



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

**Date:** **Wednesday, 19 September 2018**  
**Time:** **9am**  
**Meeting Room:** **Council Chambers**  
**Venue:** **15 Forth Street**  
**Invercargill**

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## **Council Agenda**

### **OPEN**

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#### **MEMBERSHIP**

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

#### **IN ATTENDANCE**

<b>Chief Executive</b>	Steve Ruru
<b>Committee Advisor</b>	Fiona Dunlop

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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.



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**1 Apologies**

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

**2 Leave of absence**

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

**3 Conflict of Interest**

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

**4 Public Forum**

Notification to speak is required by 5pm at least two days before the meeting. Further information is available on [www.southlanddc.govt.nz](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 Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

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

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

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

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

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

**6 Confirmation of Council Minutes**

- 6.1 Meeting minutes of Council, Wednesday 8 August 2018, Thursday 30 August 2018 and Wednesday 5 September 2018



## Draft Dangerous, Affected, and Insanitary Buildings Policy 2018 - for Adoption

Record No: R/18/6/15523  
Author: Jane Edwards, Policy Analyst  
Approved by: Bruce Halligan, Group Manager Environmental Services

☒ Decision ☐ Recommendation ☐ Information

### Purpose

- 1 This report presents the draft Dangerous, Affected and Insanitary Buildings Policy 2018 (the draft Policy) for adoption.

### Executive Summary

- 2 On 20 June 2018 Council approved a Statement of Proposal, incorporating the draft Policy, for consultation. The draft Policy incorporated changes introduced by the Buildings (Earthquake-prone Buildings) Amendment Act in May 2016.
- 3 The new legislation overrides parts of the current Policy that relate to Earthquake-prone buildings, and renders those parts of the current Policy obsolete.
- 4 From 28 June to 30 July 2018, Council consulted on the draft Policy in accordance with the Special Consultative Procedure (SCP) outlined in Section 83 of the Local Government Act 2004 (LGA). No submissions were received during this consultation period.
- 5 Staff are recommending Council adopts the draft Policy which is included with this report as Attachment A.

### Recommendation

#### That the Council:

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

## **Background**

- 6 Council currently has an Earthquake-Prone, Dangerous and Insanitary Buildings Policy. The new draft Policy was presented to Council in June 2018 due to changes introduced by the Buildings (Earthquake-prone Buildings) Amendments Act in May 2016. The new legislation overrides the parts of the current Policy that relate to Earthquake-prone buildings, and renders those parts of the current Policy obsolete.
- 7 The draft Policy continues to cover dangerous and insanitary buildings. Due to new legislative requirements to include 'affected' buildings in the policy ('affected' defined as an adjacent to, adjoining or nearby buildings that could be impacted by a dangerous building), this change has been included.
- 8 The draft Policy was presented to Council at its meeting on 20 June 2018. At that meeting, Council endorsed and released the draft Policy and a Statement of Proposal for public consultation.
- 9 Staff have undertaken a consultation process on the draft Policy in accordance with the SCP. This has included giving people of the District the required notice of Council's intention to make the Policy, and staff have undertaken a five week consultation process.

## **Issues**

- 10 No submissions were received from the District during the consultation period 28 June to 30 July 2018.
- 11 No deliberations are required by Council.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 12 Sections 131 and 132A of the Building Act 2004 (the Act) require Council to have a dangerous, affected and insanitary buildings policy. Council is required to state the approach that it will take in performing its function, its priority in performing those functions, and how the policy will apply to heritage buildings.
- 13 A dangerous and insanitary buildings policy must be adopted, amended or replaced in accordance with the SCP outlined in section 83 of the LGA. Council was required to have a consultation period of not less than a month, and to allow any oral submissions to be heard at Council hearings.
- 14 After a dangerous and insanitary buildings policy is adopted it must be reviewed at intervals of not more than five years, but it does not cease to have effect because it is due for a review.

### **Community Views**

- 15 Council must, in the course of its decision making process, give consideration to the community views on this matter.
- 16 Undertaking a consultation process in accordance with the SCP and the requirements outlined in section 83 of the LGA has given the people in the District, and any other party for that matter, an opportunity to give their views on the draft policy.

- 17 No submissions were received.

### **Costs and Funding**

- 18 There would only be minor additional costs associated with adopting the draft Policy, including the costs associated with staff time and advertising the adoption of the Policy. These costs would be met within current budgets.

### **Policy Implications**

- 19 As no amendments have been made to Council's policy approach to dangerous, affected and insanitary buildings, if the draft Policy is adopted in its current form, it would not substantially alter the way Council identifies and manages these buildings.
- 20 The draft policy is quite closely aligned with the policies adopted by Invercargill City Council, Queenstown Lakes District Council and the Gore District Council. This has been done to help ensure there is a consistent approach throughout the southern region, which should make implementation easier and more consistent.
- 21 If Council was to adopt the draft Policy in its current form, there would be no impact on fees as the draft Policy would not impact the day-to-day actions of Council.

### **Analysis**

#### **Options Considered**

- 22 The following reasonably practicable options have been identified regarding how Council could proceed:

**Option 1** – Adopt the draft Policy (with any minor amendments); or

**Option 2** – Consider the draft Policy and propose a different way forward.

### **Analysis of Options**

#### **Option 1 – That Council adopts the draft Policy (with any minor amendments).**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Replacing the current Policy with the draft Policy would prevent Council having an operative policy that is, in part, obsolete.</li><li>• The draft Policy is legally compliant.</li><li>• The draft Policy allows Council to work with relevant owners to rectify dangerous and insanitary buildings, which is a more collaborative approach.</li><li>• The draft Policy provides a level of protection to heritage buildings but still allows Council to act to keep the public safe.</li></ul>	<ul style="list-style-type: none"><li>• No known disadvantages.</li></ul>

**Option 2 – That Council considers the draft Policy and proposes a different way forward.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Would provide clarity on Council's desired approach.</li></ul>	<ul style="list-style-type: none"><li>• Council would still be legally required to have a Dangerous, Affected and Insanitary Buildings Policy.</li><li>• A change in approach may mean it takes longer for Council to adopt a new policy and replace the current policy that is, in part, obsolete.</li></ul>

**Assessment of Significance**

- 23 It has been identified that this matter has a lower level of significance, in relation to Council's Significance and Engagement Policy and the LGA.

**Recommended Option**

- 24 The recommended option is that Council adopts the draft Policy (with any minor amendments required).

**Next steps**

- 25 If Council adopts the draft Policy at this meeting, staff will publicly notify the adoption of the Policy by placing an advertisement in the Advocate, and by having the Policy accessible on Council's website.
- 26 Section 132 of the Act states that Council must, as soon as practicable after adoption of a policy, provide a copy of the policy to the chief executive of the Ministry.
- 27 This Policy must be reviewed at an interval of no longer than five years from date of adoption.

**Attachments**

- A Draft Dangerous, Affected and Insanitary Buildings Policy [↗](#)





## Dangerous, Affected, and Insanitary Buildings Policy 2018

**Group Responsible:** Building Solutions

**Date Approved:**

**Date Amended:**

**File Number:** R/18/2/3527

### 1. Purpose

The purpose of this policy is to identify and manage dangerous and affected, and insanitary buildings in the Southland District.

This policy meets the requirements of sections 131, 132 and 132A of the Building Act 2004 (the Act). This is a review of existing policy under Section 132 of the Act.

This policy supersedes Council's Earthquake-Prone, Dangerous and Insanitary Building Policy 2011.

This policy sets out:

- the approach that Council will take in performing its functions under the Act in relation to dangerous, affected and insanitary buildings;
- Council's priorities in performing these functions; and
- how the policy will apply to heritage buildings.

### 2. Objective

The overall objective of this policy to ensure that people who use buildings can do so safely and without endangering their health.

This policy fulfils Council's responsibilities under the Act, with respect to dangerous, affected, and insanitary buildings. Council's responsibility is to ensure that when:

- dangerous and affected buildings are found, that the danger is appropriately reduced or removed in an acceptable timeframe.
- insanitary conditions are found, that appropriate measures are undertaken to remedy the conditions within an acceptable timeframe.

### 3. Scope

This policy is to outline the approach the Council will take towards dangerous and affected, and insanitary buildings.



This policy clarifies Council's priorities in performing its functions under the Building Act 2004.

This policy applies to all buildings in the Southland District, even though a code of compliance certificate may have been issued previously, as the current use and/or maintenance of the building can impact on the safety of occupants.

Earthquake-prone buildings are addressed under the Act, and are therefore excluded from this policy.

## Part 1 Dangerous and Affected Buildings

### 4. Definitions

The following definitions are used in Part 1 of this policy.

- affected building - has the meaning outlined in section 121A of the Act.
- Council – means Southland District Council.
- dangerous building - has the meaning outlined in section 121 of the Act.
- heritage building – means a building which is on the New Zealand Heritage List/Rārangī Kōrero in accordance with the Heritage New Zealand Pouhere Taonga Act 2014 and identified in Schedule 5.2 of the Southland District Plan 2018.

### 5. Identifying and Assessing Dangerous and Affected Buildings

Council will:

- investigate all information received about dangerous and affected buildings (this includes when Council receives reports from members of the public or building occupants, or if a Council officer observes a potentially dangerous or affected building through their usual duties);
- assess and identify any dangerous or affected buildings in accordance with sections 121 and 121A of the Act;
- liaise with Fire and Emergency New Zealand when Council deems it is appropriate, in accordance with section 121(2) of the Act.

When an assessment is undertaken and a building is not deemed to be a dangerous or affected building, Council may not take action under this policy or the Act.

### 6. Taking Action on Dangerous and Affected Buildings

When a building is deemed to be a dangerous building, but it is not immediately dangerous, Council will, before taking action under the Act, liaise and consult with the relevant owners and encourage the owners to produce a mutually acceptable formal proposal on how the problem will be rectified. If, after a reasonable time-period, a mutually acceptable formal proposal has not been achieved, Council will take further steps to address the problem by following the procedures set out in the Act.



When a dangerous or affected building is deemed to be immediately dangerous, Council will act immediately, by following the procedures set out in the Act.

When Council undertakes work to address problems relating to a dangerous building, pursuant to either a Court Order or Chief Executive Warrant, the Council reserves the right to appoint an independent contractor to carry out the required work.

The Council will hold the owner of any dangerous building liable for the cost of any work required to reduce or eliminate the danger posed by that building to its occupants or to the public. (The work may include the demolition of the building and clearance of the site at the owner's cost).

## **7. Part 1 of this Policy and the Act**

Under section 41 of the Act, building consents are not required in certain cases. Where a building is assessed as being immediately dangerous the Council may not require that a building consent be obtained for any of the immediately necessary building work. However, prior to any action being taken, Council will require a discussion with owners, and a written scope of the work.

## **8. Recording Dangerous Buildings**

Where a building is identified as dangerous, there will be a notice placed on the building file for the property where the building is situated. This notice will remain on the file, along with any further information showing the danger is remedied. In addition, this same information will be placed on any LIM produced for the property.

## **9. Economic impact of policy**

The volume of buildings defined as being dangerous or affected in any one year, (with the exception of a significant event such as flooding or an earthquake) is likely to be relatively minor. It is therefore expected that the economic impact of this policy is negligible. There is effectively very little change to the manner in which dangerous building occurrences have been treated in the past, and this process is primarily a documentation of the policy.

## **10. Access to Dangerous Building information**

Information concerning dangerous buildings will be contained on the relevant building property file held by Council, and will be provided on any LIM produced for that land.

In granting access to information concerning dangerous buildings, the Council will conform to the requirements of the Local Government Official Information and Meeting Act 1987 and the Local Government Act 2002.



## 11. Priorities

Council will act on buildings deemed to be immediately dangerous, as a matter of urgency. In these circumstances immediate action may be required to remove the danger and could include prohibiting any person occupying or using the building and, where needed, boarding the building up to prevent entry, or erecting a suitable barrier.

Buildings that are determined to be dangerous, but not immediately dangerous, will be subject to the minimum timeframes for reduction or removal of the danger (i.e. not less than 10 days) as set out in the Act.

## 12. Heritage Buildings

Part 1 of this policy will apply regardless of whether or not the dangerous or affected building is a heritage building.

However, in assessing a heritage building, Council will consult with Heritage New Zealand provided that the time required for consultation will not materially increase the physical danger to the public.

When considering heritage buildings under this policy, account will be taken of:

- the importance of recognising any special traditional and cultural aspects of the intended use of the building.
- the need to facilitate the preservation of buildings of significant cultural, historical or heritage value.
- the circumstances of each building and whether the building has undergone any previous strengthening work.

When considering what action to take on heritage buildings that have become dangerous, Council will take into account the heritage values of the building in determining possible courses of action and seek to avoid demolition where possible. The skills of suitably qualified professionals with heritage expertise will be engaged where possible to advise and offer recommendations for action.

## Part 2 Insanitary Buildings

## 13. Definitions

- insanitary building - has the meaning outlined in section 123 of the Act.
- Council – means Southland District Council.
- heritage building – means a building which is on the New Zealand Heritage List/Rārangi Kōrero in accordance with the Heritage New Zealand Pouhere Taonga Act 2014 and identified in Schedule 5.2 of the Southland District Plan 2018.



## 14. Identifying and Assessing Insanitary Buildings

Council will:

- investigate all information received about insanitary buildings (this includes when Council receives reports from members of the public or building occupants, or if a Council officer observes an insanitary building through their usual duties); and
- assess and identify insanitary buildings in accordance with the Act or the Health Act 1956 (the Health Act). As part of this process, Council will investigate:
  - if the building is occupied; and
  - what the building is currently being used for, and its legally established use; and
  - whether the insanitary conditions pose a risk to the health of any occupants, or other people.

In determining what an insanitary building is, Council may consult with other agencies and Council staff.

When an assessment is undertaken and a building is not deemed to be an insanitary building, Council may take no further action under this policy, the Act or the Health Act.

## 15. Taking Action on Insanitary Buildings

When a building is deemed to be an insanitary building, Council will, before taking action under the Act or Health Act, liaise and consult with the relevant owners and encourage the owners to produce a mutually acceptable formal proposal on how the problem will be rectified. If, after a reasonable time-period, a mutually acceptable formal proposal has not been achieved, Council will take further steps to address the problem by following the procedures set out in the Act or the Health Act.

Where, pursuant to the Act, Council undertakes work to address problems relating to an insanitary building, pursuant to either a Court Order or Chief Executive Warrant, Council reserves the right to appoint an independent contractor to carry out the work required.

Council will hold the owner of any insanitary building liable for the cost of any work required to eliminate the risk posed by the building to its occupants or to the public because it is insanitary.

## 16. Part 2 of this Policy and the Act

Under section 41 of the Act, building consents are not required in certain cases. Where a building is assessed as being insanitary, the Council may not require that a building consent be obtained for any of the immediately necessary building work. However, prior to any action being taken, Council will require a discussion with owners, and a written scope of the work.

## 17. Recording Insanitary Buildings

Where a building is identified as insanitary, there will be a notice placed on the building file for the property where the building is situated. This notice will remain on the file, along with any further



information showing the insanitary conditions have been remedied. In addition, this same information will be placed on any LIM produced for the property.

## 18. Economic impact of Policy

The volume of buildings defined as being insanitary in any one year, is relatively minor. It is therefore expected that the economic impact of this policy is negligible. There is effectively very little change to the manner in which insanitary buildings have been treated in the past, and this process is primarily a documentation of the policy.

## 19. Access to Insanitary Building information

In granting access to information concerning insanitary buildings, the Council will conform to the requirements of the Local Government Official Information and Meeting Act 1987 and the Local Government Act 2002.

## 20. Heritage Buildings

Part 2 of this policy will apply regardless of whether or not the insanitary building is a heritage building.

However, in assessing a heritage building, Council will consult Heritage New Zealand provided that the time required for consultation will not materially increase the risk to occupants or the public.

When considering heritage buildings under this policy, account will be taken of:

- the importance of recognising any special traditional and cultural aspects of the intended use of the building.
- the need to facilitate the preservation of buildings of significant cultural, historical or heritage value.
- the circumstances of each building.

When considering what action to take on heritage buildings that have become insanitary, Council will take into account the heritage values of the building in determining possible courses of action. The skills of suitably qualified professionals with heritage expertise will be engaged where possible to advise and offer recommendations for action.

## Draft Roding Bylaw 2008 (Revision 2, 2018) for Adoption

**Record No:** R/18/8/20156  
**Author:** Jane Edwards, Policy Analyst  
**Approved by:** Matt Russell, Group Manager Services and Assets

☒ Decision ☐ Recommendation ☐ Information

### Purpose

- 1 The purpose of this report is to recommend the adoption of the Southland District Council Roding Bylaw 2008 (Revision 2, 2018).

### Executive Summary

- 2 On 2 May 2018 Council approved a Statement of Proposal, incorporating a draft Roding Bylaw (the draft Bylaw), for consultation. The draft Bylaw proposed changes to the parking restrictions on Elgin Terrace in Oban, Stewart Island.
- 3 The proposed changes would establish new parking restrictions (which include parking areas) on the south side of Elgin Terrace near the main wharf, and by making the north side of Elgin terrace a 'no stopping at all times' area.
- 4 If adopted, the draft Bylaw would mean the parking restrictions presently marked up near the main wharf in Oban, would become legally enforceable.
- 5 Public notice was given on 10 May 2018 and submissions were sought on the draft Bylaw. The two month period for public submissions closed on 15 June 2018. Council received seven submissions.
- 6 After considering staff recommendations and submissions at its meeting on 8 August 2018, Council endorsed the draft Bylaw with minor amendments, for final adoption at its next meeting. The amendments made included correcting minor inconsistencies to wording and legislative references in the existing bylaw. The draft Bylaw is included with this report as Attachment A.



## **Recommendation**

### **That the Council:**

- a) Receives the report titled “Draft Roding Bylaw 2008 (Revision 2, 2018) for Adoption” dated 11 September 2018.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) Revokes the current Roding Bylaw 2008 (Revision 1, 2015) on 28 September 2018.**
- e) Confirms and makes the Southland District Council Roding Bylaw (Revision 2, 2018).**
- f) Resolves that the Southland District Council Roding Bylaw (Revision 2, 2018) will come into force on 28 September 2018.**
- g) Ensures as many copies of the Bylaw, as so made and confirmed, be executed under seal by the Council, as required from time to time.**
- h) Ensures that in accordance with Section 22AE of the Land Transport Act 1998 public notice be given to the making of the Southland District Council Roding Bylaw (Revision 2, 2018) advising:**
  - (i) That the Bylaw will come into force on 28 September 2018**
  - (ii) That copies of the Bylaw may be inspected, without fee, at all Council offices.**
  - (iii) That copies of the Bylaw can be obtained upon payment of a reasonable charge.**



## **Background**

- 7 Council, at its meeting 2 May 2018, resolved to release the draft Bylaw and the Statement of Proposal for public consultation in accordance with the Special Consultative Procedure (SCP) outlined in the Local Government Act 2002 (the Act) and in accordance with the consultation requirements outlined in the Land Transport Act 1998 (LTA).
- 8 The draft Bylaw and Statement of Proposal were put out for consultation from 10 May 2018 to 15 June 2018.
- 9 Seven submissions were received with no submitters requesting to speak at a hearing.
- 10 Council deliberated on submissions received at its meeting on 8 August 2018 and agreed to endorse the draft Bylaw with the minor amendments recommended by staff. The amendments made included correcting minor inconsistencies to wording and legislative references in the existing bylaw.

## **Issues**

- 11 This report is recommending that Council adopt the draft Bylaw. The draft Bylaw presented at this meeting incorporates some minor changes to inconsistencies in the current Bylaw, which were discussed at the Council meeting on 8 August 2018.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 12 Council is permitted to make a roading bylaw under section 22AB of the LTA. One of the purposes outlined in that section is restricting the stopping or parking of vehicles on any road, subject to the erection of the prescribed signs.
- 13 In accordance with section 22AD of the LTA, Council has complied with the consultation requirements to amend a bylaw outlined in the Act.
- 14 The special consultative procedure, elected by Staff to make the draft Bylaw, has been undertaken by Council and completed.
- 15 To confirm and make the Bylaw, Council must pass a resolution to that effect.
- 16 When a roading bylaw is adopted, Council is required within one week of it being adopted, to send a copy of the bylaw to the Minister of Transport (section 22AB of the LTA).
- 17 As soon as practicable after making the Bylaw, the Council is obliged to give public notice of the fact confirming that the Bylaw will effective on and from 28 September 2018 and that a copy of the Bylaw can be inspected and obtained from all Council offices.

## **Community Views**

- 18 Consultation on the draft Bylaw has been undertaken in accordance with the Special Consultative Procedure. A Statement of Proposal was approved for consultation at the Council meeting on 2 May 2018. The Statement of Proposal and draft Bylaw were made widely available and the public were encouraged to make submissions.

- 19 Following a two month consultation period, seven submissions were received. After consideration of submissions and comments received at its meeting on 8 August 2018, Council made minor changes to the draft Bylaw. These changes have been incorporated into the draft Bylaw for adoption.

### **Costs and Funding**

- 20 The process of adopting the draft Bylaw will result in a relatively small cost to Council, including costs associated with staff time and advertising. These costs are met within existing Council budgets.

### **Policy Implications**

- 21 The draft Bylaw would update the current Bylaw by establishing new parking restrictions (which include parking areas) on the south side of Elgin Terrace near the main wharf, and by making the north side of Elgin terrace a 'no stopping at all times' area.
- 22 If adopted the draft Bylaw would mean the parking restrictions presently marked up near the main wharf in Oban, would become legally enforceable.
- 23 The Southland District Council Roding Policy 2008 (Revision 1, 2015) and the Roding Policy Procedures Policy 2008 (Revision 1, 2015), will not be impacted by the adoption of the draft Bylaw.

### **Analysis**

#### **Options Considered**

- 24 There are two options to consider in this report:
- a) Revoke the provisions of the current Roding Bylaw 2008 (Revision 1, 2015) and make a new Roding Bylaw 2008 (Revision 2, 2018)
  - b) Do not adopt the draft Bylaw and continue with the current Bylaw until a larger-scale review is undertaken at a later date.

### **Analysis of Options**

#### **Option 1 – Revoke the provisions of the current Roding Bylaw 2008 (Revision 1, 2015) and make a new Roding Bylaw 2008 (Revision 2, 2018).**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• This option would ensure the Roding Bylaw accurately reflects parking restrictions in Elgin Terrace as soon as possible.</li><li>• The currently marked up parking restrictions would be enforceable.</li></ul>	<ul style="list-style-type: none"><li>• Council is intending to undertake a full review of the district Bylaw in the next 12-24 months and still has to incorporate other required amendments.</li></ul>

**Option 2 – Do not adopt the draft Bylaw and continue with the current Bylaw until a larger-scale review is undertaken at a later date.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Changes to the parking restrictions on Elgin Terrace could be made in conjunction with other required changes to the Roding Bylaw</li><li>• A more strategic approach to parking on the Island may be considered in the district-wide review of the roading Bylaw.</li></ul>	<ul style="list-style-type: none"><li>• The parking restrictions marked up on Elgin Terrace would remain unenforceable and out of the date with the current Bylaw.</li><li>• The lack of enforceability in this area may give rise to on-going community concerns, particularly at peak tourist times where parking is at a premium.</li></ul>

**Assessment of Significance**

- 25 In this report, Council is being asked to revoke the provisions of the current Roding Bylaw 2008 (Revision 1, 2015) and make a new Roding Bylaw 2008 (Revision 2, 2018). Staff have assessed this decision as of lower significance in relation to Council's Significance and Engagement Policy and the LGA.

**Recommended Option**

- 26 Staff recommend that Council resolve to revoke the provisions of the current Roding Bylaw 2008 (Revision 1, 2015) and make a new Roding Bylaw 2008 (Revision 2, 2018).

**Next Steps**

- 27 Following a decision from Council at its 19 September 2018 meeting to approve the revocation of the provisions of the current Roding Bylaw 2008 (Revision 1, 2015) and the making of the proposed Roding Bylaw 2008 (Revision 2, 2018), the decision will be publically notified.
- 28 Council is required, within one week of adopting a roading bylaw, to send a copy of the bylaw to the Minister of Transport (section 22AB of the LTA).
- 29 On or before 27 September 2018, public notice will be given in the Advocate about the revoking of the current Roding Bylaw 2008 (Revision 1, 2015) and the making of the Roding Bylaw 2008 (Revision 2, 2018), on 28 September 2018.
- 30 The Southland District Council Roding Bylaw 2008 (Revision 2, 2018) would come into effect 28 September 2018.

**Attachments**

- A Roding Bylaw 2008 (Revision 2, 2018) [↓](#)



## Roading Bylaw 2008

Revision 2 -2018

Southland District Council  
Te Rohe Pōtae o Murihiku

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**Document Revision**

Date	Amendment	Amended by	Approved by	Approval date
May 2018	Altering car park area on Elgin Terrace near wharf	Strategy and Policy	Council	

## 1 Short Title and Commencement

This Bylaw may be cited as the Southland District Council Roadway Bylaw 2008 and shall come into force on 1 May 2008.

## 2 Application of Bylaw

This Bylaw shall apply in respect to all roads vested in and under the control of Council.

Upon written request from an occupier, landowner or ratepayer, Council by resolution may grant exemptions to the Roadway Bylaw 2008 by resolution of Council.

An exemption will be at the pleasure of Council and may contain specific conditions regarding the exemption.

Council reserves the right to withdraw any approval for exemption with 24 hours' notice.

## 3 Previous Bylaw

The Southland District Council Roadway Bylaw 2001 is consequently repealed.

## 4 Definitions

In this Bylaw, unless the context otherwise requires "Council" means the Southland District Council, or any officer authorised to exercise the authority of Council.

**"Crossing"** means that part of any roadway and associated drainage system used for the purpose of shifting and moving livestock across any roadway.

**"Debris"** means any refuse, rubbish, animal remains or faeces, glass, metal, garbage, dirt, filth, rubble, ballast, stones, earth, hedge trimmings or waste matter, or any other thing of a like nature.

**"Heavy Motor Vehicle"** means a motor vehicle (other than a motor car that is not used, kept or available for the carriage of passengers for hire or reward) having a gross laden weight exceeding 3,500 kg.

**"Hours of Darkness"** means -

- (a) Any period of time between half an hour after sunset on one day and half an hour before sunrise on the next day; or
- (b) Any other time when there is not sufficient daylight to render clearly visible a person or vehicle at a distance of 100 metres.

**"Livestock"** means horses, cattle, sheep, pigs, deer or other farmed animals.

**"Maintained Network"** means all roads identified as being maintained by the Council in Council's Asset and Maintenance Management System (RAMM) database.

**"Parking"** means:

- (a) in relation to any portion of a road where parking is for the time being governed by the location of parking meters placed pursuant to a bylaw of a local authority, the stopping or standing of a vehicle on that portion of the road for any period exceeding five minutes:

- (b) in relation to any other portion of a road, the stopping or standing of a vehicle (other than a vehicle picking up or setting down passengers in a restricted parking area, and entitled to do so) on that portion of the road; and park has a corresponding meaning:

**“Parking Enforcement Officer”** means any person who has been appointed as an enforcement officer by the Southland District Council Under the Local Government Act 2002; or any person who is an enforcement officer under the Land Transport Act 1998 for the enforcement and control of traffic and parking.

**“Policy Procedures”** means procedures that enable Southland District Council’s Roading Policy.

**“Property Owner”** means legal owner or owners.

**“Publicly Notified”** means a notice published in a daily newspaper circulating throughout the Southland District.

**“Race”** means that part of any road margin fenced off and used specifically for the purpose of shifting and moving stock.

**“Road”** includes a street; and also includes any place to which the public have access, whether as of right or not; and also includes all bridges, culverts, ferries, and fords forming part of any road, street, or other place as aforesaid which are under the control and/or ownership of the Council or to which control has been delegated from the controlling authority for specific purposes.

**“Road margin”** includes any uncultivated margin of a road adjacent to but not forming part of either the roadway or the footpath (if any):

**“Roadway”** means that portion of the road used or reasonably usable for the time being for vehicular traffic in general.

**“Road Reserve”** means all land vested in the Council as road and includes roads, road margins and roadways.

**“Stock”** means horses, cattle, sheep, pigs or other farmed animals.

**“Urban Area”** means any ‘Urban Resource Area’ specified in the Southland District Plan.

**“Vehicle”** means a contrivance equipped with wheels, tracks, or revolving runners upon which it moves or is moved; but does not include—

- (a) A perambulator or pushchair:
- (b) A shopping or sporting trundler not propelled by mechanical power:
- (c) A wheelbarrow or hand-trolley:
- (d) Repealed.
- (e) Any pedestrian controlled lawnmower or any agricultural machinery not propelled by mechanical power:
- (f) Any article of furniture:
- (g) Any invalid wheel-chair not propelled by mechanical power:
- (h) Any other contrivance specified by notice in the Gazette:

## 5 Offences

Every person commits an offence against this Bylaw, who:

- (a) Fails to comply with any prohibition, restriction, direction or requirement indicated by the lines, markings, traffic signs and other signs or notices laid down, placed, made or erected on or upon

any road, public carpark, reserve or other places controlled by the Control (or under delegated authority to Council) pursuant to any of the provisions of this Bylaw or any resolution made under this Bylaw.

- (b) Fails to comply with any condition, duty, or obligation, imposed by this Bylaw or by any resolution made under this Bylaw.

Every person committing any breach of this Bylaw shall be liable to a fine not exceeding \$20,000 and where the breach is a continuing one then to a further fine not exceeding \$50 for every day or part of a day during which the breach has continued.

## 6 Stock Management

### Objective

The objective of this Part of the Bylaw is to provide for the orderly management of stock on roads within the District, with particular regard to traffic safety, and damage to roads.

This Part of the Bylaw is divided into three sections:

- (a) Stock Droving and Grazing.
- (b) Gates across the Road.
- (c) Debris on the Road.

### Stock Movement and Grazing on the Road

No person shall drive stock on Council roads without complying with the requirements and responsibilities under Procedure "Stock Droving" specified in Appendix 4.

Where a nuisance is created to road users, properties bordering the drive or grazing, and the road infrastructure Council may exercise its powers under the Offences section of this Bylaw.

No person shall regularly drive any stock, including milking stock, along or across any road either between farms or from one part of a farm to another part of that farm, or to a milking shed, except when using a crossing place or race in accordance with a permit issued by the Southland District Council.

### Debris on the Road

No person shall permit the depositing of debris on any road.

### Gates across the Road

No person shall erect, maintain or use any gate, temporary fence, electric tapes or other device on any road for the purpose of containing or droving stock without first obtaining permission from the Council.

### Damage

No person shall drive or lead stock along or across any road unless measures are taken to prevent damage to any public or private property along or adjacent to the road. All barriers erected to prevent damage to any public or private property are to be removed immediately after stock has passed.

## 7 Parking Restrictions

No person shall park a vehicle in any street, private street or public place in contravention of the prohibitions, limitations or restrictions imposed from time to time by the Council and specified in Appendix 1 to this Bylaw and evidenced by signs erected by Council on or adjacent to the places affected.



## 8 One-way Roadways

No person shall drive a vehicle or ride a horse or bicycle along any road or parts thereof as specified in Appendix 2 to this Bylaw otherwise in accordance to the direction specified by way of any sign erected by the Council for that purpose.

## 9 Vehicular Accessways

No person shall install or construct any permanent vehicular accessway on any road for the purpose of access from the roadway to an internal accessway on private property without first obtaining the approval in writing of the Council and such approval may be given on such conditions as Council thinks fit..

## 10 Heavy Traffic Prohibitions

No person shall drive any heavy motor vehicle except a bus on or along those roads, or parts of roads listed in Appendix 3 of this Bylaw except for the purpose of picking up, or delivering goods, livestock and produce to an address on those roads when alternative access is not available for this purpose.

The prohibition shall not apply to a network utility operator or its authorised agent, or contractor engaged in the provision of, or maintenance of a network utility operation on a road or part of a road specified in Appendix 3.

Dated at Invercargill this 19<sup>th</sup> September 2018.

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

\_\_\_\_\_ MAYOR

\_\_\_\_\_ CHIEF EXECUTIVE

Southland District Council

## Appendix 1: Parking Restrictions

SOUTHLAND DISTRICT COUNCIL ROADING BYLAW 2008 - REVISION 2 2018

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	<u>MARAROA WAIMEA WARD</u>	<u>LUMSDEN TOWNSHIP</u>										
3104	MARIA ST	PLUTO RD	South	161	West	PLUTO RD	South	184	No Stopping At All Times	N	Y	OUTSIDE HIGH SCHOOL
3104	MARIA ST	PLUTO RD	South	161	East	PLUTO RD	South	193	BUS STOP	N	Y	OUTSIDE HIGH SCHOOL
	<u>MARAROA WAIMEA WARD</u>	<u>MOSSBURN TOWNSHIP</u>										
3642	SURREY ST	DEVON ST SH 94	North East	61	South East	DEVON ST SH 94	North East	102	BUS STOP	Y	Y	SCHOOL
	SURREY ST	DEVON ST SH 94	NTH EAST	70	NTH WEST	DEVON ST SH 94	NTH EAST	95	NO STOPPING	N	Y	NO STOPPING 8-9AM & 3-4PM MON - FRI
	<u>WAIATU APARIMA WARD</u>	<u>TUATAPERE TOWNSHIP</u>										
2025	GILLIES ST	MAIN RD SH 99	East	63	North	MAIN RD SH 99	East	100	No Stopping At All Times	Y	N	OPPOSITE FIRE HOUSE
2025	GILLIES ST	MAIN RD SH 99	East	15	STH	MAIN RD SH 99	East	27	No Stopping At All Times	Y	N	OUTSIDE FIRE HOUSE
	<u>MARAROA WAIMEA WARD</u>	<u>BALFOUR TOWNSHIP</u>										
3155	QUEEN ST	KRUGER ST	South West	354	South East	KRUGER ST	South West	412	BUS STOP	Y	Y	ONE SIDE ONLY OUTSIDE SCHOOL
	<u>MARAROA WAIMEA WARD</u>	<u>RIVERSDALE TOWNSHIP</u>										

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
3312	RUTLAND ST	HULL ST	North East	0	South East	HULL ST	North East	9	No Stopping At All Times	Y	N	ALL CHANGED
	RUTLAND ST	HULL ST	North East	9	South East	HULL ST	North East	19	BUS STOP	Y	Y	ALL CHANGED
	RUTLAND ST	HULL ST	North East	19	South East	HULL ST	North East	35	No Stopping At All Times	Y	N	ALL CHANGED
	RUTLAND ST	BERWICK ST	NTH EAST	10	NTH WEST	BERWICK ST	NTH EAST	18	No Stopping At All Times	Y	N	OUTSIDE AMBULANCE SERVICE
	RUTLAND ST	BERWICK ST	NTH EAST	30	NTH WEST	BERWICK ST	NTH EAST	60	No Stopping At All Times	Y	N	OUTSIDE FIRE HOUSE
	<b>MARAROA WAIMEA WARD</b>	<b>WAIKAI TOWNSHIP</b>										
3278	LEAMINGTON ST	SWALWELL ST	South East	144	South West	SWALWELL ST	South East	164	BUS STOP	Y	Y	OUTSIDE SCHOOL
	NEWBURN ST	BLAYDON ST	NTH WEST	87	NTH EAST	BLAYDON ST	NTH WEST	110	NO STOPPING	Y	N	FIRE HOUSE
	<b>MARAROA WAIMEA WARD</b>	<b>MANAPOURI TOWNSHIP</b>										
3424	HILLSIDE MANAPOURI RD	WAI AU ST	East	27	South	WAI AU ST	East	83	No Stopping At All Times	Y	N	
3433	HOME ST	HILLSIDE MANAPOURI RD	South West	4	West	HILLSIDE MANAPOURI RD	South West	26	No Stopping At All Times	Y	N	
	WAI AU ST	HILLSIDE MANAPOURI RD	West	200	South	HILLSIDE MANAPOURI RD	West	325	No Stopping At All Times	Y	N	
3431	WAI AU ST	VIEW ST.(West End)	South	20	East	VIEW ST.(West end)	South	270	No Stopping At All Times	Y	N	
	WAI AU ST	VIEW ST.(West End)	East	270	North	VIEW ST.(West end)	East	276	Unlimited Parking	Y	N	

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	WAlAU ST	VIEW ST.(West End)	East	276	North	VIEW ST.(West end)	East	282	No Stopping At All Times	Y	N	
	WAlAU ST	VIEW ST.(West End)	East	282	North	VIEW ST.(West end)	East	298	Unlimited Parking	Y	N	
	WAlAU ST	VIEW ST.(West End)	East	298	North	VIEW ST.(West end)	East	306	No Stopping At All Times	Y	N	
	WAlAU ST	VIEW ST.(West End)	East	306	North	VIEW ST.(West end)	East	338	Unlimited Parking	Y	N	
	WAlAU ST	VIEW ST.(West End)	East	338	North	VIEW ST.(West end)	East	341	No Stopping At All Times	Y	N	
	WAlAU ST	VIEW ST.(West End)	East	341	North	VIEW ST.(West end)	East	354	PARK 60	Y	N	
	WAlAU ST	VIEW ST.(West End)	East	354	North	VIEW ST.(West end)	East	372	BUSES 15 MINUTES ONLY	Y	N	Opposite Real Journeys
	WAlAU ST	VIEW ST.(West End)	East	377	North	VIEW ST.(West end)	East	425	No Stopping At All Times	N	Y	
3431	WAlAU ST	VIEW ST.(West End)	South	103	West	VIEW ST.(West end)	South	263	No Stopping At All Times	Y	N	
3431	WAlAU ST	VIEW ST.(West End)	East	274	South	VIEW ST.(West end)	East	282	No Stopping At All Times	Y	N	
	WAlAU ST	VIEW ST.(West End)	East	282	South	VIEW ST.(West end)	East	354	Unlimited Parking	Y	N	
3431	WAlAU ST	VIEW ST.(West End)	East	354	South	VIEW ST.(West end)	East	425	No Stopping At All Times	N	Y	Commences @ Real Journeys
	<b>MARAROA WAIMEA WARD</b>	<b>TE ANAU TOWNSHIP</b>										
3508	BLIGH ST	MILFORD CRES	North West	0	North East	MILFORD CRES	North West	48	No Stopping At All Times	Y	N	Field note map 2
3508	BLIGH ST	MILFORD CRES	North West	48	North East	MILFORD CRES	North West	61	Bus stop	Y	N	

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
3508	BLIGH ST	MILFORD CRES	North West	0	South West	MILFORD CRES	North West	35	No Stopping At All Times	Y	N	
	BOWEN ST	LUXMORE DRIVE (SH 94)	North East	7	North West	LUXMORE DRIVE (SH 94)	North East	36	No Stopping At All Times	Y	N	24
	BOWEN ST	LUXMORE DRIVE (SH 94)	North East	6	South East	LUXMORE DRIVE (SH 94)	North East	31	No Stopping At All Times	Y	N	
3505	GUNN ST	POMPOLONA ST	South West	76	North	POMPOLONA ST	South West	125	No Stopping At All Times	Y	N	Opposite Kindergarten
3505	GUNN ST	POMPOLONA ST	South West	80	South	POMPOLONA ST	South West	143	No Stopping At All Times	Y	N	Outside Kindergarten
3502	HOWDEN ST	MILFORD RD SH 94	North West	0	North East	MILFORD RD SH 94	North West	102	No Stopping At All Times	Y	N	Outside high school, ref 24
3502	HOWDEN ST	MILFORD RD SH 94	North West	133	North East	MILFORD RD SH 94	North West	217	BUS STOP	Y	N	
3502	HOWDEN ST	MILFORD RD SH 94	North West	217	North East	MILFORD RD SH 94	North West	243	No Stopping At All Times	Y	N	
3502	HOWDEN ST	MILFORD RD SH 94	North West	0	South West	MILFORD RD SH 94	North West	16	No Stopping At All Times	Y	N	Opposite high school, 24
3502	HOWDEN ST	MILFORD RD SH 94	North West	86	South West	MILFORD RD SH 94	North West	102	No Stopping At All Times	Y	N	
3502	HOWDEN ST	MILFORD RD SH 94	North West	0	South West	MACKINNON LOOP	North West	14	No Stopping At All Times	Y	N	24
3502	HOWDEN ST	MILFORD RD SH 94	North West	0	South West	MACKINNON LOOP	South East	13	No Stopping At All Times	Y	N	
3502	HOWDEN ST	MACKINNON LOOP	North West	0	South West	MACKINNON LOOP	North West	14	No Stopping At All Times	Y	N	26
3502	HOWDEN ST	MACKINNON LOOP	South East	0	South West	MACKINNON LOOP	South East	13	No Stopping At All Times	Y	N	
	MACKINNON LOOP	HOWDEN ST	South West	0	North West	HOWDEN ST	North West	10	No Stopping At All Times	Y	N	24
	MACKINNON LOOP	HOWDEN ST	South West	0	South East	HOWDEN ST	South East	9	No Stopping At All Times	Y	N	

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
3502	HOWDEN ST	TOM PLATO DRIVE	North West	0	North East	TOM PLATO DRIVE	North West	17	No Stopping At All Times	Y	N	24
3502	HOWDEN ST	TOM PLATO DRIVE	North West	0	North East	TOM PLATO DRIVE	South East	13	No Stopping At All Times	Y	N	
	TOM PLATO DRIVE	HOWDEN ST	North East	0	North West	HOWDEN ST	North West	18	No Stopping At All Times	Y	N	24
	TOM PLATO DRIVE	HOWDEN ST	North East	0	South East	HOWDEN ST	South East	42	No Stopping At All Times	Y	N	
3502	HOWDEN ST	MATAI STREET	North West	0	South West	MATAI STREET	North West	15	No Stopping At All Times	Y	N	25
3502	HOWDEN ST	MATAI STREET	South East	0	South West	MATAI STREET	South East	18	No Stopping At All Times	Y	N	
	MATAI STREET	HOWDEN ST	South West	0	North West	HOWDEN ST	North West	16	No Stopping At All Times	Y	N	25
	MATAI STREET	HOWDEN ST	South West	0	South East	HOWDEN ST	South East	15	No Stopping At All Times	Y	N	
3519	LAKEFRONT DR	MANAPOURI TE ANAU HWY SH 95	North West	32	South West	MANAPOURI TE ANAU HWY SH 95	North West	440	No Stopping At All Times	Y	N	1
3519	LAKEFRONT DR	TOWN CENTRE	South East	0	South West	TOWN CENTRE	South East	9	No Stopping At All Times	Y	N	28
3519	LAKEFRONT DR	TOWN CENTRE	South East	27	South West	TOWN CENTRE	South East	193	No Stopping At All Times	Y	N	
3519	LAKEFRONT DR	TOWN CENTRE	South East	0	North East	MOKOROA ST	South East	73	No Stopping At All Times	Y	N	29
3519	LAKEFRONT DR	TOWN CENTRE	South East	73	North East	MOKOROA ST	South East	144	PARK 30	Y	N	
3540	MILFORD CRES	LUXMORE DRIVE (SH94)	West & South	0	North	LUXMORE DRIVE (SH94)	West & South	98	No Stopping At All Times	Y	N	2
	MILFORD CRES	BLIGH STREET	West & South	0	North	BLIGH STREET	West & South	28	No Stopping At All Times	Y	N	

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	MILFORD CRES	BLIGH STREET	West & South	79	North	BLIGH STREET	West & South	91	No Stopping At All Times	Y	N	3
	MILFORD CRES	BLIGH STREET	West & South	194	North	BLIGH STREET	West & South	210	No Stopping At All Times	Y	N	
	MILFORD CRES	BLIGH STREET	West & South	219	North	BLIGH STREET	West & South	227	No Stopping At All Times	Y	N	
3540	MILFORD CRES	LUXMORE DRIVE (SH94)	West & South	0	South	LUXMORE DRIVE (SH94)	West & South	43	No Stopping At All Times	Y	N	11
3540	MILFORD CRES	TOWN CENTRE (NE END)	West & South	0	South	TOWN CENTRE (NE END)	West & South	28	No Stopping At All Times	Y	N	13
3540	MILFORD CRES	TOWN CENTRE (NE END)	West & South	36	South	TOWN CENTRE (NE END)	West & South	64	No Stopping At All Times	Y	N	
3540	MILFORD CRES	TOWN CENTRE (NE END)	West & South	74	South	TOWN CENTRE (NE END)	West & South	117	No Stopping At All Times	Y	N	
3540	MILFORD CRES	TOWN CENTRE (NE END)	West & South	159	South	TOWN CENTRE (NE END)	West & South	244	No Stopping At All Times	Y	N	
3540	MILFORD CRES	TOWN CENTRE (NE END)	West & South	259	South	TOWN CENTRE (NE END)	West & South	261	No Stopping At All Times	Y	N	14
3516	MIRO ST	TOWN CENTRE	North West	22	North East	TOWN CENTRE	North West	54	BUS STOP	Y	N	4
3516	MIRO ST	TOWN CENTRE	North West	54	North East	TOWN CENTRE	North West	80	No Stopping At All Times	Y	N	
	MOKONUI ST	TOWN CENTRE	North West	8	North East	TOWN CENTRE	North West	22	No Stopping At All Times	Y	N	5
	MOKONUI ST	TOWN CENTRE	North West	8	South West	TOWN CENTRE	North West	34	No Stopping At All Times	Y	N	7
	MOKONUI ST	TOWN CENTRE	North West	80	South West	TOWN CENTRE	North West	86	No Stopping At All Times	Y	N	

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	MOKONUI ST	DUSKY STREET	South East	0	North East	DUSKY STREET	South East	13	No Stopping At All Times	Y	N	26
	MOKONUI ST	DUSKY STREET	South East	0	South West	DUSKY STREET	South East	9	No Stopping At All Times	Y	N	
	DUSKY STREET	MOKONUI ST	North East	0	South East	MOKONUI ST	North East	14	No Stopping At All Times	Y	N	26
	DUSKY STREET	MOKONUI ST	South West	0	South East	MOKONUI ST	South West	13	No Stopping At All Times	Y	N	
	DUSKY STREET	TE ANAU TCE	North East	0	South East	TE ANAU TCE	North East	4	No Stopping At All Times	Y	N	27
	TE ANAU TCE	DUSKY STREET	South East	0	North East	DUSKY STREET	South East	93	No Stopping At All Times	Y	N	26
	TE ANAU TCE	TOWN CENTRE	North West	0	North East	TOWN CENTRE	North West	36	No Stopping At All Times	Y	N	Map 27
	TE ANAU TCE	TOWN CENTRE	North West	36	North East	TOWN CENTRE	North West	57	BUS STOP	Y	N	
3518	TE ANAU TCE	TOWN CENTRE	North West	64	North East	TOWN CENTRE	North West	103	BUS STOP	Y	N	
	TE ANAU TCE	TOWN CENTRE	North West	103	North East	TOWN CENTRE	North West	113	No Stopping At All Times	Y	N	
	TE ANAU TCE	TOWN CENTRE	North West	113	North East	TOWN CENTRE	North West	170	PARK 60	Y	N	
3518	TE ANAU TCE	TOWN CENTRE	North West	0	South West	TOWN CENTRE	North West	30	No Stopping At All Times	Y	N	Map 28
	TE ANAU TCE	TOWN CENTRE	North West	35	South West	TOWN CENTRE	North West	68	Bus stop	Y	N	
	TE ANAU TCE	TOWN CENTRE	North West	75	South West	TOWN CENTRE	North West	152	PARK 60	Y	N	
3518	TE ANAU TCE	TOWN CENTRE	South East	0	North East	TOWN CENTRE	South east	73	No Stopping At All Times	Y	N	Map 29
3518	TE ANAU TCE	TOWN CENTRE	South East	73	North East	TOWN CENTRE	South east	144	PARK 30	Y	N	Map 29

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	TE ANAUTCE	TOWN CENTRE	South east	0	South west	TOWN CENTRE	North West	9	No Stopping At All Times	Y	N	
	TE ANAUTCE	TOWN CENTRE	South east	27	South west	TOWN CENTRE	North West	193	No Stopping At All Times	Y	N	Map 28
	THE LANE	TOWN CENTRE	North West	12	South West	TOWN CENTRE	North West	34	PARK 60	Y	N	Map 16
	THE LANE	TOWN CENTRE	North West	51	South West	TOWN CENTRE	North West	79	PARK 60	Y	N	
	THE LANE	TOWN CENTRE	North West	21	North East	TOWN CENTRE	North West	47	PARK 60	Y	N	Map 17
	THE LANE	TOWN CENTRE	North West	61	North East	TOWN CENTRE	North West	86	PARK 60	Y	N	
3542	TOWN CENTRE	LAKE FRONT DRIVE	North East	0	South East	LAKE FRONT DRIVE	North East	30	No Stopping At All Times	Y	N	Map 29
	TOWN CENTRE	LAKE FRONT DRIVE	North East	31	South East	LAKE FRONT DRIVE	North East	61	PARK 60	Y	N	
	TOWN CENTRE	LAKE FRONT DRIVE	North East	0	North West	LAKE FRONT DRIVE	North East	10	No Stopping At All Times	Y	N	6
	TOWN CENTRE	LAKE FRONT DRIVE	North East	18	North West	LAKE FRONT DRIVE	North East	29	PARK 60	Y	N	
	TOWN CENTRE	LAKE FRONT DRIVE	North East	37	North West	LAKE FRONT DRIVE	North East	45	No Stopping At All Times	Y	N	
	TOWN CENTRE	LAKE FRONT DRIVE	North East	45	North West	LAKE FRONT DRIVE	North East	67	PARK 60	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	16	South East	MOKONUI STREET	North East	49	PARK 60	Y	N	8
	TOWN CENTRE	MOKONUI STREET	North East	79	South East	MOKONUI STREET	North East	92	PARK 60	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	92	South East	MOKONUI STREET	North East	99	PARK 15	Y	N	

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	TOWN CENTRE	MOKONUI STREET	North East	140	South East	MOKONUI STREET	North East	161	PARK 60	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	171	South East	MOKONUI STREET	North East	180	PARK 60	Y	N	8
	TOWN CENTRE	MOKONUI STREET	North East	194	South East	MOKONUI STREET	North East	204	No Stopping At All Times	N	Y	Outside Mobil service station
	TOWN CENTRE	MOKONUI STREET	North East	223	South East	MOKONUI STREET	North East	236	BUS STOP	Y	N	9
	TOWN CENTRE	MOKONUI STREET	North East	236	South East	MOKONUI STREET	North East	261	No Stopping At All Times	Y	N	9
	TOWN CENTRE	MOKONUI STREET	North East	279	South East	MOKONUI STREET	North East	305	PARK 60	Y	N	10
	TOWN CENTRE	MOKONUI STREET	North East	316	South East	MOKONUI STREET	North East	326	PARK 15	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	358	South East	MOKONUI STREET	North East	386	PARK 60	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	390	South East	MOKONUI STREET	North East	419	PARK 60	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	421	South East	MOKONUI STREET	North East	481	No Stopping At All Times	Y	N	481 at Luxmore Drive intersection
	TOWN CENTRE	MOKONUI ST	North East	16	North west	MOKONUI ST	North East	28	PARK 60	Y	N	Map 5
	TOWN CENTRE	MOKONUI ST	North East	68	North West	MOKONUI ST	North East	88	PARK 60	Y	N	
	TOWN CENTRE	MIRO ST	North East	17	North West	MIRO ST	North East	35	PARK 60	Y	N	Map 4
	TOWN CENTRE	MIRO ST	North East	67	North West	MIRO ST	North East	124	No stopping	Y	N	
	<u>WAIARU APARIMA WARD</u>	<u>OREPUKI TOWNSHIP</u>										
1974	DOVER ST	OLDHAM ST	East	7	STH	OLDHAM ST	East	48	No Stopping At All Times	Y	N	OUTSIDE GARAGE/WORKSHOP

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	DOVER ST	OLDHAM ST	EAST	0	NTH	OLDHAM ST	EAST	7	No Stopping At All Times	Y	N	OUTSIDE TAVERN
	DOVER ST	OLDHAM ST	WEST	0	NTH & STH	OLDHAM ST	WEST	38	No Stopping At All Times	Y	N	OUTSIDE FIRE HOUSE
	OLDHAM ST	DOVER ST	NORTH	0	WEST	OLDHAM ST	NORTH	25	No Stopping At All Times	Y	N	OUTSIDE FIRE HOUSE
	OLDHAM ST	DOVER ST	NORTH	0	EAST	OLDHAM ST	NORTH	5	No Stopping At All Times	Y	N	OUTSIDE TAVERN
	<u>WAIAPU APARIMA WARD</u>	<u>THORNBURY TOWNSHIP</u>										
	FOSTER RD	BRODERICK ST	West	67	North	BRODERICK ST	West	76	No Stopping At All Times	Y	N	OUTSIDE FIRE HOUSE
	<u>WAIAPU APARIMA WARD</u>	<u>RIVERTON TOWNSHIP</u>										
1861	BAY RD	OREPUKI RIVERTON HWY.SH 99	South	0	East	OREPUKI RIVERTON HWY.SH 99	South	542	No Stopping At All Times	Y	N	
1861	BAY RD	OREPUKI RIVERTON HWY.SH 99	South	17	West	OREPUKI RIVERTON HWY.SH 99	South	104	No Stopping At All Times	Y	N	
1861	BAY RD	DALLAS ST	South	35	West	DALLAS ST	South	191	No Stopping At All Times	Y	N	
1832	JETTY ST	PALMERSTON ST.SH 99	South	4	East	PALMERSTON ST.SH 99	South	50	No Stopping At All Times	Y	N	AROUND CNR ONTO SH99
1812	LEADER ST	PRINCESS ST	South West	99	WEST	PRINCESS ST	South West	109	BUS STOP	Y	N	OUTSIDE SCHOOL
1812	LEADER ST	PRINCESS ST	South West	10	East	PRINCESS ST	South West	105	No Stopping At All Times	Y	N	ACROSS ROAD FROM SCHOOL
1812	LEADER ST	NAPIER ST	South West	58	East	NAPIER ST	South West	113	No Stopping At All Times	Y	N	
	NAPIER ST	NGARIMU ST	South East	71	East & West	NGARIMU ST	South East	92	No Stopping At All Times	N	Y	AT END OF CUL-DE-SAC / NO EXIT

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
1886	ROCKS HWY	HAMLET ST	South East	14	STH EAST	HAMLET ST	South East	39	No Stopping At All Times	Y	N	
1886	ROCKS HWY	HAMLET ST	South East	81	South West	HAMLET ST	South East	109	No Stopping At All Times	Y	N	
1886	ROCKS HWY	ROY ST	South East	21	South West	ROY ST	South East	255	No Stopping At All Times	Y	N	
1886	ROCKS HWY	ROY ST	South East	196	STH EAST	ROY ST	South East	276	No Stopping At All Times	Y	N	
1886	ROCKS HWY	LEX ST	South East	10	South West	LEX ST	South East	125	No Stopping At All Times	Y	N	
1886	ROCKS HWY	IVY ST	South East	5	South West	IVY ST	South East	63	No Stopping At All Times	Y	N	
	ROCKS HWY	IVY ST	South East	116	South West	IVY ST	South East	142	No Stopping At All Times	Y	N	
	ROCKS HWY	IRWIN ST	South East	6	South West	IRWIN ST	South East	176	No Stopping At All Times	Y	N	
	ROCKS HWY	LIONEL ST	South East	32	North East	LIONEL ST	South East	118	No Stopping At All Times	Y	N	
	ROCKS HWY	EVELYN ST	South	22	West	EVELYN ST	South	325	No Stopping At All Times	Y	Y	
	ROCKS HWY	EVELYN ST	STH	50	EAST	EVELYN ST	STH	200	No Stopping At All Times	Y	N	
	ROCKS HWY	KAUANGO ST	South	2	East	KAUANGO ST	South	268	No Stopping At All Times	N	N	
	<b>WAIKAIU APARIMA WARD</b>	<b>RURAL</b>										
1781	RIVERTON OTAUTAU RD	WILSON RD	South	319	East	WILSON RD	North	23	No Stopping At All Times	Y	N	AT BRIDGE
1781	RIVERTON OTAUTAU RD	WILSON RD	South	23	West	WILSON RD	South	319	No Stopping At All Times	Y	N	AT BRIDGE
1781	RIVERTON OTAUTAU RD	WILSON RD	North	14	West	WILSON RD	North	113	No Stopping At All Times	Y	N	AT BRIDGE

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	<u>WAIKOU APARIMA WARD</u>	<u>NIGHTCAPS TOWNSHIP</u>										
2194	EVAN ST	HIGH ST EAST	East	36	South	HIGH ST EAST	East	54	No Stopping At All Times	Y	Y	SCHOOL
2194	EVAN ST	HIGH ST EAST	East	54	South	HIGH ST EAST	East	113	BUS STOP	Y	Y	SCHOOL
	<u>WAIKOU APARIMA WARD</u>	<u>OTAUTAU TOWNSHIP</u>										
2256	ALDERLY ST	KING ST	East	24	South	KING ST	East	58	No Stopping At All Times	Y	Y	OUTSIDE FIRE HOUSE
2255	HULME ST	KENDAL ST	East	3	South	KENDAL ST	East	17	No Stopping At All Times	N	N	NO MARKINGS HEADING EAST FROM KENDAL
2255	HULME ST	KENDAL ST	East	3	North	KENDAL ST	East	21	No Stopping At All Times	N	N	NO MARKINGS HEADING EAST FROM KENDAL
	HULME ST	KING ST	WEST	Railway Line	NTH	KING ST	WEST	28	No Stopping At All Times	Y	N	AT RAILWAY CROSSING
	HULME ST	KING ST	WEST	Railway Line	STH	KING ST	WEST	20	No Stopping At All Times	Y	N	AT RAILWAY CROSSING
2276	KENDAL ST	KATRINE ST	North	2	East	KATRINE ST	North	85	No Stopping At All Times	Y	Y	
2276	KENDAL ST	KATRINE ST	South	8	South West	KATRINE ST	North	5	No Stopping At All Times	N	Y	
2276	KENDAL ST	HULME ST	North	4	East	HULME ST	North	119	No Stopping At All Times	Y	Y	MARKINGS FADED OUT FROM 5M
	KING ST	ALDERLY ST	STH	0	EAST	ALDERLY ST	STH	7	No Stopping At All Times	Y	N	AROUND CNR FROM FIRE HOUSE
2241	LIEMEN ST	MAIN ST	East	19	North	MAIN ST	East	200	No Stopping At All Times	N	N	APPEARS A SEAL WIDENING DONE, NOT REQ'D
2285	SLAUGHTERHOUSE RD	KENDAL ST	West	0	North	KENDAL ST	West	32	No Stopping At All Times	N	Y	MARKINGS FADED OUT

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	<u>WINTON WALLACETOWN WARD</u>	<u>MAKAREWA WORKS</u>										
1647	BRANXHOLME MAKAREWA RD	McLEAN RD	South East	375	North East	McLEAN RD	South East	1032	No Stopping At All Times	N	Y	SIGNS UP OUTSIDE FREEZING WORKS BUT NOT VERY VISIBLE
	<u>WINTON WALLACETOWN WARD</u>	<u>WAIANIWA TOWNSHIP</u>										
2459	ARGYLE OTAHUTI RD	WAIANIWA OPORO RD	South	18	East	WAIANIWA OPORO RD	South	45	BUS STOP	Y	Y	SCHOOL
	<u>WINTON WALLACETOWN WARD</u>	<u>RURAL</u>										
2852	CENTRE BUSH OTAPIRI RD	BLANK RD	East	1054	South	BLANK RD	East	1064	BUS STOP			
2614	HOKONUI SCHOOL RD	BRAINTRA RD	South	429	West	BRAINTRA RD	South	448	BUS STOP			
2891	SOUTH HILLEND DIPTON RD	GEORGE ST	South	77	West	GEORGE ST	South	99	BUS STOP			
2891	SOUTH HILLEND DIPTON RD	GEORGE ST	South	65	East	GEORGE ST	South	110	BUS STOP			
	<u>WINTON WALLACETOWN WARD</u>	<u>WINTON TOWNSHIP</u>										
2753	BUTE ST	PARK ST	East	4	South	PARK ST	East	15	No Stopping At All Times	Y	N	BUTE ST MARKING SEALED OVER
	BUTE ST	PARK ST	East	4	North	PARK ST	East	41	No Stopping At All Times	Y	N	BUTE ST MARKING SEALED OVER
2756	EGLINTON ST	GREAT NORTH RD SH 6	West	22	North	GREAT NORTH RD SH 6	West	77	BUS STOP	N	Y	OUTSIDE SCHOOL

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
2756	EGLINTON ST	GREAT NORTH RD SH 6	West	80	NTH	GREAT NORTH RD SH 6	West	108	No Stopping At All Times	Y	N	AT PEDESTRIAN CROSSING
2756	EGLINTON ST	GREAT NORTH RD SH 6	West	80	STH	GREAT NORTH RD SH 6	West	104	No Stopping At All Times	Y	N	AT PEDESTRIAN CROSSING
	ESSEX ST	PARK ST	EAST	0	NTH & STH	PARK ST	EAST	12	No Stopping At All Times	Y	N	AROUND CNR FROM PARK ST INTO ESSEX
	GRANGE ST	DURHAM ST	WEST	35	STH	DURHAM ST	WEST	51	No Stopping At All Times	Y	Y	ACROSS FROM HILLARY ST
2711	GRANGE ST	HILLARY ST	WEST	0	NTH	HILLARY ST	WEST	44	No Stopping At All Times	Y	Y	ENTRANCE TO SCHOOL & TURNING INTO MACKENZIE ST
2711	GRANGE ST	MACKENZIE ST	EAST	0	SOUTH	MACKENZIE	EAST	37	No Stopping At All Times	Y	Y	CNR OF MACKENZIE TURNING INTO GRANGE
2754	JOHN ST	PARK ST	West	3	South	HILLARY ST	West	123	No Stopping At All Times	Y	N	EXTENDED INTO CARPARK
2754	JOHN ST	PARK ST	West	3	North	PARK ST	West	12	No Stopping At All Times	Y	N	CNR
2725	MACKENZIE ST	HOME ST	North	68	East	HOME ST	North	118	No Stopping At All Times	Y	Y	ACROSS FROM BUS STOP & AT PEDESTRIAN CROSSING TO SCHOOL
2725	MACKENZIE ST	HOME ST	North	90	West	HOME ST	North	102	BUS STOP	Y	Y	
2718	MELDRUM ST	GREAT NORTH RD	West	7	South	GREAT NORTH RD	West	51	No Stopping At All Times	Y	N	
2718	MELDRUM ST	GREAT NORTH RD	West	66	South	GREAT NORTH RD	West	73	No Stopping At All Times	Y	N	
2718	MELDRUM ST	GREAT NORTH RD	West	115	South	GREAT NORTH RD	West	129	No Stopping At All Times	Y	N	MELDRUM/PARK ST INTERSECTION AROUND CNR

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
2718	MELDRUM ST	GREAT NORTH RD	West	117	North	GREAT NORTH RD	West	129	No Stopping At All Times	Y	N	MELDRUM/PARK ST INTERSECTION AROUND CNR
2718	MELDRUM ST	PARK ST	West	7	South	GREAT NORTH RD	West	18	No Stopping At All Times	Y	N	MELDRUM/PARK ST INTERSECTION AROUND CNR
2718	MELDRUM ST	PARK ST	West	7	North	GREAT NORTH RD	West	22	No Stopping At All Times	Y	N	MELDRUM/PARK ST INTERSECTION AROUND CNR
2723	PARK ST	ESSEX ST	North	4	West	ESSEX ST	North	122	No Stopping At All Times	N	Y	NO MARKING. SIGNS UNCLEAR AS 2 POSTED
2723	PARK ST	JOHN ST	North	5	West	JOHN ST	North	86	No Stopping At All Times	Y	N	BUT EACH DIFFERENT
2723	PARK ST	JOHN ST	North	0	West	JOHN ST	STH	7	No Stopping At All Times	Y	Y	
2723	PARK ST	BUTE ST	North	7	East	BUTE ST	North	36	No Stopping At All Times	Y	N	
2723	PARK ST	BUTE ST	North	0	East	BUTE ST	STH	20	No Stopping At All Times	Y	N	
2723	PARK ST	MELDRUM ST	North	5	East	MELDRUM	North	11	No Stopping At All Times	Y	N	CNR
2723	PARK ST	MELDRUM ST	STH	0	East	MELDRUM	STH	16	No Stopping At All Times	Y	N	CNR
2723	PARK ST	MELDRUM ST	North	5	WEST	MELDRUM	North	41	No Stopping At All Times	Y	N	CNR
2723	PARK ST	MELDRUM ST	STH	0	WEST	MELDRUM ST	STH	22	No Stopping At All Times	Y	N	CNR
	WEMYSS ST	PARK ST	East	6	North	PARK ST	East	73	No Stopping At All Times	Y	N	FIRE HOUSE
	WEMYSS ST	PARK ST	WEST	0	STH	MELDRUM ST	WEST	12	No Stopping At All Times	Y	N	CNR

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	<b>WINTON WALLACETOWN WARD</b>	<b>EDENDALE TOWNSHIP</b>										
	FERRY RD	NORTH RD SH 1	East	32	North	NORTH RD SH 1	East	67	No Stopping At All Times	Y	N	RAILWAY CROSSING
	SEAWARD RD	HUNTER ST	STH	11	WEST	HUNTER ST	STH	35	No Stopping At All Times	Y	Y	FIRE HOUSE
	SEAWARD RD	FERRY RD	STH	25	EAST	FERRY RD	STH	35	No Stopping At All Times	Y	N	PEDESTRIAN CROSSING
	SEAWARD RD	FERRY RD	STH	Railway Line	WEST	FERRY RD	STH	45	No Stopping At All Times	Y	N	PEDESTRIAN CROSSING
	<b>WAIHOPAI TOETOES WARD</b>	<b>RURAL</b>										
1117	TOKANUI GORGE ROAD HWY	MIDDLETON RD SOUTH	West	89	North	MIDDLETON RD SOUTH	West	203	No Stopping At All Times	Y	N	
1117	TOKANUI GORGE ROAD HWY	MIDDLETON RD SOUTH	West	89	South	MIDDLETON RD SOUTH	West	203	No Stopping At All Times	Y	N	
	<b>WAIHOPAI TOETOES WARD</b>	<b>WYNDHAM TOWNSHIP</b>										
1412	FLORENCE ST	FERRY ST	East	0	North	FERRY ST	East	42	No Stopping At All Times	Y	N	SCHOOL
1412	FLORENCE ST	FERRY ST	East	42	North	FERRY ST	East	97	BUS STOP	Y	Y	SCHOOL
1412	FLORENCE ST	FERRY ST	East	97	North	FERRY ST	East	148	No Stopping At All Times	Y	N	SCHOOL
1412	FLORENCE ST	FERRY ST	East	148	North	FERRY ST	East	240	BUS STOP	Y	Y	SCHOOL
1412	FLORENCE ST	FERRY ST	East	240	North	FERRY ST	East	270	No Stopping At All Times	Y	N	SCHOOL
1412	FLORENCE ST	FERRY ST	East	110	STH	FERRY ST	East	148	No Stopping At All Times	Y	N	PEDESTRIAN CROSSING ACROSS FROM SCHOOL
	<b>WAIHOPAI TOETOES WARD</b>	<b>WOODLANDS TOWNSHIP</b>										

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	WOODLANDS MORTON MAINS RD	WOODLANDS SOUTH RD	East	76	South	WOODLANDS SOUTH RD	East	88	BUS STOP	Y	Y	SCHOOL
	<b>WAIHOPAI TOETOES WARD</b>	<b>RURAL</b>										
1220	RIMU RD	WOODLANDS SOUTH RD.(North Leg)	East	17	North	WOODLANDS SOUTH RD.(North Leg)	East	87	No Stopping At All Times	Y	Y	CHURCH ON CNR OF INTERSECTION
	<b>STEWART ISLAND RAKIURA WARD</b>	<b>OBAN TOWNSHIP</b>										
	ARGYLE ST	MAIN RD	South West	10	North West	MAIN RD	South West		No Stopping At All Times			
	AYR ST	ELGIN TERRACE	South West	0	North West	ELGIN TERRACE	South West		No Stopping At All Times			
	AYR ST	ELGIN TERRACE	South West	79	North West	ELGIN TERRACE	South West		Handicap Parking At All Times			
	ELGIN TERRACE	WHARF	West	0	North	WHARF	West	100	No Stopping At All Times			
	ELGIN TERRACE	HORSESHOE BAY RD	South	10	East	Ayr Street	South		No Stopping At All Times			
	ELGIN TERRACE	WHARF	West	4	South	WHARF	West	16	No Stopping At All Times			
	ELGIN TERRACE	WHARF	West	16	South	WHARF	West	21	P30 Loading Zone, 7am to 7pm, all days			
	ELGIN TERRACE	WHARF	West	21	South	WHARF	West	26	No Stopping At All Times			
	ELGIN TERRACE	WHARF	West	26	South	WHARF	West	60	P30 Loading Zone, 7am to 7pm, all days			
	ELGIN TERRACE	WHARF	West	60	South	WHARF	West	76	No Stopping At All Times			

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	ELGIN TERRACE	WHARF	West	76	South	WHARF	West	100	P30 Loading Zone, 7am to 7pm, all days			
	ELGIN TERRACE	MAIN RD	South East	25	South West	MAIN RD	South East		P15 Loading Zone, 7am to 7pm, all days			
	ELGIN TERRACE	MAIN RD	North	5	West	MAIN RD	North		P30, 7am to 7pm, all days			
	ELGIN TERRACE	AYR ST	South East	15	South West	AYR ST	South East		P30, 7am to 7pm, all days			
	MAIN RD	ELGIN TERRACE	West	10	North	ELGIN TERRACE	West		No Stopping At All Times			

## Appendix 2: One-way Roads

As detailed in the Southland District Council Roadway Bylaw 2008 these roads have been declared by Council resolution to be one-way roadway.

### **Situated at Riverton**

Leader Street: Restricted to traffic in a south-westerly direction only from Princess Street to Napier Street.

Towack Street: Restricted to traffic in an easterly direction only from Bates Street west end to Bates Street east end.

### **Situated at Manapouri**

Waiau Street: Restricted to traffic in an easterly direction only from a point 380 metres measured south-easterly generally, along Waiau Street from View Street west end, easterly to its junction with View Street east end.

### **Situated at Te Anau**

Off Milford Crescent: Restricted to traffic in a north-easterly direction only from Milford Crescent to The Lane.

Off the Lane: Restricted to traffic in a south-westerly direction only from Milford Crescent to The Lane.

The Lane: Restricted to traffic in a north-westerly direction only from Town Centre to Milford Crescent.

Town Centre: Restricted to traffic in a south-westerly direction only from Milford Crescent to The Lane.

### **Situated at Ohai**

Birchwood Road: Restricted to traffic in an easterly direction only.

### **Situated at Winton**

Niddry Crescent: Restricted to traffic in a westerly direction only.

Waterford Drive Loop 1: Restricted to traffic in an easterly direction only.

Waterford Drive Loop 3: Restricted to traffic in a southerly direction only.

### **Situated at Stewart Island**

Rankin Street: Restricted to traffic in a westerly direction only.

### Appendix 3: Heavy Traffic Prohibitions

Council has by resolution prohibited any heavy traffic on the roads listed in this Appendix.

Yorke Road, Winton Wallacetown Ward from Hedgehope Rakahouka Road to State Highway 96.

Railway Street, Winton Wallacetown Ward from Springford Street to State Highway 6.

Stewart Road, Waihopai Toetoes Ward - full length.

## Appendix 4: Stock Droving Procedure

### 10.1 Objective

The objective of this Procedure is to provide for the orderly droving of stock on roads within the District, with particular regard to traffic safety, and damage to roads.

### 10.2 Purpose

The purpose for this Procedure is to set conditions that will enable the stock to be driven in a safe manner, and ensure the appropriate safeguards are in place during the exercise.

### 10.3 Procedure

#### Permits for Droving

A permit for all droves over 10 kilometres or through urban areas is required. All droving is to be in accordance with this Procedure and any associated Best Practice Guidelines developed to clarify the requirements.

Where any person intends to drive stock further than 10 kilometres through or within the District then before that drove commences and any stock enters the District the person in charge of the drove shall apply to the Council for a permit to drive.

Where any person intends to drive stock along or across any road in an urban area within the District then before that drove commences the person in charge of the drove shall apply to the Council for a permit to drive.

The applicant shall state:

- (a) Stock owners name and address and contact telephone number.
- (b) Head drovers name and address.
- (c) Number of stock.
- (d) Types of stock.
- (e) Identification marks of stock.
- (f) Number of drovers and dogs.
- (g) Intended route through the District, including Types 1, 2 and 3 roads.
- (h) Statement of daily stages and holding paddocks.
- (i) Details of Bovine TB Status Cards.
- (j) Public Liability Insurance details.
- (k) The date and time of the proposed droving.

Every applicant for a permit must state the route of the drove and each permit issued shall be subject to the conditions set out below.

#### Conditions for Drovers

- (a) No person shall drive lead or ride any stock along or across any roadway during the hours of darkness except for the purpose of returning any stock which have escaped to the nearest secure area or for an emergency or complying with the conditions of a permit issued by Southland District Council.
- (b) No drove shall commence when visibility is less than 250 metres.

- (c) The number of animals in any one mob shall not exceed 600 head of cattle or 3000 head of sheep.
- (d) Each mob shall be accompanied by a minimum of one competent drover and as many other competent assistants as is necessary to control the animals where the number of cattle is less than 100, or the number of sheep is less than 500, and by a minimum of two competent drovers and as many other competent assistants as is necessary to control the animals for any number exceeding 100 cattle or 500 sheep.
- (e) Where there are two or more drovers one shall be in front and one shall be behind the mob at all times, for the purpose of alerting traffic.
- (f) Every drover shall wear a bright coloured reflective jacket, vest or similar for visibility.
- (g) The stock shall at all times be kept under control.
- (h) The drover or drovers shall keep the animals moving along the road at all times so as to make progress towards the destination at an average rate of not less than eight kilometres per day.
- (i) The roadway shall be kept clear of debris and other matter that may cause danger or inconvenience to other road users.
- (j) The owner of any stock involved in a drove and the drover in charge are responsible for providing adequate warning for traffic. At all times appropriate warning signs or flashing lights shall be displayed and be clearly visible for a distance of 250 metres.
- (k) The Council may prescribe such other conditions as it deems necessary.

#### **Fees**

Each application shall be accompanied by the prescribed fee and bond as set out in the Council's Schedule of Fees and Charges.

#### **Road User Safety**

- (a) Stock is to be driven in such a manner as will ensure that potential danger and inconvenience to other road users will be minimised. Delays to road traffic shall be limited to only that which is reasonable for the type of road. Drovers shall facilitate the passing of vehicles through a mob.
- (b) No road shall be closed for the droving of stock except that, if in the reasonable opinion of the Council the droving of any stock would be likely to:
  - i. Constitute a danger to road users or
  - ii. Constitute a nuisance or
  - iii. Cause damage to any road.
- (c) If applicant fails to comply with the conditions set out for the drove they shall be responsible for public safety or any damage to public or private property, which may arise from any stock droving activity. To protect their liability for damage to third parties, the applicant shall arrange and keep in force Public Liability Insurance to the minimum value of \$1,000,000. Evidence of this insurance shall be required before any permit is issued.
- (d) The Council may, by public notice given generally or by notice in writing to an individual person or persons, prohibit for such a reasonable period and upon such conditions as the Council may prescribe the droving of stock along any road.

#### **Legislation and References**

- Traffic Regulations 1976.
- Land Transport Act 1998.
- Land Transport Rule: (Road User) Rule 2004.
- Land Transport Rule: Traffic Control Devices 2004.
- TNZ Code of Practice for Temporary Traffic Management and approved supplements.
- Southland District Council Roading Policy.





## Council Strategic Workshop - Strategic Framework review

**Record No:** R/18/8/20146  
**Author:** Rex Capil, Group Manager Community and Futures  
**Approved by:** Steve Ruru, Chief Executive

☒ Decision ☐ Recommendation ☐ Information

### Purpose

- 1 To follow up from the Council Strategic Workshop held on 6-7 August 2018 and reconfirm the Council's Strategic Framework as detailed in the Long Term Plan 2018-2028.

### Executive Summary

- 2 The Mayor, Councillors and senior staff participated in a Council Strategic Workshop on 6-7 August 2018, which provided an opportunity to review the progress that is being made in implementing Council's strategic framework and priorities.
- 3 Staff were provided with clear direction from elected representatives on their priorities which has assisted in providing this opportunity to confirm the strategic framework of Council as we work towards development of the 2021 Long Term Plan.
- 4 It is recommended Council reconfirms the Strategic Framework as detailed in the Long Term Plan 2018-2028.

## Recommendation

### That the Council:

- a) **Receives the report titled “Council Strategic Workshop - Strategic Framework review” dated 6 September 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Following the Strategic Workshop held on 6-7 August 2018 reconfirms the Strategic Framework as detailed in the Long Term Plan 2018-2028 – specifically:**

<b>Vision:</b>	<b>Southland – one community offering endless opportunities</b>
<b>Community Outcomes:</b>	<b>Proud, connected communities that have an attractive and affordable lifestyle Resilient communities that leave a legacy for tomorrow</b>
<b>Mission:</b>	<b>Working together for a better Southland</b>
<b>Approach:</b>	<b>We will work in partnership with communities We will constantly look for better ways We will work as one team</b>
<b>Strategic Priorities:</b>	<b>Improve how we work Provide appropriate infrastructure/services Make informed decisions More people.</b>
- e) **Notes that the council elected for the 2019-2022 triennium will review the Strategic Framework post the 2019 election.**

## Background

- 5 The Mayor, Councillors and senior staff participated in a Council Strategic Workshop on 6-7 August 2018.
- 6 The aims of the Strategic Workshop included:
  - To further develop a shared understanding of the strategic challenges and opportunities facing the district, region and local government as we look to the future
  - Build on how Council can provide leadership at a district and regional level in relation to the strategic challenges it and the district’s communities face

- Understand the purpose and need for longer term planning and commit to achieving the shared vision for the district
- Consider the approach and collective responsibility required to achieve the strategic goals and community leadership projects we need to pursue to realise the future vision for the district and region
- Continue to prioritise the shared understanding required of how Council the organisation needs to operate if it is to provide the leadership needed for the district and region to be successful
- Consider the strategic framework that will be used to guide development of the 2021 Long Term Plan.

7 There were various topics covered including:

- Council stocktake
- Community leadership alongside regional stakeholder and partnership relationships – system leadership
- Strategic decisionmaking framework approach
- Historical overview of local governance related approaches
- Queenstown Lakes District Council – opportunities and challenges
- Organisational service delivery review
- Preparing for the 2021 Long Term Plan.

8 Staff were provided with clear direction from elected representatives which has assisted in providing this opportunity for confirming the strategic direction and framework of Council as development of the 2021 LTP is progressed.

### **Issues**

9 Council is asked to confirm that the current strategic framework should continue to be used to guide development of the 2021 LTP.

### **Factors to Consider**

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

- 10 There are no legal and statutory requirements to consider with respect to the strategic workshop.
- 11 It is noted the workshop will assist in informing the development of the Long Term Plan 2021-2031 which is a statutory requirement of Council.

#### **Community Views**

12 Community views were not sort with regards the strategic workshop.

### **Costs and Funding**

- 13 The strategic workshop was a planned project, delivered as part of Council's business as usual work programme and no extraordinary costs were incurred.

### **Policy Implications**

- 14 It is noted the workshop will assist in informing the development of the Long Term Plan 2021-2031 which may involve implications for review of policies associated with this process.

### **Analysis**

#### **Options Considered**

- 15 There are two options for Council to consider.
- 16 Option 1 is that Council reconfirms the Strategic Framework as detailed in the Long Term Plan 2018-2028.
- 17 Option 2 is that Council Amend the Strategic Framework as detailed in the Long Term Plan 2018-2028 and seeks to make any changes that it considers appropriate.

### **Analysis of Options**

#### **Option 1 –Confirm the Strategic Framework**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• By Council reconfirming formally the strategic framework and direction it provides clarity for staff and communities.</li><li>• This approach provides a sense of stability and structure for staff and communities to work together going forward with.</li><li>• The strategic framework is provided with a sense of significance as to its importance in providing Council, staff and communities with the direction required to support sustainable communities.</li><li>• It offers a long term direction that elected representatives and staff can build on to support work programmes going forward.</li></ul>	<ul style="list-style-type: none"><li>• There are no disadvantages in Council reconfirming the Strategic Framework.</li></ul>

**Option 2 – Amend Strategic Framework**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>Following the discussions and conversations held at the Strategic Workshop held on 6-7 August 2018 there are no advantages for this option</li></ul>	<ul style="list-style-type: none"><li>This would be against the general discussion points and conversations held at the Strategic Workshop held on 6-7 August 2018.</li><li>It would create uncertainty and a sense of lack of direction if Council was to deviate from its strategic framework in a short period of time.</li></ul>

**Assessment of Significance**

- 18 This is not considered significant in relation to the Significance and Engagement Policy.

**Recommended Option**

- 19 Council reconfirms the Strategic Framework as detailed in the Long Term Plan 2018-2028 following the Strategic Workshop held on 6-7 August 2018

**Next Steps**

- 20 If Council reconfirms the Strategic Framework as detailed in the Long Term Plan 2018-2028 this will be to assist with developing work programmes and the way of working going forward.

**Attachments**

There are no attachments for this report.



## Woodlands Walking Track Upgrade - Approval for Unbudgeted Expenditure

**Record No:** R/18/9/20691  
**Author:** Brendan Gray, Community Engineer  
**Approved by:** Matt Russell, Group Manager Services and Assets

☒ Decision ☐ Recommendation ☐ Information

### Purpose

- 1 The 1.5 kilometre long Woodlands walking track was formed in late 2016 and has been used by a large number of people since the formation including the Woodlands School children as part of their outdoor activities.
- 2 Although the track was constructed wider than originally planned it was never designed to be edged as part of the original concept. After a significant amount of use some feedback has been received regarding the surface compaction, lack of track edging and useable width.
- 3 The track (although designed for walking) is not seen as suitable for running, prams, bikes or walking two abreast and this has been a criticism of some users. These issues led to the Woodlands Community Development Area Subcommittee asking for an option to upgrade the track (all in one go) rather than a staged upgrade as per the Long Term Plan.

### Executive Summary

- 4 This report outlines the scope of work and prices received from suitable contractors to complete the upgrade required to meet customer expectations and user satisfaction. It will also increase the ease of maintenance going forward. The upgrade will address the edging of almost the entire track, provide an increase in useable width and resurfacing with a compacted 40 mm layer of crushed aggregate.

## Recommendation

### That the Council:

- a) **Receives the report titled “Woodlands Walking Track Upgrade - Approval for Unbudgeted Expenditure” dated 11 September 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agrees to approve the unbudgeted expense of \$26,411.32 + GST from Woodlands General Reserve to be used for the upgrade of the Woodlands Walking Track Project.**

## Background

- 5 Formed in 2016 to link the Woodlands Township and the Kingswood Bush Reserve, the walking track has been enjoyed by many people over the last 18 months.

## Issues

- 6 Some criticism over the track surface, lack of track edging and useable width has led to the Woodlands Community Development Area Subcommittee requesting an upgrade to the Woodlands Walking Track in one establishment, rather than a staged upgrade using the Taskforce team.

## Factors to Consider

### Community Views

- 7 The track is widely used by the community and the upgrade is welcomed with a perceived resultant increase in usage through the edging installation, increased useable width and track surface improvements. This will ensure the track can be multipurpose.

### Costs and Funding

- 8 The track upgrade was originally planned in a staged approach over the next four years utilising the Taskforce team with funding from Woodlands General Reserve. It is anticipated that the project (if accepted) will be funded entirely from Woodlands General Reserve. The Reserve balance is adequate to cover this unbudgeted amount without affecting any projects already in the existing Long Term Plan.
- 9 Three prices were received from suitably qualified and Southland District Council approved contractors. The three prices received were: Wilson & Keen Contracting \$26,411.32, Fulton Hogan \$46,003.90 and SouthRoads \$57,120.00. These prices are all excluding GST. An additional subcontractor declined to price.



### **Policy Implications**

- 10 No policy implications are applicable.

### **Analysis**

#### **Options Considered**

- 11 Two options were considered for the project

### **Analysis of Options**

#### **Option 1 – Upgrade in a staged approach using Taskforce over the next four years as per the existing LTP**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Funded gradually via reserves.</li><li>• Utilises Taskforce team.</li></ul>	<ul style="list-style-type: none"><li>• Track may lose appeal over the staged upgrade.</li><li>• Maintenance issues associated with a half completed track.</li><li>• Track not suitable at present for prams and bikes.</li></ul>

#### **Option 2 – Full upgrade of track all in one project**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Fast completion all in one go.</li><li>• Will get used a lot more by the community.</li><li>• Easier to maintain.</li><li>• Suitable for a greater range of activities,</li><li>• Full track length will be edged at 1.4 metres wide (except the portion by the reserve).</li><li>• A new crushed gravel surface will be laid and compacted all in one go.</li><li>• Adequate funds in Woodlands General Reserve to cover this work.</li></ul>	<ul style="list-style-type: none"><li>• Draws on reserves over and above what was anticipated.</li></ul>

### **Assessment of Significance**

- 12 Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.

### **Recommended Option**

- 13 The staff recommendation to the Woodlands Community Development Area Subcommittee was to approve the project to upgrade the walking track. This was utilising Wilson & Keen Contracting for the sum of \$26,411.32 + GST to be completed in the 2018/2019 financial year.

At a meeting on 6 August 2018 the Woodlands CDA agreed with the recommendation and have requested Council approve the unbudgeted expense.

**Next Steps**

- 14 Advise the subcontractor to complete the works after the approval from Council is granted.

**Attachments**

- A Woodlands Walking Track Upgrade and Unbudgeted Expense Approval Report [↓](#)

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**For Action**

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**MEMO TO:** Brendan Gray - Community Engineer

**FROM:** Fiona Dunlop – Committee Advisor

**DATE:** 06 August 2018

**MEETING:** Woodlands Community Development Area Subcommittee Meeting of 6/08/2018

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Please note for your action / information the following decision arising from the meeting named above:

**FILE REF** **Woodlands Walking Track Upgrade and Unbudgeted Expense Approval Report**  
R/18/7/16778

**AGENDA ITEM NO.** 7.1

**Resolution**

Moved Member McKenzie, seconded Member Rhodes **and resolved:**

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

- a) **Receives the report titled “Woodlands Walking Track Upgrade and Unbudgeted Expense Approval Report” dated 27 July 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agrees to bring the entire project forward to the 2018/2019 financial year and fund entirely from the Woodlands General Reserve.**
- e) **Accept the recommendation from the Community Engineer to progress with the upgrade in the 2018/2019 financial year utilising Wilson & Keen Contracting for \$26,411.32 + GST.**
- f) **Request that Council approve the reprioritisation of the Woodlands Walking Track upgrade to the 2018/2019 financial year and approve the total project cost of \$26,411.32 + GST to be funded from Woodlands General Reserve and to be undertaken by Wilson & Keen Contracting.**

**SPECIFIC ACTIONS REQUIRED:**

Note that the recommendations in the report were approved by the Subcommittee.

## Proposed Road Stopping of part of Saleyard Road at Castlerock

Record No: R/18/7/18260  
Author: Kevin McNaught, Strategic Manager Property  
Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision ☐ Recommendation ☐ Information

### Purpose

- 1 To consider a request to stop a portion of Saleyard Road at Castlerock by reducing its width to allow existing trees to be felled and replanted on land that is currently legal road owned by Council.

### Executive Summary

- 2 Saleyard Road at Castlerock runs north from the Lumsden Mossburn Highway through to the Oreti River. The road is 40 m wide which is double the normal road width, and there is a physical track to the river formed but this is only maintained by Council for a very short distance past the existing saleyards complex.
- 3 On the eastern side of the road for ~1,400 m back from the Oreti River, a tree lane has been in existence for shelter purposes. The adjoining landowners wish to fell these existing trees and replant new shelter.
- 4 Replanting of the trees on the legal road owned by Council is not allowed in rural areas as Council Roading Policy Procedure 14 No 3.5 states: *Planting on the road margin solely for the purpose of providing shelter shall not be allowed.*
- 5 The landowners have requested that a portion of the road be stopped and transferred to them to allow the replanting to happen on their own property.

## Recommendation

### That the Council:

- a) **Receives the report titled “Proposed Road Stopping of part of Saleyard Road at Castlerock” dated 10 September 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agrees to commence the process as set out in the Local Government Act 1974 to stop an approximately 18 m wide portion of Saleyards Road at Castlerock to allow the land to be disposed of to the adjoining landowners on the condition that the existing track to the Oreti River remains on the residual portion of road.**

## Background

- 6 Saleyard Road at Castlerock runs north from the Lumsden Mossburn Highway through to the Oreti River. The road is 40 m wide which is double the normal road width, it has a physical track to the river formed on the road verge but is only maintained by Council for a very short distance past the existing saleyards complex.
- 7 On the eastern side of the road for ~1,400 m back from the Oreti River, a tree lane has been in existence for many years to provide shelter. The adjoining landowners wish to fell these existing trees and replant new shelter.
- 8 Replanting of the trees on the legal road owned by Council is not allowed in rural areas as Council Roading Policy Procedure 14 No 3.5 states: *Planting on the road margin solely for the purpose of providing shelter shall not be allowed.*
- 9 The landowners have requested that a portion of the road be stopped and transferred to them to allow the replanting to happen on their own property. The portion of road is indicated by the pink line on the diagram attached to this report and is approximately 18 m in width. The remaining road will be 22 m in width and the existing track to the river is and will remain on this residual portion of road.
- 10 The landowner has been advised of the process to be followed, accepts the process including paying the survey costs as well as the valuation. Therefore the next step is to seek Council approval to commence the process.

## Issues

- 11 There are no issues identified at this point in the process.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 12 The process will follow the statutory steps as set out in the Local Government Act 1974 including public notification and disposal at valuation.
- 13 This process includes a subsequent resolution to be made by Council once the public objection process has been completed.

### **Community Views**

- 14 Public notification must be undertaken in accordance with the Local Government Act 1974. Also as this road provides access to the Oreti River, approval has been given by Fish and Game, DOC and the Walking Access Commission to the proposal on the condition that the existing formed track remains on the residual portion of road.

### **Costs and Funding**

- 15 As per Council policy and legislation, the landowner has agreed to pay the survey costs to define the road to be stopped as well as agreeing with the valuation of \$37,800 plus GST for the land.

### **Policy Implications**

- 16 None identified at this stage.

## **Analysis**

### **Options Considered**

- 17 The options are to either commence the process or not.

## **Analysis of Options**

### **Option 1 - Commence the road stopping process**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Allows the adjoining landowner to replant shelter in the same position as the existing tree land.</li><li>• Council is able to dispose of this land not required for roading purposes.</li></ul>	<ul style="list-style-type: none"><li>• None identified.</li></ul>

### **Option 2 – Not to commence the road stopping process**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• None identified at this point given applicant accepts the process and valuation.</li></ul>	<ul style="list-style-type: none"><li>• None to Council however is a disadvantage to landowner as they will have to create a new tree land to replant new shelter.</li></ul>

## **Assessment of Significance**

- 18 Not considered significant.

**Recommended Option**

- 19 Option 1 – Commence road stopping process.

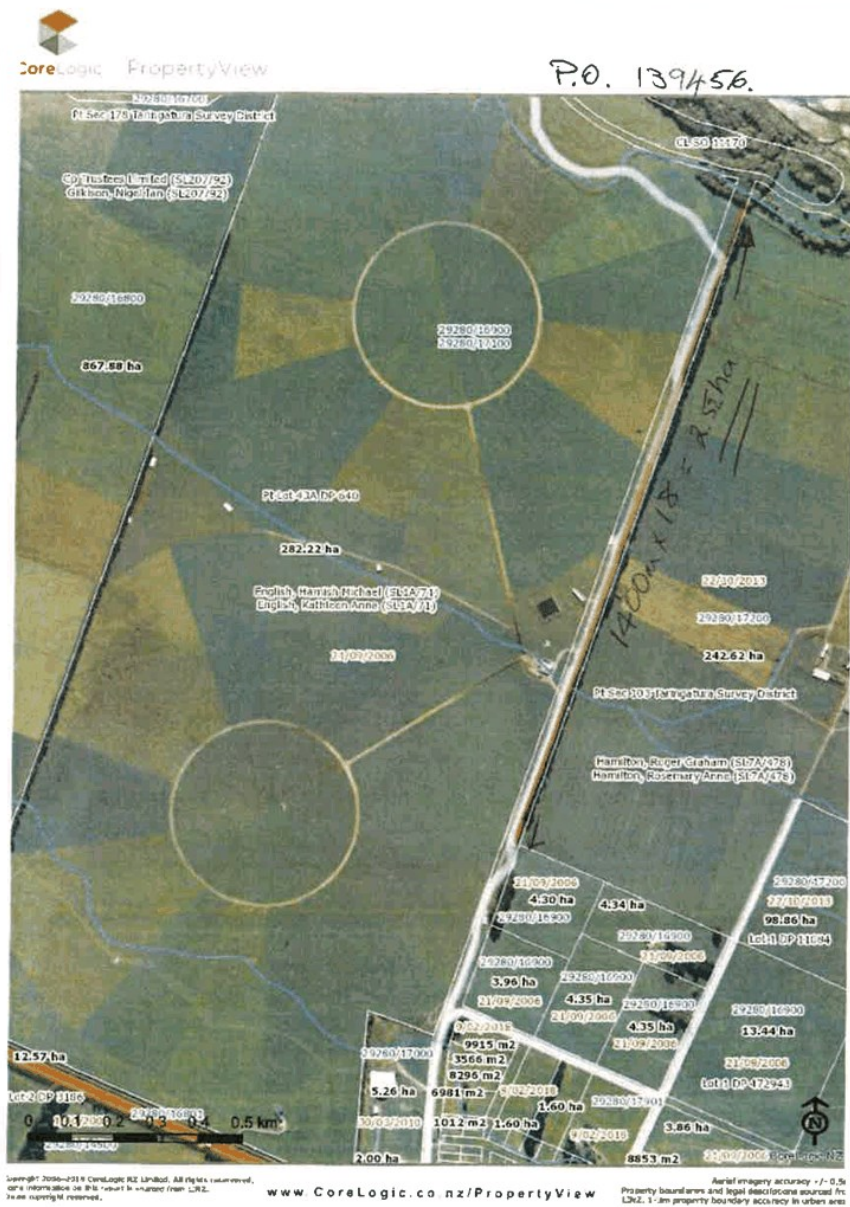
**Next Steps**

- 20 Arrange for survey to be undertaken.

**Attachments**

- A Location diagram of road to be stopped at Castlerock [↓](#)





### ++ Local Knowledge, National Coverage

Our Ref: STH-136240  
Saleyad Road, Castlerock, Southland District

telferyoung.com



## Unbudgeted Expenditure for the Supply of Commercial Kitchen Equipment for Winton Memorial Hall

Record No: R/18/8/18748  
Author: Kevin McNaught, Strategic Manager Property  
Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision ☐ Recommendation ☐ Information

### Purpose

- 1 To consider the request from the Winton Community Board for approval of unbudgeted expenditure for the supply of commercial kitchen equipment for the Memorial Hall.

### Executive Summary

- 2 The Winton Memorial Hall recently had a significant upgrade including the kitchen. Feedback from users has been that additional facilities are required in the kitchen to increase its functionality to cater for the types of use that the hall is now getting.
- 3 It is the position of the Winton Community Board that commercial kitchen equipment be installed and a quote has been received from Southern Hospitality to provide the required equipment totalling \$14,618.70 plus GST.
- 4 As the expenditure is unbudgeted and over \$10,000, plus GST, the approval of Council is required.

### Recommendation

#### That the Council:

- a) **Receives the report titled "Unbudgeted Expenditure for the Supply of Commercial Kitchen Equipment for Winton Memorial Hall" dated 10 September 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Approves the unbudgeted expenditure of \$14,618.70, plus GST, for the supply of commercial kitchen equipment for the Winton Memorial hall to be funded from the Winton Community Board's Property Sales reserve.**

## **Background**

- 5 The Winton Memorial Hall recently had a significant upgrade including the kitchen. Feedback from users has been that additional facilities are required in the kitchen to increase its functionality to cater for the types of use that the hall is now getting.
- 6 It is the position of the Winton Community Board that commercial kitchen equipment be installed and a quote has been received from Southern Hospitality to provide the required equipment totalling \$14,618.70, plus GST.
- 7 As the expenditure is unbudgeted and over \$10,000, plus GST, the approval of Council is required. The details and specifications for the equipment to be supplied is set out in the attached quote.

## **Issues**

- 8 There are no issues identified, as what is proposed is to deal with issues that have been raised as part of the operations of the upgraded facility.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 9 None identifies at this stage.

## **Community Views**

- 10 The provision of this equipment is a result of feedback and request from hall users. The Winton Community Board agree that these pieces of equipment are what is required to deal with that feedback.
- 11 The Board at its meeting on 6 August recommended to Council that the unbudgeted expenditure to provide this equipment be approved.

## **Costs and Funding**

- 12 The cost quoted is \$14,618.70. Southern hospitality are a reputable local company in respect of this type of commercial equipment. Graeme Hall, Council's Property Maintenance Officer, has advised that he considers the costs to be reasonable.
- 13 When the hall was upgraded the Community Centre Reserve was totally used with the balance being funded from the Board's Property Sales Reserve. There are sufficient funds remaining in this Property Sales Reserve to cover this expenditure.

## **Policy Implications**

- 14 Two policy requirements identified. One is obtaining both the Community Board and Council's approval for this unbudgeted expenditure.
- 15 The second requirement relates to SDC procurement requirements. Pricing has been sought both from top of the line domestic appliance suppliers, and from commercial-grade suppliers. Neither Smith City nor Noel Leeming could supply equivalent domestic equipment with the necessary warranties.

- 16 There is a limited number of local suppliers of commercial equipment. Southern Hospitality operates locally, has a good reputation, and can supply what is required at a reasonable cost. A request was made to another local firm to price the provision of the same equipment however their response was that they were unable to be competitive at this time.
- 17 Given the above, it is recommended that Southern Hospitality is engaged to supply the required commercial-grade equipment.

## **Analysis**

### **Options Considered**

- 18 The options are to either approve the unbudgeted expenditure or not.

### **Analysis of Options**

#### **Option 1 – Approve unbudgeted expenditure**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Will allow the Community Board to respond to feedback on operational issues after the building upgrade.</li><li>• Will make the facility more attractive for users' therefore potentially increasing usage.</li></ul>	<ul style="list-style-type: none"><li>• Other than additional expenditure no disadvantages are identified.</li></ul>

#### **Option 2 – Decline unbudgeted expenditure**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• None identified other than savings on expenditure.</li></ul>	<ul style="list-style-type: none"><li>• Creates a risk that usage may decline at the hall, undermining the considerable investment in this facility.</li></ul>

### **Assessment of Significance**

- 19 Not considered significant.

### **Recommended Option**

- 20 Option 1 approve unbudgeted expenditure.

### **Next Steps**

- 21 Purchase equipment and have it installed.

## **Attachments**

- A Quote from Southern hospitality for Commercial kitchen equipment at Winton Memorial hall [↓](#)



26 June 2018

**Southland District Council**

PO Box 903  
Invercargill 9840

**RE: Quotation No. QT00157250**

Dear Doreen McNaught

Thank you for giving Southern Hospitality the opportunity to submit a quotation for your new hospitality supplies. I am pleased to quote our pricing and terms as detailed on the following pages.

**Quotation Summary:**

The products and pricing are specified on the attached schedule. Please note all prices exclude GST. We have priced as a complete package, however should you wish to purchase only part of the items scheduled, we reserve the right to review our pricing.

The total price can be summarised as follows:

<b>Items as Scheduled</b>	\$14,618.70
<b>GST</b>	\$2,192.81
<b>Total</b>	<b>\$16,811.51</b>

**Payment Terms:**

Payments will be required by due dates even where delays occur outside of our control. We have made no allowance for retentions to be held on this quotation.

Please make payment to our **Bank Account Number 03 0903 0607700 00**, with customer number **(C28)** as reference.

	<b>Date Payable</b>	<b>Amount</b>	<b>Value (incl GST)</b>
<b>Deposit</b>	Pay 20 <sup>th</sup> of month following on signed quote & purchase order supplied.	Full	\$16,811.51
		<b>Total (incl GST)</b>	<b>\$16,811.51</b>

**Delivery Time:**

Delivery details to be confirmed.

**Installation:**

Installation is not included within this quotation. Southern Hospitality Ltd can quote for installation upon request or after acceptance of this quotation.

**Exclusions:**

This quote excludes any costs for the following which may be required to complete the installation of equipment we are supplying;

- All building, carpentry, joinery, plumbing and electrical works unless these are specified within this quotation

**Warranty:**

Southern Hospitality Ltd offers an exclusive 12 month parts and labour warranty on the items in this proposal (unless otherwise indicated). Warranty service is available during the hours of 8am to 5pm, Monday to Friday. Outside of these hours, additional charges may apply.

**Quotation Acceptance****Trading Terms and Conditions:**

Southern Hospitality's Terms and Conditions of Trade form part of this quotation and it is supplied in good faith, based on information made available to us at the time.

Upon acceptance of our quotation we will require:

1. A completed and signed credit application form
2. Deposit to be paid as agreed
3. An official order from your organisation

I trust that this information meets with your approval. Should you require any further assistance, please feel free to contact me on +64 21 755 432 or [boyd@southernhospitality.co.nz](mailto:boyd@southernhospitality.co.nz).

Yours sincerely

**Southern Hospitality Ltd**

Boyd Nyhof  
Sales Representative

A handwritten signature in black ink, appearing to read 'Boyd Nyhof'.

Date: 26 June  
2018

Mark Latham  
Queenstown and  
Invercargil Branch  
Manager

A handwritten signature in black ink, appearing to read 'Mark Latham'.

Date: 26 June  
2018

**Acceptance of Quotation and Terms**

I confirm that the above terms are accepted by Southland District Council.

I also confirm that I am authorised to indicate this acceptance by signing below.

Name .....  
Southland District Council

Date: .....

Customer No. C28

Quote No. QT00157250

Revision No. 1  
E.&O.E

**Quotation Validity:**

This quote is valid for 30 days from the date of the quote. If the quote is accepted outside the 30 days, prices may change due to exchange rate fluctuations or other changes to our costs.

Customer Name: Southland District Council Customer No: C28 Quote No: QT00157250  
Sales Rep Email: [boyd@southernhospitality.co.nz](mailto:boyd@southernhospitality.co.nz) Sales Rep Phone: +64 21 755 432  
Page 2 of 5



## Schedule of Items

Quote No QT00157250

N o	Image	Plan	Code	Description	Qty	Rate (Rounded)	Value
1.			EMT7	Turbofan E32D4 Digital Convection Oven Electric Oven with Digital time display and temperature controls 4 x 18" x 26" / 460 x 660 full size sheet pan capacity 4 x 600 x 400 tray capacity and 110mm tray spacing High performance 2 speed bi-directional reversing fan system Moisture injection mode and optional Core probe cooking 4 oven wire racks supplied Dimensions: W735mm x D 810mm x H 730mm (including 76mm feet) Power: 230-240V, 50Hz, 1P+N+E, 6.5kW, 27A (no cordset supplied)	1	\$4,860.00	\$4,860.00
2.			EMT15	Turbofan SK32 Oven Stand All stainless steel welded frame with castors 6 position tray runners standard Suits 600mm x 400mm and GN pans Suits E32 and G32 convection ovens Dimensions: W 735mm x D 650mm x H 880mm	1	\$705.60	\$705.60
3.			EW11	Starline UD Undercounter Dishwasher. Cleans 1,500 glasses / 1,080 plates per hour. Compatible with 500mm international racks. Heavy duty stainless steel construction and componentry, advanced electronic controls, and assured final rinse. Soft start wash cycle and polish-free (RO) compatible. Quikstart cycles of 1, 2 and 3 minutes. Low hot water consumption of 2.4L per cycle. Power: 15A 1P plugset supplied - can be converted to 25A 1P or 15A 3PN+E for rapid recovery between cycles Service connections for power, water, pumped waste, detergent, and rinse fluid. Accessories: • 1 x 500mm cup rack. • 1 x 500mm dishrack. • 1 x cutlery containers. Dimensions: 570mmW x 600mmD x 840mmH.	1	\$4,737.70	\$4,737.70
4.			ED29	Delta Induction Hob on-counter Stainless steel body / LED display 1-10 power levels / 1-10 temperature setting Temperature Range: 60 °C - 240 °C Dimension: 310mmW x 380mmD x 53mmH Power: 220-240V, 50HZ, 2000W, 10 amp	2	\$225.88	\$451.75
5.			ERS99	Skopec ActiveCore TME1000-A Glass 2 Door Top Mount Chiller 2 Swing glass doors with anti-condensation protection Top mount ActiveCore refrigeration unit The latest energy saving and cooling technology Integrated Hush Kit for quieter operation Digital Controller with manual light switch 2 x 22W T8 LED tube (Ø26mm x 1500mm) side lights Adjustable legs (150 - 180mm) or castors (95 - 110mm) 980L Capacity and +1 to +4 range in 43 degree Aimbent Dimensions: 1130mmW x 747mmD x 2207mmH (excludes castors or legs) Power: 220-240 Volts a.c. 50 Hz single phase supply, 4.0 Amps	1	\$3,863.65	\$3,863.65
						<b>Subtotal(exGST)</b>	<b>\$14,618.70</b>

**Please note:** any Z coded item/s in the item schedule cannot be returned for credit.

Customer Name: Southland District Council Customer No: C28 Quote No: QT00157250  
Sales Rep Email: boyd@southernhospitality.co.nz Sales Rep Phone: +64 21 755 432  
Page 3 of 5



**SOUTHERN HOSPITALITY LTD - Terms and Conditions of Trade****1. DEFINITIONS**

- 1.1 "Seller" shall mean SOUTHERN HOSPITALITY LTD and its successors and assigns.
- 1.2 "Customer" shall mean the Customer and any person acting on behalf of and with the authority of the Customer.
- 1.3 "Guarantor" means that person (or persons), or entity that agrees herein to be liable for the debts of the buyer on a principal debtor basis.
- 1.4 "Goods" shall have the same meaning as section 2 of the Sale of Goods Act 1908 and are the goods supplied by the Seller to the Customer (and where the context so permits shall include any supply of Services as hereinafter defined).
- 1.5 "Services" shall mean all services supplied by the Seller to the Customer and includes any advice or recommendations (and where the context so permits shall include any supply of Goods as defined supra).
- 1.6 "Price" shall mean the cost of the Goods as agreed between the Seller and Customer subject to clause 4 of this contract.

**2. ACCEPTANCE**

- 2.1 Any instructions received by the Seller from the Customer for the supply of Goods shall constitute acceptance of the Terms and Conditions contained herein.
- 2.2 Where more than one Customer has entered into this agreement, the Customers shall be jointly and severally liable for all payments of the Price.
- 2.3 Upon acceptance of these Terms and Conditions by the Customer the Terms and Conditions are irrevocable and can only be rescinded in accordance with these Terms and Conditions or with the written consent of the manager of the Seller.
- 2.4 None of the Sellers agents or representatives are authorised to make any representations, statements, conditions or agreements not expressed by the manager of the Seller in writing nor is the Seller bound by any such unauthorised statements.
- 2.5 The Customer undertakes to give the Seller not less than (7) days prior written notice of and proposed change in the Customers name and or any change in the Customers details (including but not limited to changes in the Customers address facsimile phone number or business practice) and change of ownership.

**3. GOODS / SERVICE**

- 3.1 The Goods and or Services are as described on the invoices, quotation, estimate, work authorisation or any other work commencement forms as provided by the Seller to the Customer.
- 3.2 Delivery of Goods in volume from the Seller to the Customer may be subject to discrepancies of a margin of 10% over or under. Unless otherwise agreed in writing this margin shall be charged or deducted respectively on a pro rata basis.

**4. PRICE and PAYMENT**

- 4.1 At the Sellers sole discretion the Price shall be either:
  - (a) The Price shall be as indicated on invoices provided by the Seller to the Customer in respect of Goods supplied; or
  - (b) The Price shall be the Sellers current price at the date of delivery of the Goods according to the Sellers current Pricelist; or
  - (c) The Price of the Goods shall, subject to clause 4.2, be the Sellers quote/estimate Price, which shall be binding upon the Seller provided that the Customer shall accept in writing the Sellers quotation within 15 days.
- 4.2 Any variation from the plan of scheduled work or specification will be charged for, on the basis of the Sellers quotation/estimate and will be shown as extras on the invoice. Payment for extras must be made in full at the time of completion.
- 4.3 At the Sellers sole discretion a deposit may be required. The deposit amount or percentage of the price will be stipulated at the time of order of the Goods/Services and shall become immediately due and payable.
- 4.4 Time for payment for the Goods/Services shall be of the essence and will be stated on the invoice, quotation or any other forms. If no date is stated then payment shall be on delivery of the Goods/Services.
- 4.5 At the Sellers sole discretion, payment for approved Customers shall be made by instalments in accordance with the Sellers delivery/payment schedule.
- 4.6 At the Sellers sole discretion, payment for approved Customers shall be due on 20th of each month following the date of an invoice/ statement posted to the Customers address or addresses for notices.
- 4.7 Payment will be made by cash, cheque, bank cheque or direct credit, or any other method as agreed to between the Seller and the Customer.
- 4.8 The Price shall be increased by the amount of any GST and other taxes and duties which may be applicable except to the extent that such taxes are expressly included in any quotation/estimate given by the Seller.

**5. DELIVERY OF GOODS**

- 5.1 Delivery of the Goods shall be made to the Customers address. The Customer shall make all arrangements necessary to take delivery of the Goods whenever they are tendered for delivery, or delivery of the Goods shall be made to the Customer at the Sellers address.
- 5.2 Delivery of the Goods to a carrier, either named by the Customer or failing such naming to a carrier at the discretion of the Seller for the purpose of transmission to the Customer, is deemed to be a delivery of the Goods to the Customer.
- 5.3 Delivery of the Goods to a third party nominated by the Customer is deemed to be delivery to the Customer for the purpose of this agreement.
- 5.4 The failure of the Seller to deliver shall not entitle either party to treat this contract as repudiated.
- 5.5 The Seller shall not be liable for any loss or damage whatsoever due to failure by the Seller to deliver the Goods (or any of them) promptly or at all.
- 5.6 The Seller may deliver the Goods by separate instalments (in accordance with an agreed delivery schedule). Each separate instalment shall be invoiced and paid for in accordance with the provisions in this contract.
- 5.7 All transportation cost and insurance of the Goods provided by the Seller to the Customer shall be the Customer's responsibility.

**6. RISK**

- 6.1 If the Seller retains property in the Goods nonetheless all risk for the Goods passes to the Customer on delivery.
- 6.2 If any of the Goods are damaged or destroyed prior to the property in them passing to the

Customer, the Seller is entitled, without prejudice to any of its other rights to remedies under these Terms and Conditions (including the right to receive payment of the balance of the Price of the Goods) to receive all insurance proceeds payable in respect of the Goods. This applies whether or not the Price has become payable under these Terms and Conditions. The production of these Terms and Conditions by the Seller is sufficient evidence of the Sellers rights to receive the insurance proceeds without the need for any person dealing with the Seller to make further enquiries.

**7. DEFECTS/RETURNS**

- 7.1 The Customer shall inspect the Goods and shall within fourteen (14) days of delivery notify the Seller of any alleged defects, shortage in quantity, damage or failure to comply with the description or quote. The Customer shall afford the Seller the opportunity to inspect the Goods within a reasonable time following delivery if the Customer believes the Goods are defective in any way. If the Customer shall fail to comply with these provisions the Goods shall conclusively be presumed to be in accordance with the Terms and Conditions and free from any defect or damage.
- 7.2 For defective Goods which the seller has agreed in writing that the Customer is entitled to reject, the Sellers liability is limited to either (at the Sellers sole discretion) replacing the Goods or repairing the Goods provided that:
  - (a) the Customer has complied with provisions of Clause 7.1
  - (b) the Seller will not be liable for Goods which have not stored or used in a proper manner.
  - (c) the Goods are returned in the condition in which they were delivered and with all packaging material as is reasonable and possible in the circumstances.
- 7.3 The Seller may at its sole discretion accept goods for credit but this may incur a restocking fee of 15% plus any freight costs.

**8. WARRANTY**

- 8.1 Subject to the conditions of warranty set out in clause 8.2 the Seller warrants that if any defect in any workmanship manufactured by the Seller becomes apparent and is reported to the Seller within 12 months of the date of delivery (time being of the essence) then the Seller will (at the Sellers sole discretion) repair the defect or replace the workmanship.
- 8.2 The conditions applicable to the warranty given by clause 8.1 are:
  - (a) The warranty shall not cover any defect or damage which may be caused or partly caused by or arise through:
    - 1) Failure on the part of the Customer to properly maintain any Goods; or
    - 2) Failure on the part of the Customer to follow any Instructions or guidelines provided by the Seller; or
    - 3) Any use of the Goods otherwise than for any application specific on a quote or order form; or
    - 4) The continued use of any Goods after any defect becomes apparent or would have become apparent to a reasonably prudent operator or user; or
    - 5) Fair wear and tear, any accident or act of God.
  - (b) The warranty shall cease and the Seller shall thereafter in no circumstances be liable under the terms of the warranty if the workmanship is repaired, altered or overhauled without the Sellers consent.
  - (c) In respect of all claims the Seller shall not be liable to compensate the Customer for any delay in either replacing or repairing the workmanship/Goods or in assessing the Customers claim.
- 8.3 For Goods not manufactured by the Seller the warranty shall be the current warranty provided by the manufacturer of the Goods. The Seller shall be under no liability whatsoever except for conditions as detailed and stipulated in the manufacturers warranty.
- 8.4 It is the Customers responsibility to ensure that the product selected is suitable for the purpose and environment in which it will be subject to.

**9. DEFAULT & CONSEQUENCES OF DEFAULT**

- 9.1 Interest on overdue invoices shall accrue from the date when payment becomes due and daily until the date of payment at the rate of 2.5% compounding per calendar month and shall accrue at such a rate after as well as before any judgement.
- 9.2 If the Customer defaults on payment of any invoice when due, the Customer shall indemnify the Seller from and against all of the Sellers costs and disbursements including on a solicitor and own client basis and in addition all of the Sellers nominees cost of collection.
- 9.3 Without prejudice to any other remedies the Seller may have, if at any time the Customer is in breach of any obligations (including those relating to payment) the Seller may suspend or terminate the supply of Goods to the Customer and any of its other obligations under the Terms and Conditions. The Seller will not be liable to the Customer for any loss or damage the Customer suffers because the Seller exercised its rights under this clause.
- 9.4 If any account remains unpaid at the end of the second month after supply of the Goods or Services the following will apply: An immediate amount shall be levied for administration fees which sum shall become immediately due and payable in addition to interest payable under clause 9.1 hereof.
- 9.5 In the event that:
  - (a) any money payable to the Seller becomes overdue or in the Sellers opinion the Customer will be unable to meet its payments as they fall due; or,
  - (b) the Customer becomes insolvent, convenes a meeting with its creditors or proposes or enters into an arrangement with creditors or makes an assignment for the benefit of its creditors; or,
  - (c) a receiver, manager, liquidator (provisional or otherwise) or similar person is appointed in respect of the Customer or any asset of the Customer then without prejudice to the Sellers other remedies at Law,
  - (d) the Seller shall be entitled to cancel all or any part of the order of the Customer which remains unperformed in addition to and without prejudice to and other remedies; and
  - (e) all amounts owing to the Seller shall, whether or not due for payment, immediately become due and payable.

**10. TITLE**

- 10.1 It is the intention of the Seller and agreed by the Customer that property in the Goods shall not pass until:
  - (a) the Customer has paid all amounts owing for the particular Goods and;
  - (b) the Customer has met all other obligations due by the Customer to the Seller in respect of all the contracts between the Seller and the Customer, and that the Goods, or

- proceeds of the sale of the Goods, shall be kept separate until the Seller has received payment and all other obligations of the Customer are met.
- 10.2 It is further agreed that:
- until such time as ownership of the Goods shall pass from the Seller to the Customer the Seller may give notice in writing to the Customer to return the Goods or any of them to the Seller. Upon such notice the rights of the Customer to obtain ownership or any other interest in the Goods shall cease.
  - if the Customer fails to return the Goods to the Seller then the Seller or the Sellers agent may enter upon and into land and premises owned or occupied or used by the Customer or at any premises as the invitee of the Customer to where the Goods are situated and take possession of the Goods without being responsible for any damage caused.
- 11. PERSONAL PROPERTY SECURITIES ACT 1999**
- 11.1 Upon assenting to these Terms and Conditions in writing the Customer acknowledges and agrees that:
- These Terms and Conditions constitute a security agreement for the purpose of the PPSA and;
  - A security interest is taken in all Goods previously supplied by the Seller to the Customer and all Goods that will be supplied in the future by the Seller to the Customer during the continuance of the parties relationship.
- 11.2 The Customer undertakes to:
- Sign any further documents and/or provide any information. Such information to be complete and accurate and up to date in all respects which the Seller may reasonably require to register a financial statement or financial charge statement on the Personal Properties Security Register.
  - Indemnify and upon demand reimburse the Seller for all expenses incurred in registering a financial statement or financial charge statement on the Personal Properties Security Register or releasing any Goods charged thereby;
  - not registering a financial charge statement or a charge demand without the prior written consent of the Seller;
  - give the Seller not less than fourteen (14) days prior written notice of any proposed change in the Customers name and/or any other changes in the Customers details (including but not limited to change to the Customers address contact numbers or business practice) and;
  - the Customer will immediately give advice to the Seller of any material change in its business practices of selling the Goods which would result in a change in the nature of proceeds derived from such sales.
- 11.3 The Seller and the Customer agree that nothing in sections 114(1)(a) 133 and 134 of the PPSA shall apply to these Terms and Conditions.
- 11.4 The Customer waives its rights as a debtor under sections 116, 120(2), 121, 125, 126, 127, 129, 131 and 132 of the PPSA.
- 11.5 Unless otherwise agreed to in writing by the Seller the Customer waives its rights to receive a verification statement in accordance with section 148 of the PPSA.
- 11.6 The Customer unconditionally ratifies any action taken by the Seller under and by virtue of the power of attorney given by the Customer to the Seller under clauses 11.1 to 11.5.
- 12. SECURITY & CHARGE**
- 12.1 Despite anything to the contrary contained herein or any other rights which the Seller may have, howsoever:
- Where the Customer and/or the Guarantor (if any) is the owner of land, realty or other asset capable of being charged, both the Customer and/or the Guarantor agree to mortgage and/or charge all of their joint and/or several interest in the said land, realty or any other asset to the Seller or the Sellers nominee to secure all amounts and other monetary obligations payable under the Terms and Conditions. The Customer and/or the Guarantor acknowledge and agree that the Seller (or the Sellers nominee) shall be entitled to lodge where appropriate a caveat and that caveat shall be released once all payments and other monetary obligations payable hereunder have been met.
  - Should the Seller elect to proceed in any manner in accordance with this clause and/or its sub-clauses the Customer and/or Guarantor shall indemnify the Seller from and against all the Sellers costs and disbursements including legal costs on a solicitor and own client basis.
  - To give effect to the provisions of clause 12, 12.1(a) to (b) inclusive hereof the Customer and/or the Guarantor (if any) do hereby irrevocably nominate constitute and appoint the Seller or the Sellers nominee as the Customers and/or Guarantors true and lawful attorney to execute mortgages and charges (whether registrable or not) including such other Terms and Conditions as the Seller and/or the Sellers nominee shall see fit in his/her/its/their absolute discretion against the joint and/or several interest of the Customer and/or the Guarantors in any land realty or asset in favour of the Seller and in the Customers and/or the Guarantors name as may be necessary and other acts including instituting any necessary legal proceedings and further to execute all or any documents in the Sellers absolute discretion which may be necessary or advantageous to give effect to the position of this clause.
- 13. INTELLECTUAL PROPERTY**
- 13.1 Where the Seller has designed or drawn Goods for the Customer, then the copyright in those designs and drawings shall remain vested in the Seller, and shall only be used by the Customer at the Sellers discretion.
- 13.2 Conversely, in such a situation, where the Customer has supplied drawings, the Seller in its sale conditions may look for indemnity (the specifications and design of the Goods (including the copyright, design right or other intellectual property in them) shall as between the parties be the property of the Seller).
- 13.3 Where any design or specifications have been supplied by the Customer for manufacture by or to the order of the Seller then the Customer warrants that the use of those designs or specifications for the manufacture processing assembly or supply of the Goods shall not infringe the rights of any third party.
- 13.4 The Customer warrants that any designs or instructions to the Seller will not cause the Seller to infringe any patent registered design or trademark in the execution of the Customers order.
- 14. CANCELLATION**
- 14.1 The Seller may cancel these Terms and Conditions or cancel delivery of the Goods and Services at any time before the Goods are delivered by giving written notice. On giving such notice the Seller shall promptly repay the Customer any sums paid in respect of the price for the Goods. The Seller shall not be liable for any loss or damage arising from such cancellation.
- 14.2 At the Sellers sole discretion the Customer may cancel delivery of Goods and/or Services. In the event that the Customer cancels delivery of Goods and/or Services the Customer shall be liable for any cost incurred by the Seller up to the time of cancellation.
- 15. PRIVACY ACT 1993**
- 15.1 The Customer and the Guarantors (if separate to the Customer) authorises the Seller to collect, retain and use any information about the Customer, for the purpose of assessing the Customers creditworthiness or marketing any Goods and services provided by the Seller to any other party.
- 15.2 The Customer authorises the Seller to disclose any information obtained to any person for the purpose set out in clause 15.1
- 15.3 Where the Customer is a natural person the authorities under (clause 15.1 and 15.2) are authorities or consents for the purpose of the Privacy Act 1993.
- 16. BUYERS DISCLAIMER**
- 16.1 The Customer hereby disclaims any right to rescind or cancel the contract or to sue for damages or to claim restitution arising out of any misrepresentation made to him to any servant or agent of the Seller and the Customer acknowledges that he buys the Goods relying solely on his own skill and judgement and that the Seller shall not be bound by nor responsible for any term, condition, representation or warranty other than the warranty given by the manufacture which warranty shall be personal to the Customer and shall not be transferable to any subsequent Customer.
- 17. CONTRACTUAL REMEDIES ACT**
- 17.1 The provisions of the Contractual Remedies Act 1979 shall apply to this contract as if section 15(d) of the Act which states that nothing in the Act shall affect the Sale of Goods Act 1908 were omitted from the Contractual remedies Act 1979.
- 18. UNPAID SELLERS RIGHTS TO DISPOSE OF GOODS**
- 18.1 In the event that:
- the Seller retains possession or control of the Goods; and
  - payment of the Price is due to the Seller; and
  - the Seller has made demand in writing to the Customer for payment of the price of Goods in terms of this contract; and
  - the Seller has not received the Price of the Goods, then, whether the property in the Goods has passed to the Customer or has remained with the Seller, the Seller may dispose of the Goods and may claim from the Customer the loss to the Seller on such disposal.
- 19. LIEN**
- 19.1 Where the Seller has not received or been tendered the whole of the price, or the payment has been dishonoured, the Seller shall have;
- a lien on the Goods;
  - the right to retain them for the price while the Seller is in possession of them;
  - a right of stopping the Goods in transit whether or not delivery has been made or ownership has passed; and
  - a right of resale
  - the foregoing right of disposal, provided that the Lien of the Seller shall continue despite the commencement of proceedings or judgement for the price having been obtained.
- 20. CONSUMER GUARANTEES ACT 1993**
- 20.1 This agreement is subject, in all cases except where the Customer is contracting within the Terms and Conditions of a trade/business (which cases are specifically excluded) to the provisions of the Consumer Guarantees Act 1993.
- 21. LIMITATION OF LIABILITY**
- 21.1 To the fullest extent permitted by law the Seller shall not be liable for the loss or damage of any kind whatsoever including consequential loss whether suffered or incurred by the Customer or another person and whether in contract or tort (including negligence) or otherwise and irrespective of whether such loss or damage arises directly or indirectly from services provided by the Seller to the Customer.
- 21.2 The Customer shall indemnify the Seller, its officers employees, agents or sub-contractors against all claims and loss of any kind whatsoever however caused or arising and without limiting the generality of this clause whether caused or arising as a result of the negligence of the Seller or otherwise, brought by any persons in connection with any matter, act, omission or error by the Seller, its agent or employees in connection with the services provided.
- 22. GENERAL**
- 22.1 All Goods and Services supplied by the Seller are Subject to the laws of New Zealand and that the Seller takes no responsibility for changes in the Law that affect the Goods and Services supplied.
- 22.2 If any provision of these Terms and Conditions shall be invalid, void or illegal or unenforceable the validity existence, legality and enforceability of the remaining provisions shall not be affected or prejudiced or impaired.
- 22.3 The Seller shall be under no liability whatsoever to the Customer for any indirect loss and/or expense (including loss of profit) suffered by the Customer arising out of a breach by the Seller of these Terms and Conditions.
- 22.4 In the event of any breach of this contract by the Seller the remedies of the Customer shall be limited to damages. Under no circumstances shall the liability of the Seller exceed the price of the Goods.
- 22.5 The Customer shall not set off against the Price amounts due from the Seller.
- 22.6 Neither party shall be liable for any default due to any act of God, terrorism, war, earthquake strike, lock out, industrial action, flood storm or other event beyond the reasonable control of either party.
- 22.7 The Seller may license or sub-contract all or any part of its rights and obligations without the Customers consent.
- 22.8 The Seller shall not be liable for errors or omissions arising from oversight or a misinterpretation of the Customers verbal instruction.
- 22.9 The Seller reserves the right to review these Terms and Conditions at any time and from time to time. If following any such review there is to be any change in the Terms and Conditions that change will take effect from the date on which the Seller notifies the Customer of such change.

## Confirmation of Road Stopping at Lochiel

**Record No:** R/18/8/20044  
**Author:** Kevin McNaught, Strategic Manager Property  
**Approved by:** Matt Russell, Group Manager Services and Assets

☒ Decision ☐ Recommendation ☐ Information

### Purpose

- 1 To make the final resolution that a portion of road at Lochiel is stopped, so that it can be disposed of to the adjoining landowner as per a previous Council resolution.

### Executive Summary

- 2 Council at its meeting on 13 December 2017 agreed to commence the road stopping procedure for an unformed portion of road adjoining 58 Lochiel Braxholme Road.
- 3 Since then the relevant procedures have been followed to the extent that Council now needs to resolve to notify that the land is no longer road.

### Recommendation

#### That the Council:

- a) **Receives the report titled “Confirmation of Road Stopping at Lochiel” dated 10 September 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Resolves pursuant to Section 4 of the Tenth Schedule to the Local Government Act 1974 to publish a notice that Section 1 SO Plan 523458 is stopped and shall thereafter cease to be road.**
- e) **Resolves that Section 1 SO Plan 523458 be sold to the adjoining owners P A and J A Donnelly and be amalgamated with CFR SL158/260.**

### Background

- 4 Council at its meeting on 13 December 2017, agreed to commence the road stopping procedure for an unformed portion of road adjoining 58 Lochiel Braxholme Road.

- 5 Since then the relevant steps have been undertaken. These being preparation and execution of a sale contract, survey definition and public notification.
- 6 The process is now at the point that Council must resolve to publish a notice that the land is no longer road.

### **Issues**

- 7 No issues have been identified in undertaking the process.

### **Factors to Consider**

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

- 8 All actions have been undertaken following the steps as set out in the Local Government Act 1974.

#### **Community Views**

- 9 The process required public notification of the proposal and no objections were received.

#### **Costs and Funding**

- 10 The applicant has paid the survey costs and agreed to pay the sale price set by Council at the December 2017 meeting.

#### **Policy Implications**

- 11 None identified.

### **Analysis**

#### **Options Considered**

- 12 Proceed to publish notice or not.

### **Analysis of Options**

#### **Option 1 – Publish notice**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>Allows process to be completed.</li></ul>	<ul style="list-style-type: none"><li>None identified.</li></ul>



**Option 2 – Do not publish notice**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• None identified.</li></ul>	<ul style="list-style-type: none"><li>• Will place Council in a breach of the sale agreement given the road stopping legislative process has been followed and no reasons have arisen where that cannot be completed</li></ul>

**Assessment of Significance**

- 13 Not considered significant.

**Recommended Option**

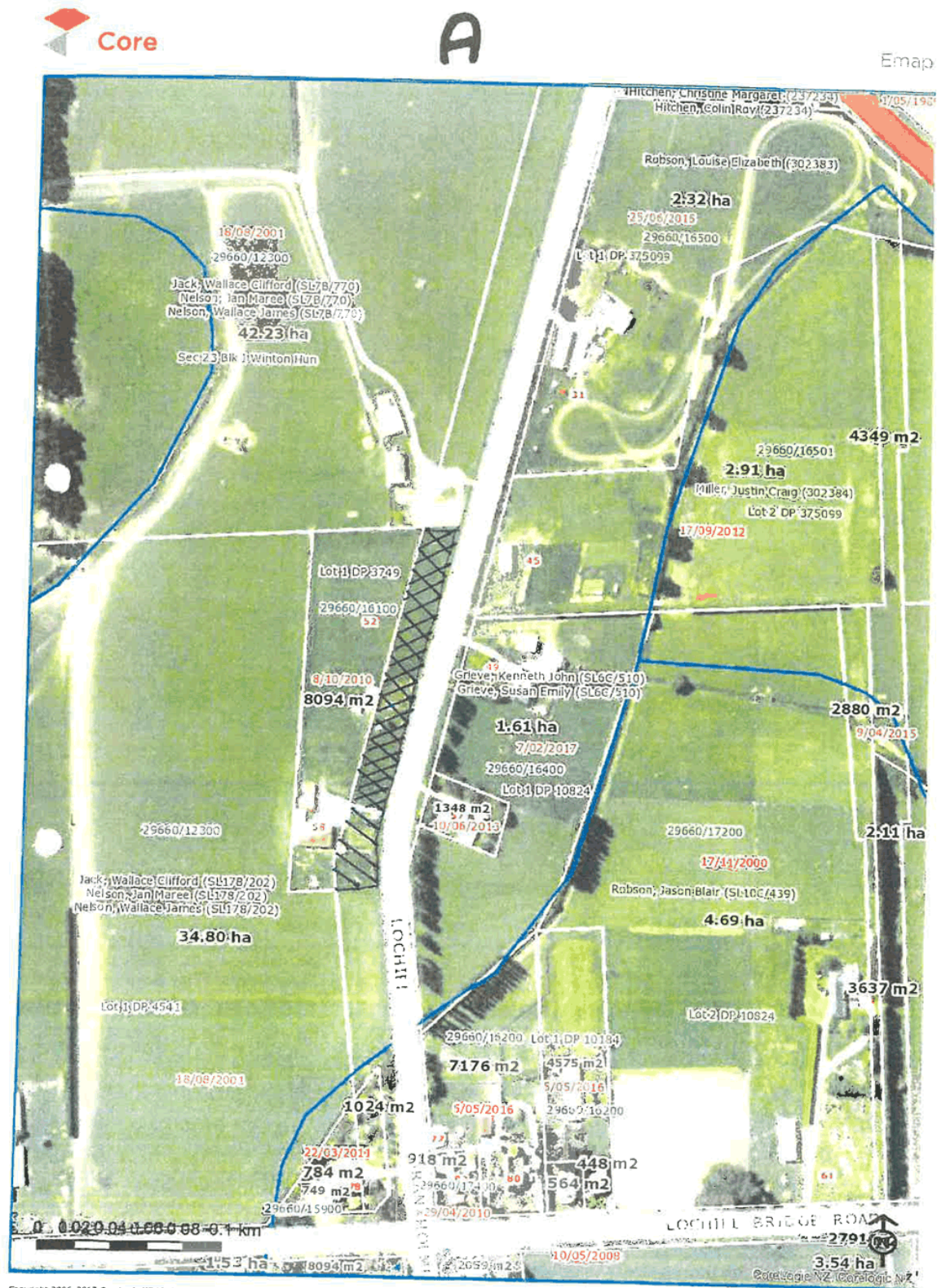
- 14 Option1- Publish the notice to stop the road.

**Next Steps**

- 15 Publish notice stopping road and complete sale process.

**Attachments**

- A Diagram of proposed road stopping at Lochiel [↓](#)



## Consideration of a request from the Department of Conservation to have land next to the Te Anau Golf Course vested in Council

**Record No:** R/18/8/20521  
**Author:** Kevin McNaught, Strategic Manager Property  
**Approved by:** Matt Russell, Group Manager Services and Assets

☒ Decision ☐ Recommendation ☐ Information

### Purpose

- 1 To consider a request from the Department of Conservation and the Te Anau Community Board, to have land at the western end of the Te Anau Golf Course vested in Council so it can be added into the lease of the Golf Club.

### Executive Summary

- 2 The Te Anau Golf Club has for many years held a lease for most of the course from Council, however a small portion at the western end of the course has been developed onto DOC land and held by a concession from them.
- 3 Recently DOC have written to Council, offering not only the area at the western end of the course currently occupied by the golf club but also additional land covering an area through to Golf Course Road. The Te Anau Golf Club have advised Council that they are agreeable to have all this land added into their lease from Council.
- 4 The Te Anau Community Board have requested that Council accept the offer of vesting.

## Recommendation

### That the Council:

- a) **Receives the report titled “Consideration of a request from the Department of Conservation to have land next to the Te Anau Golf Course vested in Council” dated 11 September 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Resolves to accept the offer from the Department of Conservation to have vested in Council as a recreation reserve all that land west of Section 1 SO Plan 7608 through to Golf Course Road and the land when vested to be added to the lease held by the Te Anau Golf Club.**

## Background

- 5 The Te Anau Golf Club has for many years held a lease for most of the course from Council, however a small portion at the western end of the golf course has been developed onto DOC land and held by a concession from them.
- 6 Recently DOC have written to Council offering not only the area currently occupied by the golf course but also additional land through to Golf Course Road. The letter and plans are attached.
- 7 Given the potential liabilities, primarily around keeping the land neat and tidy, an approach was made to the Golf Club as to whether they wanted all the land offered or just the area they currently occupy. The Club have advised that they are agreeable to have all this land added into their lease from Council.
- 8 For the land to be vested in Council, this requires a resolution of Council.

## Issues

- 9 No issues given that the survey costs are being paid for by the Golf Club and the maintenance obligations will also be the responsibility of the Club by its addition to the existing lease

## Factors to Consider

### Legal and Statutory Requirements

- 10 The process of definition, reservation and vesting will follow the relevant statutory authorities.



### **Community Views**

- 11 The Te Anau Community Board at their meeting on 29 August resolved to recommend to Council to accept the offer of vesting. As above the Te Anau Golf Club are agreeable to have the land include into their existing lease from Council.

### **Costs and Funding**

- 12 There are no costs identified in this process to Council, given the survey and ongoing maintenance obligations will be that of the Golf Club.

### **Policy Implications**

- 13 None identified.

### **Analysis**

#### **Options Considered**

- 14 The options are considered to be accept the offer or not.

### **Analysis of Options**

#### **Option 1 – Accept the offer of vesting.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Allows the Golf Club's operations to be undertaken on land owned by one organisation.</li><li>• Creates an opportunity to allow the land to be better managed and maintained by the Golf Club.</li></ul>	<ul style="list-style-type: none"><li>• None identified given there will be no costs to Council</li></ul>

#### **Option 2 – Decline the offer of vesting**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• None identified.</li></ul>	<ul style="list-style-type: none"><li>• The Golf Club will continue to have two landowners to deal with.</li><li>• The land maintenance will remain with DOC and have to fit with their priorities around maintenance</li></ul>

### **Assessment of Significance**

- 15 Not considered significant

### **Recommended Option**

- 16 Option 1 – accept the vesting

**Next Steps**

- 17 Advise the Department of Conservation Councils decision and await vesting to be completed.

**Attachments**

- A Request from DOC to vest conservation land in Council to be included in lease to Te Anau Golf Club. [↓](#)



Kevin McNaught  
Strategic Manager Property  
Southland District Council  
PO Box 903  
Invercargill 9840

4 July 2018

**Status change and vesting of part of Conservation Unit D430043**

Dear Kevin

**Proposal**

Further to previous discussions, the Department of Conservation wishes to formally raise with you the possibility of vesting or the appointment to control and manage in council of part of Conservation Unit D440043 as shown in the attached maps.

The land is currently held under the Conservation Act and this does not provide for vesting or appointing another body such as council to manage. If Council was to agree to manage the land we would need to change the status to recreation reserve subject to the Reserves Act 1977. It would then be possible to vest or appoint council to manage the reserve. The proposed land would need to be surveyed to change the status and effect the vesting. The Golf Club has agreed to undertake the survey and associated costs.

**Background**

The land adjoins the Te Anau Golf Club and has historically been used by the Club, this use recently being authorised under concession PAC-14-18-74. This use could continue but ideally the Golf Club will have better security of the land if vested in council. See map 1 (attached) for the part of the Conservation Unit currently under concession to the Golf Club.

**Land Values**

Conservation values on the land are negligible as it is a highly modified site vegetated mostly in grass and exotic plant species. The part of the conservation unit which the Department wishes to vest is to the immediate west of the Golf Club, Golf Course Road creates the boundary. See map 2 attached.

I understand this proposal need to go before Council and the Te Anau Community Board; please advise whether any further information or attendance at this meeting is required. The Te Anau Golf Club have also offered to attend.

Yours sincerely

Greg Lind  
Operations Manager

Map 1: Part of Conservation Unit D430043 under concession to Te Anau Golf Club



**Map 2: Actual Conservation Unit to be vested** (note: Te Anau Golf Club use only part of the section outlined in red)





## **Amended Triennial Agreement 2016-2019**

**Record No:** R/18/8/18557  
**Author:** Steve Ruru, Chief Executive  
**Approved by:** Steve Ruru, Chief Executive

☒ Decision

☐ Recommendation

☐ Information

### **Background**

- 1 Under the Local Government Act 2002 local authorities within a region are required to have in place a Triennial Agreement containing protocols for communication and co-ordination amongst them during the period until the next triennial general election of members.
- 2 Attached to this report is an amended Triennial Agreement between the Southland District Council, Environment Southland, Gore District Council and Invercargill City Council for the period from 2016 to 2019.
- 3 The Agreement has been updated to formally include the Deputy Mayors/Chair in the Forum and to allow for it meeting more than four times per year. With the increased focus on regional development activity it is seen as appropriate to expand the Forum's membership and increase the frequency with which it meets.
- 4 Once adopted the Triennial Agreement remains in force until it is replaced by another Agreement. However, there is provision for the Agreement to be amended in the event the Councils wish to change any of the protocols.
- 5 The Triennial Agreement promotes the desire of the four Councils to work together as parties to enhance the co-ordination and performance of their respective responsibilities in a collaborative, effective and meaningful way where appropriate. This includes the early pre-consultation around the development of policy and plans.
- 6 Whilst the amendments are not significant it is important that they are formally endorsed by Council.
- 7 The amended agreement showing the changes is attached to this report for Councillors information.

## **Recommendation**

### **That the Council:**

- a) **Receives the report titled “Amended Triennial Agreement 2016-2019” dated 10 September 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Approves the Mayor, Deputy Mayor and Chief Executive executing the attached Triennial Agreement under seal pursuant to Section 15 of the Local Government Act 2002.**

## **Attachments**

- A      Revised Triennial Agreement 2016 to 2019 [↓](#)



## Triennial Agreement Southland Region

For the triennium October 2016 to October 2019



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## STATEMENT OF INTENT

This agreement represents the shared desire of local government in the Southland Region to pro-actively collaborate and co-operate with each other, to maximise effectiveness and efficiency and to meet the current and future needs and interests of their respective communities.

## PREAMBLE

The Local Government Act 2002 recognises that each individual local authority is only one player in the achievement of community needs and interests, and that attaining those objectives goes beyond local authority boundaries. The Act, through its principles further recognises that local authorities will need to actively seek to collaborate and co-operate with other local authorities and bodies to improve the effectiveness and efficiency with which it achieves its identified priorities and desired outcomes. The main framework for co-ordinating the collaboration between different local authorities is the Triennial Agreement.

This Agreement is deemed to meet the requirements of section 15 of the Local Government Act 2002.

For the legal context see Appendix 2.

## PURPOSE

Through this Triennial Agreement, local authorities are encouraged to work together to recognise and promote the needs and interests of their communities in all of their social, economic, environmental and cultural aspects, consistent with the principles of sustainable development. This agreement provides an opportunity to reinforce the principle of collaboration and improve communication and co-ordination at all levels of local government in the Southland Region.

It is recognised that a significant level of formal and informal collaboration and co-operation already exists between the local authorities. The success of the Triennial

Agreement will be demonstrated through expanded relationships that help the local authorities to work co-operatively and collaboratively to advance community goals for the region as a whole. This agreement does not address local authorities' relationships with Central Government agencies or other important sectors of the community, each of which will also be important to the effective delivery of community outcomes.

Appendix 1 lists possible areas of collaboration.

## SIGNATORIES

The parties:

- Gore District Council
- Invercargill City Council
- Southland District Council
- Environment Southland (Southland Regional Council).

## PRINCIPLES AND PROTOCOLS

The parties agree to work in good faith together for the good governance of their localities and the region.

Signatories to this agreement recognise that:

1. the communities within the Region are diverse and encompass a range of desired outcomes. Issues and concerns that are shared by some local authorities may be of little relevance to others. This Triennial Agreement acknowledges that it must have a range of sub-agreements or protocols developed for communication and co-ordination on local issues and media responses between and among local authorities.
2. collaboration among local authorities is necessary to address increasingly complex governance issues. Many issues cannot be solved by any one agency acting alone. Issues such as community safety and sustainable

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- development do not have simple solutions. This includes a commitment to make staff available across local authority boundaries during emergencies.
3. it is desirable that collaboration occur at both the governance and operational levels.
  4. collaboration can make planning more efficient, reduce costs, increase available resources and help make strategic judgments about the allocation of resources and the delivery of services.
  5. collaboration can help the local authorities promote the social, economic, cultural and environmental needs and interests of communities in the Region.
  6. this agreement establishes a platform for ongoing discussion and consultation on issues, policy and programmes.
  7. the councils agree to act in good faith on issues of information and disclosure.
  8. the councils agree to work collaboratively in an open and transparent manner.
  9. as signatories to this agreement all councils will ensure provision of the following:
    - (a) Early notification to affected councils, through the distribution of draft documentation and information, of major policy discussions which may have implications beyond the boundaries of the decision-making council. This specifically includes the development of consultation policies and policies on significance and engagement.
    - (b) Opportunities for all councils in the region to be involved in early consultation on the development of one another's draft Annual Plan and draft Long-term Plan
- and other significant policy consultation processes or consultation documents.
- (c) The application of a 'no surprises' policy, whereby early notice will be given over disagreements or differences between councils concerning issues, policy or programmes, before critical public announcements are made.
  - (d) Where practicable, avoidance of unnecessary duplication by jointly or in a collaborative manner, engaging with communities and agencies in order to identify outcomes considered as desirable for communities and to prioritise those outcomes, in the context of s10 and s14 of the Act.

#### MAYORAL FORUM

The Mayoral Forum is a non-statutory body made up of the Mayors, regional Chair, Deputy Mayors/Chair, and their Chief Executives and its purpose is to provide leadership to programmes and projects with a regional perspective that cut across the local authorities and which require integrated leadership. Its mandate is provided by this Agreement.

A protocol for the operation and meeting format of the Mayoral Forum has been agreed by the parties as part of this Agreement. See Appendix 3.

CEOs will be the "clearing house" for addressing and agreeing any strategic, emerging or identified issues, with information and meeting notes to be distributed to the Mayoral Forum irrespective of the issues. Emergency meetings between the combined CEOs can be called as required.

This does not preclude meetings being co-ordinated by councils other than the council next on the rotation, on request. All public communications from these meetings will be approved by all participants prior to their release.

**GENERAL APPROACH TO CONSULTATION**

Signatories to this agreement will endeavour to:

1. work jointly to share resources for the purpose of preparing background information on the various communities within the Region. Such information may include demographics, survey data and scientific studies and the analysis of social, economic, environmental and cultural trends.
2. actively collaborate and cooperate with government agencies and local authorities outside the region as considered appropriate to promote or achieve regionally focused priorities and desired outcomes, while making efficient use of resources, and in situations where issues and potential solutions cross local authority boundaries.
3. develop agreed or joint approaches to engaging with the media (including development of joint media statements), Government agencies, tangata whenua, and other organisations.
4. develop processes, protocols and agreements through which the councils can jointly participate in identifying, delivering services (e.g. S.17A, LGA), and funding facilities of significance to more than one district.
5. promote communication and co-operation among the local authorities in the Region.
6. provide early for notification/circulation of information, and participation in, decisions that may affect other local authorities in the Region.
7. make draft strategies, policies and plans available to all local authorities in the Region for discussion and development.
8. recognise that shared services in the region, or joint procurement approaches with joint or separate contracting, can bring efficiencies and savings in terms of planning, administration, consultation and operations; increases in available resources and promotion of cooperative approaches to the allocation of resources (refer to Appendix One).
9. use our statutory reporting documents to report steps taken to implement the intent of this document.
10. the following consultation process (in terms of Clause 3A, First Schedule RMA) will apply to any change, variation, or review of the Regional Policy Statement for the Southland Region, and the preparation of any future Regional Policy Statement:
  - (a) Environment Southland will seek the input of territorial authorities into the review of the Regional Policy Statement for the Southland Region.
  - (b) Environment Southland will make available to all local authorities, for discussion and development, draft copies of:
    - any change or variation to the Regional Policy Statement
    - any proposed Regional Policy Statement.
  - (c) territorial authorities will be given a reasonable period of time, but no less than 30 working days, to respond to any such proposal. Environment Southland agrees to consider fully any submissions and representations on the proposal made by territorial authorities within the region.

### **SIGNIFICANT NEW ACTIVITIES PROPOSED BY THE REGIONAL COUNCIL**

If Environment Southland or a regional council-controlled organisation proposes to undertake a significant new activity, Section 16 of the Local Government Act 2002 shall be adhered to.

As part of this communication process, the parties agree to discuss the issues involved at one or more of the existing forums, and to provide early drafts of proposals to affected councils for early comment. This includes amendment of the Environment Southland's significance and engagement policy.

Where it is proposed that Environment Southland undertakes significant new activities that are undertaken or have been proposed in a consultation document to be undertaken by one or more territorial authorities within the Region:

- a. Environment Southland will as soon as practicable inform all territorial authorities within the Region of:
  - the nature of the activity proposed to be undertaken
  - the scope of the proposal (including size, districts covered and why)
  - the reasons for the proposal.
- b. territorial authorities will be given a reasonable period of time, but no less than 30 working days, to respond to any such proposal. Environment Southland agrees to fully consider any submissions and representations on the proposal made by territorial authorities within the Region.
- c. should there be substantive disagreement between the local authorities about whether

Environment Southland should undertake the activity, the parties agree to refer the matter to mediation, as set out in the process in this agreement for resolving disagreement.

### **DECISIONS OF A LOCAL AUTHORITY**

If a decision of a local authority is significantly inconsistent with, or is expected to have consequences that will be significantly inconsistent with this agreement, the local authority must, when making the decision, clearly identify —

- (a) the inconsistency; and
- (b) the reasons for the inconsistency; and
- (c) any intention of the local authority to seek an amendment to this agreement.

As soon as practicable after making any decision to which the above applies, the local authority must give to each of the other local authorities within the region notice of the decision and of the matters specified in subsections (a) – (c).

### **RESOLVING DISAGREEMENT**

In the event of a disagreement over the terms of this agreement, the parties agree to refer the issue of disagreement to mediation for a resolution within 3 months of any such disagreement arising. If no agreement is forthcoming a mediator will be appointed by the president of the Southland District Law Society. If mediation is unsuccessful, any of the local authorities affected may ask the Minister of Local Government to make a decision on the proposal.

### **AUTHORITY**

This agreement is signed under seal by the following on behalf of their respective authorities:

**Environment Southland** (Southland Regional Council)

Chair

Deputy Chair

Chief Executive

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Southland District Council

Mayor

Deputy Mayor

Chief Executive

**Invercargill City Council**

Mayor

Deputy Mayor

Chief Executive



Gore District Council

Mayor

Deputy Mayor

Chief Executive

**APPENDIX 1**

Existing structures that promote communication and collaboration include, but are not limited to:

Assistance with WINZ System  
Barberry Control  
Emergency Management Welfare Group  
Co-ordinating Executive Group  
Election Returns  
Emergency Management Southland  
GIS Data Sharing Gravel  
Management Hazardous  
Waste Group  
Hazardous Waste Response Group  
Information Technology  
Laboratory Testing and Monitoring  
Maintenance of Boundary Roads and Bridges  
Milford Community Trust  
NZAA Register Update  
Public Information Management Team (SEMO)  
Rakiura National Park Report  
Regional Advisory Group (Transport)  
Regional Transport Committee  
Representation Review projects  
Review of the Southland District Plan  
Review of the Southland Regional Policy Statement  
Riverton Harbour Committee  
Road Safety Committee  
Road Safety Co-ordination (joint employment)  
Road Safety Southland Trust  
Snow Pole Route Closure  
SoRDS Southland Regional Development Strategy  
Southern Rural Fire Authority  
Southern Scenic Route Signs  
Southland Coastal Landscape Study  
Southland Emergency Management Group  
Southland Heritage Building Preservation Trust  
Southland Regional Heritage Committee  
Southland Shared Services Forum  
Spartina Control  
Specification/Policy Sharing and Development  
Te Anau Basin Planning Study  
Te Roopu Taiao  
Tender Evaluations  
Urban Fire Risk  
Venture Southland  
Waiau River Working Party  
Wastebusters Group  
WasteNet/Waste Advisory Group  
Wetlands on Private Land

**APPENDIX 2****LEGAL REQUIREMENTS – Local Government Act 2002**

This document is deemed to duly constitute fulfillment of section 15 of the Local Government Act 2002.

**Section 15** requires that:

- (1) Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement under this section covering the period until the next triennial general election of members.
- (2) An agreement under this section must include—
  - (a) protocols for communication and co-ordination among the local authorities; and
  - (b) a statement of the process by which the local authorities will comply with section 16 in respect of proposals for new regional council activities; and
  - (c) processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than 1 district.
- (3) An agreement under this section may also include—
  - (a) commitments by local authorities within the region to establish or continue 1 or more joint committees or other joint governance arrangements to give better effect to 1 or more of the matters referred to in subsection (2); and
  - (b) the matters to be included in the terms of reference for any such committees or arrangements, including any delegations.
- (4) An agreement under this section may be varied by agreement between all the local authorities within the region.
- (5) An agreement under this section remains in force until it is replaced by another agreement.
- (6) If a decision of a local authority is significantly inconsistent with, or is expected to have consequences that will be significantly inconsistent with, the agreement under this section that is currently in force within the region, the local authority must, when making the decision, clearly identify—
  - (a) the inconsistency; and
  - (b) the reasons for the inconsistency; and
  - (c) any intention of the local authority to seek an amendment to the agreement under subsection (4).
- (7) As soon as practicable after making any decision to which subsection (6) applies, the local authority must give to each of the other local authorities within the region notice of the decision and of the matters specified in that subsection.

In addition, other sections of the LGA also require collaboration:

**Section 14 (e) –**

a local authority should actively seek to collaborate and co-operate with other local authorities and bodies to improve the effectiveness and efficiency with which it achieves its identified priorities and desired outcomes;

**Section 14 (g) –**

a local authority should ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region, including by planning effectively for the future management of its assets

**Section 16 – (summary)**

if regional council, or a regional council-controlled organisation, proposes to undertake a significant new activity, the regional council must advise all the territorial authorities within its region of the proposal and seek their agreement

**LEGAL REQUIREMENTS – Resource Management Act 1991****Clause 3A, First Schedule -**

- (1) A triennial agreement entered into under section 15(1) of the Local Government Act 2002 must include an agreement on the consultation process to be used by the affected local authorities in the course of—
  - (a) preparing a proposed policy statement or a variation to a proposed policy statement; and
  - (b) preparing a change to a policy statement; and
  - (c) reviewing a policy statement.
- (2) If an agreement on the consultation process required by subclause (1) is not reached by the date prescribed in section 15(1) of the Local Government Act 2002,—
  - (a) subclause (1) ceases to apply to that triennial agreement; and
  - (b) 1 or more of the affected local authorities—
    - (i) must advise the Minister and every affected local authority as soon as is reasonably practicable after the date prescribed in section 15(1) of the Local Government Act 2002; and
    - (ii) may submit the matter to mediation.
- (3) If subclause (2) applies, the parts of the triennial agreement other than the part relating to the consultative process referred to in subclause (1) may be confirmed before—
  - (a) an agreement on the consultative process is reached under subclauses (4) and (5)(a); or
  - (b) the Minister makes a binding determination under subclause (5)(b).
- (4) Mediation must be by a mediator or a mediation process agreed to by the affected local authorities.
- (5) If the matter is not submitted to mediation or if mediation is unsuccessful, the Minister may either—
  - (a) make an appointment under section 25 for the purpose of determining a consultation process to be used in the course of preparing a proposed policy statement or reviewing a policy statement; or
  - (b) make a binding determination as to the consultation process that must be used.
- (6) The consultative process must form part of the triennial agreement, whether or not the other parts of the triennial agreement have been confirmed, in the event that—
  - (a) an agreement is reached under subclause (4) or subclause (5)(a) as to a consultative process, as required by subclause (1); or
  - (b) the Minister makes a binding determination under subclause (5)(b).
- (7) In this clause, “affected local authorities” means—
  - (a) the regional council of a region; and
  - (b) every territorial authority whose district is wholly or partly in the region of the regional council.]

### APPENDIX 3 – MAYORAL FORUM PROTOCOL

#### Status

The Mayoral Forum is a non-statutory body. It is formed by the agreement of the local authorities that comprise it. Its power to act on any matters is prescribed through the Triennial Agreement made between those local authorities at the beginning of each Triennium. This Agreement can be revisited and updated at any time but must be consulted on with each of the local authority signatories.

#### Purpose

The purpose of the Mayoral Forum in Southland is to provide governance leadership to programmes and projects with a regional perspective that cut-across the local authorities and which require integrated leadership. These are “horizontal” programmes of a regional nature that require a joined-up regional approach in order to be successful.

#### Regional Direction

There are a number of regional documents that need to be co-ordinated into the consensus direction overseen by the Mayoral Forum and delivered by the councils. Arguably, the primary document is the Regional Policy Statement which identifies the high level directions of the region. This is a community consensus document.

The Regional Policy Statement is then given effect to in other documents:

- Regional Plans (Environment Southland)
- District Plans (of each of the territorial councils)

The SoRDS strategy reflects the desire for a strong focus on regional social and economic development to be acknowledged in the Regional Policy Statement, in the regional and district plans, and in the Long-term Plans (LTPs). There is a role for the Mayoral Forum to seek alignment across those primary management documents to ensure that steady progress is being made to achieve their higher level goals.

#### Operation of the Mayoral Forum

<b>Frequency –</b>	the Mayoral Forum meets <b>at least</b> four times a year
<b>Chairing –</b>	the Mayoral Forum is chaired for a period of one year by a mayor agreed by the other mayors on a rota which means that all mayors or chair would have served as a chair in a period of four years. The period of a year is chosen to give the chair an opportunity to develop a solid programme of action.
<b>Membership –</b>	membership will comprise of the Mayors, regional Chair, Deputy Mayors/Chair, and their chief executives
<b>Meeting location –</b>	the meeting location is circulated around the region on a meeting by meeting rota.
<b>Servicing –</b>	the council organisation of the incumbent chair would be responsible for servicing the Mayoral Forum which would include developing agendas, inviting guests, arranging their presentations and organising the annual forums listed below. This would involve a significant commitment for that organisation and advance planning would be necessary to ensure all responsibilities are met. The

proceedings of the Mayoral Forum would be held in a Dropbox to which all the members of the Forum would all have access.

#### Meeting format

1. **Internal Business** (30 minutes) – the Mayors, regional Chair, Deputy Mayors/Chair, and their chief executives will meet alone for the purpose of identifying any issues and dealing with any local-authority-specific business.
2. **Regional Development** (40 minutes) – the Mayors regional Chair, Deputy Mayors/Chair, and their chief executives will receive a report from the Chair of the Southland Regional Development Strategy Governance Group at every meeting. This report will include reporting against the targets set out in the Southland Regional Development Strategy, and the Action Plan, once it is completed later this year.

This section of the meeting is able to be attended by the local MPs and Ngai Tahu representatives (as agreed).

3. **Regional Forum** (one hour) – the Mayors regional Chair, Deputy Mayors/Chair, and their chief executives will receive brief presentations from pre-arranged contributors. A regular report would be provided by the Chair and CEO of Venture Southland (on an 'as required' basis) to review progress on major regional projects. From time to time (and not less than annually) the forum will receive reports from the leaders of local agencies such as the DHB, Police, WINZ, Ngai Tahu, CTOS and the Licensing Trusts. The purpose of these discussions will be to identify regional level issues and responses that may benefit from Mayoral support or involvement.

This section of the meeting is able to be attended by the local MPs and Ngai Tahu representatives (as agreed).

4. **Shared Services** (15 minutes) – a brief shared services report would be provided by the chief executive of Southland District Council which oversees the Shared Services operation.
5. **Annual Events** – up to two events are to be considered for placement onto the annual agenda and held in conjunction with a regular Mayoral Forum meeting. They are:
  - **Central Government Forum** – this will comprise a gathering of Ministers and Central Government officials (and local MPs where agreed by Ministers). Its purpose is to cover off the major issues of concern for the region that relate to Central government policies and services. It would be normally expected that at least some of the Regional Economic Development Ministers would attend and that the profile of this gathering would be steadily built over a number of years so that it is a recognised and anticipated annual event.
  - **Local Organisations Forum** – this is a gathering of representatives from local organisations and agencies who have the opportunity to discuss major issues of importance to Southland. It would be themed along such lines as facilities and infrastructure, youth unemployment and training, poverty and housing. The purpose of these Forums would be to sensitise the Mayors/Chair and their deputies to local issues and identify any actions that need to be taken or facilitated by local government. It may be considered that this overlaps with the regional forum outlined above and could be one in the same.

## **Management Report**

**Record No:** R/18/8/20503  
**Author:** Steve Ruru, Chief Executive  
**Approved by:** Steve Ruru, Chief Executive

☐ Decision ☐ Recommendation ☒ Information

## **Chief Executive**

### **Water Issues**

1. Work is continuing with the Central Government Three Waters Review as noted previously, the work is divided into the following four major work streams:
  - 1) Oversight of the sector, the regulatory settings within which it works and the institutional arrangements in place for management of the water sector.
  - 2) Funding and financing mechanisms, including consideration of a range of options for future funding of three waters infrastructure.
  - 3) Capacity and capability of suppliers and regulatory agencies.
  - 4) The information used for providing transparency of the sectors performance, its accountability and decision-making processes.
2. Central Government has been clear about the extent of the review process and the range of options that are being considered. Some of the key messages/points made to date include:

### **Regulation**

- An independent drinking water regulator is being considered.
- Some form of economic regulation of infrastructure assets is also under consideration and there is a question about whether the current environmental regulation system needs to be strengthened.
- Changes to the regulatory framework, whether they involve enhanced reporting, oversight, compliance or raised standards are likely to have significant funding implications for local government.
- Affordability is not an acceptable reason for failing to meet drinking water standards.

### **Service Delivery Options**

- Service delivery arrangements should be reviewed and the Government is considering the merits of aggregation of water providers. There are a number of ways in which this aggregation could occur including at the regional or super regional level
- A 'system-wide' joined up solution may be required. The solutions needed cannot necessarily be separated out by different territorial local authorities
- Continued public ownership is seen as a 'bottom line'. This could include ownership by either central or local government

- The broader role and functions of local government will need to be reviewed if the responsibilities for the delivery of water services is aggregated into larger service delivery entities.

3. The Minister of Local Government has indicated her strong support for the development of aggregated water supply entities. In this regard she made the following comments in a recent speech to the Infrastructure NZ conference (<https://www.beehive.govt.nz/speech/water-infrastructure-speech>)

*Given the interconnected nature of our water systems it is difficult to see how we can meet future regulatory requirements and consumer expectations without also making changes to service delivery arrangements, including infrastructure provision.*

*So while fixing the regulatory arrangements for water is a priority we also need to look at how we consider water service delivery to be able to fund infrastructure.*

4. In her speech the Minister also commented on the lessons she has drawn from her recent visit to the United Kingdom. Her comments on the lessons learnt included:

*In general, as many of you may know, in the United Kingdom and Ireland they have:*

- *much stronger regulation and more capable and better funded services;*
- *independent drinking water and environmental regulation leading to safer drinking water and better environmental performance;*
- *economic regulation that provides a level of assurance that the right level of investment is being undertaken in the three waters; and*
- *economic regulation that drives a focus on customers and efficiencies.*

*It is particularly instructive to note that Scottish Water has achieved 40 per cent savings and Ofwat, in England, achieved a 30 per cent savings on their consumers' water bills.*

*Reflecting on their water reform experience my view is that a strong coordinated regulatory regime will not be enough on its own to deliver all the outcomes we are seeking here. The costs of upgrading the system to meet expected standards will fall on already heavily burdened ratepayers, and will take a very long time to accomplish.*

*This is something we will need to consider as we contemplate alternative options for service delivery in New Zealand, as is the need for professional skilled directors in any new options.*

5. It will also be important for the work being progressed via the Government Three Waters project to be integrated with the Local Government Funding Inquiry work being undertaken by the Productivity Commission and the Localism work that is now also underway. The way in which this integration is to be managed between the different government agencies involved is still to be clarified.
6. Officers are continuing to monitor the progress being made with the Three Waters review and will keep Council updated as work progresses.

## **Council Strategic Workshop**

7. Council held a strategic workshop on 6th and 7th August.



8. The workshop provided an opportunity to have a 'stocktake' of the organisation's progress and strategic direction following completion of the 2018 Long Term Plan and adoption of a new strategic framework.
9. It is also clear that the local government sector as a whole is operating in a period of considerable change, the speed of which is likely to increase further in the short – medium term. Some of the major issues driving these changes include the three waters review, climate change, housing, regional development, funding and social equity issues. It is clear that in all of these areas retention of the status quo is not an option. The challenge is for Council to ensure that it has a position on and can influence the change processes as they occur.
10. The outputs from the workshop will be used to inform the organisational work programme including that leading into the 2021 LTP. In this regard Council is being asked, as part of a separate agenda item, to confirm the continued use of the current strategic framework for the development of the 2021 LTP.

### **Infrastructure Commission**

11. In August central Government announced the establishment of a new Infrastructure Commission that will be tasked with developing a consolidated national view on the state of infrastructure development across NZ.
12. The creation of the Commission is a response to concerns about whether NZ is developing the infrastructure it needs to progress economically and the extent of the infrastructure deficits that exist in some parts of NZ. Infrastructure is a critical enabler for economic growth and development over time. The funding of infrastructure is a critical issue under Government's urban growth agenda work programme. Hence, it has been allocated a level of priority for further work.
13. Treasury is to lead development of the policy work needed to support formation of the new entity which will presumably replace the National Infrastructure Unit.

### **Southland Regional Development Agency**

14. Work is proceeding with the creation of the new Southland Regional Development Agency (SRDA).
15. Consultation with the proposed community shareholders is well advanced and a final draft Memorandum of Understanding is close to being finalised with the four Murihiku Runanga. The MOU will need to be taken to each of the Councils for formal consideration/approval.
16. A meeting of all of the proposed shareholders was held in August and there is a good level of agreement as to the proposed shareholding and other constitutional arrangements. These are to be formalised through a formal Shareholders Agreement which is currently being drafted and will be brought back to Council for formal approval in the near future.
17. Work is also well advanced with the development of proposed new 'contracting' arrangements. In looking at what it is that this Council wants to purchase from the new Agency it is important to recognise that we need to change the focus of the organisation from what it was that Venture Southland has delivered in the past. There is a need for the Agency to be focussed on priorities

that will make a difference to the development of the Southland region as a whole as well as the overall goals, particularly the attracting 10,000 more people goal that was set through SORDS.

18. The move to having a stronger regional focus does mean that the SRDA will do a number of different things, and in a different way, to which they may have been addressed in the past.

## **Public Housing Plan**

19. Central Government have recently released their Public Housing Plan 2018 – 2022, which outlines how the Government aims to deliver around 6,400 more public housing places by June 2022 – approximately 1,600 places per year on average across Housing New Zealand (HNZ) and Community Housing Providers (CHPs). This includes some 100 new units in the Southern region which covers both Otago and Southland.
20. Financial support is now available nationally to HNZ and CHPs to enable and incentivise the additional supply being sought. The operating supplement will be extended so it is available to both HNZ and CHPs nationwide for net new (new build and turn-key) and net additional buy-in public housing supply. Upfront funding, on the other hand, will only be available in very limited circumstances.

## **Emergency Management Review**

21. Central Government have recently released their decisions on changes to be made to the Emergency Management systems in NZ following completion of the Technical Advisory Group review that was completed in 2017. A copy of the decisions report is available on the Department of Prime Minister and Cabinet website ([www.dpmc.govt.nz](http://www.dpmc.govt.nz)).
22. The Government's response addresses the Technical Advisory Group's recommendations and details which aspects of the recommendations have been accepted. It then goes on to set out a multi-year work programme to progress the implementation of those recommendations that have been accepted. The work to be progressed will deliver improvements in the following five areas:
- Putting the safety and wellbeing of people at the heart of the emergency response system
  - Strengthening the national leadership of the emergency management system
  - Making it clear who is responsible for what, nationally and regionally
  - Building the capability and capability of the emergency management workforce
  - Improving the information and intelligence system that supports decision making in emergencies"
23. Central Government officials are now charged with progressing the work programme needed to implement the improvements identified in these areas.

## **Long Term Plan Consultation Documents**

24. The Office of the Auditor-General have recently released a report ([www.oag.govt.nz/2018/ltp-consultation-documents/docs/ltp-consultation-documents.pdf](http://www.oag.govt.nz/2018/ltp-consultation-documents/docs/ltp-consultation-documents.pdf)) that provides an overview of their findings from the auditing of the 2018 LTP consultation documents.
25. While noting that all 2018-28 consultation documents were considered to be fit for purpose it identifies that there are a number of opportunities for improvement, including some identified in

their 2015 report which have not been realised. These include the content and layout of the document and well as giving considering to engaging with communities on critical issues well ahead of the formal consultation document process.

## **Environmental Services**

### **Group Managers Update**

26. Consent workloads across the team have continued to be relatively strong, although a slight slowdown in building consent numbers lodged has occurred in the last 2-3 weeks.
27. Collaborative cross-council discussions have been held with regard to evaluating and progressing on-line lodgement and processing. It is desirable to seek to work towards common platforms across the Southland Councils, consistent with the SoRDS Ease of Doing Business work streams.
28. The IANZ Project team continues to work towards the positioning of the Building Solutions Team for the March 2019 reaccreditation audit. A strong focus has been on learnings from other recent audits of other councils and the issues that have been flagged through those.
29. Work continues on the action plan from the Environmental Services Service Delivery Review action plan, with an update presented to the Regulatory and Consents Committee meeting on 6th September 2018.
30. The Council will be participating in a combined programme coordinated through Emergency Management Southland to improve Business Continuity Planning. A consistent approach to this will be coordinated by Ian Cryer, Recovery Manager for Emergency Management Southland with this programme having been endorsed by the Coordinating Executive Group (CEG).

## **Environmental Health**

### **Prosecutions**

31. Council successfully prosecuted a person for littering in a public place. While being driven by a companion, the person threw greenwaste while standing in a large trailer onto long stretches of road, including Kennington-Waimatua Road and Motu Rimu Road.
32. This person pleaded guilty and was dealt with by Judge Brandts-Giesen. The Judge fined him \$150; court costs of \$130 and made an order that \$240.35 clean-up costs be paid to the Council.
33. At the time of writing, prosecution proceedings have commenced against the two owners of the Rottweilers that attacked a member of the public in Winton on 10 June 2018. The charge is under the Dog Control Act 1996, Section 58 Dogs causing serious injury.

### **Freedom Camping**

34. In Te Anau Council is managing the shared service this season, and this will be organised shortly.
35. In the Catlins area, the Department of Conservation (DoC) is managing the service this season. Council will be requesting that the Officer is also appointed as a Dog Ranger, to provide educational services in Curio Bay whilst there for freedom camping. Senior DoC staff have endorsed this proposal.
36. In Lumsden, it is proposed to advertise for Enforcement Officers shortly.

## **Dog Control**

- 37. An education drive is proposed to ensure that dog owners have their dogs on a leash on Riverton's beaches. Along with media releases, Dog Control Officers will be issuing infringement fines, and new signage will be investigated.
- 38. An educational drive is also proposed to encourage dog owners to pick up dog droppings on Stewart Island, which has been reported to be worsening. This will include the limited distribution of some free dog waste bags.

## **Resource Management**

- 39. A report has been prepared for the Regulatory and Consents Committee recommending that Council resolves to initiate a Plan Change to establish some stronger lighting controls on Stewart Island/Rakiura to support the Dark Skies Sanctuary application by Stewart Island Promotions that is currently being processed by the Dark Skies Association.
- 40. One of the key requirements of achieving "sanctuary status" is having a level of lighting controls within the sanctuary area. If endorsed by Council, work will commence immediately with a view to notifying a plan change in early to mid-2019.
- 41. Council has prepared a joint submission with Environment Southland, Invercargill City Council and Gore District Council on the draft National Planning Standards which seek to standardise District and Regional plans prepared under the Resource Management Act. The draft standards at this stage seek to establish a consistent layout of plans, standardise definitions and measurements along with outlining a timeframe for delivering the plans in an interactive electronic format.
- 42. The number of resource consents being lodged with Council remains steady. There are currently 51 consents in the system (on hold and processing).

## **Building Solutions**

- 43. The department has commenced forwarding some building consents for processing to an external contractor, this is intended to maintain customer service and ease pressures on processing staff, relieve pressure points with processing and free up consent processors to assist with inspections when needed. This process is not expected to have any negative impact on the applicant as the current fee structure is based on an hourly rate fee.
- 44. The district continues to see somewhat of a two speed economy, with Mararoa Waimea, Winton Wallacetown and Waiau Aparima wards accounting for more than 80% of the consents.
- 45. The department have recently relocated a BCO to Te Anau and this is relieving some of the workload pressure in the area and creating greater efficiency with reduced staff travel.
- 46. The Department issued 112 consents and received 87 new applications for the month. This is the same number of consent applications as received for August 2017 however it is down on the previous 3 year average. The value of consents issue this month is less than for the 94 issued in August 2017 this is associated with a higher number of heating unit consents for the month.
- 47. The number of live consents continue to drop as the number of CCCs issued and refused CCCs exceeds the number of consents issued.

## **Information Management**

### **Corporate Performance Framework – CAMMs Strategy Implementation**

48. Council staff have been working with CAMMs consultants to progress the implementation of the CAMMs Strategy system. CAMMs Strategy will be used to produce and provide Council with the Interim Performance Report planned to be presented to the Finance and Audit Committee in December.
49. The system will be used to allow activity managers to provide updates to the Key Performance Indicators (KPI) approved within the Long Term Plan (LTP). This planning and uploading work is progressing with final planning and training to be completed at the end of September with the Policy and Strategy Team and then with Activity Managers.
50. Planned sessions with Council staff prior to the go live date have been scheduled for September and October.
51. Subsequent work will continue in 2019 with the inclusion of the Team Business Plans that are a new reporting/planning component introduced with the Corporate Performance Framework.

### **Project Management Framework – CAMMs Project Implementation**

52. A significant amount of planning has been completed by Council staff and CAMMs consultants in the development of the initial project management framework and workflow for the CAMMs Project implementation. Council staff have refined the workflow to provide project managers and staff a 'right sized' and simple process to ensure a consistency for future projects and the projects that have been included in the 2018-2028 LTP.
53. The planned go live date for CAMMs Project will be December 2018, however usage may be started before that given the timing and uploading of existing projects.
54. The current Annual Plan process will not be affected by the introduction of CAMMs Project, however when Council undertakes the 2020/21 Annual plan, new projects will be required to use the CAMMs project tool to gain budget and ultimate approval from Council and Council committees.

### **Core Systems Project: System Integration**

55. Planning work for Phase 1 of the project is in detailed planning stages with work expected to commence in September. This phase will include the implementation of the systems integration work between a number of the Core systems used by Council. This work is aimed to provide some level of optimisation and efficiency within Council operations and provide some capacity for future improvements within teams.

### **Core Systems Project: Human Resources Information System RFP**

56. Council staff have also developed and finalised a Request for Proposal (RFP) for a new Human Resources, Health and Safety and Payroll solutions. This has been identified as a key objective within the Core System Review and ELT Business plan.
57. Council is looking for options to replace our current payroll (JD Edwards) and Human Resource Information System (HRIS) (in-house developed) to an integrated solution that offers greater

automation and increased efficiency and effectiveness of the Human Resources, Payroll and Health and Safety processes. The RFP is planned to be undertaken during September 2018 with final vendor(s) selection completed in October 2018.

## Customer Support

58. July and August 2018 were busy months for the team with Rates and Dog Registration top items coming across the counter and over the phone.

	<b>July 2018</b>	<b>August 2018</b>
Total number of calls to 0800 732 732	4898	4733
Abandonment rate	0.24%	0.08%
Request for Service received	952	836
Top three requests types	Address changes, Building Consents, Dog Registration	Address changes, Building Consents, Roding
Payments processed by Council	10340	20296
<ul style="list-style-type: none"> <li>• Cash</li> <li>• Cheques</li> <li>• Direct Credit</li> <li>• Direct Debit</li> <li>• Eftpos</li> </ul>	3.4% 10.5% 44.8% 18.6% 22.7%	1.7% 10.5% 54.6% 22.9% 10.3%
Number of visitors to our Libraries and Council Service Centres *Excludes Invercargill, Stewart Island, Wyndham and Book Bus	8845	10945

## Libraries

59. We currently have 5340 active library users in the District as at 1 September 2018 (this is defined as having used their library card in library or online in the last 12 months).
60. The table below shows the number of individuals checking out items from a branch library each month.

<b>Library Name</b>	<b>July</b>	<b>August</b>
Book Bus	326	451
Lumsden	94	89
Otautau	94	108
Riverton	215	192
Stewart Island	47	45
Te Anau	431	375
Winton	642	603
Wyndham	71	69

61. Use of the PressReader tool has continued to grow and connect our customers to publications across New Zealand and the world. The table below is over the past three months:

Month	Issues downloaded	Articles read
June 2018	4223	18348
July 2018	4517	16226
August 2018	5060	26325

62. Our Library service has new books each month, these can be viewed online through our catalogue on <https://www.southlanddc.govt.nz/my-southland/libraries>.

## **Community and Futures**

### **Governance**

#### **Representation Review**

63. Appeals and objections on the Council's representation review closed on 22 August 2018. Eight were received and these and other documentation regarding the process the Council undertook were sent to the Local Government Commission. The next stage and timeframe is for the Commission to determine.
64. When Council adopted the Final Proposal, one of the resolutions it passed was to recommend to the incoming Council, following the elections in October 2019, that reserves held by community boards and community development area subcommittees be ring-fenced for a period of up to three years when the Revenue and Financing Policy is reviewed. This is usually done as part of the Long Term Plan.

#### **Community Governance Elected Representative Working Group**

65. At the Community and Policy Committee meeting on 5 September 2018, the Committee agreed to endorse the continuation of the Community Governance Elected Representative Working Group to progress the implementation of the Representation Review.
66. The membership will remain the same, but it can decide to invite other members to discuss particular matters. The role of the working group in this next phase will be to focus, comment on and support the processes identified in the Community Governance Reference Document. This document (a copy of which was sent to all elected members) set out a new way of working for community boards, following the representation review.
67. Matters the group will consider include the introduction of new standing orders, role of members, code of conduct, induction and training for members, reporting to the community, reporting to Council and the relationship with Council and protocols relating to local groups operating in the their local community.

## **Strategy and Policy**

### **Corporate Performance Framework**

68. The Corporate Performance Framework aligns Council's high level direction to its activities and outcomes, and its purpose is to streamline Council planning and reporting functions.
69. As part of the Corporate Performance Framework, Council will deliver on its legislative requirements – including the Long Term Plan, Annual Plan, Annual Report and Activity Management Plans.
70. Council will produce an Interim Performance Report, undertaken three times a year – for the four month periods of July-October, November-February and March-June, with the third being produced to inform the Annual Report. The new framework will require Council activity managers to report by exception and provide meaningful explanation of the level of performance compared to what was planned. The Interim Performance Report will utilise Council's new CAMMS reporting tool for the first report presented in November/December 2018.
71. Council staff have developed Team Business Plans and Individual Performance Plans. These are an operational level tool to provide staff and elected members with the linkages between Councils overall vision, and align that to the programmes of work, projects and operational requirements to effectively deliver what is promised in the Long Term Plan and Annual Plans. Alongside the Interim Performance Reports, the Team Business Plans will utilise CAMMS and look to be incorporated into this reporting tool within the next twelve months.

### **Risk Management Framework**

72. Council continues to identify the need to invest in and develop its risk management processes and approach. In developing the framework the objective is to effectively understand, plan for, and mitigate risk across all levels and activities within the organisation.
73. A Risk Management Framework project meeting was held on 16 August 2018, to agree the objectives, thresholds and management approaches for the overall framework. Coming up in October is a two day workshop for all Councillor Chairs and Finance and Audit Committee members, the Executive Leadership Team, and all senior managers that will look at developing a profile of significant organisational risks. This will include education around how Council approaches risk, identifying risk, how it will prioritise these and agree on where responsibility rests for managing the highest priority risks to Council and community. A draft framework will be developed for consideration following this workshop.

### **BERL Stage 3 – Working towards positive Southland community futures**

74. Business and Economic Research Limited (BERL) was commissioned by Southland District Council to undertake research to assist with the development of the District's 2021-2031 Long Term Plan.
75. The research is based on the idea that the District can passively accept the future that fate will provide for its communities, or work strategically to shape the future it wants to achieve.
76. The research is in three stages, each of which is designed to answer a specific question:



- Stage 1 asked “where we are now?” This involved collecting and analysing data to show the state of wellbeing in the District as a whole and in seven defined Communities. This stage has been completed.
- Stage 2 asked “where we are heading?” This involved some forecasting to examine how the population and the level of employment in the District and each of the Communities would change, if past trends were left to continue. This stage has also been completed.
- The current stage, stage 3, is about asking the question “where we actually want to be?” Its aim is to define a set of actions that will help to shape positive futures for each of the main Communities in the District.

### **What Stages 1 and 2 Found**

77. In summary, stage 1 of the research found that, compared to New Zealand as a whole, wellbeing in Southland District was high. Southland District was better particularly in terms of: employment and unemployment rates; incomes; home ownership; and community connectedness. But it was worse in terms of the qualifications of the workforce and economic diversity. It also found that, in the recent past, incomes in Southland District had grown more rapidly than nationally. However, the District had attracted relatively few migrants, and home ownership in the District had fallen more rapidly than nationally.
78. Looking ahead, stage 2 indicated that the District’s working age population is likely to increase slightly over the next ten years, but that it is likely to decrease fractionally during the following decade. Meanwhile, if the District’s economy continues to grow at the same rate, relative to the national economy, as it has in the recent past, the demand for labour will grow. This means that, because the District’s unemployment rate is already low, there is a real possibility of large and growing labour shortages. The likelihood is that, unless the District can attract more migrants, incentivise its young people to stay, and encourage older workers to stay in the labour force, economic growth could be stifled.

### **Next Steps Stage 3**

79. The specific purpose of stage 3 (the final stage) is to engage with individuals, organisations, and businesses in the District to pinpoint what needs to be done to ensure that the District and its communities maintain and increase their levels of wellbeing. Ultimately, stage 3 will help to inform the District Council about what it can do itself to increase wellbeing, and how communities, as they strive for overall community wellbeing, can best work with other agencies and Council to achieve the same goal. This next stage will focus on what needs to be done to ensure that Southland District maintains and builds on its current position as a place where wellbeing is at a high level – a place in which it is good to live and work. BERL will be speaking directly with many people within the district over the next few months to discuss any matters that affect wellbeing in Southland District. This will include all activities and services where the Council has a role, either by itself or in partnership and support with other Councils, government agencies and communities.
80. These conversations will involve discussions on:
- do you agree that the summary above provides a reasonable picture of wellbeing in Southland District?

- if not, what's wrong/missing?
- looking at the District, what problems/issues need to be fixed/focused on to improve general wellbeing?
- similarly, what do you see as the opportunities to promote wellbeing?
- thinking about the problems/issues you have described, which do you think should have the highest priority, and who/which organisation do you think should take the lead in addressing them?
- and thinking about the opportunities you have described, which do you think would contribute most to wellbeing, and who/which organisation do you think should take the lead in pursuing them?

81. Stage 3 will be completed by December 2018.

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

82. Council is undertaking research and analysis work to support its decision making and transitioning from 2018 to 2021 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. The purpose of this work is to develop project plans based on identified work streams that will help identify what is required to deliver priority projects within the district.

83. 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 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 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 Council

84. This work will assist Council in delivering on the Long Term Plan 2018-2028 and identify priorities for investing in community future planning.
85. High level project plans have now been developed for each of the topics above and a report presented to the Community & Policy Committee was received at their 5 September 2018 meeting. From here, the Project Team will establish prioritisation for the works scheduled, and identify any additional resources that may be required to undertake priority projects. Regular updates will be presented to the Community and Policy Committee throughout the next 9 months.

### **Policy and Bylaw Updates**

86. There are a number of Council bylaws and policies currently being reviewed and updated, and a large number of bylaws due for review in the next 12-24 months.
87. The Strategy and Policy team have undertaken a high level stocktake of all policies and bylaws currently held by Council and their timeframes and requirements for review. This work will include analysis of determining the appropriate categories for our policies into Governance and Management, and also discussing those which may be better served as procedures and guidelines. The Strategy and Policy team will be developing a Policy Manual to further define the scope of future policy and guideline provision for Council to operate efficiently and effectively in the future.

### **Community Partnership Leaders**

#### **The Milford Opportunities Project**

88. The next meeting of the Governance Group will take place on the 18<sup>th</sup> September 2018. At that meeting they will consider the phase 1 research and analysis that was completed and the recommendations for further work. The next steps will be to:
- undertake public engagement, starting 17 September 2018 in Te Anau; and
  - seek further funding to undertake the further work for Phases 2 and 3.

### **Tourism Infrastructure Fund (TIF)**

89. At the time of writing this report we are still awaiting the Minister's decisions on the TIF Round two applications for the Southern Scenic Route, Pearl Harbour, and Te Anau Wastewater.

### **Responsible Camping**

90. The Queenstown Lakes District Council are working to a very tight timeframe to develop a Responsible Camping Strategy that will also be used to assist with managing 'freedom camping' this summer. They are aware that there may be implications for other councils and organisations and have invited representatives from DOC, LINZ, NZTA, Southland District Council and Central Otago District Council to be part of their project control group.

### **Southland Museum Consultation - Our Tale Project**

91. Staff have been involved in a volunteer working group which undertook community consultation across Southland asking residents for their views on the future Southland Museum so that those views would have a voice in the future development plan.

92. The community consultation took place throughout the month of July 2018. The volunteer working group was formed to advise and assist with the consultation process. The group provided specialist expertise in heritage and marketing including social media and additional reach within different communities. Members of the group also assisted at the workshops and with analysing the very large volume of input received. The completion of the report in August will ensure that the information is able to be fully considered within the larger redevelopment project.
93. The public were able to give their views by either completing an online or hard copy survey or by attending a workshop. Many participants expressed a sense of loss and concern at the closure of the museum, but also hope and excitement for what the future museum could be. They also hoped, quite strongly at times, that the redevelopment could be progressed rapidly.
94. A copy of the report is available from Council's area offices.

## **Services and Assets Group**

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

95. As we move further into the financial year, the group is looking to stabilise its activities and focus on programming, resourcing and delivering the necessary works identified through the 2018-2028 Long Term Plan. In conjunction with this, there is also a focus on finalising the 2019-2020 Annual Plan.
96. We continue our search for a Community Facilities Team Leader. There are a number of critical business improvement works streams that need to be delivered within this activity; the lack resource is hampering our ability to deliver on these commitments.
97. The Programme/Project Management Platform is in the process of finalising the design and workflow. Internal training programmes and change management processes are also being established, to ensure the system is able to be integrated into the organisation, with minimal impact but maximum outcomes.
98. The Pyramid Bridge project is progressing with Gore District Council. Southland District Council staff and Council representation form part of the project governance team; contact and updates are regular. An updated design estimate has been provided and an external Quantity Surveyor will be reviewing this prior to the two councils having an opportunity to decide which of the two options to pursue (single or double-lane).
99. The Te Anau Wastewater Discharge Project updated Business Case assessment has now been completed and the internal team is working on producing, the cover reporting for the necessary committee meetings and Council decision. The committee and Council meetings to consider the updated business case have been scheduled for October 2018, in order to progress the project with a selected discharge method.
100. Another key activity underway, is the assessment of the two solid waste contracts that are up for renewal in 2019. Both of these contracts have been subject to review and will now move into extension negotiations, in line with the contract renewal processes stipulated in each of the contracts.

101. Work is ongoing to provide further clarity and prioritisation of expenditure in association with infrastructure deficits, activities, sub-activities and services. This work is necessary to adequately inform levels of service discussions and consultation in the lead up to the 2021 Long Term Plan.
102. Asset information is also an area of focus currently, particularly within the Community Facilities and 3-Waters Activities. For 3-Waters this involves establishing a Master Data Specification determining what asset information is required, across the hierarchy of assets within each of the three reticulated services activities. Once established, it will be necessary to work with our contractors to ensure at the point of install or intervention, the appropriate information is captured in a way that is then easily migrated into IPS, our Asset Management software.
103. For Community Facilities this has involved identifying some priority activities (playgrounds, buildings and toilets) and tapping into support from the New Zealand Recreation Association (NZRA) as the national support body to establish asset information templates for each. These are currently in draft and being finalised. Once finalised we will progress to gathering the relevant asset information for these activities. Concurrently, it will be necessary to review the Asset Management System to support its function.
104. It is anticipated that this Asset information work will be ongoing for a number of years and will impact all of the activities and services that Council delivers. This work will be rationalised alongside the Core Systems Project.
105. The programme/project management software platform approved in July 2018, is in the process of being rolled out and has been established in a testing platform. We are refining the workflow and business rules/integration associated with the software and will be rolling out and bedding in the change processes necessary to support this new system over the coming months.

### **Stewart Island Electrical Supply Authority (SIESA) (PowerNet)**

106. Results from the line and cable survey have been received and there are nine poles to be replaced and 93 pillar boxes that need some remedial work. Planning is in progress to complete the pole replacements, this work will require additional labour from Invercargill and potentially a specialist traffic management service provider.
107. Trees at 59 Hicks Road have been identified as being a significant risk to the network and a sewage pump station. The trees are on road reserve and Southland District Council has been informed of the risk.
108. In addition to the above, work is ongoing to review the longer-term cost sustainability and contract structure associated with SIESA. This work will ramp up over the coming 12 month period.

### **Te Anau Airport Manapouri**

109. Flights for the larger aircraft over the summer season will commence on Saturday, 25 August 2018. There is a slight increase in larger aircraft movements predicted for this up and coming season, due to Tauck Tours scheduling more tours, to accommodate the increase in demand.
110. Alliance Airlines are still currently operating the flights for Tauck Tours, with their Fokker 50. Awaiting confirmation as to whether Alliance will continue with the contract to supply services to Tauck. If there is a change then a jet might be utilised on the tour requiring the implementation

of a Part 139 Aerodrome Operating Certificate. The aerodrome has been operating to the standards of Part 139 and will be an easy transition back to that level of certification.

111. There has been an increase in small aircraft landings recently, due to training pilots from both the Dunedin and Invercargill flight schools.
112. Annual maintenance checks have currently been completed on all equipment at the Airport. This is to ensure all equipment is fully functional and ready for the summer season. An inventory of all equipment and furnishings has been completed and has currently been updated to show a correct record of items at Te Anau Airport. The security cameras are under review for replacement or upgrade as some have intermittently failed over the last six months.
113. Further work is also ongoing around the land-side leasable area and associated development opportunities. Options for further marketing and development of the air-side activities at the airport is also a focus.

### **Forestry (IFS)**

114. Harvesting of the 2018-19 harvest program has commenced in the Waikaia forest with the previous year's program now completed. This has meant nil re-establishment costs of the logging crew, a saving to the Southland District Council.
115. Production for July was 9,600 tonnes, of the budgeted 26,000 ton annual program. The crew will be completed at Waikaia in September.

## **Strategic Water and Waste**

### **Te Anau Wastewater Discharge Project**

116. 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.
117. The roles of the Te Anau Wastewater Discharge Project Committee, Fiordland Sewage Options Group and their representative Peter Riddell have also been reviewed, with Mr Riddell engaged to provide commentary 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 Te Anau Wastewater Discharge Project Committee, Services and Assets Committee and the Finance and Audit Committee. It is anticipated that this work will be completed by early September, after which the updated business case will be presented to the various Committees and Council for consideration. These meetings have been scheduled for mid-October with a Council meeting planned for 23 October 2018.
118. In addition to the above, a finalised basis of design for the pipeline to Kepler has been delivered to Council. Council staff are also working through options around resourcing for the delivery of the various stages of the overall project.

## **Land and Water Plan Implementation**

119. Under the National Policy Statement for Freshwater Management 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.
120. 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.
121. In total 25 appeals were received by Environment Southland of which Council has identified 10 which it will join as a Section 274 party. Council has also lodged an appeal to the decision. The basis of Council's appeal is largely around the 'non-complying' activity status on wastewater discharges to water.
122. The latest direction issued from the Environment Court outlines a proposed path, where appeals to objectives will be heard ahead of mediation, by grouped topic on policies and rules. A pre-hearing conference is scheduled for 12 September.

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

123. 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.
124. 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. The Waste Advisory Group made a number of decisions around each contract at their meeting on 27 June 2018. At the meeting it was recommended that Contract 550 be rolled over for a further eight year term. This recommendation was endorsed by both Invercargill City and Gore District Councils in July. The recommendation was presented to Finance and Audit Committee on 30 August 2018 and Services and Assets Committee on 5 September 2018, with a final report planned to be presented to Council on 19 September 2018. Further decisions around Contract 650 are expected by late October 2018.

## **Operations and Community Services**

125. Building work on the Lumsden toilet block upgrade is well underway and on target. The Community Engineer has had a regular presence on site to manage this project. The project is tracking well within budget and schedule.
126. The 2018-2019 part of the footpath repair and maintenance project in Wyndham and Edendale is set to start in the first week of September 2018.

## **Te Anau Increase of Rubbish and Recycling Collection**

127. This project has been entered into the CAMMS system as a test project and we are following the processes for this project. Currently looking into bin types, locations, collection and budgets.

## **Work Schemes**

128. The main projects completed over the last month have been:
- carpentry renovation in old printer office and payroll office
  - tree felling throughout Wyndham township
  - repair and paint bench seats in Tuatapere
  - mowing throughout district
  - track maintenance and noxious weed control in reserves

## **Strategic Roding**

### **Alternative Coastal Route Seal Extension Project**

129. Work is progressing well to complete the main route with the final preparation work at the Curio Bay end of the route (last 1.1km) nearing completion in anticipation for sealing. Based on geotechnical assessment and testing the road was realigned away from the slip area and appears to be performing well.
130. Progress along the Waipapa Route has been progressing well with approximately 90% of the basecourse complete. This will be held until weather is suitable for sealing. The legal survey for land purchases is continuing.
131. It is still expected that the project will be finalised around October / November 2018 when weather condition should be more favourable for the sealing works prior to the peak of the visitor season.

## **LED Street Light Conversion**

132. Work is well on track to be completed by the end of the calendar year. Work is currently being undertaken in around the South Eastern area. The only larger townships remaining to be completed are Riverton, Orepuki and Tuatapere.

## **Strategic Property**

133. Work has commenced on the 2018/19 projects to be completed this financial year. Primarily at this phase of the project, is seeking the relevant quotes to complete the work and consider these against budget.
134. Those under budget will commence once signed off. However, those over budget will either be subject to a scope change or the commencement of the unbudgeted expenditure approval process.
135. Work has also commenced to identify, plan to commence and complete those improvement processes, as identified in each of the seven activity plans used as the basis of the recently approved Long Term Plan. In relation to open spaces, toilets and buildings this is creation of



spreadsheets to determine components to be identified and assessed. For community centres this will also be the collection of data regarding each facilities utilisation.

### **Water Structures**

136. 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 getting the works completed, there has been an upswing on this work as well as communication with Council on the progress and documentation. Resolution with only one operator remains.

### **Recommendation**

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

- a) **Receives the report titled “Management Report” dated 10 September 2018.**

### **Attachments**

- A Building Solutions - August 2018 - Graphs and Tables [↓](#)



## Building Solutions Commentary

August 2018

### Consents issued for month

	Fiscal year			
	2017-18		2018-2019	
Application type	APPLICATION COUNT	APPLICATION VALUE	APPLICATION COUNT	APPLICATION VALUE
Bridge/Platform/Underpass	1	\$65,000	3	\$147,000
Commercial/industrial	9	\$2,790,315	6	\$1,486,000
Dwellings alterations/additions – not RBW	3	\$28,500	2	\$20,000
Farm shed, dairy shed/small industrial	22	\$1,950,870	29	\$1,343,080
Garages/carports	5	\$121,500	6	\$267,000
Heating units	23	\$122,050	30	\$124,900
Misc plumbing & drainage	4	\$31,000	7	\$50,690
RBW – dwellings alterations/additions	9	\$195,500	10	\$330,000
RBW Dwellings new/relocated/sleepouts	17	\$3,294,000	18	\$3,353,600
Sleepouts only and stage dwellings new/relocated	1	\$1,500	1	\$15,000
<b>Total</b>	<b>94</b>	<b>\$8,600,235</b>	<b>112</b>	<b>\$7,137,270</b>

Southland District Council  
Te Rohe Pōtae o Murihiku

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### Consents issued – year to date

	Fiscal year			
	2017-18		2018-2019	
Application type	APPLICATION COUNT	APPLICATION VALUE	APPLICATION COUNT	APPLICATION VALUE
Bridge/Platform/Underpass	2	\$215,000	2	\$100,000
Commercial/industrial	16	\$4,580,315	4	\$1,960,000
Dwellings alterations/additions – not RBW	4	\$37,000		
Farm shed, dairy shed/small industrial	44	\$2,864,470	18	\$650,000
Garages/carports	14	\$284,375	3	\$99,500
Heating units	53	\$253,750	37	\$192,250
Misc plumbing & drainage	9	\$49,500	3	\$14,000
RBW – dwellings alterations/additions	22	\$1,199,300	9	\$576,000
RBW Dwellings new/relocated/sleepouts	35	\$10,296,300	17	\$3,389,900
Sleepouts only and stage dwellings new/relocated	2	\$37,500	2	\$16,500
<b>Total</b>	<b>201</b>	<b>\$19,817,510</b>	<b>95</b>	<b>\$6,998,150</b>



### Number of building consents issued versus number of CCCs

Decision count	Fiscal year	
	2018-2019	
Application type	BUILDING CONSENT ISSUED	CCC ISSUED
Bridge/Platform/Underpass	5	2
Commercial/Industrial	10	18
Dwellings Alterations/Additions - NOT RBW	2	9
Farm Shed/Dairy Shed/Small Industrial	47	24
Garages/Carports	9	12
Heating Units	67	55
Misc/Plumbing & Drainage	10	6
RBW - Dwellings Alterations/Additions	19	14
RBW - Dwellings New/Relocated/Sleepouts	35	31
SLEEPOUTS ONLY and Stage Dwellings New/Relocated	3	8
Grand Total	207	179



**Building Consent Applications Received for the month 2017-18, 2018-19 and average for the previous three years**

Lodge Fiscal Year End	Property Ward	Average Count - Previous 3 Fiscal Years	Application Count
<b>2017-18</b>			
	Mararoa Waimea	29	34
	Stewart Island Rakiura	2	3
	Waiau Aparima	23	14
	Waihopai Toetoes	14	14
	Winton Wallacetown	24	22
<b>Total 2017-18</b>		<b>94</b>	<b>87</b>
<b>2018-19</b>			
	Mararoa Waimea	32	32
	Stewart Island Rakiura	3	1
	Waiau Aparima	16	19
	Waihopai Toetoes	14	11
	Winton Wallacetown	25	24
<b>Total 2018-19</b>		<b>90</b>	<b>87</b>

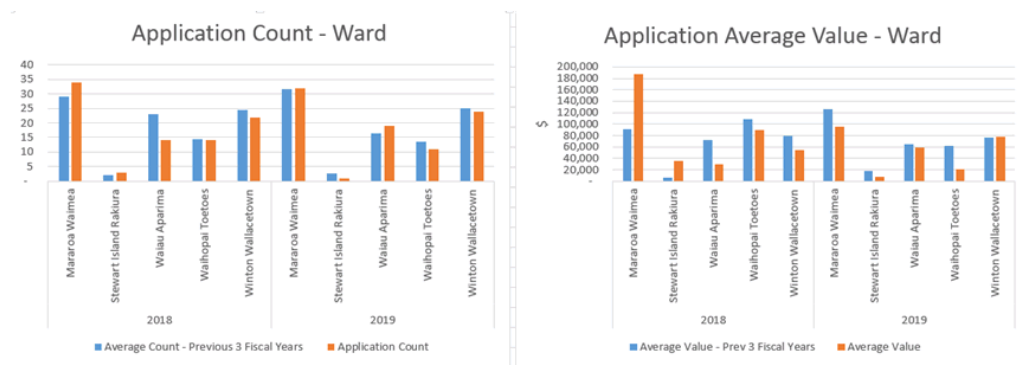


**Applications received for 2017-18, 2018-19 and 3 year average for fiscal year to date**

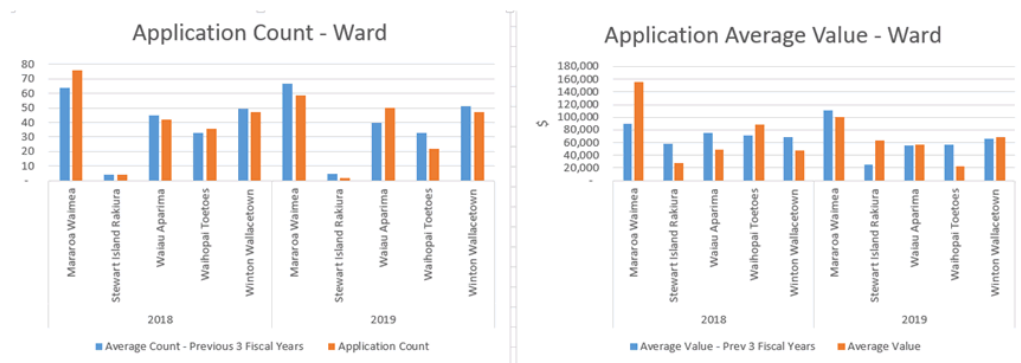
Lodge Fiscal Year End	Property Ward	Average Count - Previous 3 Fiscal Years	Application Count
<b>2017-18</b>	Mararoa Waimea	64	76
	Stewart Island Rakiura	4	4
	Waiau Aparima	45	42
	Waihapai Toetoes	33	36
	Winton Wallacetown	50	47
<b>Total 2017-18</b>		<b>197</b>	<b>205</b>
<b>2018-19</b>	Mararoa Waimea	67	59
	Stewart Island Rakiura	5	2
	Waiau Aparima	40	50
	Waihapai Toetoes	33	22
	Winton Wallacetown	51	47
<b>Total 2018-19</b>		<b>196</b>	<b>180</b>



### Distribution of Consent application for the month



### Distribution of Building Consent applications for fiscal year to date







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## **Schedule of Meetings for 2019**

**Record No:** R/18/8/20400  
**Author:** Clare Sullivan, Governance and Democracy Manager  
**Approved by:** Rex Capil, Group Manager Community and Futures

☒ Decision ☐ Recommendation ☐ Information

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### **Purpose**

- 1 The purpose of this report is to approve a schedule of meeting dates for 2019 prior to the local authority election in October 2019, so that meetings can be publicly notified in accordance with the requirements set by the Local Government Official Information and Meetings Act 1987.

### **Executive Summary**

- 2 The adoption of a meeting schedule allows for reasonable public notice preparation and planning for meeting agendas. The Act details the requirements for public notification of meetings.
- 3 The meeting schedule details dates for Council and the Community and Policy, Services and Assets, Regulatory and Consents and the Finance and Audit Committees up to the end of the triennium in October 2019. It also list dates for consideration of the Annual Plan. Indicative dates for meetings post-election will be considered in 2019 once more information is known.

## **Recommendation**

### **That the Council:**

- a) Receives the report titled “Schedule of Meetings for 2019” dated 11 September 2018.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) Adopts the schedule of Council and Committee meetings for 2019 as follows**

Thursday 7 February 2019	9am - Council
Wednesday 13 February 2019	9am – Services and Assets 1pm – Community and Policy
Thursday 14 February 2019	9am – Regulatory and Consents
Tuesday 5 March 2019	9am – Finance and Audit
Wednesday 6 March 2019	9am - Council
Wednesday 27 March 2019	9am – Regulatory and Consents
Thursday 28 March 2019	9am – Services and Assets 1pm – Community and Policy
Tuesday 9 April 2019	9am – Council (Annual Plan hearings)
Wednesday 10 April 2019	9am - Council
Wednesday 8 May 2019	9am – Services and Assets 1pm – Community and Policy
Thursday 9 May 2019	9am – Council (Annual Plan)
Wednesday 22 May 2019	9am - Council
Wednesday 5 June 2019	9am – Services and Assets 1pm – Community and Policy
Thursday 6 June 2019	9am - Finance and Audit 1pm – Regulatory and Consent
Tuesday 18 June 2019	9am – Finance and Audit
Wednesday 19 June 2019	9am – Council (Annual Plan)
Wednesday 10 July 2019	9am – Services and Assets 1pm – Community and Policy
Thursday 11 July 2019	9am – Regulatory and Consents
Wednesday 24 July 2019	9am – Council
Wednesday 7 August 2019	9am – Services and Assets 1pm – Community and Policy
Thursday 8 August 2019	9am – Regulatory and Consents
Wednesday 21 August 2019	9am – Council
Wednesday 4 September 2019	9am – Services and Assets 1pm – Community and Policy

Thursday 5 September 2019	9am – Regulatory and Consents 1pm – Finance and Audit
Wednesday 18 September 2019	9am – Council (Annual Report)
Wednesday 2 October 2019	9am – Council

- e) **Delegates authority to the Chief Executive to make any amendments to the schedule following consultation with the Mayor or Committee Chair.**

## **Background**

- 4 An approved schedule of meeting dates is required so that meetings can be publicly notified in accordance with the Local Government Official Information and Meetings Act 1987.

## **Issues**

- 5 Local authority elections will be held in 2019. The proposed dates go up to the end of current term. Dates for the new term have not been included. However, to give an indication the inaugural meeting could be held towards the end of October 2019/first week of November depending on election results and training requirements. Further information will be provided closer to the time.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 6 The statutory requirements for meetings and their notification of Council, Committees and Community Boards are set out in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.

### **Community Views**

- 7 Having a meeting schedule adopted enables the community to be aware of Council meetings. These will be advertised the month prior to the meeting.

### **Costs and Funding**

- 8 Costs for advertising are provided for.

### **Policy Implications**

- 9 There are no policy implications.

## **Analysis**

### **Options Considered**

- 10 There are two possible options – adopt a meeting schedule or not.

## **Analysis of Options**

### **Option 1 – Adopt meeting schedule**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Elected members and the public are aware of the meeting dates for the year to enable sufficient time to plan and for transparency purposes.</li><li>• The meeting schedule can be amended at a future date if required.</li><li>• Meeting schedules for community boards and Community Development Area Subcommittees can be organised once the Council has adopted a schedule.</li></ul>	<ul style="list-style-type: none"><li>• There are no disadvantages.</li></ul>

### **Option 2 – Not adopt a meeting schedule**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• There are no advantages.</li></ul>	<ul style="list-style-type: none"><li>• Council cannot meet its statutory responsibilities.</li><li>• Does not provide for transparency.</li><li>• The public would have no early indication of when meetings may be scheduled.</li></ul>

## **Assessment of Significance**

- 11 Not significant as defined in the Significance and Engagement policy.

## **Recommended Option**

- 12 Option one is the recommended option.

## **Next Steps**

- 13 If the schedule of meetings is adopted staff will advertise the meetings on a monthly basis.

## **Attachments**

There are no attachments for this report.

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## Minutes of the Finance and Audit Committee Meeting dated 26 March 2018

Record No: R/18/9/21177  
Author: Fiona Dunlop, Committee Advisor  
Approved by: Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Finance and Audit Committee meeting held 26 March 2018 as information.**

### Attachments

- A Minutes of Finance and Audit Committee Meeting dated 26 March 2018 (separately enclosed)



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## Minutes of the Finance and Audit Committee Meeting dated 14 June 2018

Record No: R/18/9/20760  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Finance and Audit Committee meeting held 14 June 2018 as information.**

### Attachments

- A Minutes of Finance and Audit Committee Meeting dated 14 June 2018 (separately enclosed)





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## Minutes of the Services and Assets Committee Meeting dated 9 May 2018

Record No: R/18/9/21174  
Author: Fiona Dunlop, Committee Advisor  
Approved by: Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Services and Assets Committee meeting held 9 May 2018 as information.**

### Attachments

A Minutes of Services and Assets Committee Meeting dated 9 May 2018 (separately enclosed)



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## Minutes of the Services and Assets Committee Meeting dated 26 July 2018

Record No: R/18/9/21175  
Author: Fiona Dunlop, Committee Advisor  
Approved by: Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Services and Assets Committee meeting held 26 July 2018 as information.**

### Attachments

- A Minutes of Services and Assets Committee Meeting dated 26 July 2018 (separately enclosed)



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## Minutes of the Otautau Community Board Meeting dated 31 May 2018

Record No: R/18/8/18425  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Otautau Community Board meeting held 31 May 2018 as information.**

### Attachments

A Minutes of Otautau Community Board Meeting dated 31 May 2018 (separately enclosed)



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## Minutes of the Tuatapere Community Board Meeting dated 5 June 2018

Record No: R/18/8/19359  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Tuatapere Community Board meeting held 5 June 2018 as information.**

### Attachments

A Minutes of Tuatapere Community Board Meeting dated 5 June 2018 (separately enclosed)





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## Minutes of the Edendale-Wyndham Community Board Meeting dated 26 June 2018

Record No: R/18/9/21172  
Author: Fiona Dunlop, Committee Advisor  
Approved by: Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Edendale-Wyndham Community Board meeting held 26 June 2018 as information.**

### Attachments

- A Minutes of Edendale-Wyndham Community Board Meeting dated 26 June 2018 (separately enclosed)



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## Minutes of the Edendale-Wyndham Community Board Meeting dated 30 May 2018

Record No: R/18/9/21169  
Author: Fiona Dunlop, Committee Advisor  
Approved by: Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Edendale-Wyndham Community Board meeting held 30 May 2018 as information.**

### Attachments

- A Minutes of Edendale-Wyndham Community Board Meeting dated 30 May 2018 (separately enclosed)



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## Minutes of the Riverton/Aparima Community Board Meeting dated 6 June 2018

Record No: R/18/7/17797  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Riverton/Aparima Community Board meeting held 6 June 2018 as information.**

### Attachments

- A Minutes of Riverton/Aparima Community Board Meeting dated 6 June 2018 (separately enclosed)



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## Minutes of the Stewart Island/Rakiura Community Board Meeting dated 11 June 2018

Record No: R/18/8/20057

Author: Kirsten Hicks, Committee Advisor/Customer Support Partner

Approved by: Kirsten Hicks, Committee Advisor/Customer Support Partner

☐ Decision

☐ Recommendation

☒ Information

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### Recommendation

**That Council receives the minutes of the Stewart Island/Rakiura Community Board meeting held 11 June 2018 as information.**

### Attachments

- A Minutes of Stewart Island/Rakiura Community Board Meeting dated 11 June 2018  
(separately enclosed)





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## Minutes of the Wallacetown Community Board Meeting dated 26 April 2018

Record No: R/18/9/21164  
Author: Fiona Dunlop, Committee Advisor  
Approved by: Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Wallacetown Community Board meeting held 26 April 2018 as information.**

### Attachments

- A Minutes of Wallacetown Community Board Meeting dated 26 April 2018 (separately enclosed)



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## Minutes of the Wallacetown Community Board Meeting dated 31 May 2018

Record No: R/18/9/21165  
Author: Fiona Dunlop, Committee Advisor  
Approved by: Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Wallacetown Community Board meeting held 31 May 2018 as information.**

### Attachments

- A Minutes of Wallacetown Community Board Meeting dated 31 May 2018 (separately enclosed)



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## **Minutes of the Wallacetown Community Board Meeting dated 28 June 2018**

**Record No:** R/18/9/21166  
**Author:** Fiona Dunlop, Committee Advisor  
**Approved by:** Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### **Recommendation**

**That Council receives the minutes of the Wallacetown Community Board meeting held 28 June 2018 as information.**

### **Attachments**

- A Minutes of Wallacetown Community Board Meeting dated 28 June 2018 (separately enclosed)



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## Minutes of the Winton Community Board Meeting dated 12 June 2018

Record No: R/18/8/18846  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Winton Community Board meeting held 12 June 2018 as information.**

### Attachments

A Minutes of Winton Community Board Meeting dated 12 June 2018 (separately enclosed)





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## Minutes of the Riverton Harbour Subcommittee Meeting dated 12 March 2018

Record No: R/18/9/20869  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Riverton Harbour Subcommittee meeting held 12 March 2018 as information.**

### Attachments

- A Minutes of Riverton Harbour Subcommittee Meeting dated 12 March 2018 (separately enclosed)



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## Minutes of the Te Anau Basin Water Supply Subcommittee Meeting dated 17 April 2018

Record No: R/18/8/19521

Author: Jenny Labruyère, Committee Advisor/Customer Support Partner

Approved by: Jenny Labruyère, Committee Advisor/Customer Support Partner

☐ Decision

☐ Recommendation

☒ Information

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### Recommendation

**That Council receives the minutes of the Te Anau Basin Water Supply Subcommittee meeting held 17 April 2018 as information.**

### Attachments

- A Minutes of Te Anau Basin Water Supply Subcommittee Meeting dated 17 April 2018  
(separately enclosed)



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## Minutes of the Balfour Community Development Area Subcommittee Meeting dated 28 May 2018

**Record No:** R/18/9/21187

**Author:** Rose Knowles, Committee Advisor/Customer Support Partner

**Approved by:** Rose Knowles, Committee Advisor/Customer Support Partner

☐ Decision

☐ Recommendation

☒ Information

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### Recommendation

**That Council receives the minutes of the Balfour Community Development Area Subcommittee meeting held 28 May 2018 as information.**

### Attachments

- A Minutes of Balfour Community Development Area Subcommittee Meeting dated 28 May 2018 (separately enclosed)



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## Minutes of the Colac Bay Community Development Area Subcommittee Meeting dated 24 May 2018

Record No: R/18/8/20055  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Colac Bay Community Development Area Subcommittee meeting held 24 May 2018 as information.**

### Attachments

- A Minutes of Colac Bay Community Development Area Subcommittee Meeting dated 24 May 2018 (separately enclosed)





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## Minutes of the Dipton Community Development Area Subcommittee Meeting dated 9 May 2018

Record No: R/18/9/21182  
Author: Fiona Dunlop, Committee Advisor  
Approved by: Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Dipton Community Development Area Subcommittee meeting held 9 May 2018 as information.**

### Attachments

- A Minutes of Dipton Community Development Area Subcommittee Meeting dated 9 May 2018 (separately enclosed)



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## Minutes of the Limehills/Centre Bush Community Development Area Subcommittee Meeting dated 17 May 2018

Record No: R/18/9/21352  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Limehills/Centre Bush Community Development Area Subcommittee meeting held 17 May 2018 as information.**

### Attachments

- A Minutes of Limehills/Centre Bush Community Development Area Subcommittee Meeting dated 17 May 2018 (separately enclosed)



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## Minutes of the Lumsden Community Development Area Subcommittee Meeting dated 11 June 2018

**Record No:** R/18/8/19541

**Author:** Rose Knowles, Committee Advisor/Customer Support Partner

**Approved by:** Rose Knowles, Committee Advisor/Customer Support Partner

☐ Decision

☐ Recommendation

☒ Information

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### Recommendation

**That Council receives the minutes of the Lumsden Community Development Area Subcommittee meeting held 11 June 2018 as information.**

### Attachments

- A Minutes of Lumsden Community Development Area Subcommittee Meeting dated 11 June 2018 (separately enclosed)



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## Minutes of the Manapouri Community Development Area Subcommittee Meeting dated 22 May 2018

Record No: R/18/8/18998

Author: Jenny Labruyère, Committee Advisor/Customer Support Partner

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☒ Recommendation

☐ Information

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### Recommendation

**That Council receives the minutes of the Manapouri Community Development Area Subcommittee meeting held 22 May 2018 as information.**

### Attachments

- A Minutes of Manapouri Community Development Area Subcommittee Meeting dated 22 May 2018 (separately enclosed)





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## Minutes of the Ohai Community Development Area Subcommittee Meeting dated 29 May 2018

**Record No:** R/18/9/21355  
**Author:** Alyson Hamilton, Committee Advisor  
**Approved by:** Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Ohai Community Development Area Subcommittee meeting held 29 May 2018 as information.**

### Attachments

- A Minutes of Ohai Community Development Area Subcommittee Meeting dated 29 May 2018 (separately enclosed)



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## Minutes of the Orepuki Community Development Area Subcommittee Meeting dated 22 May 2018

**Record No:** R/18/8/19821  
**Author:** Alyson Hamilton, Committee Advisor  
**Approved by:** Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Orepuki Community Development Area Subcommittee meeting held 22 May 2018 as information.**

### Attachments

- A Minutes of Orepuki Community Development Area Subcommittee Meeting dated 22 May 2018 (separately enclosed)



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## Minutes of the Nightcaps Community Development Area Subcommittee Meeting dated 29 May 2018

Record No: R/18/9/21357  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Nightcaps Community Development Area Subcommittee meeting held 29 May 2018 as information.**

### Attachments

- A Minutes of Nightcaps Community Development Area Subcommittee Meeting dated 29 May 2018 (separately enclosed)



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## Minutes of the Riversdale Community Development Area Subcommittee Meeting dated 28 May 2018

Record No: R/18/9/21191

Author: Rose Knowles, Committee Advisor/Customer Support Partner

Approved by: Rose Knowles, Committee Advisor/Customer Support Partner

☐ Decision

☐ Recommendation

☒ Information

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### Recommendation

**That Council receives the minutes of the Riversdale Community Development Area Subcommittee meeting held 28 May 2018 as information.**

### Attachments

- A Minutes of Riversdale Community Development Area Subcommittee Meeting dated 28 May 2018 (separately enclosed)





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## Minutes of the Thornbury Community Development Area Subcommittee Meeting dated 24 May 2018

Record No: R/18/8/20056  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Thornbury Community Development Area Subcommittee meeting held 24 May 2018 as information.**

### Attachments

- A Minutes of Thornbury Community Development Area Subcommittee Meeting dated 24 May 2018 (separately enclosed)



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## Minutes of the Tokanui Community Development Area Subcommittee Meeting dated 5 March 2018

Record No: R/18/9/21173  
Author: Fiona Dunlop, Committee Advisor  
Approved by: Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Tokanui Community Development Area Subcommittee meeting held 5 March 2018 as information.**

### Attachments

- A Minutes of Tokanui Community Development Area Subcommittee Meeting dated 5 March 2018 (separately enclosed)



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## Minutes of the Woodlands Community Development Area Subcommittee Meeting dated 16 April 2018

Record No: R/18/9/21180  
Author: Fiona Dunlop, Committee Advisor  
Approved by: Fiona Dunlop, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That Council receives the minutes of the Woodlands Community Development Area Subcommittee meeting held 16 April 2018 as information.**

### Attachments

- A Minutes of Woodlands Community Development Area Subcommittee Meeting dated 16 April 2018 (separately enclosed)



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

### Recommendation

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

#### **C10.1 Orawia Water Intake Land Acquisition**

#### **C10.2 WasteNet Southland Contract 550 - Right of Extension**

#### **C10.3 Regional Development Activity Areas of Focus**

#### **C10.4 Organisational Service Delivery - Community Led Development Approach**

#### **C10.5 Public Excluded Minutes of the Finance and Audit Committee Meeting dated 26 March 2018**

#### **C10.6 Public Excluded Minutes of the Finance and Audit Committee Meeting dated 14 June 2018**

#### **C10.7 Public Excluded Minutes of the Riverton/Aparima Community Board Meeting dated 6 June 2018**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Orawia Water Intake Land Acquisition	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>s7(2)(c)(ii) - The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to damage the public interest.</p> <p>s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	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.
WasteNet Southland Contract 550 - Right of Extension	s7(2)(h) - The withholding of the information is necessary to enable the	That the public conduct of the whole or the relevant part of the

	local authority to carry out, without prejudice or disadvantage, commercial activities.	proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Regional Development Activity Areas of Focus	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	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.
Organisational Service Delivery - Community Led Development Approach	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	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.
Public Excluded Minutes of the Finance and Audit Committee Meeting dated 26 March 2018	<p>s7(2)(c)(i) - The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.</p> <p>s7(2)(e) - The withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public.</p> <p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	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.
Public Excluded Minutes of the Finance and Audit Committee Meeting dated 14 June 2018	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be



	<p>available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>s7(2)(e) - The withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public.</p> <p>s7(2)(f)(ii) - The withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	likely to result in the disclosure of information for which good reason for withholding exists.
Public Excluded Minutes of the Riverton/Aparima Community Board Meeting dated 6 June 2018	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.