



Council

OPEN MINUTES

Minutes of a meeting of Council held in the Council Chambers, 15 Forth Street, Invercargill on Tuesday, 25 September 2018 at 10am.

PRESENT

| | |
|---------------------|-----------------------------------|
| Mayor | Mayor Gary Tong (10am to 11.02am) |
| Deputy Mayor | Paul Duffy |
| Councillors | Stuart Baird |
| | Brian Dillon |
| | John Douglas |
| | Bruce Ford |
| | Darren Frazer |
| | George Harpur |
| | Julie Keast |
| | Gavin Macpherson |
| | Neil Paterson |

APOLOGIES

Mayor Tong (early departure)
Councillor Ebel Kremer
Councillor Nick Perham

IN ATTENDANCE

| | |
|--|----------------|
| Chief Executive | Steve Ruru |
| Group Manager, Environmental Services | Bruce Halligan |
| Group Manager, Services and Assets | Matt Russell |
| Group Manager, Community and Futures | Rex Capil |
| Chief Financial Officer | Anne Robson |
| Group Manager, Customer Support | Trudie Hurst |
| Communications Manager | Louise Pagan |
| Governance and Democracy Manager | Clare Sullivan |
| Committee Advisor | Fiona Dunlop |

1 Apologies

Apologies were received from Councillors Kremer and Perham and an apology for an early departure from Mayor Tong

Resolution

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

That Council accept the apologies.

2 Leave of absence

A leave of absence was requested from Councillor Frazer from Friday 28 September to Sunday 8 October 2018.

Resolution

Moved Mayor Tong, seconded Deputy Mayor Duffy **and resolved that the request for leave of absence be approved.**

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 Council Minutes

There were no minutes to confirm.

Reports - Policy and Strategy

7.2 Welcoming Communities - Southland/Murihiku Welcoming Plan

Record No: R/18/9/21199

Group Manager, Customer Support – Trudie Hurst and Venture Southland Community Planner – Megan Nunns were in attendance for this item.

Mrs Hurst advised that the report was to introduce the Southland/Murihiku Welcoming Plan to Southland District Council and recommend that Council endorse the Plan.

Resolution

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

That the Council:

- a) **Receives the report titled “Welcoming Communities - Southland/Murihiku Welcoming Plan” dated 10 September 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Endorses the Southland/Murihiku Welcoming Plan.**

7.3 Draft Stewart Island/Rakiura Visitor Levy Bylaw and Policy - Consultation

Record No: R/18/8/18783

Policy Analyst – Robyn Rout and Group Manager, Community and Policy – Rex Capil were in attendance for this item.

Resolution

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

That Council:

- a) **Receives the report titled “Draft Stewart Island/Rakiura Visitor Levy Bylaw and Policy - Consultation” dated 17 September 2018.**
- b) **Determines that this matter or decision be recognised as 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) **Determines pursuant to section 155(1) of the Local Government Act 2002 that a bylaw is the most appropriate way of addressing the problems faced by Stewart Island/Rakiura.**
- e) **Determines pursuant to section 155(2)(a) of the Local Government Act 2002, that the draft Stewart Island/Rakiura Visitor Levy Bylaw 2019 is the most appropriate form of bylaw.**
- f) **Determines pursuant to section 155(2)(b) of the Local Government Act 2002, that the draft Stewart Island/Rakiura Visitor Levy Bylaw 2019 does not give rise to any implications under the New Zealand Bill of Rights Act 1990.**
- g) **Endorses the recommendation from the Community and Policy Committee that the Community and Policy Committee allocate levy funding, with representatives from the approved operators and a person to represent iwi with all having voting rights when funds are being allocated.**
- h) **Endorses the recommendation from the Community and Policy Committee that the amount of levy and revenue collected should be \$15.00.**
- i) **Endorse and release the draft Stewart Island/Rakiura Visitor Levy Bylaw, Policy and Statement of Proposal outlined in Appendix A for consultation in accordance with the Special Consultative Procedure outlined in sections 83 and 86 of the Local Government Act 2002, from 4 October 2018 to 9 November 2018.**

Councillor Ford requested that his dissenting vote be recorded.

7.4 Draft Regional Biodiversity Strategy

Record No: R/18/9/21252

Senior Resource Planner - Policy, Resource Management – Rebecca Blyth and group Manager, Environmental Services – Bruce Halligan were in attendance for this item.

Resolution

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

That the Council:

- a) **Receives the report titled “Draft Regional Biodiversity Strategy” dated 20 September 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis**

of costs and benefits or advantages and disadvantages prior to making a decision on this matter.

- d) **Endorses Option 2 – as the response required to the Draft Regional Biodiversity Strategy and sets a timeframe for reporting back to the Regulatory and Consents Committee on the findings of a review as proposed.**

Reports - Operational Matters

8.1 Projects from 2017/2018 to be Carried Forward into the 2018/2019 Financial Year

Record No: R/18/8/19562

Chief Financial Officer – Anne Robson was in attendance for this item.

Miss Robson advised that the report was to inform Council of the projects approved for delivery in the 2017/2018 financial year that have not completed by year end and to seek approval to carry these projects or dollars related to these projects forward in to the 2018/2019 financial year.

Resolution

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

That the Council:

- a) **Receives the report titled “Projects from 2017/2018 to be Carried Forward into the 2018/2019 Financial Year” dated 19 September 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) **Approves the projects/expenditure below to be carried forward into the 2018/2019 financial year to be funded from the sources indicated in Attachment A.**

| Category/town | Project name | Amount |
|---------------------|---|-----------|
| Not started | | |
| Regulatory services | Convert paper consent documentation to electronic records | \$119,825 |
| Manapouri | Foreshore viewing shaft maintenance | \$30,000 |
| Mararoa Waimea | Minor road improvements | \$100,000 |
| Te Anau | Funding for Cycling Fiordland project | \$9,750 |
| Tokanui | Tokanui toilets | \$4,198 |

| In progress | | |
|------------------------------------|---|-------------|
| Community and futures | Risk management framework project development | \$6,250 |
| District support | Refurbishment of reception and telephonist area | \$37,937 |
| Library services | Library book acquisition | \$21,000 |
| Information management | Core system replacement | \$106,374 |
| Community and futures | Milford opportunities project | \$107,000 |
| Around the mountain cycle trail | Parawa deviation | \$115,000 |
| District wide – water | District monitoring project | \$50,000 |
| Regulatory services | District plan | \$155,680 |
| Community and futures | Representation review | \$19,000 |
| District – roading | Accelerated renewal LED conversion programme | \$289,854 |
| District – roading | Coastal route project | \$1,764,418 |
| District – roading | Chaslands slip repair project | \$1,881,223 |
| District – roading | Safety bunding & fencing signs at Mairs pit | \$7,766 |
| Edendale-Wyndham | Footpath upgrade | \$6,058 |
| Gorge Road | Loop track | \$4,210 |
| Lumsden | Lumsden railway heritage upgrade | \$15,262 |
| Lumsden | Lumsden toilet facility upgrade | \$225,127 |
| Lumsden | Upgrade railway heritage area | \$7,688 |
| Manapouri | Extend water treatment plant for PH correction system | (\$4,206) |
| Nightcaps | Hall external repaint | \$30,000 |
| Ohai | New UT/treatment plant upgrade | (\$9,679) |
| Ohai/Nightcaps/Wairio water supply | Resolution of SCADA interface to Wairio sector | \$5,751 |
| Riverton/Aparima | Footpaths | \$82,331 |
| Riverton/Aparima | Streetlight renewal | \$5,258 |
| Riverton/Aparima | Kerb work on Havelock Street | \$10,000 |
| Riverton/Aparima | Upgrade Alum sludge removal | \$11,976 |
| Riverton/Aparima | Upgrade Alum storage tank | \$44,904 |
| Riverton harbour | SDC wharves upgrade | (\$18,933) |
| Stewart Island | New footpath | \$27,500 |
| Stewart Island | Rakiura track turn around area | \$4,033 |
| Stewart Island | New memorial wall | \$8,000 |
| Stewart Island | Scheme capacity upgrade | \$10,744 |
| Stewart Island | Infiltration survey and odour control | \$28,246 |
| Stewart Island | Pumps to stage 1 sewer pump stations | \$21,071 |
| Stewart Island jetties | Golden Bay wharf maintenance | \$15,000 |
| Stewart Island jetties | Golden Bay wharf health and safety work | \$51,312 |
| Te Anau | Street lighting | \$40,306 |
| Te Anau | Stormwater condition assessment | \$12,834 |
| Waikawa | Waikawa toilets | \$1,488 |
| Clifden | Clifden toilets | \$10,372 |
| Orawia | Water consent renewal preparation | \$19,999 |
| Eastern Bush | Water supply upgrade – stage 1 | \$85,384 |
| Tussock Creek | Hall roof paint | \$9,428 |
| Otautau | Footpaths upgrade | \$5,860 |

| | | |
|---|--|-----------|
| Otautau | Upgrade camping ground | \$163,907 |
| Otautau | SCADA upgrade at a stations | \$80,000 |
| Otautau | Equipment upgrade | \$40,876 |
| Otautau | Sewer pumps | \$72,768 |
| Otautau | Holt park silver culture | \$13,455 |
| Winton | Rising main replacement | \$700,000 |
| Edendale-Wyndham | Wyndham camping ground electrical compliance | \$6,359 |
| Some projects redirected to a different town | | |
| Lumsden-Balfour to Te Anau | Water – District metered areas | \$86,600 |
| Winton to Riverton | Wastewater – treatment upgrade by sludge removal | \$321,741 |

8.2 Sports Clubs Alcohol Renewals

Record No: R/18/8/20421

Environmental Health Manager – Michael Sarfaiti and Group Manager, Environmental Services – Bruce Halligan were in attendance for this item.

Resolution

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

That the Council:

- a) **Receives the report titled “Sports Clubs Alcohol Renewals” dated 11 September 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) **Approves the collection of proportionally reduced alcohol licensing fees from clubs that are given a reduced term of renewal.**
- e) **Amends the delegation made by Council resolution on 18 June 2018 in the report “Sale and Supply of Alcohol Act 2012 – Delegation”, by adding the following delegation:**

Key

| | |
|------|-----------------------------|
| CEO | Chief Executive Officer |
| GMES | GM – Environmental Services |
| LI | Licensing Inspector |
| CLI | Chief Licensing Inspector |

| CSOR | Customer Services Officer - Regulatory | |
|--|---|--------------------------------|
| Legislation | Summary of Function/Power Delegated | Delegated Officer |
| Sale and Supply of Alcohol Act 2012 | | |
| Section 187(b) | To consider and determine applications for renewal of licences – reduced term of renewal of a club licence; provided that any club that is given a reduced term of renewal is required to pay a proportionately reduced fee on their next application to renew. | CEO, GMES, CLI, LI, CSOR |

7.1 Adoption of Annual Report 2017/2018

Record No: R/18/9/21749

Planning and Reporting Analyst – Shannon Oliver and Financial Accountant – Jacobus Meyer were in attendance for this item.

Resolution

Moved Mayor Tong, seconded Deputy Mayor Duffy **and resolved:**

That the Council:

- a) **Receives the report titled “Adoption of Annual Report 2017/2018” dated 19 September 2018.**
- b) **Determines that this matter or decision be recognised as significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Endorses the recommendation from the Finance and Audit committee that Council adopt the Annual Report for the year ended 30 June 2018.**
- e) **Adopts the Annual Report for the year ended 30 June 2018.**
- f) **Delegates authority to the Chief Executive to approve any minor amendments needed to the Annual Report, subsequent to this meeting.**
- g) **Delegates authority to the Chief Executive and Mayor to sign the Annual Report letter of representation to Audit New Zealand on behalf of Council.**

- h) Delegates authority to the Chief Executive and Mayor to approve any staff/audit changes to the Summary Annual Report.**
- i) Delegates authority to the Chief Executive and Mayor to sign the Summary Annual Report letter of representation to Audit New Zealand on behalf of Council.**
- j) Notes that the Summary Annual Report will be released to the public once approved by the Chief Executive and Mayor.**
- k) Receives the Management Report from Audit New Zealand for the year ended 30 June 2018.**

Public Excluded

Exclusion of the Public: Local Government Official Information and Meetings Act 1987

Resolution

Moved Mayor Tong, seconded Cr Keast

That the public be excluded from the following part(s) of the proceedings of this meeting.

C10.1 Unbudgeted Expenditure - Contract 17/59 Edendale-Wyndham Gardening, Acceptance of Quote

C10.2 Contract 14/45 Regional Desludging

C10.3 Milford Opportunities Project Contracts

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|---|---|--|
| Unbudgeted Expenditure - Contract 17/59 Edendale-Wyndham Gardening, Acceptance of Quote | s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. |
| Contract 14/45 Regional Desludging | s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. | That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. |

| | | |
|---|---|--|
| Milford Opportunities Project Contracts | s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. |
|---|---|--|

That the Chief Executive, Group Manager, Environmental Services, Group Manager, Services and Assets, Group Manager, Community and Futures, Chief Financial Officer, Group Manager, Customer Support, Communications Manager, Governance and Democracy Manager and Committee Advisor be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C10.1 Unbudgeted Expenditure - Contract 17/59 Edendale-Wyndham Gardening, Acceptance of Quote, C10.2 Contract 14/45 Regional Desludging and C10.3 Milford Opportunities Project Contracts. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

That the Community Engineer – Shaun Holland be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C10.1 Unbudgeted Expenditure - Contract 17/59 Edendale-Wyndham Gardening, Acceptance of Quote. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

That the Contracts Administrator – Joe Findlay, Strategic Manager Water and Waste and Management Accountant be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C10.2 Contract 14/45 Regional Desludging. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

The public were excluded at 10.49am.

(Mayor Tong left the meeting at 11.02am.)

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 11.26am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE COUNCIL HELD ON TUESDAY 25
SEPTEMBER 2018.

DATE:.....

CHAIRPERSON:.....