



Notice is hereby given that a Meeting of the Community and Policy Committee will be held on:

**Date:** Thursday, 8 February 2018  
**Time:** 1pm  
**Meeting Room:** Council Chambers  
**Venue:** 15 Forth Street, Invercargill

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## Community and Policy Committee Agenda OPEN

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### MEMBERSHIP

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

### IN ATTENDANCE

<b>Group Manager - Community and Futures</b>	Rex Capil
<b>Committee Advisor</b>	Alyson Hamilton

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**Full agendas are available on Council's Website**  
**[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)**

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



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## **Terms of Reference – Community and Policy Committee**

The Community and Policy Committee is responsible for:

- Assessing and providing advice to Council on:
  - Key strategic issues affecting the District and Council;
  - Community development issues affecting the District and Council;
  - The service needs of the District's communities and how these needs might best be met;
  - Resource allocation and prioritisation processes and decisions.
- Developing and recommending strategies, plans and policies to the Council that advance the Council's vision and goals, and comply with the purpose of the Local Government Act.
- Monitoring the implementation and effectiveness of strategies, plans and policies.
- Developing and approving submissions to government, local authorities and other organisations.
- Advocating Council's position on particular policy issues to other organisations, as appropriate.
- Considering recommendations from Council's Subcommittees and make decisions where it has authority from Council to do so, or recommendations to Council where a Council decision is required.

The Community and Policy Committee is also responsible for community partnerships and engagement. This includes:

- Monitoring the progress, implementation and effectiveness work undertaken by Venture Southland in line with the Venture Southland Heads of Agreement and specific Service Level Agreement between Southland District Council and Venture Southland.
- Allocations of grants, loans, scholarships and bursaries in accordance with Southland District Council policy.
- International relations.
- Developing and overseeing the implementation of Council's community engagement and consultation policies and processes.

The Community and Policy Committee shall have the following delegated powers and be accountable to Council for the exercising of these powers:

- (a) Approving all submissions made by Southland District Council to other councils, central government and other bodies.
- (b) To approve scholarships, bursaries, grants and loans within Council policy and annual budgets.
- (c) Monitor the performance of Venture Southland in the delivery against its Business Plan and Council's letter of expectation.

The Community and Policy Committee has authority to consider and make recommendations to Council regarding strategies, policies and plans.

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**TABLE OF CONTENTS**

<b>ITEM</b>	<b>PAGE</b>
-------------	-------------

**PROCEDURAL**

<b>1</b>	<b>Apologies</b>	<b>5</b>
<b>2</b>	<b>Leave of absence</b>	<b>5</b>
<b>3</b>	<b>Conflict of Interest</b>	<b>5</b>
<b>4</b>	<b>Public Forum</b>	<b>5</b>
<b>5</b>	<b>Extraordinary/Urgent Items</b>	<b>5</b>
<b>6</b>	<b>Confirmation of Minutes</b>	<b>5</b>

**REPORTS FOR RESOLUTION**

<b>7.1</b>	<b>Priorities for Tourism Infrastructure Applications</b>	<b>15</b>
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**REPORTS**

<b>8.1</b>	<b>Southland District - Shaping Positive Community Futures Draft Compendium Report December 2017</b>	<b>17</b>
<b>8.2</b>	<b>Milford Opportunities Project Update</b>	<b>111</b>
<b>8.3</b>	<b>Community Governance Project Update and Summary from Community Conversations</b>	<b>137</b>
<b>8.4</b>	<b>Community Leadership Plan update</b>	<b>143</b>
<b>8.5</b>	<b>SDC-VS Community Development Workshop Update</b>	<b>173</b>
<b>8.6</b>	<b>Welcome Ambassador Project - Update</b>	<b>175</b>
<b>8.7</b>	<b>Community Organisation and Volunteer Sector Shared Services Pilots - Geographical and Interest Based Projects</b>	<b>177</b>
<b>8.8</b>	<b>Southern Field Days at Waimumu</b>	<b>187</b>
<b>8.9</b>	<b>Minutes of the Ohai Railway Fund Subcommittee Meeting dated 26 May 2017</b>	<b>189</b>

**PUBLIC EXCLUDED**

	<b>Procedural motion to exclude the public</b>	<b>205</b>
<b>C9.1</b>	<b>Stewart Island Community Planning Project - Update</b>	<b>205</b>



## **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**

Committee 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 5pm at least two days before the meeting. Further information is available on [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz) or phoning 0800 732 732.

## **5 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."

## **6 Confirmation of Minutes**

6.1 Meeting minutes of Community and Policy Committee, 15 November 2017





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## Community and Policy Committee

### OPEN MINUTES

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

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#### **PRESENT**

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

#### **IN ATTENDANCE**

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) and Committee Advisor (Alyson Hamilton).

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**1 Apologies**

**Resolution**

Moved Cr Kremer, seconded Cr Macpherson 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**

Cr Duffy declared an interest on item 7.1 - Community Initiatives Fund Financial Report and Application Summary, in relation to the South Catlins Charitable Trust and Tois Tois Lions Club funding applications.

**4 Public Forum**

Neil Affleck - Secretary/Treasurer of Southland Indoor Leisure Centre Charitable Trust

Mr Affleck provided an update on Stadium Southland operational matters including current funding activities and explained the ongoing level of funding required for the stadium.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

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

**That the Community and Policy Committee confirms the minutes of the meeting held on 27 September 2017 as a true and correct record of that meeting.**

**Reports for Resolution**

**7.1 Community Initiatives Fund Financial Report and Application Summary**

**Record No: R/17/10/25845**

Bronwyn Affleck, Venture Southland, Administration Manager, presented the report.

Mrs Affleck advised the purpose of the Southland District Council Community Initiatives Fund is available for the development of community facilities and amenities.

The Committee noted \$80,081 is available for general distribution.

Mrs Affleck proceeded to provide a list of applicants and proposed funding recommendations for consideration by the Committee.

**Cr Duffy declared an interest and took no part in discussions or voting in regards the funding applications relating to South Catlins Charitable Trust and Toi Tois Lions Club**

### Resolution

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

**That the Community and Policy Committee:**

- a) **Receives the report titled "Community Initiatives Fund Financial Report and Application Summary" dated 2 November 2017.**
- 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 the allocation of funds for the Community Initiatives Fund as per the schedule including amendments made indicated by a ~~(strikethrough)~~;**

Alex McKenzie Memorial Arboretum	\$1,000
Aparima Taekwondo Club Inc	\$300
Athol Sports and Recreation Group Inc	\$2,000
Balfour Community Baths Fund	\$3,000
Balfour Gun Club Inc	<del>\$2,000</del>
	\$4,000
Nightcaps Community Development Area Subcommittee	\$600
Brydone Community Centre	\$1,000
Central Southland Pony Club	\$1,500
Dipton Golf Club Inc	\$485
Fiordland Area Committee St John	\$1,750
Fiordland Racquets Club	\$5,000
Friends of Lumsden School	\$2,000
Garston CDA	\$2,000
Gore High School	Nil
Heritage South Trust	\$700
Jelly Beans Playgroup	\$720
Nightcaps Playgroup	\$5,000
Northern Southland Community Resource Centre Charitable Trust	\$2,000
Northern Southland Regional Dancing Society	\$330
Otautau Flowers, Quilts and Crafts Day	\$300
Riverton Community Garden	\$1,000
Riverton Heritage and Tourist Centre Trust	\$3,000
South Catlins Charitable Trust	\$2,000

South Coast Environment Society	(a)	\$2,500
	(b)	\$500
Takitimu Swimming Club		\$1,490
Toi Tois Lions Club		\$2,000\$
Tokanui Memorial Hall		\$2,000
Tree Project Committee – Aparima College		Defer
Venture Southland:		
(a) Water Treatment Course		\$3,500
(b) Riverton Anglican Church Roll of Honour Boards Restoration		\$300
(c) 2018 Arts Festival		\$3,000
(d) Welcome Ambassadors' Programme – Te Anau		\$2,000
Waimatuku Highland Pipe Band Inc		\$1,000
		\$2,000
Waitangi Day 2018 – Te Anau Committee		\$2,000
Wallacetown Community Centre Society Inc		\$2,000
Winton A & P Assn		\$1,500
Winton Central Bowling Club		\$2,000
Wyndham Pony Club		\$2,000
Wyndham Rugby Football Club		\$2,000
Southland Life Education Trust		\$2,000

## 7.2 Sport NZ Rural Travel Fund Financial Report and Application Summaries - November 2017

**Record No: R/17/10/25866**

Bronwyn Affleck, Administration Manager, presented the report.

Mrs Affleck advised the purpose of the SportNZ Rural Travel Fund is to assist with transport costs associated with participating in regular local competitions.

Mrs Affleck advised sports clubs and school based clubs for age groups between 5-19 years are eligible to apply.

The Committee noted \$13,674 is available for distribution per annum.

Mrs Affleck provided a summary of applicants and proposed recommendations for consideration by the Committee.

### Resolution

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

**That the Community and Policy Committee:**

- a) **Receives the report titled "Sport NZ Rural Travel Fund Financial Report and Application Summaries - November 2017" dated 6 November 2017.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision;**

and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter

**d) Approve the allocation of funds for the SportNZ Rural Travel Fund follows;**

Fiordland Athletics Club	\$900
Fiordland Swimming Club	\$1,200
Northern Southland College - Equestrian, Tennis and Cricket Teams	\$600
Otara Pony Club	\$900
Riversdale Tennis Club	\$300
Riversdale Rugby Football Club	\$300
Winton Cricket Club	\$900

**7.3 District Heritage Fund Financial Report and Application Summaries - November 2017**

**Record No: R/17/10/25933**

Bronwyn Affleck, Administration Manager, presented the report.

Mrs Affleck advised the purpose of the Southland District Council Heritage Fund is to support the conservation of heritage collections and encourage the development and application of professional museum standards to heritage collections.

Mrs Affleck explained the fund is available to assist with the day to day running of the local museum, heritage centre or similar type organisations.

The Committee noted \$43,541 is available for general distribution.

Mrs Affleck provided a summary of applicants and proposed recommendations for consideration by the Committee.

**Resolution**

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

**That the Community and Policy Committee:**

- a) Receives the report titled "District Heritage Fund Financial Report and Application Summaries - November 2017" dated 2 November 2017.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter**

- d) Approve the allocation of funds for the District Heritage Fund as per the schedule;

Riverton Heritage & Tourist Centre Trust - Te Hikoi	\$22,000
Switzers Museum Inc - Waikaia	\$6,200
Thornbury Vintage tractor & Implement Club	\$3,000
Waikawa Museum	\$8,700
Wyndham & Districts Historical society	\$3,000

## Reports for Recommendation

### 8.1 Southland Regional Heritage Heads of Agreement 2017-2024

Record No: R/17/10/26081

Bruce Halligan, Group manager, Environmental Services and Bronwyn Affleck, Administration Manager, presented the report.

Mrs Affleck advised the purpose of the report is to advise that the Southland Regional Heritage Committee Heads of Agreement established in 2005 is due for renewal this year.

The Southland Regional Heritage Committee Advisory Group; Jim Geddes, Jo Massey, Paul Horner, Peggy Peek, Bruce Halligan and Bobbi Brown, and Committee Chair, Cr Paul Duffy met to review and update the Southland Regional Heritage Committee Heads of Agreement 2017-2024 document.

The Southland Regional Heritage Committee approved the Draft Southland Regional Heritage Committee - Heads of Agreement 2017-2024 at a meeting held 20 October 2017.

#### Resolution

Moved Mayor Tong, seconded Cr Paterson **recommendations a to c with change to (d) as indicated (with ~~strikethrough~~ and underlining) and resolved:**

**That the Community and Policy Committee:**

- a) **Receives the report titled "Southland Regional Heritage Heads of Agreement 2017-2024" dated 7 November 2017.**
- 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 that the revised "Southland Regional Heritage Heads of Agreement 2017-2024" be approved and executed by the Council~~**



- d) **Recommends to the Council that the revised “ Southland Regional Heritage Heads of Agreement 2017-2024” be approved.**

Note that recommendation e of the officers report was not put by the Committee.

- e) That if the Committee identifies additional matters which it considers should be added to or altered in the draft Heads of Agreement, then these be referred back to the Southland Regional Heritage Committee for reconsideration.

## Reports

### 9.1 Southland District Council Creative New Zealand Communities Scheme Grants Awarded October 2017

**Record No: R/17/10/25954**

Bronwyn Affleck, Administration Manager, presented the report.

Mrs Affleck advised the purpose of the report is to inform the Committee that the Creative Communities Scheme Community Committee met on 20 October 2017 to consider applications received in the funding round closing 30 September 2017 and to advise of the subsequent decisions made.

The Committee noted the total amount of \$15,619 was allocated as follows;

Applicant	Project	Awarded
Toi Rakiura	Concert	\$216
Toi Rakiura	Concert	\$466
Jodi Wright, Toad Productions	Southland Buskers Festival, hula hooping and performance Workshop	\$500
Waitangi Day 2018, Te Anau Committee	Celebrations for Waitangi Day	\$3,770
Southern REAP	Korowai Workshop	\$303
Riverton Community Arts Centre	John Husband, A Retrospective	\$5,119
Stewart Island Promotion Association	Rakiura Art Programme	\$2750
Shakespeare in the Park Charitable Trust	As You Like It, Shakespeare in the Park production 2018	\$495
ILT Stadium Southland	Christmas at the Stadium	\$2000
<b>Total Available for Distribution \$18,084</b>	<b>Total Grants Awarded</b>	<b>\$15,619</b>

## Resolution

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

**That the Community and Policy Committee:**

- a) **Receives the report titled “Southland District Council Creative New Zealand Communities Scheme Grants Awarded October 2017” dated 2 November 2017.**

**9.2 Financial and Reserve Contribution Fund Financial Report to 30 September 2017**

**Record No: R/17/10/25999**

Bronwyn Affleck, Administration Manager, presented the report.

Ms Affleck advised this report is for information purposes only and that no applications or project requests were received in this funding round.

Members noted the funds available for distribution total \$646,847.

Members queried the purpose and criteria for this fund.

Mr Halligan responded advising the fund is not advertised as such, projects are identified by staff and/or elected representatives and if the projects fit the intent of the fund a report is forwarded to the Committee to make a decision accordingly.

**Resolution**

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

**That the Community and Policy Committee:**

- a) **Receives the report titled “Financial and Reserve Contribution Fund Financial Report to 30 September 2017” dated 2 November 2017.**

The meeting concluded at 12.09pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE COMMUNITY AND POLICY  
COMMITTEE HELD ON WEDNESDAY 15 NOVEMBER  
2017.

**DATE:**.....

**CHAIRPERSON:**.....

## Priorities for Tourism Infrastructure Applications

**Record No:** R/18/1/1886  
**Author:** Simon Moran, Community Partnership Leader  
**Approved by:** Rex Capil, Group Manager Community and Futures

☒ Decision ☐ Recommendation ☐ Information

### Purpose

- 1 To seek the views of the Committee on the project priorities for possible Tourism Infrastructure Fund (TIF) applications.

### Background

- 2 Last year Council received a report prepared for it by Xyst consultants that stated there has historically been underinvestment in the district's open spaces. It also recommended that there is a more coherent design approach in future. Council has taken that on board and included funding in the draft Long Term Plan for that purpose.
- 3 The next round for TIF applications is likely to open at the end of February and there are a number of potential projects that have been identified by staff. The two largest are the Te Anau Wastewater project and the Golden Bay wharf and surrounds project.

### Projects

#### Te Anau Wastewater

- 4 The scale of the Te Anau Wastewater project is clearly influenced by visitor demand as it is designed to manage flows that are approximately seven times larger than those generated by the resident population. The estimated cost of \$14 million is in the Long Term Plan (LTP) but the options in the business case range from \$14 – 22 million depending on which is chosen.

#### Golden Bay wharf and other infrastructure, Ulva Island Wharf, and the Main Wharf extension

- 5 The wharves are key infrastructure for visitors to Rakiura/Stewart Island and the Golden Bay wharf in particular for cruise ship tenders. The intention is to replace the wharves at Ulva Island and Golden Bay and to infill between existing structures at the Main wharf in Half-moon Bay. It is also proposed to upgrade and build land based infrastructure at Golden Bay that will enable better management of the increasing number of visitors and also improve their experience.
- 6 The estimated cost of the Golden Bay project is \$1 million although as it is not owned by SDC at the moment and there is nothing budgeted in the LTP.
- 7 The estimated cost of the Ulva Island project is \$350,000, in the LTP for 2019/2020.
- 8 The Main Wharf extension has a cost of approx. \$470,000 and is in the LTP for 2019/2020.

#### Southern Scenic Route Infrastructure

- 9 This project involves linking a new toilet at the top end of town in Te Anau with an upgrade to the toilets and surrounds at both Clifden Bridge and Monkey Island, and an upgrade to the toilet infrastructure at Waikawa. This recognises that these sites are connected as part of a key visitor route in Southland, and the need to better manage increasing visitor demand at them.
- 10 These projects are all in the LTP for 2018/2019 as follows:

- Waikawa - \$60k funded by a loan
- Monkey Island - \$255,000 funded \$127,500 by a loan and \$127,500 by a Government Grant (TIF)
- Clifden Bridge - \$200,000 funded \$100,000 by a loan and \$100,000 from a Government Grant (TIF)
- Te Anau - \$100,000 funded by a loan

## **Issues**

- 11 A key question for the Committee is how it wishes to balance the need for a strategic approach versus the 'need for speed' if it wants to put applications into the next TIF round.
- 12 There is a lot of work that goes into preparing the background information for these applications therefore it would be helpful to know if the committee has any clear priorities at this time so that staff can concentrate their efforts on those projects.
- 13 It can be expected that if there are a number applications from this Council, and potentially others in the region, that we may be asked to prioritise which projects are the most important.
- 14 At the time of writing this report it is questionable whether there is sufficient time to get the supporting information together to enable making a TIF application in the next round.

## **Recommendation**

### **That the Community and Policy Committee:**

- a) **Receives the report titled "Priorities for Tourism Infrastructure Applications" dated 29 January 2018.**
- b) **Determines if it agrees with that the stated projects are the priorities for the District and whether there is a preferred hierarchy for the projects to assist in providing guidance to staff in resourcing possible Tourism Infrastructure Fund applications for the next round.**

## **Attachments**

There are no attachments for this report.

## Southland District - Shaping Positive Community Futures Draft Compendium Report December 2017

Record No: R/18/1/303  
Author: Rex Capil, Group Manager Community and Futures  
Approved by: Steve Ruru, Chief Executive

☐ Decision ☐ Recommendation ☒ Information

### Purpose

- 1 The purpose of this report is to provide the Community and Policy Committee with an update to the Community Futures 2040 work being undertaken and to present the Shaping Community Futures Draft Compendium Report December 2017 produced by BERL as attached.

### Background

- 2 The Community and Policy Committee, at its 17 May 2017, meeting resolved to:
  - Receive the report titled “Community Futures 2040”
  - Endorse the approach to undertake the ‘big picture research and analytics’ work to inform the associated work programme as part of the 2018-2028 LTP consultation process.
  - Endorse the approach to proceed with scoping the next stage planning and implementation requirements post the initial ‘big picture research and analytics’ work and to report back to this Committee once scoped.
- 3 As a result of these resolutions Council officers worked alongside BERL to further develop the project scope and BERL prepared a proposal – Southland District Council – How BERL can help to shape Positive Community Futures June 2017.
- 4 The Community and Policy Committee at its 9 August meeting resolved to:
  - Receive the report titled “Southland District - Shaping Positive Community Futures Draft Compendium Report December 2017” dated 26 January 2018.
  - Endorse completion of Project 1 and Project 2 as set out in the proposal.
  - Consider the results of this work once completed to then determine the next steps for Project 3 and any associated work to be undertaken in 2018-2019.
- 5 BERL was commissioned to complete Project 1 and Project 2 as set out in the proposal.
- 6 “Project 1 – Where are we now?” – involved undertaking a thorough statistical analysis of the local economy and the communities in the District.
- 7 The output for project 1 was for BERL to produce a report to include:
  - Current situational analysis of the Southland District Council
  - Trend analysis of the social and economic environment in the District
  - Classification of industries according to their degree of specialisation and growth
  - Identification and analysis of core industries

- Analysis of the strength of different communities and their relationship to the core industries.
- 8 The attachment – Southland District – Shaping Positive Community Futures Draft Compendium Report represents the output for project 1.
- 9 BERL Senior Economist Mr Mark Cox will be in attendance at this Community and Policy Committee meeting to present the key findings and participate in a discussion regarding project 1.
- 10 BERL will now proceed with undertaking “Project 2 – Where are we heading?” – involving scenario modelling and desk based research to consider:
- Projection of future employment and population under a Business As Usual scenario
  - Future industry growth and decline.
- 11 The output for project 2 will have BERL produce a report to include:
- Employment projection, broken down by industry, and population projections, broken down by area unit
  - Commentaries on the projections, particularly to highlight what changes are inevitable, and which can be influenced through strategic action
  - A preliminary set of possible actions intended to support sustainable economic and population growth in the District.
- 12 BERL staff will again present the findings of this project to Council in person on its completion.

## **Context**

- 13 Over the past 24 months Council has participated in a number of conversations and workshops with the express intent to consider how it may deal with making informed decisions regarding community futures across the district.
- 14 These ‘fit for future’ conversations have coincided simultaneously with the development of the 2018-2028 Long Term Plan.
- 15 What was identified early on in the development of the 2018-2028 Long Term Plan was that as a Council we need to understand the issues to be faced in the future and undertake research and gather information and evidential data to assist Council with future decisionmaking roles and responsibilities.
- 16 To this end the 2018-2028 Long Term Plan was identified as needing to flag that this work is to be undertaken and will be a focus and priority to be completed in the next 24 months so to inform the 2021-2031 Long Term Plan.
- 17 In essence Council has acknowledged there is a ‘transitioning from 2018 to 2021’ process to be undertaken and this is priority work to inform the 2021-2031 Long Term Plan development and support informed decisionmaking by Council.
- 18 There are various topics of work which need to be completed in the next 24 months to assist in achieving what is required for the development of the 2021-2031 Long Term Plan – and much of this upcoming work is underpinned by the work BERL has been commissioned to complete.

- 19 Hence, the significance of the “Southland District Council – How BERL can help to shape Positive Community Futures project” and understanding what the data and key findings are showing and what this may mean for community futures in the Southland District.
- 20 This work provides baseline information so that comparative analysis and interpretation of data can be used to ensure consistency and standardisation for decisionmaking processes.

## **Approach**

- 21 The research focus for this project is based on the principle that Council can either passively accept the future that fate will provide for its communities, or Council can work strategically to shape the future it and its communities want to achieve.
- 22 In essence Council is building the evidence base and knowledge to support it in being proactive and to front foot the issues and opportunities requiring attention in the 2021-2031 Long Term Plan.
- 23 The approach and methodology used is to present an economic and social profile of Southland District compared to New Zealand as a whole. Then similar profiles are presented for each of the seven identified communities of interest within the District and these are then compared to the District as a whole.
- 24 The seven identified communities of interest defined for this project are based on the existing ward boundaries.
- 25 Four of the communities of interest defined for this project (Stewart Island-Rakiura, Waiau-Aparima, Waihopa-Toetoes and Winton Wallacetown) have boundaries that are virtually identical to the boundaries of the District’s electoral wards.
- 26 Three of the communities of interest defined for this project (Fiordland, Northern and North-Eastern) have boundaries that are based on the geographically large Mararoa-Waimea electoral ward.
- 27 A range of data was used to describe the current and recent economic and social conditions for each of the communities. The principal source of data was the Censuses of 2006 and 2013. Other data was derived from Statistics New Zealand’s population estimates and BERL’s own Local Authority database.
- 28 Primarily the report is about providing information regarding the wellbeing of communities in the Southland District.
- 29 The assessment of wellbeing is based on a broad view using a range of indicators – including:
- Size and age break down of the population
  - Educational qualifications of adults
  - Employment, unemployment and labour force participation rates
  - Breakdown of employment by industry and occupation
  - Personal incomes
  - Reliance on benefits
  - Share of different industries in GDP
  - Average size of businesses

- Importance of tourism
- Rate of home ownerships
- Engagement in volunteering and other unpaid work.

### **Key highlights and points for consideration**

- 30 In summary the report implies that general wellbeing in Southland District, relative to nationally, is high.
- 31 The two indicators of the 12 that are declining for Southland comparative to New Zealand relate to:
- Over time change of international migration
  - Over time change for home ownership.
- 32 The report provides a significant amount of specific comparative analysis information for Southland District compared to New Zealand.
- 33 It provides this same level of information for each of the communities of interest and comparative analysis of how each community of interest compares relative to the District.
- 34 It implies that relative to the high levels of wellbeing in Southland District compared to the national comparison:
- Wellbeing in Waihopai-Toetoes and Winton-Wallacetown is high
  - Wellbeing in Fiordland, North-Eastern, Northern and Stewart Island Rakiura is moderate
  - Wellbeing in Waiau-Aparima is low.
- 35 The opportunity exists to discuss and raise points for consideration with BERL Senior Economist Mr Mark Cox who will be in attendance at this Community and Policy Committee meeting to present the key findings and participate in a discussion.
- 36 Councillors are encouraged to discuss, question and understand possible correlations, impacts and consequences for Southland District communities of the situational and trend data analysis identified in this report. Some areas for consideration and implications of such for the Southland District include:
- Population age structure
  - Low qualification levels and future workforce requirements
  - High labour participation and employment rates and low unemployment rates
  - Fewer beneficiaries and more pensioners
  - High income levels
  - Primary sector dominance for economic activity and employment
  - Smaller business structures
  - Minimal growth in the number of business units
  - Limited economic diversity



- Tourism industry maturity and geographic disparity
- High home ownership but decreasing home ownership status
- Housing affordability rated as being most affordable in New Zealand
- Immigration levels and low international immigration
- An active and engaged community.

## **Next steps**

- 37 BERL will undertake the “Project 2 – Where are we heading?” piece of work commissioned by Council – whereby BERL will develop ‘business as usual’ scenarios for each of the communities of interest, to show how their well being is likely to change if current trends continue and no special efforts are made to change their destiny.
- 38 It is intended for Council to consider the results of this work once completed to then determine the next steps for a possible Project 3 with BERL and other associated research and analytics work to be undertaken in 2018-19.

“Project 3 – Where do we actually want to be?” aims to examine what initiatives might be taken to ensure that each community of interest area is enabled to improve its wellbeing through various initiatives and priorities that can be incorporated into the Council’s 2021-2031 Long Term Plan.

## **Recommendation**

**That the Community and Policy Committee:**

- a) Receives the report titled “Southland District - Shaping Positive Community Futures Draft Compendium Report December 2017” dated 26 January 2018.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) Endorses the report titled “Southland District - Shaping Positive Community Futures Draft Compendium Report December 2017” dated 26 January 2018.**
- e) Considers the results of “Project 1 – Where are we now?” work completed and provides any insights and direction to BERL who will undertake the “Project 2 – Where are we heading?” piece of work commissioned by Council.**

## **Attachments**

- A BERL Compendium Report January 2018 [↓](#)

# Southland District – Shaping Positive Community Futures

Compendium report – January 2018

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**Author(s): Sam Green & Mark Cox**

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December 2017

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Compendium report – January 2018

## Making sense of the numbers

This report is about the wellbeing of communities in Southland District.

Wellbeing is often measured in terms of one or two narrow indicators, such as GDP, but here we take a broad view, using a range of diverse indicators.

Four of the communities we examine are virtually identical, in terms of their geographical boundaries, to their respective electoral wards. These wards are:

- Stewart Island/Rakiura;
- Waiau-Aparima;
- Waihopa/Toetoes; and
- Winton/Wallacetown.

In consultation with Council staff, we also identified three other communities, based on sub-dividing the large and diverse electoral ward of Mararoa/Waimea. We have called these communities:

- Fiordland;
- Northern; and
- North-Eastern.

Up-to-date statistics for indicators that relate to wellbeing at below the level of Territorial Local Authority are scarce. Accordingly, we made use of 2013 Census data which, although it is now four years old, is a rich source of data for small geographical areas. We also used some of our own data to supplement the Census data.

For each community, we provide a snapshot view of wellbeing and then show how wellbeing has changed over time. The indicators we use include:

- The size and age breakdown of the population;
- The educational qualifications of adults;
- Employment, unemployment and labour force participation rates;
- The breakdown of employment by industry and occupation;
- Personal incomes;
- Reliance on benefits;
- The share of different industries in GDP;
- The average size of businesses;
- The importance of tourism;
- The rate of home-ownerships; and
- Engagement in volunteering and other unpaid work.

To aid interpretation of the findings at community level, we start by comparing Southland District with New Zealand on the basis of the indicators listed above. Each of the communities is then compared with Southland District.



MAKING SENSE OF  
THE NUMBERS

Making sense of the numbers

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018

The table on the next page presents the findings in colour-coded “at-a-glance” format. It is based on a selection of the wellbeing indicators; and, for each indicator, it shows whether Southland District performs better than, about the same as, or worse than New Zealand and the Southland Region. In the same way, it shows how each of the communities performs relative to the District.

In summary, the table implies that:

- Wellbeing in Southland District, relative to nationally, is high, although it has declined in terms of two of the key indicators.

It also implies that, relative to the high levels of wellbeing in Southland District:

- Wellbeing in Waihopai-Toetoes and Winton-Wallacetown is high;
- Wellbeing in Fiordland, North-Eastern, Northern and Steward Island/ Rakiura is moderate; and
- Wellbeing in Waiau-Aparima is low.

In the next stage of work for the Council, we will develop “business-as-usual” scenarios for each of the communities, to show how their well-being is likely to change, if current trends continue and no special efforts are made to change their destiny.

A possible third stage will examine what initiatives might be taken to ensure that each community is enabled to improve its wellbeing through initiatives of various kinds that can be incorporated into the District’s next Long-Term Plan.



MAKING SENSE OF  
THE NUMBERS

Making sense of the numbers

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018

	Southland District relative to NZ	Southland District relative to Region	Communities relative to Southland District:							
			Fiordland	North-Eastern	Northern	Stewart Island	Waiau-Aparima	Waihopai-Toetoes	Winton-Wallacetown	
Latest position:										
Median age of population										
Adult population with no qualifications										
Unemployment rate										
Median income										
Home ownership rate										
% of adult population volunteering										
Change over time:										
International migration										
Median age										
Adult population with no qualifications										
Personal income growth										
GDP growth										
Home ownership										
	Number better	7	5	4	4	4	5	1	5	5
	Number about the same	2	7	3	4	4	1	4	5	6
	Number worse	3	0	5	4	4	6	7	2	1

Legend	
Better	
About the same	
Worse	

Legend	
Better	
About the same	
Worse	



MAKING SENSE OF  
THE NUMBERS

Making sense of the numbers

iii

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018





## Contents

<b>1</b>	<b>Introduction.....</b>	<b>1</b>
1.1	Purpose of this report.....	1
1.2	Approach and methodology.....	1
<b>2</b>	<b>Profile of the Southland District .....</b>	<b>3</b>
2.1	Southland District snapshot .....	3
2.2	How is Southland District changing? .....	8
<b>3</b>	<b>Profile of the Winton-Wallacetown Community .....</b>	<b>12</b>
3.1	Winton-Wallacetown Community snapshot .....	13
3.2	How is the Winton-Wallacetown Community changing?.....	18
<b>4</b>	<b>Profile of the Waiau-Aparima Community.....</b>	<b>22</b>
4.1	Waiau-Aparima Community snapshot.....	23
4.2	How is the Waiau-Aparima Community changing? .....	28
<b>5</b>	<b>Waihopa-Toetoes .....</b>	<b>32</b>
5.1	Waihopa-Toetoes Community snapshot .....	33
5.2	How is the Waihopa-Toetoes Community changing?.....	38
<b>6</b>	<b>Profile of the Fiordland Community .....</b>	<b>42</b>
6.1	Fiordland Community snapshot.....	43
6.2	How has the Fiordland Community changed? .....	48
<b>7</b>	<b>North-eastern Community.....</b>	<b>52</b>
7.1	North-Eastern Community snapshot .....	53
7.2	How is the North-Eastern Community changing?.....	58
<b>8</b>	<b>Profile of the Northern Community .....</b>	<b>62</b>
8.1	Northern Community snapshot .....	63
8.2	How is the Northern Community changing?.....	68
<b>9</b>	<b>Profile of the Stewart Island-Rakiura Community .....</b>	<b>72</b>
9.1	Stewart Island –Rakiura Community snapshot .....	73
9.2	How is the Stewart Island-Rakiura Community changing?.....	78



MAKING SENSE OF  
THE NUMBERS

Contents

v



Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



## 1 Introduction

### 1.1 Purpose of this report

In August 2017, BERL was commissioned to undertake research to assist Southland District Council to develop its 2021 Long Term Plan. The research was to be based on the principle that the Council can either passively accept the future that fate will provide for its communities, or work strategically to shape the future it wants to achieve.

This report presents the findings from the first of two stages that the research will entail:

- Stage 1 ***“Where we are now”*** has been designed to establish a sound basis for strategic action by encompassing a thorough statistical analysis. For the District as a whole, and each of its main communities, this has included:
  - i) a situational analysis to identify the current social and economic conditions;
  - ii) a trend analysis to identify social and economic strengths and weaknesses; and
  - iii) identification of the core industries, including tourism, that drive the local economy and provide opportunities for action.
- Stage 2 ***“Where we are heading”*** will include a combination of desk research and scenario modelling to indicate which of the local industries are likely to flourish or decline. The analysis will comprise:
  - i) projection of future employment and population under a business as usual (BAU) scenario; and,
  - ii) assessment of why particular industries are likely to grow or decline.

Depending on the outcome of these two stages, a third stage (***“Where we actually want to be”***) might be added.

### 1.2 Approach and methodology

In this report, we first present an economic and social profile of Southland District compared to New Zealand as a whole. We then present similar profiles of each of seven communities within the District.

The map below shows the names and boundaries of the seven communities. Four of the communities (Stewart Island-Rakiura, Waiau-Aparima, Waihōpai-Toetoes and Winton-Wallacetown) have boundaries that are virtually identical to the boundaries of the District’s electoral wards. Three of the communities (Fiordland, Northern and North-eastern) have boundaries that are based on the geographically large Mararoa-Waimea electoral ward.

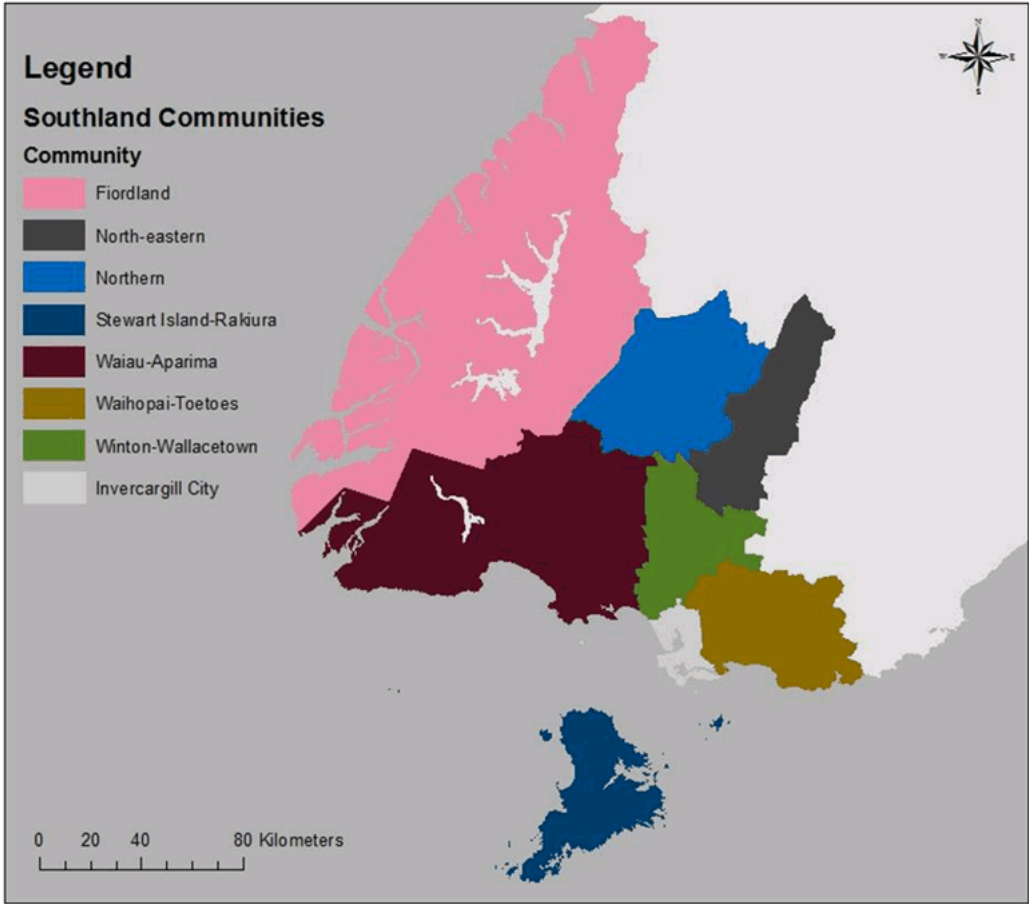


MAKING SENSE OF  
THE NUMBERS

Purpose of this report

1

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



We used a range of data to describe the current and recent economic and social conditions in each of the communities. We also indicated how conditions in each of the communities had changed in the recent past.

The principal source of data was the Censuses of 2006 and 2013, but we also used some data from Statistics New Zealand’s population estimates and our own Local Authority database.

Unless otherwise stated, all the graphs that follow are based on Census data. As a statistical source, the Census might be regarded as somewhat dated, but it remains the best source for data at below the level of Territorial Local Authority.



Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



## 2 Profile of the Southland District

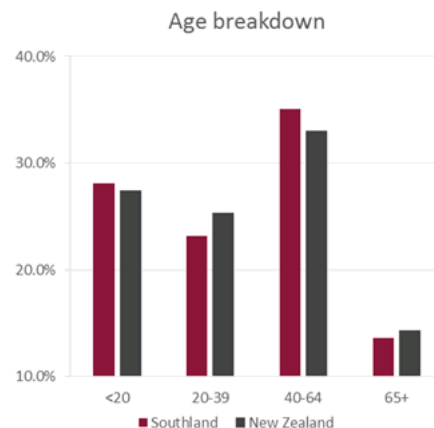
### 2.1 Southland District snapshot

All figures are quoted as at the 2013 census unless otherwise stated. \*Data sourced from BERL database and Statistics NZ business demography tables.

#### Population age distribution similar to New Zealand

Southland District has a population of 30,300 people. The median age of this population is 39 years old, slightly higher than the New Zealand median age of 38 years old.

Looking at an age breakdown of the New Zealand and Southland District's populations, the age make-up of the populations are very similar. In both populations, the largest proportion of the population are aged between 40 and 64 years old accounting for around a third of each population.



#### Low qualification levels

Southland District has much lower qualification levels than the New Zealand population. Almost 30 percent of the population have no qualification and 35 percent have just a high school qualification.

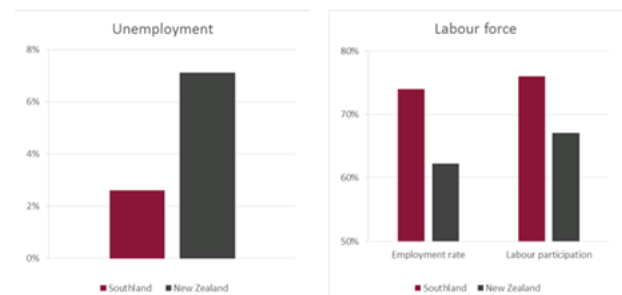
In New Zealand, one fifth of the population have completed Bachelor's degrees or post-graduate study. In Southland District, this is only ten percent.



#### High employment, low unemployment

Despite the low qualification levels, workers in Southland District do not appear to struggle in finding employment. Unemployment in Southland District is less than a third of the New Zealand unemployment rate.

While having fewer people unemployed, Southland District's labour participation and employment rates are also much higher, 76 percent of Southland District's working age population have some form of employment. This is much higher than the average in New Zealand where only 66 percent of the working age population are employed.



MAKING SENSE OF  
THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Economy driven by primary and manufacturing industries\*

Work in Southland District is very different to the rest of New Zealand. Being a rural area, 44 percent of employment in Southland District work in the primary sector and 22 percent work in manufacturing. Only a third of employment is not in these two industries.

On a national level, the economy is more focussed on services with retail and trade, business, and social services employing three fifths of New Zealand's employment.

Industry employment	Southland	New Zealand
Primary	44%	7%
Manufacturing	22%	11%
Construction	5%	11%
Wholesale and Distribution	8%	9%
Retail Trade and Services	11%	18%
Business Services	3%	19%
Arts and Recreation Services	1%	2%
Social Services	6%	23%

### Farmers are managers

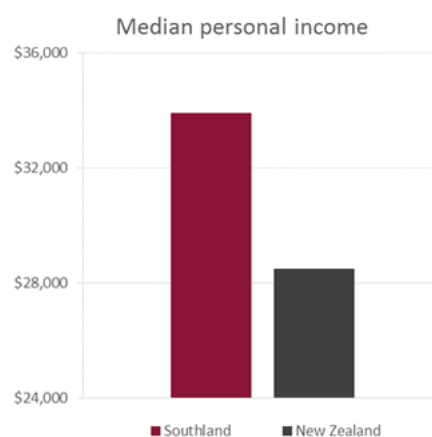
Despite working in very different industries, occupations of Southland District's population are very similar to occupations in the rest of New Zealand. The most common occupation category is managers and professionals, though in Southland, managers and professionals will be more likely to manage farms while in New Zealand managers will work in offices and retail stores.

In New Zealand, the primary sector and manufacturing only account for 18 percent of employment. On a national level, the economy is more focussed on services with the biggest employers being retail and trade, business, and social services.

Occupation	Southland	New Zealand
Managers & professionals	46%	42%
Technicians & trades	9%	11%
Community & personal service	5%	8%
Clerical & admin	6%	14%
Sales workers	4%	10%
Machinery operators	7%	5%
Labourers	23%	10%

### Higher income levels

Southland District has very high income levels compared to the New Zealand population. Median personal income in Southland District is \$34,000, \$5,000 higher than the New Zealand median. After tax, a person on Southland District median income receives \$75 more per week more than a person on the New Zealand median income.



MAKING SENSE OF  
THE NUMBERS

Southland District snapshot

4

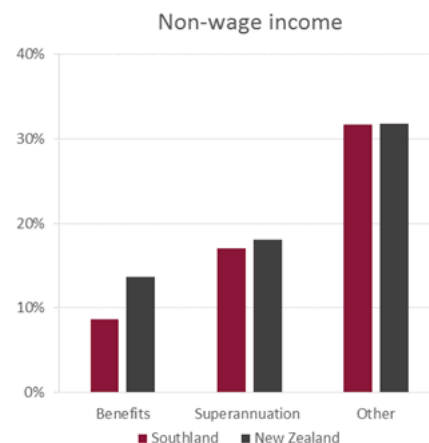
Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Lower reliance on benefits

As Southland District has a much lower unemployment rate and a much higher employment rate than New Zealand, individuals in Southland District are much less likely to receive benefits than the average New Zealander.

As at June 2017, Ministry of Social Development benefit fact sheets show only 928 people in Southland District were on some form of benefit, representing approximately three percent of the population. In June 2017, 5.8 percent of the New Zealand population received a benefit.



### Economy lacks diversity\*

The pattern of GDP in Southland District is similar to the pattern of employment. The very high employment in the Primary and manufacturing industries have a corresponding levels of GDP. New Zealand's pattern of GDP is also reflecting employment with GDP coming from services rather than primary production.

Industry	GDP	Southland	New Zealand
Primary		48%	9%
Manufacturing		22%	13%
Construction		4%	9%
Wholesale and Distribution		9%	13%
Retail Trade and Services		6%	11%
Business Services		6%	28%
Arts and Recreation Services		1%	2%
Social Services		4%	16%

### Agriculture and forestry\*

Half of the businesses operating in Southland District are in the primary sector. 98 percent of these businesses operate in the industries of agriculture or forestry.

30 percent of the businesses are business services. The vast majority of business services in Southland District are 'property operators and real estate services', these businesses also include leasing of land or residential property which often do not generate any employment.

Industry	business units	Southland	New Zealand
Primary		50%	13%
Manufacturing		2%	4%
Construction		5%	10%
Wholesale and Distribution		2%	7%
Retail Trade and Services		7%	15%
Business Services		29%	42%
Arts and Recreation Services		1%	2%
Social Services		3%	7%



MAKING SENSE OF  
THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



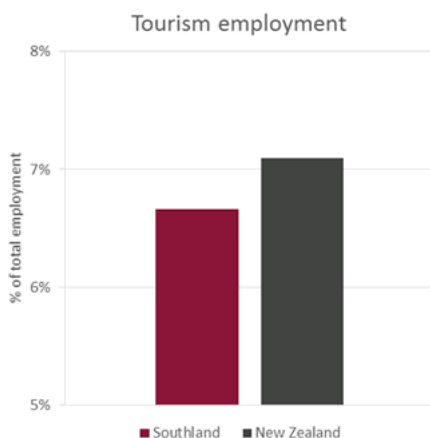
### Smaller offices, bigger factories

Business sizes in Southland District are very different to businesses in the same industry elsewhere in New Zealand. Many of these differences can be attributed to Southland District being rural and the absence of a major city in the district. As would be expected, the size of business in an office type industry are typically much smaller than New Zealand averages and businesses in warehouses and factories are much larger. Southland District is home to several large dairy plants including the Fonterra plant in Edendale which is one of the largest raw milk processing plants in the world.

Employment per unit	Southland	New Zealand
Primary	2.1	2.0
Manufacturing	28.0	10.0
Construction	2.7	3.7
Wholesale and Distribution	8.0	5.0
Retail Trade and Services	3.6	4.4
Business Services	0.3	1.7
Arts and Recreation Services	2.0	3.3
Social Services	5.0	12.8

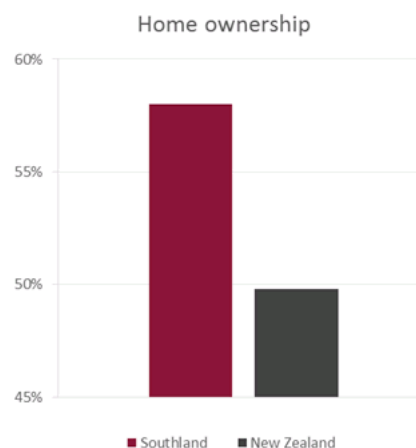
### Strong tourism industry\*<sup>1</sup>

Tourism is comparable to dairy and meat as one of New Zealand's key export industries. Southland District is heavily involved in all three of these industries. In Southland District, tourism accounts for almost seven percent of employment. In New Zealand, just over seven percent are employed in tourism characteristic industries.



### High home ownership

Home ownership levels are much higher in Southland District than the rest of New Zealand. Less than half of the New Zealand population live in an owner-occupied dwelling. In Southland District, 58 percent of the population live in an owner-occupied home. Housing in Southland District is cheaper than in most other parts of New Zealand.



<sup>1</sup> Tourism is not a conventional industry in terms of ANZSIC. This employment is also included in other industries.



MAKING SENSE OF  
THE NUMBERS

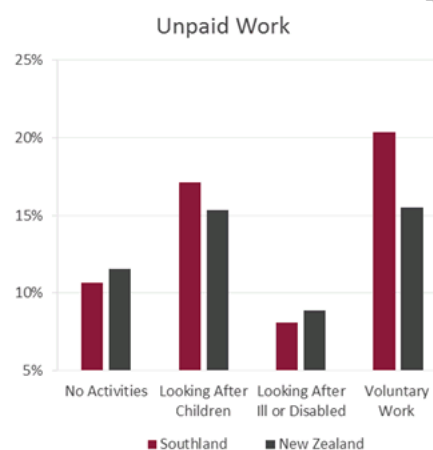
Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Active, caring community

Across New Zealand, the most common unpaid work is looking after children from an individual's own household.

In looking after children from other households and volunteering in the community, Southland District is more engaged than the wider New Zealand population. Over 20 percent of Southland District do volunteer work and 17 percent of the population also look after children for other families in the district. In New Zealand, only 15 percent do volunteer work.



MAKING SENSE OF  
THE NUMBERS

Southland District snapshot

7



Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



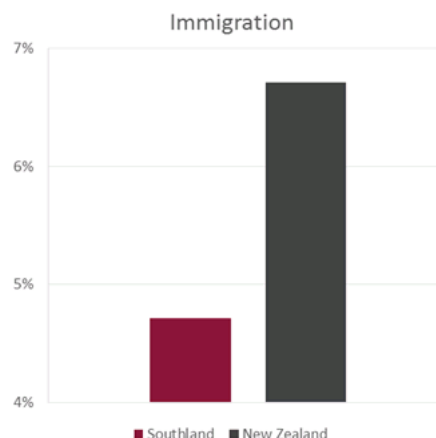
## 2.2 How is Southland District changing?

All changes are from 2006 to the 2013 census unless otherwise stated.

### Low international immigration

Southland District's population is growing at a slower rate than New Zealand. Since the 2006 census, Southland District's population grew by 4.1 percent compared to New Zealand's growth of 5.3 percent.

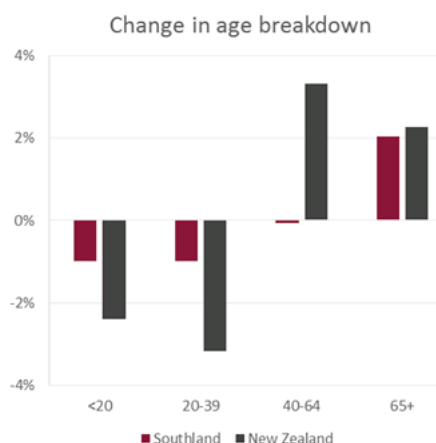
This is partly due to Southland District having a lower rate of international immigration. Only five percent of the Southland District population reported migrating from overseas in the past five years. Across New Zealand, seven percent reported arriving from overseas in the same period.



### Population ageing more slowly

New Zealand has an ageing population. This is also true for Southland District. However, Southland District's population is ageing much slower than New Zealand's. Since the 2006 census, Southland District's median age rose 1.4 years, in the same time, the New Zealand median age increased by 2.1 years. After these changes, Southland District's median age is still older by one year.

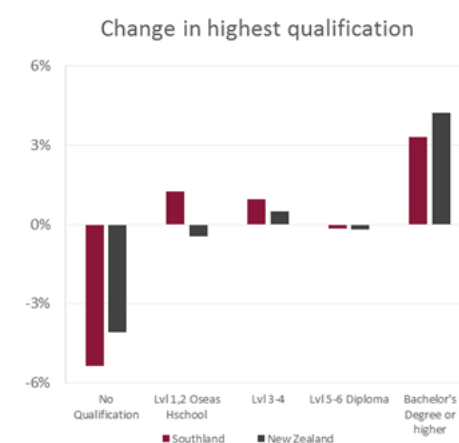
The growth in the National population's age was mainly due to the growth in the proportion of the population from 40 to 64 which was unchanged in Southland District over the same period.



### Fewer unqualified people

Education levels are increasing across the country. Southland District, being less qualified than the New Zealand population, is catching up with more unqualified people receiving qualifications.

Bachelor's degrees and post graduate degrees are also becoming more common though at a slower rate than the national average.



MAKING SENSE OF  
THE NUMBERS

How is Southland District changing?

8



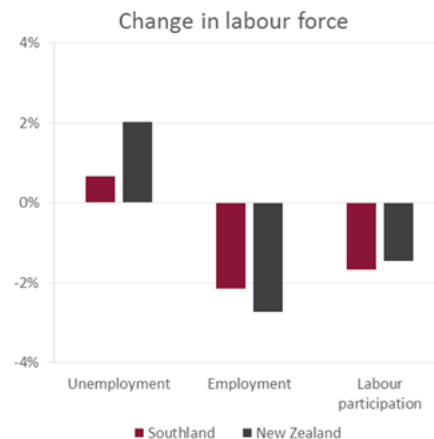
Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Leaving the labour force

Across New Zealand less people are working than at the previous census. The reduction in people working has resulted in an increase in unemployment and people leaving the labour force. This may be an effect of the GFC as the New Zealand economy took a number of years to recover. Southland District is also following this trend but the changes are smaller; New Zealand unemployment rose by two percent while unemployment in Southland District rose by under one percent.

Leaving the labour force may be the result of people voluntarily deciding to no longer seek work or may be the result of people being unable to find work for an extended period of time prompting them to stop seeking employment.



### Pattern of occupations largely unchanged

In Southland District, the proportion of the population in each occupation category was within one percentage point of the level at the previous census.

The New Zealand population's occupations are also broadly unchanged over the last seven years other than a two percentage point increase in managers and professionals.

Change in occupation	Southland	New Zealand
Managers & professionals	-1%	2%
Technicians & trades	0%	0%
Community & personal service	0%	1%
Clerical & admin	0%	-1%
Sales workers	0%	-1%
Machinery operators	1%	0%
Labourers	0%	0%

### More rapid income growth

Southland District's median income of \$34,000, is growing faster than the New Zealand median income. In the 2006 census, Southland District median income was less than six percent higher than the New Zealand median. Since then, the difference has grown to 18 percent.



MAKING SENSE OF  
THE NUMBERS

How is Southland District changing?

9

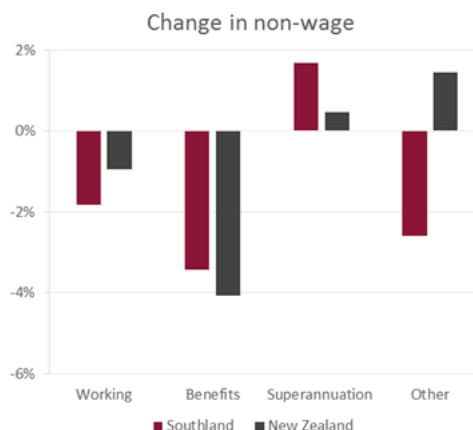
Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Fewer beneficiaries, more pensioners

Despite having fewer people working, fewer people are claiming benefits than at the previous census. This suggests that people leaving the labour force left voluntarily.

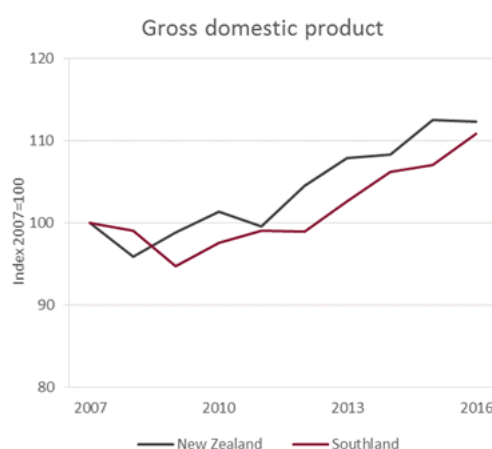
With ageing populations, the proportion of the populations claiming superannuation have increased.



### Economic growth following New Zealand\*

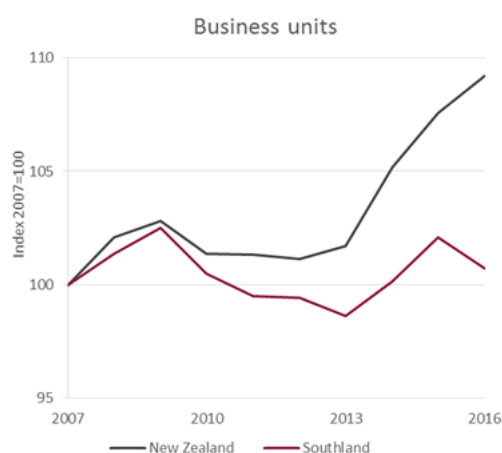
Changes in Southland District's GDP are similar to changes in New Zealand's GDP. The Southland District's economy was affected by the Global Financial Crisis (GFC) later than New Zealand with a decrease in GDP in 2009.

New Zealand's GDP also started to recover following the GFC faster than Southland District. Economic growth in both Southland District and New Zealand has been around 1.5 percent per year on average.



### Little growth in the number of businesses\*

In New Zealand, over time the number of businesses increases. In the past decade, the number of businesses in Southland District has remained fairly flat only growing two percent in a decade. This could be due to a combination of having lower population growth than New Zealand and business size growing.



MAKING SENSE OF  
THE NUMBERS

How is Southland District changing?

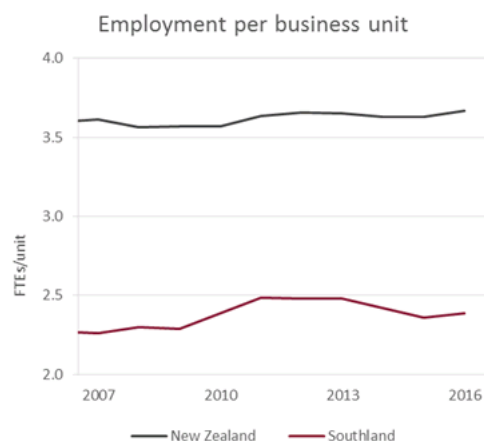
10

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



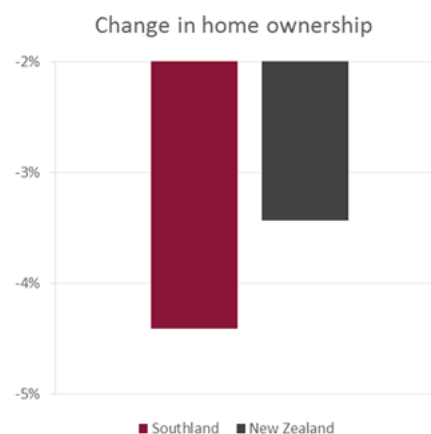
### Smaller businesses is an enduring trend\*

Business size has been very constant over time in Southland District and across New Zealand. On average, businesses in New Zealand employ just over 3.5 FTEs, with average businesses employing around 2.4 FTEs. This difference of around one FTE per business has been constant over the last decade. Southland's business size grew to around 2.5 FTEs per business for 2011 to 2014 before returning to around 2.4 FTEs, only slightly higher than the average size in 2006.



### Decreasing home ownership

While having very high home ownership rates, Southland District's home ownership rate is falling faster than home ownership rate across New Zealand. Housing affordability in the Southland Region is rated as being most affordable in New Zealand (interest.co.nz).



MAKING SENSE OF  
THE NUMBERS

How is Southland District changing?

11

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### 3 Profile of the Winton-Wallacetown Community



#### What makes the Winton-Wallacetown Community unique?

- The largest community by population
- Population is ageing much slower than Southland District
- Qualification levels slightly lower than in Southland District but increasing quickly
- High personal income level with strong income growth
- Home ownership level is increasing,
- The manufacturing industry drives the local economy
- Employment in manufacturing is decreasing, with growth in primary and construction



MAKING SENSE OF  
THE NUMBERS

How is Southland District changing?

12

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018

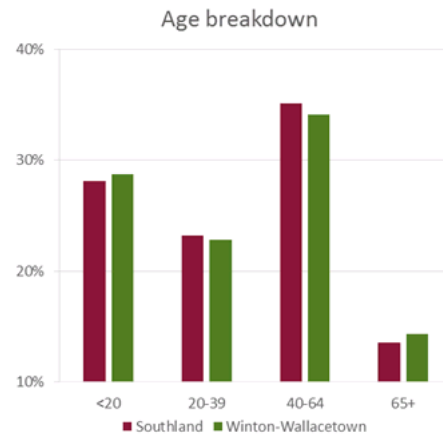


### 3.1 Winton-Wallacetown Community snapshot

*All figures are quoted as at the 2013 census unless otherwise stated. \*Data sourced from BERL database and Statistics NZ business demography tables.*

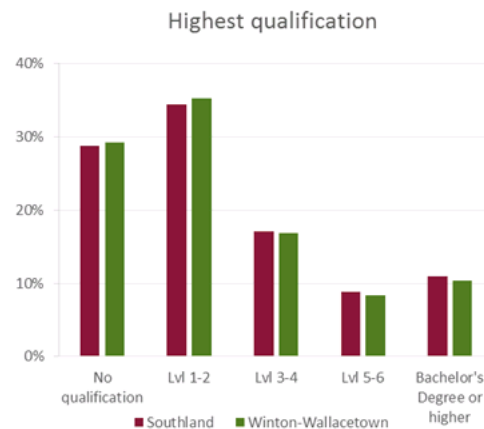
#### Large population

The Winton-Wallacetown is the largest community with a population of 8,400 people, just over a quarter of Southland District's population. The median age in the community is 39.9 years old, nine months older than the median for Southland District. With a similar median age to Southland District, the age make-up of the population is also very similar.



#### Slightly less qualified than Southland District

Qualification levels in the Winton-Wallacetown Community are also very similar to Southland District. 30 percent of the community population have no qualification and 35 percent have high school qualifications. The proportion of the community with no qualification and a high-school qualification are slightly larger than in Southland District.



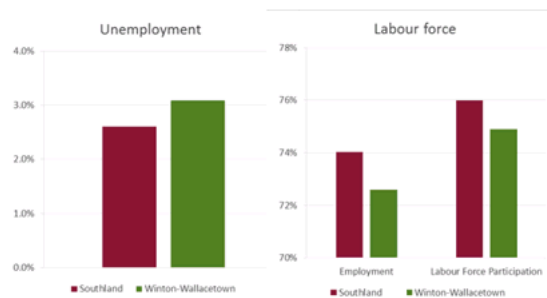
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THE NUMBERS

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Shaping Positive Community Futures  
Compendium report – January 2018



### Higher unemployment, lower labour force participation

The labour force in the Winton-Wallacetown Community are very similar to Southland District. Unemployment is slightly higher and labour force participation is slightly lower though both of these differences are less than one percentage point.



### Strong manufacturing industry\*

The Winton-Wallacetown Community has a very strong manufacturing industry compared to Southland District. With a number of meat and wood processing plants, the manufacturing industry employs 41 percent of the labour force.

Industry employment	Winton-Wallacetown	Southland
Primary	33%	44%
Manufacturing	41%	22%
Construction	6%	5%
Wholesale and Distribution	4%	8%
Retail Trade and Services	7%	11%
Business Services	3%	3%
Arts and Recreation Services	0%	1%
Social Services	6%	6%

### Similar occupational makeup to Southland

Despite the differences in industries, the Winton-Wallacetown Community has a very similar occupational make-up to Southland District. There are slightly more Technician and Trades workers, as they will be required by the large processing plants, though the difference to Southland District is very small.

Occupation	Winton-Wallacetown	Southland
Managers & professionals	42%	45%
Technicians & trades	10%	9%
Community & personal service	4%	5%
Clerical & admin	6%	6%
Sales workers	5%	4%
Machinery operators	7%	8%
Labourers	26%	24%



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THE NUMBERS

Winton-Wallacetown Community snapshot

14

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Shaping Positive Community Futures  
Compendium report – January 2018



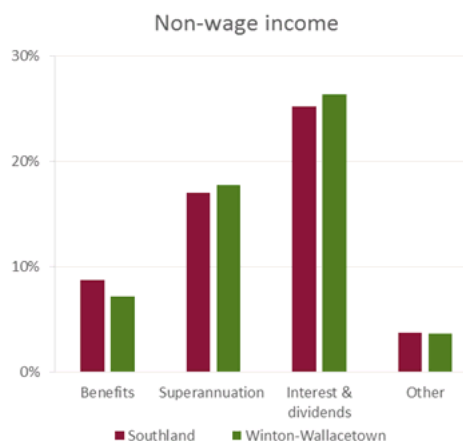
### High personal income

The Winton-Wallacetown Community has a high median personal income. The median income in the Winton-Wallacetown Community is \$35,200, four percent higher than the Southland District median of \$33,900.



### Similar non-wage income

Non-wage income in the Winton-Wallacetown Community is very similar to Southland District. The largest non-wage income is from interest and dividends which is received by a quarter of the Winton-Wallacetown Community and Southland District populations.



### Manufacturing and Primary industries drive the local economy\*

The manufacturing industry, the largest employer in the community, accounts for 42 percent of the value added in the community. The other large industry, the primary sector, accounts for a further 37 percent of the value added. These two industries account for four fifths of the total GDP in the community.

Industry	GDP	Winton-Wallacetown	Southland
Primary		37%	48%
Manufacturing		42%	22%
Construction		4%	4%
Wholesale and Distribution		5%	9%
Retail Trade and Services		4%	6%
Business Services		4%	6%
Arts and Recreation Services		0%	1%
Social Services		4%	4%



MAKING SENSE OF  
THE NUMBERS

Winton-Wallacetown Community snapshot

15

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Similar business composition\*

The GDP and employment in the Winton-Wallacetown Community are different to Southland District, but the number of businesses in each industry is very similar. This suggests that the differences in GDP and employment are due to having businesses of different sizes to Southland District rather than more businesses in certain industries.

Industry business units	Winton-Wallacetown	Southland
Primary	50%	50%
Manufacturing	2%	2%
Construction	6%	5%
Wholesale and Distribution	2%	3%
Retail Trade and Services	5%	7%
Business Services	30%	29%
Arts and Recreation Services	1%	1%
Social Services	3%	3%

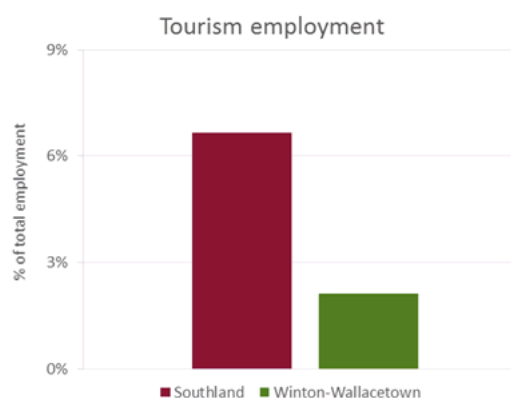
### Larger manufacturing businesses\*

Average employment in the Winton-Wallacetown Community's manufacturing industry is 48.5 FTEs, 40 percent larger than average in Southland District. This large size is due to the Winton-Wallacetown Community having a number of large manufacturing plants for meat and timber.

Employment per unit	Winton-Wallacetown	Southland
Primary	1.9	2.1
Manufacturing	48.5	28.0
Construction	2.6	2.7
Wholesale and Distribution	5.4	7.4
Retail Trade and Services	3.9	3.7
Business Services	0.3	0.3
Arts and Recreation Services	0.5	2.1
Social Services	7.1	4.9

### Small tourism industry<sup>2</sup>

Tourism is a very small industry in the Winton-Wallacetown Community. Only two percent of the community are employed in the tourism characteristic industries. In Southland District, employment in these industries is three times larger, accounting for seven percent of total employment.



<sup>2</sup> Tourism is not a conventional industry in terms of ANZSIC. This employment is also included in other industries.



MAKING SENSE OF  
THE NUMBERS

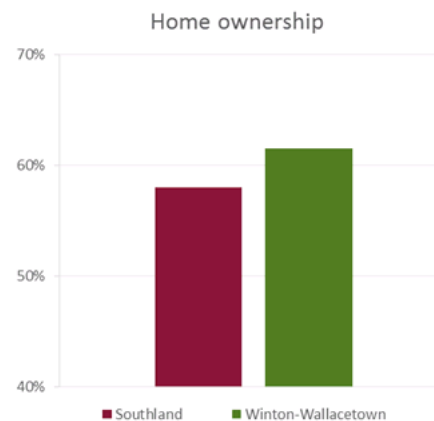


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Shaping Positive Community Futures  
Compendium report – January 2018



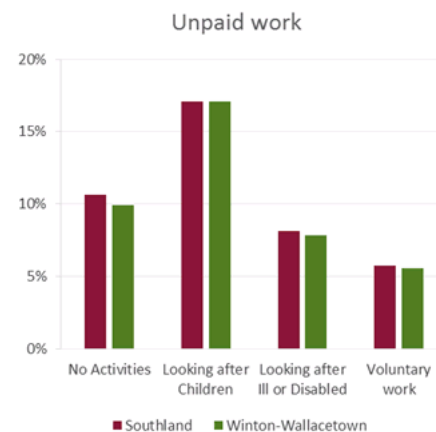
### High home ownership

Being a relatively high income community, the Winton-Wallacetown Community has a higher rate of home ownership than Southland District. The Winton-Wallacetown Community home ownership rate is just over 60 percent, six percentage points higher than in Southland District.



### Active community

The Winton-Wallacetown Community has a very similar level of community engagement to Southland District. Five percent of the population do volunteer work, and only ten percent of the community do no unpaid work to help others.



MAKING SENSE OF  
THE NUMBERS

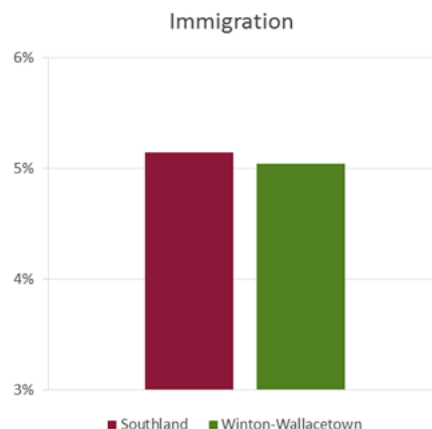
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Compendium report – January 2018

### 3.2 How is the Winton-Wallacetown Community changing?

All changes are from the 2006 to the 2013 census unless otherwise stated.

#### High population growth, low immigration

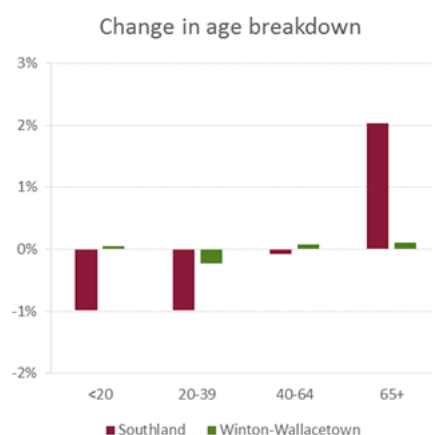
The Winton-Wallacetown Community has the highest rate of population growth of the seven communities. The population rose by nine percent compared with four percent in Southland District. This difference is due to domestic migration and natural population growth, as the level of international immigration is lower in the Winton-Wallacetown Community than Southland District.



#### Age profile not changing

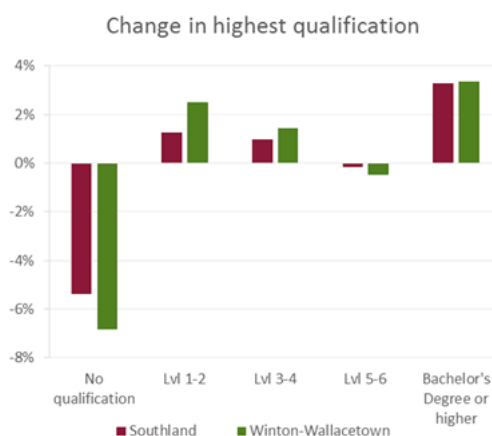
The Winton-Wallacetown Community, while being older than Southland District, is the only community that has had no significant changes in the age make-up of the population. The biggest population change was a reduction in the proportion of the population aged 20 to 39 years old which fell from 23 percent to 22.8 percent.

Despite the little change in the age make-up, the Winton-Wallacetown Community population is ageing though at a slower rate than Southland District. The median age rising by one year compared with 1.4 years in Southland District.



#### Upskilling population

The Winton-Wallacetown Community's education levels are increasing. Fewer people have no qualifications and the biggest growth is in degrees and post graduate qualifications. The decrease in the population with level 5-6 qualifications and growth in the higher qualification levels suggest the population is upskilling.



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THE NUMBERS

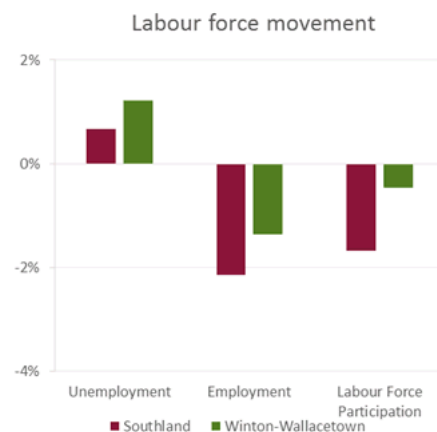
How is the Winton-Wallacetown Community changing?

18

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018

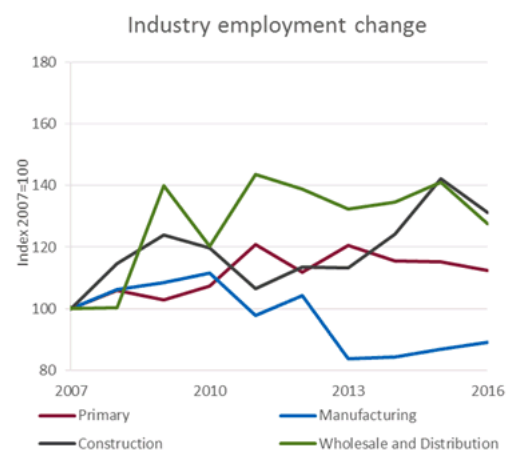
### Increasing unemployment

The unemployment rate in the Winton-Wallacetown Community has increased more than in Southland District though the level employment has decreased is smaller. This is due to a smaller reduction in labour participation rate. The increase in unemployment is likely due to the Community not having fully recovered from the GFC at the time of the census.



### Growing primary sector, manufacturing employment shrinking\*

The two biggest industries in the Winton-Wallacetown Community are moving in different directions, employment in the primary sector is growing steadily, increasing 15 percent in the last decade. Employment in the manufacturing industry has decreased by 15 percent.



### Composition of occupations hardly changed

Occupations are very consistent in the Winton-Wallacetown Community. There has been a rise in the proportion of the community that work in machinery operation. The growth in the machinery was the result of a reduction in sales workers and very small reductions in a range of other industries though there was no significant changes.

Change in occupation	Winton-Wallacetown	Southland
Managers & professionals	0%	-1%
Technicians & trades	0%	0%
Community & personal service	0%	0%
Clerical & admin	0%	0%
Sales workers	-1%	0%
Machinery operators	2%	1%
Labourers	0%	0%



MAKING SENSE OF  
THE NUMBERS

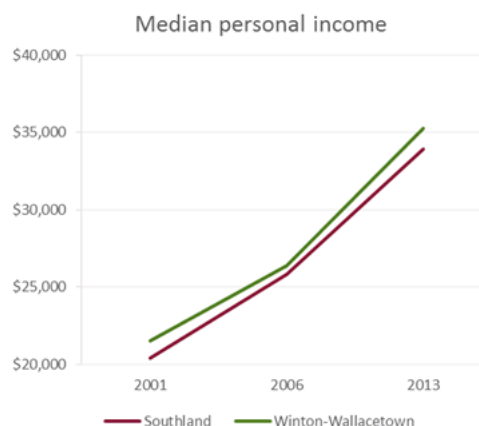
How is the Winton-Wallacetown Community changing?

19

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018

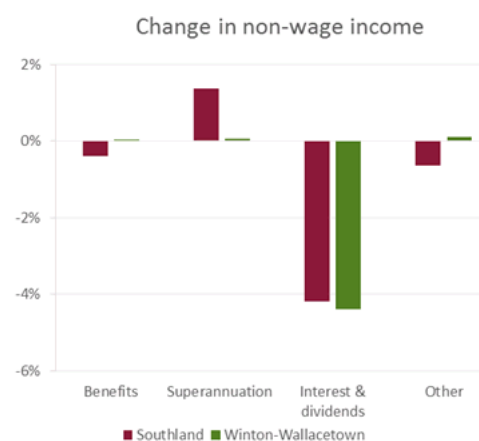
### Incomes remain higher than the District median

Personal incomes have grown consistently in the Winton-Wallacetown Community, following a very similar trend to Southland District. Currently, median personal income is four percent higher than Southland District, the difference was five percent in 2001.



### Fewer people with investment income

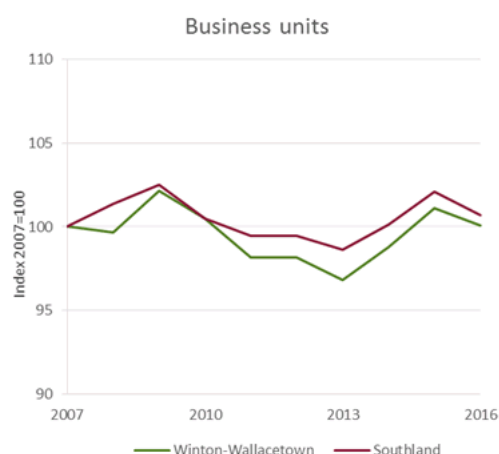
Due to the very little changes in the age makeup of the Winton-Wallacetown Community, there is very little changes to Superannuation and benefits. The largest change in the Winton-Wallacetown Community and Southland District is interest and savings, possibly due to the GFC requiring people to spend some of their savings, and also due to the following low interest rates making saving less profitable and borrowing relatively cheaper.



### Unsteady economic growth\*

Economic growth in the Winton-Wallacetown Community has followed a different trend to Southland District. During the GFC, the Winton-Wallacetown Community experienced economic growth and as Southland District recovered, GDP in the community started to fall.

Despite performing very well through the GFC, the Winton-Wallacetown Community has had less economic growth in the last decade than Southland District.



MAKING SENSE OF  
THE NUMBERS

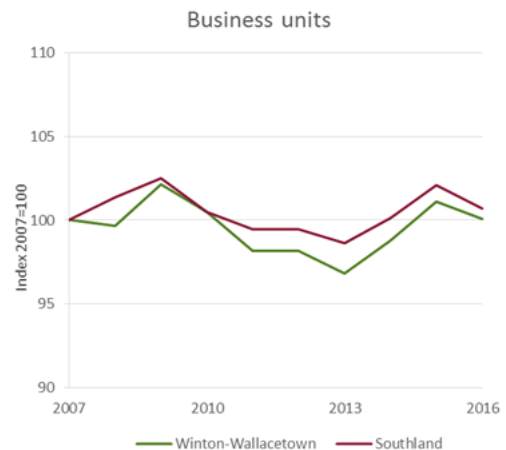
How is the Winton-Wallacetown Community changing?

20

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018

### Number of businesses hardly changing\*

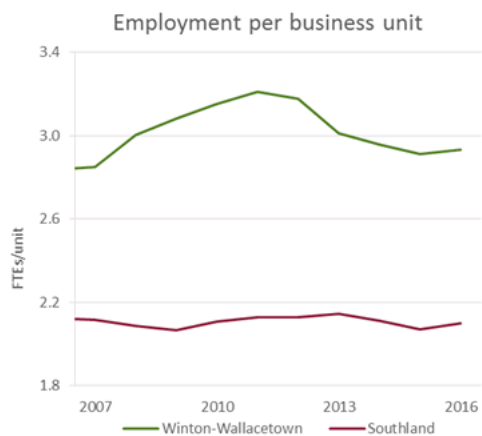
The number of businesses in the Winton-Wallacetown Community have followed a similar trend to Southland District. Over the last decade, there has been no growth in the number of businesses. In 2009, business numbers peaked in both the Winton-Wallacetown Community and Southland District, before steadily decreasing till 2013. By 2016, the number of businesses had returned to their 2007 levels.



### Larger businesses\*

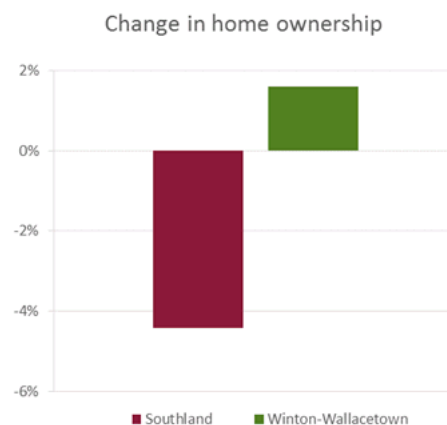
Winton-Wallacetown Community's relatively large business size has been an enduring trend. Over the last decade, average businesses have employed around three FTEs though this has been decreasing from 2013.

Southland District, being more diversified, has remained relatively constant in terms of business size over the past decade.



### Increasing home ownership

Being a relatively old and wealthy community, home ownership is increasing in the Winton-Wallacetown Community. At the time of the previous census, home ownership was two percent higher in Southland District. This difference has reversed with the Winton-Wallacetown Community home ownership rate now four percent higher than Southland District.



MAKING SENSE OF  
THE NUMBERS

How is the Winton-Wallacetown Community changing?

21

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



#### 4 Profile of the Waiau-Aparima Community



##### What makes the Waiau-Aparima Community unique?

- Relative to Southland District, the Waiau-Aparima Community is struggling
- Population decreasing
- Unemployment is relatively high and employment is relatively low
- Relatively low qualifications and growth is slow
- Low income levels with slow growth
- Economy is heavily focussed on the primary sector- particularly dairy farming
- Economy is dependent on very small businesses which are getting smaller
- Low economic growth – yet to return to GDP of 2007
- Decreasing home ownership
- Low employment in the tourism industry

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018

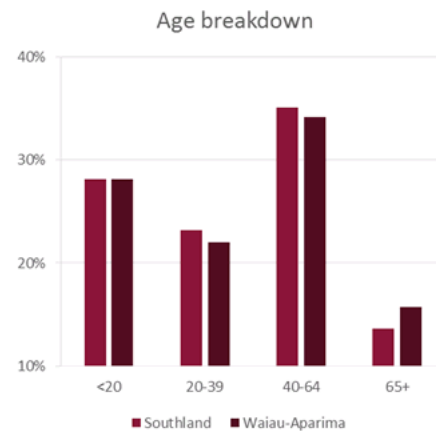


## 4.1 Waiau-Aparima Community snapshot

*All figures are quoted as at the 2013 census unless otherwise stated. \*Data sourced from BERL database and Statistics NZ business demography tables.*

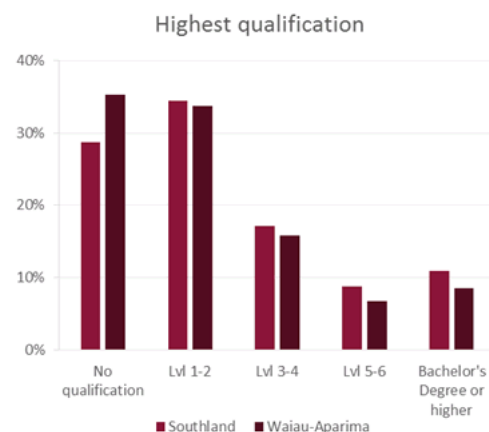
### Similar population ages to Southland District

The Waiau-Aparima Community has a population of 7,500 people making it the second largest community. The community has a very similar population age to Southland District with a median age of 39.7 years old, six months older than the median of Southland District. The distribution of the ages is also similar to Southland District though the Waiau-Aparima Community has slightly larger population over 65 years old.



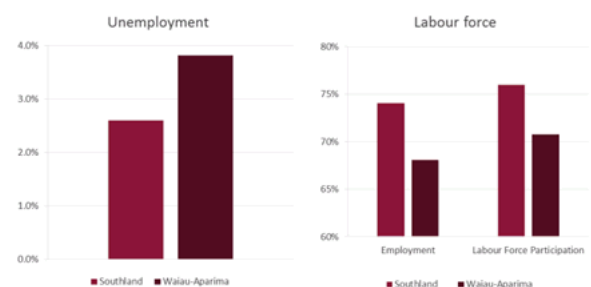
### Relatively poorly qualified

Education levels in the Waiau-Aparima Community are lower than in Southland District, 35 percent of the community have no qualifications. At the other end of the scale, the Waiau-Aparima Community also has a lower proportion of people with level 5-6 qualifications and university qualifications.



### Higher unemployment, lower employment

The Waiau-Aparima Community's unemployment rate is higher than Southland District at four percent. Labour force participation is also relatively lower; 70 percent of the Waiau-Aparima Community choose to be in the labour force compared with 75 percent across Southland District.



MAKING SENSE OF  
THE NUMBERS

Waiau-Aparima Community snapshot

23

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Large primary sector\*

Waiau-Aparima Community's primary sector is very large accounting for 59 percent of employment. All other industries are fairly small in terms of employment with the second largest employer in the community, wholesale and distribution, employing just ten percent of the FTEs in the community.

Industry employment	Waiau-Aparima	Southland
Primary	59%	44%
Manufacturing	6%	22%
Construction	5%	5%
Wholesale and Distribution	10%	8%
Retail Trade and Services	9%	11%
Business Services	3%	3%
Arts and Recreation Services	1%	1%
Social Services	7%	6%

### Fewer labourers and technicians

With the strong primary industry, most of the population report being a professional or manager (including farm managers). With more managers and professionals than Southland district, the Waiau-Aparima Community has fewer labourers and technicians and trades people. This is due to having a very small manufacturing industry and farms not outsourcing much labour to labourers.

Occupation	Waiau-Aparima	Southland
Managers & professionals	53%	45%
Technicians & trades	6%	9%
Community & personal service	5%	5%
Clerical & admin	6%	6%
Sales workers	3%	4%
Machinery operators	8%	8%
Labourers	19%	24%

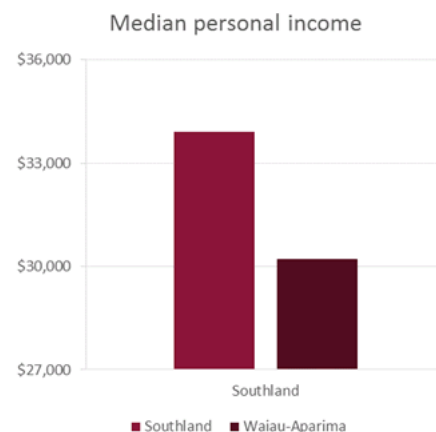


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Compendium report – January 2018



### Low personal incomes

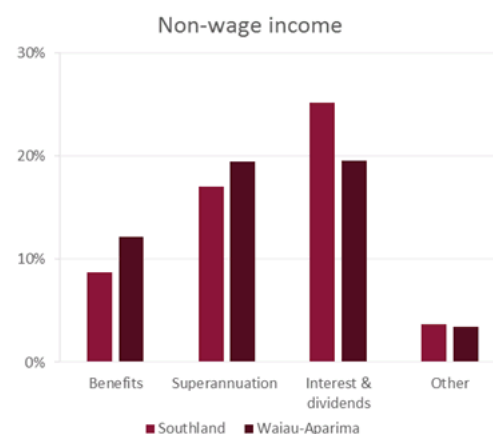
The Waiau-Aparima Community has the lowest personal income levels of the seven communities. At \$30,000, the median income in the Waiau-Aparima Community is 12 percent lower than the median of Southland District.



### More beneficiaries

The Waiau-Aparima Community, being a relatively low-income community, have more people receiving benefits and superannuation than Southland District.

Also, as a result of the low income levels, less than 20 percent of the community receive income from investments and saving. In Southland district, 25 percent of the population receive income from interest or dividends.



### Lacking economic diversity\*

The Waiau-Aparima Community is very reliant on the primary industry. 65 percent of value added in the community is from the primary sector. With the lack of economic diversity in the community, the income of the community are heavily reliant on the prices that are received for the primary produce.

Industry	GDP	Waiau-Aparima	Southland
Primary		65%	48%
Manufacturing		5%	22%
Construction		3%	4%
Wholesale and Distribution		12%	9%
Retail Trade and Services		5%	6%
Business Services		4%	6%
Arts and Recreation Services		1%	1%
Social Services		5%	4%



MAKING SENSE OF  
THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Similar businesses\*

While having a substantially smaller manufacturing industry and a much larger primary sector than Southland District in terms of employees and GDP, the Waiau-Aparima Community has a very similar number of businesses in both areas.

The other industries, in which the Waiau-Aparima Community has a similar size to Southland district, also have similar numbers of businesses.

Industry business units	Waiau-Aparima	Southland
Primary	54%	50%
Manufacturing	2%	2%
Construction	4%	5%
Wholesale and Distribution	3%	3%
Retail Trade and Services	5%	7%
Business Services	27%	29%
Arts and Recreation Services	1%	1%
Social Services	3%	3%

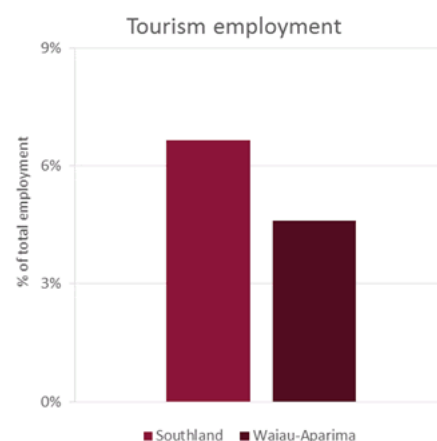
### Smaller businesses in every industry\*

The Waiau-Aparima Community is dependent on very small businesses. The average business is smaller than Southland District in every industry. The average farms in the Waiau-Aparima Community employs only 1.8 FTEs.

Employment per unit	Waiau-Aparima	Southland
Primary	1.8	2.1
Manufacturing	4.5	28.0
Construction	1.7	2.7
Wholesale and Distribution	6.6	7.4
Retail Trade and Services	2.7	3.7
Business Services	0.2	0.3
Arts and Recreation Services	1.5	2.1
Social Services	4.4	4.9

### Small tourism industry<sup>3</sup>

In the Waiau-Aparima Community, employment in the tourism industry is relatively low with just five percent of the community's employment in the tourism characteristic industries. In Southland District, seven percent of employment is in tourism related activities.



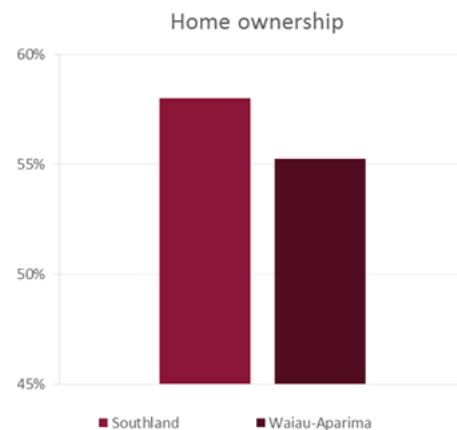
<sup>3</sup> Tourism is not a conventional industry in terms of ANZSIC. This employment is also included in other industries.

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



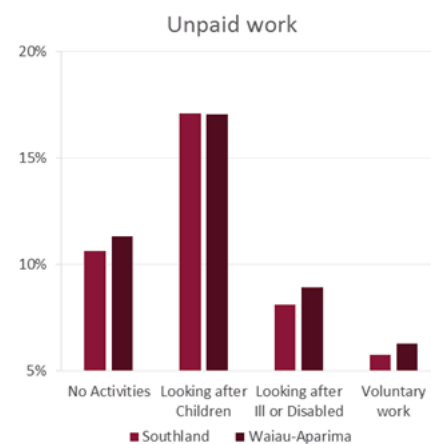
### Low home ownership

Having the lowest income of the communities, and having low levels of saving and investment, the Waiau-Aparima Community also has a relatively low home ownership rate. 55 percent of the community live in an owner-occupied home compared with 58 percent in Southland District.



### Active and supportive community

With fewer people in the labour force, people in the Waiau-Aparima Community are more engaged in voluntary work than Southland District. People in the Waiau-Aparima Community are also more likely to assist others in their community in looking after the ill or disabled than in Southland District.



MAKING SENSE OF  
THE NUMBERS

Waiau-Aparima Community snapshot

27



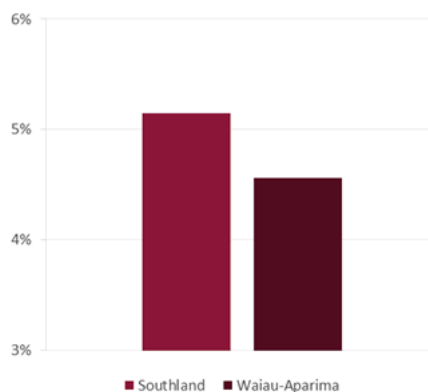
## 4.2 How is the Waiau-Aparima Community changing?

All changes are from the 2006 to the 2013 census unless otherwise stated.

### Declining population

The Waiau-Aparima population is steadily decreasing in size. Since the 2001 census, the population fell by four percent. This is due to people leaving the community and the low level of immigration. In the five years to the 2013 census, only 4.5 percent of the population reported migrating to the Waiau-Aparima Community from overseas.

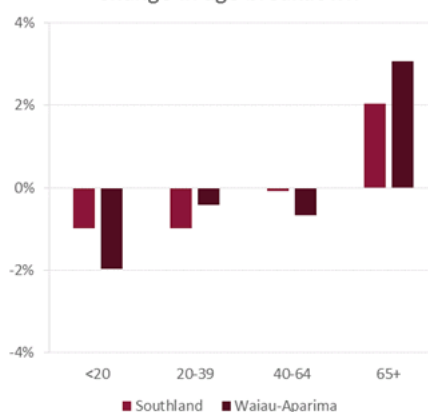
Immigration



### Ageing population

The Waiau-Aparima Community is ageing. Since the 2006 census, the population has aged faster than Southland District, increasing by 1.7 years compared with a 1.4 year increase for Southland District. The age increase has caused the proportion of the community over 65 by three percentage points to 15 percent of the community being over 65 years old.

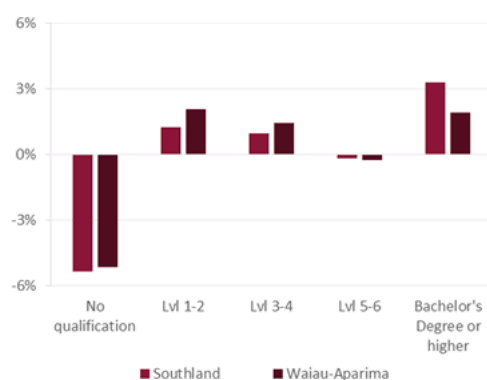
Change in age breakdown



### Slow growth in qualifications

Growth in qualifications is relatively slow in the Waiau-Aparima Community. Decreases in the population with no qualification is comparable to Southland District but the qualification growth is relatively slower than Southland District at the high level qualifications including Bachelor's Degrees and post-graduate qualifications.

Change in highest qualification



MAKING SENSE OF  
THE NUMBERS

How is the Waiau-Aparima Community changing?

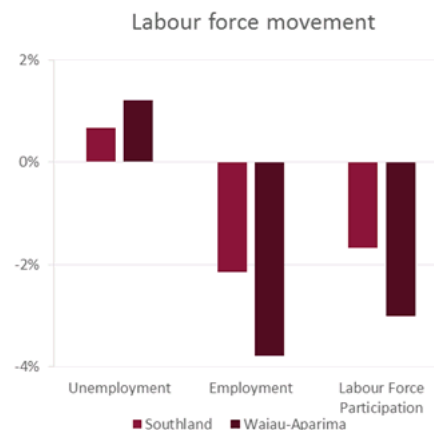
28

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Higher unemployment, lower labour participation

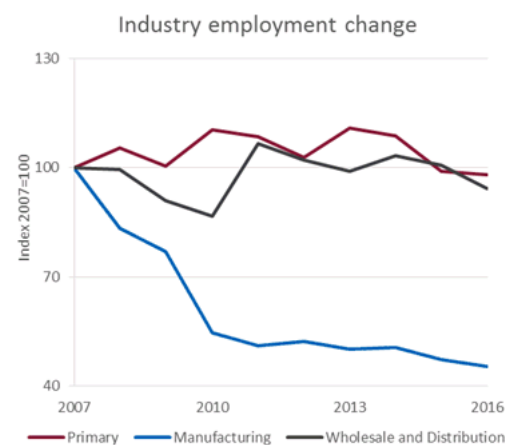
The labour force of the Waiau-Aparima Community is reducing in size. Unemployment has decreased and more people have left the labour force than in Southland District. This may be partly due to the community not recovering from the GFC as quickly as Southland District rather than a long term trend.



### Manufacturing industry disappearing\*

Employment in the manufacturing industry in the Waiau-Aparima Community is decreasing quickly. With the decline and closure of the Otautau sawmill from 2007 to 2009 and the closure of the Otautau Steel plant, employment in the manufacturing sector has reduced to under half the level of employment in 2007.

Employment in other large industries in the community have been fairly consistent over the past decade with the two largest employers, primary and wholesale and distribution, unchanged over the last decade.



### Very small change in pattern of occupations

None of the occupations have changed significantly in Southland District or Waiau-Aparima Community. The only occupation growing in the community is technicians and trades though the growth was only one percentage point of the employed labour force.

Change in occupation	Waiau-Aparima	Southland
Managers & professionals	0%	-1%
Technicians & trades	1%	0%
Community & personal service	0%	0%
Clerical & admin	-1%	0%
Sales workers	-1%	0%
Machinery operators	0%	1%
Labourers	0%	0%



MAKING SENSE OF  
THE NUMBERS

How is the Waiau-Aparima Community changing?

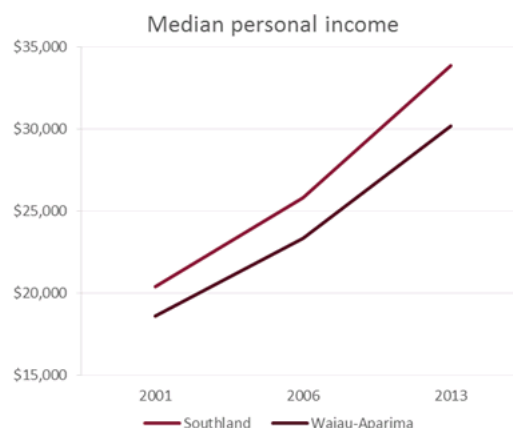
29

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Lagging income growth

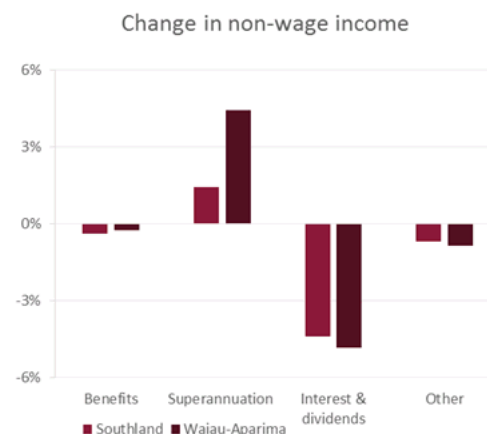
Having lower incomes than Southland District, the median income in the Waiau-Aparima Community is growing at a slower rate than Southland District. At the time of the 2006 census, median income levels in the Waiau-Aparima Community were ten percent lower than Southland District, in the 2013 census, the difference had grown to 12 percent.



### Increasing reliance on Superannuation

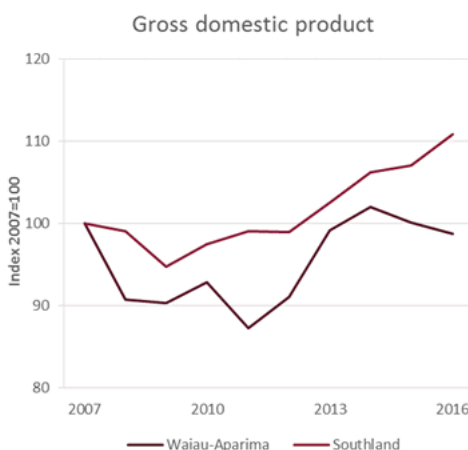
With substantially more people over 65, the proportion of the Waiau-Aparima Community receiving income from superannuation has increased.

The proportion of the population receiving income from other sources, including savings and investments have followed a very similar trend to Southland District, the largest difference is the reduction in people receiving income from interest and dividends.



### GDP growth slow\*

The Waiau-Aparima Community, being heavily involved in the primary sector, has had very volatile economic growth, typically caused by external forces. The GFC caused a ten percent reduction in the GDP of the community which endured for a number of years. Growth from 2012 to 2015 returned GDP of the community to 2007 levels though falling dairy prices caused the growth to stop, staying fairly flat to 2016. Overall, in the last decade, the economy of the Waiau-Aparima Community has not grown at all.



MAKING SENSE OF  
THE NUMBERS

How is the Waiau-Aparima Community changing?

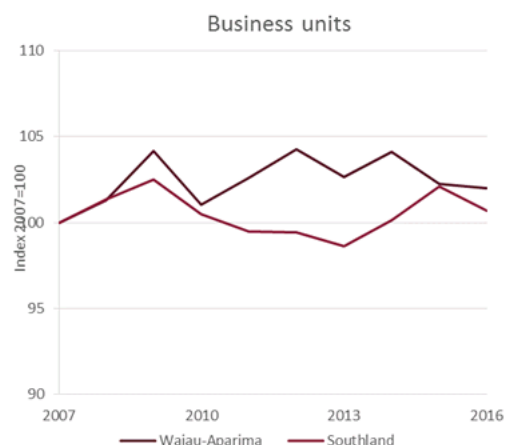
30

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



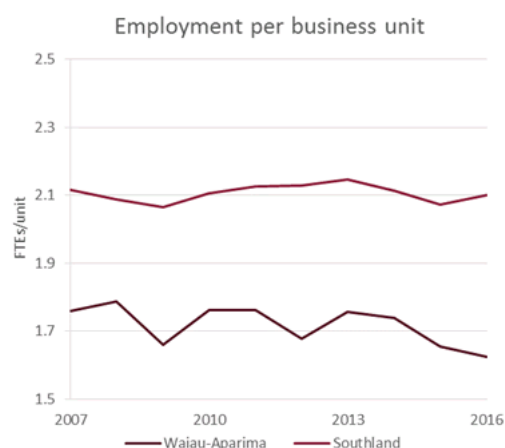
### Little growth in business numbers\*

The number of businesses in the Waiau-Aparima Community have been fairly constant with a two percent increase in the last decade. This is very similar to the trend for Southland District which has also been very consistent.



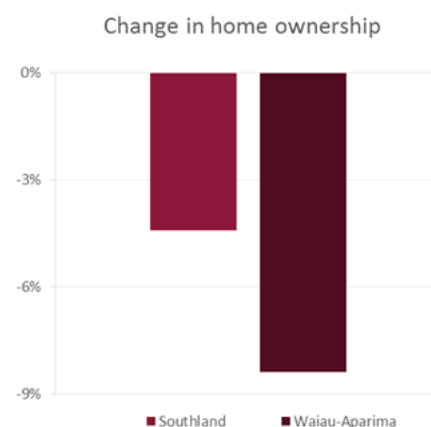
### Businesses getting smaller\*

Businesses in the Waiau-Aparima Community are very small. With a decreasing population and an increasing number of businesses, the already small average business in the Waiau-Aparima Community is decreasing. In 2016, the average business employed 1.6 FTEs, 0.5 less than the average in Southland District.



### Decreasing home ownership

A decreasing population, would often suggest homes become relatively cheaper, resulting in increased home-ownership. This is not the case in the Waiau-Aparima Community, home ownership has fallen significantly, falling by over eight percentage points, twice the decrease of Southland District.



MAKING SENSE OF  
THE NUMBERS

How is the Waiau-Aparima Community changing?

31



## 5 Waihopai-Toetoes



### What makes the Waihopai-Toetoes Community unique

- Many changes in the community are very similar to Southland District though the differences are very positive
- Similar age, qualifications and employment
- High personal income and employment
- Investment in infrastructure promoting strong economic growth
- Strong manufacturing industry growing quickly, spurring economic growth
- Economy lacks diversity – dairy industry significant portion of GDP
- Very low economic diversity in the community
- Very high economic growth driven by the manufacturing industry
- Very low employment in tourism related activities.



MAKING SENSE OF  
THE NUMBERS

How is the Waiau-Aparima Community changing?

32



Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



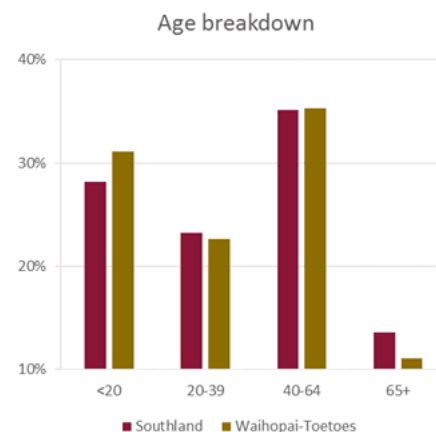
## 5.1 Waihopai-Toetoes Community snapshot

All figures are quoted as at the 2013 census unless otherwise stated. \*Data sourced from BERL database and Statistics NZ business demography tables.

### Youthful population

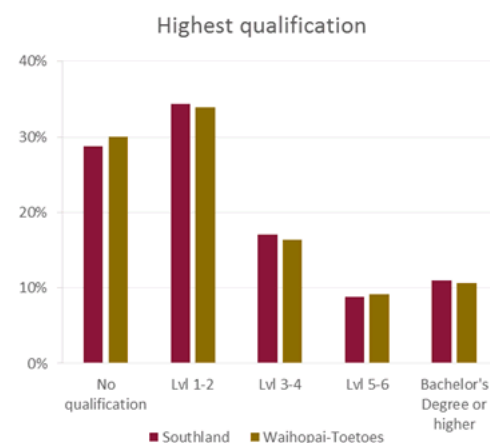
The Waihopai-Toetoes Community has a relatively large and youthful population of 6,100 people. This population is slightly younger than Southland District with a median age of 37 years old. Southland District's median age is 39.1 years old.

The main difference in age make-up between the Waihopai-Toetoes Community and Southland is the relatively small population of the Waihopai-Toetoes Community being over 65 and having a relatively larger proportion under 20 years old.



### Similarly qualified to Southland District

Education levels in the Waihopai-Toetoes Community are almost identical to Southland District. Across all qualification types, the Waihopai-Toetoes Community's qualifications are within one percentage point of the respective qualification level for Southland District.



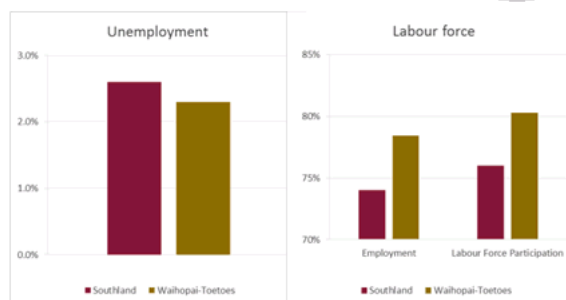
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THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Low unemployment, large labour force

Unemployment in the Waihopai-Toetoes Community is similar to Southland District at just over two percent. The Waihopai-Toetoes Community does have a substantially higher employment rate than Southland District with 78 percent of the community in employment.



### Strong manufacturing industry\*

The Waihopai-Toetoes Community has a high rate of employment in the primary sector and the manufacturing industry. The Waihopai-Toetoes Community has a number of large manufacturing plants including the Fonterra dairy processing plant in Edendale.

Industry employment	Waihopai-Toetoes	Southland
Primary	53%	44%
Manufacturing	27%	22%
Construction	3%	5%
Wholesale and Distribution	8%	8%
Retail Trade and Services	3%	11%
Business Services	2%	3%
Arts and Recreation Services	0%	1%
Social Services	5%	6%

### A community of farmers and labourers

As is reflected in the industry breakdown, the occupations in the Waihopai-Toetoes Community show a similar story. The community has relatively fewer sales workers, community and personal service workers, and clerical and admin workers.

Instead, the community has relatively more labourers, machinery operators, and managers and professionals. Many of the managers and professionals will be managing the local farms.

Occupation	Waihopai-Toetoes	Southland
Managers & professionals	49%	45%
Technicians & trades	7%	9%
Community & personal service	2%	5%
Clerical & admin	5%	6%
Sales workers	1%	4%
Machinery operators	10%	8%
Labourers	26%	24%



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THE NUMBERS

Waihopai-Toetoes Community snapshot

34

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Compendium report – January 2018



### Relatively high personal incomes

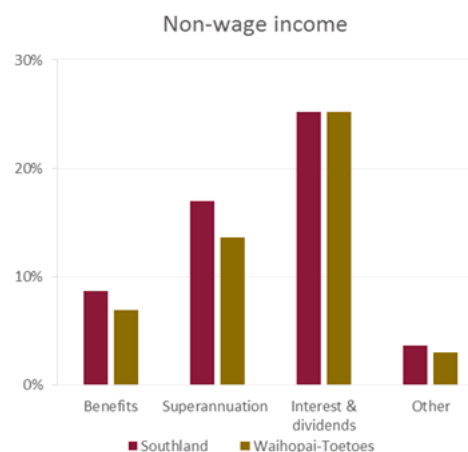
Personal incomes in the Waihopai-Toetoes Community are relatively high. Waihopai-Toetoes Community's median income of \$36,000 is six percent higher than Southland District's median of \$33,900.



### Low reliance on Superannuation and benefits

The Waihopai-Toetoes Community has a relatively small population receiving income from benefits and Superannuation. Only seven percent of the community receive a benefit, two percentage points less than Southland District.

Income from interest and dividends are almost identical to Southland District.



### Low economic diversity\*

The Waihopai-Toetoes Community is heavily based around farming and processing of dairy and meat.

Breaking the dairy and manufacturing in the community into their components, two thirds of the value added in the community is from farming and processing dairy and meat.

Industry GDP	Waihopai-Toetoes	Southland
Primary	55%	48%
Manufacturing	26%	22%
Construction	2%	4%
Wholesale and Distribution	9%	9%
Retail Trade and Services	1%	6%
Business Services	2%	6%
Arts and Recreation Services	0%	1%
Social Services	3%	4%



MAKING SENSE OF  
THE NUMBERS

Waihopai-Toetoes Community snapshot

35

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Few factories with high output\*

While having a much larger manufacturing industry than Southland District in terms of employees and GDP, the Waihopai-Toetoes Community has fewer businesses in the manufacturing industry.

Industry business units	Waihopai-Toetoes	Southland
Primary	60%	50%
Manufacturing	1%	2%
Construction	3%	5%
Wholesale and Distribution	2%	3%
Retail Trade and Services	4%	7%
Business Services	28%	29%
Arts and Recreation Services	1%	1%
Social Services	2%	3%

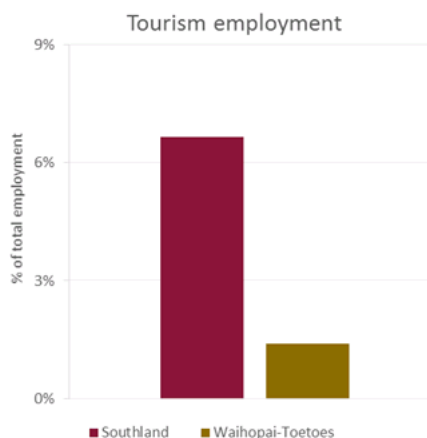
### Very large factories\*

The large food processing plants in the Waihopai-Toetoes Community result in very employment per manufacturing business. The Fonterra plant in Edendale is one of the largest dairy processing plants in the world. The average manufacturing business in the Waihopai-Toetoes Community employs almost 87 FTEs, more than triple the Southland District average. With the large processing plants, wholesale and distribution employment per business is also high.

Employment per unit	Waihopai-Toetoes	Southland
Primary	2.1	2.1
Manufacturing	86.9	28.0
Construction	2.7	2.7
Wholesale and Distribution	9.2	7.4
Retail Trade and Services	1.8	3.7
Business Services	0.2	0.3
Arts and Recreation Services	0.2	2.1
Social Services	6.5	4.9

### Small tourism industry\*\*

Being a manufacturing and farming community, the Waihopai-Toetoes Community has very low employment in tourism related industries. Only one percent of the community are employed in the tourism industry, a substantially lower level than in Southland District where seven percent of employment is in tourism.



<sup>4</sup> Tourism is not a conventional industry in terms of ANZSIC. This employment is also included in other industries.



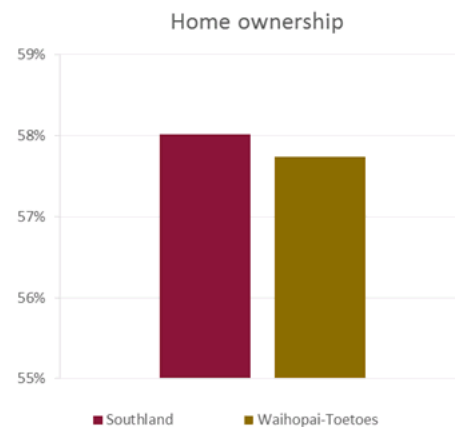
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Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



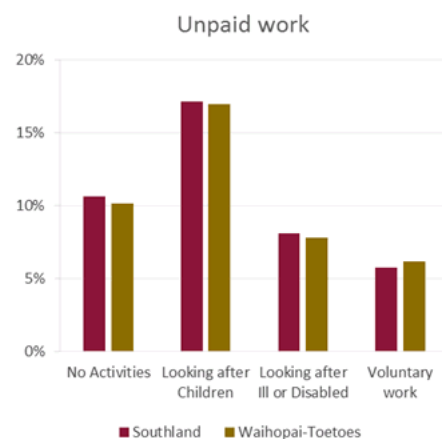
### Moderate home ownership levels

Despite being a relatively high income community, home ownership in the Waihopai-Toetoes Community are almost identical to the Southland District average.



### Caring community

Despite having a high level of employment, Waihopai-Toetoes people find time to work in their community. The Waihopai-Toetoes Community are more likely to participate in volunteer work than Southland District and are less likely to do no unpaid work.



MAKING SENSE OF  
THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



## 5.2 How is the Waihopai-Toetoes Community changing?

All changes are from the 2006 to the 2013 census unless otherwise stated.

### Low international immigration

Population growth in the Waihopai-Toetoes Community has been slightly slower than Southland district, this is partly due to having a slightly slower rate of international immigration than Southland District. Four percent of the Waihopai-Toetoes Community reported moving to the community in the five years before the 2013 census compared with five percent in Southland District.

### Little change population age

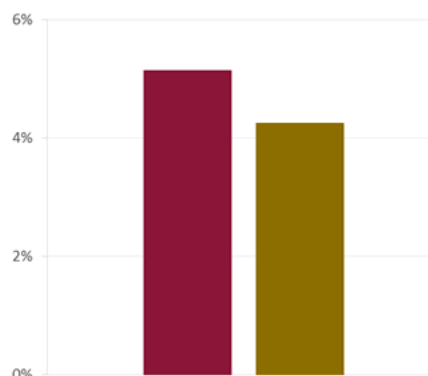
The Waihopai-Toetoes Community has an ageing population though the population has grown at a slower rate to Southland District, Southland District has aged 1.4 years while over the same period the median age in the Waihopai-Toetoes Community has only increased four months.

This is interesting as the age distribution at the older end of the community is changing at a similar rate to Southland District with no change in the proportion of the population aged 40 to 64 years old and a two percent increase in those over 65 years old.

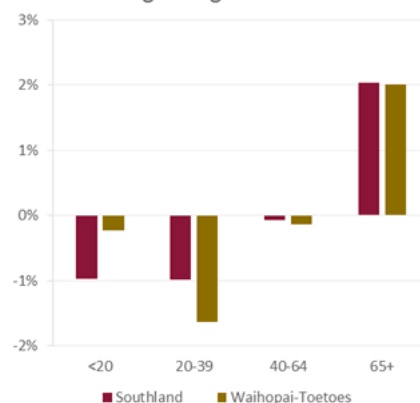
### Qualification growth

The changes in qualification levels are very similar in the Waihopai-Toetoes Community to the changes Southland District. In both populations, there has been little change in the proportion of the community with the moderate level qualifications. Both populations have reduced the populations with no qualifications and had a similar increase in the population with a Bachelor's Degree or higher.

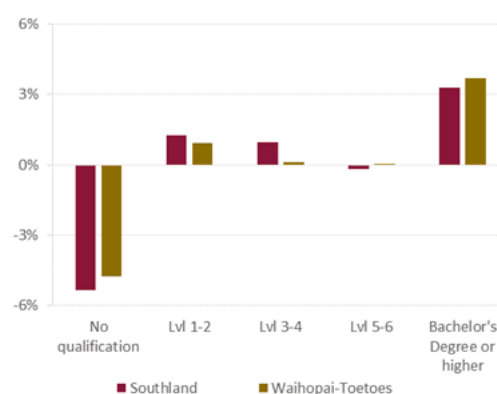
Immigration



Change in age breakdown



Change in highest qualification



MAKING SENSE OF  
THE NUMBERS

How is the Waihopai-Toetoes Community changing?

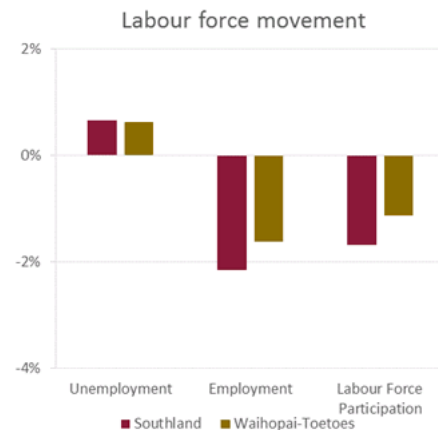
38

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



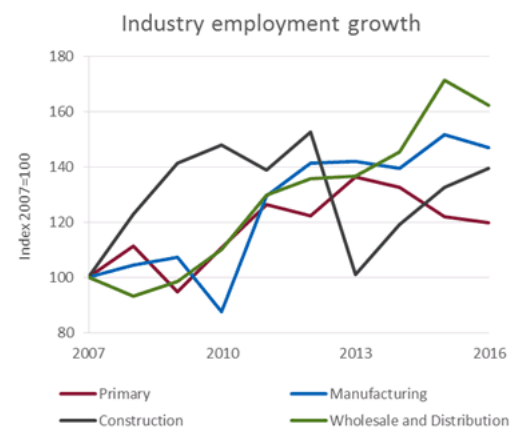
### Leaving the labour force

Unemployment in the Waihopai-Toetoes Community has increased by just under one percent, the same as Southland District. Despite the similar change in unemployment, the level of employment is reducing slower in the Waihopai-Toetoes Community as fewer people are leaving the labour force.



### Investment enabling employment change\*

Construction of processing plants is promoting employment in the Waihopai-Toetoes Community. High employment in the construction industry from 2007 to 2012 allowed significant growth in the primary sector, manufacturing industry and wholesale and distribution industry in the following years.



### Community occupations changing

The Waihopai-Toetoes Community have changed their occupations significantly more than in Southland District. Likely due to the growth in manufacturing employment opportunities, three percent of the community have moved into machinery operation and labouring.

The majority of these employees have changed into these occupations from being managers and professionals.

Change in occupation	Waihopai-Toetoes	Southland
Managers & professionals	-5%	-1%
Technicians & trades	-1%	0%
Community & personal service	-1%	0%
Clerical & admin	1%	0%
Sales workers	0%	0%
Machinery operators	3%	1%
Labourers	3%	0%



MAKING SENSE OF  
THE NUMBERS

How is the Waihopai-Toetoes Community changing?

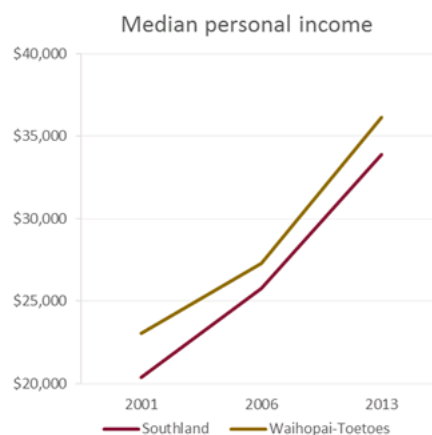
39

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Consistent income growth

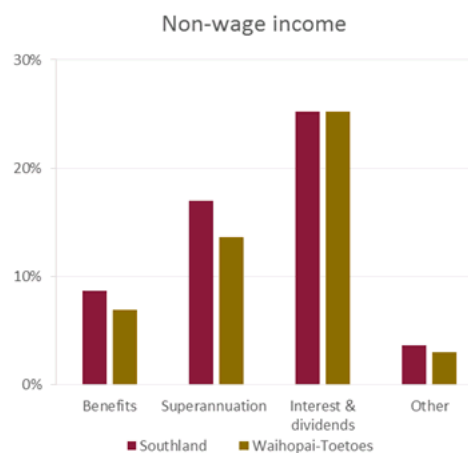
Median personal income levels in the Waihopai-Toetoes Community have increased at a similar rate to Southland District with the community earning around six percent more than Southland District since 2006.



### More pensioners with less savings

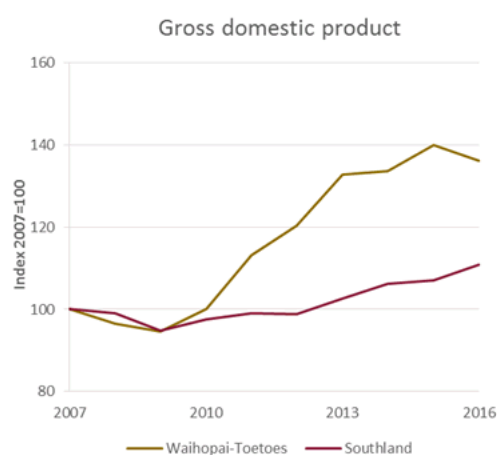
With a growing population over 65 years old, the population receiving income from superannuation is also increasing.

The population receiving income from their investments and savings is decreasing at a similar rate to Southland District.



### Strong economic growth\*

Economic growth in the Waihopai-Toetoes Community has been very strong. The GFC resulted in a recession for the community with GDP falling six percent over two years. The recovery from the GFC has been very strong with the community growing 40 percent in just eight years, four times the growth in Southland District. It appears the Fonterra plant in Edendale was a significant contributor to this growth, with completion in 2009 and subsequent upgrades, the value added by the plant kept increasing.



MAKING SENSE OF  
THE NUMBERS

How is the Waihopai-Toetoes Community changing?

40

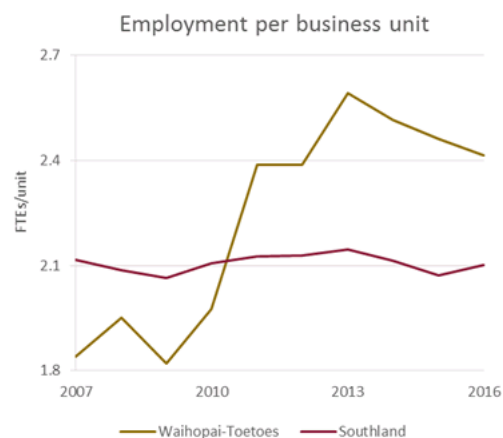


Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



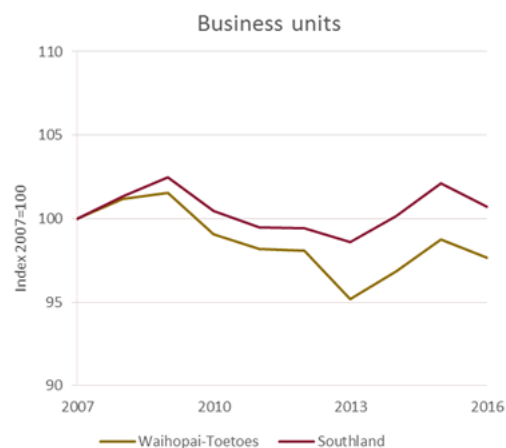
### Business growth\*

Following the completion of the Edendale plant in 2009, the average business size in the community grew rapidly; from 2009 to 2013 the average business employment grew 45 percent from 1.8 FTEs per business to 2.6 FTEs per business.



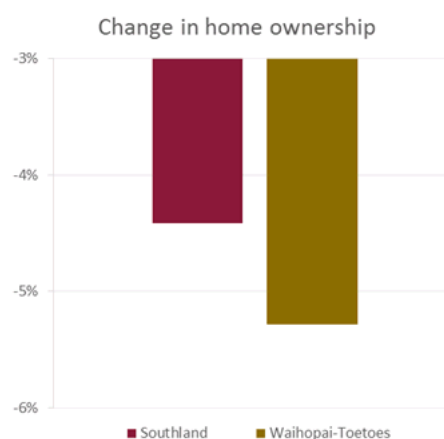
### Growth in business size, reduction in number\*

With the large businesses in the Waihopai-Toetoes Community growing rapidly, the number of businesses in the community decreased.



### Decreasing home ownership

Despite high incomes increasing at a similar rate to Southland District, home ownership in the Waihopai-Toetoes Community are decreasing at a faster rate to Southland district. Home ownership fell by 5.2 percent compared with 4.3 percent in Southland District.



MAKING SENSE OF  
THE NUMBERS

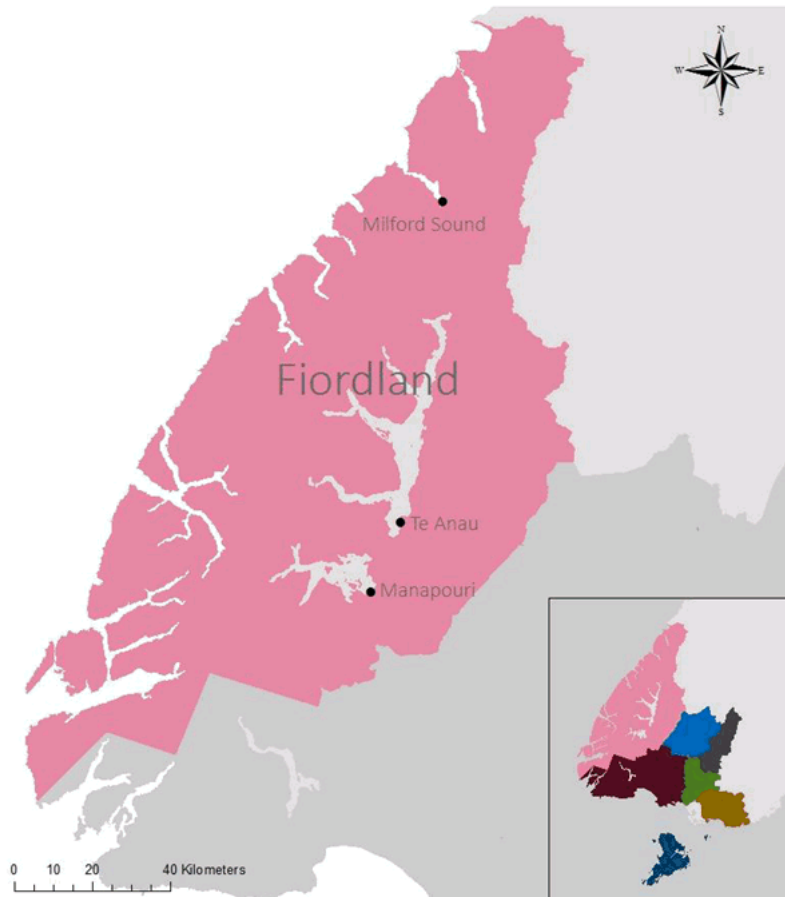
How is the Waihopai-Toetoes Community changing?

41

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



## 6 Profile of the Fiordland Community



### What makes the Fiordland Community distinctive compared to Southland District?

- Relatively old community which is ageing quickly
- High qualifications – growing post-graduate qualification levels
- Relatively low personal income levels but relatively high home ownership
- Low unemployment and high employment – less unpaid work in the community
- More diversified than Southland District but very reliant on tourism
- Small Community with a strong tourism industry - 75 percent of tourism employment in Southland District
- Strong economic growth



MAKING SENSE OF  
THE NUMBERS

How is the Waihopai-Toetoes Community changing?

42

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



## 6.1 Fiordland Community snapshot

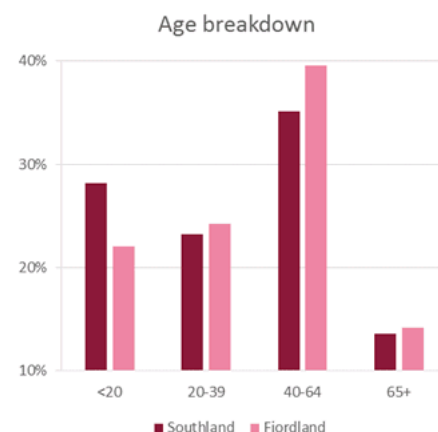
The Fiordland Community, the largest of the communities in terms of land area, has a population of 3,400 people, 60 percent of whom live in the town of Te Anau.

*All figures are quoted as at the 2013 census unless otherwise stated. \*Data sourced from BERL database and Statistics NZ business demography tables.*

### Older population

The Fiordland Community has a population of 3,400 people. This population is older than Southland District with a median age of 42 years old. Southland District's median age is 39.1 years old.

The difference in population age is due to the Fiordland Community having a much smaller youth population and 40 percent of the population aged between 40 and 64 years old.



### More highly qualified

Education levels in the Fiordland Community are higher than in Southland District. The Fiordland Community has a higher proportion of the community with each qualification level above high school level. The Fiordland Community also has a relatively population with no qualifications accounting for just 20 percent of the community.

Looking closer at the post-graduate qualifications, 2.4 percent of the Fiordland Community hold a Master's Degree or Doctorate Degree, substantially higher than the Southland District average of 0.9 percent.



MAKING SENSE OF  
THE NUMBERS

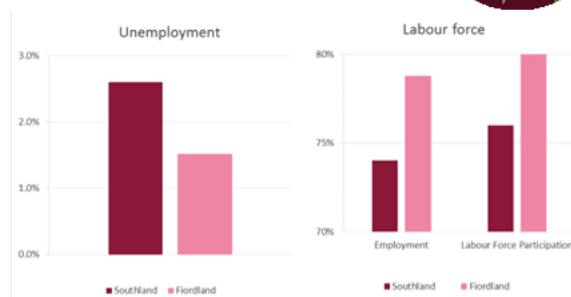
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Shaping Positive Community Futures  
Compendium report – January 2018



### Low unemployment, high employment

The Fiordland Community has a low unemployment rate at just 1.5 percent. This is substantially lower than Southland District's unemployment.

The Fiordland Community also has a very high employment rate with 80 percent of the working-age population in employment. The employment rate in the Southland District is 74 percent.



### More diversified community\*

The Fiordland Community is very different to Southland District in terms of employment. Employment is spread much more evenly across the industries.

Interestingly, over half of the FTEs in the community are employed in the services sector, predominantly retail trade and services. In Southland District, services only account for 21 percent of employment. Retail trade and services include accommodation and food and beverage services which are key tourism indicators.

Industry employment	Fiordland	Southland
Primary	21%	44%
Manufacturing	3%	22%
Construction	10%	5%
Wholesale and Distribution	13%	8%
Retail Trade and Services	36%	11%
Business Services	7%	3%
Arts and Recreation Services	5%	1%
Social Services	4%	6%

### More diverse occupations

The Fiordland Community has a much greater spread of occupations than Southland District. In Southland District, 70 percent of the population are labourers or managers and professionals, these two occupations only account for half the population in the Fiordland District.

Occupation	Fiordland	Southland
Managers & professionals	37%	45%
Technicians & trades	13%	9%
Community & personal service	12%	5%
Clerical & admin	10%	6%
Sales workers	8%	4%
Machinery operators	4%	8%
Labourers	16%	24%



MAKING SENSE OF  
THE NUMBERS

Fiordland Community snapshot

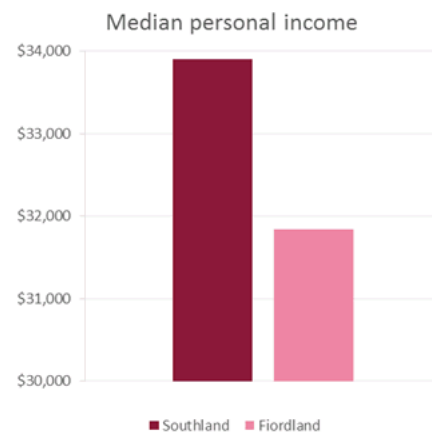
44

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



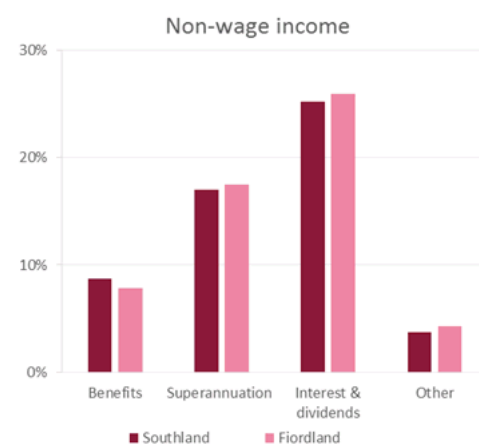
### Lower personal income

Although higher qualifications and more experience, the median personal income in the Fiordland Community is lower than the median in Southland District. The median income in the Fiordland Community is \$32,000, 5.8 percent lower than the Southland District median of \$34,000.



### Similar non-wage income sources

Non-wage income in the Fiordland Community is very similar to Southland District. 15 percent of both populations receive superannuation. The Fiordland Community is good at saving; 25 percent of the community receive income from interest and dividends, the same as Southland District.



### More diversified local economy\*

Retail and wholesale are very important industries for the Fiordland Community. These two industries account for 40 percent of the value added in the Community. Only 27 percent of the Fiordland Community GDP is from the primary sector, the lowest of all the communities.

Industry	GDP	Fiordland	Southland
Primary		27%	48%
Manufacturing		4%	22%
Construction		9%	4%
Wholesale and Distribution		18%	9%
Retail Trade and Services		21%	6%
Business Services		13%	6%
Arts and Recreation Services		5%	1%
Social Services		3%	4%



MAKING SENSE OF  
THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Fewer farms, more food outlets and other shops

With a very large retail industry, 22 percent of businesses in the Fiordland Community are in Retail Trade and Services.

Business Services account for 33 percent of businesses in the Fiordland Community. Unlike other communities, most employment in business services in the Fiordland Community provide in professional and scientific services rather than property rental services.

### Large tourism businesses<sup>5</sup>

The large differences in business size between the Fiordland Community and Southland district are the tourism characteristic industries. The average Retail trade and services business, one of the key tourism indicators, is much larger in the Fiordland Community employing an average of 5.3 FTEs compared with 3.7 in Southland District.

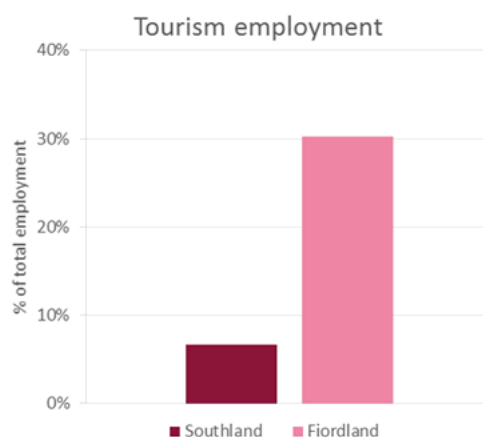
The average size of businesses in arts and recreation services, which includes outdoor sports and adventures, also show the strong tourism component of the Fiordland Community's economy. The average business in this industry is more than five times larger than in Southland District.

### Strong tourism industry\*

The Fiordland Community has a very strong tourism industry. 30 percent of employment in the community is in Food and Beverage services, accommodation, and recreation services. The level of employment is four times larger than Southland District where only seven percent of employment are in these industries.

Industry business units	Fiordland	Southland
Primary	27%	50%
Manufacturing	2%	2%
Construction	8%	5%
Wholesale and Distribution	3%	3%
Retail Trade and Services	22%	7%
Business Services	33%	29%
Arts and Recreation Services	1%	1%
Social Services	2%	3%

Employment per unit	Fiordland	Southland
Primary	2.5	2.1
Manufacturing	4.4	28.0
Construction	4.3	2.7
Wholesale and Distribution	12.6	7.4
Retail Trade and Services	5.3	3.7
Business Services	0.7	0.3
Arts and Recreation Services	11.3	2.1
Social Services	5.8	4.9



<sup>5</sup> Tourism is not a conventional industry in terms of ANZSIC. This employment is also included in other industries.



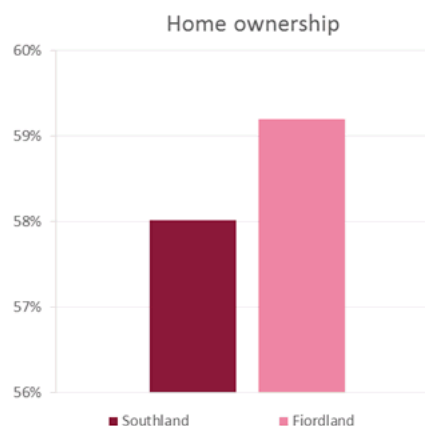
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THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Higher home ownership

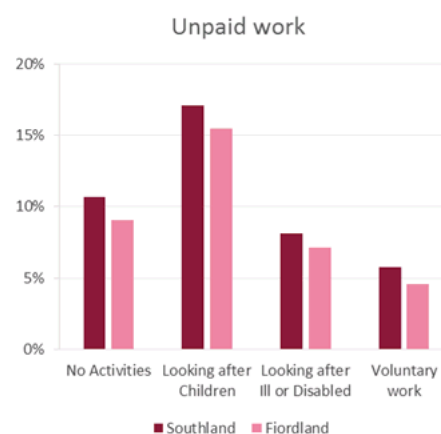
The Fiordland Community is older than Southland District but has lower income levels. Despite the low income levels, the Fiordland Community has marginally higher home ownership rates than Southland District with 59 percent of the community living in an owner occupied home compared with 58 percent in Southland District.



### Less unpaid work

As the Fiordland community has a very high employment rate than Southland District, people are less likely to engage in volunteer work than Southland District's population.

As a result of having an older population, people in the Fiordland Community are also less likely to help others in their community by looking after their children.



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THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018

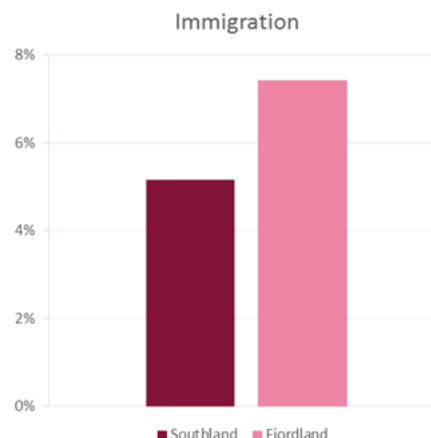


## 6.2 How has the Fiordland Community changed?

All changes are from the 2006 to the 2013 census unless otherwise stated.

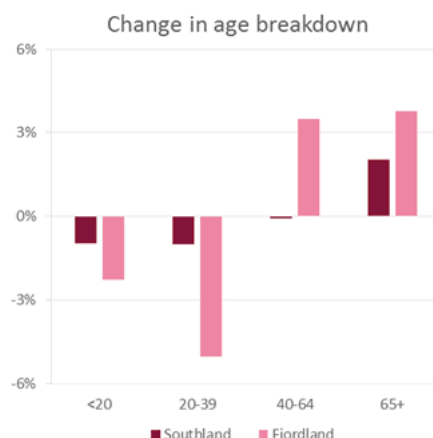
### High international immigration

The Fiordland Community's population has grown by five percent. One of the drivers of the population growth is the community's relatively high rate of international immigration. Seven percent of the population reported moving to the community in the five years before the 2013 census. Of the Southland population, five percent had migrated from Overseas in the same period.



### Quickly ageing population

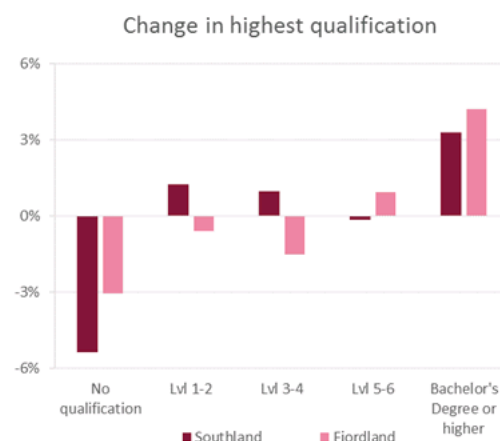
The Fiordland Community is older than Southland District and is ageing very quickly. On average, each year the community has aged by 0.6 years. This is reflected in the age make-up of the population; the proportion of the population under 20 years old and the proportion from 20 to 39 years old have both decreased at much higher rates than the Southland District in the respective age groups.



### Better qualified population

Education levels in the Fiordland Community, being an older and more qualified community than Southland District, has not increased in low-level qualifications as fast as Southland District.

The qualifications that have grown in the Fiordland community are the very high qualifications with growth in level 5-6 qualifications, Bachelor's Degrees and post graduate Degrees all having grown faster than Southland District.



MAKING SENSE OF  
THE NUMBERS

How has the Fiordland Community changed?

48

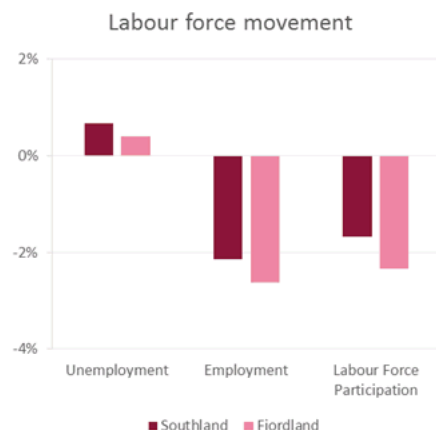


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Compendium report – January 2018



### Employment and labour force declining

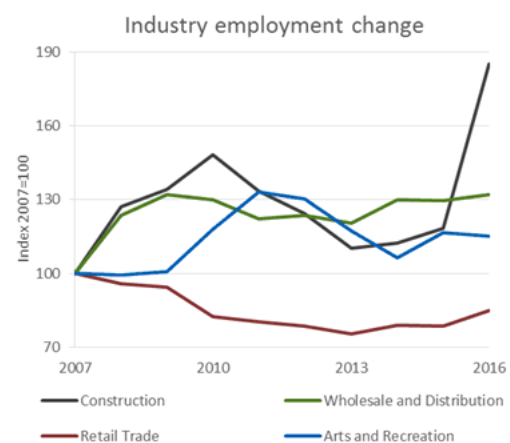
The labour force trend in the Fiordland Community's labour force is similar to Southland District. Unemployment has only risen by half a percentage point, less than Southland District, but the labour force participation has fallen significantly. Overall, total employment in the Fiordland Community has fallen more than in Southland District.



### Growing adventure tourism\*

In the Fiordland Community, Arts and Recreation services, has grown due to increasing employment in sports and recreation services.

There has been large construction growth in the town of Te Anau. In 2016 construction employment in the town doubled from 2015.



### Minor changes in occupation

The Southland District's population have seen only very minor shifts in occupation since the 2006 census. The Fiordland Community has changed substantially more though the changes are still small; the biggest change is the increase in technicians and tradespeople and community and personal services both rising two percentage points.

Change in occupation	Fiordland	Southland
Managers & professionals	0%	-1%
Technicians & trades	2%	0%
Community & personal service	2%	0%
Clerical & admin	-1%	0%
Sales workers	0%	0%
Machinery operators	-1%	1%
Labourers	-1%	0%



MAKING SENSE OF  
THE NUMBERS

How has the Fiordland Community changed?

49

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Steady income growth

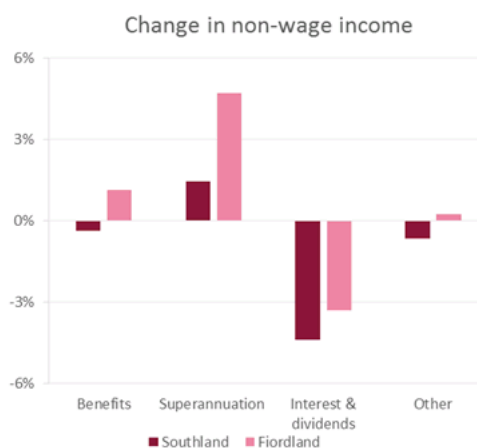
Growth in median incomes is very constant in the Fiordland Community, this may be due to the well diversified economy. Personal income levels in the Fiordland community were higher than Southland District at the 2001 and 2006 censuses though the community fell behind in 2013. Currently, the median income in the Fiordland Community is 32,000, six percent less than the median in Southland District.



### Fewer beneficiaries, more pensioners

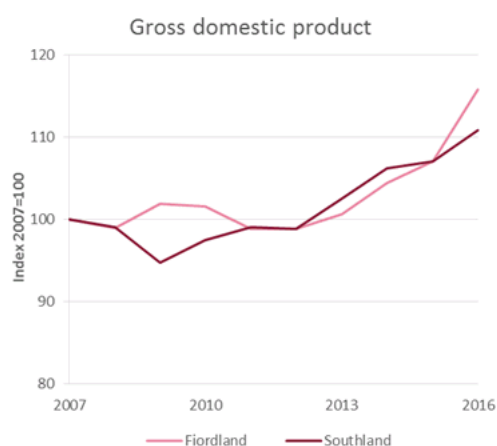
Due to the ageing population, significantly more people in the Fiordland Community receive income from superannuation schemes.

The number of people receiving income from investments and saving is decreasing in the Community though it is decreasing at a slower rate to New Zealand.



### Consistent economic growth\*

The Fiordland Community's GDP has followed a similar trend to Southland District other than in the years around the GFC. With a diversified community, the Community's economy did not experience a recession immediately following the financial crisis like Southland District. It wasn't until 2010 that the economy started to fall before following the same recovery path as Southland District.



MAKING SENSE OF  
THE NUMBERS

How has the Fiordland Community changed?

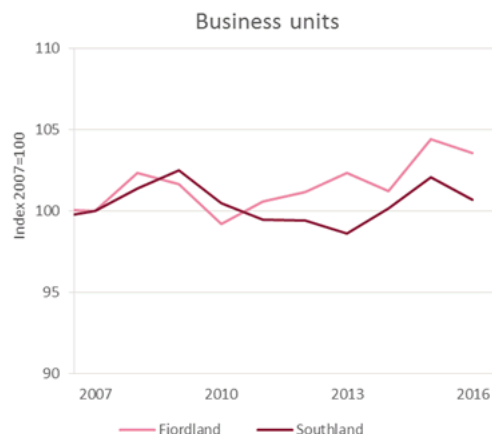
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Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



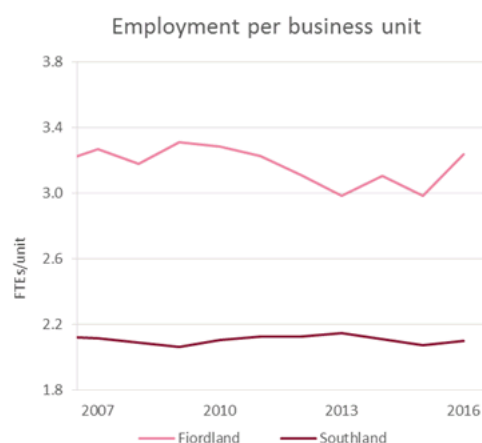
### Little growth in the number of businesses\*

The number of businesses in the Fiordland Community is very constant. In the past decade, the number of businesses has grown by less than three percent. While only very small growth, this growth is greater than the growth of Southland District, rising less than one percent in a decade.



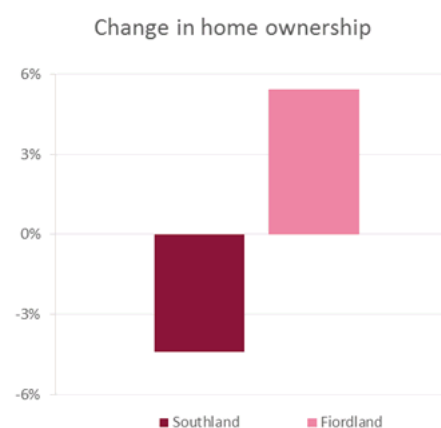
### Smaller businesses\*

Businesses in the Fiordland Community are, on average, 50 percent larger than in Southland District employing around 3.2 FTEs per business. The average business in Southland District has consistently employed just under 2.2 FTEs per business in the past 10 years.



### Increasing home ownership

With incomes now lower than Southland District's, home ownership is growing in the Fiordland Community. At the time of the previous census, home ownership in the Fiordland Community was significantly lower than Southland District. Following these changes, Fiordland Community now has higher home ownership than Southland District.



MAKING SENSE OF  
THE NUMBERS

How has the Fiordland Community changed?

51



## 7 North-eastern Community



### What makes the North-Eastern Community unique?

- The population is relatively small and young
- Unemployment is very low
- The community has high personal income and high income growth
- Economy driven by primary sector – over three quarters of GDP is from the primary sector
- Sheep, beef and grain farming the community's largest producer
- Very high home ownership
- Tourism industry employment is very low
- Small scale manufacturing industry



MAKING SENSE OF  
THE NUMBERS

How has the Fiordland Community changed?

52

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



## 7.1 North-Eastern Community snapshot

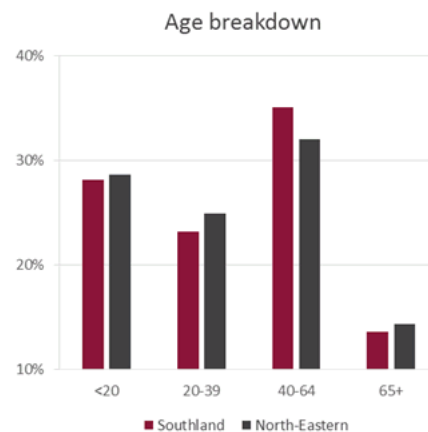
The North-Eastern Community is a small farming community with a population of 1,900 people.

*All figures are quoted as at the 2013 census unless otherwise stated. \*Data sourced from BERL database and Statistics NZ business demography tables.*

### Youthful population

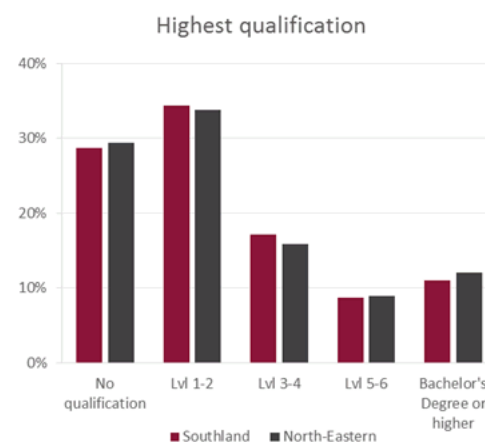
The North-Eastern Community has a population of 1,900 people. This population is slightly younger than Southland District with a median age of 38 years old. Southland District's median age is 39.1 years old.

The difference in population age is due to the North-Eastern community having a relatively large proportion of the population aged between 20 and 39 years old, Southland District has a relatively large proportion aged between 40 and 64 years old.



### Similarly qualified to Southland District

Education levels in the North-Eastern community are almost identical to Southland District. Across all qualification types, the North-Eastern Community's qualifications are within one percentage point of the respective qualification level for Southland District.



MAKING SENSE OF  
THE NUMBERS

North-Eastern Community snapshot

53

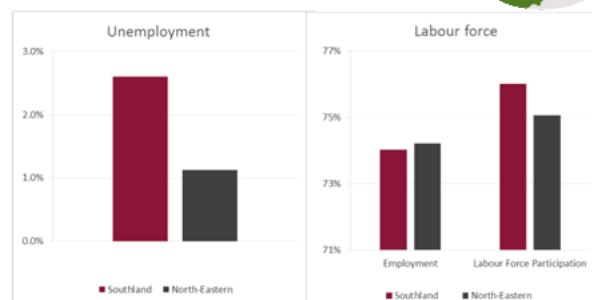
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Compendium report – January 2018



### Very Low unemployment

The North-Eastern Community has a very low unemployment rate at just over one percent. This is substantially lower than Southland District's unemployment.

With fewer people unemployed, the North-Eastern community has a very similar employment rate than Southland District with 74 percent of the Community, and Southland District, being employed. This is due to fewer people in the North-Eastern Community actively seeking employment.



### Primary sector employs 73% of labour force\*

The North-Eastern community is the most specialised in farming of all the communities. The primary sector accounts for almost three-quarters of employment in the community. Most of the primary sector employment is in sheep, beef and grain farming.

A significant difference between the North-Eastern community and Southland District is the lack of a manufacturing industry. The North-Eastern community has the smallest manufacturing industry of the communities employing only one percent of the labour force.

Industry employment	North-Eastern	Southland
Primary	73%	44%
Manufacturing	1%	22%
Construction	6%	5%
Wholesale and Distribution	6%	8%
Retail Trade and Services	6%	11%
Business Services	4%	3%
Arts and Recreation Services	0%	1%
Social Services	4%	6%

### Managing farms

Despite the differences in industries, the North-Eastern Community have similar occupations to the Southland District. As the North-Eastern Community is a farming community, a large number of "managers & professionals" will be farm managers. Likewise, a large proportion of "labourers" will be working on farms.

Occupation	North-Eastern	Southland
Managers & professionals	61%	45%
Technicians & trades	7%	9%
Community & personal service	1%	5%
Clerical & admin	4%	6%
Sales workers	2%	4%
Machinery operators	7%	8%
Labourers	18%	24%



MAKING SENSE OF  
THE NUMBERS

North-Eastern Community snapshot

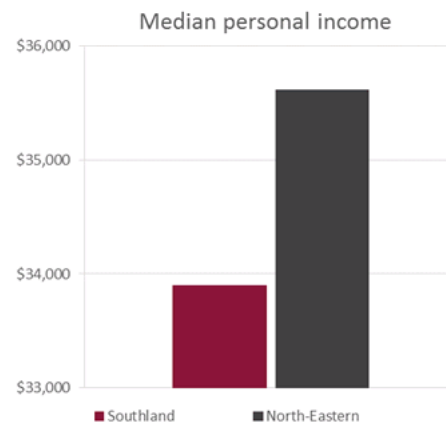
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Shaping Positive Community Futures  
Compendium report – January 2018



### High personal income

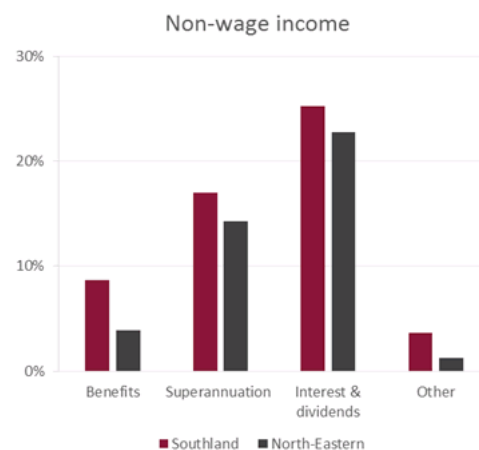
Incomes in the North-Eastern Community are relatively high. The North-Eastern Community's median income of \$35,500 is five percent higher than Southland District's median of \$33,900.



### Lower reliance on passive income

Almost 85 percent of individuals in the Southland District and the North-Eastern Community receive a portion of their income from working. Both populations also receive income from other sources. In the North-Eastern Community, individuals receive less income from passive sources than the Southland District.

As unemployment in the North-Eastern Community is significantly lower than in Southland District, the proportion of the population receiving benefits is also significantly lower.



### Very low economic diversity\*

The North-Eastern Community is the least diversified of the Southland District communities. The primary sector, being by far the largest employer, accounts for 78 percent of the value added in the Community.

Industry	GDP	North-Eastern	Southland
Primary		78%	48%
Manufacturing		1%	22%
Construction		4%	4%
Wholesale and Distribution		6%	9%
Retail Trade and Services		3%	6%
Business Services		5%	6%
Arts and Recreation Services		0%	1%
Social Services		3%	4%



MAKING SENSE OF  
THE NUMBERS

North-Eastern Community snapshot

55

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Composition of business stock similar to Southland District\*

While having a substantially larger primary industry than Southland District in terms of employees and GDP, the proportion of businesses in the primary sector in the North-Eastern Community is similar to the proportion of Southland District.

Industry business units	North-Eastern	Southland
Primary	55%	50%
Manufacturing	1%	2%
Construction	4%	5%
Wholesale and Distribution	2%	3%
Retail Trade and Services	4%	7%
Business Services	29%	29%
Arts and Recreation Services	1%	1%
Social Services	4%	3%

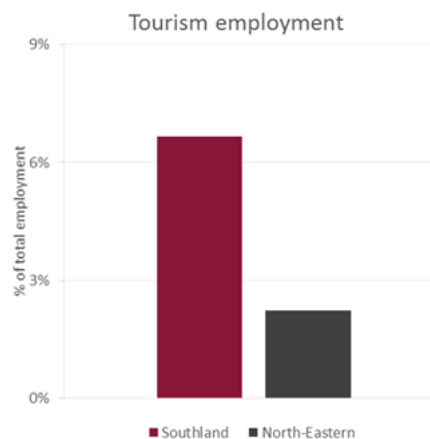
### Manufacturing very small scale\*

Businesses in the North-Eastern Community are on average smaller than the Southland District. In particular, manufacturing businesses are very small employing an average of just 1.2 FTEs. However, in the primary sector, the average business is larger than average in Southland District; the average business in the North-Eastern Community employs 2.5 FTEs relative to 2.1 FTEs in Southland District.

Employment per unit	North-Eastern	Southland
Primary	2.5	2.1
Manufacturing	1.2	28.0
Construction	3.1	2.7
Wholesale and Distribution	4.9	7.4
Retail Trade and Services	2.8	3.7
Business Services	0.3	0.3
Arts and Recreation Services	0.2	2.1
Social Services	2.1	4.9

### Small tourism industry\*

The North-Eastern Community has very low employment in tourism related industries. Only two percent of employment in the community is in the tourism industry, substantially lower than in Southland District where seven percent are employed in the tourism industry.



MAKING SENSE OF  
THE NUMBERS

North-Eastern Community snapshot

56

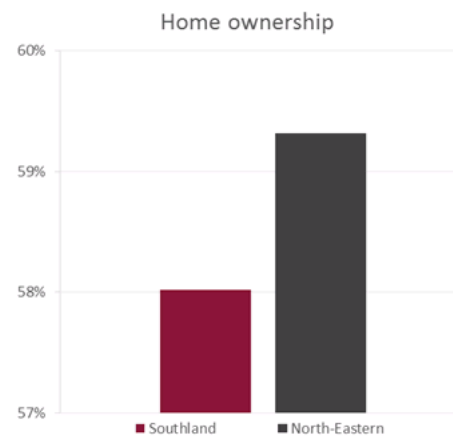


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Compendium report – January 2018



### High home ownership

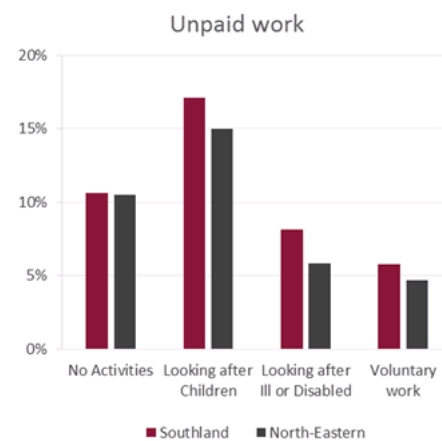
Being a high income community, the North-Eastern Community has a higher rate of home ownership than Southland District. The North-Eastern Community home ownership rate is over 59 percent more than one percentage point higher than Southland District.



### Engaged community

The North-Eastern Community are less engaged in their community than the Southland District. In the North-Eastern Community, only 11 percent of the community engage in no unpaid activities.

The relatively low level of volunteer work reflects the responsibility for children in the community and the high employment rate.



MAKING SENSE OF  
THE NUMBERS

North-Eastern Community snapshot

57

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018

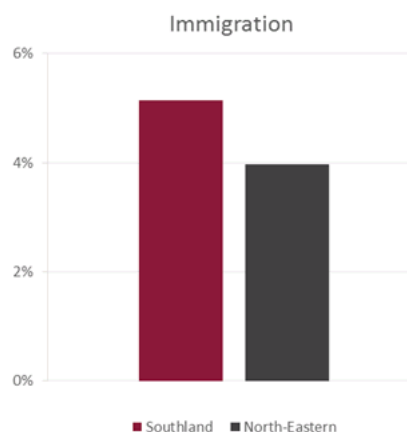


## 7.2 How is the North-Eastern Community changing?

*All changes are from the 2006 to the 2013 census unless otherwise stated.*

### Low international immigration

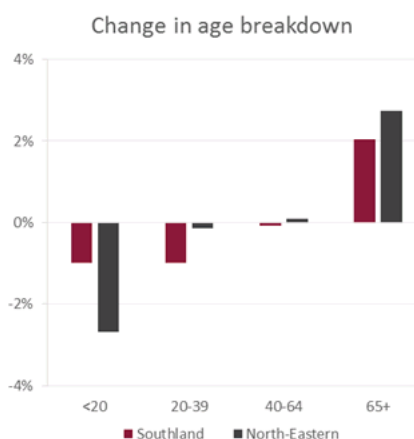
The North-Eastern Community has relatively low rate of international immigration. Four percent of the population reported moving to the community in the five years before the 2013 census. Of the Southland population, five percent had migrated from Overseas in the same period.



### Ageing population

The North-Eastern Community, while younger than Southland District, has aged significantly. The changes in the North-Eastern community are happening at the extremes; the proportion of the North-Eastern Community aged under 20 fell by three percentage points and the proportion of the population over 65 increased by three percentage point. As there is no high school in the community, families need to relocate when their children reach high school age or need to travel to another community.

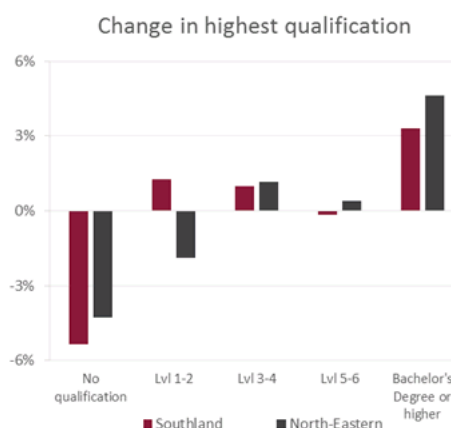
Overall, the Southland District's population increased by 1.4 years while the North-Eastern Community's age increased by three years.



### Increasingly qualified

The biggest changes in both the North-Eastern Community and Southland District are changes in the proportion with no qualifications and the proportion with a Bachelor's Degree or higher.

The North-Eastern Community has had relatively large increase in the proportion of the community with a Bachelor's Degree or Post Graduate Qualification. Southland District has a relatively larger change in the number of people with no qualifications receiving at least a high school qualification.



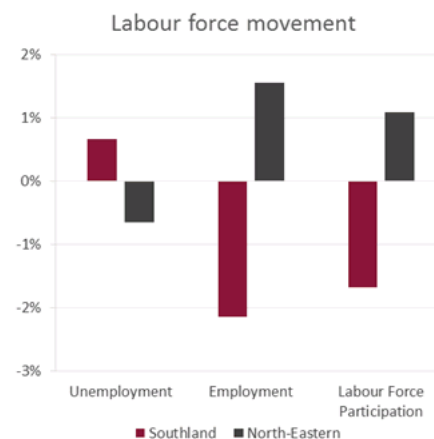
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THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Falling unemployment, increasing employment

The North-Eastern Community's labour force is showing positive movement; unemployment is decreasing, and more people are choosing to work. This is in contrast to the trend for the Southland District where unemployment is increasing and there are fewer people in employment. The North-Eastern Community is the only community with an increasing level of employment.



### Declining manufacturing sector\*

The primary sector in the North-Eastern community is by far the largest employer, but over the past decade, the employment in the sector has decreased by ten percent.

The manufacturing sector has also reduced in size significantly over the last decade to 60 percent of its 2007 employment level. The social services sector, has grown by 40 percent over the same period due to increasing employment in health care. Because of the very large primary sector, and the relatively small population in the community, these changes appear to be very large but are fairly small in terms of the change in the number of FTEs.



### Labourers upskilling

There has been very little occupational change in Southland District. In the North-Eastern Community, the community has been upskilling. Five percent of the community have left stopped labouring and moved into higher skilled jobs including machinery operating. Other moderate-skill occupations, including technicians and trades, and sales workers, have moved into high skill manager and professional roles.

Change in occupation	North-Eastern	Southland
Managers & professionals	4%	-1%
Technicians & trades	-1%	0%
Community & personal service	-2%	0%
Clerical & admin	1%	0%
Sales workers	-1%	0%
Machinery operators	4%	1%
Labourers	-5%	0%



MAKING SENSE OF  
THE NUMBERS

How is the North-Eastern Community changing?

59

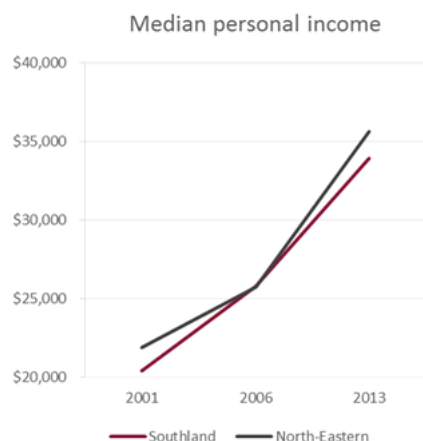
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Compendium report – January 2018



### Good income growth

Personal income levels in the North-Eastern Community have increased faster than income levels in Southland District.

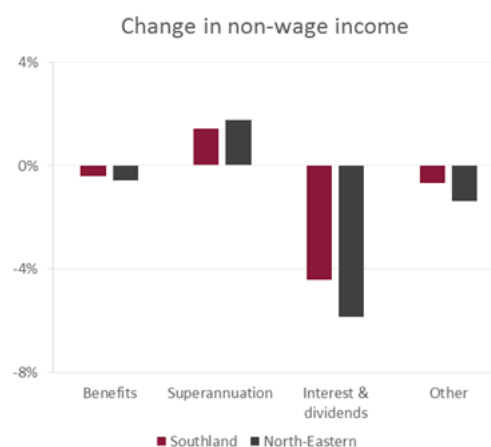
At the time of the 2006 census, median income levels were the same as Southland District. By the 2013 census, median incomes of \$36,000 were six percent higher than in Southland District.



### Less income from interest and dividends

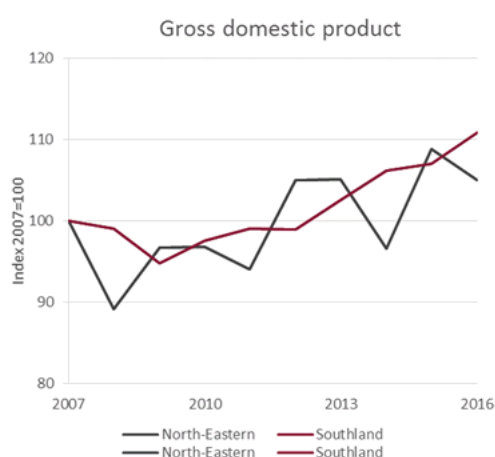
The North-Eastern Community has an increasing population receiving income from superannuation. This is consistent with the ageing population in the community.

The proportion of the community that receive income from interest and dividends has decreased significantly falling six percentage points.



### Steady economic growth\*

Economic growth in the North-Eastern Community has followed a similar trend to Southland District though the path has been more volatile. The Community's GDP fell 10 percent in 2008 during the GFC but recovered quickly. The general trend has been positive since the GFC.



MAKING SENSE OF  
THE NUMBERS

How is the North-Eastern Community changing?

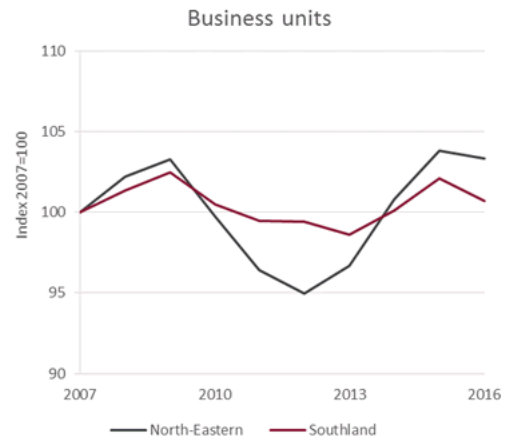
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Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



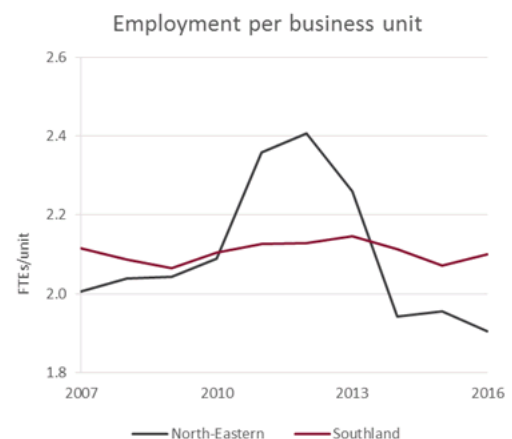
### More businesses\*

The number of businesses in the North-Eastern Community has followed a similar trend to businesses in Southland District though due it has been more volatile. From 2009 to 2012, the number of businesses in the North Eastern community fell by eight percent before returning to 2009 levels in 2015 and remaining constant. In Southland District, the decrease was substantially smaller with a decrease of just 3.5 percent.



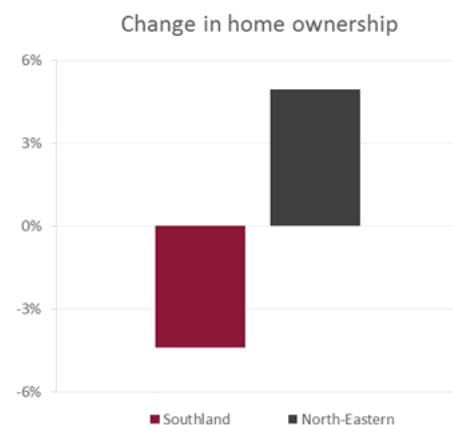
### Smaller businesses\*

Business size in the North-Eastern Community is very volatile. Due to the very high level of primary sector employment, employment across the community is very sensitive to price changes for the produced goods. In this case, it appears dairy prices have a large impact on employment in the economy. High dairy prices before 2013 resulted in businesses significantly increasing their employment, when prices started to fall in 2013, the extra employment quickly reversed.



### Increasing home ownership

With incomes growing faster than Southland District, the North-Eastern Community's home ownership rates are increasing. Across Southland District, home ownership fell by five percentage points, the opposite of the North-Eastern Community, which rose by five percentage points.



MAKING SENSE OF  
THE NUMBERS

How is the North-Eastern Community changing?

61

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



## 8 Profile of the Northern Community



### Key facts about the Northern Community

- Young community - median age of 36.6 years but population is ageing
- Large primary sector – 56 percent of employment
- Low unemployment and labour force participation
- Qualification levels similar to District but increasing quickly
- Lowest home ownership in Southland District
- Primary sector built around sheep and beef farming though this is decreasing
- Growth in dairy farming halted by falling milk prices
- Very small tourism industry

Southland District –  
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Compendium report – January 2018



## 8.1 Northern Community snapshot

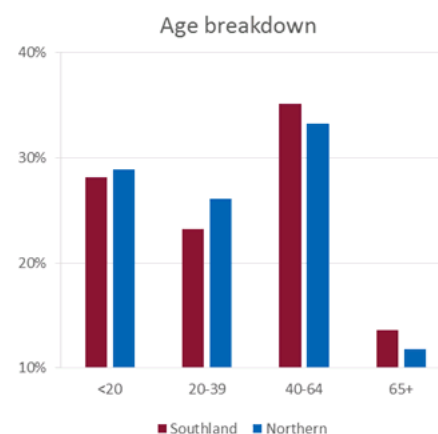
The Northern Community is a farming community of approximately 1,900 people (six percent of Southland District), with a third living in the townships of Lumsden and Mossburn.

*All figures are quoted as at the 2013 census unless otherwise stated. \*Data sourced from BERL database and Statistics NZ business demography tables.*

### Youthful population

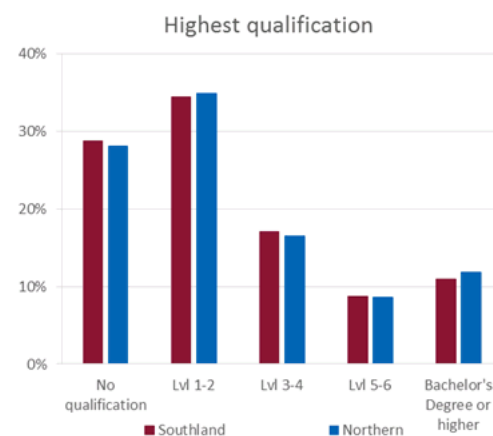
The Northern Community's population of 1,900 people is young relative to Southland. The median age of the Northern Community is two-and-a-half years younger than Southland District median at 36.6 years old.

The Northern Community's age difference to Southland district is mainly because the proportion of the population from 20 to 39 years old is 26 percent of the population compared to 23 percent in Southland District.



### Qualification levels similar to District

The qualification levels of the Northern Community are very similar to Southland District. Just under 36 percent of the population report having more than a high school education and 28 percent reporting no qualification at all. The proportion of the population with a level 5 qualification or higher is one percentage point higher than Southland at 21 percent. As Southland has a lower qualification levels than the rest of New Zealand, the Northern Community is also below average.



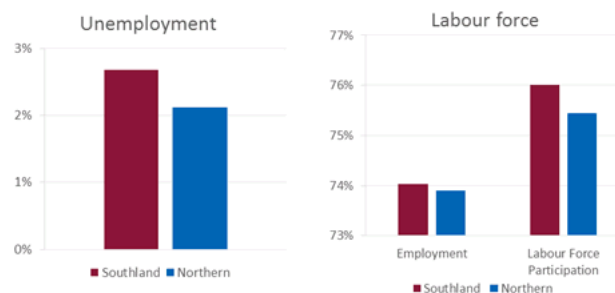
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THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Low unemployment, high employment rates

The Northern Community has very similar levels of labour force participation, unemployment and employment relative to Southland District. The Northern Community has slightly higher unemployment and labour force participation levels though the proportion of the populations in employment are almost identical.



### Primary sector employs 56% of labour force\*

Being a rural community, most of the Northern Community's labour force work in the primary sector. This is relatively larger than Southland District where just under half the employment is in the primary sector. Drilling deeper into the primary sector, the key segment is sheep, beef cattle, and grain growing accounting for 48 percent of the agricultural employment. This is different to other communities as Southland District's largest employer in agriculture is dairy farming.

Dairy farming accounts for 30 percent of agricultural employment in the community.

Industry employment	Northern	Southland
Primary	56%	44%
Manufacturing	9%	22%
Construction	9%	5%
Wholesale and Distribution	5%	8%
Retail Trade and Services	9%	11%
Business Services	4%	3%
Arts and Recreation Services	0%	1%
Social Services	9%	6%

### A community of farmers

Despite the differences in industries, the Northern Community has a similar pattern of occupations to Southland District. As the Northern Community is a farming community, a large number of "managers & professionals" will be farm managers. Likewise, a large proportion of "labourers" will be working on farms.

Occupation	Northern	Southland
Managers & professionals	49%	45%
Technicians & trades	6%	9%
Community & personal service	4%	5%
Clerical & admin	8%	6%
Sales workers	4%	4%
Machinery operators	6%	8%
Labourers	23%	24%

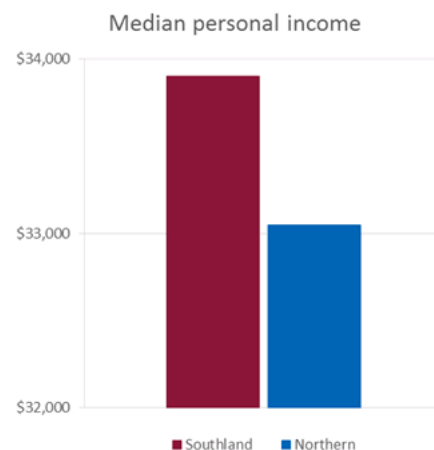


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Compendium report – January 2018



### Slightly lower income levels

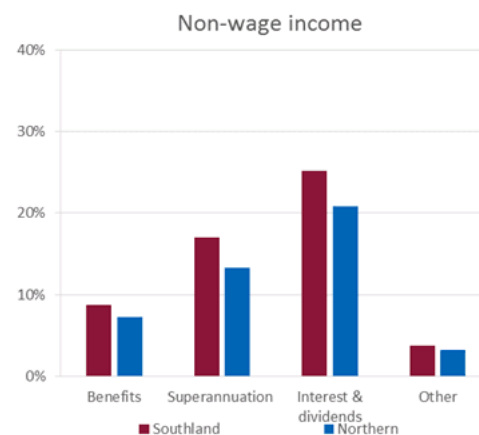
Personal income levels in the Northern Community are marginally lower than Southland District median of \$33,900. The median income in the Northern Community is \$33,050, the difference of \$1,000 per year results in the median person in the Northern Community receiving \$15 per week after tax less than Southland District median.



### Lower reliance on passive income

The Northern Community is less reliant on passive income sources than Southland District. Fewer people in the community receive income from every passive income source. Being a youthful community, fewer people receive Superannuation income than the Southland District average.

As unemployment in the Northern Community is only slightly lower than Southland District, the difference in benefit levels is due to the Northern Community having fewer people on the sickness benefit and domestic purposes benefit than Southland District.



### Primary sector deiving the economy\*

The primary sector is not only the largest employer, but also accounts for the largest proportion of the community's GDP. The Northern Community's Primary sector accounts for 62 percent of the total value created in the community.

Industry	GDP	Northern	Southland
Primary		62%	48%
Manufacturing		9%	22%
Construction		6%	4%
Wholesale and Distribution		6%	9%
Retail Trade and Services		5%	6%
Business Services		5%	6%
Arts and Recreation Services		0%	1%
Social Services		6%	4%



MAKING SENSE OF  
THE NUMBERS

Northern Community snapshot

65

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Less farms, more produce\*

Despite having a proportionately larger primary industry than Southland in terms of employees and GDP, the Northern Community has a lower proportion of businesses in the industry to Southland. This is due to the FTEs per business unit and GDP per business unit in the Northern Community being larger than the Southland average.

“Business Services” account for 31 percent of businesses in the Northern Community, most businesses in this category are residential rental properties.

### Smaller businesses, bigger farms\*

Business in the Northern Community are relatively smaller than in Southland District. Due to not having large scale manufacturing businesses like other communities, the average manufacturing business employs 9.5 FTEs, just over a third of the average for Southland District.

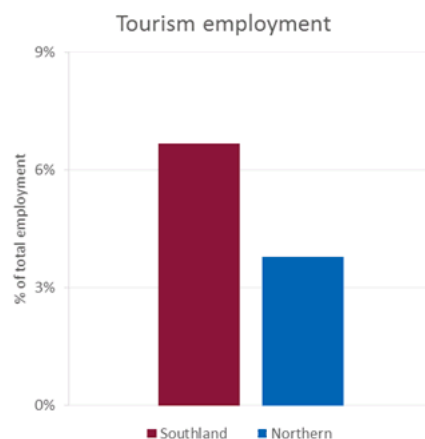
The only industries in the Northern Community that have larger business sizes than the respective industries in Southland District are primary and construction.

### Small tourism industry\*

The Northern Community’s tourism industry is small, only accounting for four percent of employment, proportionately over 30 percent less than the Southland employment level. In this section, tourism expenditure is defined as spending on accommodation, food and beverage services, and sport and recreation activities.

Industry business units	Northern	Southland
Primary	44%	50%
Manufacturing	2%	2%
Construction	5%	5%
Wholesale and Distribution	3%	3%
Retail Trade and Services	8%	7%
Business Services	31%	29%
Arts and Recreation Services	1%	1%
Social Services	6%	3%

Employment per unit	Northern	Southland
Primary	2.3	2.1
Manufacturing	9.5	28.0
Construction	3.1	2.7
Wholesale and Distribution	3.3	7.4
Retail Trade and Services	2.1	3.7
Business Services	0.2	0.3
Arts and Recreation Services	0.2	2.1
Social Services	2.7	4.9

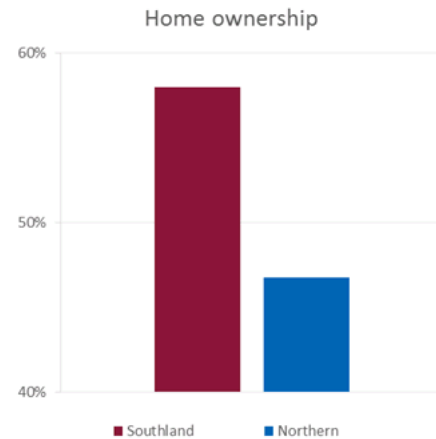


Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



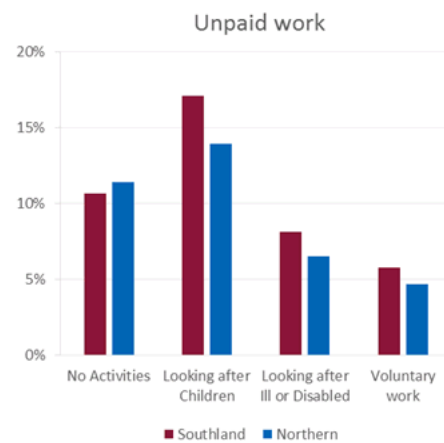
### Low home ownership

Being a young community, the Northern Community has a substantially lower rate of home ownership than the rest of Southland District. The Northern Community home ownership rate is the lowest of the seven communities with just 47 percent of the population owning their usual residence.



### Engaged community

The Northern Community are less engaged in their community than Southland District. In the Northern Community, only 11 percent of the community engage in no unpaid activities. The majority of unpaid work is looking after children in the person's household. In looking after children, ill or disabled from outside their household and volunteer work, the Northern Community is less engaged than the rest of Southland District population.



MAKING SENSE OF  
THE NUMBERS

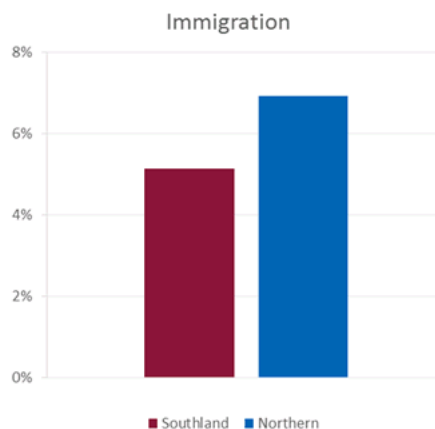


## 8.2 How is the Northern Community changing?

*All changes are to the 2013 census unless otherwise stated.*

### High international immigration

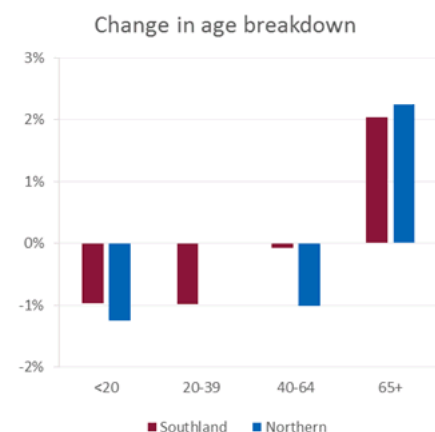
The Northern Community has the highest rate of migration from overseas of the seven communities; seven percent of the population reported moving to the community over seven years. Of the Southland population, five percent had migrated in the same period.



### Ageing population

The Northern Community, like Southland District and New Zealand, has an ageing population. The proportion of the community over 65 increased by two percentage points from 2006.

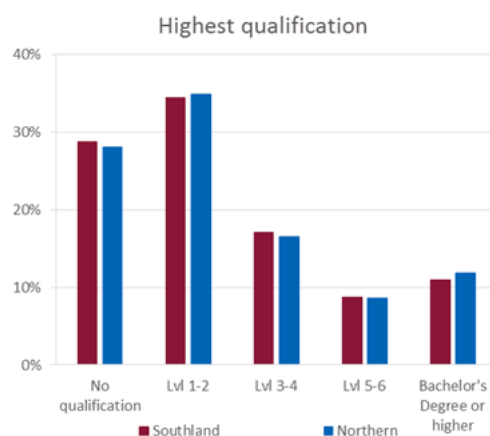
The median age of the Northern Community is also growing faster than Southland District rising from 34 in 2006 to 36.6. In the same period, the median age for Southland District increased 1.4 years.



### Rapid growth in qualification

The Northern Community's education levels are currently very similar to Southland District but this has not always been the case. Since the 2006 census, the proportion of the community with no qualification has fallen by 10 percentage points from 40 percent to 30 percent.

The Northern Community's education levels has increased faster than Southland District for almost every level, the largest change being the proportion of the population with bachelor's degrees which doubled over the seven year period.



MAKING SENSE OF  
THE NUMBERS

How is the Northern Community changing?

68

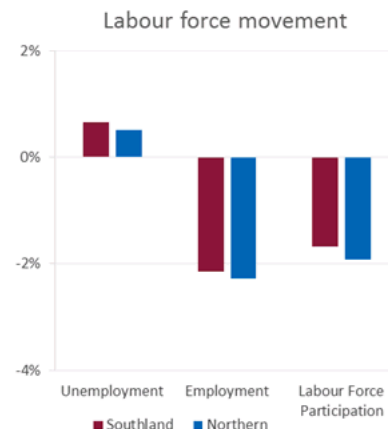
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Shaping Positive Community Futures  
Compendium report – January 2018



### Leaving the labour force

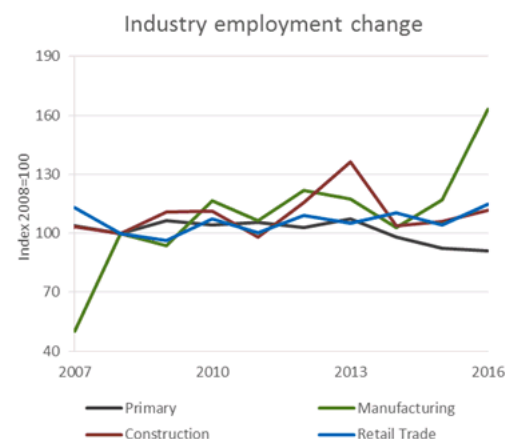
The Northern Community's labour force has followed a similar trend to Southland District's since the 2006 census; the labour force participation rate is falling, and unemployment is rising resulting in a two percentage point reduction in employment for the community.

Since the 2013 census, Ministry of Social Development's benefit data show unemployment benefit rates have fallen across Southland by 25 percent to June 2017. Given the similarities at the time of the 2013 census, it would be expected that the Northern Community has also followed this trend.



### Employment shifting away from the primary sector\*

The primary sector, while by far the largest employer of the Northern Community, is shrinking. In 2008, 66 percent of the Community's labour force were working in the primary sector. This has been steadily decreasing to the current level of 55 percent. The industry that has grown the most as a result of this trend is manufacturing which has doubled its proportion of employment in the last three years though this is from a very low base there was a similar jump in 2008. Other industries have remained fairly flat over this period.



### Labourers moving indoors

Southland District's population have seen only very minor shifts in occupation since the 2006 census. The Northern Community has changed substantially more though the changes are still small; the biggest change is the increase in workers in "clerical and admin" work which has increased by two percentage points at the expense of labouring which has fallen three percentage points.

Change in occupation	Northern	Southland
Managers & professionals	1%	-1%
Technicians & trades	1%	0%
Community & personal service	-1%	0%
Clerical & admin	2%	0%
Sales workers	-1%	0%
Machinery operators	1%	1%
Labourers	-3%	0%



MAKING SENSE OF  
THE NUMBERS

How is the Northern Community changing?

69

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



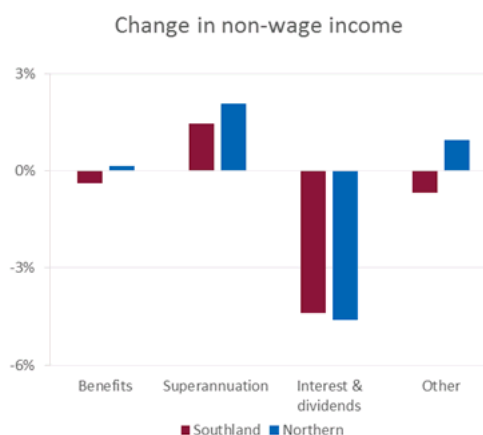
### Income growth matching the District

Median incomes for individuals in the Northern Community, now at \$33,000 per year, are growing at a similar rate to Southland District. While the trajectory is similar, the Northern Community's median income is consistently marginally lower than Southland District.



### Less beneficiaries, more pensioners

Consistent with the ageing population, the reliance on Superannuation has increased. There is also a slight increase in the number of beneficiaries in the community. The largest change is the proportion of the community that receive income from interest and dividends which decreased by four percentage points, slightly more than Southland District.



### Consistent economic growth\*

As Southland's workforce is proportionately similar to the Northern community, the Northern Community's GDP also follows a similar trajectory. Economic growth has been more volatile in the Northern Community due to heavily relying on the primary sector. On average, GDP has been growing at a rate of one percent per year which is very similar to Southland District.



MAKING SENSE OF  
THE NUMBERS

How is the Northern Community changing?

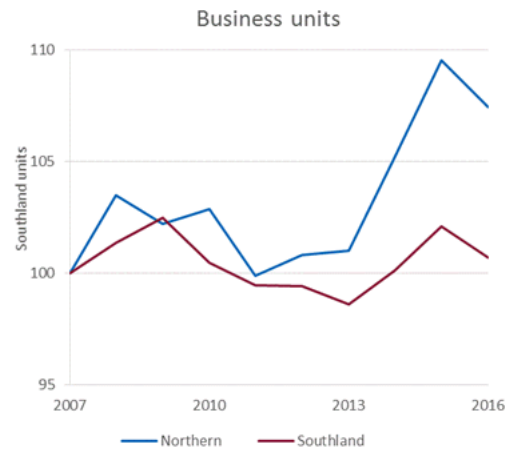
70

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



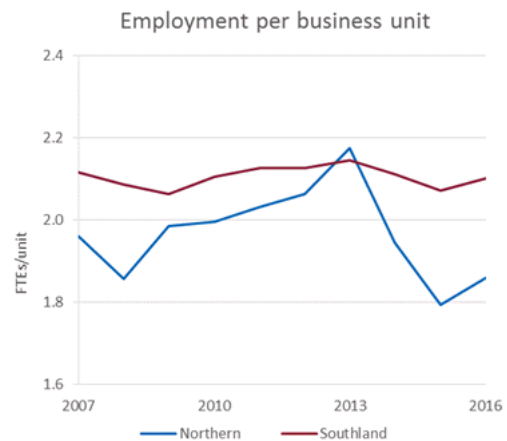
### More businesses\*

The number of businesses in the Northern Community followed a similar trend to Southland District from 2007 to 2013. Since 2013, growth in the number of businesses has been much faster, increasing by 10 percent in just two years.



### Smaller businesses\*

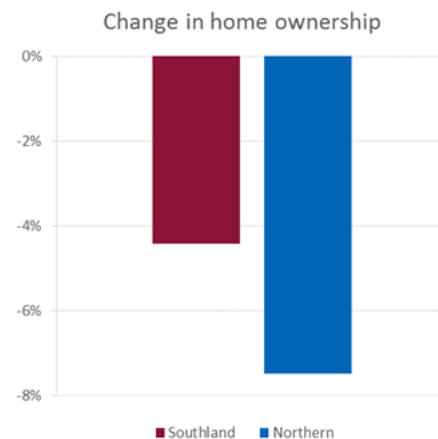
Business size in the Northern Community has been fairly volatile over time. The Northern Community's businesses were growing to 2013, and dropped until 2015 before stabilising again in 2016. This rapid decrease from 2013 to 2015 is the result of the above trend of more businesses, with only small growth in the labour force, an increase in the number of businesses results in smaller average business size. Business size has been very constant over time in Southland District with average businesses employing around 2.1 FTEs.



### Decreasing home ownership

From 2006, home ownership fell seven percentage points to 47 percent. The rate of decline has been constant over an extended period. Since 2001, the home ownership rate has been falling by more than one percentage point per year.

Incomes in the community are relatively low but growth in incomes has been the same as in Southland District.



MAKING SENSE OF  
THE NUMBERS

How is the Northern Community changing?

71

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



## 9 Profile of the Stewart Island-Rakiura Community



### What makes the Stewart Island-Rakiura Community unique

- The Stewart Island-Rakiura Community is a very small community and is much older than the other communities
- Low unemployment and low labour force participation
- Highly qualified and qualification levels are increasing
- Low income levels and high reliance on Superannuation, income growing slowly
- Reliant on the tourism industry
- Highest home ownership rate in Southland District and home ownership is increasing
- Primary sector is based around fishing



MAKING SENSE OF  
THE NUMBERS

How is the Northern Community changing?

72



Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018

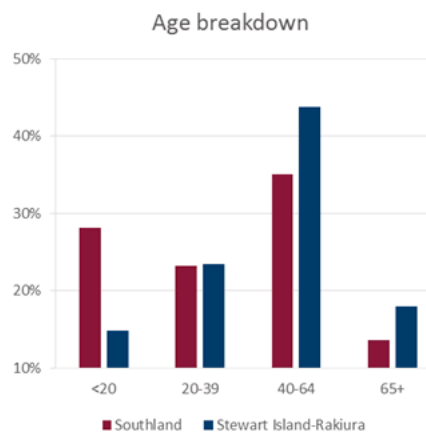


## 9.1 Stewart Island –Rakiura Community snapshot

All figures are quoted as at the 2013 census unless otherwise stated. \*Data sourced from BERL database and Statistics NZ business demography tables.

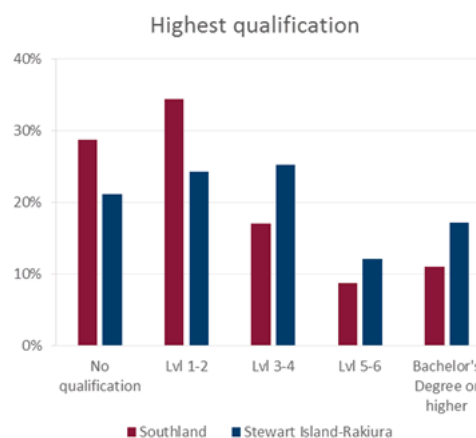
### Relatively old population

The Stewart Island-Rakiura Community is the smallest and oldest community with a population of 400 people and a median age of 48.5 years old. Being an island with no high school, the Stewart Island-Rakiura Community has a small proportion of the population aged under 20. At 15 percent, the Stewart Island-Rakiura Community has by far the lowest youth population of the seven communities.



### Highly qualified community

The Stewart Island-Rakiura Community has much higher qualification levels than Southland District. Only 20 percent of the population have no qualification and almost 20 percent of the population have at least a Bachelor's Degree.



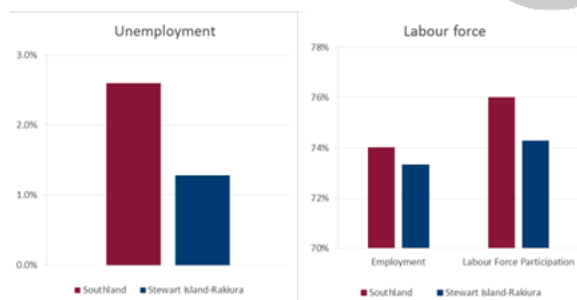
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THE NUMBERS

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Very low unemployment, but low participation

The Stewart Island-Rakiura Community's unemployment rate is very low; just over one percent of the population are unemployed. With the relatively high number of people over 65 years old, the labour force participation rate is slightly lower than in Southland District.



### Reliance on the retail industry\*

With low population growth, there is very little construction occurring in the Stewart Island-Rakiura Community, with only two percent of the population employed in construction.

More than one quarter of the population are employed in retail Trade indicating that the economy has a strong tourism component.

Industry employment	Stewart Island	Southland
Primary	40%	44%
Manufacturing	11%	22%
Construction	2%	5%
Wholesale and Distribution	6%	8%
Retail Trade and Services	26%	11%
Business Services	11%	3%
Arts and Recreation Services	0%	1%
Social Services	5%	6%

### Managing retail businesses

With very high employment in retail trade, only one percent of the Stewart Island-Rakiura Community population reported being employed as sales workers. This is due to many small businesses requiring only one employee to manage the day to day running of the business.

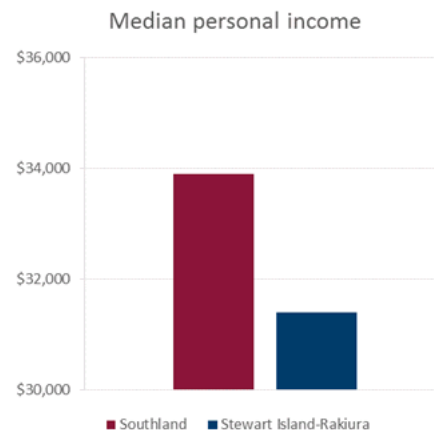
Occupation	Stewart Island	Southland
Managers & professionals	46%	45%
Technicians & trades	10%	9%
Community & personal service	13%	5%
Clerical & admin	10%	6%
Sales workers	1%	4%
Machinery operators	1%	8%
Labourers	19%	24%

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



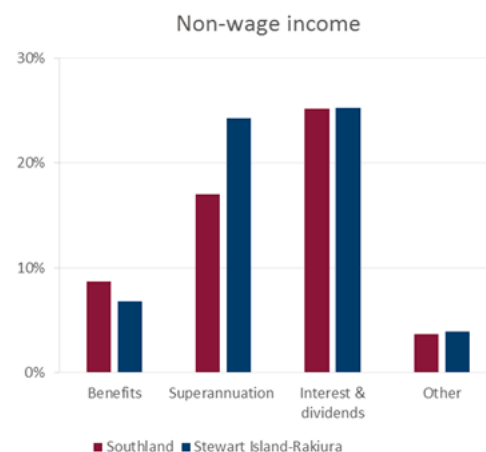
### Low personal income

The Stewart Island-Rakiura Community has a very low median income at \$31,500 11 percent less than Southland District's median income.



### Greater reliance on Superannuation

With a relatively old population, the Stewart Island-Rakiura Community has a higher proportion of individuals receiving income from Superannuation schemes. Almost one quarter of the population receive income from Superannuation.



### Tourism sector driving the economy\*

Business services, mainly providing residential accommodation, account for 36 percent of the total value added in the Stewart Island-Rakiura Community. This shows the strong effect of tourism on the local economy. Retail trade and services, another tourism-characteristic industry, accounts for a further 11 percent of the GDP in the community.

Industry	GDP	Stewart Island	Southland
Primary		35%	48%
Manufacturing		9%	22%
Construction		1%	4%
Wholesale and Distribution		6%	9%
Retail Trade and Services		11%	6%
Business Services		36%	6%
Arts and Recreation Services		0%	1%
Social Services		2%	4%



MAKING SENSE OF  
THE NUMBERS

Stewart Island –Rakiura Community snapshot

75

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Fewer farms\*

In the Stewart Island-Rakiura Community, less than a quarter of businesses operate in the primary sector, less than half the proportion of Southland District.

The other major difference is the retail trade and services industry are much larger accounting for just under a quarter of businesses in the community, almost four times the proportion in Southland District. These two differences suggest that the community's economy is driven by tourism rather than exports of primary produce.

Industry business units	Stewart Island	Southland
Primary	23%	50%
Manufacturing	5%	2%
Construction	5%	5%
Wholesale and Distribution	5%	3%
Retail Trade and Services	23%	7%
Business Services	31%	29%
Arts and Recreation Services	0%	1%
Social Services	8%	3%

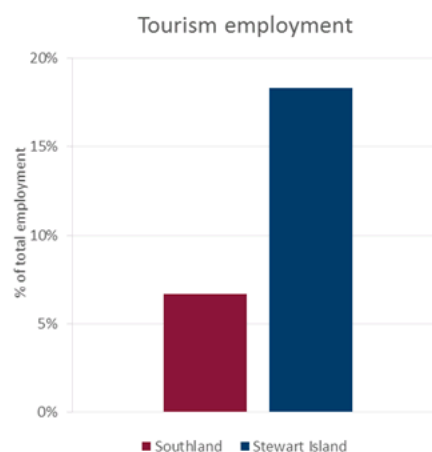
### Smaller businesses, bigger farms\*

While the Stewart Island-Rakiura Community has fewer primary sector businesses than Southland District, the businesses are larger. This is because the primary sector in the Stewart Island-Rakiura Community is built around fishing, while Southland District's primary sector is built on meat and dairy farms.

Employment per unit	Stewart Island	Southland
Primary	3.4	2.1
Manufacturing	4.2	28.0
Construction	0.7	2.7
Wholesale and Distribution	2.3	7.4
Retail Trade and Services	2.3	3.7
Business Services	0.7	0.3
Arts and Recreation Services	0.0	2.1
Social Services	1.2	4.9

### Great dependence on the tourism industry<sup>6\*</sup>

The Stewart Island-Rakiura Community has a relatively large tourism industry. 18 percent of the employment in the community is in a tourism related industry, compared to seven percent in Southland District.



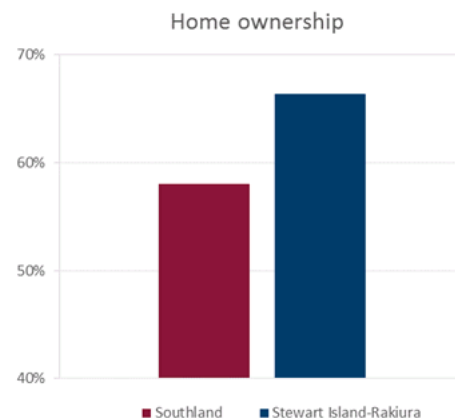
<sup>6</sup> Tourism is not a conventional industry in terms of ANZSIC. This employment is also included in other industries.

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Compendium report – January 2018



### High home ownership

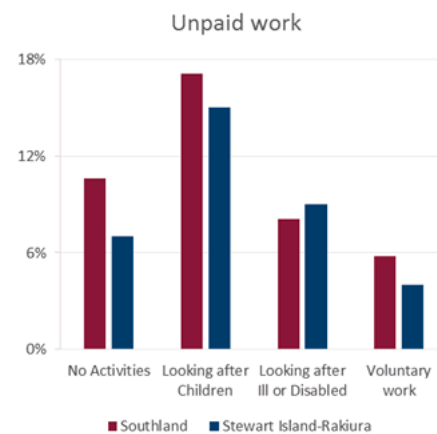
The Stewart Island-Rakiura Community, being much older than Southland District and having low population growth, has a much higher rate of home ownership than Southland District. Two thirds of the Stewart Island-Rakiura Community population live in an owner occupied dwelling. In Southland District, only 58 percent live in an owner occupied dwelling.



### Engaged community

Having an old population, the Stewart Island-Rakiura Community spend less time looking after children and more time looking after the ill or disabled than Southland District.

The Stewart Island-Rakiura Community is also much less likely to do no unpaid work.



MAKING SENSE OF  
THE NUMBERS

Stewart Island –Rakiura Community snapshot

77

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



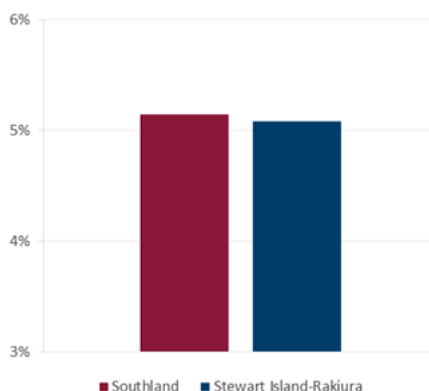
## 9.2 How is the Stewart Island-Rakiura Community changing?

All changes are from the 2006 to the 2013 census unless otherwise stated.

### Low international immigration

The Stewart Island-Rakiura Community has no population growth. The community's population of around 400 people has been constant since the census in 2001 but the international migration is very similar to Southland District.

Immigration

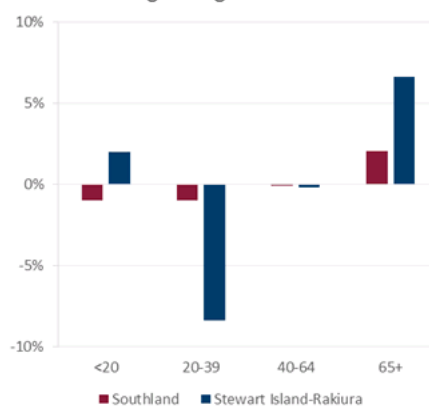


### Rapidly ageing population

The Stewart Island-Rakiura Community has a relatively old population and it is ageing quickly.

The median population age, currently 48.5 years old has increased 5.5 years in the seven years following the 2006 census. The Stewart Island-Rakiura Community population is ageing at a much faster rate than the New Zealand population and the other communities in Southland District.

Change in age breakdown

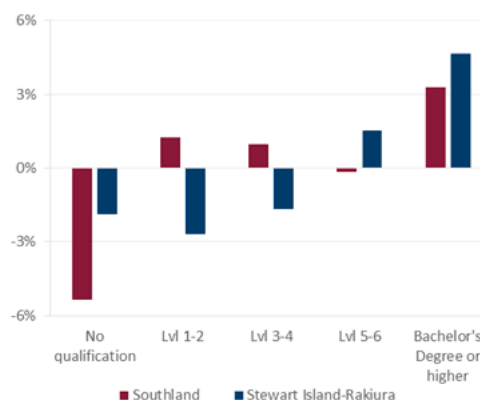


### Education growth

The Stewart Island-Rakiura Community has a highly educated community and high level qualifications are growing quickly.

At the other end of the scale, the Stewart Island-Rakiura Community has had very small changes in the number of people with no qualification. This will be due to the community already being relatively more qualified, and the small youth population resulting in low growth in high school qualifications.

Change in highest qualification



MAKING SENSE OF  
THE NUMBERS

How is the Stewart Island-Rakiura Community changing?

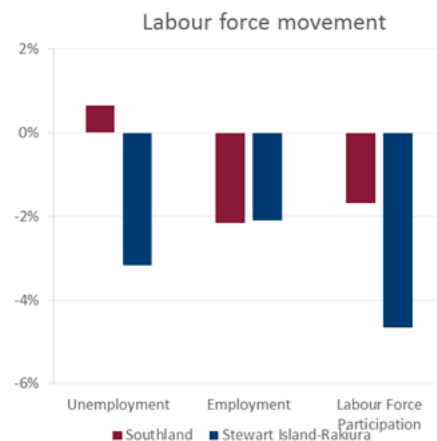
78

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



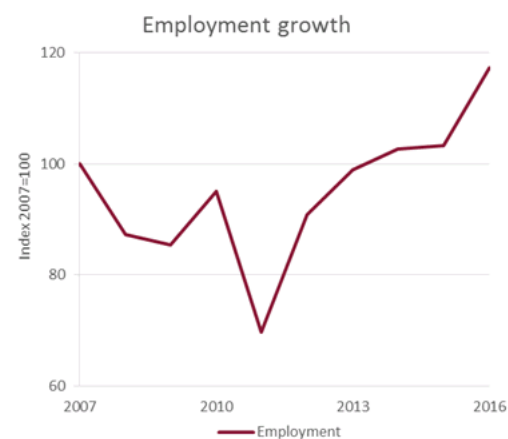
### Labour participation falling

The ageing population in the Stewart Island-Rakiura Community is having an interesting effect on the labour force. Despite likely still recovering from the GFC, unemployment is falling quickly. The labour force participation is also falling quickly. As there has been high growth in the proportion of the population over 65, this has a corresponding reduction in labour force participation, making jobs easier to find for those unemployed.



### Small population makes employment trends inconclusive\*

Due to the very small population in the Stewart Island-Rakiura Community, and the New Zealand household Labour Force Survey being based on a sample of the population, employment appears to be very volatile in the community. Looking at individual. In reality, employment will be much less volatile.



### Pattern of occupation changing

Workers in the Stewart Island-Rakiura Community have changed profession much faster than other communities. This will be partly due to the very low population, small changes in occupation have relatively larger effects on the overall statistics.

Change in occupation	Stewart Island	Southland
Managers & professionals	5%	-1%
Technicians & trades	-1%	0%
Community & personal service	-3%	0%
Clerical & admin	0%	0%
Sales workers	-2%	0%
Machinery operators	-5%	1%
Labourers	7%	0%



MAKING SENSE OF  
THE NUMBERS

How is the Stewart Island-Rakiura Community changing?

79

Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Slow income growth

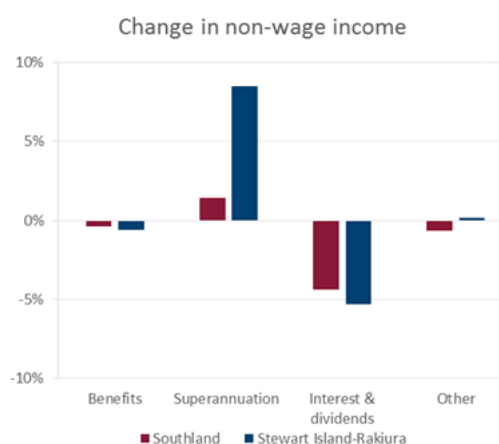
Income in the Stewart Island-Rakiura Community is growing at a slower rate to Southland District. In 2001, the median in the Stewart Island-Rakiura Community was six percent higher than Southland District.

Since the 2001 census, income growth has been much slower in the Stewart Island-Rakiura Community compared to Southland District, now the Southland District median income is two percent higher.



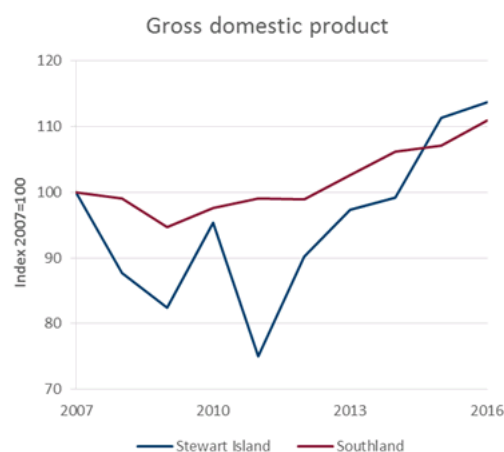
### Rapid growth in dependence on Superannuation

The number of people in the Stewart Island-Rakiura Community who receive income from superannuation is increasing rapidly. The proportion of the population that receive superannuation increased by 50 percent. This rapid growth is due to the population ageing so quickly.



### Volatile economic growth\*

Economic growth in the Stewart Island-Rakiura Community has been volatile. From 2007, the Stewart Island-Rakiura Community suffered as a result of the GFC with GDP falling almost 20 percent to 2009. From 2011, economic growth has been very strong with GDP increasing 57 percent in just 5 years. With the strong growth in the last five years, the Stewart Island-Rakiura Community's growth in the past decade is higher than the average in Southland District.



MAKING SENSE OF  
THE NUMBERS

How is the Stewart Island-Rakiura Community changing?

80

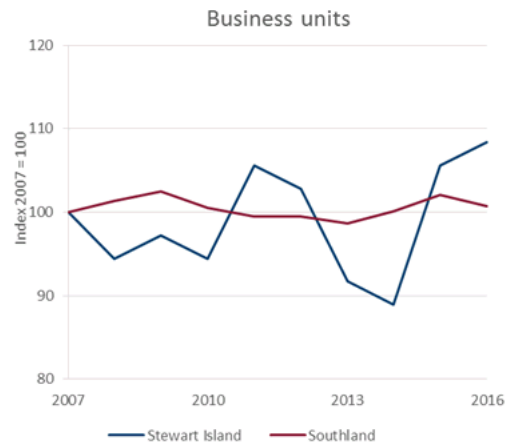


Southland District –  
Shaping Positive Community Futures  
Compendium report – January 2018



### Volatile stock of businesses\*

The number of businesses in the Stewart Island-Rakiura Community have remained fairly constant over the past decade. With a very small population, and a small number of businesses, the number of businesses appears to be fairly volatile but the changes seen are the result in only small changes in the number of businesses in the community.



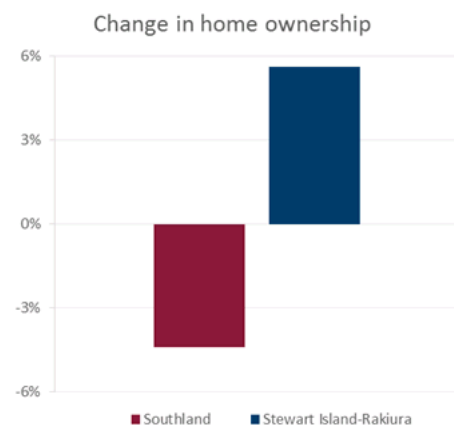
### Smaller businesses\*

Typical businesses in the Stewart Island-Rakiura Community are small though this has varied considerably. Over the last decade, average FTEs per business has varied significantly from as little as 1.2 FTEs per unit to 2.1 FTEs per unit. With the constant population, business size has been a driver for the volatility in the total number of businesses.



### Increasing home ownership

With incomes growing much slower than Southland District, ownership rates are increasing. Significantly. Home ownership in the Stewart Island-Rakiura Community increased six percentage points while home ownership in Southland District fell by over four percentage points.



MAKING SENSE OF  
THE NUMBERS

How is the Stewart Island-Rakiura Community changing?

81



## Milford Opportunities Project Update

**Record No:** R/18/1/1171  
**Author:** Simon Moran, Community Partnership Leader  
**Approved by:** Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

### Purpose

- 1 To update the Community and Policy Committee on progress with the Milford Opportunities Project.

### Update

- 2 On the 16<sup>th</sup> of November 2018 the inaugural meeting of the Milford Opportunities Governance Group was held in Invercargill. The independent chair is Dr Keith Turner and the members are Mayor Gary Tong, Mayor Jim Boulton, Aimee Kaio (Ngai Tahu), Jim Harland (NZTA), Bruce Parkes (DOC), Geoff Thomson (Business), Richard Lauder (Business), and Iain Cossar (MBIE).
- 3 The governance group approved the draft Terms of Reference (ToR), with some changes, and similarly the draft Request for Proposal (RFP) for the project managers role. The RFP was advertised on the 23<sup>rd</sup> of November, a copy is attached and includes the ToR.
- 4 The closing date for submitting a proposal for the Milford Opportunities project manager role was the 15<sup>th</sup> of December. In total 13 proposals were received although one was submitted after the stated closing time.
- 5 The assessment panel met on January 19<sup>th</sup> to compare assessments and identify a shortlist who were then asked to make a presentation to the governance group on the 26<sup>th</sup> of January.
- 6 A further Milford visit and governance group meeting is planned for 15/16 February.

### Recommendation

**That the Community and Policy Committee:**

- a) **Receives the report titled “Milford Opportunities Project Update” dated 29 January 2018.**

### Attachments

- A Milford Opportunities Request for Proposal and Terms of Reference [↓](#)



**Southland District Council  
Request for Proposal  
to undertake the  
Project Management Role for the Milford  
Opportunities Project**

**Closing date: Friday, 15 December 2017**

<b>1.</b>	<b>Introduction .....</b>	<b>3</b>
1.1.	General.....	3
1.2.	Background .....	3
1.3.	Scope .....	3
1.4.	Timeline .....	3
1.5.	Southland District Council .....	4
<b>2.</b>	<b>Key Competencies .....</b>	<b>4</b>
<b>3.</b>	<b>Role of the Project Manager .....</b>	<b>4</b>
3.1.	Projects .....	4
3.2.	Project Oversight.....	5
3.3.	Liaison.....	5
3.4.	Project Management/Coordination .....	5
3.5.	Project Communications & Reporting.....	5
<b>4.</b>	<b>RFP Process .....</b>	<b>6</b>
4.1.	Overview.....	6
4.2.	Timetable.....	6
4.3.	Format for Responses.....	6
4.4.	Evaluation Criteria .....	7
4.5.	Ownership .....	7
4.6.	Legalities.....	8
4.6.1.	Confidentiality and Limitations upon Use.....	8
4.6.2.	Legal Effect of Request for Proposal.....	8
4.6.3.	Liability for Information .....	8
4.6.4.	Intellectual Property.....	8
4.6.5.	Instructions to Vendors.....	8
<b>5.</b>	<b>Key Contact .....</b>	<b>10</b>
	<b>Appendix 1 – RFP Information Requirements.....</b>	<b>11</b>
	Contact Details .....	11
	Executive Summary/Company Profile .....	11
	Relevant Experience and Track Record.....	11
	Methodology .....	12
	Other Matters .....	12
	Price schedule.....	13
	<b>Vendor Certification.....</b>	<b>14</b>
	<b>Appendix 2 – Terms of Reference .....</b>	<b>15</b>

## 1. Introduction

### 1.1. General

This Request for Proposal (RFP) is for the provision of Project Management and research services for the Milford Opportunities Project (MOP). The Terms of Reference (ToR) (Appendix 1) should be considered when developing any proposal.

### 1.2. Background

The Milford Opportunities Project is a response to the increasing pressures that Milford, Fiordland, and the wider tourism sector are experiencing. Increasing numbers and the opportunities for managing them is an issue that affects the environment, communities, and the economy. There is also a chance to create leveraging opportunities for Te Anau, Southland, and New Zealand Inc. The way visitors travel, particularly the trend away from the 'packaged bus tour' and towards greater numbers of Free Independent Travellers (FIT), has the potential to enable spreading the load from 'must do' visitor hotspots to broader regional tourism.

It is important that when looking at Milford opportunities, we consider Milford in its broadest context. The Milford experience is much more than just the activities that visitors can have in Milford Sound because the way people choose to travel creates different opportunities along the way. Understanding key issues such as the way people travel, how they determine their itineraries, what experience they are looking for, and visitor flows in and out of Milford will enable us to maximise opportunities for tourism and economic growth for the region.

Multiple agencies have an interest and are stakeholders in future planning and development of opportunities associated with Milford growth including: Southland District Council (SDC), Department of Conservation (DOC), New Zealand Transport Agency (NZTA), Iwi, Milford Sound Tourism ((MST) - formerly the Milford Sound Development Authority (MDA)), Environment Southland (ES), Ministry of Business Innovation and Employment (MBIE), Ministry of Transport (MOT), Ministry of Civil Defence and Emergency Management (MCDEM).

### 1.3. Scope

The scope of the Milford Opportunities Project is set out in the Terms of Reference reproduced in Appendix 2.

### 1.4. Timeline

GG meeting – approve Project Manager appointment – approve Project Manager's methodology, reporting schedule for generic research phase	Simon Moran Southland District Council	1 February 2018
GG meeting – progress update	Project Manager	30 April
GG meeting – progress update	Project Manager	29 June
Generic research projects final drafts completed	Project Manager	20 July
GG meeting - Confirm with GG the timeframe and deliverables for Sector Lead projects - Present business cases for the other projects that have been identified	Project Manager	3 August 2018
Supporting projects by other organisations or contracted by the Milford Opportunities project manager as approved by the Governance Group.	Project Manager	30 June 2019
Developing the Master Plan	Project Manager	29 November 2019

### 1.5. Southland District Council

Southland District Council is providing financial and contract administration for the Milford Opportunities Project Governance Group.

## 2. Key Competencies

The project manager must:

- Be **visionary**, ambitious, a team builder, and comfortable with ambiguity.
- Resource the project appropriately with a multi-disciplinary team based on the requirements for each stage – for example, it is likely that a number of people will be required to undertake Phases 1 & 3 but would be significantly downsized for the co-ordination role in Phase 2.
- Be a strong relationship manager with an ability to co-ordinate and communicate clearly and well with multiple stakeholders.
- Work co-operatively with organisations that will be undertaking Milford Opportunities projects outside of the project manager's direct control but they will still need to meet delivery timeframes specified by the Governance Group.
- Ability to have multiple projects functioning simultaneously and co-ordinate multiple partners and agencies
- Deliver high quality work that will assist with obtaining implementation buy-in and funding.

A clear understanding of the tourism industry, opportunities for market regionalisation, and experience in multi-disciplinary projects is important.

## 3. Role of the Project Manager

### 3.1. Projects

The projects will be undertaken as follows:

#### Phase 1

- Undertake the initial generic projects that form the baseline information for the sector lead projects which will require:
  - Working with all agencies to assemble and correlate existing information and research reports to understand the level and detail of information currently held for Milford.
  - A GAP analysis of the data needed vs data held and reporting those findings to Governance Group, including recommendations & rationale on the outstanding data required
  - Seeking additional data as approved by Governance Group
- As the baseline research project concludes the Project Manager will prepare business cases for the remaining projects approved by the Governance Group to be presented to potential funders.

**Phase 2**

The continuation of the project manager role as set out in sections 10.2 - 10.5, including the oversight, reporting, and delivery of projects in accordance with the project objectives and as approved by the Governance Group.

**Phase 3**

- Create a master plan for the future of Milford Sound and its corridor that will enhance them and Fiordland National Park as key New Zealand visitor 'icons' providing a 'world class' visitor experience. The plan will specifically address the need for accessibility, it will uphold conservation values, reflect the unique nature of the place, and add value to Southland and New Zealand Inc.

**3.2. Project Oversight**

- Maintain oversight of all project work-streams
- Understand the inter-relationships and dependencies between/across projects
- Monitor and report on the project budget

**3.3. Liaison**

- Liaise with Project Governance Group
- Liaise with Project Working Group
- Liaise with Project Leads/Organisations (lead agencies)

**3.4. Project Management/Coordination**

- Assist with the development of projects, project timeframes and milestones
- Encourage lead agencies to meet required timeframes and milestones
- Maintain an understanding of all project methodologies, progress/data/results, and how projects are proceeding including changes in scope, issues identified, gaps identified
- Co-ordinate/liase across all projects so that issues raised in one project are brought to the attention of others (project leads) for
  - potential incorporation in their work
  - avoidance of duplication
  - understanding of impacts and inter-dependencies
- Contract additional work approved by the Governance

**3.5. Project Communications & Reporting**

- Report to the Governance Group
  - At a frequency that ensures full brief on project progress including identification of risks, gaps and other issues that have or may arise in a timely manner
  - Provide overall analysis of what has been learned to date and actions taken
  - Provide interim and final reports at a frequency set by the Governance Group
- Maintain regular contact and work with key stakeholders, including SDC and DOC staff identified as project links.



## 4. RFP Process

### 4.1. Overview

A staff working group will assess the proposals received and report to the Governance Group recommending a preferred supplier. If the preferred supplier is approved by the Governance Group, any contract negotiation will be finalised between the Southland District Council and the successful Respondent.

At all stages, Council will endeavour to communicate in a timely manner to all respondents and to keep to this timetable as closely as practicable. Respondents that are not successful will be notified as soon as possible.

### 4.2. Timetable

Responses must reach the delivery address no later than 12.00 noon, Friday, 15 December 2017 by email. Southland District Council's Procurement Policy specifies that any late response received will not be considered for evaluation. It is the responsibility of all vendors to ensure that adequate time is allowed for the delivery of their proposal. The Council accepts no responsibility for ineffective deliveries irrespective of the cause; this includes lost responses or technical breakdowns.

<b>RFP issued</b>	<b>21 November 2017</b>
<b>Question and answer opportunity closes</b>	<b>10 December 2017</b>
<b>Deadline for Submission of Proposals</b>	<b>15 December 2017</b>
	Deadline is at 12.00 noon - responses received after this time will not be accepted
<b>Evaluation of proposals</b>	<b>22 January 2018</b>
<b>Shortlisted respondents present to the Governance Group (1.5 hour max)</b>	<b>26 January 2018</b>
<b>Successful respondent to lead a 'visioning' workshop</b> the dates will be already set with the Governance Group so the respondent will need to make themselves available)	<b>By 16 February 2018</b>

Best endeavours will be made to respond to all questions within a reasonable period. All questions and answers may be distributed to all respondents at Council's sole discretion. However, Council will endeavour to respect the intellectual property of respondents and not share information relating to unique offerings or innovations.

Responses should be provided by email (to Simon Moran at the email address in section 5 before the Deadline for Submission of Proposals). Vendors must provide electronic responses in a non-editable PDF format.

### 4.3. Format for Responses

Responses should address all of the matters stated in Appendix 1. The overall response should be sufficient to be read and interpreted on its own and should not rely upon the content of attached marketing and promotional material.

Costs must be provided within the price schedule. If an item incurs no cost, or if the cost is included within other items, this should be clearly indicated.

**Proposals should be submitted as a non-editable PDF file.**

#### 4.4. Evaluation Criteria

Responses received from vendors will be evaluated on the basis of information provided. Proposals will be evaluated by a panel of Council, DOC, NZTA, and MBIE staff using a weighted attribute method.

Attribute	Weighting
Relevant Experience and Track Record in delivering visionary projects	30%
Technical Experience and Resourcing	25%
Methodology	15%
Price	30%

When providing information on the attributes listed in the table above it would be helpful to consider the following:

- (a) Note examples of visionary projects and who in your team has worked on them
- (b) Who is working on the project and the extent to which they will be involved?
- (c) How the project will be resourced and undertaken to meet the required timeframes.
- (d) How will you satisfy specific project requirements as outlined in this document?
- (e) What is the approach you have planned to undertake the project?
- (f) Have you demonstrated flexibility to evolve and develop to meet changing project needs?
- (g) Can you show proven performance and experience?
- (h) What quality assurance monitoring and reporting do you do?
- (i) Can you demonstrate a commitment to stakeholder engagement and communication?
- (j) What is your relationship management processes?

Respondents should note that the Council reserves the right to withdraw from the tender process at any time without notice before entry into a contract. The Council also reserves the right to depart from the stated methodology in the evaluation of the tenders.

In evaluating the proposals, Council will consider all of these aspects, and any others it feels are pertinent. The relative weightings of each aspect and the degree to which individual requirements are enforced or relaxed will be at Council's sole discretion.

Vendors may be asked to make presentations, provide clarification, or supply supplementary information to their response. Requests for further information will be in writing and will indicate the time and required method of response.

#### 4.5. Ownership

Council shall retain the RFP, and all related terms and conditions, exhibits and other attachments, in original form in an archival copy. This document and all supplementary information provided prior to and subsequent to this RFP is commercial in confidence and all copies (produced with or without approval) will remain the property of Council and must be returned to Council upon request.

This document, or any part thereof, may only be reproduced, photocopied or transmitted with the prior approval of Council

#### 4.6. Legalities

##### 4.6.1. Confidentiality and Limitations upon Use

The information contained within this RFP is in the public domain by virtue of the RFP process. This information is provided solely for the purposes of enabling prospective service providers to prepare a proposal and is not to be used for any other purpose without the express permission of Southland District Council.

All information provided by Council in response to questions arising from this RFP, or in further discussions deriving from this RFP shall be considered confidential and should not be disclosed to outside parties, except to the extent that it is already publicly available.

##### 4.6.2. Legal Effect of Request for Proposal

Neither the issue of this RFP or your response to it will oblige either party to enter into any agreement.

##### 4.6.3. Liability for Information

All information provided within this document is provided only as a guide. We assume no responsibility for the accuracy of the details.

##### 4.6.4. Intellectual Property

Each party shall continue to own Intellectual Property held by it prior to the commencement of this contract.

All intellectual property associated with the project belongs to Southland District Council and the Ministry for Business Innovation and Employment and cannot be used elsewhere without the express permission of both of those parties.

The Consultant warrants that the Intellectual Property utilised or provided by the Consultant in the provision of the Services does not infringe the Intellectual Property rights of any other person.

##### 4.6.5. Instructions to Vendors

<b>Vendor Information</b>	Southland District Council understands that responses to the RFP may contain commercially sensitive information. All information included in vendor responses will be treated in confidence and will not be discussed with or made available to any third party.
<b>References</b>	Reference to Council or this RFP in any literature, promotional material, brochure or sales presentation is prohibited without the prior written consent of Council. Acceptance in whole or in part of a vendor's proposal does not void this requirement.
<b>Health &amp; Safety Certification</b>	Council has a standard Approved Contractor process. This entails completion of a certification form by the Vendor that includes compliance to standard OSH regulations. This will form part of the final Vendor Contract negotiations.

<b>Contract Conditions</b>	Standard contract terms and conditions will be negotiated at the time of the contract award. Should the Vendor have a standard Services/Supply Agreement, that should be included as part of this proposal submission.
<b>Clarification of RFP</b>	Any questions relating to this RFP must be submitted by email to SDC's Key Contact specified in Section 5. Under no circumstances must vendors contact or communicate directly with Councillors or personnel other than those named in the section entitled Key Contact below. Failure, to comply with this process may disqualify the vendor submission.
<b>Information Integrity</b>	All information supplied is believed to be accurate but Council accepts no liability for incorrect or incomplete information or misinterpretation by the vendor or any alleged misrepresentation.
<b>Preparation Costs</b>	Council will not be liable for costs incurred by vendors in the preparation of their proposal. Furthermore, any costs in relation to the answering of additional questions, or demonstration of services are entirely at the vendor's own expense.
<b>Checks and Privacy Act</b>	The vendor confirms on its own behalf and on behalf of any key personnel referred to in its tender, that Council is authorised to verify any information included in the response or disclosed to in connection with the responder (whether that information relates to such personnel or not).
<b>Indemnity</b>	The vendor shall at all times indemnify Council in respect of any direct loss, damage, cost (including costs incurred on a solicitor/client basis) or expense, as a direct result of services provided.
<b>Insurance</b>	The Vendor shall maintain at its own cost, at all times during any agreement with Council, Professional Indemnity Insurance of not less than \$1 Million.
<b>Validity Period</b>	Respondents are required to agree a validity period of 60 days for their proposal, which should commence from the tender closing date.
<b>Lowest Price</b>	Council reserves the right not to accept the lowest priced or any response.
<b>Contract Negotiation</b>	If a response is accepted, all statements made in the response (and/or the entire body of the response) will be expected to form part of the final contract/s between Council and the successful vendor/s. Council expects to negotiate a contract for which the price will be fixed for all services being provided.
<b>New Zealand Law</b>	Any agreement that arises from the RFP will be made under, and shall be interpreted by, the laws of New Zealand.
<b>Successful Vendor</b>	The successful vendor will be notified in writing of the acceptance of their response in full or in part. This will take the form of a formal Letter of Acceptance.
<b>Unsuccessful Vendor</b>	Unsuccessful vendors will be notified in writing that their response has not been accepted. Council makes no commitment to debrief unsuccessful responders on the evaluation and selection process.

<b>Obligation</b>	Preparation of the response is to be made without any obligation on Council to purchase any products or services included in the proposal.
<b>Discontinuance</b>	Council reserves the right to discontinue the evaluation and selection process implied by the release of this RFP, at any time and at its sole discretion.

## 5. Key Contact

All correspondence and enquiries should be directed to:

**Simon Moran**

Ph: 0800 732 732

Mob: 027 221 8222

Email: [simon.moran@southlanddc.govt.nz](mailto:simon.moran@southlanddc.govt.nz)

## Appendix 1 – RFP Information Requirements

### Contact Details

Item	
1. Contact Person	[RFP Manager responsible for all communications with Council]
2. Position	[Position within the company]
3. Phone Number	[landline, specify if this is a DDI]
4. Mobile Number	[mobile]
5. E-mail address	[work e-mail address]

### Executive Summary/Company Profile

Item
6. Organisation Name
7. Full Legal Name (if different)
8. Physical Address
9. Postal Address
10. Registered Office
11. Type of Entity (legal status e.g. registered company)
12. Registration Number
13. GST Registration Number

### Relevant Experience and Track Record

Item
14. Provide details of at least two relevant projects including the details of a primary contact person prepared to act as a reference.
15. Describe your organisation's structure, staffing and expertise. Explain how this is sufficient to deliver Council's requirements.
16. Describe your organisation's strengths and capabilities and how these will benefit the project.
17. Describe any weaknesses exposed in previous projects and the steps taken to address those.



**Technical Experience and Resourcing**

Item
18. Identify any third party vendors to be used, the extent to which they will be involved, their experience, and describe your business relationship with them.
19. List the relevant experience of all staff that will be involved in the delivery of the project and the extent to which they will be involved.
20. Describe how you will resource the various stages of the project
21. Identify the resources you have that are relevant to the project

**Methodology**

Item
22. Describe how you will undertake the work required
23. Identify how you will manage multiple stakeholder relationships
24. Identify how you will meet the timeframes
25. Describe the systems used and track and manage project delivery.
26. Describe the processes that will be used for quality assurance.
27. Describe the progress reporting you will provide to the Governance Group, project team, & other stakeholders.

**Other Matters**

Item
28. Identify anything else that you consider relevant

### Price schedule

Please complete a cost breakdown based on the following items. The vendor must agree to keep these prices valid for 60 days as of 15 December 2017. All amounts should be in NZ\$ and exclusive of GST. Please state any assumptions made in the costing of the solution.

Note that the Cost Type should be identified as either:

- Fixed (F) - fixed in the contract for services; or
- Variable (V) – variable because they depend on a metric of some sort.

Project Phase	Item	Cost	Cost Type	Assumptions
1. Project management and research reporting			F/V	
			F/V	
			F/V	
			F/V	
2. Project management & overview and stakeholder liaison & reporting			F/V	
			F/V	
			F/V	
			F/V	
3. Master Plan			F/V	
			F/V	
			F/V	
			F/V	
	Other (specify)		F/V	
	<b>Total costs</b>			



## Vendor Certification

*All vendors must complete the following in order for their proposal to be considered. This sheet should be completed, printed, signed and scanned to an attachment in the vendor response.*

This certification attests to the vendor's awareness and agreement to the content of this RFP and all accompanying calendar schedules and provisions contained herein.

The vendor must ensure that the following certificate is duly completed and correctly executed by an authorised officer of your company.

This proposal is submitted in response to Request for Proposal for the Project Management Role of the Milford Opportunities Project issued by the Southland District Council. The undersigned is a duly authorised officer, hereby certifies that;

\_\_\_\_\_  
(Vendor Name)

agrees to be bound by the content, terms and conditions and any clarification of this proposal, and any addenda thereto in the event of an award. The proposal shall remain in effect for a period of 60 calendar days as of the Closing Date of the RFP.

Person[s] authorised to negotiate on behalf of this firm for purposes of this RFP are:

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Signature of Authorised Officer:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Appendix 2 – Terms of Reference**

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### **Milford Opportunities**

#### **– A Multi Agency Approach**

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### **Terms of Reference**

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## Table of Contents

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<b>Appendix 2 – Terms of Reference .....</b>	<b>15</b>
<b>1 INTRODUCTION .....</b>	<b>17</b>
<b>2 PURPOSE.....</b>	<b>17</b>
<b>3 GUIDING PRINCIPLE.....</b>	<b>18</b>
<b>4 ISSUES.....</b>	<b>18</b>
<b>5 GENERAL OBJECTIVES .....</b>	<b>18</b>
<b>6 MULTI AGENCY APPROACH .....</b>	<b>19</b>
<b>7 GOVERNANCE AND MANAGEMENT STRUCTURE.....</b>	<b>20</b>
<b>8 ROLE OF GOVERNANCE GROUP .....</b>	<b>21</b>
<b>9 ROLE OF PROJECT WORKING GROUP.....</b>	<b>21</b>
<b>10 ROLE OF PROJECT MANAGER.....</b>	<b>21</b>
<b>11 EXTERNAL COMMUNICATIONS.....</b>	<b>22</b>
<b>12 OUTPUTS.....</b>	<b>22</b>
<b>13 PROJECT RESPONSIBILITIES.....</b>	<b>23</b>
<b>14 Indicative Project Timeframes.....</b>	<b>24</b>

## Milford Opportunities

### 1 INTRODUCTION

- 1.1 There has been much recent discussion about spreading the load from 'must do' visitor hotspots to broader regional tourism. This may have more potential now that there are significant changes to the way visitors travel, particularly the trend towards greater numbers of Free Independent Travellers (FIT). The increasing visitor numbers to Milford Sound are a chance to create leveraging opportunities for Te Anau, Southland, and New Zealand Inc.
- 1.2 It is important that when looking at Milford Opportunities that we consider Milford in its broadest context. Whether they be international or domestic visitors the experience starts when they begin thinking about and investigating coming to this part of the world. The Milford experience is much more than just the activities that visitors can have in Milford Sound because the way people choose to travel creates different opportunities along the way. Understanding key issues such as the way people travel, how they determine their itineraries, what experience they are looking for, and visitor flows in and out of Milford will enable us to maximise opportunities for tourism and economic growth for the region.
- 1.3 Planning for tomorrow based on what is happening today is likely to result in outcomes that are ad hoc and may result in unanticipated environmental effects, over capitalisation of assets, or significant opportunity costs. It is important that we understand what the future demand is likely to be like in order to maximise the benefits from Milford Opportunities and minimise the potential effects.
- 1.4 There are multiple agencies that have an interest and are stakeholders in future planning and development of opportunities associated with Milford growth including: Southland District Council (SDC), Department of Conservation (DOC), New Zealand Transport Agency (NZTA), Iwi, Milford Sound Tourism ((MST) - formerly the Milford Sound Development Authority (MDA)), Environment Southland (ES), Ministry of Business Innovation and Employment (MBIE), Ministry of Transport (MOT), Ministry of Civil Defence and Emergency Management (MCDEM).

### 2 PURPOSE

The Milford Opportunities Governance Group will:

- Provide strategic direction and leadership to ensure the opportunities of increased visitor experiences of Milford, Fiordland, and Southland are investigated;
- Establish the current baselines in Milford and along the corridor for:
  - The state of the environment;
  - The conservation values;
  - The number of visitors;
  - The level/type of commercial activity; and
  - The level/type of physical infrastructure.
- Consider the future demands/opportunities/effects for Milford tourism;
- Advocate for the development of projects that are identified from the work-streams.

## Milford Opportunities

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### 3 GUIDING PRINCIPLE

Enhancing Milford Sound, its corridor, and Fiordland National Park as key New Zealand visitor 'icons' providing a 'world class' visitor experience that is accessible, upholds the conservation values, reflects the unique nature of the place, and adds value to Southland and New Zealand Inc.

### 4 ISSUES

- 4.1 It is important to manage the increasing visitor numbers in a sustainable manner that has consideration for conservation values, environmental effects, infrastructure, and visitor experience.
- 4.2 There is a need to understand how Te Anau, Southland, and NZ Inc. can take advantage of the projected growth and further build on opportunities derived from it.
- 4.3 It is acknowledged that Queenstown is a major source of visitor numbers to Milford and there is an opportunity to further understand the nature of the relationship between Queenstown and Milford and how to leverage and manage future opportunities.
- 4.4 It is important to understand the various modes of transport impacting on visitor flows into and out of southern New Zealand and the associated linkages to other local attractions.
- 4.5 It is important to investigate and develop how Te Anau can benefit as a 'gateway' to the Fiordland National Park.

### 5 GENERAL OBJECTIVES

- 5.1 To develop an understanding of the opportunities for increasing the economic returns from visitors to Milford Sound and Fiordland for those places, for Southland, and for NZ Inc.
- 5.2 To develop a vision, strategy, and master plan for the future development of Milford Sound
- 5.3 To identify opportunities to enhance access to Milford Sound and Fiordland National Park in a sustainable manner.
- 5.4 To develop an approach to support Te Anau, Southland and NZ Inc to build on opportunities created by the Milford icon as a visitor attraction.

## Milford Opportunities

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### 6 MULTI AGENCY APPROACH

- 6.1 This is a multi-agency project so there is the opportunity for all key parties to be involved in the process and have ownership of the outcomes.
- 6.2 The agencies will have varying objectives for each of the work streams identified that will align with the overall project objectives and information will be shared.
- 6.3 Each of the work streams will have its own specific project plan with a designated Sector Lead project sponsor. The Project Manager will co-ordinate all work streams.
- 6.4 Working together for the benefit of the project is critical. Each stakeholder will use 'best endeavours' to share knowledge and provide information in a timely manner, and meet the project timelines specified by the Governance Group.
- 6.5 Stakeholders will provide the project manager with a list of parties that have been identified with interests in the project.

## Milford Opportunities

### 7 GOVERNANCE AND MANAGEMENT STRUCTURE

- 7.1 Milford Opportunities is to be governed and managed by way of the following structure as detailed below:

#### GOVERNANCE GROUP (GG)

Chair	Keith Turner	}	Independent
<ul style="list-style-type: none"><li>- SDC</li><li>- DOC</li><li>- MBIE</li><li>- Iwi</li><li>- QLDC</li><li>- NZTA</li><li>- Business</li></ul>	<ul style="list-style-type: none"><li>Mayor Gary Tong</li><li>Bruce Parkes</li><li>Iain Cossar</li><li>Aimee Kaio (Interim)</li><li>Mayor Jim Boulton</li><li>Jim Harland</li><li>Geoff Thomson</li><li>Richard Lauder</li></ul>		
		}	Political/Industry Representation

The GG is responsible for the Governance and Accountability of Milford Opportunities. It will appoint a Project Manager.

#### PROJECT WORKING GROUP

There will be a project team that will be the 'day to day' liaison for the Project Manager and maintain oversight of progress. The team will comprise representatives from SDC, DOC, MBIE.

#### PROJECT MANAGER

The Project Manager will be responsible for undertaking the initial generic projects that form the baseline information for the sector lead projects as well as the overall co-ordination of all sector projects for the GG.

#### SECTOR PROJECTS

Central Government	Community/ Local Government	Business interests
- DOC, MBIE, NZTA	- SDC, ES, EMS, VS, Iwi	- MST, DF, Operators

All sector led projects will be undertaken to meet the timeframes set out by the GG.

It is also important to note that some agencies may 'reside' in more than one sector.

Include a good cross-section of stakeholders in the projects, recognising that for some sector projects there will be limits to the level of involvement there can be.

## Milford Opportunities

### 8 ROLE OF GOVERNANCE GROUP

8.1 The Governance Group is delegated the role of project governance to:

- Provide overall direction for the project.
- Ensure clearly defined and detailed objectives for the project are delivered on.
- Be strong advocates for the project - locally, regionally and nationally.
- Appoint the Project Manager to oversee and coordinate the delivery of the respective work stream outcomes with the appropriate agencies, consultants and contractors.
- Ensure there is a high level of communication with all significant interest groups.

### 9 ROLE OF PROJECT WORKING GROUP

9.1 To provide a consistent 'day to day' point of contact for the Project Manager on behalf of the Governance Group.

9.2 To maintain an oversight of project's progress between report back to the Governance Group.

### 10 ROLE OF PROJECT MANAGER

#### 10.1 Projects

The projects will be undertaken as follows:

##### Phase 1

- Undertake the initial generic projects that form the baseline information for the sector lead projects which will require:
  - Working with all agencies to assemble and correlate existing information and research reports to understand the level and detail of information currently held for Milford as well as
  - A gap analysis of the data needed vs data held and reporting those findings to Governance Group, including recommendations & rationale on the outstanding data required
  - Seeking additional data as approved by Governance Group
- As the baseline research project concludes the Project Manager will prepare business cases for the remaining projects approved by the Governance Group to be presented to potential funders.

##### Phase 2

The continuation of the project manager role as set out in sections 10.2 - 10.5, including the oversight, reporting, and delivery of projects in accordance with the project objectives and as approved by the Governance Group.

##### Phase 3

- Create a master plan for the future of Milford Sound and its corridor that will enhance them and Fiordland National Park as key New Zealand visitor 'icons' providing a 'world class' visitor experience. The plan will specifically address the need for accessibility, it will uphold conservation values, reflect the unique nature of the place, and add value to Southland and New Zealand Inc.



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## Milford Opportunities

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- 10.2 **Project Oversight**
- Maintain oversight of all project work-streams
  - Understand the inter-relationships and dependencies between/across projects
  - Monitor and report on the project budget
- 10.3 **Liaison**
- Liaise with Project Governance Group
  - Liaise with Project Working Group
  - Liaise with Project Leads/Organisations (lead agencies)
- 10.4 **Project Management/Coordination**
- Assist with the development of projects, project timeframes and milestones
  - Encourage lead agencies to meet required timeframes and milestones
  - Maintain an understanding of all project methodologies, progress/data/results, and how projects are proceeding including changes in scope, issues identified, gaps identified
  - Co-ordinate/liaise across all projects so that issues raised in one project are brought to the attention of others (project leads) for
    - potential incorporation in their work
    - avoidance of duplication
    - understanding of impacts and inter-dependencies
  - Contract additional work approved by the Governance Group
- 10.5 **Project Communications & Reporting**
- Report to the Governance Group
    - At a frequency that ensures full brief on project progress including identification of risks, gaps and other issues that have or may arise in a timely manner
    - Provide overall analysis of what has been learned to date and actions taken
    - Provide interim and final reports at a frequency set by the Governance Group
  - Maintain regular contact and work with key stakeholders, including SDC and DOC staff identified as project links.

## 11 EXTERNAL COMMUNICATIONS

- 11.1 All external communications will be the responsibility of the Chair of the Governance Group.
- 11.2 The SDC communications team will prepare all written material to be communicated externally on behalf of the Governance Group.
- 11.3 The GG will ensure that all requests to prepare material are made in a timely manner and will maintain a 'no surprises' approach with the SDC communications team.

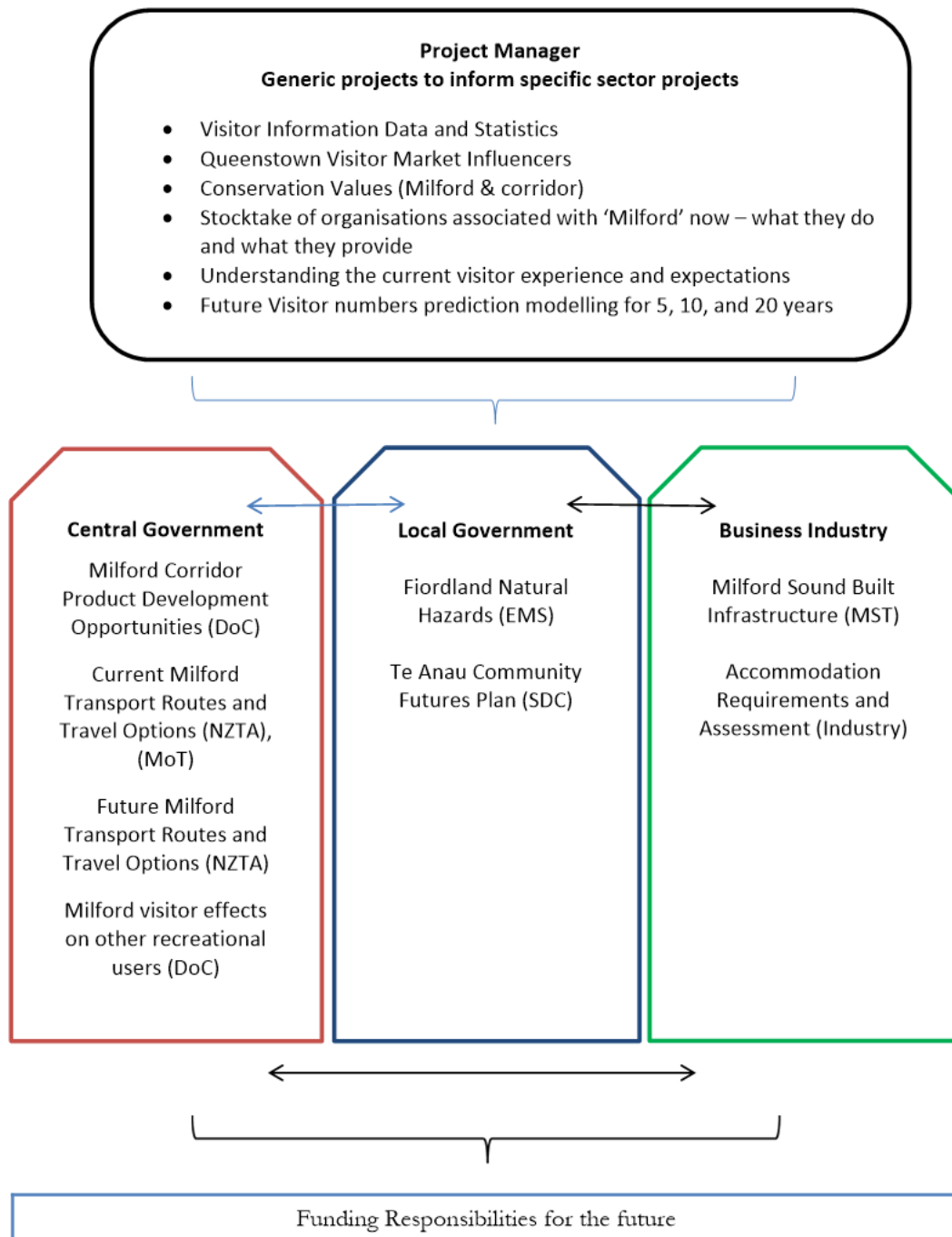
## 12 OUTPUTS

- 12.1 The Milford Opportunities outputs will be publicly available including the supporting data and final reports.

## Milford Opportunities

### 13 PROJECT RESPONSIBILITIES

- 13.1 The project deliverables reflect the responsibilities of the various agencies and sectors involved with the overall project. The projects may include but not be limited to those stated below.



## Milford Opportunities

### 14 Indicative Project Timeframes

Task	Who is responsible	To be done by	Completed
Complete draft of ToR	Simon	30 June	30 June
Contact Governance Group Members	Steve, Gary, Abby, Simon	8 September	27 September
Circulate draft ToR to possible GG members and other key stakeholders	Simon	15 September	27 September
Hold a GG meeting – approve ToR and RFP process for the Project Manager role	Simon	16 November	16 November
Advertise RFP	Simon	21 November	
RFP closed	Simon	15 December	
RFP evaluation – Steve Ruru, John Twidle, Simon Moran, Abby Cheeseman	Simon	20 January 2018	
GG meeting – possible presentations by RFP respondents – approve Project Manager appointment – approve Project Manager's timeframe, methodology, reporting schedule for generic research phase	Simon	26 January	
GG meeting – 2 day Milford experience and workshop with project manager	Simon	16 February	
GG meeting – progress update	Project Manager	30 April	
GG meeting – progress update	Project Manager	29 June	
Generic research projects final drafts completed	Project Manager	20 July	
GG meeting - Confirm with GG the timeframe and deliverables for Sector Lead projects - Present business cases for the other projects that have been identified	Project Manager	3 August 2018	
Supporting projects by other organisations or contracted the Milford Opportunities project manager as approved by the Governance Group.	Project Manager	30 June 2019	
GG meeting – presentation of all MOP projects	Project Manager	30 June 2019	
Master Plan preparation and presentation to the Governance Group	Project Manager	29 November 2019	



## Community Governance Project Update and Summary from Community Conversations

Record No: R/18/1/876

Author: Clare Sullivan, Governance and Democracy Manager

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

### Purpose

- 1 The purpose of the report is to provide the Community and Policy Committee with an update on the Community Governance Project and a summary of the community conversations held in late 2017.

### Executive Summary

- 2 The Community Governance Project was initiated by Council over two years ago to focus on developing the community governance and representation framework to work more effectively and efficiently for Council and the Southland district. It is providing significant background information to inform the Representation Review.
- 3 In April 2018 the Council will consider the Representation Review Initial Proposal containing the proposed representation arrangements that will be open for consultation throughout May 2018. The work undertaken to date on the community governance review will assist in producing appendices that will provide content and supporting information for a governance framework to support the Southland District Council's governance structure going forward. This will include considering the purpose of governance entities, what likely terms of reference will include (incorporating roles and responsibilities, delegations and powers to act, operating protocols, relationships between governing entities and community groups) and matters that will need further development over time.

district-wide coverage of representation at a local level – and ensuring that local input remains.

## **Recommendation**

**That the Community and Policy Committee:**

- a) Receives the report titled “Community Governance Project Update and Summary from Community Conversations” dated 17 January 2018.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) Endorses the Community Governance project and approach taken to inform and assist in the development of the Representation Review.**
- e) Endorses the timeline and key project milestones identified to complete the Representation Review process for the period February to August 2018.**

## **Background**

- 5 In 2015 the Council began work on the community governance project with a view to provide significant background information to inform the Representation Review and focus on developing the community governance and representation framework to work more effectively and efficiently for Council and its communities.

## **Issues**

- 6 The current community governance and political structures are, for the most part, similar to what they were since re-organisation in 1989 with a change in 2012 from single member wards to multi-member wards and some changes to community boards. In that time there have been a number of changes in our district including rapidly changing technologies, changing demographics and increased community aspirations. Almost 30 years from the re-organisation Council is asking how it needs to change. One third of the population of the district lives in an area where there is no local decision-making body yet there are 175 elected representatives with the current structure of Community Boards and subcommittees.
- 7 When this fact was presented to the public at the community conversations in April, May and November the vast majority of people considered this to be inequitable and not fair representation. The community governance project is looking to deliver a structure that is more efficient, effective and affordable, delivers equity of representation and keeps local input and involvement at its centre.
- 8 The community governance project has been discussed at a number of committee and council meetings, with community boards and community development area subcommittees throughout 2015 – 2017. Information about the project has been included in the October and December editions of First Edition which is circulated to each household in the district. A survey to seek views from the public has been available on the Council's website since November. It was the main topic of conversation at the most recent round of community conversations in November 2017 and was also discussed in April and May 2017.
- 9 An elected representative working group has been established and has attended the various community conversations recently held. The role of this group comprising the Mayor, three Councillors, two Community Board Chairs and two Community Development Area Subcommittee chairs is to provide feedback and inform points for consideration, the development of issues and options and governance requirements and opportunities for the Council.
- 10 Since the beginning of the 2016 – 2019 triennium the Council has begun to make some changes to its governance structure – these have included revised terms of reference for the community boards and CDAs, a revised committee structure and a new approach and way of working with community boards. This included Council supporting the community boards to be future focussed and thinking about wider communities of interest – geographic and issues based, acknowledging that community boards are part of the bigger district wide picture, to look at how we do things to ensure long term sustainability and affordability of service provision across the district and encouraging boards to lead and address various community-wide initiatives.
- 11 Council is continuing to promote a multi-agency approach when addressing future issues and advocating across the region and district for more of a partnering and collaborating approach.

- 12 Staff are supporting Council to produce the Representation Review Initial Proposal with appendices that will support the proposal and provide information for the governance structure. This will include draft terms of reference, draft delegations and powers to act, roles and responsibilities, operating protocols for governance groups and reporting and relationship responsibilities. It will also refer to other examples and learnings from other councils both in New Zealand and overseas. It will report on work that still needs to be completed including district versus local service delivery responsibilities, revenue and funding models, rating and local funding allocation responsibilities.
- 13 As part of the work for the community governance project the last round of community conversations focussed entirely on governance in the district and the representation review. As earlier noted nine conversations were held throughout the district in Lumsden, Winton, Wyndham, Te Anau, Otatau Riverton, Stewart Island (as part of the community fete), Tuatapere, and Tokanui.
- 14 Following short presentations from the Mayor and staff, participants asked questions, discussed various models and gave their views on governance in the region. Discussion at each area was in-depth and engaging. Those who attended took away a survey which asked a series of questions. A number of responses have been received and these – together with feedback provided at the sessions have been very useful identifying governance options.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 15 The statutory and legal requirements for the Representation Review are established and are being followed.

### **Community Views**

- 16 Community views have been sought through a variety of methods including community conversations, a variety of social media and radio advertising. There will be a formal consultation period for the Representation Review.

### **Costs and Funding**

- 17 The cost of the project is provided for in the Annual Plan.

### **Policy Implications**

- 18 Policy implications may be identified once the outcome of the review is known

### **Next Steps**

- 19 Analysis and preparation of documents for formal consultation is underway. Key project milestones include:

7 February - Elected Representative Working Group meeting - present feedback from community conversations and survey forms

8 February - Community and Policy committee – report on Community Governance Project update and summary of community conversations



20, 21 26 and 28 February (TBC) – three workshops for CDAs clusters and one workshop for community boards to update on preliminary draft proposal - informing and seeking comments on preliminary draft arrangements. Working Group to present.

7 March – Representation Review workshop with Council

21 March – Representation Review workshop with Council (if required)

20 April – Council meeting containing Report, Initial Proposal as consultation document and appendices,

30 April – Wednesday 6 June – Representation Review submission period

18-19 June - Council to hear submissions on the Initial Proposal

28 June – Council workshop to consider feedback to the Initial Proposal and preparation for Final Proposal

11 July - Council meeting to adopt Final Proposal

Mid-July to Mid-August - Public notice of final proposal and open for appeals or objections

## **Attachments**

There are no attachments for this report.



## Community Leadership Plan update

**Record No:** R/18/1/1388  
**Author:** Kelly Tagg, Community Partnership Leader  
**Approved by:** Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

### Project process

- 1 Council's Community Partnership Leaders are continuing to work through the community leadership planning process with our communities and key stakeholders.
- 2 As you will recall, phase one was Council focused and consisted of seven workshops being held with Councillors, members of the eight Community Boards and 19 Community Development Area Subcommittee's across the District. The workshops were held in strategic locations to allow groups of Community Boards and CDAs with similar interests and/or communities of interest the opportunity to interact and share ideas as part of this process.
- 3 Phase two was carried out in November 2017 and consisted of four key stakeholder workshops being held in Invercargill, Gore, Otautau and Te Anau facilitated by the Community Partnership Leaders with assistance from the Venture Southland Community Development team. These workshops essentially followed the same format as the elected member workshops with attendees being asked a similar series of questions.
- 4 Workshop attendees came from a wide range of local and national organisations such as Department of Internal Affairs, local museum trusts, community workers, schools, faith based groups, RSA's, promotions groups, Playcentres, progress leagues, local community representatives, Lions Clubs, District Health Board, Ministry of Education, Plunket, local medical trusts, Vet Club, emergency service providers (fire, police, ambulance), mining industry representatives and funding providers.
- 5 A summary document detailing the responses to the workshop questions is attached. Common themes such as the decreasing number of volunteers, concern over long term funding availability and a desire for increased collaboration and communication between organisations emerged from the workshops with those in attendance (particularly those in the not for profit sector) expressing concern about the ongoing sustainability of their organisations. Changing populations, lack of housing and access to public transport were also common themes.
- 6 The workshops were well received around with district with attendees enjoying the networking opportunities and the chance to discuss and share ideas.

### Next steps

- 7 Phase three is the next step in this process and involves wider community engagement. Originally it was planned to undertake this engagement in March 2018 however due to upcoming community consultation concerning the Representation Review and Long Term Plan also taking place in the early part of the year it has been decided to defer stage three until mid-year.
- 8 It is envisaged that phase three may involve a Council "fete" similar to the one held on Stewart Island in November 2017 as part of the Stewart Island Community Planning process. This would involve the Community Partnership Leaders, other staff and key stakeholders (still to be confirmed

but likely to include regional sporting agencies, health and education etc) basing themselves in strategic locations around the District for a fixed period of time with the intention of engaging with a range of Council residents and ratepayers to seek their feedback on the future of the Southland District.

- 9 The significance of youth input in to the community leadership planning process was also identified as being important and the Community Partnership Leaders are currently investigating options for engaging with youth such as Youth Council, visits to schools etc.
- 10 A further update on the Community Leadership Planning process will be provided to this committee prior to phase three implementation.

## **Recommendation**

**That the Community and Policy Committee:**

- a) **Receives the report titled “Community Leadership Plan update” dated 26 January 2018.**

## **Attachments**

- A CLP Summary Doc Phase 2 November 2017 [↓](#)

What are the three things your organisation is most proud of or has achieved over the past 3-5 years
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- Continue to exist. Increased membership. Increase in visitors to Fiordland
- Ante-natal classes have started back; high membership numbers (especially toy library); breastfeeding support (mostly voluntary); Plunket working = different providers; high quality maternity care; post-natal LME based in Te Anau; successful lobby/advocacy re: Lumsden Maternity
- Redirected our focus, now addressing social needs – employment of competent staff. Seeing the positive result of assisting people.
- Increasing church building size – able to use more for groups to use. Finally getting elderly housing on the go but not easy to do as community too small for rest home. Looking at possibility of employing a family worker, providing support for families in the community. Growth. Lake 2 Lakes Cycle Trail. Disc Golf Ivan Wilson Park. Food bank. Te Anau well set out with lots of parks, grassed areas etc
- Delivering comprehensive health services in the face of significant challenges such as demographic change decreasing funding. Sign off on rebuild of Dunedin Public Hospital. Continue year on year to increase elective surgical services.
- Museum/shop/camp. Manicured township. The ideal functioning community. Facilities – new public toilets, collaboration with SDC.
- Balfour/Riversdale Playcentre – steady roll. Children transition to school as we are part of the school. Centralising of resources.
- Maintaining ambulance services. Establishing health shuttle service. Providing affordable first aid courses.
- A good positive school (Hedgehope). Community hall – well maintained and well used. Good golf club. Volunteer fire brigade.
- Skate Park (Tokanui). Re-roofing school pool. Supported Curio Bay development, community cellphone reception, road sealing, toilet upgrade at Fortrose. Dump Station at Tokanui.
- 180 staff in the MLT area. Opened Thomas Green in Gore (very successful). \$1M back into the community.
- Continuing to meet needs of community during difficult times – give back as NGO but funding stretched and is an increasing issue. Great team of dedicated hard working staff. Partnerships with others in Community to overcome barriers for clients to access services particularly marginalised people eg Baby & You App etc.
- Still surviving financially.
- Increased numbers of visitors into town and region.
- Changing to a more community based entity rather than specific organisation.
- Increased commission selling, toilet access services, selling more retail products.
- Development of the NCEA4U programme in Winton, Gore and Ohai/Nightcaps which involves engaging second change learners and providing quality early childhood childcare. Ongoing

implementation of gifted and talented clusters across rural Southland to support schools.

Upholding and building on our reputation as a Quality Rural Education provider across all sectors – early childhood, schools, adult educations.

- Establishment of Te Araroa route through NZ – Cape Reinga to Bluff. Virtual completion of route and infrastructure to operational. Substantial growth of partnerships.
- Working in a community led space, supporting the community as determined by them, not us. Accessing funding for communities and community projects.
- Reduction in youth offending.
- Strong sense of country values eg respect, responsibility, care for our environment. Increased support for collaboration across schools. Environmental values – sustainable practices. Increased quality learning opportunities for our learners.
- Achieving the new visitor centre after 15 years. Improvement of amenities and protection of wildlife. Level of co-operation between SDC, DoC, Iwi, Trust.
- Moving Takitimu Community news to a facebook page – 1400 followers. (Decrease in printed newsletters from 550 down to 300 for the two townships). Opportunity to show off and profile positive activities. Communicating rural services.
- We are most proud of the upgrade of the (Otautau) war memorial and surrounds, of the installation of photo boards and flag poles and general tidy up. The new RSA meeting rooms (in the SDC Otautau office) have also helped attendance by way of modern warm meeting room.
- Upgrading the (Otautau) ambulance station. Replacing the health shuttle free of charge – no cost to the community. Maintaining sufficient volunteer staff to man the ambulance.
- 9 x heritage parks now established throughout Southland saving the diversity of fruit trees that the early settlers brought with them in the 19<sup>th</sup> century. Living archives with the stories if the families will be there for the next 80 years. Heritage Harvest Festival established as a solid annual event run by volunteers primarily. 10<sup>th</sup> year 2018. 2,000 – 3,500 attending over the weekend. 21 years operation of our environment centre, now own our building through crowd funding/fundraising. 50-80 visitor a day from Southland, New Zealand and overseas tourists.
- Trust is still sustainable within the area in these hard financial times. Working in collaboration with other Trusts within central/western southland. Kept Rural Community Support network viable and very active.
- Retaining two full time GPs in Otautau. Provide excellent accommodation, equipment for GPs & support staff. Being able to maintain financial stability. Employ staff to provide medical services that the community deserves.
- In our 7<sup>th</sup> year of running the event successfully. Raised over \$2,000 for the Health Shuttles plus thousands for other community organisations. Arranging corporate sponsorship for event for the next year (never done before).
- Northern Southland Cycle & Celebrate – a community event incorporating the Around the Mountain Cycle Trail with a bike race and gala day in Lumsden. The establishment of a MENZSHED. Our community programmes e.g. youth programmes and senior programmes.

- Continue to maintain an emergency response to assist our community in their time of need. Able to maintain our operational establishment of 28 members to a high level. Our commitment to training and response.
- Supporting a wide variety of families within the community. Working with a variety of organisations within community to support school/students. Developed a collaborative culture to support student learning.
- Raising funds for Otautau Health Shuttle. Funds raised by Lions all go back into Otautau Community. Sponsoring youth initiatives – Borland Lodge. Also completing maintenance at Borland Lodge.
- Assisted SDC with purchase of old Butchers Shop on corner of Company Road & Ohai-Nightcaps Rd to improve traffic. Priority given to employing people within local area. Mainly through word of mouth. Progressing quality rehabilitation of former coal mine, returning it to a farming asset for the benefit of SDC and Nightcaps CDA and general community.
- Create a family atmosphere and be welcoming to new people in the community. Have a youth program supporting local youth. Community work such as firewood days, SISTA's doing windows etc, spouting, gardening. GLS – Global Leadership Summit (annual event focused around leadership).
- Clinic rooms and playground have been updated. Playground has been fenced with Council help and support. The volunteer group has continued to remain strong in the local area and supports young families.
- Community Gardens, although still in its infancy we were commended at the recent Environment Awards. Skate park completion. Our organization was responsible for starting this initiative and spent the first two years researching, early planning and fund raising. Generally supporting families and individuals through difficult times and being available to advocate and support in any way possible, also helping our seniors set up new initiatives within their organization.
- Last building extension done 4 years ago, adding another part to the vet clinic and extending and landscaping the car park. Having a scholarship available for children of western southland families that are studying towards an agricultural degree with preference given to students studying to become a veterinarian. This scholarship is to the value of \$10,000 and can be split over several students. This year 7 students received some financial assistance. Giving financial support to students who have chosen to do “seeing practice” at Otautau Vets Limited (OVL). Students studying to become veterinarians get the opportunity to work under the guidance of experienced vets to get some hands on experience with large animals. WSVC pays for their food and accommodation for the 2 weeks that they live in Otautau

What are three things you're most proud of in the Southland District
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- Products available. Scenery. Community
- Sense of community. Strong volunteer commitment. Generous philanthropists/donations
- Continued support of Destination Fiordland and their RTO status. Lifestyle – museum/stadium. Seeing other companies/organisations committing to the area. Having a good hospital and medical centre in Te Anau. Isolation has the transport difficulty but it provides us with scenery and beauty
- Working Richardson Family have done around Invercargill. Lifestyle – slowness, not too many people. Scenery – variety. Schools – scouts, activities eg trampolining.
- Maintaining the level of funding that we invest in health service providers in the area.
- Venture Southland. Tourism Growth. Community Spirit. Gore Hospital.
- Regional Strategy – great idea and collaborative process. Communities are able to empower themselves. Love new brand. Council is more visible.
- Increased profile. Proud to live here. Support St John gets from Council. AED in towns 24/7.
- New branding for SDC – well done. Friendly nature. Motor Museum (Bill Richardson). Rooding issues generally well sorted. Supporting responsible camping initiative.
- We work hard as Southlanders to get things done “doers”. We make it happen. Good working together relationships – collaboration – talking about our place in relation to community collaboration. Great environment. Everything is close, don't have to travel big distances. Good places for families to raise children.
- Branding. Stadium/Velodrome. Self-reliance. Safe, friendly. Tour of Southland. People. Cycleways. Natural environments & resources. Farming. Fiordland & tracks, quality of life. Affordable housing. Free fees. Living in slice of paradise. Community ownership. Forest Hill, walking tracks. Funding. Rooding. Parks.
- New branding – uniforms/image. Quality of lifestyle for Southlanders, Te Anau's development for the future – new homes, medical trust etc.
- Ability to seek support funding for various projects within SDC. Community ownership and development. Winton Open Day. Forest Hill. Winton Walking Track. Winton Skate park.
- Tour of Southland. Farming. Stadium Southland and Velodrome. Cycleways. Fiordland and its tracks.
- Self-reliance – can do attitude. Safe place to live. Friendly. Natural environment.
- Access to resources, environments (slice of paradise). Free fees at SIT. Quality of life – low cost of living, access to quality schooling/education, community resources.
- The communities. The community support through staff and work done by Venture. The support for the roads and facilities in the towns and District. The landscapes.
- Lifestyle. Accessibility to outdoor activities. Promotion of Southland to rest of NZ – SIT, Velodrome etc



- Celebrating community achievements. Awareness of what happens rurally – closing the urban/rural divide maybe.
- Our dairy farms. Our southern scenic route.
- Like the new branding/signage. Supporting Venture Southland and their roles “Best Community Support Group”. We still look beautiful and rural with lots of potential (if we keep it that way).
- Caring people. Venture Southland.
- Safe, wonderful place to bring up family, outgoing people.
- Having involvement of funding organisations like Venture Southland. Resilience of communities and citizens. Amazing natural/eco-tourism opportunities.
- Our people, our friendliness. Venture Southland and their community support. Volunteers in a myriad of organisations.
- Friendly communities.
- A really great community feel. Great local facilities that support a variety of groups/sports.
- People – local community support of projects and groups. Good hunting and fishing – good rivers. Southland environment.
- Great, plentiful and accessible public facilities. Low density population.
- Scenery. Good soils. Nice people. Not much else – poor leadership.
- We have a well-child service that serves the whole of the Southland area. The work of Venture Southland for Southland. Businesses. New branding for the District.
- National Park - Fiordland, and the library bus has been amazing for our school ....To be honest, it is hard to know exactly what our Council does for our community. We actually don't have any contact from the Council apart from receiving accounts.
- Medical, Fire and Ambulance services. Cycle trail and walking tracks. Family friendly caring society. Good schooling.
- Wheelie bin service.

## Three things we all need to do better in the District

- Support the RTO. Financial support to area. Investors so we can grow. Communication. Monitor freedom camping
- Improved communication/resource sharing re: maternity/ECE. Better statistics i.e. MSD stats – demographics. Linking groups better
- Amalgamate all Councils. Avoid duplication but ensure representation by increasing councillors. Better budgeting for long term planning spread over future generations.
- Infrastructure – e.g. toilets (shouldn't need to pay \$1 for a pee). Around the Mountain Cycle Trail – horrendous cost overruns! Rest home in Te Anau.
- Talk to each other.
- Community Involvement (Community Health Council) – Communication. Use technology better (telemedicine)
- Better networking & collaboration with stakeholders. Better communication with SDC for all communities.
- Communication between organisations. Better care of roads. More passing lanes.
- Telecommunications. Work with Clutha DC. Representation across region. Infrastructure.
- Look after the in environment. Look after the families – service availability early on. Youth Strategy – liaison, development, work, education
- Don't kill the flax. Infrastructure for tourists. Consultation with community. More toilet facilities. Supporting more cultural events. Roading (state HW 99 surface of road). Rates relief on empty buildings. Council flats – regular inspections/maintenance. Better community get-togethers. Increasing need for acceptance of others – immigrants, tourists. Support small community businesses. Merging of services/orgs & facilities to become community hubs. Better protection of natural environment. Sewage, rubbish bins, more recycling bins.
- Don't kill the flaxes. Consultation with community on issues – by Boards and CDA. Creating jobs – more assistance to business/enterprise. Supporting more cultural/arts projects and activities, facilities – rates relief for empty buildings in town. Council flats – cleaning and maintenance, regular inspections and action required.
- Resourcing in own rural communities – instead of it always being centred in main cities. Support for community ownership – support the volunteers. Resourcing of Community Resources i.e. pools/halls etc. Support small local business.
- Infrastructure for tourists – accommodation, camping grounds & toilets. Roading – surface of SH99, berm for cyclists and walkers.
- Increasing need for acceptance of others. Merging of services/organisations and facilities to become community hubs. Better protection of our environment and resources.
- Waste management – social responsibility (more education required). More recycling stations in central spots eg at schools. Celebrate our strengths more – national perception. Building community – opportunities/support for “creating a heart” or a chance for people to socialise (local groups).

- React quicker to community's needs. Engage with community. Ensure region gets share of resources available.
- Listening to its CDAs & Boards. Focus on expanding small towns – subdivisions. Retention of community businesses & elderly.
- Sharing information via facebook pages – emailing of info with links and photos.
- Job opportunities for our kids. Make more use of our own residents work wise. Recognise the efforts of those residents who do contribute.
- Roadsides beautified and less rubbish (more rubbish bins at rest area toilets). More support for local initiatives that would make a positive impact on Southland communities (not \$750,000 salmon farming). More community involvement/consultation in decision making – online surveys etc. Resilience built in before we need it by encouraging re-localisation – 80% of food grown in Southland vs supermarkets (3 days reserve)
- Transport – ability to access this at a reasonable cost. More collaboration with social services (i.e. not my patch). More employment/housing. Funding.
- More people in community to be involved. More funding options for community groups in rural areas. Transport in rural areas.
- More environmental consultation and care. Building and encouraging of new community ventures. Social enterprise within struggling communities. Distribution of tourists/tourism.
- A greater variety of ages, nationalities etc as Council representation. Ability to access low cost transportation for those rurally isolated. Regarding freedom camping in Lumsden – better listening to the majority not the noisy few. Foreign ownership (Air BnB is fine) of housing – causing a lack of available rental properties (open up more sections for sale) and rural housing for elderly (Mossburn)
- Civil defence (Emergency Management) needs to be updated. I believe this is in the process of being done.
- Better maintenance of green areas – mowing etc. Improve housing shortage.
- Tourist traffic and driving. Improve depopulating towns of Ohai and Nightcaps.
- Have better support for the elderly. Have better venues to meet for business functions, family gatherings, social events, education providers. Create wealth and job opportunities. Be more appealing to young families.
- Leadership training. Support a culture of respect and prosperity for rural business. More signposting for the township of Otautau.
- Protect our waterways, research how people can combat cluster flies that have arrived with the dairy farms and try to encourage more people to Southland.
- Creating opportunities to encourage visitors/tourists or young people to the area. Get the Govt to better understand the vast area that Southland covers for travelling especially in respect to funding. Public transport to get people to Invercargill for appointments. This can be difficult even from Winton.
- Keep the district tidier, so much rubbish in the roadsides (nationwide problem) maybe SDC can do more advertising to alert people to this bad habit of just opening the window to throw out the

rubbish, perhaps organize clean up days? Get the local schools involved, just like there are beach clean-up days. Advertise it so that everyone cleans up their little bit around their section, farmers clean up along the road their farm is on. Be a leader for recycling more farm waste. I have written a letter before about this how farms have lots of left overs, cut offs etc. Bits and pieces of alkathene, broken (tanalised) posts, left over timber, pallets (good for firewood for the elderly), old netting, barb wire, old lawn mowers, broken down pumps. Some things can be reused, some things can be fixed and some things can't but wouldn't it be better to promote and encourage farmers to bring this stuff to a certain drop off point? Maybe create something like the recycle centre at Bond Street where you can buy reconditioned mowers, stoves etc. At the moment I think most farmers still bury and burn. Junk in the ground all over Southland, not good. We are not so impressed with the paperwork increase and rules and regulations coming from the SDC, building warrant of fitness, building rules and regulations that often feel like a money spinner for SDC.

What's important to your organisation right now?
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- SoRDS & possible restructure of RTO – will we continue to exist? Get a manager employed so we can have all staff in office;
- Funding/lack of resources i.e. Karitane nurse access. Recruitment/retention of professionals. Communication between entities including SDC/SDHB etc. Future proofing
- Access to adequate supply of money. We have to apply to seven different organisations to get an annual income. To avoid duplication with other organisations. Succession relating to staff/board members. Suitably qualified/competent volunteers.
- Ability to access people resources and skill base. To be able to understand the needs in the community to enable us to engage.
- Dunedin Public Hospital rebuild – flow on impact for Rural. New Primary & Community Strategy. Reducing the deficit.
- Finishing the Waikaia Museum. Attracting younger people to town (that can volunteer and have kids that can boost school role). Extending camping season.
- Welcoming to everyone in the Balfour & Riversdale Community. Flexibility.
- The aged. Support of people in the home. Right pathways. Access to health care.
- Keep (Hedgehope) school in good heart. Keep rubbish out of Hedgehope.
- To represent our community well. Protect and respect our environment. Preserve our way of life. Opportunities for employment.
- Serving people. Good staff.
- Serving people. Funding and maintaining services. Good staff & volunteers.
- More funding for ongoing costs. Providing infrastructure – especially off-street parking.
- Changing community perception in regards to what “could be” in the future.
- Our rural communities and their individual needs. Resourcing to support the programmes we deliver.
- Getting walkers off the road verge – safety! Toileting and campsites. Infrastructure – growing through walkers, seasonal (November – April). Emergency Shelter eg Oreti Beach. Bridging eg Gorge Creek.
- Understanding communities. Work with the willing – continue community-led approach. Continuing to keep up with emerging technology. Retaining existing residents and return youth.
- Access to resourcing – property. Support for high needs learners – funding and staffing.
- Funding to manage growing tourist numbers. Ensuring visitors have good perception of Southland while protecting environment. Maximising employment opportunities in local District.
- Community assistance and open mindedness. Getting more community involvement (get away from same people doing the same thing). Community services – ambulance, community workers. Funding for community projects.

- People – recruitment & retaining staff. Visa/immigration.
- Membership? From one way of looking it could be good thing that RSAs disappear however from the other way of looking we need to remember the efforts of those who have gone before.
- Maintaining volunteers.
- Support for our Southland wide future proactive projects. Heritage orchard park tourist trail. Round the Longwoods resilience route as a pilot. Can be replicated in Northern & Central Southland. Seed enterprise Southland – growing vegetable seeds for southern NZ. Eco education/tourism opportunities. Apple potential.
- Funding. Retaining our trustees.
- To be able to provide affordable healthcare in the district and maintaining other outside health services eg community worker, St Johns.
- Needing more community volunteers for event to continue to run. Buildings/public spaces for event use. Providing a platform for the creative in our community.
- Funding and therefore viability of our organisation.
- Maintaining our establishment of 30 volunteers to continue to provide an emergency response.
- Funding to support extra programmes. Makes ties to local community – design curriculum to meet local needs
- Membership – lack of, hard to attract new member's especially younger members. Finding new ways to fundraise. Supporting your community member eg assisting those with illnesses etc.
- Maintain a safe and successful business for our shareholders, our employees and our community we operate in.
- Progress the establishment of our community hub (on Hall sit, top notch audio visual facilities, meetings rooms 30 – 80 – 120 – 220).
- To maintain an equitable service on the usual budget.
- To keep a community and have stability in a community which I think every rural area is struggling with.
- Getting volunteers for the committee. Funding. Acknowledging the person/people who are in the front line.
- For Western Southland Vet Club the most important thing is that Otautau Vets Ltd can thrive and be financially healthy so they can afford the lease and keep on giving good service to the Western Southland farmers and to anyone with small pets. For OVL it is very important to find good staff, especially good qualified veterinarians who don't mind living in the country. The biggest challenge for OVL is recruiting good vets. This is an on-going problem

What opportunities does your organisation/sector see for the future?
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- To keep existing as status quo; opportunity for investment i.e. product & accommodation; extra manpower
- Can provide great service / lift health etc of community. Extra training/recruitment. Fundraising role? Communication to streamline/offer services
- Continued growth of population. Increased business activity. Electric car recharging base.
- Continued growth in our area and being able to cope with it. Again, infrastructure needs a very good long term plan.
- Joined up healthcare, services closer to home, new technologies, greater involvement of communities in health planning
- Tourism and increasing school role.
- Collaboration across a wide range of sectors. Open to change – technology etc. Opportunities in the future – can live in Southland but can run an international business. Keeping people in Southland.
- Increased opportunities to support health needs.
- Community get-togethers
- Tourism. Eco-tourism. Defibrillator. Walk & cycle opportunities.
- Attracting and keeping young people.
- Work together more. Maximises & mobilise resources – support each other at all levels. Ideas for funding. Technology is also a challenge – if you could join together more could have IT input – ideas & software, not fixing.
- Expansion of building (Te Hikoi) and diversifying attractions.
- Becoming more community based – offering campervan/caravan accommodation.
- Parenting support. Youth – in preparation for employment in our communities.
- Expansion of infrastructure, accommodation, supply.
- Stakeholders working more collaboratively with the community. New people in the community. Change of government.
- Opportunity to form collaborative relationships with other schools with the same core values.
- Increased employment & economic opportunities. Interest in living in area (relocating from cities). Improved connectivity.
- Tourism: Self-directed – motorhomes, Te Araroa walking track.
- Probably thinking forward the opportunities to amalgamate with other RSA groups.
- Encouraging ST Johns to employ paid ambulance officers.
- Southland is an example of a province that “re-localised” and became a model for others. Keep our unique rural, connected, relaxed, friendly place.

- If funding carries on, increasing service – both socially and community development.
- Being able to offer funding streams to local community groups and organisations for health initiatives.
- More town events – arts hub/days, home garden competitions etc. Bring tourists in and people from other parts of NZ to engage in this.
- Greater collaboration and communication with similar organisations – focus on wellbeing. Community development – so we attract more people to our area. Proactive vs reactive approach.
- Merger of the NZ Fire Service + Rural Fire. New organisation FENZ came into force 1 July 2017.
- Strengthen relationships – community. Ability to connect – access to resources, professional development opportunities.
- Focus on looking after local community groups rather than national organisations.
- Export opportunities. New local coal reserves.
- To create a hub where we can provide facilities for; community, businesses, education. To create a community job work scheme so that things happen in our community rather than Invercargill.
- Extending family activities within the local areas.
- To maintain a school in the district
- We hope that in the future the current middle aged population will make themselves available as volunteers when they have more time on their hands and are looking for a new challenge. Create courses to education the community e.g. about managing finance with 31% population having an annual income of \$20,000 or less. Being available to lend a hand where and when needed.
- There will be growth. We might not get many more new dairy farmers but the demands on farmers to improve animal health, reduce antibiotics use means that OVL will need to offer more and more services to assist farmers with that. Already that have all sorts of tools to help farmers but this will only grow and extend and this could lead to another building extension in the future to incorporate new specialised staff and equipment.



What challenges does your organisation/sector see for the future?
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- Increase in tourism numbers and how to manage this; lack of understanding of our role; staff accommodation/Air BnB
- Funding/resourcing. Volunteer fatigue. “Growing pains” – more resources to support an increase in population/families & tourists
- Air BnB etc need to be paying commercial rates. Lack of housing for workers.
- Funding. Demographics – older, shifting. Workforce shortages.
- Population – new volunteers to take over from the “oldies”. Life gets in the way of volunteering.
- Southland Playcentre Assn won’t exist soon and we will be answerable to Dunedin = loss of local knowledge. Continuing to meet the needs of disadvantaged families. Change mind-set of people delivering the education of our children.
- Attracting and retaining volunteers
- Money. People. Volunteers/members. Venture closing. Seasonal tourism.
- Maintaining services and continuing to meet needs and being more preventative. Recruiting qualified people. Recruiting volunteers. Licensing restraints – getting harder for duty managers, lots of responsibility.
- Funding for development. Attracting bigger percentage of tourists coming to Southland. Reduction in volunteer numbers with the aging population and increased shortage of workers. Changing dynamics of population – less tax/rate payers.
- Funding. Government priorities.
- Strain by increased walkers – a lot are international.
- Declining and aging population. Breaking down of traditional communities. Lack of government and business investment. Pressure on volunteers.
- Increasingly diverse school populations. Roll increase/decrease which makes staffing/resourcing challenging. Property and operational funding (lack of). Community participation (support for community groups)
- Pressure on nature and facilities. Huge volunteer workload. Compliance.
- Resources, retention and attraction of businesses.
- Membership! We need younger people to join RSAs to keep the organisation alive.
- Convincing government to provide more finance for emergency services.
- Threats of unwanted international corporate industries putting opposing what we want above oil drilling in the south coast basin, platinum mining in the Longwoods – “frack blocks” in farmland throughout Southland already mapped out. \$750,000 feasibility study that said Stewart Island aquaculture not good – social enterprise instead into local community.
- Ongoing funding.
- Recruiting & retaining qualified staff to provide health services.

- People are time poor/money hungry; teach sustainability/affordable living and community groups will get more volunteer hours and there will be less poverty.
- Funding. Volunteers and retention of same.
- Health and safety/training. Safety and wellbeing.
- Funding. Adapting to families – diversity. Wellbeing – lack of support – MSD.
- Membership – fundraising ideas.
- Recruitment – training. Change of government.
- Depopulation. Aging of population.
- To keep clear focus on sustainable services to support healthy families in rural communities i.e. employment, education and business opportunities. Thinking outside of the traditional i.e. digital abilities within the rural towns.
- Attracting families into our area - a lot of single people are being employed in the dairy industry.
- Transient communities (dairy workers), financial challenges, multi-cultural and diverse communities/relationships.
- Another down turn in dairy farming because that has a direct impact on farmer spending at OVL and that puts OVL under financial pressure. We all came through the last down turn but something like that always costs money so a few years of recovery would be helpful for OVL. Their financial instability would or could impact on WSVC.

What will the focus of your organisation/sector be in the next 3, 10, 30 years?
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- Depends whether we continue to exist! Continue to market Fiordland, hopefully with more staff and an increase in membership, therefore more finances to promote Fiordland further.
- 3 years – continual adjustment to new technology. Listen to requests and needs of clients and other organisations. 10 years – probably employ and additional counsellor. 30 years??
- To meaningfully contribute to the holistic welfare, physical, social, spiritual wellbeing of our community. In doing this being responsive to special needs (being flexible enough to accommodate changing circumstances. Recruitment of sufficient skills/volunteers to do the above (people are so busy and unable to volunteer)
- Reliable/sustainable funding for Lumsden Maternity Clinic. Providing a Heartlands Centre for families based out of the Plunket Rooms. Toy library – needs more storage for toys and a second room etc
- Spreading/developing income streams. Diversification of attractions for the museum – exhibit more of local interest & history. A key community hub focus and centre for groups to interact and socialise.
- Getting business running successfully. Setting up sustainable structure. Difficult to predict 30 years but sustainability will be import. The natural environment will be a constant focus.
- Youth – employability. Parenting support.
- Discovering, learning through experience – environmental, play based, experimental. Children to leave numerate and literate. Strong social skills/resilient. Improving school property/structures to reflect more innovative learning environments.
- Maintaining existing route, allowing for increased usage and sorting Invercargill to Bluff.
- Community engagement – know and be known in your community.
- Playcentre – still being there. Using technology. Getting rid of the perception of barriers.
- Provision of sustainable health care – financial, skilled workers. Delivering health support – rest homes.
- Preservation of our community and environment. Have a voice. Technology. Broadband/cell coverage. Employment. Generating income.
- Continuing to provide services to the community – but more prevention. People – staff/volunteers – maintain and support quality people. Continuing to provide funding to community at a higher level. Maintaining and supporting quality staff. Technology.
- Opening Waikaia museum. Increasing foot traffic. Maintaining current facilities/infrastructure. Same as now.
- Primary & Community Strategy. Longer term – changing face of health care, healthcare in the home. Primary and community based services. New technology – GP consultations by app, Gore Health.
- Takitimu Community. Takitimu District Pool – maintaining the pool to the required standards (health & safety). Rates received from a declining population base.

- Increase number of volunteer ambulance officers, also encourage St John to employ paid officers at our Station so we can have 24/7 coverage.
- Keeping RSAs alive.
- Being able to maintain and provide more health services in the community.
- Depends on funding.
- Continue to grow and expand the event and even have multifaceted areas to it or multiple events if possible. Draw in Southland wide interests with wide exposure/tourists etc.
- Essentially focus of Lions will remain the same – to help our local community.
- To continue to provide an emergency service to our community to save life and property.
- To create a hub for the community. To be pivotal in the creation of a culture of spiritual, social and economic prosperity.
- Community hub – securing our own building in Lumsden. Surviving funding changes from central government. Longer terms – honestly, we may not exist due to funding.
- Three years – replacing reserves of coal. 10 years – if no new reserves, rehabilitation and closure. 30yrs – future of thermal coal is for no electricity generation from 2035.
- Digital and physical connections for families with their own portals for well child services. 10 yrs expanded services through above portals for specialist services i.e. breastfeeding, maternal mental health, and attachment issues.
- 3 years' time – Western Southland will be a people friendly, resilient, beautiful, vibrant with opportunities for social enterprise. People will travel from overseas and will come to learn – eco-tourism. Beautiful road sides, spray free management systems e.g. hot water weed control. Wild flower rather than grass that needs mowed. Our role is inspiring, educating, enabling. 10 years our example spread throughout NZ. 30 years – around the world influence.
- 3 and 10 years – continuing to support those in need in our community. Continue to encourage parents to teach their children the value of conversation and relationships in this current world of technology. Person connection is still very important. 30 years???
- Looking after the in-en outside of the main clinic and surrounding sheds, carpark and landscape. Keeping it in peak condition to provide a great working environment for the Vets and their staff for the next 3-10 years after that I dare not venture.

Who will be living in Southland, where will your community of interest be?
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- More retirees (in Te Anau) and multicultural people
- A more mixed cosmopolitan population. Our interest will remain in Te Anau
- Huge increase in international residents and the need to cater for them – language skills, family support, cultural differences
- Families, multi-cultural. The big question is it Northern Southland, Western Southland or are we a standalone town/basin.
- Invercargill will be community of interest. More diversity – youth energy. Aging population who are unable to access services – need for more outreach services. Community isolation.
- More diverse community ethnically and culturally. My Tokanui community of interest is local area generally but for some aspects Invercargill and Gore to a lesser extent.
- Diverse communities. Increase in cultures.
- Invercargill.
- Multi-national, farm/regional workers and their families, younger set, more multi.
- Multi-cultural community in 30 years' time.
- A very young community. Diverse community. People who are content and want to live here.
- More over 65s. Less young people. Maintaining healthy living in our own homes. What we do now will still be done – but differently.
- Tourism will have an increasing influence. Economy.
- We will be a more diverse community and ethnicity mix. Aging population.
- Gore will be CoI for Waikaia.
- Change in demographics in the DHB. Decreasing population in most TAs. Increased population in Central/Queenstown.
- Ohai/Nightcaps CoI will be as follows; Otautau – Plunket, Medical/health, Supermarket, Farming Supplies. Winton – Plunket, Medical/health, High School, Supermarket, Farming supplies. Invercargill – Professional services (eg accounting, banks, dentist, lawyer), Hospital.
- Otautau 1<sup>st</sup> choice, Riverton 2<sup>nd</sup> – enjoy seaside atmosphere.
- Otautau. I hate amalgamations they destroy little towns. I hate seeing my rates being distributed to museums, sporting complexes and other city facilities. There is no return i.e. Invercargill Licencing Trust to the community.
- Otautau/Invercargill
- New people. Otautau. Secondary school zoning will have a big influence on population of Otautau.
- If growing the population, we will hopefully see more community services etc in smaller towns rather than just Invercargill (possible satellites in say Winton/Riverton?). Need to have “point of difference” – what are we doing to attract people and business/services?

- Otautau/Riverton for some things. Invercargill for clothing/footwear/dental care and government departs but a lot online now.
- Diverse cultures. Invercargill/Winton CoI for Otautau
- Diverse – multicultural. Otautau will be CoI.
- For the Otautau New Life Centre – CoI will be Ohai, Nightcaps, Otautau, Winton – radius +/- 30km.
- CoI varies for Lumsden – shopping/groceries, Doctor – Winton & Invercargill. Queenstown in the future. Has changed as our children have grown. Living in Southland – who knows. If Invercargill doesn't develop café type culture and a central gathering space. Place with a vibe. People not originally from Southland.
- In 3 years, the same. In 10 years transition to less people or none employed in our industry (coal mining). In year 30 years no one working in coal mines.
- A mix of cultural and international/Otautau families. Groups of refugees. A large population of baby boomers.
- People who want to be part of a localised, resilient, inter-connected community. Craft people, artists, internet businesses, market gardens, eco-tourism operators etc. Multinational companies move out as not long supported eg KFC, McDonalds, and big supermarket chains.
- Invercargill has a lot to offer and services the rural community really well. But there is poverty creeping into rural areas. Services are few and far between that don't like to come into the rural communities to support and help these families.
- Hopefully Southland born and bred will still want to be living here. Young families may decide to return to Southland. Migrant families may still be here or they may move back to their homeland. Will refugees remain here?
- There will always be farmers and always be people will small pets. So long as we are directors we will look after OVL.

Who will your organisation/sector be servicing in the next 3, 10, 30 years?
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- Same as now, tourism operators
- Te Anau basin clients. Mixed populous, younger populous. More tourists.
- A more international flavour and tourism growth
- Hopefully a thriving tourist town that is family friendly
- Retiring farmers. New families from Central Otago/Northern areas due to financial constraints for families. Migrant families. Chinese visitors to Round Hill & Te Hikoi.
- Local community in terms of employment and improvement of facilities. Also tourists.
- Our rural communities – however they may look in 3, 10 or 30 years.
- Combination of rural and urban whanau. Rimu community.
- Trail walkers.
- The community – however it may look.
- Playcentre children – will possible be a different model. Digital focus – no borders.
- Aged.
- Our community. More tourists.
- A more diverse community – e.g. ethnicities. More older people. More families with high social needs – if things don't change in near future. Will need more of the same and more of a range of products to meet the diversity of people.
- Tourists, cribbies, locals. Waikaia residents, further afield? Who knows?
- Same population but we will be working in a more collaborative way so health, social services etc all in one place.
- Otautau, Ohai/Nightcaps area.
- Hopefully a much larger Otautau.
- More older people in our population. Hopefully more young people getting involved due to sponsorship.
- Our local Otautau community.
- Our community in need.
- Locals.
- Seniors, youth, migrants & families – same as now.
- 3 years – same. 10 years same – none. 30 years none.
- Well Child Support for families with children 0-5 years.

- Mentoring/resourcing & inspiring all over NZ and the world – communities who want to reconnect, relocate and work within natural laws. Eco-education, community education, self-sufficiency skills.
- No matter who is living here our organization's main priority will still be to support those who need help and also create educational/and practical learning opportunities to meet their needs.
- Western Southland will always need a vet clinic for big and small animal care so I can't see OVL go anywhere and the clinic and other sheds are all set up to service their needs. If OVL would fall apart for whatever reason, maybe our building could attract the opposition, like Vet South. Alternatively the building could be sold and WSVC could no longer exist.



How do you see your organisation/sector delivering services to Southland District in the future?
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- Same as now
- Solely to Te Anau basin
- More community involvement and the needs for us to be connecting with people where they are eg schools, work places, community groups, sports activities
- Te Anau needs better model of delivery (maternity services). Lumsden Maternity model is sound but needs secure funding.
- With difficulty due to less volunteers/helpers. More organisations wanting the available funding.
- Same as now if volunteers continue with Venture support.
- Adapting to the changing needs of communities – be reactive to the way the community is learning at the time. Use of technology.
- Provide quality education to students who will go onto contribute meaningfully to society/our communities. Provide a base for the Rimu Community (the hub)
- Maintaining tracks
- Still a need for face to face. Interactive technology has its place as well.
- Face to face. Providing a portal for people to find information and integrated services.
- Less hospital care, more community care. Use of technology to reduce travel.
- Getting together like we are today and sharing ideas. Coordination so we don't overlap.
- Building place based services and where possible, recruit the right local people. More technology and reduction of face to face. Use of technology etc more with service delivery eg skype.
- E-hire. Museum on-line. Give them taste. Web page. Online promotion. Collaboration between.
- More virtual. App based.
- Increasing the number of volunteers or ambulance staff will enable increases in the area coverage.
- Keeping the memory of Anzac alive.
- Similar way to how we do now but more of a focus on online advertising and information sharing.
- Same as what we are doing now.
- Responding to a diverse range of emergencies.
- Educating a multicultural community.
- Set a culture. Be there. Be adaptive and supportive.
- Hopefully similar. Due to central government funding – greater youth focus.
- Depends on reserves and government policy.
- From a strong digital base.

- Ready now for provincial education outreach – living lightly, bountiful backyards, earth crafts, healthy eating, appropriate technology, native biodiversity. Help establish community hubs/trading posts – online courses/video resources. Community workshops/inspirational talks.
- Where possible in collaboration with other services and agencies and continuing the way we currently operate, but always being open to new ideas and way of thinking. Relying on outside funding to enable our worker to do her job.
- WSVC was formed in 1971 there was only one vet back then. In 1972 the clinic was built and over the next 45 years the clinic has been extended several times and OVL now employs about 20 staff, approx. 8 of them qualified vets, (rest support staff) . The services we provide are still the same, maintaining the premises. The services OVL provides are so much more than the vet doing a farm visit. There is heaps more paper work, so many more regulations for them and they offer so much more (teat sealing, seminars, mastitis lab to name a few). This will only grow in the next 10 years.

What opportunities/partnerships do you see for working more with Councils Elected Representatives and Council Staff?

- Communication from VS & SDC Staff on what they are doing in our area (e.g. when working in Milford). Want to see more of VS staff coming to Te Anau.
- In our commercial role, probably we would remain independent.
- Communication, advocating for needs in our community
- Open/public meetings discussing community issues not just “rubbish, rates, roading”. Round table with different Council faces. Welcome Street Parties – building communities.
- A lot depends on the individuals involved.
- Everyone on the “same page” for communities.
- Open door policy – we’d love to see you! Fortunate to work with Janet (Ellis), love to see you involving students in consultation/collect student voice (they are our future!)
- Continued dialogue with Council staff. Would prefer more communication with elected reps.
- Collaboration – we all talk to the same people, let’s make it easy for them to talk to us all e.g. combined meetings.
- Process could be faster with regards CDA. Work together smarter.
- Financial. Accessibility. Facilities.
- “Venture” will be increasingly important. Internet has an important role. Being aware of funding opportunities.
- Not sure – but communicate together what we want to achieve and how we might support each other to do that we “don’t know what we don’t know”.
- Book Bus park outside. Who to contact? Pop up Council. Hire out rooms.
- Collaboration.
- By having an elected representative as a member of our Area Committee so Council can understand the problems the ambulance service has.
- More opportunity for smaller contractors to look after our own areas. Less SDC and Richardson Group on the same truck door.
- Possibly providing creative teaching opportunities to local groups in need.
- Civil defence (Emergency management) – flooding, earthquake.
- Sharing vision in education and see how that links in with district plan.
- They would be to be more forth coming than they have been until now.
- I like the idea of a shared paid position for Trusts e.g. funding, treasurer.
- We work well with CDA.
- Community consultative meetings increased.

- We believe we are serving a very unique and valuable role in the future of Southland and we would like to be working collaboratively and get some financial support – petrol, rent, free buses, so we are enabled to get to every corner of Southland.
- I think the councils are not seen enough nor heard. They aren't providing anything that appears to be visible or beneficial to the rate payer (an example would be the two new picnic tables in Otautau that look onto an industrial building). A difficult task for everyone. Southland is a fantastic area to live in the way of a lifestyle.
- Not aware of any opportunities.
- Not sure

What opportunities/partnerships do you see for working more with other agencies and groups in the District?

- Continue to work with operators.
- Through dialogue we will continue to evolve
- More collaboration/communication to share knowledge, resources but need an overall co-ordinator (SDC)
- RSA would love to work more with Scouts, Guides – youth groups/
- Te Hikoi – more involvement in community events. Selling Riverton story to a wider market & locals
- I am sure the opportunities are there if we all adapt.
- Working collaboratively with a common goal. Pooling funding/resources/ideas.
- Strengthen working relationships/support for whanau through working together with support agencies. Education/schools seen as an important part of the learning partnership. Working with Environment Southland to support environmental education (appreciate working with Pat & Mark).
- Existing relationship with DoC and also ES plus NZTA. Good communication with Iwi and Chinese Association.
- Collaboration!
- Grow leadership in younger people.
- What can we do for you/with you? Communications.
- Having opportunities to get together so we become more aware of other opportunities and organisations.
- Find the common interest and talk more. Amalgamation of committee in the District.
- Some collaboration but could be better.
- Convincing those in power that it is economically better to process our produce in our own locality e.g. carting milk from one end of our province – 90% of which is water.
- School. Community Worker Trust.

- Finding other similar groups or other towns with similar interests to connect and even combine with.
- Always looking for groups/people to support in our community.
- Schools, Sports Clubs.
- Continue to build strong links with supporting groups/trusts.
- Any – sky is the limit. Happy to work with any like-minded group.
- Again, like the idea of sharing resources. We are too protective of our “patches”. Create hubs in areas. Share facilities e.g. one great pool for Northern Southland, one sports complex in Mossburn.
- Sponsorship, engagement.
- Numerous – ready to help any group/community. Individuals already are but underutilised.
- We already work with other agencies and groups whenever the need arises.
- Not sure.

As a member of the community in Southland District or Region, what opportunities and challenges do you personally see for the future?

- Challenges – aging population, lack of rentals/housing, too many Air BnB. Opportunities – growth of tourism related infrastructure
- Unregulated growth
- Communication/collaboration – role of SDC
- Impact of farming on environment. Impact of dairy – heavy traffic vehicles on road, aging drivers. Impact of increased tourism numbers – accommodation and infrastructure. Enterprise through technology.
- The age demographic which could be an opportunity with employment opportunities for younger families to relocate to Southland. More engaged with outside world. Affordability.
- Keeping/encouraging our young people to return to the South.
- We believe it's very important to encourage innovative business opportunities to encourage young people to Southland who will contribute purposefully and meaningfully to society. From an educational perspective it's important that learning opportunities are focused on developing critical thinkers who are innovative (importance of science & technology).
- Extension of walkways/cycleways.
- Challenge – destruction of our small towns. Building owners not able to pay for building code upgrades. Environment – effects of modern living.
- Retaining population – opportunities are endless. Value youth and the opportunities they present – having access to them. Children returned to Southland after University/OE etc – so creating a place they want to return to.
- Succession planning. Bureaucracy/paper work.
- Infrastructure in the Catlins eg toilets, roading. Farming – keep it viable. Communication. Keeping a passion for our community and its future.
- These types of meetings are great but then it is the how we put things into practice. Leadership?? Concrete, committed to and measurable.
- Opportunities – tourism. Challenges – tourism infrastructure, aging population, lack of volunteers, succession planning
- What opportunities are there for our children to live and work in the same area?
- Huge opportunity to make new houses available for young families to live in the town.
- Looking after our aging population. Need to teach our young people life skills so less reliance on hand-outs.
- Resourcing and services for the elderly.
- Lack of volunteers. Aging population. Lack of housing.
- Growth – housing shortage. Declining/aging population. Hard to bring kids back after school/university.

- Dwindling population.
- Rising compliance costs and living costs but low wages.
- Government policy.
- Big corporate take overs vs rural utopia.
- To keep businesses in the community, provide employment and manage to keep communities functioning. This is hard because of the Dairy industry often buy up several farms and this reduces long standing families and allegiance to the community and facilities. Small businesses are given a lot of grief from the council and make it hard for them to set up. We should be encouraging businesses into our districts. If we don't grow then we disappear.
- Transient communities and issues that arise from this i.e. getting volunteers as firemen, St John ambulance, and committees. Community facilities no longer being used eg play groups etc. Transport – being able to get where people are needing to go, particularly with an aging population. Continuing lack of volunteers. Changing needs within our community as it becomes more multicultural.
- Everything becomes harder with regulations and rules for everything putting a burden on the shoulder of all those volunteers of local clubs, plunket groups, Playcentre etc. Money is forever a problem and fundraising with cake stalls raising \$200 is now a waste of time. Look at the upgrade of the pool in Otautau, the possible re-surfacing of 8 courts in Otautau, massive fundraisers for the school. I certainly see that as a challenge. I feel that Otautau has grown and developed in a nice way in the last few years with the flower beds, the trees planted along the road, street lights, now the two picnic tables opposite the 4 square and heaps more, making Otautau look attractive. Shops stay open and the odd new one opens, the renovated church all looking good. It will be great to keep this going and prevent Otautau from becoming a ghost town.





## Southland District Council-Venture Southland Community Development Workshop Update

Record No: R/17/12/29539

Author: Michelle Stevenson, Community Partnership Leader

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

### Purpose

- 1 The purpose of this report is to inform the Community and Policy Committee on the status of the Southland District Council community development strategic approach workshops.

### Executive summary

- 2 This project will investigate a holistic approach to community development and will seek to identify, in consultation with Venture Southland staff, a prioritisation of community development activity across the district as a whole.
- 3 This prioritisation exercise will help develop a more strategic district-wide approach to community development in Southland, and determine the best way in which to support local communities through future community development activity.
- 4 The Community Partnership Leader(s) will be facilitating a series of workshops with community development staff to determine local and district priorities in community development, and a way of working that will build on and assist to create a more strategic approach to community development across the district as a whole. This will include the type and scale of community development currently being undertaken, and any planned projects.
- 5 In December 2017 the first workshop of the series was held and attended by all community development staff and Council's 'Community Partnership Leaders.
- 6 At this workshop community development staff gave presentations on what they saw as their role within Southland district. Council staff were impressed with the amount of thought put into these presentations, and understanding ranged from confusion around the role, to detailed and in-depth knowledge of community development.
- 7 The workshop also looked at what was working well within the district that we could build on, projects identified in the Letter of Expectation, and work obtained outside this, and extensive discussions around the way in which we could all work more closely to determine a district wide framework to community development for the future.

### Next steps

- 8 Following the detailed discussions of the first workshop, a second workshop will be held in February/March, and will look at the following topics as a starting point:
  - Determining a definition of community development in Southland
  - A presentation by two external consultants around what is community development and what it can achieve

- Greater understanding of roles and reporting
  - Common agreement of what is helpful to SDC and the district's communities
  - Council's vision and future focus and community development alignment
- 9 There will be up to five workshops undertaken over the first half of 2018, and will build on the work and relationships from each preceding workshop.
- 10 At the conclusion of the workshops, it is anticipated that a community development strategy will need to be developed, to ensure the work of community development in the Southland district aligns with Council's vision and goals for the future of Southland.

## **Recommendation**

### **That the Community and Policy Committee:**

- a) **Receives the report titled "Southland District Council - Venture Southland Community Development Workshop Update" dated 26 January 2018.**

## **Attachments**

There are no attachments for this report.

## Welcome Ambassador Project - Update

**Record No:** R/17/12/29542  
**Author:** Michelle Stevenson, Community Partnership Leader  
**Approved by:** Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

### Purpose

- 1 The purpose of this report is to update the Community and Policy Committee on the progress of the Welcome Ambassador Pilot being initiated in Te Anau.

### Executive summary

- 2 The purpose of this project is to develop and deliver a pilot in Te Anau that has a focus of intentional welcoming, where being a welcoming community can significantly enhance the experience of residents, ratepayers, and visitors to the area.
- 3 Council staff are in close discussions with Venture Southland staff to ensure that this project is complementary to, and not a duplication of the Regional Welcoming Communities initiative spearheaded through Central Government. The two projects have been identified as having very different processes and will complement each other rather than compete.
- 4 The pilot will be led and supported by Council's community partnership leader, and delivered by community development through Venture Southland.
- 5 The Welcome Ambassador pilot recognises that many individuals and organisations are already welcoming, and have skills and behaviours relevant to being welcoming that are utilised on a daily basis.
- 6 The purpose of this pilot is to facilitate a project that gives community members the permission to be intentional in the way they welcome people to their communities. This will identify, build on and support existing strengths, events and groups that already function in a welcoming capacity, as well as create opportunities for new ventures.
- 7 An initial meeting with Council staff and Fiordland Community House in late 2017 to gauge the anticipated interest and support in this project was very positive, alongside support for the project received from the Te Anau Community Board and through informal conversations within the community with the community development planner.
- 8 A further meeting of Council and community development staff in December 2017 has determined a public meeting will be publicised and held in early March 2018 to invite broad community interest and further discussion in this project. The objective of the public meeting is to seek interest from the wider community in taking part in, and take ownership of the project.
- 9 The public meeting will involve an introduction to the concept from community development staff, facilitated by Council, and will introduce how the project has worked in other parts of the country.
- 10 Any subsequent group established in Te Anau may choose to use the existing model, or create their own that better reflects their local community and wider district and region.

## **Next steps**

- 11 With a public meeting scheduled for March 2018, community development staff, with the support of the community partnership leader, will begin to introduce the initiative through conversations and existing networks prior to the public meeting.
- 12 It is anticipated through this process that some members of the public who are interested in the initiative may already have a broad understanding of what Welcome Ambassadors is trying to achieve, and can attend the public meeting better informed. There is also then opportunity for those people spoken with informally to 'shoulder tap' those in the community that they think may be interested in taking part.
- 13 Staff are already aware of a small number of people in Te Anau who have become aware of the potential project, and have expressed their specific interest to ensure that they are extended an invitation to the public meeting once it is established.
- 14 Following the initial public meeting, and depending on the level of interest from the Te Anau community, community development staff will assist in the establishment of a steering group to initiate the project.
- 15 It is the express intention of this project that Council and other agencies or organisations have only a supporting role, and that the level of engagement and on-going accomplishments of the group are identified, driven and led by volunteers in the community themselves.

## **Recommendation**

**That the Community and Policy Committee:**

- a) **Receives the report titled "Welcome Ambassador Project - Update" dated 26 January 2018.**

## **Attachments**

There are no attachments for this report.

## Community Organisation and Volunteer Sector Shared Services Pilots - Geographical and Interest Based Projects

Record No: R/17/12/32908  
Author: Michelle Stevenson, Community Partnership Leader  
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

### Purpose

- 1 The purpose of this report is to update the Community and Policy Committee on two pilot projects being undertaken as part of the Letter of Expectation between Southland District Council and Venture Southland.
- 2 The pilot projects are following on from work undertaken in the 2016/17 Letter of Expectation around Community Organisation and Volunteer Sector research, and will have a focus of investigating shared services and shared service delivery.

### Executive Summary

- 3 The purpose of this project is to expand on the work undertaken in the Community Organisation & Volunteer Sector Research (2017), by running two Pilot projects around the concept of shared services and shared service delivery within a geographically based and an interest based group of community organisations and volunteer groups.
- 4 The pilots will be led and supported by Council's community partnership leader, and delivered by Venture Southland community development.
- 5 In late 2016 Council commissioned Venture Southland community development to undertake research on its behalf on the level of service, challenges and opportunities for community organisations and the volunteer sector delivering services to the Southland district.
- 6 From this research, there was clear opportunity to look further into the concepts of shared services within both geographically based groups, and interest based groups irrespective of physical location.
- 7 The research identified many groups struggling to obtain funding for personnel, operational expenses (including transport) and administrative services. There were also challenges in skill base and capacity for governance positions such as Chairs, Secretaries and Treasurers for the many community and volunteer groups within the district.
- 8 Following initial discussions with community development staff, there are early indications that investigating either funding, or transport would be the most beneficial to our District's communities for the first pilot looking at an interest based group.
- 9 The second pilot will be based around a geographically defined area around shared services and both Northern Southland and Winton have been discussed in the very early stages as possible areas that already have a strong collaborative base to build on, and therefore a potential willingness to engage in the pilot.

- 10 These pilots may include investigating the idea of a centralised district wide database of volunteer drivers that spans many organisations and groups, through to the introduction and promotion of social enterprise to ensure sustainability of future funding, and even an introduction to the concept of independent Chairing.
- 11 These are only suggestions at this stage that will be discussed more in-depth with community organisations and volunteer groups once the geographic area, and topic of interest with an appropriate pilot group, have been finalised.
- 12 The pilots will be run throughout the calendar year 2018.

## **Project Overview**

- 13 The concept of shared services or shared service delivery is not new to community organisations and volunteer groups within New Zealand, however may be a new concept to some groups within the pilot areas selected.
- 14 Council will lead the facilitation of two pilot projects, to be delivered by Venture Southland community development that will determine the capacity and interest from community organisations and volunteer groups within defined areas to consider the idea of shared services and shared service delivery, and what this may entail.
- 15 Shared services is a concept generally supported by central Government funding agencies and philanthropic funding bodies, and where there is significant benefit to the efficiency and effectiveness of community organisations and volunteer groups, can work extremely well.
- 16 From the Community Organisation and Volunteer Sector Research undertaken in 2017, and anecdotal information here in Southland and across other areas in New Zealand, we know that many community organisations and groups have identified barriers in their administration, funding for operational and staffing issues, and attracting and retaining people in skilled governance roles, such as Chairs, Secretaries and Treasurers. These pilots will investigate the opportunities available for shared services and what is needed to achieve this by organisations and, if appropriate, funding agencies.
- 17 The pilot will involve a stocktake of any known existing shared services in the District, and will identify shared service models currently working well in other places. This would also help identify any learning opportunities from shared service models that have struggled to get buy-in from either community organisations and/or funding agencies.
- 18 Where funding agencies are involved, the pilots will need to include discussions with central and local government, and philanthropic funders around their interest and ability to look at funding and supporting shared service arrangements.
- 19 One of the most critical aspects of shared services will be to look at how we communicate with community and volunteer groups around retaining their autonomy while also being supported by peers in a shared service environment. This will be an important part of any discussions, and will play a pivotal role in determining the success of any shared services.

## **Next Steps**

- 20 The community partnership leader and community development staff will meet in February 2018 to discuss and determine the area of interest for the first pilot, and the geographical area for the second.

- 21 Prior to this meeting, community development staff will begin by seeking broad understanding of the level of support for the pilots in each of the areas identified, and discussing in principle the ideas with some community organisation and volunteer groups, as well as philanthropic and central government funding agencies. This will allow some level of confidence to initiate pilots in the areas identified.
- 22 Once the pilots are initiated, community development staff will begin one-on-one and group discussions with community organisations and volunteer sectors in the identified areas.
- 23 There is the possibility of shared service agreements being made from this project, and staff will walk alongside and support any groups throughout this process.

## **Recommendation**

### **That the Community and Policy Committee:**

- a) **Receives the report titled “Community Organisation and Volunteer Sector Shared Services Pilots - Geographical and Interest Based Projects” dated 25 January 2018.**

## **Attachments**

- A FINAL Community Organisation & Volunteer Shared Services Pilot Geographical & Interest Project Plan [↓](#)



## Community Organisation & Volunteer Shared Services Pilot Geographical & Interest Project Plan

### 1. Project Outline

#### 1.1 PROJECT INFORMATION

**Project Leader/Sponsor:** Rex Capil

**Project Manager:** Michelle Stevenson

<b>Project Start Date</b>	February 2018	<b>Project Finish Date</b>	December 2018
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#### DOCUMENT CONTROL

Version	Date	Author(s)	Comments
1	November 2017	Michelle Stevenson	Rex Capil for comment
2	December 2017	Michelle Stevenson	Brief to Community Development followed by meeting to discuss

#### 1.2 PROJECT PURPOSE

The purpose of this project is to expand on the work undertaken in the Community Organisation & Volunteer Sector Research (2017), by running two Pilot projects around the concept of shared services and shared service delivery within a geographically based and an interest based group of community organisations and volunteer groups.

#### 1.3 KEY DECISIONS IMPACTING THIS PROJECT

##### Background

In late 2016 Council commissioned Venture Southland Community Development to undertake research on its behalf on the level of service, challenges and opportunities for community organisations and the volunteer sector delivering services in the Southland District.

From this research, there was clear opportunity to look further into the concepts of shared services within both geographically based groups, and interest based groups irrespective of physical location. The research identified many groups struggling to obtain funding for personnel, operational expenses (including transport) and administrative services. There were also challenges in skill base and capacity for governance positions such as Chairs, Secretaries and Treasurers for the many community and volunteer groups within the District.

Council will lead the facilitation of two pilot projects, to be delivered by Venture Southland Community Development, that will determine the capacity and interest from community organisations and volunteer groups within defined areas to consider the idea of shared services and shared service delivery, and what this may entail. The pilots will include plans to implement a shared service or shared service delivery where feasible and there is a willingness by the groups and funders for this to be achieved.

Shared services is a concept generally supported by central Government funding agencies and philanthropic funding bodies, and where there is significant benefit to the efficiency and effectiveness of community organisations and volunteer groups, can work extremely well.





### How does shared services work?

The concept of shared services or shared service delivery is not new to community organisations and volunteer groups within New Zealand, however may be a new concept to some groups within the pilot areas selected.

The overarching premise behind shared services is to minimise the barriers and challenges that individual groups face, and share core services or delivery with other groups to help deliver the level of service desired and create a more sustainable and feasible organisation. This may include back-room services such as administrative processes (for example sharing computers or a photocopier amongst multiple community organisation in which the costs and use are shared), or cost effectiveness in personnel. For example, Chairing is a skilled role, and attracting and retaining a Chair (and other governance roles) can be difficult for many community and volunteer groups. Shared service delivery may see a group of organisations decide to incorporate into a larger body with individual groups within (e.g. soccer, tennis and golf become sports inc. etc).

The concept of engaging an independent Chair, who may then chair a larger number of local community groups is included in shared service models. This may even be a role that attracts funding from agencies who see the benefit of a skilled role to help maintain the structure of numerous community and volunteer organisations and groups. This is always tempered with the importance of individual community organisations and groups retaining their individual autonomy, even though they may share the services of an independent chair.

### Project Overview

The purpose of this project is to investigate the concept of shared services in the community organisation and volunteer sector, and if possible to implement shared service arrangements that may benefit and enhance the operation and service delivery of existing community organisations and volunteer groups.

From the Community Organisation and Volunteer Sector Research undertaken in 2017, and anecdotal information here in Southland and across other areas in New Zealand, we know that many community organisations and groups have identified barriers in their administration, funding for operational and staffing issues, and attracting and retaining people in skilled governance roles, such as Chairs, Secretaries and Treasurers. These pilots will investigate the opportunities available for shared services and what is needed to achieve this by organisations and, if appropriate, funding agencies.

The pilot will involve a stocktake of any known existing shared services in the District, and will identify shared service models currently working well in other places. This would also help identify any learning opportunities from shared service models that have struggled to get buy-in from either community organisations and/or funding agencies. It's important to acknowledge that not all shared services will have any involvement at all from funding agencies and may only involve the community organisations or volunteer groups themselves.

Where funding agencies are involved, the pilots will need to include discussions with central and local government, and philanthropic funders around their interest and ability to look at funding and supporting shared service arrangements. There may be learnings from other models around how current funding structures operate, and what may be required to create working models here in Southland.

One of the most critical aspects of shared services will be to look at how community and volunteer groups retain their autonomy while also being supported by peers in a shared service environment. This will be an important part of any discussions, and will play a pivotal role in determining the success of any shared services.



#### 1.4 PROJECT OBJECTIVES

The objective of this project is to determine the interest and ability for shared services to be provided within a group of organisations and volunteers within a geographically defined area, and within an interest based group.

This will be achieved through the facilitation of two pilot projects, to be delivered by Venture Southland Community Development, that will determine the capacity and interest from community organisations and volunteer groups to consider shared services or shared service delivery, and plans to implement a shared service where feasible and there is a willingness by the groups and funders for this to be achieved.

The following outcomes are sought:

- Using the information provided in the Community Organisation & Volunteer Sector research completed in 2017, and the Community Organisation database, Council's community partnership leader and community development staff will identify and agree on an appropriate geographical community to run a pilot.
- Using the information provided in the Community Organisation & Volunteer Sector research completed in 2017, and the Community Organisation database, Council's community partnership leader and community development staff will identify and agree on an appropriate group of organisations and volunteers based on sector of interest to run a pilot.
- Community development planners to undertake desk-top research of existing shared service models and examples in Southland region, NZ or further afield that have similar characteristics to Southland and the opportunities and challenges that the district and its communities provide. This would include but not be limited to geographically isolated communities, rural and urban relationships, sectors of interest to Southland, level of service similar to Southland from community organisations and volunteers.
- Community development planners will develop and deliver two pilot projects around shared services in Southland district.

#### 1.5 PROJECT METHODOLOGY

The project will include but not be limited to the following methodologies:

- Initial meeting between community partnership leader and community development planners to determine geographical location and group of interest to run the pilots – to be established by SDC
- Community development planners to initiate conversations with community groups/organisations to determine interest in the pilot
- Community development planners to coordinate and facilitate face-to-face meetings with community organisations and volunteer groups to discuss opportunities and barriers towards shared services – this will include both individual discussions and group meetings
- Community development planners to coordinate and facilitate face-to-face meetings with central, local government and philanthropic funders to discuss opportunities and barriers towards shared services - this will include both individual discussions and group meetings

## 2. Project Scope

### 2.1 IN SCOPE

This defines the project boundaries to facilitate effective management of deliverables on time and to agreed/approved cost. The scope outlined in any previous document should be confirmed here or updated as necessary. List all items that are included in the scope of this project.

- (a) All community organisations and volunteer groups identified as delivering a service in the pilot geographical area
- (b) All community organisations and volunteer groups identified as delivering a service in the pilot sector of interest area
- (c) All existing shared service and service delivery models identified as examples within New Zealand or internationally
- (d) Any shared service and service delivery models created or identified as new that have merit to investigate as part of the two pilot projects
- (e) Any and all community organisations and volunteer groups who are not identified in the existing database or Community Organisation & Volunteer Sector research completed in 2017, and who are identified in the pilot geographical or sector of interest areas
- (f) Opportunities for partnering and collaboration across agencies and groups investigated as appropriate in the pilot areas

### 2.2 OUT OF SCOPE

List identified items that will not be delivered as part of this project. This is most important as it specifies items which will not be undertaken as part of this project. This assists in managing/avoiding scope creep. The importance of individual out of scope items should be mentioned. Such items may pose significant risks to the project if they are not done at all by others. This may create risks for the project which need to be recognised and managed.

- (a) All community organisations and volunteer groups physically located **outside** the identified pilot geographical area that do not deliver a service to the pilot area
- (b) All community organisations and volunteer groups who's sector of interest is **outside** the identified pilot sector of interest area
- (c) All and any community organisations and volunteer groups within the pilot areas who **do not** provide a level of service to Southland district

### 2.3 ASSUMPTIONS AND CONSTRAINTS

The following assumptions are made:

- That the community organisations and volunteer groups within the geographical and sector of interest based areas identified have an interest in discussing and implementing shared services or investigating shared service delivery
- That central, local government and philanthropic funding agencies will be willing to discuss and implement shared service models within Southland district
- The concept of shared services and shared service delivery is understood by funding agencies and community groups
- Not all shared services will require any involvement from funding agencies

### 2.4 RISKS

The following risks are identified:

- Community organisations do not engage and/or have concerns around loss of autonomy or governance
- Funding agencies are interested in principle, but current funding models do not allow for shared service activity across community groups
- Legal status of community organisations or volunteer groups creates barriers to shared service agreements

### 3. Projects Tasks, Deliverables and Milestones

#### PROJECT TIMELINE

**3.1 TIMEFRAME** February – December 2018

#### 3.2 KEY DELIVERABLES

##### DELIVERABLES

- Community development to provide a written stocktake of existing known shared services and shared service delivery among community organisations or volunteer sector in Southland
- Community development to conduct face-to-face meetings with no less than 10 individual community organisations in the pilot areas and a minimum of one group meeting
- Community development to conduct face-to-face meetings with no less than three individual funding agencies servicing the pilot areas and a minimum of one group meeting
- Community development to facilitate and implement shared service agreement(s) if practicable in consultation with SDC

<b>3.3 KEY MILESTONES</b>	<b>Forecast Due Date</b>	<b>Actual Date</b>	<b>Responsibility</b>
SDC project brief drafted and approved	30 November 2017		Michelle Stevenson
Pilot areas identified SDC/VS	February 2018		Michelle Stevenson
Update report to Community & Policy Committee	February 2018		Michelle Stevenson
Written update report to SDC	13 July 2018		Amy Bird
Update report to Community & Policy Committee	31 July 2018		Michelle Stevenson
Any shared service agreement(s) in place	2 November 2018		Amy Bird/Michelle Stevenson
Final written report to SDC	2 November 2018		Amy Bird
Report to Community & Policy Committee	30 November 2018		Michelle Stevenson
<b>3.4 TASKS</b>	<b>Forecast Due Date</b>	<b>Actual Date</b>	<b>Responsibility</b>
Develop draft project brief	24 November 2018		Michelle Stevenson
Project brief completed	December 2018		Michelle Stevenson
Project report to Community & Policy Committee	February 2018		Michelle Stevenson
Project initiated	February 2018		Amy Bird
Desk-top stocktake completed	March 2018		Amy Bird
Community organisation and volunteer groups meetings completed	June 2018		Amy Bird
Funding agency meetings completed	June 2018		Amy Bird





Shared service agreement developed (if appropriate)	November 2018		Amy Bird in consultation with Michelle Stevenson
Final report to SDC	November 2018		Amy Bird
Final report to Council and any recommendations	November/December 2018		Michelle Stevenson

## 4. Stakeholder Management

### 4.1 STAKEHOLDERS

Stakeholder	Nature of Relationships	Nature of Involvement
SDC Community Partnership Leader	Project Manager	Project Manager
Venture Southland Community Development	Project delivery	
? Community		Pilot participant
? Community of interest		Pilot participant
Central Government Funding agencies	Stakeholder	Potential shared service funder
Philanthropic funders	Stakeholder	Potential shared service funder

## 5. Budget

The cost of this project is allocated according to the Letter of Expectation between Venture Southland and Southland District Council 2017/18.



## Southern Field Days at Waimumu

Record No: R/18/1/1169

Author: Louise Pagan, Communications Manager

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

### Council at Southern Field Days

- 1 Council will once again be an exhibitor at the Southern Field Days at Waimumu from 15 February 2018 to 16 February 2018. We have retained our site near the first entrance on the Gore side of the grounds and will have the Book Bus on site, along with the coffee car.
- 2 Our theme for this year is a Taste of Southland and this will incorporate our new Southland District Story, a taste of what Council does and an area called Food for Thought, where we will be looking at the future and the issues that surround our District.
- 3 We will also have chefs in the tent for demonstrations of Southland fare, and a sausage sizzle will be held.
- 4 The event is an opportunity for Council to be out among the community and to be available to listen and discuss issues with our residents and ratepayers.
- 5 Staff from key departments will attend each day, along with the Mayor and councillors.
- 6 The field days is full with all exhibition spaces sold. About 42,000 people attended the 2016 event.

### Recommendation

**That the Community and Policy Committee:**

- a) **Receives the report titled "Southern Field Days at Waimumu" dated 26 January 2018.**

### Attachments

There are no attachments for this report.





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## Minutes of the Ohai Railway Fund Subcommittee Meeting dated 26 May 2017

Record No: R/17/11/27366  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Alyson Hamilton, Committee Advisor

☐ Decision ☐ Recommendation ☒ Information

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### Recommendation

**That the Community and Policy Committee:**

- a) **Receives the report titled “Minutes of the Ohai Railway Fund Subcommittee Meeting dated 26 May 2017” dated 23 January 2018.**

### Attachments

A Minutes - Ohai Railway Fund Subcommittee - 26 May 2017 [↓](#)



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# Ohai Railway Fund Subcommittee

## OPEN MINUTES

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Minutes of a meeting of Ohai Railway Fund Subcommittee held in the Southland District Council Office, Otautau, 176 Main Street Otautau on Friday, 26 May 2017 at 2pm.

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### PRESENT

#### Members

Sue Adams  
Kevin Dixon  
Bill Mather  
Caroline Reed  
Councillor George Harpur

### IN ATTENDANCE

Group Manager, Community and Futures	Rex Capil
Chief Financial Officer	Anne Robson
Committee Advisor	Alyson Hamilton
Community Partnership leader	Kelly Tagg

## 1 Apologies and Welcome

Councillor Harpur opened the meeting and welcomed the Members to the Inaugural meeting of the Ohai Railway Fund Subcommittee for the 2016 – 2019 triennium.

Councillor Harpur congratulated the Members present on being elected to the Ohai Railway Fund Subcommittee for the ensuing three year term.

Councillor Harpur advised apologies for non-attendance have been received from Councillors Perham, Baird and Mayor Tong.

Moved Member Mather, seconded Member Dixon and **resolved:**

**That the Ohai Community Railway Fund Subcommittee accept the apologies for non-attendance from Councillors Perham, Baird and Mayor Tong.**

## 2 Election of Chair and Deputy Chair

**Record No: R/17/5/9000**

Councillor Harpur called for nominations for the position of Chairperson of the Ohai Development Area Subcommittee.

<u>Nominee</u>	<u>Moved</u>	<u>Seconded</u>
Sue Adams	Bill Mather	Kevin Dixon

There were no further nominations.

The nomination of Sue Adams for Chairperson of the Ohai Railway Fund Subcommittee for the 2016-2019 term was PUT and declared CARRIED.

Sue Adams was duly elected Chair of the Ohai Railway Fund Subcommittee for the 2016-2019 term.

Councillor Harpur then called for nominations for the Deputy Chairperson of Ohai Railway Fund Subcommittee

<u>Nominee</u>	<u>Moved</u>	<u>Seconded</u>
Bill Mather	Sue Adams	Kevin Dixon

There were no further nominations.

The nomination of Bill Mather for Deputy Chairperson of the Ohai Railway Fund Subcommittee for the 2016-2019 term was PUT and declared CARRIED.

Bill Mather was duly elected Deputy Chairperson of the Ohai Railway Fund Subcommittee for the 2016-2019 term.

### Resolution

Moved Member Adams, seconded Member Dixon and **resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “Election of Chair and Deputy Chair” dated 1 May 2017.**

- b) **Elects Sue Adams to be Chair of the Subcommittee for the 2016/2019 Triennium.**
- c) **Elects Bill Mather to be Deputy Chair of the Subcommittee for the 2016/2019 Triennium.**

Councillor Harpur vacated the seat and the Chair, Sue Adams proceeded to chair the meeting from this point.

**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 Harpur, seconded Member Mather **and resolved:**

**That the minutes of Ohai Railway Fund Subcommittee meeting held on 5 April 2017 be confirmed as a true and correct record.**

**Reports**

**7.2 General Explanation from Chief Executive**

**Record No: R/17/5/9509**

Committee Advisor, Alyson Hamilton presented the report.

Mrs Hamilton 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 subcommittee noted the contents of the report and Mrs Hamilton explained the various parts of the legislation that Members of the Ohai Railway Fund Subcommittee need be aware of.

**Resolution**

Moved Member Dixon, seconded Member Reed **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “General Explanation from Chief Executive” dated 10 May 2017.**

### **7.3 Standing Orders**

**Record No: R/17/5/9511**

Committee Advisor, Alyson Hamilton presented the report.

Mrs Hamilton advised that the purpose of the report was to inform the subcommittee that the Southland District Council adopted Standing Orders at its meeting on Wednesday 26 October 2016.

The subcommittee 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 Cr Harpur, seconded Member Reed **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “Standing Orders” dated 10 May 2017.**
- 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.**

### **7.4 Elected Members Code of Conduct**

**Record No: R/17/5/9512**

Committee Advisor, Alyson Hamilton presented the report.

Mrs Hamilton 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 subcommittee 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 Mather, seconded Member Dixon **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “Elected Members Code of Conduct” dated 10 May 2017.**
- 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.

## 7.5 Ohai Railway Fund Subcommittee - Terms of Reference

**Record No: R/17/5/9515**

Committee Advisor, Alyson Hamilton presented the report.

Attached to the report were the draft terms of reference approved by Council at its meeting dated 16 November 2016.

The subcommittee discussed the draft terms of reference that was reviewed at an earlier workshop where the following amendments were recommended:

### Item 12 - Applications

- 1st bullet point, addition of "...up to \$1,500
- 3rd bullet point, addition of "...up to \$1,000

### Item 13 - International Opportunities

- 1st bullet point, addition of "...;up to \$1,500
- 2nd bullet point, addition of "...up to \$1,000
- 2nd bullet point, replace ".....one...with...up ..."
- 4th bullet point delete and replace with "Applicants who qualify for International Opportunities grants are entitled to one grant only and cannot re-apply for similar type applications".

### Item 14 - Community Education and Training Fund

- 1st paragraph, deletion of "...per annum..."
- 1st paragraph, addition of "...being \$1,500
- 2nd paragraph delete and replace with "Applicants who qualify for Community Education and Training Fund grants are entitled to one grant only and cannot re-apply for similar type applications".

### Resolution

Moved Member Dixon, seconded Member Mather **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled "Ohai Railway Fund Subcommittee - Terms of Reference" dated 10 May 2017 subject, to the following amendments being recommended to Council for confirmation.**

**Item 12 - Applications**

- 1st bullet point, addition of “....up to \$1,500
- 3rd bullet point, addition of “....up to \$1,000

**Item 13 - International Opportunities**

- 1st bullet point, addition of “....up to \$1,500
- 2nd bullet point, addition of “...up to \$1,000
- 2nd bullet point, replace “.....one with...up to...”
- 4th bullet point delete and replace with “Applicants who qualify for International Opportunities grants are entitled to one grant only and cannot re-apply for similar type applications”.

**Item 14 - Community Education and Training Fund**

- 1st paragraph, deletion of “....per annum...”
- 1st paragraph, addition of “.....being \$1,500
- 2nd paragraph delete and replace with “Applicants who qualify for Community Education and Training Fund grants are entitled to one grant only and cannot re-apply for similar type applications”.

- b) **Agrees that grants relating to the above amendments within this funding round are subject to Council approving amendments to the Terms of Reference.**

**7.6 Financial Report to 30 April 2017**

**Record No: R/17/5/9480**

Chief Financial Officer, Anne Robson, presented the report.

Ms Robson advised the report provides a summary of the Ohai Railway Fund's financial position as at 30 April 2017.

The meeting was informed that interest income is currently projected at \$59,401 for the full financial year based on the average Reserve Bank of New Zealand six month term deposit rate for the 12 months prior to 30 April 2017.

Members noted grant expenditure for the year to date totals \$14,900 with forecast funds available to be allocated as grants, or to fund expenditure is approximately \$42,092 for the remainder of the year to 30 June 2017.

Ms Robson advised that if there were no further grants made the forecast reserve fund at 30 June 2017 would be approximately \$1,869,803.

Following a query from members regarding interest rates, Ms Robson explained the financial position of the Ohai Railway Fund clarifying the interest rates to date and confirming the current interest rate is best for this subcommittee.

Members queried a grant of \$700 committed in the October grants for the 2014/2015 financial year which has yet to be uplifted.

Staff responded advising this amount is to be withdrawn as the recipient has not responded to communications and it has been ascertained the funding is no longer required.

**Resolution**

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

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “Financial Report to 30 April 2017” dated 11 May 2017.**

**7.7 Post-secondary school/adult education/international opportunities applications**

**Record No: R/17/5/9504**

Committee Advisor, Alyson Hamilton, presented the report.

Mrs Hamilton advised applications from two individuals seeking a grant to assist with tertiary study has been lodged.

**Resolution**

Moved Member Reed, seconded Chairperson Adams **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “Post-secondary school/adult education/international opportunities applications” dated 10 May 2017.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agrees to allocate the following grants subject to receipts for course fees being produced by applicants prior to the funds being released.**
  - **Katie Grace Knarston \$1,500**
  - **Phillip Hames Neylon \$ 700**

**7.8 Hospice Southland Charitable Trust - funding application**

**Record No: R/17/5/9561**

Committee Advisor, Alyson Hamilton, presented the report.

Mrs Hamilton advised the Hospice Southland Charitable Trust wishes to apply for funding in the amount of \$10,000 to assist toward the costs relating to providing palliative care services to Ohai and Nightcaps communities.

In discussing this application members took account the presentation from Mr Andrew Leys (Chief Executive Officer, Hospice Southland) in the Public Forum section of the meeting.

The meeting was informed Hospice Southland receives approximately 50% of its funding from Government. This leaves a shortfall of \$2.1 million that needs to be raised this year to keep services free of charge, and ideally in the patients setting of choice.



The subcommittee noted the Ohai and Nightcaps communities will continue to receive full access to specialist palliative care services provided by the Hospice free of charge.

The subcommittee was advised that the voluntary effort from the community included 300 volunteers providing more than 40,000 hours in 2016.

### **Resolution**

Moved Member Dixon, seconded Member Reed **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “Hospice Southland Charitable Trust - funding application” dated 10 May 2017.**
- 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 a grant of \$5,000 to the Hospice Charitable Trust to assist towards the costs relating to providing specialist palliative care services to Ohai and Nightcaps Communities**

## **7.9 Ohai Community Development Area Subcommittee - funding application**

**Record No: R/17/5/9562**

Committee Advisor, Alyson Hamilton, presented the report.

Mrs Hamilton advised the purpose of the report is as a result of a request from the Ohai Community Development Area Subcommittee (CDA) for funding in the amount of \$3,199 to assist with the costs associated with the refurbishment of the Ohai Hall.

In discussing this application members took account the presentation from Mr Chris Mangion (Chairperson, Ohai CDA) in the Public Forum section of the meeting.

Mrs Hamilton advised the Ohai Hall has not had any major refurbishment work undertaken for approximately 30 years and the CDA wishes to carry out the refurbishment in order to improve the facility for current users and to make it more attractive to future users.

The subcommittee was advised the CDA will contribute \$36,000 towards this project.

### **Resolution**

Moved Member Mather, seconded Chairperson Adams **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “Ohai Community Development Area Subcommittee - funding application” dated 10 May 2017.**
- 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 a grant of \$3,200 to the Ohai Community Development Area to assist with the costs associated with the refurbishment of the Ohai Hall.**

#### **7.10 Ohai Nightcaps Returned Services Association - funding application**

**Record No: R/17/5/9572**

Committee Advisor, Alyson Hamilton, presented the report.

Mrs Hamilton advised the purpose of the report is as a result of a request from the Ohai Nightcaps Returned Services Association (RSA) for funding in the amount of \$1,200 to assist with the costs associated with the morning tea for the ANZAC Service (2017) which was held at the Ohai RSA rooms and for the purchase of a new zip.

In discussing this application members took account the presentation from Mr Raymond Hunt (President) and Ms Noreen McGee (Secretary-Treasurer) in the Public Forum section of the meeting.

The subcommittee was advised funding is necessary to ensure the ANZAC Day services are not lost from the area and due to falling roles members find it difficult to fundraise.

The subcommittee noted the estimated cost (excl GST) of the preparation of food for morning tea is \$650.76 based on the quote from the Couplands Bakery.

The subcommittee was further advised funding is being sought for a replacement zip the estimated cost (excl GST) is \$904.00 based on a quote received from Edward Gibbon (Plumbing Bathroom and Drainage).

The subcommittee noted the Ohai-Nightcaps RSA advised it will contribute \$490.36 toward this project by way of fundraising \$265.36 and fees/subs \$225.00

In discussing the application the subcommittee requested a copy of the following;

- The Association's complete financial accounts including the latest Income and Expenditure Statement, Balance Sheet and details of any monies held in term deposits. This information to be forwarded to the Committee Advisor.
- A five-year plan highlighting activities the Association will be involved ie ANZAC services.

#### **Resolution**

Moved Member Mather, seconded Member Dixon **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled "Ohai Nightcaps Returned Services Association - funding application" dated 10 May 2017.**

- 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) **Confirms its grant of \$500.00 to the Ohai-Nightcaps Returned Services Association to assist toward the costs associated with the morning tea for the ANZAC Service (2017) and for the purchase of a new zip.**
- e) **Requests the Association provide to the Subcommittee a complete set of audited financial accounts including the latest Income and Expenditure Statement, Balance Sheet and details of any monies held in term deposits and a five-year plan highlighting activities the Association will be involved ie ANZAC services.**

#### **7.11 Southern REAP - NZEA4U - funding application**

**Record No: R/17/5/9525**

Committee Advisor, Alyson Hamilton, presented the report.

Mrs Hamilton advised at the previous Ohai Railway Fund Subcommittee meeting held on Friday, 2 December 2016 Members considered an “organisation” application lodged by Southern REAP for the NZEA4U programme.

Mrs Hamilton explained the subcommittee resolved this application be treated as an “individual adult education” grant with the adult students having to meet the criteria as outlined in the Terms of Reference 2016/2019.

It was noted Southern REAP has requested the subcommittee reconsider its decision and treat the application as an “organisation” application.

Following a lengthy discussion the subcommittee noted the objection lodged by Southern REAP, however agreed that due to the application not meeting the criteria applicable to “organisation” grants therefore declined the request.

#### **Resolution**

Moved Member Reed, seconded Member Mather **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “Southern REAP - NZEA4U - funding application” dated 10 May 2017.**
- 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) **Declines the application lodged by Southern REAP for the NZEA4U Programme as the Subcommittee felt this application does not meet the criteria applicable to “organisation” grants.**

#### **7.12 Southern REAP - Rural Education - funding application**

**Record No: R/17/5/9545**

Committee Advisor, Alyson Hamilton, presented the report.

Mrs Hamilton advised Southern REAP are seeking funding in the amount of \$2188.52 to assist with a rural education programme to be held in Ohai.

In discussing this application members took account the presentation from Ms Dawn Brocks (Manager) in the Public Forum section of the meeting.

The subcommittee noted Southern REAP advises the programme consists of workshops on Flax Weaving, Blokes Workshop and Advanced Korowai Weaving.

Members were informed the total cost of these workshops is \$7,383.52 with Southern REAP contributing \$5,195 toward this project.

#### **Resolution**

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

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “Southern REAP - Rural Education - funding application” dated 10 May 2017.**
- 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 a grant of \$2,200 to assist with a rural education programme to be held in Ohai.**

#### **7.13 St Patricks School - Prayer Garden - funding application**

**Record No: R/17/5/9582**

Committee Advisor, Alyson Hamilton, presented the report.

Mrs Hamilton advised St Patricks School is applying for \$300.00 to assist with the cost to set up a prayer garden at the school.

In discussing this application members took account the presentation from Mr Steve Harley (Principal) in the Public Forum section of the meeting.

Mrs Hamilton explained it is intended to set up a prayer garden which is easily accessible to the community as well as the students.

Members noted funding is necessary to ensure the completion of the garden which will give the community, staff and pupils a place for prayer rest and contemplation.

The subcommittee was advised the total cost of the project is \$600.00 with St Patricks School contributing \$300.00.

### **Resolution**

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

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “St Patricks School - Prayer Garden - funding application” dated 10 May 2017.**
- 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 a grant of \$300 to assist with a with the cost to set up a prayer garden at the school.**

#### **7.14 St Patricks School - School Camp - funding application**

**Record No: R/17/5/9583**

Committee Advisor, Alyson Hamilton, presented the report.

Mrs Hamilton advised St Patricks School is applying for \$700.00 to assist with the cost of subsidizing an upcoming school camp.

In discussing this application members took account the presentation from Mr Steve Harley (Principal) in the Public Forum section of the meeting.

Mrs Hamilton explained the year 6/8 student camp will be at Pounaweia; 29 students and 4 staff are expected to participate in a range of activities including abseiling, kayaking and high ropes.

The subcommittee was advised funding is necessary to ensure that no families are disadvantaged by costs Further, it will ensure every student is given the same opportunity to challenge themselves and see the world.

The subcommittee noted the budget for the project is \$1,500.00 with St Patricks School contributing \$800.00 which includes \$200.00 from the Principal's Discretionary fund.

### **Resolution**

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

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled “St Patricks School - School Camp - funding application” dated 10 May 2017.**

- 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 a grant of \$1,200 to assist with the cost of subsidizing an upcoming school camp.**

#### **7.15 Takitimu Primary School - funding application**

**Record No: R/17/5/9584**

**Member Dixon declared an interest and took no part in discussions or voting on this issue.**

Committee Advisor, Alyson Hamilton, presented the report.

Mrs Hamilton advised Takitimu Primary School is applying for \$4,600 to assist with the cost of subsidizing two upcoming school camps.

In discussing this application members took account the presentation from Ms Alana Baird (teacher-in-charge) in the Public Forum section of the meeting.

Mrs Hamilton explained the year 5/6 student camp will be at the Catlins and the year 7/8 student camp will be at Deep Cove. 84 students are expected to participate in a range of activities including ice skating, DOC identification, archery, fishing, hiking, abseiling, kayaking and high ropes.

The subcommittee noted the budget for the project is \$11,725.50 with Takitimu Primary School contributing \$4,870 which includes \$2,990 from Parent Teacher Association.

#### **Resolution**

Moved Chairperson Adams, seconded Member Reed **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled "Takitimu Primary School - funding application" dated 10 May 2017.**
- 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 a grant of \$4,600 to assist with the costs of subsidising two upcoming school camps.**

**7.16 Thomas Tiplady - funding application****Record No: R/17/5/9587**

The Subcommittee considered an application from Mrs Tiplady to assist with the upgrade of bathroom facilities at their home in support of an ill family member.

The meeting was informed Mr Tiplady is critically ill and for him to remain at his Invercargill home an upgrade to the bathroom facilities is required.

In discussing this application members felt this application does not qualify or meet the criteria of the fund and the subcommittee agreed to decline this application.

**Resolution**

Moved Member Dixon, seconded Member Mather **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled "Thomas Tiplady - funding application" dated 10 May 2017.**
- 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) **Declines the application lodged by Thomas Tiplady as the Subcommittee felt this application does not qualify or meet the criteria of the fund.**

**7.17 Grants schedule****Record No: R/17/5/9514**

Mrs Hamilton, Committee Advisor, advised the purpose of the report is to provide an alphabetical schedule of Ohai Railway Fund grant monies allocated since October 1993 for Members' information.

**Resolution**

Moved Chairperson Adams, seconded Cr Harpur **and resolved:**

**That the Ohai Railway Fund Subcommittee:**

- a) **Receives the report titled "Grants schedule" dated 9 May 2017.**

The meeting concluded at 3.30pm

CONFIRMED AS A TRUE AND CORRECT  
RECORD AT A MEETING OF THE OHAI  
RAILWAY FUND SUBCOMMITTEE HELD ON  
FRIDAY, 26 MAY 2017.

**DATE:**.....

**CHAIRPERSON:**.....





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

### Recommendation

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

#### **C9.1 Stewart Island Community Planning Project - Update**

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
Stewart Island Community Planning Project - Update	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.