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# Council

## OPEN MINUTES

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Minutes of a meeting of Council held in the Council Chamber, Level 2, 20 Don Street, Invercargill on Wednesday, 23 June 2021 at 9am. (9am – 10.25am)

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### PRESENT

Mayor	Mayor Gary Tong
Deputy Mayor	Ebel Kremer
Councillors	Don Byars (9am – 10.20am, 10.23am – 10.25am)
	John Douglas
	Paul Duffy
	Bruce Ford
	George Harpur (via Teams – digital technology)
	Julie Keast
	Christine Menzies
	Karyn Owen
	Margie Ruddenklau
	Rob Scott

### APOLOGIES

Councillor Frazer

### IN ATTENDANCE

Chief executive	Cameron McIntosh
Committee advisor	Fiona Dunlop

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1 Apologies

There were apologies for absence from Councillor Frazer.

Moved Cr Menzies, seconded Cr Keast and resolved:

That Council accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

Councillor Kremer declared a conflict of interest in relation to item 9.1 – Milford Community Trust – statement of intent 2021-2024 and would not take part in discussion or vote on the matter.

4 Public forum

Dean Whaanga from Te Ao Marama shared a presentation with the meeting regarding Matariki 2021.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of council minutes

Resolution

Moved Mayor Tong, seconded Cr Kremer and resolved:

That Council confirms the minutes the meeting held on 19 May 2021 as a true and correct record of that meeting.

Reports - Policy and Strategy

7.1 Risk management - June 2021 quarterly update

Record No: R/21/4/15598

Policy analyst – Jane Edwards was in attendance for this item.

Mrs Edwards advised that the purpose of the report was to **seek adoption of Council's** revised top strategic risks with an operational date of 1 July 2021 and to report on the significant strategic and corporate risks for the June 2021 quarter.

Resolution

Moved Cr Kremer, seconded Cr Scott and resolved:

That the Council:

- a) **Receives the report titled "Risk management - June 2021 quarterly update "** dated 3 June 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) Adopt the revised priority strategic risks as follows to become effective 1 July 2021:
  - i. Change and reform – the risk that Council has inadequate adaptability to respond to a continuously changing environment
  - ii. Climate change – the risk that Council fails to adapt to, or mitigate the effects of, climate change impacts
  - iii. Compliance and fraud – the risk that Council is unable to adapt to the impacts of fraud and increasing compliance standards on the organisation
  - iv. Cyber security – **the risk that Council's systems are vulnerable to cyber-attack and/or error**
  - v. Data and systems – the risk of ineffective and inefficient use of **information in Council's decision-making**
  - vi. Disaster event – the risk that Council is unable to respond to the consequences of a natural or human-induced event impacting the District
  - vii. Health, safety and wellbeing – the risk of health, safety and wellbeing harm to staff, contractors and community
  - viii. Public health – the risk that Council exposes the community to a public health emergency
  - ix. Relationships and reputation – the risk that Council fails to manage its local, regional and national relationships. The risk that Council suffers reputational damage because of service delivery failure
  - x. Resource and delivery – the risk of non-performance/delivery of committed outcomes and meeting expectations
  - xi. Strategy and direction – the risk of poor or ineffective decision-making due to lack of strategic integration and alignment

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- e) Notes that the revised top strategic risk areas are no longer given weighted scores in the non-ranked risk register proposed.

## 7.2 Fraud Policy

Record No: R/21/6/34749

Policy Analyst – Shru Shrivastava was in attendance for this item.

Miss Shrivastava advised that the purpose of the report was for Council to adopt a reviewed fraud policy.

Council noted that whilst there is a fraud policy there is also a fraud response plan which operates below the policy.

Miss Shrivastava further advised that the response plan provided guidelines and processes for reporting suspected fraud and how Council will carry out fraud enquiries and/or investigations.

Resolution

Moved Cr Douglas, seconded Cr Duffy and resolved:

That Council:

- a) **Receives the report titled “Fraud Policy” dated** 17 June 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) Adopt the draft Fraud Policy.

## 7.3 Draft Elected Members' Remuneration and Reimbursements Policy - for adoption

Record No: R/21/5/25460

Intermediate policy analyst – Carrie Williams was in attendance for this item.

Ms Williams advised that the purpose of the report was for Council to adopt a new elected **members' remuneration and reimbursements policy**.

Resolution

Moved Cr Menzies, seconded Cr Owen and resolved:

That Council:

- a) **receives the report titled “Draft Elected Members’ Remuneration and Reimbursements Policy - for adoption” dated 16 June 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 draft Elected **Members’ Remuneration and Reimbursements Policy.**
- e) adopts the **Elected Members’ Remuneration and Reimbursements Policy.**
- f) resolves that the **Elected Members’ Remuneration and Reimbursements Policy** will come into effect and supersede the current policy on 1 July 2021.

7.4 Revocation of policy - Awards - Community Service 1994

Record No: R/21/5/21086

Community liaison officer – Megan Seator was in attendance for this item.

Mrs Seator advised that the purpose of the report was to seek approval from Council to revoke the 1994 community service award policy.

Council noted that at the Community and Strategy Committee meeting in February 2021 new procedures and guidelines for community services awards was adopted.

Resolution

Moved Cr Scott, seconded Cr Ruddenklau and resolved:

That Council:

- a) **Receives the report titled “Revocation of policy - Awards - Community Service 1994” dated 15 June 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 revoke the policy “Awards – Community Service 1994”, and instructs staff to remove the policy from Councils current policy stock.**

## Reports - Operational Matters

### 8.1 Regional Open Spaces and Places Strategy

Record No: R/21/5/24190

Community facilities manager – Mark Day and Group manager project delivery – Nick Hamlin was in attendance for this item.

Mr Hamlin advised that the purpose of the report was for Council to endorse the Southland Regional Places and Spaces Strategy which has been developed by Sport Southland, SportNZ and the three Southland councils as well as key local funding agencies.

Council noted that the strategy aims to address the planning of regional and sub-regional spaces and places relating to sport, active recreation and play across Southland.

#### Resolution

Moved Cr Duffy, seconded Cr Douglas and resolved:

That the Council:

- a) **Receives the report titled “Regional Open Spaces and Places Strategy” dated 14 June 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 endorse the Southland Regional Places and Spaces Strategy.
- e) Agrees to:
- i) Recognise the Southland Regional Places and Spaces Strategy as a guiding document for future sport, active recreation and play facility development within the Southland District Council boundary.

- ii) Notes the five strategies challenges and the approach for managing future projects.
- iii) Support the implementation of the three frameworks (governance, planning and investment) included within the strategy.
- iv) Support the implementation of the strategy, where practical and possible, with the partner agencies, councils and funders.
- v) Request staff report back on progress made in early 2022 in time for the Annual Plan deliberations.
- f) Agrees to contribute \$25,000 annually to Sport Southland for the next three years towards supporting two full time positions. This would be funded from the open spaces funding that has been identified in the 2021-2031 Long Term Plan.

## 8.2 Monthly Financial Report - April 2021

Record No: R/21/5/25684

Chief financial officer – Anne Robson was in attendance for this item.

Miss Robson advised that the purpose of the report was to provide Council with an overview of the financial results for the ten months to 30 April 2021 by the nine activity groups of Council, as well as the financial position, and the statement of cash flows as at 30 April 2021.

Resolution

Moved Mayor Tong, seconded Cr Kremer and resolved:

That the Council:

- a) **Receives the report titled “Monthly Financial Report - April 2021” dated 16 June 2021.**

## 8.3 Management report

Record No: R/21/5/25815

Chief executive – Cameron McIntosh was in attendance for this item.

Resolution

Moved Mayor Tong, seconded Cr Keast and resolved:

That Council:

- a) **Receives the report titled “Management report” dated 17 June 2021.**

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

Reports - Governance

9.1 Milford Community Trust - Statement of Intent 2021-2024

Record No: R/21/5/24365

Community partnership leader – Simon Moran was in attendance for this item.

Mr Moran advised that the purpose of the report was to seek endorsement of the Milford **Community Trust's Statement of Intent 2021-2024**.

(Councillor Byars left the meeting at 10.20am.)

Resolution

Moved Cr Ruddenklau, seconded Cr Scott and resolved:

That the Council:

- a) **Receives the report titled "Milford Community Trust - Statement of Intent 2021-2024" dated 27 May 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) **Endorses the Milford Community Trust's Statement of Intent 2021-2024.**

(Councillor Kremer returned to the table.)

9.2 Tourism Infrastructure Fund Applications

Record No: R/21/6/33186

Community partnership leader – Simon Moran and Group manager services and assets – Matt Russell were in attendance for this item.

Mr Moran advised that the purpose of the report was to seek retrospective endorsement from Council for applications made to the Tourism Infrastructure fund for projects in the Te Anau Basin and for Stewart Island/Rakiura.

(Councillor Byars returned to the meeting at 10.23am.)



Resolution

Moved Cr Ford, seconded Cr Kremer and resolved:

That the Council:

- a) **Receives the report titled “Tourism Infrastructure Fund Applications” dated 18 June 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) Formally endorses the Southland District Council applications to the Tourism Infrastructure Fund.
- e) Agrees in principle the local co-funding component of the applications as set out for those projects in the 2021-2031 Long Term Plan subject to approval by Council on 29 June 2021.
- f) Agrees that the project funding set out in the 2021-2031 Long Term Plan for Manapouri toilet, walkway, carpark, boat ramp, gabion baskets and the Te Anau toilets and boat ramp, can be pooled (combined into one funding allocation) to meet the Tourism Infrastructure Fund co-funding requirements for the bundle of Fiordland projects, including the Frasers Beach projects that are not in the 2021-2031 Long Term Plan.

The meeting concluded at 10.25am.

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

DATE:.....

CHAIRPERSON:.....