



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

Date: Wednesday, 19 August 2020
Time: 5.30pm
Meeting Room: Thornbury Hall
Venue: 14 Broderick Street, Thornbury

Oraka Aparima Community Board Agenda OPEN

MEMBERSHIP

Chairperson	Graeme Stuart
Deputy Chairperson	Sharon Ayto
Members	Julie Guise
	Annette Horrell
	Neil Linscott
	Robin McCall
	Councillor Karyn Owen

IN ATTENDANCE

Group Manager, Customer Delivery	Trudie Hurst
Community Liaison Officer	Kathryn Cowie
Committee Advisor	Alyson Hamilton
Community Partnership Leader	Simon Moran

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

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

Terms of Reference – Community Boards

TYPE OF COMMITTEE	Community board
RESPONSIBLE TO	<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>
SUBCOMMITTEES	As noted in section 8.5 of the delegations manual various subcommittees will report to specific community boards.
LEGISLATIVE BASIS	<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>
MEMBERSHIP	<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>
FREQUENCY OF MEETINGS	Every second month but up to ten ordinary meetings a year
QUORUM	Not less than four members
KEY FUNCTIONS	<ul style="list-style-type: none"> 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 to provide leadership to local communities on the strategic issues and opportunities that they face 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 to be decision-makers on issues that are delegated to the board by Southland District Council

	<ul style="list-style-type: none"> • to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community • to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs • to recommend the setting of levels of service and budgets for local activities.
DELEGATIONS	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.¹</p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> 1) policies, plans, standards or guidelines that have been established and approved by Council 2) the needs of the local communities; and 3) the approved budgets for the activity. <p>Power to Act</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>Community Well-Being</p> <ol style="list-style-type: none"> 4) to develop local community outcomes that reflect the desired goals for their community/place 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 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. <p>Community Leadership</p> <ol style="list-style-type: none"> 7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest 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 9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes 10) provide a local community perspective on Council's long term plan key performance indicators and levels of service

¹ Local Government Act 2002, s.53

as detailed in the long term plan, and on local expenditure, rating impacts and priorities.

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

	<p>national importance (Section 6 Resource Management Act 1991); or</p> <ul style="list-style-type: none"> involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise. <p>Local activities include:</p> <ol style="list-style-type: none"> 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) <ol style="list-style-type: none"> (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 <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> a) authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places. <p>20) naming roads</p> <ol style="list-style-type: none"> a) authority to decide on the naming for public roads, private roads and rights of way <p>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.</p> <p>Rentals and Leases</p> <p>In relation to all leases and licences of land and buildings for local activities within their own area, on behalf of Council;</p> <ol style="list-style-type: none"> 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. <p>Environmental management and spatial planning</p> <ol style="list-style-type: none"> 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.
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	<p>24) provide advice to Council and its committees on any matter of interest or concern to the community board in 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>
LIMITS TO DELEGATIONS	<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>Matters which are not Delegated</p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> • make a rate or bylaw • acquire, hold or dispose of property • direct, appoint, suspend or remove staff • engage or enter into contracts and agreements and financial commitments • institute an action for recovery of any amount • issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like; • 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.
CONTACT WITH MEDIA	<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</p>

	<p>constituents and for the board in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Southland District Council.</p>
REPORTING	<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 12noon at least one clear day before the meeting. Further information is available on www.southlanddc.govt.nz or phoning 0800 732 732.

5 Extraordinary/Urgent Items

To consider, and if thought fit, to pass a resolution to permit the 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 Oraka Aparima Community Board, 17 June 2020



Oraka Aparima Community Board

OPEN MINUTES

Minutes of a meeting of Oraka Aparima Community Board held in the Southland District Council Riverton Office, 117 Palmerston Street, Riverton on Wednesday, 17 June 2020 at 5.30pm.

PRESENT

Chairperson
Deputy Chairperson
Members

Graeme Stuart
Sharon Ayto
Julie Guise
Annette Horrell
Neil Linscott
Robin McCall
Councillor Karyn Owen

IN ATTENDANCE

Group Manager, Customer Delivery
Committee Advisor
Community Partnership Leader
Community Liaison Officer

Trudie Hurst
Alyson Hamilton
Simon Moran
Kathryn Cowie

1 Apologies

There was an apology from Mayor Gary Tong.

Moved Neil Linscott, seconded Cr Owen and **resolved:**

That the Oraka Aparima 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

Tanya Colyer addressed the meeting on a proposed project to illuminate the Riverton Bridge.

Ms Colyer advised she is currently working through consents/permissions required for the project.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Deputy Chairperson Ayto, seconded Robin McCall **and resolved:**

That the minutes of Oraka Aparima Community Board meeting held on 26 February 2020 be confirmed as a true and correct record of that meeting.

Reports

7.1 Community Leadership Report for Oraka Aparima Community Board

Record No: R/20/4/9315

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

Mr Moran advised the purpose of the report is to update the board on the community leadership activities in the Oraka Aparima board area.

Further, Mr Moran advised the report also included a copy of the Covid-19 Response and Recovery Report which was presented to Council at its 20 May meeting, which contains valuable information for the community around Council's response and recovery planning moving forward.

Mr Moran drew a number of issues to the attention of the board including:

- update on community partnership fund and upcoming funding deadlines
- community board plans
the board requested information relating to the Thornbury and Colac Bay areas be included in the community board plan
- migrant and newcomer wellbeing
- community leadership team liaison with Emergency Management Southland
- bylaw and policy update
- Covid-19 response and recovery.

Resolution

Moved Neil Linscott, seconded Annette Horrell **and resolved:**

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Community Leadership Report for Oraka Aparima Community Board" dated 3 June 2020.**

7.2 Operational Report for Oraka Aparima Community Board

Record No: R/20/3/7117

Group Manager, Customer Delivery, Trudie Hurst was in attendance for this item.

Ms Hurst advised the purpose of the report was to update the board on the operational activities in the Oraka Aparima board area.

The board sought clarification on specific criteria for reserve balances. Staff to respond to members via email.

Resolution

Moved Robin McCall, seconded Cr Owen **and resolved:**

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Operational Report for Oraka Aparima Community Board" dated 9 June 2020.**

7.3 Council Report - April 2020

Record No: R/20/3/6018

Councillor Karyn Owen presented this report.

Councillor Owen provided an update on the progress of the Taumata Arowai - the Water Services Regulatory Bill introduced to Parliament on December 2019 is now sitting with the health select committee and public submissions are being sought.

Resolution

Moved Neil Linscott, seconded Julie Guise **and resolved:**

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Council Report - April 2020" dated 9 June 2020.**

7.4 Council Report - June 2020

Record No: R/20/6/13020

Councillor Karyn Owen presented this report.

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

- Covid-19 Incident Management Team
- Rates relief.

Resolution

Moved Robin McCall, seconded Deputy Chairperson Ayto **and resolved:**

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Council Report - June 2020" dated 9 June 2020.**

7.5 Chairperson's Report

Record No: R/20/4/8868

Chairperson Stuart presented this report.

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

- letter of appreciation received from Fleck Family
- footpath issue on the corner of Ivy and Lex Street
- community board workshops
- new sewage line included in LTP for upper Princess Street and Carol Street.

Resolution

Moved Chairperson Stuart, seconded Annette Horrell **and resolved:**

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Chairperson's Report” dated 10 June 2020.**

7.6 Community Partnership Fund Criteria

Record No: R/20/5/11846

Community Liaison Officer - Kathryn Cowie was in attendance for this item.

Mrs Cowie advised the purpose of the report is to seek endorsement and confirmation from the Oraka Aparima Community Board for the criteria of the Community Partnership Fund.

Resolution

Moved Annette Horrell, seconded Robin McCall **recommendations a to c, with an addition to d (as indicated) and resolved:**

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Community Partnership Fund Criteria” dated 10 June 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 criteria for the distribution of the Community Partnership Fund for the Oraka Aparima Community Board confirming that the two funding rounds being end of February and end of August.**

7.7 Unbudgeted Expenditure - Riverton Stormwater Maintenance Budget

Record No: R/20/6/13836

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

Mr Moran advised the purpose of the report is to seek retrospective approval from the Oraka Aparima Community Board regarding the overspend associated with the Stormwater Maintenance budget for the Riverton Township for the 2019/2020 financial year by \$14,862.

The board queried how often there is unbudgeted stormwater issues in Riverton township. Staff to respond via email.

Resolution

Moved Neil Linscott, seconded Cr Owen **and resolved:**

That the Oraka Aparima Community Board:

- a) Receives the report titled “Unbudgeted Expenditure - Riverton Stormwater Maintenance Budget” dated 10 June 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) Approves the recommendation for the unbudgeted expenditure amount of around \$14,862.00 (excluding GST) to be funded from the Riverton Stormwater Reserve.**

Change of venue

Venues for the Oraka Aparima Community Board meetings are scheduled as follows:

19 August 2020	Thornbury Hall 14 Broderick Street, Thornbury	5.30pm
21 October 2020	Colac Bay Hall 14 Manuka Street, Colac Bay	5.30pm
9 December 2020	Southland District Council, Riverton Office 117 Palmerston Street, Riverton	5.30pm

The meeting concluded at 6.41pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE ORAKA APARIMA COMMUNITY
BOARD HELD ON WEDNESDAY, 17 JUNE 2020.

DATE:.....

CHAIRPERSON:.....

Grazing Licence for Malcolm Sellars and Sandy Gillett - 163 Richard Street, Riverton

Record No: R/20/6/23592

Author: Theresa Cavanagh, Property Advisor

Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision

☒ Recommendation

☐ Information

Purpose

- 1 Consider a recommendation that a licence to graze endowment land at 163 Richard Street, Riverton be issued to Malcolm Sellars and Sandy Gillett.

Executive Summary

- 2 The Licence issued to Malcolm Sellars for grazing stock on part of 163 Richard Street, Riverton expired on 31 March 2020.
- 3 It is proposed that a new licence is issued to Malcolm Sellars and Sandy Gillett for a term of five years backdated from 1 April 2020 at the same annual rental of \$2,500+GST.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Grazing Licence for Malcolm Sellars and Sandy Gillett - 163 Richard Street, Riverton" dated 3 August 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 that a licence to graze over Sections 22-24 and Part of Sections 25-28 Block II and Part of Section 46, Block I, Jacobs River Hundred, be issued to Malcolm Sellars and Sandy Gillett for a term of five years from 1 April 2020 at an annual rental of \$2,500 plus GST.**

Background

- 4 Council is the owner of freehold endowment land at 163 Richard Street, Riverton.
- 5 Malcolm Sellars has held a licence for this site for the grazing of sheep since 2016 on two year terms which expired on 31st March 2020 at an annual rent of \$2,500 +GST.
- 6 Malcolm Sellars and Sandy Gillett lease land from Allan Goble, which is adjacent and provides access to the endowment land. There is alternative access from Richard Street but this goes through Council's Stock Pound site.
- 7 Sellars & Gillett have requested a five year term to provide surety of tenure and therefore enable them to invest and undertake activities such as weed control.

Issues

8. Access to this site is via the adjoining land currently owned by Allan & Nola Goble and is the most suitable access to the endowment land. Should Sellars and Gillett's lease with the owners of the adjoining land cease, and alternative access arrangements cannot be made, then the termination of this licence will need to be considered.

Factors to Consider

Legal and Statutory Requirements

9. Council's Delegations do not require a resolution from the Community Board for leases and licences where the annual rental is below \$10,000. Therefore staff are seeking a recommendation of support only from the Community Board.

Community Views

- 4 The views of the Board are deemed to represent those of the community.

Costs and Funding

- 5 The only direct cost to Council for the licence area is rates of \$1,608.95 per annum.
- 6 Grazing the land ensures Council is not required to undertake ongoing maintenance such as weed control.
- 7 It is recommended that the annual rental remains at \$2,500 +GST, which was set in 2004. This is not based on a formal valuation but it allows a generation of income whilst acknowledging that access is currently most suitable through the adjoining landowner's property and therefore the most suitable licensee is the party that farms the adjoining land. This also ensures a greater local presence on site.

Policy Implications

- 8 None identified.

Analysis

Options Considered

- 9 To issue a licence to graze stock to Malcolm Sellars and Sandy Gillett; put the licence out to Tender; or not issue a grazing licence.

Analysis of Options

Option 1 – Issue a licence to graze to Malcolm & Sandy Sellars

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Rental received.• As Sellars & Gillett lease the adjoining property, they have the most suitable access and will have a greater presence on site.• No maintenance costs to Council.	<ul style="list-style-type: none">• May not be receiving the highest rental.

Option 2 – Put licence out for tender

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• May get a higher annual rental.	<ul style="list-style-type: none">• The most suitable access is provided through the adjoining neighbour's land, which Sellars & Gillett lease. Any other party that places a tender would not have the same surety of access or presence on the site.• There is potential that Council will not receive any tenders or will receive lower tenders.

Option 3 – Do not issue a licence to graze

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• None identified.	<ul style="list-style-type: none">• No income generated.• Council would be responsible for maintenance of the land.• Public access issues if grass and weeds are not kept under control.• No presence on the land.

Assessment of Significance

- 10 Not significant.

Recommended Option

- 11 Option 1 – Issue a licence to graze to Malcolm Sellars and Sandy Gillett.

Next Steps

- 12 Staff under delegated authority would issue a grazing licence to Malcolm Sellars and Sandy Gillett.

Attachments

A Draft Licence to Graze [↓](#)



Licence to Occupy for Grazing

Agreement made the _____ day of _____ 2020

Between Southland District Council ('the Licensor')

And Malcolm Sellars and Sandy Gillett ('the Licensee')

Background

- A. The Licensor is the owner of the land described in the Schedule to this licence ('the Land').
- B. The Licensor agrees to grant a licence to occupy of the Land and the Licensee agrees to take the Land on licence for the use and term set out in the Schedule on the terms and conditions set out in this licence

General Conditions

1. The Licensor grants to the Licensee a licence to occupy the Land for the term set out in the Schedule ("Term"), subject to the rights of termination set out in this licence. The Licensee shall only be permitted to use the Land for the use specified in the Schedule.
2. Nothing contained or implied in this licence shall be deemed to confer on the Licensee the right to acquire the fee simple of the Land. Further, the Licensee is not entitled to occupation of the Land to the total exclusion of the Licensor.
3. The Licensee shall not at any time during the Term assign, sublet, mortgage or otherwise dispose of their interest or any part thereof in this licence without the prior consent in writing of the Licensor.
4. The Licensee will not erect any buildings or fences on the Land without the prior consent in writing of the Licensor.
5. The Licensee will at all times during the Term keep all buildings, fences, gates, enclosures and other structures and improvements now erected or made or which may hereinafter be erected or made on the Land or on the boundaries thereof in good repair order and condition and yield up the same at the expiration or sooner determination of the Term.
6. The Licensee will throughout the Term to the satisfaction of the Licensor keep the land clean and clear after the commencement of the Term of this licence. If there is any breach of this covenant the Licensor may do any work necessary to remedy the breach and charge the Licensee the reasonable cost of the work.
7. The Licensee will use and manage the Land in a good and husband like manner and not impoverish or waste the soil thereof.
8. The Licensee will to the satisfaction of the Licensor keep the Land free from gorse, broom, and all other noxious plants, and keep clear rabbits and other vermin to a state no worse than at the date of commencement of this licence.
9. The Licensee will not break up or crop any part of the said land, nor cut down any trees or brush, without the prior consent in writing of the Licensor.

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

0800 732 732
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Draft Licence to Occupy



10. The Licensee shall permit any person or persons appointed by the Licensor to inspect the Land and all buildings erections and installations and the Licensee will immediately comply with all directions from the Licensor in regard to any matter whatsoever.
11. The Licensee will not do or permit or suffer anything to be done in or upon the Land and any buildings thereon or any part or parts thereof which may be or become a nuisance or annoyance or cause damage or inconvenience to the Licensor or to the owners or occupiers of any neighbouring land or premises.
12. All or any of the powers and functions exercisable by the Licensor under this licence may from time to time be exercised by the Chief Executive of the Licensor or by any persons authorised in that behalf by the Chief Executive.
13. In the event of the Licensee wishing to surrender this licence during the Term, the Licensee shall give the Licensor three months' notice in writing of its wish to surrender this licence. Such surrender may be accepted by the Licensor on such conditions as the Licensor may deem appropriate.
14. In the event of a breach of any of the conditions of this licence, this licence may be determined at any time by the Licensor in respect of the whole or any portion of the Land upon the Licensor giving to the Licensee one calendar month's notice in writing of their intention so to determine this licence.
15. At the end or earlier termination of the Term of this licence for any reason, the Land together with any improvements thereon, unless the Licensor directs that all or any improvements be removed by the Licensee, reverts to the Licensor without compensation. Where the Licensee is required by the Licensor to remove any improvements, the Licensee must remove those improvements and make good any damage caused by the removal by the end or earlier termination of the Term. The Licensee shall leave the Land in a clean and tidy condition at the end or earlier termination of the Term.
16. If the licence fee is in arrears for more than 30 days or if the Licensee has breached or not performed any condition of this licence and has failed to make payment, remedy the breach or perform the condition within the time specified by the Licensor in writing (being not less than 1 month) it shall be lawful for the Licensor to enter upon the Land and determine this licence. In those circumstances the licence shall be deemed to be at an end at the end of the Licensor's notice period but without prejudice to the Licensor's rights against the Licensee in respect of any antecedent breach.
17. If any difference or dispute arises about this licence, its construction or the respective powers and obligations of the parties under it the following procedure shall apply:
 - (a) Within 10 working days of either party notifying the other of such difference or dispute, authorised representatives of the parties shall meet with the purpose of resolving that difference or dispute. Each party shall act in good faith to endeavour to resolve the difference or dispute at this level.
 - (b) If the parties are unable to resolve the difference or dispute either party may give the other notice in writing of the requirement to refer the matter to the arbitration of an independent arbitrator if one can be agreed upon. Failing agreement within 15 working days the arbitrator shall be nominated by the President for the time being of the Arbitrators and Mediators Institute or nominee. Any reference to arbitration shall be deemed to be a



submission to arbitration under the Arbitration Act 1996 and shall, subject to the provisions of this licence, be conducted and take effect accordingly.

Special Conditions

The Licensee shall ensure that:

18. The licensee if grazing any stock near any water body as defined by the Resource Management Act 1991, shall fully comply with the relevant provisions of that Act, the District Plan and any Regional Plans.
19.
 - (a) The Licensee shall use the land solely for grazing of sheep.
 - (b) The Licensee shall be limited to grazing 300 breeding ewes and lambs at foot.
20.
 - (a) The Licensee will use and manage the said land in accordance with recognised sound farm management practice.
 - (b) The Licensee will pay to the Licensor at Invercargill the rent hereby reserved at the time and in the manner provided herein.
21. The Licensee will allow the Licensor together with its officers, workmen and Contractors the right to enter upon with vehicle and by foot to pass over the said land at any time.
22. The Licensee shall ensure at all times that stock grazing on the said land are kept off and prevented from entering onto the adjoining land.
23. For the avoidance of any doubt the term of this licence shall be at all times at the discretion of the Licensor.
24. The Licensor shall retain the absolute right at any time or times during the term of this Licence to take back part or parts of the land for flora protection.
25. The Licensor on giving 30 days' written notice to the Licensee of its intention to take back a further specified part of the land shall on the date 30 days after the posting of that notice to the Licensee be entitled to retake that part of the designated land and to commence its development work on the same.
26. On or before the date 30 days after the notice mentioned in clause (25) hereof was posted by the Licensor to the Licensee, the Licensee shall remove his stock from the specified part of the land and shall immediately thereafter erect a stock proof fence so as to exclude his stock from grazing on that specified part of the land taken by the Council.
27. After any taking of part of the land by the Licensor, the rental payable under the Licence shall be reduced pro rata having regard to the area taken for development and the total original area under this Licence and the reduced rental shall commence from the date of the land was taken for the protection of flora.
28. THE notice referred to in clauses (25) and (26) hereof shall be deemed to have been given to the Licensee from the date the same was posted to the Licensee's last known place of residence.
29. THE Licensee will allow the public access over the land, and the existing walking tracks on the said land which are included in the Riverton section of the Te Araroa National Walking Track.



30. In the event that the Licensee is unable to arrange suitable access to the site, the Licensee and Licensors agree to enter into discussions regarding early termination.

DRAFT



IN WITNESS WHEREOF this agreement has been executed by the parties hereto the day and year hereinbefore first written.

THE COMMON SEAL OF THE }
SOUTHLAND DISTRICT COUNCIL }
was hereunto affixed }
in the presence of }

PROPERTY SERVICES MANAGER

SIGNED by the abovenamed } LICENSEE _____
 }
 as Licensees } LICENSEE _____

In the presence of:

_____ WITNESS NAME

_____ WITNESS SIGNATURE



OCCUPATION

_____ ADDRESS



Schedule

Land:	163 Richard Street, Riverton
Legal Description:	All that area containing 78.55 hectares more or less situated in the Land District and being Sections 22-24 and Part of Sections 25-28 Block II and Part of Section 46, Block I, Jacobs River Hundred as shown marked with bold black lines on the plan attached hereto.
Term:	Five years commencing 1 st April 2020
Licence Fee:	\$2,875 GST inclusive per annum payable six monthly in advance (on the 1 st day of April and the 1 st day of October each year)
Use:	The Licensee shall only be permitted to: <ul style="list-style-type: none">- use the area subject to this licence for grazing purposes only
Review:	N/A
Renewal:	N/A



Licence to Occupy

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Murihiku Regional Arts Strategy 2020-2030

Record No: R/20/7/28727

Author: Karen Purdue, Community Partnership Leader

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

Background

- 1 At the 11 February 2020 meeting of the Community and Strategy Committee, a report was presented with information about the Murihiku Regional Arts Strategy 2020-2030.
- 2 The committee received the report and as there are a number of actions identified in the strategy that create opportunities for Southland District the committee felt it was important that the strategy was shared internally within Council and be presented to community boards for further discussion.
- 3 Arts Murihiku is a volunteer trust formed to administer a two-year pilot programme, initiated and funded by Creative New Zealand. The programme is aimed at growing the capacity and capability of the arts sector. Based in Invercargill the area covered by Arts Murihiku also includes rural Southland, Rakiura/Stewart Island, Gore, Queenstown, the Wakatipu Basin and West Otago, aligning with the same boundaries as Community Trust South.
- 4 Current trustees are from Invercargill, Gore, Southland District, Rakiura/Stewart Island and Queenstown. The chair is Councillor Paul Duffy.
- 5 The brief from Creative New Zealand included the development of a Regional Arts Strategy as a guiding document to support the strengthening of the arts in Southland communities into the future.
- 6 Arts Murihiku engaged Mary-Jane Rivers of Delta Networks to carry out this work supported by an advisory group of trustees and Arts Murihiku staff. Mary-Jane had considerable experience in strategic planning particularly related to communities, including other arts strategies.
- 7 In the development of the strategy, conversations were held with a wide range of people involved in the Arts including iwi, Councils, funding organisations, event organisers, arts performers and creators across all genres as well as interested members of the public.

Setting the context of the strategy

- 8 The strategy has been prepared at a time of mixed circumstances when those from the arts and cultural sector are keen to see greater action and unity, and to build on high quality local developments that are already happening through local leadership.
- 9 It is also a time of significant challenge for the arts and culture sector with uncertainty around earthquake prone buildings and resource constraints and amid some frustration about inaction on previous strategies.

Arts and culture in Murihiku (rural)

- 10 In several rural communities throughout Murihiku community arts groups provide locally-led and relevant opportunities for arts and culture events and learning – including opportunities for

artists in residence, local theatre and music, competitions for visual artists and poetry afternoons in the local pub.

- 11 Often the events involve the whole family – starting with the children. Anecdotal comments suggest that involvement in arts and culture at a community level builds confidence and a pathway into trying other art forms outside the community. These groups reflect the strength of local relevance and energy, and have the potential for being a network of thriving arts and culture.
- 12 Mixed in with this dynamic and grounded arts and culture sector is ‘volunteer fatigue’, the changing nature of volunteering and uncertain or insufficient funding for many.

How Southlanders ‘see’ art and culture

- 13 The 2017 Creative New Zealand survey shows that a large majority of Southland residents (79%) are engaged with the arts and 81% think Southland is a great place to live.
- 14 Attendance is highest for performing arts (51%) and visual arts (43%) and lowest for literary arts (6%).
- 15 People participate most in craft and in art that create objects (23%).
- 16 The majority of Southland residents recognise a range of benefits arising from the arts. More than half (51%) agree their community would be poorer without the arts and residents agree that the arts:
 - contribute positively toward the economy (59%)
 - give young people an opportunity to express themselves (58%)
 - define who we are as New Zealanders (54%)
 - help to improve New Zealand society (53%)
 - encourage people in the region to be innovative (47%)
 - give a voice to important issues in the community (39%)
- 17 Southlanders see that arts help build understanding of other cultures, allow creative expression, and are thought provoking.
- 18 Fifty-one percent of Southland residents support public funding of the arts and 44% agree that their local council should financially support the arts. Sixty three percent of Southland residents agree that it is important that the region has an organisation that supports, promotes and advocates for the arts. Over half (52%) agreed it is important to develop an arts strategy to increase the liveability and vibrancy of Southland.
- 19 Choice, price and social isolation emerged as key barriers for engagement in the arts - 41% indicated that having someone to go with would make a big difference. The key activities people would like to see more of, are music concerts and street art such as murals.
- 20 New Zealand’s Core Cities research identified the contribution of creative industries to the ‘buzz of a place, and (its) strengthened brand and identity.’
- 21 One third of Southland residents feel that arts and culture are important to the region’s identity and that the arts in the Murihiku area encourage overseas tourists to the region. The new Destination Strategy for Southland may well provide an opportunity for arts and culture economic contribution.

Principles that guide the strategy

22 Treaty of Waitangi – Te Tiriti o Waitangi

The principles of Te Tiriti are foundational to the Arts and Culture Strategy. This strategy specifically acknowledges the relationship with Iwi, Ngai Tahu as Manawhenua and especially the Runanga of Hokonui, Waihopai, Awarua and Oraka Aparima.

23 Collaboration and Partnership

Most effective and long lasting arts and culture development happens through working together while respecting the individual drive and skills of individual artists.

24 Sustainability

The strategy supports enhancing the sustainability of arts and culture in Murihiku.

25 Inclusion

Arts and culture are for all and this strategy supports growing people's engagement in arts and culture: artist involvement, in communities, across sectors, through greater audience participation and visitor engagement.

Directions for progressing arts and culture in Murihiku

26 There were a number of consistent messages in the development of this strategy. Key messages involved growing pride in our identity as a thriving arts and culture mecca that is envied and admired, and to do this:

- it is vital to build on the strengths, assets and local points of brilliance. As one arts leader noted “there is extraordinarily good stuff happening and all good stuff starts with the heart”.
- the whole region leading together is crucial. Working across sectors and localities – connecting with iwi, business, funders, education, and conservation – and with arts and culture ‘being in the psyche’ of the region based on the arts and culture sector being strategic and unified in positioning the sector
- being artist-focused matters – creating an environment for artists to thrive in their art form
- assessing and understanding the contribution of arts and culture to the economy and quality of life
- art education is a key – starting in the schools
- capacity building, succession planning, financial sustainability and increasing young people's involvement is crucial for sustainable development, and
- there must be action – not a strategy sitting on a shelf

27 Together these key messages led to the vision and four themes of the strategy.

Vision for arts and culture in Murihiku

28 Celebrating the distinctive raw beauty of Murihiku's identity through arts and culture

Arts and creativity are:

- visible (everywhere)
- valued (know the benefits to health, well-being, community cohesion, economy)
- vibrant (diversity embraced and celebrated)

- 29 The four themes establish the main areas of focus for the region.
- toi te whenua, toi te mana: celebrate our identity
 - whakapapa: strengthen creative connections
 - taonga: arts and culture values are supported... and at the centre
 - whare toi: building today for a thriving creative future

Next steps

- 30 Investigating how the Oraka Aparima Community Board can incorporate this type of thinking into what you do.
- 31 Starting a conversation and asking the question, “Can we be more mindful of the aesthetic value of public amenities?” We have started on this journey as is evidenced by “wrapping” of new public toilets.
- 32 Building relationships and connecting with other stakeholders such as Great South, iwi, business, funders and groups/individuals within the arts community in the Oraka Aparima Community Board area.
- 33 Increasing the opportunities and instances of blending arts and other events and sectors together: eg conservation and art. A good example can be seen in the Riverton town ship with the murals on buildings.
- 34 The link for the Murihiku Arts Strategy is <https://artsmurihiku.co.nz/about/murihiku-regional-arts-strategy-2020-2030/>

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Murihiku Regional Arts Strategy 2020-2030” dated 16 July 2020.**

Attachments

There are no attachments for this report.

Community Leadership Report for the Oraka Aparima Community Board

Record No: R/20/8/32090

Author: Simon Moran, Community Partnership Leader

Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision

☐ Recommendation

☒ Information

Purpose

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

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Community Leadership Report for the Oraka Aparima Community Board" dated 11 August 2020.**

Attachments

- A Oraka Aparima Community Leadership Report. [↓](#)



What's happening in your area

Community Partnership Fund

The community partnership fund for each of Council's nine community boards opened on 1 July 2020. All boards have set their own criteria and closing dates with some opting to have multiple funding rounds and others choosing just one.

Further information, including copies of the application forms are available online under the community board pages on Council's website with hard copy forms being available from Council offices.

Information about the fund has also been shared to all of Council's community board Facebook pages and is receiving good levels of engagement from the community.

Several of our Boards have held (or are in the process of holding) meetings with their community to launch the fund locally. These meetings have met with a positive response from our communities and have been well attended.

The Oraka Aparima Community Board is holding a community meeting on Tuesday, 18 August at the Riverton Senior Citizens rooms at 7.00pm to launch the fund to their community.

Upcoming funding deadlines

Oraka Aparima Community Partnership Fund	31 August 2020
District Initiatives Fund	30 September 2020
SDC District Heritage Fund	30 September 2020
Sport NZ Rural Travel Fund	30 September 2020
Creative Communities Scheme	30 September 2020

Grants recently allocated in the Oraka Aparima Community Board area

The following are grants that were approved by the Community and Strategy Committee in May and June 2020 for projects within the Oraka Aparima Community Board area.

Community Initiatives Fund

Thornbury Vintage Tractor & Implement Club	\$5,500
--	---------

Sport NZ Rural Travel Fund

Aparima College

\$1,500

Community board plans

Demographic information from Stats New Zealand by community board area has now been received. This information will be included in the finished documents in order to help provide context and background for the plans.

Now that all boards have agreed their vision and mission, the community leadership team will be working with the boards to determine their actions.

The vision for this board is - a vibrant, sustainable, connected community focused on the locals and welcoming to visitors.

The outcomes are;

- Oraka Aparima is a strong and involved community
- Oraka Aparima value the environment and ensure that it is healthy and protected for the future
- our strong economy is supported by a broad range of services
- our infrastructure is efficient, cost effective to meet current and future needs.

Local initiatives

Waimatuku Hall Committee

Council staff are working with the local hall committee members to set them up as a Charitable Trust, which will be an improvement on their current structure and will make things easier if they need to apply for community funding for any future projects.

Thornbury Vintage Tractor & Implement Club Inc.

Council staff recently visited the museum for an update on their current projects such as their farming display and steam engine display which was extremely impressive. They have other projects in the pipeline such as a new display shed, and staff will continue to work with them and support the club with funding and other advice.

Riverton Beautification Project Group

Council staff are assisting this group with funding advice regarding the Community Partnership Fund for their beautification project.

What's happening outside your area

District/regional Initiatives

District Initiatives Fund

As part of the funding review process where it was decided to disestablish the Community Initiatives Fund and create the Community Partnership Fund (which is to be administered by Council's nine community boards), a separate fund is also being retained for District wide initiatives to be allocated by the Community and Strategy Committee.

The committee recently approved the criteria for this fund, the purpose of which is to support the development and implementation of initiatives within the Southland District area that are at a scale that provides benefit to the District as a whole or are of benefit to at least two community board areas. The first round closes on 30 September 2020 and the second on 31 March 2021. The total amount available for distribution over two funding rounds is \$38,080 per annum.

Stewart Island Future Opportunities

COVID-19 has significantly changed things for the project and the Future Rakiura group. As a community-led project they have re-oriented their plans to rethink its kaupapa and respond to the new challenges and opportunities facing the Island.

They have conducted a community survey, receiving 91 responses about how the community fared during Level 4, and ideas for the future of Stewart Island *Rakiura*. The results will be used to bring stakeholders and the wider community together to develop a Restart Rakiura plan.

Future Rakiura plans to:

- develop a summary of survey results and report them back to the Stewart Island community via various mediums
- present the survey results to the Community Board, Stewart Island Promotion Association, and other interested groups to seek commitment to work jointly on the development of a collaborative Restart Rakiura Plan
- co-host a community workshop to engage the wider community in a planning conversation about priorities and actions for the Restart Rakiura Plan
- develop a job description and seek funding to employ a Restart Rakiura co-ordinator based on the Island
- become an Incorporated Society – Future Rakiura is currently working on writing their constitution
- Host another hangi on Waitangi Day 2021 – (funding secured from Sanford Salmon Grant)

Future Rakiura is currently working on becoming an incorporated society and building strong governance foundations. It has also established a bank account. The group have also organised a "From Idea to Reality" workshop on the island on July 23, facilitated by COIN South and in partnership with Southland Chamber of Commerce and the Stewart Island Rakiura Future Opportunities Project. The Strategic plan is due for delivery to MBIE in September.

More information can be found on their Facebook page

<https://www.facebook.com/Future-Rakiura-105315541028119/?eid=ARCl1HuVsJoNSDyNXBRwyVd-IuDKsVKEsGl5hoE83cqmUDF3i2ytXWDDaRQFxAghZB5MSbMsUgHd9JDU>

National initiatives

Sport NZ Community Resilience Fund

Funding support for community based organisations to cover fixed and operational costs.

The first Community Resilience Fund (CRF) closed on 19 June. It provided support to more than 1,600 local and 300 regional organisations that are affiliated to Sport NZ national partners – for fixed operating costs in the period immediately impacted by Covid-19 (i.e. April to June).

Sport New Zealand has analysed what was learnt during the operation period for this fund and as a result, a decision has been made to run a second Community Resilience Fund.

It will be again be distributed by Regional Sports Trusts.

More information on the fund will be available on the Sport Southland website shortly, with the fund opening for applications before the end of August.

The new fund will be \$10m, with eligible organisations able to apply for up to \$25,000 in support.

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

Strategy and policy

Speed Limits Bylaw

On 23 June 2020, Council adopted an amended Speed Limits Bylaw. The bylaw will come into effect on 12 August 2020.

Council have made some changes to the bylaw from the draft that went out for consultation. Key changes include those listed in the following table. The other changes in the draft bylaw will be implemented.

ROAD NAME	ENDORSED SPEED LIMIT	CURRENT SPEED LIMIT
Centre Hill Road Mavora Lakes Road Mt Nicholas Road Borland Road Lake Monowai Road	80km/h	100km/h
Lillburn Valley Road	80km/h, 60km/h from Thicketburn campground to Lake Hauroko	100km/h
Tokanui Haldane Road	80km/h	100km/h
Sandy Brown Road, Te Anau	50km/h	80km/h
Te Anau Terrace	30km/h for entire road	50km/h
Upukerora Road, Te Anau	60km/h	80km/h
Moore Road, Winton	move the 50km/h to 100km/h change point due to the Winton walkway	100km/h

Smith Road, Lochiel	60km/h	100km/h
Lochiel Bridge Road Lochiel Branxholme Road	reduce sections within township to 80km/h	100km/h

Outside the bylaw, Council has requested that staff:

- present options to the next Services and Assets Committee meeting on what a pro-active audit on road safety around the District's schools would entail, as well as possible interim measures
- obtain feedback from the Stewart Island/Rakiura Community Board regarding reducing the speed limit on Stewart Island.

Keeping of Animals, Poultry and Bees Bylaw

Council have finished formal consultation on the draft Keeping of Animals, Poultry and Bees Bylaw. Submissions will be presented to Council on 27 August 2020.

Jetty usage on Stewart Island/Rakiura

Council are still reviewing the charging method for commercial jetty usage on Stewart Island/Rakiura. Options on how commercial users could be charged, are likely to be presented to the Services and Assets Committee in September. Staff are working on the asset management, risk management and community assistance policies.

Other policies

Council is in the early stages of reviewing a number of policies. As part of carrying out open and transparent review processes, staff are keen to keep community boards apprised of the steps being undertaken throughout the process. The policies being reviewed are:

- **The Remission and Postponement of Rates Policy** – this policy aims to provide financial assistance and support to some ratepayers and to address rating anomalies. The policy outlines a number of situations where ratepayers can apply to Council to pay less rates, or to pay rates later than would otherwise be permitted. For example, if ratepayers apply and meet the criteria, the current policy allows community or sports associations with a liquor license, and ratepayers who own community facilities that benefit the community, to pay less rates. There are also provisions to assist people who are suffering extreme financial hardship
- **Significance and Engagement Policy** – this policy enables Council and its communities to identify the degree of significance attached to particular issues and decisions. For example, issues where there is a lot of public interest or that will have a big impact on communities in the District, will be classified as significant decisions. The level of significance impacts the internal processes and procedures undertaken by Council. The policy also links the level of significance of an issue to appropriate ways to engage and involve communities in Council matters and decisions
- **Development and Financial Contributions Policy** – this policy records how and when Council proposes to use development and financial contributions, what they fund and why. It gives developers an understanding of what they can expect to pay for a development in the District, and for what. Development contributions (DCs) are a charge on development to recover a share of the capital costs that development imposes on network and community infrastructure. Council only has the ability to charge DCs in particular circumstances. DCs are in remission in the current policy, so

are not being charged. Financial contributions may be charged to offset adverse effects of a subdivision, land use or development on Council's roading or reserve infrastructure. Financial contributions are being collected under the current policy.

The current versions of these policies can be accessed on Council's website at <https://www.southlanddc.govt.nz/my-council/bylaws-and-policies-/policies/>.

There will be a formal consultation period on these policies in November 2020. The board will have an opportunity to make a submission on the proposed policies, at that time.

Governance

Council is pleased to welcome Melissa Brook as our new governance and democracy manager. Melissa previously came from Queenstown Airport and prior to this was a respected local government colleague at the ICC. Melissa is hitting the ground running with many exciting initiatives to grab hold of and "lead the way" with.

Operational Report for Oraka Aparima Community Board

Record No: R/20/7/29383

Author: Carolyn Davies, Executive Assistant

Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision

☐ Recommendation

☒ Information

Purpose of Report

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

Recommendation

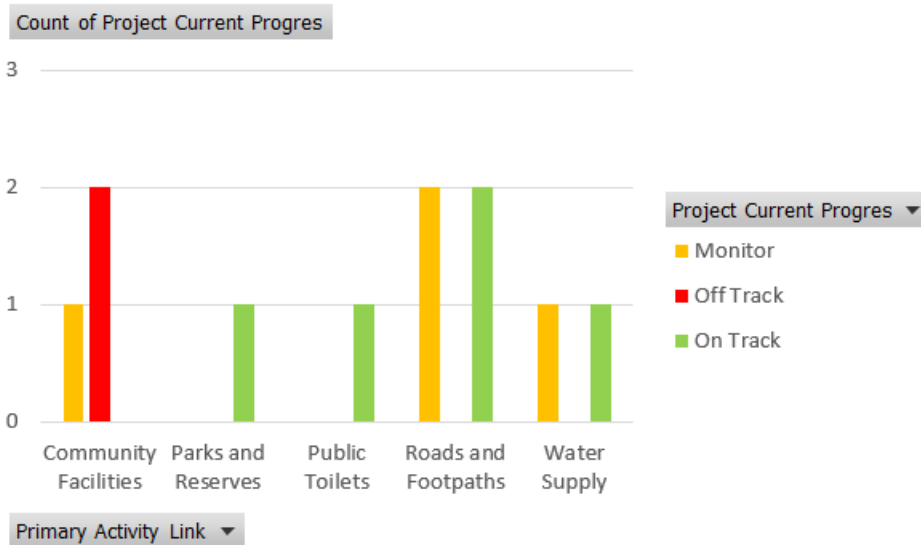
That the Oraka Aparima Community Board:

- a) **Receives the report titled “Operational Report for Oraka Aparima Community Board” dated 7 August 2020.**

Attachments

- A Oraka Community Board - 19 August 2020 - Operational report [↓](#)

1. Projects within current 19/20 financial year



CLARIFICATION OF FUNDING SOURCES

LOCAL FUNDED: STORMWATER, CEMETERIES, FOOTPATHS, SIESA, WATER STRUCTURES AND COMMUNITY HALLS.

DISTRICT FUNDED: WATER, WASTEWATER, PUBLIC TOILETS AND ROADING.

LOCAL OR DISTRICT FUNDED (DEPENDENT ON SERVICE): COMMUNITY FACILITIES, PARKS AND RESERVES.

PRIMARY ACTIVITY	CODE	NAME	CURRENT PHASE	PROJECT CURRENT PROGRES	PROJECT CURRENT COMMENT	19/20	20/21
COMMUNITY FACILITIES	P-10051	Upgrade information board at Colac Bay	Pre-delivery phase	Off track	Community Board to be consulted to confirm if this project is still required.	\$5,000.00	
COMMUNITY FACILITIES	P-10248	Install new dump station at Bath Road, Riverton	Pre-delivery phase	Monitor	Due to go to tender by 5 August.	\$17,885.00	
WATER SUPPLY	P-10268	Addition UV disinfection - Riverton	Pre-delivery phase	On track	The UV unit was temporarily installed last year, this requires the	\$256,250.00	\$256,250.00

PRIMARY ACTIVITY	CODE	NAME	CURRENT PHASE	PROJECT CURRENT PROGRES	PROJECT CURRENT COMMENT	19/20	20/21
					permanent fixture which is currently being scoped.		
WATER SUPPLY	P-10270	District metered Areas - Riverton	Delivery phase	Monitor	This project is currently with Downer for pricing under the minor capex agreement.	\$73,800.00	
PARKS AND RESERVES	P-10307	Remove trees, establish walking track and creating planting, Railway Esplanade, Riverton	Business case phase	On track	Landscaping scope being drafted. Due to go to tender by mid-August.	\$25,000.00	\$50,000.00
ROADS AND FOOTPATHS	P-10315	Installing new footpaths in Riverton	Pre-delivery phase	Monitor	This work is being done in conjunction with P-10387 below.	\$100,000.00	
ROADS AND FOOTPATHS	P-10320	Replace kerb and channel on Foster Road, Thornbury	Business case phase	Monitor	Initial design has been completed. Report going to CB on 17 August.	\$48,365.00	\$-
COMMUNITY FACILITIES	P-10367	Colac Bay Hall reroof	Business case phase	Off track	Quotes received and purchase order issued.	\$30,000.00	


PRIMARY ACTIVITY	CODE	NAME	CURRENT PHASE	PROJECT CURRENT PROGRES	PROJECT CURRENT COMMENT	19/20	20/21
ROADS AND FOOTPATHS	P-10387	Upgrade footpaths at Riverton	Delivery phase	On track	Project started Verdun St has been remarked due to design change. Only badly damaged kerbing in Towack, Taramea Bay, Church St being replaced as part of the FP contract.	\$200,992.00	\$52,725.00
PUBLIC TOILETS	P-10390	Replace toilets at Taramea Bay, Riverton	Pre-delivery phase	On track	Toilet Block assessed as poor condition by WSP. Community Board being consulted.	\$342,074.00	
ROADS AND FOOTPATHS	P-10400	Southern bridge 8 - Pourakino Valley Road (provisional)	Delivery phase	On track	To be scheduled as part of the Southern Bridge Programme.	\$146,698.78	

2. Community board contracts

CONTRACT NAME	CONTRACT MANAGER COMMENTARY
10/01 – WATER AND WASTE WATER SERVICES OPERATION AND MAINTENANCE	Operations have returned to normal after level 4 restrictions. The contract is performing well and all works are up to date.
17/02 - Central Alliance Roading Contract	<p>To report, the Alliance is now operating through winter conditions and have experienced one small flooding event.</p> <p>Dallas Street – Riverton kerb and channel replacement is progressing.</p> <p>Omutu Road, Gropers Bush remains closed for a large culvert replacement. Work programmed to start early August.</p> <p>Pre-mix crew pre reseal repair work is weather dependant. This is a shared crew with the Waimea Alliance. On wet days other tasks can be</p>

CONTRACT NAME	CONTRACT MANAGER COMMENTARY
	undertaken for example vegetation, pothole patching and wilding trees. Maintenance metalling is complete.
12/39 – Riverton Area Grass Maintenance (Mowing)	The current contract with Waynrit expires on 30 September 2020.
20/01 – Riverton office and library cleaning	This contract is now part of the wider cleaning contracts. However due to the tender result, no major change will occur. We are scheduling a quality assurance tour for next month.
16/53 – Riverton gardening contract	The existing contract expires on 30 September. The new contract will include more gardens within the Riverton Township.
17/02 Central Alliance Contract	There has been issues at the recreation reserve toilets with toilet paper being used to light fires in this block extra consumables are being used to keep the holders filled for sports.

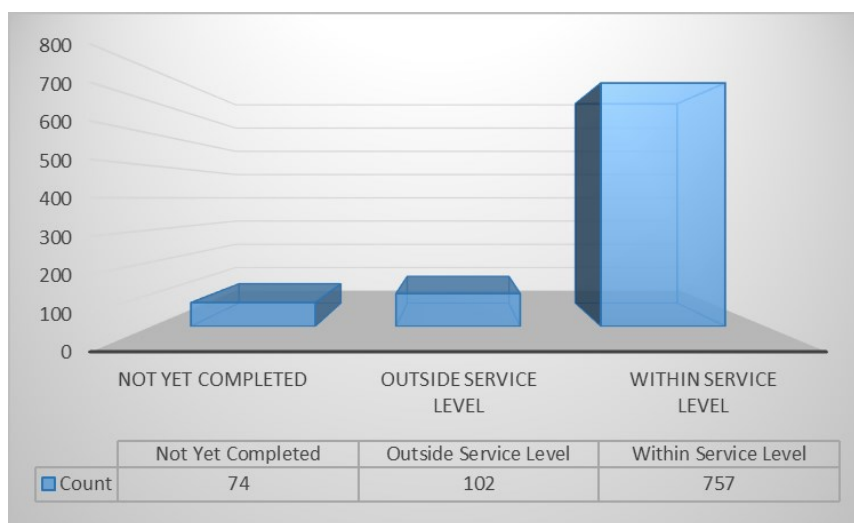
3. Request for service data 27 May 2020 – 31 July 2020

	<p align="center">Community Board</p> <p align="center">Requests for Service 27/5/20 – 31/5/20 73</p>	<p align="center">District wide</p> <p align="center">Requests for Service 27/5/20 – 31/5/20 934</p> <p align="center">3 Waters Service requests 27/5/20 – 31/5/20 155</p>
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REQUEST TYPE	COUNT
Cemeteries Mowing	1
Cemeteries Repairs and Maintenance	1
Council Housing/Flats - Repairs (Routine)	1
Freedom Camping Complaints	1
Hall Cleaning and Maintenance	2
Noise Control (not Animal Noises)	6
Nuisance Complaints (Odour, Vermin, Neighbourhood)	1
Parks and Reserves R&M	1
Repairs and Maintenance Council Property	3
Vegetation Urban/Berm Mow/Overgrown/Visibility Issues	1
Debris on Sealed Roads (Safety)	1
Footpaths Hazards - Trip/Hazard/Broken etc (Safety)	1
Gravel, Potholes/Corrugations and Grading	3
Information-Direction Signs (Road Names, Rest Area)	1
Other Road Hazards (Safety)	1
Paper Roads	2
Road Markings (Faded)	1
Seal Widening and Sealing Issues	1
Single Street Light Out	7
Sewer Lateral blockage	1
Sewer Main (Pipe) Damaged	1
Stormwater General - Urgent	1
Transport - Road Matters General	6
Water Asset Damaged (Main, Hydrant, Valve, Meter)	5
Water Asset Leak - (Main, Hydrant, Valve, Meter)	6
Water No Supply	1

REQUEST TYPE	COUNT
Water Toby Damaged (Not Safety Issue)	1
Water Toby Leak	2
Water Toby Location	1
Wheelie Bin Damaged	3
Wheelie Bin New	7
Wheelie Bin Stolen	1
Wheeliebin Collection Complaints	1
TOTAL	73

RSF count by completion time status



Count by Resolution Time Status

Started from IPS Requests, Resolution Time Status

SDC Data :: Ips Service Request

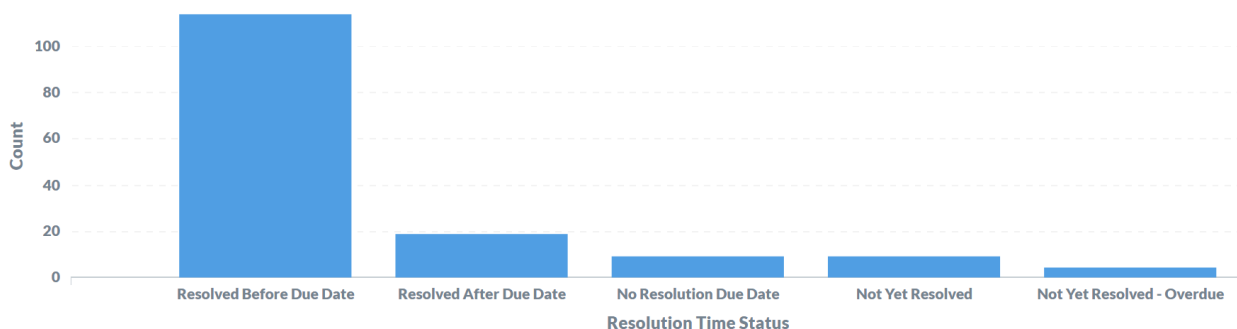
Save

Filter

Summarize

⋮

Initial Call Date Time between May 27, 2020 July 31, 2020 ✕



Note: RFS' that were not yet completed or outside the service level were due to factors including further investigations/work required and extensions of time to complete the requests

IPS Requests, Count

^ Ips Service Request Type Key > Request Description ^		Count	^ Response Time Met Rate ^	Resolution
SEWER LATERAL BLOCKAGE	1	<div><div></div></div>	100%	
SEWER MAIN (PIPE) DAMAGED	1	<div><div></div></div>	100%	
WATER ASSET LEAK -(MAIN,HYDRANT ,VALVE, METER,,)	5	<div><div></div></div>	80%	
WATER MAIN LEAK URGENT BURST	1	<div><div></div></div>	100%	
WATER TOBY DAMAGED (NOT SAFETY ISSUE)	1	<div><div></div></div>	100%	
WATER TOBY LEAK	2	<div><div></div></div>	100%	
WORKMANSHIP PROBLEM	1	<div><div></div></div>	0%	

4. Local finance reporting

The financial information provided to 30 June 2020 is based on the preliminary results for the period to 30 June 2020. These results will change as final year end reviews and journals are completed, along with any amendments required as a result of the audit process (which is scheduled to occur in September/October). Examples of items that may change are: addition of expenses not included by 30 June in the purchase order system, interest on reserves and funding from development contributions.

Colac Bay - Business Units as at 30 June 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Street Works - Colac Bay	\$9,799	\$10,373	\$10,373	\$7,453	\$9,536	\$9,536		\$5,000	\$5,000
Colac Bay- Stormwater Drainage	\$908	\$877	\$877	\$65	\$877	\$877			
Beautification - Colac Bay	\$8,241	\$8,061	\$8,061	\$7,578	\$8,061	\$8,061			
Playground - Colac Bay	\$1,613	\$1,613	\$1,613	\$1,219	\$2,794	\$2,794			
Hall - Colac Bay	\$8,840	\$8,861	\$8,861	\$6,966	\$9,025	\$9,025			
Total	\$29,401	\$29,785	\$29,785	\$23,281	\$30,293	\$30,293	\$0	\$5,000	\$5,000

Oraka-Aparima - Business Units as at 30 June 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Community Leadership Oraka Ap	\$0	\$0	\$0	\$9,258	\$4,080	-\$4,080	\$0		
Total	\$0	\$0	\$0	\$9,258	\$4,080	-\$4,080	\$0	\$0	\$0

Riverton/Aparima - Business Units as at 30 June 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Administration - Riverton	\$45,187	\$63,027	\$63,027	\$30,737	\$65,409	\$65,409			
Operating Costs - Riverton	\$35,801	\$32,332	\$32,332	\$49,601	\$32,332	\$32,332			
Street Works - Riverton	\$93,817	\$93,319	\$93,319	\$8,494	\$33,249	\$33,249	\$77,664	\$300,917	\$300,917
Refuse Collection - Riverton	\$27,002	\$26,915	\$26,915	\$21,693	\$26,915	\$26,915			
Stormwater Drainage - Riverton	\$93,027	\$96,714	\$96,714	\$31,756	\$32,203	\$32,203	\$15,100	\$10,000	\$10,000
Cemetery - Riverton	\$43,085	\$53,126	\$53,126	\$37,260	\$56,370	\$56,370	\$7,814		
Beautification - Riverton	\$62,308	\$62,207	\$62,207	\$55,907	\$62,207	\$62,207			
Recreation Reserve - Riverton	\$13,203	\$13,125	\$13,125	\$12,761	\$16,531	\$16,531	\$3,632	\$50,000	\$50,000
Taramea (Howells Point)	\$9,147	\$15,084	\$15,084	\$3,971	\$17,865	\$17,865			
Taramea Bay	\$18,776	\$19,785	\$19,785	\$13,632	\$26,951	\$26,951		\$25,000	\$25,000
Koikoi Park				\$0	\$680	\$680			
War Memorial Reserve	\$1,622	\$1,967	\$1,967	\$1,388	\$1,617	\$1,617			
Playground - Riverton	\$6,254	\$6,234	\$6,234	\$7,347	\$10,717	\$10,717			
Riverton Pool	\$33,015	\$32,960	\$32,960	\$26,503	\$26,503	\$26,503			
Total	\$482,244	\$516,795	\$516,795	\$301,050	\$409,550	\$409,550	\$104,210	\$385,917	\$385,917

Riverton Harbour - Business Units as at 30 June 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Harbour	\$37,975	\$36,493	\$36,493	(\$46,804)	(\$41,265)	(\$41,264)	\$72,469	\$72,469	\$72,469
Total	\$37,975	\$36,493	\$36,493	(\$46,804)	(\$41,265)	(\$41,264)	\$72,469	\$72,469	\$72,469

Thornbury - Business Units as at 30 June 2020

Business Unit	Income			Expenses			Capital		
	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Street Works - Thornbury	\$4,174	\$4,306	\$4,306	\$5,573	\$2,842	\$4,174			\$48,365
Beautification - Thornbury	\$7,942	\$7,942	\$7,942	\$9,290	\$7,942	\$7,942			
Playground - Thornbury	\$1,613	\$1,613	\$1,613	\$390	\$3,228	\$3,228	\$2,030	\$7,953	\$7,953
Hall - Thornbury	\$6,137	\$6,337	\$6,337	\$9,816	\$5,798	\$5,798			
Total	\$19,866	\$20,198	\$20,198	\$25,069	\$19,810	\$21,142	\$2,030	\$7,953	\$56,318

Community leadership Oraka Aparima expenses of \$9,258 relate to the new community board salaries, there is a budget in Riverton/Aparima business units with any additional funds required to be funded from reserves of the Waiau Aparima Ward.

Riverton Aparima income is \$34,551 under budget and expenditure is \$108,499 under budget. The main variances are:

- Administration – Riverton is income is \$17,840 under budget as there a budget of \$17,984 for interest received, this is yet to be allocated, and will occur as part of the year end entries. Expenditure is also \$34,672 under budget, mainly due to the miscellaneous grant being \$35,013 under budget. This should fund the miscellaneous grants being over budget in operating costs – riverton business unit.
- Operating Costs – Riverton expenditure is \$17,269 over budget which is primarily due to miscellaneous grants is over budget by \$28,000, this is due to the board approving Te Hikoi's funding request to purchase two heat pumps. The internal work scheme service is also \$7,669 under budget due to the under resources of the internal work schemes team which affected the capacity to undertake works, and the some of these costs have been allocated under the beautification business units.
- Streetworks expenditure is under budget by \$24,755. \$8,048 relates to P-10315. This has been included above under the projects section. The remaining \$13,884 is due to depreciation not being charged yet as this is done through the year end adjustment process.
- Refuse Collection – Riverton is under budget by \$5,222 as we have spent \$3,111 less on street litter bins due to Covid 19 the bins haven't been emptied as much. Refuse collection – general is also under budget by \$2,111 as we haven't had any green waste issues.
- Cemetery Riverton has income under budget by \$10,041, the majority of this is due to cemetery interment fees being under by \$8,337 and \$1,796 being under budget for interest received, and this is yet to be allocated and will occur as part of the year end entries. Expenditure is under budget by \$19,110. This is due to a lower number of interments (\$8,246) with expenditure also affected the timing in the cemetery beams project being undertaken (\$9,233), as this work is capital the actual cost is included in capital expenditure.

- Beautification Riverton expenditure is under budget by \$6,299 mainly due to maintenance gardening being under budget as we have done little works outside the gardening contract in the 19/20 financial year.
- Taramea (Howells Point) income is \$5,937 under budget. This due to general recoveries being under budget by \$5,374. This amount was budgeted as the contribution towards the Project to reroof the building from the Runaka as was discussed at the Annual Plan estimates meeting held in December 2014. This has not occurred and the project has been finalised in 18/19 and funded from Reserves.
- Taramea Bay being \$13,318 under budget this is due prior year's purchase order being cancelled as it was no longer required, as well as depreciation not being charged yet as this is done through the year end adjustment process.

Riverton Harbour income is currently over budget by \$1,482 due to rentals income being higher than budgeted. The negative expenditure is due to the SDC Wharf project costs being capitalised.

Thornbury expenses are over budget by \$5,259. \$2,662 relates to street works Thornbury for street litter bins and underspend in mowing for beautification Thornbury. The capital expenditure is related to the Thornbury playground project and this project has been completed under budget.

Reserve Balances

RESERVE	30 JUNE 2020	BUDGET 30 JUNE 2020	FORECAST 30 JUNE 2020
COLAC BAY COMMUNITY CENTRE	\$7,791	\$7,797	\$7,797
COLAC BAY GENERAL	\$44,315	\$45,222	\$42,110
TOTAL – COLAC BAY	\$52,106	\$53,019	\$49,907
RIVERTON CEMETERY MAINTENANCE	\$62,816	\$62,764	\$61,567
RIVERTON DOC PROFITS LIB SALE	\$66,199	\$68,408	\$68,408
RIVERTON GENERAL	\$360,013	\$195,690	\$165,322
RIVERTON PARKS & RESERVES DEVELOPMENT	\$28,067	\$29,071	\$29,071
RIVERTON PROPERTY SALES	\$239,962	\$139,962	\$146,802
RIVERTON PROPERTY SALES - RES	-	\$6,840	-
RIVERTON WAR MEMORIAL	\$13,091	\$13,441	\$13,441
TARAMEA BAY/ROCKS DEVELOPMENT	\$30,209	\$6,279	\$29,279
TARAMEA HOWELLS POINT	\$23,663	\$20,882	\$20,882
RIVERTON STORMWATER	\$120,998	\$165,076	\$175,076
TOTAL RIVERTON/APARIMA	\$945,019	\$708,413	\$709,848
COSY NOOK	\$21,296	\$25,069	\$25,069
TOTAL – WAIAU/APARIMA WARD	\$21,296	\$25,069	\$25,069
RIVERTON HARBOUR	\$13,063	\$19,851	\$17,851
TOTAL – RIVERTON HARBOUR	\$13,063	\$19,851	\$17,851
THORNBURY COMMUNITY CENTRE	\$915	\$1,864	\$1,864
THORNBURY GENERAL	\$17,657	\$10,749	\$11,168
TOTAL – THORNBURY	\$18,572	\$12,613	\$13,032
TOTAL RESERVES	\$1,050,056	\$818,965	\$815,707

Council Report

Record No: R/20/7/29502

Author: Simon Moran, Community Partnership Leader

Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision

☐ Recommendation

☒ Information

Chief Executive

Three Waters

1. In late June 2020, the Department of Internal Affairs, advised councils that central government was undertaking a major programme of water service provision reform. In short, government is looking to establish a small number of publicly owned multi-regional entities to take over the delivery of the water services currently delivered by local government.
2. This was not surprising given the number of discussions across the sector that have focussed on rising wastewater standards, ageing infrastructure, the financial challenges on communities due to the Covid-19 crisis, and the CIP shovel-ready infrastructure project process.
3. The government engaged with LGNZ's National Council on this reform programme early on in the lockdown to canvas the sector's likely reaction to the proposal.
4. National Council proposed that LGNZ and SOLGM partner with the government (via a co-design process) to progress development of the policy framework within which the reforms will occur. This will ensure that the voice of communities, alongside the interests and expertise of councils, is reflected in the reform work.
5. That offer was accepted by the prime minister at the Central Local Government Forum, and the work has since commenced, the first results of this work being the announcement of the Three Waters Steering Committee.
6. The steering committee comprises:
 - **Independent Chair:** Brian Hanna
 - **Local Government:** Rachel Reese, Alex Walker, Bayden Barber, Stuart Crosby, Vaughan Payne, Monique Davidson, Pat Dougherty, Hamish Riach, Steve Ruru, Miriam Taris, Heather Shotter, Alastair Cameron, Craig McIlroy
 - **SOLGM:** Karen Thomas, Kevin Lavery
 - **LGNZ:** Jason Krupp
 - **DIA and advisors:** Paul James (Secretary for Local Government), Allan Prangnell, Richard Ward, Michael Chatterley, Nick Davis, Natalie McClew
 - **Taumata Arowai:** Bill Bayfield
 - **Treasury:** Morgan Dryburgh

7. A critical condition for LGNZ National Council was that choice is retained in the system. Put simply, whatever the outcome from the policy development process, each council must be free to choose how it meets the new drinking and wastewater standards – ie ‘opt in’ to the model offered, or by other means. That has been incorporated into the reform programme with local authorities being given the opportunity to ‘opt-in’ over the next three years. At the opt-in point local authorities will be able to access a level of stimulus funding to assist with renewal and other capital works required to upgrade water, wastewater or stormwater systems.
8. A series of national workshops are being held in late July with one being held in Invercargill on the July 30, to explain the reform programme and the requirements for local authorities to be able to access the first round of stimulus funding. This includes the execution of a non-binding Memorandum of Understanding between the Crown and the relevant local authority.
9. The policy work required to design the new entities and create the framework within which they would operate has commenced and will be progressed over the next three years. A series of joint government and local government working groups will be established to assist with this work.
10. The Ministry for the Environment is also continuing its work with the development of a proposed new National Environmental Standard for wastewater discharges and overflows, as signalled in the Action for Healthy Waterways discussion document last year.
11. To support this work Boffa Miskell, GHD and BECA have been employed to develop a report documenting current and emerging issues facing the wastewater sector in New Zealand, covering issues such as trade waste practices, climate change considerations, iwi/Māori values and land-based disposal.

Covid-19

12. At the beginning of July central government announced how the \$3 billion infrastructure fund in the Covid Response and Recovery Fund will be allocated across regions. The Southland region is to receive \$90 million with the first \$10 million being allocated to the Invercargill CBD project. Decisions on other projects that are to be supported across the Southland region will be made in coming weeks.
13. At a national level the package announced about \$210 million for climate resilience and flood protection projects, \$155 million for transformative energy projects, about \$180 million for large-scale construction projects and \$50 million for enhanced regional digital connectivity. Further detail on the projects that have been approved in this initiate stage are available on the beehive website (<https://www.beehive.govt.nz/release/infrastructure-investment-create-jobs-kick-start-covid-rebuild>).
14. The Covid-19 Recovery (Fast-track Consenting) Bill has been introduced to parliament and referred to select committee with a short ‘turn around’ for public submissions. The bill will provide the government with new, temporary (two years) powers to fast-track resource consenting and designation processes for specified development and infrastructure projects.
15. The bill enables two categories of projects, being the 17 specific projects listed in schedule 2 of the bill or projects that are referred via an order in Council/Ministerial approval process, to have access to the fast-track consenting and designation. The Environmental Protection Agency will have responsibility for coordinating the processing of these resource consents.

16. As previously reported the Ministry of Social Development is reporting weekly updates on changes in job seeker support benefit numbers. As at 26 June the Southland region was at 5.1% of the working age population, which has increased from 4% at the start of January 2020. This equates to an increase of 652 individuals. These numbers exclude migrant workers who are not eligible for jobseeker support.
17. A Local Government Recovery Reference Group has been established to provide advice and input to Government on the shaping of the central government recovery programme and ensure that it can link in with local initiatives. One of the challenges has been the fact that central Government has been moving at speed given the pending national election cycle.
18. Due to the additional pressures created as a result of Covid-19 a decision has been made, subject to the passing of legislation by parliament, to extend the normal four month statutory timeframes for adoption of local authority annual reports by a further two months. This means that all local authorities will now need to have their annual report completed by 31 December, rather than the end of October.
19. Traditionally, Council has aimed to have its report adopted by the end of September. It has become clear, however, that the auditors are not able to support this timetable this year due to the impacts of Covid-19 on workforce supply. Staff will keep Council updated on the expected reporting timeline once further information becomes available from Audit NZ.

Conflicts of Interest

20. The Office of the Auditor General (OAG) has recently released a report, **Managing conflicts of interest: A guide for the public sector**, which provides updated guidance on the management of conflicts of interest. A copy of the report is available on the OAG website (<https://oag.parliament.nz/2020/conflicts/docs/conflicts-of-interest.pdf>).
21. In parallel with the general public sector conflicts guide the OAG has also recently released an updated guide on the management of conflicts within a local government context and in particular the Local Authorities Members (Interests) Act 1968. The guide titled Local Authorities (Members' Interests) Act 1968: A guide for members of local authorities on managing financial conflicts of interest is also available on the OAG website (<https://oag.parliament.nz/2020/lamia>).
22. I would encourage elected members to read both guides as they provide useful guidance on how to manage conflicts and in particular the approach that is being adopted by the OAG that has specific legislative powers to enforce the required standards in this area.

Environmental Services

Group Managers Update

23. Council received the following thank you from Rakiura Heritage Trust regarding our museum activities. The value of the museum programme being clearly illustrated by the below comments.
“The Rakiura Heritage Trustees wish to express their gratitude and appreciation for the professional services provided by roving museums officer as we confront the complicated process of shifting our Collection from the old museum to the new one. We are also grateful to Southland District Council for funding the services which roving museums officer provides. The

meticulous planning, preparation and communication to us of the issues involved have made this huge task much less daunting for us. The roving museums officer has spent long hours sorting, packing and labelling many of the most fragile items in the collection. Her comprehensive knowledge of our collection and of issues relating to local history are contributing in a most valuable way to the interpretation and presentation of topics in the new exhibition. We are conscious that this work involves regular, long periods away from her own home and her own life and we appreciate the sacrifices she makes on our behalf. On a personal note, I am most grateful for the support and advice provided to me as I work my way through a museums study course. As a rank amateur, I have had much to learn and the roving museums officer has made the process effective and enjoyable. Sincerely. (Raylene Waddell, minutes secretary, Rakiura Heritage Trust)''.

Environmental Health and Animal Control

24. June is the busiest time of year for dog control, with dogs needing to be re-registered by 1 July. Along with a strong focus on encouraging dog owners to register online, another focus this year is ensuring that new dogs are classed correctly first time; for example ensuring working dogs meet the legal definition of working dogs.

Resource Management

25. Covid-19 has not noticeably affected incoming workloads. Incoming resource consent applications remain consistent with the same period in 2019 and if anything the volume of incoming building consents and customer enquiries have increased during and after lockdown. There has also been a vacancy within the team which has impacted on getting consents issued within timeframes.
26. Dark skies plan change for Rakiura – The decision on the Council initiated plan change has been finalised by the committee and the decision will be released in the next few weeks. The decision is subject to appeal, if no appeals are received the plan change will be made operative by Council and the rules will have legal effect.
27. Up until the Alert Level 4 restrictions coming into force, ongoing policy focused work was occurring on the regional work streams for Climate Change, Biodiversity, Landscapes and Natural Character. It is unclear in a national space what impact the Covid-19 pandemic will have on anticipated national direction as government was signalling significant changes were going to be gazetted prior to the election. It is expected that the national policy statements on urban development and highly productive land will progress before the election. The majority of Council's policy work in this space still needs to progress due to it already being a legislative requirement but the timeframe to deliver may vary.
28. Council has endorsed a report to bring forward the review of the landscapes section of the District Plan. Work is now underway to understand the unique nature of Southland's landscapes, cultural values and local areas of significance. There are a number of pieces of work that will inform a review and also a number of conversations with communities and land owners. It is anticipated that a plan change will be notified in the middle of 2021.

29. 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.
30. Consultation on the NPS for Indigenous Biodiversity closed in March 2020. Council submitted stating that in Council's opinion, achieving the requirements of the statement 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. It is anticipated that there will be a significant cost associated with this work. 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 SDC is one of the case study councils forming part of that submission. It was anticipated that the National Policy Statement will likely be gazetted prior to the general election in September but this has been delayed until approximately February 2021.
31. Resource consent data for previous few months:
- April - 27 applications received, 15 decisions issued
 - May – 28 applications received, 16 decisions issued
 - June – 22 applications received, 26 decisions issued.

Community and Futures

Strategy and Policy

32. The Annual Plan 2020/2021 was adopted by Council at their meeting on 23 June 2020. The online version is now available on the website with the printed version to follow shortly.
33. The Annual Report period is now underway and due to be completed by 21 October 2020.
34. The Long Term Plan is entering the final year of the process. First drafts of the activity management plans are due for completion at the end of June and key documents, the draft infrastructure and financial strategies are currently being developed and intended to have initial discussions with Council in August 2020. The long term plan process will continue to ramp up over the next six months as all the pieces come together to produce the draft Long Term Plan and consultation document in time for public consultation in March 2021.

Services and Assets

Group Managers Update

35. As part of the activity management plan and works programme development process, activity managers will be reconnecting with each of the nine community boards to discuss their locally funded activities and priorities. These discussions will be occurring in September as a follow up to the activity workshops run in May and June. These sessions also provide another opportunity for Community Boards to raise any additional priorities / projects for integration into the 10-year works programme.

36. The 30-year Infrastructure Strategy is nearing completion and is planned to be presented to Council for review and approval in the coming months alongside the activity management plans and LTP budgets. There has been a focus on ensuring strong and clear connectivity between these work streams.
37. Another area of focus is closing out and finalising the capital works programme for the previous financial year and confirming the works programme for the new financial year. The team is confident in their ability to deliver the scope and scale of this programme.

Forestry (IFS)

38. Forestry services are not considered an essential service. As such, the maintenance of Council's forestry portfolio was put on hold through the Covid-19 lockdown period. Under Alert Level 3 and 2, onsite operations have resumed. The bulk of pruning and thinning operations in Gowan Hills that were deferred due to Covid-19 were completed before the end of June. Planned planting operations in Waikaia were also completed before the end of the financial year.
39. Harvesting operations in Waikaia are planned for the month of July and have a forecasted return of \$932k.

Around the Mountains Cycle Trail

40. Two applications have been approved by MBIE which cover funding of repairs relating to the February flood event (\$379,793) and funding of the cycle trail manager position (\$45,000).
41. The contract for repairs to the trail, associated with the February flood event, is currently being tendered. A specialist cycle trail engineering consultant is engaged for delivery of this construction scope and planned completion is October 2020 to coincide with the new cycle trail season.

Property

42. Property disposals of the Ohai bowling club building and the Hokonui hall properties are underway as well as an agreement for the disposal of the former Stewart Island museum imminent. Finalising the updated landowner consents for the coastal route boundary adjustments and payment of compensations is also almost complete. Once this is done the legalisation Gazette Notice can be issued.

Strategic Water and Waste

Land and Water Plan Implementation

43. Environment Southland released their proposed Land and Water Plan in 2017.
44. In total 25 appeals were received by Environment Southland of which Council has identified 10, which it will join as a Section 274 party. Council has also lodged an appeal to the decision. The basis of Council's appeal, is largely around the 'non-complying' activity status on wastewater discharges to water. The latest direction issued from the Environment Court outlines a proposed path, where appeals to objectives will be heard ahead of mediation, by grouped topic on policies and rules. Evidence in support of the appeals have been filed with the Environment Court.

- 45. Interim decisions were released by the Environment Court in late December with a recommendation that further expert conferencing be undertaken in early 2019. A pre-conferencing hearing was held in Invercargill on 10 February after which further detail and information will be released by the Court.
- 46. A further hearing was held in mid-June 2020 where evidence was presented on additional information that the courts required Environment Southland to provide based on their interpretation of a number of key principals underpinning the plan. Decisions following the hearing are expected mid-July.

Project Delivery Team

- 47. Planning is well underway for the new 2020/2021 works programme and plans and forecasting being prepared.
- 48. Te Anau Wastewater (TAWW) project is nearly ready for contract award with the final contract conditions being worked through on both packages – aim is for award letters to go out 8 July.
- 49. The bridge works programme is progressing very well.
- 50. The next wave of projects is also due to start with regional footpaths, pond fencing and Te Anau watermain renewals all starting in July.
- 51. Final claims are being worked through with the Covid-19 shutdown and are on track to be resolved, other than the Downer roading contract which is being worked through.
- 52. Internal core improvement project still progressing but a big push in August.

Community Facilities

- 53. The community facilities team are now focused on the end of financial year wrap up and at the same time transitioning into the new year's operations and project delivery.
- 54. The team and the contract's delivery team have reached a milestone in signing a new contract for the delivery of the cleaning services across Council's offices and libraries. The tenders for the mowing in the three western Southland community board areas have been let and direct negotiations have started with incumbent contractors.
- 55. This is the culmination of a big piece of work under the guise of the Section 17A review for community facilities which also includes the mowing and gardening contracts.

Strategic Transport

National Land Transport Plan

- 56. A key focus area for the transport team has been the ongoing development and refinement of Activity Management Plans which includes engagement with NZ Transport Agency on future funding requirements. This has also included reviewing and agreeing Council's road hierarchy alignment with NZ Transport Agency once network road classification.
- 57. The team is still waiting on the release of the final Government Policy Statement on land transport 2021 (GPS) to ensure activity plans and funding requests align with the GPS strategic direction.

District Wide Roothing Programme

- 58. The road design for the District wide pavement rehabilitation programme for 2020/2021 season is currently being completed with the first tender on track for being released to market in July.
- 59. The resurfacing contract for the next three rehabilitation projects is out to market and closes in early July with the aim of having evaluation completed by the end of July.
- 60. The work involved in the contracts includes; texturising of pre seal patching, supply and spraying of bitumen, supplying, placement and rolling of sealing chips and pavement marking.
- 61. The team have also been carrying out the necessary preparation work for the implementation of the new speed limits across the district following the adoption of the speed limit bylaw by Council in June.

Customer Delivery

Group Manager's Update

- 62. The change to Alert Level 1 sees a significant return to the usual level of business for many of our activities. We welcomed Sandra McLean, customer support manager, to the team and launched a new online lodgement tool for request for service via our website and mobile phones. Without any marketing, we have seen the community adopt the tool and over 10% of requests came via mobile phones. This complements the other support alternatives we have available to customers.

Libraries

- 63. Alert Level 1 has seen a return to business as usual within our library service. We have returned to our regular scheduled programming and services and have also continued to incorporate a home delivery and call and collect option from some of our branches to help provide additional service to those in our community that needs it. School holidays are in full swing and our holiday programme has already been popular. Staff have been very busy with this year's dog registration process, the online applications being welcomed by some customers, and a source of frustration for others who have experienced issues.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Council Report" dated 10 August 2020.**

Attachments

There are no attachments for this report.

Chairperson's Report

Record No: R/20/8/31575

Author: Alyson Hamilton, Committee Advisor

Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision

☐ Recommendation

☒ Information

Purpose of report

- 1 The purpose of the report is to provide an update to the Oraka Aparima Community Board on activities that the chairperson has been involved since the establishment of the board on 20 November 2019. This report covers June and July 2020.
- 2 Items of interest include the following:
 - lodged RFS to have ditches at top of Palmerston Street to be cleaned, and the settling ponds on Havelock street to be cleaned/cleared, council staff have advised of actions to be taken
 - attended the Taramea (Howells Point) Management Committee meeting
 - discussion on new walking track to be formed at point over to back beach. Also ongoing discussions on the possible establishment of a marae at Howell's Point.
 - attended the Riverton Harbour Subcommittee meeting
 - concern expressed at delay of wharf owners complying to resource consent requirements
 - contact with Mike Brazil, Highways South, regarding the green/white township signage being moved out to 50km area. Work was completed about a week later. Spoke to him again and thanked him for his support in getting this done.
 - attended a community board workshop with discussions on the following:
 - Taramea Bay toilet
 - Taramea Bay playground
 - mowing contract
 - playground spraying
 - footpath renewal

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Chairperson's Report" dated 12 August 2020.**

Attachments

There are no attachments for this report.

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

Recommendation

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

C8.1 Oraka Aparima Community Board area 'Portion of Contract 20/20 - Mowing' and award of contract for Fairfax, Colac Bay, Riverton and Thornbury.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Oraka Aparima Community Board area 'Portion of Contract 20/20 - Mowing' and award of contract for Fairfax, Colac Bay, Riverton and Thornbury.	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.