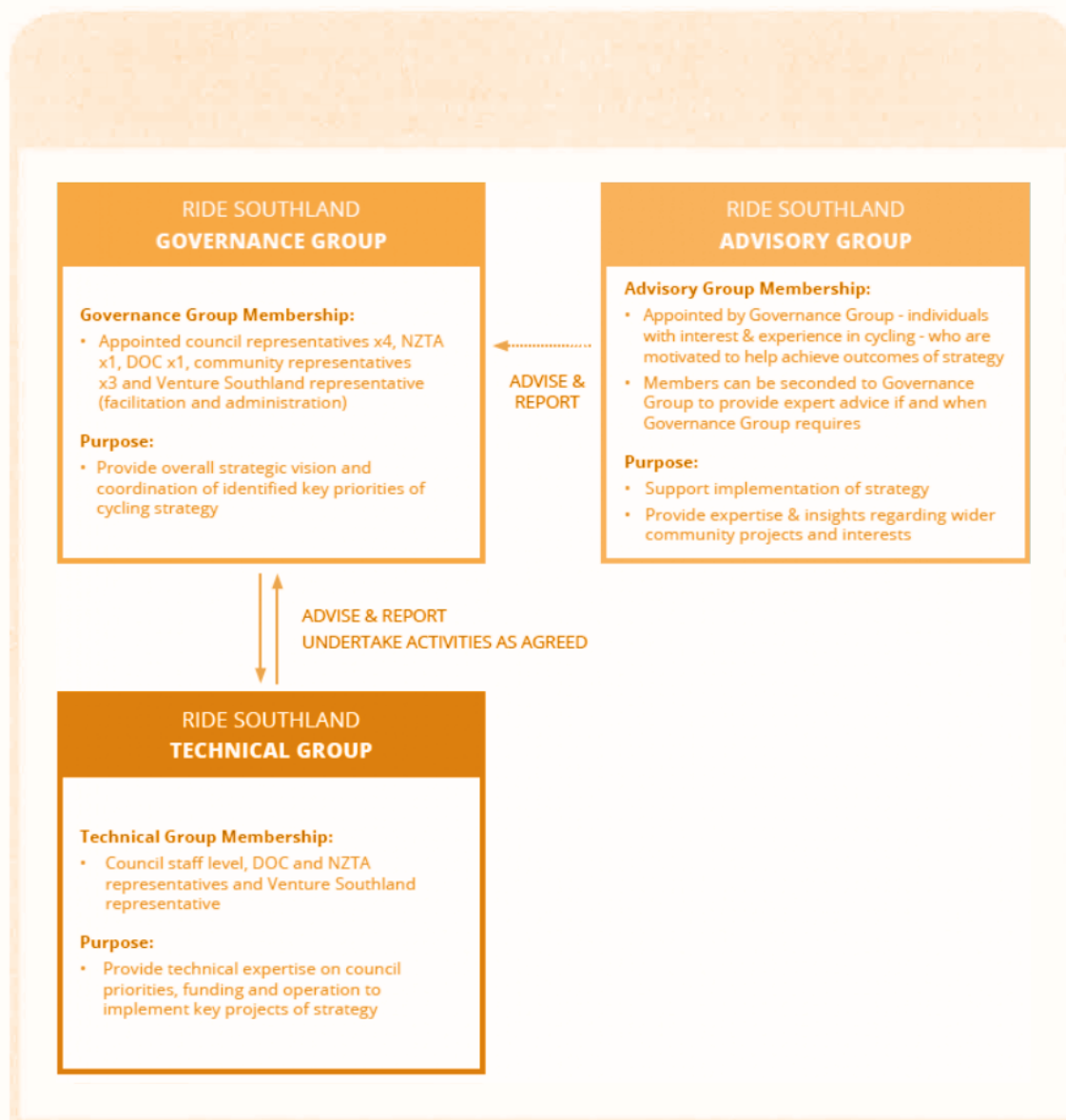
- Administration support
- Media plan
- Brand and identity

Bids Southland - Southland Cycling Strategy 3

RIDE SOUTHLAND GOVERNANCE STRUCTURE

5.2

The following structure for delivering cycling for Southland has been agreed between the contributing Councils as:



This structure is able to draw on the experience and expertise from within the community via the Advisory Group and for knowledge and delivery from the Technical Group. This structure has similarities to other regional groups who need to coordinate both government/Local Government Agencies as well as a significant number of varied community groups.

**DECISION
MAKING
CRITERIA****5.3**

The following decision-making criteria will be used to ensure that decisions on improving, consolidating, maintaining and extending Southland's cycle network are sustainable. In the region's limited funding environment preferred cycling developments will be those that provide the greatest benefits for the region and its communities.

The criteria have been designed to apply broadly across the different types of cycling developments and take account of assessment criteria for cycling projects applied under the National Land Transport Programme (<https://www.pikb.co.nz/assessment-framework/strategic-fit-3/strategic-fit-for-walking-and-cycling-2/#NZCycles>) and the New Zealand Cycle Trail (<http://nzcycletrail.com/public-resources/great-rides-fund/>).

DECISION MAKING CRITERIA FOR CYCLING INFRASTRUCTURE NEEDS AND NEW PROPOSALS**1 Demand**

Demonstration using robust evidence that there is a strong level of demand for the infrastructure/development from the relevant markets (e.g. commuter, recreational, tourist)

2 Safety contribution

Where relevant, demonstration that the developments or proposed works are required to minimise road or trail accident risks.

3 Sustainable design

The development meets relevant New Zealand standards, legislative requirements and approval requirements – including for safety, purpose (e.g. trail standards), environmental protection, cultural protection.

4 Cycling network linkages

The development creates a cycling network or links to an existing cycling network – such as an urban commuter/recreation network, the New Zealand Cycle Trail, Heartland Rides, mountain biking trails and facilities. The development is needed to create cycle linkages to population centres, transport or accommodation.

5 Importance for recreation and tourism

Contribution of the development to the quality of recreation/tourism experiences and opportunities for users and the region as well as potential for business and employment opportunities.

6 Development costs

The level of funding required and options for funding. Whether the proposal meets the assessment criteria and funding requirements for relevant funding programmes.

7 Community support

A high level of support from the relevant communities, users, stakeholder groups, local government and government agencies. Agreement from affected landholders (where relevant). Lack of major barriers to development.

8 Management and maintenance

Arrangements capable of providing ongoing management and maintenance for the infrastructure/development.

9 Benefits and costs

Appraisal of the overall benefits likely from the development versus the costs of its implementation (or of not proceeding). Benefits and costs may include quantitative factors such as financial costs, projected economic impacts, estimates of accidents) or qualitative factors (community health and wellbeing impacts, impacts on lifestyle choices and amenity, potential for employment and business opportunities).

Ride Southland – Southland Cycling Strategy 3

RISK REGISTER

5.4

A risk register will need to be developed and managed as a principal responsibility of the governance group. The register would bring together the individual elements from Councils or groups which when viewed collectively will give a more holistic view.

A risk is seen as something which would cause the "vision" not be able to be achieved and needs elimination or mitigation, through actions controlled or encouraged by the governance group.

The problem statements highlight specific areas where risks have been identified.

These being:

Cyclists Safety – Evidence contained in the strategy highlights that this is a high risk which if not managed further will inhibit the vision being achieved.

Regional Coordination – Groups individually operating in isolation or without common goals or direction are less likely to achieve the fullest outcome.

Infrastructure Investment – Understanding fully the impacts of why investment is appropriate and necessary is key to decision making and the business case approach is a mitigate approach now used in many organisations. This approach will be able to highlight areas where governance support is needed.

Funding – Current levels of investment in cycling have not delivered the outcomes sought by the community or government. This approach would be developed in a matrix for ease of monitoring and actioning.

Funding Framework

5.5

The funding needed for successful ongoing delivery of cycling for Southland as a coordinated group focused on the agreed vision needs to be agreed. The way the costs are shared and what outcomes are required needs to be agreed by the Governance Group. These then would be monitored and reviewed.

Several shared services agreement are in place for Councils and the selection of the most appropriate is a governance responsibility.

The underlying principal of funding for the group are:

- Administration/governance costs – shared as per agreement (yet to be approved)
- Coordination Cost – Shared as per agreement (yet to be approved)
- Project/Action Cost – Sole discretion for commitment rests with the organisation funding the action. To this end, the Governance Group may support and encourage a specific action or project, however the organisation who will retain and be responsible for the asset or obligation must make those decisions through its normal business processes.

Cycling responsibilities span across local government (Councils) and central government (NZTA, Police, ACC etc) and how these contributions are identified and made needs documented. It is unlikely that "cash" is provided from some areas, however, direct resources (staff) can be utilised as an allocated funding source. Venture Southland currently has through its Governance Board, been tasked to support the group. This however will most likely be reviewed in coming years.

A term of commitment should be made by governance members to ensure stability is possible. This element is a risk item for the Risk Register.

Some governance members have a very clear responsibility (eg NZTA, ICC, SDC, GDC) as they are the road network owners or recreation facility owners.

Funding for projects may come from the community (eg grants, bequeaths or gifts), Councils rates, private groups, government agencies allocations or subsidised programmes. Such as NLTP, Tourism, safety funds or Urban Cycling Fund.

It is not expected the Community Representatives on the Governance Groups will be expected to contribute to the administration/governance or coordination costs unless their organisations so wish to.

The shared service agreement (when developed and approved) will specifically outline the costs involved, how they are shared and the outcomes expected from that investment.

DELIVERING STRATEGIES

5.6

The delivery strategies have been developed to give effect to the objectives and the following table highlights how each strategy can be utilised to give impact to the objective when utilised collectively.

Strategy	Objectives			KPI
	To achieve a declining trend of cycle related crashes on Southland roads by 2025	To increase the number of completed and connected cycle routes in Southland by 2025	To achieve an increasing trend in cycling participation for Southland residents and visitors by 2025.	
A Improve basic infrastructure to encourage more people to cycle	✓	✓	✓	Yet to be developed
B Develop and promote a suite of high quality cycling experiences		✓	✓	
C Implement programmes to encourage people to cycle and raise safety awareness	✓		✓	
D Support community cycling activities and participation based events	✓	✓	✓	
E Assist the rejuvenation of competitive cycling events			✓	
F Support development of local cycle commissionable tourism products and partnerships		✓	✓	
G Implement strong leadership, communication and cooperation	✓	✓	✓	

OUTCOMES

5.7

Actions and Timetables

During the development of the strategy a number of possible actions within each strategy were considered (from consultation and feedback) and these are included with Appendix E. These actions have not been approved by the governance group and there is no current commitment to the work. Whilst an initial priority has been provided this is subject to review and no timetable has been assigned. These actions highlight that there are many opportunities to develop and deliver for cycling.

Resources

This outcome phase of the strategy has not been developed as yet. Many of the actions noted in Appendix E rely heavily on a coordination of actions across cycling in Southland. No such role is currently provided or funded.

Communication Plan

This outcome phase of the strategy has not been fully developed as yet.

Brand/Identity

A brand/identity has been developed and considered by the Governance Group. The group name has been agreed as Ride Southland and the brand provided, agreed in principle as:



Ride Southland – Southland Cycling Strategy 4

ORGANISATION	ROLE
NEW ZEALAND CYCLE TRAIL	Brand, marketing, data collection and advocacy for the New Zealand Cycle Trail.
NEW ZEALAND POLICE	The NZ Police play a role in promoting road safety in New Zealand including through enforcement and education services.
NEW ZEALAND TRANSPORT AGENCY	Strategic priorities for cycling in New Zealand, safety guidelines, cycling network design guidelines, administration of funding under Urban Cycleways Programme, the state highway networks and National Land Transport Programme.
OTAGO SOUTHLAND REGIONAL LAND TRANSPORT COMMITTEE	Development of the Otago Southland Regional Land Transport Plans which include recommendations for project funding under the National Land Transport Programme.
OTHER CYCLING CLUBS	Including Te Anau Cycling Inc, Hokonui Bikers, Southland BMX Club. Various offer social and event cycling opportunities, advocacy, cycling information.
ROAD SAFETY SOUTHLAND	Road Safety Southland, a shared service between ICC, SDC, GDC, runs road safety projects and programmes in response to local road safety issues on behalf of the local authorities in Southland. There is a strong educational focus which links closely with local police enforcement and engineering work carried out by the councils.
SOUTHERN DISTRICT HEALTH BOARD - SOUTHERN DHB	The Southern (DHB) is responsible for planning, funding and providing health and disability services to a population of over 304,268 located south of the Waitaki River. The catchment area encompasses Invercargill City, Queenstown - Lakes District, Gore, rural Southland, Clutha, Central Otago, Maniototo, Waitaki District and Dunedin City. One of their focuses is "promoting and protecting wellness".
SOUTHLAND DISTRICT COUNCIL	Development, management and maintenance of on-road and off-road cycling infrastructure. Development and management of the Around the Mountains Cycle Trail.
SOUTHLAND MOUNTAIN BIKE CLUB	Organises events and rides, maintains trails at Sandy Point and Bluff, advocacy.
SPORT SOUTHLAND	Not-for-profit Regional Sports Trust that provides support for active lifestyle programmes, club and school sport programmes, coaching and event organising (including the MLT Moonshine Trail mountain biking event).
TOURISM AND BICYCLE INDUSTRY	Provision of products and support services related to cycle routes and trails.
VENTURE SOUTHLAND	Regional economic and community development initiatives and tourism destination promotion.

APPENDIX

APPENDIX A PLANNING CONTEXT

Southland Regional Development Strategy

The Southland Regional Development Strategy³⁵ released in October 2015 aims to improve the liveability, lifestyle opportunities and socio-economic conditions in the region. As pointed out in that Strategy the region's aging population, static population numbers and the shift of population and economic activity to northern centres have the potential to deflate regional economic development and resilience and the quality of life for its residents in the future. Actions proposed under the Regional Development Strategy that could potentially affect demand for cycling, and to which the Southland Cycling Strategy can contribute, are:

- » encouraging migration to the region and a more varied demographic mix, including through attracting more domestic and international tertiary students
- » development of tourism as part of regional economic diversification
- » building the urban culture of Invercargill to improve liveability
- » improve air and road transport to the region.

Regional Cycling Strategies and Studies

Invercargill

Detailed planning for cycling infrastructure has been carried out for Invercargill and Te Anau and is being conducted for the Gore District.

The Invercargill City Council has an overarching vision to 'create an exciting, innovative, safe, caring and friendly city, offering lifestyles based on a healthy environment and diverse growing economy'. The Invercargill Walking and Cycling Strategy 2010³⁵ was developed to encourage walking and cycling among residents, guide development and funding of walking and cycling infrastructure and work towards the New Zealand Transport Strategy target of 30% of trips using walking or cycling by 2040.

The March 2015 Recreational Walking and Cycling Strategy³⁶ was developed to provide long term direction for development, maintenance and renewal of a walking and cycling trail network throughout the City and to the outlying areas of Oreti Beach, Sandy Point, Omaui and Bluff. That Strategy establishes objectives and levels of service for each trail and design; construction and maintenance standards for each category of trail; and sets out a plan for monitoring of trail use. Through the provision of trails the council seeks to encourage more people to walk and cycle resulting in health benefits, improved access to parks and the natural environment and a positive contribution to the revitalisation of the city. Priority focus areas in the Invercargill Recreational Walking and Cycling Strategy are completing trail connections between Invercargill and Oreti beach, between Invercargill and Bluff, the waterways in the east and between the city and Anderson Park.

Te Anau

In 2014 a cycling opportunities study³⁷ was conducted for Te Anau and the surrounding area to investigate improved cycling opportunities covering all types of cycling for both visitors and residents. Recommendations of the Te Anau and Environs Cycling Opportunities Study include:

³⁴ Southland Mayoral Forum (October 2015). Southland Regional Development Strategy.

³⁵ Invercargill City Council (2010). Invercargill Walking and Cycling Strategy 2010.

³⁶ Invercargill City Council (March 2015). Recreational Walking and Cycling Strategy. Prepared by Xyst.

³⁷ Envisage New Zealand (July 2014). Te Anau and Environs Cycling Opportunities Study. Prepared for Venture Southland.

- » encouraging improvements to cycling access and safety around Te Anau through adjustments to existing road and path infrastructure, signage, development of additional pathways and cycle lanes and reduction of vehicle speed limits on the State Highway and major streets. Designation and promotion of cycling loops of different lengths is also recommended
- » at Manapouri, formalising and signposting connecting footpaths and informal trails for cycling and improving the cycle-friendliness of roads
- » improving the cycle-friendliness of roads in the Te Anau Basin for road riding and cycle touring
- » extension of mountain biking opportunities through
 - improvements in shared paths in Ivon Wilson Park at Te Anau to provide for beginner and intermediate mountain biking
 - purpose-built tracks for intermediate and advanced riders in regenerating forest about the Kepler car park
 - several proposals within Fiordland National Park (including completion of the Te Anau- Manapouri Cycleway) which would be subject to approval by the Department of Conservation and changes to the park's management plan.

Department of Conservation land

The Department of Conservation has developed a draft Southland Murihiki Conservation Management Strategy³⁸ (CMS) that is being considered for approval. The draft CMS identifies some locations on public conservation lands for consideration for mountain biking access and facilities. Mountain biking in Fiordland National Park is restricted to some management trails under the Fiordland National Park Management Plan 2007-2017 which is a statutory plan under the National Parks Act 1980. The question of changes in mountain bike access and new mountain bike tracks in the national park will be considered in the review of the management plan³⁹. Policies to guide future consideration of and decisions on new mountain biking proposals are provided in the draft CMS.

New Zealand Outdoor Recreation Strategy

The New Zealand Outdoor Recreation Strategy⁴⁰ is a high level strategy that aims to encourage more people into outdoor recreation through provision of recreational access to natural areas, effective investment in outdoor recreation and improvements in the outdoor recreation sector's ability to meet changing participant needs. Aspects of the Strategy relevant to cycling are:

- » provision of a graduated range of outdoor recreation opportunities across a spectrum of natural environments
- » collaboration between government and the NGO sector, including in management of outdoor recreation areas and associated conflicts and over-use issues
- » increasing environmental awareness among outdoor recreation participants to help protect natural resources
- » consideration of outdoor recreation needs in urban design and transport planning
- » encouraging schools and outdoor recreation groups to create more opportunities for young people to participate in outdoor recreation.

³⁸ Department of Conservation (2014). Conservation Management Strategy- Southland Murihiki 2015-2025, Volume 1, Revised Draft, November 2014.

³⁹ Department of Conservation (2014), South Island CMS – Common Issues Report. Discussion of issues raised by submitters that were common across the Draft Canterbury, Otago and Southland Murihiki Conservation Management Strategies 2013.

⁴⁰ Sport New Zealand (2009). Outdoor Recreation Strategy 2009-2015.

Planning for Safer Cycling

In 2010 the Ministry of Transport issued the Safer Journeys⁴¹ strategy to guide improvements in the safety of travel on New Zealand's roads. This strategy aims to develop a culture of sharing the road with pedestrians and cyclists, provide safe and convenient pedestrian and cycling routes, reduce vehicle speeds on roads frequented by cyclists and encourage road safety education in schools.

A detailed analysis of cycling safety was conducted in 2014 when the New Zealand Transport Agency convened an expert Cycling Safety Panel⁴² to examine ways for central and local government to ensure that road cycling became a safe transport option in urban and rural areas. As a result a Cycling Safety Action Plan⁴³ was released in August 2015 to deliver safer cycling through measures that include:

- » the Urban Cycleways Programme that provides funding to complete urban cycle networks
- » speed management guidelines, including reduction of motor vehicle speed limits near schools and shops and on rural roads
- » development of an updated guide for nationally-consistent cycle network design to ensure new cycling infrastructure is fit for purpose. This will consider standards for space management, surfacing, sight distances, road markings and maintenance on rural cycling routes
- » safety training including cycle training for school children and adults, cycle-awareness training for drivers of heavy vehicles, and provision of heavy vehicle awareness information to cyclists
- » extension of the 'Share the Road' campaign.

Funding under the Urban Cycleways Programme may provide opportunities for cycling developments in Southland's main urban areas while guidelines for cycling safety and network design will need to be taken into account in developing road cycling experiences.

National Land Transport Programme

The National Land Transport Programme, administered by the NZ Transport Agency (NZTA), provides funding for improving road transport throughout New Zealand. Regional Transport Committees (which represent councils and the NZTA) develop strategic directions for land transport and invite submissions from local government for transport projects, which may include projects related to cycling. Projects recommended in Regional Land Transport Plans are considered for funding under the national programme in 3-year cycles. The current national funding cycle extends from 2015 to 2018.

The Otago Southland Regional Land Transport Plans 2015-2021 set a long term goal:

To provide accessible transport connections, giving users an appropriate choice of modes, and to gain improved performance from the land transport system, by focusing on road safety, economic growth and productivity and value for money.

In relation to cycling, these plans aim to encourage and enable higher levels of cycling through improved provision of safe road space for cyclists. Construction of trails for cycle tourism is also encouraged. There are no Southland cycling projects in the 2015-2018 National Land Transport Programme. There may be opportunities to develop Southland cycling projects for submission in the following round of funding in 2018-21.

⁴¹ Ministry of Transport (2010). Safer Journeys — New Zealand's Road Safety Strategy 2010-2020.

⁴² Cycling Safety Panel (December 2014). Safer Journeys for People Who Cycle: Cycling Safety Panel Final Report and Recommendations.

⁴³ New Zealand Transport Agency (August 2015). Making Cycling Safer and More Attractive: The NZ Transport Agency's cycling safety action plan.

OTAGO SOUTHLAND REGIONAL LAND TRANSPORT PLANS 2015-2021

The Otago Southland Regional Land Transport Plans 2015-2021 '... seek to encourage and enable higher levels of cycling. Reallocating existing roading space to cycling, and providing for cycling in new roading projects, will help increase recognition of the rights of cyclists to safe road space. Provision of good quality cycle facilities, within the roading corridor, including separate facilities, will play an important role in increasing the levels of cycling within the two regions. Improved land-use planning practices will also assist in greater levels of cycling activity because local services as well as transport services will be more accessible by bicycle.

Continued expansion of cycle tourism, through the provision of quality experiences on trails, the construction of further trails will help build this sector of the tourist market, aimed at both overseas and domestic visitors. Providing better connections between trails (although is not a major focus of this plan) will encourage visitors to remain longer in the south.'

Primary policies

New road construction and major improvements include provision for safe walking and cycling in high pedestrian and cycle use areas.

Transfer some existing road space over to walking and cycling where this is needed to ensure safe travel.

Build cycleways/walkways separated from motorised traffic where the safety of those using active transport to commute is at significant risk from the traffic.

Expand and improve the cycling network, and connect existing cycling routes to keep cyclists safe, and to encourage new cyclists. Give priority, where there is latent or emerging demand, to initiatives that assist with access to and from schools, workplaces, and local commuting trails.

Ensure all urban buses are able to carry bikes, and urban town centres have bike racks.

Ensure there are sufficient, attractive and safe choices for travel between parts of Nga Haerenga the NZ Cycle Trail, supporting the growth of cycle tourism.

When needed, prompt a change in travel behaviour towards increased walking and cycling in urban areas by managing traffic to maintain certain levels of congestion, and/or adapting the supply and pricing of car parking over time; and promoting multi-modal journeys with public transport or ride sharing.

APPENDIX B CASE STUDIES OF NZ CYCLING DESTINATIONS

Otago Central Rail Trail

The highly successful Otago Central Rail Trail has become a model for many of the trail experiences in the New Zealand Cycle Trail. The rail trail (a 150 km 3 to 4 day cycle that can also be used for shorter journeys and for walking and horse riding) was opened in 2000 on the disused Central Otago railway line between Clyde and Dunedin as an initiative aimed at rejuvenating the stagnating local economy. The rail trail passes through spectacular mountain and valley scenery, old gold mining towns and agricultural areas. A wide range of accommodation, attractions (such as heritage sites, arts, wineries, farm visits), tours, food and cafes, sporting activities, bike hire, transport and luggage services are offered by local businesses.

An estimated 12,000 to 15,000 multi-day cyclists and up to 50,000 day cyclists use the Central Otago Rail Trail each year. The trail has an international and domestic reputation as an iconic experience. International visitors comprise over one third of trail visitors and have increased as a proportion of trail users since the trail was opened. Most international trail users come from Australia with significant numbers from Europe, South Africa, the UK and North America. The trail attracts visitors from around New Zealand, predominantly from the upper North Island (nearly two-thirds of domestic visitors in a 2014/15 survey), with lesser numbers of visitors from the nearby Canterbury and Otago regions and the lower North Island⁴⁴. A high proportion of domestic and international rail trail visitors arrived via aircraft to the Queenstown or Dunedin airports.

In 2014/15 it was estimated that the rail trail had resulted in an addition of total economic output of over \$10 million to the Otago and Central Otago economies and 102.4 full time employment equivalents.

The success of the Otago Central Rail Trail in attracting visitors and improving the local economy has owed much to the achievements of the Otago Central Rail Trail Charitable Trust in developing, coordinating and promoting trail experiences (with local tourism organisations), the contribution of the Department of Conservation to infrastructure and recreational experiences, and the collaboration of over 70 local businesses and organisations in offering trail-related products and services.

Queenstown Trails

Queenstown is a premier cycling destination with a global reputation noted for its extensive network of over 190 kilometres of quality cycling and walking trails and facilities for mountain biking. It includes the 120 km Queenstown Trail, part of the New Zealand Cycle Network. Development of the trail network at Queenstown commenced in 2004 under the guidance of the Queenstown Trails Trust, with assistance from the Department of Conservation, the Queenstown Lakes District Council, the tourism industry and local cycling and walking groups. The network offers mainly easy to intermediate level riding on shared cycling, walking and hiking trails ranging from short to full day excursions. There is also a local commuter/recreational trail network within and between local communities which is planned for extension over the next ten years. There are five mountain bike parks that offer riding from beginner to advanced levels and challenging downhill and technical trails at Ben Lomond (accessed by the Skyline Gondola) and Wynyard Terrain Park.

Use of the cycling network varies from a few hundred users on some trails to very large numbers on the most popular sections of the Queenstown Trail between Frankton and Queenstown. In 2015 a total of 214,100 journeys by cyclists, walkers and event competitors was recorded on the Queenstown Trail⁴⁵. About 46% of users of the Queenstown Trail are estimated to be international visitors and a relatively high

⁴⁴ Central Otago District Council (May 2015). Otago Central Rail Trail: User Survey 2014-15.

⁴⁵ Kennedy, M (27 January 2016). Queenstown Trail Visitation, Executive summary for Period – October 01 2012 to December 31 2015.

use of the trail network by local residents⁴⁶. The Skyline/Ben Lomond downhill mountain biking trails (serviced by a gondola) attract about 50,000 to 70,000 riders a year⁴⁷.

Demand for cycling in Queenstown is increasing due to:

- » the quality and promotion of a range of cycling infrastructure and experiences
- » the availability of a wide range of linked, well-promoted and bookable attractions, accommodation, guided and self-guided packages and services such as bike hire and shuttle transport. Some of these are pre-existing business offering products for Queenstown visitors generally, while others are businesses that offer trail-specific products
- » its status as an iconic visitor destination attracting a range of visitors seeking soft adventure and adventure activities
- » ease of access through the Queenstown airport
- » the growth of the local Queenstown population which is forecast to grow from about 30,700 in 2015 to about 57,000 in 2025⁴⁸

Effective planning and management of the trail network by the Queenstown Trails Trust has been critical to its success including through:

- » building an extensive trail network collaboratively across different land tenures
- » fund raising and income generation through grant funding, investments and events
- » partnerships with the Department of Conservation, local community and recreation groups, landholders and businesses for trail development, experience development and trail maintenance.

Rotorua Mountain Biking

The mountain bike network at Whakarewarewa Forest near Rotorua has an international reputation for its mountain biking. The mountain biking network was gradually developed in a forest park designated for a range of recreational activities through the efforts of the local mountain biking club, the Rotorua District Council, funding from the Rotorua MTB Charitable Trust, the use of Department of Corrections labour and development of support services and products by local businesses.

The development of the area for mountain biking has been assisted by Rotorua's status as an established visitor destination with broad appeal to a large market and its accessibility from North Island population centres and Auckland airport. The reputation of the Whakarewarewa Forest trails and visitation levels also grew when it hosted the 2006 UCI World Mountain Bike Championships. Around 102,000 mountain bikers visited the trails in 2009 (an 85% growth from 2005 visitation) contributing an estimated \$8.7 million to the local economy in 2009⁴⁹. This economic contribution grew to \$10.2 million in 2012.

Rotorua offers 150 km of mountain bike trails across a range of disciplines and skill levels, year-round gondola access to downhill trails, on-site bike hire and food services, a technical riding school, guided tours and customised multi-adventure activities. There are also numerous bike shops, bike hire services, guiding, cyclist transport services and cycle-friendly accommodation properties in Rotorua.

Rotorua has hosted international level mountain biking competitions and hosts several major events including the Crankworx Rotorua (part of the Crankworx World Tour) and the 10-day Rotoura Bike Festival. In 2015 Crankworx added about \$3.7 million to the local economy and attracted over 8,000 visitors. The Rotorua facility has been designated a Gold Level Ride Centre by the International Mountain Bicycling Association - the highest IMBA Ride Centre ranking.

⁴⁶ Angus & Associates in association with TRC Tourism (November 2013).

⁴⁷ TRC Tourism (2015). Queenstown Trails for the future 2015-2025. Prepared for the Queenstown Trails Trust.

⁴⁸ Queenstown Lakes District Council (2015). Long Term Plan 2015.

⁴⁹ APR Consultants Ltd (2009). Recreational Use and Economic Impact of Whakarewarewa Forest: 2009 Update.

APPENDIX C

SURVEY OF SOUTHLAND CYCLISTS

As part of the development of the Southland Cycling Strategy a survey was conducted of Southland cyclists to ascertain cycling activities undertaken and their thoughts on the quality of cycling experiences in the region and how they could be improved. The online survey was distributed to contacts through the Venture Southland databases and attracted 339 responses. The survey respondents covered a range of ages – 1.75% were aged under 18 years, 6.3% between 18 and 29, 30.8% between 30 and 44, 41.4% between 45 and 59 and 19.6% over 60 years. The people surveyed participated in a range of cycling activities.

Cycling activity	Daily % (No.)	Weekly % (No.)	Monthly % (No.)	In last year % (No)	Total (No.)
Road riding - training	15.38% (10)	44.62% (29)	15.38% (10)	24.62% (16)	65
Road riding - recreation	6.13% (10)	43.56% (71)	25.15% (41)	25.15% (41)	163
Road riding –transport/ commuting	36.11% (39)	29.63% (32)	11.11% (12)	23.15% (25)	108
Recreational riding on local cycle trails	10.71% (21)	31.63% (62)	31.12% (61)	26.53% (52)	196
Mountain bike riding on local trails	8.02% (13)	46.30% (75)	24.07% (39)	21.69% (35)	162
Track cycling - velodrome	1.96% (1)	15.69% (8)	13.73% (7)	68.63% (35)	51
Around the Mountains Cycle Trails	4.48% (3)	2.99% (2)	13.43% (9)	79.10% (53)	67
Otago Central Rail Trail	1.82% (2)	0.91% (1)	9.09% (10)	88.18% (97)	110
Queenstown Trail	2.13% (2)	4.26% (4)	12.77% (12)	80.85% (76)	94

Issue	Views of survey respondents
Investment in cycling	<ul style="list-style-type: none"> » 83% considered that investment in cycling could lead to community benefits » 81% agreed cycling was a good investment for councils – though opposition was expressed by a small number » Caution was expressed by some respondents – such as investment in new mountain bike trails which may receive limited use in winter and impacts on other recreational users (such as permitting cycling on walking trails).
Cycling for transport	About 62% agreed it was viable in Southland, but only 29% cycled regularly for transport (once a month or more).
Urban cycling facility needs	Most emphasis was on bike racks or storage at destinations. Some indicated need for changing and showering facilities at workplaces.
Road safety	Safety was a major concern with around 56% concerned about the safety of cycling on urban roads and 71% concerned about cycling safety on roads outside of cities and towns.
Road cycling infrastructure	<ul style="list-style-type: none"> » Desirability of more (or better designed) cycle lanes in Invercargill » Safe linkages along cycling routes and between cycle lanes and cycle paths » Wider and smoother road shoulders or cycle lanes on highways and rural roads » Cyclist warning signs.
Quality of recreational cycle trails	<p>Varied views were expressed.</p> <ul style="list-style-type: none"> » 46% considered trails were of good quality, but 40% were neutral » 59% saw a need for more recreational cycle trails, with 63% wanting more trails suitable for families » Suggestions included completing the Invercargill to Bluff Trail; trails in the Catlins; between Gore and Lumsden; in the Te Anau areas and connections from the ATMCT to Te Anau and further south.
Facilities for recreational and tourism cycling	<ul style="list-style-type: none"> » Provision of toilets along routes and trails a major concern. » Provision of car parking, shelter, drinking water, signage and information. » Better maintenance of roads and trails, including removal of broken glass. » More camping and accommodation, cafes and bike hire near or along routes.
Preferred mountain biking destinations	<ul style="list-style-type: none"> » Availability of mountain biking facilities close to population centres is important – 70% of respondents preferred to ride in the Invercargill area at Sandy Point or Bluff. » A smaller number had preferred rides dispersed throughout the region including Gore, Te Anau and a variety of 4WD and management trails in Fiordland National Park, Longwood, Mavora and areas north of Mossburn and Lumsden. » Some preferred to ride in the Queenstown and Wanaka areas.
Mountain biking facility needs	<ul style="list-style-type: none"> » More trails at existing or new locations including a greater variety of difficulty levels and trails suitable for families and younger riders. » Some sought professionally designed, purpose built trails or better maintenance of existing trails » Wash down facilities, toilets.

Bide Southland – Southland Cycling Strategy 4

APPENDIX D

SOUTHLAND CYCLING AUDIT

The following table summarises Southland's range of cycling and associated infrastructure and services.

Name/ Location	Use	Access	Infrastructure, Routes & Connections	Associated Experiences, Services & Partnerships	Planning, Tenure & Management	Issues, Opportunities & Gaps
COMMUTER CYCLING						
Invercargill cycle network	Relatively light use. 1- 2% of all road users	Various access points. East – west connections most well developed.	On-road cycle lanes 80% - 90% complete. Last 10 – 20% more difficult to complete and justify given low use and lack of traffic congestion.	No additional services	Public Roads (ICC)	Focus on quality improvements including making the Oreti Beach to City route more safe and attractive to cyclists.
ROAD RIDING ROUTES						
Myross Bush Loop 26 km – can be extended 16km by adding loop from the Mill Road North- Bainfield Road intersection	No data on the level of use.	From the Velodrome at Surrey Park.	Rides are on public roads. No supporting infrastructure	No additional services	Public roads	Improved signage and recognition as a cycling route. Safety audit of road would benefit cyclists.
The Catlins 80km – 170 km of options for all grades	No data on the level of use.	From Invercargill many options to Fortrose and beyond.	Rides are on public roads. No supporting infrastructure	No additional services	Public roads	Improved signage and recognition as a cycling route. Safety audit of road would benefit cyclists.
Riverton to Tuatapere 50 km point to point ride from Riverton	No data on the level of use.	Can ride from Invercargill	Rides are on public roads. No supporting infrastructure	No additional services	Public roads	Improved signage and recognition as a cycling route. Safety audit of road would benefit cyclists.
Hedgehope Loop 75km traditional Invercargill training ride.	No data on the level of use.	From Invercargill	Rides are on public roads. No supporting infrastructure	No additional services	Public roads	Improved signage and recognition as a cycling route. Safety audit of road would benefit cyclists.
Gore District	No identified popular routes	From Gore	Rides are on public roads. No supporting infrastructure	No additional services	Public roads	Improved signage and recognition as a cycling route. Safety audit of road would benefit cyclists.

Rides Southland – Southland Cycling Strategy 5

Name/ Location	Use	Access	Infrastructure, Routes & Connections	Associated Experiences, Services & Partnerships	Planning, Tenure & Management	Issues, Opportunities & Gaps
----------------	-----	--------	--------------------------------------	---	-------------------------------	------------------------------

ROAD RIDING - TOURISM ROUTES

Southern Scenic Route
610 km scenic drive route between Queenstown and Dunedin that is also promoting as a road cycling route. In Southland cycling mostly occurs between Invercargill, Riverton, Tuatapere and Te Anau.

Less than 1,000 cycle tourists a year.

Route is between Queenstown and Dunedin.

The Southern Scenic route is signposted with brown tourism signposting.

Range of accommodation.

Rides are on public roads.

Improved promotion.
Safety audit of road/cycle issues.
Route through Invercargill not ideal.
Economic development opportunities in Manapouri, Tuatapere, Riverton, Curio Bay.

Catlins Coastal Route
From Balclutha through the Catlins to Invercargill

Southern Traverse
From Invercargill to Lumsden

ROAD RIDING EVENTS

Tour of Southland
Multi stage road race attracting international- standard riders

20 teams but much larger range of other associated events and users

Route varies but includes stages in Queenstown Lakes District in addition to Southland

Sponsored by SBS Bank

Cycling Southland

Well established professional road race. Previously category 2.2 UCI International Tour event, but lost this rating in 2014 due to costs⁵⁰.

ICC Surf to City
Participation based walking/running/ cycling event.

2,000+ participants, with numbers increasing.

Oreti Beach to City

Invercargill City and Sport Southland

Would benefit from improvements to the route. General opportunity to promote cycling in Invercargill.

Milford Mountain Classic
January road race with 120 km, 100 km (Richoh Homer Hundred) and 65 km (Eglinton Challenge) events between Milford and Te Anau

Courses suitable for good recreational riders, club riders and elite riders.

Milford to Te Anau

State Hwy 94

Several sponsors, including Meridian Energy.

Invercargill City and Sport Southland

Tour de Lakes
Annual road race with stages held in Southland, Central Otago and the Queenstown area. Provides events for different grades.

⁵⁰ Personal communication from Cycling Southland.

Name/ Location	Use	Access	Infrastructure, Routes & Connections	Associated Experiences, Services & Partnerships	Planning, Tenure & Management	Issues, Opportunities & Gaps
ROAD RIDING - TOURISM ROUTES						
Yunca Junior Tour of Southland Two day six stage event for 13 to under 19 grades	170 – 200 riders.	Teretonga, Hedgehope and other locations	Teretonga Racetrack Local roads	Sponsored by Yunca	Cycling Southland	
Southland Road Champs Time trials held annually in April. Under 15s to Masters	No Info available	Invercargill Velodrome	Within the city area		Cycling Southland	
A highly competitive "elitist" Wednesday World" series of road rides are offered within daylight saving dates on Wednesday evenings	up to 60 riders attending	Invercargill Velodrome	Within the city area		Cycling Southland	
Westpac Rescue Helicopter Charity Ride Frankton to Invercargill	Fundraiser limited to 60 riders.					
TRACK CYCLING FACILITIES						
SIT Zero Fees Velodrome, Invercargill	World Class cycling facility, that was once New Zealand's only indoor velodrome and was instrumental in establishing the sport in the country.	Invercargill	250 metre timber indoor track	Hosts elite cyclists and some major cycling events, such as the UCI Junior Track World Championships in 2012 and biannually national championships	Cycling Southland	Opportunities to develop learn to cycle and disabled and elderly Education/ Community side every strong. Event opportunities such as Masters Cycling.
TRACK CYCLING EVENTS						
National Age Group Championships		Invercargill SIT Velodrome		Elite riders – age group riders from under 15s to masters	Cycling Southland	
Crowe Horwarth Corporate Pursuit Annual cycling challenge run as Italian pursuit. Held in August						
ILT Junior Track Carnival held in October Two day event for elite junior cyclists from New Zealand and Australia		Invercargill SIT Velodrome		Elite riders – Junior	Cycling Southland	

Name/ Location	Use	Access	Infrastructure, Routes & Connections	Associated Experiences, Services & Partnerships	Planning, Tenure & Management	Issues, Opportunities & Gaps
----------------	-----	--------	--------------------------------------	---	-------------------------------	------------------------------

OFF-ROAD TRAILS

<p>Around the Mountains Cycle Trail (ATMCT) Proposed as a circuit – Queenstown/Lake Wakatipu, Mount Nicholas Station, Oreti Valley, Lumsden, Kingston, Queenstown. Part of the New Zealand Cycle Trail. Oreti Valley section is not completed as it is subject to an appeal.</p>	<p>Easy track grade 1-3. 185 km total trail when completed. Can be done as a complete ride or broken into sections. Athol Bridge Counter showed 7,240 users Nov 15 – Feb 16 15,000 uses per annum Up to 12,000 multi-day users per annum and 50,000 day users projected within 5 years of the trail and enabling services.</p>	<p>45 minutes from Queenstown 1 hour from Te Anau 1 hour from Wanaka. Trail begins and finishes near Queenstown which has direct international flights to and from Australia, a major cycling market.</p>	<p>Begins with the TSS Earnslaw cruise from Queenstown across Lake Wakatipu, then extends south into rural Southland and returns to Lake Wakatipu. 156 km of the trail is open Multi-day ride or short ride combinations available.</p>	<p>Begins with lake cruise on steamship TSS Earnslaw. Earnslaw – Real Journeys. Shuttle transport, cycle hire and guided and independent day and multi-day cycling packages with accommodation are offered (http://www.aroundthemountains.co.nz/our-rides/)</p>	<p>SDC Lead other agencies as land administrators QLDC/NZTA/LINZ/DOC/Landcorp</p>	<p>Resource consent granted but has been appealed. Decision to be announced in 2016. Over \$10 million spent of potentially \$14 million project. Strong political interest. Potential to release economic and social opportunities for small communities. If not completed will become a series of shorter day rides.</p>
<p>Eyre Mountains/Taka Ra Haka Conservation Park Tracks</p>	<p>Very low</p>	<p>Upper Oreti, Mount Bee, Shepherd Creek Maitara River</p>	<p>Many tracks for mountain biking with a variety of scenery and cycling terrain. 25 km + of tracks from the campsite to Boundary Hut and Forks Hut in the Mavora Lakes Conservation Park.</p>	<p>Remote and front country trails primarily on 4WD tracks</p>	<p>Conservation Park</p>	<p>Improved promotion of opportunity</p>
<p>Mavora – Greenstone Walkway</p>	<p>Low</p>	<p>From State Highway 94 between Mossburn and Te Anau.</p>	<p>From State Highway 94 between Mossburn and Te Anau.</p>			

COMMERCIAL TRAIL TOURS

<p>Around the Mountains Small group guided cycling tours on the ATMCT</p>	<p>Sherpa Shuttle bus service available from November to mid April operating 7 days a week.</p>	<p>Tour offered as a partnership between Real Journeys and the Around the Mountains Cycle Trail.</p>	<p>Cycle tour company has been operating since 2010.</p>
--	---	--	--

Name/ Location	Use	Access	Infrastructure, Routes & Connections	Associated Experiences, Services & Partnerships	Planning, Tenure & Management	Issues, Opportunities & Gaps
MOUNTAIN BIKE PARKS AND TRAILS						
Elizabeth Park BMX track	Moderate but static	Off John Street and Lime Street, Invercargill	Jump park with no buildings		Lease from ICC	Potential for relocation to Surrey Park to improve connection with cycling
Sandy Point Mountain Bike Trails 17km of mostly grade 3 single track at Invercargill	Easy and Intermediate grade track. High Use Limited by sandy and flat terrain.	From Sandy Point Road	Toilets, car park, signage.		Managed by Southland Mountain Bike Club	Forestry activities necessitates the need for trail redevelopment from time to time.
Bluff Hill Cross Country Tracks	High Use				Invercargill City Council	
Gore Mountain Bike Track		From Pope Road			Gore District Council/ Department of Conservation	
Ivon Wilson Park, Te Anau						
Perenuka Mountain Bike Park, Te Anau 10km of trails on private land	New facility in 2015		Single track	Constructed by landholder with community assistance	Private land	
Longwoods Forest, Orepuki Riding on management tracks	One of the most popular backcountry endurance rides in Southland.		Most well known route is the 47km trail to Bald Hill, from which there are extensive views.		Department of Conservation/ Private Land	
Eyre Mountains Riding on management trails.					Department of Conservation.	

Bike Southland - Southland Cycling Strategy 2015-2025

Name/ Location	Use	Access	Infrastructure, Routes & Connections	Associated Experiences, Services & Partnerships	Planning, Tenure & Management	Issues, Opportunities & Gaps
----------------	-----	--------	--------------------------------------	---	-------------------------------	------------------------------

MOUNTAIN BIKE PARKS AND TRAILS

<p>Welcome Rock Trails Privately-operated track on a high country sheep station in northern Southland on the border with the Otago District.</p>	<p>Intermediate grade 3 track recommended for experienced single track riders Shared use trail also used for hiking.</p>	<p>1 hour and 5 minutes from Queenstown. A shuttle service is available from Queenstown and Te Anau to Garston.</p>	<p>27km single loop grade 3 track that can also be hiked. Starts at the Southland Ski Hut and loops back to same point. It costs \$40 per adult to ride the trails. Two huts and a campsite on the trail are operated by Welcome Rock Trails and can be booked online.</p>	<p>High country scenery. Accommodation on the hut in several forms: the historic Mud Hut, the modern Slate Hut, the converted wool shed known as the Iron Hut, and the Roaring Lion Camp. Baggage can be delivered to huts. Glamping accommodation available.</p>	<p>Private trail on private land, track was constructed by landowner.</p>	
<p>Management trails in Fiordland National Park Endurance rides permissible on management trails, including the Borland Road, Percy Saddle and links to West Arm and Lake Manapouri.</p>					<p>Department of Conservation</p>	

COMMERCIAL MOUNTAIN BIKE TOURS

None identified

MOUNTAIN BIKE EVENTS

<p>The Farm Jam Held in March, combines natural-terrain freestyle motocross, BMX dirt and mountain-bike dirt-jumping</p>		<p>Winton, Central Southland</p>				
<p>Bannockburn Gutbuster Between northern Southland and Central Otago District</p>	<p>188 participants</p>	<p>Garston, Northern Southland</p>				
<p>250 participants in winter series</p>		<p>Winter cross country series monthly event May- October.</p>				
<p>The Glenham Trainwreck Ride</p>	<p>around 120 competitors</p>	<p>Winter January Eastern Southland</p>				
<p>Southland Mountain Bike Clubs</p>	<p>Info not available</p>	<p>Mid-winter 4 & 8 hour Enduro (Sandy Point Mountain Bike</p>				

Name/ Location	Use	Access	Infrastructure, Routes & Connections	Associated Experiences, Services & Partnerships	Planning, Tenure & Management	Issues, Opportunities & Gaps
MOUNTAIN BIKE EVENTS						
Moonshine Trail Gore District mountain bike and running event for 15 years and over, various distances.	204 participants in 2016	Dolamore Park	Some of the event is on private farmland only opened once a year for the event	Sponsored by Mataura Licensing Trust	Coordinated by Sport Southland	
Mount Linton Muster Mount Linton Station near Ohai and Nightcaps	About 130 participants		Courses range from 12 km to 40 km.			
Downriver Dash on Around the Mountain Trail	120 participants in 2016		25 km course.			
BICYCLE SHOPS AND SERVICES (ROAD AND MTB)						
Ride Cycles Invercargill	Stocks road bikes, mountain bikes and bikes for leisurely recreational riding.			Organisers Tweed Rides – social rides at a leisurely pace on safe routes visiting places of interest in and near Invercargill ⁵¹ .		
Cycle Surgery Invercargill	Stocks road and mountain bikes, parts and equipment. Bike repairs and service. Bike hire.					
Wensley Cycles Invercargill	Stocks road and mountain bikes, parts and equipment. Bike repairs and service					
Outdoor @ H & J Smith Invercargill	Stocks road and mountain bikes, parts and equipment. Bike repairs and service					
Cross Road Cycles Gore	Stocks road and mountain bikes, parts and equipment. Bike repairs and service					
Outside Sports Te Anau		Stocks road and mountain bikes, parts and equipment. Bike repairs and service. Bike hire				
⁵¹ Kennedy, D. (20 October 2015). Why Invercargill Should be a City of Cyclists. http://localbodies-bsprout.blogspot.com.au/2015/10/why-invercargill-should-be-city-of.html ; Ride Cycles Facebook Page. https://www.facebook.com/Ride-Cycles-375007025903133/						

Bike Southland – Southland Cycling Strategy 5

Name/ Location	Use	Access	Infrastructure, Routes & Connections	Associated Experiences, Services & Partnerships	Planning, Tenure & Management	Issues, Opportunities & Gaps
----------------	-----	--------	--------------------------------------	---	-------------------------------	------------------------------

BICYCLE SHOPS AND SERVICES (ROAD AND MTB)

Te Anau Mini Golf, Quadricycle and Bike Hire Te Anau	Bike hire					
Oban Visitor Centre Stewart Island	Visitor information and bike hire		Six mountain bikes available for hire			

CYCLING CLUBS AND ASSOCIATIONS

Cycling Southland Club runs approximately 8 major events each year	300 members Membership and participation static	From Invercargill Velodrome generally.		Sponsored by major supporting sponsors - ILT Foundation, SBS Bank, Yunca, SIT Zero fees, The Lion Foundation, Community Trust of Southland, Vital Signs Has various local sponsors. Club maintains Bluff Hill Trails and Sandy Point Tracks	Cycling Southland	
Southland Mountain Bike Club Based at Invercargill						
Hokonui Bikers	Social groups of MTB riders associated with the Southland Mountain Bike Club. Run regular rides.					
Te Anau Cycling Inc Focuses on the range of cycling in the area	40 members					
Fiordland Trails Trust						
Southland BMX Club	Moderate	Elizabeth Park, Invercargill		Sponsored by Wensley's Cycles, ILT, Community Trust of Southland	Lease from ICC	Potential for relocation to Surrey Park to improve connection with cycling
Gore BMX Club and track	Low	Hamilton Park, Gore			Lease from GDC	Low profile/ viability of club

Bike Southland - Southland Cycling Strategy 5

APPENDIX E STRATEGIES AND ACTION

- A** IMPROVE BASIC INFRASTRUCTURE TO ENCOURAGE MORE PEOPLE TO CYCLE
- B** DEVELOP AND PROMOTE A SUITE OF HIGH QUALITY CYCLING EXPERIENCES
- C** IMPLEMENT PROGRAMMES TO ENCOURAGE PEOPLE TO CYCLE AND RAISE SAFETY AWARENESS



- D** SUPPORT COMMUNITY CYCLING ACTIVITIES AND PARTICIPATION-BASED EVENTS
- E** ASSIST THE REJUVENATION OF COMPETITIVE CYCLING EVENTS
- F** SUPPORT DEVELOPMENT OF LOCAL CYCLE COMMISSIONABLE TOURISM PRODUCTS AND PARTNERSHIPS
- G** IMPLEMENT STRONG LEADERSHIP, COMMUNICATION AND COOPERATION

Bide Southland - Southland Cycling Strategy 5

A IMPROVE BASIC INFRASTRUCTURE TO ENCOURAGE MORE PEOPLE TO CYCLE

Southland has a range of cycling trails, on-road cycle routes and cycling facilities including a major velodrome. However, improvements are needed to the region's infrastructure to meet demand for convenient, safe and enjoyable commuter and recreational cycling and encourage more people to cycle. Local cyclists have indicated that parts of the on-road cycle lane network and the shared trail network in the City of Invercargill require upgrading and improvements of linkages to provide a safe cycling network to the places where people wish to cycle.

Cycle network linkages in Te Anau have also been identified as requiring attention. There have been some initiatives to improve cycling opportunities around towns (such as Gore, Te Anau and Winton) and planning and business cases for cycling, infrastructure in some towns, such as a possible cycling and walking path between the nearby towns of Edendale and Wyndham to address a road safety issue. However, overall there remains a need to improve the range of cycling infrastructure in and near the region's towns. To date Southland has suffered from limited cohesive forward planning and the absence of 'shovel ready' projects when funding (such as New Zealand Transport Agency cycle funding) has become available.

Cycle-friendly and safety features on major roads and other popular cycling routes could improve the attractiveness of road cycling in the region. A wider range and improved quality of trails is desirable at existing mountain biking parks in the region to meet demand for a wide range of mountain biking experiences, including for families and beginner riders. These infrastructure improvements will improve cycling opportunities for local residents and for the region's increasing number of visitors.



Bids Southland Southland Cycling Strategy 5

Action	Description	Priority
A1	Conduct an audit of cycling conditions on major urban and rural road cycling routes in Southland to <ul style="list-style-type: none"> » identify primary and secondary routes for cycling, including routes connecting main cycling commuting and recreational destinations. » develop a plan for safety improvement and cycle-friendly measures consistent with the latest New Zealand standards. 	High
A2	Re-assess the on-road cycling and off-road shared path networks in the City of Invercargill to identify route and trail construction, linkages, design and signage and safety measures required to ensure cyclists are able to travel safely and efficiently for transport and recreational purposes.	High
A3	Develop a master plan for implementing the reviewed on-road cycling and off-road shared path recommendations from Action A2.	High
A4	Investigate development of a cycle lane or cycle trail from the Invercargill airport to the city and the provision of cycle-friendly facilities (such as bike racks) at the airport.	Medium
A5	Encourage the provision of distinctive bicycle racks and other cycle friendly infrastructure (such as pumps, changing facilities) at urban and other popular cycling destinations, including the airport.	High
A6	Develop and communicate a timeline and plan for the development of the Invercargill to Bluff Cycleway including the route, construction costs, maintenance, interpretation and funding. Ensure construction is to a standard that encourages wide use and includes supporting infrastructure such as rest areas, shelters, toilets, local information and interpretation.	High
A7	Support and fund local community based initiatives to improve cycling opportunities in towns such as Waikaia, Winton, Riverton, Gore, Maitua, Edendale and Wyndham.	Ongoing
A8	Designate and promote cycle-friendly road cycling routes for recreational and training use originating in Invercargill, Gore and Te Anau with improved signage, enhanced usable road shoulder width and other cycle-friendly improvements.	Medium
A9	Develop 'shovel ready' proposals for cycling infrastructure (including as relevant in cities, towns and rural areas) for funding under the New Zealand Transport Agency's cycling safety action plan and the National Land Transport Programme.	Ongoing
A10	Consider the development of a greater range of mountain biking opportunities at Sandy Point, Bluff, Croydon Bush, Ivon Wilson Park and the Te Anau Control Gates to address the greatest need.	High
A11	Implement consistent grading signage and standards across Southland mountain bike networks to assist in promoting Southland mountain biking to a range of users.	Medium
A12	Improve opportunities for BMX riding in Invercargill including co-locations with other cycling activity at Surrey Park.	Medium
A13	Support councils and relevant authorities and organisations in maintaining and making improvements in cycling infrastructure. This should include advocating the recognition of cycling as a mode of transport by regional road controlling authorities and consideration of cycling needs during road works.	Ongoing

Bids Southland – Southland Cycling Strategy 4

B DEVELOP AND PROMOTE A SUITE OF HIGH QUALITY CYCLING EXPERIENCES

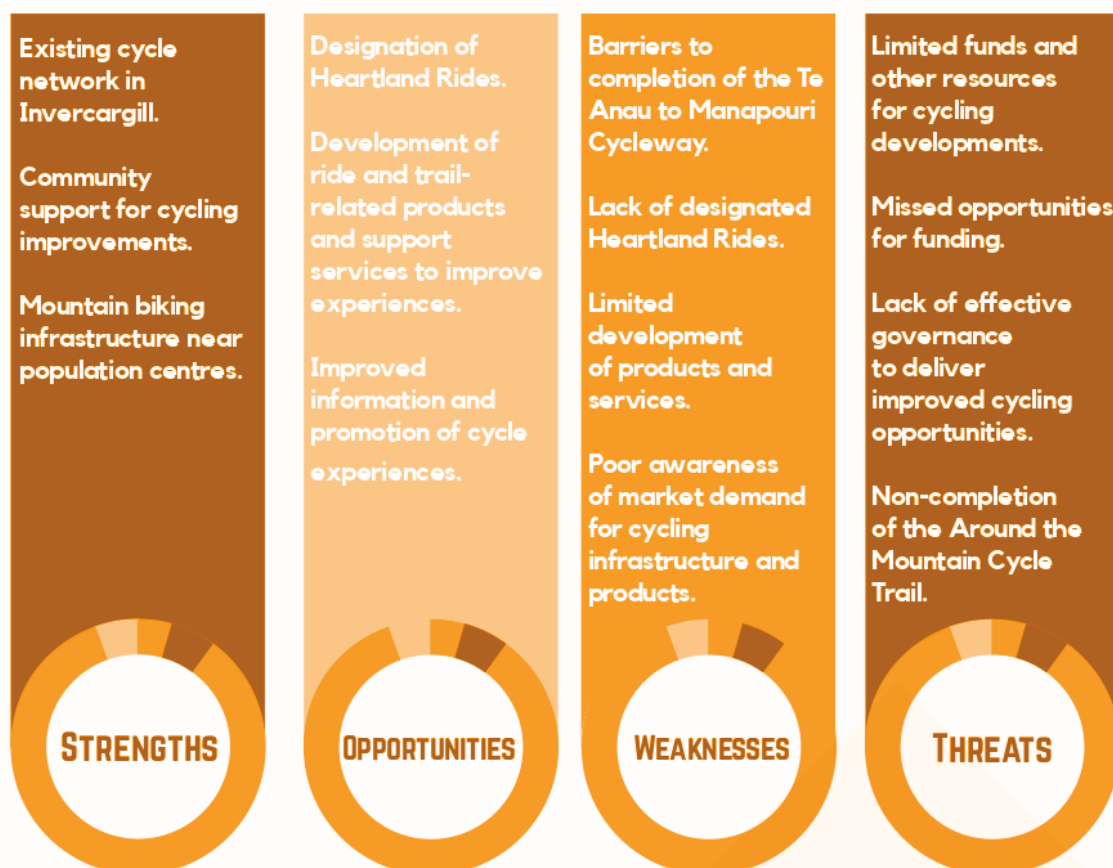
A small number of high quality road and trail cycling experiences for recreation and tourism markets will be offered in Southland. The development and promotion of these experiences will gain leverage from the presence of part of the New Zealand Cycle Trail (the Around the Mountains Cycle Trail) in the region, the region's cycling traditions such as the Tour of Southland and the proximity of the major Queenstown and Otago cycling destinations. The competition offered by Queenstown and Otago cycling destinations will be countered by distinctive Southland positioning of the cycling experiences as a strong pillar of the regional tourism strategy. Southland's cycling experiences will thus become an advantage, complementing the Queenstown cycling offer and, in some cases, also appealing to visitors and cyclists who prefer easier grade tracks.

In the longer term any proposals for new off-road cycle trails will need to demonstrate community support, demand and a sound business case. While numerous proposals have been put forward for new multi-day cycle trails in the region there is evidence to suggest that local and visiting cycle markets are more likely to seek day, weekend or 2 to 4 day experiences supported by linked products and services.

The market focus for the suite of cycling experiences will be on:

- » Road Tourers – Southland residents, domestic visitors and international visitors for whom the road journey is an intrinsic part of the visit and a major reason for visiting the region
- » Holiday and Soft Adventure Trail Cyclists – Southland residents, domestic and international visitors seeking an immersive trail experience
- » Location-based Holiday Cyclists – A diverse group of visitors for whom a cycling experience is one of several activities undertaken at a destination
- » Mountain Bikers – Southland residents, domestic and international mountain bikers seeking a special mountain biking experience different from other places or with a reputation for challenge and/or a distinctive landscape.

The improvements in infrastructure (Strategy A) will underlie the development of cycling experiences.



Bids Southland – Southland Cycling Strategy 4

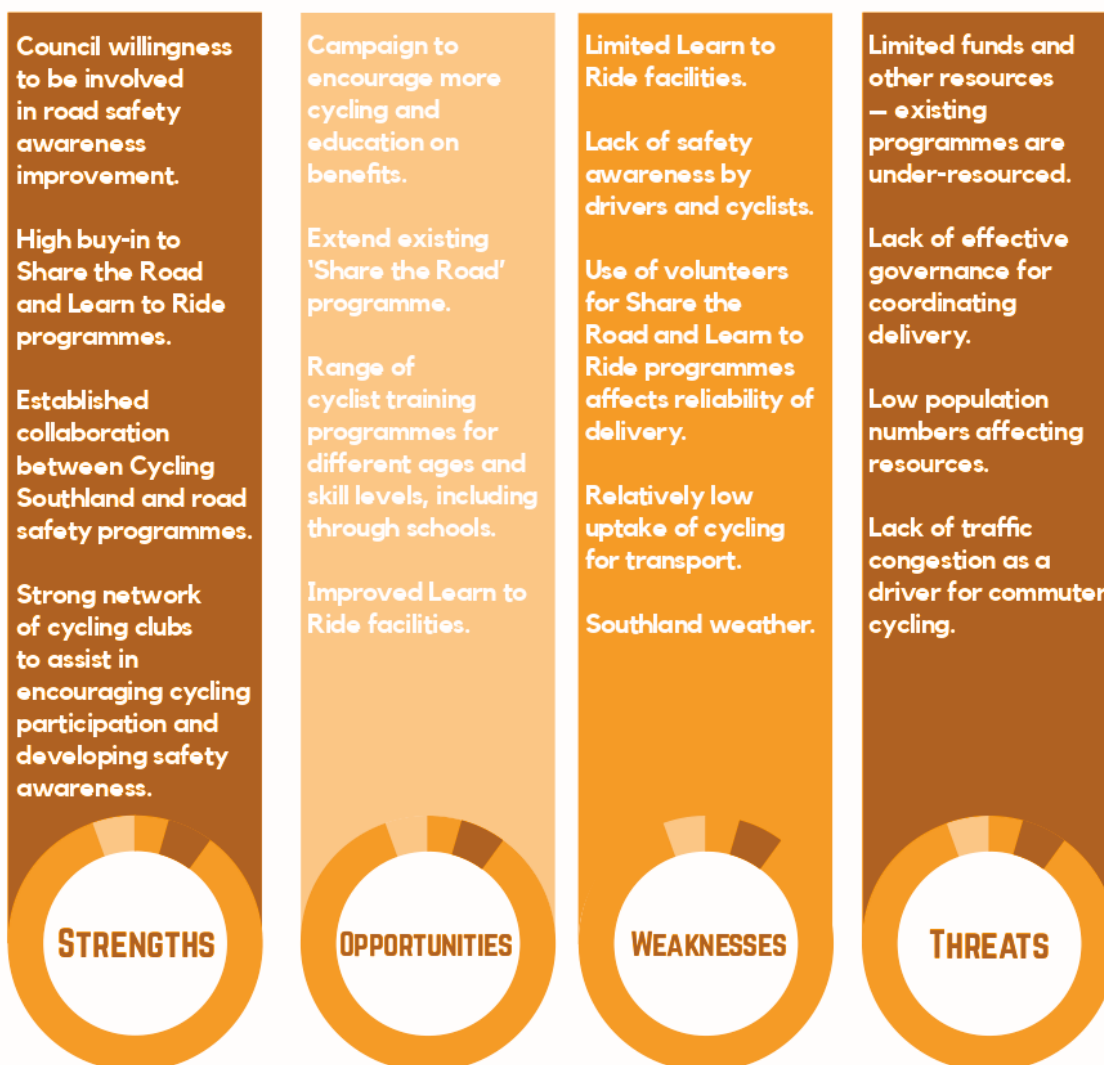
Action	Description	Priority
B1	Investigate, designate and promote a range of quality road riding itineraries as Heartland Rides.	High
B2	Design and install cycling route signage.	High
B3	Complete and promote the Around the Mountains Cycle Trail for day and multi-day 'soft adventure' experiences and encourage development of with self-guided and guided products and supporting transport, accommodation services and interpretation.	High
B4	Encourage greater focus on the Southland areas of the Around the Mountain Cycle Trail through the development of trail-related products and attractions based in Southland.	High
B5	Encourage the completion of the Te Anau to Manapouri Cycleway on the route through Fiordland National Park to ensure a quality visitor experience.	Medium
B6	Support a review of the Fiordland National Park Management Plan investigating low impact cycling opportunities within the front country of the National Park.	Ongoing
B7	Provide comprehensive information on cycling experiences on tourism websites, visitor information centres and the Southland cycling website. Information should include maps, details of each ride (distances, elevations, difficulty); cycle-friendly services, food and accommodation; booking links; bicycle shops and transport. The information should be available in both paper and digital forms, including as downloadable apps.	High & Ongoing
B8	Promote Southland cycling experiences as a major pillar in tourism planning and part of Southland tourism marketing through a variety of media, social media (such as Trip Advisor) and marketing and public relations campaigns.	Medium & Ongoing
B9	Establish a monitoring system to obtain information on use of major cycling trails including the Around the Mountain Cycle Trail, the Te Anau to Manapouri Trail and the Invercargill to Bluff Trails and to demonstrate the contribution of cycling to the economy.	Medium
B10	Undertake business cases into the best options for developing future multi-day trail ride journeys in Southland.	Low


 Ride Southland – Southland Cycling Strategy 4

C IMPLEMENT PROGRAMMES TO ENCOURAGE PEOPLE TO CYCLE AND RAISE SAFETY AWARENESS

Awareness and education programs will assist in increasing cycling participation by raising Southland residents' confidence to cycle and improving their understanding of the benefits of cycling.

These programmes include promotion of the social, health and environmental effects of cycling; provision of information on cycling opportunities; cycle safety campaigns and cycling training programmes.

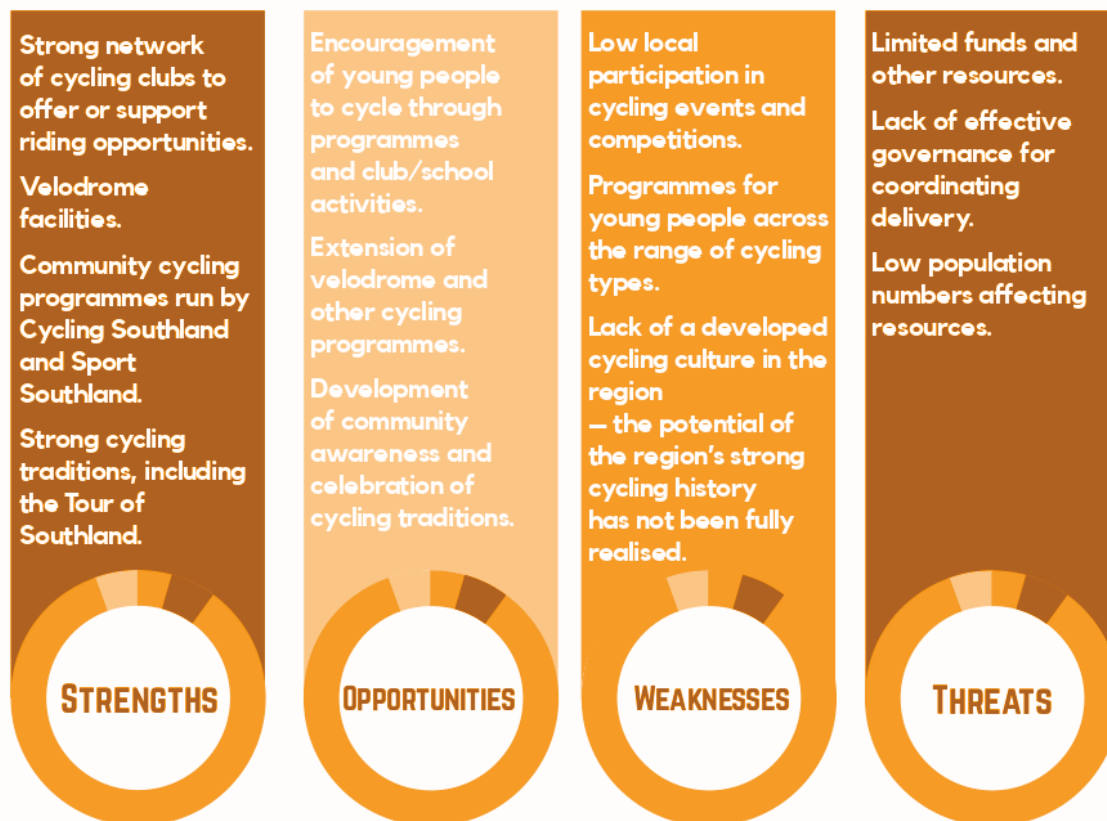


Bide Southland – Southland Cycling Strategy 4

Action	Description	Priority
C1	Develop and implement a campaign to promote cycling as a desirable activity and form of exercise with health and environmental benefits, using a variety of messages to target different groups including children, young people and families. The campaign should be linked, as appropriate, to other health and exercise initiatives.	High
C2	Provide information on cycling opportunities to residents through a variety of media and a central information source including a core cycling website and links to other relevant sites.	Ongoing
C3	Consolidate and extend the 'Share the Road' campaign targeting schools, youth groups, adult cyclists, motorists and truck drivers to build awareness and promote safe cycling and road sharing practices.	High
C4	Develop and implement a range of cyclist training programmes for different ages, skill levels and cycling types taking account of the New Zealand Transport Agency guidelines.	High
C5	Improve access to Learn to Ride parks.	High
C6	Investigate a new Learn to Ride facility that is open to the public at a prominent location in Invercargill. The facility should include road safety opportunities but also skill based facilities like a mini-pump track.	Medium
C7	Develop further open-access Learn to Ride facilities in other city parks and throughout Southland including mini-pump tracks and circuits that are fun and safe for children.	Low
C8	Encourage the use of power assisted electric bikes (E-bikes) to improve participation in cycling for commuting and recreation.	Low

D SUPPORT COMMUNITY CYCLING ACTIVITIES AND PARTICIPATION-BASED EVENTS

The benefits of improved cycling infrastructure and cycling promotion will be better realised if residents have easy access to enjoyable recreational and social cycling activities. Such activities will attract Southland residents to cycle more and will assist in expanding the cycling culture in the region. While there are already various social cycling activities and participation events throughout the region better promotion to a range of cycling markets, families, young people and older people would assist in attracting more participants. There is the potential for social riding to expand as evidenced in the recent success of the 'Tweed Rides' developed by an Invercargill bike shop.

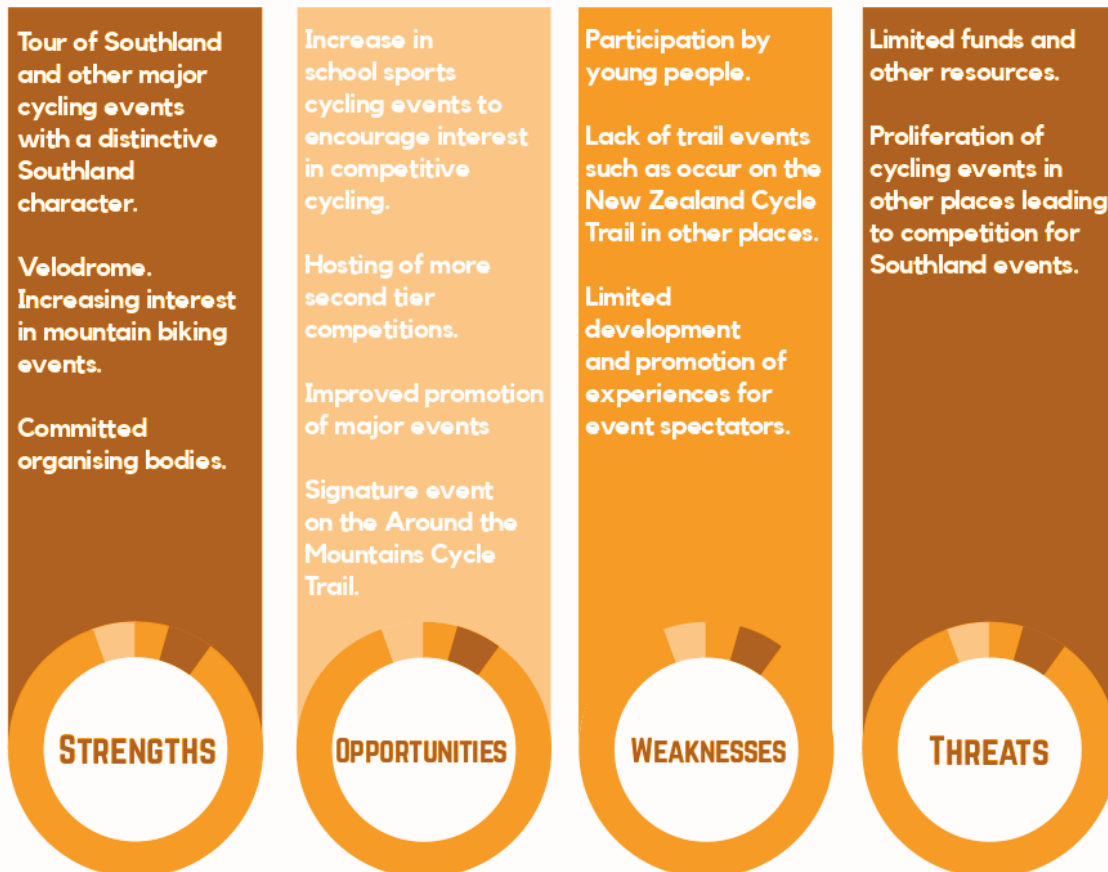


Action	Description	Priority
D1	Work with social and community groups, youth groups, cycling clubs, Cycling Southland and Sport Southland to encourage and promote a range of social cycling activities.	Medium
D2	Work with cycling clubs, schools, Cycling Southland and Sport Southland to encourage programmes to introduce young people to the different types of cycling.	High
D3	Support the development and promotion of a wide range of participation programmes and events based around the Velodrome, including learn to ride, BMX, mountain biking, programmes for elderly riders and community programmes run by Cycling Southland and Sport Southland.	Ongoing
D4	Encourage use of social media and the Southland cycling website to develop cycling networks and activities.	Ongoing
D5	Increase awareness of and celebrate successful cycling events, including the Southland Mountain Bike Club Winter Series, the Milford Mountain Classic and other events that are seeing strong growth and are accessible to local residents.	Ongoing
D6	Consider the development of a Festival of Cycling in association with other events already held in Invercargill, such as the Tour of Southland.	Medium

Bike Southland – Southland Cycling Strategy 4

E ASSIST THE REJUVENATION OF COMPETITIVE CYCLING EVENTS

Southland has a strong history of competitive cycling represented in the long-running Tour of Southland (New Zealand's premier multi-day road cycling race) and track racing at the Invercargill velodrome. There is a range of competitive events at the junior, club and elite levels for road and track cycling and mountain biking events (some of which are in areas only accessible for riding during competitions such as the -Moonshine Ride). However, the region's competitive cycling focus has been affected by the growth in cycling events throughout New Zealand. Participation in competitive cycling in Southland is static except for some growth in mountain bike competing. With the opening of the Avantidrome at Cambridge on the North Island in 2014, the Invercargill SIT Velodrome is no longer the only indoor venue for national and international track competitions.



Action	Description	Priority
E1	Encourage school sports day and inter-school cycling competition across the disciplines of road cycling, track cycling, BMX and mountain biking.	Medium
E2	Identify hosting opportunities for second tier national and international cycling events, such as masters and youth/secondary schools events across the disciplines of road cycling, track cycling, BMX and mountain biking.	Medium
E3	Improve promotion of major cycling events such as the Tour of Southland, the Southland Mountain Bike Club Winter Series, the Great Southern Cycling Challenge and the Milford Mountain Classic to increase awareness and attract participants and spectators.	High
E4	Investigate the establishment of a signature event for the Around the Mountains Cycle Trail to raise awareness of the opportunity the trail offers.	Medium

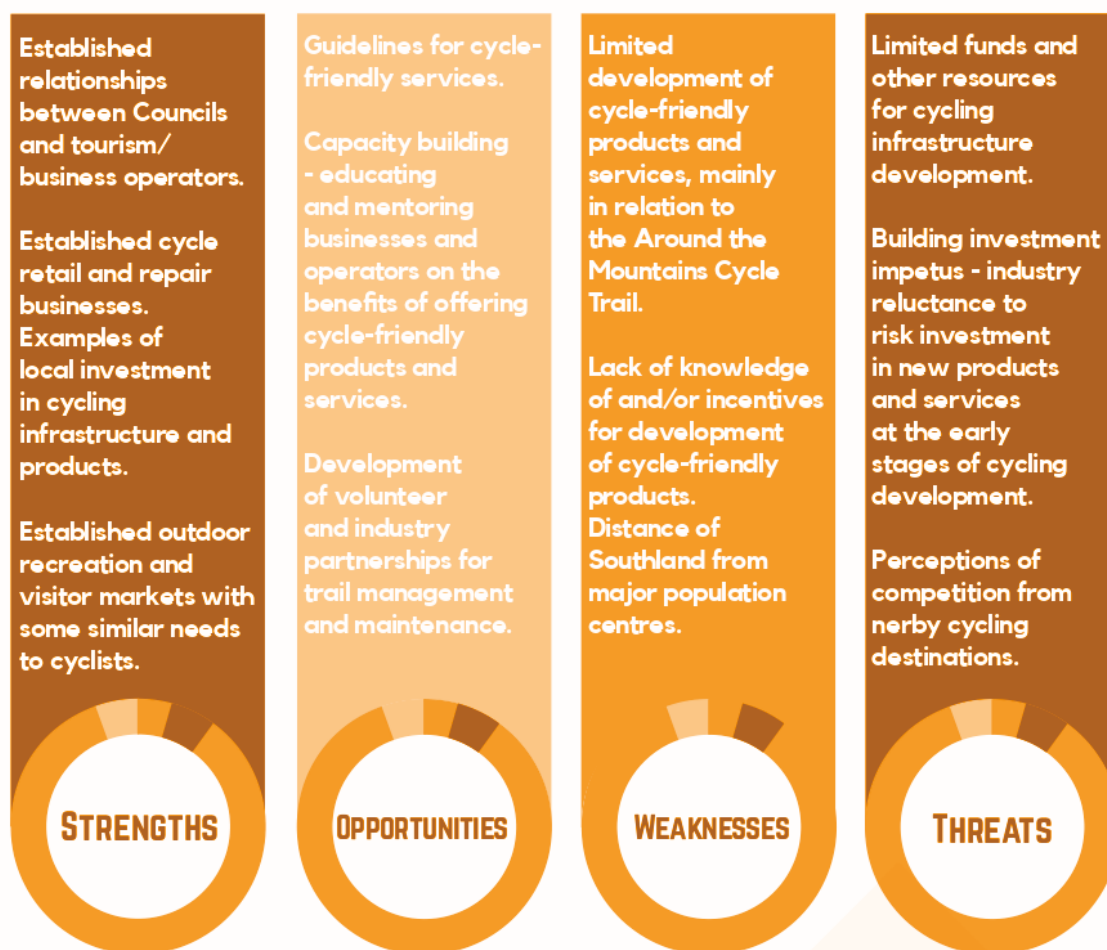
Bike Southland – Southland Cycling Strategy 4

F SUPPORT DEVELOPMENT OF LOCAL CYCLE COMMISSIONABLE TOURISM PRODUCTS AND PARTNERSHIPS

Products and services that cater for the needs of visiting and local cyclists are an important feature of places that have a strong local cycling culture and that attract visiting cyclists. In addition to providing retail and repair services, bike shops in many places have evolved as sources of cycling information, meeting places, activity centres and bike hire and bike tour operators. Cafes have become destinations and meeting places for weekend road and trial riders. The attraction of an area or a route for recreational cyclists will be improved if there are attractions that can be visited en route.

Globally, local businesses now offer cycle-friendly accommodation, food, transport and attractions along road and trail cycling routes and such services have come to be expected by many cycle tourists undertaking both short and long journeys. Many regions have implemented cycle-friendly services schemes where local businesses are accredited for provision of services that suit the needs of cyclists and assist to streamline their journey. Important features of these schemes for accommodation include opening hours that suit cyclists, bicycle storage, areas for washing and drying clothing and equipment, access to bicycle repair facilities, weather information, and access to food and meals.

In Southland there has been some development of accommodation and transport for cyclists in relation to the Around the Mountains Cycle Trail. There is potential to develop and/or better promote cycle-friendly services and products along the proposed cycle tourism routes in Southland through offering support and mentoring.



Bids Southland - Southland Cycling Strategy 4

Action	Description	Priority
F1	Develop guidelines for provision of cycle-friendly services in Southland.	High
F2	As cycling experiences and routes are developed, hold experience development workshops with local businesses, accommodation operators, tour operators, transport services, local government to build awareness of the needs of cyclists and the benefits of offering cycle-friendly services and experiences linked to cycle tourism.	Medium
F3	Develop a programme for mentoring and business development advice for local enterprises establishing cycle-friendly services and products. This programme could be linked to other tourism or business support programs.	Medium
F4	Encourage availability of more bicycle hire near cycle trails and road cycling routes.	Medium



Bike Southland – Southland Cycling Strategy 4

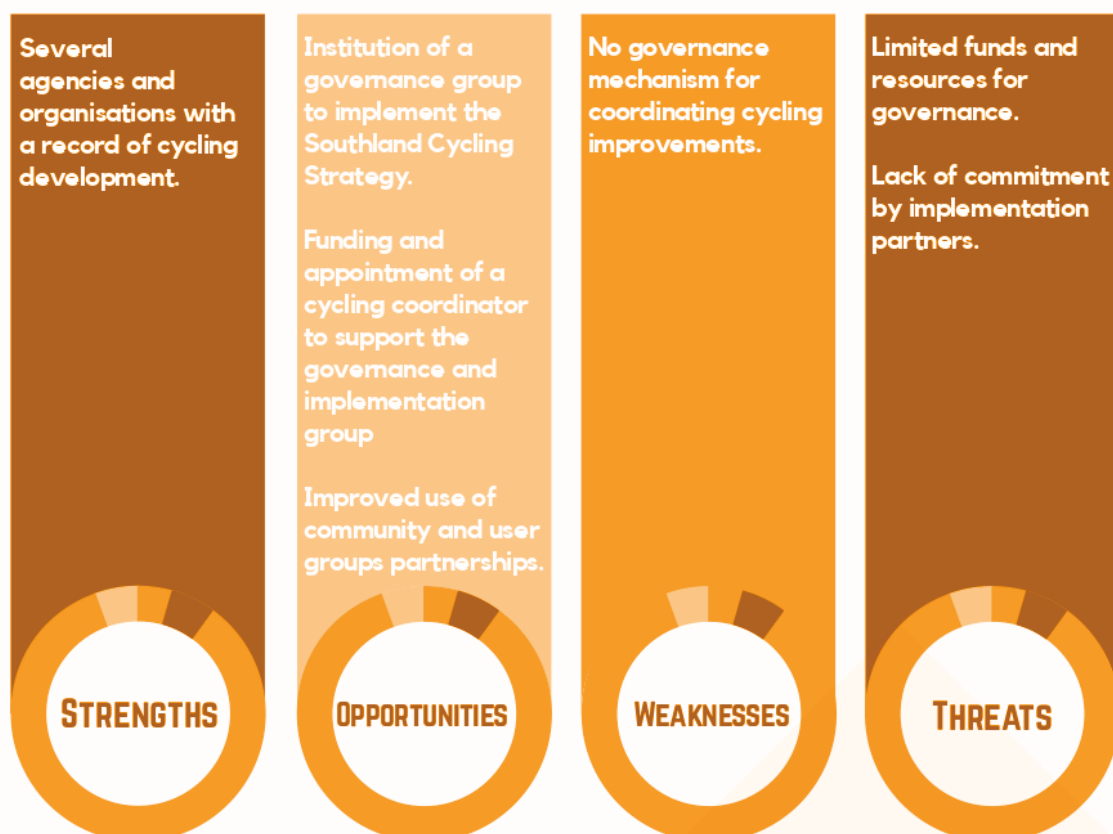
G IMPLEMENT STRONG LEADERSHIP, COMMUNICATION AND COOPERATION

At present, there is no one body acting as an advocate and taking a leadership role for achieving cycling improvements in Southland across all aspects of commuter, recreational, competitive and tourism cycling. The three territorial authorities are all involved in providing and maintaining cycling infrastructure and promoting road safety. Cycling Southland is primarily active in competitive cycling and has also implemented a number participation-based and safety programmes. Sport Southland is particularly involved in the delivery of participation-based events. Community and user groups such as the Southland Mountain Bike Club, Hokonui Trails Trust and Fiordland Trails Trust have been active in fundraising and trail development and maintenance. Not-for-profit volunteer groups and local councils face challenges in funding and progressing cycling projects. On the other hand, community and user groups are a valuable resource by assisting with cycle and mountain bike trail construction and maintenance. Improved coordination of cycling advocacy, development and funding is desirable to progress cycling in Southland and coordinate collaborative implementation of the Southland Cycling Strategy. Potential governance model is:

- » Governance group - a representative panel of councillors from Southland District Council, Invercargill City Council and Gore District Council supported by staff member and representatives from Department of Conservation, Sport Southland, Venture Southland, Cycling Southland and key cycling stakeholders
- » Supported by an independent skills-based implementation group with an independent chair assisted by representation from the councils and key stakeholders.

This model could be effective if provided with assistance and administrative support from a regional organisation. A cycling coordinator could assist the governance and implementation group with the cycling strategy implementation. The role of the cycling coordinator might include:

- » acting as executive support for the governance and implementation group
- » advocating, leading and collaborating to implement priority actions identified in this Strategy
- » together with implementation group raising funds and establishing partnerships for the implementation of priority actions identified in this Strategy
- » monitoring progress on Strategy implementation and providing a central point for cycling participation data.



Bike Southland - Southland Cycling Strategy 4

Action	Description	Priority
G1	Agree to a governance model for coordination and ongoing implementation for the Cycling Strategy and establish this as an effective structure with appropriate resourcing.	High
G2	Establish and fund a position of Southland cycling coordinator for a three year period to implement the strategy, support governance and pursue funding.	Medium
G3	Encourage and support partnerships with local communities, cycling clubs and groups for trail management and maintenance.	Medium



Bids Southland - Southland Cycling Strategy 7

APPENDIX F SOUTHLAND CYCLE STRATEGIC CASE

THE SOUTHLAND CYCLE NETWORK

Southland's cycling network will be developed over time and will consist of:

- » a core cycle network - improvements to existing cycling trails and routes that will be developed as the first priority
- » potential future developments - to be examined over time subject to demand and a sound business case

Actions to develop the relevant infrastructure are described in the actions in chapter 6.

CORE CYCLE NETWORK

Invercargill on-road and off-road cycle network
Linked cycling network to ensure people are able to cycle safely and efficiently for transport and recreation (Actions A2, A3 and A4)

Learn to Ride facilities in Invercargill
Improved access (Action C5)

BMX facilities in Invercargill and Gore

Invercargill Velodrome
Venue for community cycling programs, training, competitions and events (Action D3)

Invercargill to Bluff Cycleway (Action A6)

Cycle-friendly road routes originating in Invercargill, Gore and Te Anau
On-road cycling routes suitable for local recreational cycling and training and development of required safety infrastructure and promotion (Action A8)

Around the Mountains Cycle Trail
Southland's signature trail cycling experience with supporting services, products and promotion (Actions B3, B4)

Heartland Rides
Quality road riding itineraries suitable for riding by locals and visitors (Actions B1, B2)

Te Anau to Manapouri Cycleway
Completed cycleway subject to consideration under the review of the Fiordland National Park Management Plan (Action B5)

Mountain Biking near population centres
Improved range of opportunities at mountain biking facilities at Sandy Point, Bluff, Croydon Bush, Ivon Wilson Park and Te Anau Control Gates with consistent grading, signage and standards (Actions A10 and A11)

POTENTIAL FUTURE DEVELOPMENTS

Other towns

Consideration of community based initiatives for cycling infrastructure in other towns subject to audit of cycling needs, funding and business cases (Actions A1, A7).

Learn to Ride and skills based facilities for children in Invercargill and other towns.

Other cycle trails

Consideration of other multi-day ride journeys subject to funding, demand and business cases (Action B10).

Backcountry Mountain Biking

Improved management and maintenance of mountain biking on management tracks and provision for ridings at other places on public conservation lands – subject to actions by the Department of Conservation under the Southland Murihiki Conservation Management Strategy and the review of the Fiordland National Park Management Plan.

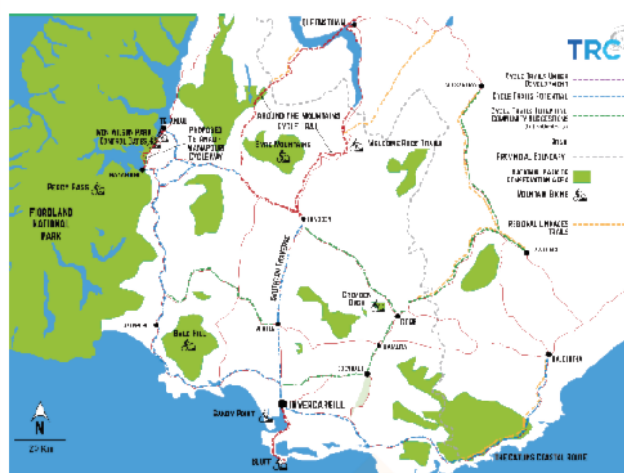


Figure 5: Current major cycling opportunities in Southland

Southland Cycle Strategic Case

INVESTMENT LOGIC MAP
Programme

Strategic Context



Cycling is a popular activity in Southland engaging 29% of the region's population, higher than the average 24.8% for New Zealand as a whole. In August 2016 a cycling strategy was commissioned on behalf of the councils of Southland to provide guidance for organisations involved with the development, governance and delivery of cycling across the province. The vision of the cycling strategy is to improve cycling safety and participation in Southland.

This ILM was developed in response to a need to align with the business case approach of NZTA such that appropriate projects can access NLTP funding where a case exists.

Southland Cycle Strategic Case

INVESTMENT LOGIC MAP
programme

The Title

Improving Cycling Safety and Participation in Southland

Southland

- Regional boundaries including Bluff

Cycling Participation

- Road cycling
- Off-road cycling
- Mountain biking
- BMX riding

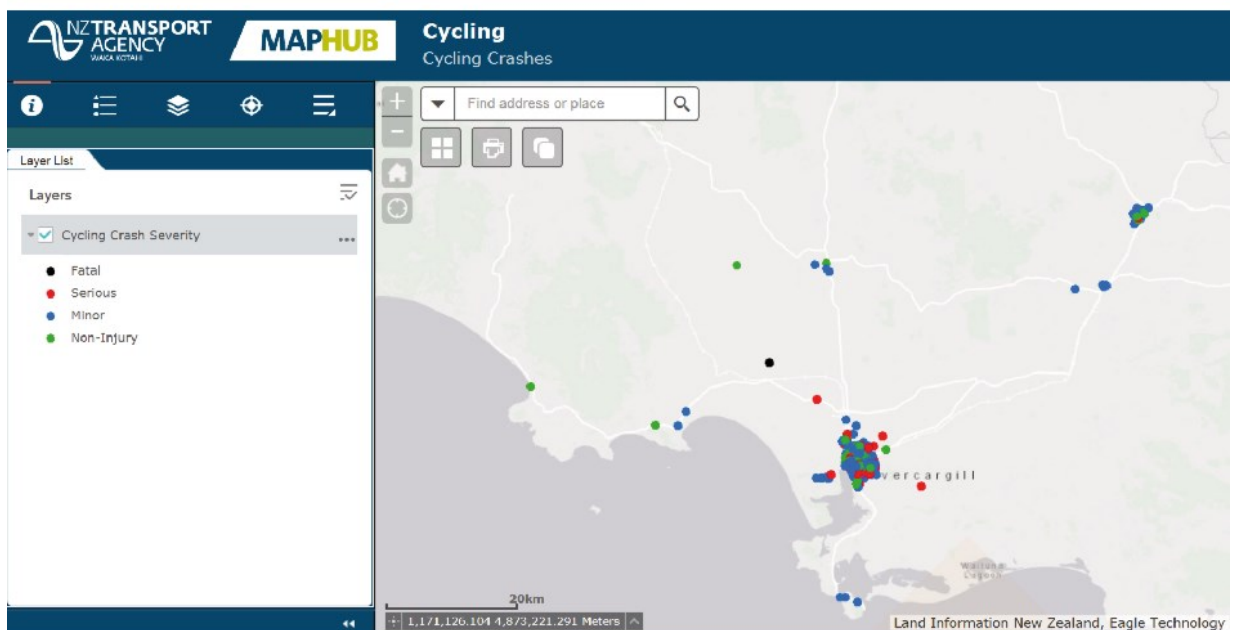
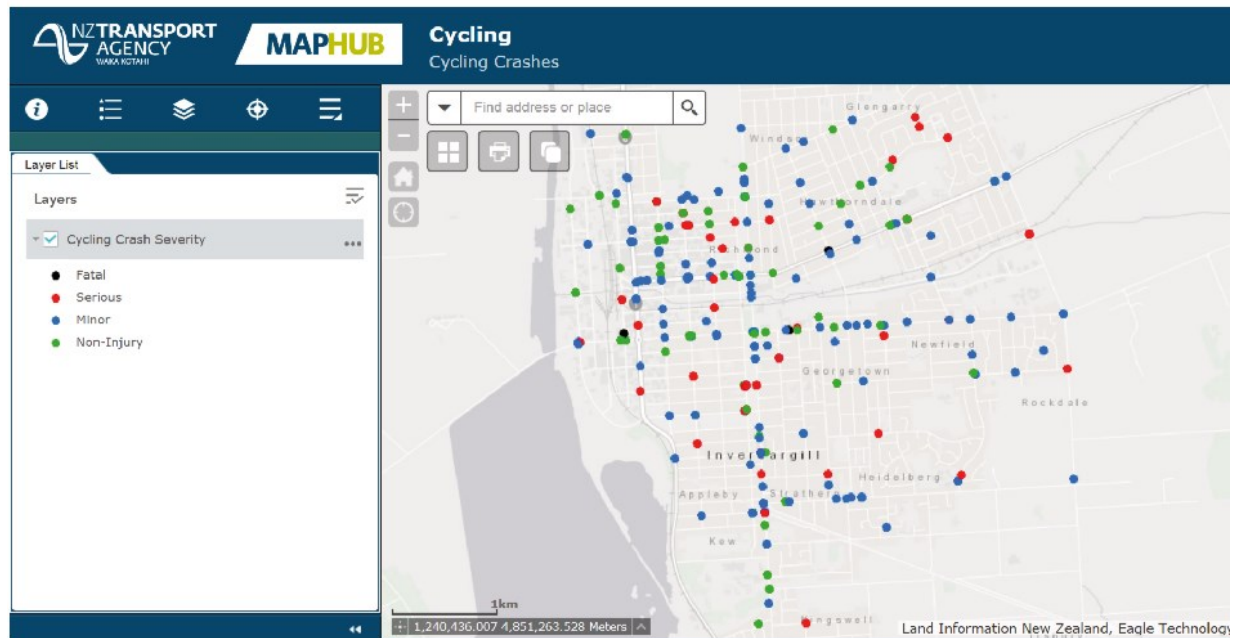
All these facilities support:

- Commuter cycling
- Recreational cycling
- Cycle tourism
- Competitive cycling

Southland Cycle Strategic Case

INVESTMENT LOGIC MAP
Programme

Safety Evidence (past 20 years ?)



Southland Cycle Strategic Case

INVESTMENT LOGIC MAP Programme

Safety Evidence (Community at Risk Register)

Cyclist involved						
2017 Register						
PERSONAL RISK DSI/Mhrs	Ranking Territorial Authority	Standard Deviation	COLLECTIVE RISK 5yr AVG DSI	PERSONAL RISK DSI/Mhrs	Road Safety Regions	COLLECTIVE RISK 5yr AVG DSI
189	Invercargill City	1 STDEV	3	4	NORTHLAND	3
30	Kapiti Coast District		2	7	AUCKLAND	40
22	Grey District		1	8	WAIKATO	17
22	Taupo District	0.5 STDEV	3	9	BAY OF PLENTY	8
17	Westland District		0	6	TARANAKI	5
16	Auckland Urban Central		22	3	MANAWATU WANGANUI	8
15	Rotorua District		2	10	GISBORNE	2
15	Queenstown-Lakes District		4	7	HAWKE'S BAY	8
15	Nelson City		5	7	WELLINGTON	22
13	Tauranga City		4	8	TASMAN NELSON MARLBOROUGH	8
11	Waikato District		0	16	WEST COAST	2
11	Whakatane District		1	2	CANTERBURY	40
11	New Plymouth District		4	7	OTAGO	14
10	Hastings District		5	63	SOUTHLAND	3
10	Hamilton City		7			
10	Gisborne District		2	7	NATIONAL	180
9	Dunedin City		9			
9	Buller District	MEAN	0			
9	Auckland Urban West		4			
8	Hauraki District		1			
8	Opoitiki District		0			
8	Wairoa District		0			
8	Thames-Coromandel District		1			
8	Christchurch City		35			
8	Auckland Urban North		6			
8	Waipa District		2			
7	Wellington City		14			
7	Napier City		2			
7	Waikato District		2			
6	Far North District		1			
6	Wanganui District		2			
6	South Taranaki District		1			
6	Palmerston North City		4			
6	Tasman District		2			
5	Auckland Urban South		7			
5	Hutt City		3			
5	Western Bay Of Plenty District		1			
5	South Wairarapa District		0			
5	Auckland Rural North		1			
4	Whangarei District		2			
4	Marlborough District		1			
4	Central Otago District		1			
4	Carterton District		0			
4	Waikato District		1			
4	Timaru District		2			
4	Central Hawkes Bay District		0			
4	Ruapehu District		0			
3	Horowhenua District		1			
3	Porirua City		1			
3	Manawatu District		1			
3	South Waikato District		0			
3	Auckland Rural South		1			
2	Kaipara District		0			
2	Upper Hutt City		1			
2	Matamata-Piako District		0			
2	Waimakariri District		1			
2	Masterton District		0			
2	Clutha District		0			
1	Waimate District		0			
1	Hununu District		0			

Southland Cycle Strategic Case

INVESTMENT LOGIC MAP Programme

Other Evidence (Cycling Strategy)

- 2nd most popular physical sport/recreation activity after walking (3rd in NZ)
- 3% increase in cycling participation in New Zealand over past 10 years
- 29% of Southland residents (26,000 adults) cycle at least once per year
- 2.9% participate in cycling events
- 12.7% increase in visitor guest nights to Southland in 2016
- 300 people/annum volunteer time & skills to Southland cycle groups
- 81% of 2016 cycling survey respondents believe cycling was a good investment for councils
- 56% of 2016 cycling respondents concerned about safety on Southland urban roads
- 71% of 2016 cycling respondents concerned about safety on Southland rural roads
- 10% Southland primary school students cycle (declining)
- 1.8% Southland residents choose cycling as main mean of commuting to work (declining)
- 20% of Invercargill on-road cycle lanes incomplete
- Oreti Beach to Invercargill cycle lane has potential but needs significant improvement
- Invercargill airport has no dedicated cycling access & facilities
- NZCT : The Lake Wakatipu to Te Anau cycling trip is currently the most popular route and receives fewer than 1,000 cyclists a year.
- **ATMCT** will be a significant New Zealand cycle trail aiming to attract up to **12,000 multi- day** and about **50,000 day** cyclists annually within **5 years** of opening
- Heartland Rides under development
- 5 well used recreational road riding routes (Myross Bush, Catlins, Riverton-Tuatapere, Hedgehope, Gore)...all with no supporting infrastructure
- 3 potential road riding tourism routes (Southern Scenic, Catlins, Southern Traverse)...less than 1,000 cycle tourists/year & no supporting infrastructure
- 3 off-road trails (Around the Mountains, Eyre Mountains, Mavora)
- 10 mountain bike parks & trails...variable use

Southland Cycle Strategic Case

 INVESTMENT LOGIC MAP
 Programme

Improving Cycling Safety and Participation in Southland

Issues & Opportunities



Issues	Opportunities
<ul style="list-style-type: none"> ▫ Road safety issues (Invercargill) ▫ Road safety issues...traffic volume increases from tourism & dairy industry eg Invercargill to Bluff road ▫ Lack of cycle lanes (rural roads) ▫ Lack of cycle road shoulders (rural roads) ▫ Lack of funds for cycling infrastructure development ▫ Lack of cycle facilities for families ▫ Lack of cycle facilities for recreational riders ▫ Lack of cycle facilities for tourists ▫ Lack of cycle amenities...bike racks, toilets ▫ Lack of mountain biking near urban areas (Invercargill, Gore, Te Anau) ▫ Trails not always well maintained ▫ Falling participation in cycling events ▫ Lack of cycleway interconnectivity ▫ Small scale of mountain biking facilities ▫ Some connectivity issues in parts of Invercargill network ▫ Limited facilities & services ▫ Limited learn to ride facilities ▫ Lack of safety awareness by drivers & cyclists ▫ Lack of developed cycling culture in the region ▫ Lack of cyclist warning signs ▫ Lack of accurate & reliable info on cycling facilities & participation ▫ Lack of projects highlighted in RLTP & AMPs ▫ Lack of co-ordinated response to cycling ▫ Some projects developed without co-ordinated strategy 	<ul style="list-style-type: none"> ○ Improved health through exercise participation ○ Improved liveability of region ○ Environmental benefits (noise & greenhouse gas) ○ Economic diversification ○ Reduction in travel times ○ Transport cost savings for cyclists ○ E-bike options ○ Around the Mountains Cycle Trail (ATMCT)

3 Key Themes were identified around **Safety, Accessibility & Co-ordination**

Environment Southland Russell Hawkes

Version no: 3

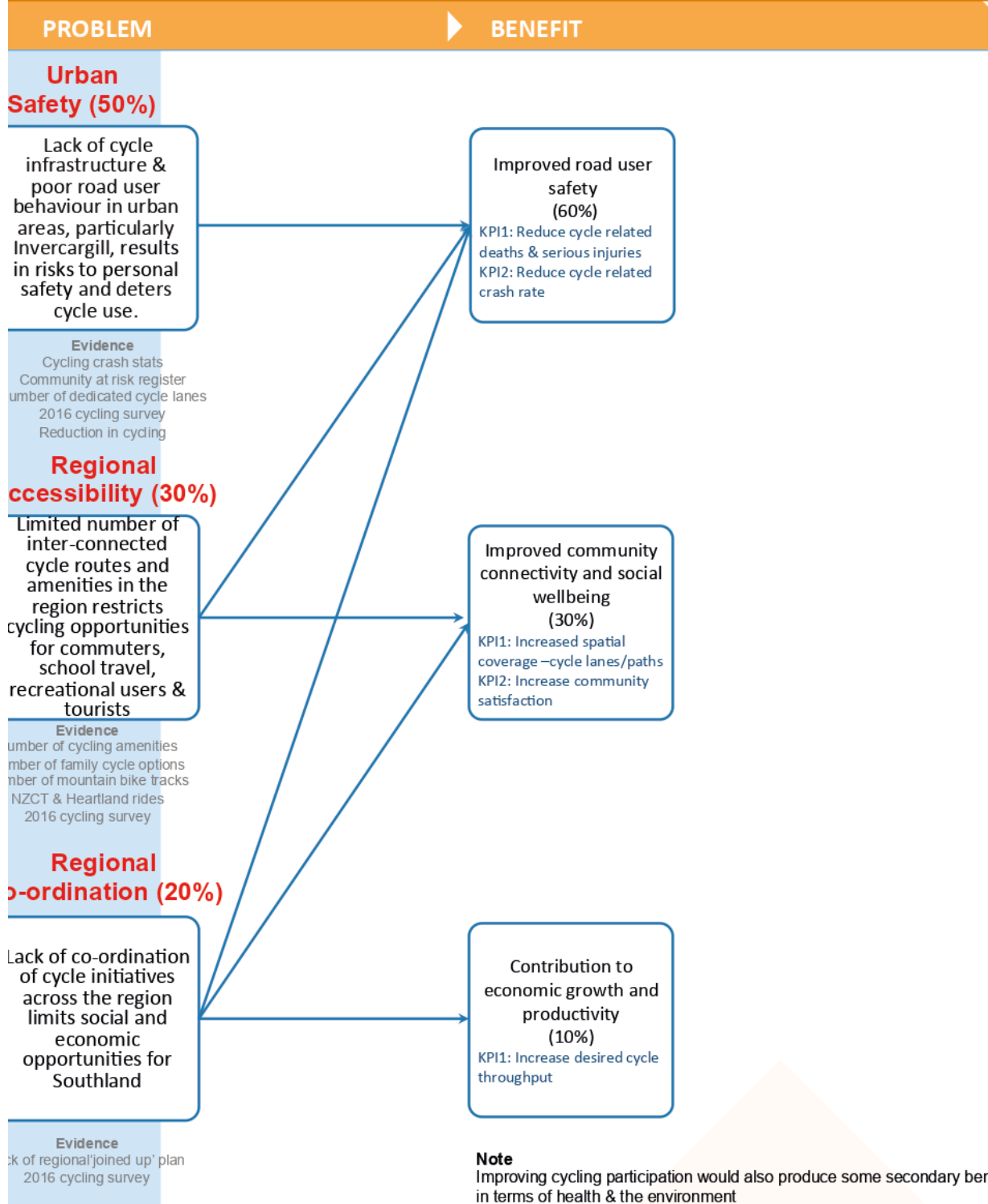
Bids Southland - Southland Cycling Strategy 7

Southland Cycle Strategic Case

INVESTMENT LOGIC MAP

Programme

Improving Cycling Safety and Participation in Southland



Environment Southland Russell Hawkes

Version no: 3

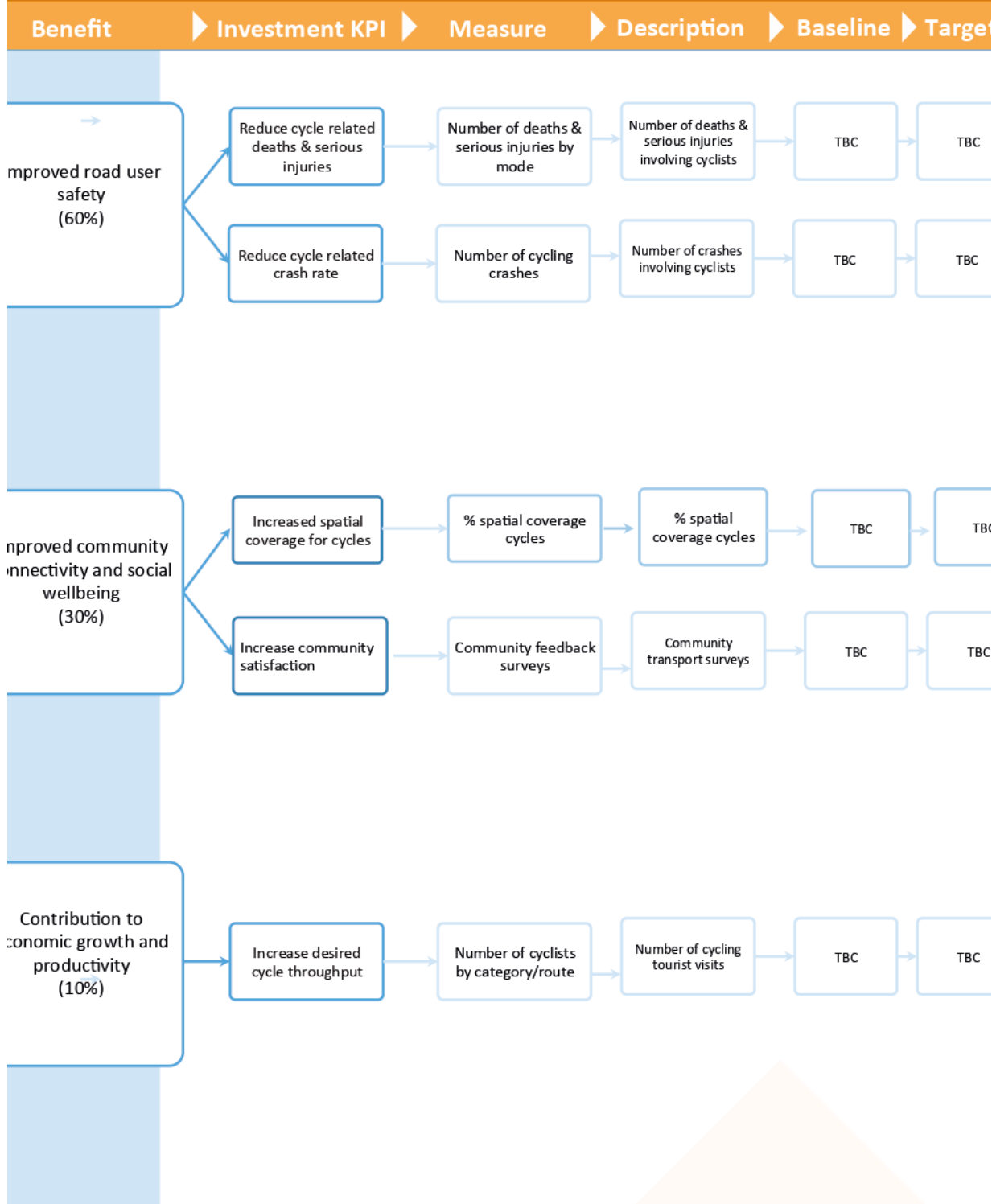
Bids Southland - Southland Cycling Strategy 2018-2022

Southland Cycle Strategic Case

INVESTMENT LOGIC MAP

Programme

Improving Cycling Safety and Participation in Southland



Environment Southland Russell Hawkes

Version no: 3

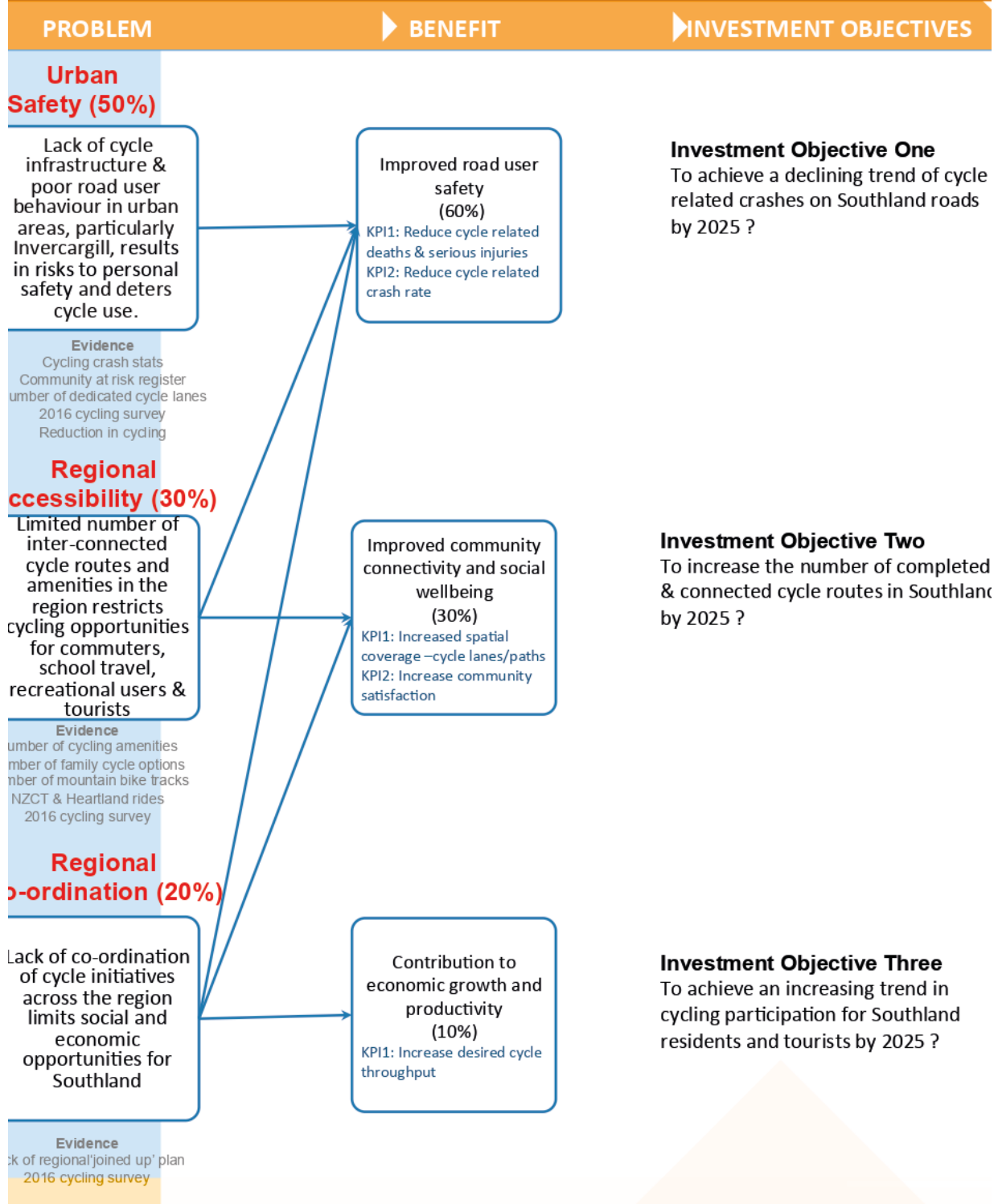
Bids Southland - Southland Cycling Strategy 7

Southland Cycle Strategic Case

INVESTMENT LOGIC MAP

Programme

Improving Cycling Safety and Participation in Southland



Environment Southland Russell Hawkes

Version no: 3

Bids Southland - Southland Cycling Strategy 2018-2025

Southland Cycle Strategic Case

INVESTMENT LOGIC MAP
Programme

Improving Cycling Safety and Participation in Southland

Investment Story in a Nutshell



The Problem (WHY)...

Cycling is a the second most popular recreational activity in Southland engaging 29% of the region's population, higher than the New Zealand average. Southland councils have worked hard to encourage cycling over recent years.

However, there is still a lack of cycle infrastructure urban areas, limited inter-connectivity and some lack of co-ordination of cycle initiatives across the region. The resulting safety risks and lack of cycling opportunities deters more people from cycling which has social and economic impacts for the region.

The Benefits (WHAT)...

Any investment to address these problems would primarily improve road user safety, improve community connectivity and social wellbeing. It will also contribute to the economic growth and productivity as more people are attracted to the region.

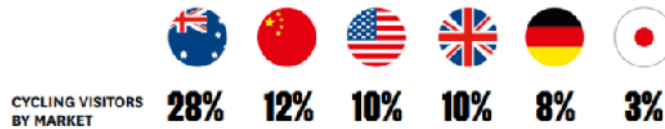
The Strategic Responses (HOW)...

To be confirmed but investment would need to include:

- Improvements to address safety issues
- Improvements to address accessibility issues
- Improvements to address co-ordination issues

APPENDIX F LATEST IVS TOURISM CYCLE STATS

NZ TOURISM CYCLE STATS*



- Cycling Tourist tend to visit more regions and are more likely to enjoy wine at a vineyard
- Nearly 10% of all holiday visitors participate in some form of cycling while in NZ
- Visitors participating in cycling tend to spend more (avg. \$4,900 compared to \$3,900) and stay longer (avg. 33 days compared to 16 days)
- Cycling visitors go to more areas (avg. 5 regions compared to avg. 3.5)
- Cyclist are highly satisfied with their experience and are likely to recommend NZ as a destination to others



IEE. International Visitor Survey.
6 years up to March 2017.



Wyndham Camping Ground Electrical Compliance

Record No: R/18/5/10257
Author: Shaun Holland, Community Engineer
Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 The purpose of this report is to update Council on the compliance issues at the Wyndham Camping Ground.

Executive Summary

- 2 The Wyndham Camping Ground has a current agreement between the Southland District Council (the lessor) and James Garthwaite (the lessee), for the lease of the Wyndham Camping Ground located at 135 Cardigan Road, Wyndham. The lease was signed in 2016 with a renewal every three years. At this present point of time the camping ground is compliant to the standard at the time of installation. However, it has been reported by the two electrical contractors recently engaged to undertake works, that fittings at the camping ground are unsafe and require replacement. This would mean the camping ground would have to comply with the current standards of compliance (A/NZ Electrical Standards 3001). As the owner of the camping ground and in accordance with the lease agreement, the Council is responsible for significant capital works at the site. There is also a Health and Safety consideration for the Council in terms of discharging responsibilities.
- 3 On the advice of two electricians there needs to be extensive work completed in relation to cable location plans, switchboard work, and renewal of power outlets, plugs, RCDs and switches. Two quotes have been received; from AMTEC Electrical which came in at \$17,250.34 and Nind Electrical which came in at \$12,000 (this is not a true indication as they did not include some major components of the work as requested - the local electrical agent failed to respond to any contact). AMTEC's quote was the highest but appeared to be the most comprehensive. Their grasp of the relevant regulations was also very apparent.
- 4 The quote from AMTEC totals \$17,250.34. It is considered that this work is a high priority, as such it is requested that funds be made available to rectify this issue and discharge Council's responsibility associated with both the Health & Safety legislation and the A/NZ Electrical Standards. There will be some disruption to the normal operations of the camping ground and as such the lessee will need to be given advance notice.
- 5 If the camp closed, the Board would be subjected to an approximate deficit of \$5,000 associated with mowing, building insurance, rates, and building maintenance.

Recommendation

That the Council:

- a) **Receives the report titled “Wyndham Camping Ground Electrical Compliance” dated 10 May 2018.**
- 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 electrical compliance work submitted by AMTEC Electrical for the price of \$17,250.34.**

Background

- 6 The Wyndham Camping Ground has a current agreement between the Southland District Council (the lessor) and James Garthwaite (the lessee), for the lease of the Wyndham Camping Ground located at 135 Cardigan Road, Wyndham. The lease was signed in 2016 with a renewal every three years. At this present point of time the camping ground is compliant to the standard at the time of installation. However, it has been reported by the two electrical contractors recently engaged to undertake works, that fittings at the camping ground are unsafe and require replacement. This would mean the camping ground would have to comply with the current standards of compliance (A/NZ Electrical Standards 3001). As the owner of the camping ground and in accordance with the lease agreement, the Council is responsible for significant capital works at the site. There is also a Health & Safety consideration for the Council in terms of discharging responsibilities. The cost of the proposed electrical upgrades totals \$17,250.34.

Issues

- 7 The status quo cannot continue. Council must discharge its responsibilities under the lease and in line with the health and safety and A/NZ Electrical Standards (updated in 2012).
- 8 If the camp closed, the Board would be subjected to an approximate deficit of \$5,000 associated with mowing, building insurance, rates, and building maintenance.

Factors to Consider

Legal and Statutory Requirements

- 9 Legal advice obtained by Council’s Property Manager, Kevin McNaught, indicates that Council is obligated to fulfil its contractual obligations. The agreement for lease clearly outlines major works such as refurbishments, renewal of structures significant failures etc shall be the responsibility of the Lessor.

Community Views

- 10 It is considered that there would be a social cost in closing the camping ground as it has a high use rate of freedom campers'. Campers also frequent local businesses and contribute to the local community.

Costs and Funding

- 11 With the sale funds from the Baltic Street land (yet to be formally signed off) and the Edendale Hall, the Board is able to cover the cost of this undertaking. The Board may consider recovering these costs back from the camping ground reserve over time.

Policy Implications

- 12 Non-compliance with contractual obligations.

Analysis

Options Considered

Analysis of Options

Option 1 – Carry out compliance work

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Carry out compliance work.	<ul style="list-style-type: none">• Initial cost to the Board.

Option 2 – Status Quo

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Nil Cost.	<ul style="list-style-type: none">• Risk of serious incident/accident.• Council is at risk of being sued for not meeting contractual obligations.• In event of incident/accident, Council exposed to reprimand under Health and Safety legislation.

Option 3 - Closure of the camp

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Closure of the camp.	<ul style="list-style-type: none">• The Board would be in deficit approximately \$5,000 dollars per annum.• Council is at risk of being sued for not meeting contractual obligations.• Social cost to the community.

Assessment of Significance

- 13 The Edendale-Wyndham Community Board and Community Engineer posed the following questions to Mr James Garthwaite (lessee).
- 14 Mr Garthwaite's comments are as follows:
- Usage of dump station - *not high usage but it is used by both people camping and people passing through.*
 - Cabin usage - *has been getting some of interest and usage, however we have had issues with 3 lots of people staying longer term (payments, issues with other campers, hard to get them to leave etc). Currently cabins are empty with the some casual use.*
 - Numbers - has there been an increase? - *yes there has been an increase comparing with the numbers I received from the council, approx. 10% based on last comparisons.*
 - Shower/washing facilities, do you think there is a lot of external use? - *yes there is wider use than just campers, have easily seen this as camper numbers have decreased yet laundry and shower usage is higher than expected.*
 - General comments - *had catch up at Council offices on Friday, discussed rubbish, power and also the ongoing issues we have been having with water pipes splitting. Overall going pretty good, currently working on website and some further marketing around promotion and things to do around the area.*
 - Health and Safety incidents etc. - *no reported incidences.*

Recommended Option

- 15 Recommend Option 1 as this would allow the camp to remain open and for Council to meet its obligations under the Health and Safety Act and AS/NZS Electrical Standards 3001.

Next Steps

- 16 Give the preferred contractor instruction to start works.

Attachments

There are no attachments for this report.

Financial Report for the month ended 31 March 2018

Record No: R/18/4/10025
Author: Dipal Patel, Project Accountant
Approved by: Anne Robson, Chief Financial Officer

☐ Decision ☐ Recommendation ☒ Information

Background

1. This report outlines the financial results for the nine months to 31 March 2018 or 75% of the financial year.
2. The Monthly and YTD Actual results are compared to the Full Year Budget (Projection) in the attached Summary Monthly Financial Report.
3. The projection values include any 2016/2017 carried forward items approved by Council in September 2017 and February forecast changes approved by Council in March 2018.
4. The 2017/2018 Annual Plan budget is shown in the Reports as the Full Year Budget (Budget).

Overview

5. The Summary Monthly Financial Report consolidates the business units within each of the key areas of the Executive Leadership Team (ELT) responsibility. The following commentary focuses on the year to date (YTD) results excluding GST.
6. The Detailed Monthly Financial Report includes more detailed explanations and commentary on variances by the Executive Leadership Team. Commentary generally focuses on the year to date (YTD) results and, where specified, monthly results.
7. In the Council Summary and Detailed Reports, the values in the columns for:
 - The Monthly Budget, is phased where appropriate and is based on the full year projection and includes carry forwards and forecasting.
 - The YTD Budget is based on the full year projection and is a combination of the Annual Plan, carry forwards and forecasting.
 - The Full Year Budget is the Annual Plan budget for the year.
 - The Full Year Projection is the forecasted year end result.
8. Phasing of budgets occurs in the first 2 months of the financial year, at forecasting and when one-off costs have actually occurred. This should reduce the number of variance explanations due to timing.
9. Where phasing of budgets has not occurred, one twelfth of annual budgeted cost is used to calculate the monthly budget.
10. Council staff will continue to refine the format of this report to enhance the financial information reported. We welcome any feedback or suggestions on further improvements that could be made to this report.

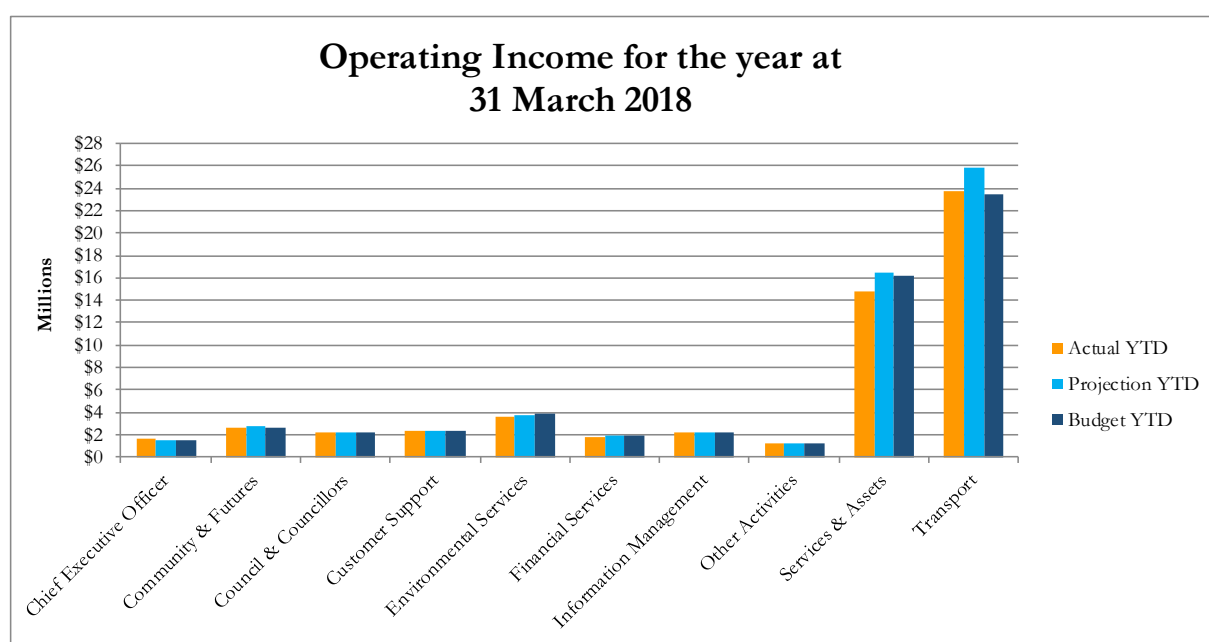
11. The Council Summary Report (actuals vs phased and forecast budget) year to date are as follows:

YEAR TO DATE	Actual	Forecast / Projection	Variance	Actual to Projection	Annual Plan Budget	Variance	Actual to Budget
INCOME	\$ 56.4M	\$ 60.4M	(\$4.0M)	↓ (7%)	\$ 57.7M	(\$1.3M)	↓ (2%)
OPERATING EXPENDITURE	\$ 51.8M	\$ 54.1M	\$2.3M	↓ 4%	\$ 54.0M	\$2.2M	↓ 4%
NET SURPLUS / (DEFICIT)	\$ 4.6M	\$ 6.3M	(\$1.7M)	↓ (27%)	\$ 3.7M	\$1.1M	↑ 29%

YEAR TO DATE	Actual	Forecast / Projection	Variance	Actual to Projection	Annual Plan Budget	Variance	Actual to Budget
CAPITAL EXPENDITURE	\$ 20.1M	\$ 23.9M	(\$3.8M)	↓ (16%)	\$ 24.2M	(\$4.1M)	↓ (20%)

Income

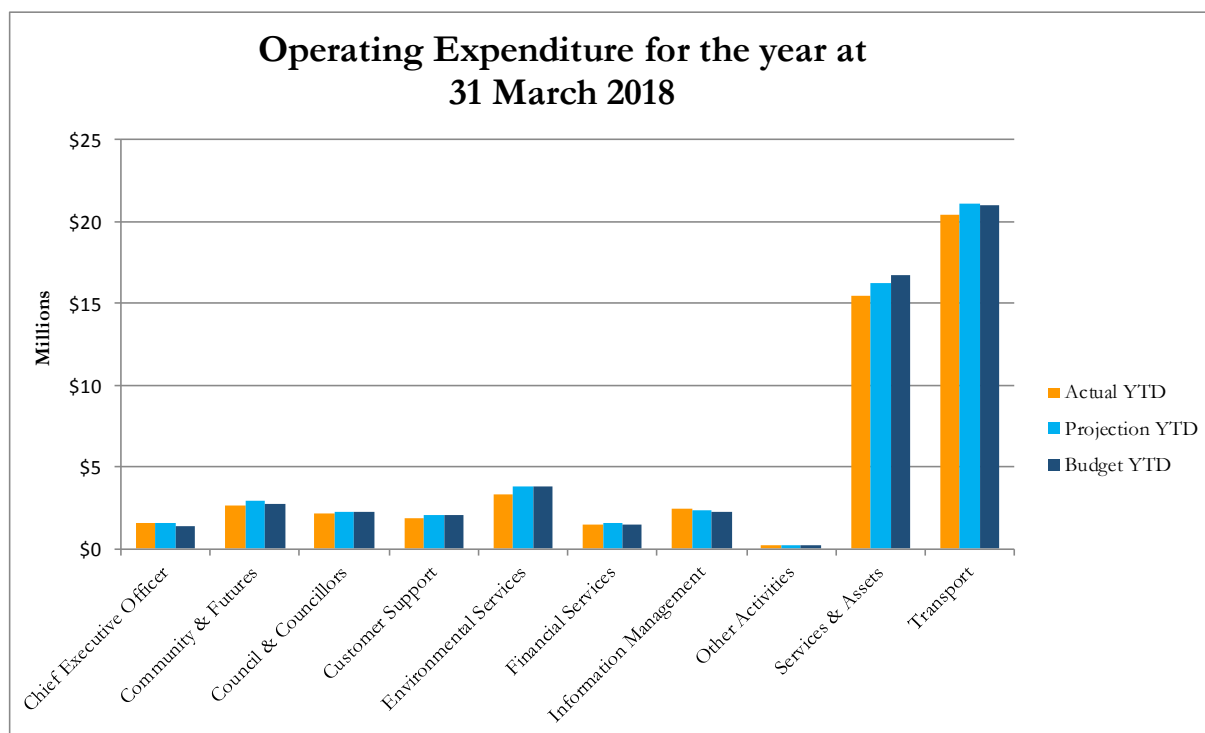
12. Operating Income is \$4 million (7%) under budget year to date (\$56.4 million actual vs \$60.4 million budget).



13. Transport (Roding) income is 8% under projection, a variance of \$2.1 million compared to the YTD budget of \$31.4 million. This relates to the timing of various works and those being weather dependent including special purpose roads (lower Hollyford) which have required minimal work this financial year.
14. Services and Assets is under budget by \$1.6 million (10%). This relates predominantly to harvesting activities within the forestry business unit. It is forecast that this shortfall against budgeted income will have corrected by year end due to significant harvesting activities currently underway with healthy associated yields.

Operating Expenditure

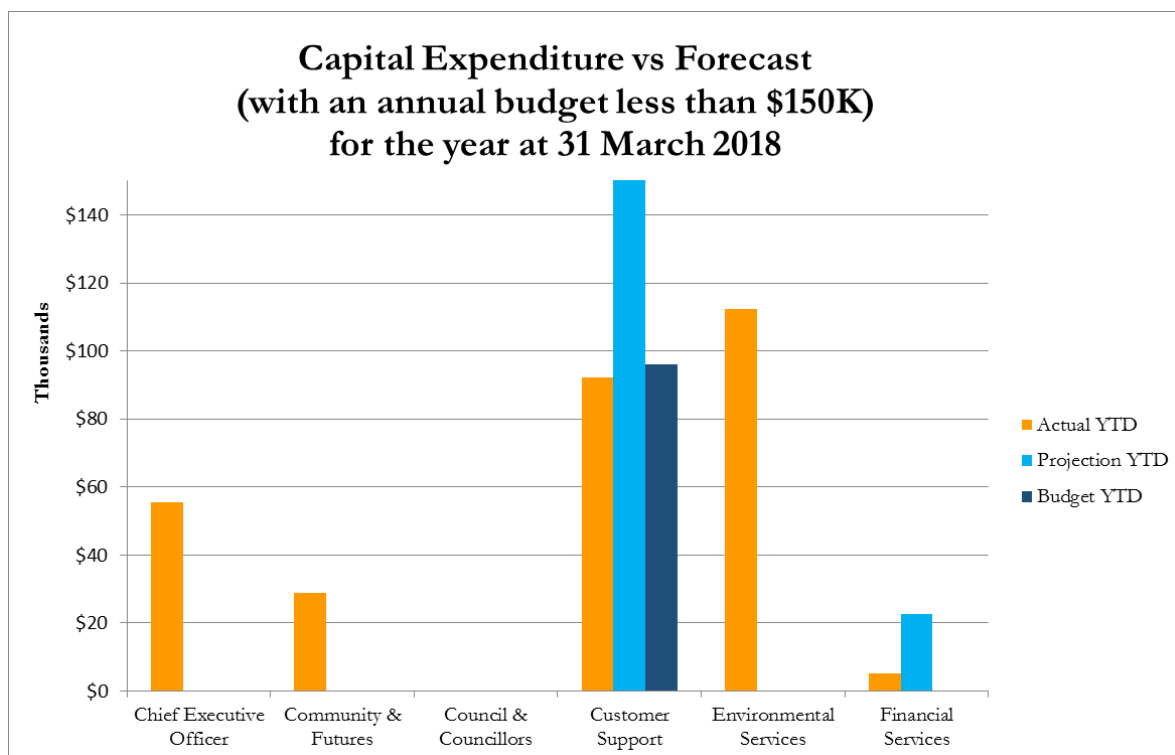
15. Operating Expenditure is \$2.3 million (4%) under budget for the year to date (\$51.8 million actual vs \$54.1 million budget).



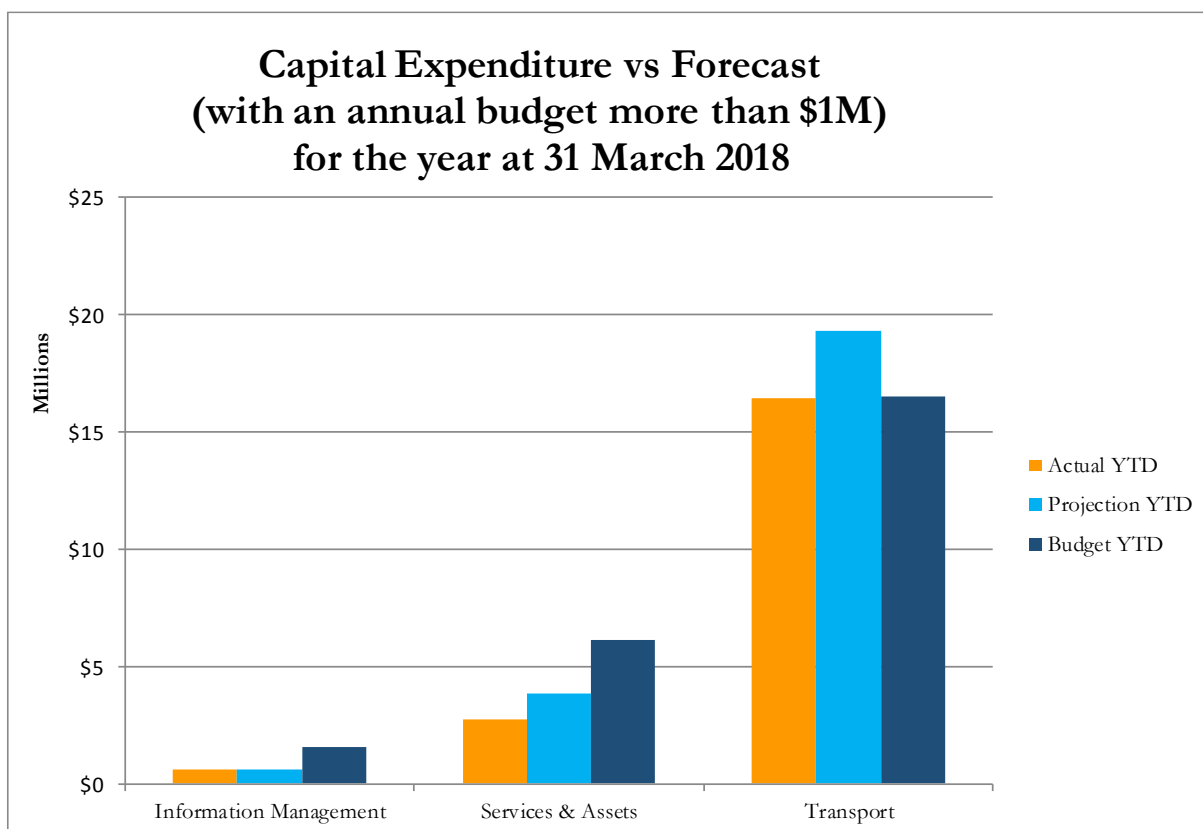
16. Transport (Roding) costs are 3% under budget, a variance of \$695 thousand. This relates to the timing of various works and those being weather dependent including special purpose roads (lower Hollyford) which have required minimal work this financial year.
17. Services and Assets are \$786 thousand (5%) under projection. The most significant variation is associated with Forestry (\$904 thousand) which is due to the delayed harvesting. It is still expected we will be on projection at year end. Road safety is considerably over budget (\$225 thousand over budget). However, a limited budget was included in the Annual Plan as the costs are recovered from all councils involved in this shared service.

Capital Expenditure

18. Capital Expenditure is \$3.8 million (16%) under budget year to date (\$20.1 million actual v \$23.9 million budget).



19. Customer Support, Services & Assets, Environmental & Financial Services have vehicle replacements in their budgets, some of which have not been spent to date. 20 vehicles are due for replacement by 30 June 2018. 15 replacement vehicles have been delivered during January-April, 2 others have been ordered in February and are scheduled to arrive in June. Orders for the remaining vehicles are anticipated to be placed by the end of May.



20. Capital expenditure for Services and Assets is 28% (\$1.1 million) under budget for the year to date. It is anticipated that by year end this deficit will be approximately 36%. This is predominantly due to District Water activities and District Sewerage activities.

Wastewater (\$447 thousand):

- \$105 thousand relates to the funds allowed for ongoing work relating to Te Anau Work is ongoing in order to undertake the updated business case work comparing CPI and SDI disposal methods.
- Desludging is currently \$113 thousand under budget with the contractor having established during February.
- Otautau (\$205 thousand) – the Otautau upgrade of plant, equipment and SCADA is currently under budget by \$205 thousand, but is expected to be completed by the end of the year.

Water (\$626 thousand):

- Water loss analysis across the district is currently ongoing through a number of projects. These are collectively \$146 thousand under budget with the work planned expected to be completed by 30 June.
- Eastern Bush water supply upgrade (\$74 thousand) – Stantec is currently working on required consenting documentation that should be completed by 30 June.

- Winton Water Supply (\$329 thousand) – The project is in progress to replace the water main. It is expected to be on budget at year end.

21. Overall roading capital expenditure is \$2.8 million less than projected for the year to date due to the timing of programmed works including delays as a result of inclement weather.

- Two bridge replacements were awarded in February. An issue with fish passage has again put the projects in jeopardy of being completed by 30th June. As a condition of being an 'Affected Party', DOC and Iwi will only allow works to be undertaken between December and March. The Waianiwa Oporo bridge replacement's completion sign off has been delayed due to the contractor installing the box culvert approx. 500mm higher than designed. Currently the contractor is attempting to get a variation to the resource consent, if this is not approved by Environment Southland the box culvert will need to be removed in which case a new box culvert will be required. SDC are currently holding payment for this work. Wyndham Valley structural component replacement (replacing of beams and deck) was awarded to Southroads in February, construction is due to begin in early April. Two replacement bridges will have tender documents drawn up in April to be tendered prior to July, these will be design builds. This is based off discussions with Bridge It NZ (prefabricated bridging company).
- The Alternative Coastal Route: Slope Point Road is complete, with curve advisory signage being completed in February, only the car park remains to be completed which will be undertaken prior to 30th June 2018. Approximately 59% of the project is now sealed with a further 17% likely to happen by the end of April subject to weather. The project is expected to be completed by year end.
- A slip occurred at the Curio Bay end in March, the Roding team have engaged Opus for Geotech advice and design. McNeill's were engaged to drill six core samples, this occurred on the 27th of March, this information will be used in the design. The costs to date are \$40K, as more information becomes available Roding will update Council.
- Special Purpose Roads are currently under budget. This Business Unit is 100% funded from NZTA this has no overall impact on SDC. The Lower Hollyford Road has required no emergency works this year however the section down to Marion Falls has been sealed by NZTA, an item was identified in the forecast as the sealing is expected to cost in excess of \$275K.
- The Chaslands Slip project was put to tender however the tender price was significantly higher than estimate. This is awaiting approval from NZTA which is expected by the 18th April. Based off the programme supplied it is expected that the completion date will be late January 2019.

22. Council's financial position as at 31 March 2018 is detailed below and is for the activities of Council only. The balance sheet as at 30 June 2017 represents the audited balance sheet for activities of Council only.
23. At 31 March 2018, Council had \$15 million invested in six term deposits ranging from three to six month maturities as follows:

SDC Investments - Term Deposits				
Bank	Amount	Interest Rate	Date Invested	Maturity Date
ANZ	\$ 3,000,000	3.32%	24-Nov-17	17-May-18
ANZ	\$ 2,000,000	3.03%	26-Feb-18	19-Jun-18
ASB	\$ 5,000,000	3.45%	30-Nov-17	30-May-18
BNZ	\$ 3,000,000	3.37%	28-Nov-17	19-Apr-18
Westpac	\$ 2,000,000	3.04%	26-Feb-18	19-Jun-18
Total	\$ 15,000,000			

24. Funds on call are :

SDC Funds on Call			
Balance at 31 March 2018	Bank	Account	Interest Rate
\$ 770,248	BNZ	Funds on Call	1.00%
\$ 10,000	BNZ	Operating Bank Acc	1.00%
\$ 227,556	BNZ	Restricted Funds Acc	0.25%

25. The movement in Property, Plant and Equipment is due to capital additions during the year less budgeted depreciation.
26. The increase in Non-Current Assets (Intangible Assets) is the continued acquisition costs of Council's digitisation software.

SOUTHLAND DISTRICT COUNCIL
STATEMENT OF FINANCIAL POSITION

31 March 2018

	Actual 31-Mar-18	Actual 30-Jun-17
Equity		
Retained Earnings	725,248,968	721,861,807
Asset Revaluation Reserves	723,523,369	723,523,369
Other Reserves	33,933,148	33,933,148
Share Revaluation	1,916,029	1,916,029
	1,484,621,514	1,481,234,353
Represented by:		
Current Assets		
Cash and Cash Equivalents	7,823,148	9,078,846
Trade and Other Receivables	6,559,286	7,515,826
Inventories	85,148	85,148
Other Financial Assets	8,420,034	8,426,212
	22,887,616	25,106,032
Non-Current Assets		
Property, Plant and Equipment	1,452,802,960	1,448,916,139
Intangible Assets	2,464,648	2,178,648
Forestry Assets	13,724,000	13,724,000
Internal Loans	19,493,988	20,204,077
Work in Progress	1,735,280	1,735,280
Other Financial Assets	3,206	3,542
	1,490,224,081	1,486,761,685
TOTAL ASSETS	1,513,111,697	1,511,867,716
Current Liabilities		
Trade and Other Payables	4,163,756	6,362,991
Contract Rententions and Deposits	383,568	382,615
Employee Benefit Liabilities	1,169,256	1,416,889
Development and Financial Contributions	2,181,907	2,169,083
Borrowings	1,000,000	0
Provisions	14,000	14,000
	8,912,487	10,345,578
Non-Current Liabilities		
Employment Benefit Liabilities	63,949	63,949
Provisions	19,759	19,759
Internal Loans - Liability	19,493,988	20,204,077
	19,577,696	20,287,785
TOTAL LIABILITIES	28,490,183	30,633,363
NET ASSETS	1,484,621,514	1,481,234,353

Recommendation

That the Council:

- a) **Receives the report titled “Financial Report for the month ended 31 March 2018” dated 10 May 2018.**

Attachments

- A Council s District Activities - Summary Monthly Financial Report for March 2018 [↓](#)
B Council s District Activities - Detailed Monthly Financial Report - 31 March 2018 [↓](#)



DISTRICT COUNCIL ACTIVITIES

(ATTACHMENT TO THE REPORT TO COUNCIL)

SUMMARY MONTHLY FINANCIAL REPORT FOR MARCH 2018



Key Financial Indicators

Indicator	Actual	Target*	Variance	Compliance
External Funding: Non rateable income/Total income	42%	≥42%	0%	⊗
Working Capital: Current Assets/Current Liabilities	2.43	≥0.77	1.66	✓
Debt Ratio:** Total Liabilities/Total Assets	0.60%	≤0.76%	-0.16%	✓
Debt To Equity Ratio: Total Debt/Total Equity	0.07%	≤0.00%	0.07%	⊗

* All target indicators have been calculated using the 2017/18 Annual Plan figures.

** Excludes internal loans.

Financial Ratios Calculations:

External Funding:

$$\frac{\text{Non Rateable Income}}{\text{Total Income}}$$

This ratio indicates the percentage of revenue received outside of rates. The higher the proportion of revenue that the Council has from these sources the less reliance it has on rates income to fund its costs. This is a financial prudence benchmark on Rates Income affordability set by Council.

Working Capital:

$$\frac{\text{Current Assets}}{\text{Current Liabilities}}$$

This ratio indicates the amount by which short-term assets exceed short term obligations. The higher the ratio the more comfortable the Council can fund its short term liabilities.

Debt Ratio:

$$\frac{\text{Total Liabilities}}{\text{Total Assets}}$$

This ratio indicates the capacity of which the Council can borrow funds. This ratio is generally used by lending institutions to assess entities financial leverage. Generally the lower the ratio the more capacity to borrow.

Debt to Equity Ratio:

$$\frac{\text{Total Debt}}{\text{Total Equity}}$$

It indicates what proportion of equity and debt the Council is using to finance its assets.



For the period ending March 2018

Council Summary Report



	Monthly				YTD				Full Year Budget			
Income	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Chief Executive Officer	227,841	217,032	10,810	5%	1,589,510	1,516,419	73,091	5%	2,014,908	2,014,908	-	-
Community & Futures	287,547	311,289	(23,742)	(8%)	2,679,607	2,801,597	(121,991)	(4%)	3,435,463	3,735,463	300,000	9%
Council & Councillors	249,502	247,938	1,564	1%	2,247,839	2,238,821	9,018	0%	2,983,875	2,983,875	-	-
Customer Support	261,429	265,898	(4,469)	(2%)	2,331,122	2,393,085	(61,963)	(3%)	3,176,066	3,190,780	14,714	0%
Environmental Services	357,888	358,035	(147)	(0%)	3,657,733	3,689,119	(31,386)	(1%)	5,010,641	4,802,914	(207,727)	(4%)
Financial Services	172,317	209,333	(37,016)	(18%)	1,754,440	1,913,317	(158,877)	(8%)	2,570,541	2,578,041	7,500	0%
Information Management	224,000	251,969	(27,969)	(11%)	2,216,587	2,255,063	(38,476)	(2%)	3,023,693	3,023,693	-	-
Other Activities	62,134	130,070	(67,937)	(52%)	1,239,583	1,192,297	47,286	4%	1,407,056	1,407,056	-	-
Services & Assets	1,529,256	2,592,324	(1,063,068)	(41%)	14,849,722	16,488,112	(1,638,391)	(10%)	21,634,842	22,893,201	1,258,359	6%
Transport	3,821,490	2,878,950	942,540	33%	23,814,639	25,910,549	(2,095,910)	(8%)	31,428,724	34,696,953	3,268,228	10%
Total	7,193,404	7,462,839	(269,434)	(4%)	56,380,782	60,398,380	(4,017,598)	(7%)	76,685,810	81,326,883	4,641,074	6%
	Monthly				YTD				Full Year Budget			
Operating Expenditure	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Chief Executive Officer	139,085	141,090	2,005	1%	1,553,105	1,571,549	18,444	1%	1,951,044	2,154,922	(203,878)	(10%)
Community & Futures	291,272	304,408	13,137	4%	2,634,677	2,937,121	302,443	10%	3,593,200	3,923,200	(330,000)	(9%)
Council & Councillors	53,644	79,136	25,493	32%	2,183,199	2,277,450	94,251	4%	2,991,554	3,005,155	(13,601)	(0%)
Customer Support	199,660	219,681	20,022	9%	1,897,126	2,047,544	150,418	7%	2,761,761	2,767,361	(5,600)	(0%)
Environmental Services	331,310	418,012	86,703	21%	3,367,329	3,782,071	414,741	11%	5,124,893	5,039,269	85,623	2%
Financial Services	132,307	171,265	38,958	23%	1,514,750	1,561,247	46,497	3%	2,284,124	2,343,571	(59,447)	(3%)
Information Management	260,929	249,528	(11,401)	(5%)	2,490,149	2,360,330	(129,820)	(6%)	2,992,876	3,183,497	(190,621)	(6%)
Other Activities	6,644	18,349	11,705	64%	239,999	207,173	(32,826)	(16%)	1,355,611	1,355,611	-	-
Services & Assets	1,844,028	2,069,881	225,852	11%	15,488,439	16,274,688	786,250	5%	20,088,331	19,671,476	416,855	2%
Transport	2,400,013	2,337,697	(62,317)	(3%)	20,387,174	21,081,950	694,776	3%	20,790,741	20,860,741	(70,000)	(0%)
Total	5,658,892	6,009,048	350,156	6%	51,755,946	54,101,122	2,345,176	4%	63,934,134	64,304,803	(370,669)	(1%)
	Monthly				YTD				Full Year Budget			
Net Surplus/(Deficit)	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Net Surplus/(Deficit)	1,534,512	1,453,790	80,722	6%	4,624,837	6,297,258	(1,672,422)	(27%)	12,751,676	17,022,081	4,270,405	33%

r/17/1/320

3



	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Capital Expenditure	55,612	-	(55,612)	-	55,612	-	(55,612)	-	59,366	55,611	3,755	6%
Chief Executive Officer	28,232	-	(28,232)	-	28,942	-	(28,942)	-	31,296	93,888	(62,592)	(200%)
Community & Futures	-	-	-	-	-	-	-	-	-	-	-	-
Council & Councillors	20,510	20,574	63	0%	92,063	185,162	93,099	50%	127,860	246,882	(119,022)	(93%)
Customer Support	994	-	(994)	-	112,239	-	(112,239)	-	34,140	106,398	(72,258)	(212%)
Environmental Services	1,219	2,500	1,281	51%	5,057	22,500	17,444	78%	-	30,000	(30,000)	-
Financial Services	7,712	13,750	6,038	44%	625,540	620,250	(5,290)	(1%)	1,995,758	646,629	1,349,129	68%
Information Management	234,313	410,664	176,351	43%	2,767,074	3,818,478	1,051,404	28%	8,142,405	5,172,970	2,969,435	36%
Services & Assets	3,585,792	2,137,679	(1,448,113)	(68%)	16,461,141	19,298,471	2,837,330	15%	22,033,509	25,770,867	(3,737,358)	(17%)
Transport	3,934,384	2,585,167	(1,349,218)	(52%)	20,147,667	23,944,860	3,797,193	16%	32,424,334	32,123,245	301,089	1%
Total												

r/17/1/320

4



DISTRICT COUNCIL ACTIVITIES

(ATTACHMENT TO THE REPORT TO COUNCIL)

DETAILED MONTHLY FINANCIAL REPORT FOR MARCH 2018



2

For the period ending March 2018

Council Detail Report



	Chief Executive Officer											
	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Income												
Chief Executive	95,247	99,626	(4,380)	(4%)	546,113	565,925	(19,812)	(4%)	738,939	738,939	-	-
Civil Defence	21,451	21,414	37	0%	193,086	192,729	357	0%	256,972	256,972	-	-
Community Outcomes	3,750	3,750	-	-	33,750	33,750	-	-	45,000	45,000	-	-
Council Elections	3,577	3,571	6	0%	32,201	32,141	60	0%	42,855	42,855	-	-
People and Capability	73,269	60,493	12,776	21%	558,743	544,439	14,304	3%	725,919	725,919	-	-
Rural Fire Control	835	833	1	0%	7,514	7,500	14	0%	10,000	10,000	-	-
Shared Services Forum	541	-	541	-	57,855	57,906	(51)	(0%)	57,906	57,906	-	-
SI Visitor Levy	29,171	27,343	1,828	7%	160,249	82,029	78,220	95%	137,317	137,317	-	-
Total	227,841	217,032	10,810	5%	1,589,510	1,516,419	73,091	5%	2,014,908	2,014,908	-	-

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Operating Expenditure												
Chief Executive	55,440	67,017	11,578	17%	668,859	623,512	(45,348)	(7%)	717,963	845,770	(127,807)	(18%)
Civil Defence	20	-	(20)	-	192,909	192,729	(180)	(0%)	256,972	256,972	-	-
Community Outcomes	-	3,750	3,750	100%	25,000	33,750	8,750	26%	45,000	45,000	-	-
Council Elections	-	-	-	-	-	-	-	-	-	-	-	-
People and Capability	73,269	64,617	(8,652)	(13%)	558,743	595,282	36,539	6%	725,919	801,990	(76,071)	(10%)
Rural Fire Control	-	833	833	100%	(0)	7,500	7,500	100%	10,000	10,000	-	-
Shared Services Forum	9,363	4,826	(4,538)	(94%)	43,483	43,430	(53)	(0%)	57,906	57,906	-	-
SI Visitor Levy	994	47	(946)	(1995%)	64,111	75,347	11,236	15%	137,284	137,284	-	-
Total	139,085	141,090	2,005	1%	1,553,105	1,571,549	18,444	1%	1,951,044	2,154,922	(203,878)	(10%)

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Net Surplus/(Deficit)	88,756	75,941	12,815	17%	36,406	(55,130)	91,535	(166%)	63,864	(140,014)	(203,878)	(319%)



CHIEF EXECUTIVE COMMENTARY

Chief Executive

Income in this business unit is 4% (\$20 thousand) under budget year to date.

Expenditure year to date is 7% (\$45 thousand) over budget year to date.

- Travel Costs were \$4 thousand over budget. This related to costs associated with staff training and the CE's in August.
- Consultant Fees are \$29 thousand over budget for the Stewart Island Community planning project. These costs are expected to be on budget by year end.

Civil Defence

Income and expenditure are on budget.

Rates collected are paid as a grant to Environment Southland for emergency management.

Community Outcomes

Income is on target year to date. This activity is internally funded.

Council Elections

Income and expenditure is on budget. This activity is partly funded from rates and nomination deposits.

People and Capability

Income year to date is \$14 thousand (3%) over budget. This activity is internally funded and higher expenditure directly impacts on income allocated to this activity.

Expenditure year to date is 6% (\$37 thousand) under budget year to date.

Rural Fire Control

Income is on budget.

There has been no expenditure against the budget and all costs should be on charged for this year as this activity is managed by FENZ from 1 July 2017.

**Shared Services Forum**

Income and Expenditure is on budget. The full amount for the year was invoiced in September to Gore District Council, Invercargill City Council and Environment Southland.

Stewart Island Visitor Levy

Income is 95% (\$78 thousand) over budget for the year.

- Levies collected for this month was \$2 thousand over budget.
- Last year, the bulk of the levies were collected over the summer months from December through to the end of May.
- Levy collections from visitors are mostly phased to the summer months based on historical trends.

A grant of \$75 thousand was approved for the Golden Bay project early in September.



5

For the period ending March 2018

Council Detail Report



	Community & Futures											
	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Income												
Communications and Engagement	114,659	102,606	12,053	12%	1,026,727	923,450	103,277	11%	1,231,266	1,231,266	-	-
Community Leadership	58,917	79,501	(20,584)	(26%)	556,433	715,511	(159,077)	(22%)	654,015	954,014	300,000	46%
Governance	50,158	54,223	(4,065)	(7%)	446,315	488,006	(41,691)	(9%)	650,675	650,675	-	-
Strategy & Policy	63,813	74,959	(11,146)	(15%)	650,132	674,631	(24,499)	(4%)	899,508	899,508	-	-
Total	287,547	311,289	(23,742)	(8%)	2,679,607	2,801,597	(121,991)	(4%)	3,435,463	3,735,463	300,000	9%

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Operating Expenditure												
Communications and Engagement	114,659	104,457	(10,202)	(10%)	1,026,727	1,085,914	59,187	5%	1,398,084	1,418,084	(20,000)	(1%)
Community Leadership	62,642	76,040	13,398	18%	511,504	705,792	194,288	28%	644,869	954,869	(310,000)	(48%)
Governance	50,158	51,116	958	2%	446,315	477,589	31,274	7%	650,729	650,729	-	-
Strategy & Policy	63,813	72,795	8,982	12%	650,132	667,825	17,693	3%	899,518	899,518	-	-
Total	291,272	304,408	13,137	4%	2,634,677	2,937,121	302,443	10%	3,593,200	3,923,200	(330,000)	(9%)

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Net Surplus/(Deficit)	(3,725)	6,880	(10,605)	(154%)	44,930	(135,523)	180,453	(133%)	(157,736)	(187,737)	(30,000)	19%



COMMUNITY AND FUTURES COMMENTARY

This group's income is 4% (\$122K) under budget and expenditure is under budget by 10% (\$300K) for YTD. The following commentary explains the variances in more detail.

Communications and Engagement

The level of income is 11% (\$103K) over budget YTD, with 12% (\$12K) over budget for March.

Expenditure is 5% (\$59K) under budget YTD, with 10% (\$10K) over budget for March.

Community Leadership

Income is 22% (159K) under budget and expenditure is 28% (\$194K) under budget for YTD.

Additional projects involving external funding revenue and related expenditure including the Stewart Island Community Planning project and Milford Opportunities project are included in this category.

As this activity is internally funded, the expenditure is aligned to the budget YTD.

Governance

Income is 9% (\$41K) under budget YTD and 7% \$4K under budget for March.

Expenditure is 7% (\$31K) under budget YTD.

Strategy and Policy

Income is 4% (\$24K) under budget YTD, with expenditure reporting 3% (\$17K) under budget YTD.



7

For the period ending March 2018

Council Detail Report



Council & Councillors												
	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Income												
Council and Councillors	70,476	69,217	1,258	2%	636,411	630,334	6,076	1%	837,987	837,987	-	-
Council Contributions/Gran	31,563	31,508	55	0%	284,101	283,576	525	0%	378,101	378,101	-	-
International Relations Commit	947	946	2	0%	8,527	8,512	16	0%	12,588	12,588	-	-
Venture Southland	146,516	146,267	249	0%	1,318,800	1,316,399	2,401	0%	1,755,199	1,755,199	-	-
Total	249,502	247,938	1,564	1%	2,247,839	2,238,821	9,018	0%	2,983,875	2,983,875	-	-

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Operating Expenditure												
Council and Councillors	57,765	63,232	5,467	9%	547,654	630,374	82,721	13%	839,866	839,866	-	-
Council Contributions/Gran	(4,121)	14,855	18,977	128%	308,352	311,035	2,683	1%	383,901	383,901	-	-
International Relations Commit	-	1,049	1,049	100%	593	9,441	8,848	94%	12,588	12,588	-	-
Venture Southland	-	-	-	-	1,326,600	1,326,600	-	-	1,755,199	1,768,800	(13,601)	(1%)
Total	53,644	79,136	25,493	32%	2,183,199	2,277,450	94,251	4%	2,991,554	3,005,155	(13,601)	(0%)

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Net Surplus/(Deficit)	195,858	168,802	27,057	16%	64,641	(38,629)	103,270	(267%)	(7,679)	(21,280)	(13,601)	177%



COUNCIL AND COUNCILLORS' COMMENTARY

Council and Councillors

The level of income is 1% (\$6k) over budget YTD and for March.

Expenditure is 13% (\$82K) under budget YTD.

Council Contributions / Grants

The level of income is aligned to the budget YTD.

Grant expenditure is 1% (\$2K) under budget YTD.

Venture Southland – Grant

The level of income and expenditure is aligned to budget for both YTD and March.



9

For the period ending March 2018

Council Detail Report



	Customer Support											
	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Income												
Area Offices	46,346	46,568	(222)	(0%)	427,644	419,111	8,534	2%	558,814	558,814	-	-
Customer Services	119,596	122,692	(3,096)	(3%)	1,037,161	1,104,231	(67,070)	(6%)	1,465,594	1,472,308	6,714	0%
District Library	95,487	96,638	(1,151)	(1%)	866,317	869,744	(3,427)	(0%)	1,151,658	1,159,658	8,000	1%
Total	261,429	265,898	(4,469)	(2%)	2,331,122	2,393,085	(61,963)	(3%)	3,176,066	3,190,780	14,714	0%

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Operating Expenditure												
Area Offices	11,798	20,972	9,174	44%	164,155	189,378	25,224	13%	236,478	252,294	(15,817)	(7%)
Customer Services	119,596	117,340	(2,256)	(2%)	1,037,161	1,095,033	57,872	5%	1,495,821	1,485,604	10,217	1%
District Library	68,266	81,369	13,103	16%	695,810	763,133	67,322	9%	1,029,462	1,029,462	-	-
Total	199,660	219,681	20,022	9%	1,897,126	2,047,544	150,418	7%	2,761,761	2,767,361	(5,600)	(0%)

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Net Surplus/(Deficit)	61,770	46,217	15,553	34%	433,996	345,541	88,455	26%	414,305	423,420	9,114	2%



10

CUSTOMER SUPPORT

Overall, Customer Support income is down 3% YTD but operational expenditure is under budget by 7% YTD. Capital Expenditure is within what was forecast.

Area Offices

Income is less than forecast and expenditure is within budget.

Customer Services

Month to date there was an increase in ordinary time due to staff on unexpected extended leave however this is within YTD budgets. Operational expenditure continues to be 5% under budget YTD.

Libraries

Income is less than forecast due to not meeting recoveries forecast.

Operational expenses are under budget by 9%.



For the period ending March 2018

Council Detail Report



	Environmental Services											
	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Income	13,109	17,065	(3,955)	(23%)	169,729	153,582	16,147	11%	236,677	205,251	(31,426)	(13%)
Alcohol Licensing	12,009	15,170	(3,160)	(21%)	498,073	516,526	(18,453)	(4%)	636,957	575,764	(61,193)	(10%)
Animal Control	137,923	142,062	(4,139)	(3%)	1,219,170	1,278,561	(59,391)	(5%)	1,718,287	1,721,581	3,294	0%
Building Regulations	16,406	19,401	(2,995)	(15%)	161,130	174,611	(13,480)	(8%)	232,814	232,814	-	-
Enviro & Com Dev Admin	9,922	8,400	1,522	18%	81,884	84,541	(2,657)	(3%)	149,283	109,741	(39,542)	(26%)
Environmental Health	4,444	657	3,786	576%	88,773	83,780	4,993	6%	125,954	94,404	(31,550)	(25%)
Health Licensing	48,437	48,310	127	0%	461,133	434,792	26,341	6%	577,417	579,723	2,306	0%
Museum	9,357	9,341	16	0%	84,226	84,071	156	0%	112,094	112,094	-	-
Regulatory - Non Recoverab	82,572	73,961	8,611	12%	680,217	665,653	14,564	2%	937,153	887,537	(49,616)	(5%)
Resource Consent Processin	23,708	23,667	41	0%	213,398	213,004	394	0%	284,005	284,005	-	-
Resource Planning/Policy												
Total	357,888	358,035	(147)	(0%)	3,657,733	3,689,119	(31,386)	(1%)	5,010,641	4,802,914	(207,727)	(4%)

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Operating Expenditure	14,595	17,987	3,392	19%	156,978	168,203	11,225	7%	229,145	229,145	-	-
Alcohol Licensing	45,767	50,053	4,286	9%	492,825	470,170	(22,655)	(5%)	610,820	636,717	(25,897)	(4%)
Animal Control	93,256	128,444	35,189	27%	1,009,474	1,193,591	184,116	15%	1,641,730	1,619,294	22,436	1%
Building Regulations	16,406	17,998	1,592	9%	161,130	169,893	8,762	5%	232,814	232,814	-	-
Enviro & Com Dev Admin	9,297	9,478	181	2%	120,971	125,891	4,920	4%	149,862	154,863	(5,001)	(3%)
Environmental Health	10,277	9,908	(369)	(4%)	90,558	92,036	1,478	2%	125,954	125,954	-	-
Health Licensing	47,210	47,661	451	1%	489,350	499,226	9,876	2%	644,816	644,816	-	-
Museum	-	33,628	33,628	100%	53,169	112,094	58,925	53%	112,094	112,094	-	-
Regulatory - Non Recoverab	77,985	70,290	(7,694)	(11%)	600,846	652,598	51,752	8%	937,153	882,667	54,486	6%
Resource Consent Processin	16,518	32,564	16,047	49%	192,028	298,369	106,341	36%	440,505	400,906	39,599	9%
Resource Planning/Policy												
Total	331,310	418,012	86,703	21%	3,367,329	3,782,071	414,741	11%	5,124,893	5,039,269	85,623	2%

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Net Surplus/(Deficit)	26,579	(59,977)	86,556	(144%)	290,404	(92,951)	383,355	(412%)	(114,251)	(236,355)	(122,104)	107%



12

Capital Expenditure	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Animal Control	1,036	-	(1,036)	-	5,174	-	(5,174)	-	-	-	-	-
Building Regulations	-	-	-	-	106,397	-	(106,397)	-	34,140	106,398	(72,258)	(212%)
Enviro & Com Dev Admin	-	-	-	-	-	-	-	-	-	-	-	-
Environmental Health	(42)	-	42	-	668	-	(668)	-	-	-	-	-
Health Licensing	-	-	-	-	-	-	-	-	-	-	-	-
Museum	-	-	-	-	-	-	-	-	-	-	-	-
Resource Consent Processin	-	-	-	-	-	-	-	-	-	-	-	-
Total	994	-	(994)	-	112,239	-	(112,239)	-	34,140	106,398	(72,258)	(212%)



ENVIRONMENTAL SERVICES SUMMARY

Overall March 2018 monthly income for the Environmental Services Group was 4% (\$14,680) below budget at \$357,888 actual versus \$372,568 budget.

Key features of this month's income were that Alcohol Licensing income was 33% (\$6,574) below budget, and Animal Control income was 25% (\$3,995) below budget. Animal Control staff are currently following up on overdue dog registrations to seek to recover further income.

Building Control income was also below budget in March by 3% (\$4,627) but this is a significantly better result than February 2018.

Overall March 2018 monthly expenditure was 22% (\$93,563) below budget at \$331,310 actual v \$424,872 budget.

Almost all departments were significantly under budget expenditure-wise. The exception to this was Resource Consent Processing where some additional legal costs were incurred in relation to a compliance matter.

Most departmental costs in the Environmental Services Group are staff costs, and there have been some vacancies which are in the process of being filled, so hence expenditure can be expected to track closer to budget in the coming months, particularly with two new staff having commenced in March 2018.

Overall Group YTD Summary as at end of March 2018 of the 2017/2018 financial year, = 75% of the financial year complete:

Overall Group YTD Income at the end of March 2018 for the 2017/2018 financial year is tracking 4% (\$162,182) below budget at \$3,657,733 actual versus \$3,819,915 budget.

Large scale development activity in the Southland District continues to remain relatively subdued. Larger scale development activities, such as major subdivisions where hearings may be required, have a significant impact on Group income. It is hence anticipated that at year end the deficit of actual income versus budget could be circa \$200,000.

Overall Group YTD Expenditure at the end of March 2018 of the 2017/2018 financial year is 12% (\$476,480) below budget at \$3,367,329 actual versus \$3,843,809 budget.

Hence, while Group YTD income in 2017/2018 has been below budget, reflecting current generally subdued development activity levels within the District; Group YTD expenditure is significantly under budget.

There is still some outstanding capital expenditure within the Group from the 2016/2017 financial year which has been carried forward to 2017/2018 relating to overdue vehicle renewals,



including the GM vehicle. However, the 3 replacement vehicles on order for the Building Control team have now arrived and have been deployed, being identical Mitsubishi Triton double-cab utes. Remaining vehicle replacement expenditure for 17/18 will be carried forward to 2018/2019



15

For the period ending March 2018

Council Detail Report



Financial Services												
	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Income												
Financial Services	172,317	209,333	(37,016)	(18%)	1,754,440	1,913,317	(158,877)	(8%)	2,570,541	2,578,041	7,500	0%
Total	172,317	209,333	(37,016)	(18%)	1,754,440	1,913,317	(158,877)	(8%)	2,570,541	2,578,041	7,500	0%

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Operating Expenditure												
Financial Services	132,307	171,265	38,958	23%	1,514,750	1,561,247	46,497	3%	2,284,124	2,343,571	(59,447)	(3%)
Total	132,307	171,265	38,958	23%	1,514,750	1,561,247	46,497	3%	2,284,124	2,343,571	(59,447)	(3%)

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Net Surplus/(Deficit)	40,010	38,069	1,941	5%	239,690	352,070	(112,380)	(32%)	286,417	234,470	(51,947)	(18%)

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Capital Expenditure												
Financial Services	1,219	2,500	1,281	51%	5,057	22,500	17,444	78%	-	30,000	(30,000)	-
Total	1,219	2,500	1,281	51%	5,057	22,500	17,444	78%	-	30,000	(30,000)	-



FINANCIAL SERVICES COMMENTARY

Operating expenditure is slightly under budget for the year to date.

Legal fees are \$57K over budget due to costs associated with unexpected legal proceedings currently in progress. Audit fees are also \$59K over budget as a result of the timing of the invoices in relation to the Long Term Plan audit. Additionally \$12K more district heritage grants have been allocated than anticipated at this stage of the year, however Council are still within the annual budget for this activity.

These overspends are offset by a number of underspends across various account codes, many of which have arisen due to the timing of the costs being incurred. The key underspends are in staff costs (\$40K), financial expenses (credit card fees, debt collection costs etc) (\$22K), licence fees (\$11K) and training (\$11K).



17

For the period ending March 2018

Council Detail Report



	Information Management											
	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Income												
Information Management	152,539	149,479	3,060	2%	1,370,435	1,332,650	37,785	3%	1,793,809	1,793,809	-	-
Knowledge Management	43,038	68,781	(25,744)	(37%)	484,443	619,031	(134,588)	(22%)	825,375	825,375	-	-
Property & Spatial Services	28,423	33,709	(5,286)	(16%)	361,709	303,382	58,327	19%	404,509	404,509	-	-
Total	224,000	251,969	(27,969)	(11%)	2,216,587	2,255,063	(38,476)	(2%)	3,023,693	3,023,693	-	-
	Monthly				YTD				Full Year Budget			
Operating Expenditure	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Information Management	189,468	164,004	(25,465)	(16%)	1,643,997	1,502,084	(141,914)	(9%)	1,868,421	2,017,243	(148,822)	(8%)
Knowledge Management	43,038	54,560	(11,522)	21%	484,443	499,768	15,325	3%	719,946	671,940	48,006	7%
Property & Spatial Services	28,423	30,964	2,541	8%	361,709	358,478	(3,231)	(1%)	404,509	494,314	(89,805)	(22%)
Total	260,929	249,528	(11,401)	(5%)	2,490,149	2,360,330	(129,820)	(6%)	2,992,876	3,183,497	(190,621)	(6%)
	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Net Surplus/(Deficit)	(36,929)	2,441	(39,370)	(1613%)	(273,562)	(105,267)	(168,296)	160%	30,818	(159,803)	(190,621)	(619%)
	Monthly				YTD				Full Year Budget			
Capital Expenditure	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Information Management	3,591	6,250	2,659	43%	76,263	56,250	(20,013)	(36%)	1,857,911	75,000	1,782,911	96%
Knowledge Management	4,121	7,500	3,379	45%	549,277	564,000	14,723	3%	137,847	571,629	(433,782)	(315%)
Total	7,712	13,750	6,038	44%	625,540	620,250	(5,290)	(1%)	1,995,758	646,629	1,349,129	68%



INFORMATION MANAGEMENT COMMENTARY

Overall Income is 2% (\$38 thousand) under budget for the year-to-date
Overall Operating Expenditure is 6% (\$130 thousand) over budget for the year-to-date.
The year-to-date position 160% (\$168 thousand) over budget for the year-to-date.
Capital expenditure is 1% (\$5,290) over budget

Information Management

Income is 3% (\$38 thousand) over budget for the year-to-date.
Expenditure is 17% (\$216 thousand) over budget.
The net year-to-date position is \$178K under budget.

Capital Work:

Core Systems Review Scoping Report:

Development of the Core Systems Review scoping project started in December and progressing well with a number of workshops and planning meeting happening. The end result of this work will be a formal business case that will be presented to Council in the first part of 2018.

The project scoping work will include a range of discovery, scoping and validation work that will enable officers to provide Council with a high degree of confidence around the whole Core Systems Review programme.

The focus has turned to planning the impact of the various work streams and packages to begin working through the various options across the organisation. These will obviously need to work in with the other organisational workloads that are currently in the same planning cycle.

Expenditure that has occurred during the last 4 months (December – March) have increased the Information Management business unit to be over budget, however this increase will be funded by the core systems review budget.

Knowledge Management

Income is 22% (\$135 thousand) under budget
Expenditure 3% (\$15 thousand) under budget year to date.
The net year-to-date position is \$120 thousand under budget.
Capital Expenditure is 3% (\$15 thousand) under budget year to date.

Capital Work:

Digitisation Project:

Focus for the digitisation project has moved from sending paper away to starting the setup and changes to the electronic world and how we will be using this new media.

Council will also have available a kiosk option in the Invercargill reception area for members of the public to be able access this information via the Public View software that was part of the



project. This work is being done as a pilot to the wider requests that the Customer Support group will be aiming to rollout to the remaining Council sites around the District.

As per the report that was presented to the Finance and Audit Committee the project has been completed with the external contractor and work will progress with future team and process improvements around using the newly available digital assets.

Council officers will be developing and refining the protocol for public access – These will be available by kiosks initially and then the wider Council website once the QA process has been completed. Council is working through the recommendations outlined by the Privacy commission on best practice for showing this information online.

Property and Spatial Services

Income is 19% (\$58 thousand) over budget.

Expenditure is 1% (\$3 thousand) over budget.

The net year-to-date position is \$55K over budget.

Internal overheads allocation has been over allocated to this business unit. Income is generally allocated internally to recover costs and should be on target by year end. Some ordinary



20

For the period ending March 2018

Council Detail Report



	Other Activities											
	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Income												
Grant Allocation Committees	14,393	15,182	(789)	(5%)	229,946	158,304	71,642	45%	309,644	309,644	-	-
Operating investments	47,741	114,888	(67,148)	(58%)	1,009,638	1,033,993	(24,356)	(2%)	1,097,412	1,097,412	-	-
Total	62,134	130,070	(67,937)	(52%)	1,239,583	1,192,297	47,286	4%	1,407,056	1,407,056	-	-

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Operating Expenditure												
Grant Allocation Committees	1,000	15,126	14,126	93%	150,071	178,160	28,090	16%	309,729	309,729	-	-
Operating investments	5,644	3,224	(2,421)	(75%)	89,928	29,012	(60,916)	(210%)	1,045,882	1,045,882	-	-
Total	6,644	18,349	11,705	64%	239,999	207,173	(32,826)	(16%)	1,355,611	1,355,611	-	-

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Net Surplus/(Deficit)	55,490	111,721	(56,231)	(50%)	999,584	985,124	14,460	1%	51,445	51,445	-	-



OTHER ACTIVITIES COMMENTARY

Grant Allocation Committee

Year to date Income is 2% over budget (\$73K). This variance predominantly due to a correction on 16/17 year end interest allocations. Income is anticipated to be \$60K over budget at year end. The remainder of the variance is due to the timing of grant funding received.

Year to date Expenditure is on budget.

Operating Investments

Income is \$24 thousand under budget year to date.

- Interest earned on operating investments is \$395 thousand over budget which is offset by \$440 thousand under budget for interest earned on internal loans. Surplus cash has been invested as it has not been needed for the distribution of internal loans. In addition to this, a \$17 thousand dividend was received from Milford Sound Tourism Limited.

Operating Expenditure is \$61 thousand over budget year to date due to internal interest being allocated for prior years on the Ohai Railway Board reserve account not budgeted.



22

For the period ending March 2018

Council Detail Report



	Services & Assets											
	Monthly				YTD				Full Year Budget			
Income	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Area Engineers	91,677	94,165	(2,488)	(3%)	767,957	847,485	(79,528)	(9%)	1,139,252	1,168,634	29,382	3%
Around Mountains Cycle Trail	2,632	7,359	(4,727)	(64%)	27,469	66,232	(38,763)	(59%)	34,549	88,309	53,760	156%
Council Property	74,666	102,885	(28,219)	(27%)	990,402	925,964	64,439	7%	998,411	1,238,416	240,005	24%
District Reserves	17,805	20,608	(2,803)	(14%)	198,745	185,470	13,275	7%	247,294	247,294	-	-
District Sewerage	312,095	310,817	1,278	0%	2,868,194	2,858,477	9,717	0%	3,808,992	3,808,992	-	-
District Water	361,006	324,547	36,459	11%	2,565,066	2,545,922	19,143	1%	3,446,193	3,397,842	(48,351)	(1%)
Engineering Administration	51,263	42,681	8,582	20%	364,093	384,128	(20,035)	(5%)	512,171	512,171	-	-
Engineering Consultants	58,734	65,572	(6,838)	(10%)	556,786	590,150	(33,363)	(6%)	786,866	786,866	-	-
Forestry	(406)	1,069,655	(1,070,061)	(100%)	1,232,435	3,031,968	(1,799,532)	(59%)	3,874,899	4,896,753	1,021,854	26%
Property Administration	44,490	44,487	3	0%	404,157	400,379	3,778	1%	560,130	533,839	(26,291)	(5%)
Public Conveniences	67,594	59,724	7,870	13%	572,898	537,518	35,380	7%	716,690	716,690	-	-
Road Safety Com. Advisor	-	3,042	(3,042)	(100%)	179,951	27,382	152,569	557%	36,520	36,520	-	-
Waste Management	341,570	332,390	9,180	3%	3,168,117	3,057,513	110,604	4%	4,081,861	4,081,861	-	-
Water Services	93,232	90,789	2,443	3%	817,269	817,102	167	0%	1,095,783	1,095,783	-	-
Work Schemes (CTF)	12,897	23,603	(10,706)	(45%)	136,183	212,423	(76,241)	(36%)	295,231	283,231	(12,000)	(4%)
Total	1,529,256	2,592,324	(1,063,068)	(41%)	14,849,722	16,488,112	(1,638,391)	(10%)	21,634,842	22,893,201	1,258,359	6%



23

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Operating Expenditure												
Area Engineers	91,677	88,319	(3,358)	(4%)	767,957	827,940	59,983	7%	1,130,127	1,130,127	-	-
Around Mountains Cycle Trail	1,242	3,712	2,470	67%	33,525	33,412	(114)	(0%)	34,549	44,549	(10,000)	(29%)
Council Property	126,184	68,341	(57,843)	(85%)	882,903	808,578	(74,325)	(9%)	1,088,765	1,013,599	75,166	7%
District Reserves	16,519	20,893	4,374	21%	185,763	188,340	2,576	1%	251,020	251,020	-	-
District Sewerage	382,533	381,225	(1,308)	(0%)	3,339,266	3,356,422	17,156	1%	3,579,124	3,172,254	406,870	11%
District Water	351,795	311,802	(39,994)	(13%)	2,905,005	2,863,652	(41,353)	(1%)	3,130,750	2,920,634	210,116	7%
Engineering Administration	51,263	40,472	(10,791)	(27%)	364,093	377,261	13,168	3%	512,171	512,171	-	-
Engineering Consultants	58,734	65,572	6,838	10%	556,786	590,149	33,363	6%	786,866	786,866	-	-
Forestry	88,150	510,644	422,494	83%	940,123	1,844,510	904,387	49%	2,693,302	2,823,664	(130,362)	(5%)
Property Administration	41,273	43,896	2,623	6%	402,903	411,475	8,573	2%	560,130	560,130	-	-
Public Conveniences	68,233	63,289	(4,944)	(8%)	538,486	628,555	90,069	14%	683,488	818,423	(134,935)	(20%)
Road Safety Com. Advisor	43,744	3,043	(40,701)	(1337%)	253,409	27,562	(225,846)	(819%)	37,889	37,889	-	-
Waste Management	395,342	336,813	(58,528)	(17%)	3,059,081	3,048,016	(11,065)	(0%)	4,061,882	4,061,882	-	-
Water Services	107,081	110,445	3,364	3%	1,084,871	1,068,220	(16,651)	(2%)	1,263,799	1,263,799	-	-
Work Schemes (CTF)	20,258	21,414	1,156	5%	174,268	200,596	26,328	13%	274,469	274,469	-	-
Total	1,844,028	2,069,881	225,852	11%	15,488,439	16,274,688	786,250	5%	20,088,331	19,671,476	416,855	2%

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Net Surplus/(Deficit)	(314,773)	522,443	(837,216)	(160%)	(638,717)	213,424	(852,141)	(399%)	1,546,510	3,221,724	1,675,214	108%



24

	Monthly				YTD				Full Year Budget			
	Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %	Budget	Projection	Variance	Var %
Capital Expenditure												
Area Engineers	30,418	-	(30,418)	-	145,373	122,500	(22,873)	(19%)	41,227	245,000	(203,773)	(494%)
Around Mountains Cycle Trail	(69,759)	27,797	97,556	351%	210,100	250,170	40,070	16%	-	333,560	(333,560)	-
Council Property	-	351	351	100%	-	3,155	3,155	100%	2,541,499	4,207	2,537,292	100%
District Reserves	-	-	-	-	4,087	-	(4,087)	-	-	-	-	-
District Sewerage	236,632	153,192	(83,440)	(54%)	931,807	1,378,726	446,919	32%	1,904,827	1,838,302	66,525	3%
District Water	22,240	223,014	200,774	90%	1,380,891	2,007,125	626,234	31%	3,501,636	2,676,167	825,469	24%
Engineering Administration	-	4,125	4,125	100%	49,494	37,121	(12,374)	(33%)	-	49,494	(49,494)	-
Engineering Consultants	-	-	-	-	-	-	-	-	-	-	-	-
Forestry	-	-	-	-	-	-	-	-	-	-	-	-
Property Administration	-	-	-	-	-	-	-	-	-	-	-	-
Public Conveniences	9,398	2,187	(7,211)	(330%)	9,490	19,680	10,190	52%	153,216	26,240	126,976	83%
Road Safety Com. Advisor	-	-	-	-	-	-	-	-	-	-	-	-
Waste Management	5,384	-	(5,384)	-	33,639	-	(33,639)	-	-	-	-	-
Water Services	-	-	-	-	2,193	-	(2,193)	-	-	-	-	-
Work Schemes (CTF)	-	-	-	-	-	-	-	-	-	-	-	-
Total	234,313	410,664	176,351	43%	2,767,074	3,818,478	1,051,404	28%	8,142,405	5,172,970	2,969,435	36%



SERVICES AND ASSETS COMMENTARY

Income

At the end of March actual income is showing a 10% deficit against budget for services and assets. This relates predominantly to harvesting activities within the forestry business unit. It is forecast that this shortfall against budgeted income will have corrected by year end due to significant harvesting activities currently underway with healthy associated yields.

Operating Expenditure

At the end of March operating expenditure is approximately 5% under budget. The most significant variation is associated with Forestry due to the later phasing of harvesting currently underway. Road safety is considerably over budget. However, a limited budget was included in the Annual Plan as the costs are recovered from all councils involved in this shared service.

Capital Expenditure

Capital expenditure is 28% under the forecasted budget for year to date. It is anticipated that by year end this deficit will be approximately 36%. This is predominantly due to District Water activities and District Sewerage activities.

District water is \$626 thousand under budget at the end of March. Approximately half (\$329 thousand) relates to the Winton watermain renewal that is expected to be completed by the end of June. Eastern Bush is \$74 thousand under the budget with limited expenditure in this year, Stantec is currently working on required consenting documentation that should be completed by 30 June. Water loss analysis across the district is currently ongoing through a number of projects. These are collectively \$146 thousand under budget with the work planned expected to be completed by 30 June.

District Sewerage is \$447 thousand under budget at the end of March. \$105 thousand relates to the funds allowed for ongoing work relating to Te Anau Work is ongoing in order to undertake the updated business case work comparing CPI and SDI disposal methods. Desludging is currently \$113 thousand under budget with the contractor having established during February. The Otautau upgrade of plant, equipment and SCADA is currently under budget by \$205 thousand, but is expected to be completed by the end of the year.



26

For the period ending March 2018

Council Roding Report



		Roding											
		Monthly				YTD				Full Year Budget			
		Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var%	Budget	Projection	Variance	Var %
Income													
Contributions		-	-	-	-	-	-	-	-	-	-	-	-
Grants		858,515	533,067	325,448	61%	4,734,447	4,797,605	(63,158)	(1%)	6,110,186	6,396,806	286,620	5%
Internal Income		-	-	-	-	-	-	-	-	129,681	129,681	-	-
Other Income		-	-	-	-	-	-	-	-	-	-	-	-
Rates		-	-	-	-	-	(41,240)	41,240	(100%)	(41,240)	(41,240)	-	-
User Charges and Fees		-	438	(438)	(100%)	-	3,944	(3,944)	(100%)	5,258	5,258	-	-
Total		3,821,490	2,878,950	942,540	33%	23,814,639	25,910,549	(2,095,910)	(8%)	31,428,724	34,696,953	3,268,228	10%



27

For the period ending March 2018

Council Roding Report



		Roding											
		Monthly				YTD				Full Year Budget			
		Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var%	Budget	Projection	Variance	Var %
Direct Expenditure													
Advertising		-	66	66	100%	-	592	592	100%	789	789	-	-
Communications		215	664	449	68%	5,868	5,979	111	2%	7,972	7,972	-	-
Conferences and courses		-	-	-	-	874	-	(874)	-	-	-	-	-
Electricity		3,503	3,000	(503)	(17%)	31,255	27,000	(4,255)	(16%)	36,000	36,000	-	-
Financial Expenses		-	-	-	-	(151)	-	151	-	-	-	-	-
Grants		-	-	-	-	20,636	-	(20,636)	-	-	-	-	-
Insurance		-	-	-	-	243	432	189	44%	432	432	-	-
Other Expenditure		-	527	527	100%	-	4,741	4,741	100%	6,321	6,321	-	-
Postage and Stationery		590	88	(502)	(572%)	2,518	789	(1,729)	(219%)	1,052	1,052	-	-
Professional Services		650	1,753	1,103	63%	17,336	15,775	(1,562)	(10%)	21,033	21,033	-	-
Rates		-	-	-	-	2,045	2,355	310	13%	2,355	2,355	-	-
Repairs and Maintenance	Emergency Reinstatement	-	22,885	22,885	100%	-	205,966	205,966	100%	274,621	274,621	-	-
	Environmental Maintenance	82,019	90,951	8,932	10%	1,028,550	818,555	(209,995)	(26%)	1,091,406	1,091,406	-	-
	Level Crossing Warning Devices	-	2,591	2,591	100%	3,648	23,317	19,669	84%	31,089	31,089	-	-
	Maint - General	(1)	1,272	1,273	100%	2,750	11,444	8,693	76%	5,258	15,258	(10,000)	(190%)
	Maint - Unsealed Roads	-	-	-	-	-	-	-	-	-	-	-	-
	Network and Asset Management	143,192	180,596	37,403	21%	1,585,961	1,625,362	39,400	2%	2,167,149	2,167,149	-	-
	Operating Costs	-	-	-	-	(120,357)	-	120,357	-	-	-	-	-
	Routine Drainage Maintenance	59,193	79,335	20,142	25%	614,457	714,018	99,561	14%	952,024	952,024	-	-
	Sealed Pavement Maintenance	461,741	264,064	(197,676)	(75%)	2,276,205	2,376,579	100,374	4%	3,168,772	3,168,772	-	-
	Spraying	-	3,188	3,188	100%	-	28,694	28,694	100%	38,258	38,258	-	-
	Stock Underpasses Minor Improv	-	6,477	6,477	100%	-	58,292	58,292	100%	77,723	77,723	-	-
	Street Lighting Transit	-	2,292	2,292	100%	6,496	20,625	14,129	69%	27,500	27,500	-	-
	Structures Maintenance	13,799	14,681	882	6%	265,237	132,130	(133,107)	(101%)	176,173	176,173	-	-
	Traffic Services Maintenance	50,089	35,654	(14,434)	(40%)	386,111	320,889	(65,222)	(20%)	427,852	427,852	-	-
	Unsealed Pavement Maintenance	215,255	202,903	(12,352)	(6%)	1,864,795	1,826,128	(38,667)	(2%)	2,434,837	2,434,837	-	-
Staff Costs		-	-	-	-	1,252	1,822	570	31%	1,822	1,822	-	-
Travel and Accommodation		465	347	(119)	(34%)	5,362	3,119	(2,243)	(72%)	4,158	4,158	-	-
Vehicle Expenses		1,622	1,128	(494)	(44%)	13,156	10,154	(3,002)	(30%)	13,538	13,538	-	-
Total		1,040,436	970,722	(69,714)	(7%)	8,144,772	8,763,227	618,455	7%	11,626,067	11,696,067	(70,000)	(1%)



28

For the period ending March 2018

Council Roding Report



		Roding											
		Monthly				YTD				Full Year Budget			
		Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var%	Budget	Projection	Variance	Var %
Indirect Expenditure													
Depreciation (Funded)	Depn - Bridges	148,392	148,392	-	-	1,335,528	1,335,528	-	-	1,780,704	1,780,704	-	-
	Depn - Furniture & Fitting	91	91	-	-	823	823	-	-	1,097	1,097	-	-
	Depn - Improvement	836	836	-	-	7,528	7,528	-	-	10,037	10,037	-	-
	Depn - Other Equipment	-	-	-	-	-	-	-	-	-	-	-	-
	Depn - Sealed Road	874,833	874,833	-	-	7,873,493	7,873,493	-	-	10,497,991	10,497,991	-	-
	Depn - Street Lights	8,447	8,447	-	-	76,024	76,024	-	-	101,365	101,365	-	-
	Depn - Unsealed Roads	249,731	249,731	-	-	2,247,581	2,247,581	-	-	2,996,775	2,996,775	-	-
	Depn - Vehicles	2,856	2,269	(587)	(26%)	15,813	20,425	4,612	23%	27,233	27,233	-	-
	Loss on Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Internal Expenses	NFS Depn Roding	-	-	-	-	-	-	-	-	(7,259,246)	(7,259,246)	-	-
	Internal - Building Rent	2,253	2,253	(0)	-	20,273	20,273	(0)	-	27,030	27,030	-	-
	Internal - Catering	68	17	(51)	(293%)	477	155	(322)	(207%)	207	207	-	-
	Internal - Computer Hire	5,144	4,696	(448)	(10%)	46,297	42,265	(4,032)	(10%)	56,353	56,353	-	-
	Internal - Cost of Capital	-	-	-	-	-	-	-	-	4,093	4,093	-	-
	Internal - GIS	477	477	0	-	4,296	4,296	0	-	5,728	5,728	-	-
	Internal - IT Oncost	2,546	2,546	(0)	-	22,917	22,916	(0)	-	30,555	30,555	-	-
	Internal - Photocopying	395	172	(223)	(130%)	2,408	1,372	(1,036)	(75%)	2,067	2,067	-	-
	Internal - Property Mgmt Servi	2,279	2,279	-	-	20,507	20,507	-	-	27,343	27,343	-	-
	Internal - R/C Non-Notified	-	-	-	-	-	-	-	-	-	-	-	-
	Internal - Records Services	559	559	0	-	5,033	5,033	0	-	6,711	6,711	-	-
	Internal - Services	1,029	4,559	3,530	77%	9,258	41,031	31,773	77%	54,708	54,708	-	-
	Internal - Stationery	27	26	(1)	-	165	232	67	29%	310	310	-	-
	Internal - Work scheme service	-	-	-	-	-	-	-	-	-	-	-	-
	Internal -Interest on Loans	-	5,161	5,161	100%	-	46,451	46,451	100%	61,935	61,935	-	-
	Internal Network & Assets Mngt	59,156	59,156	-	-	532,402	532,402	-	-	709,869	709,869	-	-
	Internal Rates expense	-	-	-	-	17,476	16,123	(1,353)	(8%)	16,123	16,123	-	-
	SIESA Electricity Internal Expe	459	474	15	3%	4,103	4,264	161	4%	5,686	5,686	-	-
Total		1,359,578	1,366,975	7,397	1%	12,242,402	12,318,723	76,321	1%	9,164,674	9,164,674	-	-
Net Surplus/(Deficit)		1,421,477	541,253	880,223	163%	3,427,465	4,828,599	(1,401,134)	(29%)	10,637,983	13,836,212	3,198,228	30%



For the period ending March 2018

Council Rooding Report



		Rooding											
		Monthly				YTD				Full Year Budget			
		Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var%	Budget	Projection	Variance	Var %
Capital Expenditure													
Capital Expenditure	Assoc Imprvmnts - Acq LOS	14,937	-	(14,937)	-	14,937	-	(14,937)	-	-	-	-	-
	Bridges - Renewal	166,443	77,927	(88,517)	(114%)	803,666	701,340	(102,326)	(15%)	935,120	935,120	-	-
	Drainage Renewals - Acq LOS	9,971	93,482	83,512	89%	673,587	841,339	167,751	20%	1,121,785	1,121,785	-	-
	Drainage Renewals - Renewal	67,478	17,272	(50,206)	(291%)	331,417	155,446	(175,970)	(113%)	207,262	207,262	-	-
	Minor Improvements Acq LOS	501,673	225,664	(275,979)	(122%)	1,147,601	2,031,248	883,647	44%	2,059,917	2,708,331	(648,414)	(31%)
	Minor Improvements Demand	201,820	100,000	(101,820)	(102%)	503,055	900,000	396,945	44%	-	1,200,000	(1,200,000)	-
	Minor Improvements Renewals	81,451	-	(81,451)	-	1,040,604	-	(1,040,604)	-	-	-	-	-
	Pavement Rehab - Acq LOS	-	33,367	33,367	100%	-	300,301	300,301	100%	400,401	400,401	-	-
	Pavement Rehab - Renewal	297,682	113,687	(183,995)	(162%)	1,333,911	1,023,182	(310,729)	(30%)	3,950,167	1,364,243	2,585,924	65%
	Preventive Maint - Renewals	12,149	21,560	9,441	44%	77,502	194,308	116,716	60%	259,077	259,077	-	-
	Seal Rd Resurface - Acq LOS	1,204,759	743,105	(461,654)	(62%)	4,694,878	6,687,946	1,993,068	30%	4,150,000	8,917,261	(4,767,261)	(115%)
	Seal Rd Resurface - Renewal	642,687	396,110	(246,578)	(62%)	3,840,110	3,564,986	(275,124)	(8%)	4,753,314	4,753,314	-	-
	Structure Component - Renewal	49,654	18,993	(30,660)	(101%)	150,548	170,940	20,392	12%	227,920	227,920	-	-
	Traffic Services - Acq LOS	599	80,188	79,589	99%	15,447	721,692	706,245	98%	962,256	962,256	-	-
	Traffic Services - Renewal	154,087	73,005	(81,082)	(111%)	465,345	657,041	191,695	29%	878,054	878,054	-	-
	Unsealed Rd Metal - Renewal	140,902	143,260	2,358	2%	1,249,724	1,289,344	39,619	3%	2,094,125	1,719,125	375,000	18%
	Vehicles - Renewal	39,500	-	(39,500)	-	118,718	59,359	(59,359)	(100%)	36,111	118,718	(82,607)	(229%)
Total		3,585,792	2,137,679	(1,448,113)	(68%)	16,461,141	19,298,471	2,837,330	15%	22,033,509	25,770,867	(3,737,358)	(17%)



TRANSPORT COMMENTARY

Operating Income

YTD Income is \$23.8M versus a Budget of \$24.4M with a variance of \$600K or 2.5%. The variance is predominantly due to the timing of capital expenditure (\$642M).

Operating Expenditure

YTD Operating Expenditure is \$20.3M versus a Budget of \$21M with a variance of \$700K. This is related to the timing of various works and those being weather dependent.

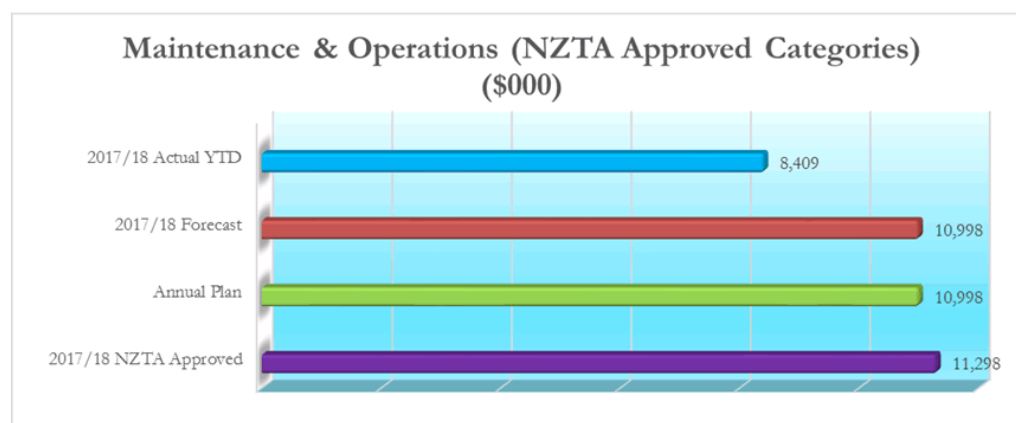
Capital Expenditure

YTD Capital Expenditure is \$16.46M versus a Budget of \$18.46M with a variance of (\$2M). The variance is predominately due to the timing of Capital Expenditure in relation to seasonality of programmed works.

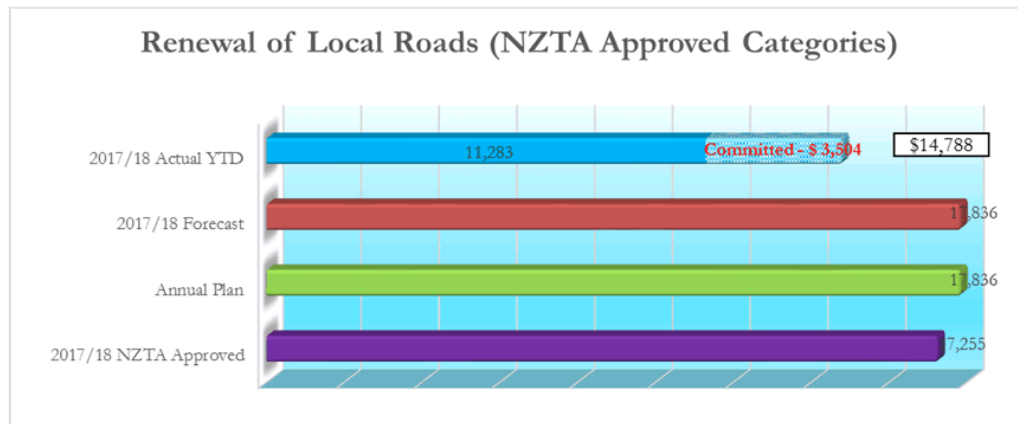
Other Comments

NZTA Performance

The below information includes the main business activity for Council (excluding the Alternative Coastal Route Seal Extension and other Business Units that are fully funded by NZTA).



Financial Tracking vs Plans (Maintenance)			
YTD	Forecast	Annual Plan	NZTA Approved
76.46%	75.00%	75.00%	74.43%



Financial Tracking vs Plans (Capital)			
YTD	Forecast	Annual Plan	NZTA Approved
63.26%	75.00%	75.00%	65.39%

NZTA Commentary

Maintenance is on budget, it is expected that the Alliance contracts will be on budget at year end. A forecast meeting will be held in April to confirm each Alliance's forecasted position this will also involve adjustments to each activity (NZTA category) as required.

Capital Expenditure is tracking below budget, currently the Strategic Roding team have \$15M of projects already tendered and at various stages of completion.

Bridges

Two bridge replacements were successfully awarded in February. An issue with fish passage has again put the projects in jeopardy of being completed by 30th June. As a condition of being an "Affected Party", Doc and Iwi will only allow works to be undertaken between December and March. The Waianiwa Oporo bridge replacement's completion has been delayed due to the contractor installing the box culvert approx. 500mm higher than designed. Currently the contractor is attempting to get a variation to the resource consent, if this is not approved by Environment Southland the box culvert will need to be removed in which case this will require a new box culvert. SDC are currently holding payment for this work. Wyndham Valley structural component replacement (replacing of beams and deck) was awarded to Southroads in February, construction is due to begin in early April. Two replacement bridges will have tender documents drawn up in April to be tendered prior to July, these will be design builds. This is based off discussions with Bridge it NZ (prefabricated bridging company).

**Rehabilitations**

Currently Otapiri Gorge, Kennington Waimatua and Mabel Woodstock are complete with Ferry Road due for completion in April. Otautau Wreys Bush is under construction with sealing to be held off until 2018/19 due to it being late in the season.

Reseals

The Eastern contract had a budget of 526,232 m2 currently 476,092 m2 have been completed with 42,630 m2 to be carried forward to 2018/19 leaving 7,510 m2 remaining.

The Western contract had a budget of 547,052 m2 currently 492,083 m2 have been completed with 36,227 m2 to be carried forward to 2018/19 leaving 18,742 m2.

LED Installation

The LED project is continuing to progress with the following towns completed;

Edendale

Wyndham

Wallacetown

Thornbury

Ohai

Nightcaps

Te Anau (20% completed)

Otautau is expected to be completed by the middle of April. NES will then move onto the remainder of Te Anau then Manapouri. At this stage it is estimated that the contractor will have approx. 65% of the network completed by 30th June. Roading has been in contact with NZTA and are waiting for a response regarding the options post June.

Pavement Marking

The pavement marking contractor (Downers) is significantly behind remarking the whole network, Downers have subcontracted to Fulton Hogan as well as bringing additional resource down from Nelson. Based off Downers updated programme it is expected that the Pavement Marking will be approx. 25% from a full remark of the sealed network. A meeting is to be held in July to discuss options moving forward and working towards achieving a positive outcome for Council. Several issues caused this contract to fall behind, the contract was let late in the October allowing little time for the contractor to resource up. SDC requested additional work including Tourist Arrows, No Overtaking line adjustments and Thermo Plastic at various intersections have all contributed to Downer falling behind. Additionally Downer were not expecting to be awarded both reseal



contracts meaning additional resource to be able to complete the remark with the time period (48 hours).

Overall Roding are still on track to meet Budget at the 30th June 2018.

Other Projects

The final two guardrail packages have been tendered for the financial year Opus have two more packages to be released if required. Roding are looking at releasing a single package for Branhholme Makarewa this will depend on consultation with contractors and resource availability.

An additional drainage package has been awarded to the Roding Company this has a contract completion date of 30th June 2018 meaning any work not completed by June will not go ahead in 2018/19.

Roding are continually reviewing the budget and allocating work to ensure the full utilisation of the NZTA budget.

Other Commentary

Slope Point Road is complete, with the curve advisory signage being installed March 2018. All that remains here is the completion of the car park (this is expected prior to the 30th June however priority is the remainder of the main portion of works) and a post construction review of the speed limit. Progress on the main route through March 2018 has been good considering the weather, as there was moderate rainfall thru March. Approximately 59% of the project is now sealed this includes 5.5km on Slope Point Road with a further 17% likely to happen with the next two weeks subject to weather. The main route has been sealed from the Otara end down to the Estuary and the Otta seal has been laid for the 2km stretch along the Estuary. Opus have started the thrust gauging and curve advisory investigation on site in March to confirm what signage is required on the first half of the main route. The next stage of seal proposed is from the end of the new Otta seal thru to Curio Bay - the exact extent will be subject to the outcome on the extent of the slip repair required. The AP65 material is nearing full completion on the main route and the M4 AP40 is also nearing completion ready for sealing in April. It is still anticipated that this section of road will be constructed and sealed by the end of this construction season. Waipapa Point earthworks and drainage have started, at this stage it is not anticipated it will be sealed this season unless weather conditions are appropriate to allow this to happen.

Curio Bay Slip

A slip occurred at the Curio Bay end in March, the Roding team have engaged Opus for Geotech advice and design. McNeill's were engaged to drill six core samples, this occurred on the 27th of March, this information will be used in the design. The costs to date are \$40K, as more information becomes available Roding will update Council.



Special Purpose Roads are currently under budget. This Business Unit is 100% funded from NZTA this has no overall impact on SDC. The Lower Hollyford Road has required no emergency works this year however the section down to Marion Falls has been sealed by NZTA. An item was identified in the Forecast as the sealing is expected to cost in excess of \$275K. The Chaslands Slip project was put to tender however the tender price was significantly higher than estimate. This is awaiting approval from NZTA which is expected by the 18th April. Based off the programme supplied it is expected that the completion date will be late January 2019.

Transit Recoveries are expected to be on budget at year end, this Business Unit is also 100% funded by NZTA this has no overall impact on SDC.

Management Report

Record No: R/18/4/10027
Author: Steve Ruru, Chief Executive
Approved by: Steve Ruru, Chief Executive

☐ Decision ☐ Recommendation ☒ Information

Chief Executive

Water Issues

1. During the month the Minister of Local Government announced the establishment of a 3 waters review, which follows on from the work that they have completed to date in considering the recommendations from the Havelock North Drinking Water Inquiry that was released in late 2017. A copy of the cabinet paper and other reports relating to the review are available on the DIA website www.dia.govt.nz/three-waters-review
2. The work completed by the Government to date has concluded:
 - That the operating environment is becoming more complex because of rising standards and expectations, risk and resilience issues, and the funding pressures to renew and extend infrastructure;
 - There are risks to human health and the environment in some parts of New Zealand;
 - There is evidence of affordability, capacity, and capability concerns in some areas of New Zealand;
 - There is inadequate system oversight and connection between different parts of the overall system;
 - There are variable asset management practices throughout the country which have efficiency and effectiveness consequences;
 - Existing reporting obligations do not provide consumers and other stakeholders with accurate, meaningful, and easily assimilated information. This position fails to incentivise performance improvement.
3. The perceived consequences of these concerns are:
 - A risk of further Havelock North type of events;
 - Housing infrastructure supply being unable to meet demand in high-growth areas;
 - A failure to meet national and local environmental outcomes for freshwater and the marine environments;
 - A constrained ability to plan and fund robust systems to meet the hazard landscape;
 - Limitations on developing regions particularly where business establishment or expansion is dependent on the existence of reliable water infrastructure.

4. The review is to be completed and decisions made by Cabinet in October 2018 so that any financial implications of the decisions made can be included in the 2019 Budget. Hence, the work is to be progressed within a very tight timeframe particularly given the wide scope and complexity of the work to be completed before then.
5. As part of the review the Department of Internal Affairs will be establishing the following four work streams:
 - i. Effective oversight, regulatory settings, and institutional arrangements relating to three waters;
 - ii. Funding and financing mechanisms, including analysis of a range of options for funding the three waters infrastructure system;
 - iii. Capacity and capability of decision makers and suppliers (including consideration of the Government Havelock North Drinking Water Inquiry's recommendations for the aggregation and licensing of drinking water suppliers);
 - iv. Information for transparency, accountability and decision making.
6. Each of the four work streams will identify the range of options available to address the issues which have been identified to date. It is expected that this will include a move to establish an independent regulatory agency. The implications, including potential cost impacts, for local authorities will be depend on:
 - The design and breadth of role of any independent water infrastructure regulator;
 - The incentive or mandatory regime that might drive supplier aggregation;
 - The cost and timeframe to meet increased regulatory standards;
 - The degree of rigour of any possible licensing regime;
 - The nature of any changes to the existing planning regime to heighten the enforcement regime;
 - The nature of the relationship between existing regulatory institutions and any new regulatory body; and
 - The impacts of any changes to central government accountabilities for water infrastructure policy.
7. Given the tight timeframes within which the Government's review is to be progressed Local Government NZ (LGNZ) will be looking to accelerate the work that they have been completing in this space, primarily through their Water 2050 project. As part of this work they recently released a Stage 1 report expressing their views on a potential model for the establishment of a water regulator. A copy of the report is available at www.lgnz.co.nz/assets/Uploads/45959-LGNZ-Water-2050-Governance-FINAL.pdf
8. The report proposes:
 - A co-governance model that would bring together the information held by central government policy makers with the knowledge of local issues held by local government and the technical insights of suppliers and assessors;

- The co-governance entity would be responsible for continuously evaluating and recommending to the Minister refinements to drinking water standards and mandatory processes;
 - The enforcement of the standards by a regulator which should be independent from any policy-making department;
 - Replacing the current ‘principles-based’ approach to the regulation of drinking water with an outcome or performance-based form of regulation.
9. A Stage 2 report, which will look at the detailed design for a co-regulatory model for drinking water is currently under development and is expected to be released in coming months.

Climate Change

10. The Deep South Science Challenge has recently released a discussion document which sets out current understanding of the vulnerability of communities to rising seas and more frequent flooding.
11. The report confirms that many communities and Iwi in coastal and flood-prone locations face an uncertain future because of climate change. It identifies that Councils will need to be proactive in working with exposed communities, anticipate the support that may be required, and offer equitable solutions. However, the report has identified that we do not yet have a good understanding of a number of issues, including:
- Identifying who might be disproportionately affected by climate change;
 - How institutions for addressing climate change impacts and adaptation could focus on protecting vulnerable people and communities;
 - Understanding how local government’s planning for climate change adaptation can focus on reducing impacts on vulnerable people and communities;
 - How information about climate change impacts and adaptation can be most effectively communicated to facilitate positive attitudes and constructive.
12. The Government has also recently established an Interim Climate Change Committee to advise on how agriculture can be included in the current Emissions Trading Scheme and also how New Zealand can move to having 100 percent of its electricity generated by renewable energy.
13. This work is important as the Government works towards the formation of a new Climate Change Commission and introduction of a Zero Carbon Act next year. Keith Turner, who chairs the Milford Opportunities Project has been appointed to this Committee.
14. The work that is occurring in the emissions reduction area is very important to our Southland communities given that agriculture currently accounts for close to half of New Zealand’s total emissions. As a result achieving real reductions in the agriculture area is fundamental to New Zealand being able to achieve its targets under the Paris Accord.

Low Emissions Economy

15. The Productivity Commission has now released its draft report www.productivity.govt.nz on how New Zealand can transition to a low-emissions economy. The report is in response to a

request from Government for the Commission to identify options for how New Zealand can reduce its domestic greenhouse gas emissions through a transition to a low-emissions economy, while at the same time continuing to grow income and wellbeing.

16. The draft report provides insights into how and where emission reductions can be achieved, the emissions-pricing and other regulatory policies that will be required to bring about the transition, and the challenges, opportunities, benefits and costs of alternative transition pathways. It also notes that current land use will change significantly across NZ as part of the transition.
17. The recommendations in the draft report include:
 - a strong signal from the Government, and preferably from across the Parliament, about its long-term commitment to transitioning to a low-emissions economy;
 - establishing an institutional framework that supports policies for transition;
 - a broad-based and effective emissions pricing scheme that includes phasing in agriculture;
 - supporting regulation and policies, such as a “feebate” scheme for imported vehicles;
 - more resources focused on low-emissions research and development, especially for agriculture; and
 - mandatory financial disclosures about climate risk.
18. The report is open for submissions until 8 June following which the Commission will finalise its report by August.

Roading GPS

19. The Government released the draft Land Transport Government Policy Statement for consultation at the beginning of April.
20. The GPS helps guide investment in transport by providing a longer-term strategic view of what is prioritised and why. The new strategic priorities outlined in the document reflect the Government’s commitment to:
 - Safety;
 - Mode neutrality;
 - Liveable cities;
 - Regional economic development;
 - Protecting the environment; and
 - Delivering the best possible value for money.
21. The GPS represents a shift in government priorities from the previous GPS. In particular there is now a much stronger emphasis being placed on road safety and a more to supporting broader regional development. The focus that was previously placed on a number of ‘roads of national significance’ projects is now significantly reduced. Other themes in the draft GPS 2018 include:
 - a mode-neutral approach to transport planning and investment decisions;

- incorporating technology and innovation into the design and delivery of land transport investment; and
 - integrating land use and transport planning and delivery.
22. Submissions on the draft GPS were open until 2 May. It is expected that the final GPS will be released in mid-May so that the Land Transport programmes for 2018/19 can be finalised before 30 June.
23. Initial indications are that the new draft GPS is not expected to have a significant effect on Southland District Council's transport plan for the next three years. This has been further supported by recent correspondence from NZ Transport Agency which has provided Council with an update on its funding application for the 2018-21 National Land Transport Programme – indicative investment levels for continuous programmes.
24. At its meeting on 20 April the NZ Transport Agency Board made its decision on indicative investment levels for continuous programmes. Continuous programmes relate to local road maintenance, state highway maintenance, public transport services and road safety promotion programmes. Council requested \$70,228,000 over the three years and indicative funding approval has been received for this quantum.
25. The Board made its decision ahead of the adoption of the NLTP on 31 August to assist Councils with budgeting, long-term plan development, and Regional Transport Committees to finalise their Regional Land Transport Plan (RLTP). The NZTA Board will confirm the funding allocations for these programmes when it adopts the NLTP.
26. The local road maintenance programme has traditionally included renewals, maintenance and operations of local roads. The draft GPS has signalled footpath maintenance as now being eligible for NLTF funding which may create opportunities to access funding. In anticipation of its inclusion in the final GPS, an indicative funding allocation for footpath maintenance has been made nationally. What this actually means for Council still needs to be worked through with the NZ Transport Agency as there is little detail available at present. Staff will continue to work with NZTA on how this funding can be accessed.

Local Government (Community Wellbeing) Amendment Bill and Local Electoral Matters Bill

27. A Local Government (Community Wellbeing) Amendment Bill and the Local Electoral Matters Bill have been introduced to Parliament and referred to select committee.
28. The Local Government (Community Well-being) Amendment Bill seeks to reinstate the four well-beings back into the Local Government Act and acknowledges the role local leadership has to promote the social, economic, environmental and cultural well-being of citizens and communities. Explicit statutory recognition of the four well beings is recognition that local authorities, by their nature, have a broad responsibility to make their jurisdictions, whether towns, cities or regions, better places in which to live.
29. The Bill also seeks to give Councils back the ability to collect development contributions in order to fund increased demand for community facilities, such as libraries, sports grounds and swimming pools resulting from developments. The ability to fund these activities through

development contributions was removed from the Local Government Act by the previous government.

30. The Bill also seeks to modify the development contributions power so that it is clear that advances of financial assistance from the NZTA that are recoverable do not affect the power of territorial authorities to collect development contributions for projects financed using this mechanism. This provides clarity in an area that has been contentious for some time.
31. The Local Electoral Matters Bill addresses the design, trial and analysis of new voting methods for local elections, and will make it easier to trial electronic voting, including online voting.

Auditor General Local Government Report

32. The Office of the Auditor General (OAG) has recently released its report on local authority financial performance for the 2016/17 financial year.
33. In the report the OAG notes that they continue to be concerned that a number of local authorities might not be investing enough to ensure the maintenance of infrastructure capacity, which is critical to be able to ensure the ongoing delivery of services in the long term.
34. While the appropriateness of comparing asset renewals with the level of depreciation can be questioned it is important to recognise that a prolonged period of under investment can create an infrastructure deficit risk including an increased risk of asset failure and/or the transfer of costs to future generations.
35. The cost transfer issue is a 'known' issue for the sector given that the funding of depreciation did not become a requirement until relatively recently.
36. The report also highlights the need for ongoing investment in the development of good quality and reliable asset management data noting that **"without good information about assets, elected members cannot make good decisions about whether they are spending the right amount at the right time on the assets they govern"**.

Freedom Camping

37. Freedom camping has been a topical issue with significant discussion occurring around different parts of New Zealand. Mayor Tong was one of 30 Mayors who met with Tourism Minister Kelvin Davis and senior officials to discuss freedom camping issues on 8 March. The discussions were wide ranging and highlighted the diversity of views that exist in relation to freedom camping and how it is best managed. The challenges facing different local authorities vary around the country.
38. There was also a national freedom camping symposium held in Nelson on 19 April, in conjunction with the Zone 5 and 6 meeting. The symposium was very well attended with a range of representatives from local government, the tourism industry, NZ Motor Caravan Association and central government in attendance.
39. The level of commitment that central Government has to addressing the issues was demonstrated by the attendance of Hon Nanaia Mahuta, as the Minister of Local Government, and Hon Eugenie Sage, as the Minister of Conservation. This can be seen as a clear indication that Government are wanting to develop a better understanding of the issues and opportunities that might exist to address the issues which are currently being experienced.

40. As can be expected there were a wide range of views presented at the meeting with some areas clearly seeing freedom camping as providing an opportunity to grow the tourism industry and the economic contribution that it makes to local communities, while others see it as a significant issue that requires a significantly tighter level of control introduced.
41. There remains a level of concern, particularly at the national level, that if action is not taken to address the impacts that freedom camping is having in communities currently experiencing problems that it may begin to have an impact on the level of community support for the tourism industry. Given that tourism is now New Zealand's biggest export earner it is clearly important that the industry be allowed to grow in a way that manages its adverse impacts, including its impact on local communities.
42. At a local level staff are continuing to monitor the situation and have work planned to look at developing a district wide management strategy once the direction of any national policy review work becomes clearer.

Road Safety Summit

43. A local government road safety summit was held in Wellington on 9 April 2018. Key themes emerging from the discussions at the Summit included:
- The need for strong and ongoing leadership on road safety from central government, including consideration of the Vision Zero approach to road safety;
 - There should be clear government road safety targets and consideration should be given as to whether local government should be tied to any interim targets;
 - Support for increased funding for road safety projects including changing Funding Assistance Rates;
 - The processes for accessing funding for road safety improvements should not be unduly onerous and disproportionate to the scale of the project;
 - The process for changing local speed limits, including looking at how default speed limits are set, should be simplified and streamlined;
 - Road safety should be a whole of government approach and should bring together a wide range of government agencies, all of which should share a consistent view;
 - Improving the safety of children and other vulnerable users walking and cycling to school, including an increased use of eBikes, should be a priority;
 - There should be increased use of road safety education campaigns, as well as an increased level of on-road enforcement by New Zealand Police;
 - There should be improved access to national data especially for smaller Councils which may lack specialist data analysis skills;
 - Ensuring consistent national standards for road markings, signage, and road designs.
44. The Associate Minister of Transport, who also attended the summit, has asked officials to start investigating how these and the other ideas that were recorded can be developed further. Further

information related to the summit is available on the Ministry of Transport website
www.transport.govt.nz

Southland Regional Development

45. All four Southland Councils have now endorsed the recommendation of the Joint Committee to proceed with the establishment of a new Southland Regional Development Agency as a CCO. Following the confirmation of these decisions work will now proceed with the next phase of work needed to establish the new Agency.
46. The work to be progressed in the next phase will include the drafting of constitutional documents, identifying a process for the appointment of the Board and commencing an internal Southland District Council process to identify the range of services that it might want to purchase from the new Agency.

Finance

47. Council staff are currently compiling the required information in preparation for the annual insurance renewal which is due to expire on 30 June 2018. This information will be provided to insurers so they can provide policy details and quotes to Council before the expiry date for confirmation and placement.
48. Audit NZ visited in mid-April to undertake their interim audit procedures in preparation for the audit of the annual report for the year ended 30 June 2018.
49. Staff are awaiting the management report from Audit NZ in relation to recommended areas for improvement. This report will be provided to the Finance and Audit committee at its June meeting.
50. Council have engaged Deloitte to undertake a fraud risk assessment exercise. Deloitte were onsite for 2 days at the end of April to undertake a number of workshops with key staff. These workshops and the results of an online survey of Council staff, will inform a fraud risk assessment report which will be included in the June Finance and Audit committee agenda.

Libraries

51. By the time this report is read, our partnership with Kōtui as the Library Management System will be in place. We will also have launched a new Library webpage, with great support from the Communications team, as part of the project. Users will need to update their library cards if they have not already done so.

Customer Support

52. Below is a table showing the work completed within the Customer Support Group for March and April 2018.

	March 2018	April 2018
Total number of calls to 0800 732 732	4487	3936
Abandonment rate	0.16%	0.28%
Request for Service received	541	591
Top three requests types	1. Change of address 2. Building inspection requests 3. Rooding matters	1. Building Inspection Requests 2. Change of address 3. Rooding matters
Processed payments to Council	7002	7140
• Cash	2%	2%
• Cheque	8%	6%
• Direct Credit	60%	59%
• Direct Debit	26%	27%
• Eftpos	5%	4%
Number of visitors to our Libraries and Council Service Centres *Excludes Invercargill, Stewart Island, Wyndham and Book Bus	11652	10851

Services and Assets

Group Manager's Update

53. It has been a busy time for the team, with a number of important work streams currently underway. A priority for staff has been summarising, considering and responding to the Long Term Plan submission feedback.
54. Earlier in the month Environment Southland finalised their Land and Water Plan. This document has some significant implications for our long-term asset management strategies in relation to our three-waters assets. As such, a working group has been established including other local Territorial Local Authorities in a bid to undertake a detailed review of the plan and determine next steps.
55. As we draw to a close on the latest New Zealand Transport Agency three year funding cycle our transport team is working very hard to maximise the value able to be elicited from the funding whilst also seeking to ensure that our delivery resource has a steady stream of work to deliver in the new financial year as we embark on the next three year cycle.
56. In addition to the day to day activity and asset management functions undertaken by the group there are a number of other key strategic activities requiring some focus. Some of these include:
- the establishment of a consolidated Project Management Framework;

- a review of reporting functions across the group;
- an upcoming Stewart Island Electrical Supply Authority Contractor Procurement exercise;
- the Community Facilities 17A Review Implementation Plan;
- the Open Space Implementation Strategy;
- the management structure and resource associated with Stewart Island Electrical Supply Authority, Te Anau Airport and Southland District Council Forestry Activities.

Stewart Island Electrical Supply Authority (SIESA) (PowerNet)

57. A review and update of the SIESA Asset Management Plan is a priority for the coming months. Concurrently, further assessment of the management contract needs to be undertaken as the existing contract draws to a close mid-year.
58. It is anticipated that a further extension of this contract will be necessary in order to enable an adequate assessment and procurement process to be undertaken.
59. Unit 4 engine replacement is now programmed for the third week in May.
60. Damage was reported to a pillar box at Petersons Hill, this was probably caused by vehicle impact, the pillar was immediately made safe and repaired shortly afterwards. There have been concerns expressed that some pillar boxes on the more recent sub-divisions are unprotected and prone to vehicle damage.
61. In February, certification checks were made on the day tank and fuel line installation which had been undertaken by PowerNet staff on the Island. The only issues for certification were the main tank condition and the bund. The main tanks have been surveyed and the report sent to SIESA although the general opinion seems to be that refurbishment of the existing tanks is probably not an economic reality.
62. The next step is for SIESA to make a decision regarding long term certification of the fuel system.

Forestry (IFS)

63. Harvesting is now completed at Ohai, with the crew now re-established and operating in the Waikaia forest. All production, safety and financial targets are anticipated to meet and exceed expectations.
64. With a full year reforecast program of 48,000 tonnes, there remains 28,000 tonnes to be harvested by the end of the year. Log prices are slightly back for export in April, but overall still well up on budget. There has been no change in domestic sawmill prices.
65. The pruning and thinning program is close to completion which included the Gowan and Ohai Forests. Preparation for planting at Ohai for this winter is awaiting an aerial pre-plant spray, to be completed in April.
66. The mandatory emissions return for the Post89 ETS (2013-18 period) has been submitted and approved by the Ministry for Primary Industries. With the influence of harvesting there is a net unit loss resulting of 15,000 units to cover harvest liabilities. These units will be surrendered from the Council to the Crown soon.

Te Anau Wastewater Discharge Project

67. Following the decisions made at the 13 December 2017 Council meeting to approve the business case for the Kepler option, albeit subject to a final decision being made as to the preferred discharge method staff have been progressing the work needed to give effect to the decisions made. This includes:
- Establishment of the project team and associated processes needed to enable the project to proceed to the next phase. The recruitment process for a Project Manager is currently underway.
 - Progressing the development of the detailed design for the reticulation system needed to transport the treated wastewater from Te Anau to the Kepler block. This has included surveying of the proposed route for the disposal pipeline.
 - Development of a 'basis of design' report conceptual design for a sub-surface drip irrigation disposal system at the Kepler block
 - The appointment of a peer reviewer, Ben Stratford, and the engagement of Peter Riddell to provide comments on the design and costings for the proposed sub-surface drip irrigation system.
 - Completion of a bird strike risk assessment report for the Te Anau Manapouri airport
 - Commissioning of legal advice on the resource management issues that will need to be considered in advancing a new disposal method
 - Development of further financial models to support future decision-making as to a preferred disposal method once the costs and risks associated with Option 3 have been developed further
 - Development of advice (including the drafting of a brief for legal advice) on the Local Government Act 2002 decision-making requirements if the Council were to make a decision to adopt an alternative disposal method
 - Preliminary consideration of the procurement methods that might be used and the process that might be used to assess each of these.
68. Changes to the terms of reference for the Te Anau Wastewater Discharge Project Committee have also now been approved by Council. These changes reflect the current status of the project and Council's desire for the Project Committee, along with the Finance and Audit Committee and Services and Assets Committee to provide commentary on the revised business case before it is presented back to Council.

Land and Water Plan Implementation

69. Under the National Policy Statement for Freshwater Management (NPS-FM) water quality and quantity are to be maintained and improved, with any over allocation to be phased out over time. Environment Southland is required to set environmental limits by 2025, with all 'communities'

required to meet those limits in due course. They are progressing this work via their proposed Water and Land Plan.

70. To assist with addressing the impacts of these changes on local authority infrastructure, Environment Southland have formed a Three Waters Officer Working Group. The objectives of the group are to work through the implications of the new freshwater standards, develop an agreed approach to the re-consenting of local authority infrastructure and ensure that the organisational objectives are aligned.
71. Council staff and elected members from the three Southland Territorial Local Authorities, presented evidence to the hearing panel in September. Decisions have now been released with the appeal period closing on 17 May. Council staff are currently considering options and will report to Council on a decision recommending appeal or otherwise.

Review of Solid Waste Contract Arrangements

72. The WasteNet Southland Waste Management Group recently notified contractors Bond Contracts and Southland Disability Enterprises Limited of its intention to begin negotiations, around rolling both contracts over. Both contracts are currently in year six of an initial eight year duration, with ability to roll over for a further eight years. Negotiations are due to begin in April 2018 and will be led by an independent facilitator.

Operations and Community Services

73. The new TIF application projects are tracking well. The cost estimates for each of the locations are nearing completion.
74. The Lumsden Project has started with South Roads completing preparation work for the sealing and at this stage, subject to weather the project is on track.
75. All Community Engineers areas are tracking well with Request for Services. There is a workshop coming up with Customer Support Partners and the Community Engineers to review and assist with the information they get from the customer at lodgement of the RFS.

Work Schemes

76. The main projects completed over the last month have been memorial monument preservation, building of a Pole Shed at Church Street, Riverton, mowing throughout district, track maintenance and noxious weed control in reserves.

Alternative Coastal Route Seal Extension Project

77. This project is tracking behind schedule and recent weather events have slowed progress. The Roothing Company have completed all the earthworks and drainage works on the Otara Haldane Road section. Construction on this section is nearing completion with 60% of the route sealed.
78. The earthworks and drainage are have started along the Waipapa section and are approximately 50% completed.

District-Wide Resurfacing Contract

79. Downer have completed all the chip sealing for the 2017/2018 season.

LED Streetlight Replacement Programme

80. Network Electrical Services have established a third crew on the project and still believe they will be able to complete at least 65% of the network by 30 June 2018. It is noted that NZTA have now extended the 85% funding for the programme until 2021.
81. They are currently working in the Te Anau area as accommodation availability allows and when not, they are working in the Otautau area.

Riverton Water Structures

82. Progress is continuing to be made on the Riverton Wharves. Licencing and overview of the repair works of the jetties has occupied staff time. Most licence holders are progressing with essential repairs. However some are not and the time will come soon when decisions need to be taken about action for those not carrying out repairs.

Golden Bay Wharf

83. Negotiations have been continuing with South Port and Rakiura Adventures over the potential transfer of ownership and redevelopment of the Golden Bay Wharf.
84. Through this process the legal position re the public right to pass over and use any coastal structure, including the Golden Bay Wharf and pontoon, has been confirmed. Any restrictions, including the right to charge, for such passage need to be reflected in the relevant coastal permit.
85. Conceptual designs for replacement of the Golden Bay Wharf have also been developed and forwarded to the Stewart Island Community Board and Jetties Subcommittee for their feedback.
86. A further report outlining a proposed pathway forward in relation to the ownership and replacement of the wharf structure will be taken to the Community Board, Jetties Subcommittee and Council in the near future.

Information Management

Core Systems Review

87. The proposed first phase of projects to be progressed as part of the Core Systems Review project have been identified and will be put to the June Finance and Audit meeting for approval.
88. These projects include:
 - CSR – Application Integration – This project is needed to integrate Pathway – Records Manager – IPS.
 - CSR – Trapeze (Electronic Processing) – This allows for the electronic processing of documents including building consents.
 - CSR – HRIS/H&S – The implementation of a new Health and Safety will be a key first delivery for this to continue on the great work with the eLearning and removing risk with paper based systems and better contractor support.
 - CSR – Financial Information Management Systems – Deloitte are currently working through providing assistance to reassess the options we have available. The main part will be the options around JDE and how best to re-implement this and expand the use to

provide greater functional and support to the overall business – again similar to the HRIS, this will need to be potentially phased over time.

- Project Management Framework – this includes the development of a module to support the implementation of a new project management framework.
- Corporate Performance Framework – this is looking at development of a tool/solution that will be used to capture, process, report and present this information to the various areas of Council. This work has linkages to Project Management and the Data Governance work currently underway.

89. The work being progressed in this area is resource intensive and is competing for the limited resources we have across the organisation. As a result it will be important to establish clear priorities and phase the work to reflect the availability of staff in the relevant areas. Consideration will also be given to backfilling positions where possible.

Digitisation

90. Work has continued with the final PDF files now being imported into the Council Document and Records Management system. Part of the work that is ongoing is around how Council processes will need to change in order to accommodate and support the 'Digital First' philosophy that will be critical to maximise the investment in the Property File digitisation project.

People and Capability

91. Health and Safety continues to be a focus with work progressing well on the 2017/18 plan. Our goal is for our people to be bold and to actively think about their own and others safety and wellbeing so that we deliver safe and effective services to our community and that everyone gets home safe and well.
92. As part of the implementation of the plan a health and safety framework including procedures was approved and implemented. The health and safety framework contains procedures that enables a risk based approach to managing health and safety. Critical Risk Control Plans have been drafted. The plan also requires staff to be trained in the procedures. A series of e-learning modules have been developed to do this. Each module covers the requirements of a procedure with the intent of guiding staff through the process of understanding their responsibilities and to support Council from moving to a more proactive health and safety culture. All our staff are required to complete the training.
93. Matt Keil was awarded the Emerging Leader of the year at a recent annual Society of Local Government Management (SOLGM) award dinner. Matt has worked at Council for the past four years in our Water and Waste Team in that time he has worked hard to complete engineering and management studies while managing a number of high profile projects.

Community and Futures Group

Corporate Performance Framework

94. The Corporate Performance Framework (CPF) aligns Council's intended high level direction (expressed through its Vision, Community Outcomes and Strategic Objectives) to its activities and outcomes delivered by teams and individuals.

95. Development of the CPF is now complete and work is underway in the implementation phase with staff involved in preparation for the 2018-2019 financial year and associated work programme.
96. The CPF project has been developed on the 'less is more' and is an attempt to streamline planning and reporting functions while at the same time not compromising Council's legislative and audit responsibilities. It has also been developed with the idea of being 'user friendly' for staff, minimising duplication of effort and attempting to develop a 'one source of truth' approach and a process whereby one input can be derived for use with multiple audiences and processes.
97. It is intended that the CPF will be implemented from 1 July 2018. As part of the CPF, Council will deliver on its legislative requirements – including the LTP, Annual Plan, Annual Report and Activity Management Plans.
98. Council will not be producing a Corporate Performance Report or the Corporate Performance Variance Report. These will be replaced by the Interim Performance Report (IPR) which will be produced three times a year – for the four month periods of July-October, November-February and March-June. The IPR should also align with the re-forecasting process currently implemented for these same time periods.
99. A change in the process will require the activity manager to report by exception and provide meaningful explanation of the level of performance as compared with that planned.

Risk Management Framework

100. Council has identified the need to invest in and further develop its risk management processes and approach. It is acknowledged that an organisation wide approach to risk management is important.
101. In developing the Risk Management Framework (RMF) the objective is to create a framework to effectively understand, plan for and mitigate risk across all levels and activities within SDC. Understanding and mitigating risks is central to safeguarding Southland District's critical community assets and services and other activities it is responsible for.
102. Risk management is a core enabling function that adds value to the activities of Council and supports the achievement of the strategic framework and Council's objectives and vision.
103. A comprehensive RMF will inform Council's Risk Management Policy and will:
 - Provide a consistent, structured approach to identifying and managing risk
 - Support the achievement of Council's strategic and operational objectives by managing risks that would otherwise impede success
 - Encourage an open and transparent organisational culture where risk discussion and awareness are supported
 - Facilitate better decision making practices that support risk informed choices, prioritise actions and distinguish between potential options
 - Provide assurance to Council, the Southland district community and stakeholders that critical risks are identified and are being managed effectively.

104. Council approved the engagement of Structured Conversations Ltd to undertake the design and development of the RMF.

Community Futures Research and Analysis Work Programme

105. Council is committed to undertake various research and analysis work to support its decision making and transitioning from 2018 to 2021 in preparation for the Long Term Plan 2021-2031.
106. The work to be undertaken over the period of 2018-2021 will assist in leading the development of Council's overall approach to the management of change and preparation for what the future might hold for the district and its communities.
107. The Research and analysis work and initial topics for consideration include
- Socio demographic projects – how BERL can help to shape community futures
 - Climate change and implications for Southland District
 - Service delivery framework – district vs. local service provision and levels of service
 - Rating affordability modelling and scenario planning and implications for Southland District
 - Asset renewal strategy
 - Environmental – Land and Water Plan implications for Southland District Council
 - Community facility functional hierarchy provision framework
 - Community partnership, community assistance and funding alignment approach
 - Technological change impact on communities and implications for Council
108. This is a significant programme of work identified to be advanced and developed across the organisation. This is important to assist council in delivering on the Long Term Plan 2018-2028 and the identified priority of investing in our community future planning.

Representation Review

109. On 20 April the Council adopted its Initial Proposal on the Representation review to go out for consultation.
110. Consultation opened on Monday 30 April and will close at 5pm on Wednesday 6 June. Council's proposal includes 12 councillors elected from five wards with boundary changes for the four of the wards to ensure that each ward (apart from Stewart Island Rakiura) meeting the requirements for fair representation as noted in the Local Electoral Act 2001 (the plus or minus 10% rule). Council is also proposing that Stewart Island Rakiura remain as an island community of interest. Council is also proposing (in line with the guiding principles it adopted) that there will be eight community boards across the district providing district wide coverage of community boards.
111. Public notice was given in the Southland Times and the Advocate. A copy of the consultation booklet was provided with the Advocate for distribution across the district and available from SDC offices. A copy of the booklet and a copy of the Community Governance Reference Document (which was produced to give a context, background, and a draft indicative set of terms of reference for the proposed community boards) was sent to all 175 elected members.

112. A hearings panel comprising Council and members of the Elected Representative Working Group will meet on 18 and 19 June to hear any submitters who wish to be heard and considered, and make recommendations on the proposal. Council will then on 11 July decide whether to make any changes to the proposal and adopt its final proposal. Public notice of the final proposal will then be given and there will be an opportunity for objections and/or appeals. These will be sent to the Local Government Commission who will make the final determination.

Milford Opportunities

113. The governance group met on the 19th April where they received an update on Phase 1 from the project managers. The work is progressing well with the information gathering phase nearly complete and the analysis well underway. The analysis will identify the further work that is needed to be done and the project managers will then prepare business cases for those pieces of work.
114. The team provided a survey link to give the public a chance to provide any information they are aware of as well as having an open meeting session in Te Anau and approaching stakeholders directly.
115. Also on the 3rd of May the Chair of the governance group, Dr Keith Turner, took the opportunity to meet with the Ministers of Conservation and Tourism to discuss the Milford Opportunities project

Leadership Cluster Meetings

116. Staff have re-instigated the Northern Southland Leadership Cluster meetings with the first of the meetings for 2018 being held in March in Lumsden. The meeting was very well attended by members of all the CDAs in Northern Southland and the Mararoa Waimea Ward Councillors.
117. Those in attendance discussed issues common to their area such as tourism and the impact on local facilities and speed issues on state highways. The next meeting will take place in July.
118. Staff are also working to set up a Leadership Cluster for Western Southland with the majority of Board and CDA Chairs indicating they would also like to become part of this group. The first meeting will take place over the next month.

Catchment Groups

119. With the release of the Draft Land and Water Plan many local farming communities have banded together to form local catchment groups based on land users of Southlands waterways. Initially these groups were set up to provide feedback on the Land and Water Plan to Environment Southland but have continued to grow and evolve their focus into broader projects. As an example, staff recently attended a Waimatuku Catchment Group Field Day at the Otautau Blueberry Farm where landowners, Department of Conservation, Environment Southland and Southland District Council staff were in attendance.
120. Continuing with this, an initial meeting was held in March by several parties to explore the possibility of working together collectively in the Aparima, and subsequently a much broader invitation has gone out to invite interested parties to a follow-up session to discuss the draft concept brief and project plan that have been put together by a small working group based on the discussion at that initial meeting and subsequent conversations.

121. The working description for the brief states that the Aparima project is a land manager led initiative to build and support the resilience of the Aparima catchments. It is aiming to accelerate the uptake of farm environmental management plans and good management practices (and capture and monitor the work that is being done), and to go beyond this to support the catchments and people in those catchments to transition into the future. It is proposed that this project will be implemented across the Aparima Freshwater Management Unit, of which the Aparima, Pourakino and Waimatuku Catchments are the largest catchments with each of these catchments having active catchment groups.

Stewart Island Community Plan

122. In August 2017, the Ministry of Business, Innovation and Employment (MBIE) approached Council, to lead a programme of development and consultation around opportunities and planning for the future of Stewart Island. The catalyst behind this was the Bonamia Ostreae parasite that has devastated oyster production on Stewart Island. The purpose of the project is to determine the short, medium and long term community vision for the future sustainability and growth of Stewart Island Rakiura.
123. The final report was submitted to Council 27 March, at which time Council accepted the recommendations made and endorsed the preparation of two investment proposals around Strategic leadership and wharves on the island. Following the completion of any investment proposals, a further report will be submitted to Council in June for approval to submit to MBIE.

Community Organisation and Volunteer Sector Shared Services Pilots

124. The purpose of this project is to develop and run two pilot projects around the concept of shared services and shared service delivery within two communities in the Southland district. The two communities running this pilot are Winton township and Edendale-Wyndham and surrounds. Shared services is a concept utilised throughout many groups around the country and beyond, and where there is significant benefit to the efficiency and effectiveness of community organisations and volunteer groups, can work extremely well.
125. From the Community Organisation and Volunteer Sector Research undertaken in 2017, and anecdotal information here in Southland and across other areas in New Zealand, we know that many community organisations and groups have identified barriers in their administration, and attracting and retaining people in skilled governance roles, such as Chairs, Secretaries and Treasurers. These pilots will investigate the opportunities available for shared services and what is needed to achieve this by organisations and, if appropriate, funding agencies.
126. One of the most critical aspects of shared services will be to look at how we communicate with community and volunteer groups around retaining their autonomy while also being supported by peers in a shared service environment. This will be an important part of any discussions, and will play a pivotal role in determining the success of any shared services.

Venture Southland community development staff have begun discussing this with a number of groups within the pilot areas, and will progress this over the next few months. The pilot will run for the course of the calendar year.

Community Leadership Plans

127. Council's Community Partnership Leaders have been working together to develop phase three of the community leadership plan process. Phase one consisted of workshops with elected members to seek feedback on a range of questions relating to the future of the district. Phase two involved similar workshops but this time with key stakeholders in the community. Staff are now working to develop a brief for phase three which will bring together the important findings of the first two phases into draft plans focusing on key issues impacting our people across the district. Phase three will also involve broad discussions with the wider community.

Environmental Services Group

Group Managers Update

128. Incoming resource consent and building consent applications have remained quite steady this month, with little sign of any significant winter slow down as yet. Staff are continuing to meet statutory processing times, although this has required some additional after hours work from the Building Solutions team with incoming building consent volumes continuing to be strong and in the order of 30-40 applications per week.
129. The Group Manager Environmental Services attended the National Freedom Camping Symposium in Nelson on 19th April. This was well attended and a very worthwhile seminar with very useful information exchange in relation to issues that areas were experiencing. The vast majority of these related to non-self-contained camping. There was also useful discussion on possible solutions to some issues, and a very informative and impressive presentation from the creator of the Campermate smart phone app about how technology can assist in the management of freedom camping issues and assisting to inform the best location for tourist related infrastructure.
130. The Whakamana te Waituna Trust held its first meeting in April. Councillors Keast and Duffy are the Council's appointed representatives on this Trust. This was a very positive first meeting, co-chaired by Cr Lloyd McCallum of Environment Southland and Mr Dean Whaanga, Kaupapa Taiao Manager, of Te Ao Marama.
131. The Ministry for Business Innovation and Employment is providing a grant towards a one year fixed term Project Manager - Community position for the Predator Free Rakiura Leadership group. Council has agreed to be the administrator of this funding and to management the recruitment process. This position is being advertised at present, closing late May.
132. Senior council elected representatives and staff along with Emergency Management Southland staff met with Sarah Stuart-Black the Director of the Ministry of Civil Defence and Emergency Management at Environment Southland recently to discuss the civil defence review and items of mutual interest in the emergency management arena. This was a very useful session and it was appreciated that the Director travelled to Southland to deliver this.
133. Work is continuing within the IANZ audit project team to position the council for the March 2019 2-yearly reaccreditation audit of the Council's Building Control functions

Building Solutions Team

134. The value of consented work for April 2018 is above that of April 2017. The number of consents issued for April 2018 is also up on the same period as last year.
135. The 71 consents were issued in an average of 10 working days this is down from 16 working days for the same period last year. There is an increase in the value of work associated with dwelling alterations and heating units. There is also a noted decrease in the value of work associated with farm buildings, whilst there were the same number of consents issued there was a noted reduction in the total value.
136. The workflows remain high having received 108 building consent applications for the month, this is one higher than the average for the previous three years and up from 90 for April 2017.
137. There are currently 51 building consent applications on hold and 77 consents progressing through the system. The department issued 36 CCCs and carried out 221 inspections.

Environmental Health

138. The new Food Act has enabled any authorised persons to audit a category of food approvals called 'national programmes', as opposed to template food control plans that only the local Council can audit. National programme approved businesses include garages that sell pies, or some grocery stores. To enable Councils to offer these services they offered a 'fast track' approval process.
139. Staff were surprised to learn that only four Councils in the South Island received fast track approval, being Southland District, Invercargill City, Central Otago District, and Queenstown Lakes District Councils. Dunedin is the only Council in New Zealand that has a full audit approval, without having to go through fast track.
140. Currently, the Environmental Health team has put these (discretionary) services on hold in order to focus on other priorities, but hopes to offer these services soon.

Dog Control

141. Extensive work has been carried out to reduce administration workload for dog registration. A number of initiatives have been implemented (or in the process of) to achieve this, such as new systems to enable new dogs to be registered online, a re-designed form, a prize draw to encourage online registration, and new promotional banners in our area offices.

Resource Management Team

142. The entire Resource Management team went for a visit to Te Ao Marama Incorporated. The purpose of the visit was to have an informal meeting, maintaining/strengthening relationships and give an overview of some of the projects that the resource management team are progressing. Dean Whaanga Te Ao Marama Kaupapa Taiao Manager, did a presentation on Te Ao Marama which provided a good insight into Maori culture and their spiritual background.
143. A commissioner hearing has been set for 25 May to determine a resource consent application for an RD Petroleum facility in Lumsden. The site is at 120 Flora Road on the former Sawmill site.

144. Council has teamed up with Environment Southland, Gore District Council and the Invercargill City Council to undertake high level region wide assessments on Climate Change, Biodiversity and Landscapes. These reports are due to be completed in the second half of the year.
145. The Resource Management team have been working on some internal process improvements which look towards gaining efficiency and better reporting on resource consents that are processed. The improvements are looking to be implemented by the start of the new financial year.

Recommendation

That Council:

- a) **Receives the report titled “Management Report” dated 30 April 2018.**

Attachments

- A Building Solutions - April 2018 Tables and Graphs [↓](#)

Consents issued for year to date

	Fiscal Year			
	2016-2017		2017-2018	
Application Type	Application Count	Application Value	Application Count	Application Value
Bridge/Platform/Underpass	10	\$812,800	13	\$660,100
Commercial/Industrial	82	\$10,087,810	67	\$18,068,831
Demolition			1	\$25,000
Dwellings Alterations/Additions - NOT RBW	13	\$258,330	13	\$326,500
Farm Shed/Dairy Shed/Small Industrial	164	\$11,165,056	157	\$10,964,642
Garages/Carports	78	\$1,717,430	67	\$1,514,175
Heating Units	185	\$772,785	147	\$885,347
Misc/Plumbing & Drainage	20	\$144,700	26	\$191,000
RBW - Dwellings Alterations/Additions	126	\$5,990,971	126	\$7,535,480
RBW - Dwellings New/Relocated/Sleepouts	171	\$37,135,983	182	\$44,075,584
SLEEPOUTS ONLY and Stage Dwellings New/Relocated	8	\$248,450	8	\$160,500
Swimming/Spa Pools	1	\$35,000		
Grand Total	858	\$68,369,315	807	\$84,407,159

Building Solutions April 2018

Consents issued for month

	Fiscal Year			
	2016-2017		2017-2018	
Application Type	Application Count	Application Value	Application Count	Application Value
Bridge/Platform/Underpass			2	\$82,000
Commercial/Industrial	5	\$100,000	4	\$6,660,000
Dwellings Alterations/Additions - NOT RBW			1	\$2,000
Farm Shed/Dairy Shed/Small Industrial	12	\$1,476,470	12	\$672,415
Garages/Carports	7	\$100,300	8	\$227,500
Heating Units	10	\$41,600	18	\$83,795
Misc/Plumbing & Drainage	2	\$15,000	2	\$18,000
RBW - Dwellings Alterations/Additions	7	\$624,000	14	\$1,429,700
RBW - Dwellings New/Relocated/Sleepouts	10	\$2,214,914	8	\$1,366,500
SLEEPOUTS ONLY and Stage Dwellings New/Relocated	2	\$60,000	2	\$95,000
Grand Total	55	\$4,632,284	71	\$10,636,910

Number of building consents issued V number of CCCs

Decision Count	Fiscal Year	
	2017-2018	
Bridge/Platform/Underpass	13	4
Commercial/Industrial	67	55
Demolition	1	1
Dwellings Alterations/Additions - NOT RBW	13	39
Farm Shed/Dairy Shed/Small Industrial	157	108
Garages/Carports	67	58
Heating Units	147	172
Misc/Plumbing & Drainage	26	19
RBW - Dwellings Alterations/Additions	126	65
RBW - Dwellings New/Relocated/Sleepouts	183	135
SLEEPOUTS ONLY and Stage Dwellings New/Relocated	8	26
Swimming/Spa Pools		3
Grand Total	808	685

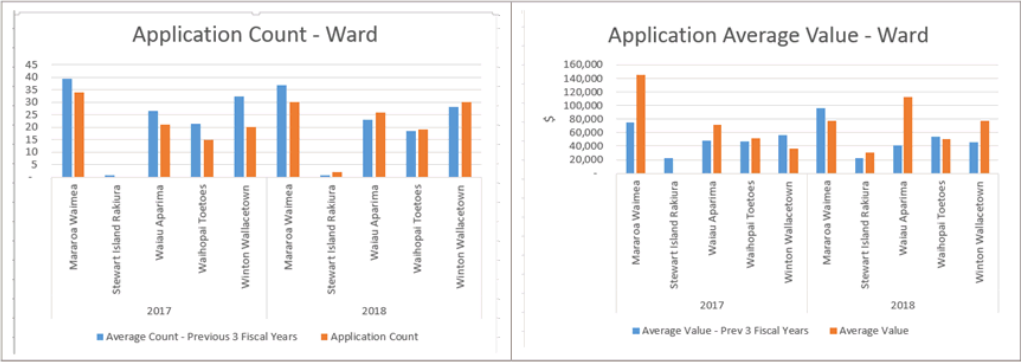
Building Consent Applications Received for the month 2017, 2018 and average for the previous three years

Lodge Fiscal Year End	Property Ward	Average Count - Previous 3 Fiscal Years	Application Count
2017	Mararoa Waimea	39	34
	Stewart Island Rakiura	1	
	Waiau Aparima	27	21
	Waihopai Toetoes	21	15
	Winton Wallacetown	32	20
2017 Total		120	90
2018	Mararoa Waimea	37	30
	Stewart Island Rakiura	1	2
	Waiau Aparima	23	26
	Waihopai Toetoes	18	19
	Winton Wallacetown	28	30
2018 Total		107	108

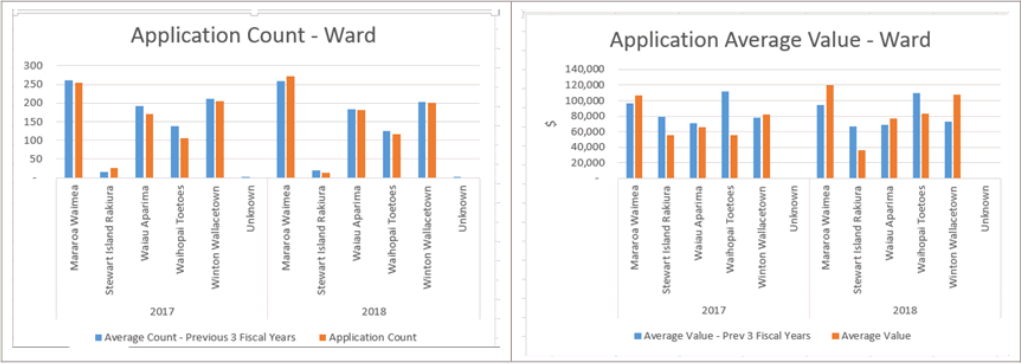
Applications received for 2017, 2018 and three year average for fiscal year to date

Lodge Fiscal Year End	Lodge Fiscal Month Name	Average Count - Previous 3 Fiscal Years	Application Count
2017	Mararoa Waimea	300	289
	Stewart Island Rakiura	15	26
	Waiau Aparima	219	192
	Waihopai Toetoes	159	121
	Winton Wallacetown	245	226
	Unknown	0	
	2017 Total	939	857
2018	Mararoa Waimea	363	301
	Stewart Island Rakiura	26	15
	Waiau Aparima	261	207
	Waihopai Toetoes	176	136
	Winton Wallacetown	289	230
	Unknown	0	
	2018 Total	1,117	891

Distribution of Consent application for the month



Distribution of Building Consent applications for fiscal year to date



Minutes of the Regulatory and Consents Committee Meeting dated 7 March 2018

Record No: R/18/4/9834
Author: Alyson Hamilton, Committee Advisor
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

Recommendation

That Council receives the minutes of the Regulatory and Consents Committee meeting held 7 March 2018 as information.

Attachments

- A Minutes of Regulatory and Consents Committee Meeting dated 7 March 2018 (separately enclosed)

Minutes of the Stewart Island/Rakiura Community Board Meeting dated 11 December 2017

Record No: R/18/4/9145

Author: Kirsten Hicks, Committee Advisor/Customer Support Partner

Approved by: Kirsten Hicks, Committee Advisor/Customer Support Partner

☐ Decision

☐ Recommendation

☒ Information

Recommendation

That Council receives the minutes of the Stewart Island/Rakiura Community Board meeting held 11 December 2017 as information.

Attachments

- A Minutes of Stewart Island/Rakiura Community Board Meeting dated 11 December 2017
(separately enclosed)

Minutes of the Stewart Island/Rakiura Community Board Meeting dated 12 February 2018

Record No: R/18/4/9146

Author: Kirsten Hicks, Committee Advisor/Customer Support Partner

Approved by: Kirsten Hicks, Committee Advisor/Customer Support Partner

☐ Decision

☐ Recommendation

☒ Information

Recommendation

That Council receives the minutes of the Stewart Island/Rakiura Community Board meeting held 12 February 2018 as information.

Attachments

- A Minutes of Stewart Island/Rakiura Community Board Meeting dated 12 February 2018
(separately enclosed)

Minutes of the Winton Community Board Meeting dated 19 February 2018

Record No: R/18/4/8749
Author: Alyson Hamilton, Committee Advisor
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

Recommendation

That Council receives the minutes of the Winton Community Board meeting held 19 February 2018 as information.

Attachments

- A Minutes of Winton Community Board Meeting dated 19 February 2018 (separately enclosed)

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

Recommendation

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

C10.1 Southland Water and Land Plan

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
Southland Water and Land Plan	s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege.	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.