
Community and Policy Committee

OPEN MINUTES

Minutes of a meeting of Community and Policy Committee held in the Council Chambers, 15 Forth Street, Invercargill on Wednesday, 27 September 2017 at 11am.

PRESENT

Chairperson	Julie Keast
	Mayor Gary Tong
Councillors	Stuart Baird
	Brian Dillon
	Paul Duffy
	John Douglas
	Bruce Ford
	Darren Frazer
	George Harpur
	Ebel Kremer
	Gavin Macpherson
	Neil Paterson

IN ATTENDANCE

Chief Executive (Steve Ruru), Group Manager, Community and Futures (Rex Capil), Group Manager, Environmental Services (Bruce Halligan), Group Manager, Services and Assets (Ian Marshall), Manager, Governance and Democracy (Clare Sullivan), Communications Manager (Louise Pagan) Committee Advisor (Alyson Hamilton).

1 Apologies

Moved Cr Dillon, seconded Cr Frazier and **resolved:**

That the Community and Policy Committee accept the apology for non-attendance from Councillor Perham.

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 Cr Kremer, seconded Cr Frazer **and resolved:**

That the minutes of Community and Policy Committee meeting held on 9 August 2017 be confirmed as a true and correct record.

Reports

7.1 Community Governance Project Update

Record No: R/17/9/22043

Clare Sullivan (Manager Governance and Democracy) presented the report.

Ms Sullivan advised the purpose of the report is to provide an update from the Elected Representative Working Group and information on the process for engagement.

Ms Sullivan informed the Elected Representative Working Group met recently and received an update on the project plan for the Community Governance Project and Representation Review.

The Committee noted the Working Group acknowledged that Council has an appetite for change and that there is a need for a future focus, a structure that is efficient and effective and that is affordable and value for money.

Ms Sullivan advised the representation review will be the focus of the community conversations to be held in November 2017.

Ms Sullivan explained information will be sent out to a large number of stakeholder organisations seeking their input in October 2017 and staff will be available to attend meetings as requested.

The Committee noted the public will be encouraged to share their ideas between now and the start of February 2018. A discussion with Councillors, Community Board and Community Development Area Subcommittee Chairs and Deputy Chairs will also be held in November 2017 with the opportunity after that to attend meetings as needed.

Mr Capil explained in detail the processes to date in regards the Community Governance Project and the Representation Review Update and further outlined the processes to be undertaken going forward.

Cr Kremer suggested staff prepare a timeline highlighting the steps undertaken to date and the steps going forward to be circulated to Committee members and shared with Community Board and Community Development Area Subcommittee Chairs. Staff to arrange for this work to be undertaken.

Mayor Tong expressed appreciation at the work undertaken by staff on this project to date.

Resolution

Moved Cr Kremer, seconded Cr Macpherson **and resolved:**

That the Community and Policy Committee:

- a) Receives the report titled “Community Governance Project Update”.**

7.9 Southland Open Spaces Priority Setting Report

Record No: R/17/9/21938

Simon Moran (Community Partnership Leader) and Paul Wilson (Xyst Limited) presented the report.

Mr Moran advised the purpose of the Open Space Priority report seeks to provide a strategic approach to the management of the open spaces managed by Council with the focus on ensuring the needs and expectations of residents and visitors are met.

Mr Wilson addressed the Committee advising the open spaces managed by the Council are important for the health and well-being of local residents and make a significant contribution to visitor's experience of Southland.

Mr Wilson explained the key challenges facing the Council in the management and development of its open space are:

1. Providing appropriate community facilities that are fit for purpose and are relevant for the needs of local communities for the future.
2. Determining the best approach for freedom camping for Southland. Freedom camping is likely to continue to be a popular way to experience Southland. There is potential to develop many of the Council's reserves as freedom camping sites however this would come at considerable on-going cost to ratepayers with uncertain economic benefits.

3. Funding the development, maintenance and renewal of infrastructure to meet the needs of local communities and visitors.

Members agreed while it is a well prepared report queried where to from here? Mr Moran responded advising Council will need to consider how it will use the information provided in the Southland Open Spaces Priority Setting Report to meet the Vision and Objectives of its Open Spaces Strategy 2014. Mr Moran added any decision to improve the level of service will require investment which will need to be signalled in the Long Term Plan.

The Committee agreed with Mr Ruru that a copy of the report be circulated to Community Board and Community Development Area Subcommittee members at the next round of meetings.

Resolution

Moved Cr Kremer, seconded Cr Frazer **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “Southland Open Spaces Priority Setting Report” dated 19 September 2017.**

7.2 The Southland District Story Launch

Record No: R/17/9/20920

Louise Pagan (Communications Manager) presented the report.

Mrs Pagan advised the purpose of the report is to update the Committee on progress of the Southland District Story which is now in the final stages for the public launch scheduled for Monday, 2 October 2017.

Mrs Pagan informed staff are finalising the signage for all area offices and libraries and the Welcome to Southland District signage. This will be erected by Creation Signs during the weekend of 30 September 2017 - 1 October 2017.

Mrs Pagan advised as part of the story development, four strategies have been created namely; corporate identity, communication, engagement and digital. Mrs Pagan added they have been combined into the Southland Story Strategy which has an action plan attached to it.

The Committee noted after the launch, timings will be attached to these actions to continue the rollout of the story.

Mayor Tong acknowledged the dedication and long hours of hard work by staff in undertaking the rebranding project for Council.

Mr Capil concurred with Mayor Tong's comments expressing appreciation to the Communication Manager and the Communications team in the undertaking of this project which he added has created a sense of positivity amongst staff.

Resolution

Moved Cr Paterson, seconded Cr Ford **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “The Southland District Story Launch” dated 15 September 2017.**

Cr Kremer left the Meeting at 12.01pm.

Cr Kremer returned to the Meeting at 12.07pm.

7.3 MBIE Stewart Island Community Planning Project

Record No: R/17/8/20618

Mr Rex Capil (Group Manager, Community and Futures) presented the report.

Mr Capil advised the purpose of the report is to provide an update to the Community and Policy Committee on the Ministry of Business, Innovation and Employment (MBIE) Stewart Island Community Planning Project.

Mr Capil informed the project will link to a number of existing plans being undertaken, including SoRDS and Council related reviews scheduled for the next 6 months.

The Committee noted the consultation process will begin in late September 2017 with a draft report expected by the end of November 2017, and it is anticipated completion of the project on the Island by February 2018.

Resolution

Moved Cr Ford, seconded Cr Dillon **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “MBIE Stewart Island Community Planning Project” dated 19 September 2017.**
- b) **Endorses the Stewart Island Community Leadership Plan project, funded by way of a grant from the Ministry of Business, Innovation and Employment.**

7.4 SDC/Venture Southland Letter of Expectation Projects Status Update

Record No: R/17/9/21074

Mr Moran (Community Partnership Leader) presented the report.

Mr Moran advised the purpose of the report is to provide an update to the Community and Policy Committee around projects identified in the Community Development Priority Projects Letter of Expectation between Southland District Council and Venture Southland.

Mr Moran explained Council staff and Venture Southland Community Development staff have met to have an initial discussion around projects, and identified some timeframes to work towards with the projects.

The Committee was advised all projects identified will involve Community Partnership Leaders providing project briefs and project management of the activities identified.

Members noted as project briefs are developed, finalised and projects initiated, reports will be submitted to update Members on their status at regular intervals.

Mr Moran advised the majority of projects identified will be completed by June 2018.

Resolution

Moved Cr Macpherson, seconded Cr Duffy **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “SDC/Venture Southland Letter of Expectation Projects Status Update” dated 19 September 2017.**

7.5 Southland District Council Community Development Strategic Approach

Record No: R/17/9/22029

Mr Moran (Community Partnership Leader) presented the report.

Mr Moran advised the purpose of the report is to update the Community and Policy Committee of a project around Southland District Council's current and future Community Development activity, as detailed in the letter of expectation between Southland District Council and Venture Southland Community Development Priority Projects.

The Committee noted the purpose of the project is to define, develop and deliver on the concept of a district wide approach to community development, and to review at a strategic level, the prioritisation of projects and local and district community organisation support.

Resolution

Moved Cr Ford, seconded Cr Harpur **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “Southland District Council Community Development Strategic Approach” dated 19 September 2017.**

7.6 Welcome Ambassador Pilot

Record No: R/17/9/22100

Mr Moran (Community Partnership Leader) presented the report.

Mr Moran advised the purpose of the report is to inform the Community and Policy Committee of a Welcome Ambassador pilot project, as detailed in the Letter of Expectation between Southland District Council and Venture Southland Community Development Priority Projects.

Mr Moran explained the pilot, has already gained initial interest and support from the local Community Family Worker in Te Anau. Mr Moran added although facilitated initially through Council, the intention is to have a fully community-led and sustainable project continue in Te Anau and beyond, without further need for Council involvement.

The Committee noted the pilot will involve a small number of public meetings to gauge interest and support in this project, and the establishment of a steering group to move the pilot forward.

Resolution

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

That the Community and Policy Committee:

- a) **Receives the report titled “Welcome Ambassador Pilot” dated 19 September 2017.**

7.7 Community Leadership Plans Phase Two Update

Record No: R/17/9/21075

Mr Moran (Community Partnership Leader) presented the report.

Mr Moran advised the purpose of the report is to provide an update on the progress of the Community Leadership Plan phase two.

Mr Moran advised phase two will see engagement with key stakeholders being undertaken through a series of workshops held in Mossburn, Gore, Otautau, Wallacetown and Invercargill.

Mr Moran explained these workshops will build on phase one of the community leadership planning and draw out common themes and ideas from stakeholders.

The Committee noted Stakeholders will include representatives (regional and local) from a variety of sectors such as health, education, recreation, social service, religious based, service groups, emergency services and central government agencies.

The Committee was advised that following completion of Phase two workshops a summary of the key issues and opportunities identified will be made available to all those who participated so that each group involved is made aware of the feedback from across the District as a whole. Mr Moran added the summary will also be available to Councillors separately.

Resolution

Moved Cr Kremer, seconded Cr Paterson **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “Community Leadership Plans Phase Two Update” dated 19 September 2017.**

7.8 Southland District Community Facilities Assessment Report

Record No: R/17/9/21867

Mr Moran (Community Partnership Leader) and Ms Amy Bird (Community Development Planner) presented the report.

Mr Moran advised the purpose of the report is to advise that the Southland District Community Facilities report undertaken by Venture Southland’s Community Development Team has been completed and highlights the key findings.

Ms Bird explained information was gathered over two rounds of consultation using electronic surveys on SurveyMonkey and one to one interviews.

Ms Bird added the first round of consultation was conducted with facility managers, and the second with facility users.

The Committee was advised that whilst the general public was not consulted in this research, in the interviews facility managers and users were invited to “put their community hat on” in response to questions about changes in their community and its facility needs.

The Committee noted the data that has been gathered for this report will provide information for discussions with communities and will also link into the strategic planning work that the Council’s property team will be undertaking.

Resolution

Moved Cr Dillon, seconded Cr Duffy **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “Southland District Community Facilities Assessment Report” dated 19 September 2017.**

Item - 7.9. Southland Open Spaces Priority Setting Report - was considered earlier in the meeting.

7.10 Venture Southland Quarterly Report June 2017

Record No: R/17/9/21563

Mr Paul Casson (Chief Executive, Venture Southland) spoke to the report.

Mr Casson advised the quarterly report contains a complete breakdown of Venture Southland’s Business Plan Key Objectives/Performance measures for 2016/2017.

Mr Casson explained the key points highlighted in the report including;

- Provision of international satellite and spare services
- Funds allocated to Southland businesses
- Wood Energy South Initiative
- Tourism Product Development
- Attracting and Retaining a skilled Workforce
- Community Development

Mr Casson commented on the recent success of the Southland Pop-Up Job Shop opening in Invercargill advising people are able to look up job listings and obtain employment advice.

Mr Casson added the initiative is a collaboration between Venture Southland, Southern Directionz Career Consultants and the Southland Chamber of Commerce.

Mr Casson circulated copies of the Venture Southland Year in Review 2016-2017 for members information.

Resolution

Moved Cr Baird, seconded Cr Douglas **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “Venture Southland Quarterly Report June 2017” dated 19 September 2017.**

The meeting concluded at 1.20pm

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE
COMMUNITY AND POLICY COMMITTEE HELD
ON WEDNESDAY, 27 SEPTEMBER 2017.

DATE:.....

CHAIRPERSON:.....