



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

**Date:** Thursday, 16 May 2019  
**Time:** 6pm  
**Meeting Room:** Browns Community Centre  
**Venue:** 27 Limeworks Road, Browns

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## **Browns Community Development Area Subcommittee Agenda OPEN**

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### **MEMBERSHIP**

<b>Chairperson</b>	Ralph Hamilton
<b>Deputy Chairperson</b>	Simon Kane
<b>Members</b>	Fred Allen
	Simon Gilbert
	Raewyn Spencer
	Councillor Darren Frazer

### **IN ATTENDANCE**

<b>Committee Advisor</b>	Alyson Hamilton
<b>Community Partnership Leader</b>	Karen Purdue

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

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



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

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

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

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

Community Development Area Subcommittees will provide leadership by:

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

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

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

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

### **Engagement and representation**

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

### **Financial**

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

### **Rentals and leases**

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

### **Local assets and facilities**

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

**Assets and Facilities**

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

**Rentals and leases**

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

**Contracts/Tenders**

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

**Financial**

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

**Local Policy**

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

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

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

**ITEM** **PAGE**

**PROCEDURAL**

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

**REPORTS**

<b>7.1</b>	<b>Council Report</b>	<b>11</b>
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**UPDATES**

**8.1 Chairperson's Report**

Chairperson Hamilton, to report on activities with which he has been involved since the Subcommittee's last meeting.

**8.2 Councillor's Report**

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

**8.3 Next Meeting Date**

The next meeting of the subcommittee is scheduled Thursday, 29 August 2019.

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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**

Subcommittee 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 Browns Community Development Area Subcommittee, 14 March 2019



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# Browns Community Development Area Subcommittee

UNCONFIRMED

## OPEN MINUTES

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Minutes of a meeting of Browns Community Development Area Subcommittee held in the Browns Community Centre, 27 Limeworks Road, Browns on Thursday, 14 March 2019 at 6.16pm.

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### PRESENT

**Chairperson**  
**Members**

Ralph Hamilton  
Simon Gilbert  
Raewyn Spencer  
Councillor Darren Frazer

### APOLOGIES

Simon Kane  
Fred Allen

### IN ATTENDANCE

**Committee Advisor**  
**Community Partnership Leader**

Alyson Hamilton  
Karen Purdue

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**1 Apologies**

There were apologies from Simon Kane and Fred Allen.

Moved member Gilbert, seconded member Spencer and **resolved:**

**That the Browns Community Development Area Subcommittee accept the apologies.**

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

There was no public forum.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Cr Frazer, seconded member Spencer **and resolved:**

**That the minutes of Browns Community Development Area Subcommittee meeting held on 15 November 2018 be confirmed as a true and correct record of that meeting.**

**Reports**

**7.1 Council Report**

**Record No: R/19/2/3698**

Community Partnership Leader, Karen Purdue presented the report.

Mrs Purdue highlighted various issues of interest including;

- Tourism Strategy and Visitor Levy
- 3 Waters Review

- Stewart Island/Rakiura Sustainability review
- Southland Regional Development Agency
- Ministry of Civil Defence and Emergency Management
- Representation Review and Community Governance Project

### **Resolution**

Moved member Gilbert, seconded Chairperson Hamilton **and resolved:**

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

- a) **Receives the report titled "Council Report" dated 4 March 2019.**

## **Updates**

### **8.1 Chairperson's Report**

Chairperson Hamilton reported on activities with which he has been involved since the Subcommittee's last meeting. This included the following:

- advice of successful annual Browns Sports Day
- expression of disappointment at standard of cleaning of the pavilion prior to the sports day
- advice of replacement of the light at the Browns Rugby grounds undertaken prior to the sports day
- concern at closure of two local businesses in Browns

Email from Ms Hannah Forbes tendering her resignation from the Thornbury Community Development Area subcommittee effective immediately.

Mrs Hamilton advised the subcommittee are required to consider and decide on the filling of the extraordinary vacancy on the subcommittee created by the resignation of Ms Hannah Forbes.

Following discussion Members agreed that the subcommittee remain at 5 locally elected representatives for the remainder of the 2016/2019 term.

### **Resolution**

Moved Chairperson Hamilton, seconded Cr Frazer **and resolved:**

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

- a) **Accepts the resignation from Hannah Forbes effective immediately and agrees that the Browns Community Development Area Subcommittee remain at 5 locally elected representatives for the remainder of the 2016/2019 term.**

### **8.2 Councillor's Report**

Councillor Frazer reported on issues from the Council table which included:

- advice of results of Local Government Commission Determination of representation arrangements to apply for the election of the Southland District Council to be held on 12 October 2019.

The meeting concluded at 7.10pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE BROWNS COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON THURSDAY, 14 MARCH 2019.

**DATE:**.....

**CHAIRPERSON:**.....

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## **Council Report**

**Record No:** R/19/4/7545  
**Author:** Karen Purdue, Community Partnership Leader  
**Approved by:** Rex Capil, Group Manager Community and Futures

Decision  Recommendation  Information

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## **Chief Executive**

### **3 Waters**

1. As part of its 3 waters review process the Department of Internal Affairs are facilitating a series of workshops to discuss their thinking around a new regulatory regime, including new national standards, for drinking water, stormwater and wastewater systems.
2. As part of this work there has been some discussion about the potential for responsibility for what are currently privately owned and operated drinking water supplies (ie those which supply more than a stand-alone household) to become a local government responsibility. Across NZ there are currently some 800,000 people who receive their drinking water from unregulated private suppliers.
3. Any suggestion that currently owned private water supplies should become a local authority responsibility raises a number of issues including those relating to how the cost of funding the upgrading and operation of such schemes might be funded. This issue is being actively monitored at a national level along with the other issues of concern. Staff will keep Council advised of any further developments.

### **Climate Change**

4. As part of its work on climate change Local Government NZ commissioned Jack Hodder QC to provide comment on the range of legal risks that local authorities might face arising from the impacts of climate change on local communities.
5. While there has been some case law in relation to a local authorities approval of development in at risk areas the picture has been less clear in relation to the extent to which local authorities have a responsibility to take proactive adaptation measures. Given the increasing risk profile and extent of exposure that communities face around NZ this issue will gain increasing prominence in communities affected by an increasing number of natural hazard events.
6. In summary Mr Hodder concludes that there are increasing climate change litigation risks for the sector. The main points that he makes are:
  - there are an increasing number of climate change cases being litigated around the world
  - groups and individuals are getting more and more creative with bringing claims – unless central government steps in, the judiciary will likely play a greater role in developing legal rules in this area

- current local government litigation risk mostly relates to decisions to limit development (short-term judicial review). In the future it seems likely to extend to the consequences of allowing development and failing to implement adaptation measures
  - there have not yet been any large damages claims in relation to failure to implement adaptation measures in New Zealand. However, it may be only a matter of time
  - in the face of such risks, with impact on most parts of New Zealand, the idea of national standards and solutions, and appropriate legislation, seems obvious.
7. The findings from Mr Hodder’s work have important implications for our work as a local authority. In our capacity as a regulatory authority approving, for example, resource and building consents, we need to ensure that we take a cautious approach in considering whether to approve new development where there are potential risks.
8. It will also flow into our work as an infrastructure provider. The extent to which Council has had regard to increased intensity and frequency of heavy rainfall events in developing and maintaining its stormwater infrastructure, for example, will become increasingly important.
9. The advice also raises the question as to whether Council needs to have a more proactive adaptation programme in place in a number of our communities that already face natural hazard issues, such as coastal erosion and flooding that will only increase in intensity with climate change.
10. A report recently released by the Organisation for Economic Cooperation and Development (OECD) notes that in most OECD countries central government provides an over-arching policy framework within which local authorities are expected to manage the impacts of sea level rise. As such it creates a strong argument for a stronger policy framework to be developed within New Zealand. A summary of the OECD work is available at [www.oecd.org/environment/cc/policy-highlights-responding-to-rising-seas.pdf](http://www.oecd.org/environment/cc/policy-highlights-responding-to-rising-seas.pdf)

## **Representation Review**

11. The Local Government Commission released its decision on the appeals against Council’s final representation proposal in early March.
12. In its decision the commission has:
- endorsed the five ward structure for the election of councillors. In doing so they have ‘tweaked’ the ward boundaries that Council had proposed to move Dipton back into the Oreti (currently Winton Wallacetown) ward. They have also extended the Waihopai-Toetoe ward so that it now matches the enlarged Waihopai-Toetoe Community Board boundaries that had been proposed by Council. These changes are a logical amendment to the proposal that was released by Council
  - endorsed the establishment of nine community boards covering the whole of the district. In doing so the commission have also moved to establish three sub-divisions in the Oreti and Northern Community Board areas. The creation of a sub-division, has the same practical effect as wards for the election of councillors and means that the community board members will be elected from within those subdivisions. The three subdivisions for the Northern ward are Parawa-Fairlight, West Dome and Mid-Dome covering the Mossburn

and Lumsden areas respectively. The Oreti Community Board sub-divisions are Hokonui (Dipton area), Midland (Winton and surrounds) and Makarewa (Wallacetown and Makarewa).

13. In their decision the commission noted Council's desire to have district-wide coverage by community boards. They also noted the added value and greater flexibility that local community group structures can bring, as compared with the current CDA subcommittee approach, to support the work of the new boards and Council itself.
14. The release of this decision provides certainty as to the representation arrangements that will apply from the October 2019 elections. This will allow staff to progress the work needed to finalise the elections process and subsequent elected member induction process.
15. Alongside of the representation review process staff have an Organisational Service Delivery Review project underway which has been looking at the changes that should be put in place to support the new community board structure.

### **Southland Regional Development Agency**

16. The Board of Directors for the new Southland Regional Development Agency (SRDA) was publicly announced on 22 March.
17. The board is to be chaired by Ian Collier who has a background in the tourism sector having worked for Air New Zealand. The other members of the board are Dean Addie (Southland), Sarah Brown (Southland), Lucy Griffiths (Wairarapa), Maria Pera (Southland) and Joc O'Donnell (Southland).
18. The Mayoral Forum have approved the letter of expectation that sets out the funding and ownership expectations that the shareholders have for the board. It will be used to inform development of a draft Statement of Intent that will need to be formally approved by the shareholders prior to 30 June.

### **Health and Disability System Review**

19. In August 2018 the government established an independent review of the current health and disability system. The review panel is being led by Heather Simpson.
20. The focus of the review is on identifying changes which will improve the equity of outcomes. They are also charged with looking to the future to ensure that the system is able to meet the technological, demographic, workforce and other challenges that will confront the system over the coming years.
21. The panel has been seeking input from the public and those actively involved in the health and disability sector. An online process is available for those wanting to submit their views is available at the following website [www.systemreview.health.govt.nz/overview/give-us-your-views/](http://www.systemreview.health.govt.nz/overview/give-us-your-views/)
22. The review panel is due to produce an interim report in August 2019 with a final report due in March 2020.

## **Bella Vista Development**

23. Bella Vista is a residential subdivision development in Tauranga.
24. In April 2018 Tauranga City Council issued dangerous and/or affected building notices for all 21 homes in the Bella Vista development, and required immediate evacuation of the homes, following serious concerns about their safety and their compliance with the Building Code. In June 2018 the city council voted to purchase all the properties from the homeowners, and agreed a settlement with them in November 2018. The city council is now in the process of repairing, removing, demolishing or remediating the affected houses.
25. The Ministry for Business Innovation and Employment (MBIE) have recently completed a review of the Tauranga City Council building control processes and the way in which the Bella Vista development was managed by the council. Key findings from the review include:
- that council did not follow its normal processes and procedures in relation to the Bella Vista development and thereby lost the benefit of the inherent safeguards, checks and oversight provided by those processes
  - senior management intervened in and subverted normal council processes. This was, in part, due to undue or inappropriate pressure from the developer
  - the implementation of a single or main point of contact at the council for the development meant that the escalation of concerns about the Bella Vista development did not occur as it should
  - council did not enter conditions on building consents or follow through on the need for third-party verification of compliance. For instance, where engineers were to carry out on-site inspections on elements of specific engineered design
  - council did not manage departures from building consents in accordance with the proper procedure once work was underway
  - council allowed building work to go ahead after earlier failed inspections had not been fully resolved, and it did not require building work to stop when critical documents such as 'producer statements' for third-party inspections were not provided
  - council did not utilise the enforcement powers granted to it by the Building Act to stop or require remediation of non-compliant building work when this was observed
  - council did not maintain proper records of its decisions and the reasons for decisions.
26. One of the lessons emerging from this case, which is applicable to all local authorities, is the importance of ensuring that the required professional standards are met and that the relevant regulatory staff receive an appropriate level of support in this regard. MBIE in their report comment:

Throughout interviews, the consistent view from staff sitting below senior management was that this decision (to appoint a single contact point to interact with the developer) was the most significant reason for the failure in Council functions with respect to the Bella Vista development. This is because it was the point in time when the checks, balances and safeguards provided by normal

processes were set to one side, with practices emerging from the decision which were considered high risk.

27. The decision to appoint a single point of contact was made as part of a meeting between the developer, chief executive and other relevant staff to discuss concerns being raised by the developer about the way in which the Bella Vista development was being managed. As noted in the above quote from the MBIE report, it sent an ‘inappropriate’ signal to staff about the standards that were expected to be met. The financial and other costs flowing from this failure have clearly been very significant for the Tauranga City Council and the affected homeowners.

## **Community and Futures**

### **Strategy and Policy**

#### **Annual Plan 2019/2020**

28. The Local Government Act 2002 requires Council to prepare and adopt an Annual Plan in the second and third years between the development of the Long Term Plan. The purpose of the Annual Plan is to consider and approve any variations to the Long Term Plan for that financial year. Once finalised the direction given for 2019-2020 will be used to set rates for the year beginning 1 July 2019 and deliver any additional projects identified.
29. Consultation on the Annual Plan was not undertaken for this round as there was no significant variance from the Long Term Plan 2018 – 2028. This is aligned with Council’s Significance and Engagement Policy that determines whether an issue is significant and the level of community consultation required.
30. The Annual Plan work programme is currently being finalised and will be considered by the Finance and Audit Committee in May, prior to seeking Council approval in June 2019.

#### **Long Term Plan 2031**

31. In March the first of the Long Term Plan 2031 workshops was held with councillors and Youth Council. The purpose of the workshop was to begin the development of the next strategic framework while considering the current strategic context and trends of the District.
32. The next workshop is scheduled for 21 May 2019 and will examine and discuss the activities that Council undertakes and consider the financial and infrastructure strategies.

#### **Risk Management Framework**

33. Council continues to identify the need to invest in and develop its risk management processes and approach. The objective of the risk management framework is to create a framework to effectively understand, plan for, and mitigate risk across all levels and activities within the organisation that can provide assurance to Council, the Southland District community and stakeholders that critical risks are identified and managed effectively.
34. The framework document was adopted by Council in February 2019, and work has begun to transition from the current quarterly risk update approach to implementing the risk management framework. It is anticipated to be finalised by June 2019.

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

35. Council supports the continuation of research and analysis work to support its decision making in preparation for the Long Term Plan 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, and identify priorities for investing in community future planning.
36. The executive leadership project team comprising of the chief executive, chief financial officer, group manager services and assets, group manager environmental services and group manager community and futures determine prioritisation, and is facilitated by the strategy and policy manager.
37. High level project plans have been developed to help determine what is required to deliver priority projects within the District, and will help inform assumptions leading into the Long Term Plan 2031. Update reports on all work streams will be provided to the Community and Policy Committee between February and June 2019.
38. 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 the 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 grants schemes to support community organisations)
  - technological change impacts on communities and implications for Southland District Council.
39. Much of this work has a long term focus to support future decision making, and will be considered in relation to Council's overall approach over the next 1-5 years.

### **Policy and Bylaw Updates**

40. There are a number of Council bylaws and policies currently being reviewed and updated, and a number of bylaws due for review in the next 12-18 months.

41. The draft delegations manual was presented to the Finance and Audit Committee in March, and will be presented to Council in April 2019 for adoption. Further work on the delegations manual will include work on the terms of reference and delegations for community boards and Council's governance structure for the 2019-2022 term.
42. The review of the Board (TAB) Venue and Gambling Venue Policies has begun, with a report on the draft policy approach discussed at the Community and Policy Committee on 9 April 2019 where it was agreed to proceed with public consultation.
43. Council will also begin to investigate options around abandoned vehicles and unkempt properties that may lead to fire hazards.

## **Governance and Democracy**

### **Community Governance Project**

44. As noted in the last report, work is progressing on arrangements to support the community governance project. This will build upon the information contained in the reference document that Council produced in April 2018.
45. The new representation arrangement does signal a large change for the District with no longer having gaps or grey areas in locally-based decision-making. Community boards will have a much broader focus and Council will work to support the change.

### **Local Authority Elections**

46. The local authority elections will be held in October 2019. They will be conducted by postal vote with election day being Saturday, 12 October 2019. The elections this year will be based on the outcome of the representation review determination noted above. Information will be distributed closer to election date. Elections will be held for the mayor, ward councillors and community board members.
47. Nominations open Friday 19 July and close at 12 noon on Friday 16 August. Voting will begin on Friday 20 September and close at 12 noon on Saturday 12 October. People are encouraged to make sure they are on the electoral roll. There will be information sessions scheduled for intending candidates prior to nominations closing.
48. Further information will be made available on Council's website.

## **Community Partnership Leaders**

### **Community Board Plans**

49. The community partnership leaders are working to finalise the project plan for the delivery of nine community board plans across the District. It is intended that these plans will be developed in conjunction with existing community board and community development area subcommittee members, key stakeholders in the community, youth councillors and the wider public via a variety of different engagement mediums. This process will also inform other important Council work streams such as the development of activity management plans and the 2031 Long Term Plan.

### **Inspiring Communities Workshop**

50. Several staff attended a recent Connections and Collaboration Workshop facilitated by Inspiring Communities. The workshop focused on discussions around community-led development, the community engagement wheel, and asked key questions about why we are trying to connect with our communities. The workshop also looked at stakeholder mapping, why people don't participate, trust, social needs, the working together continuum and different models for collaboration.

### **Stakeholder Engagement**

51. Over the last couple of months the CPLs have met with stakeholders from Internal Affairs, Community Trust South, ILT, ILT Foundation, ICC, GDC, Age Concern, a cyber-safety expert, Sport Southland, Emergency Management Southland, aged care providers, Environment Southland, District Health Board staff, representatives from regional sports organisations, MBIE, Presbyterian Support and Ministry of Education as part of the CPLs role to foster links between Council and the community. These meetings have been used as information gathering exercises to inform key projects and information sharing in order to update our community on activities being undertaken around the District.

### **Welcoming Communities**

52. A cultural toolkit has been developed by Anna Kirkwood and Kate Wilkinson from the Awareness Project (diversity and inclusion specialists)
53. The cultural toolkit contains key practical tips on what needs to be in place to ensure an inclusive approach is adopted to welcome new people to our communities.
54. All four councils have met and the concept discussed with key staff.
55. Funding for the welcoming communities pilot project has had seed funding made available through to December 2019 from central government.

### **Venture Updates**

#### **Southland Story**

56. Following extensive consultation, stage one of the Southland Story project is nearing completion. To date this has involved the consultants from Principals meeting with a wide variety of community representatives to identify what makes Southland unique and using this collated information to create a narrative, values and key messages to be used for the Southland Story.
57. Once these elements have been confirmed work will begin to scope and approve processes for the second and third stages of the project that involve asset development and communication of the story to wider audiences. The Southland Story will form the basis of the region's attraction and retention initiatives, helping to attract people to the region and grow pride for the place we all call home.

#### **Southland Murihiku Destination Strategy**

58. Work is continuing between Stafford Strategy, the consultants commissioned by Venture Southland to develop a destination strategy for the Southland region, and local communities,

businesses, and national parties to develop the Southland Murihiku Destination Strategy for 2019-2029. Once complete the strategy will provide a blueprint for Southland's destination management, assist in ensuring visitors have a quality experience, and provide a framework to achieving the goal of \$1 billion dollars in tourism revenue, in Southland by 2025.

## **Environmental Services**

### **Group Manager Commentary**

#### **EQC Visit**

59. Representatives of the Earthquake Commission visited Southland during March for a combined councils' session hosted by SDC. EQC is the New Zealand Crown entity investing in natural disaster research, education and providing insurance to residential property owners.
60. EQC representatives explained their role and how this has been applied in various situations around New Zealand and spoke about current and future risk issues. This was a very useful session and some good networking contacts with EQC were also established to continue future liaison.

#### **Ministry of Primary Industries Forestry Visit**

61. Council hosted representatives of the Ministry of Primary Industries (MPI) policy team in mid-March to illustrate on the ground the concerns which Council had previously communicated in writing regarding the practical implications of the National Environmental Standard for Production Forestry on Council's roading network.
62. The MPI representatives appreciated the opportunity to view these issues on the ground, and said that these concerns would be factored into future thinking, while obviously not providing any guarantees of future changes.

## **Resource Management**

### **Collaborative Planning Initiatives**

63. Council has teamed up with Environment Southland, Gore District Council and Invercargill City Council to undertake high level region wide assessments on climate change, biodiversity, landscapes and natural character.
64. These reports have been progressing well. It is anticipated that the climate change report will be released to councils and the general public by the middle of 2019. The other reports are still being completed and are unlikely to be released in 2019.

### **Animal Control**

65. A lot of work is going into increasing the number of dog owners who register online. Staff hope to have the new dogs online registration operating by 1 June 2019. Other projects include a communications drive to promote dog owners notifying changes (to ensure online registration goes smoothly for them) and exploring emailing registration forms.

## **Libraries**

66. We have continued to offer the range of programs for library patrons but would love to hear from people not using the library about how we can meet their needs. Please feel free to contact our district library manager, Mark Fraser via email on [mark.fraser@southlanddc.govt.nz](mailto:mark.fraser@southlanddc.govt.nz) or via 0800 732 732.
67. The table below shows the number of individuals checking out items from a branch library each month.

<b>LIBRARY NAME</b>	<b>JANUARY 2019</b>
Bookbus	350
Lumsden	88
Otautau	77
Riverton	180
Stewart Island	49
Te Anau	393
Winton	563
Wyndham	69

68. 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/>

## **Services and Assets Group**

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

69. The first quarter of 2019 has rapidly disappeared and has largely been consumed with the structural changes to the Services and Assets Group and the resultant works programme resourcing. There has been significant focus on the capacity each team has to undertake the works programmes committed to. This focus has been particularly relevant given the 2019/2020 Annual Plan development process. Through this process the team is looking beyond next year to ensure the theme of over commitment and under delivery is not continued.
70. There is still significant effort required to improve the way in which we engage and work with our elected representative structures. This is a learning curve for both our staff and elected representatives. Clarity and communication around our delivery framework and legislative timelines is needed to ensure expectations are clear.
71. 2019 is the year that we need to revisit our Infrastructure Strategy to better understand and guide the strategic context for the activities and services we provide. The strategy is required to ensure we are planning for the future in the work that we undertake today. It is anticipated that this work will need to commence in April/May to ensure completion by the end of the calendar year.

## **Commercial Infrastructure**

### **Forestry (IFS)**

72. Forestry activity for this period has included silvicultural pruning in Gowan Hills and pre-plant land preparation in Ohai and Waikaia forests. Heritage NZ have now approved the

archaeological consent for future works in Waikaia. Financial results are still tracking well above budget.

### **Around the Mountains Cycle Trail**

73. An onsite meeting is to be held with Southroads, Opus and Southland District Council for mark out of the toilets and shelters. The toilets have been delayed but are expected to be shipped prior to April. We are also waiting on a building consent exemption for a shelter at Mavora Lakes.
74. Additional signs have been ordered and received, and will be programmed with other works expected to take place in April. An application has been made to the Maintaining Great Ride Fund for \$100K, this includes funds for water tanks along the trail as well as tables, benches and interpretation panels for stage one. An application for \$50K has been lodged resulting in this work having no impact on Southland District Council as it will be 100% funded.

### **Strategic Transport**

#### **Speed Limit Review**

75. The initial review of the speed limits across the District for local roads has been completed. The transport team have been undertaking discussion with communities where changes are proposed. Feedback to date has been positive and supportive of the proposed changes.
76. This engagement will continue during April, with any relevant feedback incorporated into the proposed changes at which point a report will be presented to Council, with the objective of starting the formal public consultation process needed to formally change the bylaw.

#### **District Wide Renewals Programme**

77. Reseals – All programmed work for the annual District wide road resurfacing program have been completed for the 2018 -2019 season.
78. Pavement Rehabilitation – The Roding Company are making good progress with all sites. The Ohai Clifden Highway and Otapiri Gorge Road sites along with the first section of Otautau Tuatapere Road have all been sealed.
79. The remaining sections of Otautau-Tuatapere Road and Shand Road are on track to be completed by Easter.
80. Footpath renewal – The footpath renewal programme has been finalised with a package of works currently out to tender. Sites have been selected on asset condition along with Long Term Plan budget availability.

#### **Bridges**

81. The annual restricted bridge inspections by Council's structural engineering consultants, Stantec are nearing completion. The outcome of these inspections along with an updated bridge restriction list will be presented to Council at the June meeting.
82. Council staff also met with the New Zealand Transport Agency (NZTA) to raise awareness about Council's concerns with the volume of its ageing bridging network and the availability of funding support that Council could attract from NZTA to support an enhanced renewals

programme. The meeting was positive with NZTA suggesting potential avenues which Council could explore and apply for additional funding and in particular for the critical bridges.

## **Strategic Water and Waste**

### **Land and Water Plan Implementation**

83. Environment Southland released their proposed Land and Water Plan last year.
84. 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.
85. The basis of Council's appeal, is largely around the 'non-complying' activity status on wastewater discharges to water. 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. Evidence in support of the appeals was filed with the Environment Court on 22 March.

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

86. The WasteNet Southland Waste Management Group has rolled over the bond contract for waste collection on the same rates and terms and conditions.
87. WasteNet has also put out a tender for the provision of the recycling acceptance contract. The request for proposal was issued in December, with a number of tenders having been evaluated and requests for clarifications issued.

### **Community Facilities**

88. Work has commenced on the 2018 - 2019 projects, to be completed this financial year. There are a number of projects that have been started, with the remaining projects having been quoted for. Once the quotes have been confirmed and approved, the work will be programmed to commence for those that are under budget.

### **Project Delivery Team**

89. The project delivery team are well underway with the projects from the first allocation from the current list of committed projects from the Long Term Plan and Annual Plan with a value of \$4,650,000. We currently have 33 projects in progress with six projects completed. The balance of our projects are in the consenting or approval stage, it is anticipated these will move to delivery phase within a month. The project delivery team are working with the activity managers to pick further projects from the 2018 - 2019 projects and starting to plan the 2019 - 2020 projects.

### **The Southern Scenic Route**

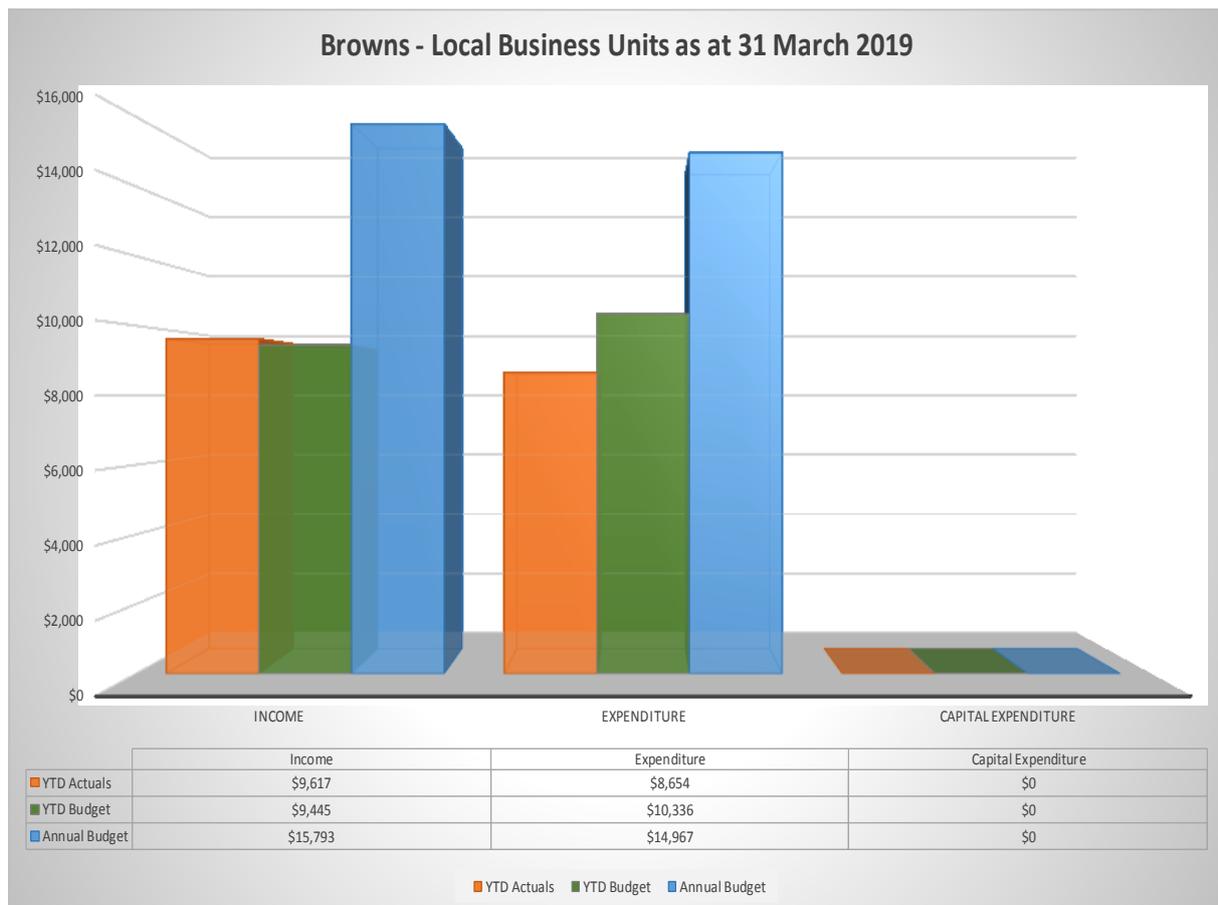
90. The Southern Scenic Route Tourism Infrastructure Fund projects are well underway. The four projects are all in progress, Waikawa, Monkey Island, Clifden Bridge and Te Anau toilets are in the final stage of consenting and the contracts have been awarded.
91. The new facilities have been ordered, the works program will start as we receive the new buildings. The first is due in the last week of April. Now that we have design, consent and

**Browns Community Development Area Subcommittee**  
**16 May 2019**

delivery times set we will be conducting community discussions starting in Tuatapere on 5 April, followed by the other sites.

**Finance**

- 92. Income for the Browns Community Development Area Subcommittee is \$280 over budget, year to date 31 March 2019. This is due to higher than anticipated income for the Brown’s hall.
- 93. Expenditure for the Browns Community Development Area Subcommittee is \$545 under budget, year to date 31 March 2019. This is due to lower than expected costs for resource consents and monitoring in the stormwater drainage business unit and electricity for the hall.
- 94. It should be noted that expenditure was higher than anticipated for material damage insurance and internal maintenance in the Browns hall.
- 95. It is worth noting that the budgets are phased on a monthly basis, and while some budgets appear to be underspent, they are still on track for maintenance schedules that take place periodically throughout the year.



<b>Browns - Business Units as at 31 March 2019</b>											
		Income			Expenses			Capital			
BU Code	Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	
22507	Street Works - Browns	\$935	\$953	\$2,845	\$1,084	\$1,111	\$1,481				
22513	Stormwater Drainage - Browns	\$1,604	\$1,635	\$2,180	\$761	\$1,658	\$2,180				
22528	Beautification - Browns	\$4,773	\$4,867	\$6,489	\$4,750	\$4,867	\$6,489				
22550	Hall - Browns	\$3,594	\$3,171	\$4,279	\$4,354	\$3,858	\$4,817				
<b>Total</b>		<b>\$10,906</b>	<b>\$10,626</b>	<b>\$15,793</b>	<b>\$10,949</b>	<b>\$11,494</b>	<b>\$14,967</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

# Reserve Balances

Local Browns	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
<b>Community Centre</b>													
<i>Operating</i>													
Browns Community Centre- OFR	23	74	74	127	182	238	296	356	418	482	548	616	616
<b>Total Community Centre Operating</b>	<b>23</b>	<b>74</b>	<b>74</b>	<b>127</b>	<b>182</b>	<b>238</b>	<b>296</b>	<b>356</b>	<b>418</b>	<b>482</b>	<b>548</b>	<b>616</b>	<b>616</b>
<b>Total Community Centre Balance</b>	<b>23</b>	<b>74</b>	<b>74</b>	<b>127</b>	<b>182</b>	<b>238</b>	<b>296</b>	<b>356</b>	<b>418</b>	<b>482</b>	<b>548</b>	<b>616</b>	<b>616</b>
<b>Local</b>													
<i>Operating</i>													
Browns General - OFR	48,083	49,657	49,657	43,319	44,988	46,733	48,525	50,376	52,287	54,261	56,300	58,406	58,406
<b>Total Local Operating</b>	<b>48,083</b>	<b>49,657</b>	<b>49,657</b>	<b>43,319</b>	<b>44,988</b>	<b>46,733</b>	<b>48,525</b>	<b>50,376</b>	<b>52,287</b>	<b>54,261</b>	<b>56,300</b>	<b>58,406</b>	<b>58,406</b>
<b>Total Local Balance</b>	<b>48,083</b>	<b>49,657</b>	<b>49,657</b>	<b>43,319</b>	<b>44,988</b>	<b>46,733</b>	<b>48,525</b>	<b>50,376</b>	<b>52,287</b>	<b>54,261</b>	<b>56,300</b>	<b>58,406</b>	<b>58,406</b>
<b>Total Browns Reserve Balance</b>	<b>48,106</b>	<b>49,731</b>	<b>49,731</b>	<b>43,446</b>	<b>45,180</b>	<b>46,971</b>	<b>48,821</b>	<b>50,732</b>	<b>52,705</b>	<b>54,743</b>	<b>56,848</b>	<b>59,022</b>	<b>59,022</b>
<b>Overall Reserve Balance:</b>	<b>48,106</b>	<b>49,731</b>	<b>49,731</b>	<b>43,446</b>	<b>45,180</b>	<b>46,971</b>	<b>48,821</b>	<b>50,732</b>	<b>52,705</b>	<b>54,743</b>	<b>56,848</b>	<b>59,022</b>	<b>59,022</b>

## **Recommendation**

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

- a) **Receives the report titled "Council Report" dated 2 May 2019.**

## **Attachments**

There are no attachments for this report.