



Notice is hereby given that a Meeting of the Manapouri Community Development Area Subcommittee will be held on:

**Date:** Tuesday, 22 May 2018  
**Time:** 9.30am  
**Meeting Room:** Manapouri Motor Inn  
**Venue:** Cathedral Drive  
Manapouri

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## Manapouri Community Development Area Subcommittee Agenda OPEN

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### MEMBERSHIP

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

### IN ATTENDANCE

<b>Committee Advisor</b>	Jenny Labruyere
<b>Community Partnership Leader</b>	Simon Moran

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

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**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.



## **Terms of Reference - Community Development Area Subcommittees**

Community Development Area Subcommittees are delegated the following responsibilities by the Southland District Council.

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

In addition to these activities, Community Development Area Subcommittees will consider how best to provide for our communities, and the people who live there, into the future.

Community Development Area Subcommittees will provide leadership by:

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

Community Development Area Subcommittees will adopt a strategic focus that will enable members to:

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

Community Development Area Subcommittees shall have the following delegated powers and be accountable to Council for the exercising of these powers.

### **Engagement and representation**

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

### **Financial**

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

### **Rentals and leases**

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

### **Local assets and facilities**

- Overseeing the management of local halls and community centres which are owned by Council and where no management committee exists. This will occur by way of relationship with officers of Southland District Council.
  - Appoint a local liaison person responsible for community housing.
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The Community Development Area Subcommittees can make recommendations to Council on:

**Assets and Facilities**

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

**Rentals and leases**

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

**Contracts/Tenders**

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

**Financial**

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

**Local Policy**

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

The Chairperson of each Community Development Area Subcommittee is delegated with the following additional responsibilities:

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

The Chairperson, S Mouat, to report on matters with which she has been involved since the subcommittee's last meeting.

**7.4 Councillor's Report**

Councillor Kremer to report on matters from the District Council table.

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**1 Apologies**

An apology for non attendance has been lodged by Member Gerken.

**2 Leave of absence**

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

**3 Conflict of Interest**

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

**4 Public Forum**

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

**5 Extraordinary/Urgent Items**

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

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

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

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

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

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

**6 Confirmation of Minutes**

- 6.1 Meeting minutes of Manapouri Community Development Area Subcommittee, meeting held 13 February 2018 .



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# Manapouri Community Development Area Subcommittee

## OPEN MINUTES

**Unconfirmed**

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Minutes of a meeting of Manapouri Community Development Area Subcommittee held in the Manapouri Motor Inn, Cathedral Drive, Manapouri on Tuesday, 13 February 2018 at 9.30am.

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### PRESENT

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

### IN ATTENDANCE

<b>Committee Advisor</b>	Jenny Labruyere
<b>Community Partnership Leader</b>	Simon Moran

### PUBLIC GALLERY

Irene Barnes, Lester Laughton, Allan Youldon

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**1 Apologies**

There were no apologies.

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

Lester Laughton

Mr Laughton outlined his background with masters athletics, his current training programme and requirements for training.

Mr Laughton added that he is seeking permission to use an area known as Te Aika Reserve in Manapouri for a track and throwing pad where he could train, and make the facility available to the Fiordland Athletic Club.

The Subcommittee were in agreement with the concept, and Mr Laughton was advised to provide a formal request to Council in writing outlining the proposal which is to include a health and safety plan, supervision and management of the facility going forward.

Irene Barnes – Weedbusters

Mrs Barnes reported the continuation of maintenance including on-going spraying of verges and perimeters of the reserve, drains on the walking tracks cleared, picnic seat repairs after damage by vandals. Mrs Barnes advised of the pending departure of the Jack and Glenis McNamara as they retire to Invercargill, and Mrs Barnes requested a letter of appreciation be send in recognition of their contributions to the Weedbusters group.

Allan Youldon

Mr Youldon made mention of the Te Anau Wastewater Discharge Project Committee recent meeting updating the CDA that that Committee agreed to the consented option at the Kepler Block and further investigate an option for subsurface drip irrigation.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

## **Resolution**

Moved Member Haanen, seconded Member Gerken

**Confirms the minutes of Manapouri Community Development Area Subcommittee meeting, held on 11 October 2017.**

## **Reports**

### **7.1 Council Report**

#### **Record No: R/18/2/2623**

Simon Moran (Community Partnership Leader) presented the report.

Mr Moran advised the purpose of the report is to provide an overview of key issues across the Southland District Council, as well as high level issues from various Council departments.

Mr Moran informed the report highlighted various issues of interest. Particular highlights included;

- Central Governance activities
- Southland Regional Development Strategy
- Milford Opportunities Project tour
- Long Term Plan 2018-2028
- Dog Registration Amnesty
- Te Anau Airport discussions
- Parks and Reserves – Open Spaces Report

#### Manapouri Projects

- Completion for the Turbine and Otta Sealing projects
- Further funding has been granted for the continuation of the Darwin's Barberry eradication project with work to commence in April.
- The new entrance signs for Manapouri are due for installation during March this year.

The Subcommittee was advised that income is currently on track for most business units on year to date, due to timing of invoicing or other factors this should even out again at financial year end.

Mr Moran advised that the administration expenses include the grant from the CDA to the Fiordland Trails Trust of \$15,000.00.

Mr Moran added that Frasers Beach operational budget is showing below budget expenditure mainly due to the Noxious Plants budget and Maintenance General budget not being fully utilised year to date which includes the View Shaft works budget.

Members questioned the height the trees were allowed to grow to and believed that it has been exceeded and questioned when the view shaft work would be progressed. Mr Moran advised the height has been determined within the Frasers Beach Resource Management Plan.

**Resolution**

Moved Member Pearson, seconded Member Murrell

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

- a) **Receives the report titled "Council Report" dated 5 February 2018.**

**7.2 Chairperson's Report**

**Record No: R/18/2/2680**

The Chairperson, reported on matters with which she has been involved since the subcommittee's last meeting. These included;

- Committee members meeting with staff to assist the Subcommittee with it's application for resource consent to remove trees at the Pearl Harbour toilets.
- Chairperson's meeting for CDA in regard to the representation review set down for 21 February 2018
- Subcommittee to discuss further the playground equipment options.

**7.3 Councillor's Report**

**Record No: R/18/2/2681**

Councillor Kremer reported on the following from the Council table.

- Representation Review discussions
- Tourism increased numbers for the 2017/18 season
- Long Term Plan 2018-2028 consultation for public due out for submissions

The meeting concluded at 11.50am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE MANAPOURI COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 13 FEBRUARY 2018.

**DATE:**.....

**CHAIRPERSON:**.....





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## Council Report

**Record No:** R/18/5/10903  
**Author:** Simon Moran, Community Partnership Leader  
**Approved by:** Rex Capil, Group Manager Community and Futures

Decision  Recommendation  Information

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### 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](http://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.

## Manapouri Community Development Area Subcommittee

22 May 2018

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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](http://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](http://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](http://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.

### **Libraries**

47. The Kōtui Library Management System and new Library webpage were launched in early May, 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.

### **Services and Assets**

#### **Group Manager's Update**

48. 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.
49. Environment Southland's Land and Water Plan 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.
50. 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.
51. 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.

### **Forestry (IFS)**

52. 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.
53. 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.
54. 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.
55. 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**

56. 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.

57. 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**

58. 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.

59. 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.

Council staff and elected members from the three Southland Territorial Local Authorities, presented evidence to the hearing panel in September. Decisions were released and the appeal period closed on 17 May.

### **Review of Solid Waste Contract Arrangements**

60. 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 began in April 2018 and were led by an independent facilitator. A report is going to Wastenet on 23 May with recommendations.

### **Operations and Community Services**

61. The new TIF application projects are tracking well. The cost estimates for each of the locations are nearing completion.

62. 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.

63. 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.

**Alternative Coastal Route Seal Extension Project**

64. 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.
65. The earthworks and drainage are have started along the Waipapa section and are approximately 50% completed.

**District-Wide Resurfacing Contract**

66. Downer have completed all the chip sealing for the 2017/2018 season.

**LED Streetlight Replacement Programme**

67. 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.
68. 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**

69. 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**

70. Negotiations have been continuing with South Port and Rakiura Adventures over the potential transfer of ownership and redevelopment of the Golden Bay Wharf.
71. 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.
72. 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.
73. 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.

## **Community and Futures Group**

### **Community Futures Research and Analysis Work Programme**

74. 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.
75. 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.
76. 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
77. 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**

78. On 20 April the Council adopted its Initial Proposal on the Representation review to go out for consultation.
79. 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.
80. 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.

81. 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**

82. 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.
83. 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.
84. 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**

85. 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.
86. 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.
87. 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**

88. 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.
89. 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.

90. 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**

91. 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.
92. 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**

93. 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.
94. 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.
95. 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**

96. 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**

97. 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.
98. 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.
99. 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.

#### **Environmental Health**

100. 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.
101. 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.
102. 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**

103. 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.

### **Manapouri Signs**

104. The signs have been erected at the entrance ways to the town and on SH 94 near the Hillside Road intersection. Some good comments have been received about how they look but there are also a few things that we need to consider changing too, such as their height above ground and for the SH 94 a secondary message to avoid confusion.

### **Te Aika Reserve**

105. Permission was given by the CDA and Council's property department for the construction of an athletics throwing circle in the reserve near the fire station. Hopefully this will generate an increase in the use of the area and occasionally from the Fiordland Athletics Club.

### **Frasers Beach**

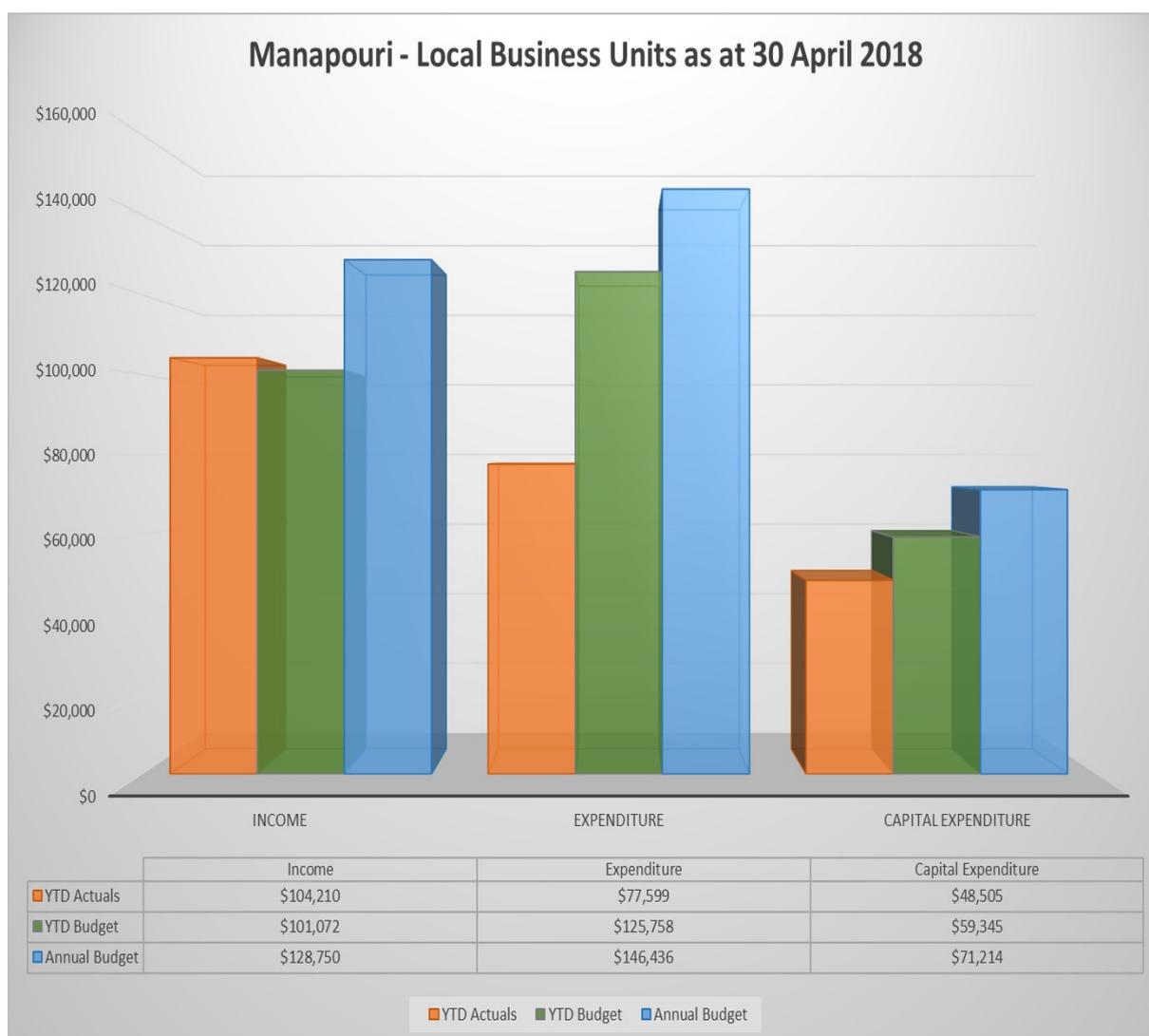
106. The Otta Sealing of sections of Frasers Beach Rd and Murrell Ave has been completed and the nature of the process requires a blending in period which is traffic number dependant and may take several months to fully blend. This project came in under budget.
107. Frasers Beach North end carpark project has had the track through the area constructed and other areas cleared off for the next stages of the northern end of the area track improved during April.

### **Finances**

108. Income is tracking slightly higher than budgeted primarily due some additional revenue from hiring of the hall and rental income having been invoiced which falls within the Operating Costs business unit.
109. Expenditure is tracking below budget on across all business units with the most significant variation being the Frasers Beach operational budget which is holding the View Shaft works budget of \$30k that has not been fully utilised year to date.

## Manapouri Community Development Area Subcommittee

22 May 2018



<b>Manapouri - Business Units as at 30 April 2018</b>										
		Income			Expenses			Capital		
BU Code	Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
24700	Administration - Manapouri	\$9,302	\$9,302	\$14,983	\$24,122	\$24,302	\$26,162			
24702	Operating Costs - Manapouri	\$10,900	\$9,083	\$10,900	\$4,371	\$8,333	\$10,000			
24707	Street Works - Manapouri	\$6,073	\$6,073	\$7,287	\$374	\$2,280	\$2,736	\$14,732	\$21,232	\$25,478
24711	Refuse Collection - Manapouri	\$12,000	\$12,000	\$14,400	\$10,800	\$12,000	\$14,400			
24713	Stormwater Drainage - Manapouri	\$10,786	\$10,696	\$12,835	\$6,003	\$10,760	\$12,835			
24728	Beautification - Manapouri	\$8,149	\$8,148	\$9,778	\$7,856	\$8,148	\$9,778			
24732	Frasers Beach	\$12,728	\$12,728	\$18,059	\$8,557	\$37,765	\$45,273	\$33,773	\$38,113	\$45,736
24733	Village Green	\$4,228	\$4,228	\$5,073	\$3,421	\$4,228	\$5,073			
24734	Swimming Pool Area - Manapouri	\$4,776	\$4,776	\$6,388	\$2,094	\$3,079	\$3,331			
24735	Cathedral Drive	\$4,275	\$4,275	\$5,130	\$3,686	\$4,275	\$5,130			
24750	Hall - Manapouri	\$20,994	\$19,765	\$23,917	\$6,315	\$10,589	\$11,718			
<b>Total</b>		<b>\$104,210</b>	<b>\$101,072</b>	<b>\$128,750</b>	<b>\$77,599</b>	<b>\$125,758</b>	<b>\$146,436</b>	<b>\$48,505</b>	<b>\$59,345</b>	<b>\$71,214</b>

## Reserve Balances

Manapouri	Opening Balance	Current Budget	Forecast Budget	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
<b>Community Centre</b>													
<i>Reserve</i>													
Manapouri Hall - RES	18,795	18,994	199	1,740	3,147	4,330	5,328	6,174	6,767	7,141	7,282	7,282	7,282
<b>Total Community Centre Reserve</b>	<b>18,795</b>	<b>18,994</b>	<b>199</b>	<b>1,740</b>	<b>3,147</b>	<b>4,330</b>	<b>5,328</b>	<b>6,174</b>	<b>6,767</b>	<b>7,141</b>	<b>7,282</b>	<b>7,282</b>	<b>7,282</b>
<b>Total Community Centre Balance</b>	<b>18,795</b>	<b>18,994</b>	<b>199</b>	<b>1,740</b>	<b>3,147</b>	<b>4,330</b>	<b>5,328</b>	<b>6,174</b>	<b>6,767</b>	<b>7,141</b>	<b>7,282</b>	<b>7,282</b>	<b>7,282</b>
<b>Local</b>													
<i>Reserve</i>													
Manapouri Fraser's Beach - RES	66,667	(14,540)	(6,283)	(6,283)	(6,283)	(6,283)	(6,283)	(6,283)	(6,283)	(6,283)	(6,283)	(6,283)	(6,283)
Manapouri General Reserve - RE	79,484	882	90,587	69,672	82,117	94,851	84,836	97,405	110,248	123,364	136,753	150,318	163,898
Manapouri Swimming Pool Area -	14,055	17,112	17,112	20,114	23,215	26,418	29,727	33,145	36,675	40,321	41,648	43,018	44,433
<b>Total Local Reserve</b>	<b>160,206</b>	<b>3,454</b>	<b>101,416</b>	<b>83,503</b>	<b>99,049</b>	<b>114,986</b>	<b>108,280</b>	<b>124,267</b>	<b>140,640</b>	<b>157,402</b>	<b>172,118</b>	<b>187,053</b>	<b>202,048</b>
<b>Total Local Balance</b>	<b>160,206</b>	<b>3,454</b>	<b>101,416</b>	<b>83,503</b>	<b>99,049</b>	<b>114,986</b>	<b>108,280</b>	<b>124,267</b>	<b>140,640</b>	<b>157,402</b>	<b>172,118</b>	<b>187,053</b>	<b>202,048</b>
<b>Total Manapouri Reserve Balance</b>	<b>179,001</b>	<b>22,448</b>	<b>101,615</b>	<b>85,243</b>	<b>102,196</b>	<b>119,316</b>	<b>113,608</b>	<b>130,441</b>	<b>147,407</b>	<b>164,543</b>	<b>179,400</b>	<b>194,335</b>	<b>209,330</b>

### Recommendation

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

- a) **Receives the report titled "Council Report" dated 23 April 2018.**

### Attachments

There are no attachments for this report.

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## Trees, Toilets and Other Issues at Pearl Harbour

**Record No:** R/18/5/10573  
**Author:** Ian Marshall, Senior Projects Manager  
**Approved by:** Matt Russell, Group Manager Services and Assets

Decision  Recommendation  Information

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### Purpose

- 1 The purpose of this report is to inform the CDA of the issues in the Pearl Harbour area relating to trees, the public toilets, Real Journey's developments and the retaining structures, gabion baskets, at the jetty edge. All of these works are in close proximity to one another and the area would benefit from an overall planning approach to achieve a coordinated coherent result.
- 2 The primary purpose of this report is to discuss the removal of trees in the area of the public toilets. These works require a consent and these consents are expensive in their own right and are required to be granted before any physical works can proceed.
- 3 A decision is required from the CDA as to which works are priority and how the CDA will fund any of the works.

### Executive Summary

- 4 The report discusses issues in the Pearl Harbour area that are interrelated to a lesser or greater degree. The primary issue is management of the trees in the area of the public toilets. These trees are deteriorating and represent a safety risk. However removing the trees requires a resource consent and including the costs to physically remove the estimated cost is \$55,330. There is no funding available for this work.
- 5 There are four options presented that propose responding to the issues in three different ways or doing nothing; the fourth option.
- 6 The recommended option is to manage the trees via an annual assess and trim strategy and in conjunction with that develop an overall planning strategy for the area. This will address all the issues related to the trees, the public toilet renewal, the Real Journeys redevelopment and the harbour retaining wall deterioration.

## **Recommendation**

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

- a) Receives the report titled “Trees, Toilets and Other Issues at Pearl Harbour” dated 17 May 2018.**
- b) Determines that this matter or decision be recognised 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 adoption of an Interim Tree Management Strategy for the trees adjacent to the Pearl Harbour toilets and requests Council officers to assist with the development of a strategic plan for the issues in the Pearl Harbour area.**

## **Background**

- 7 The history of problems with trees, public toilets and the Pearl Harbour foreshore goes back many years. For some time now the public toilets have been planned to be replaced in 2022/23. This project has been in the 2015-25 LTP in year 2022/23 with a budget of \$ 48,924.
- 8 The state of the trees around the toilets has been a concern to some for many years too. The trees are old, branches fall off them which is a risk to users below. The trees also affect the building underneath by covering it in leaves and twigs. This has the effect of blocking spoutings, although these have been removed which has proven to be an acceptable strategy.
- 9 There are no resolutions recorded in the minutes of the CDA but the following notes are recorded in 2016:

### **7.2 Works and Finance Report to Manapouri Community Development Area Subcommittee for the period ended 31 January 2016**

**Record No: R/16/2/1607**

**The Works and Finance report for the period ended 31 January 2016, prepared by N Lewis (Community Engineer), was tabled.**

The Community Engineer reported on the following issues:

In regards to the trees at Pearl Harbour on the roadline adjacent the toilets the subcommittee believe the trees are deemed to be becoming unsafe. It was agreed that the trees be removed with the Engineer to prepare a report which is to include a timeline for removal of such trees which is to occur before winter 2016. The Engineer is to seek approval of the cost of removal of the trees from the roading budget or reserve funds. The subcommittee asked that the tree roots be removed and footpath re-instated and requested the area be landscaped to beautify the area and that a concept plan for beautification be available for the next meeting.

## **Issues**

- 18 The primary issue is how the trees in the area of the public toilets are to be managed. Recent actions have been focused on the premise that the trees have to be removed and that this should happen soon. However there is no specific budget allowed for this and the costs will be substantial.
- 19 The work requires a resource consent because it involves the removal of indigenous vegetation which is covered under Rule BIO.3 of the Operative District Plan 2018. An application for a consent for this work needs to be supported by a Landscape Assessment and an Ecological Assessment report. The collective cost of these reports and the processing fees is estimated to be \$21,000. There is no guarantee consent will be granted for the removal of the trees.

- 20 If a consent were to be granted, and the physical works were to proceed then the cost of this work has been estimated. We have obtained two quotes from approved contractors for the work. This includes felling and removing the trees including the necessary traffic management and safety management. Those two quotes are \$29,300 and \$36,240 respectively. So overall, based on the lowest quote and including consent costs and a contingency factor of 10%, the estimated total cost of the proposed tree removal is \$55,330. As there is no budget for this project if the CDA wish to proceed with it will be necessary to identify how the project might be funded. The current years budgets do not allow for any surplus or reserves that could be utilised. Assuming funding could be found the project would be classed as unbudgeted expenditure and this would require Council approval post the CDA resolving to approve the project.
- 21 It is important to note that there are other issues in this area that are relevant. There are four issues in the Pearl Harbour area that should be considered collectively, they are:
1. Trees around the public toilets
  2. Replacement of the public toilets
  3. Real Journey's redevelopment
  4. Pearl Harbour retaining wall deterioration.
- 22 Each of these issues can be dealt with in isolation, but it is important to recognise they are linked and that managing them in a coordinated way will achieve a better outcome.

### **Linkages**

- 23 The requirement for removing the trees depends on the purpose and use of the land around the current toilets. The location and form of the toilets in the future depends on the final concept for replacing the toilets in 2022/23 year. The Real Journeys redevelopment could include provision of public toilets and so the location would not be the same as the current toilets or conversely the toilets could be a like for like replacement in or near the current location. Hence the situation regarding the trees may be different. Additionally, and somewhat related, is the deteriorating condition of the stone baskets (gabions) that form the edge of the hardstand area of the wharf.
- 24 If it is necessary to use heavy machinery in the future to replace or repair this structure then any development recently completed would potentially be damaged.
- 25 This suggests that a longer term planned approach should be taken to decision making around these issues. It also suggests other stakeholders should be consulted with such as Real Journeys. In particular in association with what is likely to be the most controversial decision – the location and form of the public toilets. The toilet is a District funded activity. This issue has not been discussed or consulted on to any extent. Given the predicted rise in tourist numbers this upgrade is becoming more important. The redevelopment by Real Journeys is also a response to projected increased visitor numbers. The Council's signalled intention to review and assess open spaces needs is a response to the projected increase in demand for facilities from visitors both local and international.

- 26 The recent growth trend has tended to be higher than early predictions so it is important to plan thoroughly for the future to make sure the best decisions are made and that money is spent wisely and gets the best long term value for money solutions.

### **Better Planning Strategy**

- 27 A better planning strategy for the issues in the Pearl Harbour area would be to develop a strategic plan for the area considering the four issues raised in this report. This strategy would need to include concepts for each of the issues and include a timeline for intended order of events. Other issues may evolve as the result of the planning process.
- 28 The public toilet replacement options can be developed and consulted on as part of the development of this plan. Relevant stakeholders can be included in the planning and option consideration. All potential funding sources could be identified and approached.

### **29 Interim Tree Management Strategy**

- 30 In the interim the risk presented by the aging trees can be managed by regular annual inspection and maintenance. At risk limbs or individual trees can be removed during this process. This work can be funded from the existing operations budgets. This level of tree management for safety reasons would be highly unlikely to trigger the need for resource consent. The annual cost is estimated to be in the order of \$5,000.
- 31 Options for providing this service cost effectively and by appropriate skilled personnel can be investigated with contractors who work on the Milford Road Alliance, for example, who do this sort of work. Alternatively independent qualified contractors could be used.

### **Factors to Consider**

#### **Legal and Statutory Requirements**

- 32 District Plan requirements apply.
- 33 Health and Safety legislation applies.

#### **Community Views**

- 34 There has been no community consultation on this matter. The decisions have been informed by the local knowledge of the members of the CDA. The public toilet renewal project in 2022/23 is included in the LTP.

#### **Costs and Funding**

- 35 The estimated cost to gain consent and to then remove the trees is \$55,330. There is no funding budgeted for this project.
- 36 The funding allowed for the renewal of the public toilet is \$ 48,924 which has been budgeted for in 2022/23.

#### **Policy Implications**

- 37 The most applicable policy is the District Plan. Compliance with the District Plan is mandatory for everyone but it is particularly important that the Council's own operations comply with the plan.

38 Section 2.2 Biodiversity of the Operative Southland District Plan 2018 deals with indigenous vegetation.

*Policy BIO.3 states:... “Avoid, remedy or mitigate the adverse effects of subdivision, land use and development on indigenous vegetation and habitats of indigenous fauna.*

**Explanation:** *Activities should be undertaken in a manner that maintains biodiversity and consideration should be given to whether the adverse effects can be adequately avoided, remedied or mitigated. It is recognised that in order to provide for some activities, indigenous vegetation may need to be modified, however, careful consideration should be given to how that vegetation contributes to ecosystem buffers and corridors”*

39 The public toilet upgrade project programmed for 2022/23 will be informed by work yet to be done on Open Spaces development. It is highly likely new policies will evolve as part of this work.

Council’s Terms of Reference for CDAs allows for the CDA to:

- a) Approving expenditure within the limits of annual estimates.
- b) Approve unbudgeted expenditure for works up to \$10,000.

40 For unbudgeted expenditure above this figure Council approval is required.

**Analysis**

**Options Considered**

**Analysis of Options**

**Option 1 - Apply for resource consent and plan to remove trees as soon as possible.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>• The risk from falling trees and branches in this area is eliminated.</li> </ul>	<ul style="list-style-type: none"> <li>• The cost is estimated to be \$55,300.</li> <li>• There is no funding available.</li> <li>• The scope of work may not match the ultimate needs of the area. The Beech forest appearance is lost.</li> </ul>

**Option 2 - Initiate a Strategic Planning approach and Implement an interim Tree Management Strategy**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>• A long term view of the infrastructure needed to match the community and visitor needs is developed.</li> <li>• A coordinated implementation can be developed.</li> <li>• Alignment with the findings from the future Open Spaces study can be achieved.</li> <li>• The immediate risk from tress can be managed.</li> </ul>	<ul style="list-style-type: none"> <li>• There will be a time delay to develop the strategy and implement the final solutions:                             <ul style="list-style-type: none"> <li>○ The public toilet upgrade is planned for 2022/23.</li> </ul> </li> <li>• No significant visible improvement will be achieved until at least 2019/20.</li> </ul>

<ul style="list-style-type: none"> <li>• Other stakeholders will be part of the solutions.</li> <li>• All viable funding options can be explored.</li> </ul>	
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**Option 3 - Do Minimum - which includes an Interim Tree Management Regime**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>• Safety risks are managed.</li> <li>• Minimal costs; estimated to be \$4,000 to \$8,000 per year.</li> <li>• Could be funded by way of adjustment to the General Operations budget.</li> <li>• The Beech forest appearance is maintained.</li> </ul>	<ul style="list-style-type: none"> <li>• The issue and the cost associated with managing the risks are ongoing.</li> <li>• Any building, such as a new toilet block and footpaths would be subject to the effects of the trees.</li> </ul>

**Option 4 – Do Nothing**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>• No costs incurred.</li> <li>• Work can be scoped in the future to match future developments.</li> </ul>	<ul style="list-style-type: none"> <li>• Safety risks remain.</li> <li>• A known hazard is not being managed and this is likely to represent a breach of the Health and Safety at Work Act.</li> </ul>

**Assessment of Significance**

41 Overall this matter is not deemed significant in terms of the Council’s Significance and Engagement Policy. However this from the Council’s Significance and Engagement Policy:

***“THE GENERAL APPROACH***

*The Council will follow a three-step process to inform decision-making:*

***Step 1 - Determine significance*** - the Council will use particular factors to decide if a matter is of higher or lower significance. This part of the policy also gives guidance on what to do if a matter is of high significance.

***Step 2 - Identify community views*** - the Council will determine what it knows about community views and identify if there is a need for more information.

***Step 3 - Deciding on an approach to community engagement*** - the level of significance and what the Council wants to know about community views will guide Council on an appropriate level of engagement, and how and when to engage. This part of the policy provides clarity on how and when communities can expect to be engaged in different issues. It also identifies how Council will respond to community preferences about engagement.

*Under Step 3--*

***For some matters that are not considered significant***

4.4 *In general, where a matter is not considered significant under this Policy, the Council is unlikely to seek additional information on community views. However, in some situations where Council staff deem*

*community involvement or notification is appropriate, informal feedback or notification processes may be followed.”*

- 42 The development of a strategic plan for the Pearl Harbour area might be a situation that warrants consultation in accordance with 4.4 above. This can be decided as part of the initiation of the planning process.

### **Recommended Option**

- 43 Option 2: Initiate a Strategic Planning approach and Implement an Interim Tree Management Strategy.

### **Next Steps**

- 44 Assuming the CDA adopt the recommended option then the Tree Management Strategy would be implemented immediately utilising existing available General Operations budget.
- 45 The strategic planning approach will be initiated and key stakeholders contacted to gauge their interest in participating.

### **Attachments**

There are no attachments for this report.