



Notice is hereby given that a Meeting of the Browns Community Development Area Subcommittee will be held on:

**Date:** Thursday, 17 May 2018  
**Time:** 6.30pm  
**Meeting Room:** Browns Community Centre  
**Venue:** 27 Limeworks Road, Browns

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## **Browns Community Development Area Subcommittee Agenda OPEN**

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### **MEMBERSHIP**

<b>Chairperson</b>	Ralph Hamilton
<b>Deputy Chairperson</b>	Simon Kane
<b>Members</b>	Fred Allen
	Hannah Forbes
	Simon Gilbert
	Raewyn Spencer
	Councillor Darren Frazer

### **IN ATTENDANCE**

<b>Committee Advisor</b>	Alyson Hamilton
<b>Community Partnership Leader</b>	Michelle Stevenson

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**[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.



## **Terms of Reference - Community Development Area Subcommittees**

Community Development Area Subcommittees are delegated the following responsibilities by the Southland District Council.

- Represent and act as an advocate for the interest of its community.
- Consider and reporting on all matters referred to it by the Southland District Council, or any matter of interest or concern to the Community Development Area Subcommittee;
- Maintain an overview of services provided by the Southland District Council within the community;
- Consider annual estimates for expenditure within the community and recommend these to Council;
- Communicate with community organisations and special interest groups within the community;
- Undertaking any other responsibilities that are delegated to it by the Southland District Council.

In addition to these activities, Community Development Area Subcommittees will consider how best to provide for our communities, and the people who live there, into the future.

Community Development Area Subcommittees will provide leadership by:

- Positively representing their community and the Southland District;
- Identifying key issues that will affect their community's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities.
- Promote a shared vision for the wider community of interest area and develop ways to work with others to achieve positive outcomes

Community Development Area Subcommittees will adopt a strategic focus that will enable members to:

- Provide local representation and guidance on wider community issues, initiatives and projects.
- Contribute to the development and promotion of community cohesion, by developing and supporting relationships across a range of stakeholders at a local, regional and national level.
- Take part in local community forums, meetings and workshops.
- Inform local residents and ratepayers on issues that affect them.

Community Development Area Subcommittees shall have the following delegated powers and be accountable to Council for the exercising of these powers.

### **Engagement and representation**

- Facilitating the Council's consultation with local residents and community groups on local issues and local aspects of district wide issues including input into the Long-term Plan, Annual Plan, and policies that impact on the Board's area.
- Engaging with council officers on local issues and levels of service, including infrastructural, recreational, community services and parks, reserves and cemetery matters.
- Representing the interests of the community at Council, Committee or Subcommittee meetings when a motion under debate relates to a matter that the Board considers to be of particular interest to the residents within its community.
- Monitoring and keeping the Council informed of community aspirations and the level of satisfaction with services provided.

### **Financial**

- Approving expenditure within the limits of annual estimates.
- Approving unbudgeted expenditure for locally funded activities up to the value of \$10,000.

### **Rentals and leases**

- In relation to all leases of land and buildings within their own area, on behalf of Council;
  - Accepting the highest tenders for rentals of \$10,000; or less per annum.
  - Approving the preferential allocation of leases where the rental is \$10,000 or less per annum.

### **Local assets and facilities**

- Overseeing the management of local halls and community centres which are owned by Council and where no management committee exists. This will occur by way of relationship with officers of Southland District Council.
  - Appoint a local liaison person responsible for community housing.
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The Community Development Area Subcommittees can make recommendations to Council on:

**Assets and Facilities**

- Annually providing feedback on any asset management plans or community services strategies applicable to the community for which the Community Development Area Subcommittee is responsible.

**Rentals and leases**

- In relation to all leases of land and buildings within their own area, on behalf of Council;
  - Recommending rentals in excess of \$10,000 per annum to the Group Manager Services and Assets.
  - Recommending the preferential allocation of leases where the rental is in excess of \$10,000 per annum to the Group Manager Services and Assets.

**Contracts/Tenders**

- Recommending tenders less than \$200,000 to the Group Manager Services and Assets.
- Recommending tenders in excess of \$200,000 to the Services and Assets Committee.
- Recommending tenders to the Services and Assets Committee where preference is not for acceptance of the highest tenderer,

**Financial**

- Recommending annual estimates to Council
- Recommending unbudgeted expenditure in excess of \$10,000 to the Services and Assets Committee.

**Local Policy**

- Considering matters referred to it by officers, the Council, its committees or subcommittees, including reports and policy and bylaw proposals relating to the provision of council services within the Board's area; and
- Making submissions or recommendations in response to those matters as appropriate.
- Appoint a local liaison person responsible for community housing.

The Chairperson of each Community Development Area Subcommittee is delegated with the following additional responsibilities:

- Approval of leases, rental agreements and the rollover of existing contracts under \$1,000;
  - Engaging with Community Development Area Subcommittee members to make submissions to the Council on behalf of the Community Development Area Subcommittee where a submission period is outside of the Community Development Area Subcommittee meeting cycle. Where a Chairperson is unable to base a submission on a consensus among Community Development Area Subcommittee members, a Community Development Area Subcommittee meeting must be held.
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**UPDATES**

**8.1 Chairperson's Report**

Chairperson, Member Hamilton, to report on activities with which he has been involved since the Subcommittee's last meeting.

**8.2 Councillor's Report**

Councillor Frazer to report on matters from the District Council table

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**1 Apologies**

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

**2 Leave of absence**

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

**3 Conflict of Interest**

Subcommittee 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 Browns Community Development Area Subcommittee, 15 March 2018



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# **Browns Community Development Area Subcommittee OPEN MINUTES**

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Minutes of a meeting of Browns Community Development Area Subcommittee held in the Browns Community Centre, 27 Limeworks Road, Browns on Thursday, 15 March 2018 at 6pm.

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## **PRESENT**

<b>Chairperson</b>	Ralph Hamilton
<b>Deputy Chairperson</b>	Simon Kane
<b>Members</b>	Fred Allen
	Hannah Forbes
	Simon Gilbert
	Raewyn Spencer
	Councillor Darren Frazer

## **IN ATTENDANCE**

<b>Committee Advisor</b>	Alyson Hamilton
<b>Community Partnership Leader</b>	Michelle Stevenson

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**1 Apologies**

Apology for absence was received from Hannah Forbes and for lateness from Raewyn Spencer.

Moved Member Allen, seconded Deputy Chairperson Kane and **resolved:**

**That the Browns Community Development Area Subcommittee accept the apologies.**

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

There was no public forum.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Chairperson Hamilton, seconded Member Gilbert **and resolved:**

**That the minutes of Browns Community Development Area Subcommittee meeting held on 31 October 2017 be confirmed as a true and correct record.**

**Reports**

**7.1 Council Report**

**Record No: R/18/2/3888**

Community Partnership Leader (Michelle Stevenson) presented the report.

Ms Stevenson advised the purpose of the report is to provide an overview of key issues across the Southland District, as well as high level local issues from various Council units.



Ms Stevenson informed the report highlighted various issues of interest including:

- Community Organisation and Volunteer Sector Shared Services Pilots
- Community Governance Project
- Representation Review update
- Long Term Plan 2018-2028 - 7 March to 9 April; consultation period
- Winton Air Quality update
- Dog control Amnesty
- Browns Community Development Area Income and expenditure is on track and within expected levels

### **Resolution**

Moved Deputy Chairperson Kane, seconded Member Spencer **and resolved:**

**That the Browns Community Development Area Subcommittee:**

- a) Receives the report titled “Council Report” dated 26 February 2018.**

Member Spencer arrived at 6.15pm during discussions on the Council report.

## **7.2 Schedule of Meetings for 2018**

### **Record No: R/18/1/1694**

Committee Advisor (Alyson Hamilton) presented the report.

The purpose of the report is to approve a schedule of meeting dates for 2018 so that meetings can be publicly notified in accordance with the requirements set by the Local Government Official Information and Meetings Act 1987 following the Council adopting a meeting schedule for 2018.

### **Resolution**

Moved Member Gilbert, seconded Member Allen **and resolved:**

**That the Browns Community Development Area Subcommittee:**

- a) Receives the report titled “Schedule of Meetings for 2018” dated 26 February 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) Agrees to meet at 6.30pm at the Browns Community Centre on the following dates in 2018:**

- **Thursday 15 March 2018**
- **Thursday 17 May 2018**
- **Thursday 30 August 2018**
- **Thursday 15 November 2018**

### **8.1 Chairperson's Report**

The Chair, Member Hamilton reported on activities he has been involved since the Subcommittee's last meeting. This included the following:

- Browns township looking good
- Concern at lack of a reliable water source in the township is an ongoing issue
- Concern that the resource consent for the current Browns sewage scheme is six years through its 10 year term
- Browns Community Centre looking great since the paint and carpet upgrade
- Advice of the practical competition of the Otago Southland Regional Final of the Young Farmer of the Year 2018 is to be held Friday, 20 April 2018 at the Browns Community Centre
- Discussion on suitable locations within the township for the establishment of an apple orchard, trees kindly donated by Robyn Guyton (Riverton). Members to forward suggestions to the Chair.

### **8.2 Councillor's Report**

Councillor Frazer reported on matters from the District Council table which included:

- Long Term Plan 2018-2028 - 7 March 2018 to 9 April 2018 consultation period
- Congratulations on a very successful Browns Sports day recently held in the township

The meeting concluded at 7.10pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE BROWNS COMMUNITY  
DEVELOPMENT AREA SUBCOMMITTEE HELD ON  
THURSDAY, 15 MARCH 2018.

**DATE:**.....

**CHAIRPERSON:**.....

## **Council Report**

**Record No:** R/18/4/9548

**Author:** Michelle Stevenson, Community Partnership Leader

**Approved by:** Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

### **Chief Executive**

#### **3 Waters Review**

- 1 In late April the Minister of Local Government announced the establishment of a 3 waters review, which follows on from the Havelock North Inquiry that was released last year.
- 2 The review is to be completed and decisions made by Cabinet in October 2018. The work is to be progressed within a very tight timeframe particularly given the wide scope of the work to be completed. As part of the review the Department of Internal Affairs will be establishing the following four work streams:
  - What are the appropriate oversight, regulatory settings and institutional arrangements for three waters infrastructure delivery;
  - What is the size of the funding need and what options are available for ensuring that an appropriate level of funding is provided;
  - What are the issues associated with capacity and capability and how best should a regulatory framework address these issues (this will include consideration of the Inquiry's recommendations for the aggregation and licensing of drinking water suppliers); and
  - What information disclosure regime will best incentivise performance improvements over time?
- 3 The Cabinet Paper refers to a 'whole of system' approach including exploring the possibility of what was, prior to the election, being talked about as the possibility of establishing a 'Ministry of Water' at the central Government level, flowing to a national regulatory agency and then down to a more consolidated water supplier delivery model. They have also recognised that funding, and the maintenance of appropriate technical capability and capacity across the different levels of the system is also important.
- 4 Given the tight timeframes within which the work is to be progressed Council will monitor developments in this space over the next few months.

#### **Freedom Camping**

- 5 Mayor Tong was one of 30 Mayors who met with Tourism Minister Kelvin Davis and senior officials to discuss freedom camping issues on 8 March. The discussions were wide ranging and highlighted the diversity of views that exist in relation to freedom camping and how it is best managed. The challenges facing different local authorities vary around the country.
- 6 The actions arising from the discussion include:
  - The establishment of a working group before the end of March to assess the situation nationally. The group will include representation from local government, the Department of Conservation, Land Information NZ and commercial operators

- A review of the relevant legislative and regulatory environment including the Freedom Camping Act and Camping Ground Act
- A review of the potential to develop nationally consistent policy and other standards including signage, a warrant of fitness for self-contained vehicles and technology.
- Consideration of the potential to have consistent regulatory approaches to managing the different types of land (eg conservation and local authority) where campers congregate.
- A review of the options for funding the infrastructure and other services needed to support freedom camping.

7 There is a level of concern that if action is not taken to address the impacts that freedom camping is having in communities currently experiencing problems that it may begin to have an impact on the level of community support for tourism in general. Given that tourism is now NZ's biggest export earner it is clearly important that the industry be allowed to operate and with a strong 'social licence' or level of community support.

8 At a local level staff are continuing to monitor the situation and have work planned to look at developing a district wide management strategy once the direction of any national policy review work becomes clearer.

### **Climate Change**

9 The Parliamentary Commissioner for the Environment released a report titled *A Zero Carbon Act for New Zealand: Revisiting Stepping stones to Paris and beyond*. A copy of the report is available on the Commissioner's website ([www.pce.parliament.nz/publications/a-zero-carbon-act-for-new-zealand-revisiting-stepping-stones-to-paris-and-beyond](http://www.pce.parliament.nz/publications/a-zero-carbon-act-for-new-zealand-revisiting-stepping-stones-to-paris-and-beyond)).

10 In the report the Commissioner notes that New Zealand needs to move on from a 'stop/start' approach to managing the impacts of climate change. It also highlights the importance of having a structured approach to both mitigation and adaptation.

11 The recommendations included in the report, in relation to mitigation, include:

- Any emissions reduction target/s set out in legislation must be certain;
- That it may be appropriate to introduce emissions reduction targets in a staged manner;
- Separate targets for different major gases may be appropriate and would provide clarity about the need to make progress on all gases;
- The Zero Carbon Act should specify the expertise required on the Climate Commission and a process that ensures some level of cross-party consensus in the appointment of the Commissioners;
- The Climate Commission should have an advisory role, and the Government should have responsibility for developing budgets and implementing the policies needed to achieve the budget; and
- That the Act should lay out explicit timeframes within which the Government must detail the policies it intends to implement in response to newly enacted carbon budgets.

12 In respect of adaptation, the report recommends that the proposed Zero Carbon Act should include a process for carrying out regular national-level risk assessments and national adaptation strategy planning. It will be important for this Council to do adaptation planning work at the district and community (eg Colac Bay and Stewart Island) level, particularly where there are significant risk issues to be managed.

- 13 The Climate Change Adaptation Technical Working Group is progressing work on its second report which will provide recommendations on how we should be adapting to climate change. It is expected that the Group's recommendations will include suggested actions in the following areas:
- The need for a planned approach to adaptation. It is important that there is a level of consistency to the planning and assessment of the adaptation risks arising from climate change ahead of it occurring
  - The development of greater information and assessment tools to assist local authorities and communities with their planning and adaptation work. The importance of developing more national guidance is highlighted by the wide variation in approaches that are currently being used in different communities across New Zealand. There is, for example, significant variability that different local authorities are making about the level of sea level rise that might occur over the next 100 years. Greater progress will be made if a consistent set of national standards on sea level could be set
  - The development of a standard national methodology and risk assessment tools to assist communities with quantifying the risk that they face and developing adaptation strategies
  - The development of greater capacity and capability across both central and local government to assist with adaptation work.

### **Civil Defence Review**

- 14 The Minister of Civil Defence has been consulting widely on the recommendations made through the recent review of civil defence structures.
- 15 Through the consultation process it is clear that there has been a wide level of support for many of the recommendations made including the desire to 'raise the standards' expected and bring a more professional approach to the management of this area. This will have flow-on implications for all of the entities involved including local authorities and Emergency Management Southland.
- 16 One of the key issues, from a local perspective, was the recommendation to require a move to regional service delivery and funding models. While the regional service delivery model proposal is not an issue for Southland, given the existence of Emergency Management Southland, it would have significant implications for a number of other regions. It would also affect the current funding model used in Southland in that the funding responsibility would move to Environment Southland rather than being spread between the local authorities as occurs at present. As a result a strong message has been given by many across the local government sector about the need to have a degree of local decision making in each region as to what might constitute the most appropriate model.
- 17 The Minister will be developing a series of recommendations to go through to Cabinet in the next three months to enable the initial set of policy decisions to be made. It is expected that decisions on the future structure for the Ministry of Civil Defence and national operations centre will be deferred to be made at a later date.

### **Southland Regional Development Agency (SRDA)**

- 18 In September 2017 the four Southland Councils released the statement of proposal relating to the formation of the SRDA as a council controlled organisation (CCO), to lead regional development activity.

- 19 There were some 105 submissions received which were considered by a Joint Committee consisting of two Councillors appointed from each of the four Southland Councils.
- 20 The Joint Committee has now completed its deliberations and is recommending that the Councils proceed with the formation of the new Agency as a CCO. There was a separate order paper item on the 20 April Council agenda dealing with this issue, in which recommendations in that report were approved by Council.
- 21 The Joint Committee has also made a number of other suggestions about the shareholding, constitution, transitional arrangements and operating framework for the SRDA. These are reflected in a series of propositions which will need to be considered further as work proceeds with establishment of the new Agency.

### **Tuawhenua – Provincial Growth Fund**

- 22 The Provincial Growth Fund was launched by the Government in Gisborne on 23 February. All regions, apart from the metropolitan areas of Auckland, Wellington and Christchurch are able to access the fund. There are also five ‘surge’ regions, which do not include Southland, who will receive priority funding allocations to support their development.
- 23 The Fund aims to enhance economic development opportunities, create sustainable jobs, contribute to community well-being, lift the productivity potential of regions, and help meet New Zealand’s climate change targets.
- 24 The fund has been split into three main areas being:
- Regional Projects and Capability. This area is for regional economic projects including feasibility studies and capability building projects.
  - Sector investment. This covers investments in major sectors such as tourism and aquaculture. The Government’s 1 billion trees programme is also being funded from this pool.
  - Enabling Infrastructure projects where major investments are needed to enable growth in regional economies. A number of rail projects being promoted across the country will be funded from this pool.
- 25 There are a number of detailed criteria relating to how the fund might be accessed and prioritised. These include the requirement for all projects to have regional support before they are put forward. Other key points to note include:
- There are no set application rounds for the Fund;
  - An Independent Advisory Panel has been appointed to assist the decision-making of ministers and officials, supported by a new Regional Economic Development Unit within MBIE to work directly with regions;
  - There are different delegations in place based on the level of support being sought. While some decisions will be able to be made by senior officials and/or ministers the larger applications will need to go to Cabinet.

### **Te Anau Wastewater**

- 26 Work is progressing with the implementation of the business case for the Kepler wastewater preferred option. This includes progressing the design work for the construction of a new reticulation system to transport treated wastewater from the treatment plant to the Kepler Block.

- 27 Initial conceptual design work is also underway for the development of a sub-surface drip irrigation (SDI) system. This work is needed to be able to develop a 'refined' design and cost estimate for an SDI system, as requested by Council. Ben Stratford, an engineer with experience in designing wastewater sub surface drip irrigation systems has been appointed as a peer reviewer to assist with this work.
- 28 Staff are also advancing discussions with Fiordland Sewage Options (FSO) about the potential for Council to employ Peter Riddell to provide comment on the proposed SDI solution. Employing Peter, will provide an opportunity to gain a wider range of technical input to Council's decision-making processes.

### **National Planning Standards**

- 29 The Government is due to release the first set of the proposed new National Planning Standards (Standards) for consultation in April. The Standards have been introduced as part of the 2017 amendments to the Resource Management Act 1991 and are intended to standardise planning tools across New Zealand.
- 30 The aim of these standards is to improve consistency in plan and policy statement structure, format and content so they are easier to prepare, understand, compare and comply with. The Standards also support implementation of national policy statements and help people observe the procedural principles of the Resource Management Act 1991 (RMA).
- 31 The first set of Standards are expected to cover the following areas:
- District plan structure
  - Regional plan and policy statement structures
  - District and regional plan form
  - Zones and overlays
  - Definitions
  - Incorporation of national direction
  - Metrics
  - Administrative provisions
  - Mapping
  - Accessibility of plans online.

### **Ouvea Premix**

- 32 There are approximately 22,000 tonnes of Ouvea premix in Southland, located at the former paper mill in Mataura, and at sites at Awarua and Invercargill. It was owned by Taha Asia Pacific, which went into liquidation in 2016.
- 33 In December 2017, the Taha liquidators EY formally disclaimed the premix, leaving its disposal to interested parties, including central and local government and the landlords of the storage sites. Ouvea premix, if mixed with water, can produce ammonia gas.

A funding package of \$4 million has been pulled together to have the premix removed and disposed of in an appropriate manner. The package involves a contribution from NZ Aluminium Smelter, central government, local government and the landlords.

## **Community and Futures Group**

### **2018 Long Term Plan and Policies**

- 34 The draft 2018 Long Term Plan consultation document and supporting information along with the draft Revenue and Financing Policy and draft Development and Financial Contributions Policy were adopted for consultation at the Council meeting on 27 February 2018. Audit NZ completed its review of the consultation document and the supporting documents and was present at the Council meeting to issue an unmodified audit opinion. A separate report is being prepared about the audit Management Report for the Finance and Audit Committee.
- 35 The consultation period opened on 7 March 2018 and ran through until 9.00am on Monday, 9 April 2018. The consultation document and the key policies are available on Council's website [www.southlanddc.govt.nz/ltp2018](http://www.southlanddc.govt.nz/ltp2018) and hard copies are available at each of the Area Offices. Copies of the consultation document were also distributed to mailboxes in Southland District in the first week of the consultation period. The communications team also put together animated videos for each of the three key issues in the consultation document which are being used on facebook, on the website and within the consultation form.
- 36 Following the close of the consultation period, Council staff collated all submissions into a submission booklet for the hearings meeting which was held 18/19 April 2018. Staff will then prepare a range of issues and options papers for consideration at the deliberations meeting held on 2 May 2018. Audit NZ will also be onsite to audit the final LTP in late May, prior to Council adopting the final Long Term Plan on 20 June 2018.

### **MBIE Stewart Island Community Plan Update**

- 37 In August 2017, the Ministry of Business, Innovation and Employment approached Council to lead a programme of development and consultation around opportunities and planning for the future of Stewart Island. The catalyst behind this was the Bonamia Ostreae parasite that terminated oyster farm production on Stewart Island. Council engaged Christchurch based independent consultant, Sandra James to undertake the work.
- 38 The purpose of the project was to determine the short, medium and long term community vision for the future sustainability and growth of Stewart Island Rakiura. It would also identify the infrastructure and social structure needed to support the achievement of the overall goals.
- 39 This engagement has now been completed, and the consultant has spoken with over 150 residents on the island around their views and aspirations around the future of the island. A community meeting was held on the Island on 5 March to present the overall findings and seek support in principle from the community to the proposed business cases to be put forward to government in relation to strategic leadership and wharves. The meeting was attended by representatives from MBIE, MPI, DOC, ES and Council who all provided an update on the work that they are currently undertaking on the Island. At this meeting a grant of \$100,000 to support the appointment of a Predator Free project manager was also announced.
- 40 The final report, submitted to Council on 27 March 2018 recommended some key themes for further investigation, and recommends to Council the development of investment proposals to MBIE.

### **Welcome Ambassador Project Update**

- 41 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. The pilot will be led and supported



by Council's community partnership leader, and delivered by community development through Venture Southland.

- 42 A public meeting was held in Te Anau on 7 March 2018 and was attended by a small and interested group of the public. Following in-depth discussions it was agreed by the residents present to not pursue this further in Te Anau at this time, however they wanted to ensure that there may be opportunity further down the track to investigate the project. The residents who attended felt that there were already a number of things happening in Te Anau, and that in general the township already provided a welcoming environment.
- 43 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. From here, staff will have further discussions around any other townships who might be approached for expressions of interest in the project.

### **Community Organisation and Volunteer Sector Shared Services Pilots**

- 44 The purpose of this project is to develop and run two pilot projects around the concept of shared services and shared service delivery within community organisations and volunteer groups within the Southland District.
- 45 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.
- 46 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.
- 47 Council and community development staff, with the support of Community Board members in the areas, have identified Winton and Edendale-Wyndham to initiate these pilots. Both pilots will be run concurrently and will have an urban and rural point of difference. Community development staff will begin interviews and conversations with community organisations over the next few months to look at ways in which a shared service model around the roles of Chair, Secretary and Treasurer could be developed. Preliminary conversations have also been made with some funding agencies and has received a favourable response to speak with them further about this concept. The pilots will be run throughout the 2018 calendar year.

### **Policy and Bylaw Update**

- 48 Two draft policies were out for consultation as part of the Long Term Plan consultation process. These were the Development and Financial Contributions Policy and the Revenue and Financing Policy. Council are required to have these policies to provide predictability and certainty about sources and levels of funding. Submissions on these policies closed on the 9th of April and hearings were held in April 2018.
- 49 The draft Trade Waste Bylaw is also out for consultation. Although the Trade Waste Bylaw 2008 has been effective at controlling trade waste discharges, under section 159 of the Local Government Act 2002, the Trade Waste Bylaw 2008 is due to be reviewed in 2018. Largely the Bylaw is unchanged, but the draft Bylaw does propose to increase the maximum penalty for a

breach of the Bylaw. Submissions closed on 2 May, and it is proposed that hearings be held on 16 May.

- 50 A draft Dangerous, Affected and Insanitary Buildings Policy 2018 has been developed and presented to the Regulatory and Consents Committee. If adopted, the draft policy would replace the current Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2011. The current policy is due to be reviewed as new statutory provisions override the parts of Council's current Policy that relate to earthquake-prone buildings. The draft Policy will be presented to Council for its input and to approve the draft policy for consultation, later this year.
- 51 Council is currently in the process of reviewing the Stewart Island/Rakiura Visitor Levy Policy and Bylaw. Preliminary consultation has been undertaken, and staff are considering the feedback that has been received from internal and external stakeholders. Staff are in the process of identifying if any changes should be recommended. Possible changes to the Levy will be discussed with the Community and Policy Committee mid-year.
- 52 Council has resolved to review the Local Alcohol Policy with the Invercargill City Council (ICC) and the Gore District Council (GDC). As part of the review process, Council has also agreed to consult with, and to request information from, the Police and Inspectors and Medical Officers of Health. Feedback has been received from the Police that states the current Policy is working well, that it has been effective, and that it provides good guidelines for the alcohol industry and enforcement authorities. Staff are still waiting for feedback from the Inspectors and Medical Officers of Health, and when that feedback is received, staff will work with ICC and GDC to develop a draft policy.

### **Milford Opportunities Project**

- 53 The Governance Group along with the project management team from the Opus/Xyst partnership visited Milford on 15 February so that everyone could experience the pressures of peak season, to better understand the visitor issues and opportunities and hear first-hand from some of the operators.
- 54 They will be looking to develop a plan that will ensure the Milford experience is outstanding for years to come and continues to create benefit for Fiordland National Park, the region and New Zealand. In the first phase of the project the Opus/Xyst team will be gathering information to understand what is currently known and what else is needed to better inform the project about the people, place, and experience.
- 55 They will work closely with agencies and stakeholders to gather relevant information and research reports, with this phase taking up to six months. As this phase finishes, any gaps in information will be filled through further research.
- 56 Ultimately, this information will feed the strategy and overall masterplan which will create a framework for the future of Milford Sound and the corridor to enhance it and the Fiordland National Park.

### **Te Anau Community Development Planning**

- 57 The Te Anau Community Board is continuing to work through the suggestions that it received from the community consultation last year. The aim is to identify a range of medium to long term opportunities that the Board would like to invest in by including them in the Long Term Plan.
- 58 The intention is to then hold a workshop with a community focus group to discuss how and why those decisions were reached and to see whether there is a general agreement about where they

have ended up. Cost estimates will then be sought for the projects which could lead to further prioritisation of the projects.

### **Tourism Infrastructure Fund Application**

- 59 Work on the information needed to support the application for work at Waikawa, Monkey Island, Clifden Bridge, and Te Anau is underway in anticipation of the next funding round being announced before the middle of the year. Those sites were agreed by Council as the priority for this round and further planning work is expected to be undertaken for the district's open spaces in the coming year.

### **Representation Review**

- 60 Since last reported in December 2017, Council, the Elected Representative Working Group and staff have been concluding the pre-consultation phase of the Representation Review and preparing concepts for discussion and feedback with members of community boards and community development area subcommittees.
- 61 Four feedback sessions were held in late February/early March. Following the feedback received Council considered and refined concepts which are currently being developed into what has become the Council's Initial Proposal that went to Council in April for adoption for consultation. The Initial Proposal will then be open for submissions throughout May, with submissions closing on Wednesday 6 June. Hearings will be held in mid-June with Council adopting the Final Proposal in mid-July.
- 62 In order to inform and provide context for the Local Government Commission about the representation review and the community governance review a reference document, with information including an indicative terms of reference for community boards and information about how local groups will be supported in their local community and have a relationship with their community board, will be available.

### **Early Childhood Education (ECE) Network Meeting**

- 63 Staff were invited to attend a recent meeting facilitated by the Ministry of Education with representatives from the Ministry, Te Kura, Plunket, Playcentre Federation, Southern REAP and Council.
- 64 The purpose was to establish a network and create an understanding of the key stakeholders working in the early childhood sector in Southland and an understanding of the issues they are currently facing. Those in attendance described their roles and programmes on offer to the community.
- 65 Discussions centred around upcoming events and information sharing between agencies to get a better understanding of whether ECE facilities are attracting local families or if the families are traveling further afield to access ECE.
- 66 Plunket described their work in conjunction with REAP to develop a mobile physical programme to take resources to rural areas. REAP explained the resources they provide to Playgroups and Home-based carers in Southland and programmes they run with Sport Southland. Playcentre advised of the changes happening at a national level and of the new guidelines being developed for use by local Playcentres. Te Kura shared their new electronic learning platform and advised they can offer financial support for accessing laptops and broadband to enable children to take part in early childhood education even if they don't live near an ECE provider.
- 67 A further network meeting is scheduled for later in the year.

### **Balfour Plunket**

- 68 The Balfour Plunket Group has moved out of their old building on Kruger Street and into the more modern Playcentre Building creating a great hub for young families in the District. Staff have attended meetings with local, regional and national Plunket representatives to discuss options for disposal of the building (owned by Plunket) and community consultation.

### **Venture Southland Community Development**

- 69 Staff have been providing support for a number of social enterprises across Southland. This involves working with these groups to help them integrate for-profit business models that support not-for-profit community outcomes.
- 70 Southland has been chosen as one of five regions throughout New Zealand to pilot the Welcoming Communities programme. Venture Southland will be coordinating the initiative in the region which will significantly contribute to Southland being considered a preferred place to live and work in.
- 71 As part of this initiative the Venture Southland community development team are working with Councils, the Ministry for Business, Innovation and Employment (MBIE), and Immigration NZ to draft a “Welcoming Plan” for the Southland region. This plan will support residents, migrants, immigrants, and refugees new to the region and set out how new and existing local policies, programmes, initiatives and services can be developed to support a welcoming environment.
- 72 The Welcoming Communities initiative has been developed in recognition that communities are healthier, happier and more productive when newcomers are welcomed and able to fully participate in the local community. The programme encourages communities to build upon their capacity to value diversity by embracing new culture and traditions. This is achieved by communities changing their dialogue to be more welcoming so that newcomers are not expected to change their ways and potentially lose their sense of self.
- 73 The long term aim of the programme is for communities to benefit socially, economically and culturally. Southland has the capacity to embrace this programme which will enable shared prosperity and growth for everyone.
- 74 Venture Southland has recently carried out a ‘Welcoming Communities’ survey to provide a benchmark for how welcoming Southland is for newcomers to the region. The results of this survey will contribute to the development of the welcoming plan.
- 75 Venture Southland will be running their annual business survey in April to determine the outlook of the Southland business climate. The survey will be able to be filled out online on the Venture Southland website. The survey will determine where Southland companies are doing business, where they are exporting to and identify the challenges and employment trends affecting Southland businesses.

## **Environmental Services**

### **Building Solutions**

- 76 The value of consented work for the month of February 2018 is below February 2017 this is a reverse of an increase trend that started about 12 months ago. The number of consents that were issued were consistent with February 2017. The activity in farm building has rebounded on last month and is at a level similar to last year. The number of consents issued for the year is similar to last year for the same period, however there is a noted increase in the value of consented

building work. There are currently 104 consents in the system 41 of these are on hold and 63 are actively progressing through the system.

### **Dog Control**

- 77 Staff organised a dog amnesty from Monday 12 February 2018 that ran through to Friday 13 April 2018. As at 13 March, 53 dogs had been registered under the amnesty, none of which were menacing breeds.

### **Environmental Health**

- 78 Two new freedom camping ranger services have been operating in the Catlins and in Lumsden. The Catlins service is a shared service with DOC and Clutha District Council, and is limited to daytime educational patrols. Two late night/early morning patrols by Council staff indicate high levels of compliance in the Catlins. In Lumsden, compliance is good thanks to a trial of having additional parks for non-self-contained, however some refinement of the service will be required prior to next season.

### **Resource Management**

- 79 Council has joined Environment Southland, Invercargill City Council and Gore District Council to undertake some region wide studies on landscapes, biodiversity and climate change. The Planning Team will be inputting into these projects over the next few months.

### **Customer Support**

- 80 For the month of February 2018, Customer Support received 4482 calls to 0800 732 732. There were 549 Request for Service (RFS) recorded from our customers with the top three matters related to roading, water supply and new wheelie bin requests. We had 10,518 visitors to our libraries across the District (excluding Stewart Island and the Bookbus as there are no door counters). We processed 17,438 payments from our customers, of the payments received, 76.6% came to us electronically through direct credit or direct debit, 1.9% cash, 8.6% eftpos and 12.8% via cheque.

### **Libraries**

- 81 In a major upgrade of our management system SDC Libraries will be moving to the Kōtuiti Platform on 3 May 2018. The base system we are using won't show significant changes, particularly for members of the public, however the support underpinning this will be greatly enhanced for both Library staff and users.

### **Services and Assets**

#### **Forestry (IFS)**

- 82 The main harvest program is now underway, with a crew currently logging in the Ohai Forest.
- 83 With a full year program of 46,000 tonnes, there remains 35,000 tonnes to be harvested in Ohai and Waikaia Forests by the end of 2017/18. Log prices are well up on budget, as both export and domestic demand continues.
- 84 The forest growing operations continue with pruning and thinning in all forests during this period. Land preparation is also well underway for planting during winter in Ohai.
- 85 The Southland District Council are now eligible to claim the ETS Post 89 units for the 2013-18 period with Ministry for Primary Industries; this will be done soon.

## **Strategic Water and Waste**

### **Land and Water Plan Implementation**

- 86 Under the National Policy Statement for Freshwater Management (NPS-FM) water quality and quantity are to be maintained and improved, with any over allocation to be phased out over time. Environment Southland is required to set environmental limits by 2025, with all 'communities' required to meet those limits in due course. They are progressing this work via their proposed Water and Land Plan.
- 87 To assist with addressing the impacts of these changes on local authority infrastructure, Environment Southland have formed a Three Waters Officer Working Group. The objectives of the group are to work through the implications of the new freshwater standards, develop an agreed approach to the re-consenting of local authority infrastructure and ensure that the organisational objectives are aligned.
- 88 Council staff and elected members from the three Southland Territorial Local Authorities, presented evidence to the hearing panel in September. Environment Southland released the decisions made by the commissioners on 4 April. Staff will be evaluating these decisions and considering what further action, if any, is needed.

## **Strategic Rooding**

### **Alternative Coastal Route Seal Extension Project**

- 89 This project is tracking slightly behind schedule but good progress is being made. The Rooding Company have around 99% of the earthworks and drainage works completed on the Otara Haldane Road section. The first 3km along this section has now been sealed (Otara end) a further 3.5km has been fully constructed with sealing programmed for mid-March. The 2km of Otta sealing along the tidal section and sealing of the approximately 5km of the main route to be completed during April.

### **Ramparts Road**

- 90 Fulton Hogan have completed the Otta sealing of Ramparts Road to the look out. The first signs of the Otta seal are starting to come through. Temporary speed limit signs have been kept in place to assist curing; to help provide a good outcome and reduce the risk of issues such as corrugations occurring.

### **District-Wide Resurfacing Contract**

- 91 Downer have completed the Eastern Area Contract and at the time of writing have 90% of the Western Area completed.

### **LED Streetlight Replacement Programme**

- 92 All light fittings required as part of the retrofit project have been purchased at the accelerated Financial Assistance Rate (85%).
- 93 Network Electrical Services are in the process of establishing a third crew on the project and believe they will be able to complete at least 65% of the network by 30 June 2018.
- 94 Staff are having discussions with the New Zealand Transport Agency around extending the enhanced funding assistance rate beyond the 30 June deadline, for the installation of the lighting units. There was a significant delay in NZTA providing their approval for this work due to a change in their approval processes. The timing and resourcing issues around completing the

retrofitting apply in a number of regions and have been discussed at a national level with a paper being presented to the NZTA Board in April.

### **Community Facilities and Housing Review**

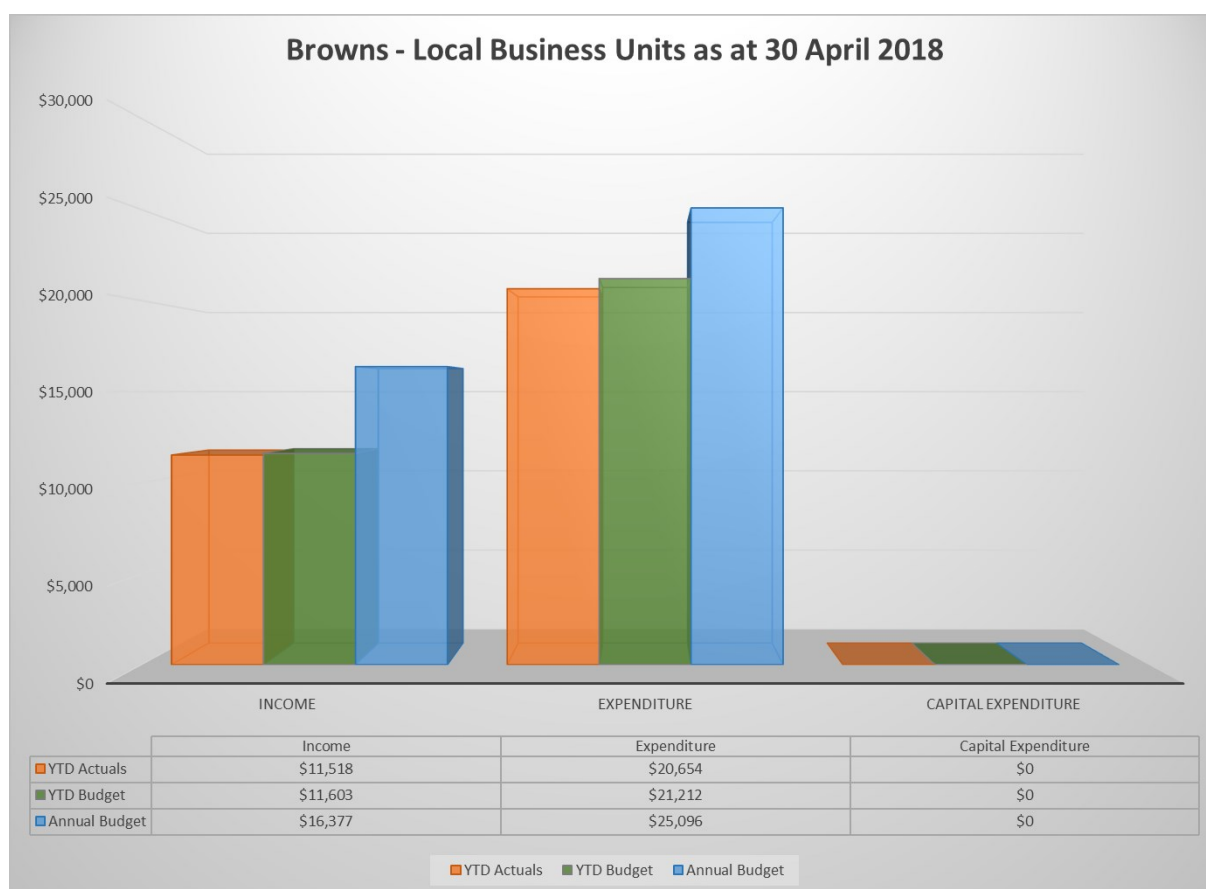
- 95 Morrison Low have recently completed a service delivery review, as required under section 17A of the Local Government Act 2002, for our community facilities and community housing services. The report was presented to the 27 March Council meeting and so a copy of the report is available on Council's website.
- 96 The report notes that Council currently has some 65 contracts in place for managing the delivery of its community facility services. It notes that there is an opportunity to streamline the current approach by looking to standardise and then consolidate a number of the current contracts. A work programme to look at how this might be achieved is to be developed and will be reported back to the Services and Assets Committee.
- 97 In relation to community housing Morrison Low recommend that Council proceed to develop a business case to review and evaluate in more depth the pros and cons of each of the delivery models that might be available for the delivery of this service. The range of options available obviously include a continuation of the current model or a change to having the service delivered by, for example, external non-profit community groups such as a health or social service trust or a complete exit from the service altogether. There is obviously a considerable amount of work to be done to fully evaluate the range of options that are available within Southland. As a result evaluation of these options will take some time.

### **Finance**

- 98 Income for the Browns Community Development Area Subcommittee is on track and within expected levels.
- 99 Expenditure for the Browns Community Development Area Subcommittee is showing lower than expected in the year to date. This is due to streetworks yet to be identified and undertaken, lower than budgeted general mowing costs, and less than budgeted stormwater works and consents required in the year to date.
- 100 There are no capital expenditure projects for the Browns Community Development Area Subcommittee in 2017/18.
- 101 April financials are subject to change due to the final figures not being available at the time the community reporting was completed.
- 102 It is worth noting that the budgets are phased on a monthly basis, and while some budgets appear to be underspent, they can still be on track for maintenance schedules that take place periodically throughout the year.

# Browns Community Development Area Subcommittee

17 May 2018



Browns - Business Units as at 30 April 2018										
		Income			Expenses			Capital		
BU Code	Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
22507	Street Works - Browns	\$1,006	\$1,059	\$3,711		\$1,059	\$1,271			
22513	Stormwater Drainage - Brown	\$1,670	\$1,758	\$2,109	\$510	\$1,762	\$2,109			
22528	Beautification - Browns	\$5,137	\$5,408	\$6,489	\$5,069	\$5,408	\$6,489			
22550	Hall - Browns	\$3,705	\$3,378	\$4,068	\$15,075	\$12,984	\$15,227			
Total		\$11,518	\$11,603	\$16,377	\$20,654	\$21,212	\$25,096	\$0	\$0	\$0



## Reserve Balances

Browns	Opening Balance	Current Budget	Forecast Budget	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
<b>Community Centre</b>													
<i>Operating</i>													
Browns Community Centre - OPR	1,540	1,554	(9,619)	(9,568)	(9,515)	(9,460)	(9,404)	(9,346)	(9,286)	(9,224)	(9,160)	(9,094)	(9,026)
Total Community Centre Operating	1,540	1,554	(9,619)	(9,568)	(9,515)	(9,460)	(9,404)	(9,346)	(9,286)	(9,224)	(9,160)	(9,094)	(9,026)
<b>Total Community Centre Balance</b>	1,540	1,554	(9,619)	(9,568)	(9,515)	(9,460)	(9,404)	(9,346)	(9,286)	(9,224)	(9,160)	(9,094)	(9,026)
<b>Local</b>													
<i>Operating</i>													
Browns General - OPR	45,402	47,842	47,842	49,416	51,042	52,721	54,456	56,248	58,099	60,010	61,984	64,023	66,129
Total Local Operating	45,402	47,842	47,842	49,416	51,042	52,721	54,456	56,248	58,099	60,010	61,984	64,023	66,129
<b>Total Local Balance</b>	45,402	47,842	47,842	49,416	51,042	52,721	54,456	56,248	58,099	60,010	61,984	64,023	66,129
<b>Total Browns Reserve Balance</b>	46,942	49,396	38,223	39,848	41,527	43,261	45,052	46,902	48,813	50,786	52,824	54,929	57,103

## **Recommendation**

**That the Browns Community Development Area Subcommittee:**

- a) Receives the report titled “Council Report” dated 23 April 2018.**

## **Attachments**

There are no attachments for this report.