



Council

OPEN MINUTES

Minutes of a meeting of Council held in the Council Chamber, 20 Don Street, Invercargill on Wednesday, 10 March 2021 at 9.01am. (9.01am – 10.34am, 10.50am – 12.09pm (PE 11.47am – 12.09pm)).

PRESENT

Mayor	Mayor Gary Tong
Deputy Mayor	Ebel Kremer (9.01am – 10.34am, 10.52am – 12.09pm)
Councillors	Don Byars
	John Douglas
	Paul Duffy (via Teams (digital technology))
	Bruce Ford 9.08am – 10.34am, 10.50am – 12.09pm)
	Darren Frazer
	George Harpur
	Julie Keast
	Christine Menzies
	Karyn Owen
	Margie Ruddenklau
	Rob Scott

APOLOGIES

Councillor Ford (lateness)

IN ATTENDANCE

Chief Executive - Cameron McIntosh
Committee Advisor - Fiona Dunlop

1 Apologies

There were apologies for lateness from Councillor Ford.

Moved Mayor Tong, seconded Cr Harpur and resolved:

That Council accept the apologies for lateness.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Councillor Scott declared a conflict of interest in relation to item 7.3 - Draft Alcohol Licensing Fee-Setting Bylaw - Review and Consultation and would not take part in debate or voting on the issue.

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 Douglas, seconded Cr Ruddenklau and resolved:

That Council confirms the minutes of the meeting held on 28 January 2021 as a true and correct record of that meeting.

Reports - Policy and Strategy

7.1 Submissions received on Participation in the Local Government Funding Agency

Record No: R/21/3/8798

Chief Financial Officer – Anne Robson was in attendance for this item.

Miss Robson advised that the purpose of the was to provide information to Council on the feedback that was received through submissions on its proposal to participate in the Local Government Funding Agency as a guaranteeing participating Council.

The Council noted that it was being asked to receive the five submissions and deliberate on whether to participate in the Local Government Funding Agency as a guaranteeing participating Council.

Miss Robson advised that the resulting decision implications will then be incorporated into the draft Investment and Liability Policy being presented to the Finance & Assurance Committee on 24 March 2020 and then Council on 14 April 2020.

(During discussion on the item, Councillor Ford joined the meeting at 9.08am.)

Resolution

Moved Cr Kremer, seconded Cr Douglas and resolved:

That Council:

- a) **receives the report titled "Submissions received on Participation in the Local Government Funding Agency " dated 4 March 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 and considers the submissions on the proposal to join the Local Government Funding Agency as a guaranteeing participating Council (Attachment A)
- e) agrees to apply to the Local Government Funding Agency to become a guaranteeing participating Council
- f) agrees to request staff to make the necessary amendments to the draft Investment and Liability policy
- g) agrees to delegate to the Chief Executive and the Mayor to execute the necessary documentation for membership of the Local Government Funding Agency as a guaranteeing participating Council
- h) agrees to approve unbudgeted expenditure of approximately \$24,000 to undertake the necessary processes to become a guaranteeing participating Council in the Local Government Funding Agency to be funded from the District Operations Reserve.

Councillor Byars requested that his dissenting vote be recorded.)

7.2 Council's Submission on He Pou a Rangi/The Climate Change Commission's 2021 Draft Advice for Consultation

Record No: R/21/2/7317

Policy Analyst – Robyn Rout and Team Leader Resource Management – Marcus Roy were in attendance for this item.

Mrs Rout advised that the purpose of the report was for Council to provide feedback on a draft submission prepared **by staff on the "He Pou a Rangi/The Climate Change Commission's 2021 Draft Advice for Consultation"**.

Council noted that He Pou a Rangi (Climate Change Commission) have produced advice on how New Zealand should achieve its domestic 2030 and 2050 emissions targets, and on the policy positions that should be included in the government's first emissions reduction plan.

Resolution

Moved Cr Ruddenklau, seconded Cr Frazer recommendations a to d and e with changes/additions (indicated by ~~strikethrough~~ and underline) and resolved:

That Council:

- a) **Receives the report titled "Council's Submission on He Pou a Rangi/The Climate Change Commission's 2021 Draft Advice for Consultation" dated 2 March 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) Provides feedback on the draft submission on He Pou a **Rangi's 2021 Draft Advice for Consultation.**
- e) Agrees to endorse the draft submission, so it can be lodged with He Pou a Rangi by 28 March 2021 with the following change/addition (indicated by ~~strikethrough~~ and underline):

Consultation question 14 – transport

Providing public transport options in Southland is also likely to be impacted by there being relatively low population growth in the District and by Covid-19 related tourism changes (such as the loss of international tourists, more localised tourism, remote working etc). ~~There may also be less incentive for people in the Southland District to use public transport relative to other districts, as there are no congestion or parking issues, and as public transport options may not be as convenient or cost effective as private transport options.~~

General observations

Council believes for New Zealand to successfully transition to lower emission society, there will need to be a consistent approach and steadfast dedication to the targets, particularly through any changes in government.

(Councillor Scott withdrew from the table due to a conflict of interest with item 7.3 - Draft Alcohol Licensing Fee-Setting Bylaw - Review and Consultation.)

7.3 Draft Alcohol Licensing Fee-Setting Bylaw - Review and Consultation

Record No: R/20/3/5798

Intermediate Policy Analyst – Carrie Adams, General Manager Environmental Services – Fran Mikulicic and Environmental Services Manager – Michael Sarfaiti were in attendance for this item.

Mrs Adams advised that the purpose of the report is for Council to endorse a draft Alcohol Licensing Fee-Setting Bylaw for consultation, following the requirements in the Sale and Supply of Alcohol Act 2012.

Resolution

Moved Cr Douglas, seconded Cr Owen and resolved:

That Council:

- a) **Receives the report titled “Draft Alcohol Licensing Fee-Setting Bylaw - Review and Consultation” dated 4 March 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 consider the draft Alcohol Licensing Fee-Setting Bylaw, and endorses the following changes from the current bylaw:

Fee type	21/22	22/23	23/24	24/25	25/26
Annual fees	Revoke 30% discount and add 10% to regulation base fee	+ 10%	+ 5%	+ 5%	+ 5%

Application fees	+ 10% to regulation base fee	+ 10%	+ 5%	+ 5%	+ 5%
Special licence fees	+ 10% to regulation base fee	+ 10%	+ 5%	+ 5%	+ 5%
Annual % increase is based on the previous year's fee					

- e) Agrees to endorse and release the draft Alcohol Licensing Fee-Setting Bylaw for consultation, in accordance with section 405 of the Sale and Supply of Alcohol Act 2012, from 8am on 12 March 2021 to 5pm on 26 March 2021.

(Councillor Scott returned to the table.)

7.4 Draft Remission and Postponement of Rates Policy

Record No: R/20/8/47080

Finance Development Co-ordinator – Nicole Taylor and Transactional Project Lead – Shelley Dela Llana were in attendance for this item.

Miss Taylor advised that the purpose of the report was for Council to endorse the draft Remission and Postponement of Rates Policy for public consultation.

Resolution

Moved Cr Owen, seconded Cr Frazer recommendations a to e, f with changes as indicated (with ~~strike through~~ and underline) and g and resolved:

That the Council:

- a) **Receives the report titled “Draft Remission and Postponement of Rates Policy”** dated 4 March 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) Notes the summary of proposed changes (Attachment B of the officers report).
- e) Endorses the draft Remission and Postponement of Rates Policy (Attachment A of the officers report) for consultation.

- f) Agrees to release the draft Remission and Postponement of Rates Policy for public consultation in accordance with section 82 of the Local Government Act 2002 from ~~12 March to 16 April 2021~~ 9am on 12 March to 5pm on 14 April 2021.
- g) Agrees to delegate authority to the chief executive to approve any final edits required in order to finalise the policy for consultation.

7.5 Draft Infrastructure Strategy and Draft Financial Strategy

Record No: R/20/3/6617

Intermediate Policy Analyst – Carrie Adams Finance Development Co-ordinator – Nicole Taylor were in attendance for this item.

Mrs Adams advised that the purpose of the report was for Council to endorse the draft infrastructure strategy and draft financial strategy, as part of the supporting information to the Long Term Plan 2031 for consultation.

Resolution

Moved Cr Kremer, seconded Cr Douglas and resolved:

That Council:

- a) **Receives the report titled “Draft Infrastructure Strategy and Draft Financial Strategy” dated 2 March 2021.**
- b) Determines that this matter or decision be recognised as significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to endorse the draft infrastructure strategy as information that provides the basis for the preparation of the Long Term Plan 2031 and consultation document in accordance with Section 93G of the Local Government Act 2002.
- e) Agrees to endorse the draft financial strategy as information that provides the basis for the preparation of the Long Term Plan 2031 and consultation document in accordance with Section 93G of the Local Government Act 2002.
- f) Agrees to delegate responsibility to the chief executive to approve any minor edits that are required to finalise the draft infrastructure strategy for distribution.

(The meeting adjourned for morning tea at 10.34am and reconvened at 10.50am.)

(Mayor Tong, Councillors Byars, Douglas, Duffy (via Teams), Ford, Frazer, Harpur, Keast, Menzies, Owen, Ruddenklau and Scott were present when the meeting reconvened.)

7.6 Draft Significance and Engagement Policy - Deliberations and Adoption

Record No: R/21/2/5607

Intermediate Policy Analyst – Carrie Adams and Communications Manager – Louise Pagan were in attendance for this item.

(Councillor Kremer returned to the meeting at 10.52am.)

Mrs Adams advised that the purpose of this report was to provide information and to present options to Council, so that a decision could be made on the draft Significance and Engagement Policy.

The Councillors noted that the Significance and Engagement Policy enables Council and its communities to identify the degree of significance attached to particular matters, and provide clarity about how and when communities will be engaged.

Mrs Adams advised that only minor changes had been made to the draft policy since it was last reviewed and public consultation was completed on the draft policy and that at the on meeting 28 January 2021, Council received four written submissions

Resolution

Moved Cr Menzies, seconded Cr Scott and resolved:

That the Council:

- a) **Receives the report titled “Draft Significance and Engagement Policy - Deliberations and Adoption” dated 2 March 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) Considers the feedback received on the draft Significance and Engagement Policy.
- e) Agrees to adopt the Significance and Engagement Policy.
- f) Agrees that the Significance and Engagement Policy will come into effect and supersede the current policy immediately upon adoption by Council.

7.7 Draft Policy on Development and Financial Contributions - Deliberations and Adoption

Record No: R/21/2/5608

Intermediate Policy Analyst – Carrie Adams and Senior Management Accountant – Susan McNamara were in attendance for this item.

Mrs Adams advised that the purpose of the report was to provide information and to present options to Council, so that it can make decisions on the draft Policy on Development and Financial Contributions. The report is also to present the draft policy for adoption.

Resolution

Moved Mayor Tong, seconded Cr Kremer and resolved:

That the Council:

- a) **Receives the report titled “Draft Policy on Development and Financial Contributions - Deliberations and Adoption” dated 3 March 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) Considers the feedback received on the draft Policy on Development and Financial Contributions.
- e) Adopts the Policy on Development and Financial Contributions.
- f) Resolves that the Policy on Development and Financial Contributions will come into effect and supersede the current policy on 1 July 2021.

7.8 Supporting Documentation - Long Term Plan 2021-2031

Record No: R/21/2/6667

Corporate Performance Lead – Jason Domigan and Project Accountant – Emma Strong were in attendance for this item.

Mrs Domigan and Mrs Strong advised that the purpose of the report was recommending that Council adopts the supporting information for the Long Term Plan 2021-2031 (LTP) for consultation from 9am 12 March 2021 to 5pm 14 April 2021.

Resolution

Moved Cr Kremer, seconded Cr Scott and resolved:

That Council:

- a) **Receives the report titled “Supporting Documentation - Long Term Plan 2021-2031” dated 4 March 2021.**
- b) Determines that this matter or decision be recognised as significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to adopt the following documents as information that provides the basis for the preparation of the Long Term Plan (LTP) and consultation document in accordance with Section 93G of the Local Government Act 2002, and acknowledge these documents are to be made publicly available during the consultation period 9am 12 March 2021 to 14 April 2021:
 - (i) Draft activity management plans (attachments A and B)
 - (ii) Draft performance management framework (attachment C)
 - (iii) Draft activity structure (attachment C, page 5)
 - (iv) Prospective financial statements (included in attachment J, pages 3-8) and activity funding impact statements (attachment D)
 - (v) Financial prudence benchmarks (attachment E)
 - (vi) Funding impact statement – rates section (included in attachment J, pages 9-26)
 - (vii) Significant forecasting assumptions (attachment F)
 - (viii) Schedule of projects (attachment G)
 - (ix) Schedule of community assistance funding (attachment H)
 - (x) Proposed new rating boundaries (included in attachment J, pages 27-51)
 - (xi) Proposed fees and charges (included in attachment J, pages 54-75)
 - (xii) Schedule of reserves (included in attachment J, pages 76-87)
- e) Agrees that in accordance with Section 100 of the Local Government Act 2002, that it is financially prudent for Council to project operating deficits in the second and third year of the plan.
- f) Agrees to delegate responsibility to the chief executive to approve any final edits required to the supporting information in order to finalise the documents and make them available to the public.

7.9 Long Term Plan 2021-2031 - Adoption of Consultation Document

Record No: R/21/2/7768

Corporate Performance Lead – Jason Domigan and Project Accountant – Emma Strong, Communications Manager – Louise Pagan and Publications Specialist – Chris Chilton were in attendance for this item.

Mr Domigan advised that the purpose of the report was for Council to approve the consultation document for the Long Term Plan 2021-2031 **titled “It’s Time, Southland/Murihiku” and release it for public consultation from 9am 12 March 2021 to 5pm 14 April 2021.**

Resolution

Moved Mayor Tong, seconded Cr Douglas and resolved:

That Council:

- a) **Receives the report titled “Long Term Plan 2021-2031 - Adoption of Consultation Document” dated 4 March 2021.**
- b) Determines that this matter or decision be recognised as significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to adopt the consultation document for the Long Term Plan 2021-2031 **titled “It’s Time, Southland/Murihiku”.**
- e) Agrees to release the consultation document for the Long Term Plan 2021-**2031 titled “It’s Time, Southland/Murihiku” to the public** as part of the consultation process from 9am 12 March 2021 to 5pm 14 April 2021.
- f) Agrees to delegate authority to the chief executive to approve any final edits required to the consultation document in order to finalise the document for printing and distribution.

Reports - Operational Matters

8.1 Northern Southland Community Pool - Request for Funds

Record No: R/21/2/7155

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

Mrs Cowie advised that she seek a decision from Council regarding grant funding to the Northern Southland Community Pool from the Mararoa Waimea ward reserve.

Resolution

Moved Cr Douglas, seconded Cr Menzies and resolved:

That the Council:

- a) **Receives the report titled “Northern Southland Community Pool - Request for Funds” dated 1 March 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 approve a grant of \$16,000 to the Northern Southland Community Pool from the Mararoa Waimea ward reserve.

8.2 Monthly Financial Report - January 2021

Record No: R/21/2/8181

Chief Financial Officer – Anne Robson was in attendance for this item.

Miss Robson advised that the purpose of the report was to update Council with an overview of the financial results for the seven months to 31 January 2021 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 Cr Menzies, seconded Cr Keast and resolved:

That the Council:

- a) **Receives the report titled “Monthly Financial Report - January 2021” dated 3 March 2021.**

Public Excluded

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

Resolution

Moved Mayor Tong, seconded Cr Menzies and resolved:

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

C10.1 Representation arrangements - mid-triennium check-in

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
Representation arrangements - mid-triennium check-in	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 the Chief Executive – Cameron McIntosh, Group Manager, Environmental Services – Fran Mikulicic, Chief Financial Officer – Anne Robson, People and Capability Manager – Janet Ellis, Group Manager, Customer Delivery – Trudie Hurst, Committee Advisor - Fiona Dunlop, Communications Manager – Louise Pagan and Governance and Democracy Manager – Melissa Brook be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.1 Representation arrangements - mid-triennium check-in. 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 11.47am.

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 12.09pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE COUNCIL HELD ON WEDNESDAY 10 MARCH 2021.

DATE:.....

CHAIRPERSON:.....