



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

Date: Tuesday, 12 February 2019
Time: 9.30am
Meeting Room: Manapouri Motor Inn
Venue: Cathedral Drive
Manapouri
Manapouri

Manapouri Community Development Area Subcommittee Agenda OPEN

MEMBERSHIP

Chairperson	Alister Burgess
Deputy Chairperson	Shirley Mouat
Members	Margaret Gerken
	Raymund Haanen
	Robert Murrell
	Lynette Pearson
	Councillor Ebel Kremer

IN ATTENDANCE

Committee Advisor	Jenny Labruyere
Community Partnership Leader	Simon Moran

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

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

Terms of Reference - Community Development Area Subcommittees

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

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

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

Community Development Area Subcommittees will provide leadership by:

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

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

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

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

Engagement and representation

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

Financial

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

Rentals and leases

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

Local assets and facilities

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

The Community Development Area Subcommittees can make recommendations to Council on:

Assets and Facilities

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

Rentals and leases

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

Contracts/Tenders

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

Financial

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

Local Policy

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

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

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

ITEM	PAGE
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PROCEDURAL

1	Apologies	7
2	Leave of absence	7
3	Conflict of Interest	7
4	Public Forum	7
5	Extraordinary/Urgent Items	7
6	Confirmation of Minutes	8

REPORTS

7.1	Unbudgeted Expenditure Approval for the Flying Fox	15
7.2	Council Report	21
7.3	Hall Update	

Subcommittee to discuss a request from the Manapouri Arts Group to have a mural painted on the west wall of the Manapouri Hall.

7.4 Chairperson's Report

The Chairperson, A Burgess, to report on matters with which he has been involved since the subcommittee's last meeting.

7.5 Councillor's Report

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

1 Apologies

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

2 Leave of absence

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

3 Conflict of Interest

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

4 Public Forum

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

5 Extraordinary/Urgent Items

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

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

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

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

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

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

6 Confirmation of Minutes

- 6.1 Meeting minutes of Manapouri Community Development Area Subcommittee, 13 November 2018



Manapouri Community Development Area Subcommittee

OPEN MINUTES **Unconfirmed**

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

PRESENT

Deputy Chairperson	Alister Burgess
Members	Raymund Haanen
	Lynette Pearson
	Councillor Ebel Kremer

APOLOGIES

S Mouat
M Gerken
R Murrell

IN ATTENDANCE

Committee Advisor	Jenny Labruyère
Community Partnership Leader	Simon Moran
Senior Projects Manager	Ian Marshall

PUBLIC GALLERY

I Barnes
R Smith
A Youldon

1 Apologies

Apologies for non-attendance were lodged by Members S Mouat, M Gerken and R Murrell.

Moved Member Pearson, seconded Cr Kremer **and resolved:**

That the Manapouri Community Development Area Subcommittee accept the apologies lodged by Members S Mouat, M Gerken and R Murrell.

2 Leave of absence

A request for leave of absence has been lodged by Member Mouat.

Moved Member Burgess, seconded Cr Kremer **and resolved:**

That the Manapouri Community Development Area Subcommittee accept the request for leave of absence lodged by Members S Mouat.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

I Barnes – Weedbuster's Report

Mrs Barnes reported that the Weedbusters group has three new participants which has helped with the on-going track maintenance, weed cutting and tidying along the lakefront.

Beach front mowing is due to be commenced for the season, and there is a shade tree to be planted and paid for out of the remainder of the Meridian grant funds.

A Youldon

Mr Youldon believed there has been no progress with the trimming of the viewing shafts along the Foreshore, and also felt the estimated costs for the removal of trees at Pearl Harbour to be exorbitant.

The Chairman A Burgess, advised that the viewing shaft trimming on the lakefront had taken place for this season, and added that the estimated budget for tree removal at Pearl Harbour includes health and safety factors, traffic management, seating and a beautification programme as well.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Member Haanen, seconded Member Pearson **and Resolved**

That the Manapouri Community Development Area Subcommittee confirms the minutes of the meeting held on 18 September 2018 as a true and correct record of the meeting.

Reports

7.1 Council Report

Record No: R/18/10/25020

Community Partnership Leader, Simon Moran and Councillor Kremer presented the report.

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

Both Mr Moran and Councillor Kremer highlighted the various issues of interest including;

- Three Waters and the links to the Freshwater Reform and the Infrastructure Commission
- BERL Stage 3 – Working towards positive Southland community futures
- Representation Review – submission hearings 5 December 2018, final decision due April 2019
- Local Authority Elections 2019 – Election day 12 October 2019
- Te Anau Airport Manapouri
 - i. Potential re-development for a change of airside land parcels which are now available for sale at the Airport
 - ii. Avisure bird strike report to be provided quarterly for Airport statistics
 - iii. Drone signage to be install at the 4k/m perimeters to advise of the No Drones areas
- Te Anau Wastewater Discharge Project- Updated business case provided to the Project Committee, Services and Assets Committee, Finance and Audit Committee and Council with the final decision to pursue Subsurface Drip Irrigation which will require a new resource consent to be obtained for the discharge at Kepler, and an extension to the current discharge consent from the oxidation ponds to the Upukerora River.
- Tourism Infrastructure Fund (TIF) grant to assist in providing toilets along the Southern Scenic Route.

Mr Moran advised that additional income in the budget is due to the initial community project funding from the Department of Conservation (DOC) for the Darwins barberry control project. The additional expenditure in that business unit is due to the purchase order that has been raised for the grant by the Manapouri CDA towards the Fiordland Trails Trust track maintenance; this will be recoded to the grants business unit code.

Resolution

Moved Member Pearson, seconded Member Haanen **and resolved**

That the Manapouri Community Development Area Subcommittee:

- a) **Receives the report titled "Council Report" dated 8 November 2018.**

7.2 Removal of Trees at Pearl Harbour

Record No: R/18/10/25043

Senior Projects Manager, Ian Marshall presented the report.

Mr Marshall outlined the purpose of this report is to seek the Subcommittee's approval to proceed with the removal of a group of trees in the Pearl Harbour area adjacent to the public toilets and to agree to fund the work from financial reserves.

Mr Marshall advised that the report discusses a plan to remove indigenous trees at Pearl Harbour in the area of the public toilets., adding that a consent for the removal of indigenous vegetation is required under the District Plan.

Mr Marshall added that the Council considered a report on the matter at its meeting on 1 November 2018 and subsequently resolved to approve the unbudgeted expenditure and to fund the consent related costs estimated to be \$21,000.

Mr Marshall explained further that the Council reports assumes the project will be a Manapouri CDA project and that the Council will fund the cost of the consenting project and the CDA will fund the cost of the physical works. He added that the total cost is estimated to be \$64,400 so it will be a \$64,400 CDA project. Furthermore, the costs of the consenting process is estimated to be \$21,000 and this is the cost it is proposed the Council will fund therefore, the remaining amount to be funded by the Manapouri Community Development Subcommittee is \$43,400.

In discussing the report members commented on the high cost of the project in particular the beautification section of the estimation.

Members were advised that the CDA will receive a full costing for finally approval once the scoping of the work is complete, and that the subcommittee will have involvement in the process.

Members then nominated Members Burgess, Haanen and Pearson to represent the subcommittee for inclusion with any such involvement.

Resolution

Moved Member Burgess, seconded Member Haanen **and resolved**

That the Manapouri Community Development Area Subcommittee:

- a) **Receives the report titled “Removal of Trees at Pearl Harbour” dated 8 November 2018.**
- b) **Determines that this matter or decision be recognised not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Note the decision of the Council in relation to the trees at Pearl Harbour at the Council meeting held 1 November 2018.**
- e) **Approves the project to remove the trees at Pearl Harbour in the area of the public toilets at an estimated cost of \$64,400.**
- f) **Approves the Subcommittee share be funded from reserves.**
- g) **Delegates to Members Burgess, Haanen and Pearson of the CDA Subcommittee the authority to approve the detailed scope of work including landscaping design.**

7.3 Direction-setting for Annual Plan 2019/2020

Record No: R/18/10/24232

Community Partnership Leader, Simon Moran presented the report.

Mr Moran outlined the purpose of this report is to confirm the direction determined for the 2nd year of the Long Term Plan (LTP) adding that the report provides an overview of the forecasted projects and services for the Manapouri Community Development Area in 2019/2020. It includes any variations from what was anticipated in year two of the Long Term Plan 2018-2028 (“LTP”).

Mr Moran advised the direction-setting provided by the Manapouri Community Development Area will be incorporated into the Council’s Draft Annual Plan for 2019/2020. If consultation is required, this will occur in February 2019 and March 2019.

Furthermore he added that once the plan is finalised (and subject to any changes resulting from submissions), the direction given for 2019/2020 will be used to set rates for the year beginning 1 July 2019.

Mr Moran advised that it is recognised that extraordinary projects or changes to the level of service may be needed outside of the LTP process. The Annual Plan process is an opportunity to raise these extraordinary projects or events, to ensure the on-going needs of the community are being met.

Council has streamlined its 2019/2020 Annual Plan process, and all extraordinary projects for the local area that were received by Council in the project plan template prior to 21 September have been included in the 2019/2020 Annual Plan.

Mr Moran advised the Manapouri Community Development Area have the following minor variances identified for year two of the LTP:

- \$2,024 increase in beautification charges for mowing, a 30% increase
- \$237 increase in mowing charges for Frasers Beach which is a 14% increase
- \$380 increase in mowing charges for Village Green, a 27% increase
- \$119 increase in mowing charges for the Manapouri Swimming Pool area, a 14% increase
- \$474 increase in mowing charges for Cathedral Drive, a 14% increase

The above minor increases are to be funded by rates.

The CDA noted that staff recommend Option 1 to accept the budgets as proposed in this report.

The subcommittee was informed that following the recommendations made to Council, any variances will be summarised in Council's Draft 2019/2020 Annual Plan. If there are significant or materially different variances from the LTP, these will be included in a consultation document and released for consultation in February 2019.

Furthermore, the final Annual Plan including changes made as a result of consultation, will be adopted by Council in June 2019.

In discussing the report Members expressed concern in regard to the increases in several of the mowing charges and requested staff provide clarification of the scope of work of the contract and basis of payment, and any variation to the gardening part of the contract.

Recommendation

That the Manapouri Community Development Area Subcommittee:

- a) **Receives the report titled "Direction-setting for Annual Plan 2019/2020" dated 8 November 2018.**
- b) **Determines that this matter or decision be recognised not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Notes that any extraordinary projects for the local area have been included in the 2019/2020 Annual Plan, as identified through Council process in the**

project plan for extraordinary projects/activities/events project template completed by 21 September 2018.

- e) Approves minor variations in the Manapouri Community Development Area plan from year two of the Long Term Plan 2018-2028.
- f) Agrees that the budget's for the year commencing 1 July 2019 be adopted for inclusion in the Council's Draft 2019/2020 Annual Plan.
- g) Requests the setting of the following rates and charges (including GST) for the year commencing 1 July 2019 based on the approved budgets in (e) above.

<u>Rate Description</u>	<u>GST Incl</u>
Manapouri Community Development Area Rate	\$97,174
Community Centre	\$11,002

- h) Requests the setting of the hall fees and charges (including GST) for the year commencing 1 July 2019, as included in Appendix 5, for inclusion in the 2019/2020 Annual Plan.
- i) Requests a report be provided for the next meeting which is to outline the scope of work for the gardening contract, and basis of payment, and any variation to the gardening part of the contract.

8.1 Chairperson's Report

Deputy Chairperson A Burgess, reported on activities with which he has been involved since the Subcommittee's last meeting. This included the following;

- Member Pearson recent attendance at Chair's meeting in Winton where items discussed including;
 - i. Contract role overs
 - ii. Council audit of services and contract management
 - iii. New proposed structure for asset management to streamline project management, community facilities (property) and asset management (roading)
 - iv. Elections update
- Lake to Lake cycle trail completion delay due to the requirement of a resource consent for a wetland area that has been identified on the track.

The meeting concluded at 10.50am

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

DATE:.....

CHAIRPERSON:.....

Unbudgeted Expenditure Approval for the Flying Fox

Record No: R/18/11/27266

Author: Mark Day, Community Facilities Manager

Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The Manapouri Community Development Subcommittee (CDA) resolve to change the LTP project on Manapouri Foreshore from play equipment for pre-schoolers to a 45m flying fox at a cost of approximately \$42,500 plus GST. This change results in a funding shortfall of approximately \$17500.
- 2 To resolve this shortfall, the Committee resolves to recommend to Council to utilise available interest from the Reserve Contributions Reserve fund of \$9000 and request Council to approve unbudgeted expenditure for the remaining \$8500 from both the Manapouri Community Development Area Subcommittee General Reserve and the Frasers Beach General Projects Budget.

Executive Summary

- 3 The CDA included a project in the 2017/2018 financial year for new playground equipment for pre-schoolers. During the investigation stage, presenting various equipment options to the CDA through the Chair, no options were chosen which eventually led to the CDA indicating they would rather look into a Flying Fox at the Foreshore.
- 4 Any change to the LTP project like this will need a formal resolution of the CDA as well as the resolutions regarding unbudgeted expenditure. This resolution was sought and approved at the meeting held on September 18th 2018.
- 5 In the interim there has been additional projects approved that have depleted the reserve budget so that now there are not sufficient funds available to fully fund this project. The proposal is to request the shortfall comes from the Frasers Beach General Projects Budget (Operational).

Recommendation

That the Manapouri Community Development Area Subcommittee:

- a) Receives the report titled “Unbudgeted Expenditure Approval for the Flying Fox” dated 8 February 2019.**
- 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 with the staff recommendation to proceed with the 45m flying fox option.**
- e) Recommends to Council to approve unbudgeted expenditure of \$17,500 plus GST for the additional costs of the flying fox to be made up of \$8500 from a combination of the General Reserve (\$7584) and the Frasers Beach General Projects Budget (\$916) with the remaining \$9000 to be funded from interest earned on the Reserve Contributions Reserve.**

Background

- 6 The CDA included a project in the 2017/2018 financial year for new playground equipment for pre-schoolers. During the investigation stage, presenting various equipment options to the CDA through the Chair, no options were chosen which eventually led to the CDA indicating they would rather look into a Flying Fox at the Foreshore.
- 7 Any change to the LTP project like this will need a formal resolution of the CDA as well as the resolutions regarding unbudgeted expenditure.

Issues

- 8 The current LTP project is for new playground items suitable for toddlers. With the current position of the CDA to look at the option of a Flying Fox being significantly different, the project is required to be either cancelled and a new project created, or a resolution required by the CDA to change the project.
- 9 A change to the project will also require additional funding so decisions around that also need to be made.
- 10 Below are the comments of the Community Engineer about the proposed change:

A flying fox (under the standards they are called travellers) is designed such that the seat height off the ground should be 400mm when loaded with 130kg, therefore due to the tension it will hang higher when not in use, as it would run higher with someone lighter than 130kg. part of this reason (and with all playground equipment) is that if a small child cannot physically climb the equipment or get on the equipment, i.e. legs too short for a ladder, or cannot pull down the flying fox seat in order to get on then that child is too small.

For the flying fox to work and best chance to be compliant it needs to be on the flattest area before the slope drops down significantly and it will need to transit diagonally across the whole area, a 45m would just fit, this may/ or may not affect the view shaft. It should be lower than the road level.

From my initial concerns over the compliance and safety of it based on the thinking it could go down the slope, I revisited the site on my own and then later with Shirley Mouat pointing out that for it to work it had to be on this flat part and stretch across the area. This was also based on discussions with the course taker for the playground inspection course I did.

Her advice (and she is one of only three NZ playground inspection level 3 qualified people) was that they are best designed for level ground, with a platform to start from and the travel should represent a curve/ banana that you speed up going down then it slows you down at the other end as it is going back up.

Considering the above and to get the best experience I would recommend the 45m over the 30m option.

- 11 What is covered above is that the structure's height deals with the Health and Safety requirements around young users, as well as the proposed site dealing with the issues around topography.

Factors to Consider

Legal and Statutory Requirements

- 12 All playground equipment to be installed must be compliant to the New Zealand Standard, NZS 5825:2015 Playground equipment and surfacing. The proposed Flying Fox meets these standards.

Community Views

- 13 The position of the subcommittee will be taken to represent the community. It should be noted that the desire to change the current LTP project to a flying fox is a different to the project scope that has been publically consulted upon.

Costs and Funding

- 14 The current LTP project has a budget of \$25,000 to be funded through the Manapouri General Reserve.
- 15 The total estimated cost to supply and install a flying fox at the desired location if progressed is expected to be approx. \$33,500 - \$40,000 for a 45m unit or \$31,500 - \$38,000 for a 30m unit. A breakdown as below. It is recommended by the Community engineer that the 45m unit be installed.
- 16 Based on these estimates and the subsequent recommendation, unbudgeted expenditure of \$17,500 is required.
- 17 Interest on Reserve Contributions are available to fund this project to the level of \$9,000, leaving a further \$8,500 to be funded from the Manapouri General Reserve budget. The Manapouri General Reserve cannot fully fund this additional \$8,500 due to other commitments the CDA have made to fund from this Reserve. Therefore it is proposed to fund \$7584.00 from the Reserve fund and the shortfall of \$916.00 from the Frasers Beach General Projects operational budget.

Policy Implications

- 18 That what is being proposed or investigated is in line with the Manapouri Foreshore Management Plan. There is nothing in the plan that specifically contemplates the proposed Flying Fox.
- 19 The plan does however state that the general policy statements in the District Wide Reserve Management Plan will be consistent with what's required in the Manapouri Foreshore. There is a comment that the Manapouri Foreshore Plan will take precedence over the district wide policy statements.
- 20 There is nothing in the Manapouri Foreshore plan that prohibits a Flying Fox and the plan contemplates additional facilities on the reserve. The comments of the Engineer are that the structure should be below road level thus reducing any visual impact.
- 21 The general policy statements attached to the plan state that any new play equipment must meet the required standards, be visible to the public, cause minimum harm to neighbouring properties, and reflect the special visual character of the reserve. If none of these are an issue then there is nothing to stop the construction.

Analysis

Options Considered

- 22 If the Committee are of a mind that the project change is required and considered that a Flying Fox meets the requirements a set out in paragraph 23 above, then the options come down to the length of the Flying Fox.

Analysis of Options

Option 1 – Flying Fox – 30m

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Is less cost albeit marginally than the 45m option• Less visual impact	<ul style="list-style-type: none">• Will not give the experience of a 45m ride

Option 2 – Flying Fox – 45m

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Provides the best experience for users.	<ul style="list-style-type: none">• Is slightly more expensive than the 30m option.• Will be longer thus having a larger visual impact.

Assessment of Significance

- 23 While the change of the project from the LTP to a Flying Fox may be considered a significant difference, the decision to change the project is not considered significant.

Recommended Option

- 24 Option 2- a 45m Flying Fox

Next Steps

- 25 Seek Council approval to the unbudgeted expenditure and if approved confirm costings and complete project.

Attachments

There are no attachments for this report.

Council Report

Record No: R/19/1/554

Author: Simon Moran, Community Partnership Leader

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

Chief Executive

Local Government Funding and Financing Inquiry

1. Last December the Productivity Commission released an issues paper for the local government funding and financing inquiry that they are leading. A copy of the issues paper is available on the commission's website (www.productivity.govt.nz).
2. The issues paper briefly describes local government in New Zealand and how funding and financing currently works. It asks questions about current pressure points and ways that councils can manage cost pressures. It then seeks views on options for future funding and financing tools.
3. Submissions are open until 15 February 2019. Subsequent phases of the inquiry process include the release of a draft report in June 2019 and then a final report to government in November 2019.

Tourism Strategy and Visitor Levy

4. The government have released their proposed new tourism strategy for public consultation. A copy of the full strategy is available on the MBIE website (www.mbie.govt.nz/info-services/sectors-industries/tourism/tourism-strategy-consultation).
5. The draft strategy identifies five key outcomes, including that tourism protects and enhances New Zealand's natural, cultural and historic heritage, that regions and communities benefit from tourism, and that New Zealander's lives are improved by tourism. It also outlines the challenges that the growth in tourism in recent years has created and the proposed actions to manage these challenges.
6. At the end of September the government approved the introduction of the \$35 border levy, which is expected to raise some \$80 million per year that is to be used to fund tourism infrastructure and conservation related projects. It is expected that the funds raised will be split evenly between conservation and tourism related infrastructure. At this stage work is still to be progressed to determine how the funds are to be split and how they will be distributed.
7. The levy will be collected through visa fees and via the new Electronic Travel Authority, with legislation due to be passed around the middle of 2019.

3 Waters Review

8. The government is continuing to progress their 3 waters review.
9. In late October the government released a report by GHD and Boffa Miskell into the costs of upgrading wastewater treatment plants. The report estimates that the cost of upgrading wastewater schemes to a standard suitable to meet the current National Policy Statement on Freshwater would cost approximately \$2 billion. It also questions the ability of a number of rural and provincial councils to meet these costs.
10. In late November government released the cabinet paper and minutes detailing the decisions that they made at their meeting on 29 October in regard to the review process. A copy of the papers is available at (www.dia.govt.nz/three-waters-review).
11. In these papers the government have outlined the broad shape of the options being considered in their review and the overall timetable within which they now expect to be able to make decisions.
12. It is expected that the first round of decisions will be made by cabinet in June 2019. These are expected to include decisions in relation to:
 - the formation of new regulatory processes for drinking water
 - changes to the environmental regulation system that is currently managed by regional councils
 - processes for improving performance reporting in relation to the delivery of wastewater and stormwater systems.
13. By the end of 2019 it is expected that decisions will be made about:
 - proposed service delivery arrangements for 3 waters
 - the need for economic regulation.
14. The question as to whether there will be a need for some form of economic regulation will partially depend upon the decisions that government make in relation to the potential aggregation of service delivery arrangements.
15. The broad models of reform include:
 - proceeding with changes to the regulatory system only
 - whether government creates an incentives regime to encourage the development of more efficient service delivery models
 - a form of compulsory aggregation of service delivery agencies. These would still be publicly owned and most likely still involve some form of local government ownership through, for example, a council controlled organisation model.
16. In a number of recent speeches the minister of local government, Hon Nanaia Mahuta has continued to signal a preference for change to the 3 waters delivery structures including the potential for cross-subsidisation between regions.
17. Local Government New Zealand are making it clear, from a sector advocacy perspective, that any form of aggregation of service delivery should be left to local authorities to decide, particularly

given that the assets are owned by local communities. In this regard they have adopted a position statement which has four key principles as follows:

- fix drinking water first: Havelock North has shown that urgent action is needed in the drinking water space, and any reform process should make this a priority. The government needs to set hard drinking water standards, and establish a strong regulator to enforce these standards.
- let existing regulations run their course: Wastewater and stormwater assets are long-lived, and it takes many years of planning and investment to change performance outcomes. New freshwater quality standards were introduced in 2017, and we should allow efforts to meet these standards to run their course before introducing new requirements.
- take mandatory aggregation off the table: Local government strongly opposes mandatory aggregation of water assets as one-size-fits-all policy making. The economic literature shows aggregation can be an effective tool to produce service delivery efficiencies in some cases, and so needs to be applied on a case-by-case basis, not as a blanket policy for New Zealand.
- incentives matter: Central government should focus on getting the incentives right to drive behaviour. Setting hard quality standards across all 3 waters, backed by rigorous compliance enforcement, will force service providers to lift their performance. At the same time it will open the door to innovation, as service providers experiment with different technologies and ownership models to meet these standards.

18. Across the local government sector a number of other concerns have also been expressed about the current review process. These include:

- the lack of a clear problem definition that the review aims to fix, particularly when consideration is being given to some form of aggregation of supply
- a lack of follow through on the 'co-design' principle, under which the 3 waters review process was originally established
- a tendency to see the 3 waters as one system, as opposed to three distinct but interlinked systems, each with their own challenges
- the question as to whether this is simply a 'back door' way of amalgamating local authorities.

19. The issues arising from the current 3 waters review process are clearly significant at both the national level and for all local authorities. It is clear that there is a need for change and a significant lift in the performance of the sector as a whole. There is also a need for a lift in the quality of private water systems across New Zealand.

20. At the very least there will be significant change to the regulatory environment, which includes drinking water standards, environmental regulation and potentially economic regulation, within which the sector currently operates. This will bring new standards which will need to be met within a short timeframe and will also be subject to an intensive enforcement regime. Local authorities will not be able to use cost as a reason for not meeting the required standards.

21. Staff will continue to monitor developments in this area. At a local level we need to continue on with looking to improve the way in which we manage the water, wastewater and stormwater activities including looking at increasing the pace with which we implement infrastructure improvement projects. We also need to improve our asset management information and processes so that we are able to support informed decision-making processes.
22. We are also now getting closer to the point at which there will be merit in Council looking to do some work with its neighbouring authorities on future models that could be implemented across Southland.

Local Governance and Community Well-beings

23. Alongside of their announcements on the 3 waters review the government also released a cabinet paper outlining work that they are doing to look at strengthening the role of local authorities in the community governance and broader community well-beings area.
24. As noted previously the government have introduced an amendment to the Local Government Act 2002 to require local authorities to have a focus on improving the social, economic, environmental and cultural well-being of their communities. While some might see this as a reinstatement of the sustainable development focus that was previously included in the Act, but removed by the previous government, others see it as having quite a different focus to the previous regime.
25. A strengthening of the community leadership and development role that local government can play will have much more significance if the way in which a number of the traditional infrastructural services, such as 3 waters and roading, are changed. The approach being pursued is also consistent with work at a central government level to bring a four well-beings approach to the development of their next Budget. This work, which is called the Living Standards Framework, is also consistent with the Sustainable Development Goals set by the United Nations.
26. Eventually, this work could lead to a greater devolution of responsibilities from central to local government. While government have ruled this out at this stage it is inevitable that there will be ongoing discussions in this area particularly given that the role of local government in New Zealand is relatively narrow by OECD standards and hence it is seen that there is considerable ability to strengthen the role of local authorities as leaders in social, housing, emergency management and long term community planning areas, which are also priorities for government. Over time this could also lead to the decentralisation of what are currently central government service responsibilities to local government.
27. The minister of local government is expected to report back to cabinet in April 2019 on the progress being made in this area.

Marine Pollution

28. The Ministry of Transport is currently seeking input into a decision on whether New Zealand should sign an international treaty restricting air emissions from ships. The level of air pollution coming from cruise ships within Fiordland and Milford Sound in particular has been an issue of concern.
29. This International Maritime Organization treaty, Annex VI of the International Convention for the Prevention of Pollution from Ships (MARPOL), regulates emissions that are harmful to public health, deplete the ozone layer and contribute to climate change.
30. Annex VI would reduce air emissions by controlling the sulphur content of fuel. Domestic and international ships entering New Zealand waters meet the current Annex VI standards of 3.5 percent sulphur content. Marine fuel produced here is also under 3.5 percent. From 2020 however, the standard required by MARPOL is likely to drop to 0.5 percent.

Resource Management Act Reform

31. Government have announced that they intend undertaking a two-stage approach to the introduction of amendments to the Resource Management Act 1991.
32. The first stage will be a focused set of amendments that will address a number of targeted issues which government see as being able to be amended relatively easily. Further details on the specific changes proposed are available on the Ministry for the Environment website (www.mfe.govt.nz/rma/improving-our-resource-management-system).
33. Stage 2, which will begin early this year, will be a more comprehensive review of the resource management system and will build on current work across urban development, climate change, and freshwater. It will also consider a number of issues raised by stakeholder groups including the Productivity Commission and Local Government New Zealand.

Stewart Island/Rakiura Service Sustainability Review

34. In September 2018, Council asked staff to develop, in consultation with the Stewart Island/Rakiura Community Board, terms of reference for completion of a service sustainability review. The review is intended to identify the challenges and additional costs associated with delivering services to the Stewart Island/Rakiura community and follows on from a number of recent issues that have highlighted the challenges associated with delivering services to this community.
35. The review is focussed on the sustainability of Council delivered activities and does not include services that might be provided by the community and/or other service providers. The community board endorsed the terms of reference 10 December 2018 meeting. They will be submitted to Council for its consideration in February.

Southland Regional Development Agency

36. The creation of the Southland Regional Development Agency (SRDA) reached an important milestone in December with the legal formation of the new company and the signing of the Joint Shareholders Agreement and Constitution.

37. The Joint Shareholders Committee, who also have responsibility for managing the board and setting the performance expectations for the new entity has also been formed and had its second meeting on 4 December. At that meeting the committee was also be briefed on progress with the director recruitment process. Some 70 applications were received from a wide range of good quality candidates.

Ministry of Civil Defence and Emergency Management

38. Council will remember that the previous Government indicated its intention to review the 60/40 funding of emergency events. This is where in the declaration of an emergency, central government contributes 60% and local contribution is 40% of essential infrastructure costs subject to the relevant criteria being met.
39. The review was initiated because of the impact that the Christchurch and Kaikoura earthquakes had on the central government funds. Recently, Local Government New Zealand met with the Ministry of Civil Defence and Emergency Management and received assurances that no change to the 60:40 arrangement has been made or is under consideration at this time.

Community and Futures

Strategy and Policy

Annual Plan 2019/2020

40. Work for the Annual Plan 2019/2020 is currently underway, and a timeline and project plan was submitted to Council in December 2018. Direction setting reports have been presented to local community boards and community development area subcommittees throughout the months of November and December identifying any variances to the long Term Plan 2018-2028. It is recognised that extraordinary projects or changes to the level of service may be needed outside of the Long Term Plan process, to ensure the on-going needs of the community are being met.

BERL Stage 3 – Working towards positive Southland community futures

41. Business and Economic Research Limited (BERL) was commissioned by Southland District Council to undertake research to assist with the development of the District's 2031 Long Term Plan.
42. 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.
43. 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.

44. BERLs engagement with individuals, organisations, and businesses in the District to inform the Council about what it can do itself to increase wellbeing, as they strive for overall community wellbeing has been completed. It is intended this will be presented to Council in February 2019.

Community Futures Research and Analysis Work Programme

45. Council continues to support the progression of research and analysis work to support its decision-making in preparation for the Long Term Plan 2031.

46. 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, and identify priorities for investing in community future planning. The Executive Leadership Project Team comprising of the chief executive, chief financial officer, group manager services & assets, group manager environmental services and group manager community and futures has been established to determine prioritisation, and is facilitated by the strategy & policy manager. High level project plans have been developed that will help determine what is required to deliver priority projects within the District and reports presented to the Community & Policy Committee in September and November to update on the progress of the overall programme of work.

47. The on-going work streams 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)
- 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.

Venture Updates

Planning for Southland's tourism growth

48. Planning for Southland's continued tourism growth and the development of attraction initiatives have been boosted with consultants appointed to carry out two significant pieces of work; the Southland Murihiku Destination Strategy and the development of the Southland Story.

Southland Murihiku Destination Strategy 2018-2028

49. Stafford Consulting was appointed to advance the Southland Murihiku destination strategy and has carried out consultation with major stakeholders. It is anticipated that the strategy will be completed by March 2018. The strategy will provide overall direction for the development of tourism in Southland, aligning with other planning documents such as the cruise, cycling, heritage and events strategies.

Southland Story

50. Principals Group has been appointed as the consultants to lead the Southland Story project development. To date this has involved carrying out workshops in Te Anau, Riverton, Gore and Invercargill, interviewing key stakeholders and carrying out a wider survey so that as many voices as possible are given the opportunity to contribute to the story development.

Dark Sky Sanctuary for Stewart Island

51. In early January the International Dark Sky Association (IDA) confirmed that Stewart Island/Rakiura had been successful in its application for the establishment of an International Dark Sky Sanctuary. Venture Southland worked alongside an independent consultant and the Stewart Island Promotion Association to prepare the application which was unanimously endorsed by the IDA Board.
52. The decision makes Stewart Island/Rakiura the fifth Dark Sky Sanctuary, and only the second island sanctuary, in the world. It is anticipated the accolade will contribute to an increase employment on the island, encourage the preservation of the unspoiled natural environment and result in a significant boost in tourism both on the Island and across the wider Southland region.

Water Treatment course

53. The annual Water Treatment Course offered to community pools was held on November 23 2018 and had 17 people attend from across the district. Funding from Community Trust South and the Southland District Council Community Initiatives fund helped to subsidise the cost for not-for-profit/community pool representatives to attend.

Governance

Representation Review and Community Governance Project

54. The Local Government Commission heard appeals and objections on the Council's final proposal on Wednesday 5 December at which time Council staff and elected representatives made a presentation on our final proposal.
55. Work is progressing on arrangements to support the community governance project.

Environmental Services

Group Managers Update

National Policy Statement (NPS) and National Environmental Standard (NES) for Fresh Water Management 2019

56. Some key elements of this work for the Councillors to be aware of are as follows:
- a bill to undertake minor amendments to the RMA related to the NPS and NES is likely to be passed late this year/early next year
 - a more comprehensive review of the resource management system is proposed to be developed and introduced in the 2nd quarter of next year
 - a NPS could take the form of what is proposed in the NPS for Indigenous Biodiversity (outlined below), potentially including more definitive targets and stronger central direction
 - a NES could set national environmental bottom lines, require the review of consents, and determine how activities within risk catchments should be managed
 - this could have implications for the work currently being undertaken for Council on the Water and Land Plan appeal/mediation process.

Recommended National Policy Statement for Indigenous Biodiversity – NPSIB

57. A national Biodiversity Collaborative Group has developed a draft National Policy Statement for Indigenous Biodiversity, and recommendations to the government on complementary and supporting measures to maintain indigenous biodiversity. Essentially, the recommendations are for a NPS with regulatory and non-regulatory components.
58. The associate minister's announcement on this, released on 25 October, included the following wording:

Media release from associate minister for the environment, Hon Nanaia Mahuta:

- a new report recommending improvements to biodiversity management will build on communities' good work to protect our biodiversity, says associate minister for the environment, Hon Nanaia Mahuta.
 - the report of the Biodiversity Collaborative Group outlines a draft National Policy Statement (NPS) for Indigenous Biodiversity and provides complementary recommendations, to help halt the decline in biodiversity.
 - "our biodiversity is a taonga, important to New Zealand's environment, culture, society and economy. However, it is in rapid decline from pressures like land-use change, invasive species, and climate change, and we need to do more to ensure that it is protected," said Hon Nanaia Mahuta.
59. The draft NPS itself sets clear direction and covers the following:
- national criteria for assessing all indigenous biodiversity

- creation of Significant Natural Areas (SNAs) that will be required to be identified, attributes scheduled, mapped and then incorporated into District Plans and Regional Plans.
 - direction on how activities within those SNAs will be managed and how to engage with landowners through that process, with the ultimate goal of setting environmental bottom lines within a SNA
 - direction on how activities within all other indigenous biodiversity should be undertaken to “maintain” indigenous biodiversity
 - provision for existing activities (on a limited basis) within SNAs
 - requires a regional biodiversity strategy which sets targets for restoration and enhancement to be developed by the Regional Council.
60. The creation of the NPS will require continued support from Council of the regional biodiversity study programme already underway and the biodiversity strategy. However, the draft NPS proposes a 5 year timeframe to have completed what will be a fairly extensive research and ground truthing programme and may require a higher level of resourcing in order to meet that timeframe. The draft NPS will also require councils to actively enter into engagement with landowners once areas have been identified from the study. This will be likely to require additional resource.
61. The draft NPS further proposes that within six years a plan change be notified to the relevant Regional and District planning documents to incorporate the SNAs.
62. The strategy will require that an increase in indigenous biodiversity be achieved to boost the percentage of indigenous cover for the region. It is likely that this will require councils to consider what they can contribute towards meeting that target.
63. A cost benefit analysis will be prepared and both that, and the collaborative group’s reports, will be forwarded to the relevant ministers and officials for consideration. A full consultation process on a proposed NPS and its complementary and supporting measures will then occur. Depending on what the ministers determine, it is possible that this will be progressed this year.

Heritage

64. Johanna Massey, roving museums officer has been busy assisting with preparations for the opening of the Waikaia Museum which happened on 7 December.

Resource Management

65. Council has resolved to initiate a plan change to establish stronger lighting controls on Stewart Island/Rakiura to support the Dark Skies Sanctuary. One of the key requirements of achieving “sanctuary status” is having a level of lighting controls within the sanctuary area. Work on the Council initiated plan change has commenced and view of notifying a plan change in early to mid-2019.

Water and Land Plan Appeal

66. Council along with Invercargill City Council and Gore District Council have jointly appealed the decision on Environment Southland's Water and Land Plan. The appeal relates to discrete provisions of the plan that impact upon reticulated services (water, stormwater and wastewater).
67. The Environment Court has decided to split the appeal into two topics "A" and "B" which will be heard separately. Topic "A" covers the front end of the plan. Particularly, the issues pertaining to Southland's water and land, the state of the environment, physiographic zones, objectives and discrete policies relating to Ngai Tahu, physiographic zones, freshwater management units. A hearing for topic "A" is set down for May 2019 with evidence scheduled from December 2018 until early May 2019. Evidence for the councils' appeal is due in late February. Topic "B" containing the remaining policies and rules of the plan will be scheduled once an interim decision and appeals on topic "A" have been resolved. It is likely that topic "B" will be heard in early 2020.

Building Solutions

68. The department has received 88 building consent applications for the month this is down about 10% on the previous 3 year average. The majority of these reductions are accounted for in the reduction of consents for C1 commercial consent applications down to 20 from a three year average of 34 applications. The value of C1 consent applications was bolstered with an application to construct a \$1m heritage centre on Stewart Island/Rakiura.
69. The department issued 53 consents for the month, this is down from 84 consents for the same period as last year. The most noted reductions came in C1 commercial consents, down from 32 to 24 and R1 residential are down from 58 to 32 when compared to November 2017. The number of consents issued are down on November last year and this is also reflected in the value of consented work down from \$10.3 million to \$4.6 million.
70. For the year to date the total number of consents issued are down from 559 to 365 on the same period in 2017-2018 and would be more in line with the number consents issued for the year 2016-17.

People and Capability

71. There have been some changes to the Services and Assets group. The new structure includes the creation of a Project Delivery Team and establishment of a Commercial Infrastructure function to support, amongst other things, our procurement and contract management activities. The new structure will also see the disestablishment of the Community Engineer team with staff moving into positions the Project team and the various Activity Teams. The purpose of the proposed amendments is to improve programme-delivery and increase both commercial and asset management capacity across the group.

Services and Assets Group

Group Manager's Update

72. With the decision to proceed with subsurface drip irrigation (SDI) discharge methodology, the Te Anau Wastewater Discharge Project team is working hard to ensure the SDI consenting process is progressed as soon as possible. Council staff are working closely with Stantec, external specialists and Environment Southland to ensure that all parties are up to speed with requirements and anticipated timelines.
73. 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.

Te Anau Airport Manapouri

74. An assessment of the Te Anau airport land-side development opportunities has also been underway over recent months. This work is focussing on the layout of infrastructure and leasable land available for development over the short, medium and long-term with a view to catalyse and re-invigorate investment in this strategic asset for the local Te Anau and Manapouri communities.
75. Half way through the summer season with positive growth trends in aircraft movements. The airports operational function is performing well with no airport related delays or services which is assisting our clients, with the on time performance standards. Positive comments from our clients are encouraging and confirming our support is to a high standard.
76. Our aircraft movement figures mid-season are looking encouraging, with a 20% increase in total landings and surpassing last year's total, two months early. It is projected to be the busiest year since statistics have been recorded dating back to 2009. 2011 was our busiest year with 1,211 landings and this year it is predicted to reach about 1,320 landings.
77. Confirmation of helipad location and design has been completed with construction work commencing shortly. This will reduce congestion on the apron, with itinerant helicopters having dedicated parking areas; a safer loading site for cargo and baggage, directly from the car parking area.
78. Still awaiting confirmation of who will operate the Tauck Tours aircraft after January 2019. This is causing some level of frustration, as staff training will need to be carried out with the new operator. Ongoing discussions with Tauck are continuing to get a firm plan for next year. They have confirmed that they are still operating into the Te Anau Airport Manapouri, with further additional flights planned for the next few years.

Forestry (IFS)

79. With the annual harvest program now completed, all income has been received. A total of 30,000 tonnes was harvested from the Waikaia Forest. The remainder of the year concentrates on tending, establishment and maintenance operations. Financial results are well above budget.

Strategic Water and Waste

Te Anau Wastewater Discharge Project

80. Following Council resolutions from the 23 October 2018 meeting, when it was resolved to proceed with a sub-surface drip irrigation as disposal route, staff have been progressing work on a number of fronts including development of resource consents for the sub-surface drip irrigation field, as well as advancing towards a detailed design. Staff have also met with Environment Southland consenting staff, to develop a strategy to allow early lodgement of the application. In addition a Registration of Interest process has been run for the pipeline element of the project, with tenders to be evaluated week commencing 26 November. It is anticipated that four contractors will be invited to submit a tender to undertake the work.

Operations and Community Services

Tourism Infrastructure Funding

81. Staff involved in the Tourism Infrastructure Funding process, attended a presentation from representatives of Ministry of Business, Innovation and Employment and Local Government New Zealand. They provided feedback on the applications that had been received in the previous rounds of funding. Following the first two rounds, they have reviewed the application process based on feedback from local authorities and took the opportunity to update councils on the changes that they have implemented. The two key points from the presentation were:
- they have reduced the \$100,000 threshold to \$25,000
 - applications dates have been fixed to the 1 March and the 1 August
82. Following on from this meeting a team will be meeting to identify and prioritise projects in preparation for the 1 March application date.

Customer Delivery

Libraries

83. We currently have 5344 active library users in the District as at 3 December 2018 (this is defined as having used their library card in library or online in the last 12 months).
84. The table below shows the number of individuals checking out items from a branch library each month.

LIBRARY NAME	OCTOBER	NOVEMBER
Book Bus	321	397
Lumsden	94	82
Otautau	103	84
Riverton	196	182
Stewart Island	54	39
Te Anau	417	368

Winton	624	595
Wyndham	60	63

85. Use of the PressReader application is below.

MONTH	ISSUES DOWNLOADED	ARTICLES READ
October	5291	24396
November	4200	11028

86. 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/>.

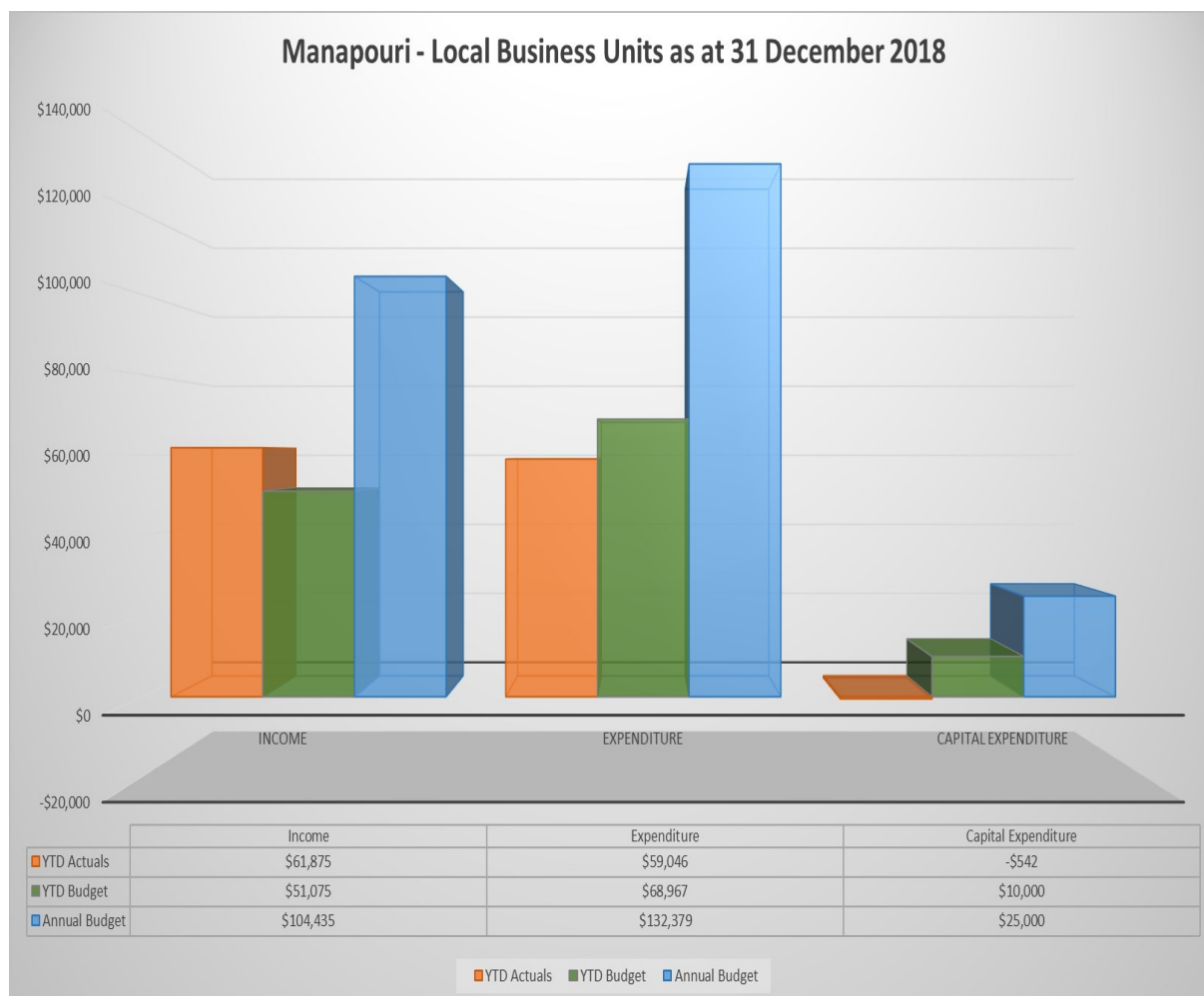
Knowledge Management

87. Over the past two months the team have continued to work with teams throughout Council supporting the change to the digitisation of our property files. Changes have created efficiencies for teams in that they can now access information from their desks as opposed to the having to come in, find the file, take it away to review and then return for filing. It also allows for multiple people to access the files at one time.
88. For the public to view property files, we maintain a request service via the Customer Support team and files are emailed to the requestor. From the 1st October until 30th November 2018 we received 227 property file requests from the public.

Finance

89. The key variances at this time relate to the operating costs business unit. The additional income is due to the initial community project funding from DOC for the Darwins Barberry Control Project. The additional expenditure in that business unit is due to the purchase order that has been raised for the grant by the Manapouri CDA toward the Fiordland Trails Trust track maintenance – it will be recoded to the grants business unit code.

Manapouri Community Development Area Subcommittee
12 February 2019



Manapouri - Business Units as at 31 December 2018											
BU Code	Business Unit	Income			Expenses			Capital			Budget Full Year
		Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	
24700	Administration - Manapouri	\$1,453	\$1,455	\$4,561	\$1,416	\$1,455	\$2,910				
24702	Operating Costs - Manapouri	\$16,400	\$5,450	\$10,900	\$14,606	\$6,733	\$13,466				
24707	Street Works - Manapouri	\$3,631	\$3,644	\$7,287	\$815	\$1,868	\$3,736	-\$542	\$10,000		
24711	Refuse Collection - Manapouri	\$7,175	\$7,200	\$14,400	\$6,000	\$7,200	\$14,400				
24713	Stormwater Drainage - Manapouri	\$6,792	\$6,816	\$13,632	\$3,172	\$7,365	\$13,632				
24728	Beautification - Manapouri	\$4,872	\$4,889	\$9,778	\$5,614	\$6,139	\$12,278				\$25,000
24732	Fraser's Beach	\$8,170	\$8,183	\$16,366	\$15,085	\$24,404	\$48,734				
24733	Village Green	\$2,528	\$2,537	\$5,073	\$1,901	\$2,537	\$5,073				
24734	Swimming Pool Area - Manapouri	\$2,469	\$2,478	\$5,558	\$1,766	\$1,928	\$2,811				
24735	Cathedral Drive	\$2,556	\$2,565	\$5,130	\$2,048	\$2,565	\$5,130				
24750	Hall - Manapouri	\$5,827	\$5,859	\$11,750	\$6,625	\$6,774	\$10,209				
Total		\$61,875	\$51,075	\$104,435	\$59,046	\$68,967	\$132,379	-\$542	\$10,000		\$25,000

Reserve Balances

Manapouri	Opening Balance	Current Budget	Forecast Budget	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029
Community Centre													
Reserve													
Manapouri Hall - RES	15,186	16,727	16,727	18,134	19,317	20,315	21,161	21,754	22,128	22,269	22,269	22,269	22,269
Total Community Centre Reserve	15,186	16,727	16,727	18,134	19,317	20,315	21,161	21,754	22,128	22,269	22,269	22,269	22,269
Total Community Centre Balance	15,186	16,727	16,727	18,134	19,317	20,315	21,161	21,754	22,128	22,269	22,269	22,269	22,269
Local													
Reserve													
Manapouri Fraser's Beach - RES	35,425	35,425	5,425	5,425	5,425	5,425	5,425	5,425	5,425	5,425	5,425	5,425	5,425
Manapouri General Reserve - RE	82,465	61,550	24,050	36,495	49,229	39,214	51,783	64,626	77,742	91,130	104,695	118,274	127,306
Manapouri Swimming Pool Area -	17,659	20,661	20,661	23,762	26,965	30,274	33,692	37,222	40,868	42,195	43,565	44,980	44,980
Total Local Reserve	135,550	117,636	50,136	65,682	81,619	74,913	90,900	107,273	124,035	138,750	153,685	168,679	177,711
Total Local Balance	135,550	117,636	50,136	65,682	81,619	74,913	90,900	107,273	124,035	138,750	153,685	168,679	177,711
Total Manapouri Reserve Balance	150,735	134,363	66,863	83,816	100,936	95,228	112,061	129,027	146,163	161,019	175,954	190,948	199,980

Recommendation

That the Manapouri Community Development Area Subcommittee:

- a) Receives the report titled “Council Report” dated 7 February 2019.**

Attachments

There are no attachments for this report.