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# Council

## OPEN MINUTES

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Minutes of a meeting of Council held in the Council Chamber, 20 Don Street, Invercargill on Wednesday, 5 May 2021 at 9am. (9.02am – 10.31am, 10.46am – 12.30pm, 1.01pm – 3.08pm)

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### PRESENT

Mayor	Mayor Gary Tong
Deputy Mayor	Ebel Kremer
Councillors	Don Byars (9.02am – 9.42am, 9.45am - 10.31am, 10.46am – 11.57am, 11.59am - 12.30pm, 1.01pm – 3.08pm)
	John Douglas
	Paul Duffy (via Teams - Digital technology) (9.02am – 10.31am, 10.46am – 12.30pm, 1.01pm – 3pm)
	Bruce Ford (9.02am – 10.31am, 10.46am – 12.30pm, 1.01pm – 2.50pm, 2.55pm - 3.08pm)
	Darren Frazer
	George Harpur
	Julie Keast
	Christine Menzies
	Karyn Owen
	Margie Ruddenklau
	Rob Scott

### IN ATTENDANCE

Chief Executive	Cameron McIntosh
Committee Advisor	Fiona Dunlop

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1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Conflicts of interest were declared as follows:

- Councillor Kremer – Item 7.1 Long Term Plan 2021-2031 - Deliberations Report (issue 4 District and Local Issues, Environmental Services – consider increasing regulations for short term accommodation).
- Councillor Ruddenklau – Item 7.1 Long Term Plan 2021-2031 - Deliberations Report (issue 4 District and Local Issues, Environmental Services – consider increasing regulations for short term accommodation).
- Councillor Menzies – Item 7.1 Long Term Plan 2021-2031 - Deliberations Report (issue 4 District and Local Issues, Environmental Services – consider increasing regulations for short term accommodation).
- Councillor Keast - Item 7.1 Long Term Plan 2021-2031 - Deliberations Report (issue 6 – Funding requests and grants structure; Catlins Promotions, Citizens Advice Bureau, Gore Counselling and Waituna Trust).
- Gary Tong - Item 7.1 Long Term Plan 2021-2031 - Deliberations Report (issue 4 District and Local Issues – liaise with Murihiku Kai to ascertain how staff can provide assistance).
- Councillor Duffy - Item 7.1 Long Term Plan 2021-2031 - Deliberations Report (issue 6 – Funding requests and grants structure – Arts Murihiku).
- Councillor Owen - Item 7.1 Long Term Plan 2021-2031 - Deliberations Report (issue 6 – Funding requests and grants structure; Te Hiko).
- Councillor Scott – Item 7.2 Draft Alcohol Licensing Fee-Setting Bylaw Deliberations.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Council Minutes

There were no minutes to confirm.

Reports - Policy and Strategy

7.2 Draft Alcohol Licensing Fee-Setting Bylaw Deliberations

Record No: R/21/3/14560

Intermediate Policy Analyst – Carrie Williams, Manager Environmental Health – Michael Sarfaiti, Group Manager Environmental Services – Fran Mikulicic and Chief Financial Officer – Anne Robson were in attendance for this item.

Ms Williams 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 Alcohol Licensing Fee-Setting Bylaw.

During discussion on the report there was a direction of revoking the current Alcohol Licensing Fee-Setting Bylaw and that it be delayed until 30 June 2022.

While the existing Alcohol Licensing Fee-Setting Bylaw 2015 would be revoked on 30 June 2022 there will be increases to the general rates contribution for this activity from 10% to 24%, effective 1 July 2021 and decreases the general rates contribution for this activity from 24% to 22.5%, effective 1 July 2022. The district operations reserve will be used to clear the overdrawn alcohol licensing reserve.

(During discussion on the report Councillor Byars left the meeting at 9.42am and returned at 9.45am.)

Resolution

Moved Cr Keast, seconded Cr Kremer recommendations a to e and new f and new g (as indicated) and resolved:

That Council:

- a) **Receives the report titled “Draft Alcohol Licensing Fee-Setting Bylaw Deliberations” dated 30 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 feedback received on the draft Alcohol Licensing Fee-Setting Bylaw.
- e) Considers the options on how it could proceed.

New f) Agrees to revoke the current Alcohol Licensing Fee-Setting Bylaw, but that it delays revocation to 30 June 2022.

New g) Agree that the existing Alcohol Licensing Fee-Setting Bylaw 2015 will be revoked on 30 June 2022 and increases the general rates contribution for this activity from 10% to 24%, effective 1 July 2021 and decreases the general rates contribution for this activity from 24% to 22.5%, effective 1 July 2022 and uses the district operations reserve to clear the overdrawn alcohol licensing reserve.

Councillor Duffy abstained from voting on the matter  
Councillor Byars requested that his dissenting vote be recorded.  
Councillor Owen requested that her dissenting vote be recorded.

- f) ~~Endorses one of the following options:~~
  - i) ~~Option 1 – that Council proceeds with the Alcohol Licensing Fee-Setting Bylaw that it endorsed for consultation, or~~
  - ii) ~~Option 2 – that Council revokes the current Alcohol Licensing Fee-Setting Bylaw, or~~
  - iii) ~~Option 3 – that Council proceed with an Alcohol Licensing Fee-Setting Bylaw that is the same as the current bylaw.~~
- g) ~~If it wishes to endorse option f)ii), increases the general rates contribution for the alcohol licensing activity from 10% to 22.5% and uses the district operations reserve to clear the overdrawn alcohol licensing reserve deficit.~~
- h) ~~If it wishes to endorse option f)iii), increases the general rates contribution for the alcohol licensing activity from 10% to 29% and uses the district operations reserve to clear the overdrawn alcohol licensing reserve deficit.~~
- i) ~~If Council endorses recommendation f)i) or f)iii), resolves that a new Alcohol Licensing Fee-Setting Bylaw will come into effect and supersede the existing Alcohol Licensing Fee-Setting Bylaw 2015 on 1 July 2021.~~
- j) ~~Acknowledges the draft Alcohol Licensing Fee-Setting Bylaw states that it will be reviewed within five years of adoption.~~

7.1 Long Term Plan 2021-2031 - Deliberations Report

Record No: R/21/3/12929

Corporate Performance Lead – Jason Domigan was in attendance for this item.

Mr Domigan lead discussion on the report supported by various officers from the Strategy and Policy team and the Finance department.

Council noted that the purpose of the report was to provide an overview of the key issues raised in feedback on the consultation document for the Long Term Plan 2021-2031 and seeking direction for any changes to be included in the final plan and supporting information.

(The meeting adjourned for morning tea at 10.31am and reconvened at 10.46am.)

(Mayor Tong and all Councillors were present when the meeting reconvened.)

(Councillor Byars left the meeting at 11.57am and returned at 11.59am.)

(The meeting adjourned for lunch a 12.30pm and reconvened 1pm.)

(Mayor Tong and all Councillors were present when the meeting reconvened.)

Moved Mayor Tong, seconded Councillor Ford the following recommendations:

That Council:

- a) **Receives the report titled “Long Term Plan 2021-2031 - Deliberations Report” dated 30 April 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) Considers the submissions and informal feedback received on the Long Term Plan 2031 consultation document.
- e) Confirms in relation to issue 1, our roads (attachment A of the officers report):
  - i. to increase spending on sealed road rehabilitations by \$1 million in the first year of the Long Term Plan, and an average of \$2.5 million a year over the next 10 years
  - ii. the staff actions for our roads, summarised as follows with an addition (as indicated):

Submitter No. (in booklet)	Topic	Action point for
86, 117, 231	continue to lobby funding partners such as Waka Kotahi NZ Transport Agency	staff
23	look into issues raised about particular roads	staff
57, 155, 67, 53, 187, 190, 154	provide feedback received on specific roads/areas to the relevant organisation (Waka Kotahi NZ Transport Agency /Gore District Council/the relevant community board)	staff
<u>115</u>	<u>consider the feedback received about sealing, kerbs, drainage channels and footpaths on Palmerston Street in Riverton</u>	<u>staff</u>

- f) Confirms in relation to issue 2, our bridges (attachment B of the officers report), to increase spending on bridge replacements by \$1 million, to a total of \$3.5 million a year, over the next 10 years.
- g) Confirms in relation to issue 3, the impact on rates for 2021/2022 (attachment C of the officers report), that Council's preferred option (a 10.15% rate increase) remains the preferred option.
- h) Confirms in relation to issue 4, district and local issues (attachment D of the officers report), the actions summarised as follows with the following deletion and addition (as indicated with and ~~strike through~~ and underline):

Submitter No.	Topic	Action point for
Open spaces		
31	consider the Riverton beautification request for the main street	Oraka Aparima Community Board (CB)
254	<del>consider adding an annual grant for mowing request to the Ardlussa Community Board rate for the Riverdale Recreation Reserves Committee.</del>	Council, staff

53	consider the Lumsden entrance beautification request	Northern CB
70	consider the request for an increase in the level of service (LoS) for mowing for Moores reserve	Oreti CB
96	consider the suggestion for a decrease in the level of service LoS for mowing and gardening	all CB's
116	consider a request for a Monowai Village bike/pump track	Tuatapere Te Waewae CB
202	explore option for assisting to fund Te Anau pool	Fiordland CB
239	consider suggestion to prune trees in Otautau	Wallace Takitimu CB
145	consider request to increase shade and provide plantings, and to provide smoke/vape free signage, in open spaces	staff
183	consider providing less funding to Henry St playground in Te Anau, as other playgrounds take precedence	staff
233	review mowing LoS request for Tuatapere	Tuatapere Te Waewae CB
165	consider the request for an increase in LoS for mowing for Stewart Island/Rakiura	Stewart Island/Rakiura CB
Community facilities		
184	consider the Riverton toilet upgrade and changing shed request	Oraka Aparima CB
89	consider a request to rationalise the Ohai Hall	Wallace Takitimu CB
112	consider the divestment of Winton Drill Hall	Oreti CB
Environmental services		
163	update name of statute in Environmental Services AMP to Heritage New Zealand Pouhere Taonga Act 2014	Staff
207	consider only having privately owned camp grounds not	Staff

	providing freedom camping facilities	
164	consider increasing regulations for short term rental accommodation	staff
182	consider more commercial sub-division in Te Anau	Staff and Fiordland CB
Transport activity – footpaths		
181	consider the eligibility requirements for the Stewart Island/Rakiura visitor levy, to ensure they allow funding for footpaths	Stewart Island/Rakiura CB and staff
Transport activity – Te Anau Airport Manapouri		
183	consider whether the airport should be a District asset	Staff
Waste services		
234	consider whether there should a green waste disposal site in Tuatapere	Tuatapere Te Waewae CB
252	consider changes to local waste depot, request for recycling container	Waihopai Toetoe CB
Community leadership		
89, 195	consider more opportunities for staff to meet with Councillors	staff
150	for the next LTP process, consider undertaking informal polls to gauge youth sentiment	staff
151	consider providing funding for trail signage	Fiordland CB
169	consider developing strategies to assist community boards with their decision making	staff
232	liaise with Murihiku Kai Collective to ascertain how staff can provide assistance	Staff
Rates, finance and funding requests		
71	consider rating approach for water supply and sewage services when ratepayer does not receive these services	Staff

237	consider rates funding request for the former court house building	Wallace Takitimu CB
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- i) to increase the Ardlussa Community Board rate by \$2,500.00 for each year of the Long Term Plan 2021-2031 period, so the board can make an annual payment to the Riversdale Recreation Reserve Committee for the maintenance and development of the reserve and the associated buildings.
- ii) to bring forward \$150k from year 3 to year 1 of the Long Term Plan 2021 to 2031 to accelerate the investigation work of retired landfills across the district, to be funded from a loan.

- i) Confirms in relation to issue 5, dust suppression and other roading matters (attachment E of the officers report), the actions summarised as follows:

Submitter No.	Action	Action point for
Dust Suppression		
1, 54, 73, 93, 116	to look at options to provide support to residents suffering from the impacts of dust	Council, staff
53, 99, 128, 152, 160, 170, 252	to consider the affordability, maintenance requirements, prioritisation and implementation of a programme to deliver dust suppressant seals	Council, staff
Other roading matters		
63	to continue to discuss with Waka Kotahi NZ Transport Agency the charges/taxes etc that may apply to electric vehicles	Council, staff
118	to discuss the iron bridge gravel track with Waka Kotahi NZ Transport Agency	Council, staff
132, 208, 257	to follow up with submitters where potential requests for service (RFS) have been highlighted	Staff

- j) Confirms in relation to issue 6, funding requests and grant structure (attachment F of the officers report), that Council (with changes as indicated with underline and ~~strikethrough~~):
  - i) make decisions on whether to grant funding to any or all of the applications received as submissions to the Long Term Plan as outlined below:

- 
- a) ~~Approves/Declines~~ a grant of \$50,000 to the Western Southland Trails Trust for a feasibility study on the proposed trail.
- b) ~~Approves/Declines~~ a grant of between \$30,000-\$70,000 to Sport Southland for a staff member to find innovative ways of increasing physical activity in the Southland District Council area.
- c) ~~Approves/Declines~~ a grant of between \$7,275.00 (\$5.00 per rateable property) and \$14,550.00 (\$10.00 per rateable property) to Otautau Museum and Heritage Trust from the Wallace Takitimu Community Board area, to be retained by the Board for distribution to the Trust.
- d) ~~Approves/Declines~~ a grant of \$39,100 (\$1 per resident) to the NZ Memorial Museum and Visitor Centre in Le Quesnoy, France.
- e) ~~Approves/Declines~~ a grant of \$1.25 million to the Fiordland Trails Trust for the trail to Te Anau Downs, and \$250,000 for the completion of the Lake to Lake Trail. Also requesting yearly maintenance costs for the **trails increasing to \$22,400 a year in five years' time. Also requesting** support for an administrative role.
- f) ~~Approves/Declines~~ a grant of \$2,000 to Catlins Promotions for printing **its Catlin's Coast maps.**
- ii) Adopts the new grant structure to ensure all grants have to go through the District Initiatives Fund and to create contracts for services for present grants that are more work being done on behalf of or for Council.
- iii) Changes the District Heritage Fund to an annual payment.
- new iv) \_\_\_\_\_ agrees that whilst Council has declined the requests in I (a-f), the applicants are welcome to approach Council for letters of support when seeking funding through other avenues.
- k) Confirms in relation to issue 7, staff amendments (attachment G of the officers report), that staff prepare the Long Term Plan with all the amendments requested (indicated as follows):
- i) Open Spaces – changes to Amendment 18. Instead of moving \$500k loan funded Open Spaces project from year 1 to year 2, \$731,000 is to be moved from year 1 to year 8. (There is no impact on Y1 rates.)
- ii) The Elected Members Communication Allowance \$66,640 was omitted from the budget and this has now been corrected. Year 1 was loan funded and years 2-10 to be rates funded. (There is no impact on Y1 rates.)
- l) Instructs staff to prepare the final Long Term Plan 2021-2031 and supporting documents in a way that reflects the decisions that Council has made in relation to the submissions received and staff recommendations in this report.

- m) Notes that submissions that relate to operational matters such as maintenance or renewal works, requests for more information, for reviews and changes to programmes or projects, have been provided to relevant staff and will be considered alongside existing work programmes and actioned as appropriate.

New n Agrees to redistribute \$1million of strategic reserves to the wastewater activity from the district roading business unit.

Recommendations a to d were put and declared CARRIED.

Recommendation e (with an addition as indicated) was put and declared CARRIED.

Recommendations f and g were put and declared CARRIED.

Recommendation h with the deletion and addition (as indicated with ~~striketrough~~ and underline) was put and declared CARRIED.

Recommendation I was put and declared CARRIED.

(Councillor Owen withdrew from the table due to a conflict of interest.)

Recommendation j with changes (as indicated with underline and ~~striketrough~~) was put and declared CARRIED.

(Councillor Owen returned to the table.)

Recommendations k (with additions) and l and m were put and declared CARRIED.

Recommendation new n was put and declared CARRIED. (Councillors Douglas and Ruddenklau requested that their dissenting votes be recorded.)

Final resolution

That Council:

- a) **Receives the report titled “Long Term Plan 2021-2031 - Deliberations Report”** dated 30 April 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) Considers the submissions and informal feedback received on the Long Term Plan 2031 consultation document.

- e) Confirms in relation to issue 1, our roads (attachment A of the officers report):
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<u>115</u>	<u>consider the feedback received about sealing, kerbs, drainage channels and footpaths on Palmerston Street in Riverton</u>	<u>staff</u>

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163	update name of statute in Environmental Services AMP to Heritage New Zealand Pouhere Taonga Act 2014	Staff
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Transport activity – Te Anau Airport Manapouri		
183	consider whether the airport should be a District asset	Staff
Waste services		
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89, 195	consider more opportunities for staff to meet with Councillors	staff
150	for the next LTP process, consider undertaking informal polls to gauge youth sentiment	staff
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232	liaise with Murihiku Kai Collective to ascertain how staff can provide assistance	Staff
Rates, finance and funding requests		
71	consider rating approach for water supply and sewage services when ratepayer does not receive these services	Staff
237	consider rates funding request for the former court house building	Wallace Takitimu CB

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118	to discuss the iron bridge gravel track with Waka Kotahi NZ Transport Agency	Council, staff

132, 208, 257	to follow up with submitters where potential requests for service (RFS) have been highlighted	Staff
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- j) Confirms in relation to issue 6, funding requests and grant structure (attachment F of the officers report), that Council (with changes as indicated with underline and ~~strikethrough~~):
- i) make decisions on whether to grant funding to any or all of the applications received as submissions to the Long Term Plan as outlined below:
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- b) ~~Approves/Declines~~ a grant of between \$30,000-\$70,000 to Sport Southland for a staff member to find innovative ways of increasing physical activity in the Southland District Council area.
- c) ~~Approves/Declines~~ a grant of between \$7,275.00 (\$5.00 per rateable property) and \$14,550.00 (\$10.00 per rateable property) to Otautau Museum and Heritage Trust from the Wallace Takitimu Community Board area, to be retained by the Board for distribution to the Trust.
- d) ~~Approves/Declines~~ a grant of \$39,100 (\$1 per resident) to the NZ Memorial Museum and Visitor Centre in Le Quesnoy, France.
- e) ~~Approves/Declines~~ a grant of \$1.25 million to the Fiordland Trails Trust for the trail to Te Anau Downs, and \$250,000 for the completion of the Lake to Lake Trail. Also requesting yearly maintenance costs for the trails increasing to \$22,400 a year in five **years' time. Also requesting support for an administrative role.**
- f) ~~Approves/Declines~~ a grant of \$2,000 to Catlins Promotions for **printing its Catlin's Coast maps.**
- ii) Adopts the new grant structure to ensure all grants have to go through the District Initiatives Fund and to create contracts for services for present grants that are more work being done on behalf or for Council.
- iii) Changes the District Heritage Fund to an annual payment.
- new iv) agrees that whilst Council has declined the requests in I (a-f), the applicants are welcome to approach Council for letters of support when seeking funding through other avenues.

- k) Confirms in relation to issue 7, staff amendments (attachment G of the officers report), that staff prepare the Long Term Plan with all the amendments requested (indicated as follows):
- i) Open Spaces – changes to Amendment 18. Instead of moving \$500k loan funded Open Spaces project from year 1 to year 2, \$731,000 is to be moved from year 1 to year 8. (There is no impact on Y1 rates.)
  - ii) The Elected Members Communication Allowance \$66,640 was omitted from the budget and this has now been corrected. Year 1 was loan funded and years 2-10 to be rates funded. (There is no impact on Y1 rates.)
- l) Instructs staff to prepare the final Long Term Plan 2021-2031 and supporting documents in a way that reflects the decisions that Council has made in relation to the submissions received and staff recommendations in this report.
- m) Notes that submissions that relate to operational matters such as maintenance or renewal works, requests for more information, for reviews and changes to programmes or projects, have been provided to relevant staff and will be considered alongside existing work programmes and actioned as appropriate.

New n. Agrees to redistribute \$1million of strategic reserves to the wastewater activity from the district roading business unit.

### 7.3 Draft Remission and Postponement of Rates Policy - Deliberations

Record No: R/21/4/19921

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

Miss Robson advised that the purpose of the report was to deliberate on the draft Remission and Postponement of Rates Policy.

Resolution

Moved Cr Keast, seconded Cr Owen and resolved:

That Council:

- a) **Receives the report titled “Draft Remission and Postponement of Rates Policy - Deliberations” dated 30 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 consider the submission feedback received
- e) Agrees to request staff to prepare and present the draft Remission and Postponement of Rates Policy to Council incorporating any amendments agreed at this meeting.

(Councillor Ford left the meeting at 2.50pm.)

7.4 Submission to Ministry of Business, Innovation and Employment: "Supporting sustainable freedom camping in New Zealand"

Record No: R/21/4/16893

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

Mr Sarfaiti advised that the purpose of the report was to obtain approval from Council for the submission to the Ministry of Business, Innovation and Employment consultation on supporting sustainable freedom camping in New Zealand.

(Councillor Ford returned to the meeting at 2.55pm.)

(Councillor Duffy left the meeting at 3pm.)

Resolution

Moved Cr Douglas, seconded Cr Menzies and resolved:

That the Council:

- a) **Receives the report titled "Submission to Ministry of Business, Innovation and Employment: "Supporting sustainable freedom camping in New Zealand""** dated 29 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 authorise that the Manager of Environmental Health forward the submission (attachment A of the report), with any amendments agreed by the meeting.

The meeting concluded at 3.08pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE COUNCIL HELD ON WEDNESDAY 5 MAY 2021.

DATE:.....

CHAIRPERSON:.....