



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

**Date:** Monday, 9 November 2020  
**Time:** 6pm  
**Meeting Room:** Balfour Hall  
**Venue:** Queen Street  
Balfour  
Waikaia

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## **Ardlussa Community Board Agenda OPEN**

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### **MEMBERSHIP**

<b>Chairperson</b>	Richard Clarkson
<b>Deputy Chairperson</b>	Ray Dickson
<b>Members</b>	Chris Dillon
	Paul Eaton
	Clarke Horrell
	Hilary Kelso
	Rob Scott

### **IN ATTENDANCE**

<b>Community Liaison Officer</b>	Tina Harvey
<b>Committee Advisor/Customer Support Partner</b>	Rose Knowles
<b>Community Partnership Leader</b>	Kelly Tagg

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



## Terms of Reference – Community Boards

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

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

<sup>1</sup> 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"> <li>involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.</li> </ul> <p>Local activities include:</p> <ol style="list-style-type: none"> <li>community leadership</li> <li>local halls and community centres (within Council's overarching policy for community facilities)</li> <li>wharves and harbour facilities</li> <li>local parks and reserves</li> <li>parking limits and footpaths</li> <li>Te Anau/Manapouri Airport (Fiordland Community Board)</li> <li>Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board) <ol style="list-style-type: none"> <li>for the above two local activities only</li> <li>recommend levels of service and annual budget to the Services and Assets Committee</li> <li>monitor the performance and delivery of the service</li> </ol> </li> </ol> <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> <li>authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.</li> </ol> <p>20) naming roads</p> <ol style="list-style-type: none"> <li>authority to decide on the naming for public roads, private roads and rights of way</li> </ol> <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><b>Rentals and Leases</b></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"> <li>accept the highest tenders for rentals more than \$10,000</li> <li>approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.</li> </ol> <p><b>Environmental management and spatial planning</b></p> <ol style="list-style-type: none"> <li>provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment.</li> <li>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.</li> </ol>
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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>
<b>LIMITS TO DELEGATIONS</b>	<p>No financial or decision making delegations other than those specifically delegated by Council.</p> <p>The community board shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its Long Term Plan/Annual Plan. In accordance with the provisions of section 39(2) of Schedule 7 the board may not incur expenditure in excess of the approved budget.</p> <p><b>Matters which are not Delegated</b></p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> <li>• make a rate or bylaw</li> <li>• acquire, hold or dispose of property</li> <li>• direct, appoint, suspend or remove staff</li> <li>• engage or enter into contracts and agreements and financial commitments</li> <li>• institute an action for recovery of any amount</li> <li>• issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>• institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the community board has made submissions.</li> </ul>
<b>CONTACT WITH MEDIA</b>	<p>The community board chairperson is the authorised spokesperson for the board in all matters where the board has authority or a particular interest.</p> <p>Board members, including the chairperson, do not have delegated authority to speak to the media and/or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The assigned Executive Leadership Team member will manage the formal communications between the board and its</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>
<b>REPORTING</b>	<p>Community boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>The boards maintain bound minute books of their own meetings.</p>

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**1 Apologies**

At the close of the agenda no apologies had been received.

**2 Leave of absence**

At the close of the agenda no requests for leave of absence had been received.

**3 Conflict of Interest**

Community Board Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a member and any private or other external interest they might have.

**4 Public Forum**

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available on [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz) or phoning 0800 732 732.

**5 Extraordinary/Urgent Items**

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

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

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

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

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

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

**6 Confirmation of Minutes**

6.1 Meeting minutes of Ardlussa Community Board, 14 October 2020



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## Ardlussa Community Board

### OPEN MINUTES

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Minutes of a meeting of Ardlussa Community Board held in the Riversdale Community Centre, Newcastle Street, Riversdale on Wednesday, 14 October 2020 at 6pm.

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#### PRESENT

<b>Chairperson</b>	Richard Clarkson	
<b>Deputy Chairperson</b>	Ray Dickson	
<b>Members</b>	Chris Dillon	arrived 6.30pm
	Paul Eaton	
	Hilary Kelso	
	Councillor John Douglas	

#### APOLOGIES

Clarke Horrell  
Councillor Rob Scott

#### IN ATTENDANCE

<b>Community Liaison Officer</b>	Tina Harvey
<b>Committee Advisor/Customer Support Partner</b>	Rose Knowles
<b>Community Partnership Leader</b>	Kelly Tagg
<b>Community Facilities Manager</b>	Mark Day

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**1 Apologies**

There was an apology from Clarke Horrell and Councillor Rob Scott.

Moved Ray Dickson, seconded Paul Eaton and **resolved:**

**That the Ardlussa Community Board accept the apologies.**

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

There was no public forum.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Chairman Clarkson, seconded Hilary Kelso and **resolved:**

**That the Ardlussa Community Board confirms the minutes of the meeting held on 10 August 2020 as a true and correct record of that meeting.**

**Reports**

**7.1 Community Leadership Report for the Ardlussa Community Board**  
**Record No: R/20/9/53364**

Community Partnership Leader – Kelly Tagg was in attendance for this item.

Kelly updated the board on the following:

- Community Partnership Fund

- Waikaia Forest mountain bike trails
- Riversdale community garden
- Balfour pump track
- Resource management update
- Milford opportunities project
- National initiatives

**Resolution**

Moved Paul Eaton, seconded Councillor Douglas and **resolved:**

**That the Ardlussa Community Board:**

- a) **Receives the report titled "Community Leadership Report for the Ardlussa Community Board" dated 27 September 2020.**

**7.2 Operational Report for Ardlussa Community Board**

**Record No: R/20/9/50402**

Community Partnership Leader – Kelly Tagg was in attendance for this item.

**Resolution**

Moved Hilary Kelso, seconded Paul Eaton and **resolved:**

**That the Ardlussa Community Board:**

- a) **Receives the report titled "Operational Report for Ardlussa Community Board" dated 7 October 2020.**

**7.3 Council Report**

**Record No: R/20/9/51942**

Councillor Douglas was in attendance for this item.

He particularly highlighted

- Three waters
- Building solutions
- Animal control
- Project delivery team
- District wide roading programme
- Forestry
- Cycletrail

**Resolution**

Moved Ray Dickson, seconded Chairman Clarkson and **resolved:**

**That the Ardlussa Community Board:**

- a) **Receives the report titled "Council Report" dated 27 September 2020.**

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**7.4 Report to Ardlussa Community Board - Southland Charity Hospital - Unbudgeted Expenditure Request**

**Record No: R/20/9/53137**

Community Liaison Officer – Tina Harvey was in attendance for this item

The purpose of this report is to seek approval from the Ardlussa Community Board for the purchase of a commemorative plaque for the Southland Charity Hospital to the value of \$500.

**Resolution**

Moved Ray Dickson, seconded Paul Eaton and **resolved:**

**That the Ardlussa Community Board:**

- a) **Receives the report titled “Report to Ardlussa Community Board - Southland Charity Hospital - Unbudgeted Expenditure Request” dated 24 September 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 unbudgeted expenditure in the amount of \$500 to be funded from the Balfour, Riversdale and Waikaia general projects business units, for the purchase of a commemorative plaque for the Southland Charity Hospital.**
- e) **Agrees that the wording on the commemorative plaque shall read “Ardlussa Community Board”.**

**7.5 Southland District - Wellbeing Indicators Snapshot - August 2020**

**Record No: R/20/9/52025**

Community Partnership Leader – Kelly Tagg was in attendance for this item.

**Resolution**

Moved Chairman Clarkson, seconded Hilary Kelso and **resolved:**

**That the Ardlussa Community Board:**

- a) **Receives the report titled “Southland District - Wellbeing Indicators Snapshot - August 2020” dated 23 September 2020.**

## 7.6 Chairperson's Report

Record No: R/20/9/58546

Chairman Clarkson took the Board through his report.

### Resolution

Moved Chairman Clarkson, seconded Hilary Kelso and **resolved:**

**That the Ardlussa Community Board:**

- a) **Receives the report titled "Chairperson's Report" dated 5 October 2020**

## Public Excluded

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

#### Resolution

Moved Chris Dillon, seconded Ray Dickson and **resolved:**

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

#### **C8.1 Ardlussa Community Board Area Approval of unbudgeted expenditure for mowing**

**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
Ardlussa Community Board Area Approval of unbudgeted expenditure for mowing	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	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.

That Committee Advisor – Rose Knowles, Community Partnership Leader – Tina Harvey and Community Facilities Manager – Mar Day and Councillor Douglas be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C8.1 **Ardlussa Community Board Area Approval of unbudgeted expenditure for mowing**. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

The public were excluded at 6.45pm.

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Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 9.30pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE ARDLUSSA COMMUNITY BOARD  
HELD ON 14 OCTOBER 2020

**DATE:**.....

**CHAIRPERSON:**.....





## Landscapes Report - Review of the Natural Features and Landscapes Chapter of the District Plan

Record No: R/20/10/61141

Author: Margaret Ferguson, Resource Management Planner

Approved by: Fran Mikulicic, Group Manager Environmental Services

☐ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 This report is to inform the Ardlussa Community Board about the work the resource management department is doing to identify outstanding natural landscapes and features within the District.
- 2 The key reasons for doing this work are:
  - to look after our special landscapes for now and for future generations
  - legal requirements under the Resource Management Act 1991 to identify and protect our special areas
  - Council has asked us to review what is currently in the District Plan relating to landscapes.

### Background

- 3 Council incorporated some identified landscapes into the previous District Plan review and these are primarily within the coastal and Te Anau basin area. Council acknowledged at that time, that it would need to come back and take a District wide approach to looking after all the special landscapes in the District.
- 4 Whilst the work will lead to a change to the natural features and landscapes chapter of the District Plan, this will be after extensive discussions with anyone who may be potentially affected. It is about ensuring that Southland's landscapes and natural features remain special for future generations.

### What's your view? He aha tō tirohanga?

- 5 To begin this work, Council in partnership with iwi, have embarked on a project to determine where potentially important landscapes and features are within our district. The campaign is called 'Whats your view? He aha tō tirohanga?'
- 6 We are taking a three – fold approach to identifying these potentially special spaces which comprises of the following workstreams:
  - community views and opinions
  - a cultural landscape assessment
  - a professional analysis eg landscape architect.

- 7 Once the potential areas have been identified, we will be working alongside the community, as well as multiple partners, to discuss the findings and then look towards ways in which we can all work together to look after these important places for generations to come.
- 8 There are some key attributes that we are looking for when identifying these landscapes and natural features, which include:

**Biophysical:**

Understanding the geology, water, topographical features (hills, plains, mountains), plants, animals.

**Sensory:**

How memorable is the landscape or feature? How natural (ie unmodified) is it?

**Associative:**

How do people feel when they see the landscape or experience the landscape? What are the spiritual, cultural, connections that people have to that space?

## **Timeframe - what is happening when?**

- 9 This project will be progressing over the next year and we will be seeking an active presence within the community to progress this project overall.
- 10 Understanding the cultural significance of our landscapes is currently underway. Iwi is leading this workstream and working with a consultant to complete this piece of work.
- 11 We are now heading out into the community to understand community values and we anticipate this will progress over the next few months. This is our public facing campaign 'Whats your view? He aha tō tirohanga?'.
- 12 We understand the important role the community boards have within the community and we value the contribution you are likely to make going forward in helping us to connect with the community and undertake the project in partnership with them.
- 13 We welcome any ideas in which the community board members may be able to support this project, and welcome any advice you may have regarding connecting with the community as this project progresses.
- 14 The project will have different phases which will require different communication platforms (online, face to face, drop-in sessions, individual meetings, paper-based communication etc), and we will endeavour to keep you informed as to what is happening across all phases. We welcome one on one conversation about this project, so if anyone in the community has any questions, or you would like more detail on this, please contact us directly – you can email [yourviewlandscapes@southlanddc.govt.nz](mailto:yourviewlandscapes@southlanddc.govt.nz), or phone the resource management team on 0800 732 732 and we will make time to see you. More information can also be found at [www.makeitstick.nz](http://www.makeitstick.nz).

## **Recommendation**

### **That the Ardlussa Community Board:**

- a) **Receives the report titled “Landscapes Report - Review of the Natural Features and Landscapes Chapter of the District Plan” dated 15 October 2020.**

## **Attachments**

There are no attachments for this report.



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## **Financial Report for the year ended 30 June 2020**

**Record No:** R/20/10/61316

**Author:** Sheree Marrah, Financial Accountant

**Approved by:** Anne Robson, Chief Financial Officer

☐ Decision

☐ Recommendation

☒ Information

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### **Summary**

- 1 The purpose of this report is to present the final financial results and supporting information for the communities located within the Ardlussa Community Board area for the year ended 30 June 2020. The financial reports are contained within attachment A, B and C of this report.
- 2 These financial results are subject to review by Audit NZ in October/November, and therefore are subject to change.

### **Recommendation**

**That the Ardlussa Community Board:**

- a) **Receives the report titled “Financial Report for the year ended 30 June 2020” dated 2 November 2020.**

### **Attachments**

- A Financial report for the year ended 30 June 2020 - Ardlussa [↗](#)
- B Reserves as at 30 June 2020 - Ardlussa [↗](#)
- C Detailed individual business units for the year ended 30 June 2020 [↗](#)



### **Ardlussa Community Board - Financial performance for the year ended 30 June 2020**

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The preliminary financial results for the year to 30 June 2020 were provided to you in the June operational report, however these financial results will have changed due to year end processes, including expenditure accruals, interest on reserves, funding of activities and projects etc.

The summary tables overleaf show the final financial results for the communities within your area for the year ended 30 June 2020. Please note these financial results are being audited in October/November and therefore may be subject to further change.

The results show for each of the income, expenditure, and capital expenditure categories:

- what actually happened ("Actual"),
- what was expected to occur by year end ("Forecasted Budget"), and
- what the original budget was ("Annual Plan Budget")

The "Forecasted Budget" includes the original Annual Plan budgeted adjusted for the effect of expenditure carried forward from 2018/2019, unbudgeted expenditure, projects that have been put on hold or are to be completed in 2020/2021 and/or anticipated changes to income and operating expenditure over the year.

Operational reports provided to you throughout the year compared the actual year-to-date ("YTD") results against forecasted YTD totals. This report however, will discuss significant variances between the "Actual" results and the "Annual Plan Budget".

A detailed breakdown of the individual business units is included in Attachment C of this report for your information.



Ardlussa - Business Units for the year ended 30 June 2020									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Community Leadership Ardlussa	-	-	-	\$16,679	\$9,524	-	-	-	-
Total	\$ -	\$ -	\$ -	\$16,679	\$9,524	\$ -	\$ -	\$ -	\$ -

Balfour - Business Units for the year ended 30 June 2020									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Administration - Balfour	\$2,790	\$3,314	\$3,314						
Operating Costs - Balfour	\$1,164	\$1,151	\$1,151	\$374	\$1,271	\$1,271			
Street Works - Balfour	\$3,261	\$3,224	\$3,224	\$1,075	\$3,224	\$3,224			
Stormwater Drainage - Balfour	\$4,763	\$4,709	\$4,709	\$5,915	\$4,709	\$4,709			
Beautification - Balfour	\$10,445	\$10,339	\$10,339	\$8,202	\$10,339	\$10,339			
Playground - Balfour	\$1,233	\$1,226	\$1,226	\$2,009	\$1,226	\$1,226			
Total	\$23,657	\$23,963	\$23,963	\$17,575	\$20,769	\$20,769	\$ -	\$ -	\$ -



Riversdale - Business Units for the year ended 30 June 2020									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Administration - Riversdale	\$714	\$1,077	\$1,077						
Operating Costs - Riversdale	\$2,189	\$2,149	\$2,149	\$1,863	\$2,149	\$2,149			
Street Works - Riversdale	\$8,707	\$8,547	\$8,547	\$11,818	\$13,742	\$13,742			
Stormwater Drain - Riversdale	\$5,622	\$5,519	\$5,519	\$6,004	\$5,519	\$5,519			
Beautification - Riversdale	\$21,986	\$21,622	\$21,622	\$22,354	\$22,489	\$22,489			
Playground - Riversdale	\$1,302	\$1,290	\$1,290	\$3,936	\$2,998	\$2,998			
Total	\$40,521	\$40,204	\$40,204	\$45,976	\$46,897	\$46,897	\$ -	\$ -	\$ -

Waikaia - Business Units for the year ended 30 June 2020									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Administration - Waikaia	\$137	\$291	\$291						
Operating Costs - Waikaia	\$7,671	\$8,476	\$8,476	\$1,779	\$3,415	\$3,415			
Street Works - Waikaia	\$1,524	\$1,613	\$1,613	\$761	\$1,290	\$1,290			
Stormwater Drainage - Waikaia	\$8,933	\$9,661	\$9,661	\$2,669	\$6,233	\$6,233			
Cemetery - Waikaia	\$1,075	\$1,075	\$1,075		\$1,075	\$1,075			
Beautification - Waikaia	\$12,822	\$12,822	\$12,822	\$12,770	\$11,822	\$11,822			
Playground - Dickson Park	\$2,553	\$2,652	\$2,652	\$206	\$2,149	\$2,149			
Total	\$34,716	\$36,590	\$36,590	\$18,186	\$25,984	\$25,984	\$ -	\$ -	\$ -





## Significant variances to the 2019/2020 Annual Plan budget

### Ardlussa

Community Leadership expenditure \$16,679 was in relation to community board member salaries for the period subsequent to the election. This was unbudgeted, however Council approved it being funded from the Mararoa Waimea Ward reserve in February 2020.

### Balfour

Overall income was \$23,657 which was relatively consistent with budget (\$23,963).

Total expenditure was \$17,575 which was \$3,194 under budget. Streetworks and Beautification were both under budget (\$2,149 and \$2,137 respectively) due to lower than expected general maintenance being required. This was partially offset by the Stormwater and Playground business units being over budget by \$1,206 and \$783 respectively due to higher maintenance requirements. Operating costs were also lower than expected due to the general projects budget not being fully utilised.

### Riversdale

Overall income was \$40,521 which was slightly above budget (\$317).

Total expenditure was \$45,976, which was \$921 under budget. There were minor variances to budget across various business units, however these largely offset each other. The most significant variances were in Streetworks (\$1,924 under budget) and Playground (\$938 above budget) as a result of the level of general maintenance required.

### Waikaia

Overall income was \$34,716 which was \$1,874 under budget. This was due to interest on reserves being lower than anticipated.

Total expenditure was \$18,186 which was \$7,798 under budget. Stormwater was \$3,564 under budget as a result of minimal maintenance being undertaken during the year. Dickson Park playground was \$1,943 under budget, primarily due to works that have been delayed. Streetworks was also under budget (\$529) due to minimal maintenance being undertaken.

## Expenditure carried forward

The following projects and expenditure were budgeted to be undertaken in the 2019/2020 year, however they have been requested to be carried forward to 2020/2021.

Town	Project Name	Funded From	Total 19/20 Budget	19/20 Actual Costs	Request for Carry forward to 20/21
Balfour	Footpath/Kerb and channel replacement	Reserve			2,149



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## **Additional Financial Information**

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### **Development and Financial Contributions**

Contributions are collected to fund community growth projects. The use of these funds are considered by Council staff when projects are in the planning stage. Certain policy and legislative requirements must be met before these contributions can be applied to projects.

Various contributions across the district that were due to expire in 2020 have been used to acquire a piece of reserve land in Curio Bay in June 2020.

The total balance of Parks and Reserve Development and Financial contributions for your community was \$5,964 as at 30 June 2020. These relate to Waikaia and are due to expire between 2021 and 2023.

### **Reserves**

A detailed listing of the various community reserve balances at 30 June 2020 are included in Attachment B of this report.

Interest was allocated to reserves at 30 June 2020 based on the average reserve balance for the year 1 July to 30 June at a rate of 2.42%.



### Ardlussa Community Board – Reserves as at 30 June 2020

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#### Balfour Schedule Of Reserve Balance

		Actual June - 019	Transfers To/(From)	Actual June -020
Local				
	<i>Reserve Account</i>			
	Balfour General - RES	87307		
		113,602.64	6,201.84	119,804.48
		<u>113,602.64</u>	<u>6,201.84</u>	<u>119,804.48</u>
Local Total		<u>113,602.64</u>	<u>6,201.84</u>	<u>119,804.48</u>
Total Balfour Reserves		<u>113,602.64</u>	<u>6,201.84</u>	<u>119,804.48</u>

#### Riversdale Schedule Of Reserve Balance

		Actual June - 019	Transfers To/(From)	Actual June -020
Local				
	<i>Reserve Account</i>			
	Riversdale General - RES	87685		
		30,838.98	(1,848.17)	28,990.81
		<u>30,838.98</u>	<u>(1,848.17)</u>	<u>28,990.81</u>
Local Total		<u>30,838.98</u>	<u>(1,848.17)</u>	<u>28,990.81</u>
Total Riversdale Reserves		<u>30,838.98</u>	<u>(1,848.17)</u>	<u>28,990.81</u>



### Waikaia Schedule Of Reserve Balance

		Actual June - 019	Transfers To/(From)	Actual June -020
<b>Local</b>				
<i>Operating Account</i>				
Waikaia Dickson Park - OPR	88233	15,736.17	2,347.26	18,083.43
Waikaia Drain Filling - CFD	88245	1,974.96	3,655.13	5,630.09
Waikaia General - RES	88253	96,387.94	6,308.24	102,696.18
Waikaia Museum Donations - OPR	88235	4,658.44	2,136.93	6,795.37
Waikaia Refuse Removal - OPR	88237	9,682.94	234.33	9,917.27
		<b>128,440.45</b>	<b>14,681.89</b>	<b>143,122.34</b>
<b>Local Total</b>				
		<b>128,440.45</b>	<b>14,681.89</b>	<b>143,122.34</b>
<b>Stormwater</b>				
<i>Reserve Account</i>				
Waikaia Stormwater - RES	88255	107,828.55	2,609.45	110,438.00
		<b>107,828.55</b>	<b>2,609.45</b>	<b>110,438.00</b>
<b>Stormwater Total</b>				
		<b>107,828.55</b>	<b>2,609.45</b>	<b>110,438.00</b>
<b>Total Waikaia Reserves</b>				
		<b>236,269.00</b>	<b>17,291.34</b>	<b>253,560.34</b>

## ATTACHMENT C

## Detailed Individual Business Units for the year ending 30 June 2020

		Actual	Forecasted Budget	Annual Plan Budget
<b>Ardlussa</b>				
<b>Community Leadership Ardlussa</b>				
Operational Expenditure	Councillor & Board Mem - Sal	\$16,679	\$9,524	\$0
Operational Expenditure Total		<b>\$16,679</b>	<b>\$9,524</b>	<b>\$0</b>
Net Operating (Surplus)/Deficit		<b>\$16,679</b>	<b>\$9,524</b>	<b>\$0</b>
Funding Sources	Ex - Mararoa/Waimea	(\$16,679)	(\$9,524)	\$0
Funding Sources Total		<b>(\$16,679)</b>	<b>(\$9,524)</b>	<b>\$0</b>
Community Leadership Ardlussa Total		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Balfour</b>				
<b>Administration - Balfour</b>				
Income	Rates - Collected	\$0	\$0	\$0
	Internal - Interest on Reserve	(\$2,790)	(\$3,314)	(\$3,314)
Income Total		<b>(\$2,790)</b>	<b>(\$3,314)</b>	<b>(\$3,314)</b>
Net Operating (Surplus)/Deficit		<b>(\$2,790)</b>	<b>(\$3,314)</b>	<b>(\$3,314)</b>
Funding Sources	To-BALF General - RE	\$2,790	\$3,314	\$3,314
	Ex-BALF General - RE	\$0	\$0	\$0
Funding Sources Total		<b>\$2,790</b>	<b>\$3,314</b>	<b>\$3,314</b>
Administration - Balfour Total		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Beautification - Balfour</b>				
Income	Rates - Collected	(\$9,411)	(\$9,305)	(\$9,305)
	Rates - Adjustments	\$106	\$0	\$0
	Contribution - Ward	(\$1,034)	(\$1,034)	(\$1,034)
	Internal Rates Income	(\$106)	(\$109)	(\$109)
	Internal Rates offset	\$0	\$109	\$109
Income Total		<b>(\$10,445)</b>	<b>(\$10,339)</b>	<b>(\$10,339)</b>
Operational Expenditure	Mowing	\$6,804	\$7,524	\$7,524
	Spraying	\$0	\$1,363	\$1,363
	Maint - Gardening	\$1,398	\$1,452	\$1,452
Operational Expenditure Total		<b>\$8,202</b>	<b>\$10,339</b>	<b>\$10,339</b>
Net Operating (Surplus)/Deficit		<b>(\$2,243)</b>	<b>(\$0)</b>	<b>(\$0)</b>
Funding Sources	Ex-BALF General - OP	\$0	\$0	\$0
	To-BALF General - RE	\$2,243	\$0	\$0
Funding Sources Total		<b>\$2,243</b>	<b>\$0</b>	<b>\$0</b>
Beautification - Balfour Total		<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>

		Actual	Forecasted Budget	Annual Plan Budget
<b>Operating Costs - Balfour</b>				
<b>Income</b>	Rates - Collected	(\$1,164)	(\$1,151)	(\$1,151)
	Rates - Adjustments	\$13	\$0	\$0
	Internal Rates Income	(\$13)	(\$13)	(\$13)
	Internal Rates offset	\$0	\$13	\$13
<b>Income Total</b>		<b>(\$1,164)</b>	<b>(\$1,151)</b>	<b>(\$1,151)</b>
<b>Operational Expenditure</b>	Material Damage Insurance	\$104	\$76	\$76
	General Projects	\$0	\$1,075	\$1,075
	Depn - Improvement	\$120	\$120	\$120
	internal - Insurance Valuation	\$150	\$0	\$0
<b>Operational Expenditure Total</b>		<b>\$374</b>	<b>\$1,271</b>	<b>\$1,271</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$790)</b>	<b>\$120</b>	<b>\$120</b>
<b>Funding Sources</b>	To-BALF General - RE	\$1,060	\$0	\$0
	Ex-BALF General - RE	(\$150)	\$0	\$0
	Add Back Non Cash Depn	(\$120)	(\$120)	(\$120)
<b>Funding Sources Total</b>		<b>\$790</b>	<b>(\$120)</b>	<b>(\$120)</b>
<b>Operating Costs - Balfour Total</b>		<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>
<b>Playground - Balfour</b>				
<b>Income</b>	Rates - Collected	(\$620)	(\$613)	(\$613)
	Rates - Adjustments	\$7	\$0	\$0
	Contribution - Ward	(\$613)	(\$613)	(\$613)
	Internal Rates Income	(\$7)	(\$9)	(\$9)
	Internal Rates offset	\$0	\$9	\$9
<b>Income Total</b>		<b>(\$1,233)</b>	<b>(\$1,226)</b>	<b>(\$1,226)</b>
<b>Operational Expenditure</b>	Maint - General	\$2,009	\$1,226	\$1,226
<b>Operational Expenditure Total</b>		<b>\$2,009</b>	<b>\$1,226</b>	<b>\$1,226</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>\$776</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding Sources</b>	To-BALF General - RE	\$0	\$0	\$0
	Ex-BALF General - RE	(\$776)	\$0	\$0
<b>Funding Sources Total</b>		<b>(\$776)</b>	<b>\$0</b>	<b>\$0</b>
<b>Playground - Balfour Total</b>		<b>(\$0)</b>	<b>\$0</b>	<b>\$0</b>
<b>Stormwater Drainage - Balfour</b>				
<b>Income</b>	Rates - Collected	(\$4,763)	(\$4,709)	(\$4,709)
	Rates - Adjustments	\$54	\$0	\$0
	Internal Rates Income	(\$54)	(\$52)	(\$52)
	Internal Rates offset	\$0	\$52	\$52
<b>Income Total</b>		<b>(\$4,763)</b>	<b>(\$4,709)</b>	<b>(\$4,709)</b>
<b>Operational Expenditure</b>	Material Damage Insurance	\$163	\$210	\$210
	Rates	\$0	\$20	\$20
	Resource Consents	\$4,466	\$538	\$538
	Monitoring	\$130	\$1,075	\$1,075
	Maint - General	\$0	\$1,720	\$1,720
	Internal - WWS Management Fee	\$811	\$811	\$811
	Internal Rates expense	\$76	\$66	\$66
	Internal WWS Stormwater Invest	\$269	\$269	\$269
<b>Operational Expenditure Total</b>		<b>\$5,915</b>	<b>\$4,709</b>	<b>\$4,709</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>\$1,152</b>	<b>(\$0)</b>	<b>(\$0)</b>
<b>Funding Sources</b>	To-BALF General - RE	\$0	\$0	\$0
	Ex-BALF General - RE	(\$1,152)	\$0	\$0
<b>Funding Sources Total</b>		<b>(\$1,152)</b>	<b>\$0</b>	<b>\$0</b>
<b>Stormwater Drainage - Balfour Total</b>		<b>(\$0)</b>	<b>(\$0)</b>	<b>(\$0)</b>

		Actual	Forecasted Budget	Annual Plan Budget
<b>Street Works - Balfour</b>				
<b>Income</b>	Rates - Collected	(\$3,261)	(\$3,224)	(\$3,224)
	Rates - Adjustments	\$37	\$0	\$0
	Internal Rates Income	(\$37)	(\$38)	(\$38)
	Internal Rates offset	\$0	\$38	\$38
<b>Income Total</b>		<b>(\$3,261)</b>	<b>(\$3,224)</b>	<b>(\$3,224)</b>
<b>Operational Expenditure</b>	Street Litter Bins	\$1,075	\$1,075	\$1,075
	Maint - General	\$0	\$2,149	\$2,149
<b>Operational Expenditure Total</b>		<b>\$1,075</b>	<b>\$3,224</b>	<b>\$3,224</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$2,186)</b>	<b>(\$0)</b>	<b>(\$0)</b>
<b>Funding Sources</b>	To-BALF General - RE	\$2,186	\$0	\$0
	Ex-BALF General - RE	\$0	\$0	\$0
<b>Funding Sources Total</b>		<b>\$2,186</b>	<b>\$0</b>	<b>\$0</b>
<b>Street Works - Balfour Total</b>		<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>
<b>Riversdale</b>				
<b>Administration - Riversdale</b>				
<b>Income</b>	Rates - Collected	\$1	\$1	\$1
	Internal - Interest on Reserve	(\$715)	(\$1,078)	(\$1,078)
<b>Income Total</b>		<b>(\$714)</b>	<b>(\$1,077)</b>	<b>(\$1,077)</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$714)</b>	<b>(\$1,077)</b>	<b>(\$1,077)</b>
<b>Funding Sources</b>	To-RDAL General - RE	\$715	\$876	\$876
	Ex-RDAL General - RE	(\$1)	\$0	\$0
	To-RDAL Fire Bore - RE	\$0	\$201	\$201
<b>Funding Sources Total</b>		<b>\$714</b>	<b>\$1,077</b>	<b>\$1,077</b>
<b>Administration - Riversdale Total</b>		<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>
<b>Beautification - Riversdale</b>				
<b>Income</b>	Rates - Collected	(\$19,723)	(\$19,460)	(\$19,460)
	Contribution - Ward	(\$2,162)	(\$2,162)	(\$2,162)
	Internal Rates Income	(\$101)	(\$195)	(\$195)
	Internal Rates offset	\$0	\$195	\$195
<b>Income Total</b>		<b>(\$21,986)</b>	<b>(\$21,622)</b>	<b>(\$21,622)</b>
<b>Operational Expenditure</b>	Mowing	\$21,114	\$20,440	\$20,440
	Maint - Gardening	\$373	\$1,182	\$1,182
	Maint - General	\$0	\$0	\$0
	Depn - Improvement	\$867	\$867	\$867
<b>Operational Expenditure Total</b>		<b>\$22,354</b>	<b>\$22,489</b>	<b>\$22,489</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>\$368</b>	<b>\$867</b>	<b>\$867</b>
<b>Funding Sources</b>	To-RDAL General - RE	\$499	\$0	\$0
	Ex-RDAL General - RE	\$0	\$0	\$0
	Add Back Non Cash Depn	(\$867)	(\$867)	(\$867)
<b>Funding Sources Total</b>		<b>(\$368)</b>	<b>(\$867)</b>	<b>(\$867)</b>
<b>Beautification - Riversdale Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

		Actual	Forecasted Budget	Annual Plan Budget
<b>Operating Costs - Riversdale</b>				
<b>Income</b>	Rates - Collected	(\$2,178)	(\$2,149)	(\$2,149)
	Internal Rates Income	(\$11)	(\$21)	(\$21)
	Internal Rates offset	\$0	\$21	\$21
<b>Income Total</b>		<b>(\$2,189)</b>	<b>(\$2,149)</b>	<b>(\$2,149)</b>
<b>Operational Expenditure</b>	Flowers/Gifts	\$124	\$0	\$0
	Miscellaneous Grant	\$0	\$0	\$0
	General Projects	\$1,739	\$2,149	\$2,149
<b>Operational Expenditure Total</b>		<b>\$1,863</b>	<b>\$2,149</b>	<b>\$2,149</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$326)</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding Sources</b>	To-RDAL General - RE	\$326	\$0	\$0
	Ex-RDAL General - RE	\$0	\$0	\$0
<b>Funding Sources Total</b>		<b>\$326</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Costs - Riversdale Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Playground - Riversdale</b>				
<b>Income</b>	Rates - Collected	(\$654)	(\$645)	(\$645)
	Contribution - Ward	(\$645)	(\$645)	(\$645)
	Internal Rates Income	(\$3)	(\$6)	(\$6)
	Internal Rates offset	\$0	\$6	\$6
<b>Income Total</b>		<b>(\$1,302)</b>	<b>(\$1,290)</b>	<b>(\$1,290)</b>
<b>Operational Expenditure</b>	Maint - General	\$2,228	\$1,290	\$1,290
	Depn - Improvement	\$1,708	\$1,708	\$1,708
<b>Operational Expenditure Total</b>		<b>\$3,936</b>	<b>\$2,998</b>	<b>\$2,998</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>\$2,634</b>	<b>\$1,708</b>	<b>\$1,708</b>
<b>Funding Sources</b>	To-RDAL General - RE	\$0	\$0	\$0
	Ex-RDAL General - RE	(\$926)	\$0	\$0
	Add Back Non Cash Depn	(\$1,708)	(\$1,708)	(\$1,708)
<b>Funding Sources Total</b>		<b>(\$2,634)</b>	<b>(\$1,708)</b>	<b>(\$1,708)</b>
<b>Playground - Riversdale Total</b>		<b>(\$0)</b>	<b>\$0</b>	<b>\$0</b>
<b>Stormwater Drain - Riversdale</b>				
<b>Income</b>	Rates - Collected	(\$5,594)	(\$5,519)	(\$5,519)
	Internal Rates Income	(\$29)	(\$54)	(\$54)
	Internal Rates offset	\$0	\$54	\$54
<b>Income Total</b>		<b>(\$5,622)</b>	<b>(\$5,519)</b>	<b>(\$5,519)</b>
<b>Operational Expenditure</b>	Material Damage Insurance	\$138	\$180	\$180
	Rates	\$0	\$20	\$20
	Resource Consents	\$3,533	\$538	\$538
	Monitoring	(\$1)	\$1,075	\$1,075
	Maint - General	\$770	\$2,149	\$2,149
	Internal - WWS Management Fee	\$811	\$811	\$811
	Internal Rates expense	\$76	\$68	\$68
	Internal WWS Stormwater Invest	\$678	\$678	\$678
<b>Operational Expenditure Total</b>		<b>\$6,004</b>	<b>\$5,519</b>	<b>\$5,519</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>\$382</b>	<b>(\$0)</b>	<b>(\$0)</b>
<b>Funding Sources</b>	To-RDAL General - RE	\$0	\$0	\$0
	Ex-RDAL General - RE	(\$382)	\$0	\$0
<b>Funding Sources Total</b>		<b>(\$382)</b>	<b>\$0</b>	<b>\$0</b>
<b>Stormwater Drain - Riversdale Total</b>		<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>



		Actual	Forecasted Budget	Annual Plan Budget
<b>Street Works - Riversdale</b>				
<b>Income</b>	Rates - Collected	(\$8,663)	(\$8,547)	(\$8,547)
	Internal Rates Income	(\$44)	(\$86)	(\$86)
	Internal Rates offset	\$0	\$86	\$86
<b>Income Total</b>		<b>(\$8,707)</b>	<b>(\$8,547)</b>	<b>(\$8,547)</b>
<b>Operational Expenditure</b>	General Projects	\$0	\$1,022	\$1,022
	Maint - General	\$113	\$2,688	\$2,688
	Refuse Collect - General	\$10,673	\$9,000	\$9,000
	Depn - Improvement	\$1,032	\$1,032	\$1,032
<b>Operational Expenditure Total</b>		<b>\$11,818</b>	<b>\$13,742</b>	<b>\$13,742</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>\$3,111</b>	<b>\$5,195</b>	<b>\$5,195</b>
<b>Funding Sources</b>	To-RDAL General - RE	\$0	\$0	\$0
	Ex-RDAL General - RE	(\$2,079)	(\$4,163)	(\$4,163)
	Add Back Non Cash Depn	(\$1,032)	(\$1,032)	(\$1,032)
<b>Funding Sources Total</b>		<b>(\$3,111)</b>	<b>(\$5,195)</b>	<b>(\$5,195)</b>
<b>Street Works - Riversdale Total</b>		<b>(\$0)</b>	<b>\$0</b>	<b>\$0</b>
<b>Waikaia</b>				
<b>Administration - Waikaia</b>				
<b>Income</b>	Rates - Collected	(\$0)	(\$0)	(\$0)
	Internal - Interest on Reserve	(\$137)	(\$291)	(\$291)
<b>Income Total</b>		<b>(\$137)</b>	<b>(\$291)</b>	<b>(\$291)</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$137)</b>	<b>(\$291)</b>	<b>(\$291)</b>
<b>Funding Sources</b>	To-WAIK Museum Donations - OP	\$137	\$291	\$291
	Ex-WAIK Museum Donations - OP	\$0	\$0	\$0
<b>Funding Sources Total</b>		<b>\$137</b>	<b>\$291</b>	<b>\$291</b>
<b>Administration - Waikaia Total</b>		<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>
<b>Beautification - Waikaia</b>				
<b>Income</b>	Rates - Collected	(\$10,835)	(\$10,899)	(\$10,899)
	Rates - Adjustments	\$0	\$0	\$0
	Contribution - Ward	(\$1,923)	(\$1,923)	(\$1,923)
	Internal Rates Income	(\$63)	(\$101)	(\$101)
	Internal Rates offset	\$0	\$101	\$101
		<b>(\$12,822)</b>	<b>(\$12,822)</b>	<b>(\$12,822)</b>
<b>Operational Expenditure</b>	Ordinary Time	\$4,000	\$0	\$0
	Accident Compensation	\$3	\$0	\$0
	Mowing	\$3,500	\$5,374	\$5,374
	Maint - Gardening	\$0	\$1,073	\$1,073
	Refuse Collect - General	\$0	\$1,075	\$1,075
	Misc Plant Charges	\$5,268	\$4,300	\$4,300
	Depn - Other Plant	\$0	\$0	\$0
		<b>\$12,770</b>	<b>\$11,822</b>	<b>\$11,822</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$52)</b>	<b>(\$1,000)</b>	<b>(\$1,000)</b>
<b>Funding Sources</b>	To-WAIK General - OP	\$0	\$0	\$0
	To-WAIK General	\$55	\$1,000	\$1,000
	Ex-WAIK General	(\$3)	\$0	\$0
<b>Funding Sources Total</b>		<b>\$52</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>Beautification - Waikaia Total</b>		<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>

		Actual	Forecasted Budget	Annual Plan Budget
<b>Cemetery - Waikaia</b>				
<b>Income</b>	Rates - Collected	(\$534)	(\$537)	(\$537)
	Rates - Adjustments	\$0	\$0	\$0
	Contribution - Ward	(\$537)	(\$537)	(\$537)
	Internal Rates Income	(\$3)	(\$5)	(\$5)
	Internal Rates offset	\$0	\$5	\$5
<b>Income Total</b>		<b>(\$1,075)</b>	<b>(\$1,075)</b>	<b>(\$1,075)</b>
<b>Operational Expenditure</b>	Mowing	\$0	\$1,075	\$1,075
<b>Operational Expenditure Total</b>		<b>\$0</b>	<b>\$1,075</b>	<b>\$1,075</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$1,075)</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding Sources</b>	To-WAIK General	\$1,075	\$0	\$0
	Ex-WAIK General	\$0	\$0	\$0
<b>Funding Sources Total</b>		<b>\$1,075</b>	<b>\$0</b>	<b>\$0</b>
<b>Cemetery - Waikaia Total</b>		<b>(\$0)</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Costs - Waikaia</b>				
<b>Income</b>	Rentals	(\$196)	(\$320)	(\$320)
	Rates - Collected	(\$5,065)	(\$5,095)	(\$5,095)
	Rates - Adjustments	\$0	\$0	\$0
	Internal - Interest on Reserve	(\$2,380)	(\$3,061)	(\$3,061)
	Internal Rates Income	(\$30)	(\$52)	(\$52)
	Internal Rates offset	\$0	\$52	\$52
<b>Income Total</b>		<b>(\$7,671)</b>	<b>(\$8,476)</b>	<b>(\$8,476)</b>
<b>Operational Expenditure</b>	General Projects	\$0	\$1,635	\$1,635
	Internal - Building Rent	\$1,779	\$1,780	\$1,780
<b>Operational Expenditure Total</b>		<b>\$1,779</b>	<b>\$3,415</b>	<b>\$3,415</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$5,891)</b>	<b>(\$5,061)</b>	<b>(\$5,061)</b>
<b>Funding Sources</b>	To-WAIK Museum Donations - OP	\$2,000	\$2,000	\$2,000
	To-WAIK General	\$3,891	\$3,061	\$3,061
	Ex-WAIK General	\$0	\$0	\$0
<b>Funding Sources Total</b>		<b>\$5,891</b>	<b>\$5,061</b>	<b>\$5,061</b>
<b>Operating Costs - Waikaia Total</b>		<b>(\$0)</b>	<b>(\$0)</b>	<b>(\$0)</b>
<b>Playground - Dickson Park</b>				
<b>Income</b>	Rates - Collected	(\$1,068)	(\$1,074)	(\$1,074)
	Rates - Adjustments	\$0	\$0	\$0
	Contribution - Ward	(\$1,074)	(\$1,074)	(\$1,074)
	Internal - Interest on Reserve	(\$404)	(\$503)	(\$503)
	Internal Rates Income	(\$6)	(\$11)	(\$11)
	Internal Rates offset	\$0	\$11	\$11
<b>Income Total</b>		<b>(\$2,553)</b>	<b>(\$2,652)</b>	<b>(\$2,652)</b>
<b>Operational Expenditure</b>	Maint - General	\$206	\$2,149	\$2,149
<b>Operational Expenditure Total</b>		<b>\$206</b>	<b>\$2,149</b>	<b>\$2,149</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$2,347)</b>	<b>(\$503)</b>	<b>(\$503)</b>
<b>Funding Sources</b>	To-WAIK Dickson Park - OP	\$2,347	\$503	\$503
	Ex-WAIK Dickson Park - OP	\$0	\$0	\$0
<b>Funding Sources Total</b>		<b>\$2,347</b>	<b>\$503</b>	<b>\$503</b>
<b>Playground - Dickson Park Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

		Actual	Forecasted Budget	Annual Plan Budget
<b>Stormwater Drainage - Waikaia</b>				
<b>Income</b>	Rates - Collected	(\$6,197)	(\$6,233)	(\$6,233)
	Rates - Adjustments	\$0	\$0	\$0
	Internal - Interest on Reserve	(\$2,700)	(\$3,428)	(\$3,428)
	Internal Rates Income	(\$36)	(\$62)	(\$62)
	Internal Rates offset	\$0	\$62	\$62
<b>Income Total</b>		<b>(\$8,933)</b>	<b>(\$9,661)</b>	<b>(\$9,661)</b>
<b>Operational Expenditure</b>	Material Damage Insurance	\$0	\$45	\$45
	Rates	\$0	\$5	\$5
	Resource Consents	\$1,320	\$538	\$538
	Monitoring	(\$1)	\$1,075	\$1,075
	Maint - General	\$0	\$3,224	\$3,224
	Internal - WWS Management Fee	\$811	\$811	\$811
	Internal Rates expense	\$17	\$14	\$14
	Internal WWS Stormwater Invest	\$521	\$521	\$521
<b>Operational Expenditure Total</b>		<b>\$2,669</b>	<b>\$6,233</b>	<b>\$6,233</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$6,265)</b>	<b>(\$3,428)</b>	<b>(\$3,428)</b>
<b>Funding Sources</b>	To-WAIK Drain Filling	\$3,655	\$0	\$0
	Ex-WAIK Drain Filling	\$0	\$0	\$0
	To-WAIK Stormwater - RE	\$2,609	\$3,428	\$3,428
	To-WAIK Town Local Rates Res	\$0	\$0	\$0
<b>Funding Sources Total</b>		<b>\$6,265</b>	<b>\$3,428</b>	<b>\$3,428</b>
<b>Stormwater Drainage - Waikaia Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Street Works - Waikaia</b>				
<b>Income</b>	Rates - Collected	(\$1,283)	(\$1,290)	(\$1,290)
	Internal - Interest on Reserve	(\$234)	(\$323)	(\$323)
	Internal Rates Income	(\$8)	(\$13)	(\$13)
	Internal Rates offset	\$0	\$13	\$13
<b>Income Total</b>		<b>(\$1,524)</b>	<b>(\$1,613)</b>	<b>(\$1,613)</b>
<b>Operational Expenditure</b>	Maint - General	\$0	\$1,290	\$1,290
	Depn - Improvement	\$761	\$0	\$0
<b>Operational Expenditure Total</b>		<b>\$761</b>	<b>\$1,290</b>	<b>\$1,290</b>
<b>Net Operating (Surplus)/Deficit</b>		<b>(\$763)</b>	<b>(\$323)</b>	<b>(\$323)</b>
<b>Funding Sources</b>	To-WAIK Refuse Removal - OP	\$234	\$323	\$323
	To-WAIK General	\$1,290	\$0	\$0
	Ex-WAIK General	\$0	\$0	\$0
	Add Back Non Cash Depn	(\$761)	\$0	\$0
<b>Funding Sources Total</b>		<b>\$763</b>	<b>\$323</b>	<b>\$323</b>
<b>Street Works - Waikaia Total</b>		<b>(\$0)</b>	<b>\$0</b>	<b>\$0</b>



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## **Council Policies Under Review - Consultation**

**Record No:** R/20/10/62021

**Author:** Carrie Adams, Intermediate Policy Analyst

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

☐ Decision

☒ Recommendation

☐ Information

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### **Purpose**

- 1 The purpose of this report is to provide information about four policies that are currently being reviewed by Council.
- 2 It is recommended that the community board make a submission on the draft policies, during the formal consultation period.

### **Executive Summary**

- 3 The following policies are currently being reviewed by Council:
  - Significance and Engagement Policy
  - Policy on Development and Financial Contributions
  - Procurement Policy
  - Revenue and Finance Policy.
- 4 At its meeting on 21 October 2020, Council endorsed the draft policies and released them for public consultation. Consultation will run concurrently for each of these policies from 4 November to 4 December 2020.
- 5 In the new year, staff will present any submissions received on the draft policies to Council, and Council will progress the policies through to the adoption stage.
- 6 This report provides a summary of each draft policy, and recommends that the community board make a formal submission on each policy, during the consultation period.

## **Recommendation**

**That the Ardlussa Community Board:**

- a) Receives the report titled “Council Policies Under Review - Consultation” dated 23 October 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) Determines that it will make a formal submission on the following draft policies:**
  - Significance and Engagement Policy**
  - Policy on Development or Financial Contributions**
  - Procurement Policy**
  - Revenue and Financing Policy.**
- e) Notes that the consultation period is from 8am, 4 November to 5pm, 4 December 2020.**

## **Background**

- 7 A number of policies are being reviewed by Council. This report provides a brief summary about each of these policies, to inform the community board. The full text of each policy will be available during the public consultation period on Council's online consultation platform. This is also where people are encouraged to make a submission through the online survey. The online survey can be accessed through Council's site at <https://www.southlanddc.govt.nz/> and selecting 'have your say' on the home page. Hard copies will also be available on request at Council's offices and libraries across the District.

## **Issues**

- 8 Below is a summary of each of the four policies being reviewed. This information will also be available on Council's site during the consultation period, to inform submitters.

### **Significance and Engagement Policy**

- 9 The Significance and Engagement Policy outlines Council's general approach to determining the significance of proposals and decisions. This policy includes criteria Council will use in assessing which issues, proposals, decisions and other matters are significant. It also lists assets Council considers to be strategic assets.
- 10 The policy also highlights when something is significant, and how Council will engage with the community in these instances. This will be in line with Council's commitment to applying best practice consultation methods.
- 11 This policy exists to inform you about what you can expect from Southland District Council regarding consultation and ways to influence and participate in the decision-making of Council.
- 12 All councils are required to have a Significance and Engagement Policy and review it every three years. Only minor changes have been made to this policy since it was last reviewed, in order to provide clarifications and updates.

### **Policy on Development and Financial Contributions**

- 13 The Policy on Development and Financial Contributions records how and when Council proposes to use development and financial contributions, what they fund and why.
- 14 Development contributions (DCs) are a payment made to Council that pay for the impact that new developments have on services and infrastructure, such as water supply, wastewater and community facilities. DCs may not be charged unless the proposed development creates a demand for new assets, or an increased capacity of assets; they may not be charged for the replacement or upkeep of assets.
- 15 DCs have not been charged to developers since 2015. Council's current position is that they are a disincentive to development. Council wants to encourage development and economic growth, so proposes to fund the capital expenditure cost of new developments from other sources.
- 16 The draft policy puts DCs in remission, but outlines how they would be charged if Council chose to take DCs out of remission and charge for them.
- 17 Financial contributions (FCs) are a capital charge for works undertaken to mitigate the environmental effects of an activity.

- 18 How Council charges for FCs is set out in the District Plan. FCs are currently being charged to offset adverse effects of a subdivision, land use or development on Council's roading or reserve infrastructure.
- 19 Only minor changes have been made to the draft policy to update the population growth projections, financial figures, dates and changes to legislation.
- 20 All councils are required by law to have either a development contributions policy or a financial contributions policy, and review it every three years. Southland and several other city and district councils have chosen to not have development contributions.

### **Procurement Policy**

- 21 The draft Procurement Policy contains high level objectives and policy statements that will guide procurement decisions for Council and provide potential suppliers information about Council's procurement practices. Procurement is the process of purchasing and delivering goods, services and works. The policy statements included the draft policy are:
- procurement will be in accordance with legal process/legislation
  - procurement will be consistent across Council
  - Council will foster relationships with suppliers
  - Council will make procurement decisions based on achieving public value
  - there will be a sound business approach to procurement
  - risk will be managed appropriately
  - procurement decisions will be made in accordance with delegated authority.
- 22 The draft policy differs from the current policy as it only contains high level policy information, not the practical steps that staff must take to procure. Changes have also been made so the draft policy aligns to the Government Procurement Rules that came into effect in 2019.
- 23 To sit alongside the policy, staff are developing a procurement manual that will outline the practical steps that staff will have to go through to procure.
- 24 The Office of the Auditor General and the Government Procurement Rules outline that councils should have their own procurement policy and processes in place.

### **Revenue and Finance Policy and Rating Review**

- 25 The draft Revenue and Financing Policy sets out the ways Council intends to pay for the operating and capital expenditure of each activity that Council provides, and why.
- 26 This policy is set at a relatively high level and provides the framework for how Council will fund its activities and how it will set rates and fees as part of the 2021 Long Term Plan (effective from 1 July 2021).
- 27 The budgets that each community board sets for their activities as part of the LTP will be grouped into the various Council activities and associated funding sources included in the draft policy.
- 28 From a content point of view, a number of changes have been made to the structure of the policy to strengthen the relationship between the policy decisions and the related legislative considerations which inform the policy (such as the assessment of benefit, rationale for funding



and modifications of the benefit assessment affecting the funding choices). An assessment of private/public funding splits for each activity has also been included.

- 29 From a policy perspective, over the past nine months staff have held various workshops with community boards and the Council to discuss what changes might be needed to the policy and subsequently Council's rating policies. This included discussing who benefits from the local activities that boards provide, who should pay for these activities and how Council might rate for them.
- 30 As part of the consultation, the public is also able to comment on any part of the draft policy, not just on the changes proposed.
- 31 Board members will be aware of the majority of the proposals given their involvement to date. However some proposed changes relate to specific boards or District activities that have subsequently been agreed by Council. As such, Council is seeking board feedback on these proposals as part of the consultation process as well as the policy more generally.
- 32 The key changes proposed, either as part of the draft policy or proposed approach to rating, using the current 2020/2021 budgets include the following.

#### **How local activities are funded**

- **local representation** costs for all community boards (as part of the representation and advocacy activity) to be funded across all properties in the District through the general rate rather than as part of a local rate targeted to individual community board areas. Using the current budgets this would equate to \$17 per property compared to retaining the current rating approach where properties would pay between \$11-\$53, depending on their rating area. This change is being proposed because local community board representation now covers all people/properties in the District and therefore provides benefits for all properties within the District.
- **cemeteries** costs to be funded across all properties in the District through the general rate rather than as part of a local rate over the community board area. Using the current budgets this would equate to \$5 per property compared to retaining the current rating approach where properties would pay between \$0-\$96, depending on their rating area. This change is being proposed given that Council owned cemeteries and cemetery records are available to entire District and there is little variation between the operations and maintenance of different cemeteries.
- **litter bins** (as part of the open spaces activity) to be funded across all properties in the District through the general rate rather than as part of a local rate over the community board. Using the current budgets this would equate to \$17 per property compared to retaining the current rating approach where properties would pay between \$0-\$121 depending on their rating area. The change is being proposed given that litter bins are primarily for visitors/tourists travelling through areas rather than local residents.
- **stormwater** to be funded through a separate targeted set District-wide rate with a differential for "serviced" areas (that pay a full charge) and "unserved" areas (that pay a quarter charge) to reflect that those areas that have a stormwater network have a higher benefit. The serviced and unserved areas are defined by mapped rating boundaries (these will be available online as part of the consultation material). Using the current budgets this would equate to \$46 per property in serviced areas and \$12 per property in rural areas compared to retaining the current rating approach where properties would pay between \$0-\$108 depending on their rating area. The change is being proposed given that the nature of the benefit provided by

stormwater is similar across the district and individual communities have less discretion about how this activity can be operated or to what level with increasing environmental and compliance standards being set.

- establishment of **new targeted community board** rates to fund the remaining activities that the board provides including footpaths and a portion of the open spaces activity related to local parks, playgrounds, and streetscapes and water facilities.

The new community board rates would also replace the existing targeted ward rates and are proposed to align with the representation boundaries. All properties within these boundaries will pay the rate. A differential would be used to reflect different levels of benefit/use as follows:

- “urban” properties within the defined rating area would pay a full charge
- “semi-urban” properties within the defined rating area would pay a half charge
- “rural” areas outside the urban and semi-urban areas would pay a quarter charge.

The approach proposed reflects that more urban properties have easier access and therefore a higher benefit. The urban, semi-urban and rural areas would be defined by mapped boundaries. Urban areas would consist of townships with all or a majority of community board activities that are provided at scale and with larger populations. Semi-urban would consist of townships with most of the activities provided but at a small scale with smaller populations and rural areas would consist of areas with very few local infrastructure/services, if any.

The amount that properties in each community board area pays would differ depending on the facilities and infrastructure in the area and levels of service to be provided. Using the current budgets this would result in the following rates for each community board:

- Ardlussa (urban: \$116; semi-urban N/A; rural \$29)
- Fiordland (urban: \$206; semi-urban N/A; rural \$52)
- Northern (urban: \$224; semi-urban \$112; rural \$56)
- Oraka Aparima (urban: \$215; semi-urban \$107; rural \$54)
- Oreti (urban: \$145; semi-urban \$72; rural \$36)
- Stewart Island/Rakiura (\$146)
- Tuatapere Te Waewae (urban: \$196; semi-urban \$98; rural \$49)
- Waihopai Toetoe (urban: \$196; semi-urban \$98; rural \$49)
- Wallace Takitimu (urban: \$217; semi-urban \$109; rural \$54)

Table in the Attachment A shows these changes for each community board area.

The change is being proposed to address differences in who is paying for the same types of activities in different parts of the district and, inconsistencies in how (and where) differentials are applied to these rates, where:

- some targeted rates for these activities are in township areas only
- some targeted rates cover large rural areas
- some targeted rates use commercial, urban and rural differentials (based on rating landuse categories) to charge some groups more or less than others, and
- some township areas receive funding for selected activities from the ward rate and others do not.

Council believes there is a need to address these inconsistencies in how the same activity is being funded across the District, particularly given that based on the assessment of benefits undertaken by Council and community boards, there is very little difference that would justify such a variable rating approach

33 This approach addresses the outcomes Council is seeking to:

- address inconsistencies in how activities are funded across the District where possible
- simplify the approach to rating and funding
- reflect Council's new representation structures
- reflect legislative requirements and Council's vision.

#### **Stewart Island/Rakiura Sustainability Review – funding of jetties and electricity supply**

34 As part of the Stewart Island/Rakiura Service Sustainability Study presented to Council in February 2020, Council resolved to give specific consideration to the issues and options that might exist in relation to the delivery of services to the Stewart Island/Rakiura community as it progresses its review of the Revenue and Financing Policy for the 2021 LTP and give specific consideration to options for funding of the jetties activity as part of the policy.

35 The report identified that Council faces a number of service sustainability challenges in providing and funding the delivery of services, particularly local activities, to the Stewart Island/Rakiura community. The report identified that as part of the review of the policy Council should have regard the options available for the funding of each of its activities, including considering the relative merits of a mix of District and local funding for each activity including jetties and SIESA.

36 The report suggested that the review of the policy should specifically consider the distribution of benefits for locally funded activities and the extent to which activities such as jetties might have a broader public good through, for example, the provision of access.

37 More detail on this is detailed in Attachment B.

38 As a result of this, Council is proposing a revised funding mix based on the assessment of benefit and public good (noting that the activity is currently fully funded by fees). The table outlines the broad funding bands that will apply to the activity, with the specific contributions to be determined as part of the LTP 2021-2031 once expenditure has been confirmed.

Proposed funding source	Current funding	Proposed funding	Applied to
Local targeted rate	0%	0-10%	Stewart Island/Rakiura Community Board ratepayers
Fees and charges	100%	60%-70%	Commercial wharf/jetty users
Grants and subsidies	None fixed	0-20%	Visitor levy (subject to discussions) or from other sources
General rate	0%	0-30%	Ratepayers in Southland District

39 In addition, Council is also considering amending the funding approach for Stewart Island Electricity Supply (SIESA) which provides electricity on the island. The majority of the funding for this activity currently comes from charges to consumers.

40 Council is considering introducing a separate targeted rate with differentials on properties in the electricity supply distribution area to collect a portion of the cost (in addition to fixed and variable consumption charges billed to consumers). Council would set the rate on a differential

basis depending on whether the rating unit is either connected (full charge) or able to be connected and not connected to the electricity supply network (half charge).

- 41 While staff are satisfied that the proposed electricity availability charge is able to be levied under the Local Government Rating Act, at the time of writing staff are carrying out further investigations as to whether there are any constraints in relevant electricity legislation and regulations that may prevent a rate from being applied. Staff will present any pertinent findings to Council when this report is presented.

### **Waste management rate**

- 42 Council currently collects a separate District-wide targeted rate for waste management. This rate is used to fund part of the Solid Waste activity which relates to the operation of transfer stations, greenwaste sites and recycling drop-off centres. It also involves dealing with litter and illegal dumping as well as the waste minimisation activities. Council is proposing to remove the waste management targeted rate, with funding to be taken from the general rate. This is because Council does not believe that there is a need for separate funding, particularly given the public good element of the activity and the similar way that the rate is set in line with the general rate. The change will also help to reduce ratepayer confusion with the rubbish and recycling wheelie bin rates.

### **Te Anau Airport rate**

- 43 Staff have received a request from the Fiordland Community Board requesting that Council consider providing general rate funding for capital expenditure and possibly operating expenditure related to the Te Anau Manapouri Airport activity. This request suggests not including the current loan for the airport development which they propose would continue to be paid solely by those in the Fiordland area. As an outcome of Council's discussion at its meeting on 21 October 2020, this proposal will be included in the policy for consultation.

### **Wastewater – changes considered but not progressed**

- 44 As part of the workshops held to discuss the funding for the activities, the Council considered way it funds District wastewater activities in preparation for the 2021-31 LTP. Council's current funding approach for wastewater is as follows:
- i) A full charge per Separately Used or inhabited Part of a Rating Unit (SUIP) for any residence that is connected or able to be connected but not connected,
  - ii) A half charge for any non-contiguous vacant land within the boundary which are able to be connected but are not connected, and
  - iii) A full charge per pan/urinal for all other property that is connected or able to be connected but not connected
- 45 Council looked at various options to change the approach including:
- changing the full charge per pan/urinal (iii) to reduce the impact on properties that have multiple pans (by using a half charge or sliding scale of charges depending on the number of pans)
  - increasing the charge on vacant land from a half charge to a three quarter charge.
- 46 However, after considering the relevant legislative funding considerations and the assessment of benefit/use of the network, Council is proposing to retain the current approach.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 47 Council is legally required to adopt and undertake regular reviews of a:
- Significance and Engagement Policy
  - Policy on Development or Financial Contributions
  - Revenue and Financing Policy.
- 48 It is considered best practice to have a procurement policy and to undertake regular reviews of the policy.

### **Community Views**

- 49 Council has endorsed a consultation process on the draft policies in accordance with s.82 of the LGA.
- 50 Council will make the draft policies and relevant information publicly available (in accordance with s.82A of the LGA), and encouraged people to give feedback on Council's 'make it stick' platform, by:
- placing an advertisement in the Ensign and Southland Express
  - promoting the consultation on Council's Facebook page
  - having the draft policy accessible on Council's website and at all of its offices.
- 51 The consultation process will allow Council to capture and consider community views regarding these policies.

### **Costs and Funding**

- 52 There will only be minor costs associated with progressing the draft policy through the consultation process, including the costs associated with staff time and advertising. These costs will be met within current budgets.

### **Policy Implications**

- 53 Policy implications vary for each policy as outlined below:

#### **Significance and Engagement Policy**

If adopted, it is likely that Council will reach similar conclusions on the level of significance of particular matters, and that community engagement will occur with similar frequency and in similar form, to what is done currently.

#### **Policy on Development and Financial Contributions**

- 54 If adopted, this policy would continue to have DCs in remission. This means that DCs will not be assessed when development takes place.
- 55 Continuing to have the DC part of the policy in remission would mean that the costs associated with demand are borne by ratepayers (and by those who have paid previous DCs). However, Council has taken an approach that encourages development in Southland District, recognising that this will benefit the community as a whole.

## Procurement Policy

- 56 The draft Procurement Policy differs from the current policy, as the draft just includes high-level policy information. On this basis, the current and draft policies will be used quite differently.
- 57 The draft Procurement Policy places more emphasis than the current policy on undertaking appropriate procurement planning, keeping records of procurement activities, and having good relationships with suppliers. The draft policy also places more emphasis on identifying and managing risk appropriately, through the procurement process.

## Revenue and Finance Policy

- 58 If adopted, this policy and the related approach to rating would be the basis on which the draft Long Term Plan (LTP) would be prepared. As such, depending on the expenditure proposed in the LTP, there may be a need to further review the policy and proposed rating approach if there are significant expenditure changes that would impact the proposed funding methods. This will be considered early in 2021.
- 59 As outlined earlier in the report, the draft policy as prepared proposes changes to the funding of selected activities to better reflect the assessment of benefit and need for separate funding following feedback provided by community boards and Council. However, these changes are a relatively minor part of the policy with the majority of the draft policy in line with the current policy.

## Analysis

### Options Considered

- 60 There are three options for consideration in this report:
- option 1 – that the community board make a submission on each of the four draft policies discussed in the report
  - option 2 - that the community board make a submission on some, but not all, of the four draft policies
  - option 3 – that the community board do not make a submission on any of the four draft policies.

### Analysis of Options

#### Option 1 – that the community board make a submission on each of the four draft policies

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>• ensures that the community board is providing input to important Council policies.</li> </ul>	<ul style="list-style-type: none"> <li>• is a time commitment.</li> </ul>

#### Option 2 – that the community board make a submission on some, but not all, of the four draft policies

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>• community board is providing input to some Council draft policies.</li> </ul>	<ul style="list-style-type: none"> <li>• is a time commitment</li> <li>• some policies will not receive feedback from the community board.</li> </ul>

**Option 3 – that the community board do not make a submission on any of the four draft policies**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>no known advantages.</li></ul>	<ul style="list-style-type: none"><li>the community board will be missing an opportunity to provide input into several important Council policies.</li></ul>

**Assessment of Significance**

- 61 It has been identified that this matter is of lower significance in relation to the current Significance and Engagement Policy and the LGA.

**Recommended Option**

- 62 It is recommended that the community board proceed with option 1 and make a formal submission on each of the four policies discussed in this report.

**Next Steps**

- 63 As discussed above, Council has endorsed the policies for consultation, and staff will undertake a consultation process in accordance with s.82 of the LGA from 4 November to 4 December 2020. It is intended that the written submissions received will be presented to Council in early 2021.
- 64 If, after undertaking consultation, Council endorses the proposed changes in the draft policies, Council would then adopt the policies, to come into effect after adoption, in 2021.

**Attachments**

There are no attachments for this report.





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## **Long Term Plan 2031 - Direction Setting Report**

**Record No:** R/20/10/62656

**Author:** Jason Domigan, Corporate Performance Lead

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

☐ Decision

☒ Recommendation

☐ Information

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### **Purpose**

- 1 For the community board to allocate local budgets for 2021-2031 and to recommend to Council local rates for the year commencing 1 July 2021.

### **Executive Summary**

- 2 This report provides an overview of the local activities and services for Ardlussa for 2021-2031 which are provided under the governance of the Ardlussa Community Board. The report details the costs of these activities over the 10 years as well as the draft rates.
- 3 The draft budgets will be incorporated into Council's draft Long Term Plan 2031 (LTP) which, pending Council approval, will be released for consultation in March 2021. Once the plan is finalised (and subject to any changes resulting from submissions), the budgets shown for 2021/2022 will be used to set rates for the year beginning 1 July 2021 (referred to as LTP year one).
- 4 The information in this report and its attachments, has been sourced from previous discussions between the committee, the community partnership leader, services and assets, and finance staff along with activity management plans (AMPs) that staff have prepared.

## Recommendation

That the Ardlussa Community Board:

- a) Receives the report titled “Long Term Plan 2031 - Direction Setting Report” dated 2 November 2020.
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Recommends to Council that the following rates and charges (including GST) for the year commencing 1 July 2021 be included in the Long Term Plan 2031.

**Rate**

**Rate GST inclusive**

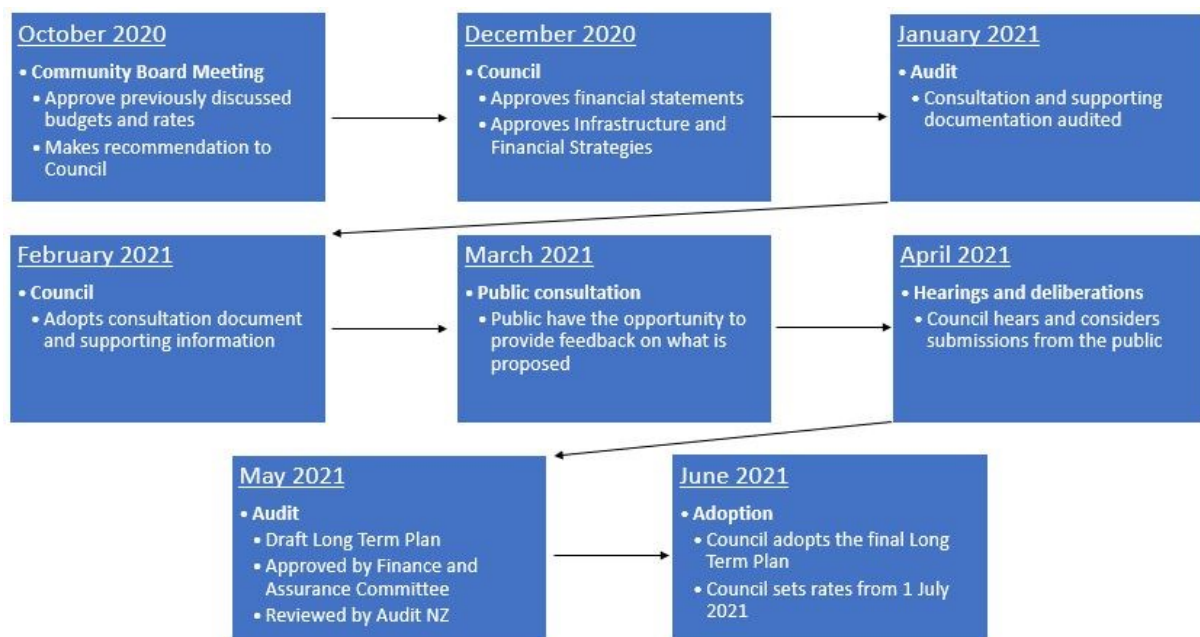
Ardlussa Community Board rate

\$120,080

- e) Identifies any significant issues/priority projects for the local area that need to be included in the Long Term Plan 2031 consultation process to encourage feedback from the local community (to be discussed at the meeting, and advised if any).

**Background**

- 5 The LTP provides the community with information on the role, scope, service level and priority of Council activities for 10 years and is adopted every three years.
- 6 In preparing the LTP budgets and programmes, Council reviews its strategic direction, various policies and activity management plans (AMPs). Council also develops a series of assumptions about the environment that it expects to operate in during the 10 year period. Council summarises this information in a document for consultation with the community.
- 7 Following Council approval, the LTP consultation document will be released to the public in March 2021 and the community has an opportunity to provide feedback on the proposed plan. Council will decide on any changes to the draft plan before it is adopted in June 2021.
- 8 Year two and three of the LTP are used as the basis for the Annual Plan's for those years.

**Overview of the process**

- 9 The separate paper on the committee agenda outlines key policies that are being reviewed by Council. The following policies being reviewed help support and inform the LTP:
  - Significance and Engagement Policy
  - Policy on Development and Financial Contributions
  - Revenue and Financing Policy.
- 10 Council's Procurement Policy is also being reviewed alongside these policies and all were endorsed by Council at its 21 October meeting for public consultation between in 4 November and 4 December 2020.

## **Issues**

### **District wide**

- 11 There are a number of district-wide issues which Council has been considering as part of the 2021 LTP that local committees should also be aware of. The key issues that have been identified through this process are detailed below.

### **Climate Change**

- 12 Climate change has the most potential to affect the general wellbeing of the district, particularly over the medium and long term. Short term effects include storm, flood and drought impacts on the economy and in some cases, human safety. Longer term, there will be effects to biosecurity, ecosystems and biodiversity, viability of certain agricultural crops, fire risk and coastal erosion.
- 13 Key points for the Southland region include:
- sea level rise progressively impacting low lying coastal areas, affecting ecology and settlements; it is known that areas of Colac Bay, Orepuki, Fortrose and Stewart Island/Rakiura are subject to coastal processes that are causing erosion resulting in loss of land and Council roading infrastructure
  - water availability in some areas becoming scarce; Northern Southland is projected to experience the largest increases in drought
  - extreme weather events are larger and more frequent; floods are expected to become larger across the district
  - stormwater and wastewater systems are particularly vulnerable to climate change and small changes in rainfall extremes (intensity or duration), can overwhelm the current design capacity of these systems
  - changes and associated impacts, such as risk based insurance will influence investment in built development (ie coastal and flood plain development) and types of farming
  - the occurrence of heat waves will double by 2040.

### **Roading network – bridges and rehabilitations**

- 14 The average age of roads is increasing. This increase will continue as more value is extracted from roads beyond their original intended value-exchange, especially low use roads that are pushed further out before renewal is justified. It is critical to ensure that roading assets are not pushed beyond the efficiency threshold, which would mean maintaining the asset is more expensive than renewing it.
- 15 The remaining lifespan of a number of wooden bridges in the district is reducing to the extent that renewal or significant structural upgrading is needed soon. As indicated above, the strategy for managing the risk posed by sub-standard bridges is to impose weight and or speed restrictions so they are not subjected to unsustainable loads. A risk still remains from road users ignoring the restriction signs and driving overweight vehicles over the bridge which could cause catastrophic failure.

**Community wellbeings**

- 16 In May 2019 the Labour-led government reinstated the four well-beings into the Local Government Act. One of the act's main objectives is to restore the purpose of local government to be "to promote the social, economic, environmental, and cultural well-being of communities".
- 17 Southland District Council anticipated the reinstatement of this section of the act. It is consistent with our approach of supporting communities to nurture the development, health and resilience of their own places through a process of community-led development.

**Covid-19**

- 18 The Covid-19 pandemic has placed significant pressures and restrictions on all New Zealanders and has changed the lives of many individuals, whanau and communities in New Zealand. The initial phase saw New Zealand placing a particular focus on the health aspects and the second phase has seen a greater focus on the economic and social impacts of the pandemic on community and business recovery.
- 19 It has also been recognised that the recovery phase will require a different focus and approach to the response phase. Adding to the complexities of recovery is that there is still significant uncertainty as to how the pandemic will play out and the variances of the effects globally, nationally, regionally and locally. There is also the variance of the effects on different sectors of the economy and community.
- 20 What is important to recognise is that no one organisation is responsible for the recovery required to deal with the economic and social impacts as a result of Covid-19. Local authorities are however, well positioned to play a community leadership and co-ordination role given the responsibility that they have to represent and advocate for their communities.

**Revenue and Financing Policy**

- 21 The draft Revenue and Financing Policy sets out the ways Council intends to pay for the operating and capital expenditure of each activity that Council provides and why. The policy provides the framework for how Council will fund its activities and how it will set rates as part of the Long Term Plan 2031 (LTP).
- 22 The review of the draft policy and associated rating review is being carried out ahead of the LTP in order to provide an early opportunity for community input and, to allow Council to model the impact on rates as part of the budgeting process before the LTP consultation document is prepared. Any changes however won't come into effect until 1 July 2021.
- 23 The large proportion of changes stem from the process to review Council's approach to rating, originating from the change to Council's community board representation arrangements resulting from the 2018 representation review. As such the changes largely relate to rating approaches for selected activities for which community boards have responsibility for and reflect the discussions held by Council staff with community boards over the previous months.
- 24 These changes propose that one community board rate be set for Ardlussa set on a fixed amount per rating unit with a differential for those in the urban (1.0), semi urban (0.5) or rural (0.25) areas to reflect the varying benefit received. Additionally, it is proposed to remove the current ward rate (based on land value) and incorporate the costs previously collected by the ward into the new community board rate. It is also proposed to move local representation, cemetery and litter bin funding from the local rate to a district general rate and changing the basis for stormwater funding from a local targeted rate to a district targeted rate set on a fixed amount per rating unit

for those in serviced (1.0) and unserviced (0.25) areas to reflect the varying benefit received. These changes have been discussed with community boards over the past few months and is part of the suite of policies being consulted on in November.

- 25 This report has been prepared on the basis of the proposed rating changes. It is important to note that these are still subject to the consultation process and Council confirming its decision following this consultation. As such the final community board rate may be different to that proposed.
- 26 A series of rating boundary maps have also been prepared to identify the areas for the proposed new local targeted community board rate and also the proposed new district-wide targeted stormwater rate (Attachment E). The maps show the definition of the rating differential categories within these rates (urban/semi-urban/rural for community boards rates and serviced/unserved for stormwater). The boundaries and differential have been developed after taking into account the relevant services provided and the nature and scale of the community/infrastructure as well as feedback from community boards. For Ardlussa, the townships of Balfour, Riversdale and Waikaia have been defined as urban and serviced for stormwater. The remainder of the community board area has been defined as rural and unserved for stormwater. Community boards are asked to consider whether any further changes are needed to the proposed rating areas to be incorporated into the LTP 2031.

#### **Future of local government**

- 27 The local government sector is about to enter a period of transformation, particularly in light of the extensive changes that are likely to occur as a result of the three waters reform and resource management reform processes.
- 28 The reducing role of the local government sector in both the infrastructure provision and regulatory service areas are likely to have an impact on the number, shape and form of local authorities in the future. This is expected to include discussion about whether it remains relevant to have a distinction between regional and territorial local authorities.

#### **Havelock North water enquiry and three waters reform**

- 29 The government is reviewing the regulation and supply arrangements of drinking water, wastewater and stormwater (three waters) to better support New Zealand's prosperity, health, safety and environment. Most three waters assets and services, are owned and delivered by local councils, including Southland District Council. The review ran in parallel to the latter stages of the Havelock North Inquiry into drinking water safety following the campylobacter outbreak in 2016.
- 30 During 2019/2020 a new national water services regulatory body, Taumata Arowai, was established to administer and enforce a new drinking water regulatory system (including the management of risks to sources of drinking water); and to support improving the environmental performance of wastewater and stormwater networks. The three waters reform will continue to evolve over the next few years as councils work alongside Taumata Arowai to meet these higher standards.

#### **Resource management reform**

- 31 In 2019 the government appointed an independent review panel, led by the Hon Tony Randerson QC, to undertake a comprehensive review of the resource management system. The review had a dual focus on improving outcomes for the natural environment and improving urban and other development outcomes.
- 32 The report recommends the repeal of the Resource Management Act 1991 (RMA) and its replacement with two new pieces of legislation being a Natural and Built Environments Act (NBEA) and a Strategic Planning Act. The focus of the Natural and Built Environments Act would be on enhancing the quality of the environment and on achieving positive outcomes to support the wellbeing of present and future generations. The Strategic Planning Act would set long-term strategic goals and facilitate the integration of legislative functions across the resource management system.
- 33 The reform of the RMA and increased focus on better environmental outcomes will significantly impact environmental management and will challenge how local government currently operates with the independent review panel recommending local government reform as a necessary step to be successful in achieving these outcomes.

**Local community issues**

- 34 Key issues that the committee need to be aware of for the Ardlussa community over the next 10 years are:
- 35 Encourage more social and sporting events into the community to attract visitors to the area and provide more opportunities for the community to connect with each other.
- 36 The Community Board has identified a need to provide for and retain youth in the Community area.
- 37 The Community Board has a desire to encourage more engagement with the community on Council issues.
- 38 The proposed development of the Waikaia mountain bike trails is a fantastic example of community-led development in the area.

**Local budget development**

- 39 The draft budgets for the Ardlussa community for 2021-2031 have been prepared based on the development of activity management plans as well as discussions between the committee, community partnership leaders, services and assets, and finance staff over the past few months.
- 40 The aim of this has been to ensure that all projects and changes to expenditure have been discussed prior to the budget meetings so that the meetings are focussed primarily on the rates recommendation. This approach has been taken to enable greater opportunity for Boards to plan for the future needs of their communities, and as the LTP is audited, to enable the finalisation of budgets to meet required timeframes.
- 41 While significant planning has taken place to date, there are further opportunities through future years in Annual Plan processes to deal with any new projects that may arise outside of the LTP.
- 42 The objective of this direction setting report is to highlight issues, confirm priorities and plan expenditure and funding for the next 10 years for the Ardlussa Community Board's consideration as part of Council's LTP.

- 43 If approved by Council via the LTP, the Ardlussa Community Board will be able to spend Council funds allocated in accordance with the budgeted expenditure. This occurs via Council staff approving purchase orders. If the board wishes to spend funds that are unbudgeted, including monies from reserves, the board has a delegation to approve up to \$20,000, otherwise the decision will need Council approval.
- 44 Included in Attachment B of this report is a summary of all planned projects for the Ardlussa community for the next 10 years.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 45 The draft budgets (including details of projects) will form part of the activity statements and financials in Council's Long Term Plan 2031. The LTP (and associated consultation document) is a requirement of the Local Government Act 2002.
- 46 There is a statutory requirement to adopt an LTP before rates can be set in accordance with the provisions of the Local Government (Rating) Act 2002.

### **Community Views**

- 47 Any significant issues affecting local communities may be included in the official consultation document including summarised financial projections will be publicly available from 1 March to April 2021.
- 48 Community boards are also asked to advise staff of any local issues/projects that they would like to be highlighted in the consultation material where they are wanting to encourage feedback from the local community or let the community know of any significant projects.
- 49 Any submissions received from the public on local issues will be forwarded to the relevant community partnership leader (and chairperson and board/committee if required) for comment. As a result of the submission process, amendments may be made prior to Council formally adopting the finalised LTP by 30 June 2021.

### **Costs and Funding**

- 50 The financial considerations are set out in Attachment's A-D as follows:

Attachment A	Ardlussa financial summary and rates calculation
Attachment B	Ardlussa projects
Attachment C	Ardlussa reserve balances
Attachment D	Ardlussa loan information

- 51 The LTP workshop was held on 14th October. The changes discussed at the workshop have been implemented in the data provided. It was requested to remove half of the new footpaths each year in Balfour and Riversdale, for efficiency every second renewal for these areas has been removed. The Balfour area footpath renewals have been funded by loan rather than the Balfour general reserve in 2025/26 and 2027/28 to retain approximately \$67,000 in the reserve. The \$67,000 is being held for a potential grant to be made in 2020/21 for a local project yet to be approved. The transfer to the Waikia Museum reserve of \$2,000 has been re-instated, along with the removal of the Riversdale bike/pump track project in 2022/23.



- 52 Attachment A outlines the total rates needed to fund the costs for the current 2020/21 year and the ten years of the Long Term Plan. It also indicates the rate per rating unit or separately used and inhabited part based on the current units charged for each of the ten years of the plan. The actual increase in the nine years following the 2021/22 rating year will still be subject to review as part of that year's Annual Plan or Long Term Plan process.
- 53 Depending on the size of the reserve and the current budgets a minimum of \$2,500 has been included in each park, reserve and beautification budget to allow for general maintenance to occur.
- 54 Within each playground, \$7,500 has been included to cover the cost of inspections, an annual washdown to prolong the life of the assets, soft-fill turning and the replacement of minor parts such as shackles etc.
- 55 Within each hall, depending on the current budgets, \$2,500 has been included for activities such as the building code of compliance and an annual exterior washdown.
- 56 Overall mowing and gardening costs have increased, the increase in the budgets is either due to an actual contract that has recently been entered into or an indication of cost increases as a result of recent tendering.
- 57 The key reasons for the change in the overall community board rate from 2020-21 to 2021-22 are outlined below.

Nature of change	Movement (\$)	Reason
<b>Ardlussa Community Board Area</b>		
<b>Total 2020-21 rates for (excl GST)</b>	<b>\$65,810</b>	
<b>Additions</b>		
Mowing	\$23,063	Allowance has been made for the increase in mowing costs based on the new contract.
Maintenance	\$15,475	There has been an increase in maintenance due as discussed above, which is offset by general projects as noted below.
Rates	\$2,315	These costs were previously allocated to the Ward and covered by the Ward rate, the rates now form part of the Community Board costs.
Gardening	\$2,011	The increase is to cover the cost of renewing the gardening contract.
Other Costs	\$3,071	
<b>Less</b>		
General projects	(\$7,328)	A general budget set in previous years that will offset increase in costs now defined above as maintenance.

Nature of change	Movement (\$)	Reason
<b>Proposed 2021-2022 Community Board rate (excl GST)</b>	<b>\$104,417</b>	
Plus GST	\$15,663	
<b>Proposed 2020-2021 Community Board rate (incl GST)</b>	<b>\$120,080</b>	

## Assumptions

- 58 In preparing the 10 year forecasts, Council has used a number of assumptions as follows:  
 Estimates are built from the levels of service desired by the community.
- interest has not yet been included in the projected reserve balances for the 10 years of the plan. Once the budgets have been finalised, interest will be calculated and transferred directly to the relevant reserves
  - the estimates include an allowance for price level changes (inflation) which is a financial reporting requirement. For the plan, overall inflation has been assumed at 2.5-3.7% per annum. The individual inflation components used to develop the budgets are assumed at 1.5-3.5% per annum
  - interest on borrowings has initially been charged at 2.00% per annum, this is still subject to Council confirmation and as such may change
  - no allowance has been made in the estimates for any possible increases in contract rates for contracts being re-tendered
  - reserves have been used to fund project/capital work where possible rather than using internal loans.

## Policy Implications

- 59 There are no specific policy implications in this direction setting report. If the board identifies an additional funding source that is not identified in the Revenue and Financing Policy, this would require an update to the policy to allow for that mechanism to be used as a funding source.

## Analysis

### Options Considered

- 60 There are two options identified for the community board to consider.
- option 1 – recommend that Council adopt the proposed budgets outlined in this report
  - option 2 – make amendments to the proposed budgets outlined in this report.

## **Analysis of Options**

### **Option 1 – Recommend that Council adopt the proposed budgets outlined in this report, including any amendments agreed at this meeting**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• enables the draft Long Term Plan to be progressed within the legislative timeframe</li><li>• local rates recommendation to Council is finalised</li><li>• budgets and projects can be updated or reviewed annually as part of the Annual Plan budgeting process (or approved via unbudgeted expenditure process).</li></ul>	<ul style="list-style-type: none"><li>• no further changes can be recommended by the community board outside of future Annual Plan processes unless a submission is made through the formal consultation process.</li></ul>

### **Option 2 – Make amendments to the proposed budgets outlined in this report**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• the proposed budgets and projects accurately reflect the wishes of the community board.</li></ul>	<ul style="list-style-type: none"><li>• rates requirements may need to be recalculated</li><li>• may impact the delivery of the Long Term Plan within the legislative timeframe.</li></ul>

## **Assessment of Significance**

- 61 The decision to be made by the community board is not a significant decision on its own under Council's Significance and Engagement Policy. However, the Long Term Plan (into which the committee's budgets are incorporated) is considered significant and will be consulted on in March 2021.

## **Recommended Option**

- 62 Staff recommend the community board endorse option 1 - Recommend that Council adopt the proposed budgets outlined in this report, including any amendments agreed at this meeting.

## **Next Steps**

- 63 Recommendations made through this direction setting process from all community boards will be considered by Council at the meeting on 16 December 2020. Following that, the LTP consultation document is developed and subject to Council endorsement, will be made available for public consultation in March 2021.

## **Attachments**

- A Financial Summary and Rates Calculation Community Board Meeting 9.11.20 - LTP 2021-31  
[!\[\]\(e1bdc70a9006e3802acd56af7aa337d8\_img.jpg\)](#)

**Ardlussa Community Board**  
**9 November 2020**

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- B Projects Community Board Meeting 9.11.20 - LTP 2021-31 [↓](#)
- C Reserve Balances Community Board Meeting 9.11.20 - LTP 2021-31 [↓](#)
- D Ardlussa Loan Schedule for 2021-2031 LTP [↓](#)
- E Ardlussa Community Board and Stormwater Rating Maps 9.11.20 [↓](#)

## Ardlussa Community Board Rate - Financial Summary and Rates Calculation

Ardlussa Community Board Rate		Current Year		LTP Budget Financial Year								
Rate Description	Business Unit Description	2021	2122	2223	2324	2425	2526	2627	2728	2829	2930	3031
Ardlussa	Community Leadership Ardlussa	\$ -	\$ -	2,000	\$ -	2,000	\$ -	2,000	\$ -	2,000	\$ -	2,000
	Governance Ardlussa	\$ -	\$ -	29,095	\$ -	29,990	\$ -	30,739	\$ -	31,508	\$ -	32,328
	Rec Reserve - Ardlussa	\$ -	\$ -	4,110	\$ -	8,120	\$ -	8,225	\$ -	8,335	\$ -	8,449
Ardlussa Total		\$ -	\$ -	35,205	\$ -	40,110	\$ -	40,964	\$ -	41,843	\$ -	42,777
Balfour Community Development	Administration - Balfour	\$ -	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-
	Beautification - Balfour	\$ -	9,510	\$ -	21,995	\$ -	22,633	\$ -	23,199	\$ -	23,779	\$ -
	Operating Costs - Balfour	\$ -	1,177	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Playground - Balfour	\$ -	627	\$ -	7,500	\$ -	7,718	\$ -	7,910	\$ -	8,108	\$ -
	Refuse Collection - Balfour	\$ -	1,099	\$ -	1,000	\$ -	1,029	\$ -	1,055	\$ -	1,081	\$ -
	Stormwater Drainage - Balfour	\$ -	4,813	\$ -	19,943	\$ -	20,581	\$ -	21,104	\$ -	21,653	\$ -
	Street Works - Balfour	\$ -	2,196	\$ -	1,054	\$ -	1,858	\$ -	1,912	\$ -	1,942	\$ -
Balfour Community Development Total		\$ -	19,422	\$ -	51,492	\$ -	53,819	\$ -	55,152	\$ -	56,533	\$ -
Riversdale Community Developme	Administration - Riversdale	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Beautification - Riversdale	\$ -	19,888	\$ -	30,000	\$ -	30,870	\$ -	31,641	\$ -	32,432	\$ -
	Operating Costs - Riversdale	\$ -	2,196	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Playground - Riversdale	\$ -	659	\$ -	7,500	\$ -	8,003	\$ -	8,196	\$ -	8,394	\$ -
	Refuse Collection - Riversdale	\$ -	4,943	\$ -	15,052	\$ -	15,489	\$ -	15,875	\$ -	16,273	\$ -
	Stormwater Drain - Riversdale	\$ -	5,640	\$ -	13,617	\$ -	16,815	\$ -	18,421	\$ -	18,789	\$ -
	Street Works - Riversdale	\$ -	3,791	\$ -	1,319	\$ -	3,681	\$ -	3,715	\$ -	3,750	\$ -
Riversdale Community Developme Total		\$ -	37,117	\$ -	67,488	\$ -	74,858	\$ -	77,848	\$ -	79,638	\$ -
Waikaia Community Development	Administration - Waikaia	\$ -	0	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Beautification - Waikaia	\$ -	10,022	\$ -	20,806	\$ -	21,406	\$ -	21,939	\$ -	22,485	\$ -
	Cemetery - Waikaia	\$ -	550	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Operating Costs - Waikaia	\$ -	5,166	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Playground - Dickson Park	\$ -	1,098	\$ -	7,500	\$ -	7,718	\$ -	7,910	\$ -	8,108	\$ -
	Refuse Collection - Waikaia	\$ -	1,099	\$ -	10,000	\$ -	10,290	\$ -	10,547	\$ -	10,811	\$ -
	Stormwater Drainage - Waikaia	\$ -	6,371	\$ -	7,321	\$ -	7,534	\$ -	7,721	\$ -	7,914	\$ -
Waikaia Community Development Total	Street Works - Waikaia	\$ -	1,318	\$ -	633	\$ -	659	\$ -	6,025	\$ -	7,448	\$ -
		\$ -	25,623	\$ -	46,260	\$ -	47,607	\$ -	54,142	\$ -	56,766	\$ -
Mararoa Waimea	Contributions Balfour	\$ -	1,683	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Contributions Riversdale	\$ -	2,869	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
	Contributions Waikaia	\$ -	3,610	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Mararoa Waimea Total		\$ -	8,162	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Grand Total		\$ -	90,323.54	\$ -	200,445	\$ -	216,394	\$ -	228,106	\$ -	234,780	\$ -
Less Stormwater		\$ -	16,824	\$ -	40,881	\$ -	44,930	\$ -	47,246	\$ -	48,356	\$ -
Less Cemeteries		\$ -	550	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Less litter bins		\$ -	7,141	\$ -	26,052	\$ -	26,808	\$ -	27,477	\$ -	28,165	\$ -
Less representation		\$ -	-	\$ -	29,095	\$ -	29,990	\$ -	30,739	\$ -	31,508	\$ -
Ardlussa Community Board Rate excluding GST		\$ -	65,809	\$ -	104,417	\$ -	114,666	\$ -	122,644	\$ -	126,751	\$ -
Plus GST		\$ -	9,871	\$ -	15,663	\$ -	17,200	\$ -	18,397	\$ -	19,013	\$ -
Ardlussa Community Board Rate including GST		\$ -	75,680	\$ -	120,080	\$ -	131,866	\$ -	141,041	\$ -	145,764	\$ -
New rate per rating unit including GST			2021		2122		2223		2324		2425	
Urban - 1x modifier	465	\$	125.40	\$	198.97	\$	218.50	\$	233.70	\$	241.53	\$
Semi-Urban - 0.5x modifier	0	\$	62.70	\$	99.49	\$	109.25	\$	116.85	\$	120.77	\$
Rural - 0.25x modifier	554	\$	31.35	\$	49.74	\$	54.63	\$	58.43	\$	60.38	\$



**Ardlussa Projects**

Town			Cost	SQ Meters (Approx)	Funding Source	Year
Ardlussa	Rec Reserve - Ardlussa	Maintenance Project - Investigate development of mountain bike track and recreational opportunities in and around Waikaia	\$ 50,000		Loan	2021/22
Balfour	Playground - Balfour	Balfour Playground - Equipment Renewal	\$ 2,600		Balfour General Reserve	2021/22
Balfour	Street Works - Balfour	New Footpaths - LOS	\$ 12,500	62.50	Loan	2021/22
Balfour	Street Works - Balfour	Footpath - Renewals	\$ 2,400	24.00	Balfour General Reserve	2021/22
Balfour	Street Works - Balfour	New Street Lighting - LOS	\$ 1,371		Balfour General Reserve	2021/22
Balfour	Street Works - Balfour	New Street Lighting - LOS	\$ 129		Loan	2021/22
Riversdale	Playground - Riversdale	Riversdale Playground - Equipment Renewal	\$ 6,326		Riversdale General Reserve	2021/22
			\$ 3,674		Loan	2021/22
Riversdale	Street Works - Riversdale	New Footpaths - LOS	\$ 26,000	130.00	Loan	2021/22
Riversdale	Street Works - Riversdale	Footpath - Renewals	\$ 9,600	96.00	Riversdale General Reserve	2021/22
Riversdale	Street Works - Riversdale	New Street Lighting - LOS	\$ 12,000		Loan	2021/22
Waikaia	Playground - Dickson Park	Park Playground Equipment Renewal	\$ 11,000		Waikaia Dickson Park Reserve	2021/22
Waikaia	Street Works - Waikaia	New Street Lighting - LOS	\$ 3,000		Waikaia General Reserve	2021/22
		<b>Total for 2021/22</b>	<b>\$ 140,600</b>			
Waikaia	Street Works - Waikaia	Improvements - Sealing Cleadon St and Scotswood St	\$ 41,143		Waikaia General Reserve	2022/23
			\$ 87,607		Loan	2022/23
		<b>Total for 2022/23</b>	<b>\$ 128,750</b>			
Balfour	Street Works - Balfour	Footpath - Renewals	\$ 31,186	311.86	Balfour General Reserve	2023/24
Riversdale	Street Works - Riversdale	Footpath - Renewals	\$ 4,050	40.50	Riversdale General Reserve	2023/24
Waikaia	Street Works - Waikaia	New Footpaths - LOS	\$ 22,993	114.97	Loan	2023/24
Waikaia	Street Works - Waikaia	Footpath - Renewals	\$ 6,885	68.85	Waikaia General Reserve	2023/24
		<b>Total for 2023/24</b>	<b>\$ 65,114</b>			
Balfour	Playground - Balfour	Balfour Playground - Equipment Renewal	\$ 58,116		Loan	2024/25
		<b>Total for 2024/25</b>	<b>\$ 58,116</b>			
Balfour	Street Works - Balfour	New Footpaths - LOS	\$ 13,865	69.33	Loan	2025/26
Balfour	Street Works - Balfour	Footpath - Renewals	\$ 32,797	327.97	Loan	2025/26
Riversdale	Playground - Riversdale	Riversdale Playground - Equipment Renewal	\$ 20,097		Loan	2025/26
Riversdale	Street Works - Riversdale	New Footpaths - LOS	\$ 28,839	144.20	Loan	2025/26
Riversdale	Street Works - Riversdale	Footpath - Renewals	\$ 4,259	42.59	Riversdale General Reserve	2025/26
Waikaia	Street Works - Waikaia	New Footpaths - LOS	\$ 24,181	120.91	Loan	2025/26
Waikaia	Street Works - Waikaia	Footpath - Renewals	\$ 7,241	72.41	Waikaia General Reserve	2025/26
		<b>Total for 2025/26</b>	<b>\$ 131,279</b>			
Balfour	Street Works - Balfour	Footpath - Renewals	\$ 34,491	344.91	Loan	2027/28
Riversdale	Street Works - Riversdale	Footpath - Renewals	\$ 4,479	44.79	Riversdale General Reserve	2027/28
Waikaia	Street Works - Waikaia	New Footpaths - LOS	\$ 25,430	127.15	Loan	2027/28
Waikaia	Street Works - Waikaia	Footpath - Renewals	\$ 7,615	76.15	Waikaia General Reserve	2027/28
		<b>Total for 2027/28</b>	<b>\$ 72,015</b>			

Town			Cost	SQ Meters (Approx)	Funding Source	Year
Balfour	Playground - Balfour	Balfour Playground - Equipment Renewal	\$ 44,672		Loan	2028/29
		<b>Total for 2028/29</b>	<b>\$ 44,672</b>			
Balfour	Street Works - Balfour	New Footpaths - LOS	\$ 15,379	76.90	Loan	2029/30
Balfour	Street Works - Balfour	Footpath - Renewals	\$ 36,378	363.78	Loan	2029/30
Riversdale	Street Works - Riversdale	New Footpaths - LOS	\$ 31,989	159.95	Loan	2029/30
Riversdale	Street Works - Riversdale	Footpath - Renewals	\$ 4,724	47.24	Loan	2029/30
Waikaia	Playground - Dickson Park	Park Playground Equipment Renewal	\$ 5,799		Waikaia Dickson Park Reserve	2029/30
Waikaia	Playground - Dickson Park		\$ 6,625		Loan	2029/30
Waikaia	Street Works - Waikaia	New Footpaths - LOS	\$ 26,821	134.11	Loan	2029/30
Waikaia	Street Works - Waikaia	Footpath - Renewals	\$ 8,032	80.32	Waikaia General Reserve	2029/30
		<b>Total for 2029/30</b>	<b>\$ 135,747</b>			
Riversdale	Playground - Riversdale	Replace multiplay platform module and boat swing plus cushion fall	\$ 121,212		Loan	2030/31
Waikaia	Playground - Dickson Park	Park Playground Equipment Renewal	\$ 92,759		Loan	2030/31
		<b>Total for 2030/31</b>	<b>\$ 213,971</b>			
		<b>Total for LTP</b>	<b>\$ 990,264</b>			
District	Stormwater Drain - Riversdale	Reticulation upgrade	\$ 25,000		Loan	2021/22
District	Stormwater Drain - Riversdale	Renew soak holes to comply with discharge consent	\$ 28,092		Loan	2022/23
District	Stormwater Drainage - Waikaia	Change soak holes to comply with ground water requirements	\$ 3,224		Waikaia Stormwater Reserve	2022/23
			<b>\$ 56,316</b>			



## Ardlussa Reserves

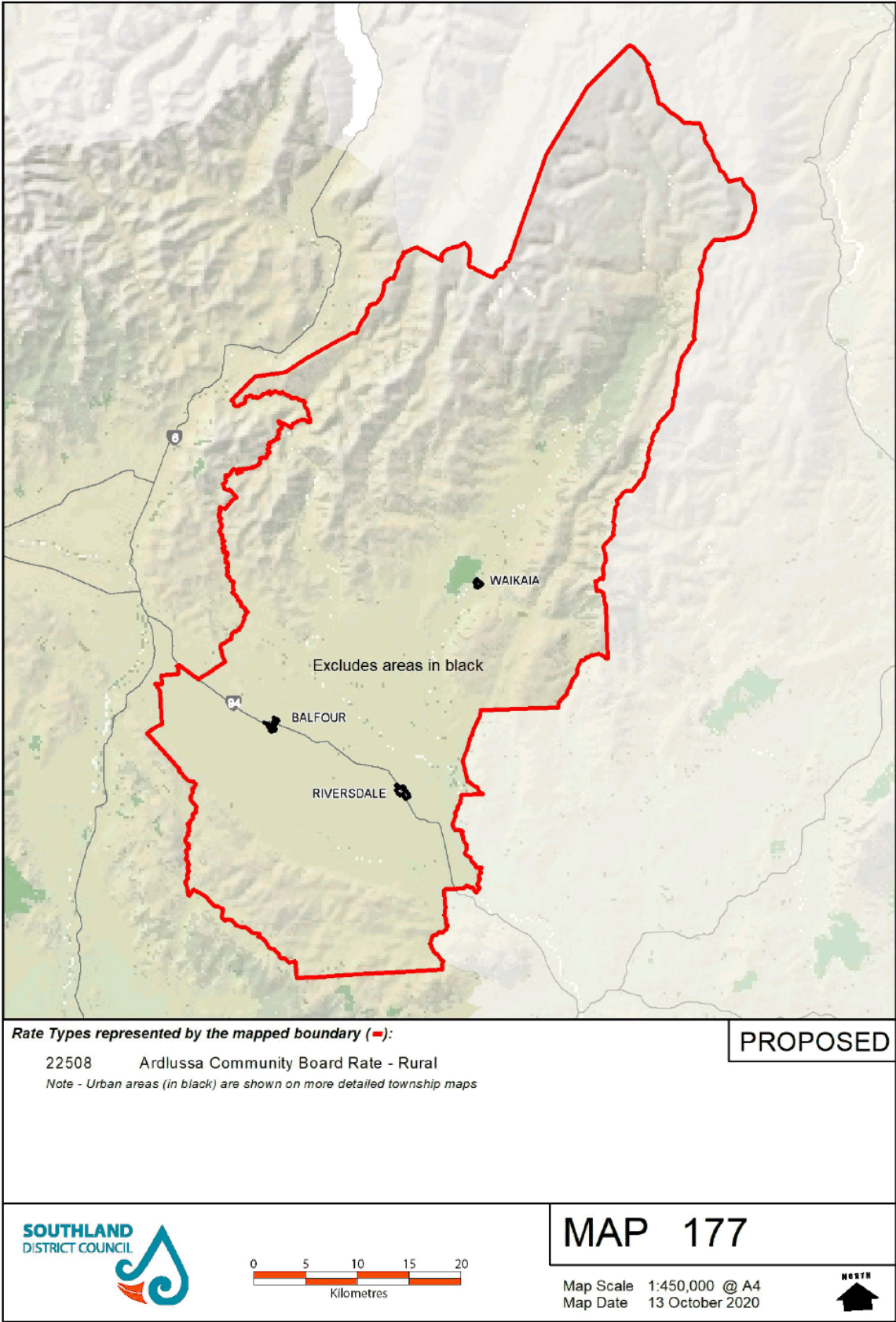
	OPENING BALANCE	ANNUAL PLAN MOVEMENT	CARRYFORWARDS FROM	PROJECTED BALANCE	LTP MOVEMENT	CLOSING BALANCE
	30 JUNE 2020	2020/21	2019/20	30 JUNE 2021	21-31	30 JUNE 2031
Balfour general	\$ 119,804	-\$ 5,077	-\$ 9,882	\$ 104,845	-\$ 37,557	\$ 67,288
<b>Total - Balfour</b>	<b>\$ 119,804</b>	<b>-\$ 5,077</b>	<b>-\$ 9,882</b>	<b>\$ 104,845</b>	<b>-\$ 37,557</b>	<b>\$ 67,288</b>
Riversdale fire bore	-\$ 0	\$ 208	\$ -	\$ 208	\$ -	\$ 208
Riversdale general	\$ 28,991	-\$ 277	\$ -	\$ 28,714	-\$ 28,714	-\$ 0
<b>Total - Riversdale</b>	<b>\$ 28,991</b>	<b>-\$ 69</b>	<b>\$ -</b>	<b>\$ 28,922</b>	<b>-\$ 28,714</b>	<b>\$ 208</b>
Waikaia Dickson park	\$ 18,083	-\$ 1,284	\$ -	\$ 16,799	-\$ 16,799	\$ 0
Waikaia drain filling	\$ 5,630	\$ -	-\$ 5,630	\$ 0	\$ -	\$ 0
Waikaia general	\$ 102,696	-\$ 27,839	-\$ 941	\$ 73,916	-\$ 73,916	\$ 0
Waikaia museum donations	\$ 6,795	\$ 2,367	\$ -	\$ 9,162	\$ 20,000	\$ 29,162
Waikaia refuse removal	\$ 9,917	\$ 334	\$ -	\$ 10,251	\$ -	\$ 10,251
<b>Total - Waikaia</b>	<b>\$ 143,122</b>	<b>-\$ 26,422</b>	<b>-\$ 6,571</b>	<b>\$ 110,129</b>	<b>-\$ 70,715</b>	<b>\$ 39,414</b>
<b>TOTAL RESERVES</b>	<b>\$ 291,918</b>	<b>-\$ 31,568</b>	<b>-\$ 16,453</b>	<b>\$ 243,896</b>	<b>-\$ 136,986</b>	<b>\$ 106,910</b>
Waiakaia stormwater	\$ 110,438	\$ 3,541	\$ 5,630	\$ 119,609	-\$ 3,224	\$ 116,385
<b>Total - District</b>	<b>\$ 110,438</b>	<b>\$ 3,541</b>	<b>\$ 5,630</b>	<b>\$ 119,609</b>	<b>-\$ 3,224</b>	<b>\$ 116,385</b>
<b>Mararoa Waimea Ward***</b>	<b>\$ 128,164</b>	<b>-\$ 62,490</b>	<b>\$ -</b>	<b>\$ 65,674</b>	<b>\$ -</b>	<b>\$ 65,674</b>

\*\*\*A separate discussion needs to occur with Council over how this reserve will be shared between Fiordland, Northern and Ardlussa

**Ardlussa Community Board Loans for 2021-2031 LTP**

ASSUMING 2% PA INTEREST RATE

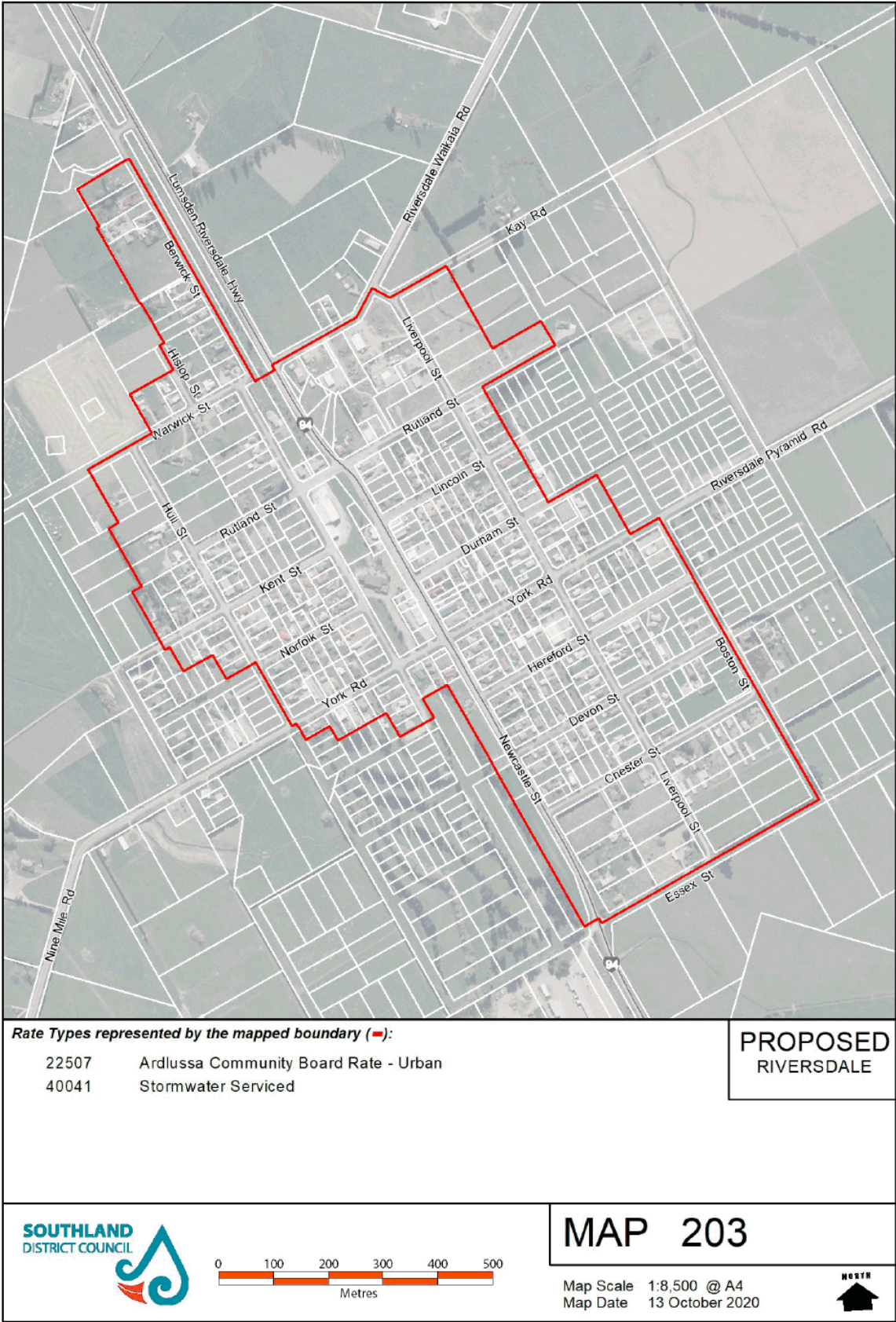
Township	Description	Business Unit Activity	Actual/ Budget	Loan balance @ start/drawn down	Term	Start Date	Interest Rate	Total interest 2021-2031	Total Principal 2021-2031	Loan Balance 2030/2031
Ardlussa	Ardlussa rec reserve investigate mountain bike track and recreational opportunities in Waikaia (P-10872A)	21032 Parks and Reserve	Budget	50,000	15	1/07/2022	2.00%	6,818	28,203	21,797
Balfour	Balfour streetworks footpaths	22307 Rooding and Transport	Budget	12,629	20	1/07/2022	2.00%	1,881	5,070	7,559
Riversdale	Riversdale Streetworks street lights and footpaths	26107 Rooding and Transport	Budget	38,000	20	1/07/2022	2.00%	5,660	15,256	22,744
Riversdale	Riversdale Stormwater reticulation upgrade (PLS43A)	26113 Stormwater	Budget	25,000	10	1/07/2022	2.00%	2,777	22,271	2,729
Riversdale	Riversdale playground equipment renewal (P-10789A)	26146 Parks and Reserve	Budget	3,674	15	1/07/2022	2.00%	501	2,072	1,602
Riversdale	Riversdale Stormwater renew soakholes (P-10439A)	26113 Stormwater	Budget	28,092	30	1/07/2023	2.00%	4,091	5,943	22,149
Waikaia	Waikaia streetworks footpaths	28607 Rooding and Transport	Budget	87,599	20	1/07/2023	2.00%	11,914	30,944	56,655
Waikaia	Waikaia streetworks footpaths	28607 Rooding and Transport	Budget	22,993	20	1/07/2024	2.00%	2,808	7,035	15,958
Balfour	Balfour playground equipment renewal (P-10752A)	22346 Parks and Reserve	Budget	58,116	15	1/07/2025	2.00%	5,938	21,199	36,917
Balfour	Balfour streetworks footpaths	22307 Rooding and Transport	Budget	46,662	20	1/07/2026	2.00%	4,274	9,994	36,668
Riversdale	Riversdale Streetworks footpaths	26107 Rooding and Transport	Budget	28,839	20	1/07/2026	2.00%	2,642	6,177	22,662
Riversdale	Riversdale playground equipment renewal (P-10873A)	26146 Parks and Reserve	Budget	20,097	15	1/07/2026	2.00%	1,773	6,048	14,049
Waikaia	Waikaia streetworks footpaths	28607 Rooding and Transport	Budget	24,181	20	1/07/2026	2.00%	2,215	5,179	19,002
Balfour	Balfour streetworks footpaths	22307 Rooding and Transport	Budget	34,491	20	1/07/2028	2.00%	1,984	4,344	30,147
Waikaia	Waikaia streetworks footpaths	28607 Rooding and Transport	Budget	25,430	20	1/07/2028	2.00%	1,463	3,203	22,227
Balfour	Balfour playground equipment renewal (P-10753A)	22346 Parks and Reserve	Budget	44,672	15	1/07/2029	2.00%	1,735	5,218	39,454
Balfour	Balfour streetworks footpaths	22307 Rooding and Transport	Budget	51,758	20	1/07/2030	2.00%	1,035	2,130	49,628
Riversdale	Riversdale Streetworks footpaths	26107 Rooding and Transport	Budget	36,713	20	1/07/2030	2.00%	734	1,511	35,202
Waikaia	Waikaia streetworks footpaths	28607 Rooding and Transport	Budget	26,821	20	1/07/2030	2.00%	536	1,104	25,717
Waikaia	Dickson park playground equipment renewal (P-10827)	28646 Parks and Reserve	Budget	6,625	15	1/07/2030	2.00%	133	383	6,242
Riversdale	Riversdale playground replace multiplay platform module and boat swing plus cushion fall (P-10791A)	26146 Parks and Reserve	Budget	121,212	15	1/07/2031	2.00%	-	-	121,212
Waikaia	Dickson park playground equipment renewal (P-10828)	28646 Parks and Reserve	Budget	92,759	15	1/07/2031	2.00%	-	-	92,759
				<b>886,363</b>				<b>60,912</b>	<b>183,286</b>	<b>703,077</b>











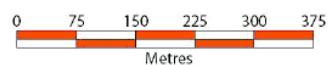




Rate Types represented by the mapped boundary (—):

22507 Ardlussa Community Board Rate - Urban  
40041 Stormwater Serviced

**PROPOSED  
WAIKĀIA**



**MAP 211**

Map Scale 1:7,500 @ A4  
Map Date 13 October 2020



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## **Balfour Lions Club - Pump Track/Bike Park Proposal**

**Record No:** R/20/10/64171

**Author:** Kelly Tagg, Community Partnership Leader

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

☒ Decision

☐ Recommendation

☐ Information

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### **Purpose**

- 1 The purpose of this report is for the Ardlussa Community Board to consider whether or not it wishes to support a Balfour Lions Club project to install a pump track adjacent the playground on Queen Street, Balfour.

### **Executive Summary**

- 2 The Board is being asked to consider the following;
  - a) if it wishes to approve the Lions Club's application to build the structure on Council land
  - b) whether or not to recommend to Council that the board take over ownership and the ongoing maintenance of the structure, subject to construction being supervised by Council staff
  - c) the level of funding assistance (if any) to be provided
  - d) if the level of funding assistance is over \$20,000 then an additional report to Council will be required.

## **Recommendation**

**That the Ardlussa Community Board:**

- a) Receives the report titled “Balfour Lions Club - Pump Track/Bike Park Proposal” dated 4 November 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 application submitted by the Balfour Lions Club to construct a building or structure, being a pump track and bike park, on property owned by Southland District Council.**
- e) Recommends to Council that it accepts the donation of the pump track and bike park and becomes responsible for the ongoing maintenance of the structure, subject to construction being supervised by Council staff.**
- f) Notes that the ongoing upkeep and maintenance of this area will be funded by the Ardlussa Community Board.**
- g) Recommends to Council that unbudgeted expenditure in the amount of up \$60,000 be approved and that the expenditure be funded from the Balfour general reserve via the Balfour general projects business unit.**



## **Background**

- 3 The previous Balfour Community Development Area Subcommittee (CDA) had discussed a project to build a pump track/bike park for the children of Balfour as the children had been skating/biking on the concrete area outside the Balfour Fire Station.
- 4 The CDA had discussed this issue and identified the area adjacent the existing playground which is located at the corners of Queen, Kruger and Mary Streets in Balfour as a potential site as it was close to the playground, had good parking close by and is not far from the public toilet on Kruger Street.
- 5 Following the change to Council's representation arrangements in October 2019, the Balfour Lions Club have signalled an interest in progressing this project.
- 6 The Balfour general reserve is forecast to have a balance of \$114,727 as at 30 June 2021.
- 7 The Balfour Lions Club have submitted an application to construct a structure on Council land.
- 8 The Lions Club also wishes to hand the completed pump track/bike part back to Council which means, if accepted, that the Ardlussa Community Board will be liable for the ongoing upkeep and maintenance of this structure.
- 9 The Ardlussa Community Board is able to give approval for this project to proceed.
- 10 The total budget for this project is \$67,855 including GST. The Lions Club has indicated it will contribute \$8,000 towards this project by way of fundraising and will also be applying to other funds to assist with the costs associated with this project.
- 11 The board must consider the following;
  - a) if it wishes to approve the Lions Club's application to build the structure on Council land
  - b) whether or not to recommend to Council that the Board take over ownership and the ongoing maintenance of the structure, subject to construction being supervised by Council staff
  - c) the level of funding assistance (if any) to be provided
  - d) if the level of funding assistance is over \$20,000 then an additional report to Council will be required.

## **Issues**

- 12 The Ardlussa Community Board must determine if it is supportive of the pump track being built on Council land, if it will accept responsibility for the ongoing maintenance of the track and if it wishes to make a financial contribution to the project.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 13 The Balfour Lions Club have submitted as an application to construct a structure on Council land.

- 14 The Balfour Lions Club has indicated that once the project is complete that it would gift the pump track back to Council.
- 15 The Ardlussa Community Board is only able to accept donations of local assets with a value of less than \$20,000.
- 16 If the board wishes to accept the donation of this asset they will need to make a recommendation to Council that this should occur.
- 17 The board has delegated authority to approve unbudgeted expenditure of up to \$20,000. If the board wishes to grant more than \$20,000 towards this project it will need to make a recommendation to Council that this should occur.

### **Community Views**

- 18 It is recommended that further community engagement be undertaken to ensure the wider community is supportive of this project.

### **Costs and Funding**

- 19 The Balfour Lions Club have provided the following prices (GST inclusive) for this project;

Scooter track	\$32,855.50
Concrete pad for bike park for small bikes and scooters	\$20,000.00
Fencing, picnic tables etc	\$15,000.00
<b>Total</b>	<b>\$67,855.50</b>

### **Policy Implications**

- 20 None identified.

### **Analysis**

#### **Options Considered**

- 21 The Ardlussa Community Board must determine if it wishes to approve the Lions Club's application to build the structure on Council land or not.
- 22 The board must also consider whether or not to recommend to Council that Council take over ownership and the ongoing maintenance of the structure, subject to construction being supervised by Council staff
- 23 The board must determine the level of funding assistance (if any) to be provided

## Analysis of Options

**Option 1 – the board approves the Lions Club’s application to construct a structure on Council land, recommends to Council that the structure shall be owned and maintained by Council and approves a grant of up to \$60,000 from the Balfour general reserve to assist with the cost of the project.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>the project is able to proceed and will be a great asset for the people in the Balfour and wider Ardlussa community</li><li>the board can show their support for the project by assisting with funding</li></ul>	<ul style="list-style-type: none"><li>there is the potential that by using a significant amount of the Balfour general reserve may result in loans needing to be taken out for future projects in the area.</li></ul>

**Option 2 – the board does not approve the Lions Club’s application to construct a structure on Council land, does not recommend to Council that the structure shall be owned and maintained by Council and does not approve a grant of up to \$60,000 from the Balfour general reserve to assist with the cost of the project.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>the Balfour general reserve remains unused and is able to be used for future projects as identified in the 2021-2031 Long Term Plan</li></ul>	<ul style="list-style-type: none"><li>the project is not able to proceed</li><li>it may be considered by the community that the Board is not supportive of this community-led initiative going ahead.</li></ul>

## Assessment of Significance

- 24 Not considered significant.

## Recommended Option

- 25 Option one is the recommend option.

## Next Steps

- 26 A report will be submitted to the next available Council meeting seeking approval to accept the donation of the new skatepark and approve unbudgeted expenditure of up to \$60,000.

## Attachments

- A Balfour Lions Club - application to construct a structure on Council land - 26 June 2020 [📄](#)



## Application to Construct a Building or Structure on Property owned by the Southland District Council

NAME OF APPLICANT	Balfour Lions club
POSTAL ADDRESS	P.O. Box 104
TELEPHONE	02 748 38103
EMAIL	ewl.elaine@gmail.com
(A)	Describe property and the location on the property upon which it is proposed to place a building or structure. (Map or diagram required).  adjacent to the Balfour play ground between Kuger & Murray st
(B)	Describe what is to be constructed. (Plans or photographs required).  Pump track working with Designer to come up with a plan, which will be given to council, maybe similar to Te anau pump track
(C)	Detail why the building or structure is to be placed on Council property.  because it is in the centre of town and beside the play ground and nice secure area.
(D)	What is the value of the structure?  budget approx \$100,000
(E)	Who is to be the owner of the structure after construction - ie who will be responsible for ongoing maintenance?  Lions club maybe looking at gifting it to the community.
(F)	If the structure is not to be owned by Council, please advise whom any site lease is to be entered into with.





(G)	Who will be applying for, and complying with the conditions of any consents required to be given? (ie, building or resource consents).
	Balfour Lions club
(H)	Who will be responsible for insuring the structure?
	not sure if insurance is required.
(I)	Identify any known liability associated with any existing structure being added to or modified.
	n/a

Please Note:

1. That the Southland District Council or the relevant Community Board or Community Development Area Subcommittee as the case may be, has the right to decline any application (stating the reason) or place any conditions that it deems appropriate.
2. If and when the Southland District Council agrees to become the owner of the structure, all decisions in respect to the ongoing maintenance and retention of the structure shall be at the sole discretion of the Council, Community Board or Community Development Area Subcommittee.

*PW Easton* *26-6-20*  
\_\_\_\_\_  
SIGNED DATE

A large, stylized handwritten signature in yellow ink, appearing to be "PW Easton", is written over the signature line.











behind existing  
playground.  
proposed site

















## Balfour Mini Pump Track – Proposal







**Funding Application for Balfour Bike/Scooter Track**

The Balfour Lions Club wish to build a cycle/scooter/skate park for community use in the township and request funds to support this project.

The major cost in this is the installation of the track itself and this would be undertaken by South Roads contractors to ensure it meets the required standards for playground and leisure/recreational equipment.

It is the intention of Lions members to provide as much help as possible in the areas of non-technical construction which will include digger work, laying of concrete and fencing and drainage work however the materials required for this will be purchased.

The track/park will be available for all users, young and old, and will complete the range of recreational facilities within the area. Purpose built facilities will be to current NZ standards and will provide a safe and controlled place for young people to develop safe traffic and leisure skills.

The track will be available to schools/preschools in the area for special instruction classes and, possibly, community challenges.

Balfour Lions, in addition, will be providing picnic tables, ramps, fencing and landscaping as work progresses. These will be sourced with existing funds held and some additional fundraising activities.

The facility is intended to be a joint project with the Southland District Council however, apart from the funding requested for construction, all other costs will fall to the Lions Club.

Their voluntary contributions will match the construction costs.

**QUOTATION No. 16874**

27 July 2020

Jamie McGinn  
26 Kruger Street  
**BALFOUR 9779**

Dear Jamie

**INSTALL SCOOTER TRACK**

We have pleasure in submitting our Lump Sum quotation for the above work as detailed below and in accordance with the terms and conditions of quotation stated on the reverse here of:

**Scope of Works:**

- Set out and site establishment.
- Excavate up to 300mm below the finish level and stockpile excess material onsite. - 137 m<sup>2</sup>
- Supply, place and compact up to 300mm nominal depth granular fill material over the area. - 137 m<sup>2</sup>
- Supply, place and compact crushed top course material where required to create ramps and berms.
- Supply and construct 30mm nominal depth asphaltic concrete surfacing. - 137 m<sup>2</sup>
- Spread stockpiled topsoil to backfill behind new track, apply grass seed and remove excess material.

<b>Total (excluding GST)</b>	<b>\$28,570.00</b>
<b>Goods and Services Tax (15.0%)</b>	<b>\$4,285.50</b>
<b><u>Total</u></b>	<b><u>\$32,855.50</u></b>

**PLEASE NOTE:**

1. Price is based on approximately 50m<sup>2</sup> of ramps and berms.
2. We have allowed to stockpile material onsite.
3. No allowance for any edging.
4. Quote does not include removal or trimming of any trees.
5. We have assumed a total track length of 105m X 1.3m wide.



South Roads Limited | Hunt Street, Warkwick, P.O. Box 963, Invercargill 9340 | Ph: (03) 711 1600 | Fax: (03) 215 4038  
Email: [quandger@southroads.co.nz](mailto:quandger@southroads.co.nz) | [www.southroads.co.nz](http://www.southroads.co.nz)



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## **Ardlussa Community Partnership Fund - 2020 Funding Round**

**Record No:** R/20/10/61772

**Author:** Tina Harvey, Community Liaison Officer

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

☒ Decision

☐ Recommendation

☐ Information

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### **Purpose**

- 1 The purpose of this report is for the Ardlussa Community Board to allocate funding for the 2020 funding round for the Community Partnership Fund which closed on 30 September 2020.

### **Executive Summary**

- 2 A total of 19 applications were received for the 2020 funding round. The applications are included as an attachment to this report. The attachment to this report is confidential in accordance with the Local Government Official Information and Meetings Act 1987 section 7(2)(a) – The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.
- 3 Community board members have seen copies of each of the applications and have informally discussed them at their workshop on 8 October prior to considering and allocating the funds at this meeting.

## **Recommendation**

**That the Ardlussa Community Board:**

- a) Receives the report titled “Ardlussa Community Partnership Fund - 2020 Funding Round” dated 21 October 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) Receives the applications from the following:**
  - 1. Riversdale School and Community Pool**
  - 2. Waimea Plains Pony Club**
  - 3. Riversdale Recreation Reserve Committee**
  - 4. Switzers Museum Waikaia**
  - 5. Riversdale Arts Centre**
  - 6. Waimea Plains Vintage Tractor and Machinery Club**
  - 7. Waimea Plains Ploughing NZ Final 2021**
  - 8. Balfour Theatre Company**
  - 9. Balfour Tennis Club**
  - 10. Royal NZ Plunket Trust – Riversdale and Balfour Services**
  - 11. Wendonside Waikaia Tennis Club Inc**
  - 12. Riversdale Home and School Association**
  - 13. Balfour Home and School**
  - 14. Balfour Gun Club**
  - 15. Balfour Playcentre**
  - 16. Riversdale Community Garden**
  - 17. Balfour Lions Club – Fireworks display**
  - 18. Balfour Lions Club – Scooter/bike track**
  - 19. Riversdale Bowling Club**
- e) Approves/Declines a grant of \$14,000 to the Riversdale School and Community Pool to assist with the installation of a heat pump**
- f) Approves/Declines a grant of \$4,500 to the Waimea Plains Pony Club for the purchase of equipment for a pipe dressage arena.**
- g) Approves/Declines a grant of \$2,650 to the Riversdale Recreation Reserve Committee for assistance with mowing.**

- h) Approves/Declines a grant of \$1,662.19 to Switzers Museum Waikaia for the purchase of an outdoor chess and checkers set.**
- i) Approves/Declines a grant of \$1,878 to the Riversdale Arts Centre towards costs to get internet fibre connection for the Riversdale Community Centre.**
- j) Approves/Declines a grant of \$3,000 to the Waimea Plains Vintage Tractor and Machinery Club for assistance for the restoration of a bullock log wagon.**
- k) Approves/Declines a grant of \$2,000 to the Waimea Plains Ploughing NZ Final 2021 to assist in hosting a NZ Championships in ploughing.**
- l) Approves/Declines a grant of \$1,440.40 to the Balfour Theatre Company to assist toward the purchase of a wireless communications headset.**
- m) Approves/Declines a grant of \$3,941 to the Balfour Tennis Club to assist with the purchase of a portable toilet for the Club.**
- n) Approves/Declines a grant of \$150 to the Royal NZ Plunket Trust to support the purchase of 'New Mums' packs for parents.**
- o) Approves/Declines a grant of \$1,000 to the Royal NZ Plunket Trust to assist with the Riversdale Plunket Swim Programme.**
- p) Approves/Declines a grant of \$9,000 to the Wendonside Waikaia Tennis Club Inc to assist with the resurfacing of the tennis courts.**
- q) Approves/Declines a grant of \$1,900 to the Riversdale Home and School Association towards costs association with filling a new school sandpit with sand.**
- r) Approves/Declines a grant of \$3,000 to the Balfour Home and School to assist with the construction of a run/walk/cycle trail through the Glenure Reserve.**
- s) Approves/Declines a grant of \$6,000 to the Balfour Gun Club to assist with the upgrading of their clay target throwers.**
- t) Approves/Declines a grant of \$750 to the Balfour Playcentre to assist with the purchase of a replacement sandpit cover for the Playcentre.**
- u) Approves/Declines a grant of \$20,000 to the Riversdale Community Garden to assist with the development of a community garden in Riversdale.**
- v) Approves/Declines a grant of \$5,000 to the Balfour Lions Club to assist with the staging of a community fireworks display.**

- w) Approves/Declines a grant of \$15,000 to the Balfour Lions Club to assist with the development of a scooter/bike track in Balfour**
- x) Approves/Declines a grant of \$4,651.75 to the Riversdale Bowling Club to assist with the upgrade of the club house.**



## **Background**

- 4 Southland District Council's community assistance activity seeks to contribute to a District of 'proud, connected communities that have an attractive and affordable lifestyle' by enabling Southland's communities to be desirable places to live, grow up, work, run a business, raise a family and enjoy a safe and satisfying life. Through providing financial assistance by way of grant funding, community groups and individuals are supported to undertake their desired activities.
- 5 A review of the community assistance activity was completed in early 2019. The purpose of this review was to ensure that Council is providing assistance in a considered and prudent manner to ensure efficient and effective outcomes for the communities they support.
- 6 It was recommended that there should be a significant change in the way that Council administers the Community Initiatives Fund. Subsequently, in July 2019 Council resolved to disestablish the Community Initiatives Fund and to establish the Community Partnership Fund whereby the nine community boards in the District will allocate funding directly to their communities.
- 7 The Ardlussa Community Board set the following criteria for the Ardlussa Community Partnership Fund:
  - there will be one funding round per annum closing 30 September
  - the board will give preference to applications that directly benefit the wider community and align with the outcomes of the Ardlussa Community Board Plan
  - funding requests must be for not for profit purposes
  - there is no cap on the amount applicants can request
  - co-funding is preferable and will be assessed on a case by case basis
  - two quotes are preferable for capital works, but if it is not possible to get more than one quote an explanation why will be sufficient
  - applicants will be invited to speak to the board about their funding request and project
  - groups do not have to be a legal entity to apply. Individuals will be considered on a case by case basis.

## **Applications received**

### **1 Riversdale School and Community Pool**

Request assistance towards the cost of the installation of a heat pump to boost the current solar heating.

Total project cost **\$14,000**

Amount requested **\$14,000**

### **2 Waimea Plains Pony Club**

Request assistance to purchase equipment. One major piece of equipment that is required is a pipe dressage arena.

Total project cost **\$4,500**

	Amount requested	Not specified
<b>3</b>	<b>Riversdale Recreation Reserve Committee</b>	
	Request assistance towards mowing the sports ground in Riversdale. If assistance is given for mowing this will make more funds available for distribution from the Riversdale Recreation Reserve Committee into the community.	
	Total project cost	\$2,650
	Amount requested	\$2,650
<b>4</b>	<b>Switzers Museum Waikaia</b>	
	Request assistance to purchase outdoor chess and checkers set for the board which is set into the paving outside the museum.	
	Total project cost	\$1,822.19
	Amount requested	\$1,662.19
<b>5</b>	<b>Riversdale Arts Centre</b>	
	Request assistance towards costs to get internet fibre connection for the Riversdale Community Centre.	
	Total project cost	\$1,878
	Amount requested	\$1,878
<b>6</b>	<b>Waimea Plains Vintage Tractor and Machinery Club</b>	
	Request assistance for the restoration of a bullock log wagon which has historical significance and used to haul telegraph poles in 1894 in the Riversdale area.	
	Total project cost	\$11,903.08
	Amount requested	\$3,000
<b>7</b>	<b>Waimea Plains Ploughing NZ Final 2021</b>	
	Request funding to assist in hosting a NZ championships in ploughing.	
	Total project cost	\$37,405
	Amount requested	\$2,000
<b>8</b>	<b>Balfour Theatre Company</b>	
	Request assistance towards the purchase of a wireless communications headset so the technical crew can communicate with each other.	
	Total project cost	\$3,601
	Amount requested	\$1,440.40
<b>9</b>	<b>Balfour Tennis Club</b>	
	Request assistance to purchase a portable toilet for the club.	
	Total project cost	\$6,441
	Amount requested	\$3,941
<b>10</b>	<b>Royal NZ Plunket Trust – Riversdale and Balfour Community Services</b>	

(A)	<b>Balfour Plunket</b>		
	Request assistance to support the ‘new mums’ packs for the parents of new babies born in the District.		
	Total project cost		<b>\$200</b>
	Amount requested		<b>\$150</b>
(B)	<b>Riversdale Plunket</b>		
	Request assistance to support Riversdale Plunket swim programme.		
	Total project cost		<b>\$1,600</b>
	Amount requested		<b>\$1,000</b>
<b>11</b>	<b>Wendonside Waikaia Tennis Club Inc</b>		
	Request assistance towards the resurfacing of the tennis courts.		
	Total project cost		<b>\$45,205.65</b>
	Amount requested		<b>\$9,000</b>
<b>12</b>	<b>Riversdale Home and School Association</b>		
	Request assistance towards costs associated with filling a new school sandpit with sand.		
	Total project cost		<b>\$1,900</b>
	Amount requested		<b>\$1,900</b>
<b>13</b>	<b>Balfour Home and School</b>		
	Request assistance toward the construction of a run/walk/cycle trail through the Glenure Reserve native bush area.		
	Total project cost		<b>\$5,808</b>
	Amount requested		<b>\$3,000</b>
<b>14</b>	<b>Balfour Gun Club</b>		
	Request assistance towards upgrading their clay target throwers.		
	Total project cost		<b>\$13,700</b>
	Amount requested		<b>\$6,000</b>
<b>15</b>	<b>Balfour Playcentre</b>		
	Request assistance towards a replacement sandpit cover for the playcentre.		
	Total project cost		<b>\$1,178.75</b>
	Amount requested		<b>\$750</b>
<b>16</b>	<b>Riversdale Community Garden</b>		
	Request assistance for the development of a community garden in Riversdale.		
	Total project cost		<b>\$40,000</b>
	Amount requested		<b>\$20,000</b>

**17 Balfour Lions Club**

Request assistance towards staging a community fireworks display.

Total project cost **\$6,859.93**

Amount requested **\$5,000**

**18 Balfour Lions Club**

Request assistance for the costs associated with the development of a scooter / bike track in Balfour.

Total project cost **\$52,855.50**

Amount requested **\$15,000**

**19 Riversdale Bowling Club**

Request assistance to upgrade the club house.

Total project cost **\$4,651.75**

Amount requested **Not specified**

**Recommendations**

The recommendations outlines the amounts requested in the applications. Staff recommended that the Ardlussa Community Board consider each application individually and determine the level of funding they wish to allocate.

**Issues**

- 8 The fund is over-subscribed, with 19 requests. The board will have to take this into consideration when allocating grants.

**Factors to Consider**

**Legal and Statutory Requirements**

- 9 There are no legal or statutory requirements to consider.

**Community Views**

- 10 The community board, as representatives of the Ardlussa Community Board area will consider each application and how it benefits the communities in Ardlussa.

**Costs and Funding**

- 11 The Ardlussa Community Board has \$31,811 available to allocate through the Ardlussa Community Partnership Fund in the 2020/2021 financial year.

**Policy Implications**

- 12 There are no policy implications.

**Analysis**

**Options Considered**

- 13 The options for consideration are to allocate funding pursuant to the funding criteria set by the community board or decline the applications.

## **Analysis of Options**

### **Option 1 – Allocates funding pursuant to the funding criteria set by the community board**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>support community groups to achieve local initiatives</li></ul>	<ul style="list-style-type: none"><li>there are no disadvantages</li></ul>

### **Option 2 – Declines the applications**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>there are no advantages</li></ul>	<ul style="list-style-type: none"><li>no funds awarded could hinder the progress of community-led development due to lack of financial support</li></ul>

## **Assessment of Significance**

- 14 This is not considered significant.

## **Recommended Option**

- 15 The recommended option is option 1 – allocates funding pursuant to the funding criteria set by the community board.

## **Next Steps**

- 16 Advise applicants of the outcome of the funding allocations.

## **Attachments**

- A Ardlussa Community Board Community Partnership Fund application - Riversdale School and Community Pool - **PUBLIC EXCLUDED** [↓](#)
- B Ardlussa Community Board Community Partnership Fund application - Waimea Plains Pony Club - **PUBLIC EXCLUDED** [↓](#)
- C Ardlussa Community Board - Community Partnership Fund - Riversdale Recreation Reserve Committee - **PUBLIC EXCLUDED** [↓](#)
- D Ardlussa Community Board - Community Partnership Fund - Switzers Museum Waikaia - **PUBLIC EXCLUDED** [↓](#)
- E Ardlussa Community Board - Community Partnership Fund Application Form - Riversdale Arts Inc - **PUBLIC EXCLUDED** [↓](#)
- F Ardlussa Community Board Community Partnership Fund application - Waimea Plains Vintage Tractor & Machinery Club - **PUBLIC EXCLUDED** [↓](#)
- G Ardlussa Community Board Community Partnership Fund application - Waimea Plains Ploughing Club - NZ Final - **PUBLIC EXCLUDED** [↓](#)
- H Ardlussa Community Board Community Partnership Fund application - Balfour Theatre Company - **PUBLIC EXCLUDED** [↓](#)
- I Ardlussa Community Board Community Partnership Fund application - Balfour Tennis Club - **PUBLIC EXCLUDED** [↓](#)
- J Ardlussa Community Board Community Partnership Fund application - Royal NZ Plunket Trust - Riversdale and Balfour Community Services - **PUBLIC EXCLUDED** [↓](#)
- K Ardlussa Community Board Community Partnership Fund application - Wendonside Waikaia Tennis Club - **PUBLIC EXCLUDED** [↓](#)

## Ardlussa Community Board

9 November 2020

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- L Ardlussa Community Board Community Partnership Fund application - Riversdale Home and School - **PUBLIC EXCLUDED** [↓](#)
- M Ardlussa Community Board Community Partnership Fund application - Balfour Home and School - **PUBLIC EXCLUDED** [↓](#)
- N Ardlussa Community Board Community Partnership Fund application - Balfour Gun Club - **PUBLIC EXCLUDED** [↓](#)
- O Ardlussa Community Board Community Partnership Fund application - Balfour Playcentre - **PUBLIC EXCLUDED** [↓](#)
- P Ardlussa Community Board Community Partnership Fund application - Riversdale Community Garden - **PUBLIC EXCLUDED** [↓](#)
- Q Ardlussa Community Board Community Partnership Fund application - Balfour Lions Club - Fireworks display - **PUBLIC EXCLUDED** [↓](#)
- R Ardlussa Community Board Community Partnership Fund application - Balfour Lions Club - Scooter / Bike track - **PUBLIC EXCLUDED** [↓](#)
- S Ardlussa Community Board Community Partnership Fund application - Riversdale Bowling Club - **PUBLIC EXCLUDED** [↓](#)

## **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.

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:

#### **7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment A - Ardlussa Community Board Community Partnership Fund application - Riversdale School and Community Pool**

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
Ardlussa Community Board Community Partnership Fund application - Riversdale School and Community Pool	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

#### **7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment B - Ardlussa Community Board Community Partnership Fund application - Waimea Plains Pony Club**

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
Ardlussa Community Board Community Partnership Fund application - Waimea Plains Pony Club	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

#### **7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment C - Ardlussa Community Board - Community Partnership Fund - Riversdale Recreation Reserve Committee**

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
Ardlussa Community Board - Community Partnership Fund - Riversdale Recreation Reserve Committee	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
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**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment D - Ardlussa Community Board - Community Partnership Fund - Switzers Museum Waikaia**

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
Ardlussa Community Board - Community Partnership Fund - Switzers Museum Waikaia	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment E - Ardlussa Community Board - Community Partnership Fund Application Form - Riversdale Arts Inc**

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
Ardlussa Community Board - Community Partnership Fund Application Form - Riversdale Arts Inc	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment F - Ardlussa Community Board Community Partnership Fund application - Waimea Plains Vintage Tractor & Machinery Club**

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
Ardlussa Community Board Community Partnership Fund application - Waimea Plains Vintage Tractor & Machinery Club	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment G - Ardlussa Community Board Community Partnership Fund application - Waimea Plains Ploughing Club - NZ Final**

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
Ardlussa Community Board Community Partnership Fund	s7(2)(a) - The withholding of the information is necessary to protect	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be



application - Waimea Plains Ploughing Club - NZ Final	the privacy of natural persons, including that of a deceased person. .	likely to result in the disclosure of information for which good reason for withholding exists.
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**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment H - Ardlussa Community Board Community Partnership Fund application - Balfour Theatre Company**

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
Ardlussa Community Board Community Partnership Fund application - Balfour Theatre Company	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment I - Ardlussa Community Board Community Partnership Fund application - Balfour Tennis Club**

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
Ardlussa Community Board Community Partnership Fund application - Balfour Tennis Club	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment J - Ardlussa Community Board Community Partnership Fund application - Royal NZ Plunket Trust - Riversdale and Balfour Community Services**

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
Ardlussa Community Board Community Partnership Fund application - Royal NZ Plunket Trust - Riversdale and Balfour Community Services	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment K - Ardlussa Community Board Community Partnership Fund application - Wendonside Waikaia Tennis Club**

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

Ardlussa Community Board Community Partnership Fund application - Wendonside Waikaia Tennis Club	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.
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**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment L -  
Ardlussa Community Board Community Partnership Fund application - Riversdale  
Home and School**

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
Ardlussa Community Board Community Partnership Fund application - Riversdale Home and School	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment M -  
Ardlussa Community Board Community Partnership Fund application - Balfour Home  
and School**

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
Ardlussa Community Board Community Partnership Fund application - Balfour Home and School	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment N -  
Ardlussa Community Board Community Partnership Fund application - Balfour Gun  
Club**

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
Ardlussa Community Board Community Partnership Fund application - Balfour Gun Club	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment O -  
Ardlussa Community Board Community Partnership Fund application - Balfour  
Playcentre**

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
Ardlussa Community Board Community Partnership Fund application - Balfour Playcentre	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment P - Ardlussa Community Board Community Partnership Fund application - Riversdale Community Garden**

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
Ardlussa Community Board Community Partnership Fund application - Riversdale Community Garden	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment Q - Ardlussa Community Board Community Partnership Fund application - Balfour Lions Club - Fireworks display**

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
Ardlussa Community Board Community Partnership Fund application - Balfour Lions Club - Fireworks display	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment R - Ardlussa Community Board Community Partnership Fund application - Balfour Lions Club - Scooter / Bike track**

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
Ardlussa Community Board Community Partnership Fund application - Balfour Lions Club - Scooter / Bike track	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**7.6 Ardlussa Community Partnership Fund - 2020 Funding Round - Attachment S - Ardlussa Community Board Community Partnership Fund application - Riversdale Bowling Club**

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
Ardlussa Community Board Community Partnership Fund application - Riversdale Bowling Club	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

**C8.1 Ardlussa Community Board Area Approval of unbudgeted expenditure for Waikaia mowing**

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
Ardlussa Community Board Area Approval of unbudgeted expenditure for Waikaia mowing	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	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.