



Notice is hereby given that a meeting of the Northern Community Board will be held on:

Date: Monday, 14 June 2021  
Time: 6pm  
Meeting room: Southland District Council Lumsden Office  
Venue: 18 Diana Street  
Lumsden

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## Northern Community Board Agenda OPEN

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### MEMBERSHIP

Chairperson	Greg Tither
Deputy Chairperson	Lance Hellewell
Members	Peter Bruce
	Pam Naylor
	Carolyn Smith
	Sonya Taylor
	Councillor John Douglas

### IN ATTENDANCE

Community liaison officer	Kathryn Cowie
Committee advisor/customer support	Rose Knowles
Partner	
Community partnership leader	Kelly Tagg

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Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.



## Terms of Reference – Community Boards

TYPE OF COMMITTEE	Community board
RESPONSIBLE TO	<p>Council</p> <p>Each community board will have a relationship with the committees in section 8.4.2 to 8.4.5 of the delegations manual based on the scope of the activities/functions delegated to each committee.</p>
SUBCOMMITTEES	As noted in section 8.5 of the delegations manual various subcommittees will report to specific community boards.
LEGISLATIVE BASIS	<p>Resolution made by Council through the representation arrangements as per the Local Electoral Act 2001.</p> <p>Role, status and membership as per subpart 2 of Part 4 of the Local Government Act 2002 (LGA).</p> <p>Treaty of Waitangi as per section 4, Part 1 of the LGA.</p> <p>Opportunities for Maori to contribute to decision-making processes as per section 14 of Part 2 of the LGA. Community boards delegated powers by Council as per schedule 7, clause 32, LGA.</p> <p>Appointment of councillors to community boards as per section 50, LGA.</p>
MEMBERSHIP	<p>Oreti and Waihopai Toetoe Community Boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other community boards have six members plus a member appointed by Council.</p> <p>The chairperson is elected by the community board. Councillors who are not appointed to community boards can only remain for the public section of the community board meeting. They cannot stay for the public excluded section unless the community board agrees.</p>
FREQUENCY OF MEETINGS	Every second month but up to ten ordinary meetings a year
QUORUM	Not less than four members
KEY FUNCTIONS	<ul style="list-style-type: none"> <li>to promote the social, economic, environmental and cultural well-being of local communities and in so-doing contribute to the realisation of Council's vision of one District offering endless opportunities</li> <li>to provide leadership to local communities on the strategic issues and opportunities that they face</li> <li>to be advocates and representatives for their local community and in so doing ensure that Council and other agencies have a clear understanding of local needs and aspirations</li> <li>to be decision-makers on issues that are delegated to the board by Southland District Council</li> </ul>

	<ul style="list-style-type: none"> <li>• to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community</li> <li>• to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs</li> <li>• to recommend the setting of levels of service and budgets for local activities.</li> </ul>
DELEGATIONS	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.<sup>1</sup></p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> <li>1) policies, plans, standards or guidelines that have been established and approved by Council</li> <li>2) the needs of the local communities; and</li> <li>3) the approved budgets for the activity.</li> </ol> <p><b>Power to Act</b></p> <p>The community board will prepare and implement programmes of work, which will be reflected in its community board plan, which are relevant to the purposes of the community board that are consistent with the long term plan and annual plan processes of Council. Such programmes are to include budgetary provision for all costs associated with the work.</p> <p><b>Community Well-Being</b></p> <ol style="list-style-type: none"> <li>4) to develop local community outcomes that reflect the desired goals for their community/place</li> <li>5) to monitor the overall well-being of local communities and use the information gathered to inform development of local strategies to address areas of need</li> <li>6) work with Council and the community to develop a community board plan for the community of interest area – working in with any community plans that may exist.</li> </ol> <p><b>Community Leadership</b></p> <ol style="list-style-type: none"> <li>7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest</li> <li>8) identify key issues that will affect their community of interest's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities</li> <li>9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes</li> <li>10) provide a local community perspective on Council's long term plan key performance indicators and levels of service</li> </ol>

<sup>1</sup> Local Government Act 2002, s.53

as detailed in the long term plan, and on local expenditure, rating impacts and priorities.

### **Advocacy**

#### 11) submissions

- a) authority to make recommendations to Council on matters to be considered in submissions Council may make to external organisations' regional or national policy documents, select committees
- b) authority to make submissions to Council or other agency on issues within its community of interest area
- c) authority to make submissions to Council on bylaws and recommend to Council the level of bylaw service and enforcement to be provided, having regard to the need to maintain consistency across the District for all Council bylaws.

#### 12) authority to prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest area, for consideration as part of the long term plan/annual plan process

#### 13) provide comment by way of the formal Annual Plan/Long Term Plan process on relative priorities for the delivery of District services and levels of service within the community board area.

District activities include:

- a) wastewater
- b) solid waste
- c) water supply
- d) parks and reserves
- e) roading
- f) libraries
- g) cemeteries
- h) emergency management
- i) stormwater
- j) public toilets
- k) community housing

#### 14) Council will set the levels of service for District activities – if a community board seek a higher level of service they will need to recommend that to Council and it will need to be funded in an appropriate way (locally).

### **Community Assistance**

#### 15) authority to establish prioritisation for allocation based on an overarching set of criteria from council to guide the scope of the activity

- 16) authority to grant the allocated funds from the Community Partnership Fund
- 17) authority to allocate bequests or grants generated locally consistent with the terms of the bequest or grant fund

### **Northern Community Board**

- 18) make decisions regarding funding applications to the Northern Southland Development Fund. The Northern Community Board may invite a representative of the community of Dipton to take part in the decisions on applications to the Northern Southland Development Fund.

### **Unbudgeted Expenditure**

Approve unbudgeted operating expenditure for local activities of up to \$20,000.

Approve up to a \$20,000 increase in the projected cost of a budgeted capital works project/item that is included in the annual plan/LTP.

Authority to delegate to the chief executive, when approving a project definition/business case, over-expenditure of up to \$10,000 for capital expenditure against the budget detailed in the Annual Plan/LTP.

### **Service Delivery**

#### **Local Activities**

For activities within the local activities category, the community board shall have authority to:

- a) recommend to Council levels of service for local activities having regard to Council budgets within the Long Term Plan and Annual Plan process
- b) recommend to Council the rates and/or user charges and fees to fund the local activities
- c) accept donations of a local asset eg a gas barbeque, park bench, etc with a value of less than \$20,000.
- d) approve project definitions/business cases for approved budgeted capital expenditure up to \$300,000
- e) recommend to the Services and Assets Committee the approval of project definitions/business case and procurement plan for capital expenditure over \$300,000 and/or any unbudgeted capital expenditure
- f) monitor the performance and delivery of the service in meeting the expected levels of service
- g) facilitate the development of local management plans (for subsequent recommendation to Council), where required by statute or in support of District or other plans for reserves, harbours, and other community facilities, except where powers:
  - have been delegated to Council officers; or
  - would have significance beyond the community board's area or otherwise involves a matter of

	<p>national importance (Section 6 Resource Management Act 1991); or</p> <ul style="list-style-type: none"> <li>involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.</li> </ul> <p>Local activities include:</p> <ol style="list-style-type: none"> <li>community leadership</li> <li>local halls and community centres (within Council's overarching policy for community facilities)</li> <li>wharves and harbour facilities</li> <li>local parks and reserves</li> <li>parking limits and footpaths</li> <li>Te Anau/Manapouri Airport (Fiordland Community Board)</li> <li>Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board) <ol style="list-style-type: none"> <li>for the above two local activities only</li> <li>recommend levels of service and annual budget to the Services and Assets Committee</li> <li>monitor the performance and delivery of the service</li> </ol> </li> </ol> <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> <li>authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.</li> </ol> <p>20) naming roads</p> <ol style="list-style-type: none"> <li>authority to decide on the naming for public roads, private roads and rights of way</li> </ol> <p>21) assist the chief executive by providing comment (through the board chairperson) to consider and determine temporary road closures applications where there are objections to the proposed road closure.</p> <p><b>Rentals and Leases</b></p> <p>In relation to all leases and licences of land and buildings for local activities within their own area, on behalf of Council;</p> <ol style="list-style-type: none"> <li>accept the highest tenders for rentals more than \$10,000</li> <li>approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.</li> </ol> <p><b>Environmental management and spatial planning</b></p> <ol style="list-style-type: none"> <li>provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment.</li> <li>recommend to Council the level of bylaw service and enforcement to be provided within the community, having regard to the need to maintain consistency across the District.</li> </ol>
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	<p>24) provide advice to Council and its committees on any matter of interest or concern to the community board in relation to the sale of alcohol where statutory ability exists to seek such feedback.</p> <p>25) provide input into regulatory activities not otherwise specified above where the process allows.</p> <p>26) recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the board has made submissions; ability to provide input to support the development of community planning for a civil defence emergency; and after an emergency event, to provide input and information to support community response efforts.</p>
LIMITS TO DELEGATIONS	<p>No financial or decision making delegations other than those specifically delegated by Council.</p> <p>The community board shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its Long Term Plan/Annual Plan. In accordance with the provisions of section 39(2) of Schedule 7 the board may not incur expenditure in excess of the approved budget.</p> <p><b>Matters which are not Delegated</b></p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> <li>• make a rate or bylaw</li> <li>• acquire, hold or dispose of property</li> <li>• direct, appoint, suspend or remove staff</li> <li>• engage or enter into contracts and agreements and financial commitments</li> <li>• institute an action for recovery of any amount</li> <li>• issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>• institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the community board has made submissions.</li> </ul>
CONTACT WITH MEDIA	<p>The community board chairperson is the authorised spokesperson for the board in all matters where the board has authority or a particular interest.</p> <p>Board members, including the chairperson, do not have delegated authority to speak to the media and/or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The assigned Executive Leadership Team member will manage the formal communications between the board and its</p>

	<p>constituents and for the board in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Southland District Council.</p>
REPORTING	<p>Community boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>The boards maintain bound minute books of their own meetings.</p>

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1 Apologies

At the close of the agenda no apologies had been received.

2 Leave of absence

At the close of the agenda no requests for leave of absence had been received.

3 Conflict of interest

Community board members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a member and any private or other external interest they might have.

4 Public forum

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available at [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz) or by phoning 0800 732 732.

5 Extraordinary/urgent items

To consider, and if thought fit, to pass a resolution to permit the Community Board to consider any further items which do not appear on the agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the chairperson must advise:

- (i) the reason why the item was not on the agenda, and
- (ii) the reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

**"Where an item is not on the agenda for a meeting, -**

- (a) that item may be discussed at that meeting if-
  - (i) that item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further **discussion."**

6 Confirmation of minutes

- 6.1 Meeting minutes of Northern Community Board, 19 April 2021



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## Northern Community Board

### OPEN MINUTES

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Minutes of a meeting of Northern Community Board held in the Athol Hall, 28 Athol Five Rivers Highway, Athol on Monday, 19 April 2021 at 6.30pm.

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#### PRESENT

Chairperson	Greg Tither
Deputy Chairperson	Lance Hellewell
Members	Peter Bruce
	Pam Naylor
	Carolyn Smith
	Sonya Taylor
	Councillor John Douglas

#### IN ATTENDANCE

Community Liaison Officer	Kathryn Cowie
Committee Advisor/Customer Support Partner	Rose Knowles
Community Partnership Leader	Kelly Tagg
Councillor	Rob Scott

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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

Carolyn Smith declared a conflict of interest in relation to the following report and advised they would not take part in discussion or debate on the matter as they have been involved in the project in a voluntary capacity:

- Item 7.7 community Partnership Funding Allocations February 2021 round – Lumsden Playcentre

Sonya Taylor declared a conflict of interest in relation to the following report and advised they would not take part in discussion or debate on the matter as they have been involved in the project in a voluntary capacity:

- Item 7.7 community Partnership Funding Allocations February 2021 round – Mossburn Senior Citizens

Sonya Taylor and Lance Hellewell declared a conflict of interest in relation to the following report and advised they would not take part in discussion or debate on the matter as they have been involved in the project in a voluntary capacity:

- Item 7.6 Northern Southland Development Fund Applications – Mossburn Community Response Group / Mossburn Community Centre

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Pam Naylor, seconded Carolyn Smith and resolved:

That the Northern Community Board confirms the minutes of the meeting held on 15 February 2021 as a true and correct record of that meeting.

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## Reports

### 7.1 Community Leadership Report

Record No: R/21/3/11718

Community partnership leader – Kelly Tagg was in attendance for this item.

Mrs Kelly advised the purpose of this report is to update the board on the community leadership activities in the area.

Mrs Kelly drew a number of issues to the attention of the board including:

- Community board tour
- Garston community group
- Swimming pools
- LTP community meetings

Resolution

Moved Pam Naylor, seconded Lance Hellewell and resolved:

That the Northern Community Board:

- a) **Receives the report titled “Community Leadership Report” dated 14 April 2021.**

### 7.2 Operational Report for Northern Community Board

Record No: R/21/3/12959

Community partnership leader – Kelly Tagg was in attendance for this item.

Resolution

Moved Pam Naylor, seconded Sonya Taylor and resolved:

That the Northern Community Board:

- a) **Receives the report titled “Operational Report for Northern Community Board” dated 14 April 2021.**

### 7.3 Community Service Awards - Procedures and Guidelines

Record No: R/21/3/8753

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

Kathryn advised the board of the new procedures and guidelines for the Southland District Council community service awards.

Resolution

Moved Carolyn Smith, seconded Pam Naylor and resolved:

That the Northern Community Board:

- a) **Receives the report titled “Community Service Awards - Procedures and Guidelines” dated 1 March 2021.**

7.4 Installation of Seat in Athol - Unbudgeted Expenditure Report

Record No: R/21/4/15044

Community partnership leader – Kelly Tagg was in attendance for this item.

Kelly advised that the board is to consider whether or not to approve the unbudgeted expenditure for the Anzac seat in Athol. This project has been brought forward into the 2020/2021 financial year so that it can be unveiled as **part of this year’s Anzac celebrations.**

Resolution

Moved Pam Naylor, seconded Sonya Taylor and resolved:

That the Northern Community Board:

- a) **Receives the report titled “Installation of Seat in Athol - Unbudgeted Expenditure Report” dated 12 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) Approves unbudgeted expenditure in the amount of \$6,830 plus GST to be funded from the Athol general reserve (via the beautification – maintenance project business unit) to allow for the early installation of a memorial seat in Athol.

7.5 Chairperson's Report

Record No: R/21/3/11908

Chairperson Greg Tither presented this report.

Chairperson Greg drew a number of issues to the attention of the board including:

- Lumsden Fire Brigade application for a helicopter landing pad
- Gardening tender for Lumsden
- Asset tour of Northern Southland

- Lumsden Recreation grounds meeting to discuss lease and grazing contract.
- Lumsden Cemetery Memorial wall3

Resolution

Moved Pam Naylor, seconded Peter Bruce and resolved:

That the Northern Community Board:

- a) **Receives the report titled “Chairperson's Report” dated 8 April 2021.**

## 7.6 Northern Southland Development Fund Applications

Record No: R/21/3/14352

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

Mrs Cowie advised that the purpose of the report was to allocate grants to various applicants who applied for funding to the Northern Southland Development Fund Applications.

Resolution

Moved Pam Naylor, seconded Carolyn Smith and resolved:

That the Northern Community Board:

- a) **Receives the report titled “Northern Southland Development Fund Applications” dated 12 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) Approve the allocation of funds for the Northern Southland Development Fund following a review of applications and award grants as agreed at the meeting to eligible applicants:

1	Dipton Community Baths Trust	\$2,000
2	Life Education Trust	\$2,500
3	Mosburn Community Response Group/Mosburn Community Centre	\$997

7.7 Community Partnership Fund Applications - February 2021 Funding Round

Record No: R/21/3/13606

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

Mrs Cowie advised that the purpose of the report was to allocate grants to various applicants who applied for funding to the Northern Southland Development Fund Applications.

Moved Pam Naylor, seconded Lance Hellewell recommendations a to d.

The motion was put and declared CARRIED.

Moved Councillor Douglas, seconded Peter Bruce recommendation e as follows:

- e) Approves/declines a grant of \$2,120 to the Lumsden Playcentre to assist with purchasing a new laptop.

The motion was put and declared CARRIED.

Moved Carolyn Smith, seconded Chairman Tither recommendation f as follows:

- f) Approves/declines a grant of \$665 to the Mossburn Golf Club to assist with purchasing junior equipment for a new junior programme.

The motion was put and declared CARRIED.

Moved Sonya Taylor, seconded Pam Naylor recommendation g as follows:

- g) Approves/declines a grant of \$1,404 to Mossburn School to assist with purchasing sports equipment.

The motion was put and declared CARRIED.

Moved Carolyn Smith, seconded Lance Hellewell recommendation h as follows:

- h) Approves/declines a grant of \$3,000 to Mossburn Senior Citizens to assist with replacing the floor in their facility.

The motion was put and declared CARRIED.

Moved Pam Naylor, seconded Carolyn Smith recommendation i as follows:

- i) Approves/declines a grant of ~~\$8,500~~ \$5,080 to Northern Southland College to assist with purchasing new basketball hoops at the school.

The motion was put and declared CARRIED.

Final Resolution

That the Northern Community Board:

- a) **Receives the report titled “Community Partnership Fund Applications - February 2021 Funding Round” dated 1 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) Receives applications from the following:
  - 1. Lumsden Playcentre
  - 2. Mossburn Golf Club
  - 3. Mossburn School
  - 4. Mossburn Senior Citizens
  - 5. Northern Southland College
- e) Approves a grant of \$2,120 to the Lumsden Playcentre to assist with purchasing a new laptop.
- f) Approves a grant of \$665 to the Mossburn Golf Club to assist with purchasing junior equipment for a new junior programme.
- g) Approves a grant of \$1,404 to Mossburn School to assist with purchasing sports equipment.
- h) Approves a grant of \$3,000 to Mossburn Senior Citizens to assist with replacing the floor in their facility.
- i) Approves a grant of \$5,080 to Northern Southland College to assist with purchasing new basketball hoops at the school.

The meeting concluded at 7.40pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE NORTHERN COMMUNITY BOARD  
HELD ON 19 APRIL 2021.

DATE:.....

CHAIRPERSON:.....

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## Community leadership report

Record No: R/21/5/24290  
Author: Kelly Tagg, Community Partnership Leader  
Approved by: Anne Robson, Chief Financial Officer

☐ Decision ☐ Recommendation ☒ Information

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### Purpose

- 1 The purpose of this report is to update the board on the community leadership activities in the area.

### Recommendation

That the Northern Community Board:

- a) **Receives the report titled “Community leadership report” dated 4 June 2021.**

### Attachments

- A Community leadership report [↓](#)



## What's happening in your area

### Community Partnership Fund

All but one community board (Fiordland) have had their final community partnership funding rounds close for the 2020/2021 financial year. Staff will provide a report at each community board's June meeting which will provide community boards the opportunity to decide their funding dates for the 2021/2022 financial year and make any changes to their criteria.

### Community service awards

The new community service awards process has now gone live following all community boards receiving the report outlining the new procedures and guidelines. Nominations close on 30 September. Application forms are available on the Southland District Council website here:

<https://www.southlanddc.govt.nz/assets/My-Council/Community-service-awards-application-form.pdf>

### Community board plans

Several of our boards have spent time reviewing and finalising their actions during the year. The documents are being designed by the communications team at present with a view to having the majority completed by 30 June 2021.

### Lumsden HeliPad project

An approach has been made by the local fire brigade in Lumsden to install a HeliPad for emergency use on an area of land behind the existing emergency centre hub in Lumsden.

Further work to identify an appropriate identity in the community to work with the Council around the approval process with regards to the necessary consents etc is in progress.

Otago Rescue Helicopters have also been in contact with Council in order to progress this matter.

## Athol Memorial Seat

The memorial seat to commemorate fallen soldiers from the Athol area was installed outside the Athol Hall in time for Anzac Day celebrations.

It was officially unveiled on Anzac Day and, by all accounts, the community was very appreciative of the project being completed.

A similar style seat but in the Peter Rabbit theme is planned to be installed in Garston during the 2021/22 financial year.



## Recent funding outcomes

### Northern Community Partnership Fund

Lumsden Playcentre – new laptop	\$2,120
Mossburn Golf Club – junior equipment	\$665
Mossburn School – sports equipment	\$1,404
Mossburn Senior Citizens – new floor	\$3,000
Northern Southland College – basketball hoops	\$5,080

### Northern Southland Development Fund

Dipton Community Baths Trust – pool maintenance work	\$2,000
Southland Life Education Trust – operational costs	\$2,500
Mossburn Community Facilities – generator plug	\$997

## Local initiatives

### Halls

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Staff are in the process of holding meetings with all Southland District Council-owned halls across the District. This is to communicate the new FENZ (Fire and Emergency NZ) requirements, get feedback on a proposed centralised online booking system, and discuss any governance issues in relation to management of halls.

## What's happening outside your area

### National initiatives

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#### The future for local government

On 23 April 2021 the minister of local government established a review into the future for local government. The review is to consider, report and make recommendations on this matter to the minister.

This is an important piece of work that will likely change the face of local government as we know it. It is important that board members are familiar with this review. Further information, including the purpose and scope and reporting timeframes can be found here: <https://www.dia.govt.nz/Future-for-Local-Government-Review>

### District/regional Initiatives

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#### Welcoming Communities

The Southland Newcomer Leadership Scholarship has now gone live. The scholarship was developed by staff from Invercargill City Council, Southland District Council, and Gore District Council who identified that there is an opportunity for newcomers to hold leadership positions within Southland's business, community and not-for-profit sectors. The scholarship enables eligible applicants to access funding to participate in the Southland Chamber of Commerce's Leadership Academy. Scholarship graduates will form an alumni network who have committed to make themselves available to councils for when they wish to engage with the newcomer community for particularly purposes (ie consultations etc). Application forms are available on the Southland District Council website.

#### Public Health South

Staff met with representatives from Public Health South recently to discuss ways in which we can increase partnership and collaboration opportunities between our two organisations.

As a starting point, we will work together to review Council's Smoke Free Open Spaces Policy with a further meeting scheduled soon.

The Public Health team also provided further food for thought with regards to the placement of drinking fountains around the District and how to incorporate them into projects going forward.

Discussions were also had around some smoke free issues identified on Stewart Island/Rakiura with regards to the wharves.

#### Thriving Southland

Staff presented at a Thriving Southland Catchment Group leaders meeting recently. The purpose was to provide an overview of the roles of the community leadership team, some of the key projects we are

currently involved with and to develop a better understanding of how our organisations can work together in the future.

### Leadership Academy

The Leadership Academy, facilitated by Commerce South, commenced on Tuesday April 13. The academy has attracted 15 participants and is being held at Fonterra, Edendale. Commerce South are very pleased with the diversity of participants in this intake.

The final session and graduation occurred on Tuesday 25 May.

The next Leadership Academy is scheduled to be held in Lumsden, commencing on Tuesday 8 June.

More information about the Lumsden academy can be found here:

<https://southlandchamber.co.nz/events/46030/>

## What's coming up?

### Policy and strategy

#### Bylaw and policy work

On 14 April Council adopted a Procurement Policy that will come into effect on 1 July 2021. Staff are currently completing a procurement manual that will help ensure staff implement the objectives and policy positions outlined in the policy. The new policy will be available on Council's website on 1 July 2021.

At the 10 May 2021 meeting, Council decided to keep the same Alcohol Licensing Fee-Setting Bylaw in place for the financial year starting 1 July 2021, to ease the effects of Covid-19 on alcohol licensed premises. This means that the fees paid by licensees will be identical to what is in the current bylaw. The 30% discount to application fees will be maintained. Southland is the only council in New Zealand that we are aware of that provides this discount. All other fees will be as stated in the central government regulations. On 30 June 2022, the current bylaw will be revoked. This means that starting 1 July 2022, the 30% discount will be removed, and all fees will be as stated in the central government regulations.

Staff are currently reviewing Council's Asset Management Policy, and a draft policy was circulated to activity managers for feedback in late May 2021. It is intended that a new policy will be in place in early July 2021. Review of the Fraud Policy is underway, and it is intended to be adopted by Council August 2021. Staff are also in the very early stages of reviewing both the Signs and Objects on Roads and Footpaths Bylaw, and the Reserves Management Policy. Staff feedback regarding a draft Sensitive Expenditure Policy will be sought in early July 2021.

Council staff have prepared a submission on a discussion document on drones produced by the Ministry of Transport/Te Manatu Waka. The discussion document is about enabling drone integration. The Community and Strategy Committee endorsed the draft submission on 1 June 2021.

Council staff have also been working with Mayor Tong and members of the Mayoral Forum to provide feedback to Great South on their draft Statement of Intent for 2021-2022.

Review of the Stewart Island/Rakiura Visitor Levy Bylaw and Policy is underway, and it is intended that pre-consultation with stakeholders will take place in July and August.

#### Corporate risks

Risk management reporting is underway for the June 2021 quarter. Staff and ELT have updated the quarterly risk register, and the quarterly reports will be presented to the Finance and Assurance Committee and Council when they meet in June 2021.

At a series of workshops this quarter, staff and ELT have undertaken the annual review of Councils' priority strategic risks. The revised risks will form the draft risk register to be presented to the committee when it meets in June 2021 and to Council for adoption.

### Long Term Plan

After receiving all the feedback from public submissions and hearings during April, Council deliberated on the issues and options for the LTP in May. The next stage involved developing the full document for it to be audited. In May, the Finance and Assurance Committee endorsed the release of the draft to Audit NZ. Once the document has been audited then the final document will be presented to Council for adoption on 23 June 2021.

### Interim performance report

The final interim performance report period ends at on 30 June. The results will then go into the Annual Report 2020/2021.

## Governance and democracy

### Delegations manual

Staff plan to review Councils delegation's manual in the second half of 2021. This will ensure that Council's delegations to committees and community boards, chief executive and staff are all defined and scoped appropriately.

### Elected Members Remuneration and Reimbursement Policy

Governance and policy staff are reviewing Council's Elected Members Remuneration and Reimbursement Policy. This will be presented to the Finance and Assurance Committee at its 15 June 2021 meeting, and is intended to be presented to Council for adoption at its 23 June 2021 meeting.

## Stakeholder updates

### Highways South

A meeting with relevant stakeholders, including those from Coastal and Central Otago was recently held where planned processes and any concerns for the winter management of state highways were discussed. Based on the weather in the last week, this was good timing!

There is also a focus on getting information out to Southland communities quickly and accurately regarding any issues or weather events which may affect their journeys over winter. The Highways South Facebook page ([www.facebook.com/HighwaysSouthNZ](https://www.facebook.com/HighwaysSouthNZ)) is updated regularly during events and this will be shared to community board pages also. Highways South also provides daily weather forecasts by email, and in the case of significant weather events provides these more frequently as needed. If you require these alerts, please email [SNOAdmin@southroads.co.nz](mailto:SNOAdmin@southroads.co.nz) with 'winter email' in the subject line and you will be added to our database to receive these.

Dangerous trees – our tree specialist has completed a survey of dangerous trees posing risks to the Southland state highway network, and a programme is underway to remove the highest priority trees before the end of June. This will also help with reducing shading of the pavement in key areas prone to icing.

Harakeke (NZ flax) removal is underway in areas of the Southland state highway network where these plants are encroaching into drainage channels and obscuring signs, edge markers and line marking which

can be a safety hazard for road users and for local communities. We have worked closely with runanga to ensure our process reflects their wishes. None of these plants are being sprayed, all are being mechanically removed and relocated to neighbouring landowners or organisations for shelter belt or riparian planting. This programme should be completed by the end of June.

SH96 in Heddon Bush (between Hundred Line Road and Transmission Line Road) is programmed for a full repair (rehab) at the start of the next construction season later this year. Until then this area has been levelled and potholes filled with cold mix to smooth the surface. This is not a permanent repair, it is a temporary fix only to make the pavement safe until the rehab can take place later this year.

We are currently completing a significant drainage programme throughout the state highway network removing grass from the pavement shoulder to the edge of the water channel in order to allow water to run off the highway, resulting in a drier pavement surface

Highlip removal is also currently underway – where we have identified areas of particularly highlip on the edge of seal, this is being removed to stop water pooling on the edge of the pavement

We have had ongoing issues on Southland state highways with insecure baleage and mud on roads. Where we have been able to identify the person involved, we have worked with them to address these issues. We have also been in touch with Federated Farmers and the Rural Contractors Association who have both communicated these concerns to their members.





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## Operational Report for Northern Community Board

Record No: R/21/5/23698

Author: Carolyn Davies, Executive Assistant

Approved by: Anne Robson, Chief Financial Officer

☐ Decision

☐ Recommendation

☒ Information

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### Purpose of Report

The purpose of the report is to update the board on the operational activities in the Northern Community Board area.

### Recommendation

That the Northern Community Board:

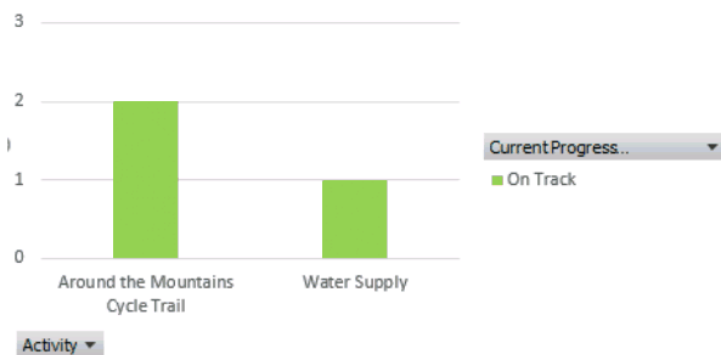
- a) **Receives the report titled “Operational Report for Northern Community Board”**  
dated 4 June 2021.

### Attachments

A Report to Northern Community Board - 14 June 2021 - Operational report [↓](#)



## 1. Projects within current financial year



### CLARIFICATION OF FUNDING SOURCES

Local funded: stormwater, cemeteries, footpaths, SIESA, water structures and community halls.

District funded: water, wastewater, public toilets and roading.

Local or District funded (dependent on service): community facilities, parks and reserves.

ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
<b>WATER SUPPLY</b>	P-10265	District metered areas - Lumsden Balfour	Delivery phase	On track	Minor capex Downer, this work is completed, in maintenance period.	\$70,000
<b>AROUND THE MOUNTAINS CYCLE TRAIL</b>	P-10746	Improve the ATMCT experience (completion works)	Pre delivery phase	On track	Part of the cycle trail at Athol was re-aligned out of private property and within road reserve. Completed November 2020. The landowner is	\$213,822

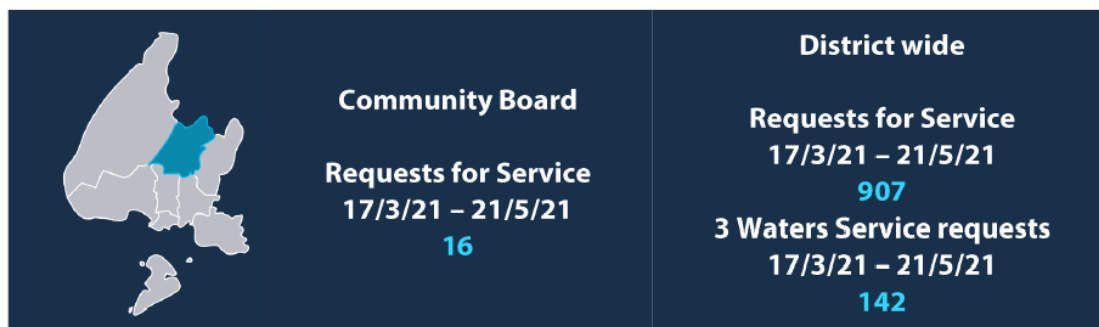


ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
					happy with this and no easement is required.	
<b>AROUND THE MOUNTAINS CYCLE TRAIL</b>	P-10419	Repair flood damage on cycle trail.	Delivery phase	On track	Construction works completed in November 2020, now in 1 year defects period.	\$388,722

## 2. Service Contracts

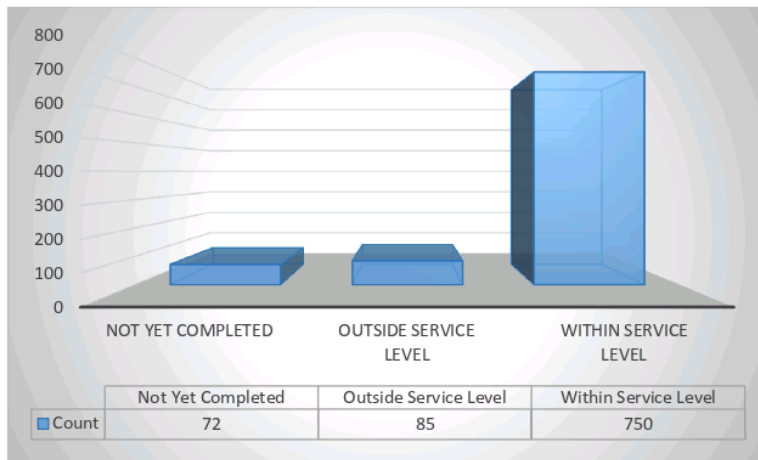
CONTRACT NAME	CONTRACT MANAGER COMMENTARY
<b>10/01 – Water and waste water services operation and maintenance</b>	The water and waste water contract is operating well. Work is underway to meet new drinking water operational rules. A major leak discovered and repaired at east end of Oreti bridge in May.
<b>17/ 03 – Waimea Alliance</b>	Routine maintenance and cyclic works are ongoing. Sealed Road spraying was completed in April, along with the final round of sealed shoulder mowing. 2021/2022 pre reseal repair works are ongoing with marking out and repair works. District wide footpath renewal works are underway in various townships for this programme. The McLean Road box culvert works have been underway and should be completed in June.
<b>20/01 – Lumsden Office and library cleaning</b>	The outcomes for this contract are still being met and or exceeded well at the offices. No major issues this period.
<b>17/03 -Toilet Contracts</b>	Mesh covers have been installed over the Athol toilets at the back of the hall to avoid vandalism. The pump at Garston will be replaced due to the age and required maintenance, this will be kept for back up. Lumsden and Mossburn are both operating well with only minor maintenance reported, a deep clean of the toilet blocks will be undertaken to clear gutters and water blasting the outside areas.
<b>10/27 - Mowing</b>	The mowing is winding down due to the winter conditions. A new contractor will commence from 1 July.
<b>General</b>	Plans are in place for removal of six trees in the traffic island on SH6, at the south entrance to Lumsden. Also, removal of 10 poplar trees on SH 94 near the Lumsden cemetery is planned for June. These have been identified as in poor condition in a recent tree survey.

### 3. Request for service data 17 March 2021 – 21 May 2021



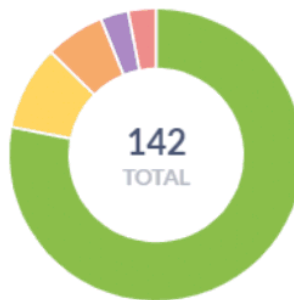
REQUEST TYPE	COUNT
Culverts blocked - rural	2
Gravel, potholes/corrugations and grading	1
Hall cleaning and maintenance	1
Playground repairs and maintenance	1
Repairs and maintenance council property	2
Rural water - no water supply	1
Stormwater general - urgent	1
Toilet repairs and maintenance	1
Transport - road matters general	2
Vegetation Urban/berm mow/overgrown/visibility issues	1
Water asset damaged (main, hydrant, valve, meter)	1
Water asset leak (main, hydrant, valve, meter)	1
Water toby leak	1
<b>TOTAL</b>	<b>16</b>

### RFS Count by completion time status



#### IPS Requests, Resolution Time Status

Resolved Before Due ...	78.87%
Resolved After Due Date	9.15%
Not Yet Resolved	6.34%
No Resolution Due Date	2.82%
Not Yet Resolved - Ove...	2.82%



Note: RFS' that were not yet completed or outside the service level were due to factors including further investigations/work required and extensions of time to complete the requests.

#### 4. Local finance reporting

##### Athol - Business Units as at 30 April 2021

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Operating Costs - Athol	\$549	\$549	\$879	\$250	\$549	\$659			
Cemetery - Athol	\$823	\$824	\$989	\$308	\$824	\$989			
Beautification -Athol	\$4,984	\$4,991	\$5,989	\$7,111	\$5,675	\$6,810	\$8,361	\$5,353	\$6,424
Playground - Athol	\$2,194	\$2,198	\$2,637	\$564	\$10,833	\$13,000			
Hall - Athol	\$10,068	\$9,591	\$11,721	\$10,038	\$10,029	\$11,838			
<b>Total</b>	<b>\$18,619</b>	<b>\$18,153</b>	<b>\$22,215</b>	<b>\$18,271</b>	<b>\$27,911</b>	<b>\$33,296</b>	<b>\$8,361</b>	<b>\$5,353</b>	<b>\$6,424</b>

##### Garston - Business Units as at 30 April 2021

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Beautification - Garston	\$10,156	\$10,156	\$12,851	\$11,377	\$13,375	\$16,050			
Playground - Garston	\$1,397	\$1,399	\$1,679	\$1,064	\$2,157	\$2,588			
Playcentre Building	\$1,791	\$1,798	\$2,157	\$1,147	\$1,917	\$2,157			
<b>Total</b>	<b>\$13,344</b>	<b>\$13,353</b>	<b>\$16,687</b>	<b>\$13,588</b>	<b>\$17,448</b>	<b>\$20,795</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>


**Lumsden - Business Units as at 30 April 2021**

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Administration - Lumsden			\$1,518						
Operating Costs - Lumsden	\$4,139	\$4,089	\$4,907	\$7,941	\$4,667	\$4,907			
Street Works - Lumsden	\$5,719	\$5,683	\$7,029		\$2,350	\$2,820			
Refuse Collection - Lumsden	\$25,620	\$25,458	\$30,550	\$13,164	\$28,792	\$34,550			
Stormwater Drainage - Lumsden	\$10,814	\$10,746	\$12,996	\$25,589	\$10,773	\$12,895	\$1		\$1
Cemetery - Lumsden	\$7,614	\$9,404	\$11,285	\$10,186	\$12,982	\$15,578			
Beautification - Lumsden	\$43,291	\$43,085	\$51,702	\$50,127	\$47,635	\$52,253			
Recreation Reserve - Lumsden	\$4,752	\$3,075	\$3,690	(\$1,999)	\$6,813	\$8,090			
Playground - Lumsden	\$1,920	\$1,914	\$2,297	\$3,119	\$4,774	\$5,729			
Camping Ground - Lumsden	\$900	\$1,000	\$1,200						
Hall - Lumsden	\$14,845	\$15,620	\$19,044	\$9,637	\$16,777	\$19,570			
Information - Centre	\$2,541	\$2,626	\$3,151	\$4,481	\$3,887	\$4,531			
<b>Total</b>	<b>\$122,155</b>	<b>\$122,701</b>	<b>\$149,369</b>	<b>\$122,246</b>	<b>\$139,451</b>	<b>\$160,923</b>	<b>\$0</b>	<b>\$1</b>	<b>\$1</b>

**Mossburn - Business Units as at 30 April 2021**

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Operating Costs - Mossburn			\$3,485	\$341	\$3,204	\$3,845			
Street Works - Mossburn	\$14,016	\$14,016	\$16,819	\$11,436	\$14,016	\$16,819		\$12,208	\$14,649
Stormwater Drainage - Mossburn	\$3,999	\$3,999	\$4,799	\$1,026	\$4,001	\$4,799			
Cemetery - Mossburn	\$12,908	\$4,879	\$5,855	\$14,684	\$4,879	\$5,855			
Beautification - Mossburn	\$8,878	\$8,878	\$10,653	\$8,242	\$13,878	\$16,653			
War Memorial Park	\$13,904	\$13,903	\$16,684	\$11,035	\$14,024	\$16,684			
Playground - Mossburn	\$1,281	\$1,281	\$1,537	\$675	\$1,281	\$1,537			
<b>Total</b>	<b>\$54,985</b>	<b>\$46,956</b>	<b>\$59,832</b>	<b>\$47,439</b>	<b>\$55,282</b>	<b>\$66,192</b>	<b>\$0</b>	<b>\$12,208</b>	<b>\$14,649</b>

<b>Northern Southland development fund - Business Units as at 30 April 2021</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>
Northern Southland Devlpt Fund			\$10,600	\$2,000	\$2,948	\$9,825	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,600</b>	<b>\$2,000</b>	<b>\$2,948</b>	<b>\$9,825</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>Community Leadership - Northern - Business Units as at 30 April 2021</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>
Community Leadership Northern		\$0	\$6,069	\$45,505	\$52,646	\$56,867	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,069</b>	<b>\$45,505</b>	<b>\$52,646</b>	<b>\$56,867</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Athol income for the period to date is on budget. Expenditure is \$9,640 under budget. Beautification operating expenditure is \$1,436 over budget due to more general maintenance required for the year to date. Playground expenditure is under budget by \$10,269 due to less general maintenance required for the year to date. Beautification capital expenditure is currently \$3,008 over budget due to the final work on the beautification portion of the railway display project. A budget of \$6,424 for this work was carried forward from 2019/2020. This project was completed on 21 August 2020 and came in \$1,937 over budget. This is to be funded from a community partnership fund grant of \$2,500 received in 2019/2020.

Garston income for the period to date is on budget. Expenditure is \$3,860 under budget, primarily due to an underspend in beautification general projects (\$1,870) and playground general maintenance (\$1,903).

Lumsden income is on budget for the period to date, however expenditure is \$17,205 under budget. Operating costs are \$3,274 over budget, this is due to rates being higher than budgeted. Street works is \$2,350 under budget due to no general maintenance spend to date. Refuse collection is \$15,628 under budget due to less street litter bin costs to date. Stormwater is \$14,816 over budget due to an over spend in maintenance costs due to clearing out of stormwater ditches and the replacing of a culvert on Farm Street. Cemetery expenditure is under budget due to lower internment costs (\$1,796), mowing and maintenance (\$565 and \$735 respectively). Beautification expenditure is \$2,492 over budget, due to gardening completed to date. Recreation reserve is \$8,812 under budget, primarily due to an underspend in electricity of \$2,095 and a \$5,427 refund received due to inaccurate historical electricity meter readings. Playground expenditure is under budget by \$1,655 due to less general maintenance required for the year to date. Lumsden Hall is \$7,140 under budget due to lower cleaning, electricity and operating costs to date.



Mossburn income is over budget (\$8,028), which is due to higher cemetery internment fees. Overall expenditure for the period to date is \$7,843 under budget. Operating costs are \$2,863 under budget due to minimal spend in general projects to date. Street works operating expenditure is \$2,580 under budget due to less general maintenance required for the year to date. Stormwater is \$2,975 under budget due to minimal monitoring or maintenance costs being incurred to date. Beautification is \$5,636 under budget due to no tree and hedge maintenance to date. War memorial park is \$2,989 under budget due to lower mowing and general maintenance to date. These underspends are offset by cemetery internment costs being over budget (\$9,805). Street works capital expenditure is under budget by \$12,208 due to footpath capital work not yet undertaken. This work has started in May and is anticipated to be completed before 30 June 2021.

Northern Southland Development grants of \$5,497 were approved by the community board at the 19 April meeting, with one of the grants being paid out in the period to date. The other grants approved are anticipated to be paid out in May.

The only community leadership income anticipated is an internal grant for the community board's share of the of community partnership fund, which will be allocated as part of the year end process at 30 June 2021. Community leadership expenses are \$7,142 under budget due to less community leadership grants being paid to date.

**Reserve Balances**

<b>RESERVE</b>	<b>30 JUNE 2020</b>	<b>BUDGET 30 JUNE 2021</b>	<b>FORECAST 30 JUNE 2021</b>
Athol community centre	\$7,906	\$8,118	\$8,118
Athol general	\$22,147	\$21,546	\$(414)
<b>Total – Athol</b>	<b>\$30,053</b>	<b>\$29,664</b>	<b>\$7,704</b>
Garston special projects	\$36,998	\$36,841	\$31,651
<b>Total – Garston</b>	<b>\$36,998</b>	<b>\$36,841</b>	<b>\$31,651</b>
Lumsden community centre	\$4,823	\$5,123	\$5,123
Lumsden cemetery	\$676	\$676	\$676
Lumsden footpaths	\$4,699	\$8,908	\$8,908
Lumsden general	\$73,712	\$76,430	\$72,030
Lumsden stormwater	\$68,378	\$48,479	\$68,479
<b>Total – Lumsden</b>	<b>\$152,288</b>	<b>\$139,616</b>	<b>\$155,216</b>
Mossburn general	\$102,593	\$83,733	\$81,584
<b>Total – Mossburn</b>	<b>\$102,593</b>	<b>\$83,733</b>	<b>\$81,584</b>
Northern Southland development fund	\$321,408	\$322,183	\$322,183
<b>Total – Northern Southland development fund</b>	<b>\$321,408</b>	<b>\$322,183</b>	<b>\$322,183</b>
<b>TOTAL RESERVES</b>	<b>\$643,340</b>	<b>\$612,037</b>	<b>\$598,338</b>

## Council report

Record No: R/21/5/24315

Author: Kelly Tagg, Community Partnership Leader

Approved by: Anne Robson, Chief Financial Officer

☐ Decision

☐ Recommendation

☒ Information

## Chief executive update

1. The development of the Long Term Plan (LTP) 2021 – 2031 has been a significant focus for the organisation. Council heard submissions over two days in April and following a full day of deliberating approved the budget for the LTP which will now proceed to the audit stage.
2. The production of the 10 year LTP is required by legislation and is an important part of the local government processes. An unusual aspect of this one is that it is being set in the face of so much uncertainty. On top of the reform of the 3 waters which is already well advanced, the review of the RMA which has commenced, central government has also announced a review of the future for local government and also changes to Land transport funding. Further change will follow the reform of public health. Further areas of review are expected to be announced.
3. We intend to be active in the reform and ensure the voices of Southland continue to be heard. In the meantime the LTP will focus on delivery of the programme of renewal of essential infrastructure and projects important to our communities.

## Environmental Services

### Animal control

4. Preparations are underway for 2021/2022 registration time. Various improvements are planned to streamline this process, with staff hoping for an uptake in online applications with no more cheques.
5. The team has initiated a prosecution in regard to a person keeping noisy roosters in Wairio. The case is currently in the Environment Court, the next step likely being mediation.

### Environmental health

6. Public objections have been received following an application for a proposed bottle store in Riverton. This will go to a hearing before Council's District Licensing Committee.
7. The team is looking forward to Council's quality assurance lead joining us and doing some work with us. It is expected that she will be able to facilitate the completion of much of our continuous improvement register.

### Resource management

8. Minister for the Environment – David Parker has announced that the Resource Management Act will be repealed and replaced with three new acts being the Natural and Build Environments Act,

Strategic Planning Act and Climate Change Adaptation Act. The reforms have an aggressive timetable with minimal opportunities for public input. An exposure draft of the Natural and Built Environments Act is anticipated in June. Council is looking to be part of a joint submission from councils across Otago and Southland.

9. Council staff are in the process of reviewing the landscape chapter of the District Plan in order to ensure our significant and important landscapes and features are identified in our District Plan and have adequate protection from threats. There are three components to this work (landscape expert study, cultural landscape study and community landscape identification). A plan change is anticipated to be notified at the end of this year and is somewhat dependant on any changes that may result from the reform of the Resource Management Act.
10. Resource consent update  
January applications received – 17, Decisions issued – 14  
February applications received – 21, Decisions issued - 21  
March applications received – 30, Decisions issued – 34

## Services and Assets

### Stewart Island Electrical Supply Authority (SIESA)

11. A decision was made to abandon the Stewart Island wind power project, following failure to secure access agreements with any of the three identified viable sites. The final report has been prepared and is being reviewed by MBIE prior to presentation to the Stewart Island/Rakiura Community Board.
12. Supply and install of a replacement engine and generator unit has been instructed as a variation through the SIESA management contract with PowerNet Ltd. Delivery of the unit is underway.
13. PowerNet Ltd is confirming scope and price for replacement of one “red-tag” pole (poles identified as needing replacement) that is required this financial year. Replacement of other “red-tag” poles are being considered and programmed within annual maintenance and renewal works packages – financial year 2021/2022 works programme is currently under development.

### Forestry (IFS)

14. Harvest operations out of Waikaia are now complete and 22,325 tonnes were recovered which is 3,545 tonnes over appraisal. This has resulted in an additional \$295k of net profit is anticipated to be reflected in final payments. The additional harvesting revenue and associated harvesting costs have been forecasted for and will reflect in the April month-end results.

### Around the Mountains Cycle Trail

15. Flood repairs and culvert replacement work by The Roding Company is practically complete.
16. Trail counters identified a 25% increase of cyclists enjoying the trail over the 2019/2020 season.
17. Six yearly structural inspections of the bridges on the trail have commenced.
18. Pre-development project work to address the centre hill erosion has commenced.
19. Positive feedback received about the quality of the trail and riders enjoying the cycle trail experience.

## Te Anau Manapouri Airport

20. 3,000m of crack sealing has been completed on the runway. The intention is to continue this programme in subsequent years to maintain the sealed surface and pavement structure.
21. Additional spraying and sweeping operations on the runway are being programmed in this season to correct excess growth not addressed in previous seasons.
22. Due to a backlog of work at CAA toward the end of 2020, and therefore a delay in the Safety Management System (SMS) audit, an exemption to the SMS was obtained through to 30 September 2021.

## Property

23. With staff on extended sick leave and the upswing in workload, this has meant that many requests for work or input into projects, have had to be prioritised to best achieve Council's overall objectives. The down side to this however is that a significant amount of work is being added to the uncompleted list of actions which is not sustainable given the ongoing requests for staff input on many different fronts.
24. What has been completed is the new leases for the Winton Medical Centre and maternity unit which were both long overdue, and due to be commenced is the renewal of all the Riverton Harbour Endowment farming leases which happen every 21 years. This is a project that will take some time working through with each of the 10 lessees.

## Strategic water and waste

### **Asset management**

25. Work continues to be carried out within electronic systems for historic backlog of data cleansing and mapping updates. This activity is likely to take many years to complete with current resourcing and continuing with business as usual. This work will provide better data for valuation considerations and future planning for asset replacements and budget forecasting.

### **Resource consent renewals**

26. Council holds a large number of resource consents for carrying out its operations within the water and wastewater activities.
27. There are currently 10 wastewater consents being reviewed and planned for renewal that are required to be completed within the next eight years. The major communities include Winton, Riversdale, Edendale/Wyndham, Manapouri and Stewart Island.
28. For water consents there are nine being reviewed that require renewal within the next two years, including major communities and schemes of Manapouri, Te Anau and Eastern Bush potable supplies.

### **Stimulus**

29. Work continues with the Stimulus programme, and 2020/2021 LTP capex programme packages with a number of projects completed, another six underway and approximately 10 to start in the May/June months.

30. There are another six projects currently under design.
31. We are confident that the programme will be delivered on time, in line with our forecasted programme as we are using the Stimulus Contracting Panel (made up of six local contracting companies) for our delivery.
32. The day to day operational and maintenance in water and waste is progressing well with good performance and relationship with Downer, the provider.
33. We are collectively putting a greater emphasis on the storm water network, and where a major design and investigation is not required we are fixing many of the minor issues we are made aware of as we go. We will endeavour to be more proactive than reactive in storm water activities in the future.

### Project delivery team (PDT)

34. PDT have a number of key projects in full swing with district wide footpaths, the three waters Stimulus project, Te Anau Wastewater, Lakefront Drive, Winton library now all in design or well into construction.
35. The contractors' panel is working incredibly well on the three waters project.
36. Core improvement projects now complete and updated contracts all developed.
37. The final pieces of the SDC office shift are being completed in May with a second small stage in the new LTP.
38. Master delivery plan and programme is well advanced for 2021-2022 with circa \$50m planned to deliver.

### Community facilities

39. The Long Term Plan process continues to be at the forefront of the work programme with staff working with the finance and strategy and policy teams to respond to submissions prior to public hearings.
40. The contract renewal process as part of the section 17A review is almost completed with the last of the tenders for the gardening having gone out to the market.
41. The mowing contracts that have been renewed are in place and after some initial issues due to extreme grass growth they are operating well. The contractors will start tapering off now that they are moving into the winter months. The remainder of the contracts will start on 1 July 2021.
42. Capital works projects are progressing however contractor availability and material supply has been hampering progress on some of these projects.
43. Staff have been working through the preparation of the scope for the projects that will be delivered next financial year. The locally funded projects will be worked through and agreed to with the respective community boards with the intention that we are in a position to procure this work starting on 1 July 2021.

### Strategic transport

#### **National Land Transport Plan**

44. The transport team have continued to work and provide input into the Regional Land Transport Plan and refine the transport programme including budgets which have been included into the

funding application to Waka Kotahi NZ Transport Agency as part of the National Land Transport Plan.

45. This is all part of Council's bid to obtain its share of Waka Kotahi NZ Transport Agency funding for the period 2021-2024. The next three-year funding cycle sees an increase in the funding requested. It remains to be seen if all of Council's funding application is approved. Nationally the Land Transport Fund is under increasing pressure and is significantly over subscribed.

### **District wide roading programme**

46. The 2020/2021 programme is the final year of the three-year Waka Kotahi NZ Transport Agency approved funding programme. Any budgets from Waka Kotahi NZ Transport Agency which are not fully utilised during this financial year cannot be carried forward into the next funding period (2021-2023). This makes 2020/2021 a critical year for achieving works programmes and maximising approved funding. Currently the overall programme is well on track.
47. The annual resealing programme has been completed for the season with around 1 million square metres of road being resurfaced.
48. The bulk of the pavement rehabilitation have also been completed for the construction season with one subsection of the central area package to be sealed.
49. Works on repairing the last section of the Lower Hollyford is back in full swing following the tragic incident with one of the truck drivers on route to the construction site which resulted in works being temporarily halted.
50. WSP as Council's new structures service provider has also commenced the next round of bridge inspections. This information will be used to help refine work programmes priorities as well as the annual bridge posting restrictions. A report outlining and affirming the bridge restriction will be presented to Council in due course.
51. Bridge replacement programme has been tracking well with the full programme of works on track to be delivered. With the programme running well and very little unknown construction issues coming to light additional bridges have been commissioned through the design build packages to utilise available contingency funds to maximise the Waka Kotahi NZ Transport Agency funding.

## Customer Delivery

### Libraries

52. Our libraries team welcomed three new team members; Natasha Edgar, James Godfrey and Belinda Forde. Natasha, our new culture and community co-ordinator, joined us from Auckland and has made a major impact on our programming. Our recently finished school holiday program

had over 120 enrolments, a record as far as we know. James, our digital co-ordinator, has been linking in with other community organisations to help focus on digital banking and helping our community find new ways to access their banks with the closure of more rural branches and the removal of cheques. James has also been supporting our LTP process by providing drop in sessions in the District for our community to learn how to make an online submission. Belinda Forde has joined us as our new customer support partner/mobile librarian and has hit the ground running. She is already been able to provide a great level of assistance to our existing team to help relieve some of the pressure as we focus on getting back into the Winton library.

53. The Winton library project is in full swing with tenders closing end of April. We will be hoping to have the tender awarded mid to late May with our completion date of late November still on track. Our other major library project, our RFID Library System (Radio Frequency Identification) has been awarded to FE Technologies and we are currently in the planning stages with an aim to start tagging our collection items late May or early June and a project completion date close to the opening of the Winton library.
54. Five of the area office team attended a regional librarian's day in Roxburgh and discussed initiatives to attract more teens into our libraries. The Te Anau office has now been open to the public for three months, 9am – 12pm each week day. The response from the community has been slow with an average of two customers a day.
55. Recruitment is underway in the Te Anau library to employ a library cadet on Saturdays, and Raewyn Patton has left the library to pursue a position with Clutha District Council. Changes to Pathways have necessitated training to all area office team members, with further full team training required before dog registration season begins in June.
56. Representatives from each office have also been receiving first aid training.
57. Changes to banking procedures have been necessary to align with imminent bank closures. The withdrawal of cheques has also been widely advertised to our communities, and library staff, banks and outside providers have all been educating customers on the change to online banking and methods of payment.
58. Staff leave occurrences have been high as staff have taken accrued leave stemming back to the Covid lockdown. This, combined with the previously mentioned staff trainings, has seen higher than usual staff cover and casuals necessary.
59. The open day at Winton to discuss the library refurbishment was very successful. The community responses to the plan were very positive and a large cross section of the community attended.

## Knowledge management

60. LIM numbers remained steady from November through to February with a monthly average in the mid-thirties. March saw a huge increase with the team lodging 59 and issuing 62 LIM's. The number of property files has increased in 2021 by over 100% with up to 70 being processed a week. Property files can at times result in a LIM. Te Anau, Winton and Riverton are the most popular areas for both.

## Business solutions

61. We continue to extend our range of online and mobility services, with the implementation of online lodgement for resource consents. The team worked closely with the resource management team and the transition to online went smoothly. We are investigating Pathway mobile inspections and IPS field inspector.
62. The request for service (RFS) review continues with Jane and Sandra working closely with the organisation to simplify and streamline these processes. Customer service RFS's were the first to be changed and has resulted in positive feedback from staff
63. Disaster recovery is still a major focus for the team as we continue to develop a new disaster recovery plan and the associated run books. This is an ongoing initiative and will require regular testing and updating.

## Recommendation

That Northern Community Board:

- a) **Receives the report titled "Council report" dated 4 June 2021.**

## Attachments

There are no attachments for this report.



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## Community Partnership Fund - Funding rounds and criteria from 1 July 2021

Record No: R/21/5/24629

Author: Kathryn Cowie, Community Liaison Officer

Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision

☐ Recommendation

☐ Information

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### Purpose

- 1 The purpose of this report is for the Northern Community Board to discuss and confirm the number of funding rounds and funding criteria for the Northern Community Partnership Fund effective from 1 July 2021.

### Executive summary

- 2 The Northern Community Partnership Fund has completed its first year with two funding rounds (August 2020 and February 2021).
- 3 \$31,542 was distributed to various applicants in the Northern Community Board area.
- 4 For the 2021/2022 financial year, the amount to distribute has reduced to \$6,069.
- 5 It is therefore timely that the Northern Community Board take this opportunity to review the funding rounds and criteria for the Community Partnership Fund for the next financial year.

## Recommendation

That the Northern Community Board:

- a) **Receives the report titled “Community Partnership Fund - Funding rounds and criteria from 1 July 2021” dated 1 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 continue with the funding criteria set by the Northern Community Board at its meeting on 15 June 2020 as follows:
  - consideration will be given to all funding requests on a case by case basis
  - the board will give preference to applications that directly benefit the community board area and link to the community board plan outcomes
  - there is no cap on the amount applicants can request
  - co-funding is preferable, but not essential
  - two quotes are preferable for capital works. If it is not possible to get more than one quote an explanation why will be sufficient
  - if appropriate applicants are to come to a board meeting and speak to their application
  - groups do not have to be a legal entity to apply
- e) Agrees that the current funding round of two rounds per year is reduced to one funding round with a closing date to be determined and this change be effective from 1 July 2021.
- f) Agrees to communicate this change to the community board area through the community board Facebook page and local community newsletters.

## Background

- 6 In July 2019 Southland District Council resolved to establish the Community Partnership Fund. This decision sought to bring funding decisions to a grass-roots level and enable community leadership.
- 7 The Northern Community Partnership Fund had two funding rounds (August and February) over the 2020/2021 financial year.
- 8 There was \$31,542 available to distribute for the 2020/2021 financial year.
- 9 The funding criteria set by the Northern Community Board is as follows:
  - consideration will be given to all funding requests on a case by case basis

- 
- the board will give preference to applications that directly benefit the community board area and link to the community board plan outcomes
  - there is no cap on the amount applicants can request
  - co-funding is preferable, but not essential
  - two quotes are preferable for capital works. If it is not possible to get more than one quote an explanation why will be sufficient
  - if appropriate applicants are to come to a board meeting and speak to their application
  - groups do not have to be a legal entity to apply.

#### Issues

- 10 The Northern Community Board needs to decide whether to keep the funding rounds and criteria the same as the 2021/2022 financial year given that the amount available for distribution has reduced to \$6,069.

#### Factors to consider

##### Legal and statutory requirements

- 11 There are no legal or statutory requirements.

##### Community views

- 12 The board, as representatives of the Northern Community Board area will take local community views into consideration.

##### Costs and funding

- 13 The amount available for distribution for the 2021/2022 financial year is \$6,069.

##### Policy implications

- 14 There are no policy implications.

#### Analysis

##### Options considered

- 15 To review funding rounds and/or criteria for the Northern Community Partnership Fund and make any changes as deemed necessary, or to review funding rounds and/or criteria for the Northern Community Partnership Fund and not make any changes.

#### Analysis of options

Option 1 – To review funding rounds and/or criteria for the Northern Community Partnership Fund and make any changes as deemed necessary

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• reviewing the funding rounds and/or criteria gives the community board the opportunity to make appropriate changes, having now had the experience of one year of funding,</li></ul>	<ul style="list-style-type: none"><li>• no disadvantages.</li></ul>

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and given that the amount of funds to distribute has altered from the first year of operation.	
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Option 2 – to review funding rounds and/or criteria for the Northern Community Partnership Fund and not make any changes

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>the board may not deem any changes necessary.</li> </ul>	<ul style="list-style-type: none"> <li>keeping the status quo may not be appropriate.</li> </ul>

Assessment of significance

- 16 Not considered significant.

Recommended option

- 17 Option 1 – to review funding rounds and/or criteria for the Northern Community Partnership Fund and make any changes as deemed necessary.

Next steps

- 18 Funding applications and advertising will be adjusted as necessary.

Attachments

There are no attachments for this report.

## Project Scope Confirmation - 2021/2022 Locally Funded Projects

Record No: R/21/5/23449  
Author: Mark Day, Community Facilities Manager  
Approved by: Nick Hamlin, Group Manager Programme Delivery

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is to seek approval from the Northern community board for the scope of the locally funded projects within their board area that will be delivered in the 2021/2022 financial year.

### Executive summary

- 2 The Northern community have a number of community funded projects that have been approved in the Long Term Plan to be delivered in the 2021/2022 financial year.
- 3 The community board has the delegation to approve the scope of locally funded projects. Refer to the Policy Implications below.
- 4 With an increase in the number of both locally and district funded projects identified in the 2021-2031 Long Term Plan, staff are working to improve the efficiency of delivery.
- 5 One of the ways staff are seeking to achieve increased efficiency is to ensure projects are scoped and approved ahead of the year identified for delivery. In doing so, staff consider the primary advantage is the early identification of required internal and external resources and supplies enabling timely programming and procurement. Staff consider this approach will provide the best opportunity to deliver the committed works programme.
- 6 The scoping documents relevant to the Northern community board delegation are attached to this report.

## Recommendation

That the Northern Community Board:

- a) **Receives the report titled “Project Scope Confirmation - 2021/2022 Locally Funded Projects” dated 28 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) Agrees to approve the scope of the projects identified in the attachments to this report

## Background

- 7 The Northern community have a number of community funded projects that have been approved in the Long Term Plan to be delivered in the 2021/2022 financial year.
- 8 The community board has the delegation to approve the scope of locally funded projects. Refer to the Policy Implications below.
- 9 With an increase in the number of both locally and district funded projects identified in the 2021-2031 Long Term Plan, staff are working to improve the efficiency of delivery.
- 10 One of the ways staff are seeking to achieve increased efficiency is to ensure projects are scoped and approved ahead of the year identified for delivery. In doing so, staff consider the primary advantage is the early identification of required internal and external resources and supplies enabling timely programming and procurement. Staff consider this approach will provide the best opportunity to deliver the committed works programme.
- 11 The scoping documents relevant to the Northern community board delegation are attached to this report.
- 12 Staff worked with the community board to discuss and identify projects at their workshops as part of the planning for the inclusion in the 2021/2031 Long Term Plan.
- 13 The community board chairperson was sent the list of the projects that the community facilities team are responsible for in the 2021/2022 financial year for their information on 19 April 2021. This included both local and district funded projects.
- 14 Project scope definitions have been sent out in May 2021 prior to the board meeting.
- 15 The foot path projects have been discussed with the community board at their meeting held on 19 April 2021.
- 16 The projects were consulted on through the 2021/2031 Long Term Plan review process.

### Factors to consider

#### Legal and statutory requirements

17 None.

#### Community views

18 The projects that are covered in the attached scoping documents have been included within the 2021-2031 Long Term Plan and subsequently consulted on. Each of these projects were developed and submitted as part of the LTP in conjunction with the Community Board. As such, community views are considered to have been well canvassed.

19 Staff note that no submissions regarding these projects were received through the LTP consultation process.

#### Costs and funding

20 These projects have all been identified in the approved 2021/2031 Long Term Plan and will be funded by way of reserves, loans or a combination of both.

#### Policy implications

21 For projects within the Long Term Plan the delegation manual, states under Service Delivery, Local Activities

- section d) approve project definitions/business cases for approved budgeted expenditure up to \$300,000
- section e) recommend to the Services & Assets Committee the approval of project definitions/business case and procurement plan for capital expenditure over \$300,000 and /or any unbudgeted capital expenditure.

22 For district funded projects refer to the delegation manual under Advocacy

- section 14) Council will set the levels of service for District activities – if a community board seek a higher level of service they will need to recommend that to Council and it will need to be funded in an appropriate way (locally)

23 The community board can make a recommendation to Council on District Funded Projects.

### Analysis of options

Option 1 - Agrees to approve the scope of the projects identified in the attachments to this report

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• All projects have an approved scope and can be procured and delivered appropriately.</li></ul>	<ul style="list-style-type: none"><li>• None identified.</li></ul>

Option 2 – Does not agree to approve the scope of the projects identified in the attachments to this report

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>None identified.</li> </ul>	<ul style="list-style-type: none"> <li>The projects may not be able to be delivered within the designated financial year.</li> </ul>

### Assessment of significance

- 24 The assessment of significance needs to be carried out in accordance with Council's Significance and Engagement Policy. The Significance and Engagement Policy requires consideration of the impact on social, economic or cultural wellbeing of the region and consequences for people who are likely to be particularly affected or interested. Community views have been considered throughout this process thus the proposed decision is not considered significant.


### Recommended option

- 25 The staff recommendation is Option 1.

### Attachments

- A Project definition P-10950 Garston - Memorial Seat [↗](#)
- B Project Scope P-10900 P10910 Footpath Program 2021-2022 (Northern) [↗](#)
- C Project Scope P-10920 Streetligh LOS Program 2021-2022 (Northern) [↗](#)

**Garston – Memorial Seat**

	<b>BUDGET</b>	\$7100
	<b>ACTIVITY</b>	Parks and Reserves Code: P-10950
	<b>COMMUNITY BOARD</b>	Northern Community Board
	<b>PROGRAMME</b>	July 2021 – June 2022

**DESCRIPTION**

Location: Garston

Install a memorial seat at the location identified in red on the map below.



#### SCOPE

Peter Rabbit seat as per the design below. This will require a concrete pad to be installed for the seat to be bolted to. The pad will be 1.5m x 1.5m x 100mm deep. This seat is the same design as the one installed at Athol.

*Start in Kingston which brings us together - a regional working together project - helping support small towns. The seats will be Pacific to Southland, they are nowhere else in New Zealand.*

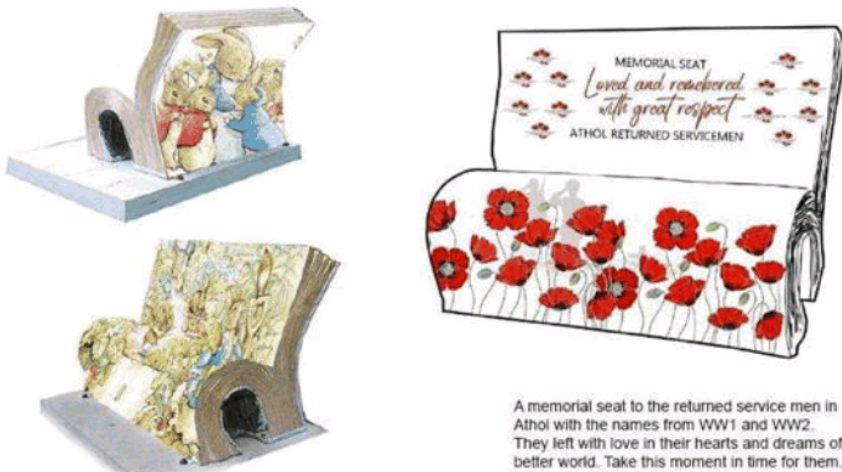


"Don't wait for the perfect moment – take a moment and make it perfect."

Welcome to our home of Kingston. Whether it's at the end of the lake, the start of the lake or simply the town in the middle all depends on the direction of your journey.

Heading north, it's the entrance to New Zealand's adventure playground, venture south and it's the gateway to the great southern lands where two national parks offer unique wonders unrivaled anywhere on the planet.

Whatever your chosen road, take the time to sit, relax and reflect before continuing on making memories.

 <p>A children's size seat with Peter Rabbit graphics on it and a wee saying like.... Peter Rabbits thinking seat... This seat was made with love, for you to share your thoughts, tell secrets, be thankful, or just cry and laugh. Enjoy this moment to remember those who have left us and are now forever in our hearts...</p> <p>A memorial seat to the returned service men in Athol with the names from WW1 and WW2. They left with love in their hearts and dreams of a better world. Take this moment in time for them. Sit on this memorial seat in honour and give thanks for every sacrifice they made, to give us what we have today.</p>	<p><b>RISK</b></p> <p>This is seen as a low risk activity as the community has been fully engaged throughout the process.</p>
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**COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?**

Minimal community impact,

Consultation through the 2021/2031 LTP process

<b>DATE OF RESOLUTION BY BOARD TO PROCEED WITH PROJECT</b>			
<b>SIGNED</b>		<b>DATE</b>	
	Board Chair		

### Footpath Renewal and LOS (Northern Community Board)

	<b>BUDGET</b>	Lumsden Renewals; \$25,200 (Including 52% NZTA subsidy) Mossburn: \$31,291 (Including 52% NZTA subsidy) Lumsden LOS: \$45,000 (No NZTA subsidy)
	<b>ACTIVITY</b>	Transport Code: P-10900 & P-10910
	<b>COMMUNITY BOARD</b>	Northern Community Board
	<b>PROGRAMME</b>	July 2021 – June 2021

#### DESCRIPTION

Renewals: the replacement of existing concrete footpath (like for like)

LOS: the installation of a new standard concrete footpath at 1.4m wide (where none existed)

#### SCOPE

As part of the 2021/2022 District Wide Footpath Program, the following areas have been identified through the footpath condition surveys due to the deuteriation of the asset or as part of the district wide level of service review. These will include the renewal of the existing footpaths as like for like or the installation of a brand new 1.4m wide concrete footpath. The scope of this project does not include kerb and channel or stormwater infrastructure unless it is required for the footpath replacement.

**Lumsden Renewals:** Maria Street (includes replacing footpath with concrete and minor stormwater works)



**Mossburn Renewals:** Cornwall St (includes replacing the existing footpath and installing separate K&C)



**Lumsden LOS:** Hill Rd and Meadow St (includes the installation of a 1.4m wide concrete footpath along the proposed alignment below. Hill Rd will be the priority site with Meadow St length adjusted based on remaining budget)



#### RISK

**Securing NZTA funding:** this scope assumes that SDC will secure NZTA funding of 52% for footpath renewals.


**Tender Prices:** Recent tender prices received have varied. This is partly reflective of how busy this sector is. As a contingency, it is proposed that the lengths will be adjusted to fit within the available budget if required. Any scope not completed will be reassessed and prioritised as part of the next round of footpath renewals.

#### COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?

The project has been identified and included as part of routine footpath renewals program. Adjacent properties will be notified prior to construction commencing.

<b>DATE OF RESOLUTION BY BOARD TO PROCEED WITH PROJECT</b>			
<b>SIGNED</b>		<b>DATE</b>	
Board Chair			

### Street Light LOS – Northern Community Board

	<b>BUDGET</b>	Athol \$7500 Lumsden \$3000 Mossburn \$3000 <b>Total \$13500</b>
	<b>ACTIVITY</b>	Transport Code: P-10920
	<b>COMMUNITY BOARD</b>	Northern Community Board
	<b>PROGRAMME</b>	July 2021 – June 2021

#### DESCRIPTION

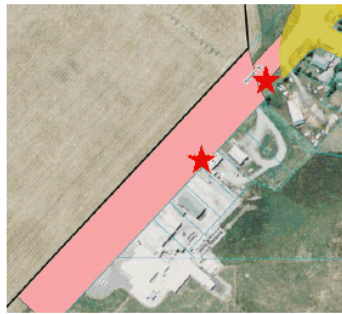
The installation of LED streetlights on an existing power pole

#### SCOPE

As part of the 2021/2022 District Wide Streetlight Program, the following areas has been identified as requiring a streetlight. This scope includes the installation of a luminaire and an out reach onto an existing PowerNet power poles.

**Athol** – Clyde St, Albion St, Roches Ln, Price St and Hythe St



**Lumsden – Garden Street and Albion St****Mossburn – Holmes St****RISKS**

**Unsuitable power supply:** The follow scope assumes that the existing power pole will have suitable power supply. The alternative pole will be used if the preferred is not suitable.

**Approval from PowerNet:** Council will require approval from PowerNet to install the luminaire on an existing power pole (low risk).

**Supply of luminaires:** Due to international shipment delays new stock has a 12 to 15-week delivery time. This may cause project slip.

**COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?**

The project has been included as part of routine works under the LTP.

<b>DATE OF RESOLUTION BY BOARD TO PROCEED WITH PROJECT</b>			
<b>SIGNED</b>		<b>DATE</b>	
Board Chair			



## Chairperson's report

Record no: R/21/5/25715

Author: Rose Knowles, Committee advisor/customer support partner

Approved by: Anne Robson, Chief financial officer

☐ Decision

☐ Recommendation

☒ Information

### Purpose of report

- 1 The purpose of the report is to provide an update to the Northern Community Board on activities that the chairperson has been involved in since the April 2021 meeting.
- 2 The report also provides an opportunity for the board chairperson to present an overview of the issues he has been involved with.
- 3 Items of interest that the chair is reporting on are as follows:
- 4 Lumsden and Mossburn cemetery memorial wall positions have been confirmed and sent to Mark Day, community facilities manager.
- 5 Capital projects - Athol railway interpretation panels and Garston memorial seat need to be discussed by the members.
- 6 Attended a national chairs conference with inspirational speakers including Sophie Hanford, New Zealand's youngest elected councillor, Ken Ross, environment specialist and Jo Brand, Hokonui Rananga Iwi.
- 7 Attended meeting on the three waters service delivery reform. If councils opt in, this reform takes effect on 1 November 2021. My perception from this meeting –  

Pros – creates economy to scale for best efficiency in operations. Scale 500K to 1 million customers or properties per identity creating 3 to 5 identities with in NZ (1 or 2 in the South Island). Councils to receive financial benefit to opt in.

Cons – once the delivery reform is set up and running (this could take 5 years, it should become a viable asset for the government to potentially sell to a private equity corporation (privatisation), potentially costing ratepayers more in the future for water.
- 8 This is a very brief description to a complex decision that all councils in New Zealand will have to make. Councillor's Douglas and Scott will expand and inform you more on this water reform.

### Recommendation

That the Northern Community Board:

- a) **receives the report titled "Chairperson's report" dated 8 June 2021.**

### Attachments

There are no attachments for this report.