



Council

OPEN MINUTES

Minutes of a meeting of Council held in the Council Chamber, 20 Don Street, Invercargill on Wednesday, 14 April 2021 at 9am. (9am – 10.45am, 10.58am – 12.15pm, 12.39pm - 2.15pm (PE 12.01pm – 12.15pm, 12.39pm – 2.15pm))

PRESENT

Mayor	Mayor Gary Tong
Deputy Mayor	Ebel Kremer (9am – 10.45am, 10.59am – 11.38am, 11.41am - 12.15pm, 12.39pm - 2.15pm)
Councillors	Don Byars (9.35am – 10.45am, 10.59am – 11.57am, 11.59am - 12.15pm, 12.39pm – 1.29pm, 1.31pm - 2.15pm)
	John Douglas
	Paul Duffy
	Bruce Ford
	Darren Frazer
	George Harpur
	Julie Keast (9am – 10.45am, 10.59am – 12.15pm, 12.39pm - 2.15pm)
	Christine Menzies
	Karyn Owen
	Margie Ruddenklau (9am – 10.45am, 10.59am – 12.15pm, 12.40pm - 2.15pm)
	Rob Scott

APOLOGIES

Councillor Byars

IN ATTENDANCE

Chief Executive
Committee Advisor

Cameron McIntosh
Fiona Dunlop

1 Apologies

There were apologies for lateness from Councillor Byars.

Moved Mayor Tong, seconded Cr Ruddenklau and resolved:

That the Council accept the apology.

2 Leave of absence

Councillor Harpur requested a leave of absence from 15 June 2021 to 12 July 2021.

Councillor Frazer requested a leave of absence from 28 April 2021 to 1 May 2021.

Moved Mayor Tong, seconded Cr Menzies and resolved:

That the Council grants the leave of absence for Councillor Harpur from 15 June 2021 to 12 July 2021 and Councillor Frazer from 28 April 2021 to 1 May 2021.

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 Kremer, seconded Cr Ruddenklau and resolved:

That the Council meeting confirms the minutes of the meeting held on 10 March 2021 as a true and correct record of that meeting.

Reports - Policy and Strategy

7.1 Investment and Liability Management Policy

Record No: R/21/3/13771

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

Miss Robson advised that the purpose of this report is to present the Investment and Liability Management Policy to Council for adoption.

Council noted that the Investment and Liability Management Policy outlines how Council will manage its investments, including what Council will invest in, and how investment risk will be assessed and managed. The policy also outlines how Council will manage borrowings.

During discussion on the Investment and Liability Management Policy there was concern raised at where investments will be made. Labour practices was a category considered as an addition to the list of ethical practices to directly avoid involvement with in industries that have a negative impact on society and the environment. Also included in the list are alcohol, tobacco, and military/weapons.

Resolution

Moved Cr Kremer, seconded Cr Douglas recommendations a to d and e with an addition (as indicated) and resolved:

That the Council:

- a) **Receives the report titled “Investment and Liability Management Policy”** dated 8 April 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 adopt the draft Investment and Liability Management Policy (including any amendments agreed at this meeting) including the following borrowing limits:

Net debt as a percentage of total revenue	<175%
Net interest as a percentage of total revenue	<10%
Net interest as a percentage of rates revenue	<7%

Liquidity (external, borrowing + available committed loan facilities + available liquid investments as a percentage of existing external debt)	>110%
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- e) Agrees to staff amending Councils delegations manual to incorporate the delegations that are outlined in the draft Investment and Liability Management Policy adopted with the following addition to the policy in the **“rationale for holding investment section”** (as indicated):

Rationale for Holding Investment

Council maintains externally managed funds to:

- maintain, protect and increase the real capital value of the principal amount invested. Real capital value is the value that has been adjusted for the effect of inflation.
- **diversify the investment of Council’s general reserves.**
- maintain liquidity and access to cash if needed.
- obtain annual cash income to subsidise rates revenue.

Where practical, investments will be made considering the ethical practices of the **investment entity. Council’s intention for the Funds is to avoid direct involvement** with industries that have a negative impact on society and the environment. This includes:

- alcohol,
- tobacco, and
- military/weapons
- labour practices

7.2 Risk management update - March 2021 quarter

Record No: R/21/3/8641

Policy Analyst – Jane Edwards and Strategy and Policy Manager – Michelle Stevenson were in attendance for this item.

Mrs Edwards advised that the purpose of the report was to update the Council on the highest priority strategic and corporate risks for the March 2021 quarter.

Resolution

Moved Cr Douglas, seconded Cr Frazer and resolved:

That the Council:

- a) **Receives the report titled “Risk management update - March 2021 quarter”** dated 31 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 risks with pre-treatment thresholds that are currently assessed as high or very high.

7.3 Draft Procurement Policy - Deliberations and Adoption

Record No: R/21/2/4619

Policy Analyst – Robyn Rout and Commercial Infrastructure Manager – Ashby Brown were in attendance for this item.

Mrs Rout advised that the purpose of the report was to provide information and options to Council following written submissions as presented on 28 January 2021 enable a decision on the draft Procurement Policy.

During discussion on the report/policy there was a focus on ensuring that there be an increase of Southland businesses access to Southland District Council procurement.

(During discussion on the report Councillor Byars joined the meeting at 9.35am.)

The Council noted that a recommendation to revoke the 2010 procurement policy would be required and this would be added a new h to the resolution.

Debate on the report continued with discussion around increasing Southland businesses access to Southland District Council procurement in the objectives section of the policy.

Moved Mayor Tong, seconded Councillor Ruddenklau, the substantive motion recommendations a to g with a new h as follows:

New h) Agrees that the current Procurement Policy is revoked on 1 July 2021.

Moved Councillor Owen, seconded Councillor Byars an amendment to recommendation e.

- e) **Agrees to have ‘supporting local suppliers’ as a consideration in the objectives section of the policy when assessing ‘public value’ (as is outlined in the draft Procurement Policy included with this report as Attachment A) to include “increase Southland businesses access to Southland District Council procurement.**

The amendment was put and declared CARRIED.

The substantive motion a – d, e amended (as indicated), f –g and new h was put and declared CARRIED.

Final resolution

That Council:

- a) **Receives the report titled “Draft Procurement Policy - Deliberations and Adoption” dated 7 April 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 submissions received on the draft Procurement Policy.
- e) **Agrees to have ‘supporting local suppliers’ as a consideration in the objectives section of the policy when assessing ‘public value’ (as is outlined in the draft Procurement Policy included with this report as Attachment A) to include “increase Southland businesses access to Southland District Council procurement.**
- f) Agrees to adopt the draft Procurement Policy (included with this report as Attachment A), with the policy to come into effect on 1 July 2021.
- g) **Agrees to request staff provide the draft Procurement Manual to Council’s nine community boards, for the boards’ information.**
- new h) Agrees that the current Procurement Policy is revoked on 1 July 2021.

7.4 Interim Performance Report - Period two - 1 July 2020 to 28 February 2021

Record No: R/21/3/13216

Planning and Reporting Analyst – Shannon Oliver and Corporate Performance Lead – Jason Domigan were in attendance for this item.

Miss Oliver advised that the purpose of the report was to provide Council with the Interim Performance Report for the period 1 July 2020 to 28 February 2021.

Resolution

Moved Cr Douglas, seconded Cr Harpur and resolved:

That the Council:

- a) **Receives the report titled “Interim Performance Report - Period two - 1 July 2020 to 28 February 2021” dated 7 April 2021.**

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- 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.

Reports - Operational Matters

8.1 Earthquake Prone Priority Area

Record No: R/21/3/13925

Building Compliance Team Leader – Simon Tonkin and Quality Assurance Lead, Resource Management – Lyndsay Philp were in attendance for this item.

Mr Tonkin advised that the purpose of the report was to consider the staff recommendation on earthquake-prone buildings in the priority areas.

Council noted that submissions were received through the special consultative process. Oral submissions were heard by the Regulatory and Consents Committee.

Resolution

Moved Cr Frazer, seconded Cr Keast and resolved:

That Council:

- a) **Receives the report titled “Earthquake Prone Priority Area” dated 7 April 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 deciding on this matter.
- d) Agrees that the following four areas are included as priority areas:
 - Otautau - 126-176 Main Street from the Alderley Street intersection to the Chester Street intersection
 - Riverton - 96 - 176 Palmerston Street from Jetty Street to in part just past Princess Street
 - Winton - 102 – 304 Great North Road from Bute Street intersection to George Street Intersection

- Wyndham - Balaclava Street from Redan Street towards Scutari Street not including numbers 12, 42, 44, 61 and 63 Balaclava Street.
- e) Agrees that Tuatapere - 1-5 Orawia Road and 57-77 Main Road is not included as a priority area.

8.2 Proposed Road Stopping - 2 Main Road Stewart Island

Record No: R/21/3/13752

Manager Property Services – Kevin McNaught was in attendance for this item.

Mr McNaught advised that the purpose of the report was for Council to consider a request from the owners of the property at 2 Main Road Stewart Island to stop a portion of legal road adjoining their property.

Resolution

Moved Cr Ford, seconded Cr Menzies and resolved:

That the Council:

- a) **Receives the report titled “Proposed Road Stopping - 2 Main Road Stewart Island” dated 7 April 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 the request from the owner of the property at 2 Main Road Stewart Island to commence the proposed road stopping adjoining that property pursuant to the Local Government Act 1974.

8.3 Dog Registration Fees for 2021/2022

Record No: R/21/3/10423

Environmental Health Manager – Michael Sarfaiti was in attendance for this item.

Mr Sarfaiti advised that the purpose of the report is to set the dog control fees for the 2021/2022 year.

Resolution

Moved Cr Ruddenklau, seconded Cr Keast and resolved:

That Council:

- a) **Receives the report titled “Dog Registration Fees for 2021/2022” dated 7 April 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 set the dog control fees (effective 1 July 2021 and inclusive of GST) for the 2021/2022 registration year as follows:

REGISTRATION - DOG (NON-WORKING)	\$110.00
DISCOUNTS	
(a) the dog is spayed or neutered	-\$10.00
(b) the dog is in a fenced or controlled property	-\$20.00
(c) responsible owner (according to Council's criteria) and microchipped dog	-\$30.00
REGISTRATION FEE INCLUSIVE OF (A), (B) AND (C)	\$50.00
REGISTRATION - WORKING DOG	\$40.00
LATE REGISTRATION - ALL DOGS	+50%
Registration fee for a dog that is required to be registered with SDC, that has been impounded by SDC, and released to an SDC authorised rehoming provider (initial registration only)	Free
A dog received by a SDC authorised rehoming provider for the purpose of rehoming, that is either from Southland District, or to be rehomed in Southland District (initial registration only)	Free
DOG CONTROL FEES	
(a) dog hearing lodgement fee	\$100.00
(b) multiple dog licence application fee	\$50.00
(c) sale of collars	\$9.00
(d) withdrawal of infringement fee, per infringement	\$30.00
MICROCHIPPING	
(a) microchipping of a dog registered by SDC	Free
(b) commercial breeders that require more than four pups to be microchipped per registration year	\$30.00 per dog, for the

	fifth and subsequent dog
DOG IMPOUNDING FEES	
(a) impounding of dogs	\$150.00
(b) sustenance of impounded dog per day or part thereof	\$20.00
(c) euthanasia	\$40.00
e) Agrees to publicly notify the fees during the weeks starting 31 May 2021 and 14 June 2021.	

(The meeting adjourned 10.45am for morning tea and reconvened at 10.58am.)

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

8.4 Monthly Financial Report - February 2021

Record No: R/21/3/14128

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

Mrs Smith advised that the purpose of the report was to provide Council with an overview of the financial results for the eight months to 28 February 2021 by the nine activity groups of Council, as well as the financial position, and the statement of cash flows as at 28 February 2021.

(Councillor Byars returned to the meeting at 10.59am.)

(Councillor Keast returned to the meeting at 10.59am.)

Resolution

Moved Mayor Tong, seconded Cr Scott and resolved:

That the Council:

- a) **Receives the report titled “Monthly Financial Report - February 2021” dated 7 April 2021.**

8.5 Forecasted Financial Position for the year ending 30 June 2021

Record No: R/21/2/7496

Management Accountant – Joanie Nel was in attendance for this item.

Mrs Nel advised that the purpose of the report was to inform Council of the expected year-end financial result compared to the published 2020/2021 Annual Plan and seek the to approval the resulting forecasted position.

Resolution

Moved Cr Ford, seconded Cr Ruddenklau recommendations a to f, g with an addition (as indicated with underline) and j with a deletion (as indicated by ~~strike through~~) and resolved:

That the Council:

- a) **Receives the report titled “Forecasted Financial Position for the year ending 30 June 2021” dated 7 April 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) Recommends to Council that it approve the changes as detailed in appendix A (of the officers report) subject to the separate unbudgeted expenditure reports noted in resolution J (of the officers report) being approved by Council.
- e) **Notes the forecasted changes to Council’s year-end** financial performance and position as detailed in appendix B and C (of the officers report).
- f) Approves the deletion of the following 2020-21 projects:

Business Unit	Project	Amount
District Water	District Monitoring	\$214,578
Stormwater Lumsden	Reticulation Upgrade SE Catchment	\$20,000
Water Supply Riverton	Scheme Improvements	\$131,564
Sewerage Riverton	Treatment Upgrade & Sewer Pumps	\$31,728
Water Supply Te Anau	Metering - District Metered Areas	\$101,500
Water Supply Homestead	Plant room valves (Homestead)	\$7,169
Hall - Waianiwa	Exterior and roof repaint- Waianiwa Hall	\$31,335
Water Supply Winton	Metering - District Metered Areas	\$32,506
Water Supply Eden/Wyn	District Metered Areas	\$19,475

- g) Approve the following unbudgeted expenditure and funding source with an addition (as indicated):

Business Unit	Expense	Amount	Funding Source
Alcohol Licensing	Software – Acq LOS	\$9,000	Loan
Beautification - Athol	Improvements - Acq LOS	\$6,424	Savings within business unit
Beautification - Balfour	Mowing	\$7,310	Balfour General Reserve
Beautification - Garston	Mowing	\$1,333	Garston Special Projects Reserve
Beautification - Nightcaps	Maintenance – Gardening	\$1,652	Nightcaps McGregor Park Reserve
Beautification - Orepuki	Mowing	\$1,708	Orepuki General Reserve
Beautification - Stewart Is	Maintenance – Gardening	\$800	Stewart Island General Reserve
Beautification - Tokanui	Mowing	\$4,411	Tokanui General Reserve
Beautification - Tuatapere	Mowing	\$4,280	Tuatapere General Reserve
Recreation Reserve - Lumsden	Electricity	\$4,400	Lumsden General Reserve
Frasers Beach	Maintenance General	\$3,429	Manapouri Frasers Beach Reserve
Beautification - Riversdale	Maintenance General	\$2,500	Riversdale General Reserve
Playground - Riversdale	Maintenance Project	\$3,000	Riversdale General Reserve
Beautification - Riverton	Maintenance General	\$2,057	Riverton General Reserve
Beautification - Thornbury	Maintenance General	\$3,000	Thornbury General Reserve
Hall - Tokanui	Maintenance Internal	\$4,089	Community Centre Tokanui Reserve
Motor Vehicle Pool	Vehicles - Acquisition LOS	\$8,211	Savings within business unit
Beautification - Winton	Maintenance Gardening	\$11,956	Winton General reserve
Buildings - Invercargill Office	Rentals – Carparks, Cleaning, Consultants, toilet supplies	\$98,176	Property development reserve
Buildings - Otautau Office	Cleaning	\$15,484	Property development reserve

Buildings - Te Anau Library	Cleaning	\$20,484	Property development reserve
Buildings - Lumsden Office	Toilet Supplies, Cleaning	\$7,900	Property development reserve
Buildings - Otautau Office	Toilet Supplies	\$1,500	Property development reserve
Buildings - Te Anau Library	Toilet Supplies	\$800	Property development reserve
Buildings - Te Anau Office	Cleaning	\$9,211	Property development reserve
Buildings - Wyndham Office	Toilet Supplies, Cleaning	\$4,000	Property development reserve
Cemetery - Wairio	Mowing, pruning	\$6,248	Wairio Cemetery Reserve
Cemetery - Dipton	Maintenance General	\$2,456	Dipton Cemetery Reserve
Cemetery - Edendale	Maintenance – Tree and Hedge	\$2,000	Edendale Cemetery Reserve
Community Centre - Limehills	Buildings - Renewal	\$13,473	Loan
Council and Councillors	Accommodation and Meals, Consultants	\$34,514	District Ops Reserve
District Sewerage	Improvements - Renewals	\$17,742	Internal Loan
District Sewerage	Consultants	39,055	Internal Loan
Dog and Animal Control	Software - Acquisition LOS	\$9,000	Loan
Engineering Administration	Allowance - Taxable	\$23,310	District Ops Reserve
Environmental Health	Software - Acquisition LOS	\$16,500	Health Licensing Reserve
Resource Consent Processing	Consultants, Legal costs	\$190,000	District Ops Reserve
Forest Administration	Consultants	\$10,000	Forestry Reserve
Harbour	Legal Costs	\$20,000	Riverton Harbour General Reserve
Moturau Gardens	Mowing, Gardening	\$7,820	Stewart Island General Reserve

People and Capability	Recruitment, legal costs	\$71,597	District Ops Reserve
Playground - Athol	Maint - General	\$10,363	Athol General Reserve
Toilets - Frasers Beach	Cleaning	\$4,785	Loan
Toilets - Cosy Nook, Monkey Island	Cleaning	\$10,377	Loan
Toilets - Te Anau Lions Park	Toilet Supplies	\$12,000	Loan
Toilets - Waikaia	Cleaning	\$16,068	Loan
Toilets - Weirs Beach	Maintenance – General	\$3,000	Loan
Toilets - Athol	Toilet Supplies, Cleaning	\$3,951	Loan
Toilets - Balfour Plunket Room	Cleaning, Maintenance	\$2,801	Loan
Toilets - Colac Bay Playground	Vandalism - Repair Cost	\$2,000	Loan
Toilet - Colac Bay - East End	Cleaning	\$2,155	Loan
Toilets - Dipton	Toilet Supplies, Cleaning	\$6,199	Loan
Toilets - Garston	Toilet Supplies, septic tank cleaning	\$25,801	Loan
Toilets - Gorge Road Hall	Cleaning	\$1,311	Loan
Toilets - Lumsden	Cleaning, Maintenance	\$5,683	Loan
Toilets - Pearl Harbour	Vandalism - Repair Cost	\$470	Loan
Toilets - Mossburn	Electricity, Maintenance	\$3,150	Loan
Toilets - Nightcaps	Cleaning	\$3,515	Loan
Toilets - Ohai	Toilet Supplies, Cleaning	\$4,833	Loan
Toilets - Orepuki Hall	Cleaning	\$367	Loan
Toilets - Riversdale Hall	Cleaning	\$6,453	Loan
Toilets - Riverton Princess St	Cleaning, Maintenance	\$9,599	Loan
Toilets-Howells PT, Taramea Bay	Various operational costs	\$3,850	Loan
Toilets - Rec Res, T Wharf, Rocks	Cleaning, Maintenance	\$3,686	Loan
Toilets - Cosy Nook, Monkey Island	Toilet Supplies	\$4,000	Loan
Toilets - Motorau, Trail, Bat	Cleaning	\$500	Loan
Toilets - Te Anau Ivon Wilson	Toilet Supplies, Cleaning	\$3,109	Loan

Toilets - Boat Hbr, Town Centre	Electricity	\$8,500	Loan
Toilets - Thornbury Playground	Cleaning	\$2,589	Loan
Toilets - Waikawa	Monitoring, Maintenance	\$6,000	Loan
Toilet-Fortrose Foreshore Res	Maintenance - General	\$2,000	Loan
Toilets - Tokanui	Cleaning	\$1,445	Loan
Toilets - Tuatapere Main Road	Toilet Supplies, Cleaning	\$7,212	Loan
Toilets - Clifden	Cleaning	\$19,181	Loan
Toilets - Te Waewae Lagoon	Toilet Supplies	\$500	Loan
Toilets - Waikaia	Toilet Supplies	\$1,400	Loan
Toilets - Wallacetown	Cleaning	\$597	Loan
Toilets - Winton main Street	Toilet Supplies	\$6,400	Loan
Toilets - Colac Bay Playground	Maintenance - General	\$14,738	Loan
Recreation Reserve - Wairio	Mowing	\$3,600	Wairio Rec Reserve
Roading - Special Purpose	Emergency Reinstatement	\$2,276,500	Waka Kotahi NZTA funded
Stormwater Riverton	Maintenance – General	\$25,171	Riverton Stormwater reserve
SIESA - Operations	Other Plant - Renewal	\$20,000	SIESA Operations reserve
Water Supply Manapouri	Water - Acquisition LOS	\$11,578	Internal Loan
Water Supply Mount York	Water - Renewal	\$10,783	Internal Loan
Water Supply Takitimu	Maintenance - Routine	\$15,000	Internal Loan
Wheelie Bins	Other Plant - Acq LOS	\$40,677	Internal Loan
Wheelie Bins	Recycling sorting	\$35,000	Internal Loan
Water Supply Lumsden/Balfour	Water- Renewal	\$28,142	Internal Loan
Buildings Invercargill office	Buildings improvements	\$604,175	Internal Loan
Water Supply Ramparts	Water Renewal, Maintenance	\$23,019	Internal Loan
Around the Mountains Cycle Trail	Unsealed Roads - Acq LOS (Cattle stop improvement)	\$32,535	MBIE funding, savings within business unit

<u>Water Supply Ramparts</u>	<u>Water - Renewal</u>	<u>\$57,440</u>	<u>Internal Loan</u>
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- h) Approve to defer the following projects to the 2021/22 financial year:

Business Unit	Project	Amount	Funding Source
Information Management	Core System replacement	\$923,210	Loan
Waste Minimisation	Waste Management	\$60,414	Loan
Street Works - Stewart Island	New walking track Horseshoe Bay Road part 1	\$52,583	Grants
Street Works - Stewart Island	Walking track Horseshoe Bay Road part 3	\$54,922	Grants
Resource Planning/Policy	District Plan General projects budget	\$400,000	District Ops Reserve
Water structures	Golden bay wharf rebuild	\$400,000	Grant
Parks and Reserve	Centre walkway to CBD	\$10,445	Development Contributions
Parks and Reserve	Netball court resurface	\$28,119	Loan
Buildings Te Anau Library	Upgrade of Library	\$534,278	Loan

- i) Recommends to Council to approve the bringing forward of the following project budget from the 2021/22 financial year:

Business Unit	Project	Amount	Funding Source
District Reserves Management	Open spaces- increased consultancy to cover fees for the Green asset assessment, IPS implementation and the development of the Open spaces criteria	\$86,000	Loan

- j) Notes to Council that separate unbudgeted expenditure reports will be presented on the following items, outside of this report with a deletion (as indicated):

Business Unit	Expense	Amount	Funding Source
Around the Mountains Cycle Trail	Unsealed Roads - Acq LOS	\$80,000	MBIE funding
Around the Mountains Cycle Trail	Maintenance - Internal	\$19,000	MBIE funding
District Sewerage	Maintenance (routine & unplanned)	\$370,000	Internal Loan

District Water	Water - Acquisition LOS	\$135,000	Internal Loan
District Water	Maintenance – Routine & Unplanned	\$285,000	Internal Loan
Sewerage Scheme Winton	Sewerage - Renewals	\$130,000	Internal Loan
Water Supply Ramparts	Water – Renewal	\$57,440	Internal Loan
Water Supply Tuatapere	Water - Acquisition	\$72,000	Internal Loan
Building Regulation	Various operating costs	\$236,216	Fees and charges

8.6 Water and Wastewater Capital Works

Record No: R/21/3/8645

Manager Operations Water and Waste Services – Grant Isaacs was in attendance for this item.

Mr Isaacs advised that the purpose of the report was to seek approval from Council for unbudgeted expenditure associated with three projects.

Council noted that two of the requests for unbudgeted expenditure relate to the water supply activity, and the other relates to the wastewater activity, as follows:

- a) Replace the aerator and aerator stand at the Tuatapere water treatment plant.
- b) Complete the upgrade of the supervisory control and data acquisition (SCADA) hardware, software and logic programming within the water treatment plants across the district.
- c) Continue to the investigation, consultation and design works associated with the Winton wastewater upgrade and consent renewal.

Resolution

Moved Cr Ford, seconded Cr Duffy and resolved:

That Council:

- a) **Receives the report titled “Water and Wastewater Capital Works” dated 7 April 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.

Tuatapere aeration tower and new aerator

- d) Approves the unbudgeted expenditure of \$72,000 (total project cost of \$145,100) to undertake the fabrication and installation of a new aerator and aerator stand at the Tuatapere water treatment plant.
- e) Approves the unbudgeted expenditure of \$72,000 excluding GST for the fabrication and installation of a new aerator and aerator stand at the Tuatapere water treatment plant, to be funded by 30 year loan, with the repayments funded by the district water rates.
- f) Approves the re-classification of the existing \$73,400 budget from maintenance to capital renewal.

SCADA upgrades to water treatment plants

- g) Approves the unbudgeted expenditure of \$135,000 (total project cost of **\$266,072 for the year) to complete the SCADA upgrade project for the district's** water treatment plants.
- h) Approves the unbudgeted expenditure of \$135,000 excluding GST (total to **complete the SCADA upgrade project for the district's water treatment plants to** be funded by 30 year loan with the repayments funded by the district water rate.

Professional services for Winton upgrade

- i) Approves the unbudgeted expenditure of \$130,000 (total cost for the year \$188,988) to undertake the professional services associated with the Winton wastewater upgrade and consent renewal.
- j) Approves the unbudgeted expenditure of \$130,000 excluding GST, for the professional services associated with the Winton wastewater upgrade and consent to be funded by 30 year loan, with repayments funded by the district wastewater rate.

Reports - Governance

9.1 Southland Museum and Art Gallery Trust draft Statement of Intent

Record No: R/21/3/10221

Governance and Democracy Manager – Melissa Brook was in attendance for this item.

Miss Brook advised that the purpose of the report was to provide Council with the draft Southland Museum and Art Gallery Statement of Intent 2021/2022, and an opportunity to provide feedback to the Southland Museum and Art Gallery Trust Board.

(During discussion on the report Councillor Kremer left the meeting at 11.38am and returned at 11.41am.)

Council during discussion on the statement of intent requested that there be a request for clarification as to the role of the Southland Museum and Art Gallery Trust in the wider Southland region.

Resolution

Moved Cr Owen, seconded Cr Scott recommendations a to d and e with an addition (as indicated) and resolved:

That Council:

- a) **Receives the report titled “Southland Museum and Art Gallery Trust draft Statement of Intent” dated 8 April 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) Acknowledges receipt of the draft statement of intent from the Southland Museum and Art Gallery Trust.
- e) Confirms that the feedback to the Southland Museum and Art Gallery Trust should include the following:
 - a request for clarification on legislative compliance as it relates to the non-financial performance measures outlined in the draft statement of intent
 - **a request to consider the addition of Council’s community outcomes in section 2.4**
 - a request to consider the necessity of retaining performance measures in section 3.0 where there is no corresponding performance target
 - a request for clarification as to the role of the Southland Museum and Art Gallery Trust in the wider Southland region.

9.2 Ohai Railway Fund Committee - Appointment of Members

Record No: R/21/3/12774

Governance and Democracy Manager – Melissa Brook was in attendance for this item.

Miss Brook advised that the purpose of the report report is to correct an anomaly in **Council’s appointments to the Ohai Railway Fund Committee, by appointing** three elected members, including His Worship the Mayor, to the Ohai Railway Fund Committee in

accordance with both the Local Government Act 2002 and the Local Government Commission determination on the former Ohai Railway Board.

Resolution

Moved Cr Harpur, seconded Cr Duffy and resolved:

That the Council:

- a) **Receives the report titled “Ohai Railway Fund Committee - Appointment of Members” dated 8 April 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) Determines that Council appointees on the Ohai Railway Fund Committee are Mayor Tong, Cr Harpur and Cr Ruddenklau.
- e) Determines to amend the terms of reference and scope of activities in the delegations manual and local governance statement for the Ohai Railway Fund Committee to the **following: “The purpose of the fund is to provide grant(s) for the benefit of the “residents” of the former “Ohai Railway Board area” as legally described in the New Zealand Gazette Notice, page 1671 of 11 May 1916. A “resident” being a person or a descendant of a person whose name appeared on the Parliamentary Electoral Roll in any year from 1960 to 2014, both years inclusive, and whose address at this time or times was within the area of the district of the former board.”**
- f) Notes that the latter year **in the definition of ‘resident’ will need to be updated** following each triennial election to reflect the Local Government (Southland Region) Reorganisation Amendment Order 2005.

9.3 Health and Safety Update

Record No: R/21/3/14107

People and Capability Manger – Janet Ellis and Project Delivery Manager – Nick Hamlin was in attendance for this item.

Mrs Ellis advised that the purpose of the report was to provide an update on health and safety related incidents and activity over the last quarter, to present the Health, Safety and Operation Plan for 2021/2023 and to present the Health, Safety and Wellbeing Roadmap for 2021/2023.

(During discussion on the item, Councillor Byars left the meeting at 11.57am and returned at 11.59am.)

Resolution

Moved Cr Harpur, seconded Cr Kremer and resolved:

That the Council:

- a) **receives the report titled “Health and Safety Update” dated 8 April 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 the Draft Health, Safety and Wellbeing Operation Plan for 2021/23.
- e) agrees to approve the Health, Safety and Wellbeing Road Map for 2021/23.

Public Excluded

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

Recommendation

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

C10.1 Around the Mountains Cycle Trail - Unbudgeted expenditure

C10.2 Building Solutions - Unbudgeted Expenditure Request March 2021

C10.3 Proposed Road Stopping 14 Dover Street Wreys Bush and Unbudgeted Expenditure

Approval to fund Councils portion of the actions required.

C10.4 Unbudgeted Expenditure Report for Obtaining Subdivision Consents for the Luxmore Residential and Industrial Developments

C10.5 Winton Wastewater Treatment and Discharge - Alternative Solution

C10.6 Water and Wastewater Maintenance Expenditure

C10.7 Access to Commercial Forest at Ohai for Coal Exploration and Mining

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
Around the Mountains Cycle Trail - Unbudgeted expenditure	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Building Solutions - Unbudgeted Expenditure Request March 2021	s7(2)(d) - The withholding of the information is necessary to avoid prejudice to measures protecting the health and safety of members of the public. s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Proposed Road Stopping 14 Dover Street Wreys Bush and Unbudgeted Expenditure Approval to fund Councils portion of the actions required.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Unbudgeted Expenditure Report for Obtaining Subdivision Consents for the Luxmore Residential and Industrial Developments	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

	<p>who supplied or who is the subject of the information.</p> <p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</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>	
Winton Wastewater Treatment and Discharge - Alternative Solution	<p>s7(2)(c)(ii) - The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to damage the public interest.</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.
Water and Wastewater Maintenance Expenditure	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</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.
Access to Commercial Forest at Ohai for Coal Exploration and Mining	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</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, Chief Financial Officer – Anne Robson, People and Capability Manager – Janet Ellis, Group Manager, Customer Delivery – Trudie Hurst, Committee Advisor – Fiona Dunlop, Governance and Democracy Manager – Melissa Brook,

Communications Manager – Louise Pagan and Projects Delivery Manager – Nick Hamlin be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.1 Around the Mountains Cycle Trail - Unbudgeted expenditure, C10.2 Building Solutions - Unbudgeted Expenditure Request March 2021, C10.3 Proposed Road Stopping 14 Dover Street Wreys Bush and Unbudgeted Expenditure Approval to fund Councils portion of the actions required, C10.4 Unbudgeted Expenditure Report for Obtaining Subdivision Consents for the Luxmore Residential and Industrial Developments, C10.5 Winton Wastewater Treatment and Discharge - Alternative Solution, C10.6 Water and Wastewater Maintenance Expenditure and C10.7 Access to Commercial Forest at Ohai for Coal Exploration and Mining. 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 the Around the Mountains Cycle Trail Manager – Susan McKenzie and Commercial Infrastructure Manager – Ashby Brown be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.1 Around the Mountains Cycle Trail - Unbudgeted expenditure. 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.

That the Manager Building Solutions – Julie Conradi be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.2 Building Solutions - Unbudgeted Expenditure Request March 2021. 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.

That the Manager Property Services – Kevin McNaught be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.3 Proposed Road Stopping 14 Dover Street Wreys Bush and Unbudgeted Expenditure Approval to fund Councils portion of the actions required and C10.4 Unbudgeted Expenditure Report for Obtaining Subdivision Consents for the Luxmore Residential and Industrial Developments. 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.

That the Asset Manager Wastewater – Dave Inwood be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.5 Winton Wastewater Treatment and Discharge - Alternative Solution. 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.

That the Manager Operations Water and Waste – Grant Isaacs be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.6 Water and Wastewater Maintenance Expenditure. 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.

That the Commercial Infrastructure Manager – Ashby Brown be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.7 Access to Commercial Forest at Ohai for Coal Exploration and Mining. 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 12.01pm.

The meeting adjourned for lunch at 12.15pm and reconvened at 12.39pm.

Mayor Tong, Councillors Byars, Douglas, Duffy, Ford, Frazer, Harpur, Keast, Kremer, Menzies, Owen and Scott were present when the meeting reconvened.

Councillor Ruddenklau returned to the meeting at 12.40pm.

Councillor Byars left the meeting at 1.29pm and returned at 1.31pm.

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 2.15pm.

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

DATE:.....

CHAIRPERSON:.....