



Notice is hereby given that an Ordinary Meeting of Southland District Mararoa Waimea Ward Committee will be held on:

**Date:** **Wednesday, 10 April 2019**  
**Time:** **1.30pm**  
**Meeting Room:** **Committee Room**  
**Venue:** **First Floor, Southland District Council**  
**15 Forth Street, Invercargill**

---

## **Mararoa Waimea Ward Committee Agenda**

### **OPEN**

---

#### **MEMBERSHIP**

<b>Chair</b>	Mayor Gary Tong
<b>Councillors</b>	Brian Dillon
	John Douglas
	Ebel Kremer

#### **IN ATTENDANCE**

Contact Telephone: 0800 732 732  
Postal Address: PO Box 903, Invercargill 9840  
Email: [emailsdc@southlanddc.govt.nz](mailto:emailsdc@southlanddc.govt.nz)  
Website: [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)

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

---

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



---

**TABLE OF CONTENTS**

<b>ITEM</b>	<b>PAGE</b>
-------------	-------------

**PROCEDURAL**

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

**REPORTS**

<b>7.1</b>	<b>Financial Report to Mararoa Waimea Ward for the period ending 28 February 2019</b>	<b>13</b>
------------	---	-----------

---

**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](http://www.southlanddc.govt.nz) or phoning 0800 732 732.

**5 Extraordinary/Urgent Items**

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

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

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

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

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

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

**6 Confirmation of Minutes**

6.1 Meeting minutes of Mararoa Waimea Ward Committee, 01 November 2018

6.2 Meeting minutes of Extraordinary Mararoa Waimea Ward Committee, 18 December 2018



---

## Mararoa Waimea Ward Committee

### OPEN MINUTES

---

---

Minutes of a meeting of Mararoa Waimea Ward Committee held in the Council Chamber, 15 Forth Street, Invercargill on Thursday, 1 November 2018 at 9.04am.

---

#### PRESENT

<b>Chair</b>	Mayor Gary Tong
<b>Councillors</b>	Brian Dillon
	Ebel Kremer

#### APOLOGIES

John Douglas

#### IN ATTENDANCE

<b>Group Manager, Environmental Services</b>	Bruce Halligan
<b>Chief Financial Officer</b>	Anne Robson
<b>Committee Advisor</b>	Alyson Hamilton

---

**1 Apologies**

There was an apology from Councillor Douglas.

Moved Cr Kremer, seconded Cr Dillon and **resolved:**

**That the Mararoa Waimea Ward Committee accept the apology.**

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

There was no public forum.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Cr Dillon, seconded Cr Kremer **and resolved:**

**That the Mararoa Waimea Ward Committee confirms the minutes of the meeting held on 18 October 2017 as a true and correct record of that meeting.**

**Reports**

**7.1 Financial Report to Mararoa Waimea Ward for the year ended 30 June 2018**

**Record No: R/18/10/23876**

Graduate Accountant, Kate Westenra was in attendance for this item.

Miss Westenra advised the purpose of the report was to advise the Committee of the year ended 30 June 2018 results for the Mararoa Waimea Ward.

### Resolution

Moved Cr Kremer, seconded Mayor Tong **and resolved:**

**That the Mararoa Waimea Ward Committee:**

- a) **Receives the report titled “Financial Report to Mararoa Waimea Ward for the year ended 30 June 2018” dated 25 October 2018.**

## 7.2 Direction-setting for Annual Plan 2019/2020

**Record No: R/18/10/24433**

Corporate Performance Lead, Chantelle Subritzky and Graduate Accountant, Kate Westenra were in attendance for this item.

Miss Subritzky advised the purpose of the report was to confirm the direction determined for the 2nd year of the 2018-2028 Long Term Plan and provides an overview of the Forecasted projects for the Mararoa Waimea Ward in 2019/2020.

### Resolution

Moved Cr Kremer, seconded Cr Dillon **and resolved:**

**That the Mararoa Waimea Ward Committee:**

- a) **Receives the report titled “Direction-setting for Annual Plan 2019/2020” dated 25 October 2018.**
- b) **Determines that this matter or decision be recognised not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Approves variations in the Mararoa Waimea Ward budgets from year two of the Long Term Plan.**
- e) **Agrees that the budgets for the year commencing 1 July 2019 be adopted for inclusion in the Council’s Draft 2019/2020 Annual Plan as included in the report as appendices 1 to 3.**
- f) **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.**

<b>Rate Description</b>	<b>Rate (GST Incl)</b>
Mararoa Waimea Ward Rate	\$103,621

- 
- g) Approves \$1,000 from Councillor Kremer's allocation of \$5,000 for a remembrance seat at Manapouri.**

The meeting concluded at 9.51am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE MARAROA WAIMEA WARD  
COMMITTEE HELD ON THURSDAY 1 NOVEMBER  
2018.

**DATE:**.....

**CHAIRPERSON:**.....





---

# Extraordinary Mararoa Waimea Ward Committee

## OPEN MINUTES

---

---

Minutes of a meeting of Extraordinary Mararoa Waimea Ward Committee held in the Committee Room, 15 Forth Street, Invercargill on Tuesday, 18 December 2018 at 8.50pm.

---

### PRESENT

**Chair** Councillor Brian Dillon  
Councillor John Douglas  
Councillor Ebel Kremer

### APOLOGIES

Mayor Gary Tong

### IN ATTENDANCE

**Management Accountant** Susan McNamara  
**Committee Advisor** Alyson Hamilton

---

**Appointment of Chairperson**

Moved Cr Kremer, seconded Cr Douglas and **resolved:**

**That the Mararoa Waimea Ward Committee appoint Councillor Dillon as Chairperson for this meeting.**

**1 Apologies**

There was an apology from Mayor Gary Tong.

Moved Cr Kremer, seconded Cr Douglas and **resolved:**

**That the Mararoa Waimea Ward Committee accept the apology.**

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

There was no public forum.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Cr Kremer, seconded Cr Dillon **and resolved:**

**That the Mararoa Waimea Ward Committee confirms the minutes of the meeting held on 1 November 2018 as true and correct record of that meeting.**

**Reports**

## 6.1 Application for funding for two Community talks by Dr Tom Mulholland

**Record No: R/18/12/27935**

People and Capability Manager, Janet Ellis and Management Accountant, Susan McNamara were in attendance for this item.

Mrs Ellis advised that the purpose of the report is to seek approval from the Mararoa Waimea Ward Committee for a contribution of \$2,500 for the costs of the Community talks by Dr Tom Mulholland on Healthy Thinking, depression and anxiety in Te Anau on 11 December 2018.

### Resolution

Moved Cr Kremer, seconded Cr Douglas **recommendations a to c, d with changes (as indicated with a ~~strike through~~ and underline) and resolved:**

**That the Mararoa Waimea Ward Committee:**

- a) **Receives the report titled "Application for funding for two Community talks by Dr Tom Mulholland" dated 10 December 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 ~~a contribution of \$2,500 to the costs~~ unbudgeted expenditure of \$2,500 (excl GST) for the Community events by Dr Tom Mulholland in Te Anau on 12 December 2018 from the Mararoa Waimea Ward reserve to be funded from Councillor Kremer's share of the general projects budget 2018/2019.**

The meeting concluded at 8.58am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE MARAROA WAIMEA WARD  
COMMITTEE HELD ON TUESDAY 18 DECEMBER 2018.

**DATE:**.....

**CHAIRPERSON:**.....



# Financial Report to Mararoa Waimea Ward for the period ending 28 February 2019

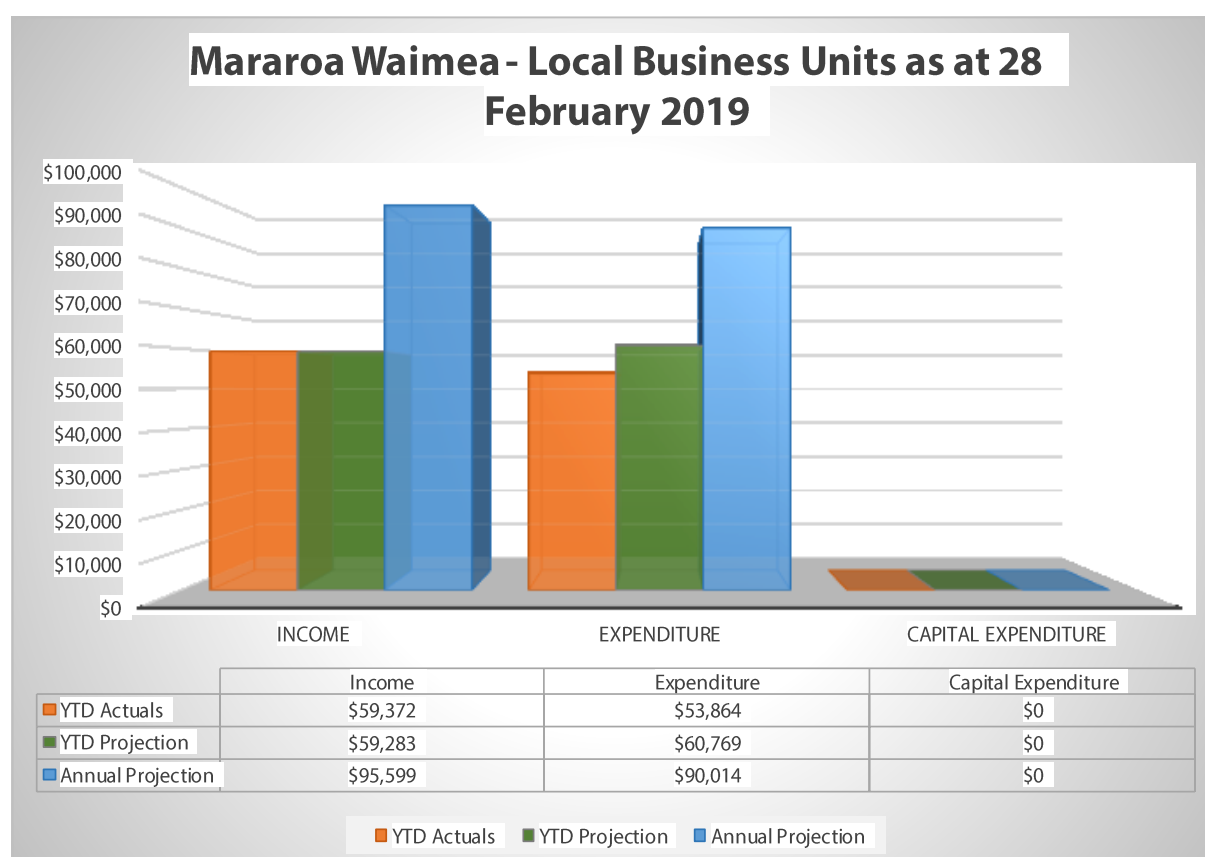
Record No: R/19/3/4675

Author: Kate Westenra, Graduate Accountant

Approved by: Anne Robson, Chief Financial Officer

☐ Decision☐ Recommendation☒ Information

## Ward financial performance for the year



- 1 The graph above shows what has actually happened (YTD Actuals), what was expected to occur to date (YTD Projection) and then what is expected to occur by year end (Annual Projection) for each of the Income, Expenditure, and Capital Expenditure categories.
- 2 The 'Projection' totals include any approved forecast adjustments. Forecast adjustments show the effect of unbudgeted expenditure, projects that have been put on hold or deferred to future years and expected changes to income and operating expenditure over the year.
- 3 Any significant variances between the 'Actual' and 'YTD Projection' totals are explained below. The details are provided in the attached report.

## **Significant Variances to the Annual Budget**

### Income

- 4 Overall income is as projected YTD.

### Expenditure

- 5 Overall expenditure is \$6,905 under projection as follows:
- 6 A grant of \$2,500 was approved to assist in funding the Dr Tom Mulholland event that was held in Te Anau. This grant was allocated from the \$10,000 general projects budget. \$7,500 still remains available from the general projects budget.
- 7 Street Litter Bin costs for Jollies Hill rubbish removal is \$995 against zero budget. Previous years these costs have been included in the General Projects budget.

### Capital Expenditure

- 8 The minor road improvements project of \$100,000 was carried forward from the 2017/18 year and then was approved by Council in December 2018 to be deferred to the 2019/2020 financial year.

## **Financial Considerations**

### Development and Financial Contributions

- 9 Contributions are collected to fund community growth projects. The use of these funds are considered by Council staff when projects are in the planning stage. Certain policy and legislative requirements must be met before these contributions can be applied to projects.
- 10 The total balance of Development and Financial contributions for your community as at 28 February 2019 is in the table below.

<b>Ward</b>	<b>Parks</b>
Te Anau	\$1,568
Waikaia	\$762
Mararoa Waimea	\$7,429

Reserves

- 11 The projected reserve balance below includes the budgeted interest income which is allocated to the reserve accounts at year end plus any approved forecast adjustments.

**Mararoa Waimea Ward**  
**Schedule of Reserve Balance**

	<b>Opening Balance 1-Jul-18</b>	<b>LTP Budget 30-Jun-19</b>	<b>Projected Balance 30-Jun-19</b>
<b>Local</b>			
<b>Operating Account</b>			
<b>Mararoa/Waimea Ward</b>	281,649	284,323	284,323
<b>Total Maraora Waimea Ward Reserves</b>	<u>281,649</u>	<u>284,323</u>	<u>284,323</u>

**Recommendation**

**That the Mararoa Waimea Ward Committee:**

- a) **Receives the report titled “Financial Report to Mararoa Waimea Ward for the period ending 28 February 2019” dated 3 April 2019.**

**Attachments**

- A Mararoa Waimea Ward management report for the period ended 28 February 2019 [↓](#)

**Mararoa Waimea - Financial Report**

For the Period Ended February 2019

2018/2019 Financial Year

**25000 Administration - MararoaWaimea**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
Income					
(65,530.75)	25000.11171	Rates - Collected	(43,693.23)	(43,687.17)	100.01%
(6,674.00)	25000.19151	Internal - Interest on Reserve	0.00	0.00	0.00%
(107.00)	25000.19171	Internal Rates Income	(59.15)	(107.00)	55.28%
107.00	25000.19175	Internal Rates offset	0.00	107.00	0.00%
<b>(72,204.75)</b>			<b>(43,752.38)</b>	<b>(43,687.17)</b>	<b>100.15%</b>
Expenditure					
62,315.00	25000.43113	Contrib - Township	41,543.28	41,543.33	100.00%
3,216.00	25000.43115	Contrib - Other	2,143.84	2,144.00	99.99%
<b>65,531.00</b>			<b>43,687.12</b>	<b>43,687.33</b>	<b>100.00%</b>
<b>(6,673.75)</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>(65.26)</b>	<b>0.17</b>	
Capital Movements					
6,673.75	25000.89196	To- Mararoa Waimea	0.00	4,449.17	0.00%
<b>6,673.75</b>			<b>0.00</b>	<b>4,449.17</b>	<b>0.00%</b>
<b>0.00</b>			<b>(65.26)</b>	<b>4,449.33</b>	

**25002 Operating Costs - MararoaWaime**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
<b>Income</b>					
(19,573.00)	25002.11171	Rates - Collected	(13,050.45)	(13,048.67)	100.01%
(22.00)	25002.19171	Internal Rates Income	(17.67)	(22.00)	80.32%
22.00	25002.19175	Internal Rates offset	0.00	22.00	0.00%
<b>(19,573.00)</b>			<b>(13,068.12)</b>	<b>(13,048.67)</b>	<b>100.15%</b>
<b>Expenditure</b>					
210.00	25002.31527	Mowing	0.00	140.00	0.00%
338.00	25002.31528	Rates	394.78	225.33	175.20%
0.00	25002.31538	Street Litter Bins	995.48	0.00	0.00%
15,000.00	25002.31542	General Projects	0.00	10,000.00	0.00%
1,089.00	25002.41118	Depn - Improvement	726.00	726.00	100.00%
1,747.00	25002.43311	Internal - Building Rent	1,164.32	1,164.67	99.97%
2,278.00	25002.43366	Internal Rates expense	2,523.42	2,278.00	110.77%
0.00	25002.43381	Internal - Grant Expense	2,500.00	0.00	0.00%
<b>20,662.00</b>			<b>8,304.00</b>	<b>14,534.00</b>	<b>57.13%</b>
<b>1,089.00</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>(4,764.12)</b>	<b>1,485.33</b>	
<b>Capital Movements</b>					
100,000.00	25002.65541	Sealed Roads - Acq LOS	0.00	66,666.67	0.00%
(100,000.00)	25002.89197	Ex - Mararoa Waimea	0.00	(66,666.67)	0.00%
(1,089.00)	25002.99511	Add Back Non Cash Depn	(726.00)	(726.00)	100.00%
<b>(1,089.00)</b>			<b>(726.00)</b>	<b>(726.00)</b>	<b>100.00%</b>
<b>0.00</b>			<b>(5,490.12)</b>	<b>759.33</b>	

**25032 Recreation Reserve - Mararoa W**



**25032 Recreation Reserve - Mararoa W**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
		<b>Income</b>			
(3,821.00)	25032.11171	Rates - Collected	(2,547.68)	(2,547.33)	100.01%
(4.00)	25032.19171	Internal Rates Income	(3.45)	(4.00)	86.25%
4.00	25032.19175	Internal Rates offset	0.00	4.00	0.00%
<b>(3,821.00)</b>			<b>(2,551.13)</b>	<b>(2,547.33)</b>	<b>100.15%</b>
		<b>Expenditure</b>			
1,718.00	25032.31527	Mowing	844.83	1,145.33	73.76%
2,103.00	25032.35214	Maint - General	1,028.54	1,402.00	73.36%
<b>3,821.00</b>			<b>1,873.37</b>	<b>2,547.33</b>	<b>73.54%</b>
<b>0.00</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>(677.76)</b>	<b>0.00</b>	
		<b>Capital Movements</b>			
<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>0.00</b>			<b>(677.76)</b>	<b>0.00</b>	