



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

Date: Tuesday, 25 June 2019
Time: 7.30pm
Meeting Room: Nightcaps Hall
Venue: 13 Johnston Road, Nightcaps

Nightcaps Community Development Area Subcommittee Agenda OPEN

MEMBERSHIP

Chairperson	Bev Evans
Deputy Chairperson	Wayne Williams
Members	Annette Blackler
	Bill Brown
	Donald Mcleod
	Jamie Shepherd
	Councillor Nick Perham

IN ATTENDANCE

Committee Advisor	Alyson Hamilton
Community Partnership Leader	Kelly Tagg

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

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

Terms of Reference - Community Development Area Subcommittees

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

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

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

Community Development Area Subcommittees will provide leadership by:

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

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

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

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

Engagement and representation

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

Financial

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

Rentals and leases

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

Local assets and facilities

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

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

Assets and Facilities

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

Rentals and leases

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

Contracts/Tenders

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

Financial

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

Local Policy

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

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

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

9.1 Chairperson's Report

Chairperson Evans to report on activities with which she has been involved since the Subcommittee's last meeting.

9.2 Councillor's Report

Councillor Perham 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

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 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 Nightcaps Community Development Area Subcommittee, 12 March 2019



Nightcaps Community Development Area Subcommittee

UNCONFIRMED

OPEN MINUTES

Minutes of a meeting of Nightcaps Community Development Area Subcommittee held in the Nightcaps Hall, 13 Johnston Road, Nightcaps on Tuesday, 12 March 2019 at 6.07pm.

PRESENT

Chairperson
Deputy Chairperson
Members

Bev Evans
Wayne Williams
Annette Blackler
Bill Brown
Donald Mcleod
Councillor Nick Perham arrived @ 6.21pm.

APOLOGIES

Jamie Shepherd

IN ATTENDANCE

Committee Advisor
Community Partnership Leader

Alyson Hamilton
Kelly Tagg

1 Apologies

There was an apology from Jamie Shepherd and an apology for lateness from Cr Perham.

Moved Deputy chairperson Williams, seconded Chairperson Evans and **resolved:**

That the Nightcaps 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 Deputy chairperson Williams, seconded member Blackler **and resolved:**

That the minutes of Nightcaps Community Development Area Subcommittee meeting held on 1 November 2018 be confirmed as a true and correct record of that meeting.

Reports

7.1 Council Report

Record No: R/19/2/3687

Community Partnership Leader, Kelly Tagg presented the report.

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

Mrs Tagg highlighted various issues of interest including:

- Tourism Strategy and Visitor Levy
- 3 waters
- Stewart Island/Rakiura Sustainability review
- Southland Regional Development Agency
- Ministry of Civil Defence and Emergency Management
- Representation Review and Community Governance Project

Cr Perham arrived during discussions at 6.21pm

- Finance
Mrs Tagg updated on the income and expenditure for Nightcaps CDA explaining the variances relating to operating costs, McGregor Park and the Nightcaps Hall.

Resolution

Moved member Mcleod, seconded member Brown **and resolved:**

That the Nightcaps Community Development Area Subcommittee:

- a) **Receives the report titled “Council Report” dated 27 February 2019.**

8.1 Chairperson's Report

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

- advice of successful children's Christmas party 2018
- advice of successful Fireworks night - appreciation to members for their assistance at these events
- disappointment at level of service from mowing contractor - staff have approached contractor
- advice of compliments received from members of the public regarding the information panel being completed at the Wairio cemetery
- suggestion of possible ashes berm to be placed in vacant area at the Wairio Cemetery
- advice of poplar trees removed from McGregor Park, area is looking good
- update on Ohai/Nightcaps Lions Club Dray project including advice of \$10,900 grant from the Lottery Community Fund. It was noted further funding agencies are to be approached for the balance of the project
- update on township notice board with the proposed siting being at the Doctor Woods Memorial park.

Members provided updates on their respective portfolios as follows:

Hall

Member Blackler advised painting of exterior of Hall has been completed and is looking good.

Mines

Member Williams provided an update on Takitimu mine activities.

8.2 Councillor's Report

Councillor Perham reported on matters from the District 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 2019 has been received.
- update on proposed closure of six bridges and the ongoing management strategy of the remaining bridging stock.

The meeting concluded at 7.03pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE NIGHTCAPS COMMUNITY
DEVELOPMENT AREA SUBCOMMITTEE HELD ON
TUESDAY, 12 MARCH 2019.

DATE:.....

CHAIRPERSON:.....

Council Report

Record No: R/19/6/11152
Author: Kelly Tagg, Community Partnership Leader
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

Chief Executive

State of the Environment Report Aotearoa 2019

1. In mid-April the Ministry of the Environment (MFE) released Environment Aotearoa 2019, which is a national state of the environment report released every three years. A copy of the latest report is available on the MFE website (www.mfe.govt.nz/environment-aotearoa-2019).
2. The purpose of the report is to present ‘a diagnosis of the health of the environment’ so that there is a clear understanding of the changes which are occurring in the environment and the reasons for those changes. It does this using a framework that provides an outline of the current state, what has contributed to the changes that have occurred, what the consequences of the changes are and where there are gaps in the knowledge base. The last full report was produced in 2015 and prior to that, and a change in legislation, versions were produced in 2007 and 1997.
3. The report identifies an ongoing decline in the overall state of the environment but identifies the following priority environmental issues as being of greatest concern:
 - our native plants, animals and ecosystems are under threat.
 - changes to the vegetation on our land are degrading the soil and water.
 - urban growth is reducing versatile land and native biodiversity.
 - our waterways are polluted in farming areas.
 - our environment is polluted in urban areas.
 - taking water changes flows which affects our freshwater ecosystems.
 - the way we fish is affecting the health of our ocean environment.
 - New Zealand has high greenhouse gas emissions per person.
 - climate change is already affecting Aotearoa New Zealand.

Freshwater Reform

4. Late last year government announced the “Essential Freshwater” review process to look at changing the way in which freshwater issues are managed. The review process has a strong focus on changes that might be needed to the current regulatory frameworks, and has been split into the following six workstreams:
 - i. at risk catchments
 - ii. amendments to the Freshwater National Policy Statement

- iii. development of a Freshwater National Environmental Standard
 - iv. Resource Management Act amendments
 - v. allocation of freshwater resources which is looking at both the taking of freshwater and controlling the discharge of contaminants
 - vi. development of a future management framework to build on the changes that would be proposed from the above changes.
5. The work being progressed in this area is of significance for Southland and so staff will continue to keep a watching brief on developments under this project. Further information is available on the MFE website (www.mfe.govt.nz/publications/fresh-water/essential-freshwater-healthy-water-fairly-allocated).

Building Reform

6. In early April, MBIE released a discussion paper detailing proposed reforms for the building sector. The changes are to try and address a range of issues ranging from low productivity and inefficient practices and processes, to skills and labour shortages, to poor health and safety.
7. To address these concerns, MBIE have proposed changes in the areas of:
- building products and methods. The changes in this area are intended to clarify the roles and responsibilities for approval of building products and methods, strengthen the product certification regime.
 - occupational regulation, specifically the regimes for licensed building practitioners, engineers, and plumbers, gasfitters and drainlayers are proposed to be changed
 - risk and liability. The changes in this area do not affect local authority responsibilities but do require the introduction of new insurance products to increase protection for home owners.
 - the building levy. It is proposed that the levy be reduced to \$1.50 per \$1000 and that the funds be used by MBIE for improving stewardship of the sector.
 - offences and penalties. It is proposed that there be a strengthening of the offence and penalty regimes.
8. Full details of the changes proposed are outlined in the discussion document which is available on the MBIE website (www.mbie.govt.nz/buildingreform).

National Disaster Resilience Strategy

9. The new National Disaster Resilience Strategy became operative on 10 April. A copy of the strategy is available on the Ministry of Civil Defence and Emergency Management website (www.civildefence.govt.nz/national-disaster-resilience-strategy).
10. The strategy builds on the lessons learnt from major events over the last ten years and includes the decisions that the government have made in response to the Technical Advisory Group review process that was established by the previous government. A formal implementation plan is to be developed outlining the work to be done to fully implement the new strategy.

Climate Change

11. The Ministry of the Environment has recently appointed an expert panel to develop the framework and methodology for a National Climate Change Risk Assessment. There are no local government representatives on the panel.
12. The expert panel is responsible for developing a framework which will be useful to local government and other agencies in performing their own climate change risk assessments. It will also be used to develop a national climate change risk assessment which will inform the development of a national adaptation plan.
13. As part of a separate piece of work LGNZ have been working with Tonkin + Taylor to develop a guidance document on the approach that councils should take to assess their exposure to risks from sea level rise and inland flooding. This piece of work follows on from the risk exposure work that LGNZ had completed and released in recent months.
14. At the end of March the parliamentary commissioner for the environment released a report on climate change; “Farms, Forests and Fossil Fuels: The next great landscape transformation.” The report is available on the PCE website (<https://www.pce.parliament.nz/publications/farms-forests-and-fossil-fuels-the-next-great-landscape-transformation>).
15. The report explores a different approach to framing New Zealand’s long-term climate change targets and policies, and what that could mean for our landscapes. To do this it looks at how we can reduce the impacts of both carbon dioxide from fossil fuel combustion and methane and nitrous oxide from agriculture. In particular, the report examines the current approach of creating forest sinks and whether agriculture and forestry can be managed in a way that combines emissions reductions with policies to achieve water, soil and biodiversity objectives.

3 Waters

16. Local Government New Zealand (LGNZ) have been expressing, on behalf of the sector, for some time concern about any suggestion that there might be a need for some form of ‘forced’ amalgamation or change to the way in which 3 waters services are delivered. It is accepted that there needs to be change and that as part of that process there needs to be a ‘raising of the bar’, including the establishment of a much stronger regulatory regime, in relation to the standards that local government is expected to meet in the delivery of drinking water in particular.
17. It appears that central government do not accept that a strong regulatory regime, including enforcement is all that is needed and are considering investigating amalgamation options. This approach is consistent with the approaches being used in other sectors, including education. There is, however, a need to continue to monitor the policy options that are being considered in this area as decisions are not expected to be made in this area until very late 2018 or early 2019. The initial focus is being placed on the structure and nature of the regulatory regime including the standards that need to be achieved.

Localism and Sector Reform

18. Over the last three – four years there has been significant discussion about the potential desirability of and need for sector reform. During the term of the previous government the Local Government Commission completed a number of reviews that looked at the potential for

amalgamation in a number of regions. The proposals to establish unitary authorities for Northland and then in Wellington and the Wairarapa are two examples.

19. More recently there has been considerable discussion, partly in response to the potential for 'forced' change in the delivery of 3 waters area, across the sector about the role of local government and the importance of localism. LGNZ has been leading a stream of work in this area and there has also been a report released by the NZ Initiative on localism, which builds on some work that they had been involved with looking at the Swiss system of local government. A copy of their report is available on the NZ Initiative website (www.nzinitiative.org.nz/reports-and-media/reports/localismnz-bringing-power-to-the-people/). LGNZ are also expected to release a discussion paper in this area in the near future.
20. The localism agenda being discussed at a local government sector level is at odds with the strong centralist approach being pursued in some parts of current government policy, such as with the creation of the Urban Development Authority, potential 3 waters amalgamation, the duplication of resource management enforcement powers between regional councils and the Environmental Protection Agency, the centralisation of NZTA decision-making processes and proposed education sector reforms.
21. The centralist approach could be seen as being at odds with the decisions that it has also made to review the current thresholds that apply to local government reform and to embark on a workstream to reform the Local Government Commission itself.
22. During 2018 the government completed a review of the Local Government Commission and its role. As a result of that review process a decision has been made to change the threshold that needs to be met before a local authority reorganisation process can be initiated. The threshold is to be changed from simply requiring someone to request a review and be returned to the previous test of requiring a petition signed by 10% of electors.

Southland Regional Development Agency

23. The Board of Directors for the new Southland Regional Development Agency (SRDA) was publicly announced on 22 March and held its first formal meeting on 15 April.
24. At their first meeting the board addressed a number of issues relating to how they wish to work through the process of establishing the new organisation. The decisions made will allow both Venture Southland and the relevant Council staff to make further progress with managing the winding up of Venture Southland and establishment of the new entity.
25. A formal report addressing the issues associated with the financial transition process is under development and will come to Council in June for formal consideration. In essence, the paper seeks to transfer the existing assets and liabilities (except for a portion of the cash reserves) of Venture Southland to the new SRDA.

Customer Delivery

Customer Support

26. Another busy month which with the increase in building consent numbers, impacted the technical support partner team with increased workloads. Over the month we have received

comments from customers, contractors and visitors as to how impressed they are with the service frontline staff provide. This anecdotal commentary is supported by the customer satisfaction survey results with 90% of customers satisfied with the service they receive when they first called Council.

	APRIL 2019
Total number of calls to 0800 732 732	3592
Abandonment rate	0.11%
Request for Service received	778
Top three requests types	Change of address, building inspection request, general building enquiry
Number of visitors to our Libraries and Council Service Centres *Excludes Invercargill, Stewart Island, Wyndham and Book Bus	10086

Libraries

27. Our school holiday program in April focused on building bricks and had a great response with over 80 children participating across the District.
28. We will be offering a new online story time database for customers which has children's authors and others reading popular contemporary children's fiction. This will be available from the library website.
29. The table below shows the number of individuals checking out items from a branch library each month.

LIBRARY NAME	APRIL 2019
Book Bus	340
Lumsden	86
Otautau	86
Riverton	199
Stewart Island	45
Te Anau	391
Winton	612
Wyndham	67

30. We currently have 5291 active library users across the District.
31. Our Library service has new books each month, these can be viewed online through our catalogue on <https://www.southlanddc.govt.nz/my-southland/libraries/>.

Community and Futures

Strategy and Policy

Annual Plan 2019/2020

32. 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.
33. Consultation on the Annual Plan was not undertaken this year as there was no significant variance identified 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.
34. The Annual Report 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. The Annual Plan approval report will also be presented to the Finance and Audit Committee at their June 2019 meeting.

Long Term Plan 2031

35. In March the first of the Long Term Plan 2031 workshops was held with councillors and the 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.
36. The next workshop was undertaken on 21 May 2019 and discussed the activities that Council undertakes and considered the financial and infrastructure strategies. Significant assumptions around Council activities will be discussed in June 2019.

Policy and Bylaw Updates

37. 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.
38. The delegations manual was adopted by Council in April, and work will now progress on the terms of reference and delegations for community boards and the Council's governance structure for the 2019-2022 term.
39. The review of the Board (TAB) Venue and Gambling Venue Policies has begun, with a report due to the Community and Policy Committee on 9 August 2019. Council will also begin to investigate options around abandoned vehicles and 'un-kept' properties that may lead to fire hazards. Strategy and Policy are coordinating the procurement policy and manual, and a review of the speed limits bylaw is underway.
40. Council has begun the review of its combined Local Alcohol Policy in collaboration with ICC and public consultation is expected to be sought in July 2019.
41. Work to investigate a jetties user pay system has also commenced. Any changes to fees and charges will need to be consulted on through the Annual Plan.

Venture Updates

42. Funding support provided to the Ohai Nightcaps Lions Club by Venture Southland resulted in grants of \$1500 and \$5500 from the SDC Community Initiatives Fund and the Ohai Railway Fund respectively, being secured for the wagon restoration project. These grants, alongside the \$10,900 that the Lions Club received at the end of last year from the Lottery Community Fund, will enable the project to be completed.
43. Assistance has also been provided to the Nightcaps CDA to complete their accountability for funding received for their children's Christmas party at the end of last year.

Southland Murihiku Destination Strategy

44. Consultation is continuing between Stafford Strategy, the consultants commissioned by Venture Southland, and local communities, businesses, and regional stakeholders to develop the Southland Murihiku Destination Strategy for 2019-2029.
45. 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.

Southland Story

46. Following consultation and research for the development of the Southland Story, the advisory group has confirmed stage one of the project now complete. Work is underway to scope and approve processes for the second and third stages of the project which will involve asset development and communication of the story to wider audiences.
47. 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.

ILT Kidzone Festival

48. Drawing inspiration from the wonderful world of the circus, the 2019 ILT Kidzone Festival will be held from Wednesday 10 to Monday 15 July (10:30am – 3:30pm daily) at James Hargest College Senior Campus, in Invercargill. Tickets are \$17.00 per person, per day, with under two-year-olds free, and can be purchased from the ILT Kidzone Festival website (www.iltkidzone.co.nz), at the Invercargill i-SITE, ILT Stadium Southland or at the gate on the day - if not sold out prior!

Environmental Services

Resource Management

Climate Change

49. 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. These reports have been progressing well. The Climate Change report was released to Council on 22 May. The other reports are still being completed and are unlikely to be released in 2019.

50. Council is part of the territorial authority reference group providing feedback to the Ministry of the Environment on the proposed National Policy Statement on Indigenous Biodiversity and the proposed New Zealand Biodiversity Strategy which are both proposed to be finalised in early 2020.

Dog Control

51. Dogs online is on-track to go live in June (subject to no unforeseen obstacles arising). This means that at our offices, most new dogs will be able to be registered online, and fees calculated using the online calculator – but tags will be sent in the post for all dogs registered online, even when completed at an office by a customer.
52. The dog registration renewal forms were posted on 7 June, so that dog owners will receive the letters in mid-June. NZ Post expects post to be delivered within five (5) working days, and is concerned that it takes longer in some cases. They have requested feedback so that they can investigate why postal delivery takes longer, and Council staff will collect data for them.

Environmental Health

Failing Septic Tank Systems

53. Over the last month staff have been investigating a couple of complaints concerning septic tank discharges off-property, and one due to a property not having connected to the town sewer.
54. Council can expect to continue to receive notifications of sewage discharging off site (e.g. into the nearest waterway) from time to time Council, due to old disposal systems failing and shortcuts taken. Staff work with property owners with the aim of voluntary compliance in the first instance.

Services and Assets

Group Managers Update

55. There are a number of key focus areas for the group currently. As we edge towards the end of the current financial year wrapping up a number of projects remains a priority in order to ensure forecasted expenditure is achieved and the works programme delivered.
56. The development and refresh of the Infrastructure Strategy for the Southland District is another critical work front that we will look to commence in the coming weeks. This document is a very important strategic link for our Activity Management Plans. The plans are scheduled to be developed in the first half of 2020 in the lead up to the 2031 LTP process.
57. Significant time and effort is being exerted in relation to the development of a Bridge repair programme given the scale of the issue and the indicative number of bridges requiring replacement within the next 10 years.
58. There are several major contracts currently at varying stages of procurement. These include, Pyramid Bridge, the Te Anau Wastewater Pipeline and the Wastenet Recyclables contract. These processes involve significant staff resource.

59. Further work continues internally in relation to the Organisational Service Delivery Review in association with the recently announced Representation Review amendments. For the Services and Assets Group this relates predominantly to the way in which we report to and engage with our communities and elected bodies.

Land and Water Plan Implementation

60. Environment Southland released their proposed Land and Water Plan last year.
61. In total 25 appeals were received by Environment Southland of which Council has identified 10, which it will join as a Section 274 party. Council has also lodged an appeal to the decision. The basis of Council's appeal, is largely around the 'non-complying' activity status on wastewater discharges to water. 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 have been filed with the Environment Court.
62. Expert conferencing is underway with the first hearing on grouped topics set down for two weeks in June.

Tokanui Wastewater Discharge Consent Application

63. In 2018, staff prepared a consent application for the renewal of the Tokanui wastewater discharge proposing a minor upgrade, on the basis that monitoring showed no significant impact on the receiving water, based on comparison of upstream and downstream monitoring.
64. The application is the first one to be assessed under the new proposed Southland Water and Land Plan which indicates that discharges to water will be considered as a non-complying activity.
65. Environment Southland have produced their report recommending that the application is declined on the basis that the impact of any leakage through the base of the ponds is not sufficiently managed.
66. Evidence in support of the application was prepared and lodged with Environment Southland ahead of a hearing which was held on 16 May.

Commercial Infrastructure

Forestry (IFS)

67. Forestry activity for this period includes the completion of the pruning program in Gowan Hills and aerial desiccation works before planting of Waikaia and Ohai Forests. Financial results are still tracking extremely well on budget with one quarter to go.

Around the Mountains Cycle Trail

68. The installation of the toilets and emergency shelters are underway with all works expected to be completed by the end of May. The directional signs have also begun to be installed with the road improvements down to the quarry at Centre Hill being programmed by SouthRoads.
69. The broom from Mossburn down towards Dipton Castlerock has been sprayed and should start to die off.

- 70. The application for \$100,000 has been approved for an amount of \$38,000, the exclusion is for a large sign for the end of the trail which MGR funds require more work around the type and size.
- 71. We have filled the position of trail manager and Susan Mackenzie started on 21 May.

Project Delivery Team

- 72. 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 \$4.65 million.
- 73. We currently have 33 projects in progress with six projects completed and 16 on track to be completed by the end of June 2019. The three TIF toilet projects are on track to be completed by October 2019 in line with the funding requirements. The balance of projects are in the consenting or approval stage, it is anticipated these will move to delivery phase within a month.
- 74. The team are working with the activity managers to pick further projects from the 2018-2019 projects and starting to map out and plan the delivery of the 2019-2020 projects.
- 75. The team are also developing and putting in place new project management tools to assist the team in setting up and delivery of projects as well as having the ability to better report on project progress.

Property Services

- 76. Work is almost complete in the review of the Council Fixed Asset Register as the basis of Councils Property Register. Asset managers are currently finalising the first cut of whether the properties are strategic or not.
- 77. After this stage has been completed, the proposal is to present the register to the Finance and Audit Committee as a step towards identifying Council list of surplus properties.
- 78. Property administration functions including ownership decision, lease/licence administration and property disposal queries are also actioned on a daily basis, which is business as usual given the number of properties and agreements Council has to manage.

Community Facilities

- 79. There has been a focus on getting all of the project information into CAMMS, so that we have a better understanding of the project commitments that remain to be completed before the end of the financial year. This has then been carried through to the final forecasting round. The aim is now to make sure that all remaining projects are completed by the end of the financial year.

Strategic Transport

Speed Limit Review

- 80. Discussions with community boards and community development area subcommittees which are potentially affected by the proposed changes in speed limits have now been completed. Feedback to date has been supportive and where appropriate suggested changes have been incorporated into the proposed bylaw.

81. Staff will now be engaging with other stakeholders such as NZ Transport agency before finalising a report to Council, with the objective of starting the formal public consultation process.

District Wide Renewals Programme

82. Pavement rehabilitation – all sites for the 2018/2019 construction season have been sealed with only minor tidy up works around sites required.
83. Footpath renewal – the assessment and award of the footpath renewal programme is currently being undertaken. It is anticipated that this contract will be awarded by mid-May.
84. With main renewals programmes being completed for the season focus has now shifted to programming and procurement of the 2019/20 seasons works.

Bridges

85. The annual restricted bridge inspections by Council's Structural Engineering Consultants, Stantec are completed. The outcome of these inspections along with updated bridge restriction list will be presented to Council at the June meeting.
86. Council have carried out discussions with the public on three of the bridges currently closed providing more insight around Council's need to prioritise the works programme along with the longer term challenges Council faces with its bridging infrastructure.
87. Options are currently being worked through to accelerate the bridge renewals programme based on additional funding NZTA have made available for this activity.

Streetlights

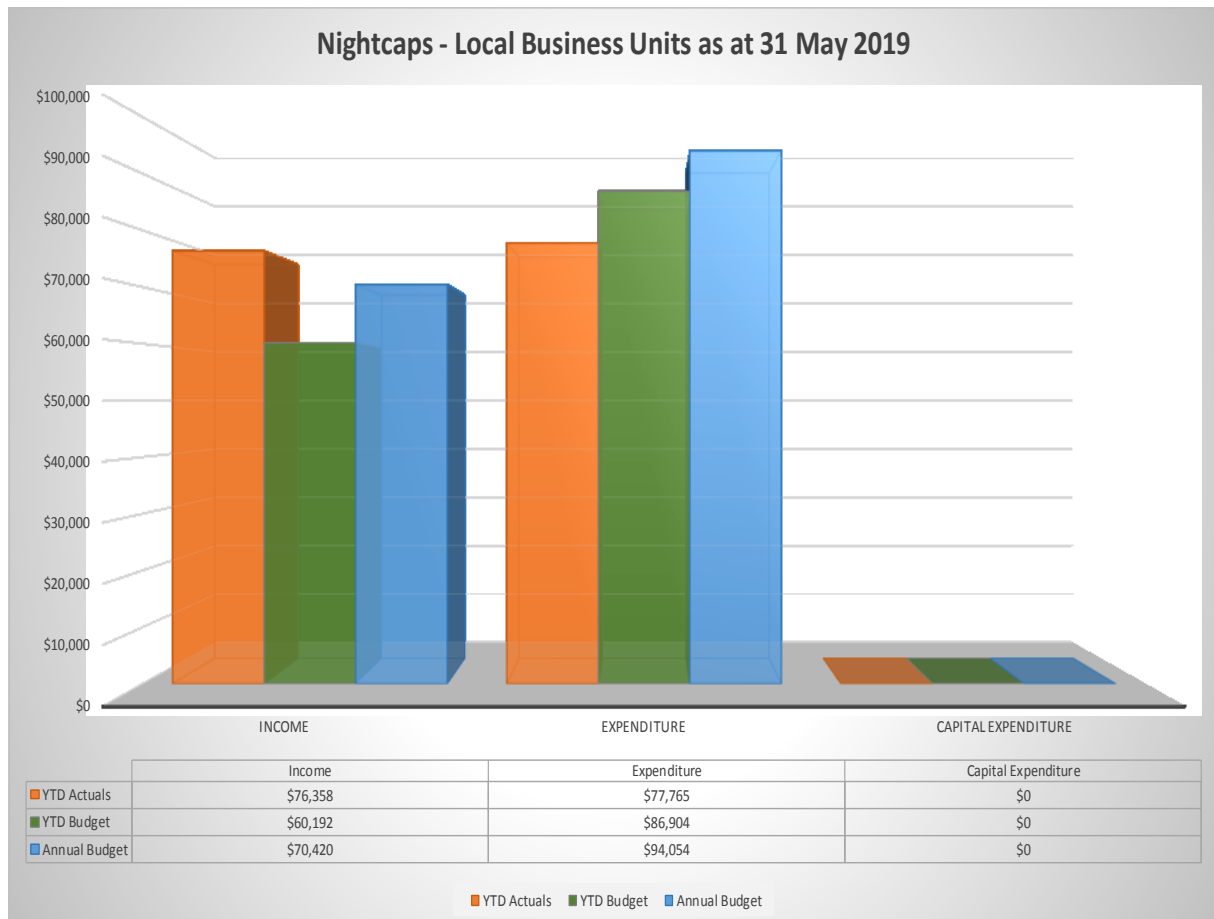
88. Replacement of the remaining street lights to LED has commenced. The final street lights being upgraded related to higher wattage lights and decorative style street lights.

Finance

89. Income for the Nightcaps CDA has exceeded the annual budget due to the receipt of three grants being for the children's Christmas party, fireworks and a joint project with the Lions Club.
90. McGregor Park income is over budget due to the recent rent review for Bathurst Resources.
91. The majority of the Nightcaps CDA business units are underspent year to date with the exception of operating costs which reflects the costs of putting on the children's Christmas party and the fireworks evening which was funded by grants.
92. Stormwater drainage is also over budget due to the fact that for a number of years the water and waste team have been signalling an expectation that Environment Southland would issue resource consents in relation to the Nightcaps stormwater system. Since 2012/13 there has been a budget included in the annual plan for expected costs in relation to the costs of gaining and maintaining this consent (including for monitoring). Prior to Christmas Environment Southland issued four resource consents covering 17 towns in Southland including Nightcaps with one invoice. A methodology has been applied that each town has been charged an application fee and two hours of time (as per the current fees and charges for Environment Southland) with the remainder of the invoice split based on the number of monitoring samples required each year.

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93. Nightcaps has been charged \$2,884.14. This consent cost is a one off expense but there will be a charge each year from Environment Southland for the administration of the consent.
94. There are no capital expenditure projects planned for the 2018/19 financial year.



Nightcaps - Business Units as at 31 May 2019											
BU Code	Business Unit	Income			Expenses			Capital			
		Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	
25300	Administration - Nightcaps	\$1,541	\$1,533	\$2,222	\$1,533	\$1,533	\$1,672				
25301	Library - Nightcaps										
25302	Operating Costs - Nightcaps	\$17,546	\$3,660	\$3,993	\$5,503	\$3,849	\$3,993				
25307	Street Works - Nightcaps	\$10,378	\$10,320	\$11,258	\$10,945	\$10,320	\$11,258				
25313	Stormwater Drainage-Nightcaps	\$12,546	\$12,476	\$13,871	\$13,012	\$11,109	\$12,050				
25328	Beautification - Nightcaps	\$3,639	\$3,639	\$3,970	\$4,582	\$7,276	\$7,938				
25332	McGregor Park	\$17,670	\$14,641	\$19,754	\$6,823	\$10,137	\$10,921				
25333	Dr Woods Memorial Park				\$775	\$775	\$845				
25350	Hall - Nightcaps	\$13,038	\$13,923	\$15,352	\$34,592	\$41,906	\$45,377				
Total		\$76,358	\$60,192	\$70,420	\$77,765	\$86,904	\$94,054	\$0	\$0	\$0	\$0

Reserve Balances

Nightcaps	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													
Nightcaps Community Centre - R	7,926	8,089	8,089	8,258	8,432	8,612	8,798	8,990	9,188	9,393	9,605	9,824	9,824
Total Community Centre Reserve	<u>7,926</u>	<u>8,089</u>	<u>8,089</u>	<u>8,258</u>	<u>8,432</u>	<u>8,612</u>	<u>8,798</u>	<u>8,990</u>	<u>9,188</u>	<u>9,393</u>	<u>9,605</u>	<u>9,824</u>	<u>9,824</u>
Total Community Centre Balance	<u>7,926</u>	<u>8,089</u>	<u>8,089</u>	<u>8,258</u>	<u>8,432</u>	<u>8,612</u>	<u>8,798</u>	<u>8,990</u>	<u>9,188</u>	<u>9,393</u>	<u>9,605</u>	<u>9,824</u>	<u>9,824</u>
Local													
Reserve													
NCAP McGregor Park - RES	120,710	125,575	95,575	50,264	54,769	59,076	63,153	66,966	70,481	74,077	76,911	79,345	81,783
Nightcaps General - RES	20,226	20,776	20,776	21,344	21,931	22,537	6,173	6,261	6,351	6,444	6,541	6,641	6,641
Total Local Reserve	<u>140,936</u>	<u>146,351</u>	<u>116,351</u>	<u>71,608</u>	<u>76,700</u>	<u>81,613</u>	<u>69,326</u>	<u>73,227</u>	<u>76,832</u>	<u>80,521</u>	<u>83,452</u>	<u>85,986</u>	<u>88,424</u>
Total Local Balance	<u>140,936</u>	<u>146,351</u>	<u>116,351</u>	<u>71,608</u>	<u>76,700</u>	<u>81,613</u>	<u>69,326</u>	<u>73,227</u>	<u>76,832</u>	<u>80,521</u>	<u>83,452</u>	<u>85,986</u>	<u>88,424</u>
Stormwater													
Operating													
Nightcaps Stormwater - OPR	1,312	1,573	1,573	1,842	2,120	2,408	2,705	3,012	3,329	3,656	3,994	4,343	4,343
Total Stormwater Operating	<u>1,312</u>	<u>1,573</u>	<u>1,573</u>	<u>1,842</u>	<u>2,120</u>	<u>2,408</u>	<u>2,705</u>	<u>3,012</u>	<u>3,329</u>	<u>3,656</u>	<u>3,994</u>	<u>4,343</u>	<u>4,343</u>
Total Stormwater Balance	<u>1,312</u>	<u>1,573</u>	<u>1,573</u>	<u>1,842</u>	<u>2,120</u>	<u>2,408</u>	<u>2,705</u>	<u>3,012</u>	<u>3,329</u>	<u>3,656</u>	<u>3,994</u>	<u>4,343</u>	<u>4,343</u>
Total Nightcaps Reserve Balance	<u>150,174</u>	<u>156,013</u>	<u>128,013</u>	<u>81,708</u>	<u>87,252</u>	<u>92,533</u>	<u>80,829</u>	<u>85,229</u>	<u>89,349</u>	<u>93,570</u>	<u>97,051</u>	<u>100,153</u>	<u>102,591</u>

Recommendation

That the Nightcaps Community Development Area Subcommittee:

- a) Receives the report titled “Council Report” dated 18 June 2019.**

Attachments

There are no attachments for this report.

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

Recommendation

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

C8.1 Unbudgeted Expenditure - Nightcaps Garden Contract Tender

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Unbudgeted Expenditure - Nightcaps Garden Contract Tender	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.