



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

Date: Monday, 25 June 2018
Time: 6.30pm
Meeting Room: Mossburn Fire Station,
Venue: 45 Devon Street, Mossburn

Mossburn Community Development Area Subcommittee Agenda OPEN

MEMBERSHIP

Chairperson	Jim Guyton
Deputy Chairperson	Lance Hellewell
Members	Ged Newlands Alister Macdonald John MacKenzie Bruce Taylor Councillor John Douglas

IN ATTENDANCE

Committee Advisor	Rose Knowles
Community Partnership Leader	Kelly Tagg

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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.

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.
-

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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UPDATES

8.1	Chairperson's Report The Chairperson is to report on the Committee's activities with which he has been involved since the last meeting.	
8.2	Local Liaison Reports	
8.3	Councillor's Report Councillor Douglas to report on matters from the District Council table.	

1 Apologies

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

2 Leave of absence

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

3 Conflict of Interest

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 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 Mossburn Community Development Area Subcommittee, 19 March 2018
- 6.2 Meeting minutes of Extraordinary Mossburn Community Development Area Subcommittee, 10 April 2018



Mossburn Community Development Area Subcommittee

OPEN MINUTES

Minutes of a meeting of Mossburn Community Development Area Subcommittee held in the Mossburn Fire Station,, 45 Devon Street, Mossburn on Monday, 19 March 2018 at 6.30pm.

PRESENT

Chairperson Jim Guyton

Alister Macdonald
John MacKenzie
Ged Newlands
Councillor John Douglas

IN ATTENDANCE

Committee Advisor Rose Knowles
Community Partnership Leader Kelly Tagg

1 Apologies

Moved Councillor Douglas, seconded Member MacKenzie and **resolved;**

That the Mossburn Community Development Area Subcommittee accept the apology for non-attendance from Member Hellewell.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

Moved Chairman Guyton, seconded Member Newlands

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

Item 1: Mossburn Cemetery - Forestry Appraisal

6 Confirmation of Minutes

Resolution

Moved Councillor Douglas, seconded Member MacKenzie

That the minutes of Mossburn Community Development Area Subcommittee held on 30 October 2017 be confirmed as a true and correct record.

Reports

7.1 Council Report

Record No: R/18/3/5143

Kelly Tagg (Community Partnership Leader) presented the report.

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

Mrs Tagg informed the report highlighted various issues of interest including;

- Lumsden Railway Precinct upgrade
- Tourism Infrastructure Fund
- Long Term Plan 2018-2018
- Community Governance Project and Representation Review

Mrs Tagg advised the general income for the Mossburn Community Development Area Subcommittee is within the expected budget.

Mrs Tagg advised that expenditure is over budget due to the higher than anticipated cost of the Westridge Walking Track project. Project costs were \$10,400 which has been charged to the beautification business unit. The ward contribution of \$4,000 will be used to offset the cost with the shortfall from reserves.

Councillor Douglas highlighted the following issues of interest including;

- Havelock North Water inquiry
- Representation Review
- Golden Bay Wharf

Resolution

Moved Member Macdonald, seconded Member MacKenzie

That the Mossburn Community Development Area Subcommittee:

- a) Receives the report titled "Council Report" dated 28 February 2018.**

8.0 Updates

8.1 Chairperson's Report

The Chairman, Jim Guyton, reported on matters with which he has been involved since the subcommittee's last meeting which included;

- Cluster meeting in Lumsden
- Representation Review meeting in Lumsden

8.2 Committee Reports

Community Centre

MacKenzie advised that the next Community Centre meeting is on the 3 April. The Community Centre Committee will be completing an upgrade on the toilets and all cupboard doors.

Cemetery

The Subcommittee noted the passing of two previous members of the Mossburn Community Development Area Subcommittee; Members Ian Taylor and Gerald Coghlan.

Works

Chairman Guyton advised that he has ordered spray and that the two damaged oak trees will be replaced.

8.3 Councillor's Report

Councillor Douglas reported on matters from the District Council table. These included;

- West Dome guided walk
- Issues at the NPD fuelling station in Mossburn
- Lumsden Maternity Home update
- Freedom camping working party
- Cycletrail litter issues

8.4 Mossburn Cemetery - Forestry Appraisal

Chairman Guyton reported that One Forest has submitted an estimate for the 4.5 hectare block of 30 year old trees at the Mossburn Cemetery to be harvested.

Mr Guyton advised that the estimate return for the trees is \$70,995 with the windrowing and replanting costs at approximately \$1700 per ha.

Resolution

Moved Member MacKenzie, seconded Member Newlands **and resolved:**

That the Mossburn Community Development Area Subcommittee:

- a) **Receives the communication titled "Mossburn Cemetery Forestry Appraisal" dated the 19 March 2018.**
- b) **Requests staff to prepare a report on harvesting the trees accordingly.**

The meeting concluded at 8.15pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE MOSSBURN COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 19 MARCH 2018

DATE:.....

CHAIRPERSON:.....



Extraordinary Mossburn Community Development Area Subcommittee

OPEN MINUTES

Minutes of a meeting of Extraordinary Mossburn Community Development Area Subcommittee held in the Mossburn Fire Station, 45 Devon Street, Mossburn on Tuesday, 10 April 2018 at 6.30pm.

PRESENT

Chairperson	Jim Guyton
Deputy Chairperson	Lance Hellewell
	Ged Newlands
	Alister Macdonald
	John MacKenzie
	Bruce Taylor

Councillor	John Douglas
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IN ATTENDANCE

Committee Advisor	Rose Knowles
Community Partnership Leader	Kelly Tagg

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

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

Public Excluded

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

Resolution

Moved Chairman Guyton, seconded Member Newlands

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

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

C6.1 Mossburn Cemetery Trees

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
Mossburn Cemetery Trees	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

That the staff be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item Mossburn Cemetery Trees. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

The public were excluded at 6.45pm

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

The meeting concluded at 7.05pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE MOSSBURN COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON 10 APRIL 2018

DATE:.....

CHAIRPERSON:.....

Council Report

Record No: R/18/6/13412

Author: Kelly Tagg, Community Partnership Leader

Approved by: Rex Capil, Group Manager Community and Futures

Decision

Recommendation

Information

Chief Executive

Water Issues

1. As noted in the May report the Government have released one of the cabinet papers, which identifies the challenges which exist in relation to the management of 3 waters services across NZ and the review process which has been put in place to address these challenges. The paper notes that the relevant Ministers are required to report back to Cabinet with their recommendations on future service delivery options in October 2018.
2. Following the conceptual decisions which are expected to be made by Cabinet in October there will obviously be a need for any legislative changes to be drafted and for the detailed implementation planning work to be progressed.
3. Local Government NZ hosted a national Water Summit on 30/31 May. In her speech to the Summit, the Minister for Local Government, Hon Nanaia Mahuta, highlighted the range of issues and some of the options which are currently being considered by Central Government. Key issues/points to note from the Ministers speech to the summit (www.beehive.govt.nz/speech/water-summit) include:

- The fact that work completed for the Department of Internal Affairs suggests that “*Our small towns and provincial areas have fallen behind, and the cost of upgrading their drinking water infrastructure will effectively be unaffordable for many of them*”.
- That three waters services are facing significant environmental challenges and will need to be upgraded in many areas across the country. The need for these upgrades will add to the significant financial challenges already facing many parts of the local government sector.
- The problems are system-wide, which means that the solutions will also need to be system wide which means that all options need to be ‘on the table’. In this regard the solutions will look at both the regulatory and service delivery aspects. In this regard the Minister noted:

We need to look at both regulation and service delivery arrangements if we are going to achieve system-wide improvements. Just targeting one side of the ledger will not be enough.

For regulation, we will be looking at options that improve public health, environment, and economic regulation for each of the three waters. We are looking overseas for examples of what has worked elsewhere. The solutions will however need to work for a New Zealand context. We can learn from other countries, but solutions need to be founded in our own context.

For service delivery, we will be focusing on two key areas – capability and funding.

***Capability** – will be looking for ways to lift capability and capacity everywhere. This is one of the biggest challenges facing our country. One of the key findings of the Three Waters Review was that many communities are struggling to attract and retain the highly specialist technical skills necessary to run water infrastructure and manage assets.*

Here we are talking about people – the Drinking Water Assessors, the Council staff, the engineers and others who work “on the ground” throughout New Zealand. Many of you are here today. You are our most valuable asset, and I want to acknowledge that. We want to foster your specialist technical skills, and find ways to deliver you career paths so you have security, collegiality, and progression. New Zealand is a small country, and water infrastructure skills and technology need to be nurtured and rewarded.

***Funding** – we will be looking at options to meet the significant funding challenges that exist across the system. The infrastructure upgrades that are required are significant. In their 2015 long-term plans, local authorities had planned to spend \$12.8 billion of capital on three waters infrastructure.*

- The Government are giving consideration to the establishment of dedicated water suppliers. As part of this process they are also considering whether this should be at a national or regional level.
- The Minister recognised that removal of water from local authorities would have a significant impact on the role of many local authorities. In this regard she commented:

I recognise that many councils will be concerned about what might happen if they have less of a role in water service delivery. We need to start thinking about what they might do instead. Again, I want us to be talking openly about this over the coming months.

4. The Minister’s speech (and subsequent media coverage) is very consistent with the messages that have been around for quite some time and with the Government needing to give serious consideration to the recommendations made through the Havelock North Water Inquiry. As a result we should expect to see a significant level of change in the way in which the 3 waters are managed and delivered. As the Minister noted “*the biggest question is whether we are brave enough to move away from the status quo and be open to do things differently for the good of the country and all our communities*”.
5. As part of its Water 2050 project Local Government NZ (LGNZ) has recently released its second report/discussion paper, in what will be a series of reports on water management issues. The report titled *Water 2050: Quality - Review of the framework for water quality* considers the framework for freshwater and drinking water, specifically addressing the management of freshwater through environmental standards and drinking water through health-related standards. It also addresses the opportunities for change which include a co-regulatory regime to agree on priorities and adopting a collaborative approach to address cost issues.
6. LGNZ will also be releasing a third discussion paper shortly which will be **Water 2050: Cost and funding – meeting the costs of water infrastructure**. This paper will inform Government policy development on funding options for three waters infrastructure.

Local Government Funding Inquiry

7. On 11 May the Government announced that it will be asking the Productivity Commission to conduct an inquiry into local government funding.

8. The Productivity Commission (www.productivity.govt.nz) is essentially an independent government ‘think tank’, albeit that it is set up as a Crown entity, that investigates and reports on a wide range of issues that it is requested to consider by the Government of the day.
9. The Commission does its work via a structured inquiry process that it has used over a number of years. This process normally includes the production of an Issues Paper and Draft Report, which provide for public input, prior to the publication of a final report.
10. The terms of reference are still being finalised, but should be published in the near future given that the Inquiry is due to start in August 2018 with a final report due in mid-2019.
11. The review process provides a significant opportunity for the local government sector to influence the development of long term policy in relation to sector funding issues. Staff will give consideration to how this Council might best have input to the Inquiry.

Climate Change

12. In late May the Government released the Climate Change Adaptation Technical Working Group’s (CCATWG) Adaptation Options Report ([ww.mfe.govt.nz/publications/climate-change/adapting-climate-change-new-zealand-recommendations-climate-change](http://www.mfe.govt.nz/publications/climate-change/adapting-climate-change-new-zealand-recommendations-climate-change)).
13. The report sets out recommendations for how New Zealand can best adapt and build resilience to the impacts of climate change. It also recommends that New Zealand put in place a national adaptation action plan, regularly update a national climate change risk assessment, review existing legislation and policy to integrate and align climate change adaptation considerations, and investigate who should bear the costs of climate change adaptation and how it can be funded.
14. The Group recommends that the following principles be used to guide and support climate change adaptation work:
 - anticipate change and focus on preventing future risks from climate change rather than responding as the changes occur;
 - take a long-term perspective when acting;
 - take actions which maximise co-benefits, and minimise actions which hinder adaptation;
 - act together in partnership, ara whakamua, and do this in a way that is based on the principles contained in the Treaty of Waitangi;
 - prioritise action to the most vulnerable communities and sectors;
 - integrate climate change adaptation into decision-making;
 - make decisions based on the best available evidence, including science, data, knowledge, and Mātauranga Māori; and
 - approach adaptation action with flexibility and enable local circumstances to be reflected.
15. This is the second report from the CCATWG and will be used to inform the wide ranging policy development work that is happening in response to climate change issues at present. This will

include the development of a national adaptation plan and review of existing legislative frameworks to support council decision-making.

16. The Government have also just commenced a community consultation process in relation to the proposed Zero Carbon Bill, through which Government will set a net emissions target and a guided pathway to get there.
17. It is intended that through the Bill the Government will:
 - Set in law the net emissions target for NZ to achieve by 2050
 - Detail the milestones to be achieved along the way to 2050
 - Establishes a new Climate Change Commission
 - Provide a process via which climate change adaptation plans will be developed. These are expected to include a national risk assessment and national adaption plan.

Freedom Camping

18. Following a meeting that some 30 Mayors had with Tourism Minister, Hon Kelvin Davis back in April a Responsible Camping Working Group, consisting of representatives from both local and central government as well as the tourism industry has been formed to provide advice to the Minister on the range of issues and options that could be put in place to better manage freedom camping.
19. Following on from the first meeting of the Group the Government is considering options for providing support for the piloting of initiatives that might be able to be taken in the upcoming 2018/19 summer season to address freedom camping issues.
20. The Working Group are also working through a process to complete a comprehensive review of what changes might need to be made to enable better management of freedom camping including the potential need for legislative change to the current Freedom Camping Act.

Southland Regional Development

21. Work is now well advanced with the development of a project plan for progressing with the formation of the Southland Regional Development Agency following endorsement of the CCO proposal by all four Southland Councils. The key elements to be addressed include:
 - Formation of an MOU with the four Murihiku Runanga to outline how they will each be involved with the new Agency;
 - Development of a Shareholders Agreement;
 - Appointment of the Board;
 - Development of a draft Letter of Expectation and subsequent negotiation of purchase agreements with each of the funders including the four Southland Councils;
 - Development of a draft Statement of Intent;
 - Staff and legal transition arrangements;

Mossburn Community Development Area Subcommittee

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- Development of a new strategic and business plan.
22. The work needed is being overseen by the Regional CEO forum, under the leadership of the Mayoral Forum.
 23. As part of the Provincial Growth Fund process central Government are seeking a regional endorsement of all applications which might stem from a particular region. In Southland's case it is seen as appropriate that the decision on whether to endorse a particular application should be made by the Mayoral Forum.
 24. To support the Mayoral Forum in its decision-making process on such applications a Regional Advisory Panel, which is chaired by Penny Simmonds from SIT, has been established. Other members of the Panel have been drawn from the wider Southland business and social enterprise community.

Shared Services Joint Committee

25. The Independent Chair of the Shared Services Joint Committee and the regional CEO Forum has recently resigned after a long period, in excess of 10 years of service.
26. This change creates an opportunity for all four Southland Councils to review the future of the Shared Services Committee and Mayoral Forum. There have been a number of changes to the environment within which the local government sector is now operating meaning that it is timely for a more wide ranging review to be completed.
27. As part of this review process consideration will be given to strengthening the future role of the Mayoral Forum, as the regional political leadership body. A discussion paper outlining options is being developed and will be discussed by the Mayoral Forum prior to further discussion with all four Councils.

Environmental Services

Group Manager Overview

28. The first meeting of the Whakamana te Waituna Trust has been held and went well. The strong relationships which were a feature of the Waituna Partnership are continuing to the new Trust.
29. The next meeting of the Trust is to be held at the Gorge Road Country Club on the 21st June, which will be preceded by a catchment tour for Trustees and followed by an update meeting for the community.
30. The Predator Free Rakiura Project Leader position has been advertised, with some strong applications received by the closing date at the end of May. Interviews are scheduled for mid-June. As councillors will no doubt recall, the Ministry of Business Innovation and Employment is providing funding via for this position for a one-year period.

Environmental Health

Food Act Transition

31. Most food businesses that fall under a category of businesses that are required to be registered with Council by 30 June under the Food Act 2014, have done so. This category includes cafes

that do not hold an on licence, and service stations. Staff are working with those remaining businesses.

Animal Control

Mycoplasma Bovis

32. Local Authorities across NZ have been considering their procedures for wandering stock callouts, in light of the Mycoplasma Bovis disease. Clear guidance has not been forthcoming and so staff have proceeded to update the procedure, and propose to obtain feedback from Federated Farmers, Council's legal advisor, and MPI, prior to presenting to either the Council or the Regulatory and Consents Committee as information, along with public communication.

Curio Bay

33. Staff are considering concerns raised about dogs endangering protected wildlife at Curio Bay. Options include improved signage, another local communication run, or perhaps even extending the prohibited zone via bylaw amendment (the latter could be incorporated into possible amendments to dog exercise areas in Winton, Te Anau, and Otautau). Staff are meeting with Department of Conservation staff to discuss in mid-June.

Online Registration

34. As discussed in a report to Council, staff hope to introduce online dog registration for new dogs from 1 July. This along with the introduction of bank to bank online payments, a new registration form designed to minimise common errors, and a prize draw to encourage dog owners to renew online, are hoped to reduce the administration workload this registration year.

Amnesty

35. Council ran a dog control amnesty from Monday 12 February 2018 until Friday 13 April 2018. The amnesty applied to dogs that are ordinarily kept in the District but were not currently registered.
36. 39 dogs were registered for free under the amnesty, and none of them were menacing breeds.

Resource Management

37. Council has teamed up with Environment Southland, Gore District Council and Invercargill City Council to undertake high level region wide assessments on Climate Change, Biodiversity and Landscapes. These reports are due to be released in the second half of the year.
38. On 6 June the Ministry for the Environment released the draft National Planning Standards for consultation. At a broad level the standards set out requirements mainly relating to structure, format or content of policy statements and district plans to get better national consistency. Some of the standards are mandatory and have implementation timeframes.
39. The consultation period is for 10 weeks. Council along with Environment Southland, Invercargill City Council and Gore District Council have set up a working party to review the draft standards and prepare a joint submission. The submission will largely focus on the implementation of the standards as the various agencies are at different stages of reviewing the necessary planning

documents, the effect the templates will have on our southland context and wider implications for our communities.

40. A report will be prepared for the Regulatory and Consents Committee once a full assessment of the proposed standards has been undertaken.

Building Solutions

41. The value of consented work for May 2018 is above that of May 2017. The number of consents issued for May 2018 is also up on the same period as last year. The 143 consents were issued in an average time of 9 working days this is down from 14 working days for the same period last year.
42. There is a noted increase in the number of consents associated with new dwellings up from 19 to 28 however the overall value of work is down. The workflows remain high having received 110 building consent applications for the month this is down on the three year average for the previous 3 years.
43. There are currently 60 building consent applications on hold and 51 additional consents progressing through the system. The department issued 106 CCCs and carried out 221 inspections.
44. Will Palmer, who joined the Building Solutions team in late 2017 as a Building Solutions Officer, will be relocating to Te Anau in the near future. This will assist in improving efficiency and reducing health and safety risk associated with staff travelling from Invercargill to service Te Anau.

Community and Futures Group

Representation Review

45. Submissions closed on Wednesday 6 June. A hearings panel comprising of the full Council and members of the Elected Representative Working Group heard submissions on 18 June. At the time of writing approximately 150 submissions have been received covering a range of views.
46. Council will adopt its final proposal on 11 July. It will then give public notice of this through which people will be able to lodge an appeal or objection (if relevant). Once received these will be forwarded to the Local Government Commission who will make the final determination. The final date for the Commission's determination is 11 April 2019. The changes will come into force for the elections to be held in October 2019.

Risk Management Framework

47. Council has identified the need to invest in and further develop its risk management processes and approach. 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.
48. Understanding and mitigating risks is central to safeguarding Southland District's community assets and services and other activities it is responsible for. In facilitating better decision making practices that support risk informed choices, prioritise actions and determine options, assurance can be provided to Council, the Southland district community and stakeholders that critical risks

are identified and are being managed effectively. The first RMF project meeting, facilitated by consultants Structured Conversations Ltd is scheduled for 16 August 2018

Community Futures Research and Analysis Work Programme

49. Council is committed to undertaking research and analysis work to support its planning and decision making in preparation for the Long Term Plan 2021-2031. This work 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.
50. The topics for further research and analysis include:
 - Socio-demographic projects (Where are we now, where are we heading, and where do we want to be)
 - Climate Change and understanding its implications for Southland District (risks and impacts on the district), Service Delivery Framework – District vs Local service provision and levels of service (an assessment and evaluation of council services and determine the most appropriate level of service to meet community needs in the future)
 - Rating affordability planning and implications (to understand income levels in our communities and affordable measures for delivery of activities and services – and implications of decisions on rating affordability for the district)
 - Future infrastructure and asset renewal (what and how will council replace significant infrastructure when it is due for replacement)
 - Land and Water Plan implications (to understand the implications of compliance standards on the future provision of services to local communities)
 - Community Facility Provision Framework (how, what and when are facilities used and needed)
 - Community Partnerships Assistance and Funding Alignment Approach (multi-agency community partnership opportunities, and council's funding and grant schemes to support community organisations)
 - Technological change impacts on communities and implications for SDC.

Community Organisation and Volunteer Sector Shared Services Pilots

51. 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.
52. 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 including attracting and retaining people in skilled governance roles, such as Chairs, Secretaries and Treasurers.

53. There have been a number of groups express interest in looking into this further, following 10 one-on-one interviews within each area. There has been particular interest in looking into shared roles of secretary. Following these interviews, Venture Southland Community Development staff will now begin running focus groups with interested organisations to identify any opportunities and barriers in moving the pilot to the next stage. The timeframe for this pilot is throughout the calendar year 2018.

Community Organisation and Volunteer Sector Service Map

54. The purpose of this project is to develop a service map of Southland District that identifies the level of service to our communities from Non-Government Organisations and Volunteer groups. This also includes services delivered via contract for Central Government agencies.
55. The service map, once complete, will help Council identify areas where there are opportunities or barriers to future service delivery. This work is expected to be completed in the calendar year.

Milford Opportunities

56. The Opus/Xyst team are nearing completion of Phase 1 which is to look at the existing information covering a wide range of issues related to Milford and tourism generally. They are considering where the gaps in that information are and what pieces of further work are needed to be undertaken in Phase 2 to inform the end result, which is the master plan. Those additional pieces of work will have businesses cases prepared for them and either be undertaken by organisations represented on the governance group or Milford Opportunities will be seeking additional funding in order to get them done.
57. Further work has been undertaken concurrently to prepare a communication and engagement plan for the next phases of the project as this is considered to be a critical part of the project. The next meeting of the Milford Opportunities governance group is at the end of June.

Catchment Group

58. Staff and elected members attended an Aparima Catchment Group meeting in Otautau on 18 May. The aim of the meeting was to raise awareness of the project, seek input from those attending on the draft project brief and connect people into the project.
59. There was good attendance with a wide range of organisations represented such as DairyNZ, Beef + Lamb, Aparima Runanga, Public Health South, Ballance Agri-nutrients, Ravensdown, Alliance, Department of Conservation, Open Country, Fonterra and Ministry for Primary Industries to name a few.
60. In March 2018 Environment Southland held a meeting with farmers and industry groups to explore the opportunities for working collectively in the Aparima Freshwater Management Unit (FMU). From this initial conversation, a potential project was identified to drive action and change in the Aparima FMU with positive environmental outcomes, which could also serve as a pilot and example to other regions.
61. The Aparima FMU covers the Jacobs River Estuary and its tributaries, the Waimatuku Estuary and tributaries and coastal Longwoods tributaries. The Aparima FMU 'Project' has been designed as a farmer-led, industry and Regional Council supported action forum to build and support

resilience of the Aparima FMU. The overall approach is positive action to achieve environmental outcomes at a farmer-led catchment group scale.

62. The project brief has used the word 'land manager' instead of farmer to recognize the responsibility of all land users to the Aparima's environmental and community wellbeing. The project brief, especially the methodology, is intentionally broad and general. This was done to empower catchment and sub catchment groups to find solutions that best fit their unique circumstances or environment.
63. A further meeting of the working group is scheduled for June where the next steps will be identified.

Southland Museum Consultation

64. Staff are currently working with a group around the public consultation process for the Southland Museum redevelopment. This will involve consulting with the people of Southland around what they would like to see in a new museum. Planning is still in the early stages and a further update will be provided once further details around the consultation process have been confirmed.

Libraries

65. Kōtūi is now in place with the project implementation causing no issues for customers and we can now provide more detailed reporting and manage our collection more efficiently. Our new website created by the Communications team is also receiving positive feedback from users. All of our regular library programs are advertised on the site for the community.
66. We currently have 5322 active library users in the District as at 5 June 2018 (this is defined as having used their library card in library or online in the last 12 months).

Venture Southland Update

Shared services pilot

67. As a part of the consultation process of the shared services pilot, individual meetings have been held with 10 community groups in the Winton area and a further 10 groups in Wyndham.
68. The meetings have identified a need for a shared service pilot with many groups showing an interest in participating. Venture Southland staff are in the process of determining how a shared service structure could operate, and how funding could be secured.

Tourism Infrastructure Fund

69. Working with communities and SDC, Venture Southland has submitted an application to the Tourism Infrastructure Fund for improved visitor infrastructure along the Southern Scenic Route. Funding has been requested for the development of car parking, toilets, and a septic upgrade. The key sites in the application include Waikawa, Clifden, Monkey Island, and Te Anau.
70. Venture staff would like to thank Community Boards and locals for their assistance in obtaining information for the application, which has been a significant piece of work for the area.

West Dome Community Climb

71. The West Dome community climb was held Sunday, 18 March with 21 people turning out for the event. There was great community spirit present during the climb with all 21 people making it to the top of the 1478m West Dome, including a seven year old and a 70 year old. People travelled from Te Anau, Athol, Five Rivers, Lumsden, Dipton and further afield to take part.
72. The event was deemed a success by event organisers with Venture Southland playing a supporting role in the event organisation.



Mossburn Open Day

73. Planning is underway for the Mossburn Open which will be held on 22 July 2018. This follows the success of last year's open day themed 'The Spirit of Mossburn'.
74. The day will bring together new and existing members of the community to meet, learn about activities happening in the area and enjoy a shared lunch. The lunch will include favourite dishes of cultures based in the area.

Services and Assets

Group Manager's Update

75. As advised last month, Environment Southland finalised their Land and Water Plan in April. The revised plan has some significant implications for Council's long-term asset management strategies in relation to three-waters assets.
76. A working group was established including other Territorial Local Authorities, in a bid to undertake a detailed review of the plan and determine next steps. As a result of this process a decision has been made to submit an appeal in relation to a small number specific elements within the plan – the most significant of which is the activity status associated with wastewater discharges to water. This has been amended from a discretionary activity to a non-complying activity posing some potentially significant implications for both Council and neighbouring Territorial Local Authorities.
77. It is becoming apparent that the transport team's performance against the current New Zealand Transport Agency three year budget cycle, is likely to finish within 0.5%. It is important to note this is a significant achievement given the difficulty of producing a three year forecast and subsequently managing a complex and comprehensive programme of works over this time period.
78. In parallel with the 2018 Long Term Plan process we have, over the last eighteen months developed a new open spaces strategy and completed a section 17A Service Delivery Review of the property and community facilities area. This work has identified the need to change the way in which we deliver these services and increase the level of investment that we make in our open spaces in particular.

Forestry (IFS)

79. Harvesting continues in the Waikaia forest of the remaining 2017/18 program. With a full year program of 48,000 tonnes, there remains 20,000 tonnes to be harvested by the end of the year.
80. Harvesting of the next financial year's areas may continue in this forest after this. All production, safety and financial targets are still performing well.
81. The summer silviculture program is close to completion with just thinning left in Ohai. Replanting of the Ohai cutover is expected to start in early June.

Strategic Water and Waste

Te Anau Wastewater Discharge Project

82. The business case in support of the preferred Kepler option was presented to Council in December 2016, and while they resolved to progress with detailed design on the pipeline route to Kepler, they also requested that staff undertake further work around a sub-surface disposal option (option 3). Council staff and consultants are currently developing this work in conjunction with an external peer reviewer, Ben Stratford.
83. The roles of the Wastewater Committee, Fiordland Sewage Options Group and their representative Peter Riddell have also been reviewed, with Mr Riddell engaged to provide

comments on a conceptual subsurface drip irrigation design and costings. Once this work is completed and finalised an updated business case will be provided to Council for decision following submission and review by the Wastewater Committee, Services and Assets Committee and the Finance and Audit Committee.

84. In addition to the above, a finalised basis of design for the pipeline to Kepler has been delivered to Council. In addition a recruitment process is underway for either a project manager for the project or as a backfill for an internal appointment.

Review of Solid Waste Contract Arrangements

85. The WasteNet Southland Waste Management Group recently notified contractors Bond Contracts and Southland Disability Enterprises Limited of its intention to begin negotiations, for a proposed extension of the current contracts.
86. Both are currently in year six of an initial eight year duration, with the ability to roll over for a further eight years. Negotiations with both parties were undertaken on 12 and 20 April respectively. Further information has been requested by the Waste Management Group which should allow a recommendation to be made to the Waste Advisory Group as to whether to roll the contracts over, or to go back to the market. It is anticipated that the process will be complete by June/July.

Operations and Community Services

87. The Southern Scenic Route Tourism Infrastructure Fund application was completed and submitted to Ministry of Business, Innovation and Employment. A decision is expected in August/September.
88. The Lumsden Tourism Infrastructure Fund project is tracking well however, due to poor weather conditions the carpark sealing has slipped by three weeks and could potentially be delayed until September/October. The building work on the toilet block will start by mid-June.

Strategic Rooding

Land Transport Programme

89. At its meeting on 20 April the New Zealand Transport Agency Board made its decision on indicative investment levels for continuous programmes as part of developing the 2018-21 National Land Transport Programme (NLTP). Continuous programmes relate to local road maintenance, state highway maintenance, public transport services and road safety promotion programmes.
90. NZTA have endorsed the requested Southland District Council three year programme of \$70.2 million.

Alternative Coastal Route Seal Extension Project

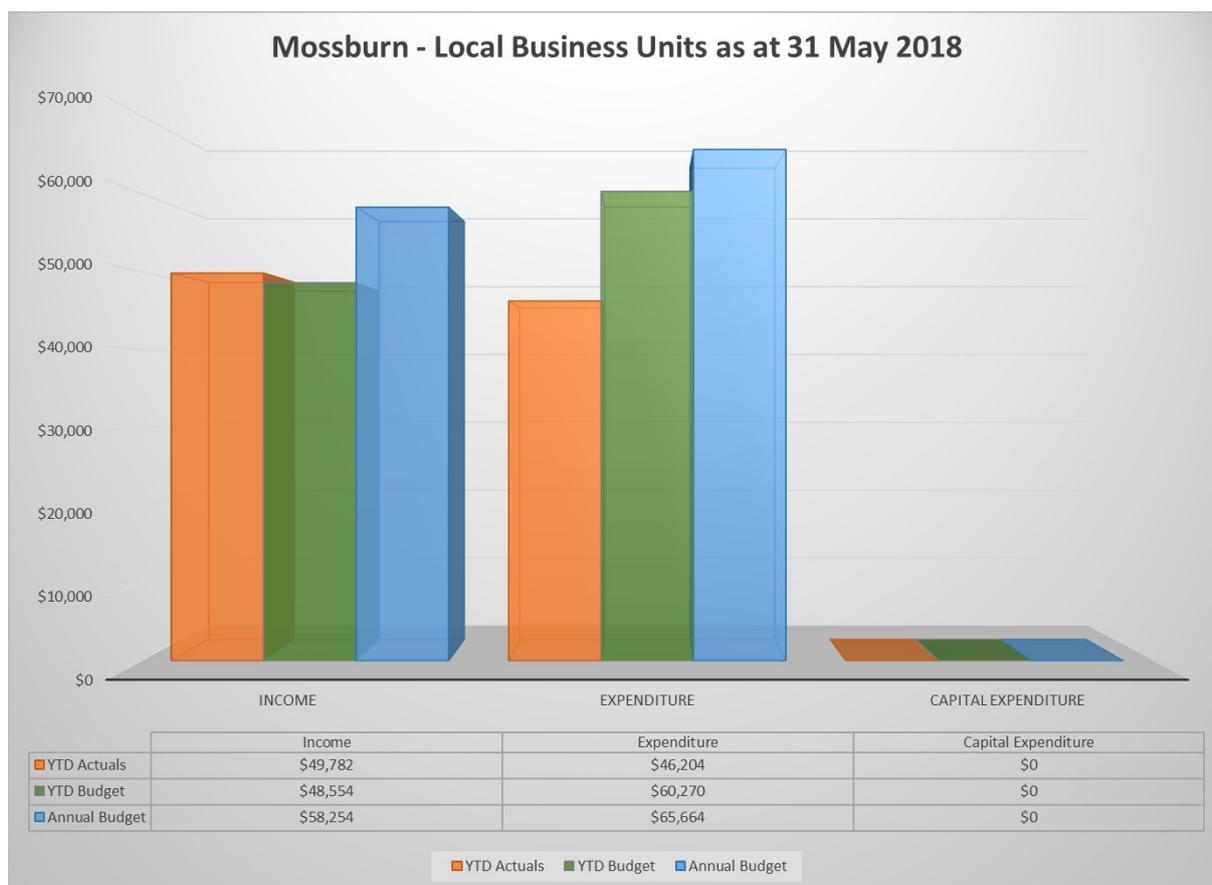
91. The legal survey for land purchases has commenced. The physical works aspect of the project has significantly reduced due to weather conditions. It is now expected that the project will be finalised around October when weather conditions should be more favourable for sealing works.
92. The earthworks and drainage along the Waipapa section are approximately 70% complete.

Water Structures

- 93. Progress is continuing in relation to the Riverton Wharves licencing and repairs. Most licence holders are progressing with essential repairs. As a result of recent communication from staff as well as news articles around getting the works completed, there has been an upswing on this work as well as communication with Council on the progress and documentation.

Financials

- 94. Overall income for the Mossburn CDA is slightly ahead of budget year to date due to a higher than anticipated number of burials at the local cemetery which is offset by the higher than budgeted expenses for the same business unit.
- 95. Beautification income appears to be below budget however, this will be rectified when a grant from the Mararoa Waimea ward is transferred at the end of June.
- 96. Expenditure in all other areas is below budget year to date however, there are some further maintenance works to be completed in this financial year and will be attended by the Community Engineer in conjunction with the Subcommittee.
- 97. There are no capital expenditure projects plans for the 2017/18 financial year.



Mossburn - Business Units as at 31 May 2018												
BU Code	Business Unit	Income			Expenses			Capital				
		Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year		
25102	Operating Costs - Mossburn	\$1,602	\$1,602	\$7,034	\$25	\$3,374	\$3,681					
25107	Street Works - Mossburn	\$12,532	\$12,532	\$13,671	\$16,269	\$18,948	\$20,671					
25113	Stormwater Drainage - Mossburn	\$4,202	\$4,202	\$4,584	\$1,932	\$4,203	\$4,584					
25125	Cemetery - Mossburn	\$10,151	\$5,257	\$5,735	\$9,178	\$7,549	\$8,235					
25128	Beautification - Mossburn	\$7,906	\$11,573	\$12,625	\$6,738	\$12,731	\$13,888					
25132	War Memorial Park	\$12,039	\$12,039	\$13,133	\$11,594	\$12,116	\$13,133					
25146	Playground - Mossburn	\$1,349	\$1,349	\$1,472	\$468	\$1,349	\$1,472					
Total		\$49,782	\$48,554	\$58,254	\$46,204	\$60,270	\$65,664	\$0	\$0	\$0		

Reserve Balances

	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
Mossburn													
Local													
Reserve													
Mossburn General - RES	102,368	103,221	94,958	95,503	98,917	99,902	103,461	79,033	79,364	82,247	74,430	74,609	77,335
Total Local Reserve	<u>102,368</u>	<u>103,221</u>	<u>94,958</u>	<u>95,503</u>	<u>98,917</u>	<u>99,902</u>	<u>103,461</u>	<u>79,033</u>	<u>79,364</u>	<u>82,247</u>	<u>74,430</u>	<u>74,609</u>	<u>77,335</u>
Total Local Balance	<u>102,368</u>	<u>103,221</u>	<u>94,958</u>	<u>95,503</u>	<u>98,917</u>	<u>99,902</u>	<u>103,461</u>	<u>79,033</u>	<u>79,364</u>	<u>82,247</u>	<u>74,430</u>	<u>74,609</u>	<u>77,335</u>
Total Mossburn Reserve Balance	<u>102,368</u>	<u>103,221</u>	<u>94,958</u>	<u>95,503</u>	<u>98,917</u>	<u>99,902</u>	<u>103,461</u>	<u>79,033</u>	<u>79,364</u>	<u>82,247</u>	<u>74,430</u>	<u>74,609</u>	<u>77,335</u>

Recommendation

That the Mossburn Community Development Area Subcommittee:

- a) Receives the report titled "Council Report" dated 15 June 2018.**

Attachments

There are no attachments for this report.