



Notice is hereby given that a Meeting of the Edendale-Wyndham Community Board will be held on:

**Date:** Tuesday, 26 February 2019  
**Time:** 7pm  
**Meeting Room:** Edendale Presbyterian Church  
**Venue:** Corner Brydone and Melvin Streets  
Edendale

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## **Edendale-Wyndham Community Board Agenda OPEN**

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### **MEMBERSHIP**

<b>Chairperson</b>	Pam Yorke
<b>Deputy Chairperson</b>	Denise Fodie
<b>Members</b>	David McKenzie
	Andrew Roy
	Melanie Shepherd
	Calvin Wood
	Councillor Paul Duffy

### **IN ATTENDANCE**

<b>Committee Advisor</b>	Fiona Dunlop
<b>Community Partnership Leader</b>	Karen Purdue

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

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



## **Terms of Reference – Community Boards**

Community Boards are bodies established by statute. Their responsibilities and powers are as delegated by the Southland District Council which are to:

- Represent and act as an advocate for the interest of its community.
- Consider and report on all matters referred to it by the Southland District Council, or any matter of interest or concern to the Community Board.
- 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.
- Undertake any other responsibilities that are delegated to it by the Southland District Council.

In addition to these activities, Community Boards will consider how best to provide for their communities, and the people who live there, into the future.

Community Board members 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 Boards 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 Boards shall have the following delegated powers and be accountable to Council for the exercising of these powers

### **Engagement and representation by:**

- 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 by:**

- 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 by**

- 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.

Some Community Boards have specific delegations in addition to the broad delegations above:

**Stewart Island/Rakiura Community Board**

- Contributing to the development of policy relating to the governance of the Stewart Island Electrical Supply Authority (SIESA).
- Overseeing the management of SIESA by way of relationship with officers of Southland District Council.

**Te Anau Community Board**

- Overseeing the management of the Te Anau/Manapouri Airport by way of relationship with officers of Southland District Council.

The Community Boards 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 Board 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.

The Chairperson of each Community Board is delegated with the following additional responsibilities:

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

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### **CHAIRS REPORT**

Chair Yorke to update members on matters that she has been involved with since the last meeting of the Board.

### **COUNCILLOR'S REPORT**

Councillor Duffy to update members on matters from around the District Council table.

### **NEXT MEETING**

The next meeting of the Community Board is scheduled for 7.30pm on Tuesday 30 April 2019 at the Wyndham Memorial Hall, Balaclava Street, Wyndham.



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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**

Committee Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a member and any private or other external interest they might have.

**4 Public Forum**

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

**5 Extraordinary/Urgent Items**

To consider, and if thought fit, to pass a resolution to permit the committee to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) the reason why the item was not on the Agenda, and
- (ii) the reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"Where an item is not on the agenda for a meeting,-

- (a) that item may be discussed at that meeting if-
  - (i) that item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."

**6 Confirmation of Minutes**

- 6.1 Minutes of Edendale-Wyndham Community Board 4 December 2018 meeting.



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## Edendale-Wyndham Community Board

### OPEN MINUTES

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Minutes of a meeting of Edendale-Wyndham Community Board held in the Memorial Hall, Balaclava Street, Wyndham on Tuesday, 4 December 2018 at 7.30pm.

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#### **PRESENT**

<b>Chairperson</b>	Pam Yorke
<b>Deputy Chairperson</b>	Denise Fodie
<b>Members</b>	Paul Duffy
	David McKenzie
	Andrew Roy
	Melanie Shepherd
	Calvin Wood

#### **IN ATTENDANCE**

<b>Committee Advisor</b>	Fiona Dunlop
<b>Community Partnership Leader</b>	Karen Purdue



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**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**

Dave Connell, Project Manager with Fulton Hogan updated the Board on the State Highway 1 realignment at Edendale.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Deputy Chairperson Fodie, seconded Member Shepherd **and resolved:**

**That the Edendale-Wyndham Community Board confirms the minutes of the meeting held on 23 October 2018 as a true and correct record of that meeting.**

**Reports**

**7.1 Naming of the Wyndham Playground property the Digger Eunson Park**

**Record No: R/18/11/25669**

Community Partnership Leader – Karen Purdue will be in attendance for this item.

Mrs Purdue advised that the purpose of the report was to consider a proposal to name the Wyndham Playground property, the “Digger Eunson Park” in recognition of the late Mr Eunson’s considerable community contribution.

### Resolution

Moved Deputy Chairperson Fodie, seconded Member Roy **recommendations a to d and a new e (as indicated) and resolved:**

**That the Edendale-Wyndham Community Board:**

- a) **Receives the report titled "Naming of the Wyndham Playground property the Digger Eunson Park" dated 28 November 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) **Resolves that the Wyndham Playground property, being Section 30-32 Block XIV Town of Wyndham and located on the corner of Balaclava Street and Raglan Street, shall hereafter be known as Digger Eunson Park.**
- e) **Agree that design options for the Digger Eunson Park be reported back to the Board to agree on and work with the Wyndham Lions Club to also fix the signage at the Baird-Hewat Square to be compatible with the Digger Eunson Park sign.**

## 7.2 Unbudgeted expenditure for grant to Wyndham District Community Pool Incorporated

**Record No: R/18/11/26550**

Community Partnership Leader – Karen Purdue will be in attendance for this item.

Mrs Purdue advised that the purpose of the report is for the Board to consider the request from the Wyndham District Community Pool Incorporated for a grant \$1,000 for the 2017/2018 season.

The Board noted that the Wyndham District Community Pool Incorporated had requested a grant of \$1,000 relating to the 2017/2018 season. The 2017/2018 Community Board budgets included the ability to provide a \$1,000 grant. That grant was not expended and the rates collected were transferred to the Edendale Wyndham general reserve.

### Resolution

Moved Deputy Chairperson Fodie, seconded Member McKenzie **and resolved:**

**That the Edendale-Wyndham Community Board:**

- a) **Receives the report titled "Unbudgeted expenditure for grant to Wyndham District Community Pool Incorporated" dated 27 November 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 unbudgeted expenditure of a \$1,000 grant to Wyndham District Community Pool Incorporated funded from the Edendale Wyndham general reserve.**

### 7.3 Direction-setting for Annual Plan 2019/2020

**Record No: R/18/10/24248**

Corporate Performance Leader – Chantelle Subritzky, Strategy and Performance Manager – Michelle Stevenson and was in attendance for this item.

Miss Subritzky advised that the purpose of the report was to confirm the direction determined for the 2<sup>nd</sup> year of the 2018-2028 Long Term Plan.

The Board were alerted to appendices 1 to 3 in the officers report being incorrect. Correct appendices were circulated. The corrections are reflected in the resolutions below.

The Community Board noted that the report provided an overview of the forecasted projects and services for the Edendale-Wyndham Community Board in 2019/2020. It also included any variations from what was anticipated in year two of the Long Term Plan 2018-2028.

#### **Resolution**

Moved Chairperson Yorke, seconded Member Roy **recommendations a to e, f with changes (appendices 1 to 3), g with changes (as indicated with ~~strike through~~ and underline), h and a new I (as indicated) and resolved:**

**That the Edendale-Wyndham Community Board:**

- a) **Receives the report titled “Direction-setting for Annual Plan 2019/2020” dated 28 November 2018.**
- b) **Determines that this matter or decision be recognised not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis**

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

- d) Notes that any priority projects for the local area have been included in the 2019/2020 Annual Plan, as identified through Council process in the project plan for extraordinary projects/activities/events project template completed by 21 September 2018.
- e) Approves minor variations in the Edendale-Wyndham Community plan from year two of the Long Term Plan 2018-2028.
- f) Agree that the budgets for the year commencing 1 July 2019 be adopted for inclusion in the Council's Draft 2019/2020 Annual Plan with changes to appendices 1 to 3 (as below):

**Appendix 1**

<b>Edendale-Wyndham CB Financial Summary</b>			
	<b>Actuals 2017/2018</b>	<b>Budget 2018/2019</b>	<b>Forecast 2019/2020</b>
Operating Expenditure	(160,406)	(241,250)	(262,873)
Capital Expenditure	(163,405)	(158,208)	(6,000)
Loans Repaid	-	-	(12,737)
Non Cash Expenditure	3,170	2,844	2,611
<b>Total Expenditure</b>	<b>(320,641)</b>	<b>(396,614)</b>	<b>(278,999)</b>
<i>Less Funding</i>			
Loans Raised	-	158,208	-
Net Reserve Movements	107,191	10,436	6,269
Other Income	98,037	88,897	99,900
<b>Total Funding</b>	<b>205,228</b>	<b>257,541</b>	<b>106,169</b>
<b>Total Rates Required</b>	<b>115,413</b>	<b>139,073</b>	<b>172,830</b>
GST	17,312	20,861	25,925
<b>Rate (including GST)</b>	<b>132,725</b>	<b>159,934</b>	<b>198,755</b>
<b>\$ Increase/(Decrease)</b>		27,209	38,821
<b>% Increase/(Decrease)</b>		20.50%	24.27%

<b>CB Rates Calculation</b>				
<b>Rate Type</b>	<b>Basis of Rate</b>	<b>Actual 2017/2018</b>	<b>Budget 2018/2019</b>	<b>Proposed 2019/2020</b>
Edendale-Wyndham CDA Rate	Fixed Charge	154.41	148.64	186.10

**The Edendale-Wyndham CB Rate is comprised of the following business units:**

23200 Administration	23246 Playground
23202 Operating Costs	23325 Edendale Cemetery
23207 Streetworks	29925 Wyndham Cemetery
23213 Stormwater	29949 Wyndham Camping Ground
23228 Beautification	29982 Wyndham Museum
23232 Recreation Reserve	

Edendale Pool Financial Summary			
	Actuals 2017/2018	Budget 2018/2019	Forecast 2019/2020
Operating Expenditure	(4,435)		
Capital Expenditure	-	-	
<b>Total Expenditure</b>	<b>(4,435)</b>	<b>0</b>	<b>0</b>
<i>Less Funding</i>			
Net Reserve Movements	(109)	-	
Other Income	54	-	
<b>Total Funding</b>	<b>(55)</b>	<b>0</b>	<b>0</b>
<b>Total Rates Required</b>	<b>4,490</b>	<b>0</b>	<b>0</b>
GST	674	0	0
<b>Rate (including GST)</b>	<b>5,164</b>	<b>0</b>	<b>0</b>
<b>\$ Increase/(Decrease)</b>		(5,164)	0
<b>% Increase/(Decrease)</b>		-100.00%	#DIV/0!
Edendale Hall Financial Summary			
	Actuals 2017/2018	Budget 2018/2019	Forecast 2019/2020
Operating Expenditure	(3,204)	(4,676)	(4,743)
Capital Expenditure	-	-	
Non Cash Expenditure	34,859	1,634	1,634
<b>Total Expenditure</b>	<b>31,655</b>	<b>(3,042)</b>	<b>(3,109)</b>
<i>Less Funding</i>			
Net Reserve Movements	(5,666)	(641)	(594)
Other Income	(29,714)	3,683	3,703
<b>Total Funding</b>	<b>(35,380)</b>	<b>3,042</b>	<b>3,109</b>
<b>Total Rates Required</b>	<b>3,725</b>	<b>0</b>	<b>0</b>
GST	559	0	0
<b>Rate (including GST)</b>	<b>4,284</b>	<b>0</b>	<b>0</b>
<b>\$ Increase/(Decrease)</b>		(4,284)	0
<b>% Increase/(Decrease)</b>		-100.00%	#DIV/0!
Hall Rates Calculation			
Rate Type	Basis of Rate	Actual 2017/2018	Budget 2018/2019
Edendale Hall Rate	Unit Charge	12.06	
			Proposed 2019/2020

Edendale-Wyndham Hall Financial Summary			
	Actuals 2017/2018	Budget 2018/2019	Forecast 2019/2020
Operating Expenditure	(10,311)	(31,932)	(12,525)
Loans Repaid			(1,656)
Non Cash Expenditure	615	615	615
<b>Total Expenditure</b>	<b>(9,696)</b>	<b>(31,317)</b>	<b>(13,566)</b>
<i>Less Funding</i>			
Loans Raised		20,572	
Net Reserve Movements	(2,071)	(2)	(2)
Other Income	454	1,054	1,077
<b>Total Funding</b>	<b>(1,617)</b>	<b>21,624</b>	<b>1,075</b>
<b>Total Rates Required</b>	<b>11,313</b>	<b>9,693</b>	<b>12,491</b>
GST	1,697	1,454	1,874
<b>Rate (including GST)</b>	<b>13,010</b>	<b>11,147</b>	<b>14,365</b>
<b>\$ Increase/(Decrease)</b>		(1,863)	3,218
<b>% Increase/(Decrease)</b>		-14.32%	28.87%

Hall Rates Calculation				
Rate Type	Basis of Rate	Actual 2017/2018	Budget 2018/2019	Proposed 2019/2020
Wyndham Hall Rate	Unit Charge	45.00	15.40	19.65

## Appendix 2

Edendale-Wyndham Project Report		
Project Description	Object	2019/2020 Funding \$
<b>23232 Recreation Reserve - EdenWyn</b>		
853 - A - Beautification due to tree felling	31542	5,110 Reserves
854 - A - Hedge removal and beautification	31542	5,110 Reserves
867 - A - New Ashes Beam at Edendale cemetery	65171	3,000 Reserves
Wat79- A - District Metered Areas	65561	19,475 District Funding

**Appendix 3**

<b>Edendale-Wyndham Reserve Report</b>			
	<b>Opening Balance 1/07/2018</b>	<b>Forecast Budget 30/06/2019</b>	<b>Closing Balance 30/06/2020</b>
<b>Community Centre</b>			
<b>Operating</b>			
Edendale Community Centre	177,635	178,185	178,685
Edendale Grant Hall Upgrade	-	91	185
Wyndham Community Centre	-	2	4
<b>Total Community Centre Operating</b>	<b>177,635</b>	<b>178,278</b>	<b>178,874</b>
<b>Total Community Centre Balance</b>	<b>177,635</b>	<b>178,278</b>	<b>178,874</b>
<b>Local Reserve</b>			
Edendale Cemetery	13,337	13,695	6,551
Edendale Pool	717	737	758
Edendale-Wyndham Footpath	727	727	727
Edendale-Wyndham General	128,805	92,812	64,956
Edendale-Wyndham Stormwater	390,936	403,718	416,921
<b>Total Local Reserve</b>	<b>534,522</b>	<b>511,689</b>	<b>489,913</b>
<b>Total Local Balance</b>	<b>534,522</b>	<b>511,689</b>	<b>489,913</b>
<b>Overall Reserve Balance</b>	<b>712,157</b>	<b>689,967</b>	<b>668,787</b>

- g) Requests the setting of the following rates and charges (including GST) for the year commencing 1 July 2019 based on the approved budgets in (e) above

<b>Rate Description</b>	<b>GST Incl)</b>
Edendale-Wyndham Community Rate	\$184,068
	<u>\$198,755</u>
Edendale- Wyndham Community Centre	\$14,365

- h) Request the setting of the hall fees and charges (including GST) for the year commencing 1 July 2019, as included in Appendix 4, for inclusion in the 2019/2020 Annual Plan.

**New i) Note that officers will report back to the Board on the costs associated with stormwater and beautification cost centres in the Boards area.**

## 7.4 Council Report

**Record No: R/18/11/26718**

Community Partnership Leader – Karen Purdue will be in attendance for this item.

Mrs Purdue took the Board through the Council Report. She particularly highlighted the following:

- Three waters
- Representation review

- Local Authority elections 2019
- Stewart Island dark sky application
- BERL stage 3 – Working towards positive Southland community futures
- Positive Southland Community futures
- Dog registrations
- Environmental health prosecutions
- Pyramid bridge
- Te Anau wastewater discharge project
- Waste Management and Wastenet
- Local projects – footpaths and maintenance
- Venture Southland

### **Resolution**

Moved Deputy Chairperson Fodie, seconded Member McKenzie **and resolved:**

**That the Edendale-Wyndham Community Board:**

- a) Receives the report titled “Council Report” dated 28 November 2018.**

### **Chair’s Report**

Chair Yorke advised that she had been involved various issues since the last Board meeting and particularly highlighted the following:

- Armistice Day celebrations
- Wyndham Pool
- Edendale Pool
- Emergency Management meetings
- Wyndham gardening
- Removal of the hedge adjacent to the Edendale Bowling club and Tennis courts.

### **Councillor's Report**

Councillor Duffy updated Board members on activities that he has been involved with since the last meeting.

He particularly highlighted:

- Oral hearings had been held for the Stewart Island/Rakiura Draft Visitor Levy and Bylaw
- Condition of Venlaw Road
- Retirement of Southland District Council’s District librarian
- Official opening of the alternative Scenic route road at the Slope Point end on Thursday 6 December 2018
- Waikaia Museum opening on Friday 7 December 2018
- Working with Venture Southland officers to hold a community meeting to discuss a potential building in Wyndham to house various entities in the area.



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**Next Meeting**

The Board noted that the meeting of the Community Board is scheduled for Tuesday 26 February 2019 at the Edendale Presbyterian Church, Corner Brydone and Melvin Streets, Edendale and will now commence at 7pm.

The meeting concluded at 9.59pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE EDENDALE-WYNDHAM  
COMMUNITY BOARD HELD ON TUESDAY 4  
DECEMBER 2018.

**DATE:**.....

**CHAIRPERSON:**.....



## Request for allocation of grant

**Record No:** R/19/2/2989

**Author:** Karen Purdue, Community Partnership Leader

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

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of the report is for the Edendale-Wyndham Community Board to consider and make a decision on requests from the Edendale Community Pool Society (Inc) and the Wyndham District Community Pool (Inc) for the allocation of the grants.

### Executive summary

- 2 As part of the local rate \$10,000 has been set aside for grants to community swimming pools. Requests are made on an annual basis to uplift this grant. Requests have been received from the Edendale Community Pool Society (Inc) and the Wyndham District Community Pool (Inc) for the allocation of the grant. Detailed information from both committees is attached to this report.

### Recommendation

**That the Edendale-Wyndham Community Board:**

- a) **Receives the report titled "Request for allocation of grant" dated 19 February 2019.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Approves a \$5,000 grant from the Edendale-Wyndham administration fund to both the Edendale Community Pool Society (Inc) and Wyndham District Community Pool Inc.**

### Background

- 3 The Edendale-Wyndham Community Board recommended the removal of the Edendale pool rate from 2018/2019 onwards and instead agreed that a grant amount of \$10,000 be budgeted in the administration business unit to be collected as part of the local rate.
- 4 In order to uplift funds the Edendale Community Pool Society (Inc) and the Wyndham District Community Pool Inc. committees must apply to the Edendale-Wyndham Community Board for a grant advising how much they require and what the funds will be spent on.

- 5 Representatives from the two pool committees will be in attendance at the board meeting on Tuesday 26 February 2019 to present their funding requests to the board for consideration.

## **Issues**

- 6 Edendale Community Pool Society (Inc) are replacing the main pool circulation pump as listed in the 10 year maintenance plan with an estimated cost of \$ 5,000. Wyndham District Community pool (Inc) are requesting \$5,000 to contribute to the cost of three projects undertaken this season as referenced in attachment A.

## **Factors to consider**

### **Legal and statutory requirements**

- 7 There are no legal or statutory requirements.

### **Community views**

- 8 Both pools are used extensively by the community and as grants have been made in the past to both pools it is fair to assume that the community would have an expectation and be supportive of funding being given.

### **Costs and funding**

- 9 The total amount of applications for funding is \$10,000 and this has been budgeted for in the administration business unit as part of the local rate.

### **Policy implications**

- 10 There are no policy implications.

## **Analysis**

### **Options considered**

- 11 The options are to not approve the funding applications, to approve a grant of \$5,000 to each applicant or to offer a different amount than applied for by the applicants.

### **Analysis of options**

#### **Option 1 – Approve a \$5,000 grant for both the Edendale Community Pool Society (Inc) and Wyndham District Community Pool Inc**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>both applicants will have received assistance to achieve the work required</li></ul>	<ul style="list-style-type: none"><li>there will be no funds available in the budget until next year</li></ul>

**Option 2 – Approve a different amount than has been applied for**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• there will be funds in the budget should an emergency arise at either pool</li></ul>	<ul style="list-style-type: none"><li>• some of the work may not be able to be done this year</li><li>• applicants may feel there was a preconceived bias towards one of the applicants</li></ul>

**Option 3 – Decline to approve the applications**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• reserves will increase</li></ul>	<ul style="list-style-type: none"><li>• work may not be able to proceed</li><li>• as the funds come from rates there may be a negative perception from the community</li></ul>

**Assessment of significance**

- 12 The contents of this report are not deemed significant under the Significance and Engagement Policy.

**Recommended option**

- 13 It is recommended that option 1 be approved by the Edendale-Wyndham Community Board.

**Next steps**

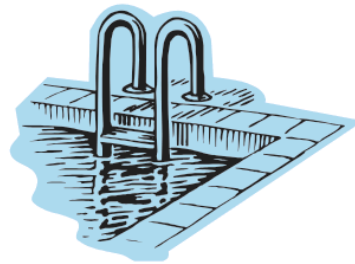
- 14 Staff will arrange for \$5,000 to be transferred to the Edendale Community Pool Society (Inc) and \$5,000 to the Wyndham District Community Pool Inc.

**Attachments**

- A Wyndham District Community Pool Society Inc Supporting info [↓](#)  
B Edendale Community Pool Society Inc Supporting Info [↓](#)

## WYNDHAM DISTRICT COMMUNITY POOL INC.

c/o C Stewart  
1282 Wyndham Mokoreta Rd  
R.D.2  
WYNDHAM 9892  
wyndhampool@gmail.com



04 February 2018

Wyndham Edendale Community Board  
Southland District Council  
PO Box 903  
INVERCARGILL 9840

Dear Pam and Community Board Members

### Re Wyndham/ Edendale Pool Rate

Please find attached the information requested to assist you in your decision regarding allocation of the 2018/19 Pool Rate funds. You will note that we are requesting \$ 5 000 from this fund having spent over \$ 7 500 on the three projects undertaken this season. This does not include general maintenance that has occurred or is programmed for this season.

We look forward to answering any questions you may have at your February Community Board meeting.

Yours sincerely

Carlyn Stewart  
Secretary

A very big thank you to our sponsors: 3 Rivers Bistro; Cleanflo; Eunson Plumbing; Lee's Dairy; Malloch McClean (Inv); Redan Valley Engineering; Rodgers Garage; Titiroa Transport; Udy's Grain and Feed; Vetco; Wyndham Electrical; Wyndham Engineering; Wyndham Freight; MLT.

**WYNDHAM DISTRICT COMMUNITY POOL INC.  
BUSINESS PLAN & PERFORMANCE REPORT  
AUGUST 2018**



**WYNDHAM DISTRICT COMMUNITY POOL INC.**

Wyndham District Community Pool Inc. was formed in October 2013 to rejuvenate and operate the Wyndham Community Pool, in conjunction with Menzies College, for the benefit of the whole community.

***Our Vision***

The Wyndham Community Pool as a vibrant, well maintained, well used and well respected facility that caters for all in our community.

Our children having the skills to be able to safely swim in any water resource.

Opportunities and training for our children to safely be involved in other water sports.

The committee consists of residents of Wyndham and surrounding districts who have a passion to see the pool operate for the benefit of our children and the community. This includes representatives from Menzies College and Wyndham School. The current committee is:

Chair:	Cathy Chapman
Secretary:	Carlyn Stewart
Treasurer:	Mel Geary
Menzies:	Alice Cade
Wyndham:	Charlotte Hutchison
Student:	Sam McDonald
Members:	Sara Lee Gutsell, Mark Isaacs, Nathan Sutton, Gavin McDermott, Nathan Stewart

As a committee we lease the pool from Menzies College for public use outside of school hours and are responsible for the complete operation, maintenance and associated costs of the pool. Menzies College heat the pool throughout the open period at their expense. This is documented through our lease and memorandum of understanding.

**WYNDHAM COMMUNITY POOL**

The Wyndham Community Pool is located on Florence St, between Menzies College and Wyndham School. It was built in 1975 and is a 25m x 6.4m pool with a depth of 0.6 to 1.5m. With the support of the community, changing rooms were later added and the pool enclosed. The pool is heated through a heat exchanger by the Menzies College boiler system, which is a pellet burner. There is a two filter sand filtration system, with one sand filter replaced in 2013. The water is treated with chlorine granules, using automatic siphoning from a manually dosed holding tank.

In 2014, after a period of non use, the pool had a \$33,000 upgrade. This involved replacement of the pool seals and pool cover, repainting the pool and surrounds, installation of a pool door and electronic key system, and general maintenance including handrail and plumbing repairs. This was funded through community support providing over \$15, 000 in funds and voluntary labour, with the \$18, 000 balance covered by grants.



In 2015 a rinse shower and improved steps were added to allow access to the pool for everyone in the community and improve the swimming experience for all. This was funded through grants from John Beange Fund and The Lions of Wyndham as well as by fundraising.

In 2016 swimming equipment and a cage to house it was purchased and the mesh was put over the end door and the door modified to improve circulation in the building. The lights were also upgraded and lights were put in the changing rooms. This was donated by Wyndham Electrical. Grants from SDC Community Initiative Fund and John Beange Fund contributed toward some of the cost of the swimming equipment, and the end door was partially funded by a Community Board grant.

In 2017 along with routine maintenance, including replacement of the vacuum hose, matting was purchased for the changing room floors.

### **POOL OPERATION**

The pool is operated from the beginning of term four to the end of term one. The pool is open between 6.30 am and 8 pm on week days during term time and 7 am to 8 pm in the holidays and 8 am to 8 pm on weekends and public holidays.

The day to day operation is controlled by the qualified operators and managed by volunteers. We work in conjunction with the Menzies College caretaker, utilising his significant knowledge of the pool to assist and train our volunteers. Qualified operators have passed a NZQA course on managing public pool water quality in a basic aquatic facility. We are committed to increasing the number of qualified operators by budgeting for training of one person each year. Volunteers open, close and test the pool on a roster basis. The pool is tested at least three times per day, dependent on usage.

The committee has the following procedures in place to ensure the safe and efficient operation of the pool:

Operation Policy	Opening and Closing Procedures
	Backwashing Procedure
	Vacuuming Procedure
	Chemical Person Duties
	Faecal Contamination Procedure
	Winter Shutdown
	Pool Startup
Health & Safety Policy	Emergency Procedures
	Hazard Register
	Accident Register
Concerns Policy	
Pool Rules	

The committee has developed a 10 year maintenance plan and budget to ensure the efficient and sustainable operation of the pool. Our annual operating budget includes a saving plan to ensure the funds are available when future programmed maintenance is required. Income is derived from pool

key sales, other school and outside hire of the pool, sponsorship and fundraising. We undertake significant annual fundraising where required to ensure a balanced budget.

In 2014, fundraising for operational costs included lamb drive funds surplus to the upgrade, Menzies and Wyndham mufti days, an open day and lamb tailing.

In 2015, along with our annual tailing, an open day and a mid winter swim were held as fundraisers and we hosted the Wyndham Fireworks Extravaganza. As a committee we also provided labour and dumping for a tree clean up. Support was also received from the local community through sponsorship.

In 2016 and 2017 we again hosted the Wyndham Fireworks Extravaganza and completed our day's tailing. Local business support through sponsorship and calf donations was also received.

### SWIMMING LESSONS

Wyndham District Community Pool Inc. introduced swimming lessons in 2015 to help ensure that we meet our goal of our children being able to safely swim in any water recourse. As such these low cost lessons are provided for primary school aged children. After trial and evaluation these lessons run for 6 weeks each in term one and term four and are coached by volunteers and Menzies students.

### POOL USAGE

The following table provides a summary of the main performance indicators since the reopening of the pool. Wyndham Primary use the pool for 4 weeks per season for swimming lessons and also for activity and reward days. Menzies College have a swimming programme for years 7 to 10 and also use the pool for outdoor education (up to 10 hours per week), groups preparing for camps, activity days and general reward. The Lower Maitava Valley swimming sports have been held at the pool for the last 2 years. Kayak Club hire the pool for 1.5 hours per week and the pool is also hired by community groups and for private functions.

	2014/15	2015/16	2016/17	2017/18
Key Sales	59	59	58	61
Registered Swimmers	200	240	238	300
Average Keys Swiped in Holidays	10/day	54/week	not available	55/week
Estimated Swimmers	30/day	160/week		165/week
Lessons				
Coaches		6	7	5
Term 4 Swimmers		29	30	34
Term 1 Swimmers		26	31	36
Total Swimmers		38	43	42
Volunteers		45	38	30
Volunteer Hours		300	795	600

### LOOKING FORWARD

The committee and community are passionate about the continued operation of the pool into the future. It provides a local, affordable, quality facility for use by our children and all in the community.

We have big plans for the 2018/19 season with a commitment to paint the pool during the off season and replace one sand filter. We will also be replacing the clearlight in the changing rooms and installing a partition in the girls changing room to improve privacy.

The committee has assessed and will continue to monitor the risks associated with the operation of the Wyndham Community Pool to ensure the pool meets the needs of the community and the operation is sustainable in the short and long term.

#### **ATTACHMENTS**

Please find attached further information relating to our facility including;

##### *FINANCIAL INFORMATION*

- 10 year Budget
- Maintenance Plan
- 2017/18 Annual Financial Statements
- Funding Request and Supporting Invoices

##### *GENERAL*

- Risk Assessment
- Maintenance Record

**WYNDHAM DISTRICT COMMUNITY POOL INC.**  
**BUDGET 2017 to 2027**

I	2017/18*	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>INCOME</b>										
Pool Key Membership 50 @ \$80	4 125	3 200	4 000	4 000	4 000	4 000	4 000	4 000	4 000	4 000
Wyndham School	2 000	2 000	2 000	2 000	2 000	2 000	2 000	2 000	2 000	2 000
Menzies Kayak Club 10 wks @ \$20		200	200	200	200	200	200	200	200	200
Sponsorship (10 @ \$100)	1 600	1 800	1 000	1 000	1 000	1 000	1 000	1 000	1 000	1 000
Lamb Tailing 2400 @ \$1	2 350	2 480	2 400	2 400	2 400	2 400	2 400	2 400	2 400	2 400
Swimming Lessons 25 @ \$20 x2 terms	1 365	1 000	1 000	1 000	1 000	1 000	1 000	1 000	1 000	1 000
Fundraising	-315	1 890	1 500	1 500	1 500	1 500	1 500	1 500	1 500	1 500
Stock Drive	2 300	4 000	2 000		2 000		2 000	2 000		
Potential Grants		8 200			3 000		4 500	3 000		
Community Board	1 000	1 000								
<b>TOTAL INCOME</b>	<b>14 425</b>	<b>25 770</b>	<b>14 100</b>	<b>12 100</b>	<b>17 100</b>	<b>12 100</b>	<b>18 600</b>	<b>17 100</b>	<b>12 100</b>	<b>12 100</b>
<b>EXPENDITURE</b>										
Maintenance	2 545	2 500	2 500	2 500	2 500	2 500	3 000	3 000	3 000	3 000
Chemical	775	1 800	1 800	2 000	2 000	2 000	2 200	2 200	2 200	2 200
Electricity	5 200	5 000	5 000	5 250	5 250	5 250	5 250	5 250	5 500	5 500
Insurance	1 325	1 500	1 500	1 500	1 500	1 500	2 000	2 000	2 000	2 000
Administration	955	750	750	750	750	1 000	1 000	1 000	1 000	1 000
Heating (paid by Menzies College)	0	0	0	0	0	0	0	0	0	0
Swimming Instructors	540	1 000	1 000	1 000	1 000	1 000	1 000	1 000	1 000	1 000
Equipment Service		3 225					3 225			
Pool Painting		9 590					9 590			
Pool Cover					8 835					
Pool Seals								6 315		
Painting Changing Rooms and Surrounds								1 000		
<b>TOTAL EXPENDITURE</b>	<b>11 340</b>	<b>25 365</b>	<b>12 550</b>	<b>13 000</b>	<b>21 835</b>	<b>13 250</b>	<b>27 265</b>	<b>21 765</b>	<b>14 700</b>	<b>14 700</b>
<b>SURPLUS/ DEFICIT</b>	<b>3 950</b>	<b>405</b>	<b>1 550</b>	<b>-900</b>	<b>-4 735</b>	<b>-1 150</b>	<b>-8 665</b>	<b>-4 665</b>	<b>-2 600</b>	<b>-2 600</b>
<b>BANK BALANCE / SAVINGS</b>	<b>32 000</b>	<b>32 405</b>	<b>33 955</b>	<b>33 055</b>	<b>28 320</b>	<b>27 170</b>	<b>18 505</b>	<b>13 840</b>	<b>11 240</b>	<b>8 640</b>

\*actual

## WYNDHAM DISTRICT COMMUNITY POOL INC. MAINTENANCE PLAN

Year	Action	Estimated Cost	Savings	Fundraising	Voluntary Labour	Potential Grants
2014*	Pool Seals	\$ 5 488		\$ 1 288	\$ 1 200	\$ 3 000
	Pool Painting	\$ 8 050		\$ 3 050		\$ 5 000
	Pool Cover	\$ 7 995		\$ 2 995		\$ 5 000
	Painting Changing Rooms and Surrounds	\$ 1 649		\$ 349	\$ 1 300	
	General Repairs	\$ 4 215		\$ 535	\$ 680	\$ 3 000
	Pool Door	\$ 1 408		\$ 408		\$ 1 000
	Electronic Key	\$ 4 443	\$ 2 000	\$ 1 443		\$ 1 000
2015*	Pool Step Installation	\$ 3 482	\$ 852	\$ 630		\$ 2 000
	Rinse Shower Installation	\$ 3 802		\$ 302		\$ 3 500
	Replace Vents (insurance)	\$ 500	\$ 500			
2016*	Swimming Equipment and Cage	\$ 910	\$ 352			\$ 558
	End Door and Mesh	\$ 1291	\$ 291			\$ 1 000
2017*	Matting	\$ 240	\$ 240			
	General Maintenance	\$ 2 000	\$ 2 000			
2018*	Pool Filter	\$ 3 115	\$ 2 115		Donated	\$ 1 000
	Clearlite Changing Rooms Partition/ Handrail	Donated \$ 700	\$ 1 000			Donated
	Pool Painting	\$ 8 920	\$ 4 720			\$ 4 200
2019	Cover Winder	\$ 4 500	\$ 500	\$ 3 000	\$ 500	
2020	Pool Slide	\$ 5 000	\$ 1 500	\$ 3 000	\$ 500	
2021	Pool Cover	\$ 8 835	\$ 2 835	\$ 2 000		\$ 3 000
2022	Remote Vacuum					
2023	Pool Equipment Service	\$ 3 225	\$ 3 225			
	Pool Painting	\$ 9 590	\$ 2 090	\$ 3 000		\$ 4 500
2024	Pool Seals	\$ 6 315	\$ 315	\$ 3 000	\$ 900	\$ 3 000
	Painting Changing Rooms and Surrounds	\$ 1 900	\$ 1 000			
2025						
2026						
2027						
2028	Pool Equipment Service	\$ 3 470	\$ 3 470			
	Pool Painting	\$ 10 310		\$ 5 000		\$ 5 310
	Pool Cover	\$ 9 770	\$ 5 000			\$ 4 770

\*Actual Figures

### Increase in Costs Calculation

Assume inflation of 1.5% per year

Pool Painting	7.5% over 5 years
Equipment Service	7.5% over 5 years
Pool Cover	10.5% over 7 years
Pool Seals	15% over 10 years
Painting Surrounds	15% over 10 years

**Wyndham District Community Pool Incorporated**  
**Statement of Service Performance**

"What did we do?"  
 For the year ended  
 30 June 2018

**Description of the Entity's Outcomes:**

The outcome is to operate a fully functional pool for the community. We also need to commit to five year budgets to ensure the long term costs of the pool can always be met.

Description and Quantification (to the extent practicable) of the Entity's Outputs:*	Actual*	Budget	Actual*
	This Year	This Year	Last Year
Swimming lessons for two terms, held once a week for six weeks	1365		1170
Key sales	4125		4270
Rent pool to Wyndham Primary School annually	4000		2000
Sponsorship	1600		1400

**Additional Output Measures:**

Fundraising - Fireworks, stock sales & taiting.

**Additional Information:**

## Wyndham District Community Pool Incorporated

## Statement of Receipts and Payments

"How was it funded?" and "What did it cost?"

For the year ended:

30 June 2018

	Notes	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
<b>Operating Receipts</b>				
Donations, fundraising and other similar receipts*		15,247		22,900
Fees, subscriptions and other receipts from members*		4,125		4,270
Receipts from providing goods or services*		5,640		3,400
Interest, dividends and other investment income receipts*		61		46
Other operating receipts				
<b>Total Operating Receipts</b>		<b>25,073</b>	<b>-</b>	<b>30,616</b>
<b>Operating Payments</b>				
Payments related to public fundraising*		6,987		7,037
Volunteer and employee related payments*		-		-
Payments related to providing goods or services*		-		-
Grants and donations paid*		-		-
Other operating payments		10,797		9,767
<b>Total Operating Payments</b>		<b>17,784</b>	<b>-</b>	<b>16,804</b>
<b>Operating Surplus or (Deficit)</b>		<b>7,289</b>	<b>-</b>	<b>13,812</b>
<b>Capital Receipts</b>				
Receipts from the sale of resources*		-		-
Receipts from borrowings*		-		-
<b>Capital Payments</b>				
Purchase of resources*		-		-
Repayments of borrowings*		-		-
<b>Increase/(Decrease) in Bank Accounts and Cash*</b>		<b>7,289</b>	<b>-</b>	<b>13,812</b>
Bank accounts and cash at the beginning of the financial year*		24,753		10,941
<b>Bank Accounts and Cash at the End of the Financial Year*</b>		<b>32,042</b>	<b>-</b>	<b>24,753</b>
<b>Represented by:*</b>				
Cheque account(s)				
Savings account(s)		32,042		24,753
Term Deposit account(s)				
Cash Floats				
Petty Cash				
<b>Total Bank Accounts and Cash at the End of the Financial Year*</b>		<b>32,042</b>	<b>-</b>	<b>24,753</b>



**Wyndham District Community Pool Incorporated****Notes to the Performance Report**

For the year ended  
30 June 2018

**Note 1: Accounting Policies "How did we do our accounting"****Basis of Preparation<sup>®</sup>**

Wyndham District Community Pool Incorporated is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

**Goods and Services Tax (GST)<sup>®</sup>**

Wyndham District Community Pool Incorporated is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).



## Wyndham District Community Pool Incorporated

## Notes to the Performance Report

For the year ended  
30 June 2018

## Note 2 : Analysis of Receipts "How was it funded?"

Receipt Item	Analysis	This Year \$	Last Year \$
Fundraising receipts	Fireworks	6,644	9,504
	Livestock Sales	2,303	1,494
	Open Day	84	190
	Swimming Lessons	1,365	1,170
	Tailing	2,351	2,783
	<b>Total</b>	<b>12,747</b>	<b>15,141</b>
Receipt Item	Analysis	This Year \$	Last Year \$
Grants and donations	Mataura Licensing Trust	-	7,500
	Southland District Council	2,500	259
	<b>Total</b>	<b>2,500</b>	<b>7,759</b>
Receipt Item	Analysis	This Year \$	Last Year \$
Fees, subscriptions and other receipts from members	Key Sales	4,125	4,270
	<b>Total</b>	<b>4,125</b>	<b>4,270</b>
Receipt Item	Analysis	This Year \$	Last Year \$
Receipts from providing goods or services	Rent	4,040	2,000
	Sponsorship	1,600	1,400
	<b>Total</b>	<b>5,640</b>	<b>3,400</b>
Receipt Item	Analysis	This Year \$	Last Year \$
Interest, dividends and other investment income receipts	Interest	61	46
	<b>Total</b>	<b>61</b>	<b>46</b>

## Wyndham District Community Pool Incorporated

## Notes to the Performance Report

For the year ended  
30 June 2018

## Note 3 : Analysis of Payments "What did it cost?"

Payment Item	Analysis	This Year	Last Year
Payments related to public fundraising	Fireworks	\$ 6,987	\$ 7,037
	Open Day	56	-
	Swimming Lessons	540	-
	<b>Total</b>	<b>7,583</b>	<b>7,037</b>

Payment Item	Analysis	This Year	Last Year
Volunteer and employee related payments		\$ -	\$ -
	<b>Total</b>	<b>-</b>	<b>-</b>

Payment Item	Analysis	This Year	Last Year
Payments related to providing goods or services		\$ -	\$ -
	<b>Total</b>	<b>-</b>	<b>-</b>

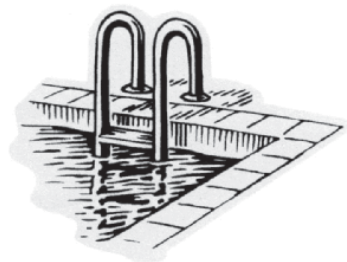
Payment Item	Analysis	This Year	Last Year
Grants and donations paid		\$ -	\$ -
	<b>Total</b>	<b>-</b>	<b>-</b>

Payment Item	Analysis	This Year	Last Year
Other operating payments	Advertising	\$ 59	\$ -
	Insurance	1,323	1,323
	Key System	787	-
	Pool Chemicals	775	1,567
	Power	5,199	3,856
	Repairs & Maintenance	2,544	2,966
	Water Testing	110	55
	<b>Total</b>	<b>10,797</b>	<b>9,767</b>

**WYNDHAM DISTRICT COMMUNITY POOL INC.**

c/o C Stewart  
 1282 Wyndham Mokoreta Rd  
 R.D.2  
 WYNDHAM 9892  
 wyndhampool@gmail.com

**2018/19 FUNDING REQUEST SDC****POOL PAINTING**

Total Expenditure	\$ 8 920.09	
Less Grants Received		
SDC Community Initiatives	\$ 1 500	
Community Trust of Southland	\$ 2 700	
		<b>\$ 4 720.09</b>

**REPLACE ONE COMPLETE SAND FILTER**

Total Expenditure	\$ 3 114.57	
Less Grants Received		
Wyndham Edendale Community Board	\$ 1 000	
		<b>\$ 2 114.57</b>

**CHANGING ROOM PARTITION**

Total Expenditure	<b>\$ 670.85</b>
-------------------	------------------

<b>TOTAL SPENT</b>	<b>\$ 7 505.51</b>
--------------------	--------------------

<b>TOTAL REQUESTED FROM THE COMMUNITY BOARD RATE</b>	<b>\$ 5 000.00</b>
--	--------------------

A very big thank you to our sponsors: Cleanflo; Eunson Plumbing; Lee's Dairy; Malloch McClean (Inv); Nathan McDermott Building; Redan Valley Engineering; Rodgers Garage; Titiroa Transport; Udy's Grain and Feed; Vetco; Wyndham Engineering; Wyndham Freight; MLT.

**Gunac Tyries 2013 Ltd****Po Box 7098****Invercargill**

Telephone and Fax 032166680

GST No.: 111-636-656

Tax Invoice

Page 1

Wyndham Pool Committee  
C/o Nathan Stewart  
Wyndham

Invoice No.	7132
Invoice/Tax Date	11/09/2018
Cust. Order No.	
Account No.	WYNDHAM

Service Details	Net Amount	GST Amount
To prepare and paint pool as per quote	7,756.60	1,163.49
Terms of trade as per the construction contracts act 2002 payments within 7 days of invoice		
Please note new bank account 12 3494 0087292 00	0.00	0.00

42700 CFS.  
41500 SDS Community  
Initiatives  
44,720.09 Savings

Total Net Amount	7,756.60
Total GST Amount	1,163.49
Freight	0.00
Invoice Total	8,920.09

Please pay on invoice as no statement will be issued.



## TAX INVOICE

Wyndham District Pool  
 Attention: Nathan Stewart  
 26 Raglan Street  
 Wyndham 9831

**Invoice Date**  
 17 Oct 2018

**Invoice Number**  
 INV-16929

**Reference**  
 18374

**GST Number**  
 105405685

Cleanflo Filtration Limited  
 Cnr Dee & Lowe Streets  
 PO Box 5118  
 Invercargill 9843  
 New Zealand  
 P 03 214 3300  
 F 03 214 3355  
 office@cleanflo.co.nz  
 www.cleanflo.co.nz

Description	Quantity	Unit Price	Amount NZD
Labour - Hourly Charge	6.25	65.00	406.25
Supply & Install Pool Sand Filter			
Travel per Kms	92.00	1.20	110.40
22032 S800 Filter only. NO SAND	1.00	1,720.00	1,720.00
Sand 7/14 per 25kg	4.00	33.00	132.00
Sand 12/16 per 25kg	3.00	33.00	99.00
Sand 18/36 per 25kg	5.00	33.00	165.00
Consumables	1.00	5.00	5.00
50MM PVC SOCKET	1.00	10.67	10.67
Freight - Supplier	1.00	60.00	60.00
		Subtotal	2,708.32
		TOTAL GST 15%	406.25
		<b>TOTAL NZD</b>	<b>3,114.57</b>

### Due Date: 20 Nov 2018

1. No statement provided, please pay on this invoice.
2. Payment terms are 20th of the following month.
3. The goods remain the property of Cleanflo Filtration Ltd until paid for in full.

Bank Acc 010961 0143705 00





## Redan Valley Engineering Ltd

1282 Wyndham Mokoreta Road  
R.D.2  
WYNDHAM 9892

Phone: 03 206 4373  
Workshop Phone: 03 206 4025  
Email: redanvalley@gmail.com

Bill To:

## Tax Invoice

Wyndham District Community Pool Inc.  
c/o Mel Geary  
20 Raglan St  
WYNDHAM

Tax Invoice No.: 00001467

31/12/2018

GST Reg. Number: 91 504 820

Net 20th 1

Manufacture and Install Partition Wall for Girls Changing Room

ITEM NO.	DESCRIPTION	QTY.	RATE	TOTAL
sd25252.5	25x25x2.5x8m Duragal	9	\$4.65	\$41.85
sd50252.5	50x25x2.5x8m Duragal	1.8	\$7.50	\$13.50
misc	Ultrasign 1.22*2.4*4	2	\$93.50	\$187.00
cons	Glue	2	\$16.50	\$33.00
misc	DynaBolt	4	\$7.00	\$28.00
lab	Labour (at cost)	1	\$265.00	\$265.00

Interest will be charged at 1% per month on overdue accounts  
All goods remain the property of Redan Valley Engineering until paid for in full

Bank Account for Direct Credit - SBS  
03-1355-0873964-00

SUBTOTAL	\$568.35
FREIGHT	\$15.00
GST (15%)	\$87.50
TOTAL AMT.	\$670.85
Amount Applied	\$0.00
BALANCE DUE	\$670.85

KAIMAHI Sheep Conveyors & Tailing Pens    Digger Attachments    Manufacturing    Repairs    HYDRAULINK

## WYNDHAM DISTRICT COMMUNITY POOL INC. RISK ASSESSMENT

Potential Risk	Possible Causes	Mitigation
Lack of Community Support - Low Key Sales        - Lack of Volunteer Openers        - Lack of Committee Members	Not meeting community needs - too costly   - not accessible to all - negative physical environment   - too much work - not enough time - too hard	Annual community survey Committee members bringing public feedback to meetings Feedback possible on Menzies website Use of social media for promotion and feedback Regular review of open hours based on feedback Maintenance carried out Operation policy followed Water temperature and quality maintained within parameters Active recruitment of members Training and support Regular maintenance Improvements to make job easier / quicker Regular review of operations from committee/volunteer feedback
Lack of School Support - Schools not using	Not meeting school needs Costs, accessibility, environment	School reps on committee Maintenance carried out Operation policy followed Water temperature and quality maintained within parameters Flexibility and collaboration around bookings Regular communication
Lease not renewed		Ensure successful operation during current lease
Unexpected Costs	Pumping or heating equipment fail	Regular servicing Separate Contingency fund created
Not Meeting Legal Obligations	Water quality breaches Health & safety breaches Serious accident or harm	Policies and Procedures in place, adhered to, and regularly reviewed Operation regularly reviewed Pool rules enforced Public Liability Insurance held Members encouraged to become qualified operators

## WYNDHAM DISTRICT COMMUNITY POOL INC MAINTENANCE RECORD

### 2014/2015

Pool Seals	4 288	Electronic Key	4 443
General Repairs	1 927	Pool Door	1 408
Plumbing	1 808	Pool Cover	7 995
Painting Surrounds	149	Pool Painting	8 050

### 2015/2016

New Steps	3 482	Pool Shower	3 802
Replace Vents (Insurance)	500 excess	Lint Filter O Ring	8
Filter Basket			

### 2016/2017

Pump Seal & Housing	199	New Lights	Donated
Urinal Tap	45	Chicken Netting	40
Mesh and End Door	1251	Equipment Cage	370
Vacuum Hose	406		

### 2017/2018

Changing Room Matting	240	Filter Basket	45
Replace Broken Clearlite Main Roof	198		

### 2018/2019

Pool Painting	8 920	New Filter	3 115
Sky Light Replacement	Donated	Partition	671
Shower Repairs	190		



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**From:** YORKE <yorke@kinect.co.nz>  
**Sent:** Sunday, 10 February 2019 9:34 p.m.  
**To:** Fiona Dunlop  
**Subject:** FW: Comm Bod papers  
**Attachments:** Ten Year Maintenance Plan.docx; 2017 2018 financials ECPS.pdf; Usage review 2018-19 season.docx; 1c. 2018 President's Report.docx

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**From:** ECPS [mailto:ecpscontact@gmail.com]  
**Sent:** Sunday, February 10, 2019 5:04 PM  
**To:** Pam Yorke  
**Subject:** Comm Bod papers

Hi Pam, please find attached the paper work the Board requires for the next meeting.

Brent and I will attend the meeting.

The ECPS would put our 2018-2019 rating funds towards replacing the main pool circulation pump (as indicated on the 10year plan).

Let me know if anything further is required; I have added in a membership & usage overview for your information as well.

Cheers, Jenny

**Annual General Meeting ECPS - 2018 President's Report**

Well my first year as president has gone seemingly well, all thanks to Brent and Jenny I believe. Even though Brent stepped down last year as president I think he has done more work than previous years if that's even possible so I would like to start my report off by thanking you both for all your work throughout the season. Jenny, for all your time and dedication to ensuring the paperwork, minutes and keeping everything running to such a high standard has been amazing. Brent, for all your hours of work you have put in with the heat pump problems and all of the other general problems we have encountered this season.

Thanks to Nicole for all your roster work and keeping the pool opening and shutting throughout the season. Your hard work has not gone unnoticed and I am positive this is not an easy feat with shift workers so Thank You.

Also a huge thanks to all of our volunteers throughout the season, we wouldn't and couldn't run without the help from the community and our volunteers. You are all very much appreciated.

Special thanks to the Nigel and Sharleen Loveridge and Gary at the Edendale Discounter Store for being our point of sale for memberships. It was a huge loss for us when the butcher shop closed down but we were lucky enough to have Gary step up into this role so would like to thank them as well.

I also need to mention a thank you to those that turned up and helped remove the last of the scrap metal from the Milne/Elliott farm. This is now completed.

Again, a thank you to Fonterra Edendale for their continued support and contribution towards the school pool.

This season has gone exceptionally well and we seem to be up the upwards for our fundraising goal for the new roof. In May we had a major fundraiser in which we opened up Roger and Diane Whyte's car shed in our "shed raid". This was a fantastic day and I would personally like to thank everyone that came along to help out. To those that stood on the side of the road in the pouring rain, you will not be forgotten!

We had 552 people go through the shed which we were NOT expecting. This was well above any expectations we had but this was great. We sent through \$552 to Hospice Southland on behalf of our hosts. We had a sausage sizzle, cakes for sale, a coffee cart and raffle tickets. Everything but the bouncy castle (which got rained out) was a huge success. All of the free advertising certainly helped.

We have had ongoing problems with the heat pump again this year, with a new coil needing replaced before the start of this season, another expense that has come off our top line but must be done.

Our paddling pool concrete has been fixed and looking great!

We have also had a few damages come through after our financial year ended in which the pool roof was damaged, our fire extinguisher was let off and some general vandalism has occurred. I am so saddened by this but we are now in the process of installing security cameras. We were hoping this would not lead to us having to do this, but unfortunately it has come to that.

Lisa Pankhurst from LAP Aquatic Services has agreed to take on the swimming lessons in Term Four and this is going to be a huge benefit to the pool and the community. She is a very talented instructor and swimmer so we look forward to working with her.

All in all the 2017-2018 season has gone well and we can continue to grow as a committee.

We have many fundraising ideas up our sleeve and this year will be our best yet.

Thank you all  
Beckz Bouterway

**REVIEWER'S REPORT TO EDENDALE COMMUNITY POOL SOCIETY (INC)**

I have reviewed the financial statements of the EDEDALE COMMUNITY POOL SOCIETY (INC) for the year ended 30 June 2018 in accordance with the Review Engagement Standards issued by the New Zealand Society of Accountants.

A review is limited primarily to enquiries of trust personnel and analytical review procedures applied to financial data and thus provides less assurance than an audit. I have not performed an audit and, accordingly, I do not express an audit opinion.

Based on my review, nothing has come to my attention that causes me to believe that the accompanying financial statements, which have been prepared using the cash basis of accounting, do not give a true and fair view.

Signature   
Atholl B Blackmore B.Com., JP.

Address 1189 Rimu-Seaward Downs Road, No. 3 RD, Wyndham 9893

Date ...5th September 2018

**EDENDALE COMMUNITY POOL SOCIETY (INC.)****FINANCIAL STATEMENT FOR THE YEAR ENDED 30 JUNE 2018**

<b>We received during the year:</b>	<b>2018</b>	<b>2017</b>
Membership subscriptions income (less refunds)	7400.00	4900.00
Donations – private/members	515.00	160.00
Edendale Businessmen's Association	-	400.00
	515.00	560.00
Grant - Matura Licensing Trust ( for vacuum cleaning plant)	-	4000.00
LAP Aquatic swimming lessons	450.00	-
Proceeds sale of scrap metal	866.20	225.00
Rates collected by Southland District Council	5100.00	4494.64
Shed Raid	7063.10	-
Less Costs	204.45	
Donation to Hospice Southland	552.00	
	756.45	
	6306.65	-
Interest received	18.64	40.14
	<b>20656.49</b>	<b>14219.78</b>
<b>We have paid out during the year:</b>		
Charities Commission annual fee	51.11	51.11
Consumables	20.00	521.12
General expenses	539.75	255.61
Insurance	1338.72	1163.92
Printing, stationery and stamps	129.40	186.40
Repairs	8508.67	5109.20
Major projects – vacuum cleaning plant	-	6796.50
	<b>10587.65</b>	<b>14083.86</b>
<b>LEAVING A SURPLUS FOR THE YEAR OF</b>	<b>10068.84</b>	<b>135.92</b>
Add Funds that we held at 1 July 2017		
Westpac cheque account	14586.79	15037.37
savings account	3847.41	3660.50
Southland District Council rates account	-	( 59.59)
Unused tag refund money	200.00	265.00
Petty cash	20.70	20.70
Unbanked funds	450.00	45.00
	19104.90	18968.98
<b>TOTAL FUNDS HELD AS AT 30 JUNE 2018</b>	<b>\$ 29173.74</b>	<b>19104.90</b>
Represented by:		
Westpac cheque account	24339.72	14586.79
savings account	4797.72	3847.41
Petty cash	36.30	20.70
Leftover tag refund cash	-	200.00
Unbanked funds	-	450.00
	<b>\$ 29173.74</b>	<b>19104.90</b>



### TEN YEAR MAINTENANCE PLAN 2019-2028

Year	Property Maintenance/Major Project	Actual
2019	<ul style="list-style-type: none"> <li>• Working bee to tidy before season opens.</li> <li>• Unexpected repairs (\$2000?)</li> <li>• Touch-up of painted surfaces (\$500?)</li> <li>• Vent for chemical shed (\$1000?)</li> <li>• Replace circulation pump for main pool (\$3,500?)</li> <li>• Change location of switch for the cover (\$1,000?)</li> </ul>	
2020	<ul style="list-style-type: none"> <li>• Working bee to tidy before season opens.</li> <li>• Unexpected repairs (\$2000?)</li> <li>• Replace roof (\$70,000)</li> <li>• Touch-up of painted surfaces (\$500?)</li> <li>• Replace circulation pump for paddling pool (\$2,500?)</li> <li>• Check pool vacuum (\$300?)</li> </ul>	
2021	<ul style="list-style-type: none"> <li>• Working bee to tidy before season opens.</li> <li>• Unexpected repairs (\$2000?)</li> <li>• Repaint pool surfaces (\$5,000?)</li> <li>• Replace hot water cylinder for shower (\$1,000?)</li> </ul>	
2022	<ul style="list-style-type: none"> <li>• Working bee to tidy before season opens.</li> <li>• Unexpected repairs (\$2000?)</li> <li>• Replace pool covers (\$10,000?)</li> <li>• Replace door-tag reader interface (\$350?)</li> </ul>	
2023	<ul style="list-style-type: none"> <li>• Working bee to tidy before season opens.</li> <li>• Unexpected repairs (\$2000?)</li> <li>• Touch-up of painted surfaces (\$500?)</li> <li>• Paddling pool filter replacement (\$2,500?)</li> </ul>	

<b>2024</b>	<ul style="list-style-type: none"> <li>● Working bee to tidy before season opens.</li> <li>● Unexpected repairs (\$2000?)</li> <li>● Touch-up of painted surfaces (\$500?)</li> </ul>	
<b>2025</b>	<ul style="list-style-type: none"> <li>● Working bee to tidy before season opens.</li> <li>● Unexpected repairs (\$2000?)</li> <li>● Repaint pool surfaces (\$5,000?)</li> </ul>	
<b>2026</b>	<ul style="list-style-type: none"> <li>● Working bee to tidy before season opens.</li> <li>● Unexpected repairs (\$2000?)</li> <li>● Touch-up of painted surfaces (\$500?)</li> <li>● Replace door-tag reader interface (\$350?)</li> </ul>	
<b>2027</b>	<ul style="list-style-type: none"> <li>● Working bee to tidy before season opens.</li> <li>● Unexpected repairs (\$2000?)</li> <li>● Touch-up of painted surfaces (\$500?)</li> <li>● Replace sand filters (\$5,000?)</li> <li>● Replace door-tag reader interface (\$350?)</li> </ul>	
<b>2028</b>	<ul style="list-style-type: none"> <li>● Working bee to tidy before season opens.</li> <li>● Unexpected repairs (\$2000?)</li> <li>● Touch-up of painted surfaces (\$500?)</li> </ul>	

## Usage review 2018-19 season (Dec 2018 to Feb 2019)

### Memberships 2018-2019:

TOTAL OF 93 door-tag holders: 72 subscribed members\*, 15 volunteer members, 3 school members, 3 complementary (LAP Aquatics x1, Fonterra x2)

Not including our complimentary memberships, the 90 householders have indicated that their memberships give access to **approximately 390 individuals** (see below for locations).

There have also been 57 children attending LAP Aquatics swimming lessons - some for a block of five lessons in January, with two instructors running groups for 90 minutes each day; and then again for the duration of Term One 2019 there are three instructors running lessons every Thursday for three and half hours.

The Edendale Volunteer Fire Brigade held their annual family Christmas picnic at the pool in December (even Santa made an appearance!)

### SUBSCRIBED MEMBERS: LOCATIONS (2017-2018)

Address	Returning Member	New Member	Total
Edendale Township	x20 (x21)	x7 (x11)	<b>x27 (x32)</b>
Wyndham/RD1/RD2	x8 (x5)	x0 (x2)	<b>x8 (x7)</b>
RD3	x25 (x20)	x3 (x16)	<b>x28 (x36)</b>
Other	x6 (x4)	x3 (x3)	<b>x9 (x7)</b>
<b>TOTALS</b>	<b>59 (49)</b>	<b>13 (31)</b>	<b>72 (82)</b>

### MEMBER VISITS: number of times ENTRY was gained outside of school hours for swimming

- numbers are indicative only - we cannot be 100% sure of how many people actually swam<sup>^</sup>
- this does not include opening/closing time volunteer entries or swimming lesson entries)
- the average for the six month season (considering Oct and April as one month) is 313 member entries per month.

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Total
<b>2017-18</b>	68	281	323	613	283	256	45	<b>1869</b>
<b>2018-19</b> <i>Delayed opening date of Dec 22nd:</i>			76	516	120 <i>(to 9th Feb)</i>			

<sup>^</sup>We usually calculate an average of 4 swimmers per entry.





## Council Report

**Record No:** R/19/1/1148

**Author:** Karen Purdue, Community Partnership Leader

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

☐ Decision

☐ Recommendation

☒ Information

## Chief Executive

### Local Government Funding and Financing Inquiry

1. Last December the Productivity Commission released an issues paper for the local government funding and financing inquiry that they are leading. A copy of the issues paper is available on the commission's website ([www.productivity.govt.nz](http://www.productivity.govt.nz)).
2. The issues paper briefly describes local government in New Zealand and how funding and financing currently works. It asks questions about current pressure points and ways that councils can manage cost pressures. It then seeks views on options for future funding and financing tools.
3. Submissions are open until 15 February 2019. Subsequent phases of the inquiry process include the release of a draft report in June 2019 and then a final report to government in November 2019.

### Tourism Strategy and Visitor Levy

4. The government have released their proposed new tourism strategy for public consultation. A copy of the full strategy is available on the MBIE website ([www.mbie.govt.nz/info-services/sectors-industries/tourism/tourism-strategy-consultation](http://www.mbie.govt.nz/info-services/sectors-industries/tourism/tourism-strategy-consultation)).
5. The draft strategy identifies five key outcomes, including that tourism protects and enhances New Zealand's natural, cultural and historic heritage, that regions and communities benefit from tourism, and that New Zealander's lives are improved by tourism. It also outlines the challenges that the growth in tourism in recent years has created and the proposed actions to manage these challenges.
6. At the end of September the government approved the introduction of the \$35 border levy, which is expected to raise some \$80 million per year that is to be used to fund tourism infrastructure and conservation related projects. It is expected that the funds raised will be split evenly between conservation and tourism related infrastructure. At this stage work is still to be progressed to determine how the funds are to be split and how they will be distributed.
7. The levy will be collected through visa fees and via the new Electronic Travel Authority, with legislation due to be passed around the middle of 2019.

### **3 Waters Review**

8. The government is continuing to progress their 3 waters review.
9. In late October the government released a report by GHD and Boffa Miskell into the costs of upgrading wastewater treatment plants. The report estimates that the cost of upgrading wastewater schemes to a standard suitable to meet the current National Policy Statement on Freshwater would cost approximately \$2 billion. It also questions the ability of a number of rural and provincial councils to meet these costs.
10. In late November government released the cabinet paper and minutes detailing the decisions that they made at their meeting on 29 October in regard to the review process. A copy of the papers is available at ([www.dia.govt.nz/three-waters-review](http://www.dia.govt.nz/three-waters-review)).
11. In these papers the government have outlined the broad shape of the options being considered in their review and the overall timetable within which they now expect to be able to make decisions.
12. It is expected that the first round of decisions will be made by cabinet in June 2019. These are expected to include decisions in relation to:
  - the formation of new regulatory processes for drinking water
  - changes to the environmental regulation system that is currently managed by regional councils
  - processes for improving performance reporting in relation to the delivery of wastewater and stormwater systems.
13. By the end of 2019 it is expected that decisions will be made about:
  - proposed service delivery arrangements for 3 waters
  - the need for economic regulation.
14. The question as to whether there will be a need for some form of economic regulation will partially depend upon the decisions that government make in relation to the potential aggregation of service delivery arrangements.
15. The broad models of reform include:
  - proceeding with changes to the regulatory system only
  - whether government creates an incentives regime to encourage the development of more efficient service delivery models
  - a form of compulsory aggregation of service delivery agencies. These would still be publicly owned and most likely still involve some form of local government ownership through, for example, a council controlled organisation model.
16. In a number of recent speeches the minister of local government, Hon Nanaia Mahuta has continued to signal a preference for change to the 3 waters delivery structures including the potential for cross-subsidisation between regions.
17. Local Government New Zealand are making it clear, from a sector advocacy perspective, that any form of aggregation of service delivery should be left to local authorities to decide, particularly

given that the assets are owned by local communities. In this regard they have adopted a position statement which has four key principles as follows:

- fix drinking water first: Havelock North has shown that urgent action is needed in the drinking water space, and any reform process should make this a priority. The government needs to set hard drinking water standards, and establish a strong regulator to enforce these standards.
- let existing regulations run their course: Wastewater and stormwater assets are long-lived, and it takes many years of planning and investment to change performance outcomes. New freshwater quality standards were introduced in 2017, and we should allow efforts to meet these standards to run their course before introducing new requirements.
- take mandatory aggregation off the table: Local government strongly opposes mandatory aggregation of water assets as one-size-fits-all policy making. The economic literature shows aggregation can be an effective tool to produce service delivery efficiencies in some cases, and so needs to be applied on a case-by-case basis, not as a blanket policy for New Zealand.
- incentives matter: Central government should focus on getting the incentives right to drive behaviour. Setting hard quality standards across all 3 waters, backed by rigorous compliance enforcement, will force service providers to lift their performance. At the same time it will open the door to innovation, as service providers experiment with different technologies and ownership models to meet these standards.

18. Across the local government sector a number of other concerns have also been expressed about the current review process. These include:

- the lack of a clear problem definition that the review aims to fix, particularly when consideration is being given to some form of aggregation of supply
- a lack of follow through on the 'co-design' principle, under which the 3 waters review process was originally established
- a tendency to see the 3 waters as one system, as opposed to three distinct but interlinked systems, each with their own challenges
- the question as to whether this is simply a 'back door' way of amalgamating local authorities.

19. The issues arising from the current 3 waters review process are clearly significant at both the national level and for all local authorities. It is clear that there is a need for change and a significant lift in the performance of the sector as a whole. There is also a need for a lift in the quality of private water systems across New Zealand.

20. At the very least there will be significant change to the regulatory environment, which includes drinking water standards, environmental regulation and potentially economic regulation, within which the sector currently operates. This will bring new standards which will need to be met within a short timeframe and will also be subject to an intensive enforcement regime. Local authorities will not be able to use cost as a reason for not meeting the required standards.

21. Staff will continue to monitor developments in this area. At a local level we need to continue on with looking to improve the way in which we manage the water, wastewater and stormwater activities including looking at increasing the pace with which we implement infrastructure improvement projects. We also need to improve our asset management information and processes so that we are able to support informed decision-making processes.
22. We are also now getting closer to the point at which there will be merit in Council looking to do some work with its neighbouring authorities on future models that could be implemented across Southland.

### **Local Governance and Community Well-beings**

23. Alongside of their announcements on the 3 waters review the government also released a cabinet paper outlining work that they are doing to look at strengthening the role of local authorities in the community governance and broader community well-beings area.
24. As noted previously the government have introduced an amendment to the Local Government Act 2002 to require local authorities to have a focus on improving the social, economic, environmental and cultural well-being of their communities. While some might see this as a reinstatement of the sustainable development focus that was previously included in the Act, but removed by the previous government, others see it as having quite a different focus to the previous regime.
25. A strengthening of the community leadership and development role that local government can play will have much more significance if the way in which a number of the traditional infrastructural services, such as 3 waters and roading, are changed. The approach being pursued is also consistent with work at a central government level to bring a four well-beings approach to the development of their next Budget. This work, which is called the Living Standards Framework, is also consistent with the Sustainable Development Goals set by the United Nations.
26. Eventually, this work could lead to a greater devolution of responsibilities from central to local government. While government have ruled this out at this stage it is inevitable that there will be ongoing discussions in this area particularly given that the role of local government in New Zealand is relatively narrow by OECD standards and hence it is seen that there is considerable ability to strengthen the role of local authorities as leaders in social, housing, emergency management and long term community planning areas, which are also priorities for government. Over time this could also lead to the decentralisation of what are currently central government service responsibilities to local government.
27. The minister of local government is expected to report back to cabinet in April 2019 on the progress being made in this area.

## **Marine Pollution**

28. The Ministry of Transport is currently seeking input into a decision on whether New Zealand should sign an international treaty restricting air emissions from ships. The level of air pollution coming from cruise ships within Fiordland and Milford Sound in particular has been an issue of concern.
29. This International Maritime Organization treaty, Annex VI of the International Convention for the Prevention of Pollution from Ships (MARPOL), regulates emissions that are harmful to public health, deplete the ozone layer and contribute to climate change.
30. Annex VI would reduce air emissions by controlling the sulphur content of fuel. Domestic and international ships entering New Zealand waters meet the current Annex VI standards of 3.5 percent sulphur content. Marine fuel produced here is also under 3.5 percent. From 2020 however, the standard required by MARPOL is likely to drop to 0.5 percent.

## **Resource Management Act Reform**

31. Government have announced that they intend undertaking a two-stage approach to the introduction of amendments to the Resource Management Act 1991.
32. The first stage will be a focused set of amendments that will address a number of targeted issues which government see as being able to be amended relatively easily. Further details on the specific changes proposed are available on the Ministry for the Environment website ([www.mfe.govt.nz/rma/improving-our-resource-management-system](http://www.mfe.govt.nz/rma/improving-our-resource-management-system)).
33. Stage 2, which will begin early this year, will be a more comprehensive review of the resource management system and will build on current work across urban development, climate change, and freshwater. It will also consider a number of issues raised by stakeholder groups including the Productivity Commission and Local Government New Zealand.

## **Stewart Island/Rakiura Service Sustainability Review**

34. In September 2018, Council asked staff to develop, in consultation with the Stewart Island/Rakiura Community Board, terms of reference for completion of a service sustainability review. The review is intended to identify the challenges and additional costs associated with delivering services to the Stewart Island/Rakiura community and follows on from a number of recent issues that have highlighted the challenges associated with delivering services to this community.
35. The review is focussed on the sustainability of Council delivered activities and does not include services that might be provided by the community and/or other service providers. The community board endorsed the terms of reference 10 December 2018 meeting. They will be submitted to Council for its consideration in February.

## **Southland Regional Development Agency**

36. The creation of the Southland Regional Development Agency (SRDA) reached an important milestone in December with the legal formation of the new company and the signing of the Joint Shareholders Agreement and Constitution.

37. The Joint Shareholders Committee, who also have responsibility for managing the board and setting the performance expectations for the new entity has also been formed and had its second meeting on 4 December. At that meeting the committee was also be briefed on progress with the director recruitment process. Some 70 applications were received from a wide range of good quality candidates.

## **Ministry of Civil Defence and Emergency Management**

38. Council will remember that the previous Government indicated its intention to review the 60/40 funding of emergency events. This is where in the declaration of an emergency, central government contributes 60% and local contribution is 40% of essential infrastructure costs subject to the relevant criteria being met.
39. The review was initiated because of the impact that the Christchurch and Kaikoura earthquakes had on the central government funds. Recently, Local Government New Zealand met with the Ministry of Civil Defence and Emergency Management and received assurances that no change to the 60:40 arrangement has been made or is under consideration at this time.

## **Community and Futures**

### **Strategy and Policy**

#### **Annual Plan 2019/2020**

40. Work for the Annual Plan 2019/2020 is currently underway, and a timeline and project plan was submitted to Council in December 2018. Direction setting reports have been presented to local community boards and community development area subcommittees throughout the months of November and December identifying any variances to the long Term Plan 2018-2028. It is recognised that extraordinary projects or changes to the level of service may be needed outside of the Long Term Plan process, to ensure the on-going needs of the community are being met.

#### **BERL Stage 3 – Working towards positive Southland community futures**

41. Business and Economic Research Limited (BERL) was commissioned by Southland District Council to undertake research to assist with the development of the District's 2031 Long Term Plan.
42. The research is based on the idea that the District can passively accept the future that fate will provide for its communities, or work strategically to shape the future it wants to achieve.
43. The research is in three stages, each of which is designed to answer a specific question:
- stage 1 asked “where we are now?” This involved collecting and analysing data to show the state of wellbeing in the District as a whole and in seven defined communities. This stage has been completed.
  - stage 2 asked “where we are heading?” This involved some forecasting to examine how the population and the level of employment in the District and each of the communities would change, if past trends were left to continue. This stage has also been completed.

- the current stage, Stage 3, is about asking the question “where we actually want to be?” Its aim is to define a set of actions that will help to shape positive futures for each of the main communities in the District.

44. BERLs engagement with individuals, organisations, and businesses in the District to inform the Council about what it can do itself to increase wellbeing, as they strive for overall community wellbeing has been completed. It is intended this will be presented to Council in February 2019.

### **Community Futures Research and Analysis Work Programme**

45. Council continues to support the progression of research and analysis work to support its decision-making in preparation for the Long Term Plan 2031.

46. 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, and identify priorities for investing in community future planning. The Executive Leadership Project Team comprising of the chief executive, chief financial officer, group manager services & assets, group manager environmental services and group manager community and futures has been established to determine prioritisation, and is facilitated by the strategy & policy manager. High level project plans have been developed that will help determine what is required to deliver priority projects within the District and reports presented to the Community & Policy Committee in September and November to update on the progress of the overall programme of work.

47. The on-going work streams 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)
- 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)
- technological change impacts on communities and implications for Council.

## **Governance**

### **Representation Review and Community Governance Project**

- 48. The Local Government Commission heard appeals and objections on the Council's final proposal on Wednesday 5 December at which time Council staff and elected representatives made a presentation on our final proposal.
- 49. Work is progressing on arrangements to support the community governance project.

### **Venture Updates**

- 50. Venture Southland assisted the Wyndham- Edendale Community Board with their successful application to the Lotteries Environment & Heritage Fund. The application resulted in \$9,775 being awarded for a structural engineers report to be completed on Menzies Arch. On completion of this report, the community board will be able to make a plan as to how to repair/restore the historic section.

### **Planning for Southland's tourism growth**

- 51. Planning for Southland's continued tourism growth and the development of attraction initiatives have been boosted with consultants appointed to carry out two significant pieces of work; the Southland Murihiku Destination Strategy and the development of the Southland Story.

### **Southland Murihiku Destination Strategy 2018-2028**

- 52. Stafford Consulting was appointed to advance the Southland Murihiku Destination Strategy and has carried out consultation with major stakeholders. It is anticipated that the strategy will be completed by March 2018. The strategy will provide overall direction for the development of tourism in Southland, aligning with other planning documents such as the cruise, cycling, heritage and events strategies.

### **Southland Story**

- 53. Principals Group has been appointed as the consultants to lead the Southland Story project development. To date this has involved carrying out workshops in Te Anau, Riverton, Gore and Invercargill, interviewing key stakeholders and carrying out a wider survey so that as many voices as possible are given the opportunity to contribute to the story development.

### **Dark Sky Sanctuary for Stewart Island**

- 54. In early January the International Dark Sky Association (IDA) confirmed that Stewart Island/Rakiura had been successful in its application for the establishment of an International Dark Sky Sanctuary. Venture Southland worked alongside an independent consultant and the Stewart Island Promotion Association to prepare the application which was unanimously endorsed by the IDA Board.
- 55. The decision makes Stewart Island/Rakiura the fifth Dark Sky Sanctuary, and only the second island sanctuary, in the world. It is anticipated the accolade will contribute to an increase employment on the island, encourage the preservation of the unspoiled natural environment and result in a significant boost in tourism both on the island and across the wider Southland region.



### **Water Treatment Course**

56. The annual Water Treatment Course offered to community pools was held on November 23 2018 and had 17 people attend from across the district. Funding from Community Trust South and the Southland District Council Community Initiatives Fund helped to subsidise the cost for not-for-profit/community pool

## **Environmental Services**

### **Group Managers Update**

#### **National Policy Statement (NPS) and National Environmental Standard (NES) for Fresh Water Management 2019**

57. Some key elements of this work for the Councillors to be aware of are as follows:
- a bill to undertake minor amendments to the RMA related to the NPS and NES is likely to be passed late this year/early next year
  - a more comprehensive review of the resource management system is proposed to be developed and introduced in the 2nd quarter of next year
  - a NPS could take the form of what is proposed in the NPS for Indigenous Biodiversity (outlined below), potentially including more definitive targets and stronger central direction
  - a NES could set national environmental bottom lines, require the review of consents, and determine how activities within risk catchments should be managed
  - this could have implications for the work currently being undertaken for Council on the Water and Land Plan appeal/mediation process.

#### **Recommended National Policy Statement for Indigenous Biodiversity – NPSIB**

58. A national Biodiversity Collaborative Group has developed a draft National Policy Statement for Indigenous Biodiversity, and recommendations to the government on complementary and supporting measures to maintain indigenous biodiversity. Essentially, the recommendations are for a NPS with regulatory and non-regulatory components.
59. The associate minister's announcement on this, released on 25 October, included the following wording:

#### **Media release from associate minister for the environment, Hon Nanaia Mahuta:**

- a new report recommending improvements to biodiversity management will build on communities' good work to protect our biodiversity, says associate minister for the environment, Hon Nanaia Mahuta.
- the report of the Biodiversity Collaborative Group outlines a draft National Policy Statement (NPS) for Indigenous Biodiversity and provides complementary recommendations, to help halt the decline in biodiversity.
- "our biodiversity is a taonga, important to New Zealand's environment, culture, society and economy. However, it is in rapid decline from pressures like land-use change, invasive

species, and climate change, and we need to do more to ensure that it is protected,” said Hon Nanaia Mahuta.

60. The draft NPS itself sets clear direction and covers the following:
- national criteria for assessing all indigenous biodiversity
  - creation of Significant Natural Areas (SNAs) that will be required to be identified, attributes scheduled, mapped and then incorporated into District Plans and Regional Plans.
  - direction on how activities within those SNAs will be managed and how to engage with landowners through that process, with the ultimate goal of setting environmental bottom lines within a SNA
  - direction on how activities within all other indigenous biodiversity should be undertaken to “maintain” indigenous biodiversity
  - provision for existing activities (on a limited basis) within SNAs
  - requires a regional biodiversity strategy which sets targets for restoration and enhancement to be developed by the Regional Council.
61. The creation of the NPS will require continued support from Council of the regional biodiversity study programme already underway and the biodiversity strategy. However, the draft NPS proposes a 5 year timeframe to have completed what will be a fairly extensive research and ground truthing programme and may require a higher level of resourcing in order to meet that timeframe. The draft NPS will also require councils to actively enter into engagement with landowners once areas have been identified from the study. This will be likely to require additional resource.
62. The draft NPS further proposes that within six years a plan change be notified to the relevant Regional and District planning documents to incorporate the SNAs.
63. The strategy will require that an increase in indigenous biodiversity be achieved to boost the percentage of indigenous cover for the region. It is likely that this will require councils to consider what they can contribute towards meeting that target.
64. A cost benefit analysis will be prepared and both that, and the collaborative group’s reports, will be forwarded to the relevant ministers and officials for consideration. A full consultation process on a proposed NPS and its complementary and supporting measures will then occur. Depending on what the ministers determine, it is possible that this will be progressed this year.

### **Water and Land Plan Appeal**

65. Council along with Invercargill City Council and Gore District Council have jointly appealed the decision on Environment Southland’s Water and Land Plan. The appeal relates to discrete provisions of the plan that impact upon reticulated services (water, stormwater and wastewater).
66. The Environment Court has decided to split the appeal into two topics “A” and “B” which will be heard separately. Topic “A” covers the front end of the plan. Particularly, the issues pertaining to Southland’s water and land, the state of the environment, physiographic zones, objectives and discrete policies relating to Ngai Tahu, physiographic zones, freshwater management units. A hearing for topic “A” is set down for May 2019 with evidence scheduled from December 2018

until early May 2019. Evidence for the councils' appeal is due in late February. Topic "B" containing the remaining policies and rules of the plan will be scheduled once an interim decision and appeals on topic "A" have been resolved. It is likely that topic "B" will be heard in early 2020.

### **Building Solutions**

67. The department has received 88 building consent applications for the month this is down about 10% on the previous 3 year average. The majority of these reductions are accounted for in the reduction of consents for C1 commercial consent applications down to 20 from a three year average of 34 applications. The value of C1 consent applications was bolstered with an application to construct a \$1m heritage centre on Stewart Island/Rakiura.
68. The department issued 53 consents for the month, this is down from 84 consents for the same period as last year. The most noted reductions came in C1 commercial consents, down from 32 to 24 and R1 residential are down from 58 to 32 when compared to November 2017. The number of consents issued are down on November last year and this is also reflected in the value of consented work down from \$10.3 million to \$4.6 million.
69. For the year to date the total number of consents issued are down from 559 to 365 on the same period in 2017-2018 and would be more in line with the number consents issued for the year 2016-17.

## **People and Capability**

70. There have been some changes to the Services and Assets group. The new structure includes the creation of a Project Delivery Team and establishment of a Commercial Infrastructure function to support, amongst other things, our procurement and contract management activities. The new structure will also see the disestablishment of the Community Engineer team with staff moving into positions the Project team and the various Activity Teams. The purpose of the proposed amendments is to improve programme-delivery and increase both commercial and asset management capacity across the group.

## **Services and Assets Group**

### **Group Manager's Update**

71. With the decision to proceed with subsurface drip irrigation (SDI) discharge methodology, the Te Anau Wastewater Discharge Project team is working hard to ensure the SDI consenting process is progressed as soon as possible. Council staff are working closely with Stantec, external specialists and Environment Southland to ensure that all parties are up to speed with requirements and anticipated timelines.
72. Work is ongoing to provide further clarity and prioritisation of expenditure in association with infrastructure deficits, activities, sub-activities and services. This work is necessary, to adequately inform levels of service discussions and consultation in the lead up to the 2021 Long Term Plan.

## **Forestry (IFS)**

73. With the annual harvest program now completed, all income has been received. A total of 30,000 tonnes was harvested from the Waikaia Forest. The remainder of the year concentrates on tending, establishment and maintenance operations. Financial results are well above budget.

## **Operations and Community Services**

### **Tourism Infrastructure Funding**

74. Staff involved in the Tourism Infrastructure Funding process, attended a presentation from representatives of Ministry of Business, Innovation and Employment and Local Government New Zealand. They provided feedback on the applications that had been received in the previous rounds of funding. Following the first two rounds, they have reviewed the application process based on feedback from local authorities and took the opportunity to update councils on the changes that they have implemented. The two key points from the presentation were:
- they have reduced the \$100,000 threshold to \$25,000
  - applications dates have been fixed to the 1 March and the 1 August
75. Following on from this meeting a team will be meeting to identify and prioritise projects in preparation for the 1 March application date.

## **Customer Delivery**

### **Libraries**

76. We currently have 5344 active library users in the District as at 3 December 2018 (this is defined as having used their library card in library or online in the last 12 months).
77. The table below shows the number of individuals checking out items from a branch library each month.

<b>LIBRARY NAME</b>	<b>OCTOBER</b>	<b>NOVEMBER</b>
Book Bus	321	397
Lumsden	94	82
Otautau	103	84
Riverton	196	182
Stewart Island	54	39
Te Anau	417	368
Winton	624	595
Wyndham	60	63

78. Use of the PressReader application is below.

MONTH	ISSUES DOWNLOADED	ARTICLES READ
October	5291	24396
November	4200	11028

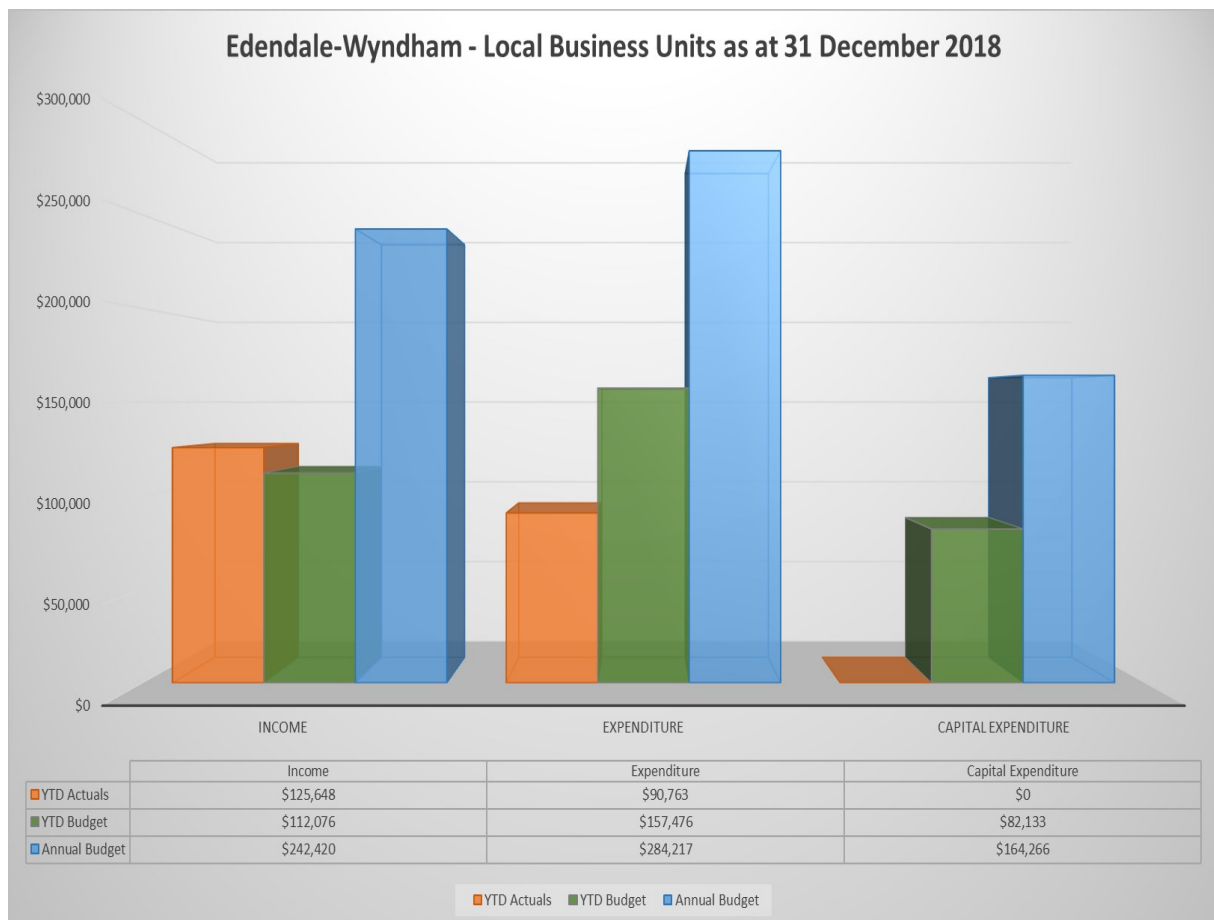
79. Our Library service has new books each month, these can be viewed online through our catalogue on <https://www.southlanddc.govt.nz/my-southland/libraries/>.

## **Knowledge Management**

80. Over the past two months the team have continued to work with teams throughout Council supporting the change to the digitisation of our property files. Changes have created efficiencies for teams in that they can now access information from their desks as opposed to the having to come in, find the file, take it away to review and then return for filing. It also allows for multiple people to access the files at one time.
81. For the public to view property files, we maintain a request service via the Customer Support team and files are emailed to the requestor. From the 1st October until 30th November 2018 we received 227 property file requests from the public.

## **Finance**

82. Income for the Edendale-Wyndham Community Board was \$13,572 above budget, year to date 31 December 2018. This is due to cemetery interments being higher than anticipated and the grant from NZ Lotteries for the feasibility study for the war memorial being received.
83. Expenditure for the Edendale-Wyndham Community Board was \$66,713 below budget, year to date 31 December 2018.



Edendale-Wyndham - Business Units as at 31 December 2018											
		Income			Expenses			Capital			
BU Code	Business Unit	Actual YTD	Budget YTD	Income Budget Full Year	Expenses YTD	Budget YTD	Expenses Budget Full Year	Actual YTD	Budget YTD	Capital Budget Full Year	
23200	Administration - EdenWyn	\$13,710	\$13,673	\$28,770	\$9,441	\$13,673	\$27,346				
23202	Operating Costs - EdenWyn	\$2,999	\$4,838	\$9,676	\$202	\$4,838	\$9,676				
23207	Street Works - EdenWyn	\$15,856	\$15,824	\$31,647	\$3,533	\$16,026	\$31,647		\$82,133	\$164,266	
23213	Stormwater Drainage - EdenWyn	\$10,694	\$10,665	\$34,111	\$5,213	\$11,670	\$21,329				
23228	Beautification - EdenWyn	\$22,060	\$22,015	\$44,030	\$18,554	\$34,515	\$44,030				
23232	Recreation Reserve - EdenWyn	\$23,276	\$13,448	\$26,896	\$13,798	\$32,042	\$51,896				
23246	Playground - EdenWyn	\$3,034	\$3,026	\$6,052	\$902	\$3,108	\$6,215				
23325	Cemetery - Edendale	\$8,389	\$7,398	\$15,155	\$8,369	\$7,922	\$15,845				
23348	Pool - Edendale			\$20	\$607						
23350	Hall - Edendale			\$3,683	\$888	\$3,829	\$4,676				
29925	Cemetery - Wyndham	\$16,240	\$11,821	\$23,642	\$12,719	\$11,989	\$23,979				
29949	Camping Ground - Wyndham	\$3,097	\$3,399	\$6,798	\$7,915	\$8,292	\$13,806				
29950	Hall - Edendale-Wyndham	\$5,693	\$5,373	\$10,747	\$6,941	\$8,107	\$31,932				
29982	Museum - Wyndham	\$600	\$596	\$1,193	\$1,679	\$1,467	\$1,840				
Total		\$125,648	\$112,076	\$242,420	\$90,763	\$157,476	\$284,217	\$0	\$82,133	\$164,266	

# Reserve Balances

Edendale Wyndham	Opening Balance	Current Budget	Forecast Budget	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029
<b>Community Centre</b>													
<i>Operating</i>													
Edendale Community Centre - OP	177,635	178,185	178,185	178,685	179,132	179,523	179,850	180,107	180,285	180,378	180,380	180,281	176,512
Edendale Grant Hall Upgrade	-	91	91	185	282	382	486	593	704	818	936	1,058	1,058
Wyndham Community Centre - OFF	-	2	2	4	6	8	10	13	16	19	22	25	25
<b>Total Community Centre Operating</b>	<b>177,635</b>	<b>178,278</b>	<b>178,278</b>	<b>178,874</b>	<b>179,420</b>	<b>179,913</b>	<b>180,346</b>	<b>180,713</b>	<b>181,005</b>	<b>181,215</b>	<b>181,338</b>	<b>181,364</b>	<b>177,595</b>
<b>Total Community Centre Balance</b>	<b>177,635</b>	<b>178,278</b>	<b>178,278</b>	<b>178,874</b>	<b>179,420</b>	<b>179,913</b>	<b>180,346</b>	<b>180,713</b>	<b>181,005</b>	<b>181,215</b>	<b>181,338</b>	<b>181,364</b>	<b>177,595</b>
<b>Local</b>													
<i>Reserve</i>													
Edendale Cemetery - CPR	13,337	13,695	13,695	5,051	5,285	5,527	5,776	816	911	1,009	1,110	1,214	1,214
Edendale Pool	717	737	737	758	779	801	824	848	872	897	923	950	950
Edendale Wyndham Footpath	727	727	727	727	727	727	727	727	727	727	727	727	727
Edendale Wyndham General Res	128,805	105,229	59,312	48,484	43,929	44,532	45,155	45,799	46,464	47,151	47,860	48,592	48,592
Edendale Wyndham Stormwater	390,936	403,718	403,718	416,321	430,558	444,644	459,193	474,221	489,743	445,068	459,631	140,476	150,110
<b>Total Local Reserve</b>	<b>534,523</b>	<b>524,106</b>	<b>478,189</b>	<b>471,341</b>	<b>481,278</b>	<b>496,231</b>	<b>511,675</b>	<b>522,411</b>	<b>538,717</b>	<b>494,852</b>	<b>510,251</b>	<b>191,959</b>	<b>201,593</b>
<b>Total Local Balance</b>	<b>534,523</b>	<b>524,106</b>	<b>478,189</b>	<b>471,341</b>	<b>481,278</b>	<b>496,231</b>	<b>511,675</b>	<b>522,411</b>	<b>538,717</b>	<b>494,852</b>	<b>510,251</b>	<b>191,959</b>	<b>201,593</b>
<b>Total Edendale Wyndham Reserve Balance</b>	<b>712,157</b>	<b>702,384</b>	<b>656,467</b>	<b>650,815</b>	<b>660,698</b>	<b>676,144</b>	<b>692,021</b>	<b>703,124</b>	<b>719,722</b>	<b>676,067</b>	<b>691,589</b>	<b>373,323</b>	<b>379,188</b>



## **Recommendation**

**That the Edendale-Wyndham Community Board:**

- a)      Receives the report titled “Council Report” dated 20 February 2019.**

## **Attachments**

There are no attachments for this report.