



Council

OPEN MINUTES

Minutes of a meeting of Council held in the Council Chamber, 20 Don Street, Invercargill on Thursday, 28 January 2021 at 10.02am. (10.02am – 12.16pm (PE 11.31am – 12.16pm))

PRESENT

Mayor	Mayor Gary Tong
Deputy Mayor	Ebel Kremer
Councillors	Don Byars
	John Douglas
	Bruce Ford
	Darren Frazer
	George Harpur
	Julie Keast
	Christine Menzies
	Karyn Owen
	Margie Ruddenklau
	Rob Scott

APOLOGIES

Councillor Duffy

IN ATTENDANCE

Chief Executive
Committee Advisor

Cameron McIntosh
Fiona Dunlop

1 Apologies

There are apologies for absence from Councillor Duffy who is at a meeting of the Whakamana te Waituna Trust.

Moved Mayor Tong, seconded Cr Harpur and resolved:

That Council accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Council Minutes

Resolution

Moved Cr Frazer, seconded Cr Ruddenklau and resolved:

That Council confirms the minutes of the meeting, held on 16 December 2020 as a true and correct record of that meeting.

Reports - Policy and Strategy

7.7 Participation in the Local Government Funding Agency

Record No: R/21/1/1262

Chief Financial Officer – Anne Robson and Local Government Funding Agency - Senior Manager, Credit and Client Relations, Andrew Michl via Zoom (digital technology) were in attendance for this item.

Miss Robson and Mr Michl advised that the purpose of the report was to discuss the merits and process associated with joining the Local Government Funding Agency (LGFA) and to

recommend that Council participate in the fund and proceed to undertake public consultation.

Resolution

Moved Cr Kremer, seconded Cr Douglas recommendations a to c and d with a change (as indicated with ~~striketrough~~ and underline) and resolved:

That the Council:

- a) **Receives the report titled “Participation in the Local Government Funding Agency” dated** 21 January 2021.
- 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 proceed to public consultation on Council joining the Local Government Funding Agency ~~Agency~~ as a Guaranteeing Participating Council.

Councillor Byars requested that his dissenting vote be recorded.

7.5 Audit NZ Engagement Letter for the 2021-2031 Long Term Plan

Record No: R/21/1/1604

Project Accountant – Emma Strong, Corporate Performance Lead – Jason Domigan and Audit NZ Audit Director – Dereck Ollsson via Zoom (digital technology) were in attendance for this item.

Mrs Strong advised that the purpose of the report was to seek approval for the signing of the audit arrangements letter for the 2021-2031 Long Term Plan.

The meeting noted that Audit New Zealand requires Council to approve the terms of engagement that enables them to conduct the audit on behalf of the Auditor-General of the 2021-2031 Long Term Plan.

Resolution

Moved Cr Frazer, seconded Cr Owen and resolved:

That the Council:

- a) **Receives the report titled “Audit NZ Engagement Letter for the 2021-2031 Long Term Plan” dated** 21 January 2021.

- 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 accept the terms, scope, approach, areas of audit emphasis, arrangements and fees as set out in the 2021-2031 Long Term audit engagement letter attached.
- e) Agrees to delegate authority to the Mayor to sign the 2021-2031 Long Term Plan audit engagement letter as attached including any amendments agreed at this meeting and any minor amendments made subsequent to this meeting.

7.1 Draft Significance and Engagement Policy - Submissions Received

Record No: R/20/12/69538

Intermediate Policy Advisor – Robyn Rout and Policy Analyst – Shru Shrivastava were in attendance for this item.

Mrs Rout advised that the purpose of this report is to provide information to councillors on the feedback that was received through submissions on the draft Significance and Engagement Policy.

Resolution

Moved Cr Ruddenklau, seconded Cr Scott and resolved:

That the Council:

- a) **Receives the report titled “Draft Significance and Engagement Policy - Submissions Received” dated 21 January 2021.**
- 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 all the written submissions on the draft Significance and Engagement Policy.

7.2 Draft Policy on Development and Financial Contributions - Submissions Received
Record No: R/20/12/69552

Intermediate Policy Advisor – Robyn Rout and Policy Analyst – Shru Shrivastava were in attendance for this item.

Mrs Rout advised that the purpose of the report was to provide information to councillors on the feedback that was received through submissions on the draft Policy on Development and Financial Contributions.

Resolution

Moved Cr Kremer, seconded Cr Owen and resolved:

That the Council:

- a) **Receives the report titled “Draft Policy on Development and Financial Contributions - Submissions Received” dated 21 January 2021.**
- 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 all the written submissions on the draft Policy on Development and Financial Contributions.

7.3 Draft Procurement Policy - Submissions

Record No: R/21/1/191

Intermediate Policy Advisor – Robyn Rout and Policy Analyst – Shru Shrivastava and Group Manager Services and Assets – Matt Russell were in attendance for this item.

Mrs Rout advised that the purpose of the report was to provide councillors the feedback that was received through submissions on the draft Procurement Policy.

Resolution

Moved Cr Kremer, seconded Cr Keast and resolved:

That Council:

- a) **Receives the report titled “Draft Procurement Policy - Submissions ” dated 21 January 2021.**

- 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 written submissions on the draft Procurement Policy.

7.4 Draft Revenue and Financing Policy and Rating Review - Continued Deliberations and Adoption

Record No: R/21/1/43

Finance Development Co-ordinator – Nicole Taylor was in attendance for this item.

Miss Taylor advised that the purpose of the report was to present the draft Revenue and Financing Policy for continued deliberations and adoption.

The Council noted that the report also confirms the changes associated with the rating review for use in the Long Term Plan 2031 and related consultation document and supporting information.

During discussion on the report it was indicated that there would be an amendment to recommendation h to allow for the inclusion of an adjustment to the Waihopai Toetoe Community Board urban and stormwater serviced area of service boundaries for Edendale township shown in map 191 of the consultation document.

Moved Councillor Ford, seconded Councillor Menzies, recommendations a to h.

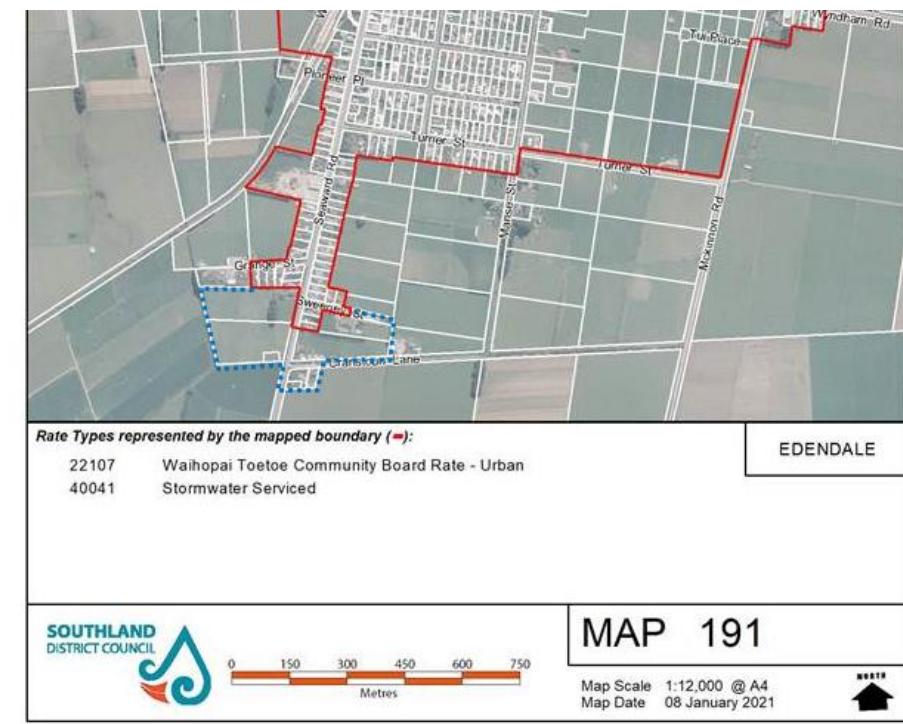
Moved Councillor Keast, seconded Councillor Harpur the following amendment to recommendation h.

That the Council:

- h) Agrees to endorse the revised rating approach for the Long Term Plan 2031 including the rating area of service boundaries (Attachment B) with the following addition:
 - incorporating an adjustment to the Waihopai Toetoe Community Board urban and stormwater serviced area of service boundaries for Edendale township shown in map 191 of the policy explained as follows:
 - Include additional properties in the south of the Edendale township into the Waihopai Toetoe urban rating area and stormwater serviced rating area noting that these properties are in close proximity to a number of the services which are funded by these rates and therefore receive a level of benefit similar to neighbouring

properties in the defined urban and stormwater serviced areas as follows:

- an open stormwater drain runs along the west wide of Seaward Road and sumps under road the road are likely to be providing for the flow of water away from these properties.
 - a footpath (formed by kerb and channel with gravel surface rather than hard) extends past 177 Seaward Road
 - streetlighting is provided outside 176 and 177 Seaward Road.
 - open spaces/parks etc – residents in these properties have a similar level of access and proximity to these services as other neighbouring properties along Seaward Road within the urban rating area
- The proposed adjustments outlined above are shown by the blue dotted line on Map 191 below which affects properties at 14 Sweeney Street, 162-177 Seaward Road and 4-6 Cranstoun Lane.



The amendment to recommendation h was PUT and declared CARRIED.

Recommendations a to g and h as amended were PUT and declared CARRIED.

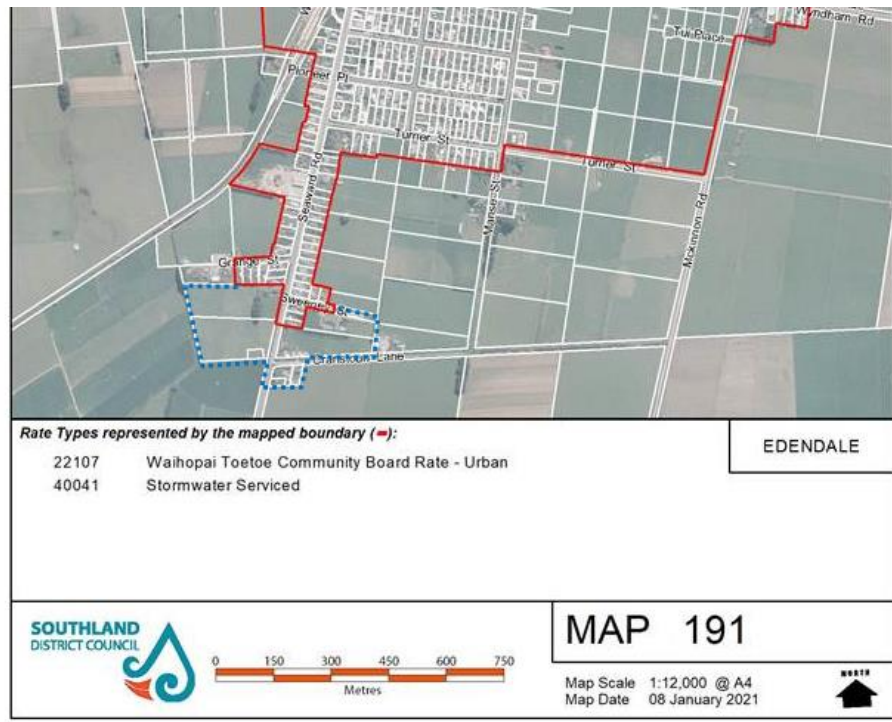
Resolution

That Council:

- a) **Receives the report titled “Draft Revenue and Financing Policy and Rating Review - Continued Deliberations and Adoption” dated 21 January 2021**
- b) Determines that this matter or decision be recognised as significant in terms of Section 76 of the Local Government Act 2002

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- 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 draft policy that Council endorsed for consultation included a number of key changes from the current policy including:
- funding the rate portion of the waste management activity from the general rate (high band)
 - funding the rate portion of the cemeteries, litter bins and local representation (community board) business units fully from the general rate
 - funding a portion of the operating costs of the water facility activity (related to Stewart Island wharfs and jetties) from the general rate (low band)
 - funding a portion of the operating costs of the airport activity (Te Anau Airport Manapouri) from the general rate (low band)
 - funding a portion of the operating costs for the Stewart Island Electricity Supply Authority activity from a targeted rate (low band).
- e) Notes that at the 16 December 2020 Council meeting, Council agreed to confirm the draft policy and rating review as consulted on with the following changes:
- amend the Fiordland Community Board rural rating area to exclude the Milford community
 - amend the Fiordland Community Board urban rating area to exclude properties in Patience Bay, Rocky Ridge, area around golf course and William Stephens Drive and to the east and define these properties as Fiordland Community Board semi-urban rating area
 - agrees to the inclusion of general rate funding (low band) towards the Te Anau Airport Manapouri in the Revenue and Financing Policy, noting this sit at 0% until a long-term business case and development plan for the airport is considered by Council that clarifies the district benefit of the activity.
- f) Considers and endorses the following minor amendments to the draft policy since it was put out for consultation:
- amending the operating expenditure funding summary (page 7-8 Attachment A) to include information related to the LTP activity groups as well as the sub-activities which make these up
 - updating the operating expenditure funding summary (page 7-8 Attachment A and section 2.3.2) for airport, Council/community buildings,

- waste services and community assistance sub-activities to reflect the funding sources for the draft LTP 2031 budgets
- various other minor administrative changes.
- g) Adopts the draft Revenue and Financing Policy, which will come into effect on 1 July 2021 (Attachment A).
- h) Endorses the revised rating approach for the Long Term Plan 2031 including the rating area of service boundaries (Attachment B) as follows (with and addition as indicated):
- nine targeted community board rates with urban (full charge), semi-urban (half charge) and rural (quarter charge) differentials based on defined areas of service
 - a district-wide targeted stormwater rate with serviced (full charge) and unserved (quarter charge) differentials based on defined areas of service
 - a local targeted Stewart Island Electricity Supply Authority rate based on a defined area of service for properties able to be connected to the supply with a differential:
 - full charge for all rating units (other than vacant non-contiguous)
 - half charge for vacant non-contiguous rating units.
 - incorporating an adjustment to the Waihopai Toetoe Community Board urban and stormwater serviced area of service boundaries for Edendale township shown in map 191 of the policy explained as follows:
 - Include additional properties in the south of the Edendale township into the Waihopai Toetoe urban rating area and stormwater serviced rating area noting that these properties are in close proximity to a number of the services which are funded by these rates and therefore receive a level of benefit similar to neighbouring properties in the defined urban and stormwater serviced areas as follows:
 - an open stormwater drain runs along the west wide of Seaward Road and sumps under road the road are likely to be providing for the flow of water away from these properties.
 - a footpath (formed by kerb and channel with gravel surface rather than hard) extends past 177 Seaward Road
 - streetlighting is provided outside 176 and 177 Seaward Road.
 - open spaces/parks etc – residents in these properties have a similar level of access and proximity to these services as other neighbouring properties along Seaward Road within the urban rating area
 - The proposed adjustments outlined above are shown by the blue dotted line on Map 191 below which affects properties at 14 Sweeney Street, 162-177 Seaward Road and 4-6 Cranstoun Lane.



7.6 Draft Accounting Policies for the Long Term Plan 2031

Record No: R/21/1/2026

Financial Accountant – Sheree Marrah was in attendance for this item.

Mrs Marrah advised that the purpose of the report was to discuss and approve the draft accounting policies to be used to compile the Long Term Plan 2031, which will be adopted in June 2021.

Resolution

Moved Cr Kremer, seconded Cr Douglas and resolved:

That the Council:

- a) **Receives the report titled “Draft Accounting Policies for the Long Term Plan 2031” dated 21 January 2021.**
- 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 accounting policies detailed in Attachment A, for use in the Long Term Plan 2031.

Reports - Operational Matters

8.1 Monthly Financial Report - November 2020

Record No: R/21/1/1482

Management Accountant – Lesley Smith was in attendance for this item.

Mrs Smith advised that the purpose of the report was to update Council with an overview of the financial results for the five months to 30 November 2020 by the nine activity groups of Council, as well as the financial position, and the statement of cash flows as at the 30 November 2020.

Resolution

Moved Mayor Tong, seconded Cr Scott and resolved:

That the Council:

- a) **Receives the report titled “Monthly Financial Report - November 2020” dated 21 January 2021.**

Public Excluded

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

Resolution

Moved Mayor Tong, seconded Cr Douglas and resolved:

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

C10.1 Taramea Bay Toilet and Wyndham Camping Ground Toilet Replacements - Unbudgeted Expenditure Request

C10.2 Great South - Statement of Intent 2021/2022

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
Taramea Bay Toilet and Wyndham Camping Ground Toilet Replacements - Unbudgeted Expenditure Request	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage,	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

	negotiations (including commercial and industrial negotiations).	information for which good reason for withholding exists.
Great South - Statement of Intent 2021/2022	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

That the Chief Executive – Cameron McIntosh, Group Manager, Environmental Services – Fran Mikulicic, Group Manager, Services and Assets – Matt Russell, Group Manager, Community and Futures – Rex Capil, Chief Financial Officer – Anne Robson, People and Capability Manager – Janet Ellis, Group Manager, Governance and Democracy Manager – Melissa Brook, Committee Advisor – Fiona Dunlop and Communications Manager – Louise Pagan be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.1 Taramea Bay Toilet and Wyndham Camping Ground Toilet Replacements - Unbudgeted Expenditure Request and C10.2 Great South - Statement of Intent 2021/2022. 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.

That Community Facilities Manager – Mark Day be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.1 Taramea Bay Toilet and Wyndham Camping Ground Toilet Replacements - Unbudgeted Expenditure Request. 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.

The public were excluded at 11.31am.

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 12.16pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE COUNCIL HELD ON THURSDAY 8 JANUARY 2021.

DATE:.....

CHAIRPERSON:.....