



Notice is hereby given that a Meeting of the Fiordland Community Board will be held on:

**Date:** **Tuesday, 19 May 2020**  
**Time:** **3pm**  
**Meeting Room:** **Via Zoom (Digital Technology)**

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## **Fiordland Community Board Agenda OPEN**

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### **MEMBERSHIP**

<b>Chairperson</b>	Sarah Greaney
<b>Deputy Chairperson</b>	Diane Holmes
<b>Members</b>	Mary Chartres
	Benjamin Killeen
	Ryan Murray
	Max Slee
	Councillor Ebel Kremer

### **IN ATTENDANCE**

<b>Committee Advisor</b>	Alyson Hamilton
<b>Community Partnership Leader</b>	Simon Moran
<b>Community Liaison Officer</b>	Megan Seator

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**[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.



<b>TYPE OF COMMITTEE</b>	Community board
<b>RESPONSIBLE TO</b>	<p>Council</p> <p>Each community board will have a relationship with the committees in section 8.4.2 to 8.4.5 of the delegations manual based on the scope of the activities/functions delegated to each committee.</p>
<b>SUBCOMMITTEES</b>	As noted in section 8.5 of the delegations manual various subcommittees will report to specific community boards.
<b>LEGISLATIVE BASIS</b>	<p>Resolution made by Council through the representation arrangements as per the Local Electoral Act 2001.</p> <p>Role, status and membership as per subpart 2 of Part 4 of the Local Government Act 2002 (LGA).</p> <p>Treaty of Waitangi as per section 4, Part 1 of the LGA.</p> <p>Opportunities for Maori to contribute to decision-making processes as per section 14 of Part 2 of the LGA. Community boards delegated powers by Council as per schedule 7, clause 32, LGA.</p> <p>Appointment of councillors to community boards as per section 50, LGA.</p>
<b>MEMBERSHIP</b>	<p>Oreti and Waihopai Toetoe Community Boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other community boards have six members plus a member appointed by Council.</p> <p>The chairperson is elected by the community board. Councillors who are not appointed to community boards can only remain for the public section of the community board meeting. They cannot stay for the public excluded section unless the community board agrees.</p>
<b>FREQUENCY OF MEETINGS</b>	Every second month but up to ten ordinary meetings a year
<b>QUORUM</b>	Not less than four members
<b>KEY FUNCTIONS</b>	<ul style="list-style-type: none"> <li>• to promote the social, economic, environmental and cultural well-being of local communities and in so-doing contribute to the realisation of Council's vision of one District offering endless opportunities</li> <li>• to provide leadership to local communities on the strategic issues and opportunities that they face</li> <li>• to be advocates and representatives for their local community and in so doing ensure that Council and other agencies have a clear understanding of local needs and aspirations</li> <li>• to be decision-makers on issues that are delegated to the board by Southland District Council</li> <li>• to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community</li> </ul>

	<ul style="list-style-type: none"> <li>• to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs</li> <li>• to recommend the setting of levels of service and budgets for local activities.</li> </ul>
<b>DELEGATIONS</b>	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.<sup>1</sup></p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> <li>1) policies, plans, standards or guidelines that have been established and approved by Council</li> <li>2) the needs of the local communities; and</li> <li>3) the approved budgets for the activity.</li> </ol> <p><b>Power to Act</b></p> <p>The community board will prepare and implement programmes of work, which will be reflected in its community board plan, which are relevant to the purposes of the community board that are consistent with the long term plan and annual plan processes of Council. Such programmes are to include budgetary provision for all costs associated with the work.</p> <p><b>Community Well-Being</b></p> <ol style="list-style-type: none"> <li>4) to develop local community outcomes that reflect the desired goals for their community/place</li> <li>5) to monitor the overall well-being of local communities and use the information gathered to inform development of local strategies to address areas of need</li> <li>6) work with Council and the community to develop a community board plan for the community of interest area – working in with any community plans that may exist.</li> </ol> <p><b>Community Leadership</b></p> <ol style="list-style-type: none"> <li>7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest</li> <li>8) identify key issues that will affect their community of interest's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities</li> <li>9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes</li> <li>10) provide a local community perspective on Council's long term plan key performance indicators and levels of service as detailed in the long term plan, and on local expenditure, rating impacts and priorities.</li> </ol>

<sup>1</sup> Local Government Act 2002, s.53

### **Advocacy**

#### 11) submissions

- a) authority to make recommendations to Council on matters to be considered in submissions Council may make to external organisations' regional or national policy documents, select committees
- b) authority to make submissions to Council or other agency on issues within its community of interest area
- c) authority to make submissions to Council on bylaws and recommend to Council the level of bylaw service and enforcement to be provided, having regard to the need to maintain consistency across the District for all Council bylaws.

#### 12) authority to prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest area, for consideration as part of the long term plan/annual plan process

#### 13) provide comment by way of the formal Annual Plan/Long Term Plan process on relative priorities for the delivery of District services and levels of service within the community board area.

District activities include:

- a) wastewater
- b) solid waste
- c) water supply
- d) parks and reserves
- e) roading
- f) libraries
- g) cemeteries
- h) emergency management
- i) stormwater
- j) public toilets
- k) community housing

#### 14) Council will set the levels of service for District activities – if a community board seek a higher level of service they will need to recommend that to Council and it will need to be funded in an appropriate way (locally).

### **Community Assistance**

#### 15) authority to establish prioritisation for allocation based on an overarching set of criteria from council to guide the scope of the activity

#### 16) authority to grant the allocated funds from the Community Partnership Fund

- 17) authority to allocate bequests or grants generated locally consistent with the terms of the bequest or grant fund

**Northern Community Board**

- 18) make decisions regarding funding applications to the Northern Southland Development Fund. The Northern Community Board may invite a representative of the community of Dipton to take part in the decisions on applications to the Northern Southland Development Fund.

**Unbudgeted Expenditure**

Approve unbudgeted operating expenditure for local activities of up to \$20,000.

Approve up to a \$20,000 increase in the projected cost of a budgeted capital works project/item that is included in the annual plan/LTP.

Authority to delegate to the chief executive, when approving a project definition/business case, over-expenditure of up to \$10,000 for capital expenditure against the budget detailed in the Annual Plan/LTP.

**Service Delivery**

**Local Activities**

For activities within the local activities category, the community board shall have authority to:

- a) recommend to Council levels of service for local activities having regard to Council budgets within the Long Term Plan and Annual Plan process
- b) recommend to Council the rates and/or user charges and fees to fund the local activities
- c) accept donations of a local asset eg a gas barbeque, park bench, etc with a value of less than \$20,000.
- d) approve project definitions/business cases for approved budgeted capital expenditure up to \$300,000
- e) recommend to the Services and Assets Committee the approval of project definitions/business case and procurement plan for capital expenditure over \$300,000 and/or any unbudgeted capital expenditure
- f) monitor the performance and delivery of the service in meeting the expected levels of service
- g) facilitate the development of local management plans (for subsequent recommendation to Council), where required by statute or in support of District or other plans for reserves, harbours, and other community facilities, except where powers:
  - have been delegated to Council officers; or
  - would have significance beyond the community board's area or otherwise involves a matter of national importance (Section 6 Resource Management Act 1991); or

- involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.

Local activities include:

- i) community leadership
- ii) local halls and community centres (within Council's overarching policy for community facilities)
- iii) wharves and harbour facilities
- iv) local parks and reserves
- v) parking limits and footpaths
- vi) Te Anau/Manapouri Airport (Fiordland Community Board)
- vii) Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board)
  - (i) for the above two local activities only
  - (ii) recommend levels of service and annual budget to the Services and Assets Committee
  - (iii) monitor the performance and delivery of the service
- 19) naming reserves, structures and commemorative places
  - a) authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.
- 20) naming roads
  - a) authority to decide on the naming for public roads, private roads and rights of way
- 21) assist the chief executive by providing comment (through the board chairperson) to consider and determine temporary road closures applications where there are objections to the proposed road closure.

### **Rentals and Leases**

In relation to all leases and licences of land and buildings for local activities within their own area, on behalf of Council;

- a) accept the highest tenders for rentals more than \$10,000
- b) approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.

### **Environmental management and spatial planning**

- 22) provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment.
- 23) recommend to Council the level of bylaw service and enforcement to be provided within the community, having regard to the need to maintain consistency across the District.
- 24) provide advice to Council and its committees on any matter of interest or concern to the community board in

	<p>relation to the sale of alcohol where statutory ability exists to seek such feedback.</p> <p>25) provide input into regulatory activities not otherwise specified above where the process allows.</p> <p>26) recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the board has made submissions; ability to provide input to support the development of community planning for a civil defence emergency; and after an emergency event, to provide input and information to support community response efforts.</p>
<b>LIMITS TO DELEGATIONS</b>	<p>No financial or decision making delegations other than those specifically delegated by Council.</p> <p>The community board shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its Long Term Plan/Annual Plan. In accordance with the provisions of section 39(2) of Schedule 7 the board may not incur expenditure in excess of the approved budget.</p> <p><b>Matters which are not Delegated</b></p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> <li>• make a rate or bylaw</li> <li>• acquire, hold or dispose of property</li> <li>• direct, appoint, suspend or remove staff</li> <li>• engage or enter into contracts and agreements and financial commitments</li> <li>• institute an action for recovery of any amount</li> <li>• issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>• institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the community board has made submissions.</li> </ul>
<b>CONTACT WITH MEDIA</b>	<p>The community board chairperson is the authorised spokesperson for the board in all matters where the board has authority or a particular interest.</p> <p>Board members, including the chairperson, do not have delegated authority to speak to the media and/or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The assigned Executive Leadership Team member will manage the formal communications between the board and its constituents and for the board in the exercise of its business. Correspondence with central government, other local</p>



	government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Southland District Council.
<b>REPORTING</b>	<p>Community boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>The boards maintain bound minute books of their own meetings.</p>

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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**

Community Board 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 Community Board 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 Fiordland Community Board, 26 February 2020



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## Fiordland Community Board

### OPEN MINUTES

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Minutes of a meeting of Fiordland Community Board held in the Distinction Te Anau Hotel and Villas, 64 Lakefront Drive, Te Anau on Wednesday, 26 February 2020 at 2pm.

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#### **PRESENT**

**Chairperson**  
**Deputy Chairperson**  
**Members**

Sarah Greaney  
Diane Holmes  
Mary Chartres  
Benjamin Killeen  
Max Slee  
Councillor Ebel Kremer

#### **APOLOGIES**

Ryan Murray

#### **IN ATTENDANCE**

**Governance and Democracy Manager**  
**Community Partnership Leader**

Clare Sullivan  
Simon Moran

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**1 Apologies**

There was an apology from Ryan Murray.

Moved Mary Chartres, seconded Councillor Kremer and **resolved:**

**That the Fiordland Community Board accept the apology.**

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

1. Irene Barnes and Shirley Mouat from Manapouri addressed the Board and noted that several requests for service and progress on the following issues:

- Lack of barriers on a track where some of the track has fallen into the river
- Overhanging trees on berm?
- Manapouri View Street carpark

Both speakers thanked the Board members for holding discussions with people from Manapouri and hoped that they would continue.

The Board also recorded their thanks to Alistair Burgess and the Manapouri Weedbusters for their contribution on Frasers Beach Reserve and extending to the far north end of the beach.

2. Angus McKay, Ken Swinney and Ali Curd from Emergency Management Southland briefed the Board on the work emergency management does in the community and tabled a copy of the Te Anau Area Community Response Plan.

They also discussed the recent and ongoing response to the State of Emergency declared in Fiordland and Southland and the recovery plan.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

## 6 Confirmation of Minutes

### Resolution

Moved Deputy Chairperson Diane Holmes, seconded Mary Chartres **and resolved:**

**That the minutes of the Fiordland Community Board meeting held on 10 December 2019 be confirmed as a true and correct record of that meeting.**

## Reports

### 7.7 Community Facilities Update

**Record No: R/20/1/2757**

Community Facilities Manager - Mark Day was in attendance for this item.

Mr Day advised the purpose of this report was to share information on locally funded community facility assets throughout the district.

### Resolution

Moved Ben Killeen, seconded Max Slee **and resolved**

**That the Fiordland Community Board:**

- a) **Receives the report titled "Community Facilities Update" dated 11 February 2020.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**

### 7.1 Community Leadership Report for the Fiordland Community Board

**Record No: R/20/2/3877**

Community Partnership Leader – Simon Moran was in attendance for this item.

Mr Moran advised that the purpose of the report was to update the board on the community leadership activities in the Fiordland board area.

### Resolution

Moved Ben Killeen, seconded Mary Chartres **and resolved**

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**That the Fiordland Community Board:**

- a) **Receives the report titled “Community Leadership Report for the Fiordland Community Board” dated 15 February 2020.**

**7.2 Operational Report for Fiordland Community Board**

**Record No: R/20/1/2864**

Services and Assets Group Manager – Matt Russell was in attendance for this item.

Mr Russell advised the purpose of the report was to update the board on the operational activities in the Fiordland board area.

The board requested an update on the FlagTrax project.

The board agreed to write to the New Zealand Transport Authority regarding maintenance on the edge of the road on the corner of State Highway 94 and 95.

**Resolution**

Moved Deputy Chairperson Diane Holmes, seconded Ben Killeen **and resolved:**

**That the Fiordland Community Board:**

- a) **Receives the report titled “Operational Report for Fiordland Community Board” dated 15 February 2020.**

**7.3 Council Report**

**Record No: R/20/1/2451**

Councillor Ebel Kremer presented this report.

Councillor Kremer drew a number of issues to the attention of the board including:

- Business solutions
- Policy and bylaw upgrades
- Risk management
- Waste minimisation levy

**Resolution**

Moved Councillor Ebel Kremer, seconded Max Slee **and resolved:**

**That the Fiordland Community Board:**

- a) **Receives the report titled “Council Report” dated 29 January 2020.**

#### **7.4 Chairperson's Report**

**Record No: R/20/1/1555**

Chairperson Sarah Greaney presented this report.

Chairperson Greaney drew a number of issues to the attention of the board including:

- Retirement housing
- Museum trust
- Events Centre

##### **Resolution**

Moved Chairperson Greaney, seconded Councillor Kremer **and resolved:**

**That the Fiordland Community Board:**

- a) Receives the report titled "Chairperson's Report" dated 17 February 2020.**

#### **7.5 Fiordland Community Board Health and Safety update**

**Record No: R/20/1/2730**

Group Manager – Matt Russell was in attendance for this item and presented on behalf of Janet Ellis.

Mr Russell advised the purpose of the report was to provide a health and safety induction and update for the board.

The board requested that the operational report consider including an update on the Health and Safety information.

##### **Resolution**

Moved Deputy Chairperson Diane Holmes, seconded Ben Killeen **and resolved:**

**That the Fiordland Community Board:**

- a) Receives the report titled "Fiordland Community Board Health and Safety update" dated 18 February 2020.**

#### **7.6 Part 139 Certification and subsequent unbudgeted expenditure request**

**Record No: R/19/12/29616**

Commercial Infrastructure Manager – Ashby Brown was in attendance for this item.

Mr Brown advised that the purpose of this report is to identify the resultant additional scope and costs following the Part 139 Certification process completed in October 2019.

Further, this report seeks a recommendation to Council to approve unbudgeted expenditure to undertake these works in order to ensure ongoing compliance with the Part 139 Certification.

##### **Resolution**

Moved Councillor Ebel Kremer, seconded Ben Killeen **and resolved:**



**That the Fiordland Community Board:**

- a) **Receives the report titled “Part 139 Certification and subsequent unbudgeted expenditure request” dated 18 February 2020.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Recommends to Council the approval of unbudgeted expenditure of \$90,000 for the Part 139 Certification with the Civil Aviation Authority to be funded from Te Anau Airport Manapouri reserves.**

**7.8 Schedule of Meetings up to October 2022**

**Record No: R/20/1/1551**

Governance and Democracy Manager – Clare Sullivan was in attendance for this item.

The Board discussed using a variety of venues across the board’s area for meetings during the triennium.

**Resolution**

Moved Max Slee, seconded Mary Chartres **and resolved**

**That the Fiordland Community Board:**

- a) **Receives the report titled “Schedule of Meetings up to October 2022” dated 14 February 2020.**
- b) **Determines that this matter or decision be recognised not as significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agree to meet at 2.00pm on the following dates.**
  - **Wednesday 8 April 2020**
  - **Wednesday 1 July 2020**

- Wednesday 26 August 2020
- Wednesday 28 October 2020
- Wednesday 2 December 2020
- Wednesday 17 February 2021
- Wednesday 14 April 2021
- Wednesday 23 June 2021
- Wednesday 18 August 2021
- Wednesday 20 October 2021
- Wednesday 1 December 2021
- Wednesday 23 February 2022
- Wednesday 13 April 2022
- Wednesday 22 June 2022
- Wednesday 24 August 2022
- Wednesday 28 September 2022 (earlier due to triennial election)

## 7.9 Fiordland Community Board Forward Programme

**Record No: R/20/1/2307**

Governance and Democracy Manager – Clare Sullivan was in attendance for this item.

### **Resolution**

Moved Deputy Chairperson Diane Holmes, seconded Max Slee **and resolved:**

**That the Fiordland Community Board:**

- Receives the report titled “Fiordland Community Board Forward Programme” dated 15 February 2020.**

The meeting concluded at 5.30pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE FIORDLAND COMMUNITY BOARD  
HELD ON WEDNESDAY 26 FEBRUARY 2020.

**DATE:**.....

**CHAIRPERSON:**.....

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## Community Leadership Report for Fiordland Community Board

**Record No:** R/20/3/7131

**Author:** Simon Moran, Community Partnership Leader

**Approved by:** Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

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### Purpose

- 1 To update the board on the community leadership activities in the area.

### Recommendation

**That the Fiordland Community Board:**

- a) **Receives the report titled "Community Leadership Report for Fiordland Community Board" dated 7 May 2020.**

### Attachments

- A Fiordland Community Leadership Report [↓](#)



## What's happening in your area

### Community Partnership Fund

Work to progress the criteria for each community board is ongoing with all boards having this item on their March workshop agenda.

The boards are being asked to determine factors such as whether or not the fund is open year round or if there will be funding rounds; the types of projects that can be funded and if there is to be a cap on the amount of funds available for any one group, club, organisation or individual.

There has been a good level of engagement and discussion with the boards about their own criteria with some boards already planning an event to “launch” the fund in their community board area.

Below is the timeline for the rollout of this fund;

- March/April 2020 – workshops with community boards to determine local funding criteria
- 6 May 2020 – guiding principles and funding criteria for each community board presented to community and strategy for endorsement
- June 2020 – report to each community board setting out guiding principles and funding criteria for endorsement. Advertising of fund to commence
- 1 July 2020 – community partnership fund comes into effect.

### Community board plans

A workshop with the Fiordland Community Board was held on recently. The board reviewed the draft vision, outcomes and actions that were provided to them and agreed on the following;

Vision:

Fiordland is a thriving and connected community of people that welcomes visitors, embraces sustainability and takes care of its natural environment.

Outcomes:

- a community that attracts business, investment, people, and visitors
- a community that sustainably protects and enhances its natural environment in a regenerative manner
- a community that enriches its lifestyle through cohesive, well thought out planning for growth
- a community that is connected, functional, safe and healthy, with access to excellent services.

The vision and outcomes for all boards were presented to Council's Community and Strategy Committee on 24 March and will also be shared internally with staff. It is anticipated that each board's vision and outcomes will be used to assist in the development of Council's activity management plans which will also feed into the development of the Long Term Plan.

The board also discussed and made some amendments to the action plan and staff will amend the draft document and come back to the board for further discussions on the action plan.

Council recognises that a stronger relationship with iwi is essential and an approach has been made to iwi to discuss and plan a way forward for more meaningful engagement.

At the May workshops, the boards will have an opportunity to discuss local projects that they may wish to have included in the Long Term Plan with staff.

The Fiordland Community Board held a presentation in Te Anau on 10 March to talk about their vision and outcomes with the community. This was well attended and received a positive response with those in attendance. Several boards have also indicated they wish to have further discussions with their communities about their vision and outcomes and the development of actions/objectives that will be delivered in partnership. Staff will provide support throughout this process.

## Community well-beings

### Engaged communities. How community-led development can increase civic participation

The Helen Clark Foundation and BERL co publication discusses the notion that informed and engaged communities are central to a healthy democratic society and given their importance, local government should be striving to foster engaged communities.

The report talks about creating genuine opportunities for vibrant and authentic engagement which requires a focus on process. Local government has to walk the talk and step into their role as enablers of community led development to create space for communities to thrive and be engaged.

The recommendations address how local government can support different types of community – the communities of place, interest and identity all relate to people. Empowering community-led development is complex, iterative, long term in nature, requires patience and perseverance from all parties involved.

The report identifies that local government must commit to fostering genuinely engaged communities to improve the lives of the people they represent. A copy of the report can be found via following this link:

[https://berl.co.nz/sites/default/files/2019-12/BERL-THCF%20print%20version\\_0.pdf](https://berl.co.nz/sites/default/files/2019-12/BERL-THCF%20print%20version_0.pdf)

### Education and staffing

At the start of most calendar years there is much discussion around staffing issues at schools – nationally and regionally. This has again been highlighted here in Southland.

Schools play an important role in developing and building the social fabric of the communities they serve. This is very much the case in rural areas and certainly in Southland District. The following links reflect the issues and provide a local and national focus on the situation:

<https://i.stuff.co.nz/southland-times/southland-top-stories/118633550/southland-schools-have-relief-staff-on-standby-for-start-of-school-year>

[https://www.nzherald.co.nz/nz/news/article.cfm?c\\_id=1&objectid=12303016](https://www.nzherald.co.nz/nz/news/article.cfm?c_id=1&objectid=12303016)

### Health structure and resource pressures

The government still awaits the final report from an independent panel reviewing New Zealand's health sector. There continues to be significant discussion about structural reform and what is needed to support the health system future requirements.

The following article provides a view to be considered in a hot bed of opinion and possibilities related to the health structure – especially pertaining to district health boards:

<https://www.newsroom.co.nz/2020/01/17/942860/why-dhbs-should-go-on-the-chopping-block#>

### **Worker accommodation**

Housing issues and those specifically related to worker accommodation remain a topic of conversation, especially in areas of seasonal employment and tourist centres.

The following article provides an example of an industry and sector led approach developing a solution based on a well thought out problem definition:

<https://www.stuff.co.nz/business/103017338/queenstown-businesses-plan-more-staff-accommodation-as-housing-crisis-bites>

### **For the after-comers**

The Maxim Institute has prepared a think piece which is timely in building on the recent discussions Council has had around community well-beings, value being related to values, the natural environment and how what we do now will shape the legacy we leave to the generations to come. It discusses the obligations related to being good stewards in taking care of something that belongs to someone else and passing it on undamaged or in an improved state.

The following link provides access to the article:

<https://flintandsteelmag.com/article/for-the-after-comers-2/>

### **When will NZ be real about our scary future?**

Climate change impact continues to generate a lot of discussion and the following article provides insights for consideration relating to the topic and actions or inactions related to it.

The following link provides access to the article

<https://www.newsroom.co.nz/@comment/2020/02/03/1012805/when-will-nz-be-real-about-scary-future#>

### **Migrant and cultural integration and identity**

Over recent times the cultural make-up of the New Zealand and Southland population has diversified with the increase of migrant labour and a more mobile and transient labour force.

Migration and the implications of such raise points related to integration and social mobility. It also brings to the forefront for community consideration issues related to cultural values, the essence of place and sense of belonging and societal change as a result of a more diverse population.

The Maxim Institute has recently republished some think piece articles which are timely in providing some insights and lessons from the past and from other countries.

The articles also consider cultural identity issues related to New Zealand and the results of colonisation and identity in New Zealand.

The following links provide access to the Maxim Institute think pieces:

<https://flintandsteelmag.com/article/the-challenges-of-integration-lessons-from-britain/>

<https://flintandsteelmag.com/article/reconciliation-colonisation-and-identity-in-aotearoa-new-zealand/>

## **Local initiatives**

Manapouri Pool is the only pool in the Southland District owned by Southland District Council. It is currently operated by the Manapouri Swimming Pool Committee on behalf of the old Manapouri CDA through an operational agreement signed in 1997. This agreement needs updating to reflect a number of changes particularly in terms health and safety and liability. Southland District Council staff have received



advice that in order to update the operational agreement with will now be between the Manapouri Swimming Pool Committee and the Fiordland Community Board, it is required that the Manapouri Swimming Pool Committee is a legal entity rather than being an informal group of people. Consequently, the Manapouri Swimming Pool Committee has begun the process of establishing themselves as a legal entity with the help from the Southland Community Law Centre.

## What's coming up in the next couple of months?

### Strategy and policy

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#### Speed Limits Bylaw

Council will continue to deliberate on the draft Speed Limits Bylaw in April, and it is intended that the bylaw will be presented for adoption at the 7 May 2020 Council meeting.

#### Keeping of Animals, Poultry and Bees Bylaw

As the consultation process on the draft Keeping of Animals, Poultry and Bees bylaw ended up being conducted when New Zealand was in Alert Level 4 in response to COVID-19, Council may consider consulting again on the draft bylaw. This may help ensure that everyone who wishes to, has the opportunity to have their say on the draft bylaw.

If Council does decide to consult again, it will notify the public about when submissions can be made. This will include putting information on Council's website and on Council's Facebook page."

#### Long Term Plan 2021-2031

Discussions with the community around planning for the next 10 years through the 2021-2031 Long Term Plan will continue through to the end of the year. Formal consultation on the Long Term Plan is scheduled for February and March 2021. Council will be seeking input from our communities throughout 2020 to help develop the plan draft.

### Communications and engagement

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#### Southern Field-days

Council shared a site with Environment Southland at the recent Southern Field-days at Waimumu to try to show the difference between what the two councils do. Feedback from visitors was positive, and there was a lot of interest in what both councils were doing. Visitors enjoyed being able to play the Go Southland game and win Waimumu dollars and then spend them on what Council activities they thought were priorities.

#### Annual Plan

A document to inform our communities on changes in this year's Annual Plan is being created this month and will be available to the public in April. It will be on our website [southlanddc.govt.nz](https://southlanddc.govt.nz) and available in area offices. Feedback is welcome through our Facebook page, by phone or email, or by registering to speak at a public forum at a Council meeting.





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## Operational Report for Fiordland Community Board

**Record No:** R/20/3/7089

**Author:** Carolyn Davies, Executive Assistant

**Approved by:** Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

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### Purpose of Report

- 1 The purpose of the report is to update the board on the operational activities in the Fiordland Community Board area.

### Recommendation

**That the Fiordland Community Board:**

- a) **Receives the report titled “Operational Report for Fiordland Community Board” dated 11 May 2020.**

### Attachments

- A Fiordland Community Board 8 April 2020 Operational Report [📄](#)



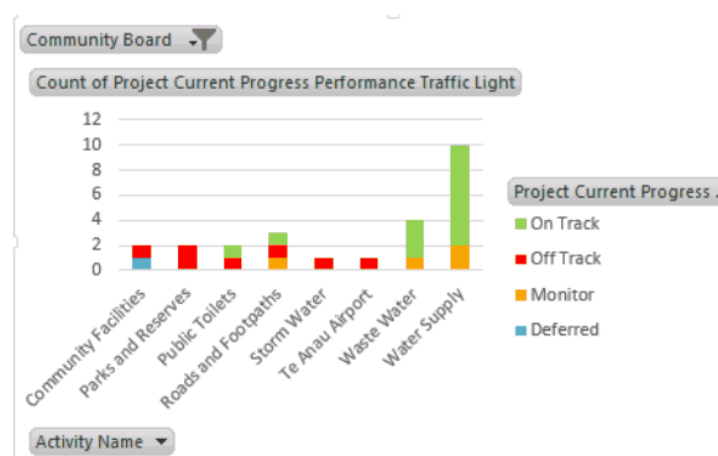
Staff are working to understand the implications of the Covid-19 pandemic on both operational and capital works programme activity. It is likely that the majority, if not all of Council's works programme will experience some degree of impact and delays. The extent of which is yet to be determined.

Staff are working closely with its contracting and stakeholder partners around how best to continue to provide critical services through this period of uncertainty and beyond.

With regard to the capital works programme staff are working to identify projects that are considered critical in order to maintain lifeline services such as water supply and wastewater service provision.

Once staff are better positioned to understand these implications, specific communication with Community Boards on this issue, and associated considerations will be forthcoming. Thank you for your understanding and patience.

## 1. Projects within current 19/20 financial year





ACTIVITY NAME	CODE	NAME	CURRENT PHASE	PROJECT CURRENT PROGRESS	PROJECT CURRENT COMMENT	TOTAL EXPENDITURE
TE ANAU AIRPORT	P-10120	Install helipads at Te Anau Manapouri airport	Pre Delivery Phase	Off Track	4/2 - awaiting approval from Evan Pearce and confirmed specifications.	\$14,000.00
COMMUNITY FACILITIES	P-10107	Install CCTV in Te Anau CBD	Delivery Phase	Off Track	Design is 100% complete, contract is in the final stages of development, project will be issued for public tender in early April, with work programmed for completion by Mid June 2020	\$8,000.00
COMMUNITY FACILITIES	P-10040	Internal repaint and new carpets at Te Anau Library	Pre Delivery Phase	Deferred	This work has been deferred from 2019-2020 2020/21 due to SDC / Community consultation and future development.	\$33,587.00
PARKS AND RESERVES	P-10302	Extend Carpark at Ivon Wilson Park, Te Anau	Business Case Phase	Off Track	Contract documents are in final stages of development and will be out for public tender early April, with work programmed for completion by Mid June 2020	\$35,770.00
PARKS AND RESERVES	P-10109	Upgrade town entrance signs in Te Anau	Delivery Phase	Off Track	7/01/2020 - The Fiordland Community Board have re-scoped this project. Three new signs similar to the ones at Manapouri will now be created and erected on sites at the three entrances into Te Anau from Manapouri, Mossburn and Milford Sound.	\$18,122.00
PUBLIC TOILETS	P-10108	Upgrade dump station at Te Anau	Pre Delivery Phase	Off Track	4/2 - changed to dump station project. This is coming out of B budget.	\$-
ROADS AND FOOTPATHS	P-10150	Replace Mararoa Bridge	Delivery Phase	Monitor	Contract been awarded to SouthRoads, who have had some challenging weather during the construction. We are confident of an early April opening.	\$1,000,000.00



ACTIVITY NAME	CODE	NAME	CURRENT PHASE	PROJECT CURRENT PROGRESS	PROJECT CURRENT COMMENT	TOTAL EXPENDITURE
ROADS AND FOOTPATHS	P-10319	Laying otta seal on Whitestone Road to Lynwood Cemetery, Te Anau	Delivery Phase	On Track	2300m Otta seal from SH94 to the Cemetery.	\$173,740.00
ROADS AND FOOTPATHS	P-10318	Construct new footpath walkways in Te Anau	Pre Delivery Phase	Off Track	Aparima Dr has been selected for the location of the new footpath. Tender currently being written	\$77,100.00
STORM WATER	P-10180	Condition assessment of Storm water at Te Anau	Pre Delivery Phase	Off Track	20/03/2020 - Condition assessment will be completed once priority sites are identified and passed on to Downer.	\$12,834.00
WASTE WATER	P-10097	Install compactor for screen at Te Anau	Delivery Phase	On Track	20/03/2020 - screen compactor is ready to install - the project is on the minor capex programme to be completed prior to 30 June.	\$65,000.00
WASTE WATER	P-10195	Provide Power to Takitimu Reservoir	Delivery Phase	On Track		\$ 5,000.00
WASTE WATER	P-10155	Te Anau Waste Water Treatment Plant	Delivery Phase	Monitor	Pipeline works progressing. Membrane filtration plant in live tender phase.	\$22,342,252.00
WATER SUPPLY	P-10262	Replace lateral to 50mm at Possum Lodge Manapouri	Delivery Phase	On Track	20/03/2020 - Project has been scoped and is due to commence in April 2020. Project is on the minor capex programme to be completed this financial year.	\$75,000.00
WATER SUPPLY	P-10257	Te Anau- Water Mains Quintin Mokoroa Renewal	Delivery Phase	On Track	20/03/2020 - Signed contract documents have been delivered back to Contractor. Handover with PDT to take place next week all going to plan. Site specific documents requested from contractor in	\$1,509,000.00



ACTIVITY NAME	CODE	NAME	CURRENT PHASE	PROJECT CURRENT PROGRESS	PROJECT CURRENT COMMENT	TOTAL EXPENDITURE
					preparation of a start - may have to assess the risk of starting with current virus concerns.	
<b>WATER SUPPLY</b>	P-10263	Turbidity upgrade WTP- Manapouri	Pre Delivery Phase	On Track	20/03/2020 - Turbidity data still being monitored. RFP for professional services being drafted to design treatment upgrades to plant. Deferred the installation of new rising main pending any design that is received.	\$1,214,283.00
<b>WATER SUPPLY</b>	P-10121	Preparing Consent Renewal for Ramparts Scheme	Pre Delivery Phase	Monitor	Project assigned to WSP OPUS in February 2019	\$20,000.11
<b>WATER SUPPLY</b>	P-10122	Preparing Consent Renewal for Kakapo Scheme	Pre Delivery Phase	On Track	Project assigned to WSP OPUS in February 2019	\$19,999.93
<b>WATER SUPPLY</b>	P-10123	Preparing Consent Renewal for Homestead Scheme	Pre Delivery Phase	Monitor	Project to be started on 12 May 2019	\$20,000.00

## 2. Service Contracts

CONTRACT NAME	CONTRACT MANAGER COMMENTARY
<b>10/01 – Water and Waste Water Services Operation and Maintenance</b>	All compliance targets met. One health and safety incident where an operator was assaulted by a member of the public. Several minor projects and process improvements underway.
<b>17/ 03 – Waimea Alliance</b>	Drainage crews and stabilisations crews have been working on flood damage repairs throughout the Waimea Alliance network. Township cyclic work is ongoing, and includes minor projects and RFS works.



CONTRACT NAME	CONTRACT MANAGER COMMENTARY
	<p>The 202/21 reseal site mark ups and start of works have progressing following disruption from the flooding event. Expecting the premix crew in March and April.</p> <p>Whitestone Road Otta Sealing to the cemetery has been completed and are under extended speed limit control while the treatment works into the material, this loose material will traffic off over the coming months.</p> <p>Some pavement subsidence has been repaired in two parking locations along Town Centre.</p>
15/11 – Cleaning Te Anau Library	As per the COVID19 response, a higher level of sanitisation of surfaces is occurring as well as an upgrade in chemical to hospital grade
15/12 – Cleaning Te Anau Office	As above.
16/15 – Manapouri Township maintenance	No major issues here, continued high levels of paper towel stocking in the Pearl Harbour toilets is expected to decrease with the latest COVID19 travel restrictions. Some outstanding gardening tasks from the old CDA times are being caught up on.
16/16 – Te Anau Township maintenance	General maintenance is being met, Little Lake Te Anau has recently been cleaned and some posts removed. As per recent discussions it is confirmed a large trim around the old Westpac building amenity trees will be occurring late Autumn/Winter months. Vandalism in the toilets has decreased but unfortunately has also changed from blockages and damage to toilet paper on the ceilings. Monitoring.
16/17 – Operation of Lions Park toilet	The toilet numbers have decreased slightly with the Milford Road being shut, the cylinder needed to be replaced and has been completed.

### 3. Request for service data 31 January 2020 – 27 March 2020



REQUEST TYPE	COUNT
Freedom Camping Complaints	3



REQUEST TYPE	COUNT
Licensed Premise Queries or Complaints	1
Noise Control (not Animal Noises)	10
Parks and Reserves R&M	2
Playground Repairs and Maintenance	1
Repairs & Maintenance Council Property	1
Toilet Repairs and Maintenance	1
3 or more Street Lights Out	1
Footpaths Hazards - Trip/Hazard/Broken etc (Safety	1
Gravel Potholes and Corrugations - (Safety)	1
Gravel, Potholes/Corrugations and Grading	3
New Sign Requests (where none existed before)	1
Road Markings-New Requests (nil previous markings)	1
Single Street Light Out	2
Transport - Road Matters General	4
Wheelie Bin Cancelled	1
Wheelie Bin New	8
Wheelie Bin Collection Complaints	3
<b>TOTAL</b>	<b>45</b>



#### 4. Local finance reporting

##### Manapouri - Business Units as at 29 February 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Administration - Manapouri	\$1,999	\$1,999	\$4,918	\$2,066	\$1,999	\$2,999			
Operating Costs - Manapouri	\$10,900	\$10,900	\$10,900	\$458	\$13,729	\$20,594			
Street Works - Manapouri	\$4,891	\$4,891	\$7,337	\$966	\$2,524	\$3,786	\$19,759	\$20,000	\$20,000
Refuse Collection - Manapouri	\$9,811	\$9,811	\$14,717	\$8,400	\$9,811	\$14,717			
Stormwater Drainage - Manapouri	\$17,009	\$16,829	\$25,243	\$4,574	\$17,203	\$25,243			
Beautification - Manapouri	\$8,011	\$8,011	\$12,017	\$7,897	\$8,779	\$14,517	\$3,102	\$14,317	\$14,317
Fraser's Beach	\$11,309	\$11,309	\$16,964	\$4,860	\$6,877	\$19,332			
Village Green	\$3,710	\$3,710	\$5,565	\$2,661	\$4,329	\$5,565			
Swimming Pool Area - Manapouri	\$3,421	\$3,421	\$5,832	\$2,186	\$2,665	\$2,986			
Cathedral Drive	\$3,811	\$3,811	\$5,717	\$2,867	\$4,905	\$5,717			
Hall - Manapouri	\$7,325	\$7,840	\$11,841	\$8,114	\$8,116	\$10,434			
<b>Total</b>	<b>\$82,199</b>	<b>\$82,533</b>	<b>\$121,050</b>	<b>\$45,048</b>	<b>\$80,937</b>	<b>\$125,890</b>	<b>\$22,861</b>	<b>\$34,317</b>	<b>\$34,317</b>





<b>Te Anau - Business Units as at 29 February 2020</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Expenses YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>
Administration - Te Anau	\$62,665	\$62,645	\$109,472	\$26,119	\$56,781	\$83,422			
Operating Costs - Te Anau	\$65,681	\$74,761	\$112,965	\$44,906	\$56,565	\$85,104		\$4,267	\$6,400
Street Works - Te Anau	\$38,176	\$38,163	\$82,795	\$33,425	\$58,129	\$87,193	\$63,476	\$163,373	\$245,060
Refuse Collection - Te Anau	\$39,871	\$39,858	\$59,787	\$32,813	\$39,858	\$59,787			
Stormwater Drainage - Te Anau	\$46,137	\$45,218	\$83,339	\$23,679	\$39,412	\$54,993		\$6,417	\$12,834
Cemetery - Te Anau	\$7,327	\$10,325	\$15,515	\$8,110	\$16,488	\$23,110	\$3,589		
Beautification - Te Anau	\$22,709	\$22,701	\$34,052	\$18,302	\$24,167	\$46,425	\$26,919		\$48,342
Sportsground/Boating - Te Anau	\$16,001	\$15,364	\$23,046	\$13,517	\$13,213	\$23,139			
Lakefront	\$17,632	\$17,626	\$26,439	\$14,460	\$14,676	\$29,758			
Parks & Reserves General	\$103,389	\$103,301	\$154,951	\$100,217	\$107,357	\$188,063			
Information Kiosk	\$51	\$51	\$76		\$51	\$76			
Luxmore Subdivision	\$2,524	\$3,407	\$42,668	\$37,557	\$2,997	\$3,147			
<b>Total</b>	<b>\$422,162</b>	<b>\$433,419</b>	<b>\$745,105</b>	<b>\$353,106</b>	<b>\$429,694</b>	<b>\$684,217</b>	<b>\$93,985</b>	<b>\$174,057</b>	<b>\$312,636</b>

<b>Airports - Business Units as at 29 February 2020</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Expenses YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>
Manapouri Airport	\$265,012	\$259,902	\$395,361	\$273,184	\$269,639	\$396,073			\$138,286
<b>Total</b>	<b>\$265,012</b>	<b>\$259,902</b>	<b>\$395,361</b>	<b>\$273,184</b>	<b>\$269,639</b>	<b>\$396,073</b>	<b>\$0</b>	<b>\$0</b>	<b>\$138,286</b>



Fiordland - Business Units as at 29 February 2020									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Community Leadership Fiordland				\$9,788	\$0			\$0	
Total	\$0	\$0	\$0	\$9,788	\$0	\$0	\$0	\$0	\$0

Manapouri's expenditure in total is under budget by \$35,889. Operating business unit is under \$13,271 as the CDA has chosen not to proceed with consent for the removal of trees and will be reforecast. The stormwater business unit is under budget by \$12,629 due to limited maintenance undertaken to date. Frasers Beach is down \$2,017 as no spraying or maintenance has been undertaken.

Te Anau's income is down this relates to a rental income in operating costs as a significant portion of the income is received in June with the budget currently being spread evenly throughout the year.

Te Anau's expenditure is down. Administration by \$30,662 relates to community board salaries and general projects not spent. The salaries budget is being used to cover the costs in Fiordland community leadership. Operating business unit is down \$11,659 due to grants and festive decorations not utilised. Streetworks is \$24,704 under in maintenance. The stormwater business unit is under budget by \$15,733 due to limited maintenance undertaken to date. As noted in the direction-setting for Annual Plan 2020/2021 report these budgets are based off estimates and it is unclear if these will right themselves to the forecast in the coming months. Beautification is under \$5,865 in maintenance.

Luxmore business unit is overspent due to current costs and expected costs for concept plans and further development costs.

Fiordland costs relate to the new board members' salaries, a budget is in Te Anau administration business unit to cover this cost

Capital costs mainly relate to projects included in the project table above. Beautification Te Anau has an additional \$26,965 that relate to improving the soft fall area of the playground in Lions Park.

As identified earlier in this report, there are a number of works programme targets that will no longer be met as a result of the Covid-19 pandemic, the extent of which is as yet unclear.



## Reserve Balances

RESERVE	30 JUNE 2019	BUDGET 30 JUNE 2020	FORECAST 30 JUNE 2020
Manapouri Hall	\$18,103	\$19,510	\$19,510
Manapouri Fraser's beach	\$32,077	\$32,077	\$32,077
Manapouri General Reserve	\$67,846	\$55,291	\$45,974
Manapouri Swimming Pool	\$20,796	\$23,897	\$23,897
<b>Total – Manapouri</b>	<b>\$138,821</b>	<b>\$130,775</b>	<b>\$121,458</b>
Sandy Brown Loan	(\$7,481)	\$165	\$165
Te Anau Car Park Reserve	\$24,699	\$25,523	\$25,523
Te Anau Cemetery Improvements	-	(\$1,578)	-
Te Anau General	\$799,027	\$615,987	\$569,887
Te Anau Luxmore Subdivision	\$1,074,679	\$1,114,200	\$1,114,200
Te Anau Stormwater	\$495,120	\$510,632	\$510,632
<b>Total – Te Anau</b>	<b>\$2,386,044</b>	<b>\$2,264,929</b>	<b>\$2,220,407</b>
Te Anau Manapouri Airport	\$153,454	\$234,147	\$123,147
<b>Total – Te Anau Manapouri Airport</b>	<b>\$153,454</b>	<b>\$234,147</b>	<b>\$123,147</b>
<b>TOTAL RESERVES</b>	<b>\$2,678,320</b>	<b>\$2,629,851</b>	<b>\$2,465,012</b>



## Council Report

Record No: R/20/3/6014

Author: Simon Moran, Community Partnership Leader

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

## Chief Executive

### Adverse Weather Event

1. In early February the Southland region was affected by a significant rainfall event that led to the declaration of a regional civil defence emergency. The event began with a period of high rainfall in Milford Sound on 3 February coinciding with high tides that caused some backflow flooding and inundation in the Milford Village lower car parks and closure of SH94 Milford to Te Anau.
2. The event subsequently intensified significantly causing widespread damage to SH94, the Hollyford Valley and a number of Department of Conservation tracks. The heavy rainfall also spread into the Southland region upper catchments, particularly affecting the Maitara river. This led to a need to evacuate parts of Gore, Maitara and Wyndham.
3. The regional civil defence emergency was lifted on Tuesday 18 February, some two weeks after it was originally put in place. At that stage the focus will move into the recovery phase.
4. The effects of a significant civil defence emergency, such as the one that the region has just experienced, on the people that are directly affected and communities themselves cannot be under-estimated. The flow-on effects for some individuals can be expected to continue for quite some time. It will be important for Council, and the other relevant agencies to work with the affected communities to provide the support that they need to get through the event itself and then as we move into the recovery phase.
5. A regional recovery manager has been appointed to lead this stage of the process. We have also appointed a recovery manager to lead the recovery effort across the Southland District. There will be a number of flow-on issues affecting the Fiordland community in particular that Council will need to manage.
6. The full cost of the damage caused to Council's infrastructure is still being assessed and will be covered in separate reports to Council at an appropriate time.

### Infrastructure Commission

7. The NZ Infrastructure Commission has recently released a new report, titled 'Lifting Our Gaze' which discusses the challenges relating to addressing the challenges associated with the increased infrastructure demand and development. The report looks at the infrastructure outcomes that are being delivered, the barriers and challenges that New Zealand faces looking forward and how these might be addressed. A copy of the report is available on the Commission's website (<https://infracom.govt.nz/assets/Uploads/Lifting-our-gaze-EY-Infracom.pdf>).

8. The report also discusses the ‘opportunity cost’ that can be associated with the current narrow focus on delivery of projects, without consideration of broader outcomes, such as social, economic and environmental.
9. The desirability of adopting a broader outcomes focus has been included in updated government procurement rules and changes to the better business case framework. While staff will give consideration to these developments in reviewing Council’s procurement policies we can also expect to see the broader approach reflected in the procurement policies used by the NZ Transport Agency, which local authorities also need to meet to obtain funding for local works.

### **3 Waters**

10. Reform in the three waters sector has been progressing for some time. However, since the Havelock North incident in 2016 it has become an area of high priority for central government.
11. Following the Havelock North incident, the government commenced a formal inquiry, which recommended a Three Waters Review be undertaken. The review considered options for improving regulatory and service delivery arrangements for drinking water, wastewater and stormwater services (Three Waters) to better support New Zealand’s prosperity, health, safety and environment. Most three waters assets and services, but not all, are owned and delivered by local authorities.
12. Taumata Arowai - the Water Services Regulator Bill was introduced to Parliament on 11 December 2019, and had its first reading on 17 December. It is now sitting with the health select committee and public submissions are being sought. The bill is relatively simple in that its focus is on establishing the new water regulator as a crown entity, under the Crown Entities Act 2004. The bill also outlines the agencies objectives, functions, operating principles and governance arrangements and is expected to be enacted by mid-2020.
13. A separate bill will give effect to the decision to implement system-wide reforms to drinking water regulation, alongside targeted reforms to improve the regulation and performance of wastewater and stormwater networks.
14. The Minister for Local Government took a paper to cabinet in late January, canvassing options for greater collaboration in water services delivery. The paper is yet to be released, but is understood to reiterate the Minister’s desire for greater council collaboration in Three Waters service delivery. Accordingly, DIA is preparing further advice for councils on the stages of regional investigations the crown wants to see. It can be expected that the provision of any crown funding to support reform in this area will require local authorities to be taking actions which are consistent with that desired by the crown.
15. In an endeavour to proactively address the range of service delivery options that might exist the Otago Mayoral Forum has initiated a working group process, with external consultant assistance, to explore the range of delivery options that might exist in relation to the delivery of water services across the Otago region. They have also invited the Southland councils to participate in this work. Staff have indicated that this Council is keen to participate.
16. The range of options that will need to be considered as part of this process range from effectively an enhanced status quo model through to the formation of a standalone council controlled

organisation. Support for development of a business case exploring these options is being sought from the Department of Internal Affairs, who have recently called for expressions of interest in this area.

## **Funding of Fire and Emergency NZ**

17. Fire and Emergency New Zealand (FENZ) have been undertaking consultation to seek initial views on options for how fire and emergency services should be funded in the future. The consultation document can be downloaded from <https://www.dia.govt.nz/firefundingreview#Supporting>.
18. The review is split over two phases and is not expected to be completed until 2024 with the implementation of a new funding model. Following consideration of the views expressed via the initial phase, consideration will be given to the development of a new preferred funding model which will be subject to a subsequent consultation process.
19. The creation of FENZ has highlighted the shortcomings associated with the current insurance-based funding model. In particular its lack of universality and the fact that some sectors, which benefit directly from the service, such as motorists, do not contribute in proportion to the cost. The government's challenge is to find a funding model that allocates cost in accordance with the beneficiary principle and in a way that the opportunity for 'free-riding' is minimised.
20. The main users of FENZ services currently, are:
  - a. Medical emergencies;
  - b. Structure (building) fires;
  - c. Vegetation fires;
  - d. Hazardous substances and emergencies; and
  - e. Motor vehicle incidents.
21. To give effect to a beneficiary principle it would seem important for each of the above sectors to be significant contributors to the cost of running fire and emergency services. In some cases, such as motorists and property owners, it is practical and efficient to apply a direct levy. In other cases, such as medical emergencies and hazardous substance emergencies, the contribution should come from taxpayers through the appropriate vote, such as Health and Environment.
22. As part of the work being undertaken there has been a suggestion that local government could be responsible for collecting the property based component through its rating systems. This approach would, however, undermine an accountability principle that would come with FENZ being responsible for collecting its own funding directly from property owners.

## **Resource Management Reform**

23. The government has appointed an independent review panel, led by the Hon Tony Randerson QC, to undertake a comprehensive review of the resource management system.
24. In November 2019 the panel released an issues and options paper <https://www.mfe.govt.nz/sites/default/files/media/RMA/comprehensive-review-of-the->

[resource-management-system-opportunities-for-change-issues-and-options-paper.pdf](#)) outlining what they see as the key issues that need to be considered in the review process.

25. The review has a dual focus on improving outcomes for the natural environment and improving urban and other development outcomes. The underlying causes of poor outcomes are seen as being wide ranging, including the legislation, the ways it has been implemented and how the institutions are arranged. In seeking to improve these outcomes, the review will need to ensure provisions for central and local government decision-making, Iwi/Māori and broader public involvement are all fit for purpose. It will also consider the linkages between the RMA and other key pieces of legislation such as the Local Government Act 2002, Land Transport Management Act 2003 and Climate Change Response Act 2002.

## **Disability Employment Action Plan**

26. In November 2019 the Ministry of Social Development (MSD) released for public consultation a Disability Employment Action Plan. A copy of the document is available on the Ministry for Social Development website (<https://www.msd.govt.nz/what-we-can-do/disability-services/disability-employment-action-plan/index.html>).
27. The draft action plan proposes a set of actions to tackle the employment gap based around two overarching goals:
- disabled people and people with health conditions have an equal opportunity to access good work
  - employers are good at attracting and retaining disabled people and people with health conditions.

## **Community and Futures**

### **Strategy and Policy**

#### **Policy and Bylaw Updates**

28. 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 months. Deliberation and adoption of the draft Speed Limits Bylaw is scheduled for March 2020.
29. Staff have been involved in the review of the combined Local Alcohol Policy (LAP), in collaboration with Invercargill City Council. Following consultation, hearings and deliberation, a joint committee of the two councils endorsed a provisional LAP for public notification. No appeals were lodged and the LAP was automatically adopted on 6 December 2019. Council will be asked at its meeting 4 March 2020 to bring the LAP into force with an operational date of 31 March 2020.
30. Staff have been working to produce a draft procurement policy and manual, which would introduce changes to the way Council purchases goods and services. Feedback on the draft will be sought from the executive leadership team, prior to the draft policy being discussed with the finance and assurance committee.



31. Preliminary work has begun reviewing the combined Local Approved Products Policy. This policy is about restricting the sale of psychoactive substances. Council currently has a combined policy with Invercargill City Council and Gore District Council. The next steps are to ascertain whether Council is keen to continue having this joint policy.
32. In relation to Council strategies, staff have undertaken a stocktake on the strategies that have been adopted by Council, and also the strategies in place for the Southern region. Team members are currently investigating whether further Council strategies are required, and the structure and type of strategies that might be appropriate.

### **Community Futures Research and Analysis Work Programme – Strategy Development**

33. Council supports the continuation of research and analysis work to inform and support its decision making and to 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. Identifying priorities for investing in community future planning has included socio-demographics, climate change, levels of service, rating affordability, land and water plan implications, community assistance and funding, and technological change. This on-going work identifies the need for Council to understand the potential impacts that mega trends and technological change may have on communities, industries, work patterns, land use and lifestyle choices. This is integral to supporting the approach of the research and analysis work programme, particularly in relation to prioritisation and future service provision requirements, social cohesion and engagement.
34. The decision to invest in research and analytics is critical if Council wishes to plan for the future. Undertaking big picture research and analysis work will position Council to better understand the decisions it needs to make for the future of the District.

### **Risk Management Framework**

35. 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.
36. Updates to the finance and assurance committee and Council have utilised the risk management framework for the September and December 2019 quarterly reports and both committee and Council have indicated their approval of the process. The review process is underway for the current quarter and will be presented to the finance and assurance committee at its 23 March 2020 meeting.
37. As part of the review process, the executive leadership team met on 10 February 2020 to undertake review of the priority weightings given to each of Council's priority strategic and corporate risks. A report outlining the reviewed register will be presented to the finance and assurance committee for endorsement at its meeting 22 June 2020.

### **Annual Plan 2020/2021**

38. The Local Government Act 2002 requires Council to prepare and adopt an Annual Plan in the second and third years between 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 2020/2021 will be used to set rates for the year beginning 1 July 2020 and deliver any additional projects or initiatives identified. A report was presented to Council on 30 January to approve the project plan for the 2020/2021 Annual Plan. Following the recent state of emergency declared in Southland, rationalisation and prioritisation of project delivery will be assessed in the immediate to short term future.

### **Annual Report 2018/2019**

39. The Annual Report project team are awaiting confirmation of the proposed audit dates before finalising the timetable for the 2019/2020 Annual Report. A report on the Annual Report 2018/2019 audit recommendations is expected to be presented at the finance and assurance Committee meeting in March 2020.

## **Environmental Services**

### **Group Managers Update**

40. The policy team have been working on a submission for the Draft National Policy Statement for Indigenous Biodiversity (NPSIB) which will be with Council in March.
41. Normally, January is a quieter time for consent applications, however, this year there has been a steady stream of applications for both planning and building. MBIE have indicated a desire to visit Council to review our Earthquake Prone Building processes and progress towards identification of those buildings at risk during an earthquake.
42. MBIE also brought to the building manager's and GM's attention a report carried out in early 2019 regarding the Territory Authority (TA) responsibilities and recommendations that Council needs to ensure are followed up on.
43. We are establishing a small team to assist with this additional backlog of TA work which mainly includes swimming pool barrier inspections, compliance schedules, and Building Warrant of Fitness audits (BWof's).

### **Environmental Health**

44. The Ministry for Primary Industries (MPI) was required to complete a review of Council food verification functions, the review being required by s.138 of the Food Act 2014. Councils have had exclusivity in the provision of food verification services in their respective boundaries, for certain types of business; that is, that only Councils can provide this service for those food businesses (including most retail food businesses).
45. MPI has completed this review, and MPI has decided that Councils will retain this exclusivity. Not only does this give some certainty to future planning of the service, but also there is reduced pressure to obtain accreditation of our verification services. Options going forward for the environmental Health team include going ahead with accreditation, or implementing a quality system minus the IANZ audits.

## **Animal Control**

46. The team has convened an early planning meeting with relevant staff for this year's dog registration cycle. Significant changes to the way that we manage the process will be implemented this year, in line with Council's direction towards online services. The proposed changes are:
- i. introducing an online service for the registration of new dogs. This year dog owners will be able to register their new dogs using "PayIt" on Council's website. Dog owners can already renew dog registrations using PayIt, so this means that all dog registrations will be able to be done using PayIt.
  - ii. emailing of dog registration forms. Until now dog registration renewal forms have been posted to dog owners (around 6,000 forms). This year we propose to email the forms, other than to those dog owners that have already advised that they prefer receiving by post – this will always be an option going forwards.

## **Resource Management**

47. Ongoing work is occurring on the regional work streams for Climate Change, Biodiversity, Landscapes and Natural Character. The Climate Change report was presented to Council on 22 May 2019 and wider communication of climate change was endorsed. Joint work on the next phases of climate change is currently being scoped. Internal climate change work has commenced to inform the initial phase of the next LTP process. Work on the biodiversity, landscapes and natural character projects is ongoing and they are likely to be released in 2020.
48. Council was 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.
49. Consultation on the NPS for Indigenous Biodiversity opened in November 2019, initial indications are that achieving the requirements of the strategy will require a significant body of work identifying potentially Significant Natural Areas, mapping them and revising rules within the District Plan to protect and enhance them. Submissions on the strategy close in March 2020.
50. Giving effect to the NPS and identifying Significant Natural Areas is going to be an expensive process. There is estimated to be 1.7 million hectares of potentially significant biodiversity which equates to 57% of our District. Approximately 94,000ha of this area is indicated to be on private land. Council has provided input into the LGNZ submission and Southland District Council is one of the case study councils forming part of that submission. It is clear, however, that the introduction of the new Biodiversity NPS will come at a significant cost, which will not be funded by central government.
51. It is anticipated that the National Policy Statement will be gazetted prior to the general election in September.

## **Building Solutions**

52. Post the early February Southland flood event, on Friday, 7 February the building solutions team provided three inspectors as requested to assist the Gore District Council. A total of 105

residential dwellings were visited and assessed by the three inspectors, with nine of those having sustained flooding above floor level.

53. Reconnaissance in the District was carried out on 7, 8, and 10 February, taking in Wyndham, Mātaura Island, Fortrose, Pyramid, Riversdale, Ardlussa, Freshford, Waikaia, and Piano Flat areas, by the building solutions team. A large area was covered, in which 36 dwellings were visited, with two found to have sustained flooding above floor level.
54. A total of nine building solutions team members were involved, assisted by one environmental health team member. Staff from both departments also provided additional support.

## **Services and Assets**

### **Commercial infrastructure**

55. Ashby Brown has joined the team as commercial infrastructure manager.
56. Working with project delivery and community facilities teams to progress potential changes to new community services contracts as a result of 17A review. Initial workshops with incumbent contractors are scheduled to gauge market information and optimise procurement approach. With more complete market information, communities can then be consulted regarding various commercial options and the most appropriate approach moving forward.

### **Forestry (IFS)**

57. Various factors including flow-on effects from the coronavirus in China have created recent market challenges in the New Zealand forest industry. However, Council forest interests have benefited from a 12-month fixed price and volume contract direct with China. This contract is almost halfway through and has reduced exposure to the current market volatility.

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

58. The recent flood event has caused some trail damage which is currently being assessed. Based on preliminary inspections there is likely to be significant repair work required. However, early discussions with MBIE indicate that potential exists for additional funding to be provided to assist with reinstatement following this adverse event.

### **Te Anau Manapouri Airport**

59. Following obtaining Part 139 certification, a number of follow-up actions exist that are required to maintain status. Primary among these is developing a long term maintenance and intervention strategy – proposals for this work have been obtained and the output from this work will inform the long term strategic direction and budget.

## **Strategic Water and Waste**

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

60. Following Council resolutions from 23 October 2018 meeting, when it was resolved to proceed with a sub-surface drip irrigation as the disposal route, staff have been progressing work on a number of fronts including development of resource consents for the sub-surface drip irrigation field, as well as advancing towards a detailed design.

61. The contract for the pipeline element has now been awarded to Fulton Hogan with physical work under way in late August/early September, to date over 4km of pipe has been laid.
62. A resource consent for the SDI disposal system was issued by Environment Southland in December. Staff are also proceeding with drafting of a new resource consent to continue with the current Upukerora discharge, which expires in November 2020, given that the new disposal system will not be operational by that time.
63. The tender period for the membrane plant, mechanical and electrical work in Te Anau and additional storage closed in late 2019 and was followed up with a value engineering workshop prior to final recommendations around contract award. Work is also underway to establish a contract price for implementation of the SDI disposal system. It is anticipated that a report recommending a way forward in relation to both contracts will be presented to Council once all of the required information has been collated into a report.

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

64. Environment Southland released their proposed Land and Water Plan last year.
65. 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 object 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.
66. The first stage of the hearing around Objectives and Farming Policies commenced on 4 June with Council staff and experts presenting evidence on 11 June.
67. The first stage has now been completed and it is anticipated that the court will release interim decisions on the evidence presented prior to undertaking the second stage of the appeal process.
68. Further strengthening of environmental and water supply regulation is anticipated following release of cabinet papers on Three Waters Reforms and Ministry for the Environment (MfE) release of its approach to taking Action for Healthy Waterways, including a revised NES on source protection for water supplies and a proposed new NES on Wastewater Discharges. At this stage it is not fully understood if these amendments will have any implications for the plan process.
69. Interim decisions were released by the Environment Court in late December with a recommendation that further expert conferencing be undertaken in early 2020.

### **Property Services**

70. Property management is ongoing with numerous daily queries and transactions being processed. This is a result of considerable economic activity both internal and external.
71. External activity is generating a considerable amount of queries about Council properties including potential disposal, unformed roads and potentially affected party approvals for resource consents where Council is a landowner in close proximity.

72. Internal activities included providing advice to other operational departments either for their day to day activities, or projects being undertaken. There has been a temporary spike in vacant community housing units which has taken considerable time to allocate and process new tenants. The recent abandoned land tender also required a significant amount of staff time given the number of properties, queries and actual tenders to be processed.

### **Community Facilities**

73. The capital works programme is progressing with a number of projects having been completed, a number in progress and some just starting after Council approval for additional funding being gained.
74. The high winds experienced prior to the emergency event has resulted in some remedial work being undertaken on the Invercargill office with the potential for additional work being required.
75. The community facilities' assets came off lightly in the flood event, with only the Fortrose toilet being inundated with water causing minor damage only.

### **Project Delivery Team**

76. The project delivery team have been incredibly busy over the last few weeks assisting all teams with wind and then flood damage which has slowed progress on some capital works projects. This shouldn't significantly affect the final end delivery as a lot of the smaller projects have now been completed and the focus is on reviewing year end forecasts to see what projects can progress. Major projects such as the bridge replacement and new water mains in Otatau and Te Anau are progressing well.
77. Discussions have now started with asset team managers on next year's workload and key projects.

### **Strategic Transport**

#### **Road Safety**

78. The team and our contractors have been working hard over the past few weeks with the flooding and emergency event. Staff have been out with contractors inspecting the network and prioritising repair work with the main focus being the reopening of key roads and ensuring people have access to their houses.
79. While all the key roads are open there is still a reasonable amount of tidy up work to be completed across the District in the coming weeks and even months before things return to a degree of normality.

#### **National Land Transport Programme 2021**

80. A Council representative attended an information session on the National Land Transport Programme presented by NZ Transport Agency.
81. As Council starts to focus on developing its Long Term Plan so too is the Ministry of Transport currently developing the 2021 Government Policy Statement on Land Transport, for consultation in 2020.
82. In preparation for the NLTP the NZ Transport Agency are reviewing and will be seeking feedback on a number of document such as:

- The National Road Safety Strategy (Road to Zero)
- Arataki (NZTA 10 year view)
- Investment Decision Making Framework.

83. In conjunction with these, the Regional Land Transport Plans (RLTP) is also under development which will require input from Council. This document describes the region's long-term vision and identify its short to medium-term investment priorities to move towards this vision. It also includes a regional programme of transport activities proposed for funding over the next three to six years.
84. RLTPs are the primary mechanism for discussing and agreeing a clear set of regional outcomes, priorities and improvement projects in land transport. They describe the gap between where we are and where we need to get to, along with the programme of activities needed to bridge that gap. Therefore, RLTPs tell a powerful story about a region and its aspirations.
85. Council will have an opportunity for input into the RLTP through range of mechanisms such as Activity Management Plans and its elected representative on Regional Land Transport Committee.

### **District Wide Renewals Programme**

86. Despite recent weather events, good progress is still being made on the delivery of the rehabilitation programme.
87. Downer is also progressing the seal resurfacing programme. As part of this work they will be bringing in crews from the rest of the South Island as required to ensure the programme is delivered.
88. The two bridge design build contracts have been awarded for the replacement of up to 19 bridges. Construction of the units is underway with the first of the bridges expected to be installed in mid-March.

### **Recommendation**

#### **That the Fiordland Community Board:**

- a) **Receives the report titled "Council Report" dated 7 May 2020.**

### **Attachments**

There are no attachments for this report.





## Chairperson's Report

**Record No:** R/20/4/8844

**Author:** Alyson Hamilton, Committee Advisor

**Approved by:** Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

### Purpose of report

- 1 The purpose of the report is to provide an update to the Fiordland Community Board on activities of the chairperson from 27 February 2020 through to 12<sup>th</sup> May 2020.
- 2 Items of interest were as follows:
  - Manapouri Pool – The Manapouri pool committee are progressing obtaining Charitable Trust status
  - Civil Defence Emergency (Flooding) – Economic recovery and NZTA meetings continued through March post flooding to identify and highlight to EMS key issues that the community was experiencing. Flew into Milford Sound and the Hollyford Valley with EMS as part of community liaison. Operators were made aware that the Mayoral Relief Fund is still open until June. Ongoing meetings were held with NZTA and DOC regarding the progress of the road repairs and walking tracks within the National Park. NZTA were able to gradually open the road to regular convoys and then to the public after 5pm and before 7 am. The road was opened fully once the impacts of Covid 19 were realised as traffic volumes significantly declined before the Level 3 alert status was announced. The Department of Conservation were also able to open part of the Milford Track to walkers and were making good progress on several repairs until they were deemed to be a non-essential service
  - Fiordland Community Futures Plan – the Board delivered the plan to the Community on 10<sup>th</sup> March. The presentation was attended by 45 – 50 people and appeared to be well received. The plan was then posted onto the Fiordland Community Board Facebook page for anyone that didn't attend the evening. This was reposted at the beginning of Level three as a reminder
  - Chair's Forum – attended the Chair's Forum in Invercargill
  - Housing Feasibility Study – a workshop was held to discuss the WPS Opus draft report for the Luxmore subdivision. The concept plan and covenants were discussed and agreed upon
  - Community Partnership Fund – terms of reference for the fund were agreed upon
  - Fiordland Community Garden – Community Consultation closed regarding the location of the Community Garden with 36 votes for Memorial Park and 27 for Henry Street. The Board has opted to go with the majority vote, being Memorial Park, as there is access to public facilities close by
  - Dark Skies – an initial discussion was due to take place in March, however this was postponed due to Covid 19

- Sewerage Pipeline – The project was progressing well until works were stopped due to Level 4 Covid 19 restrictions. The team “made good” the road so that cones etc could be removed and the full carriageway reinstated. The multi-purpose track along Sandy Brown road was completed and is being actively used
  - Council Facilities – As a Council facility the Manapouri pool was closed along with the Library and Events Centre once Level 3 restrictions were put in place. The Lions Park toilets were also closed, with those near the Skate Park staying open. It was good to see the Recycling Centre open at Level 3, particularly for disposal of green waste
  - Fiordland Community Board Facebook page – The page now has 619 likes and 671 followers. This has been increasing daily as we are encouraging more people to like our page directly, rather than rely on the sharing we do of our posts to the Te Anau Community Information page.
- 3 Covid 19 Community Leadership & Communication – this has become a full time 7 day a week role. A leadership framework was established to provide structure and guidance to a team of community workers tasked to lead us through the Covid 19 alert levels. Key tasks include:
- liaising with EMS and Great South on key issues impacting the community
  - providing clear validated information to the Community on Covid 19 matters – both local and national
  - ensuring the communications team is kept informed and up to date on local matters impacting the community and national matters in what is a fluid and dynamic environment
  - ensuring our elderly and vulnerable community feel supported and cared for and do not feel socially isolated. A volunteer coordinator is ensuring phone calls every 3 days and delivery of meals under a newly established Community Food Service
  - liaising with Fiordland Community House to ensure any issued with individuals and employers being able to access benefits is being managed. Escalating issues to Great South
  - compiling a migrant worker register and triaging a number of calls, individual cases with some specific needs
  - planning for future recovery
  - attending various webinars in relation to forecasting, planning, determining the economic outlook, and destination management.

Events of the past three months have meant a very busy time. The future will be about planning for a restart and determining what our new normal is going to be. My thanks goes to all those that have been part of the Community Communications team.

## **Recommendation**

**That the Fiordland Community Board:**

- a) Receives the report titled “Chairperson's Report” dated 12 May 2020.**

## **Attachments**

There are no attachments for this report.



## Te Anau Airport and the Impact of COVID-19 on the 2020/21 Annual Plan

Record No: R/20/4/9855

Author: Joanie Nel, Management Accountant

Approved by: Anne Robson, Chief Financial Officer

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is to discuss and seek agreement by the Fiordland Community Board on a proposed deferral of the Te Anau Airport loan repayments for the 2020/21 financial year in response to the potential financial impact of COVID-19 on the affordability of rates in the Fiordland rating area. The impact being a reduction in the airport rate for the 2020/2021 financial year.

### Executive Summary

- 2 On 11 March 2020, the World Health Organisation (WHO) declared Covid-19 as a global pandemic. On Monday 23 March the New Zealand alert level was raised to level 3 and it was declared that the alert level would rise to level 4 by 11.59pm on Wednesday 25 March. This meant that the nation went into lockdown for at least four weeks with only essential services running and the majority of New Zealanders staying inside their houses to help reduce the spread of Covid-19.
- 3 As part of the response to Covid-19, the government has shut the borders to New Zealand for overseas visitors and mandated a lockdown. The impact of this has seen the tourism market and those associated with provision of goods and services to the tourism market particularly affected.
- 4 Considered around rates affordability during this time, Councillor Kremer has noted the impact of the loss of tourism on the Fiordland Basin as a result of this event and also the recent flooding in February and in response has asked Council staff to look at the possibility of reducing the airport rate for the coming year with the potential of also extending this reduction as part of discussions around Councils 2021-31 Long Term Plan.
- 5 During discussion on the draft annual plan for 2020/2021 on 22 April 2020 Council resolved to reduce the Te Anau airport rate to \$67.69 GST inclusive from \$128.00 GST inclusive subject to approval from the Fiordland Community Board.

## Recommendation

### That Fiordland Community Board:

- a) **Receives the report titled “Te Anau Airport and the Impact of COVID-19 on the 2020/21 Annual Plan” dated 12 May 2020.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agrees to the reduction of the Te Anau Airport rate from \$128 (incl GST) to \$67.69 (incl GST) for the 2020/21 Annual Plan as endorsed by Council at the meeting held on the 22<sup>nd</sup> of April. Noting this reduction is being done by extending the airport loan by one year by deferring the 2020/21 airport loan repayment and by funding the interest charge for the 2020/21 financial year by adding it to the airport loan balance to be repaid over the life of the loan.**
- e) **Recognises that resolution ‘d’ above, will be inconsistent with Council’s Revenue and Financing policy because it is funding an operational cost from a loan and that it would be appropriate for Council to consider recording this as an inconsistent decision made in accordance with section 80 of the Local Government Act 2002 should it confirm this decision in setting the rates for the 2020-21 financial year.**
- f) **Notes that this alternative funding is proposed in response to the potential financial impact of Covid-19 on affordability of rates particularly in the Fiordland rating area and that a review of the Revenue and Financing policy will be undertaken as part of its 2021-31 Long Term Plan but at this stage there are no plans to alter the policy to generally allow the funding of operational costs from loans.**

## Background

- 6 At the Community Board meeting on the 13 November 2019, it recommended to Council that it set the rates for the Te Anau Airport Manapouri at \$361,421 or \$128.00 per rating unit for the 2020/21 year.
- 7 Since then the Fiordland community has experienced a state of emergency with the major flooding that occurred on the 3<sup>rd</sup> of February 2020 and the loss of tourism from the COVID-19 outbreak as a result of New Zealand closing its international border and entering a self imposed lockdown. The impact of this has seen the tourism market and those associated with provision of goods and services to the tourism market particularly affected.
- 8 Treasury economic forecasts suggest that Covid 19 will likely affect the overall level of GDP and levels of unemployment within the New Zealand economy for a period of three to four years.

- 9 Councillor Kremer, given the events above and noting the impact of the loss of tourism on the Fiordland Basin asked Council staff to look at the possibility of reducing the airport rate for the coming year with the potential of also extending this reduction as part of discussions around Councils 2021-31 Long Term Plan.
- 10 Because Council needed to proceed with the adoption of its 2020/21 draft Annual Plan, discussions were held with the Councillor around possible options that could be incorporated subject to approval by the Fiordland Community Board.
- 11 As a result, the following resolutions were passed by Council as part of adopting the draft 2020/21 Annual Plan presented to Council on the 22 April 2020, subject to Community Board approval as outlined below :
- g) Endorses the reduction of the Te Anau Airport rate from \$128 (incl GST) to \$67.69 (incl GST) subject to the agreement of the Fiordland Community Board. Noting this reduction is being done by extending the airport loan by one year and deferring the 2020/21 airport loan repayment and by funding the interest charge by adding it to the airport loan balance to be repaid over the life of the loan.*
  - h) Recognises that resolution 'g' above, will be inconsistent with Council's Revenue and Financing policy because it is funding an operational cost from a loan and that it would be appropriate for Council to consider recording this as an inconsistent decision made in accordance with section 80 of the Local Government Act 2002 should it confirm this decision in setting the rates for the 2020-21 financial year.*
  - i) Notes that this alternative funding is proposed in response to the potential financial impact of Covid-19 on affordability of rates particularly in the Fiordland rating area and that a review of the Revenue and Financing policy will be undertaken as part of its 2021-31 Long Term Plan but at this stage there are no plans to alter the policy to generally allow the funding of operational costs from loans.*

## **Issues**

- 12 As noted above the Te Anau Airport Manapouri rate has been set at \$128 per rating unit for many years to cover both the loan repayments and offset any annual operating costs not met by fee and lease income generated by the airport or to establish a reserve to fund future airport projects.
- 13 A review of the Te Anau-Manapouri Airport budget for 2020/21 notes that 47% of the rate relates to the repayment of interest and principal on the airport loan. 53% relates to the annual operation of the airport and funds transferred to the airport reserve to fund future capital projects.
- 14 At the 30 June 2020, the balance of the loan was \$1,517,576 with 14 years remaining. The balance of the Te Anau Airport reserve was \$210,647. A number of projects are planned over the years to be funded from the reserve, the major project planned is the reseal of the runway and apron including marking that is planned for 2021-22 at a current budgeted cost of \$325,576. A detailed list of the projects for the remaining seven years is detailed in the financial section of this report.
- 15 Council staff approached Councillor Kremer with the following options, including advantages and disadvantages as noted below:

Option	Advantages	Disadvantages
Make the rate zero, by utilising the airport reserve to fund costs for the year	<p>Attempts to recognise and mitigate the effect of Covid-19 on the affordability of rates.</p> <p>In line with Council's revenue and financing policy</p> <p>Gives the maximum amount of financial benefit to ratepayers for the year</p>	<p>The reserve funds used will not be available for the future capital programme.</p> <p>The current ratepayer base are not contributing to the annual cost of the service.</p>
Reduce the airport rate by effectively taking a mortgage holiday. This means that no annual loan repayment would be made, by adding one year to the loan. Additionally the annual interest charge could be added to the airport loan balance, to be repaid over the loan term.	<p>Attempts to partially recognise and mitigate the effect of Covid-19 on the affordability of rates.</p> <p>Gives a partial financial benefit to ratepayers for the year.</p> <p>Still recognises that the majority of operational costs (excl interest) should be met from the current ratepayer base.</p>	<p>The current ratepayer base are not contributing to the full cost of the service.</p> <p>Inconsistent with Council's Revenue and Financing Policy</p>

- 16 Discussions with Councillor Kremer, indicated a preference, subject to Fiordland Community Board agreement, of deferring the principal loan repayment for 20/21 by adding one more year to the length of the loan and for the same year adding the interest on the loan to the balance of the loan outstanding to be repaid over the remaining term of the loan.
- 17 In regards to the airport operations it is important to note that Covid 19 will reduce the income received by the airport. At this stage the activity manager is estimating this to be a potential loss in revenue of around \$43,794. Reviewing the costs, the activity manager notes potential savings can be made in costs relating to part 139 certification of \$15,000. The original budget for certification included tree trimming and security fencing as a result of the majority of the costs not being critical to maintaining part 139 certification, this budget can now be reduced to \$5,000 for security fencing, to include only minor charges towards scope, depending on lessee activities. Overall it is now expected that the operations will result in a net deficit instead of a surplus. It is suggested that any actual deficit be funded from the Te Anau airport reserve. The reduction in reserves will mean that additional loans may be required to fund the future capital program.
- 18 Additionally as part of the February forecasting round, \$90,000 of costs were estimated to be needed towards retaining part 139 certification, only \$30,000 has been identified as critical costs required at present.
- 19 The potential changes to operational revenue and expenses is not proposed to be incorporated into the Annual Plan. As Council will re-forecast its financial position in two stages in the next financial year it is proposed that staff will discuss with the committee at that stage any changes they think



the community board should make. The time till the re-forecasting will give staff a better understanding of the impacts of COVID-19 on the airport operations. Forecasting is undertaken at the end of November and February each year.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 20 The Annual Plan is a statutory requirement under the Local Government Act 2002 (section 95).
- 21 All local authorities are required by legislation to prepare and adopt an Annual Plan before the commencement of the financial year to which it relates (1 July 2020).

### **Community Views**

- 22 As Council is not consulting on the Annual Plan 2020/2021, stakeholders, groups and individuals are encouraged to provide feedback through Council's social media sites including Facebook, Council website or [www.makeitstick.nz](http://www.makeitstick.nz). There is also opportunity to provide feedback to Council through public forum at any Council or Committee of Council meeting by live streaming during Covid-19 lockdown, or in person at a Council meeting once the lockdown is lifted.
- 23 The community board was involved in the direction setting for the Annual Plan 2020/2021 and provided input into the project work plan for their area and the fees and charges for the local assets. This feedback has been included in the Annual Plan 2020/2021.

## Costs and Funding

- 24 The impact of the proposal is shown in the table below. This table shows what was presented to the community board in its November 2019 meeting with an additional column added to the right outlining how the proposal has impacted on the numbers previously presented:

Te Anau Airport Financial Summary				
	Actual	Budget	Current Annual Plan	Proposed
	2018/2019	2019/2020	2020/2021	2020/2021
Operating Expenditure	(409,491)	(329,073)	(340,905)	(340,905)
Capital Expenditure	(8,787)	0	-	-
Loans Repaid	(71,919)	(75,322)	(78,886)	-
Non Cash Expenditure	90,453	89,727	68,374	68,374
<b>Total Expenditure</b>	<b>(399,744)</b>	<b>(314,668)</b>	<b>(351,417)</b>	<b>(272,531)</b>
<i>Less Funding</i>				
Loans Raised	-	-	-	69,205
Net Reserve Movements	(2,487)	(80,693)	(53,302)	(54,882)
Other Income	94,358	86,937	90,396	90,396
<b>Total Funding</b>	<b>91,871</b>	<b>6,244</b>	<b>37,094</b>	<b>104,719</b>
<b>Total Rates Required</b>	<b>307,873</b>	<b>308,424</b>	<b>314,323</b>	<b>167,812</b>
GST	46,181	46,264	47,148	25,172
<b>Rate (including GST)</b>	<b>354,054</b>	<b>354,688</b>	<b>361,471</b>	<b>192,984</b>
<b>\$ Increase/(Decrease)</b>		634	6,784	(161,704)
<b>% Increase/(Decrease)</b>		0.18%	1.91%	-45.59%
<b>Rates Calculation</b>				
	Actual	Actual	Annual Plan	Proposed Forecast
Rate Type	Basis of Rate	2018/2019	2019/2020	2020/2021
Te Anau Airport Manapouri Fixed Charge		128.00	128.00	128.00
				57.69

- 25 The proposed reserve balance before the funding of forecasted projected in the current year is as follows:

Te Anau Airport Reserve Report			Current Annual Plan Forecast Balance 30/06/2021	Proposed Forecast Balance 30/06/2021
	Opening Balance 1/07/2019	Forecast Balance 30/06/2020		
<b>Local Reserve</b>				
Te Anau Manapouri Airport	153,454	210,647	289,337	290,917
<b>Total Local Reserve</b>	<b>153,454</b>	<b>210,647</b>	<b>289,337</b>	<b>290,917</b>
<b>Overall Reserve Balance</b>	<b>153,454</b>	<b>210,647</b>	<b>289,337</b>	<b>290,917</b>

- 26 The proposed loan balance is summarised below:

Fiordland Loan Report					Annual Plan	Proposed Annual Plan
Description	Business Unit	Term as at 30/6/2020	Actual Balance 30/6/2019	Forecasted Balance 30/6/2020	Forecasted Balance 30/6/2021	Forecasted Balance 30/6/2021
Sandy Brown Loan	26879	1	\$ 14,677	\$ -	\$ -	\$ -
Airport Loan	27081	15	\$ 1,592,899	\$1,517,576	\$ 1,438,691	\$ 1,586,781
			<b>1,592,899</b>	<b>1,517,576</b>	<b>1,438,691</b>	<b>1,586,781</b>

- 27 For the community board's information the projects included in the 2018-28 Long Term Plan for the ten years are as follows

<b>Te Anau Airport Projects Report</b>				
<b>Project</b>	<b>Budget</b>	<b>Financial Year Start</b>	<b>Funding</b>	<b>Comment</b>
Airport Helipads	14,000	2018/19	Rates	Project can be deleted as not critical to maintaining Part 139 certification
Complete reseal of runway and apron including remarking	325,576	2021/22	Reserves	
GPs Upgrade	10,920	2022/23	Rates	
Re-carpeting	16,380	2022/23	Rates	
Moss killing and reoiling of building	16,773	2023/24	Rates	
Upgrade to security system	8,946	2023/24	Rates	
Airport Heat Pump Replacement	11,182	2023/24	Rates	
Painting of internal walls in terminal	35,280	2025/26	Reserves	
Moss killing and reoiling of building	19,826	2028/29	Rates	
	<b>458,883</b>			

## **Policy Implications**

- 28 Council's Revenue and Financing Policy outlines in section 2.3 that operating expenditure should be met from funding sources such as rates, reserves, user fees and charges. Capital expenditure can also be met from loans. Although Council's policy indicates these preferred funding sources, where Council makes a significantly inconsistent decision it can as a result of section 80 of the Local Government Act 2002, clearly identify as part of the decision the inconsistency, the reasons why and the intention or not to amend the policy to accommodate the decision.
- 29 The potential adding of the interest on the Te Anau Airport Loan to the Te Anau Airport Loan is inconsistent with Councils Revenue and Financing policy as it seeks to fund the annual interest cost from a loan. As such, as part of approving the proposed change to the Te Anau Manapouri airport loan the Council has passed a resolution noting the inconsistency and that there is no intention to change the policy at this stage.

## **Analysis**

### **Options Considered**

### **Analysis of Options**

- 30 There are two options to be considered in this report:

**Option 1 – Reduce the Te Anau Airport Manapouri rate for 2020/21 to \$67.69 from \$128.00 by deferring the principal repayment and interest of the Te Anau Airport loan. Noting this reduction is being done by extending the airport loan by one year and by funding the interest charge by adding it to the airport loan balance to be repaid over the life of the loan.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>recognises the changed environment resulting from the Covid-19 pandemic.</li></ul>	<ul style="list-style-type: none"><li>The loan period will be extended by one year and the interest incurred for 20/21 will be added to the loan, to be repaid over the term of the loan.</li></ul>

**Option 2 – reject the proposed rates decrease**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>None, as the previously agreed rates agreed per the Annual Plan will be set for the 20/21 financial year.</li></ul>	<ul style="list-style-type: none"><li>No reduction in rates will occur for those in the Fiordland Community Board Area.</li></ul>

**Assessment of Significance**

- 31 This issue is not considered significant in terms of Councils Significance and Engagement Policy.

**Recommended Option**

- 32 Staff recommend Option 1 – which the Community Board agrees to the reduction of the Te Anau Airport rate from \$128 (incl GST) to \$67.69 (incl GST) as endorsed by Council at the meeting held on the 22nd of April 2020. Noting this reduction is being done by extending the airport loan by one year and deferring the 2020/21 airport loan repayment and by funding the interest charge by adding it to the airport loan balance to be repaid over the life of the loan.

**Next Steps**

- 33 If resolution 'd' is adopted the Te Anau Airport rate will be prepared at \$67.69 and included in the draft Annual Plan, to be presented to Council for adoption on 23 June 2020.
- 34 Following Council adoption, the Annual Plan 2020/2021 will be made available on the Council's website [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz).

**Attachments**

There are no attachments for this report.



## Unbudgeted Expenditure for Contribution toward the Manapouri Swimming Pool Heating Upgrade

Record No: R/20/5/10671

Author: Kevin McNaught, Manager Property Services

Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of the report is for the Fiordland Community Board to consider a request from the Manapouri Swimming Pool Committee to contribute towards the upgrade of the heating at the Manapouri Swimming Pool

### Executive Summary

- 2 The Manapouri swimming pool is owned by Council but has been run by the Manapouri Swimming Pool Committee by way of an Operational agreement since 1997. That agreement required the pool committee to undertake all day to day operations as well as maintain and upgrade the facility.
- 3 In line with the obligations in the agreement, the pool committee are in the process of upgrading the heating at the pool, and have sought access to some of the pool funds held by Council through the Community Board.
- 4 The recommendation is that funds be released for the purposes of contributing to the upgrade of the pools heating.

## **Recommendation**

**That the Fiordland Community Board:**

- a) Receives the report titled “Unbudgeted Expenditure for Contribution toward the Manapouri Swimming Pool Heating Upgrade” dated 12 May 2020.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) Agrees to contribute \$15,000 as unbudgeted expenditure from the Manapouri Swimming Pool Area Reserve towards the heating upgrade at the Manapouri Swimming Pool.**
- e) That the purchase and installation of the new heating system be undertaken in conjunction with Councils Community Facilities staff.**



## **Background**

- 5 The Manapouri swimming pool is owned by Council but has been run by the Manapouri Swimming Pool Committee by way of an Operational agreement since 1997. That agreement required the pool committee to undertake all day to day operations as well as maintain and upgrade the facility.
- 6 In line with the obligations in the agreement, the pool committee are in the process of upgrading the heating at the pool, and have sought access to some of the pool funds held by Council through the Community Board. See the attached request.
- 7 Angie Hopkinson from Councils Community Facilities team has reviewed the heating proposal and discussed it with members of the pool group and has commented as below:

*In summary, it is clear that the Manapouri Swimming Pool committee has undertaken reasonable steps to ascertain a solution for their heating situation. I am comfortable with their methods used during this journey and support their recommendation. With any installation like pool heating there are no fail proof systems so my focus was on mitigating risk. My notes and comments are as below.*

*Using the 2016 Ahika report, the committee's research and the findings since the decision to go with two banks of 8 Spark Solar panels installed on the Eastern side is understandable.*

### ***My recommendations to the committee were:***

*Get in writing all the details in regards to warranty or parts and workmanship. Ascertain in writing things such as:*

- who covers costs of a call out in case of a perceived failure within immediate and long terms timeframes.*
- Do the installers/ suppliers require or wish to know temperatures or humidity readings in the building. We wish to ensure any future failure cannot be blamed on this.*
- Get a new quote or confirmation the existing one is valid. Same with scaffolding ones.*
- Check that Cleanflo are an approved contractor. They do not seem to be yet but have no issue with going through this. They are a current supplier.*
- Get in writing the information and promises made re the trees. The committee have already started this process but it's a key element of this being successful.*

## **Issues**

- 8 There are no significant issues identified at this stage, given the considerable work that has gone into the project to date, and this has been peer reviewed by Council staff with the only recommendations being the points raised above.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 9 This is a Council facility which has been run very successfully by the local community under the operational agreement since 1997. Given the asset is owned by Council it is appropriate therefore that Council staff review what is proposed to be undertaken prior to any funding being contributed towards the project, or in fact the project proceeding.

**Community Views**

- 10 None specifically obtained but the group operating the pool are local residents and this Board in making the decision are also representative of the community. Informal discussions have been held with the Chair and Councillor to date.

**Costs and Funding**

- 11 The project is priced to cost \$36,537 and the request is for a contribution of \$7,435.85 (Inc GST). The requested amount is the difference between the project cost and all the funds held by the pool operating group.
- 12 This funding basis would leave the group with no operating capital for when the pool opens next season which is not desirable.
- 13 The recommendation is to fund \$15,000 from the pool reserve which will leave the group with some operating funds which is considered a better solution. At 30 June 2019 the Manapouri Swimming Pool Area Reserve had \$20,795 in its balance, with some unspent operating funds to be added to it again at 30 June 2020.

**Policy Implications**

- 14 None identified at this stage

**Analysis****Options Considered**

- 15 The options are to agree to the funding request or not.

**Analysis of Options****Option 1 – Approve funding**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Allows the needed pool heating upgrade to be undertaken.</li><li>• Appropriate use of what funds have been collected for</li></ul>	<ul style="list-style-type: none"><li>• None identified</li></ul>

**Option 2 – Decline funding**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• None identified as unspent funds would remain held in reserves,</li></ul>	<ul style="list-style-type: none"><li>• Would either stop or significantly delay the heating upgrade project from being undertaken.</li></ul>

**Assessment of Significance**

- 16 Not considered significant

**Recommended Option**

- 17 Option 1 approve unbudgeted expenditure of \$15,000 towards the pool heating upgrade.

**Next Steps**

- 18 Notify the pool operating group of the decision.

**Attachments**

- A Manapouri Swimming Pool Letter to Fiordland Community Board regarding Pool Heating [↓](#)

The Manapouri Swimming Pool Committee has been managing the Manapouri Community Pool under an Operational Agreement with Manapouri CDA since 1997.

In that time, the pool has been widely utilised by the Manapouri community with many members of the community voluntarily active on the Committee and/or the pool cleaning roster to ensure this valued facility can remain operational.

Over recent years the Manapouri population has increased, with more houses in the township being occupied by permanent residents and more new houses being developed within the surrounding area. The pool has become pivotal to this burgeoning community, being a safe place for young children to learn water safety and for elderly and in need community members to come together in a supported environment<sup>1</sup>. The adjacent tennis facilities and good outdoor area mean that the facility is often a community hub over the summer months.

On a hot day in peak summer around 100 people a day can frequent the pool and around 110 seasons keys and 30 day use keys are sold on average each year. Season keys are widely used throughout the season.<sup>2</sup>

This growing population is reflected in the Committee with younger community members becoming actively involved under the mentorship of experienced members. These new members are encouraged to obtain a Unit Standard in Water Quality to ensure the safety of users and ongoing operation of the facility<sup>3</sup>.

The Committee recognises that this increased use requires facilities to be maintained to a high standard. Consequently, several upgrades have been undertaken in advance of this season including:

- New pump
- New chemical storage (with space for future dosing system if pool use demand requires)
- New change table/ toy storage/ locker boxes
- New Toilet cisterns
- Repainted interior & exterior

As part of this the Committee commissioned a heating system report in 2014. This recommended the replacement of the existing solar hot-water heating with an up-to-date solar system. Following this report the Committee undertook extensive research including visiting other pools around the district and discussing the pros and cons of their systems. The proposed system has been selected as a result of this reporting and research.

The Cleanflo Spark Solar panels will allow the current seasonal use to be maintained with minimal maintenance required and reduced operational costs. The system is also a lot cheaper to install and easier to operate than others available.

Quotes for the system and the scaffolding required for its installation are attached, as is a spreadsheet indicating current funds in the Manapouri Pool bank account plus funds held in reserves . A shortfall of \$7430.85 incl. GST remains.

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<sup>1</sup> The committee runs group sessions where key holders in need of support can come together to enjoy the facilities with confidence.

<sup>2</sup> The Committee understands that season keys are often utilised by more than one family, so exact numbers of regular users are in excess of this and hard to quantify. Note that the committee recognises that this is not an ideal situation and is actively examining how to manage this more successfully.

<sup>3</sup> The latest round of course attendees are currently updating the pool Risk Management plan and operational resources to ensure that volunteers are working within a safe and consistent framework.

The Committee has applied for the following funding:

- Community Initiative Fund \$5,000
- Syd Slee Charitable Trust \$5,000

Donations totalling \$1,650 have also been received to date and the Committee is actively engaged in other fundraising events to support this initiative and supplement future operational requirements.



## Naming of Streets Kepler Heights Subdivision Stage 5

**Record No:** R/20/2/4250

**Author:** Hartley Hare, Strategic Manager Transport

**Approved by:** Matt Russell, Group Manager Services and Assets

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of the report is for the Fiordland Community Board to consider the naming of one cul-de-sac in the Kepler Heights subdivision as part of the stage five development.

### Executive Summary

- 2 A request has been received from Ralph Moir and Associates, to name one cul-de-sac as part the Kepler Heights stage 5 development (Attachment A).
- 3 Currently, the cul-de-sac has no legal name and therefore cannot officially be assigned individual house numbers. The proposal is to name the cul-de-sac Carran Court after Chris and Helen Carran.
- 4 Councils guidelines for road names include the following:
  - Name duplications are to be avoided.
  - Long names are to be avoided.
  - Similar sounding or spellings are to be avoided to reduce confusion.
  - LINZ and Geographic Board guidelines
- 5 The recommendation is to approve the cul-de-sac name for adoption.

## **Recommendation**

**That the Fiordland Community Board:**

- a) Receives the report titled “Naming of Streets Kepler Heights Subdivision Stage 5” dated 12 May 2020.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) Approve the naming of the cul-de-sac in the Kepler Heights subdivision stage 5 as Carran Court.**



## **Background**

- 6 With the development of stage five of Kepler heights subdivision, one new road name is required for the cul-de-sac.
- 7 The names suggested by the developer is Carran Court.
- 8 The proposal is to name this cul-de-sac Carran Court after Chris and Helen Carran who came to Te Anau in the 60s. They started Carran Contracting and Fiordland Laundry. They own several deer farming properties and Chris was a member of the Te Anau Community Board for many years.

## **Issues**

- 9 There are no issues identified with the name provided.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 10 Council has a requirement to comply with the LINZ / Geographic Board guidelines for naming.

### **Community Views**

- 11 No additional community views have been requested or required at this point in time.
- 12 It is worth noting that the proposed name suggested by the developer is on the Te Anau Community Board's list of preferred names.

### **Costs and Funding**

- 13 The road sign is to be supplied and installed by the developer but ongoing maintenance of these will be the responsibility of Council as this street is to be vested (indicated as Lot 1 in attachment).

### **Policy Implications**

- 14 The suggested name has to be approved by the Fiordland Community Board before it can be legalised. Council's guidelines for road names are as follows:
- Name duplications are to be avoided.
  - Similar sounding or spellings are to be avoided to reduce confusion.
  - Names are to be easily spelt and readily pronounced.
  - Long (no more than 25 characters maximum) names are to be avoided.
- 15 There are no issues with the proposed name.

## **Analysis**

### **Options Considered**

- 16 The three main options that have been considered below. These are to not support the proposed name, support the proposed name or to support the name with amendments.

## Analysis of Options

### Option 1 – Not to Support

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• None.</li></ul>	<ul style="list-style-type: none"><li>• Cannot supply individual house numbers.</li><li>• Makes it more difficult for emergency services to locate required dwellings.</li></ul>

### Option 2 – Support with amendments

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• The Street can be assigned individual name and house numbers.</li><li>• Makes it easier for the likes of emergency services to locate the correct dwelling.</li></ul>	<ul style="list-style-type: none"><li>• Increase the risk that the process for street naming will have to be worked through again prolonging the process.</li></ul>

### Option 3 –Support proposed names

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Reduces the risk of having to work through the street naming process again.</li><li>• The Street can be assigned individual names and house numbers.</li><li>• Makes it easier for the services such as first responders to locate the correct dwelling.</li></ul>	<ul style="list-style-type: none"><li>• None.</li></ul>

## Assessment of Significance

- 17 Not considered significant.

## Recommended Option

- 18 Approve the naming of the cul-de-sac as Carran Court.

## Next Steps

- 19 Notify the Developer, LINZ and NZ Post of the approved name

## Attachments

- A Kepler Heights Subdivision Stage 5 Map Carran Court [↓](#)





## Fiordland Community Board Criteria for Community Partnership Fund

Record No: R/20/3/7130

Author: Megan Seator, Community Liaison Officer

Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is to confirm the Fiordland Community Board's funding criteria for the allocation of the Community Partnership Fund.
- 2 The funding criteria outlined in this report was developed by the Fiordland Community Board at their workshop on 11 March 2020.

### Executive Summary

- 3 A review of Southland District Council's community assistance activity was completed in early 2019. It was recommend that there should be a significant change in the way that Council administers the Community Initiatives Fund. Subsequently, in July 2019 Council resolved to disestablish the Community Initiatives Fund and to establish the Community Partnership Fund.
- 4 The Community Partnership Fund will be distributed by each of the nine community boards as of 1 July 2020.
- 5 Guiding principles for the distribution and administration of this fund have been created and endorsed by council.
- 6 The community leadership team have been working alongside each of the community boards to develop the criteria for distributing this fund.
- 7 This report confirms the funding criteria for the Fiordland Community Board.

## **Recommendation**

**That the Fiordland Community Board:**

- a) Receives the report titled “Fiordland Community Board Criteria for Community Partnership Fund” dated 12 May 2020.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) Confirms the funding criteria for the distribution of the Community Partnership Fund for the Fiordland Community Board.**

## **Background**

- 8 Southland District Council's community assistance activity seeks to contribute to a District of 'proud, connected communities that have an attractive and affordable lifestyle' by enabling Southland's communities to be desirable places to live, grow up, work, run a business, raise a family and enjoy a safe and satisfying life. Through providing financial assistance by way of grant funding, community groups and individuals are supported to undertake their desired activities.
- 9 A review of the community assistance activity was completed in early 2019. The purpose of this review was to ensure that Council is providing assistance in a considered and prudent manner to ensure efficient and effective outcomes for the communities they support.
- 10 It was recommended that there should be a significant change in the way that Council administers the Community Initiatives Fund. In July 2019, Council resolved to disestablish the Community Initiatives Fund and to establish the Community Partnership Fund.
- 11 It was recommended that there should be a significant change in the way that Council administers the Community Initiatives Fund and to establish the Community Partnership Fund.
- 12 The most significant change is that the Community Partnership Fund will be distributed by community boards who have the authority to grant funds for local applications.
- 13 Guiding Principles document for the Community Partnership Fund has been developed and endorsed by Council. This document was distributed to board members prior to the workshop held on Monday 11 March 2020. The guiding principles document is also attached to this report.

## **Funding structure**

- 14 The Fiordland Community Board's allocation of the Community Partnership Fund will be distributed over three rounds which will be held every four months for the financial year 2020/2021.
- 15 This funding structure will be in place for the 2020/2021 financial year and will be reviewed for ongoing financial years.

## **Funding Criteria**

- 16 This fund is available to not-for-profit community organisations. Community organisations may be a legal entity or an informal group. Regardless of their legal status the group must have their own bank account.
- 17 Applicants may apply for \$500 - \$5000.
- 18 Applications to the fund must:
- have alignment with the Fiordland Community Futures Plan and/or the four community well-beings (social, economic, environmental, cultural)
  - show some degree of self-contribution or fundraising

- 19 The following will not be considered:
- funding for individuals
  - applications for salaries, catering or room hire
  - funding for pecuniary gain.
- 20 Applications for funding involving capital works will be expected to provide more than one quote.
- 21 Applicants may choose to speak to their application or may be requested to do so.

### **Issues**

- 22 There are no issues to consider.

### **Factors to Consider**

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

- 23 There are no legal or statutory requirements.

#### **Community Views**

- 24 Community views have not been considered.

#### **Costs and Funding**

- 25 Funds available to the Fiordland Community Board for funding allocation the 2020-2021 financial year is \$33,461.

#### **Policy Implications**

- 26 There are no policy implications.

### **Analysis**

#### **Options Considered**

- 27 There are two options to consider. Option 1 is to confirm and accept the criteria for the distribution of the Community Partnership Fund for the Fiordland Community Board.
- 28 Option 2 is to reject the criteria for the distribution of the Community Partnership Fund for the Fiordland Community Board.

### **Analysis of Options**

#### **Option 1 – Confirm and accept the criteria for the distribution of the Community Partnership Fund for the Fiordland Community Board**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• the Fiordland Community Board can proceed with the allocation of the Community Partnership Fund</li></ul>	<ul style="list-style-type: none"><li>• there are no disadvantages</li></ul>



**Option 2 – Reject the criteria for the distribution of the Community Partnership Fund for the Fiordland Community Board**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• there are no advantages</li></ul>	<ul style="list-style-type: none"><li>• delays in the process of allocating the Community Partnership Fund</li></ul>

**Assessment of Significance**

- 29 This is not considered significant.

**Recommended Option**

- 30 The recommended option is “option 1” to confirm and accept the criteria for the distribution of the Community Partnership Fund for the Fiordland Community Board.

**Next Steps**

- 31 Following the Fiordland Community Board confirming and accepting the criteria for the distribution of the Community Partnership Fund, this criteria along with the criteria of the other community boards will go to Council for final approval.

**Attachments**

- A Community Partnership Fund - guiding principles [↓](#)



## Community Partnership Fund

### Guiding Principles

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Te Rohe Pōtae o Murihiku

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## **i. Background**

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Southland District Council's community assistance activity seeks to contribute to a district of 'proud, connected communities that have an attractive and affordable lifestyle' by enabling Southland's communities to be desirable places to live, grow up, work, run a business, raise a family and enjoy a safe and satisfying life. Through providing financial assistance by way of grant funding, community groups and individuals are supported to undertake their desired activities.

A review of the community assistance activity was completed in early 2019. The purpose of this review was to ensure that Council is providing assistance in a considered and prudent manner to ensure efficient and effective outcomes for the communities they support.

It was recommended that there should be a significant change in the way that Council administers the Community Initiatives Fund. Subsequently, in July 2019 Council resolved to disestablish the Community Initiatives Fund and to establish the Community Partnership Fund.

As a part of this resolution, it was decided that the Community Partnership Fund would be allocated in two parts. The first part being district applications which will be heard through the Community and Strategy Committee. While the second part being distributed by community boards who have the authority to grant funds for local applications. In order to do this, community boards have been delegated the authority to establish prioritisation criteria based on the guiding principles set by council.

Additionally, community boards will also have the discretion to recommend a local grants rate that allows them to increase the amount available to allocate to local community groups, agencies, projects or events as the community boards deem appropriate.

This new method of funding allocation supports Council's community-led development approach by providing community boards with greater autonomy to fulfil the needs specific to their local communities.

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## ii. Purpose

The purpose of the Community Partnership Fund is to enable local decision-making by providing community boards with the opportunity to distribute funding to enable communities to provide for their own local needs, aspirations, and goals in line with the principles of community-led development.

Community-led development is a citizen-centric approach that is underpinned by a philosophy of empowerment. It is integral to the wellbeing of communities and good local government practice. Council has placed an intentional focus on community-led development and is supporting communities to be leaders in this space.

Community-led development is based on five core principles:

1. Shared local visions drive action and change
2. Using existing strengths and assets
3. Many people, groups and sectors working together
4. Building diverse and collaborative local leadership
5. Working adaptively, learning informs planning and action

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## iii. Key outcomes

The Community Partnership Fund seeks to achieve the following key outcomes:

1. Increased communication and relationship-building between community boards and their communities.
2. Community boards have a heightened knowledge and awareness of community needs, aspirations, and goals.
3. Increased alignment between community board strategic plans and community visions.
4. Funding decisions are devolved and made at a grass-roots level.
5. Community boards are role models for collaborative decision making through consensus building when making funding decisions.
6. Community boards take ownership and are accountable to their local communities for all funding decisions.
7. Community boards have increased means to carry out their “community well-being” and “community leadership” delegations.

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#### iv. Guiding principles for funding allocation

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**Equity** – All community organisations will have an equitable opportunity to be considered for funding. Community boards will ensure applicants are treated fairly and are provided with any support they may reasonably require in order to apply for funding. The legal status of a community organisation will not be a barrier to funding so long as the organisation can demonstrate that it is established and operating as a not-for-profit and can provide final accountability.

**Avoidance of conflicts of interest** – It's not uncommon for community board members to be a part of various community organisations and projects. Community board members are required to declare a conflict of interest if a community group they belong to is applying for funding. Any community board member with a conflict of interest must abstain from voting on the funding request.

**Transparency** – The Community Partnership Fund will be operated transparently in all stages of the process while protecting applicant confidentiality where required. Clear information on funding opportunities, dates, and criteria will be provided to communities in a timely manner. The community board will provide feedback to unsuccessful applicants.

**Strategic alignment** – Priority shall be given to funding applications that align with the outcomes of the community board plan for that area.

**The four well-beings** – Decisions on funding should consider how the funding request promotes the social, economic, environmental, and cultural well-being of the community in the present or in the future (Local Government (Community Well-being) Amendment Act 2019).

The four well-beings are reflected in council's proposed community outcomes for the 2021-2031 long term plan. These are as follows:

- Environment – kaitiakitanga for future generations
- Culture – inclusive, connected communities
- Economic – a diverse economy creating healthy and affordable lifestyles
- Social – empowered communities with the right tools to deliver the best outcomes

**Consensus building** – Community boards will seek to achieve consensus on all funding decisions in order to achieve and role-model collaboration.

**Accountability** – Community boards will be accountable to their communities for all funding decisions made. It is important for community boards to deliver good value for residents by supporting initiatives that are effective and which can produce clear benefits. All funding recipients will be required to account for how they have spent funds and report on what they have achieved.

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**v. Common approach to administration and accountability**

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- All community boards will be required to develop criteria for the distribution of funds. This criteria must align with the guiding principles for the fund and also with the outcomes of the community board plan for the area. Criteria must be available to potential applicants.
- This criteria should be reviewed upon the swearing in of a new community board and may be reviewed more frequently.
- There will be a standardised funding application and accountability form across all community boards to enable administrative consistency.
- Application information will be included in the community boards meeting agenda.
- Each applicant will be given an opportunity to speak to their application if they choose to.
- When making decisions, community boards will use their criteria to assess applications.
- Unspent money from the Community Partnership Fund cannot be carried over to the next year.
- Each community board has the delegated authority to consider a rate to increase the amount available for distribution – this needs to be recommended to Council.
- When consensus cannot be reached and all attempts to reach consensus have been exhausted, a decision may be made by a simple majority.
- Total funding amounts for the 2020/21 financial year for each Community Board can be found in Appendix A.

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**vi. Timeline**

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**11 February 2020** – A draft of the Community Partnership Fund Guiding Principles is presented to the Community and Strategy Committee for endorsement.

**March/April 2020** – Workshops are held with community boards to develop their funding criteria for the Community Partnership Fund.

**6 May 2020** – Funding criteria for each community board is presented to the Community and Strategy Committee for endorsement.

**1 July 2020** – Community Partnership Fund comes into effect.

## Appendix A

The following table illustrates the 2020/2021 allocation of the Community Partnership Fund for each of the Community Boards.

Council agreed at its July 2019 meeting to change the way they allocate funding to community groups.

As of 1 July 2020, each community board has a one-off allocation of \$25,473 to be spent in the 2020/2021 year from the Community Initiatives Fund reserve (refer to column B in the table below). Additionally, each community board will receive an annual amount calculated on an equal share of 50% of the funds, and the remaining 50% allocated on population base (refer to column A in the table below).

The money is rated from the District, any amount not utilised at the end of the financial year will be retained in a district reserve for allocation by Council to district-wide projects and initiatives.

The community board may wish to consider adding additional local rates funding to further support their local initiatives and increase the amount available to allocate by way of the Community Partnership Fund. This will require the community board to determine an extra amount it wishes to allocate and locally rate accordingly.

Community Board	50% pa population and 50% pa equal distribution (A)	One-off contribution to boards from community initiatives reserve (B)	Total funding available for 2020/2021 (C)
Ardlussa	\$6,338	\$25,473	\$31,811
Fiordland	\$7,988	\$25,473	\$33,461
Northern	\$6,069	\$25,473	\$31,542
Oraka Aparima	\$7,136	\$25,473	\$32,609
Oreti	\$13,672	\$25,473	\$39,145
Stewart Island/Rakiura	\$4,387	\$25,473	\$29,860
Tuatapere Te Waewae	\$5,898	\$25,473	\$31,371
Wallace Takitimu	\$8,020	\$25,473	\$33,493
Waihopai Toetoe	\$11,213	\$25,473	\$36,686