



Notice is hereby given that a Meeting of the Riverton Harbour Subcommittee will be held on:

Date: Monday, 23 November 2020
Time: 5pm
Meeting Room: Riverton Senior Citizens Rooms
Venue: Corner Bath Road and Princess Street
Riverton

Riverton Harbour Subcommittee Agenda OPEN

MEMBERSHIP

Chairperson	Nick White
Deputy Chairperson	Neil Linscott
Members	Hayley Nelson
	Graeme Stuart
	Councillor Don Byars
	Muriel Johnstone

IN ATTENDANCE

Environment Southland	Lyndon Cleaver
Environment Southland	Ian Coard
Community Facilities Manager	Mark Day
Community Facilities Contract Manager	Greg Erskine
Committee Advisor	Alyson Hamilton

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

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

Terms of Reference – Riverton Harbour Subcommittee

TYPE OF COMMITTEE	Subcommittee
SUBORDINATE TO	Oraka Aparima Community Board
LEGISLATIVE BASIS	Subcommittees delegated powers by Council as per schedule 7, clause 32, LGA 2002.
MEMBERSHIP	<p>The Riverton Harbour Subcommittee will comprise as follows:</p> <ul style="list-style-type: none"> • one councillor from the Waiau-Aparima Ward • four members nominated by Oraka Aparima Community Board (community board to nominate a representative from the community board, two representatives from berth owners and one representative from either Riverton Rowing Club or Riverton Coastguard) • one member nominated by the local Iwi Aparima Oraka Runaka • one representative from Southland Regional Council (with no voting rights).
QUORUM	Four
FREQUENCY OF MEETINGS	Quarterly
SCOPE OF ACTIVITIES	<p>The Riverton Harbour Subcommittee is delegated the following responsibilities by Council:</p> <p>(a) the management and control of all Riverton Harbour assets vested in Council being:</p> <ul style="list-style-type: none"> • the use and maintenance of the boat ramp adjacent Koi Koi Park • the use and maintenance of the “unloading wharf” and crane at Lees Point operated by Council so that no vessel anchors, moors, secures or is placed at the unloading wharf unless actively loading or unloading fuel, provisions, fishing equipment or fish (1972 Bylaw No. 3) • the use and maintenance of the “common walkway” on the jetty leading to the privately owned berth numbered L36. • the use and maintenance of the “common walkway” on the jetty leading to the privately owned berths numbered L22, L23, L24, L25, L26, L27, L28, L29 and L30 • the provision and maintenance of the ‘lead lights’ markers the white light at Howells Point and red flashing light at Pearl Rock and any other navigational aids required to assist those vessels leaving and entering the Riverton Harbour • the use and maintenance of berth L35 currently subject to a lease. <p>(b) the administration, management and control of all Riverton Harbour endowment lands now vested in Southland District Council in consultation with and subject to approval by</p>

	Southland District Council being those lands comprised in Certificates of Title 5C/914, 5C/917, 5C/918, 5C/919, 5C/920, 5C/921, 5B/825, 9D/859, 10C/615, 10C/616 and all such other Riverton harbour endowment lands so vested.
DELEGATIONS	<p>Power to Act</p> <p>The Riverton Harbour Subcommittee shall be responsible for the following:</p> <ol style="list-style-type: none"> 1 The exercise of the following powers (and enforcement of same): <ul style="list-style-type: none"> • to determine whether any person shall be authorised as necessary to carry out work on any vessel or fishing equipment or any other work or lease any equipment used in fishing or any other gear on Council harbour endowment land and any such authorisation may be given by the Harbourmaster (1972 Bylaw No. 3) • to determine whether any vessel may be left on Council harbour endowment land (1972 Bylaw No. 3) • to determine by resolution that any particular area on Council Harbour Endowment land be a parking area for restricted periods (1972 Bylaw No. 3) • to ensure as necessary that no person stops, stands or parks any vessel, vehicle, trailer, boat trailer or any other equipment in any area of Council harbour endowment land unless authorised by the committee or the Harbourmaster (1972 Bylaw No. 3) • to take such steps as are necessary to arrange for the removal of any vessel, gear, equipment, vehicle, trailer, or boat trailer left on Council harbour endowment land without the approval of the Riverton Harbour Committee provided that if the goods are not removed or remain unclaimed by the owner the matter shall be referred to Council for further action in consultation with the Riverton Harbour Committee (1972 Bylaw No. 3) • to ensure as necessary that no person drives any vehicle over Council harbour endowment land at a speed greater than 20 kilometres per hour (1972 Bylaw No. 3). • to arrange for and provide such signs as deemed necessary from time to time to assist in the best use of the wharves and Council harbour endowment lands and for any other reason (1972 Bylaw No. 3). 2. The Riverton Harbour Subcommittee shall be responsible for ensuring that the income from assets and income derived from harbour activities and endowment lands is applied to the maintenance and development of Riverton Harbour, to the maintenance and improvement of endowment lands vested in Council and for such other purposes to benefit the Riverton community

	<p>3. The Riverton Harbour Subcommittee shall be responsible for preparing an annual budget in every financial year in consultation and with the assistance of Council</p> <p>4. The Riverton Harbour Subcommittee shall be responsible for preparing an Asset Management Plan in and with the assistance of Council.</p> <p>5. The Riverton Harbour Subcommittee shall under delegated authority from Council perform those functions, powers and duties which have now been transferred by Environment Southland as under the Riverton Harbour Board Bylaws (No. 2) 1970 Clauses 1-14, 22 and 35-37. Accordingly the subcommittee is responsible as under:</p> <p>Control of Vessels</p> <p>(a) to ensure as necessary that vessels only anchor, moor at a berth or wharf/mooring site for which that vessel has been licensed unless the licensee of that berth, wharf has given approval for same. [1970 Bylaw No. 1(a)]</p> <p>(b) to ensure as necessary that any vessel not having a licensed site or wharf/berth is moored, anchored, secured or placed within the Riverton Harbour as directed by the Harbourmaster. [1970 Bylaw No. 1(b)]</p> <p>(c) to ensure as necessary that vessels are not anchored in the fairway or stopped in such a way that the approach to any wharf is obstructed. [1970 Bylaw No. 2]</p> <p>(d) to ensure as necessary that all vessels anchored or moored or secured to any wharf within the Harbour are adequately secured. [1970 Bylaw No. 3]</p> <p>(e) to order the removal of any vessel, timber or other obstacle to any part of the Riverton harbour as deemed necessary by the Harbourmaster for the better working of shipping, cargo or wharves. [1970 Bylaw No. 4]</p> <p>(f) in pursuance of the responsibilities under (a), (b), (c), (d) and (e) the Harbourmaster may arrange to secure, moor, unmoor, place or remove any vessel and where necessary recommend to Environment Southland that it consider a prosecution for a breach of these Bylaws. [1970 Bylaw Nos. 5(a), 5(b), 5(c) and 5(d)]</p> <p>(g) to grant permission in appropriate situations for a master of any vessel to haul a vessel on shore for the purpose of inspection or repairs. [1970 Bylaw No. 6]</p> <p>(h) to require, where appropriate by order of the Harbourmaster the removal from a wharf of any vessel having on board cargo or other matter injurious to health or offensive or dangerous in any respect or other action deemed to be necessary for the safety and interest of all vessels. [1970 Bylaw No. 7]</p> <p>(i) to control as determined by the Harbourmaster the place, times and manner of bringing vessels to or in taking them</p>
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	<p>from any wharf and the securing of any vessel. [1970 Bylaw No. 10]</p> <p>(j) to take such steps as are necessary for the suppression of any fire happening on any vessel or on any wharf. [1970 Bylaw No. 13]</p> <p>(k) to ensure as necessary that all motor-launches operating within the Riverton Harbour have a silencing device in good repair to prevent undue noise from the engine and that the master/driver of the motor-launch is over 15 years of age. [1970 Bylaw Nos. 14(2), 14(3), 14(4), 14(5), 14(6), 14(7), 14(8)]</p> <p>(l) to ensure as necessary that the speed, use or management of a motor launch or of a seaplane on the harbour surface or of a water ski aquaplane or other object towed by any motor-launch or seaplane does not create a nuisance or continue to be a nuisance. [1970 Bylaw No. 14(9)]</p> <p>(m) to ensure as necessary that the speed of a motor-launch or seaplane on the surface of the water does not exceed ten kilometres an hour in those situations prescribed by 1970 Bylaw No. 14(10)(a), (b), (c) and (d)</p> <p>(n) to ensure as necessary that the speed of any water ski, aquaplane or other similar object or person towed by any motor launch or seaplane does not exceed ten kilometres an hour or ride on any water ski aquaplane or other object so towed in those situations prescribed by 1970 Bylaw No. 14(11)(a), (b), (c) and (d)</p> <p>(o) to ensure as necessary that any motor launch or seaplane being used to tow any water-ski aquaplane or other similar object or person has two persons on board so that one person can warn of any mishap occurring or the possibility of any mishap occurring to the person being towed or riding upon the water ski, aquaplane or other object. [1970 Bylaw No. 14(12)(a) and (b)]</p> <p>(p) to determine from time to time what part of the Riverton Harbour is to be reserved as an access lane or lanes for any particular purpose in accordance with 1970 Bylaw No. 14(13)(a), (b) and (c)</p> <p>(q) to determine in any particular case where special circumstances so justify by resolution that any of the Riverton Harbour Board Bylaws No. 2 (1970) or any specified provisions thereof shall not apply in respect of any area or areas of the Riverton Harbour. [1970 Bylaw No. 14(14)]</p> <p>(r) to deal with any applications on the occasion of any yacht, launch or boat race or speed trial for the suspension of the Riverton Harbour Board Bylaws No. 2 (1970) or any specified provisions thereof in accordance with 1970 Bylaw No. 14(15)(a) and (b)</p> <p>(s) to obtain where possible the name and address of any person who appears to have committed any offence</p>
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	<p>against the Bylaws and where appropriate the registered number of any vessel involved in the alleged offence.</p> <p>Mooring and Anchoring</p> <p>To enforce the General Harbour Regulations for harbours of New Zealand as may be applicable (1970 Bylaw No. 22).</p> <p>Control</p> <p>To appoint a Harbourmaster for the purposes of control in terms of the Riverton Harbour Board Bylaws (No. 2) 1970 and to supervise the observance and enforcement of the provisions of these bylaws and to appoint in consultation with the Southland District Council such other officers as may be deemed necessary from time to time [1970 Bylaw No. 35].</p> <p>Offences and Penalties</p> <ul style="list-style-type: none"> - to order any person or persons who may be in breach of the provisions of the Riverton Harbour Board Bylaws (No. 2) 1970 to leave the foreshore forthwith. [1970 Bylaw No. 36] - to recommend commencement of summary proceedings in appropriate cases against any person in breach of the bylaw. <p>(6) The Riverton Harbour Subcommittee shall have the power to make submissions to Environment Southland in respect of all resource consent applications received by Environment Southland that deal with matters involving the Riverton Harbour.</p> <p>(7) The Riverton Harbour Subcommittee will report at three monthly intervals to Environment Southland on any actions taken pursuant to the powers transferred by Environment Southland and any issues or concerns identified by users of the harbour.</p> <p>5.2 Power to Recommend</p> <p>The Riverton Harbour Subcommittee will:</p> <ul style="list-style-type: none"> (a) make recommendations to Environment Southland on matters of concern that pertain to Environment Southland's RMA functions (b) make recommendations to the Services and Assets Committee on all matters of policy not delegated to the Riverton Harbour Subcommittee (c) recommend to Council the granting of any leases or licenses for any Riverton Harbour endowment lands
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Apologies

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

1 Leave of absence

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

2 Conflict of Interest

Committee 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.

3 Public Forum

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

4 Extraordinary/Urgent Items

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

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

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

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

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

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

5 Confirmation of Minutes

6.1 Meeting minutes of Riverton Harbour Subcommittee, 29 June 2020



Riverton Harbour Subcommittee

OPEN MINUTES

Minutes of a meeting of Riverton Harbour Subcommittee held in the Riverton Senior Citizens Rooms, Corner Princess Street and Bath Road, Riverton on Monday, 29 June 2020 at 5pm.

PRESENT

Nick White
Hayley Nelson
Muriel Johnstone
Neil Linscott
Graeme Stuart
Muriel Johnstone
Councillor Don Byars

APOLOGIES

Ian Coard

IN ATTENDANCE

Committee Advisor
Community Facilities Manager
Community Facilities Contract Manager
Environment Southland

Alyson Hamilton
Mark Day
Greg Erskine
Lyndon Cleaver

1 Welcome and Apologies

Councillor Byars opened the meeting and welcomed the Members to the Inaugural meeting of the Riverton Harbour Subcommittee meeting for the 2019 - 2022 triennium.

Councillor Byars congratulated the Members present on being elected to the Riverton Harbour Subcommittee for the ensuing three year term.

Councillor Byars advised an apology has been received from Ian Coard.

Resolution

Moved Neil Linscott, seconded Nick White and **resolved:**

That the Riverton Harbour Subcommittee accept the apology.

7.1 Election of Chair and Deputy Chair

Record No: R/20/5/11978

Councillor Byars called for nominations for the position of Chairperson of the Riverton Harbour Subcommittee.

<u>Nominee</u>	<u>Moved</u>	<u>Seconded</u>
Nick White	Graeme Stuart	Hayley Nelson

There were no further nominations.

The nomination of Nick White for Chairperson of the Riverton Harbour Subcommittee for the 2019-2022 term was PUT and declared CARRIED.

Nick White was duly elected Chair of the Riverton Harbour Subcommittee for the 2019-2022 term.

Councillor Byars then called for nominations for the Deputy Chairperson of Riverton Harbour Subcommittee

<u>Nominee</u>	<u>Moved</u>	<u>Seconded</u>
Neil Linscott	Graeme Stuart	Nick White

There were no further nominations.

The nomination of Neil Linscott for Deputy Chairperson of the Riverton Harbour Subcommittee for the 2019-2022 term was PUT and declared CARRIED.

Neil Linscott was duly elected Deputy Chairperson of the Riverton Harbour Subcommittee for the 2019-2022 term.

Resolution

Moved Muriel Johnstone, seconded Hayley Nelson **and resolved:**

That the Riverton Harbour Subcommittee:

- a) **Receives the report titled "Election of Chair and Deputy Chair" dated 22 June 2020.**
- b) **Determines that this matter or decision be recognised not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agrees to use system A the election of the Chair and Deputy Chair.**
- e) **Elects Nick White to the Chair of the Riverton Harbour Subcommittee for the 2019/2022 triennium.**
- f) **Elects Neil Linscott to the Deputy Chair of the Riverton Harbour Subcommittee for the 2019/2022 triennium.**

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

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

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

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Muriel Johnstone, seconded Hayley Nelson **and resolved:**

That the minutes of Riverton Harbour Subcommittee meeting held on 23 September 2019 be confirmed as a true and correct record of that meeting.

Reports

7.2 General Explanation from Chief Executive

Record No: R/20/6/22823

Committee Advisor, Alyson Hamilton was in attendance for this item.

Mrs Hamilton advised that Clause 21(5) of Schedule 7 of the Local Government Act 2002 requires the Chief Executive Officer to provide an explanation to elected members on certain legislation which controls the way in which the Council's business may be conducted and the laws affecting elected members.

The subcommittee noted the contents of the report and Mrs Hamilton explained the various parts of the legislation that Members of the Riverton Harbour subcommittee need to be aware of.

Resolution

Moved Nick White, seconded Graeme Stuart **and resolved:**

That the Riverton Harbour Subcommittee:

- a) **Receives the report titled "General Explanation from Chief Executive" dated 23 June 2020.**
- b) **Determines that this matter or decision be recognised not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**

7.3 Elected Members Code of Conduct

Record No: R/20/6/22828

Committee Advisor, Alyson Hamilton was in attendance for this item.

Mrs Hamilton advised that the Elected Members Code of Conduct (the Code) was adopted by the Southland District Council at its meeting on 1 November 2019.

The subcommittee noted that the Code acts as a guide to ensure a standard of behaviour that is expected by all elected members (Councillors, Committees and Community Boards when they are acting under Council delegations.

Resolution

Moved Nick White, seconded Graeme Stuart **and resolved:**

That the Riverton Harbour Subcommittee:

- a) **Receives the report titled “Elected Members Code of Conduct” dated 23 June 2020.**
- b) **Determines that this matter or decision be recognised 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) **Notes the Elected Members Code of Conduct agreed to by Council at its meeting on 1 November 2019 for the Mayor and Councillors and members of the Community Boards, all Committees and Subcommittees of the Southland District Council.**

7.4 Terms of Reference and Delegations 2019 - 2022 Governance Structure

Record No: R/20/6/22825

Committee Advisor, Alyson Hamilton was in attendance for this item.

Mrs Hamilton advised the purpose of the report is to advise the subcommittee of the Terms of Reference and Delegations for Southland District Council Committees for the 2019/2022 Triennium which were approved by Council at its meeting on Friday 1 November 2019.

Resolution

Moved Nick White, seconded Graeme Stuart **and resolved:**

That the Riverton Harbour Subcommittee:

- a) **Receives the report titled “Terms of Reference and Delegations 2019 - 2022 Governance Structure” dated 23 June 2020.**
- b) **Determines that this matter or decision be recognised 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) **Notes that the Delegations Manual containing terms of reference and delegations for the governance structure including Subcommittees was adopted by Council at its meeting on Friday 1 November 2019.**

7.5 Schedule of Meetings up to October 2022

Record No: R/20/5/11783

Committee Advisor, Alyson Hamilton was in attendance for this item.

Mrs Hamilton advised the purpose of the report is to approve a schedule of meeting dates for up to October 2022 so that meetings can be publicly notified in accordance with the requirements set by the Local Government Official Information and Meetings Act 1987.

Resolution

Moved Neil Linscott, seconded Hayley Nelson **and resolved:**

That the Riverton Harbour Subcommittee:

- a) **Receives the report titled "Schedule of Meetings up to October 2022" dated 22 June 2020.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agrees to meet at the Southland District Council Riverton office, 117 Palmerston Street, at 5.00pm on the following dates up to October 2022:**
 - **Monday, 29 June 2020**
 - **Monday, 28 September 2020**
 - **Monday, 7 December 2020**
 - **Monday, 15 February 2021**
 - **Monday, 24 May 2021**
 - **Monday, 30 August 2021**
 - **Monday, 22 November 2021**

- **Monday, 14 February 2022**
- **Monday, 23 May 2022**
- **Monday, 29 August 2022**

7.6 Financial Report for the period ended 31 May 2020

Record No: R/20/6/22466

Community Facilities Contract Manager, Greg Erskine was in attendance for this item.

Mr Erskine advised the purpose of the report is to provide a summary of the Riverton Harbour Subcommittee's financial position as at 30 April 2020 and a project update.

Chairperson White drew a number of issues to the attention of the subcommittee including:

- request for an adjustment to the timing of the daylight switch to the navigational lights. Staff to arrange work to be undertaken
- query regarding whether inspections are undertaken by staff following the second EMTECH berth inspection report and request that staff advise when this work is to be undertaken
- request for signage to be placed at the T-wharf advising limit of tonnage for heavy vehicles allowed at that site. Staff to arrange work to be undertaken
- advice of ownership of the area of wharf between the Pleasure wharf and the adjoining extension being confirmed. Property staff are currently working through the issue.
- advice that a review/update of the Riverton Harbour Bylaw (1972) is currently under review by staff, with an update to be circulated to members in due course.

Resolution

Moved Nick White, seconded Neil Linscott **and resolved:**

That the Riverton Harbour Subcommittee:

- a) Receives the report titled "Financial Report for the period ended 31 May 2020" dated 23 June 2020.**

The meeting concluded at 5.48pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE RIVERTON HARBOUR
SUBCOMMITTEE HELD ON MONDAY, 29 JUNE 2020

DATE:.....

CHAIRPERSON:.....

Unbudgeted Expenditure – Riverton Harbour T Wharf Weight Loading Assessment

Record No: R/20/10/63935

Author: Mark Day, Community Facilities Manager

Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is to request unbudgeted expenditure of \$6,500.00 to undertake a weight loading assessment of the Riverton Harbour T-Wharf.

Executive summary

- 2 At the meeting of the Riverton Harbour Subcommittee on 29 June 2020, the subcommittee requested that staff obtain an assessment of the weight loading on the Riverton Harbour T-Wharf. The previous assessment was undertaken in 2008.

Recommendation

That the Riverton Harbour Subcommittee:

- a) **receives the report titled “Unbudgeted Expenditure – Riverton Harbour T Wharf Weight Loading Assessment” 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) **approves the unbudgeted expenditure of \$6,500.00 to undertake a weight loading assessment of the Riverton T-Wharf to be funded from the Riverton Harbour Reserve.**

Background

- 3 The T-Wharf provides vehicle access to the wharf where there is a jib crane that allows vessels to load and unload cargo. The wharf has a weight loading that restricts the size of vehicles that can use it.
- 4 The wharf was last assessed in 2008 and was rated to allow up to Class One vehicles.
- 5 The Riverton Harbour Subcommittee had requested that this assessment be reviewed previously but this had not been undertaken.
- 6 Council staff had undertaken a structural assessment of the wharves within the harbour and presented this report to the Subcommittee at their meeting on 29 June 2020 at which time the Subcommittee questioned whether or not the weight loading had been assessed.
- 7 Council staff indicated that the weight loading wasn't included in the assessment scope of works and the Subcommittee subsequently requested staff to obtain the information.

Issues

- 8 Without an up to date weight loading assessment there is a risk of damage to the wharf and its users.

Factors to consider

Legal and statutory requirements

- 9 There are no legal and statutory requirements.

Community views

- 10 The views of the Riverton Harbour Subcommittee are taken as representing those of the community.

Costs and funding

- 11 The unbudgeted expenditure will be funded from the Riverton Harbour Reserve that currently has a balance of \$24,616 as at 30 June 2020.

Policy implications

- 12 There are no policy implications.

Analysis

Options considered

- 13 The options considered are to fund the unbudgeted expenditure in line with the scope.

Analysis of options

Option 1 – Approve the unbudgeted expenditure of \$6500.00 to undertake a weight loading assessment of the Riverton T-Wharf to be funded from the Riverton Harbour Reserve

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">the wharf will continue to be used by vehicles to access the vessels	<ul style="list-style-type: none">none identified.

Option 2 – Not approve the unbudgeted expenditure of \$6500.00 to undertake a weight loading assessment of the Riverton T-Wharf to be funded from the Riverton Harbour Reserve

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">none identified.	vehicular access would need to be restricted

Assessment of significance

- 14 The request does not trigger any of the significance criteria.

Recommended option

- 15 Option 1 - Approve the unbudgeted expenditure of \$6500.00 to undertake a weight loading assessment of the Riverton T-Wharf to be funded from the Riverton Harbour Reserve

Next steps

- 16 Undertake the remedial work.

Attachments

There are no attachments for this report.

Financial Report for the year ended 30 June 2020

Record No: R/20/11/66470
Author: Joanie Nel, Management Accountant
Approved by: Anne Robson, Chief Financial Officer

☐ Decision

☐ Recommendation

☒ Information

Summary

- 1 The purpose of this report is to present the final financial results and supporting information for the year ended 30 June 2020. The financial reports are contained within attachment A, B and C of this report.

Recommendation

That the Riverton Harbour Subcommittee:

- a) **Receives the report titled “Financial Report for the year ended 30 June 2020” dated 16 November 2020.**

Attachments

- A Financial Report to the Riverton Harbour Subcommittee for the year ended 30 June 2020 [↗](#)
B Reserve balances 2019-2020 - Riverton Harbour Subcommittee [↗](#)
C Detailed Business Unit report for the year ending 30 June 2020 [↗](#)
D Loan balances as at 30 June 2020 [↗](#)



Attachment A – Riverton Harbour Subcommittee - Financial performance for the year ended 30 June 2020

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.

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 listing of the 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%.

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



Riverton Harbour - Business Units for the year ending 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
Harbour	\$38,426	\$36,493	\$36,493	(\$37,927)	(\$41,265)	\$31,205	\$72,469	\$72,469	
Total	\$38,426	\$36,493	\$36,493	(\$37,927)	(\$41,265)	\$31,205	\$72,469	\$72,469	\$0

The detailed report is shown in Attachment C.



Variances to the 2019/2020 Annual Plan budget

As a result of the Subcommittee's request for further information at the meeting to discuss the 2018/2019 results on 2 September 2020 herewith commentary on the variances in Attachment C:

Note	Financial Variance Commentary
-------------	--------------------------------------

- | | |
|-------|--|
| 1 | Overall income was \$38,426 which was slightly above budget (\$1,933). |
| 6, 10 | Total expenditure was \$69,132 under budget, this was mainly due to the reclassification of prior year costs associated with the wharf upgrade from maintenance to capital. This is further to the discussion last year. |
| 12 | Depreciation on improvements is \$7,377 above budget due to the wharf upgrade costs capitalised. |

Note	General Commentary
-------------	---------------------------

- | | |
|----|---|
| 2 | The material damage insurance relates to insurance for the harbour beacons. |
| 3 | The miscellaneous grant is the annual grant towards the Riverton Coast Guard. |
| 4 | Electricity costs are for various sites including various navigation lights, the shed at 1 Princess street, the wharf in lower wharf road and 40 Towack street in Riverton and have increased due to the change to all of government power contracts which does not allow for lower user rates. |
| 5 | Legal costs were towards drafting of a wharf licence fee lease. |
| 7 | The monitoring charges relate to Environmental Southland coastal occupational charges. |
| 8 | General maintenance includes charges for re-installing a water hose, supply of wire rope and repairs to a green light. |
| 9 | Maintenance lights include costs towards beacon checks and is in credit because a purchase order not required was cancelled. |
| 11 | Refuse collection charges were incurred towards emptying the three metre frontload mixed waste bin at 99 Towack street. |
| 12 | Depreciation charges were incurred because of the following assets in our fixed asset register: Harbour picnic tables, Howells point light renewal and the capitalisation of the wharf upgrade. |
| 13 | The internal work scheme service costs include cutting the grass at the T-wharf, cutting the trees back and gorse control at the slipway at the Coast guard building. |
| 14 | The internal rates expense is the rates towards SDC owned properties owned in Jetty Street, Riverton. |



Expenditure carried forward

No projects have been carried forward to the 2020/2021 financial year.



Attachment B – Riverton Harbour – Reserves as at 30 June 2020

10/11/2020

Riverton Harbour Schedule Of Reserve Balance

		Actual June - 019	Transfers To/(From)	Actual June -020
Local				
	<i>Reserve Account</i>			
	Riverton Harbour General - RES	87765		
		13,063.37	11,552.73	24,616.10
		<u>13,063.37</u>	<u>11,552.73</u>	<u>24,616.10</u>
Local Total		<u>13,063.37</u>	<u>11,552.73</u>	<u>24,616.10</u>
Total Riverton Harbour Reserves		<u>13,063.37</u>	<u>11,552.73</u>	<u>24,616.10</u>

ATTACHMENT C

Detailed Individual Business Units for the year ending 30 June 2020

	Note	Actual	Forecasted Budget	Annual Plan Budget
Riverton Harbour				
Harbour				
Income				
Rentals		(\$30,039)	(\$26,146)	(\$26,146)
General Recoveries		\$0	\$0	\$0
Licence Fee - Boat Park		(\$7,936)	(\$8,369)	(\$8,369)
Internal - Interest on Reserve		(\$450)	(\$1,978)	(\$1,978)
Income Total	1	(\$38,426)	(\$36,493)	(\$36,493)
Operational Expenditure				
Doubtful Debts		\$188	\$0	\$0
Material Damage Insurance	2	\$1,466	\$1,178	\$1,178
Public Liability Insurance		\$2,000	\$2,073	\$2,073
Councillor - Meeting All		\$350	\$1,000	\$1,000
Miscellaneous Grant	3	\$500	\$500	\$500
Electricity	4	\$3,645	\$3,153	\$3,153
Legal Costs	5	\$884	\$0	\$0
Mowing		\$4,126	\$4,300	\$4,300
Rates		\$282	\$202	\$202
General Projects	6	(\$8,899)	(\$7,913)	\$4,088
Monitoring	7	\$216	\$0	\$0
Maintenance - General	8	\$1,115	\$3,224	\$3,224
Maintenance - Lights	9	(\$251)	\$2,862	\$2,862
Maintenance - Project	10	(\$61,391)	(\$60,469)	\$0
Refuse Collect - General	11	\$5,252	\$4,588	\$4,588
Depn - Improvement	12	\$8,877	\$1,500	\$1,500
Internal - Interest on Loans		\$677	\$0	\$0
Internal - Work scheme service	13	\$1,160	\$1,017	\$1,017
Internal Rates expense	14	\$1,876	\$1,520	\$1,520
Operational Expenditure Total		(\$37,927)	(\$41,265)	\$31,205
Net Operating (Surplus)/Deficit		(\$76,353)	(\$77,758)	(\$5,288)
Capital Expenditure				
Improvements - Acq LOS		\$0	\$6,445	\$0
Improvements - Renewals		\$72,469	\$72,469	\$0
WIP - Improvements		\$0	(\$6,445)	\$0
Capital Expenditure Total		\$72,469	\$72,469	\$0
Funding Sources				
Internal Loans - Principal		\$0	\$0	\$0
Internal Loans - Repaid		\$1,208	\$0	\$0
To-RVTN HARB General - RE		\$11,553	\$6,788	\$6,788
Ex-RVTN HARB General - RE		\$0	\$0	\$0
Add Back Non Cash Depn		(\$8,877)	(\$1,500)	(\$1,500)
Funding Sources Total		\$3,884	\$5,288	\$5,288
Harbour Total		\$0	(\$1)	(\$0)

Attachment D - Loan Balance as at 30 June 2020

Description	Loan balance at drawdown	Term (30/6/19)	Interest Rate	Total Interest 19/20	Total Principal Paid 19/20	Loan Balance 30/06/2020
Riverton Harbour Water structures	\$15,000	10	4.65%	(\$677)	(\$1,208)	\$13,792

Long Term Plan 2031 Direction Setting Report

Record No: R/20/11/65893

Author: Jason Domigan, Corporate Performance Lead

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☐ Information

Purpose

- 1 For the Subcommittee 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 Riverton Harbour for 2021-2031 which are provided under the governance of the Riverton Harbour Subcommittee. 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, services and assets, and finance staff along with activity management plans (AMPs) that officers have prepared.

Recommendation

That the Riverton Harbour Subcommittee:

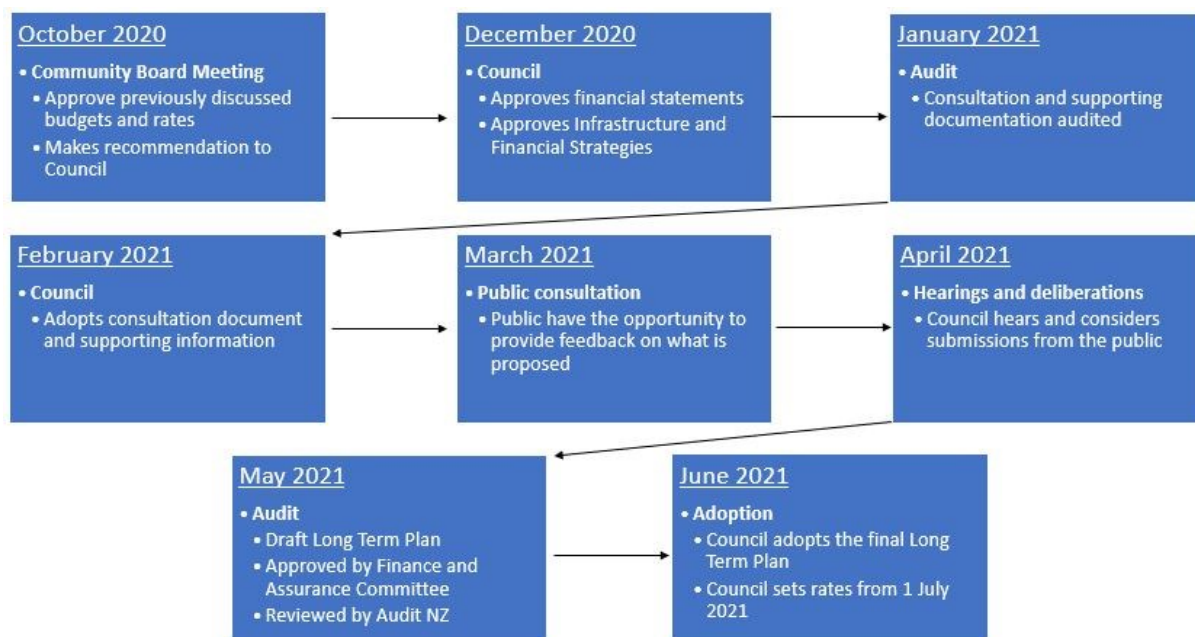
- a) **Receives the report titled “Long Term Plan 2031 Direction Setting Report” dated 16 November 2020.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making 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.**

<u>Rate</u>	<u>Rate GST inclusive</u>
Wharf Licence Fee (per metre)	\$21.60
Transfer Fee	\$162.00

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.

Future of local government

- 24 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.
- 25 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

- 26 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.
- 27 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

- 28 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.
- 29 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.
- 30 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 budget development

- 31 The draft budgets for the Riverton Harbour Subcommittee 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.
- 32 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/Subcommittees 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.
- 33 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.
- 34 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 Riverton Harbour Subcommittee's consideration as part of Council's LTP.

- 35 If approved by Council via the LTP, the Riverton Harbour Subcommittee will be able to spend Council funds allocated in accordance with the budgeted expenditure. This occurs via Council staff approving purchase orders.
- 36 Included in Attachment A of this report is a summary of all planned projects for the Riverton Harbour Subcommittee for the next 10 years.

Factors to Consider

Legal and Statutory Requirements

- 37 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.
- 38 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

- 39 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.
- 40 Subcommittees 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.
- 41 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

- 42 The financial considerations are set out in Attachment's A - E as follows:

Attachment A	Riverton Harbour projects
Attachment B	Riverton Harbour reserve balances
Attachment C	Riverton Harbour loan information
Attachment D	Riverton Harbour budget estimate report
Attachment E	Riverton Harbour fees and charges

- 43 Background

The Crown endowed land to generate income for the Riverton Harbour at the turn of last century. The leases created to achieve this are for 21 years and have a perpetual right of renewal on the same terms and conditions other than the renewal rental, with the rental calculated by excluding all the Lessee owned improvements. The leases are due for renewal prior to the 30th June 2021 and will be set by valuations prepared in accordance with the lease conditions. The Long Term Plan does not take into account any change in the rental income from the renewal process.

44 Budgets 2021-31

In compiling the budget for the 10 years it is noted that the current funding levels are insufficient to meet the costs budgeted. Costs are expected to increase by \$4,000 in 2021/22 from the budget for 2020/21. This is principally as a result of increased budgeted maintenance as recommended in the report commissioned by Council for district water structures. To offset this increase there has been a reduction in the amount transferred to reserves of \$3,700. Overall Licence fee holders income has been budgeted to increase by \$2,400 to offset a reduction in the interest on reserves of \$2,200.

45 Licence Fee

In trying to understand the budgeted costs staff have undertaken a review of the Riverton Harbour expenses taking into consideration the costs associated boat park holders and the general public. Where the costs cover both public and boat park users a 30/70 split has been used. This split is based on the estimated usage. This table is shown below. Calculations show that the licence fee should increase by \$6.00 per metre to \$21.60 per metre including GST. For the Committees information in the costs for the Licence Fee Boat Park holders is the cost of the provision of a skip bin at \$5,000, which equates to \$9.82 including GST per metre of the overall licence fee.

Riverton Harbour Subcommittee
23 November 2020

HARBOUR					
Income/ Expenses	All \$ GST Excl	Endowment Land	Licence fee holders	Public	Comment
Income					
Rentals	-\$ 26,146	-\$ 26,146			
Licence Fee - Boat Park	-\$ 10,986		-\$ 10,986		@ \$18.78 per metre x 585 metres
Total Income	-\$ 37,132	-\$ 26,146	-\$ 10,986	\$	
Expenses					
Material Damage Insurance	\$ 1,597		\$ 1,118	\$ 179	70/30 % split - Harbour Beacons
Public Liability Insurance	\$ 2,046		\$ 1,432	\$ 114	70/30 % split - Harbour masters liability insurance
Councillor - Meeting All	\$ 500			\$ 500	
					70/30 % split. Grant to the Coastguard. The Coastguard is there to provide service to everyone, but more likely to be called by the Licence fee holders
Miscellaneous Grant	\$ 500		\$ 350	\$ 150	
Electricity	\$ 3,222		\$ 2,255	\$ 967	
Mowing	\$ 4,395	\$ 4,395			
Rates	\$ 296			\$ 296	ES rates
Monitoring	\$ 1,000		\$ 1,000		ES coastal occupational charges
Maint - General	\$ 10,000			\$ 10,000	the Licence fee holders are responsible for their own maintenance, hence 100% public
Maint - Lights	\$ 2,925			\$ 2,925	the Licence fee holders are responsible for their own maintenance, hence 100% public
Refuse Collect - General	\$ 3,000		\$ 3,000		3m frontload bin- mixed waste to empty at 99 Towack St- there is a sign to say the public is not allowed to use it - to be discussed with the Subcommittee
Depn - Improvement	\$ 1,500			\$ 1,500	These charges are for items like gorse control at the Coast Guard building, cutting trees.
Internal -Interest on Loans	\$ 251			\$ 251	
Internal - Work scheme service	\$ 1,039			\$ 1,039	
Internal Rates expense	\$ 1,929			\$ 1,929	
Add Back Non Cash Depn	-\$ 1,500			-\$ 1,500	the Licence fee holders are responsible for their own maintenance, hence 100% public
Total Expenses	\$ 34,700	\$ 4,395	\$ 11,156	\$ 19,150	
	-\$ 2,432	-\$ 21,751	\$ 170	\$ 19,150	

Reserve Balance

The funding of the Riverton Harbour needs to be considered in the long term. Under the current assumptions the Riverton Harbour Reserve funds will be fully depleted by 2026/27.

Assumptions

46 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

- 47 There are no specific policy implications in this direction setting report. If the subcommittee 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

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

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

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

Assessment of Significance

- 49 The decision to be made by the subcommittee 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

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

Next Steps

- 51 Recommendations made through this direction setting process from all community boards/subcommittees 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 Riverton Harbour Projects
- B Riverton Harbour Reserve Balances
- C Riverton Harbour Loan Information
- D Riverton Harbour Budget Estimate Report
- E Riverton Harbour Fees and Charges

Riverton Harbour Projects

Maintenance Project - Riverton Harbour Refurbishment	Cost	Funding Source	Year
Replace decayed capping beams	\$ 20,580	Loan	2022/23
Replace split/decayed braces	\$ 6,174	Loan	2022/23
Improve jib crane fixing	\$ 3,087	Loan	2022/23
Total 2022/23	\$ 29,841		
Replace corroded fasteners	\$ 44,298	Loan	2023/24
Total 2023/24	\$ 44,298		
Install pile jacket or new pile	\$ 64,866	Loan	2024/25
Viewing platform - rip rap below platform to prevent scouring	\$ 5,406	Loan	2024/25
Concrete fill behind wall	\$ 5,406	Loan	2024/25
Total 2024/25	\$ 75,677		
Replace corroded fasteners	\$ 5,685	Loan	2026/27
Total 2026/27	\$ 5,685		
Install pile jackets or new pile	\$ 155,738	Loan	2028/29
Total 2028/29	\$ 155,738		
Replace foundation of the red light pole at The Pearl	\$ 7,382	Loan	2029/30
Total 2029/30	\$ 7,382		
Total for LTP	\$ 318,621		

Riverton Harbour Reserves

		OPENING	ANNUAL PLAN	CARRYFORWARDS	PROJECTED	LTP	CLOSING
		BALANCE	MOVEMENT	FROM	BALANCE	MOVEMENT	BALANCE
		30 JUNE 2020	2020/21	2019/20	30 JUNE 2021	21-31	30 JUNE 2031
Riverton Harbour		\$ 24,616	\$ 4,684	-\$ 6,500	\$ 22,800	-\$ 76,095	-\$ 53,295
Total - Riverton Harbour		\$ 24,616	\$ 4,684	-\$ 6,500	\$ 22,800	-\$ 76,095	-\$ 53,295

Riverton Harbour Loans for 2021-2031 LTP									
ASSUMING 2% PA INTEREST RATE									
Description		Business Unit Activity	Actual/ Budget	Loan balance @ start/drawn down	Term	Start Date	Total Interest 2021-2031	Total Principal 2021- 2031	Loan Balance 2030/2031
Harbour, various including viewing platform		26381 Water Structures	Budget	29,841	30	1/07/2023	4,346	6,313	23,528
Harbour, replace retaining wall		26381 Water Structures	Budget	44,298	30	1/07/2024	5,728	8,118	36,180
Harbour, major wharf refurbishment		26381 Water Structures	Budget	75,677	30	1/07/2025	8,506	11,767	63,910
Harbour, beacon replacement		26381 Water Structures	Budget	5,685	15	1/07/2027	415	1,355	4,330
Harbour, major wharf refurbishment		26381 Water Structures	Budget	155,738	30	1/07/2029	6,153	7,755	147,983
Harbour refurbishment		26381 Water Structures	Budget	7,382	30	1/07/2030	148	182	7,200
				318,621			25,295	35,490	283,131

Budget Estimate Report for 26381 Harbour

Start Year: 2021/2022

Riverton Harbour 26381 Harbour

Object	Description	Actuals 2019/2020	Current Budget	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031
Income													
11111	Rentals	(30,039)	(26,146)	(26,146)	(26,146)	(26,146)	(26,146)	(26,146)	(26,146)	(26,146)	(26,146)	(26,146)	(26,146)
11316	Licence Fee - Boat Park	(7,936)	(8,553)	(10,986)	(11,305)	(11,587)	(11,877)	(12,186)	(12,490)	(12,815)	(13,161)	(13,516)	(13,868)
19151	Internal - Interest on Reserve	(450)	(2,194)	-	-	-	-	-	-	-	-	-	-
		(38,426)	(36,893)	(37,132)	(37,451)	(37,733)	(38,023)	(38,332)	(38,636)	(38,961)	(39,307)	(39,662)	(40,014)
Expenditure													
21218	Doubtful Debts	188	-	-	-	-	-	-	-	-	-	-	-
21311	Material Damage Insurance	1,466	1,204	1,597	1,643	1,684	1,727	1,771	1,816	1,863	1,913	1,965	2,016
21312	Public Liability Insurance	2,000	2,119	2,046	2,105	2,158	2,212	2,269	2,326	2,387	2,451	2,517	2,583
21411	Councillor - Meeting All	350	1,000	500	500	500	500	500	500	500	500	500	500
21836	Miscellaneous Grant	500	500	500	500	500	500	500	500	500	500	500	500
31211	Electricity	3,645	3,222	3,222	3,315	3,398	3,483	3,570	3,660	3,755	3,856	3,960	4,063
31523	Legal Costs	884	-	-	-	-	-	-	-	-	-	-	-
31527	Mowing	4,126	4,395	4,395	4,522	4,636	4,751	4,875	4,997	5,127	5,265	5,407	5,548
31528	Rates	282	206	296	305	312	320	328	337	345	355	364	374
31542	General Projects	(8,899)	4,178	-	-	-	-	-	-	-	-	-	-
31553	Monitoring	216	-	1,000	1,029	1,055	1,081	1,109	1,137	1,166	1,198	1,230	1,262
35214	Maint - General	1,115	3,295	10,000	10,290	10,547	10,811	11,092	11,369	11,665	11,980	12,303	12,623
35216	Maint - Lights	(251)	2,925	2,925	3,010	3,085	3,162	3,244	3,326	3,412	3,504	3,599	3,692
35229	Maint - Project	(61,391)	-	-	29,841	44,298	75,677	-	5,685	-	155,738	7,382	-
36311	Refuse Collect - General	5,252	4,689	5,000	5,145	5,274	5,405	5,546	5,685	5,832	5,990	6,152	6,312
41118	Depn - Improvement	8,877	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	-	-	-
43317	Internal - Interest on Loans	677	619	251	221	788	1,629	3,075	2,969	2,974	2,856	5,851	5,834
43346	Internal - Work scheme service	1,160	1,039	1,039	1,069	1,096	1,123	1,152	1,181	1,212	1,245	1,278	1,312
43366	Internal Rates expense	1,876	1,553	1,929	1,985	2,035	2,085	2,140	2,193	2,250	2,311	2,373	2,435
		(37,927)	32,444	36,200	66,980	82,866	115,966	42,671	49,181	44,488	199,662	55,381	49,054
Net Operating (Surplus)/Deficit		(76,353)	(4,449)	(932)	29,529	45,133	77,943	4,339	10,545	5,527	160,355	15,719	9,040
Capital Expenditure													

Budget Estimate Report for 26381 Harbour

Start Year: 2021/2022

26381 Harbour

Object	Description	Actuals 2019/2020	Current Budget	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031
Capital Expenditure													
65173	Improvements - Renewals	72,469	-	-	-	-	-	-	-	-	-	-	-
		<u>72,469</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Movements													
87764	To-RVTN HARB General - RE	11,553	4,684	972	323	(1,589)	(4,157)	(8,163)	(8,791)	(9,895)	(10,603)	(16,571)	(17,621)
		<u>11,553</u>	<u>4,684</u>	<u>972</u>	<u>323</u>	<u>(1,589)</u>	<u>(4,157)</u>	<u>(8,163)</u>	<u>(8,791)</u>	<u>(9,895)</u>	<u>(10,603)</u>	<u>(16,571)</u>	<u>(17,621)</u>
Loans													
71532	Internal Loans - Princ	-	-	-	(29,841)	(44,298)	(75,677)	-	(5,685)	-	(155,738)	(7,382)	-
71533	Internal Loans - Repaid	1,208	1,265	1,460	1,489	2,254	3,391	5,324	5,431	5,868	5,986	8,234	8,581
		<u>1,208</u>	<u>1,265</u>	<u>1,460</u>	<u>(28,352)</u>	<u>(42,044)</u>	<u>(72,286)</u>	<u>5,324</u>	<u>(254)</u>	<u>5,868</u>	<u>(149,752)</u>	<u>852</u>	<u>8,581</u>
Non Cash Depreciation													
99511	Add Back Non Cash Depn	(8,877)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	-	-	-
		<u>(8,877)</u>	<u>(1,500)</u>	<u>(1,500)</u>	<u>(1,500)</u>	<u>(1,500)</u>	<u>(1,500)</u>	<u>(1,500)</u>	<u>(1,500)</u>	<u>(1,500)</u>	<u>-</u>	<u>-</u>	<u>-</u>
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

Riverton Harbour Licence Fees		
Description	As of 1 July 2020 (Including GST)	Proposed As of 1 July 2021 (Including GST)
Wharf Fee (per metre)	\$ 15.60	\$ 21.60
Transfer Fee **	\$ 157.43	\$ 162.00

*** Transfer Fee cost of transferring Licence Fee increase based on current year fee + inflation of 2.9%*