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

Date:	**Tuesday, 28 August 2018**
Time:	**6pm**
Meeting Room:	**Nightcaps Hall**
Venue:	**13 Johnston Road, Nightcaps**

Nightcaps Community Development Area Subcommittee Agenda OPEN

MEMBERSHIP

Chairperson	Bev Evans
Deputy Chairperson	Wayne Williams
Members	Annette Blackler
	Bill Brown
	Donald Mcleod
	Jamie Shepherd
	Councillor Nick Perham

IN ATTENDANCE

Committee Advisor	Alyson Hamilton
Community Partnership Leader	Kelly Tagg

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

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.

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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8.1 Chairperson's Report

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

8.2 Councillor's Report

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

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 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 Nightcaps Community Development Area Subcommittee, 29 May 2018

Nightcaps Community Development Area Subcommittee

OPEN MINUTES

Minutes of a meeting of Nightcaps Community Development Area Subcommittee held in the Nightcaps Hall, 13 Johnston Road, Nightcaps on Tuesday, 29 May 2018 at 7.43pm.

PRESENT

Chairperson	Bev Evans
Deputy Chairperson	Wayne Williams
Members	Annette Blackler
	Bill Brown
	Donald Mcleod
	Jamie Shepherd
	Councillor Nick Perham

IN ATTENDANCE

Committee Advisor	Alyson Hamilton
Community Partnership Leader	Kelly Tagg

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Deputy Chairperson Williams, seconded Member Blackler **and resolved:**

That the minutes of Nightcaps Community Development Area Subcommittee meeting held on 20 March 2018 be confirmed as a true and correct record of that meeting.

Reports

7.1 Council Report

Record No: R/18/5/10557

Community Partnership Leader, Kelly Tagg, was in attendance for this item.

Mrs Tagg 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.

Mrs Tagg informed the report highlighted various issues of interest including;

- Harvesting is now completed in Ohai and whilst log prices are slightly back for export in April it is still well up on budget
- LED streetlight replacement work is currently underway in Nightcaps
- Tourism Fund

- Encouraged members to make submission to the Representation Review due 6 June 2018
- Leadership Cluster Meetings
- Catchment Groups
- Community Organisation and Volunteer Sector Shared Services Pilots
- Nightcaps War Memorial repair work
- Mrs Tagg updated on the income for Nightcaps CDA explaining the variances relating to operating costs, McGregor Park and the Nightcaps Hall
- Dray Restoration Project
  Mrs Tagg advised the Southland Building and Preservation Trust have responded to a request by the Subcommittee to investigate locating the restored historic dray to the rear of the Sinclair Miners Cottage site and have requested that a one page proposal, including photos, be forwarded to the Trust for consideration.

  Members suggested an alternative site being a section on Dryfe Street.

Resolution

Moved Deputy Chairperson Williams, seconded Member Brown **and resolved:**

That the Nightcaps Community Development Area Subcommittee:

a) Receives the report titled "Council Report" dated 23 April 2018.

Updates

8.1 Chairperson's Report

Chairperson, Member Evans, reported on activities with which she has been involved since the Subcommittee's last meeting. This included the following:

- Attendance at meetings relating to the representation review.
- Concern at local resident installing bee hives - advice that staff have written to the land owner advising that they are to be removed.
- Concern at residents living in caravans and only paying half charges of water and sewerage and concern at disposal of grey water. The Chair was advised staff are investigating this matter.
- Enquired when Cemetery panels will be installed, concrete pad and foundation bolts are in place.

Members provided updates on their respective portfolios as follows:
Community Housing
The Chair informed there are no vacancies at the flats.

Parks and Reserves
The Chair commented spraying has been undertaken in the village and is looking good.

Works
Member Williams advised the gorse has been totally removed in the railway line area and is looking good.

Member Williams informed a burst water main has been repaired and expressed appreciation to Downers and the Community Engineer for their quick response.

Hall
Member Blackler advised the netball concrete stands have yet to be removed, Member Shepherd to arrange for this work to be undertaken.

Mines
Member Williams advised of a new coal contract being cancelled.

8.2 Councillor's Report

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

- Representation review
- Long Term Plan update
- Open Spaces Plan
- Review of District Halls for cost effectiveness, running costs and usage

The meeting concluded at 8.30pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE NIGHTCAPS COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE HELD ON TUESDAY, 29 MAY 2018.

DATE:.....

CHAIRPERSON:.....

Council Report

Record No: R/18/8/19331
Author: Kelly Tagg, Community Partnership Leader
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

Chief Executive

Water Issues

1. In June Local Government NZ (LGNZ) released the third of its series of discussion papers relating to issues and options relating to the management of the 3 waters. The paper, Water 2050: Cost and funding – Meeting the costs of water infrastructure; a stocktake and analysis of actual and potential funding options for local authorities, considers the range of issues and options relating to funding.

2. In determining which options to use to fund infrastructure to meet rising standards, climate change impacts and population changes, as well as essential maintenance and renewal, the report identifies the following considerations:

- **Cost** - the cost of investing in three waters infrastructure, including the additional costs resulting from higher standards and new regulation, will be significant for many areas. There is clearly a need to find sustainable funding options.
- **Economic equity** - this can occur where charges reflect the full costs of providing services. That information can then be used to drive user pays mechanisms.
- **Social equity** – this addresses affordability to residents and is based on the premise that no one is priced out of the market.
- **Simplicity and implementability** - the funding mechanism used must be easily explained and understood by all levels of governance, management, stakeholders and the public.
- **Conditions and context** - while user-charging and local targeted rates are often considered suitable for urban areas, in rural areas these approaches can result in per-person funding requirements that are considered unaffordable. There may be merit, for example, from a wider public good perspective, in spreading the costs of rural infrastructure beyond the relevant local Council, while at the same time applying more economically efficient approaches in urban centres.
- **Time** - infrastructure costs can be recovered over different periods, depending on the funding option adopted.

3. The cost and funding paper is the latest in a series of discussion papers that have been developed by LGNZ. The previous two papers were:

Water 2050: Governance – A better framework for drinking water regulation

Water 2050: Quality – Review of the framework for water quality

4. As part of her address (www.beehive.govt.nz/speech/local-government-new-zealand-speech) to the LGNZ conference the Minister of Local Government, Hon Nanaia Mahuta, commented extensively on the current 3 waters review. Points of note that she made included:

- *The (Havelock North) Inquiry has made significant recommendations – both to overhaul regulation, and also to change how services are provided. This requires more than a conversation, it's a call to action for Local and Central Government. We need a step change, it must be system wide and we must be prepared to pull up and think about the impact of our decisions as it affects our country…*
- *As part of its ongoing work, the Department of Internal Affairs (DIA) has commissioned a report from Beca on the costs to upgrade drinking water infrastructure to meet key recommendations made by the Inquiry. This report is available to read on the Three Waters Review website.*
- *This report shows that the costs are highest for our smallest communities. Our small towns and provincial areas have fallen behind, and the cost of upgrading their drinking water infrastructure will effectively be unaffordable for many of them.*
- *The Havelock North Inquiry recommended larger, dedicated water providers, and this is something we're exploring. This would be one way to lift capability and provide a more sustainable funding model, and it has been something that many overseas countries have adopted with very good results.*
- *There are a range of different options that together we might consider.*

    1) *There are some core pillars for the Government that I want to be very clear about. Any option that goes forward for consideration must ensure continued public ownership of existing infrastructure assets and we must provide the protections of that assurance through governance and ownership arrangements, at law and Ministerial oversight.*

    2) *A critical part of any successful change will be determining how local government continues to be involved in the governance of water assets, and what the links are with broader council planning. We also need to discuss how local communities continue to be involved in services in their area. Responsive local service delivery will also be an important part of success.*

    3) *I recognise that many Councils are also interested in a broader agenda being the role and function of the sector in a future context. We should figure this out together as it's a legitimate consideration linking to my earlier point that we must work together towards improving wellbeing outcomes across the board.*

5. The Minister's speech is consistent with the messages that have been around for some time and the very broad nature of the wider water reform options being considered as part of the Government's 3 waters review programme. In addition to the regulatory aspects this also includes giving consideration to the pros and cons of forming larger dedicated water supply entities. The likely benefits of such an approach could include:

- Economies of scale (ie reduced costs) from running larger water supply and wastewater operations, and the ability to combine and aggregate asset management, engineering, financial and "back office" expertise and functions
- A broader funding base, which would likely be of the most benefit to small communities where the cost of upgrading water supplies to meet drinking water standards, or to safely

treat and dispose of wastewater and stormwater in accordance with the relevant resource consent requirements, is challenging if funding is sourced from that community alone

- Greater resilience in the provision of 3 water services through a larger, more diversified asset base. For example, in a large urban area, a "diversified" water supply network may create the opportunity to have a range of water sources and treatment plants.
- Greater consistency and equity in the provision of water and wastewater services, with likely reductions in service level disparities between large and small, urban and rural (serviced) communities.

6. The issues that are likely to be of concern to local authorities and their communities include:
   - A perceived loss of political control over the provision of 3 waters services as the governance responsibility is transferred from democratically elected councillors to an unelected board of directors.
   - The potential for aggregation to lead to greater centralisation, or more remote from communities, of decision-making about the services that might best be provided. It is noted, however, that if the dedicated suppliers were established as a council controlled organisation, then there would still be a level of accountability to the relevant local authority shareholders through the statement of intent and annual report.
   - Affordability issues for parts of the community could be raised if consolidation is accompanied by dedicated funding streams for water and wastewater services (including volumetric charges for water and /or wastewater services). Obviously, some of these concerns could be off-set by cost savings/efficiency gains that are achieved.
   - Concern about the future role and positioning of local government if the delivery of 3 waters services are removed and whether this could in turn lead to structural changes.
7. In early July the Minister of Health announced that a number of changes are to be made to the Health Act to improve the current regulatory framework within which drinking water is managed. These changes, which are seen as an interim step to improve the management of drinking water, include:
   - removal of the requirements for specified periods of consultation (three years) and notification (two years) for changes to drinking-water standards;
   - requiring the Minister to ensure adequate consultation with stakeholders including local authorities before any changes are made; and
   - makes it clear that water suppliers must implement their improved water safety plans with the agreed timetable.
8. The Minister also noted that Cabinet had asked for further work to be done on:
   - the introduction of a requirement for all water supplies to be treated, including with a residual disinfectant in the reticulation system;
   - making compliance with the Drinking Water Standards mandatory;
   - the establishment of a dedicated drinking-water regulator.

9. As noted previously the initial decisions on the likely future direction of change in this area are expected to be made by Cabinet in October 2018. Any legislative change and subsequent reform programme would then need to follow. It is important that Council think about and form its own views on the issues which exist in relation to management of the 3 waters and how this district might best position itself for the changes that are expected to be implemented over the next 12 – 24 months.

Local Government Funding Inquiry

10. In May the Government announced that it will be asking the Productivity Commission to conduct an inquiry into local government funding.

11. The formal terms of reference for the Inquiry were formally approved by Cabinet on 9 July but were not released publicly until 24 July. A copy of the terms of reference and covering letter from the Minister of Finance is available on the Productivity Commission website (www.productivity.govt.nz).

12. The terms of reference ask the Commission to consider, within their investigations, the following issues:

- the factors driving cost and price escalation for services and investment, including whether this is a result of policy and/or regulatory settings
- current frameworks for capital expenditure decision making, including cost-benefit analysis, incentives and oversight of decision making
- the ability of the current funding and financing model to deliver on community expectations and local authority obligations, now and into the future;
- rates affordability now and into the future
- options for new funding and financing tools to serve demand for investment and services. This will appraise current and new or improved approaches for considering efficiency, equity, affordability and effectiveness, and how the transition to any new funding and financing models could be managed
- constitutional and regulatory issues that may underpin new project financing entities with broader funding powers, and
- whether changes are needed to the regulatory arrangements overseeing local authority funding and financing.

13. The Commission's work will obviously need to consider the outputs from the 3 waters review and urban growth work which are also priority areas for central Government particularly, where economic development is being constrained by the ability of local government to provide the required infrastructure.

Climate Change

14. In late May the Government released the Climate Change Adaptation Technical Working Group's (CCATWG) Adaptation Options Report (ww.mfe.govt.nz/publications/climate-change/adapting-climate-change-new-zealand-recommendations-climate-change).

15. The report sets out recommendations for how New Zealand can best adapt and build resilience to the impacts of climate change. It also recommends that New Zealand put in place a national adaptation action plan, regularly update a national climate change risk assessment, review existing legislation and policy to integrate and align climate change adaptation considerations, and investigate who should bear the costs of climate change adaptation and how it can be funded.

16. The Group recommends that the following principles be used to guide and support climate change adaptation work:

- anticipate change and focus on preventing future risks from climate change rather than responding as the changes occur;
- take a long-term perspective when acting;
- take actions which maximise co-benefits, and minimise actions which hinder adaptation;
- act together in partnership, ara whakamua, and do this in a way that is based on the principles contained in the Treaty of Waitangi;
- prioritise action to the most vulnerable communities and sectors;
- integrate climate change adaptation into decision-making;
- make decisions based on the best available evidence, including science, data, knowledge, and Mātauranga Māori; and
- approach adaptation action with flexibility and enable local circumstances to be reflected.

17. This is the second report from the CCATWG and will be used to inform the wide ranging policy development work that is happening in response to climate change issues at present. This will include the development of a national adaptation plan and review of existing legislative frameworks to support council decision-making.

18. The Government have also just commenced a community consultation process in relation to the proposed Zero Carbon Bill, through which Government will set a net emissions target and a guided pathway to get there.

19. It is intended that through the Bill the Government will:

- Set in law the net emissions target for NZ to achieve by 2050
- Detail the milestones to be achieved along the way to 2050
- Establishes a new Climate Change Commission
- Provide a process via which climate change adaptation plans will be developed. These are expected to include a national risk assessment and national adaption plan

Localism Project

20. LGNZ have recently announced the establishment of a new Localism Project. A copy of the launch document is available on the LGNZ website (http://www.lgnz.co.nz/assets/Uploads/46672-LGNZ-Localism-launch-document.pdf). The project is being undertaken as a joint project with The New Zealand Initiative.

21. Through the project, research will be undertaken to look at the distribution of responsibilities and decision-making between central and local government and whether there is an opportunity for greater devolution of responsibilities to local communities. The work will look at current arrangements in place in overseas constituencies including Switzerland and the UK. A report on lessons to be drawn from the Swiss model is available on the New Zealand Initiative website (www.nzinitiative.org.nz/reports-and-media/reports/go-swiss-learnings-from-the-new-zealand-initiatives-visit-to-switzerland/).

22. The strategic importance of this project will increase as the role of local government as a community leader, 'purchaser' and advocate for its communities continues to evolve with the four well-beings being reinstated to the Local Government Act 2002.

International Visitor Conservation and Tourism Levy

23. Government have been consulting on their proposal to implement an International Visitor Conservation and Visitor Levy in the order of $25 - $35 for international visitors excluding those from Australia and the Pacific Islands.

24. It is proposed that the funds collected through the levy will be used to fund conservation estate and local tourism infrastructure. At this stage it is not clear how the funding will be allocated.

25. While the proposed levy is seen as a step forward in terms of creating an additional national revenue source it will have a number of limitations and in particular will not be a complete panacea for meeting all tourism driven funding demands. It will be important that as a local authority we look to make full use of the range of funding tools that we currently have available through our existing funding mechanisms, including tools such as the Stewart Island visitor levy, and alliances we can create with other agencies. In this regard the current review of the Stewart Island visitor levy is of considerable importance.

Council Strategic Workshop

26. Council held a strategic workshop on 6th and 7th August.

27. The workshop provided an opportunity to have a 'stocktake' of the organisation's progress and strategic direction following completion of the 2018 Long Term Plan and adoption of a new strategic framework.

28. It is also clear that the local government sector as a whole is operating in a period of considerable change, the speed of which is only likely to increase further in the short – medium term. Some of the major issues driving these changes include 3 waters review, climate change, housing, regional development, funding and social equity issues. It is clear that in all of these areas retention of the status quo is not an option. The challenge is for Council to ensure that it has a position on and can influence the change processes as they occur.

29. The outputs from the workshop will be used to inform the organisational work programme including that leading into the 2021 LTP.

Southland Regional Development Agency

30. Work is proceeding with the creation of the new Southland Regional Development Agency (SRDA).

31. Consultation with the proposed community shareholders is well advanced and a Memorandum of Understanding is close to being finalised with the four Murihiku Runanga.

32. Work is also well advanced with the development of proposed new 'contracting' arrangements. In looking at what it is that this Council wants to purchase from the new Agency it is important to recognise that we need to change the focus of the organisation from what it was that Venture Southland has delivered in the past.

33. Council, along with its regional partners are looking to establish a new Agency that has a broad regional development mandate and focus which is derived from the region as a whole rather than simply local government. It is also an Agency that should be using the Southland Regional Development Strategy (SORDS) document as its strategic plan and work programme. While there will be a need to vary from some of the specific initiatives identified the overall direction signalled through the SORDS document remains as the latest expression of regional expectations.

Community and Futures Group

Corporate Performance Framework

34. The Corporate Performance Framework aligns Council's high level direction to its activities and outcomes. Its purpose is to streamline Council planning and reporting functions, while not compromising Council's legislative and audit responsibilities.

35. As part of the Corporate Performance Framework, Council will deliver on its legislative requirements – including the Long Term Plan, Annual Plan, Annual Report and Activity Management Plans. Council will no longer be producing a Corporate Performance Report or the Corporate Performance Variance Report. These will be replaced by the Interim Performance Report which will be produced three times a year – for the four month periods of July-October, November-February and March-June, with the third being produced as part of the Annual Report.

Risk Management Framework

36. Council continues to identify the need to invest in and further develop its risk management processes and approach. In developing the Risk Management Framework the objective is to create a framework to effectively understand, plan for and mitigate risk across all levels and activities within Council.

37. Understanding and mitigating risks is central to safeguarding Southland District's community assets and services and other activities it Council is responsible for delivering on behalf of its community. In facilitating better decision making practices that support risk informed choices, prioritise actions and determine options, assurance can be provided to Council, the Southland district community and stakeholders that critical risks are identified and are being managed effectively. At the first Risk Management Framework project meeting scheduled for 16 August 2018, the agenda will be to agree the objectives, thresholds and management approaches for the overall framework.

Community Futures Research and Analysis Work Programme

38. Council is undertaking research and analysis work to support its decision making and transitioning from 2018 to 2021 in preparation for the Long Term Plan 2021-2031. This work will assist in leading the development of Council's overall approach to the management of change and preparation for what the future might hold for the district and its communities.

39. An internal Project Team has been established, facilitated by the Strategy & Policy Manager, to lead this work. The purpose of this work is to develop project plans based on identified work streams that will help identify what is required to deliver priority projects within the district.

40. The topics for further research and analysis include Socio-demographic projects (where are we now, where are we heading, and where do we want to be), Climate Change and implications for Southland District (risks and impacts on the district), Service Delivery Framework – District vs Local service provision and levels of service (an assessment and evaluation of council services and determine the most appropriate level of service to meet community needs in the future), rating affordability planning and implications (to understand income levels in our communities and affordable measures for delivery of activities and services – and implications of decisions on rating affordability for the district), Future infrastructure and asset renewal (what and how will council replace significant infrastructure when due for replacement), Land and Water Plan Implications (to understand the implications of compliance standards on the future provision of services to local communities), Community Facility Provision Framework (how, what and when are facilities used and needed), Community Partnerships Assistance and Funding Alignment Approach (multi-agency community partnership opportunities, and council's funding and grant schemes to support community organisations), and Technological change impacts on communities and implications for Council. This work will assist Council in delivering on the Long Term Plan 2018-2028 and identify priorities for investing in community future planning.

41. An update on this project will be given to the Community & Policy Committee at their 5 September meeting.

Policy and Bylaw Updates

42. There are a number of Council bylaws and policies currently being reviewed and updated, and a large number of bylaws due for review in the next 12-24 months. The Strategy and Policy team is also undertaking a high level stocktake of all policies and bylaws currently held by Council and their timeframes and requirements for review. This work will include some analysis of determining the appropriate categories for our policies into Governance and Management, and also discussing those which may be better served as procedures and guidelines. There will be a process of prioritisation around this work aligned to the Governance and organisational vision for the future.

43. Currently, the Roading bylaw change to Elgin Terrace on Stewart Island is being reviewed and has completed a consultation period. This will be submitted to Council at the 8 August meeting. The Stewart Island Visitor Levy Bylaw and Policy are also in the process of being reviewed and have gone through a pre-consultation process prior to the formal consultation process in the upcoming months.

Milford Opportunities

44. The governance group met on 29 June and were taken through the gap analysis work that was completed under the first phase of the project. The Opus/Xyst team identified further work that is needed to be done and are currently preparing business cases for those pieces of work for consideration by the governance group at its September meeting.

45. The business cases will form the basis of a further application to the Ministry of Business, Innovation and Employment (MBIE) for further funding from the Provincial Growth Fund (PGF) to support the project.

46. A number of the other agencies involved in the project are also gearing up to resource the project and undertake pieces of supporting work.

47. The next key part of the project to get underway is to increase the level of communication and engagement with the public and stakeholders. That work will be led by Council with additional support and resourcing as required. This work is significant and will form one of the business cases in the application to MBIE for funding.

MBIE Stewart Island Community Plan

48. In August 2017, the Ministry of Business, Innovation and Employment (MBIE) 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 has devastated oyster production on Stewart Island. The purpose of the project is to determine the short, medium and long term community vision for the future sustainability and growth of Stewart Island Rakiura.

49. As a result of that work an application was prepared for the PGF and submitted for consideration. There is a three step process for applications and to date it has made it through the first two which are endorsement by the local Advisory Group and then approval by the Mayoral Forum. The final step is consideration by MBIE where it is in the mix with all applications that have been submitted nationally. It is not clear what the timeframe will be for hearing back about whether the application has been successful but to date it has been around 2-3 months.

Tourism Infrastructure Fund

50. At the time of writing staff are awaiting feedback on not the applications for the Southern Scenic Route, Te Anau Wastewater and Manapouri projects. It is expected that the Minister will be making an announcement in early August.

Representation Review

51. On Wednesday 11 July, Council adopted its final proposal on the representation review that will be in place for the 2019 elections. Council received 153 submissions. Those who wanted to speak were given the opportunity on Tuesday 18 June.

52. Submissions were heard by a hearings panel comprising the councillors and Community Board chairs Bekhuis and Yorke and CDA chair McGrath. The hearings panel also considered all submissions received and made several changes based on the submissions to its initial proposal. These included adding an additional community board by separating the Taramea Te Waewae

community board into two – the Oraka Aparima community board and the Tuatapere Te Waewae community board; increasing the number of elected members on the Stewart Island Rakiura Community Board from 4 to 6, changing the name of the Takitimu community board to the Wallace Takitimu community board and altering the boundary of the proposed Waihopai Toetoe community board to include Te Tipua, Mabel Bush, Roslyn Bush, Rakahouka and Grove Bush.

53. Appeals and objections to the proposal close on Wednesday 22 August 2018. Any received will be sent to the Local Government Commission who will make the final determination. This must be by 11 April 2019. No timetable has been set as yet.

54. The new structure will be in place for the 2019 elections. Council has signalled that it will support local community groups through community development adviser staff members so that local groups can continue to do projects in their areas and raise issues of concern with community boards and Council.

55. Council is also recommending to the incoming Council that community board and CDA existing reserves be ring-fenced for a period of up to three years when the Revenue and Financing policy is reviewed.

56. The organisation has a service delivery review project underway to ensure that the new structure is supported appropriately.

Venture Southland

57. Venture Southland is involved in a shared services pilot which is being trialled in the Wyndham/Edendale Area. The pilot will see the associated areas share a secretary. Seven community groups are taking part in the pilot and recruitment for the position is underway.

58. The Lumsden railway precinct is set to be future-proofed after a major funding win for the Lumsden Heritage Trust. The Trust has been granted $62,252 by the Lottery Grants Board for the restoration and preservation of the town's heritage carriage. The funding application was prepared by Venture Southland, alongside John Titter and Rob Scott of the Lumsden Heritage Trust. The funding received will allow the development of a purpose-built canopy to protect the town's A class 1896 railway carriage.

Remuneration Authority

59. Councils around the country have been advised that the Remuneration Authority is making changes to how remuneration is set for Councils and community boards. The changes will be introduced for the 2019 elections. The Authority did not accept that land area be included as a sizing factor for territorial authorities.

60. The Remuneration Authority will calculate and provide notice to each Council on the size of the remuneration pool for councillors either late this year or very early next year. The Authority will also be doing work in the next few months looking at remuneration levels for community board members. Further information on the review process is available on the Remuneration Authority website (www.remauthority.govt.nz).

Regulatory Services

Predator Free Rakiura

61. Southland District Council (SDC) is a participant in the Predator Free Rakiura (PFR) initiative, with the Group Manager of Environmental Services being the SDC representative on the PFR Leadership Group.

62. The PFR Leadership Group is chaired by Mr Paul Norris of Real Journeys and has representation from the Tangata Whenua, Stewart Island/Rakiura residents, Rakiura Maori Land Incorporation, the fishing industry, hunters, the Department of Conservation, SDC and Environment Southland.

63. In early 2018, PFR received funding from the Ministry of Business Innovation and Employment towards the creation of a PFR Project Leader, with the key aims of this role being to raise the profile of PFR and to develop some predator free projects to the point where they could be attractive for external investment.

64. Council will administer the funding for this multi-agency project including providing regular reporting back to MBIE as required under their funding agreement.

65. Council coordinated the recruitment process to engage a Project Manager, which has resulted in Bridget Carter being appointed to the position, commencing 6 August 2018. Bridget is a resident of Stewart Island/Rakiura and brings strong environmental and engagement skillsets to the position.

Resource Management

66. Council has teamed up with Environment Southland, Gore District Council and Invercargill City Council to undertake high level region wide assessments on Climate Change, Biodiversity and Landscapes. These reports are due to be released in the second half of the year.

Building (Earthquake Prone Buildings) Amendment Act 2016 implementation

67. Council has important statutory duties in terms of giving effect to the Building (Earthquake Prone Buildings) Amendment Act 2016.

68. One of these is the identification of Priority Buildings which have a tighter time frame for strengthening, which is required to be undertaken via community consultation. The first meeting to discuss this was held in Te Anau on 18th July at 5.30pm.

Dog Registration Process for 2018/2019

69. The Animal Control team is currently in the midst of the 2018/2019 dog registration process.

70. With circa 13,500 dogs in the District, this is a significant administration process which traverses across a range of teams, not just the Animal Control team.

71. Following a review of 2017/2018 processes (the first year under the tiered fees regime which incentivises neutering, fencing and microchipping), a number of efficiency changes have been made to this process, including a strong emphasis on encouraging online registration which creates a number of administration efficiencies.

72. At the time of writing, approximately 40% of dogs have been registered and approximately a third of these have been registered on-line.

Whakamana te Waituna Trust

73. Councillors Duffy and Keast are Council's representatives on the Whakamana te Waituna Trust, and the Group Manager of Environmental Services is Council's representative on the Joint Officials Group. Nikki Tarbutt of Environment Southland has been appointed as project manager and this position provides an important focus to progression of the various work streams.

74. The Trust has held its first two meetings, with the second meeting being held at the Gorge Road Country Club on 21 June 2018.

75. This meeting was preceded by a very useful tour of the catchment, and followed by a well-attended public meeting which was aimed to update the community on progress.

Draft National Planning Standards

76. The Ministry for the Environment has released a series of 18 draft National Planning Standards, which are open for submissions until 17 August 2018.

77. These National Planning Standards flow from recent Resource Management Act amendments and seek to "provide national consistency for the structure, form, definitions and electronic accessibility of RMA plans and policy statements to make them more efficient and easier to prepare and use".

78. Southland Councils are taking a shared, collaborative approach to providing feedback, with a staff working party formulating a draft joint submission, which is currently out for consideration by the respective participant Councils.

Waikaia Museum Redevelopment

79. The Roving Museum Officer has been working closely with the Waikaia Museum redevelopment, project group. The redeveloped museum is nearing completion, which is a significant milestone for that community. They are aiming for a spring opening with the formal date yet to be confirmed.

Services and Assets Group

Group Manager's Update

80. As we transition into a new financial year, we are still in the process of reflecting on the previous year and assessing how things wrapped up, in order to inform any learnings for the existing financial year. This transition is especially notable as it incorporates the completion of a New Zealand Transport Agency's three-year funding cycle. The transport team finished the funding cycle within 0.5% of the overall budget. This represents a significant achievement for the team given the complexity and scope of the works programme. The focus for the team has now shifted to ramping up into a new funding cycle and resourcing this year's planned programme of works.

81. The Section 17A Service Delivery Review for property and community facilities is continuing to be progressed albeit in the background. The current focus remains assessing the various service delivery and maintenance options for the various activities across the district. There are a number of ways in which this can be resourced. The challenge is to identify the most efficient considering service provision, cost and community benefit. It is anticipated that further discussion with and reporting to Council, will be required in September.

82. The Pyramid Bridge project is progressing with Gore District Council. Southland District Council staff and Council representation form part of the project governance team; contact and updates are regular. Detailed design for both the single and double lane options are being finalised and a market approach expression of interest is anticipated in the coming weeks. Once design and pricing is completed, a recommendation will be made to the respective councils and decision sought on the final solution and how this is to be funded.

83. The Te Anau Wastewater Discharge Project updated Business Case assessment is anticipated to be completed in August, with Committee review dates set for September ahead of recommendation reporting and subsequent decision on the discharge method by Council in September or October at the latest.

84. A Stewart Island Electrical Supply Authority (SIESA) sustainability review is another important priority for the Services and Assets Group. The review will incorporate a number of considerations, including; an existing maintenance and operations review, contract update, technology/automation assessment, operational and compliance/best practice review and associated supporting financial modelling. The existing maintenance and operations contract with PowerNet has been extended for a further 24-month period in which time, this work and any subsequent competitive tendering exercise will need to be completed.

85. Lastly, Te Anau Airport Manapouri is also a key focus. The existing commercial head lease arrangement with MGJV expires in September 2018. There is an opportunity to reassess some of the long term objectives for the airport and establish subsequent actions eg revisiting the marketing material, a master-planning exercise for the site, associated financial modelling, infrastructure assessment and partnering opportunities.

Stewart Island Electrical Supply Authority (SIESA) (PowerNet)

86. After approximately 80 hours of run time on the new engine, it was noticed that the Unit 4 engine control unit was logging occasional errors which have been traced and corrected.

87. In line with a recommendation from the fuel system certifier, fuel shut off valves and heat detectors have been fitted to the fuel supply system. This should lead to certification of the day tank installation although there will still be an outstanding non-compliance relating to the main tanks given their age and condition.

88. The network condition survey has now been completed and the data is being evaluated so maintenance packages can be scoped and once approved, completed during summer months.

Te Anau Airport Manapouri

89. The Airport is in full winter mode with annual leave being taken and discussions with the inbound Tauck Tours airline provider in progress. Ground handling equipment is being looked

at for function and fit for purpose for the coming season and staff levels evaluated. Large assets are being reviewed for long term budget and expenditure consideration.

90. Further work on the runway in the form of moss spraying, crack sealing and runway markings are underway, with a timeline for this work being discussed over the next few months.

Forestry (IFS)

91. The remaining 2017-18 harvest program has now been completed in the Waikaia forest. A volume of 49,000 tonnes has been achieved at end of year; June production was 10,000 tonnes.

92. Harvesting of the next financial year's adjoining area has now commenced. This is 24,000 tonnes which should be completed in September. Replanting and the last of the annual silviculture program was completed in Ohai in June.

93. The forest valuer is currently revaluing the asset which is due soon.

Strategic Water and Waste

Te Anau Wastewater Discharge Project

94. The business case in support of the preferred Kepler option was presented to Council in December 2017, and while they resolved to progress with detailed design on the pipeline route to Kepler, they also requested that staff undertake further work around a sub-surface disposal option (Option 3). Council staff and consultants are currently developing this work, in conjunction with an external peer reviewer, Ben Stratford.

95. The roles of the Wastewater Committee, Fiordland Sewage Options Group and their representative Peter Riddell have also been reviewed. Mr Riddell has been engaged to provide commentary on a conceptual subsurface drip irrigation design and costings. Once this work is completed and finalised an updated business case will be provided to Council for decision following submission and review by the Wastewater Committee, Services and Assets Committee and the Finance and Audit Committee. It is anticipated that this work will be completed by September.

96. In addition to the above, a finalised basis of design for the pipeline to Kepler has been delivered to Council. Council staff are also working through options around resourcing for the delivery of the various stages of the overall project.

Land and Water Plan Implementation

97. Under the National Policy Statement for Freshwater Management 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.

98. 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.

99. Council staff and elected members from the three Southland Territorial Local Authorities, presented evidence to the hearing panel in September. In total 25 appeals were received by Environment Southland of which Council has identified 10 which it will join as a Section 274 party. The closing period for joining such appeals was recently extended to 22 June. Council has also lodged an appeal to the decision. The basis of Council's appeal is largely around the 'non-complying' activity status on wastewater discharges to water. The latest direction issues from the Environment Court outlines how appeals will be grouped to allow mediation to be undertaken. The mediation has been set down for week long blocks, based on topic and will run from late August through to early December.

Review of Solid Waste Contract Arrangements

100. The WasteNet Southland Waste Management Group recently notified contractors Bond Contracts and Southland Disability Enterprises Limited of its intention to begin negotiations, around rolling both contracts over. Both contracts are currently in year six of an initial eight year duration, with ability to roll over for a further eight years.

101. Negotiations with both parties were undertaken on 20 April. Further information has been requested by the Waste Management Group which should allow a recommendation to be made to the Waste Advisory Group as to whether to roll the contracts over, or to go back to the market. The Waste Advisory Group made a number of decisions around each contract at their meeting on 27 June, which will be presented to Council and appropriate committees at upcoming meetings.

Operations and Community Services

102. The Southern Scenic Route Tourism Infrastructure Fund application was completed and submitted to Ministry of Business, Innovation and Employment for consideration and approval; we anticipate notification in August/September.

103. The Lumsden Tourism Infrastructure Fund project is tracking well however, due to poor weather conditions the carpark sealing has slipped by three weeks and could potentially be delayed until September/October. The building work on the toilet block will start mid-July.

104. The footpath project in Wyndham and Edendale is tracking well, the 2017-2018 part of this project is complete and within budget. The 2018-2019 part of the project will start when weather conditions allow. We are also monitoring the Footpath Asset condition report done by Opus to see if there could be additional work needed. This report could also indicate more work in this area and the township footpaths.

105. Initiation of a project to improve the rubbish and recycling process by the Te Anau Community Board which could include new bins, contract scope change, increase maintenance costs and improved level of service.

Strategic Roading

106. The recent release of the Government Policy Statement on Land Transport included the potential for enhanced Funding Assistance for safety improvement projects. From discussion with NZTA there is limited information available on how to go about accessing this funding.

107. The information that has been provided indicated that the enhanced financial assistance rate would be set halfway between a Council's normal financial assistance rate and 100%. Council's normal financial assistance rate is 51% making the potential enhanced financial assistance rate 76%.

108. Some of the criteria indicated to access the enhanced financial assistance rate also include:

- the new financial assistance rate will be conditional on Councils redirecting funding that would otherwise have been spent on the project into other transport-related projects, i.e. Councils can't redirect savings from receiving the enhanced financial assistance rate to non roading activities.
- there is an understanding that Councils which accept the new financial assistance rate, will deliver the agreed project(s).
- projects must be high and very high priority projects assessed against the Transport Agency's Investment Assessment Framework. Prioritisation is based on the two assessment factors of results being alignment with Government Policy Statement on Land Transport and cost benefit appraisal.

109. The transport team will continue discussions with New Zealand Transport Agency on what opportunities exist for Southland District Council to access the enhanced financial assistance rate. Indications to date, however, are that it will be difficult for any of this Council's currently identified projects to qualify.

110. Indicative funding approval has been given for the maintenance and renewal programme for 2018-2021 however, no indication or approval has been given for Council's improvement category of funding (low cost/low risk).

Alternative Coastal Route Seal Extension Project

111. The legal survey for land purchases is underway with the physical works having fully ramped up again with improved weather conditions.

112. It is still expected that the project will be finalised around October/November when weather condition should be more favourable for the sealing works.

Water Structures

113. Progress is continuing in relation to the Riverton Wharves licencing and repairs. Most licence holders are progressing with essential repairs. As a result of recent communication from staff as well as news articles getting the works completed, there has been an upswing on this work as well as communication with Council on the progress and documentation.

Annual Report

114. Staff are currently undertaking the year end processes to complete the 2017/2018 Annual Report for Council. As part of the preliminary discussions with Audit NZ no significant issues have been identified. The auditors will be on site from the 3 September.

Finance

115. Council's financial year operates between 1 July and 30 June. The reports provided below, whilst being dated 30 June 2018, have not yet been finalised or audited and at the time of writing this report, year-end adjustments (such as the calculation of interest on reserves) had not yet completed. A further finalised and audited report will be provided to the Subcommittee at its next meeting.

116. Income for the Nightcaps Community Development Area Subcommittee has the following variances against budget year to date;

    i. Administration – below budget due to interest on reserves not having been calculated at the time this report was prepared.

    ii. Operating Costs – above budget due to the receipt of grants from the Ohai Railway Fund and Community Initiatives Fund to assist with the Children's Christmas Party organised by the Subcommittee.

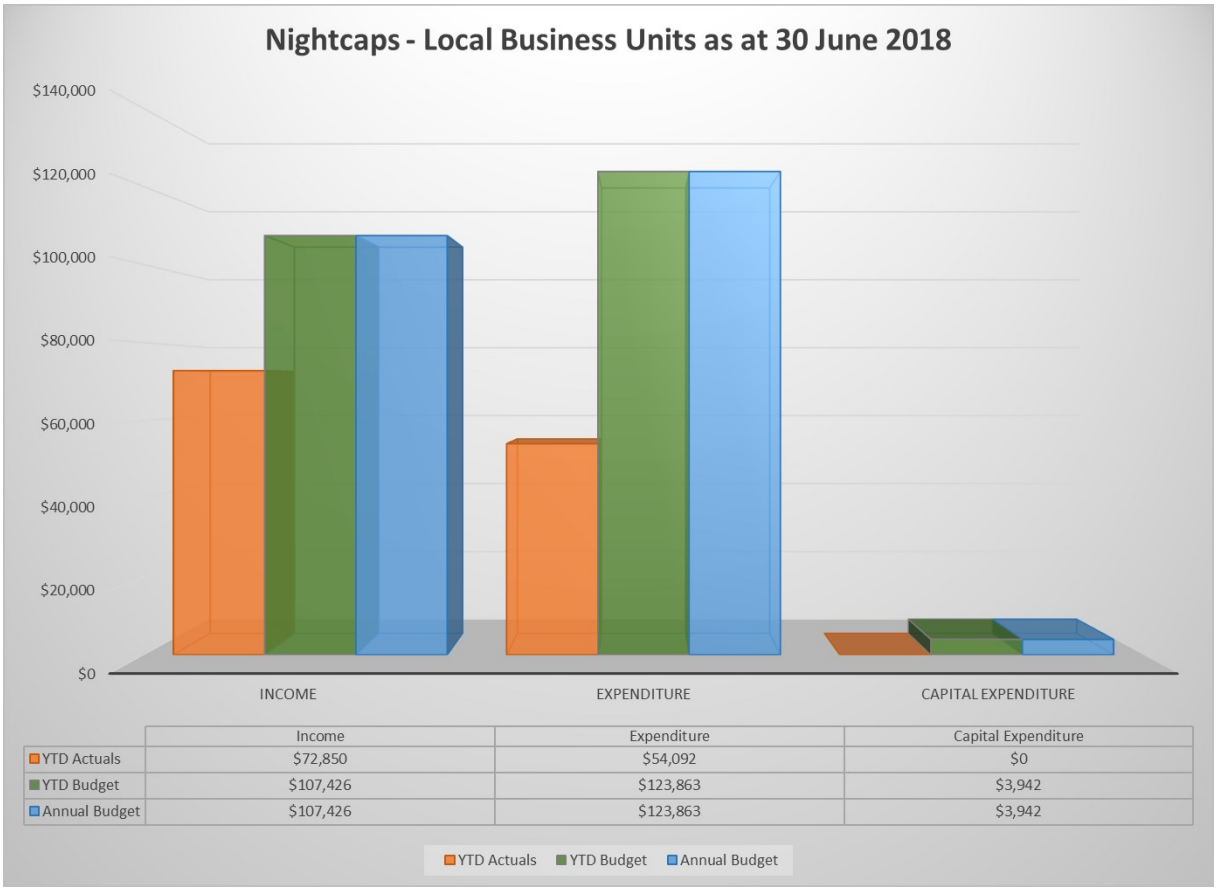
    iii. McGregor Park – below budget due to interest on reserves not having been calculated.

    iv. Hall Nightcaps – below budget year to date due to a transfer from the McGregor Park Reserve in the amount of $30,000 (plus GST) not being processed yet. These funds will be used to meet the cost of the exterior painting of the Hall which are programmed to happen later in the year.

117. Expenditure overall is also under budget year with the exception of stormwater which relates to urgent works that were required to clean out a drain earlier in the year as previously advised.

118. The underspend for the McGregor Park business unit relates to the transfer from reserves for the Hall project.

119. The capital expenditure project related to the Nightcaps Library, which was closed in May 2017, and will not be utilised.



	Income	Expenditure	Capital Expenditure
YTD Actuals	$72,850	$54,092	$0
YTD Budget	$107,426	$123,863	$3,942
Annual Budget	$107,426	$123,863	$3,942

Nightcaps - Business Units as at 30 June 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
25300	Administration - Nightcaps	$1,673	$4,773	$4,773	$1,672	$1,672	$1,672			
25301	Library - Nightcaps	$6,614	$6,614	$6,614		$2,672	$2,672		$3,942	$3,942
25302	Operating Costs - Nightcaps	$4,769	$3,546	$3,546	$2,496	$3,546	$3,546			
25307	Street Works - Nightcaps	$10,104	$10,096	$10,096	$5,674	$10,096	$10,096			
25313	Stormwater Drainage-Nightcaps	$13,171	$13,071	$13,071	$18,537	$11,684	$11,684			
25328	Beautification - Nightcaps	$3,970	$3,970	$3,970	$4,562	$7,938	$7,938			
25332	McGregor Park	$18,697	$20,710	$20,710	$9,791	$40,757	$40,757			
25333	Dr Woods Memorial Park				$845	$845	$845			
25350	Hall - Nightcaps	$13,852	$44,646	$44,646	$10,515	$44,653	$44,653			
	Total	**$72,850**	**$107,426**	**$107,426**	**$54,092**	**$123,863**	**$123,863**	**$0**	**$3,942**	**$3,942**

Reserve Balances

Nightcaps	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
Community Centre													
Reserve													
Nightcaps Community Centre - R	4,951	4,966	4,966	5,129	5,288	5,472	5,652	5,838	6,030	6,228	6,433	6,645	6,864
Total Community Centre Reserve	4,951	4,966	4,966	5,129	5,288	5,472	5,652	5,838	6,030	6,228	6,433	6,645	6,864
Total Community Centre Balance	4,951	4,966	4,966	5,129	5,288	5,472	5,652	5,838	6,030	6,228	6,433	6,645	6,864
Local													
Reserve													
NCAP McGregor Park - RES	108,202	114,406	84,406	89,271	93,960	98,467	102,775	106,851	110,664	114,178	117,774	120,609	123,043
Nightcaps General - RES	13,614	16,715	16,715	17,265	17,833	18,420	19,026	2,662	2,760	2,840	2,933	3,030	3,130
Total Local Reserve	121,816	131,121	101,121	106,536	111,793	116,887	121,801	109,513	113,414	117,018	120,707	123,639	126,173
Total Local Balance	121,816	131,121	101,121	106,536	111,793	116,887	121,801	109,513	113,414	117,018	120,707	123,639	126,173
Stormwater													
Operating													
Nightcaps Stormwater - OPR	7,930	7,930	7,930	8,191	8,460	8,738	9,026	9,323	9,630	9,947	10,274	10,612	10,961
Total Stormwater Operating	7,930	7,930	7,930	8,191	8,460	8,738	9,026	9,323	9,630	9,947	10,274	10,612	10,961
Total Stormwater Balance	7,930	7,930	7,930	8,191	8,460	8,738	9,026	9,323	9,630	9,947	10,274	10,612	10,961
Total Nightcaps Reserve Balance	134,697	144,017	114,017	119,856	125,551	131,097	136,479	124,674	129,074	133,193	137,414	140,896	143,998

Recommendation

That the Nightcaps Community Development Area Subcommittee:

a) Receives the report titled "Council Report" dated 16 August 2018.

Attachments

There are no attachments for this report.