



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

Date: Wednesday, 8 June 2022
Time: 7pm
Meeting room: Waikaia Museum
Venue: 39 Blaydon Street, Waikaia

Ardlussa Community Board Agenda OPEN

MEMBERSHIP

Chairperson	Richard Clarkson
Deputy Chairperson	Ray Dickson
Members	Chris Dillon
	Paul Eaton
	Clarke Horrell
	Hilary Kelso
	Councillor Rob Scott

IN ATTENDANCE

Governance Legal Manager	Robyn Rout
Community partnership leader	Kelly Tagg

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Online: [Southland District Council YouTube](https://www.youtube.com/watch?v=...)

Full agendas **are available on Council's website**
www.southlanddc.govt.nz

Health and safety – emergency procedures

Toilets – The location of the toilets will be advised at the meeting.

Evacuation – Should there be an evacuation for any reason please exit via the exits indicated at the venue.

Earthquake – Drop, cover and hold applies in this situation and, if necessary, once the shaking has stopped we will evacuate the building to a safe location.

Phones – Please turn your mobile devices to silent mode.

Recording - These proceedings may be recorded for the purpose of live video, both live streaming and downloading. By remaining in this meeting, you are consenting to being filmed for viewing by the public.

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"> 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 to provide leadership to local communities on the strategic issues and opportunities that they face 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 to be decision-makers on issues that are delegated to the board by Southland District Council to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community

	<ul style="list-style-type: none"> • to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs • to recommend the setting of levels of service and budgets for local activities.
DELEGATIONS	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.¹</p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> 1) policies, plans, standards or guidelines that have been established and approved by Council 2) the needs of the local communities; and 3) the approved budgets for the activity. <p>Power to Act</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>Community Well-Being</p> <ol style="list-style-type: none"> 4) to develop local community outcomes that reflect the desired goals for their community/place 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 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. <p>Community Leadership</p> <ol style="list-style-type: none"> 7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest 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 9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes 10) provide a local community perspective on Council's long term plan key performance indicators and levels of service as detailed in the long term plan, and on local expenditure, rating impacts and priorities.

¹ Local Government Act 2002, s.53

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"> involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise. <p>Local activities include:</p> <ol style="list-style-type: none"> community leadership local halls and community centres (within Council's overarching policy for community facilities) wharves and harbour facilities local parks and reserves parking limits and footpaths Te Anau/Manapouri Airport (Fiordland Community Board) Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board) <ol style="list-style-type: none"> for the above two local activities only recommend levels of service and annual budget to the Services and Assets Committee monitor the performance and delivery of the service <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places. <p>20) naming roads</p> <ol style="list-style-type: none"> authority to decide on the naming for public roads, private roads and rights of way <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>Rentals and Leases</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"> accept the highest tenders for rentals more than \$10,000 approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum. <p>Environmental management and spatial planning</p> <ol style="list-style-type: none"> provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment. 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.
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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>Matters which are not Delegated</p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> • make a rate or bylaw • acquire, hold or dispose of property • direct, appoint, suspend or remove staff • engage or enter into contracts and agreements and financial commitments • institute an action for recovery of any amount • issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like; • 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.
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 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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The Chairperson, Richard Clarkson to report on matters with which he has been involved since the last meeting.	

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 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 Ardlussa Community Board, 27 April 2022



Ardlussa Community Board

OPEN MINUTES

Minutes of a meeting of Ardlussa Community Board held in the Balfour Hall, 68 Queen Street, Balfour on Wednesday, 17 November 2021 at 6pm. (PE 8.50pm – 9pm).

PRESENT

Chairperson	Richard Clarkson
Deputy Chairperson	Ray Dickson
Members	Chris Dillon
	Paul Eaton
	Clarke Horrell
	Hilary Kelso
	Councillor Rob Scott

IN ATTENDANCE

Community liaison officer	Tina Harvey
Committee advisor/customer support partner	Rose Knowles
Community partnership leader	Kelly Tagg

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

There were no conflicts of interest declared.

4 Public forum

- Ruby Baird addressed the board on behalf of the Balfour Hall Committee. The purpose was for the Board to connect with the Hall Committee and understand their current status.
From this discussion it became clear that the ownership of the Hall required clarification and staff were requested to investigate and report back to the board.
- Jamie McGinn provided the board with an update on the Balfour Pump Track.
- Brendan Stevens (Balfour Swimming pool committee member) provided the board with an update on the costs and short fall of heating and maintenance of the Balfour Pool.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Cr Scott, seconded Paul Eaton and resolved:

That the Ardlussa Community Board confirms the minutes of the meeting held on 5 October 2021 as a true and correct record.

Reports

7.1 Impact due to rationalised Waka Kotahi NZ Transport Agency funding for footpath renewals (2021 - 2024)

Record No: R/21/11/59042

Hartley Hare (Strategic manager transport) was in attendance for this report.

Mr Hare advised that the following report outlines the impacts and approach required to be taken to rationalising the footpath programme, due to the reduced funding received from Waka Kotahi New Zealand Transport Agency (NZTA) for the next three years of the 2021-2031 Long Term Plan years.

Resolution

Moved Chairperson Clarkson, seconded Clarke Horrell and resolved:

That the Ardlussa Community Board:

- a) **Receives the report titled “Impact due to rationalised Waka Kotahi NZ Transport Agency funding for footpath renewals (2021 - 2024)” dated 10 November 2021.**
- b) Determines that this matter or decision be recognised and not significant in terms of section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Acknowledges the new approach taken by the transport team for distributing the reduced Waka Kotahi funding for the 2021-2024 footpath programmes.
- e) Endorses combining years two and three footpath renewal programmes to be delivered mid-2023.

7.2 Direction-setting for Annual Plan 2022/2023

Record No: R/21/10/57755

Jason Domigan (Corporate performance leader) and Matthew Denton (System accountant) were in attendance for this report.

Mr Domigan advised that the Ardlussa Community Board is being asked to review the second year of the Long Term Plan 2021-2031 (LTP) including any projects and associated rate, reserve and loan funding. The report identifies the movement from the current budget to 2022/2023, as well as any changes proposed to the second year of the LTP.

Mr Denton advised that the board is now being asked to review the budgets and identify whether any changes are required. The revised budget (incorporating any **changes/feedback**) will then be recommended to Council to be included into Council's Annual Plan for 2022/2023 (expected to be adopted in June 2022).

Mr Brian Forde – Asset manager, stormwater informed the board that an discussion with the members needs organised to investigate the soak holes in Riversdale with a longer term solution.

The board commented they had previously sent through photos of recent flooding events to council staff and requested Mr Forde confirm that these photos were received and to follow-up with members.

Mr Forde also advised that a project for \$27K is planned in 2022/2023 and \$27K in 2023/2024 that also needs to be part of the discussion for future stormwater improvement work in Riversdale.

Resolution

Moved Deputy Chairperson Dickson, seconded Chairperson Clarkson and resolved:

That the Ardlussa Community Board:

- a) **Receives the report titled “Direction-setting for Annual Plan 2022/2023”**
- b) Determines that this matter or decision be recognised not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Recommends to Council the setting of the following rates and charges (GST inclusive) for the year commencing 1 July 2022 (subject to any amendments as a result of (e) and (f) below).

<u>Rate</u>	<u>Rate GST inclusive</u>
Ardlussa Community Board rate	\$141,566

- e) Delegates authority to the board chair to approve any further material changes required to the budgets following this meeting.
- f) Notes that Council has yet to approve the assumptions on which the draft budgets have been prepared which may impact the proposed rate.
- g) Notes that staff will advise the board of the final rates approved for inclusion in the 2022/2023 Annual Plan.

7.3 Long Term Plan 2021-2031 - community board feedback

Record No: R/21/11/59296

Matthew Denton (Systems accountant) was in attendance for this report.

Resolution

Moved Cr Scott, seconded Clarke Horrell and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Long Term Plan 2021-2031 - community board feedback” dated 10 November 2021.**

7.4 Future of the Alcohol Control Bylaw

Record No: R/21/10/57539

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

Mrs Tagg advised that the purpose of this report is to provide information to the board on **Council’s Alcohol Control Bylaw 2015 (the current bylaw) and to receive feedback from the board on how it believes Council should proceed with this bylaw.**

Resolution

Moved Clarke Horrell, seconded Chairperson Clarkson and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Future of the Alcohol Control Bylaw” dated 10 November 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) Members believe that Council continue the current bylaw without amendment.

7.5 Community Partnership Fund Applications - September 2021 Funding Round

Record No: R/21/10/57709

Tina Harvey (Community liaison officer) was in attendance for this item.

Mrs Harvey advised that the purpose of this report is for the Ardlussa Community Board to allocate funding for the September 2021 round of the Ardlussa Community Partnership Fund.

Members noted that an amount of \$6338 is available to allocate through the Ardlussa Community Partnership Fund in the 2021/2022 financial year.

Resolution

Moved Paul Eaton, seconded Clarke Horrell and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Community Partnership Fund Applications - September 2021 Funding Round” dated 10 November 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 the applications from the following:
 1. Riversdale Community Garden
 2. Switzers Museum Waikaia
 3. Riversdale Arts
 4. Fiona Turnbull
 5. Riversdale Bowling Club
 6. Balfour Community Baths
- e) Approves/~~declines~~ a grant of ~~\$4021~~ \$1900 to the Riversdale Community Garden for assistance towards installing a solar pump system.
- f) Approves/~~declines~~ a grant of ~~\$937.36~~ \$938 to Switzers Museum Waikaia for **assistance towards costs of purchasing more ‘mind good’ games.**
- g) Approves/~~declines~~ a grant of \$1500 to Riversdale Arts for assistance towards a mural painted on the exterior of the Riversdale Arts building.
- h) Approves/~~declines~~ a grant of ~~\$5000~~ \$1000 to the Riversdale Bowling Club to assist with the upholstery of 50 chairs at the clubrooms.
- j) Approves/~~declines~~ a grant of ~~\$2000~~ \$1000 to the Balfour Community Baths to assist with costs of heating and maintaining the pool.

7.6 Community leadership report

Record No: R/21/11/59770.

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

Mrs Tagg advised that the purpose of the report is to inform the board of community leadership activities in the area drawing to the attention of the board the following items:

- Ardlussa community board pool rate consultation
- New Balfour toilet update – staff advised the reason for the siting selected for the toilet was due to its close proximity to existing power and water sources and very easy access from the existing footpath. Some further discussion took place around consideration of the toilet in relation to the proposed pump track with local board members going to confirm the suitable site.
- Holiday programme 2022 update.

Resolution

Moved Clarke Horrell, seconded Hilary Kelso and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Community leadership report” dated 10 November 2021.**

7.7 Operational Report for Ardlussa Community Board

Record No: R/21/10/56272

Kelly Tagg (community partnership leader) was in attendance for this item.

The Board discussed the project list contained within the report and noted that project P-10872 – **“Waikaia investigation project for mountain bike trail”** had been superseded by the **“Grant request – Waikaia Trails Trust”** report from the meeting on 5 October whereby the board approved a grant of \$20,000 to the Waikaia Trails Trust to assist with project master planning, associated contingencies and administration costs. This grant was funded from the interest earned on the Balfour, Riversdale and Waikaia general reserves and the Mararoa/Waimea ward reserve.

The meeting advised staff that this project should be removed from the boards current project list as it was no longer required.

The board also discussed project P-10988 – **“Investigate recreation facilities in Ardlussa”** and **noted the project comment that “extra resources have been secured to start all the regions open space investigation projects. These are being packaged together and will go out to market for tender.”**

The board discussed this project and agreed that it did not support this approach and requested that this project not be put out to tender or proceed at this time.

Resolution

Moved Chairperson Clarkson, seconded Deputy Chairperson Dickson and resolved:

That the Ardlussa Community Board:

- a) **Receives the report titled “Operational Report for Ardlussa Community Board”** dated 10 November 2021.
- b) **Notes that the project “Waikaia – investigation project for mountain bike trail” is** no longer required and that these funds have instead been granted to the Waikaia Trails Trust to allow for the master planning work for the trail to be undertaken.
- c) Requests that the two investigation projects for mountain bike trails in Waikaia and recreation facilities in Ardlussa not be packaged together with other projects and put out to tender at this time.

7.8 Council report

Record No: R/21/11/58605

Councillor Scott took the board through the report.

Councillor Scott drew a number of issues to the attention of the board including:

- Around the mountain cycle trail
- Piano Flat update
- Three waters update
- Fire evacuation plans for halls
- Catchment Group meeting
- Baleage wrap collection
- Roadside spraying
- Public meeting in Waikaia for the cycle trail
- Waikaia mowing contract

Resolution

Moved Paul Eaton, seconded Chairperson Clarkson and resolved:

That Ardlussa Community Board:

- a) **Receives the report titled “Council report” dated 10 November 2021.**

7.9 Chairperson's report

Record No: R/21/11/60201

Chairperson Richard Clarkson updated the member on activities that he has been involved with since the last meeting which included:

- Revisited the storm water drains and soak holes in Riversdale
- Unable to attend community partnership fund meeting
- Mowing contract in Waikaia

- Thank you letter from the Balfour Gun Club
- Hilary Kelso (Chair of Waikaia Trails Trust) provided the board with an update on Waikaia Trails Trust master plan stage visit by John Jones of Ride Line Consulting, Christchurch.

Resolution

Moved Chairperson Clarkson, seconded Deputy Chairperson Dickson and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Chairperson’s report” dated** 10 November 2021.

Public excluded

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

Resolution

Moved Chairperson Clarkson, seconded Deputy Chairperson Dickson and resolved:

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

C8.1 Community Service Awards - nominations and allocation - September 2021

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Community Service Awards - nominations and allocation - September 2021	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

The public were excluded at 8.50pm

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 9pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE ARDLUSSA COMMUNITY BOARD
HELD ON 17 NOVEMBER 2021.

DATE:.....

CHAIRPERSON:.....



Ardlussa Community Board

OPEN MINUTES

UNCONFIRMED

Minutes of a meeting of Ardlussa Community Board held in the Riversdale Community Centre, 73 Newcastle Street, Riversdale on Wednesday, 27 April 2022 at 7pm (PE 8.43pm – 9.35pm).

PRESENT

Chairperson	Richard Clarkson
Deputy Chairperson	Ray Dickson
Members	Chris Dillon
	Paul Eaton
	Clarke Horrell
	Hilary Kelso
	Councillor Rob Scott

IN ATTENDANCE

Governance Legal Manager	Robyn Rout
Community partnership leader	Kelly Tagg
Committee advisor/customer support partner	Lagi Kuresa

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

There were no conflicts of interest declared.

4 Public forum

There was no public forum.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Chairperson Clarkson, seconded Hilary Kelso and resolved:

- a) That the minutes of Ardlussa Community Board meeting held on 16 February 2022 be confirmed as a true and correct record of that meeting.
- b) That the minutes of Ardlussa Community Board meeting held on 17 November 2021 lie on the table for proposed amendments and to be presented at the next meeting of the board.

Reports

7.1 Minute taking style for meetings

Record No: R/22/3/11857

Governance Legal Manager – Robyn Rout was in attendance for this item.

Mrs Rout advised the purpose of this report is to respond to resolutions made by the Ardlussa Community Board on 16 February 2022, about the style of meeting minutes.

Discussion was undertaken by members on the following points:

- the board would like to have important points of discussions recorded for all agenda items recorded, not just key discussions
- the boards understanding of what minutes should look like compared to the minutes that would be generated in accordance with standing orders
- the process of adopting standing orders by Council and Community Boards.

Resolution

Moved Chairperson Clarkson, seconded Clarke Horrell recommendation a, b and c with change (as indicated with ~~strike through~~) and d, and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Minute taking style for meetings” dated 14 April 2022.**
- b) notes that the Ardlussa Community Board meeting minutes, from June 2022 to the local government elections in October 2022, will also record the key points of any ~~major~~ discussion.
- c) notes that if recording the key points of any ~~major~~ discussion in meeting minutes (from June 2022 to the local government elections in October 2022) works well, staff will continue this approach in the new triennium.
- d) notes the additional feedback on the style of minutes to be taken.

7.2 Ardlussa swimming pool rate consultation

Record No: R/22/2/3352

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

Mrs Tagg advised the purpose of this report is to advise the board of the results of the recent community consultation that took place in relation to the possible implementation of a new swimming pool rate for the Ardlussa Community Board area.

The board was also asked whether or not it wished to establish a new separate targeted Ardlussa pool rate for the year commencing 1 July 2022.

In discussing this matter the board noted that each pool committee had different funding mechanisms – i.e. the Balfour Pool received more Ministry of Education funding towards capital upgrades than the Riversdale Pool; that the Riversdale Pool Committee had been very proactive with their fundraising efforts by carrying out community fundraising events, selling keys for private use and carrying out a significant heating upgrade.

The board determined that at this time they did not wish to progress with the establishment of a new separate targeted Ardlussa pool rate and noted a suggestion from the community that, before a decision is made, that the Riversdale pool committee wait a

full year after their heating upgrade to see if the increased usage generates increased revenue.

The board further noted it wished to revisit this issue again by formally engaging with the Balfour and Riversdale Pool Committees in February 2023 to see if their funding requirements had changed.

Depending on the outcome of those discussions, the board may again consider establishing a separate targeted pool rate within the Ardlussa community board area as part of the relevant annual plan or long term plan process.

Resolution

Moved Chairperson Clarkson, seconded Cr Scott recommendations a to c, new d (as indicated with ~~striketrough and underline~~) and new e (as indicated), and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Ardlussa swimming pool rate consultation ” dated 30 March 2022.**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) ~~recommends to Council that it establish a new separate targeted Ardlussa pool rate for the year commencing 1 July 2022 as follows:~~

Targeted rate	Basis of rate	Revenue (GST inclusive)
Ardlussa community pool rate	Fixed amount per SUIP across all properties in the Ardlussa Community Board area	\$9,200

New d) agrees to not pursue the recommendation to Council to establish a new separate targeted Ardlussa pool rate for the year commencing 1 July 2022 but will revisit this issue again for consideration in the year commencing 1 July 2023.

New e) agrees to re-engage with the Balfour and Riversdale Pool committees formally in February 2023 to review their funding requirements.

7.3 Operational Report for Ardlussa Community Board

Record No: R/22/2/5419

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

Items discussed by the board included the following:

- **Council's senior projects manager, Geoff Gray, updated the board on the proposed waste water upgrade project for Riversdale.** The board asked if local suppliers would be given the opportunity to price for this work and Mr Gray confirmed they would.
- contract set up costs of \$6,082 for the waikaia mowing contract. It was explained to the board that this was a payment made to The WAIKAIA progress league to assist with costs associated with traffic management qualifications and also some outstanding costs relating to the previous contract.
- discussion around contractor compliance and traffic management plans
- for staff to provide further information in the project section of the operational report so as to also include what the actual year to date costs incurred are – not just the budget figure.

Resolution

Moved Chairperson Clarkson, seconded Deputy Chairperson Dickson and resolved:

That the Ardlussa Community Board:

- a) **Receives the report titled “Operational Report for Ardlussa Community Board”** dated 20 April 2022.

7.4 Community leadership report

Record No: R/22/3/12469

Community partnership leader – Kelly Tagg presented this report.

Mrs Tagg advised the purpose of this report is to inform the board of the community leadership activities in the area.

Discussion was undertaken by the board on the following topics:

- **Local body elections and the “Vote Murihiku” campaign that is being run by all the councils in Southland**
- update from Waka Kotahi
- new information boards have been installed in the Balfour cemetery
- meeting days for Council and its committees are being moved to Wednesdays (note; Community Board meeting days are not changing from what is scheduled).

Resolution

Moved Chairperson Clarkson, seconded Clarke Horrell and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Community leadership report” dated 14 April 2022.**

7.5 Council report

Record No: R/22/3/12044

Councillor Rob Scott presented this report.

- the board was interested to hear what feedback Council provided for the Future of Local Government Review. It was outlined that Council had given feedback that it **couldn't be a “one size fits all” approach**
- the success of the recent Waikaia Flyer event – a fundraiser for the Waikaia Trails Trust
- the local government funding agency was discussed, and how Council is looking at fund managers, Ethical investments and appropriate risk profiles were also discussed
- there was a discussion on the Just Transitions project and how local communities could have their say and that a regional approach was being undertaken.

Resolution

Moved Cr Scott, seconded Deputy Chairperson Dickson and resolved:

That Ardlussa Community Board:

- a) **Receives the report titled “Council report” dated 14 April 2022.**

7.6 Chairperson's report

Record No: R/22/3/10946

Chairperson Richardson presented his report and updated the board on items/issues with **which he has been involved since the board's last meeting.**

This included discussion around the Piano Flat camping site and issues with the bridges. The board views this as a very important asset for the community and wants to see the camping ground and walking tracks preserved for future generations.

Resolution

Moved Chairperson Clarkson, seconded Chris Dillon and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Chairperson's report” dated 14 April 2022.**

Public excluded

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

Resolution

Moved Chairperson Clarkson, seconded Clarke Horrell and resolved:

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

C8.1 Ardlussa recreational opportunities project – investigation

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Ardlussa recreational opportunities project - investigation	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

The public were excluded at 8.43pm.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 9.43pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE ARDLUSSA COMMUNITY BOARD
HELD ON WEDNESDAY, 27 APRIL 2022.

DATE:.....

CHAIRPERSON:.....

Operational Report for Ardlussa Community Board

Record No: R/22/4/15039
Author: Brendan Gray, Project delivery manager
Approved by: Anne Robson, Chief financial officer

☐ Decision

☐ Recommendation

☒ Information

Purpose of report

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

Recommendation

That the Ardlussa Community Board:

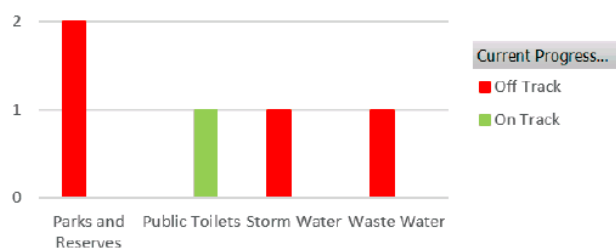
- a) **Receives the report titled “Operational Report for Ardlussa Community Board”**
dated 1 June 2022.

Attachments

- A Report to Ardlussa Community Board - operational report - 8 June 2022 [↓](#)



1. Projects within current financial year as at 17 May 2022



2. Progress since last reporting period

CLARIFICATION OF FUNDING SOURCES

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

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

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

ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET
PARKS AND RESERVES	P-10751	Balfour playground - equipment replacement	Pre-delivery phase	Off track	\$2,600
Internal delays and resources have meant direct engagement on this project has not yet occurred, we have no concern on delivery due to the size of the slide replacement project, if we need to we will engage the contractor doing the larger minor works contract for a June completion.					
PARKS AND RESERVES	P-10826	Waikaia Dixon Park playground - equipment renewal	Pre-delivery phase	Off track	\$11,000
Internal delays and resources have meant direct engagement on this project has not yet occurred. Surfacing projects are hoped to be collated for a June delivery by Alliance contractor for efficiencies. If we need to we will engage the contractor doing the larger minor works contract for larger play projects.					



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET
PUBLIC TOILETS	P-10615	Install new toilet at Balfour	Delivery phase	On track	\$200,000
Contractor is hooking up services and prepping the area for concrete. Communications team are working with the community board on the wrap.					
STORMWATER	P-10991	Stormwater reticulation upgrade at Riversdale	Pre-delivery phase	Off track	\$25,000
The stormwater asset manager met with the community partnership leader and community board on 17 November. This was arranged to help the asset manager investigate and develop a long-term solution. Note that we have a further project P-10439 with \$27k, 2022/2023 and a further \$27k 2023/2024.					
WASTEWATER	P-10468	Riversdale wastewater-treatment upgrade 2 – multiyear project	Pre-delivery phase	Off track	\$928,518
Project programmed to go to tender June 2022. This will now run into the 2022/2023 construction year and will include project P-10467 wet well and pump station upgrade.					

3. Community board contracts

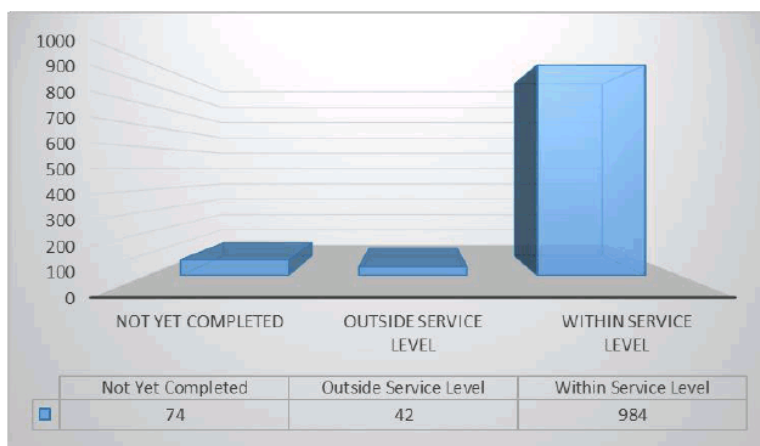
CONTRACT NAME	CONTRACT MANAGER COMMENTARY
10/01 – Water and waste water services operation and maintenance	<p>Routine operation and maintenance works are continuing to run well across Ardlussa communities, with no incidents taking place over the previous reporting period. The only notable event was the referbishment of the sewer manhole on the Queen Street/state highway intersection which is awaiting resealing to complete the job.</p> <p>Planning continues to be in place for essential services delivery to continue as Covid-19 remains in the community.</p>
17/ 03 – Waimea Alliance	<p>Routine maintenance and cyclic works are ongoing.</p> <p>2022/2023 pre-reseal repair works are ongoing with all stabilising completed, along with a small amount of depressions and edge break. Maintenance metaling has been continuing.</p> <p>Crews have been able to get ahead with “all fault” marking and repairs.</p> <p>Sealed road spraying has been completed and unsealed has begun.</p> <p>The Waimea drainage crew is working in the Tuatapere area, before coming into the Ardlussa area.</p>
Mowing contracts	<p>All of the mowing contracts have completed work for the year to 30 June.</p> <p>Discussions will be held with each one to confirm any changes or requirements for next season.</p>
General -Waikaia	<p>There are two large trees beside each other near 49 Leamington Street and south of 49 Scotswood Street. These trees need to be considered for removal as one of them has a split trunk, and the other is a self-sown tree. Both pose a risk to the adjacent property at 49 Scotswood Street. If felled, more suitable replacement trees can be planted on the road verge.</p>

4. Request for service data 10 March 2022 – 12 May 2022



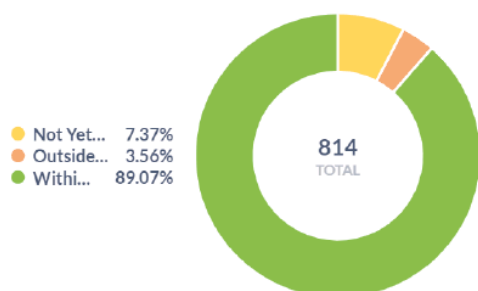
REQUEST TYPE	COUNT
Disposal of abandoned land	1
Hazards	1
Parks and reserves – repairs and maintenance	1
Roadside spraying - noxious weeds	1
Rural water - no water supply	2
Rural water asset leak	8
Transport general enquiries	2
Water and waste general	4
Water asset leak (main, hydrant, valve or meter)	2
Wheelie bin - non-compliance	1
Wheelie bin cancel/damaged/stolen	1
Wheelie bin new/size change/additional	6
TOTAL	30

RFS count by completion time status

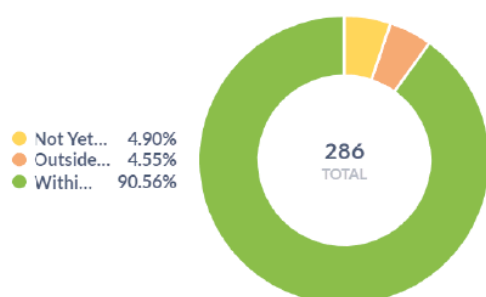


Note: RFS that were not yet completed or outside the service level were due to factors of further investigations/work required and extensions of time to complete the requests.

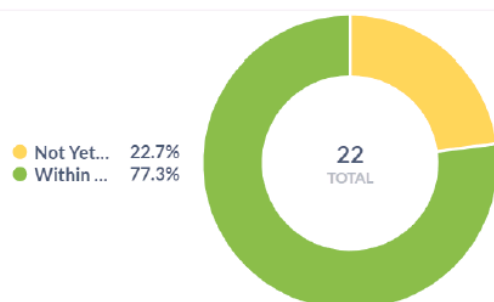
RFS Completion Time Status Summary, All Services and Assets



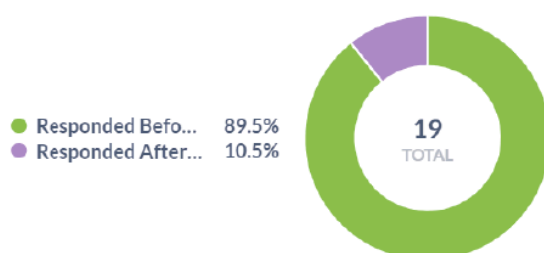
RFS Completion Time, Services and Assets Group, not street address



RFS count by completion time status - local



IPS Requests, Response Time Status





5. Local finance reporting

Balfour - Business Units as at 30 April 2022									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Projection YTD	Projection Full Year	Actual YTD	Projection YTD	Projection Full Year	Actual YTD	Projection YTD	Projection Full Year
Street Works - Balfour	\$878	\$878	\$1,054	\$100	\$978	\$1,174			\$1,500
Refuse Collection - Balfour	\$835	\$833	\$1,000	\$468	\$833	\$1,000			
Beautification - Balfour	\$18,323	\$18,329	\$24,028	\$13,087	\$18,346	\$21,995			
Playground - Balfour	\$6,248	\$6,250	\$7,500	\$1,697	\$6,931	\$8,317		\$2,600	\$2,600
Total	\$26,283	\$26,291	\$33,582	\$15,353	\$27,089	\$32,486	\$0	\$2,600	\$4,100

Income is \$26,283, which is on budget.

Expenditure is \$15,353, \$11,736 under budget. Beautification is under projection by \$5,259 primarily due to some of the mowing contractors invoicing a month in arrears. From May these will be accrued which will remove a significant portion of the variance and better reflect actual costs incurred. Playground expenditure is \$5,234 under projection due to less maintenance being required to date.

There has been no capital expenditure for the year to date. The \$2,600 budgeted is for the Balfour playground equipment replacement project (P-10751). Internal delays and resources have meant this project has not yet occurred, refer to further comments in the progress updates section at the beginning of this report.

Riversdale - Business Units as at 30 April 2022									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Projection YTD	Projection Full Year	Actual YTD	Projection YTD	Projection Full Year	Actual YTD	Projection YTD	Projection Full Year
Street Works - Riversdale	\$1,099	\$1,099	\$1,319	\$860	\$1,959	\$2,351			\$21,600
Refuse Collection - Riversdale	\$12,563	\$12,543	\$15,052	\$9,260	\$12,543	\$15,052			
Beautification - Riversdale	\$24,991	\$25,000	\$30,419	\$19,142	\$24,473	\$29,368			
Playground - Riversdale	\$6,248	\$6,250	\$7,500	\$3,347	\$8,090	\$9,708	\$29,416	\$30,000	\$51,888
Total	\$44,901	\$44,893	\$54,290	\$32,609	\$47,066	\$56,479	\$29,416	\$30,000	\$73,488



Income is \$44,901 which is on budget.

Expenditure is \$32,990, \$14,457 less than projected. Refuse collection is \$3,283 lower than expected due to less refuse collection costs to date. Beautification is under projection due to some of the mowing contractors invoicing a month in arrears. From May, these will be accrued which will remove a significant portion of the variance and reflect actual costs incurred. Playground expenditure is \$4,743 under projection due to less maintenance being required to date.

Capital expenditure is \$29,416 which is on budget. This expenditure relates to the Riversdale playground equipment replacement project (P-10789), this project is still anticipated to be completed by 30 June.

Waikaia - Business Units as at 30 April 2022									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Projection YTD	Projection Full Year	Actual YTD	Projection YTD	Projection Full Year	Actual YTD	Projection YTD	Projection Full Year
Operating Costs - Waikaia			\$1,448						
Street Works - Waikaia	\$527	\$528	\$838	\$634	\$1,162	\$1,394			\$3,000
Refuse Collection - Waikaia	\$8,347	\$8,333	\$10,000		\$833	\$1,000			
Cemetery - Waikaia									
Beautification - Waikaia	\$19,522	\$19,333	\$23,403	\$21,962	\$15,968	\$63,477			
Playground - Dickson Park	\$6,248	\$6,250	\$7,726	\$3,544	\$9,260	\$11,112		11000	\$11,000
Total	\$34,644	\$34,444	\$43,415	\$26,140	\$27,223	\$76,983	\$0	\$11,000	\$14,000

Income is \$34,644 which is slightly more than budget (\$200).

Expenditure is \$26,140, \$1,083 lower than budget. Beautification is \$5,994 overspent predominantly due to the timing of the purchase order being raised with an expected date of December, however the budget was phased for the cost to occur in June for the set up costs for the new mowing contract. This overspend is offset by playground expenditure being \$5,716 under projection due to less maintenance being required to date. Additionally no refuse collection costs have been incurred to date (\$833).

There has been no capital expenditure for the year to date. The \$11,000 budgeted is for the Dickson Park playground equipment replacement project (P-10826), which is currently in the pre-delivery phase, this project is still anticipated to be completed by 30 June.



Ardlussa - Business Units as at 30 April 2022									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Projection YTD	Projection Full Year	Actual YTD	Projection YTD	Projection Full Year	Actual YTD	Projection YTD	Projection Full Year
Governance Ardlussa							\$0		\$0
Community Leadership Ardlussa	\$3,749	\$3,750	\$10,838	\$18,838	\$18,838	\$18,838	\$0		\$0
Rec Reserve - Ardlussa	\$3,424	\$3,425	\$4,110	\$22,658	\$27,737	\$58,911	\$0		\$0
Total	\$7,173	\$7,175	\$14,948	\$41,496	\$46,575	\$77,749	\$0	\$0	\$0

Income is \$7,173 which is on budget.

Expenditure is \$41,496 which is under budget by \$5,079. This is due to mowing costs being coded to the incorrect business unit, however the actual mowing costs are slightly under budget for the year to date. This will be corrected in May.

**Reserve balances**

RESERVE	ACTUAL 30 JUNE 2021	BUDGET 30 JUNE 2022	FORECAST 30 JUNE 2022
Balfour general	\$112,340	\$108,002	\$107,078
Total – Balfour	\$112,340	\$108,002	\$107,078
Riversdale fire bore	\$0	\$4	\$4
Riversdale general	\$26,889	\$11,378	\$4,624
Total – Riversdale	\$26,889	\$11,382	\$4,628
Waikaia Dickson Park	\$19,825	\$9,051	\$5,989
Waikaia drain filling	\$5,775	\$5,775	\$5,775
Waikaia general	\$108,643	\$107,091	\$192,820
Waikaia museum donations	\$8,996	\$11,199	\$1,199
Waikaia refuse removal	\$10,173	\$10,378	\$10,378
Waikaia stormwater	\$118,107	\$120,499	-
Total – Waikaia	\$271,518	\$263,993	\$216,161
TOTAL RESERVES	\$410,747	\$383,377	\$327,867

Community leadership report

Record no: R/22/5/20705

Author: Kelly Tagg, Community partnership leader

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 The purpose of this report is to inform the board of the community leadership activities in the area.
- 2 A selection of the roving museum officer's report containing an update on the Switzer's Museum in Waikaia is attached for the board's information.

Recommendation

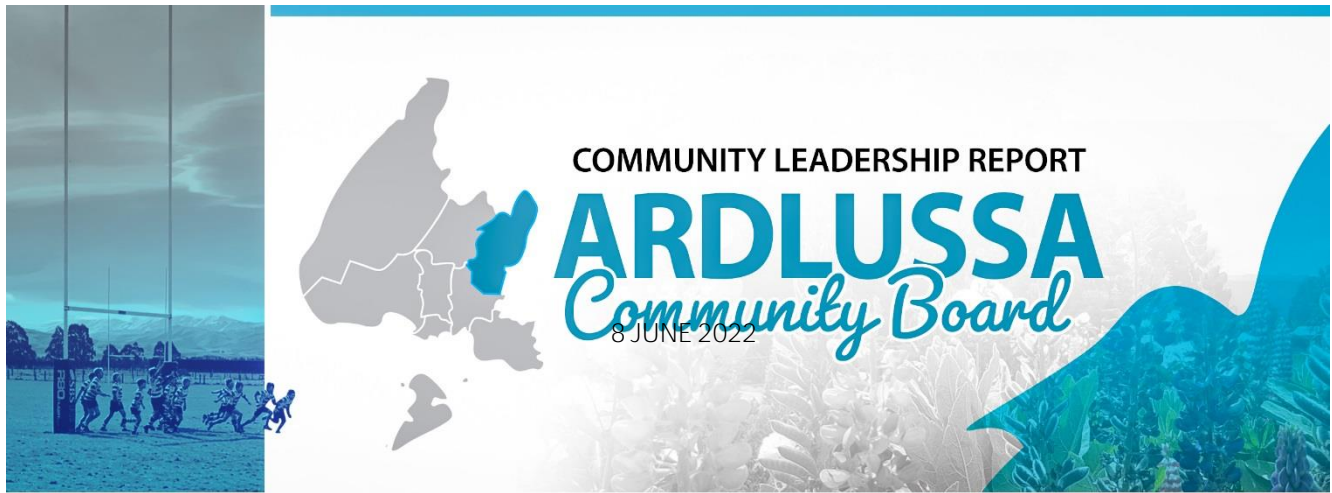
That the Ardlussa Community Board:

- a) **receives the report titled "Community leadership report" dated** 1 June 2022.

Attachments

- A Ardlussa Community Leadership report for 8 June 2022 meeting [↓](#)
- B Waikaia Trail Trust presentation for community meeting - 30 May 2022 [↓](#)
- C Roving Museum Officer Annual Report April 2021 - March 2022 [↓](#)

x



What's happening in your area

Waikaia Forest Trails

Work to progress the establishment of a mountain bike network in the Waikaia Forest is ongoing.

This is a community led project that is being managed by the Waikaia Trails Trust with support from Council and the wider community.

The Waikaia Trails Trust held a meeting to update the wider community on Monday, 30 May at the Waikaia Community Centre. Approximately 40-50 people were in attendance.

A copy of the presentation from the meeting is attached to this report.

The trust invited two external speakers to present to the meeting. These were;

- John McRae – owner of Glendhu Station and the location of Bike Glendhu who spoke about the positive impacts of building a bike park on his station
- Amie Young from Great South who talked about the Murihiku Destination Strategy and increase in bike related tourism being seen.

The trustees also spoke to the meeting about the creation of the masterplan, the development of stages one and two (refer to attachment), the trusts values and fundraising efforts (to date and planned for the future).

The community were interested in the process and took the opportunity to ask questions and provide feedback about the trusts plans.

Further information, including a copy of their masterplan, can be found here;

<https://www.waikaiaforesttrails.co.nz/plan>

Regional funding outcomes

The following organisations were granted funds at the SDC Community and Strategy meeting on Wednesday, 25 May.

Sport New Zealand Rural Travel Fund

- Central Southland College \$1,500

- Otautau Netball Club \$1,200
- Menzies College Netball Club \$1,500
- Fiordland College \$1,500
- Northern Southland College \$1,500
- Otara Pony Club \$1,200
- Te Anau Rugby Club \$1,200
- Winton Cricket Club \$1,500
- Winton Football Club \$1,000

District Initiatives Fund

- Lumsden Heritage Trust \$5,000
- Fiordland Trails Trust \$17,175

What's happening across the District?

Welcoming Communities

Rebecca McElrea, from McElrea Consulting will be holding workshops in Edendale, Winton, Te Anau, and for rangatahi, in early July to develop a welcoming plan for the District. A Zoom workshop is also planned for Stewart Island Rakiura. In addition, a survey will be sent to all residents.

Welcoming Communities recognises the fact that communities are healthier, more vibrant, happier and more productive when those new to the area are welcomed into the community.

A strong, vibrant community is one that enables all members of the community to participate in its economic, civic and social life.

TIF funding

In 2021 Council was successful with its applications to round five of the Tourism Infrastructure Fund. At that time the focus was primarily on supporting tourism areas particularly hard hit by the impacts of Covid-19. Council applied for bundles of projects for Manapouri and Te Anau and, following completion of design and consenting for a number of those, it is about to sign the final funding agreements with the Ministry of Business, Innovation and Employment. The projects in the applications included toilets, boat ramps, car park and walkway upgrades, and Otta Sealing Frasers Beach Road.

Also approved in round five was the Ulva Island Wharf replacement and that project will likely be discussed by the community board and Council in reports to their June meetings.

Council made an application to round six of the TIF this year and at the time of writing it is yet to hear back about whether it has been successful with the Matariki and supporting infrastructure project that was proposed.

What's coming up?

Shaping our futures

We have believed for some time there is a need to have a Southland District set of goals for the future – what Southlanders want for Southland. This is something that can't be created by Council as it needs to come from our people. It's the next step after the community board plans, which lay out what the community wants for itself. This project has loosely been called Together Murihiku 2050 and the overarching idea for it was approved by Council in 2020.

Recently we were approached by a community organisation called Shaping our Futures, which has been involved in creating visionary plans for communities in Central Otago – starting with Queenstown, and moving to Hawea, Glenorchy and more. After a conversation with staff, Shaping our Futures said it could get funding to carry out the Together Murihiku project, so Council could step back, support the project and not be seen to be leading it. Hopefully this will encourage more people to be involved.

Shaping our Futures was successful in getting Lotteries funding and is now about to start work on finding out what Southlanders want for their province. There will be community workshops across the district in July, online surveys and other opportunities to have your say, and then the group will go back to the community with the results, and the community makes the decision about what the key aspirations are.

Council can then use that information as the basis of the community outcomes for our long-term plan and for other planning, and the exciting part is that the information can be used by other agencies in their planning as well – government departments, NGOs etc.

Governance

2022 triennial Council elections

Staff are working with Electionz (Council's elections service provider) to prepare candidacy information booklets and candidacy information nights, to provide election protocols to staff and current elected members, and to prepare for nomination and voting processes.

Governance matters relating to community boards

Staff have received feedback from community boards on a number of governance matters. A high-level summary of the feedback received is given in the table below.

Topic	Feedback
Timing and frequency of meetings	Boards relayed they were largely happy with the timing and frequency of their meetings and workshops. One board has changed its meeting time.
Chairs attending Council/committee meetings in non-voting capacity	There was interest in chairs attending Council/committee meeting if a local issue is to be discussed. Some concerns were raised about fitting this in around other commitments etc.
Boards attending Council meetings in the District	Some boards were keen to have Council meetings in the District – particularly if a local issue is to be discussed.
Recording virtual meetings	Boards were quite comfortable with meetings being live streamed and felt it increased transparency.

Style of meeting minutes	Two boards are already having the key discussion points of agenda items recorded in meeting minutes. A majority of the remaining boards supported having brief discussion points included.
Excerpts of other feedback received	<p>The report template could relate to community board plans.</p> <p>It would be good to have more time to read agendas.</p> <p>There is a desire to have more meetings of board chairs.</p> <p>Opportunities for board members and councillors to catch up might be valuable.</p> <p>That the content of meeting agendas should be reviewed.</p>

Staff are currently considering the feedback received and deciding what changes to make and when. A board chairs meeting is being planned for late June – staff will be providing details on this soon.

Training opportunities

Council cannot promote or help the re-election prospects of a sitting member, whether directly or indirectly (particular care has to be taken in the three-month period before elections). On this basis, information on potential training opportunities for board members will be provided after the elections.

Conflicts of interest register

Staff are going to review this register and will be contacting elected members for any updates.

Community service awards

Staff are working with community boards to facilitate the community service awards.

Strategy and policy

The Stewart Island/Rakiura Visitor Levy Bylaw and Policy

Hearings for the draft bylaw and policy were undertaken 27 April 2022, and Council deliberated on these at the Council meeting 11 May 2022. Council has endorsed raising the levy from \$5 to \$10 effective October 2023, and will raise the levy again in 2025 to \$15. Council will adopt the new policy and bylaw 22 June 2022.

Alcohol Control Bylaw

Feedback has been sought from community boards and Council will seek wider community input on how Council should proceed. The bylaw is scheduled for review late 2022.

Privacy Policy

A draft policy has been developed and staff are both assessing and looking to implement, any required changes to operational practice. The draft policy is scheduled to go to Council for adoption 22 June 2022.

TAB and Gambling Venue Policies

These draft policies were presented to Council 11 May 2022 and were approved to go out for public consultation from 13 May to 13 June 2022. Following consultation, hearings are scheduled for Council's meeting 22 June 2022.

Annual Plan

Work is progressing on the Annual Plan.-The draft Annual Plan is scheduled to be presented to the Finance and Assurance committee meeting on 15 June followed by the adoption of the Annual Plan by Council on 22 June.

Communications and engagement

As part of the community board health check, boards had identified that they needed assistance with getting information out to their communities about what they are doing. To help with this, communications staff will be in contact with the board chairs soon to set up a time that is suitable for the board to have a discussion about what communications they want to do, how they want to do them and when they want to do it.

Staff will then create an implementation plan for each board and will assist where needed. This implementation plan will be reviewed on a regular basis and will also feed into an overarching communications and engagement strategy for all community boards.

Stakeholder updates

Waka Kotahi

Winter is now just around the corner. We have installed another weather camera in Siberia near Athol, meaning we now have four weather cameras across Southland which we use alongside professional weather modelling to guide decision making for preventative winter processes.

A regular email is sent to stakeholders with expected weather forecasts and in the case of a weather event, regular updates are sent to this list throughout the day to help road users make effective decisions about driving conditions. If anyone would like to be added to this list, please email SNOAdmin@southroads.co.nz with 'winter email' in the subject line.

During winter, we also have regular updates via our Facebook page www.facebook.com/HighwaysSouthNZ.

Now is a good time for our communities to get winter-ready for driving conditions. This includes ensuring wiper blades, lights and brakes are clean and working properly and tyres have sufficient tread. Road users should expect grit on highways over winter, especially in early mornings, and are reminded that weather conditions can change quickly. 0800 4 HIGHWAYS (0800 44 44 49) is a 24/7 number road users can report any concerns or issues on the road.

We are noticing a lot of road users driving with their lights off in early morning and early evening, and school children not wearing high visibility vests while walking or biking in the morning – both of which make them almost invisible in low light. We'd appreciate your support to get the message out regarding visibility and safety.

We are currently seeking resource consent to replace the culvert at Ram Creek at Josephville which is likely to be quite disruptive to road uses. This will be after winter and we'll update you with more details in the next report.

We will be replacing a culvert in Woodlands before the end of June.

Mooooving Day (as we like to call it) is coming up on 1 June. Just a reminder to communities to please ensure road user safety during this time and to clean up any mess left behind so this doesn't become a hazard for other road users.

Wandering stock continues to be of high concern across Southland. We're working on a video with NZ Police, FENZ and Federated Farmers to draw attention to the issue, but encourage those with farms fronting state highways to please ensure fencing is secure and effective.



waikaia
forest trails

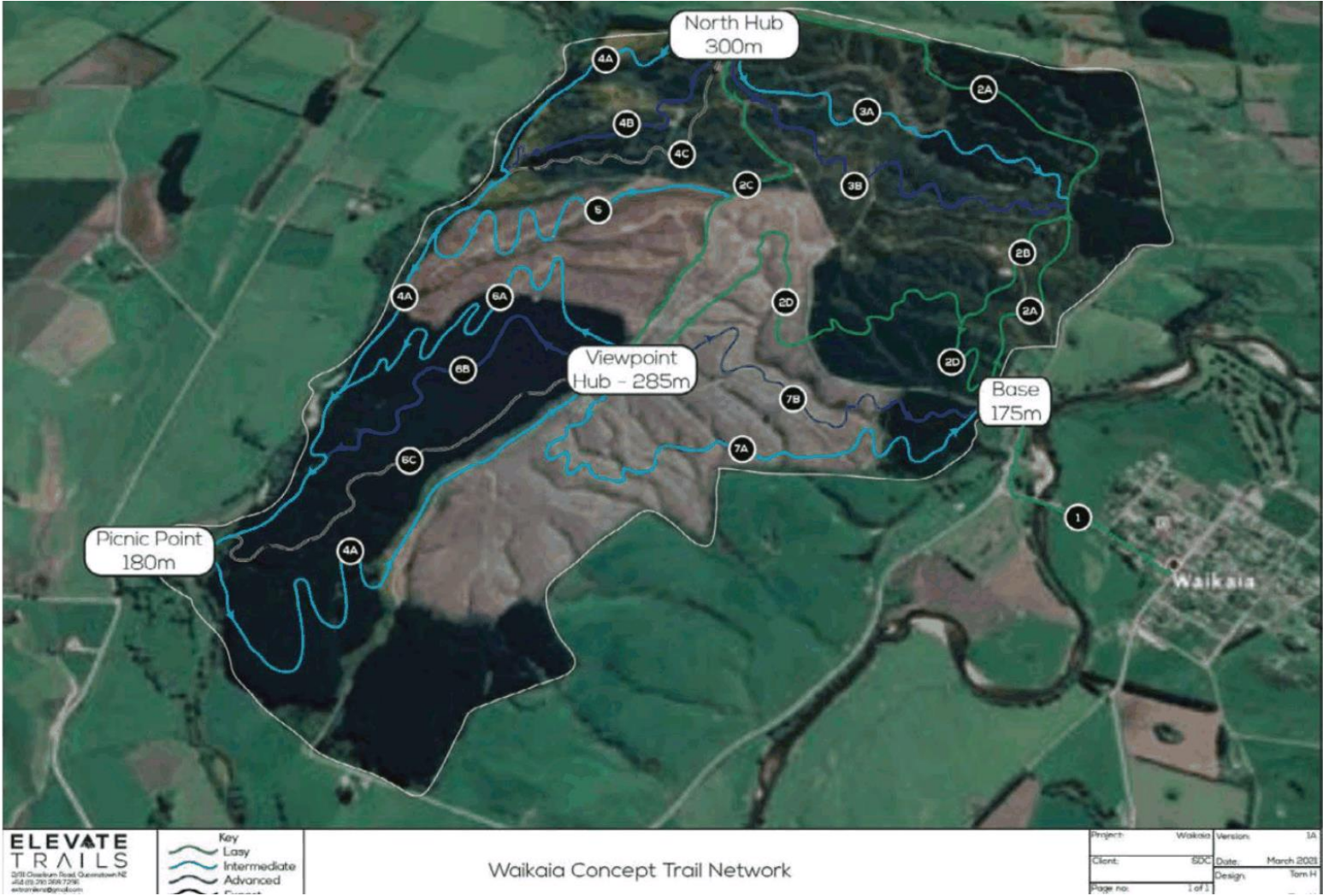
PURPOSE : (WHY WE EXIST)

EMPOWERING THROUGH ACTIVITY

CORE VALUES:

- E** **EDUCATION & WELLNESS**
Creating opportunities to thrive
- P** **PASSION**
100% committed to our communities
- I** **INTEGRITY**
Embedded in everything we do
- C** **COMMUNITY**
Bringing families together



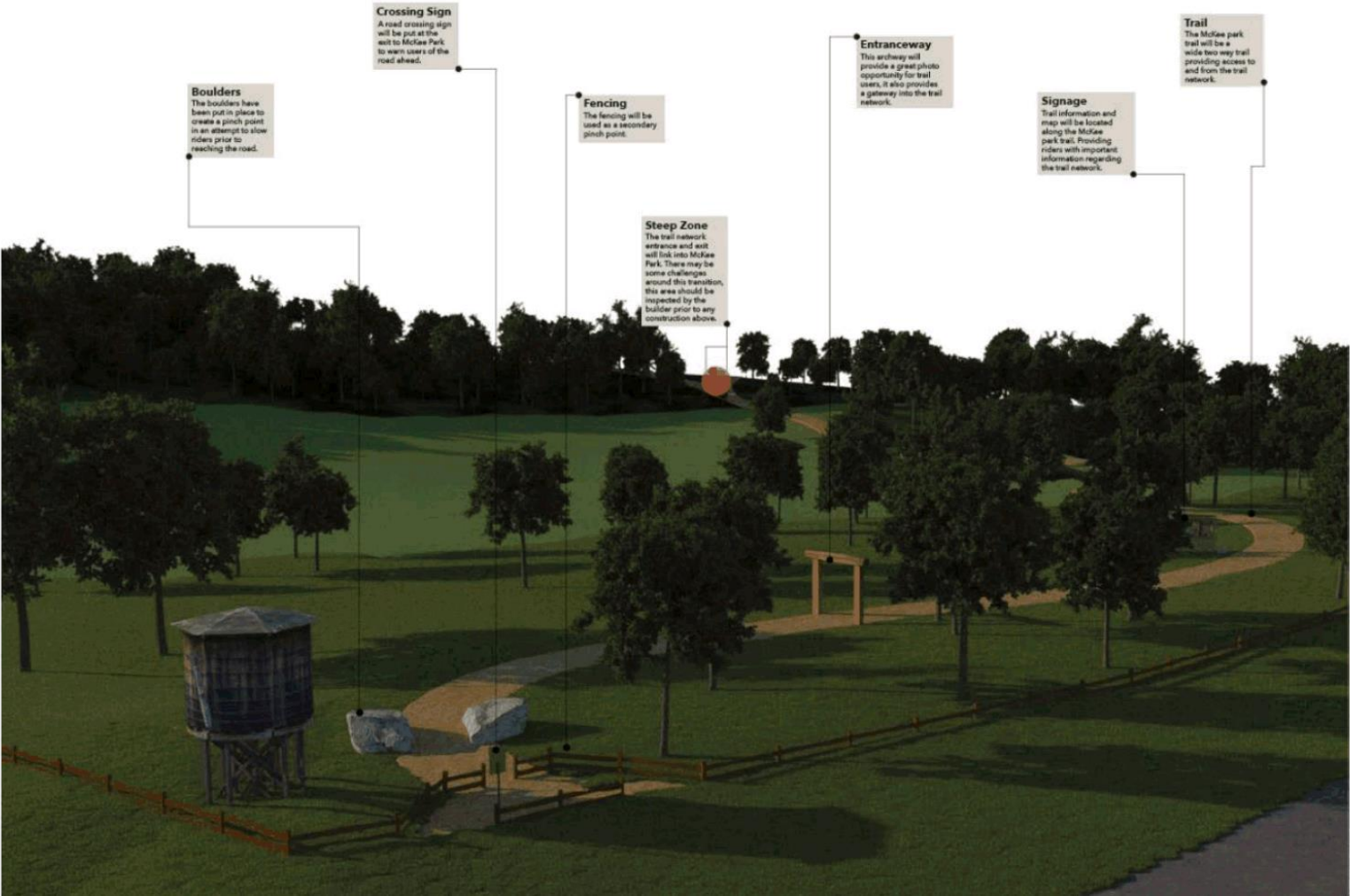


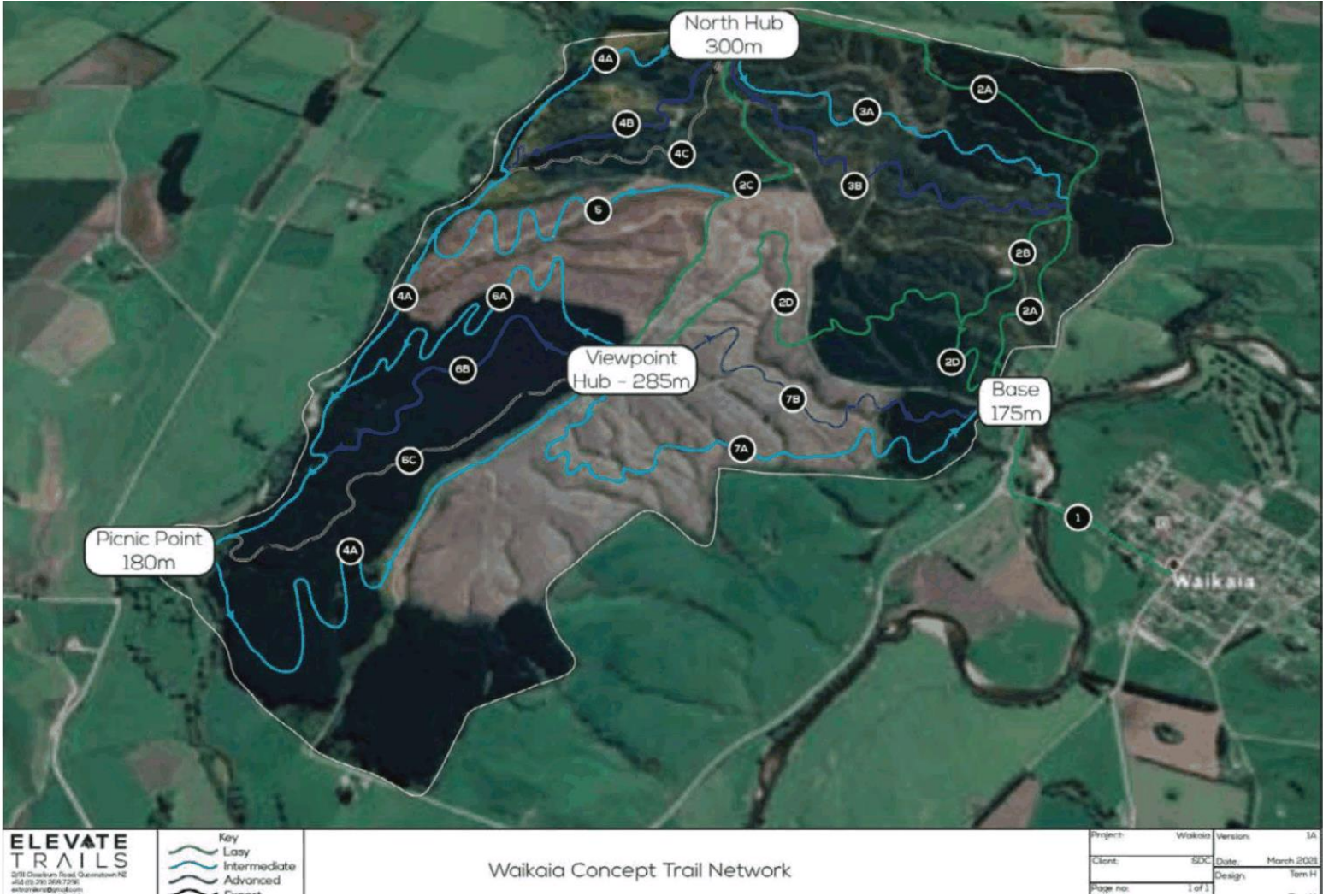
Staging Schedule











Roving Museum Officer Annual Report



Alexander (Sandy) Robertson (1859-1944).

April 2021 – March 2022

Introduction

Since April 2021 the Roving Museum Office (RMO) work was focused on smaller collection-based projects and on-going reporting along with involvement in local and regional heritage initiatives including Project ARK interspersed with the changes and challenges of Covid lockdowns and level changes.

From April through June 2021 an inventory of collections at Lumsden was begun along with some interim housing and triage and I worked with the Switzers (Waikaia) Museum Inc. on a collection registration issue, began a project on their extensive bottle collection for their 'bottle house' story and initiated a public New Zealand Archaeological Association (NZAA) lecture event in Waikaia in support of the early cemetery. This work along with finalizing an interactive for the memories room was continued later in the year and into 2022 as RMO operations and bulk storage was carried out from Waikaia from February 2022 because of Covid protocol restrictions.

From June 2021 I assisted with Project ARK registration documentation for Te Hikoi and was involved in discussions with the Ōraka Aparima Rūnaka around taoka/taonga cataloguing and digitization protocols through to March 2022. I researched and updated the Riverton Heritage Society on the significance of their founding 'George Lewis MacLachlan' collection (ongoing) and assisted Laurence Le Ber in the design of specialized arms storage.

From the middle of June, I assisted Otautau Museum with some collection housing and discussions regarding the resurgence and treatment of borer in Southland's museum collections were begun and a proposal to approach the issue regionally was discussed (ongoing).

2021 was intended to be a year of getting back in touch with museums that had not had the level of assistance that those undergoing redevelopments had and a visit was made to the Waikawa & Districts Museum Inc and a proposal to work with them on their collections for three days a week for several months was suggested. As this work was during the Winter some time was spent living in the area for health and safety reasons. In line with this not long after arriving at the museum a major hazard was identified by the RMO and dealt with and will lead to a resource for our museums as a refresher on some of the more common hazards in our generalized collections. Work at Waikawa was halted due to a lock down during which a few smaller projects such as the 'Māori Cloaks and textiles held by the Riverton Heritage Society Inc. (September 2021)' document was finalized.

Some of our smaller museums have struggled as their ability to fundraise in traditional ways have been curtailed and some volunteers have been hesitant about returning for a variety of reasons but many museums have taken up hardship grants when on offer and a few have even thrived with changing visitor types and/or increasing visitation as many Kiwis seek to get out and about within Aotearoa / New Zealand. One comment from a museum was that "we've had fewer visitors but a lot more donations".



The privately owned 'Small Central Southland Museum' in the old sub-station, Winton that is open by appointment at left and Shirley Walker (treasurer) and Mairi Dickson (chair) of the Switzers (Waikaia) Museum Inc. at right working on funding grant applications.

Switzers (Waikaia) Museum Inc.



The old gully or 'Chinese cemetery' as it is often called dates from the late 1860s – early 1880s. We know that over 40 non-Chinese are buried there along with several Chinese gold seekers. It is unknown however how many remain and ongoing work on Switzers story by the Waikaia community has been undertaken.

At the end of April 2021 there was an event by the New Zealand Archaeological Association (NZAA) held at Switzers Museum, Waikaia for New Zealand Archaeology Week.

This free public lecture entitled 'Life and Death in Colonial New Zealand: The Southern Settlers Cemetery' by Dr Peter Petchey and Professor Hallie Buckley was about archaeological investigations that they had undertaken at historical cemeteries to locate unrecorded burials and to learn more about the first generations of immigrant settlers.

The idea to host the event was a follow on from the successful NZAA Conference on Rakiura / Stewart Island in 2019 and a desire to know more about the old gully cemetery just out of Waikaia that we believe dates from around 1860 to 1880.

Their lecture/talk held in the research room of the Switzers Museum, Waikaia was attended by around 25 people and followed by a site visit to the old Switzers Cemetery where Peter and Hallie described how they decide where to excavate, the process of excavation and exhumation of burials, and the challenges they can encounter.

Switzers (Waikaia) Museum Inc. always innovative and responsive to their community while seeking opportunities outside of their area catered the event and provided transport to the site.



On site at the old gully cemetery Waikaia during the NZAA Week event on 27 April 2021. Three headstones remain with one belonging to a Chinese gold seeker, one to a child not yet a year old and one to a European gold seeker/settler. Several of the names associated with the cemetery are still associated with the town and the people want to ensure that this area is cared for.

The RMO was based at Waikaia assisting the museum committee in a collection transfer and beginning work on their bottle collection. Switzers (Waikaia) Museum Inc. intends to re-create the bottle story in the area attached to the bottle-house and work has begun by the committee on securing the bottle structure while the RMO has started inventorying the collection. After this initial work themes and stories will be developed and new displays planned and designed.

What began as a novelty for the community has become a comparatively significant icon and probably the last of its type (i.e. a bottle house that visitors can go into) in Australasia.



Part of the collection of approximately 1500 bottles in the Switzers Museum that will be processed leading toward exhibition planning in the bottle house (at left) and the range of visitors to the museum towards the end of their usual 'Winter' closing down period (at right).



A few of the 1500 bottles the RMO has started inventorying while based there during Covid level restriction periods for exhibition planning and collection management/rationalization purposes.

The museum's collection continues to grow with significant items coming in, for example medals that support the story of Alexander Robertson currently on display and several that relate to the Chinese mission story. Switzers tells a story of Chinese gold seekers in Waikaia but also has an interest in the missionaries that went to China at the turn of the 20th century.



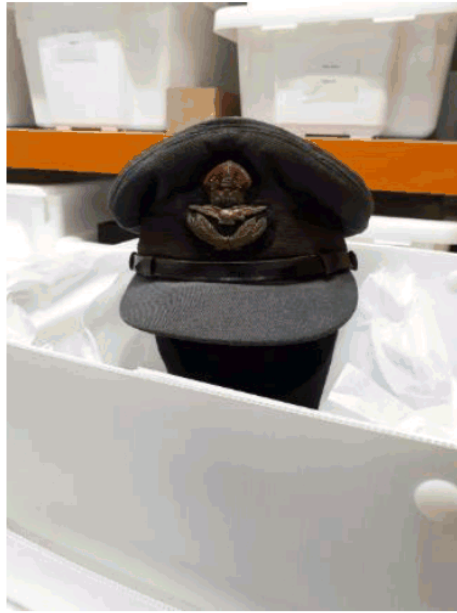
Recent acquisitions area at the Switzers (Waikaia) Museum Inc. at left and Chinese incense burner reputed to be from the Waikaia Chinese gold seeking community at right. The Switzers (Waikaia) museum continues to receive significant material that aligns with their collection management policy and is evidenced by the museum's display themes.



Chinese composition boy doll in embroidered silk costume at left and image of Chinese missionary Agnes Jane Pownall at right.



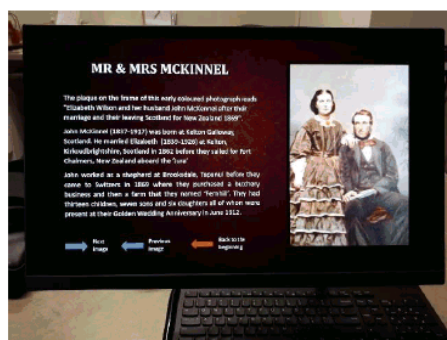
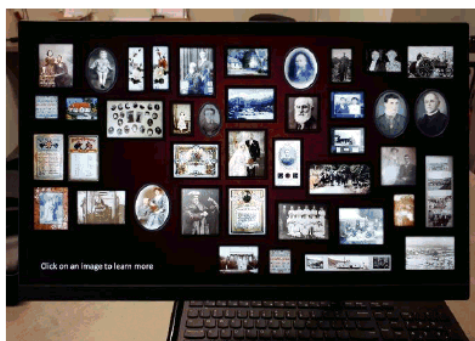
Writing box given by missionary Agnes Jane Pownall to her god-daughter Pat Turnbull. There is a fan currently in the collections of the Switzers museum with the same design which illustrates late 19th – early 20th century Chinese/European souvenir trade origins.



One of the old Gully cemetery families cut ties with the area in August 2021 gifting a significant Victorian period 'hair work' and the uniform (including the flying suit) of Lancaster bomber pilot Flight Lieutenant Walter "Wattie" Stirling (DFC). Above left is Wattie's son Tup Stirling as he said his final goodbye to these items. Switzer's (Waikaia) Museum Inc. is honoured to look after these items and display Wattie's flying cap for ANZAC Day 2022. They are currently applying for SRH funding for a mannequin on which to display his flying jacket and other items may go in their pull-out drawer units.

Switzers (Waikaia) Museum Inc. - Memories room interactive

In the old Waikaia Museum pictures were displayed on the walls much as you see them in the new museum below. However, the portraits had labels affixed to them telling you who they were and objects had labels below saying whom they were gifted or exhibited by. We decided that rather than this we would include a touch screen interactive that might perform a similar function but that could be added to with video, more images and additional information for those who might be interested.



We have used a Lenovo touch-screen with basic PowerPoint. A main front page with all of the portraits on the wall in the memories room can be navigated from by touching that image. Content can be updated by volunteers as required at no additional cost as all that is needed is an ability to use basic PowerPoint. Other PowerPoint interactives can be added at any time and the intention is to add one or two more of these units as 'labels' for the large display cases that hold multiple items that need stories added.



Alexander (Sandy) Robertson. Born in Morayshire, Scotland, 1859. Died Riverton, Southland, 1944. Collection of Switzers (Waikaia) Museum Inc.

We have put the interactive temporarily on the main desk as a user test and several people have made comment, suggested alterations or added content. For example, a family member contributed this to a portrait of Alexander (Sandy) Robertson:

"Rabbiter, bagpipe player, deer-hunter and general character. Sandy purchased two Royal Doulton whiskey jugs, one for each of his cousin's daughters on the occasion of their marriage. The younger girl married a Scotsman in 1924 and received her wedding gift at that time. The older daughter, much to Sandy's disgust, married an Englishman in 1920 and only received her wedding gift after his death in 1944! Sandy's parrot companion was a talker up until the day Sandy died after which he never said another word. True story."