

Notice is hereby given that a Meeting of the Tuatapere Community Board will be held on:

Date: Tuesday, 21 February 2017
Time: 5.00pm
Meeting Room: Waiau Hotel
Venue: 47 Main Street, Tuatapere

Tuatapere Community Board Agenda

OPEN

MEMBERSHIP

Deputy Chairperson	Margaret Thomas
Members	Stephen Crack
	Blayne De Vries
	Maurice Green
	Jo Sanford
	Councillor George Harpur

IN ATTENDANCE

Committee Advisor	Alyson Hamilton
Community Partnership Leader	Simon Moran

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

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An apology from Member Sanford has been received.	
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4 Leave of absence	
At the close of the agenda no requests for leave of absence had been received.	
5 Conflict of Interest	
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.	
6 Public Forum	
Graham Jones will address the meeting regarding township issues.	
7 Extraordinary/Urgent Items	
To consider, and if thought fit, to pass a resolution to permit the committee 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.”

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Councillor Harpur to report on matters from the District Council table.

Making and Attesting of Members' Declarations

Record No: R/17/2/2246
Author: Steve Ruru, Chief Executive
Approved by: Steve Ruru, Chief Executive

☐ Decision ☐ Recommendation ☒ Information

Purpose

- 1 To enable the making and attesting of declarations of office by Community Board members.

Background

- 2 Elected members to Community Boards take up office on the day after the official declaration of the election results is publicly notified. However, they cannot make any decisions or otherwise act as a member until they have made an oral declaration and made a written declaration in the form set out in clause 14 of Schedule 7.
- 3 The oath for the Community Board members is taken at the inaugural meeting of the Community Board. However, following a By-Election this is undertaken at the first meeting after the official result is known. The Ward Councillor appointed to the Board will receive and witness the declaration of the Member.

Recommendation

That the Tuatapere Community Board:

- a) Receives the report titled "Making and Attesting of Members' Declarations" dated 9 February 2017.
- b) Notes that the Councillor Harpur has received and witnessed the declaration of Community Board Member Horrell.

Attachments

There are no attachments for this report.

Election of Chair

Record No: R/17/2/2247

Author: Alyson Hamilton, Committee Advisor

Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

Purpose of Report

- 1 The Tuatapere Community Board at its inaugural meeting on 23 November 2016 did not appoint a Chair but did appoint a Deputy Chair. It was decided by the Board to hold the appointment of a Chair until after the By-Election to fill the vacancy.
- 2 This report calls for the election of a Chairperson for the Community Board, as required under clause 37, Schedule 7 of the Local Government Act 2002 ('the Act').

Background

- 3 The Southland District Council requires, by statute, the election of a Chairperson to its community boards.
- 4 The system of voting for the position of Chairperson is "First Past the Post".
- 5 There are no requirements for a formal nomination – the Mayor, or their nominee, will call for nominations at the Meeting of the Community Board. Members may be nominated for these roles *in absentia*, but cannot vote.
- 6 The term of office for the Chairperson shall be for the duration of the 2016/2019 triennium. However, a member may terminate (or have terminated) their office by:
 - Resigning as Chairperson.
 - A majority decision of the Community Board.
 - A resolution of the Community Board.
 - Being no longer eligible to hold office.
- 7 The Chairperson of the Community Board is responsible for ensuring that the decisions of the Board are consistent with the powers delegated to it by Southland District Council. The Chairperson is responsible for ensuring that the conduct of business is carried out in an orderly way and in accordance with Standing Orders, and any other statute that may apply from time-to-time. The Chairperson is responsible for reviewing the business included in the agendas to ensure that matters that ought to be considered are included.
- 8 The Chairperson may be called on to act as an official spokesperson for the Community Board on issues within its terms of reference and area of activity.
- 9 It is recommended that once elected the Chair undertake Chairs training and mentoring at the start of the triennium.
- 10 If the Chairperson is absent or incapacitated, the Deputy Chairperson (if appointed) must perform all of the responsibilities and duties, and exercise any powers, of the Chairperson:
 - with the consent of the Chairperson at any time during the temporary
 - absence of the Chairperson;
 - without that consent, at any time while the Chairperson is prevented by illness or some other cause from performing the responsibilities and duties, or exercising the powers, of his or her role;
 - while there is a vacancy for the role of Chairperson.

Item 3

- 11 In the absence of proof to the contrary, a Deputy Chairperson (if appointed) acting as Chairperson is presumed to have the authority to do so.
- 12 In accordance with voting procedures the Community Board is called on to elect members to the position of Chairperson.

Recommendation

That the Tuatapere Community Board:

- a) **Receives the report titled “Election of Chair” dated 9 February 2017.**
- b) **Elects a Board Member to be Chair of the Community Board for the 2016/2019 Triennium.**

Attachments

There are no attachments for this report.

Tuatapere Community Board

OPEN MINUTES

Minutes of a meeting of Tuatapere Community Board held in the Waiau Town & Country Club, 41 King Street, Tuatapere, on Wednesday, 23 November 2016 at 6pm.

PRESENT

Members	Stephen Crack
	Blayne De Vries
	Maurice Green
	Jo Sanford
	Margaret Thomas
	Councillor George Harpur

IN ATTENDANCE

Mayor Gary Tong, Chief Executive – Steve Ruru, Group Manager, Community and Futures – Rex Capil, Committee Advisor – Alyson Hamilton and Community Partnerships Leader – Simon Moran.

1 Apologies and Welcome

Mayor Tong opened the meeting and welcomed the Members to the Inaugural meeting of the Tuatapere Community Board for the 2016 – 2019 term.

Mayor Tong congratulated the Members present on being elected to the Tuatapere Community Board for the ensuing three year term and advised that the role is one of governance and management. Mayor Tong added that the Southland District Council had appointed Councillor Harpur to the Board.

Mayor Tong advised that there were no apologies.

2 Making and Attesting of Members' Declarations

Record No: R/16/11/18751

Mayor Tong proceeded to have each member read the required declaration under the Local Government Act, and the Mayor witnessed each declaration.

Members, as follows, read their declaration;

▪ Stephen Anthony Crack	Attested by Mayor Tong
▪ Simon <u>Blayne</u> De Vries	Attested by Mayor Tong
▪ Maurice John Green	Attested by Mayor Tong
▪ Joanne Gail Sanford	Attested by Mayor Tong
▪ Margaret Frances Thomas	Attested by Mayor Tong

The Board was advised a By-Election is to be held for the remaining member required for the Tuatapere Community Board.

Members noted nominations close 22 December 2016.

Resolution

Moved Mayor Tong, seconded Cr Harpur **and resolved:**

That the Tuatapere Community Board:

- a) **Receives the report titled “Making and Attesting of Members' Declarations” dated 16 November 2016.**
- b) **Notes that the Mayor has received and witnessed the declaration of the Community Board Members.**

3 Election of Chair and Deputy Chair

Record No: R/16/11/18393

Mayor Tong called for nominations for the position of Chairperson of the Tuatapere Community Board.

There were no nominations received for the position of Chairperson and it was agreed that the election of the Chairperson be deferred to the next meeting of the Community Board scheduled for Tuesday, 21 February 2017.

Mayor Tong then called for nominations for the Deputy Chairperson of Tuatapere Community Board.

<u>Nominee</u>	<u>1st Nominator</u>	<u>2nd Nominator</u>
Member Thomas	Member Sanford	Member Crack

There were no further nominations.

The nomination of Member Thomas for Deputy Chairperson of the Tuatapere Community Board for the 2016-2019 term was PUT and declared CARRIED.

Member Thomas was duly elected Deputy Chairperson of the Tuatapere Community Board.

Resolution

Moved Member Sanford, seconded Cr Harpur **and resolved:**

That the Tuatapere Community Board:

- a) **Receives the report titled “Election of Chair and Deputy Chair” dated 10 November 2016.**
- b) **Defers the election of a Chairperson of the Tuatapere Community Board for the 2016/2019 Triennium to the next meeting of the Board scheduled 21 February 2017.**
- c) **Elects Member Thomas to be Deputy Chair of the Community Board for the 2016/2019 Triennium.**

Mayor Tong vacated the seat and the Deputy Chair, Member Thomas proceeded to chair the meeting from this point.

4 Leave of absence

There were no requests for leave of absence.

5 Conflict of Interest

Member De Vries declared a conflict of interest in regards to item 14 – Waiau Star Rugby Club Lease.

6 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

7 Public Forum

There were no persons seeking speaking rights in Public Forum.

8 General Explanation from Chief Executive

Record No: R/16/10/17639

Chief Executive – Steve Ruru presented this report.

Mr Ruru advised that Clause 21(5) of Schedule 7 of the Local Government Act 2002 requires the Chief Executive Officer to provide an explanation to elected members on certain legislation which controls the way in which the Council's business may be conducted and the laws affecting elected members.

The Board noted the contents of the report and Mr Ruru explained the various parts of the legislation that Members of the Tuatapere Community Board need be aware of.

Resolution

Moved Member Sanford, seconded Member De Vries **and resolved:**

That the Tuatapere Community Board:

- a) **Receives the report titled "General Explanation from Chief Executive" dated 26 October 2016.**

9 Terms of Reference and Delegations 2016/2019

Record No: R/16/11/18592

Chief Executive (Steve Ruru) and Group Manager – Community and Futures (Rex Capil) were present for this item. The report was presented by Mr Capil.

Mr Capil advised that the Terms of Reference and Delegations that were before the Board for noting had been approved by Southland District Council at its meeting on Wednesday 26 October 2016.

The Board noted that there were some changes and that they appreciated the explanation from Mr Capil.

Resolution

Moved Member Green, seconded Member Sanford **and resolved:**

That the Tuatapere Community Board:

- a) **Receives the report titled "Terms of Reference and Delegations 2016/2019" dated 12 November 2016.**
- b) **Note the Terms of Reference and Delegations for Community Boards approved by Council at its meeting on Wednesday 26 October 2016.**

10 Schedule of Meetings for 2017

Record No: R/16/11/18631

Committee Advisor (Alyson Hamilton) presented this report.

Mrs Hamilton advised the purpose of the report is to seek Board approval of a schedule of meeting dates for 2017 so that meetings can be publicly notified in accordance with the requirements set by the Local Government Official Information and Meetings Act 1987.

The Board noted the Local Government Act 2002 requires that following the Triennial Elections the first meeting or the adoption of a schedule meetings must be approved.

Members discussed the alternating meeting venues stating that for consistency the preference is for meetings to be held at the Waiau Hotel.

Members agreed that the next meeting of the Board be held at the Waiau Hotel and that commencement time of meetings be amended to 5.00pm.

The Board further agreed that a review of meeting venues be undertaken following a three-months trial.

Resolution

Moved Cr Harpur, seconded Member Sanford **and resolved:**

That the Tuatapere Community Board:

- a) **Receives the report titled “Schedule of Meetings for 2017” dated 15 November 2016.**
- 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 that the next meeting of the Board be held at the Waiau Hotel, 47 Main Road, Tuatapere and that a review of meeting venues be undertaken following a 3-month trial period from that date and that commencement time of the meetings be amended to 5.00pm on the following dates in 2017.**
 - **Tuesday, 21 February 2017**
 - **Tuesday, 11 April 2017**
 - **Tuesday, 20 June 2017**
 - **Tuesday, 15 August 2017**
 - **Tuesday, 17 October 2017**
 - **Tuesday, 12 December 2017**

11 Standing Orders

Record No: R/16/10/17797

Chief Executive – Steve Ruru presented this report.

Mr Ruru advised that the purpose of the report was to inform the Community Board that the Southland District Council adopted Standing Orders at its meeting on Wednesday 26 October 2016.

The Board noted the Standing Orders have been adopted for use at all meetings of the Council, Committees, Subcommittees and Community Boards and Community Development Area Subcommittees.

Resolution

Moved Member Crack, seconded Member Green **and resolved:**

That the Tuatapere Community Board:

- a) **Receives the report titled “Standing Orders” dated 29 October 2016.**
- b) **Note that Southland District Council at its meeting on Wednesday 26 October 2016 adopted Standing Orders for use at all Council, Committee, Subcommittee, Community Board and Community Development Area Subcommittee meetings of the Southland District Council and that it is required to operate in accordance with the Standing Orders so adopted.**

12 Elected Members Code of Conduct

Record No: R/16/11/18385

Chief Executive – Steve Ruru presented this report.

Mr Ruru advised that the Elected Members Code of Conduct (the Code) was adopted by the Southland District Council at its meeting on Wednesday 26 October 2016.

The Board noted that the Code acts as a guide to ensure a standard of behaviour that is expected by all elected members (Councillors, Community Board and Community Development Area Subcommittees) when they are acting under Council delegations.

Resolution

Moved Member Sanford, seconded Member De Vries **and resolved:**

That the Tuatapere Community Board:

- a) **Receives the report titled “Elected Members Code of Conduct” dated 15 November 2016.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages**

prior to making a decision on this matter.

- d) **Notes the Elected Members Code of Conduct for Councillors and members of the Community Boards and Community Development Area Subcommittees of the Southland District Council which was adopted by Council at its meeting on 26 October 2016.**
- e) **Adopts the Elected Members Code of Conduct when acting under its statutory powers as provided for in the Local Government Act 2002.**
- f) **Notes that the Elected Members Code of Conduct must be complied with when the Board is acting under its delegations approved by Council at its meeting on 26 October 2016.**

13 Annual Plan 2017/2018 - Confirmation of Budgets

Record No: R/16/10/17839

Community Partnerships Leader – Simon Moran presented this report.

Mr Moran advised that the report provides an overview of the forecasted services for the Tuatapere Community Board in 2017/2018.

The Board noted it includes any variations from what was forecasted in year three of the 10 Year Plan 2015-2025.

Mr Moran advised Council has streamlined its 2017/2018 Annual Plan process and as a result the Community Board is only required to review its budgets for significant changes and that consideration should be given to funding any significant changes from reserves where appropriate.

The Board was advised the draft budgets will be incorporated into the Council's Draft Annual Plan. If consultation is required, this will occur in February 2017 and March 2017. Once the plan is finalised (and subject to any changes resulting from submissions), the budgets shown for 2017/2018 will be used to set rates for the year beginning 1 July 2017.

Resolution

Moved Member De Vries, seconded Cr Harpur **and resolved:**

That the Tuatapere Community Board:

- a) **Receives the report titled "Annual Plan 2017/2018 Confirmation of Budgets" dated 14 November 2016.**
- 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 variations in the Tuatapere Community Board budgets from year three of the 10 Year Plan.**

- e) Adopt the budgets for the year commencing 1 July 2017 for inclusion in the Council's Draft Annual Plan.
- f) Requests the levy of the following rates and charges (including GST) for the year commencing 1 July 2017 based on the approved budgets in (e) above.

<u>Rate Description</u>	<u>Rate (GST Incl)</u>
Tuatapere Community Board Rate	\$71,832
Tuatapere Community Board Rate Rural	\$16,083
Tuatapere Hall Rate	\$15,532
Tuatapere Pool Rate	\$11,653

- g) Requests the setting of the hall fees and charges (including GST) for the year commencing 1 July 2017, for inclusion in the 2017/2018 Annual Plan.

Tuatapere Hall Fees and Charges

<u>Fee Description</u>	<u>Rate (GST Incl)</u>
Wedding	\$115.00
Sports Teams	\$11.50 per hour

- h) Advise that there are no key highlights identified for the local area.

14 Waiau Star Rugby Club Lease

Record No: R/16/10/17156

Committee Advisor (Alyson Hamilton) presented this report.

Member De Vries declared an interest and took no part in discussion or voting on this item.

Mrs Hamilton advised the purpose of the report is to approve the issue of a lease to the Waiau Star Rugby Football Club over Council recreation reserve located at 51 King Street, Tuatapere.

The Board noted the lease to the Waiau Star rugby club expired on 30 November 2016.

Mrs Hamilton advised it is proposed that a lease be issued for a term of 10 years from 1 December 2016 (this year).

Mrs Hamilton informed the Tuatapere Recreation Reserve Committee and the Club have agreed to the terms of the draft lease.

The meeting sought clarification from staff on the following points;

- The correctness of the wording relating to the Recreation Reserve which is locally known as the Domain Board.
- The correctness of the boundaries highlighted on the map of the recreation reserve at 51 King Street, Tuatapere.

Mr Moran to liaise with staff on the above issues and email responses to Board members.

Resolution

Moved Member Green, seconded Member Crack **and resolved:**

That the Tuatapere Community Board:

- a) **Receives the report titled “Waiau Star Rugby Club Lease ” dated 14 November 2016.**
- 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 that a lease of Council recreation reserve at 51 King Street, Tuatapere being Lot 1, DP 11284 be issued to the Waiau Star Rugby Club for a term of 10 years from 1 December 2016 .**
- e) **Approves of the draft lease to the Waiau Star Rugby Football Club Incorporated as presented to the Board.**
- f) **Agrees that the annual rental payable for the five year term from 1 December 2016 be set at \$1 (GST inclusive).**

15 Recently adopted Bylaws and Policies

Record No: R/16/9/16042

Report by R Rout (Policy Analyst), notifying the Board of bylaws and policies which have been adopted by Southland District Council, was tabled.

Resolution

Moved Member Sanford, seconded Member De Vries **and resolved:**

That the Tuatapere Community Board:

- a) **Receives the report titled “Recently adopted Bylaws and Policies” dated 29 September 2016.**
- b) **Notes that the Cemetery Management Policy, the Cemetery Bylaw 2016, the Ashton Flats Roding Bylaw, and the Gambling Venue and TAB Venue policies came into effect on 1 October 2016.**
- c) **Notes that the Signs and Objects on Roads and Footpaths Bylaw 2016 will come into effect on 1 July 2017.**

The meeting concluded at 7.00pm

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE TUATAPERE
COMMUNITY BOARD HELD ON WEDNESDAY
23 NOVEMBER 2016.

DATE:.....

CHAIRPERSON:.....

Council Report

Record No: R/17/1/1759
Author: Simon Moran, Community Partnership Leader
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

Chief Executive

Southland Regional Development Strategy (SoRDS)

- 1 One of the key attributes of the SoRDS work to date has been the desire to ensure that a 'whole of Southland' or Southland Inc approach is adopted to the development of the region. This approach requires that public, private and volunteer sections of the Southland community come together to drive the development of the region as a whole. Unless a united approach is pursued then there is a very real risk that the changes needed to achieve the goals set through the SoRDS Strategy will not be achieved.
- 2 Work is being progressed via the Mayoral Forum to look at the structures that might be used to drive implementation of the Action Plan. The results of this work will be reported to each of the four Southland Councils and the other entities that need to be formally involved in the new structures over the next few months. There will also be a need for a public consultation process to be completed to enable the proposed model to be implemented. In the interim it is appropriate that Council move to formally endorse the Action Plan. The latter is the subject of separate order paper item.

Rural Fire

- 3 The Fire and Emergency Management Bill, which provides for the establishment of Fire and Emergency Management NZ (FENZ) from 1 July 2017, continues to progress through the parliamentary legislative process with it being reported back from the Select Committee prior to the Christmas break.
- 4 The FENZ Bill provides for the merger of Rural Fire Authorities, which have traditionally been a responsibility of local authorities, and the NZ Fire Service into the new FENZ entity. As such it signals a significant change for local authority responsibilities in this area. Important changes proposed through the Bill include:
 - The transfer of Rural Fire Authority responsibilities to FENZ from 1 July 2017. This includes the assets and operating capability within the Southern Rural Fire Authority
 - The repeal, from 1 July 2018, of territorial authorities' fire prevention and risk reduction powers under the Local Government Act 2002
 - The repeal, from 1 July 2017 of territorial authority specific bylaw making power for preventing the spread of fires.

Fluoridation of Drinking Water

- 5 The Health (Fluoridation of Drinking Water) Amendment Bill is currently before the Health Select Committee with submissions closing on 2 February. The intent of the Bill is to transfer responsibility for making decisions on fluoridation of water supplies from local authorities to District Health Boards (DHBs).
- 6 The Bill as currently drafted allows, but does not require, DHBs to determine whether they should direct local authorities to either fluoridate, or not, community drinking water supplies.

- 7 Under the Bill the cost of fluoridating water would be carried by the local authority concerned. Officers do not see a need for this Council to lodge a submission on the Bill.

Local Government Survey

- 8 Local Government NZ (LGNZ) will be repeating, in March 2017, the New Zealand Local Government Survey that was initially undertaken in 2014. The survey will again be undertaken by Colmar Brunton and cover some 3,000 citizens and businesses across New Zealand. Findings from the 2014 survey included that:
- public and business satisfaction with local government services is generally good
 - there is low awareness of the wide range of services local government provides – and the services tend to be under-valued, especially as they affect our daily lives
 - local government is seen to play an important role in developing the prosperity and wellbeing of New Zealand, although there is a sense that local government can achieve more than it does
 - local government performance factors such as financial management and community leadership are viewed as current weaknesses, although local engagement is generally working
 - local government does not enjoy a strong reputation with the public and businesses. On a comparable basis, New Zealand local government service satisfaction is rated similarly to countries such as the United Kingdom and Australia.
- 9 There is clearly work that the sector as a whole, as well as individual local authorities, can and need to do to enhance their performance and reputation. The findings from the survey will be used to inform the work that is being undertaken in this area.

Local Government Minister

- 10 Following the change in Prime Minister and subsequent Cabinet changes there has been a change in the Minister of Local Government. The Hon Anne Tolley now assumes responsibility for the portfolio taking over from the Hon Peseta Sam Lotu-liga.
- 11 With the change in Minister it can be expected that central government will continue to place a strong focus on sector reform and lifting the performance of local government in relation to the provision of core infrastructure.

Customer Support

Library Services

- 12 In December, the refurbished Stewart Island Library and Area Office was opened. With increased hours for the community, the library now catalogued and a self-issue machine in place, a great space for the community has been created. Feedback from residents at the opening was positive with around 50 people coming through on the day.
- 13 The District Library was pleased to receive funding to help complete the Vince Boyle Collection to be housed at the Winton Library. An opening is being planned with members of the Boyle family invited to share in this historic resource they have donated.
- 14 Te Anau Library hours have changed with no late nights, a longer Saturday and being open on Monday mornings. Feedback has been positive and customers are enjoying the longer access on Saturdays. Hours across all libraries will be reviewed in 2017.

Customer Service Delivery

- 15 The Customer Support team are completing a review of the most common customer inquiries through Council and analysing how we could make these as simple and easy for customers through a variety of channels. Changing an address has come through as the number one Request for Service across the District. As a result, a project is in progress to look at how we can streamline this process for customers and staff. We are aiming to have a potential solution ready to trial internally in February 2017.
- 16 Customer Support have enlisted the Community Partnership Leaders to prepare a report on what and how our residents want to access Council Services across the District. This will involve market research across the District so we have a clear understanding of what our customers want, combined with our data on how customers choose to interact with us today. The report is anticipated to be completed by June 2017. Since we had been investigating the possibility of moving the Wyndham Library and Area Office to the Wyndham Memorial Hall, we will put this project on hold so as to ensure a consistent approach to the District as a whole.

Environmental Services

Animal Control

- 17 The Environmental Health team is preparing for the introduction of Dog registration fee discounts in July this year. There will be a communications programme developed to raise awareness of the changes. The programme will include promotion on Council's website, First Edition articles, and reviewing online registration.
- 18 Work has also been progressed with a research exercise looking at dog attacks in the District over the last few years to determine whether there are trends or other offence patterns that can be identified to help reduce future attacks. The findings will be reported to the Regulatory Committee in the near future.

Food Act 2014

- 19 The new Food Act 2014 came into effect from 1 March 2016.
- 20 Food businesses have to transition to the new Food Act 2014 according to a schedule set by the Ministry for Primary Industries. In this District the most significant group of businesses that have to transition in the first year (by 31 March 2017) are those with alcohol on-licenses. Most of these businesses have already transitioned. Officers will continue to encourage the small number remaining to transition by the required date.

Freedom Camping

- 21 Freedom Camping has continued to be a topical issue right across the country over the holiday period. In Southland District there has been a considerable amount of freedom camping activity in some parts of the District such as Lumsden, the South Catlins and Clifden Bridge.
- 22 At the time of writing there have been few significant problems or issues and a generally positive response to Council's more proactive approach to liaison with campers in some of these areas. However, Council is also closely watching legislative developments in this area, with a strong push from some parts of the country for a more consistent approach to bylaws and/or a stronger approach to regulating freedom camping, particularly non self-contained vehicles and tents.

Fencing of Swimming Pools

- 23 The Building (Pools) Amendment Act 2016 came into effect on 1 January 2017. The Act repealed the Fencing of Swimming Pools Act 1987 and included new pool safety provisions in the Building Act 2004 including:
- A requirement for three-yearly inspections of all swimming pools. Officers are currently assessing the impact of this change.
 - Allowing safety covers to be used as barriers for spa pools and hot tubs.
 - Introducing additional enforcement tools for territorial authorities, including notices to fix.
- 24 The amendments place more emphasis on the home owner taking responsibility for their pools. The swimming pool register will need to be updated to remove all pools under 5 m sq. The traditional spa pool which made up the bulk of the register is no longer covered by the legalisation. As yet there is no acceptable solution in place to assess barriers as being compliant but the Government has been consulting on options which might assist in this regard.

Earthquake Prone Buildings

- 25 The Earthquake Prone Buildings legalisation has also been updated via an amendment to the Building Act 2004 that was passed into law last year. The new framework draws on lessons learned from the Canterbury earthquakes, the findings of the subsequent Royal Commission, and public submissions. It aims to:
- establish a more effective and nationally consistent framework for identifying and remediating earthquake-prone buildings
 - better target those districts, buildings and parts of buildings that pose the greatest risk
 - provide improved information for territorial authorities (e.g. local councils), building owners, engineers and the public
 - strike an appropriate balance between protecting people from harm in an earthquake, the cost of strengthening or removing earthquake-prone buildings and impacts on heritage.
- 26 The Southland District Council is the only District in the country to have all three earthquake zones in the one District. All of the earthquake prone buildings in the District have been identified and are recorded on a register, and are being identified on LIMs. Council will need to identify buildings of high seismic risk and ensure these are assessed by engineers within the specified time period.

Building Consents

- 27 Building consent numbers for December 2016 are down by 5.33%, the average residential cost and size is approximately the same from those of the corresponding 2015 period. Half way through the year and consent numbers are up slightly but the value is back 16.62%. The number of consents being lodged remains high, these are predominately from the Te Anau area.

Edendale Bypass

- 28 The notice of requirement for the State Highway Bypass in Edendale is expected to be lodged with Council prior to the end of January. The New Zealand Transport Agency have requested that the application be publicly notified and have indicated that they will be requesting that a Commissioner is appointed to make the decision.

District Plan

- 29 Mediation is being scheduled for the remaining appeals on the Proposed Southland District Plan. It is likely that mediation will occur in the first few months of 2017. There are five remaining appeals as four have already been resolved through previous mediation. It is likely that mediation will occur during February.
- 30 The Resource Management policy planners are in the process of preparing Variation 3 to the Proposed District Plan 2012. The list of amendments in the variation is still being prepared for approval by the Regulatory and Consents Committee. Once approved by the Committee the variation will be publicly notified and follow the normal Schedule 1 process.

Community and Futures

2017/2018 Annual Plan

- 31 Significant progress has been made on the preparation of the draft Annual Plan and associated consultation document.
- 32 Local estimates meetings have been completed and staff are preparing the consultation document in line with the feedback and direction provided by Councillors at the workshop in December 2016. Given that the draft plan is largely in line with what the 10 Year Plan forecasted for the 2017/18 year, the consultation document is more of an update on the 10 Year Plan story about how the Council is progressing with the plan.
- 33 The Consultation Document will be used to inform and update the community about the key changes from the LTP and highlight some of the projects/programmes scheduled for the 2017/18 year and advise readers how they can provide feedback to Council about the plan. The draft of the consultation document and supporting documents will be considered by Council in February before being released for public comment.

Strategic Planning Workshop

- 34 Significant work has been put into preparing for the Strategic Planning workshop to be held in early February.
- 35 The workshop provides an opportunity for Councillors to set their goals for the current triennium and the overall strategic framework within which the 2018 10 Year Plan will be developed.

Community Board/CDA Planning

- 36 Leadership Planning and goal setting workshops will be run throughout the District for Community Boards and CDA's during April 2017. The workshops, which are to be run in groups of 3-5 Boards/CDA's per workshop are intended to help each Board develop a Community Leadership Plan outlining the goals and strategic priorities that they have for their community in the current triennium and beyond.
- 37 It will be important that the Plans developed for each community reflect Council's overall priorities for the District as a whole. In this way Council can ensure that Community Boards/CDAs are moving in a direction that is consistent with its goals for the district and that resources are prioritised between different areas in a way that reflects the resources available to Council as a whole.
- 38 The Leadership Planning and goal setting workshop for the Tuatapere Community Board is scheduled for 12 April 2017 at 6pm, directly following the Community Board meeting. Supper will be provided, and the workshop will include elected representatives from the Riverton/Aparima Community Board, Thornbury, Colac Bay, and Orepuki Community Development Area Subcommittees

Community Organisation & Volunteer Sector Project

- 39 Council have commissioned Venture Southland to undertake this project on its behalf. Council have requested face-to-face interviews be conducted with a representative sample of community organisations to help determine future needs and the level of service throughout the District. This project will be completed by Venture Southland in February 2017, and analysis and recommendations made by the Community Partnership Leader to the Councils Executive Leadership Team in May 2017.

Stewart Island Community Facilities Project

- 40 Council have commissioned Venture Southland to undertake this project on its behalf. Council have requested research to help determine the current and future use of community facilities on the Island. This project will be completed by Venture Southland in March 2017, and analysis and recommendations made by the Community Partnership Leader to the Stewart Island Community Board in June 2017.

Stewart Island Wharfing Infrastructure Project

- 41 Council have tendered for registrations of interest to undertake a Community and Stakeholder Engagement process, and Business Operational Plan on Stewart Island wharfing infrastructure. Council currently own 5 of the 7 wharves on the Island, and have been offered opportunity to take over Golden Bay wharf, being divested by Southport NZ. Council identified the need to take a more strategic view of the current and future wharfing infrastructure on the Island, and the importance of the community and stakeholder needs, tourism to the Island and aquaculture, which may have local, district, regional and national implications. Tenders close at the end of February, and the Community and Stakeholder engagement will begin in March 2017.

Milford Opportunities Project

- 42 With the funding announcement made for the Milford Opportunities Project at the launch of SoRDS, work has been underway to set up the Governance Group so that we can get the project underway. The following points outline the intended process:
- Have a Governance Group (GG) appointed and a meeting in place for March. The GG to be made up of an Independent Chair, and one representative from each of the following - Council, DoC, Iwi, Business, and MBIE. Approaches, including a letter formally requesting a representative from these organisations, will be made shortly.
 - Council are likely to receive the funding from MBIE although we will continue working closely with DoC on the project
 - The Government's \$250,000 will be spent on scoping the project including any remuneration required for the GG, the contractor writing the investment proposal, the project manager if the investment proposal gets the go ahead.
 - The GG to be a 'voluntarily' formed group (i.e. not a formal committee of DoC or Council) that will make recommendations to DoC and Council.
 - The GG will discuss and finalise the Terms of Reference (ToR) and approve the advertising of the contract to prepare the Investment Proposal – it will be proposed that there is a delegation made to DoC and Council to appoint the contractor so that we can get on with the project
 - Initial ToR to include a 9 month time frame for its existence with a decision point milestone on whether or how the project proceeds by September 2017.

- If it proceeds, then the ToR will need to be reviewed to reflect the timeframes for undertaking and reporting on the projects that have been scoped in the Investment Proposal
- Concurrently, with the Investment Proposal work the Project Management Team can be set up and an Expressions of Interest process run to identify potential project manager candidates.

Venture Southland

- 43 Southland will receive \$13.3 million to connect key communities with fibre under the Ultrafast Broadband programme (UFB2). Winton, Te Anau, Riverton West, Bluff and Otatara have been announced as locations which will receive fibre between July 2017 and December 2024. No timetable for each location has yet been published
- 44 Southland is identified as having almost complete wireless coverage, however feedback from communities reveals this is not the case. Results of internet speed tests and the Southland Internet and Mobile Surveys (over 1000 responses were received to these surveys in 2015 and 2016) have been submitted to MBIE and Crown Fibre. Assessment of mobile signal coverage on the Southland road network is also being undertaken.
- 45 The SDC Holiday Programme was recently held again in rural Southland communities, with a 23% growth in the number of participants overall. Feedback has once again been positive.
- 46 Southland tourism will be at its busiest over the next couple of months. Western Southland can expect increases in tourists and vehicles, related to Chinese New Year.
- 47 Venture Southland and Southland District Council have worked together with the community to secure enough funding to begin the re-roofing of the Orawia Community Centre. Quotes have been obtained and the project is underway.

Services and Assets

Roading Contracts

- 48 Tender documents for the Alternative Coastal Route Improvement Project in the Catlins area and the three Maintenance Alliance contracts were finalised and released in December 2016.
- 49 The release of these tender documents represent an important milestone in what are all sizeable projects/contracts for Council. As a result there has been significant work involved in reaching this stage of the process. The four tenders close in mid-February and will be subjected to a tender evaluation process prior to recommendations being made to Council.

NZTA Liaison

- 50 Having a close working relationship with the Planning and Investment division of the NZ Transport Agency (NZTA) is important for both organisations given the size of investment that they make in Southland transport networks.
- 51 In recent months good progress has been made in developing a strong working relationship with our NZTA liaison person. Unfortunately, the relationship that we are developing could be affected by a reorganisation which we understand may be occurring in the near future. This situation creates a risk to the Council that we will not receive the most effective or appropriate level of support.

Te Anau Wastewater

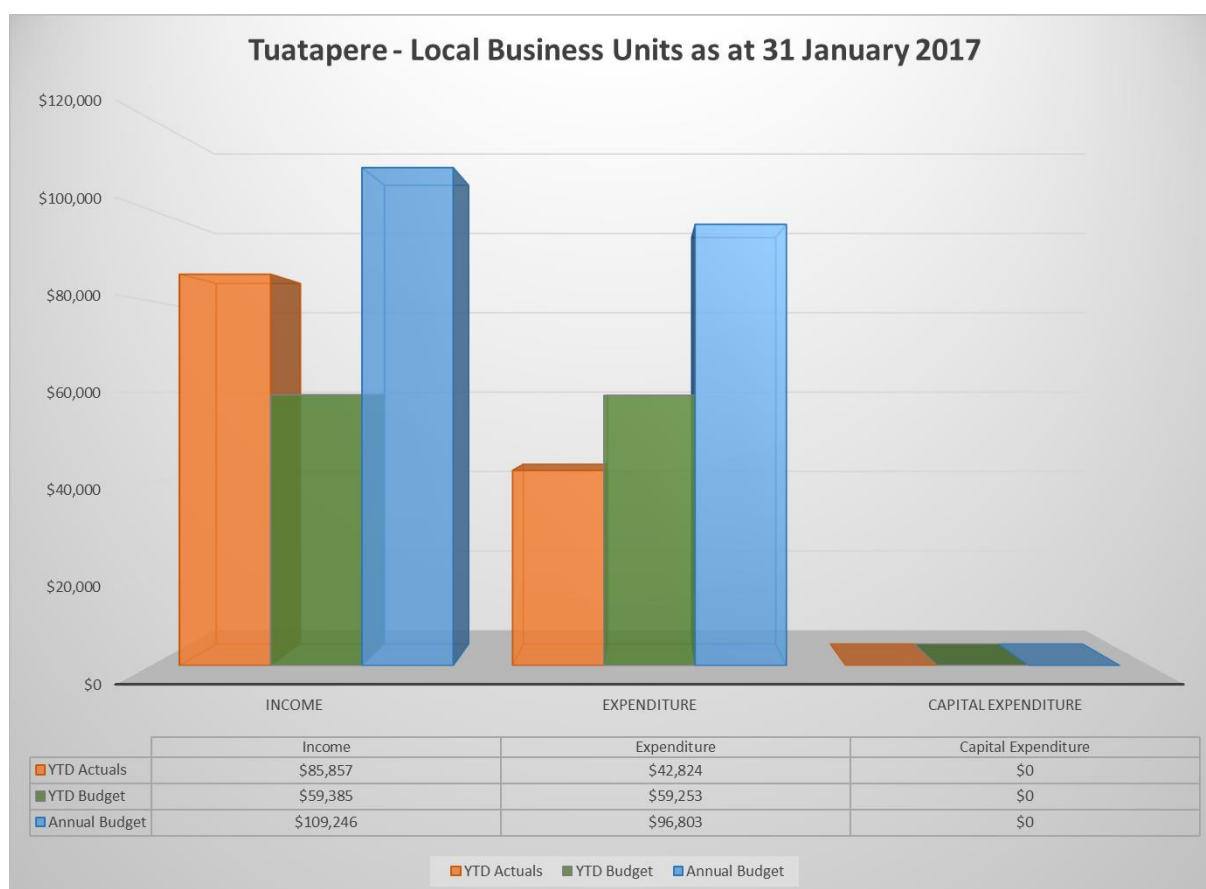
- 52 In December 2016, Council reached a settlement agreement with Fiordland Sewage Options (FSO) in relation to their appeal against the resource consents granted for the wastewater disposal system proposed for the Kepler block.

Item 9

- 53 The agreement provides for Council agreeing to investigate the potential to develop a disposal system at an alternative site known as the Smith Block, located in Sinclair Road Te Anau, in return for FSO withdrawing the appeal. The agreement has a series of steps in it with Council retaining the right to exercise the Kepler consent should the investigations indicate that the Smith block is not viable at any stage.
- 54 Work is being progressed to 'map out' the tasks that need to be completed and the timelines for them. An outline of the project plan will be brought through to Council and the Te Anau Wastewater Project Committee once finalised. There will also be a need for regular consultation with key stakeholders and affected parties. A Consultation Plan is currently being developed. Making progress on the key tasks will be a priority for the start of 2017.
- 55 Venture Southland and Southland District Council have worked together with the community to secure enough funding to begin the re-roofing of the Orawia Community Centre. Quotes have been obtained and the project is underway.

Finance

- 51 Income is more than budgeted due to additional income from the sale of trees from Elder Park. Expenditure is under Year To Date budget due to the pool grant not being paid out yet as well as streetworks maintenance that have not been undertaken.



Recommendation

That the Tuatapere Community Board:

- a) Receives the report titled “Council Report” dated 14 February 2017.

Attachments

There are no attachments for this report.

Southland Internet and Mobile Services - Information update for Tuatapere Community Board

Record No: R/17/2/2109

Author: Rhianon Suter, Enterprise Projects Co-ordinator

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

Background

- 1 Venture Southland is leading work for the region to advocate for improved internet and mobile services for Southland's rural communities.
- 2 The process (determined by the Ministry of Business Innovation and Employment) and achievements to date include:
- 3 Mar 2015 Region wide consultation with over 1000 responses from individuals and businesses.
- 4 May 2015 Technical review of mobile phone service on state highways and key routes through the region.
- 5 July 2015 Venture Southland Submission for proposed network improvements to MBIE as part of their prescribed Ultrafast Broadband (UFB2), Rural Broadband (RBI2) and Mobile Blackspot Fund (MBF)
- 6 Secondary submission for a whole of community solution advocating for fibre (Ultrafast broadband) and LTE (4G Mobile services) for everyone in Southland.
- 7 Nov 2015 MBIE announced longlist for towns to receive fibre (UFB2) and delays to the rural broadband (RBI2) and mobile blackspot programmes (MBF).
- 8 Aug 2016 New contracts were announced for existing rural broadband customers (RBI1). This improved minimum contractual standards for 4G customers to 30Mbps. (Note: RBI1 services are provided by Vodafone on a mix of 3G and 4G towers transmitting wireless internet).
- 9 Oct 2016 Crown Fibre Holdings announced as lead agency for the remainder of the fibre (UFB2), rural broadband (RBI2) and Mobile Blackspot Fund (MBF) procurement process.
- 10 Nov 2016 Update community consultation undertaken with over 200 responses from around Southland and internet speed tests undertaken.
- 11 Dec 2016 Rural Broadband (RBI2) Submission made to Crown Fibre Holdings made by Venture Southland.
- 12 Jan 2017 Government announcement made that Winton, Te Anau, Riverton West, Bluff and Otatara will receive fibre.
- 13 Apr 2017 Telecommunication service provider Rural Broadband (RBI2) solutions proposals due to Crown Fibre Holdings.

Latest Announcements

- 14 The Government has set aspirational targets that by 2025, 99% of New Zealanders will have access to broadband of at least 50 Mbps and 100% of New Zealanders will have access to broadband of at least 10 Mbps. However, research undertaken by Venture Southland shows

that many Southlanders are not yet receiving anywhere near these standards and that the proposed improvements are unlikely to achieve the goals intended.

- 15 Significant research has been undertaken and submissions made as part of the process being led by Crown Fibre Holdings Ltd, on behalf of the Government, to implement the second round of the Rural Broadband programme (RBI2), the Ultrafast Broadband programme (UFB2) and the Mobile Blackspot Fund (MBF), which is a new fund designed to improve mobile coverage on key tourism routes.
- 16 Venture Southland's work was instrumental in the announcement made on 26 January 2017 that Southland will receive \$13.3 million to connect key communities with fibre under the UFB2 programme. Accordingly, Winton, Te Anau, Riverton West, Bluff and Otatara have just been announced as locations which will receive fibre between July 2017 and December 2024. A timetable for each location is expected to be published in 90 days. Priority is being given to completion of UFB1 (within Southland that includes Gore and Mātaura, which are not scheduled for completion until 2019).
- 17 Venture Southland is continuing to work closely with Crown Fibre Holdings and with local Internet operators to seek improved coverage for rural areas under RBI2. The rural broadband wireless coverage maps which have been published as a guide for RBI2 submissions show Southland as having almost complete coverage, yet feedback from communities reveals this is not the case. Venture Southland has submitted the results of internet speed tests and the Southland Internet and Mobile Surveys (over 1000 responses were received to these surveys in 2015 and 2016) to MBIE and Crown Fibre Holdings. Crown Fibre Holdings is currently working to assess areas currently receiving less than 20 Mbps (Category 2 users).
- 18 Assessment of mobile signal coverage on the Southland road network is also being undertaken by Venture Southland. A copy of the submission made to Crown Fibre Holdings is attached for those interested in the detail.

What does this mean for Tuatapere and environs?

- 19 Fibre (UFB2): Tuatapere did not meet the population criteria to receive fibre under the UFB2 programme and the Government has no plans to install fibre for Tuatapere.
- 20 Wireless Broadband Internet (RBI): One area west of Tuatapere is on the Crown Fibre Holdings list of areas not yet covered by RBI1 (receiving less than 5 Mbps – known as Category 1 end-users). However, it should be noted that Venture Southland is disputing the accuracy of this map as it does not accord with feedback from the region, which suggests that problems with coverage are much broader. Eleven people responded to the 2016 Southland Internet and Mobile Survey from Western Southland – 28% had significant problems with their internet and 45% said it was slow but effective. Two people in the Tuatapere area took part in the 2016 Internet Speed Test, both of whom had speeds between 5 Mbps (the existing minimum 3G RBI contractual standard) and 20 Mbps (the coverage required Category 2 end users).
- 21 Existing minimum 4G RBI contractual standards introduced in August 2016 require 30 Mbps minimum for 4G RBI customers. There are two towers in the Tuatapere area which are 4G RBI and so theoretically all consumers being served by these towers should be receiving 30 Mbps minimum speeds. Individuals or businesses having problems with their service should contact Venture Southland (see below).
- 22 Mobile Coverage (MBF): No locations near Tuatapere are on the Mobile Blackspot Fund longlist. This fund is intended primarily to improve connectivity on key tourist routes.

Consultation and Assistance

- 23 Up to date feedback from the community is essential to enable Venture Southland continue advocacy on behalf of the region. Navarre Campbell, Digital Enablement Coordinator, is available to discuss communities and individuals concerns with their internet and mobile services. He can be reached on 03 211 1400 and navarre@venturesouthland.co.nz. Venture Southland is available to come and speak with the Tuatapere Community Board if this is of interest.

Recommendation

That the Tuatapere Community Board:

- a) **Receives the report titled “Southland Internet and Mobile Services - Information update for Tuatapere Community Board” dated 7 February 2017.**

Attachments

- A Summary Submission Crown Fibre Holdings Dec 2016 [↓](#)

2 December 2016

Steve Inglis
Project Manager
Crown Fibre Holdings

Email: RBI2.MBS@crownfibre.govt.nz

Dear Steve

Response to coverage information

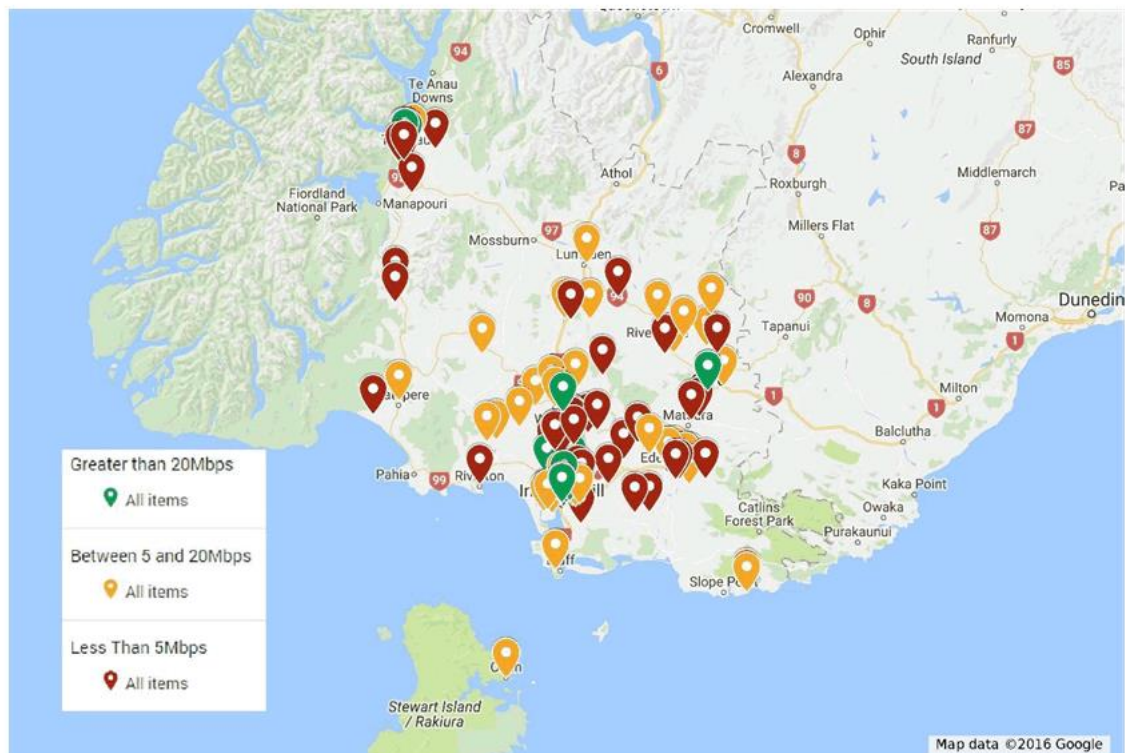
Thank you for the opportunity to submit on the coverage information.

In the 2015 Ultrafast Broadband, Rural Broadband and Mobile Black Spot Fund Registration of Interest Venture Southland submitted to MBIE and in the response to the questions we provided to Crown Fibre Holdings on Friday 26 November 2016, we outlined the concerns about the woeful inadequacy of the official coverage maps provided by the telecommunications operators.

Internet services

The map below shows the results of an internet speed test survey which Venture Southland has undertaken over the last month. 152 households responded to the survey and where multiple speed tests were provided, the average was used. With the exception of 11 customers in Te Anau, Gore and Winton, all customers outside Invercargill are receiving services of less than 20 Mbps download rate. Thirty six percent are receiving less than 5 Mbps.

While this survey can only be indicative due to the short time frame, this nevertheless shows that customers are far away from receiving the level of service which the Government targets indicate are and will be available. This information is also consistent with the public consultation undertaken by Venture Southland, Southland District Council and is consistent with the feedback received from businesses, emergency services, local rural sector groups, MP staff, and is also reflected in current social media commentaries.



Regional internet speed test results, November 2016.

This paints a significantly different picture to the coverage data provided by Crown Fibre Holdings which we have mapped below.

Item 10 Attachment A



Map of non-coverage areas and mobile black spot locations using data provided by Crown Fibre Holdings, 2016

Venture Southland has also undertaken a survey of customer experiences of their mobile and internet services, to which we have received 192 responses. This is an update to the same survey which we undertook in 2015 prior to the submission of our ROI to which we received over 700 responses. 28% of respondents report that their service is very or impossibly slow or variable/ unreliable, compared to 35% in 2015. While a third have seen improvements in their service over the last year (33%), almost as many believe their service has worsened (26%). 32% of business owners say that the quality of internet and cell phone services in their area is affecting their ability to attract staff.

Many respondents took the time to provide feedback on the services they are receiving and their comments are included in the appendices below.

We contend that the limitations of RB11 4G LTE 700 MHz wireless technology mean that only a small number of households can be adequately served within the coverage areas published by the large operators. The fact that so many customers within the official coverage areas choose to reluctantly accept 2Mbps services from WISPs is in itself indicative of the fact that they are unable to receive the services advertised by the main operators. In addition the aging copper network means that people are increasingly receiving poor service on ADSL and VDSL services. For this reason our recommendation is that the

only sustainable solution to Southland's needs are both fibre and LTE everywhere. This is outlined in our report "Whole of Community Broadband" which was submitted as a part of MBIE's 2015 ROI and is attached again for your information.

Mobile coverage

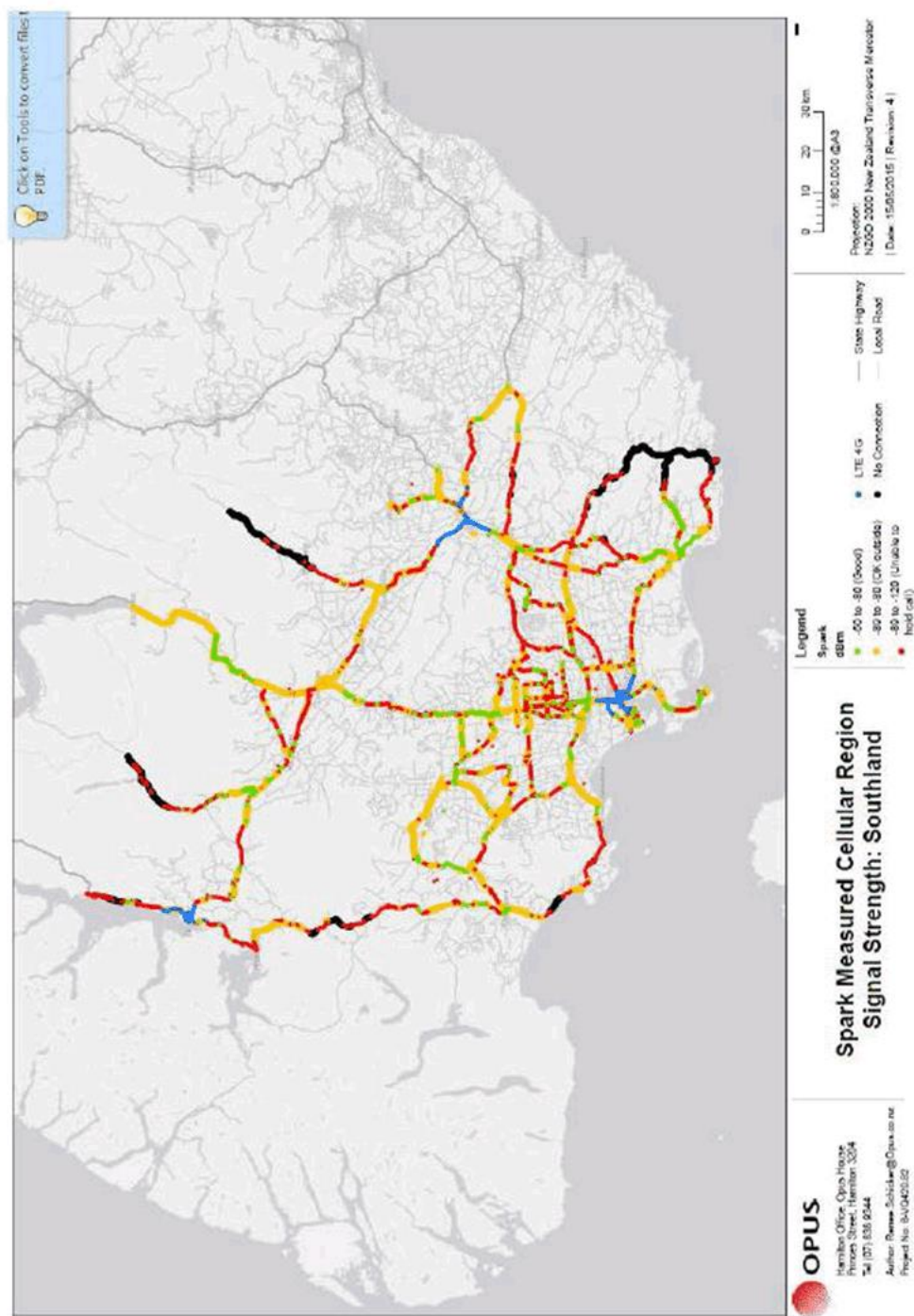
In 2015 Opus Consultants on behalf of Venture Southland, undertook an assessment of coverage on both Spark and Vodafone on state highways and key routes within the region. This reveals significant areas of black spots and poor coverage. In addition, the results of the 2016 Southland Internet and Mobile survey show that 15% of customers cannot use their cell phone in their home and a further 39% can only use their phone in some locations within the home. 57% of respondents or their family members regularly experience coverage issues which impact on their lives.

The survey findings are shown on the attached maps:

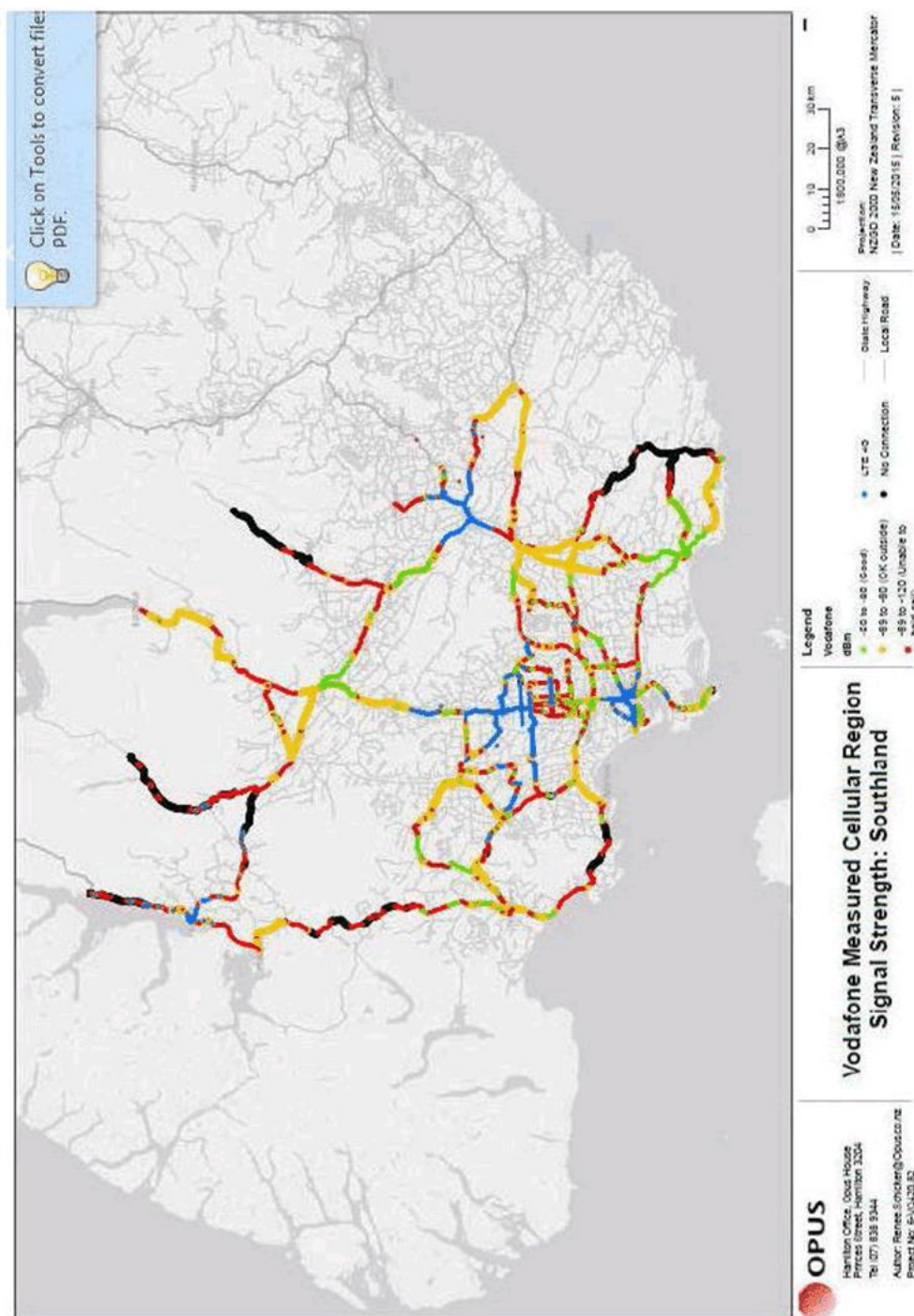
1. Spark mobile
2. Vodafone mobile
3. And combined mobile coverage.

Item 10 Attachment A

Spark Mobile Coverage in Southland – May 2015

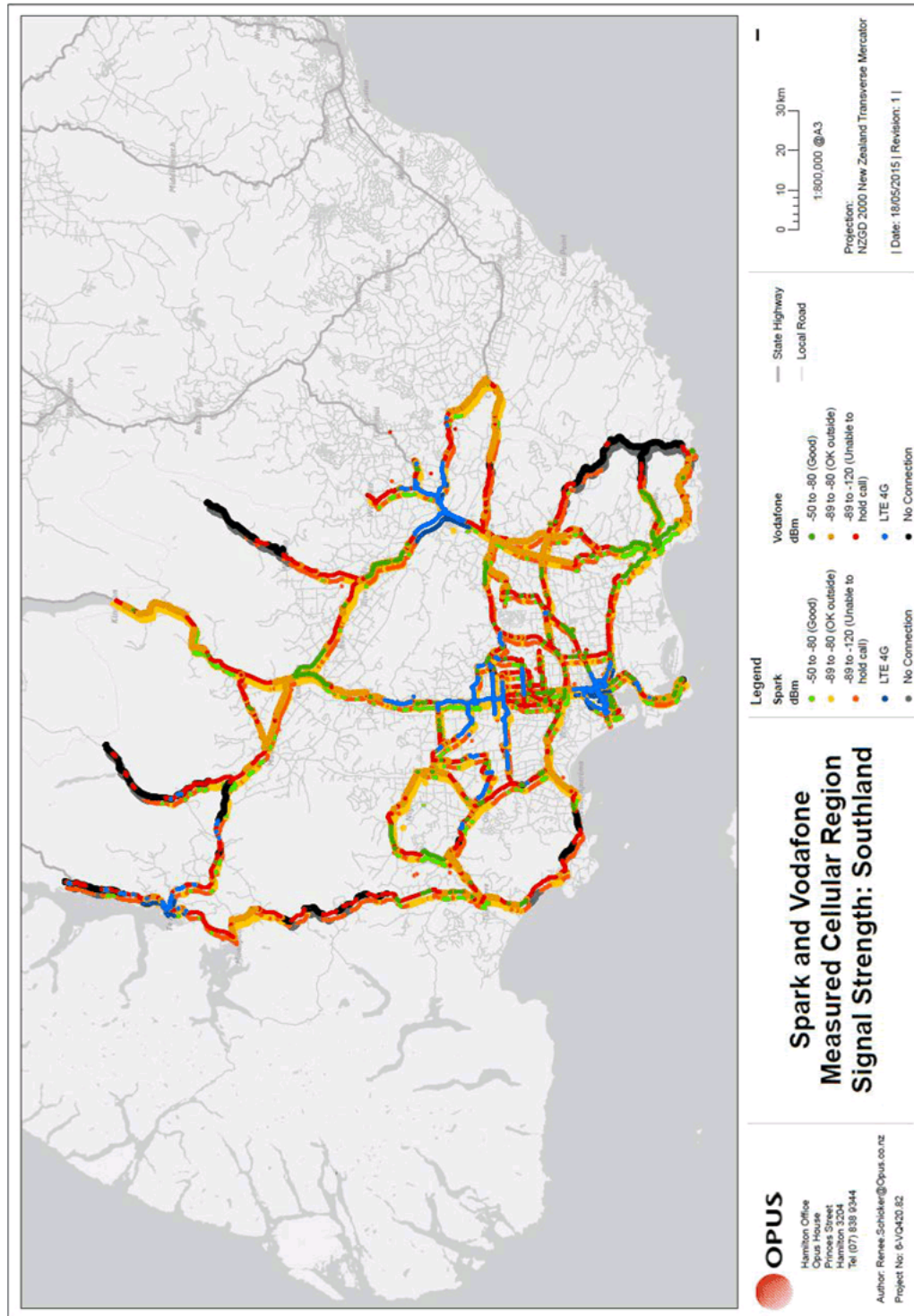


Vodafone Mobile Coverage in Southland – May 2015



Combined Mobile Coverage in Southland – May 2015

Item 10 Attachment A



As you know, this issue is of huge significance to Southland communities and businesses. Digital connectivity has been identified as the primary enabler required for the success of the Southland Regional Development Strategy Action Plan which was launched on November

30th by Ministers Joyce and Guy in Invercargill attended by more than 500 people. It is imperative that an accurate baseline be used to assess actual areas of coverage and standards of service available to customers to ensure that the outcomes of RBI2 are more impactful than those achieved under RBI1.

Venture Southland believes that a successful outcome for the region will require:

- A coordinated strategic approach guided by a national and regional network development plan
- Investment in the enduring elements of the network, including fibre and significant tower installations
- A goal of fibre and LTE everywhere by 2030.

We urge you to give this submission serious consideration and we are willing to provide additional information as required to further build on the data that has been provided to date. Should you require any further information, please contact the writer.

Yours faithfully



Stephen Canny
GM Business and Strategic Projects

Appendix A: Feedback to the 2016 Southland Internet and Mobile Survey
Appendix B: Comments from the Vodafone Facebook Post about Rural Broadband
Appendix C: Southland regional Development Strategy – Digital Enabler
Appendix D: Consumer Stories