



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

**Date:** Monday, 13 May 2019  
**Time:** 6.30pm  
**Meeting Room:** Waikaia Community Centre  
**Venue:** Corner Blaydon and Wylam Streets  
Waikaia

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

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### **MEMBERSHIP**

<b>Chairperson</b>	Ray Dickson
<b>Members</b>	Graeme Coats
	Michael Lobb
	Corey McDowell
	Robin Stevenson
	Shirley Walker
	Councillor Brian Dillon

### **IN ATTENDANCE**

<b>Committee Advisor</b>	Rose Knowles
<b>Community Partnership Leader</b>	Kelly Tagg

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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 Development Area Subcommittees**

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

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

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

Community Development Area Subcommittees will provide leadership by:

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

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

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

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

### **Engagement and representation**

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

### **Financial**

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

### **Rentals and leases**

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

### **Local assets and facilities**

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

**Assets and Facilities**

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

**Rentals and leases**

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

**Contracts/Tenders**

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

**Financial**

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

**Local Policy**

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

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

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

**8.1 Chairman's Report**

The Chairman, Member Dickson, to report on matters with which he has been involved since the Subcommittee's last meeting.

**8.2 Councillor's Report**

Councillor Dillon to report on activities from the District Council table.



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**1 Apologies**

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

**2 Leave of absence**

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

**3 Conflict of Interest**

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

**4 Public Forum**

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

**5 Extraordinary/Urgent Items**

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

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

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

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

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

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

**6 Confirmation of Minutes**

- 6.1 Meeting minutes of Waikaia Community Development Area Subcommittee, 21 November 2018



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

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Minutes of a meeting of Waikaia Community Development Area Subcommittee held in the Waikaia Community Centre, Corner Blaydon and Wylan Streets, Waikaia on Wednesday, 21 November 2018 at 6.30pm.

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## **PRESENT**

<b>Chairperson</b>	Ray Dickson
<b>Members</b>	Michael Lobb Corey McDowell Robin Stevenson Shirley Walker Councillor Brian Dillon

## **APOLOGIES**

Graeme Coats

## **IN ATTENDANCE**

<b>Committee Advisor</b>	Rose Knowles
<b>Community Partnership Leader</b>	Kelly Tagg



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**1 Apologies**

Apology for non-attendance was lodged by Member Coats.

Moved member Walker, seconded member Dickson **and resolved:**

**That the Waikaia Community Development Area Subcommittee accept the apology lodged by Member Coats.**

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

There was no public forum.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved member Lobb, seconded member McDowell **and resolved:**

**That the Waikaia Community Development Area Subcommittee confirms the minutes of the meeting held on 23 April 2018 as a true and correct record of the meeting.**

**Reports**

**7.1 Financial Report for the year ended 30 June 2018**

**Record No: R/18/6/15552**

Community partnership leader – Kelly Tagg was in attendance for this item.

Mrs Tagg advised that the financial report for the year ended 30 June 2018 were the financial result for the Waikaia business units for the 2017/2018 financial year.

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**Resolution**

Moved member Lobb, seconded member Walker **and resolved:**

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

- a) **Receives the report titled “Financial Report for the year ended 30 June 2018” dated 21 September 2018 as a true and correct record.**

**7.2 Direction-setting for Annual Plan 2019/2020**

**Record No: R/18/10/24239**

Community partnership leader – Kelly Tagg was in attendance for this item.

Mrs Tagg 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 report also provided an overview of the forecasted projects and services for the Riversdale Community Development Area in 2019/2020. It includes no variations from what was anticipated in year two of the Long Term Plan 2018-2028.

**Resolution**

Moved member Walker, seconded member Stevenson **and resolved:**

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

- a) **Receives the report titled “Direction-setting for Annual Plan 2019/2020” dated 12 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 extraordinary 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) **Requests that the budgets for the year commencing 1 July 2019 be adopted for inclusion in the Council’s Draft 2019/2020 Annual Plan.**
- f) **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>
Waikaia Community Development Area Rate	\$28,898

### **7.3 Council Report**

#### **Record No: R/18/10/25165**

Community partnership leader Kelly Tagg and Councillor Dillon presented the report.

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

Mrs Tagg and Councillor Dillon highlighted various issues of interest including:

- Three Waters
- Representation Review
- Local Authority Elections 2019
- Risk Management Framework
- Shared Services
- BERL Stage 3
- Venture Southland update
- The Southern Scenic Route
- Pyramid Bridge update
- Te Anau Wastewater Discharge Project
- Waikaia CDA Budgets update.

#### **Resolution**

Moved Chairman Dickson, seconded member Walker **and resolved:**

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

- a) **Receives the report titled "Council Report" dated 1 November 2018.**

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

The Chairman, Ray Dickson, reported on matters with which he has been involved since the subcommittee's last meeting which included;

- Attendance at the Chairs meeting in Winton on service delivery and the timeline for the elections
- Museum opening on 7 December 2018
- Investigation into Fire Bores for Waikaia township to be had with the Fire Brigade.

### **8.3 Councillor's Report**

Councillor Dillon reported on matters from the District Council table. These included;

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- Road Safety Issues
  - Forestry update

The meeting concluded at 8pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE WAIKAIA COMMUNITY  
DEVELOPMENT AREA SUBCOMMITTEE HELD ON 21  
NOVEMBER 2018.

**DATE:**.....

**CHAIRPERSON:**.....

## Council Report

**Record No:** R/19/4/7540

**Author:** Kelly Tagg, Community Partnership Leader

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

☐ Decision

☐ Recommendation

☒ Information

## Chief Executive

### 3 Waters

1. As part of its 3 waters review process the Department of Internal Affairs are facilitating a series of workshops to discuss their thinking around a new regulatory regime, including new national standards, for drinking water, stormwater and wastewater systems.
2. As part of this work there has been some discussion about the potential for responsibility for what are currently privately owned and operated drinking water supplies (ie those which supply more than a stand-alone household) to become a local government responsibility. Across NZ there are currently some 800,000 people who receive their drinking water from unregulated private suppliers.
3. Any suggestion that currently owned private water supplies should become a local authority responsibility raises a number of issues including those relating to how the cost of funding the upgrading and operation of such schemes might be funded. This issue is being actively monitored at a national level along with the other issues of concern. Staff will keep Council advised of any further developments.

### Climate Change

4. As part of its work on climate change Local Government NZ commissioned Jack Hodder QC to provide comment on the range of legal risks that local authorities might face arising from the impacts of climate change on local communities.
5. While there has been some case law in relation to a local authorities approval of development in at risk areas the picture has been less clear in relation to the extent to which local authorities have a responsibility to take proactive adaptation measures. Given the increasing risk profile and extent of exposure that communities face around NZ this issue will gain increasing prominence in communities affected by an increasing number of natural hazard events.
6. In summary Mr Hodder concludes that there are increasing climate change litigation risks for the sector. The main points that he makes are:
  - there are an increasing number of climate change cases being litigated around the world
  - groups and individuals are getting more and more creative with bringing claims – unless central government steps in, the judiciary will likely play a greater role in developing legal rules in this area

- current local government litigation risk mostly relates to decisions to limit development (short-term judicial review). In the future it seems likely to extend to the consequences of allowing development and failing to implement adaptation measures
  - there have not yet been any large damages claims in relation to failure to implement adaptation measures in New Zealand. However, it may be only a matter of time
  - in the face of such risks, with impact on most parts of New Zealand, the idea of national standards and solutions, and appropriate legislation, seems obvious.
7. The findings from Mr Hodder's work have important implications for our work as a local authority. In our capacity as a regulatory authority approving, for example, resource and building consents, we need to ensure that we take a cautious approach in considering whether to approve new development where there are potential risks.
8. It will also flow into our work as an infrastructure provider. The extent to which Council has had regard to increased intensity and frequency of heavy rainfall events in developing and maintaining its stormwater infrastructure, for example, will become increasingly important.
9. The advice also raises the question as to whether Council needs to have a more proactive adaptation programme in place in a number of our communities that already face natural hazard issues, such as coastal erosion and flooding that will only increase in intensity with climate change.
10. A report recently released by the Organisation for Economic Cooperation and Development (OECD) notes that in most OECD countries central government provides an over-arching policy framework within which local authorities are expected to manage the impacts of sea level rise. As such it creates a strong argument for a stronger policy framework to be developed within New Zealand. A summary of the OECD work is available at [www.oecd.org/environment/cc/policy-highlights-responding-to-rising-seas.pdf](http://www.oecd.org/environment/cc/policy-highlights-responding-to-rising-seas.pdf)

## **Representation Review**

11. The Local Government Commission released its decision on the appeals against Council's final representation proposal in early March.
12. In its decision the commission has:
- endorsed the five ward structure for the election of councillors. In doing so they have 'tweaked' the ward boundaries that Council had proposed to move Dipton back into the Oreti (currently Winton Wallacetown) ward. They have also extended the Waihopai-Toetoe ward so that it now matches the enlarged Waihopai-Toetoe Community Board boundaries that had been proposed by Council. These changes are a logical amendment to the proposal that was released by Council
  - endorsed the establishment of nine community boards covering the whole of the district. In doing so the commission have also moved to establish three sub-divisions in the Oreti and Northern Community Board areas. The creation of a sub-division, has the same practical effect as wards for the election of councillors and means that the community board members will be elected from within those subdivisions. The three subdivisions for the Northern ward are Parawa-Fairlight, West Dome and Mid-Dome covering the Mossburn

and Lumsden areas respectively. The Oreti Community Board sub-divisions are Hokonui (Dipton area), Midland (Winton and surrounds) and Makarewa (Wallacetown and Makarewa).

13. In their decision the commission noted Council's desire to have district-wide coverage by community boards. They also noted the added value and greater flexibility that local community group structures can bring, as compared with the current CDA subcommittee approach, to support the work of the new boards and Council itself.
14. The release of this decision provides certainty as to the representation arrangements that will apply from the October 2019 elections. This will allow staff to progress the work needed to finalise the elections process and subsequent elected member induction process.
15. Alongside of the representation review process staff have an Organisational Service Delivery Review project underway which has been looking at the changes that should be put in place to support the new community board structure.

### **Southland Regional Development Agency**

16. The Board of Directors for the new Southland Regional Development Agency (SRDA) was publicly announced on 22 March.
17. The board is to be chaired by Ian Collier who has a background in the tourism sector having worked for Air New Zealand. The other members of the board are Dean Addie (Southland), Sarah Brown (Southland), Lucy Griffiths (Wairarapa), Maria Pera (Southland) and Joc O'Donnell (Southland).
18. The Mayoral Forum have approved the letter of expectation that sets out the funding and ownership expectations that the shareholders have for the board. It will be used to inform development of a draft Statement of Intent that will need to be formally approved by the shareholders prior to 30 June.

### **Health and Disability System Review**

19. In August 2018 the government established an independent review of the current health and disability system. The review panel is being led by Heather Simpson.
20. The focus of the review is on identifying changes which will improve the equity of outcomes. They are also charged with looking to the future to ensure that the system is able to meet the technological, demographic, workforce and other challenges that will confront the system over the coming years.
21. The panel has been seeking input from the public and those actively involved in the health and disability sector. An online process is available for those wanting to submit their views is available at the following website [www.systemreview.health.govt.nz/overview/give-us-your-views/](http://www.systemreview.health.govt.nz/overview/give-us-your-views/)
22. The review panel is due to produce an interim report in August 2019 with a final report due in March 2020.

## **Bella Vista Development**

23. Bella Vista is a residential subdivision development in Tauranga.
24. In April 2018 Tauranga City Council issued dangerous and/or affected building notices for all 21 homes in the Bella Vista development, and required immediate evacuation of the homes, following serious concerns about their safety and their compliance with the Building Code. In June 2018 the city council voted to purchase all the properties from the homeowners, and agreed a settlement with them in November 2018. The city council is now in the process of repairing, removing, demolishing or remediating the affected houses.
25. The Ministry for Business Innovation and Employment (MBIE) have recently completed a review of the Tauranga City Council building control processes and the way in which the Bella Vista development was managed by the council. Key findings from the review include:
  - that council did not follow its normal processes and procedures in relation to the Bella Vista development and thereby lost the benefit of the inherent safeguards, checks and oversight provided by those processes
  - senior management intervened in and subverted normal council processes. This was, in part, due to undue or inappropriate pressure from the developer
  - the implementation of a single or main point of contact at the council for the development meant that the escalation of concerns about the Bella Vista development did not occur as it should
  - council did not enter conditions on building consents or follow through on the need for third-party verification of compliance. For instance, where engineers were to carry out on-site inspections on elements of specific engineered design
  - council did not manage departures from building consents in accordance with the proper procedure once work was underway
  - council allowed building work to go ahead after earlier failed inspections had not been fully resolved, and it did not require building work to stop when critical documents such as 'producer statements' for third-party inspections were not provided
  - council did not utilise the enforcement powers granted to it by the Building Act to stop or require remediation of non-compliant building work when this was observed
  - council did not maintain proper records of its decisions and the reasons for decisions.
26. One of the lessons emerging from this case, which is applicable to all local authorities, is the importance of ensuring that the required professional standards are met and that the relevant regulatory staff receive an appropriate level of support in this regard. MBIE in their report comment:

Throughout interviews, the consistent view from staff sitting below senior management was that this decision (to appoint a single contact point to interact with the developer) was the most significant reason for the failure in Council functions with respect to the Bella Vista development. This is because it was the point in time when the checks, balances and safeguards provided by normal



processes were set to one side, with practices emerging from the decision which were considered high risk.

27. The decision to appoint a single point of contact was made as part of a meeting between the developer, chief executive and other relevant staff to discuss concerns being raised by the developer about the way in which the Bella Vista development was being managed. As noted in the above quote from the MBIE report, it sent an ‘inappropriate’ signal to staff about the standards that were expected to be met. The financial and other costs flowing from this failure have clearly been very significant for the Tauranga City Council and the affected homeowners.

## **Community and Futures**

### **Strategy and Policy**

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

28. The Local Government Act 2002 requires Council to prepare and adopt an Annual Plan in the second and third years between the development of the Long Term Plan. The purpose of the Annual Plan is to consider and approve any variations to the Long Term Plan for that financial year. Once finalised the direction given for 2019-2020 will be used to set rates for the year beginning 1 July 2019 and deliver any additional projects identified.
29. Consultation on the Annual Plan was not undertaken for this round as there was no significant variance from the Long Term Plan 2018 – 2028. This is aligned with Council’s Significance and Engagement Policy that determines whether an issue is significant and the level of community consultation required.
30. The Annual Plan work programme is currently being finalised and will be considered by the Finance and Audit Committee in May, prior to seeking Council approval in June 2019.

#### **Long Term Plan 2031**

31. In March the first of the Long Term Plan 2031 workshops was held with councillors and Youth Council. The purpose of the workshop was to begin the development of the next strategic framework while considering the current strategic context and trends of the District.
32. The next workshop is scheduled for 21 May 2019 and will examine and discuss the activities that Council undertakes and consider the financial and infrastructure strategies.

#### **Risk Management Framework**

33. Council continues to identify the need to invest in and develop its risk management processes and approach. The objective of the risk management framework is to create a framework to effectively understand, plan for, and mitigate risk across all levels and activities within the organisation that can provide assurance to Council, the Southland District community and stakeholders that critical risks are identified and managed effectively.
34. The framework document was adopted by Council in February 2019, and work has begun to transition from the current quarterly risk update approach to implementing the risk management framework. It is anticipated to be finalised by June 2019.

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

35. Council supports the continuation of research and analysis work to support its decision making in preparation for the Long Term Plan 2031. This work will assist in leading the development of Council's overall approach to the management of change and preparation for what the future might hold for the District and its communities, and identify priorities for investing in community future planning.
36. The executive leadership project team comprising of the chief executive, chief financial officer, group manager services and assets, group manager environmental services and group manager community and futures determine prioritisation, and is facilitated by the strategy and policy manager.
37. High level project plans have been developed to help determine what is required to deliver priority projects within the District, and will help inform assumptions leading into the Long Term Plan 2031. Update reports on all work streams will be provided to the Community and Policy Committee between February and June 2019.
38. 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 the 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 grants schemes to support community organisations)
  - technological change impacts on communities and implications for Southland District Council.
39. Much of this work has a long term focus to support future decision making, and will be considered in relation to Council's overall approach over the next 1-5 years.

### **Policy and Bylaw Updates**

40. There are a number of Council bylaws and policies currently being reviewed and updated, and a number of bylaws due for review in the next 12-18 months.

41. The draft delegations manual was presented to the Finance and Audit Committee in March, and will be presented to Council in April 2019 for adoption. Further work on the delegations manual will include work on the terms of reference and delegations for community boards and Council's governance structure for the 2019-2022 term.
42. The review of the Board (TAB) Venue and Gambling Venue Policies has begun, with a report on the draft policy approach discussed at the Community and Policy Committee on 9 April 2019 where it was agreed to proceed with public consultation.
43. Council will also begin to investigate options around abandoned vehicles and unkempt properties that may lead to fire hazards.

## **Governance and Democracy**

### **Community Governance Project**

44. As noted in the last report, work is progressing on arrangements to support the community governance project. This will build upon the information contained in the reference document that Council produced in April 2018.
45. The new representation arrangement does signal a large change for the District with no longer having gaps or grey areas in locally-based decision-making. Community boards will have a much broader focus and Council will work to support the change.

### **Local Authority Elections**

46. The local authority elections will be held in October 2019. They will be conducted by postal vote with election day being Saturday, 12 October 2019. The elections this year will be based on the outcome of the representation review determination noted above. Information will be distributed closer to election date. Elections will be held for the mayor, ward councillors and community board members.
47. Nominations open Friday 19 July and close at 12 noon on Friday 16 August. Voting will begin on Friday 20 September and close at 12 noon on Saturday 12 October. People are encouraged to make sure they are on the electoral roll. There will be information sessions scheduled for intending candidates prior to nominations closing.
48. Further information will be made available on Council's website.

## **Community Partnership Leaders**

### **Community Board Plans**

49. The community partnership leaders are working to finalise the project plan for the delivery of nine community board plans across the District. It is intended that these plans will be developed in conjunction with existing community board and community development area subcommittee members, key stakeholders in the community, youth councillors and the wider public via a variety of different engagement mediums. This process will also inform other important Council work streams such as the development of activity management plans and the 2031 Long Term Plan.

### **Inspiring Communities Workshop**

50. Several staff attended a recent Connections and Collaboration Workshop facilitated by Inspiring Communities. The workshop focused on discussions around community-led development, the community engagement wheel, and asked key questions about why we are trying to connect with our communities. The workshop also looked at stakeholder mapping, why people don't participate, trust, social needs, the working together continuum and different models for collaboration.

### **Stakeholder Engagement**

51. Over the last couple of months the CPLs have met with stakeholders from Internal Affairs, Community Trust South, ILT, ILT Foundation, ICC, GDC, Age Concern, a cyber-safety expert, Sport Southland, Emergency Management Southland, aged care providers, Environment Southland, District Health Board staff, representatives from regional sports organisations, MBIE, Presbyterian Support and Ministry of Education as part of the CPLs role to foster links between Council and the community. These meetings have been used as information gathering exercises to inform key projects and information sharing in order to update our community on activities being undertaken around the District.

### **Stewart Island/Rakiura Ulva Island and Golden Bay Development**

52. An application is being prepared to the Tourism Infrastructure Fund for replacement of the Ulva Island jetty and development of Golden Bay's jetty and facilities. It is intended the application will be made to the August funding round. The Stewart Island/Rakiura Community Board and jetties committee has provided valuable input to the proposed design of the Ulva Island jetty and contributed to the design work for the Golden Bay development which is now being scoped and costed. Public consultation is currently taking place for the Ulva Island jetty design and when the final designs have been received for the Golden Bay development public consultation will also be held.

### **Welcoming Communities**

53. A cultural toolkit has been developed by Anna Kirkwood and Kate Wilkinson from the Awareness Project (diversity and inclusion specialists)
54. The cultural toolkit contains key practical tips on what needs to be in place to ensure an inclusive approach is adopted to welcome new people to our communities.
55. All four councils have met and the concept discussed with key staff.
56. Funding for the welcoming communities pilot project has had seed funding made available through to December 2019 from central government.

### **Venture Updates**

#### **Shared Services Pilot**

57. A shared services project being delivered by Venture Southland is nearing the end of its six month pilot. As part of the initiative one person has been employed to provide services to six groups in the Edendale-Wyndham area. The services include secretarial duties, providing funding support, event planning, answering sponsorship requests and delivering pre-season planning.

58. The groups involved all have differing requirements, some have formal structures, regular meetings and official job descriptions and others less so. Along with providing the services that were agreed upon at the beginning of the pilot, the person employed is also providing groups with information and resources they need to be aware of for the group's future responsibilities and planning requirements.
59. Venture Southland is continuing to monitor the pilot, and once the six-month period is complete will undertake evaluation of the initiative with the person employed and groups involved.

### **Southland Story**

60. Following extensive consultation, stage one of the Southland Story project is nearing completion. To date this has involved the consultants from Principals meeting with a wide variety of community representatives to identify what makes Southland unique and using this collated information to create a narrative, values and key messages to be used for the Southland Story.
61. Once these elements have been confirmed work will begin to scope and approve processes for the second and third stages of the project that involve asset development and communication of the story to wider audiences. The Southland Story will form the basis of the region's attraction and retention initiatives, helping to attract people to the region and grow pride for the place we all call home.

### **Southland Murihiku Destination Strategy**

62. Work is continuing between Stafford Strategy, the consultants commissioned by Venture Southland to develop a destination strategy for the Southland region, and local communities, businesses, and national parties to develop the Southland Murihiku Destination Strategy for 2019-2029. Once complete the strategy will provide a blueprint for Southland's destination management, assist in ensuring visitors have a quality experience, and provide a framework to achieving the goal of \$1 billion dollars in tourism revenue, in Southland by 2025.

## **Environmental Services**

### **Group Manager Commentary**

#### **Predator Free Rakiura**

63. The Predator Free Rakiura Leadership Group (PFR LG) has met within the last month with senior national level DoC Management and also with representatives of Predator Free 2050, the national entity leading this work in conjunction with DoC at a national level. Feedback from both agencies has been positive, and DoC continues to provide very significant managerial and technical support for this project.
64. The Leadership Group held a public meeting on Rakiura on the evening of 26 March to inform the community of the current project status and progress, which was well attended by approximately 60 persons. The community feedback received at this meeting was mostly very positive. The PFR LG has been working on a Memorandum of Understanding between the participant parties. This will come through to Council, as a participant in the PFR LG, for consideration in the near future.

### **EQC Visit**

- 65. Representatives of the Earthquake Commission visited Southland during March for a combined councils' session hosted by SDC. EQC is the New Zealand Crown entity investing in natural disaster research, education and providing insurance to residential property owners.
- 66. EQC representatives explained their role and how this has been applied in various situations around New Zealand and spoke about current and future risk issues. This was a very useful session and some good networking contacts with EQC were also established to continue future liaison.

### **Ministry of Primary Industries Forestry Visit**

- 67. Council hosted representatives of the Ministry of Primary Industries (MPI) policy team in mid-March to illustrate on the ground the concerns which Council had previously communicated in writing regarding the practical implications of the National Environmental Standard for Production Forestry on Council's roading network.
- 68. The MPI representatives appreciated the opportunity to view these issues on the ground, and said that these concerns would be factored into future thinking, while obviously not providing any guarantees of future changes.

### **Resource Management**

#### **Dark Skies Plan Change for Rakiura**

- 69. The Regulatory and Consents Committee have approved the preliminary consultation to occur on the proposed dark skies plan change. The change to the District Plan has been sought to create some rules around future lighting on the island in order to maintain the existing quality of the dark skies. Meetings for key stakeholders will be held on Raikura on 13 and 14 May and it is intended to publicly notify the plan change in the last quarter of 2019.

#### **Collaborative Planning Initiatives**

- 70. Council has teamed up with Environment Southland, Gore District Council and Invercargill City Council to undertake high level region wide assessments on climate change, biodiversity, landscapes and natural character.
- 71. These reports have been progressing well. It is anticipated that the climate change report will be released to councils and the general public by the middle of 2019. The other reports are still being completed and are unlikely to be released in 2019.

### **Animal Control**

- 72. A lot of work is going into increasing the number of dog owners who register online. Staff hope to have the new dogs online registration operating by 1 June. Other projects include a communications drive to promote dog owners notifying changes (to ensure online registration goes smoothly for them) and exploring emailing registration forms.

### **Libraries**

- 73. We have continued to offer the range of programs for library patrons but would love to hear from people not using the library about how we can meet their needs. Please feel free to contact

our district library manager, Mark Fraser via email on [mark.fraser@southlanddc.govt.nz](mailto:mark.fraser@southlanddc.govt.nz) or via 0800 732 732.

74. The table below shows the number of individuals checking out items from a branch library each month.

<b>LIBRARY NAME</b>	<b>JANUARY 2019</b>
Bookbus	350
Lumsden	88
Otautau	77
Riverton	180
Stewart Island	49
Te Anau	393
Winton	563
Wyndham	69

75. 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/>

## **Services and Assets Group**

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

76. The first quarter of 2019 has rapidly disappeared and has largely been consumed with the structural changes to the Services and Assets Group and the resultant works programme resourcing. There has been significant focus on the capacity each team has to undertake the works programmes committed to. This focus has been particularly relevant given the 2019/2020 Annual Plan development process. Through this process the team is looking beyond next year to ensure the theme of over commitment and under delivery is not continued.
77. There is still significant effort required to improve the way in which we engage and work with our elected representative structures. This is a learning curve for both our staff and elected representatives. Clarity and communication around our delivery framework and legislative timelines is needed to ensure expectations are clear.
78. 2019 is the year that we need to revisit our Infrastructure Strategy to better understand and guide the strategic context for the activities and services we provide. The strategy is required to ensure we are planning for the future in the work that we undertake today. It is anticipated that this work will need to commence in April/May to ensure completion by the end of the calendar year.

## **Commercial Infrastructure**

### **Forestry (IFS)**

79. Forestry activity for this period has included silvicultural pruning in Gowan Hills and pre-plant land preparation in Ohai and Waikaia forests. Heritage NZ have now approved the archaeological consent for future works in Waikaia. Financial results are still tracking well above budget.

### **Around the Mountains Cycle Trail**

80. An onsite meeting is to be held with Southroads, Opus and Southland District Council for mark out of the toilets and shelters. The toilets have been delayed but are expected to be shipped prior to April. We are also waiting on a building consent exemption for a shelter at Mavora Lakes.
81. Additional signs have been ordered and received, and will be programmed with other works expected to take place in April. An application has been made to the Maintaining Great Ride Fund for \$100K, this includes funds for water tanks along the trail as well as tables, benches and interpretation panels for stage one. An application for \$50K has been lodged resulting in this work having no impact on Southland District Council as it will be 100% funded.

### **Strategic Transport**

#### **Speed Limit Review**

82. The initial review of the speed limits across the District for local roads has been completed. The transport team have been undertaking discussion with communities where changes are proposed. Feedback to date has been positive and supportive of the proposed changes.
83. This engagement will continue during April, with any relevant feedback incorporated into the proposed changes at which point a report will be presented to Council, with the objective of starting the formal public consultation process needed to formally change the bylaw.

#### **District Wide Renewals Programme**

84. Reseals – All programmed work for the annual District wide road resurfacing program have been completed for the 2018 -2019 season.
85. Pavement Rehabilitation – The Roding Company are making good progress with all sites. The Ohai Clifden Highway and Otapiri Gorge Road sites along with the first section of Otautau Tuatapere Road have all been sealed.
86. The remaining sections of Otautau-Tuatapere Road and Shand Road are on track to be completed by Easter.
87. Footpath renewal – The footpath renewal programme has been finalised with a package of works currently out to tender. Sites have been selected on asset condition along with Long Term Plan budget availability.

#### **Bridges**

88. The annual restricted bridge inspections by Council's structural engineering consultants, Stantec are nearing completion. The outcome of these inspections along with an updated bridge restriction list will be presented to Council at the June meeting.
89. Council staff also met with the New Zealand Transport Agency (NZTA) to raise awareness about Council's concerns with the volume of its ageing bridging network and the availability of funding support that Council could attract from NZTA to support an enhanced renewals programme. The meeting was positive with NZTA suggesting potential avenues which Council could explore and apply for additional funding and in particular for the critical bridges.



## **Strategic Water and Waste**

### **Te Anau Wastewater Discharge Project**

90. Following Council resolutions from the 23 October 2018 meeting, when it was resolved to proceed with a sub-surface drip irrigation as disposal route, staff have been progressing work on a number of fronts including development of resource consents for the sub-surface drip irrigation field, as well as advancing towards a detailed design.
91. Staff have also met with Environment Southland consenting staff, to develop a strategy to allow early lodgement of the application. At this stage it is expected that an application will be able to be lodged towards the end of April.
92. The tender for the pipeline element of the contract closed on 12 April.

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

93. Environment Southland released their proposed Land and Water Plan last year.
94. In total 25 appeals were received by Environment Southland of which Council has identified 10, which it will join as a section 274 party. Council has also lodged an appeal to the decision.
95. The basis of Council's appeal, is largely around the 'non-complying' activity status on wastewater discharges to water. The latest direction issued from the Environment Court outlines a proposed path, where appeals to objectives will be heard ahead of mediation, by grouped topic on policies and rules. Evidence in support of the appeals was filed with the Environment Court on 22 March.

### **Review of Solid Waste Contract Arrangements**

96. The WasteNet Southland Waste Management Group has rolled over the bond contract for waste collection on the same rates and terms and conditions.
97. WasteNet has also put out a tender for the provision of the recycling acceptance contract. The request for proposal was issued in December, with a number of tenders having been evaluated and requests for clarifications issued.

### **Community Facilities**

98. Work has commenced on the 2018 - 2019 projects, to be completed this financial year. There are a number of projects that have been started, with the remaining projects having been quoted for. Once the quotes have been confirmed and approved, the work will be programmed to commence for those that are under budget.
99. Progress is being made towards pulling together a Tourism Infrastructure Fund application for the Stewart Island jetties project. The application was to be submitted for the next funding round that started on the 1 March 2019. However it has been decided to delay this until the next round in August so that a more robust application can be presented.
100. The application consists of two projects, the Ulva Island wharf and associated on-shore infrastructure and the Golden Bay wharf and associated on-shore infrastructure. We are working with Venture Southland, the Stewart Island Community Board, Department of Conservation and Opus to put together the application. Although the scope of work has been increased from an

original project to upgrade the Ulva Island wharf, there is a clear understanding from the local community for the need to include the Golden Bay project as it will mitigate current health and safety issues that have been identified.

### **Project Delivery Team**

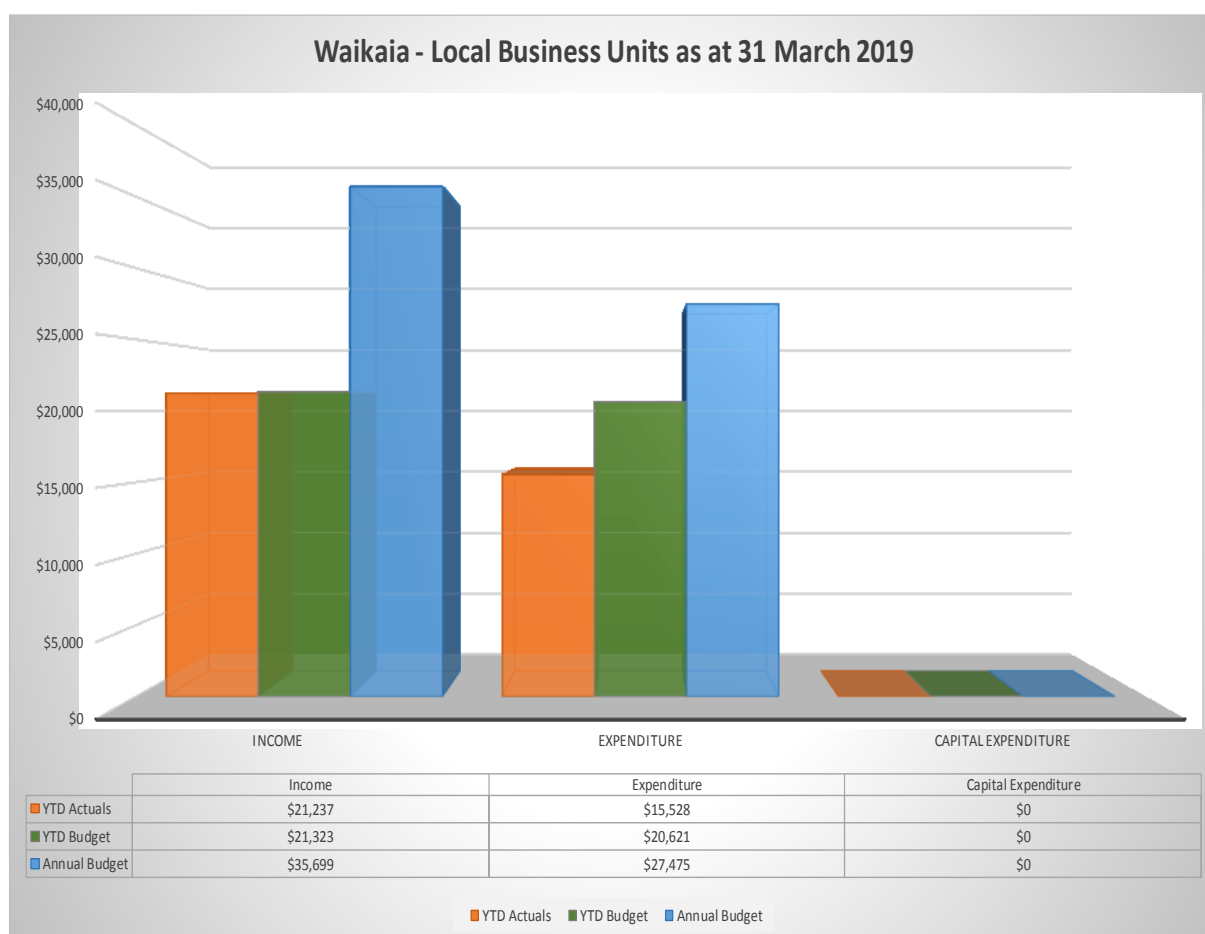
101. The project delivery team are well underway with the projects from the first allocation from the current list of committed projects from the Long Term Plan and Annual Plan with a value of \$4,650,000. We currently have 33 projects in progress with six projects completed. The balance of our projects are in the consenting or approval stage, it is anticipated these will move to delivery phase within a month. The project delivery team are working with the activity managers to pick further projects from the 2018 - 2019 projects and starting to plan the 2019 - 2020 projects.

### **The Southern Scenic Route**

102. The Southern Scenic Route Tourism Infrastructure Fund projects are well underway. The four projects are all in progress, Waikawa, Monkey Island, Clifden Bridge and Te Anau toilets are in the final stage of consenting and the contracts have been awarded.
103. The new facilities have been ordered, the works program will start as we receive the new buildings. The first is due in the last week of April. Now that we have design, consent and delivery times set we will be conducting community discussions starting in Tuatapere on 5 April, followed by the other sites.

## **Finance**

104. Income for all Waikaia Community Development Area Subcommittee business units are on track and within expected budget limits for the ninth month of Council's financial year.
105. Overall, expenditure is under budget with the exception of beautification. The under expenditure in the areas of operating costs, street works, stormwater drainage and the playground is due to no maintenance or minor projects being required.
106. Beautification is over budget year to date but is still within the full year budget. This is due to higher than anticipated levels of maintenance being required for the mower that is used in the Waikaia township.
107. There were no capital expenditure projects planned for the 2018/19 financial year.



Waikaia - Business Units as at 31 March 2019											
BU Code	Business Unit	Income			Expenses			Capital			Budget Full Year
		Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	
28600	Administration - Waikaia	\$0	\$0	\$218							
28602	Operating Costs - Waikaia	\$4,037	\$4,010	\$8,279	\$1,310	\$2,510	\$3,347				
28607	Street Works - Waikaia	\$939	\$947	\$1,575		\$947	\$1,262				
28613	Stormwater Drainage - Waikaia	\$4,539	\$4,574	\$9,418	\$1,244	\$4,589	\$6,099				
28625	Cemetery - Waikaia	\$786	\$789	\$1,052		\$789	\$1,052				
28628	Beautification - Waikaia	\$9,364	\$9,425	\$12,567	\$12,638	\$10,209	\$13,612				
28646	Playground - Dickson Park	\$1,571	\$1,577	\$2,590	\$335	\$1,577	\$2,103				
Total		\$21,237	\$21,323	\$35,699	\$15,528	\$20,621	\$27,475	\$0	\$0	\$0	\$0

# Reserve Balances

Waikaia													
	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
Local													
Operating													
Waikaia Dickson Park - OPR	13,559	14,046	14,046	14,549	15,069	15,606	16,161	16,734	17,326	17,937	18,568	19,220	19,220
Waikaia General - RES	89,452	93,384	93,384	97,445	69,606	72,885	76,272	79,770	83,383	55,082	57,883	60,776	61,776
Waikaia Museum Donations - OPR	2,552	4,770	4,770	7,061	9,428	11,872	14,397	17,005	19,699	22,481	25,355	28,323	30,323
Waikaia Refuse Removal - OPR	9,401	9,714	9,714	10,037	10,371	10,716	11,072	11,440	11,820	12,213	12,618	13,037	13,037
Total Local Operating	114,964	121,914	121,914	129,092	104,474	111,079	117,902	124,949	132,228	107,713	114,424	121,356	124,356
Total Local Balance													
Stormwater													
Reserve													
Waikaia Stormwater - RES	104,688	108,007	108,007	111,435	114,976	118,633	119,038	122,829	126,744	130,788	134,965	139,280	139,280
Total Stormwater Reserve	104,688	108,007	108,007	111,435	114,976	118,633	119,038	122,829	126,744	130,788	134,965	139,280	139,280
Total Stormwater Balance													
Total Waikaia Reserve Balance													
	219,652	229,921	229,921	240,527	219,450	229,712	236,940	247,778	258,972	238,501	249,389	260,636	263,636

## **Recommendation**

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

- a) Receives the report titled “Council Report” dated 2 May 2019.**

## **Attachments**

There are no attachments for this report.