



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

**Date:** Thursday, 20 June 2019  
**Time:** 2pm  
**Meeting Room:** Southland District Council, Otautau Office  
**Venue:** 176 Main Street, Otautau

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## Otautau Community Board Agenda OPEN

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### MEMBERSHIP

<b>Chairperson</b>	André Bekhuis
<b>Deputy Chairperson</b>	Peter Gutsell
<b>Members</b>	David Cowie
	Maureen Johnston
	Amber Joyce
	Bill Marshall
	Councillor Stuart Baird

### IN ATTENDANCE

<b>Committee Advisor</b>	Alyson Hamilton
<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 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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### UPDATES

#### 8.1 Chairperson's Report

Chairperson, Bekhius, to report on activities with which he has been involved since the Board's last meeting.

#### 8.2 Councillor's Report

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

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**1 Apologies**

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

**2 Leave of absence**

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

**3 Conflict of Interest**

Board 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 Otautau Community Board, 04 April 2019



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## Otautau Community Board

### OPEN MINUTES

UNCONFIRMED

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Minutes of a meeting of Otautau Community Board held in the Southland District Council, Otautau Office, 176 Main Street, Otautau on Thursday, 4 April 2019 at 2pm.

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#### PRESENT

**Deputy Chairperson**  
**Members**

Peter Gutsell  
Maureen Johnston  
Amber Joyce  
Bill Marshall  
Councillor Stuart Baird

#### APOLOGIES

Chairperson  
Member

Andre Bekhuis  
David Cowie

#### IN ATTENDANCE

**Committee Advisor**  
**Community Partnership Leader**

Alyson Hamilton  
Kelly Tagg

## 1 Apologies

There were apologies from Chairperson Bekhuis and Member Cowie.

### Resolution

Moved member Johnston, seconded Cr Baird and **resolved:**

**That the Otautau Community Board accept the apologies.**

## 2 Leave of absence

There were no requests for leave of absence.

## 3 Conflict of Interest

There were no conflicts of interest declared.

## 4 Public Forum

There was no public forum.

## 5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

## 6 Confirmation of Minutes

### Resolution

Moved member Marshall, seconded member Johnston and **resolved:**

**That the minutes of Otautau Community Board meeting held on 14 February 2019 be confirmed as a true and correct record of that meeting.**

## Reports

### 7.1 Council Report

#### Record No: R/19/3/4673

Councillor Baird and Community Partnership Leader, Kelly Tagg presented this item.

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



Members noted the report highlighted various issues of interest including:

- Tourism Strategy and Visitor Levy
  - 3 Waters Review
  - Local Governance and Community Well-beings
  - Southland Regional Development Agency
  - Ministry of Civil Defence and Emergency Management
  - Community Futures Research and Analysis Work Programme
  - People and Capability
- 
- Mrs Tagg provided an update on the income and expenditure relating to the Otautau township business units.

### **Resolution**

Moved member Johnston, seconded member Marshall **and resolved:**

**That the Otautau Community Board:**

- a) **Receives the report titled "Council Report" dated 22 March 2019.**

## **Committee Reports**

### **8.1 Speed Limit Review - Officer Update**

**Record No: R/19/3/4712**

Southland District Council Roading Engineer Ben Whelan and WSP Opus Traffic Engineer Sreenath Venkataraman were in attendance for this item.

Mr Whelan advised that Council is reviewing speed limits across the District and what is proposed for Otautau.

## **Updates**

### **9.1 Chairperson's Report**

Deputy Chairperson Gutsell reported on activities with which he has been involved since the Board's last meeting. This included the following:

- update on recent repair work undertaken to three stormwater sumps in the township
- advice of handrail ordered for the Ken Davidson walkway
- update on response from Water Services staff on heavy water usage in Otautau
- letter of concern prepared by the Deputy Chair to be forwarded to the Building Solutions Manager regarding building work in Otautau being deferred due to unrealistic rulings made by Council on height restrictions
- request from Ginny Cowie on behalf of the Otautau Friends of the School requesting the Board consider waiving of fees for the hire of the stage for a fundraiser for the Otautau Primary School and community event.

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**Resolution**

Moved member Marshall, seconded Councillor Baird **and resolved:**

**That the Otautau Community Board:**

- a) **approve the request from the Otautau Friends of the School for the waiving of fees for the hire of the stage for a fundraiser for the Otautau Primary school and community event.**

**9.2 Councillor's Report**

Councillor Baird reported on activities from the District Council table which included:

- update on proposed road closure in Otautau
- advice of number of registered dogs in the Southland District area
- update on proposed closure of six bridges and the ongoing management strategy of the remaining bridging stock.

The meeting concluded at 3.12pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE OTAUTAU COMMUNITY BOARD  
HELD ON THURSDAY, 4 APRIL 2019.

**DATE:**.....

**CHAIRPERSON:**.....

## Council Report

**Record No:** R/19/6/10726  
**Author:** Kelly Tagg, Community Partnership Leader  
**Approved by:** Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

## Chief Executive

### State of the Environment Report Aotearoa 2019

1. In mid-April the Ministry for the Environment (MFE) released Environment Aotearoa 2019, which is a national state of the environment report released every three years. A copy of the latest report is available on the MFE website ([www.mfe.govt.nz/environment-aotearoa-2019](http://www.mfe.govt.nz/environment-aotearoa-2019)).
2. The purpose of the report is to present 'a diagnosis of the health of the environment' so that there is a clear understanding of the changes which are occurring in the environment and the reasons for those changes. It does this using a framework that provides an outline of the current state, what has contributed to the changes that have occurred, what the consequences of the changes are and where there are gaps in the knowledge base. The last full report was produced in 2015 and prior to that, and a change in legislation, versions were produced in 2007 and 1997.
3. The report identifies an ongoing decline in the overall state of the environment but identifies the following priority environmental issues as being of greatest concern:
  - our native plants, animals and ecosystems are under threat.
  - changes to the vegetation on our land are degrading the soil and water.
  - urban growth is reducing versatile land and native biodiversity.
  - our waterways are polluted in farming areas.
  - our environment is polluted in urban areas.
  - taking water changes flows which affects our freshwater ecosystems.
  - the way we fish is affecting the health of our ocean environment.
  - New Zealand has high greenhouse gas emissions per person.
  - climate change is already affecting Aotearoa New Zealand.

### Freshwater Reform

4. Late last year government announced the "Essential Freshwater" review process to look at changing the way in which freshwater issues are managed. The review process has a strong focus on changes that might be needed to the current regulatory frameworks, and has been split into the following six workstreams:
  - i. at risk catchments
  - ii. amendments to the Freshwater National Policy Statement

- iii. development of a Freshwater National Environmental Standard
  - iv. Resource Management Act amendments
  - v. allocation of freshwater resources which is looking at both the taking of freshwater and controlling the discharge of contaminants
  - vi. development of a future management framework to build on the changes that would be proposed from the above changes.
5. The work being progressed in this area is of significance for Southland and so staff will continue to keep a watching brief on developments under this project. Further information is available on the MFE website ([www.mfe.govt.nz/publications/fresh-water/essential-freshwater-healthy-water-fairly-allocated](http://www.mfe.govt.nz/publications/fresh-water/essential-freshwater-healthy-water-fairly-allocated)).

## **Building Reform**

6. In early April, MBIE released a discussion paper detailing proposed reforms for the building sector. The changes are to try and address a range of issues ranging from low productivity and inefficient practices and processes, to skills and labour shortages, to poor health and safety.
7. To address these concerns, MBIE have proposed changes in the areas of:
- building products and methods. The changes in this area are intended to clarify the roles and responsibilities for approval of building products and methods, strengthen the product certification regime.
  - occupational regulation, specifically the regimes for licensed building practitioners, engineers, and plumbers, gasfitters and drainlayers are proposed to be changed
  - risk and liability. The changes in this area do not affect local authority responsibilities but do require the introduction of new insurance products to increase protection for home owners.
  - the building levy. It is proposed that the levy be reduced to \$1.50 per \$1000 and that the funds be used by MBIE for improving stewardship of the sector.
  - offences and penalties. It is proposed that there be a strengthening of the offence and penalty regimes.
8. Full details of the changes proposed are outlined in the discussion document which is available on the MBIE website ([www.mbie.govt.nz/buildingreform](http://www.mbie.govt.nz/buildingreform)).

## **National Disaster Resilience Strategy**

9. The new National Disaster Resilience Strategy became operative on 10 April. A copy of the strategy is available on the Ministry of Civil Defence and Emergency Management website ([www.civildefence.govt.nz/national-disaster-resilience-strategy](http://www.civildefence.govt.nz/national-disaster-resilience-strategy)).
10. The strategy builds on the lessons learnt from major events over the last ten years and includes the decisions that the government have made in response to the Technical Advisory Group review process that was established by the previous government. A formal implementation plan is to be developed outlining the work to be done to fully implement the new strategy.

## **Climate Change**

11. The Ministry for the Environment has recently appointed an expert panel to develop the framework and methodology for a National Climate Change Risk Assessment. There are no local government representatives on the panel.
12. The expert panel is responsible for developing a framework which will be useful to local government and other agencies in performing their own climate change risk assessments. It will also be used to develop a national climate change risk assessment which will inform the development of a national adaptation plan.
13. As part of a separate piece of work LGNZ have been working with Tonkin + Taylor to develop a guidance document on the approach that councils should take to assess their exposure to risks from sea level rise and inland flooding. This piece of work follows on from the risk exposure work that LGNZ had completed and released in recent months.
14. At the end of March the parliamentary commissioner for the environment released a report on climate change; "Farms, Forests and Fossil Fuels: The next great landscape transformation." The report is available on the PCE website (<https://www.pce.parliament.nz/publications/farms-forests-and-fossil-fuels-the-next-great-landscape-transformation>).
15. The report explores a different approach to framing New Zealand's long-term climate change targets and policies, and what that could mean for our landscapes. To do this it looks at how we can reduce the impacts of both carbon dioxide from fossil fuel combustion and methane and nitrous oxide from agriculture. In particular, the report examines the current approach of creating forest sinks and whether agriculture and forestry can be managed in a way that combines emissions reductions with policies to achieve water, soil and biodiversity objectives.

## **3 Waters**

16. Local Government New Zealand (LGNZ) have been expressing, on behalf of the sector, for some time concern about any suggestion that there might be a need for some form of 'forced' amalgamation or change to the way in which 3 waters services are delivered. It is accepted that there needs to be change and that as part of that process there needs to be a 'raising of the bar', including the establishment of a much stronger regulatory regime, in relation to the standards that local government is expected to meet in the delivery of drinking water in particular.
17. It appears that central government do not accept that a strong regulatory regime, including enforcement is all that is needed and are considering investigating amalgamation options. This approach is consistent with the approaches being used in other sectors, including education. There is, however, a need to continue to monitor the policy options that are being considered in this area as decisions are not expected to be made in this area until very late 2018 or early 2019. The initial focus is being placed on the structure and nature of the regulatory regime including the standards that need to be achieved.

## **Localism and Sector Reform**

18. Over the last three – four years there has been significant discussion about the potential desirability of and need for sector reform. During the term of the previous government the Local Government Commission completed a number of reviews that looked at the potential for

amalgamation in a number of regions. The proposals to establish unitary authorities for Northland and then in Wellington and the Wairarapa are two examples.

19. More recently there has been considerable discussion, partly in response to the potential for 'forced' change in the delivery of 3 waters area, across the sector about the role of local government and the importance of localism. LGNZ has been leading a stream of work in this area and there has also been a report released by the NZ Initiative on localism, which builds on some work that they had been involved with looking at the Swiss system of local government. A copy of their report is available on the NZ Initiative website ([www.nzinitiative.org.nz/reports-and-media/reports/localismnz-bringing-power-to-the-people/](http://www.nzinitiative.org.nz/reports-and-media/reports/localismnz-bringing-power-to-the-people/)). LGNZ are also expected to release a discussion paper in this area in the near future.
20. The localism agenda being discussed at a local government sector level is at odds with the strong centralist approach being pursued in some parts of current government policy, such as with the creation of the Urban Development Authority, potential 3 waters amalgamation, the duplication of resource management enforcement powers between regional councils and the Environmental Protection Agency, the centralisation of NZTA decision-making processes and proposed education sector reforms.
21. The centralist approach could be seen as being at odds with the decisions that it has also made to review the current thresholds that apply to local government reform and to embark on a workstream to reform the Local Government Commission itself.
22. During 2018 the government completed a review of the Local Government Commission and its role. As a result of that review process a decision has been made to change the threshold that needs to be met before a local authority reorganisation process can be initiated. The threshold is to be changed from simply requiring someone to request a review and be returned to the previous test of requiring a petition signed by 10% of electors.

### **Southland Regional Development Agency**

23. The Board of Directors for the new Southland Regional Development Agency (SRDA) was publicly announced on 22 March and held its first formal meeting on 15 April.
24. At their first meeting the board addressed a number of issues relating to how they wish to work through the process of establishing the new organisation. The decisions made will allow both Venture Southland and the relevant Council staff to make further progress with managing the winding up of Venture Southland and establishment of the new entity.
25. A formal report addressing the issues associated with the financial transition process is under development and will come to Council in June for formal consideration. In essence, the paper seeks to transfer the existing assets and liabilities (except for a portion of the cash reserves) of Venture Southland to the new SRDA.

## **Customer Delivery**

### **Customer Support**

26. Another busy month which with the increase in building consent numbers, impacted the technical support partner team with increased workloads. Over the month we have received

comments from customers, contractors and visitors as to how impressed they are with the service frontline staff provide. This anecdotal commentary is supported by the customer satisfaction survey results with 90% of customers satisfied with the service they receive when they first called Council.

	<b>APRIL 2019</b>
Total number of calls to 0800 732 732	3592
Abandonment rate	0.11%
Request for Service received	778
Top three requests types	Change of address, building inspection request, general building enquiry
Number of visitors to our Libraries and Council Service Centres *Excludes Invercargill, Stewart Island, Wyndham and Book Bus	10086

## **Libraries**

27. Our school holiday program in April focused on building bricks and had a great response with over 80 children participating across the District.
28. We will be offering a new online story time database for customers which has children's authors and others reading popular contemporary children's fiction. This will be available from the library website.
29. The table below shows the number of individuals checking out items from a branch library each month.

<b>LIBRARY NAME</b>	<b>APRIL 2019</b>
Book Bus	340
Lumsden	86
Otautau	86
Riverton	199
Stewart Island	45
Te Anau	391
Winton	612
Wyndham	67

30. We currently have 5291 active library users across the District.
31. 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/>.

## Community and Futures

### Strategy and Policy

#### Annual Plan 2019/2020

32. 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.
33. Consultation on the Annual Plan was not undertaken this year as there was no significant variance identified 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.
34. The Annual Report 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. The Annual Plan approval report will also be presented to the Finance and Audit Committee at their June 2019 meeting.

#### Long Term Plan 2031

35. In March the first of the Long Term Plan 2031 workshops was held with councillors and the 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.
36. The next workshop was undertaken on 21 May 2019 and discussed the activities that Council undertakes and considered the financial and infrastructure strategies. Significant assumptions around Council activities will be discussed in June 2019.

#### Policy and Bylaw Updates

37. 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.
38. The delegations manual was adopted by Council in April, and work will now progress on the terms of reference and delegations for community boards and the Council's governance structure for the 2019-2022 term.
39. The review of the Board (TAB) Venue and Gambling Venue Policies has begun, with a report due to the Community and Policy Committee on 9 August 2019. Council will also begin to investigate options around abandoned vehicles and 'un-kept' properties that may lead to fire hazards. Strategy and Policy are coordinating the procurement policy and manual, and a review of the speed limits bylaw is underway.
40. Council has begun the review of its combined Local Alcohol Policy in collaboration with ICC and public consultation is expected to be sought in July 2019.
41. Work to investigate a jetties user pay system has also commenced. Any changes to fees and charges will need to be consulted on through the Annual Plan.



## **Venture Updates**

42. Venture Southland has been assisting the Otautau Golf Club to access funding for a new fairway mower. To date, \$2000 has been granted from the Southland District Council Community Initiatives Fund and an application to The Southern Trust for a further \$3000 is pending. The outcome of this grant is expected in 4-6 weeks.
43. Support has also been provided to the Otautau Museum to complete their accountability documentation for the \$18,000 of funding that was received from various sources for the museum's new roof which has recently been installed.
44. Work is underway to assist Otautau School and the Otautau sports complex access funding for new sports equipment and heat pumps.

## **Southland Murihiku Destination Strategy**

45. Consultation is continuing between Stafford Strategy, the consultants commissioned by Venture Southland, and local communities, businesses, and regional stakeholders to develop the Southland Murihiku Destination Strategy for 2019-2029.
46. 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.

## **Southland Story**

47. Following consultation and research for the development of the Southland Story, the advisory group has confirmed stage one of the project now complete. Work is underway to scope and approve processes for the second and third stages of the project which will involve asset development and communication of the story to wider audiences.
48. 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.

## **ILT Kidzone Festival**

49. Drawing inspiration from the wonderful world of the circus, the 2019 ILT Kidzone Festival will be held from Wednesday 10 to Monday 15 July (10:30am – 3:30pm daily) at James Hargest College Senior Campus, in Invercargill. Tickets are \$17.00 per person, per day, with under two-year-olds free, and can be purchased from the ILT Kidzone Festival website ([www.iltkidzone.co.nz](http://www.iltkidzone.co.nz)), at the Invercargill i-SITE, ILT Stadium Southland or at the gate on the day - if not sold out prior!

## **Environmental Services**

### **Resource Management**

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

50. 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 were held on Raikura on 13 and 14 May and it is intended to publicly notify the plan change in the last quarter of 2019.

### **Climate Change**

51. 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. These reports have been progressing well. The Climate Change report will be released to Council on 22 May. The other reports are still being completed and are unlikely to be released in 2019.
52. Council is part of the territorial authority reference group providing feedback to the Ministry of the Environment on the proposed National Policy Statement on Indigenous Biodiversity and the proposed New Zealand Biodiversity Strategy which are both proposed to be finalised in early 2020.

### **Dog Control**

53. Dogs online is on-track to go live in June (subject to no unforeseen obstacles arising). This means that at our offices, most new dogs will be able to be registered online, and fees calculated using the online calculator – but tags will be sent in the post for all dogs registered online, even when completed at an office by a customer.
54. The dog registration renewal forms will be posted on 7 June, so that dog owners will receive the letters in mid-June. NZ Post expects post to be delivered within five (5) working days, and is concerned that it takes longer in some cases. They have requested feedback so that they can investigate why postal delivery takes longer, and Council staff will collect data for them.

### **Environmental Health**

#### **Failing Septic Tank Systems**

55. Over the last month staff have been investigating a couple of complaints concerning septic tank discharges off-property, and one due to a property not having connected to the town sewer.
56. Council can expect to continue to receive notifications of sewage discharging off site (e.g. into the nearest waterway) from time to time Council, due to old disposal systems failing and shortcuts taken. Staff work with property owners with the aim of voluntary compliance in the first instance.

### **Services and Assets**

#### **Group Managers Update**

57. There are a number of key focus areas for the group currently. As we edge towards the end of the current financial year wrapping up a number of projects remains a priority in order to ensure forecasted expenditure is achieved and the works programme delivered.
58. The development and refresh of the Infrastructure Strategy for the Southland District is another critical work front that we will look to commence in the coming weeks. This document is a very

important strategic link for our Activity Management Plans. The plans are scheduled to be developed in the first half of 2020 in the lead up to the 2031 LTP process.

59. Significant time and effort is being exerted in relation to the development of a Bridge repair programme given the scale of the issue and the indicative number of bridges requiring replacement within the next 10 years.
60. There are several major contracts currently at varying stages of procurement. These include, Pyramid Bridge, the Te Anau Wastewater Pipeline and the Wastenet Recyclables contract. These processes involve significant staff resource.
61. Further work continues internally in relation to the Organisational Service Delivery Review in association with the recently announced Representation Review amendments. For the Services and Assets Group this relates predominantly to the way in which we report to and engage with our communities and elected bodies.

## **Strategic Water and Waste**

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

62. 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.
63. The tender for the pipeline element of the contract has now closed and is currently undergoing evaluation with an anticipated preferred contractor identified by late May or early June. The recommendations from the tender evaluation process will be taken to Council for approval to award the contract.

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

64. Environment Southland released their proposed Land and Water Plan last year.
65. 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. 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 have been filed with the Environment Court.
66. Expert conferencing is underway with the first hearing on grouped topics set down for two weeks in June.

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

67. The WasteNet Southland Waste Management Group has rolled over the Bond Contract for waste collection on the same rates and terms and conditions. Further, WasteNet resolved to put out a tender for the provision of the recycling acceptance contract.

- 68. The Request for Proposal was issued in December, with a number of tenders having been evaluated and requests for clarifications issued. As of 7 May a preferred tender has been identified with negotiations planned for 8 and 16 May.
- 69. At this stage it is proposed that a report recommending the awarding of the contract will be presented to the Waste Advisory Group by 30 May which will then be presented to individual councils on 4 and 5 June for final approval.

### **Tokanui Wastewater Discharge Consent Application**

- 70. In 2018, staff prepared a consent application for the renewal of the Tokanui wastewater discharge proposing a minor upgrade, on the basis that monitoring showed no significant impact on the receiving water, based on comparison of upstream and downstream monitoring.
- 71. The application is the first one to be assessed under the new proposed Southland Water and Land Plan which indicates that discharges to water will be considered as a non-complying activity.
- 72. Environment Southland have produced their report recommending that the application is declined on the basis that the impact of any leakage through the base of the ponds is not sufficiently managed.
- 73. Evidence in support of the application was prepared and lodged with Environment Southland ahead of a hearing which was held on 16 May.

## **Commercial Infrastructure**

### **Forestry (IFS)**

- 74. Forestry activity for this period includes the completion of the pruning program in Gowan Hills and aerial desiccation works before planting of Waikaia and Ohai Forests. Financial results are still tracking extremely well on budget with one quarter to go.

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

- 75. The installation of the toilets and emergency shelters are underway with all works expected to be completed by the end of May. The directional signs have also begun to be installed with the road improvements down to the quarry at Centre Hill being programmed by SouthRoads.
- 76. The broom from Mossburn down towards Dipton Castlerock has been sprayed and should start to die off.
- 77. The application for \$100,000 has been approved for an amount of \$38,000, the exclusion is for a large sign for the end of the trail which MGR funds require more work around the type and size.
- 78. We have filled the position of trail manager and Susan Mackenzie started on 21 May.

### **Project Delivery Team**

- 79. 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 \$4.65 million.

- 80. We currently have 33 projects in progress with six projects completed and 16 on track to be completed by the end of June 2019. The three TIF toilet projects are on track to be completed by October 2019 in line with the funding requirements. The balance of projects are in the consenting or approval stage, it is anticipated these will move to delivery phase within a month.
- 81. The team are working with the activity managers to pick further projects from the 2018-2019 projects and starting to map out and plan the delivery of the 2019-2020 projects.
- 82. The team are also developing and putting in place new project management tools to assist the team in setting up and delivery of projects as well as having the ability to better report on project progress.

### **Property Services**

- 83. Work is almost complete in the review of the Council Fixed Asset Register as the basis of Councils Property Register. Asset managers are currently finalising the first cut of whether the properties are strategic or not.
- 84. After this stage has been completed, the proposal is to present the register to the Finance and Audit Committee as a step towards identifying Council list of surplus properties.
- 85. Property administration functions including ownership decision, lease/licence administration and property disposal queries are also actioned on a daily basis, which is business as usual given the number of properties and agreements Council has to manage.

### **Community Facilities**

- 86. There has been a focus on getting all of the project information into CAMMS, so that we have a better understanding of the project commitments that remain to be completed before the end of the financial year. This has then been carried through to the final forecasting round. The aim is now to make sure that all remaining projects are completed by the end of the financial year.

### **Strategic Transport**

#### **Speed Limit Review**

- 87. Discussions with community boards and community development area subcommittees which are potentially affected by the proposed changes in speed limits have now been completed. Feedback to date has been supportive and where appropriate suggested changes have been incorporated into the proposed bylaw.
- 88. Staff will now be engaging with other stakeholders such as NZ Transport agency before finalising a report to Council, with the objective of starting the formal public consultation process.

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

- 89. Pavement rehabilitation – all sites for the 2018/2019 construction season have been sealed with only minor tidy up works around sites required.
- 90. Footpath renewal – the assessment and award of the footpath renewal programme is currently being undertaken. It is anticipated that this contract will be awarded by mid-May.

91. With main renewals programmes being completed for the season focus has now shifted to programming and procurement of the 2019/20 seasons works.

### **Bridges**

92. The annual restricted bridge inspections by Council's Structural Engineering Consultants, Stantec are completed. The outcome of these inspections along with updated bridge restriction list will be presented to Council at the June meeting.
93. Council have carried out discussions with the public on three of the bridges currently closed providing more insight around Council's need to prioritise the works programme along with the longer term challenges Council faces with its bridging infrastructure.
94. Options are currently being worked through to accelerate the bridge renewals programme based on additional funding NZTA have made available for this activity.

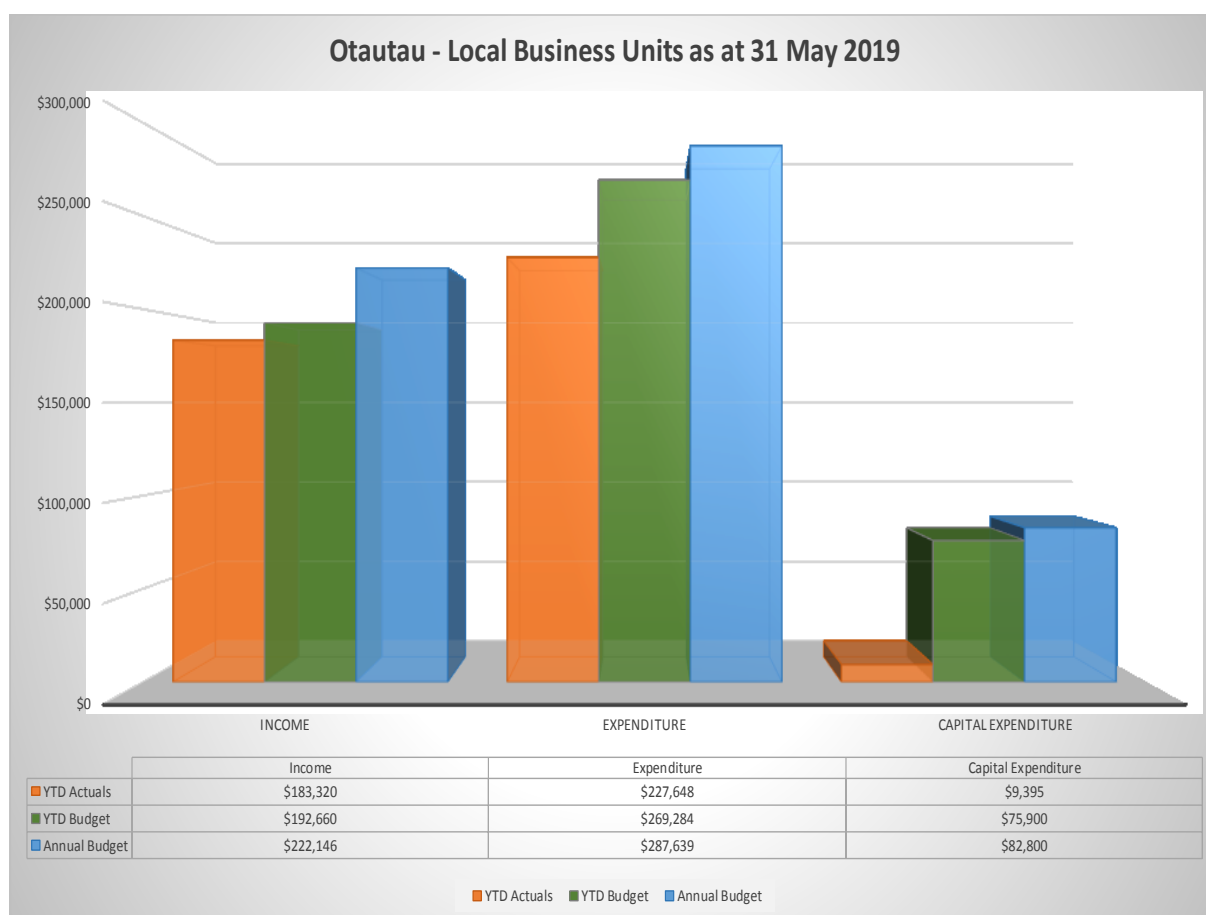
### **Streetlights**

95. Replacement of the remaining street lights to LED has commenced. The final street lights being upgraded related to higher wattage lights and decorative style street lights.

### **Finance**

96. Income for the majority of the Otautau Community Board business units remains under budget year to date. As with all other finance reports to the board for this financial year, this remains due to a rating error that occurred at the start of the financial year following the change in rate types for Otautau from calculations being based on land value to a fixed charge. The error resulted in some rate payers being overcharged and the slightly below income outcome year to date is as a result of the problem being identified and rectified straight away.
97. The Otautau cemetery business unit is also under budget year to date which has been caused by the lower than anticipated number of burials to date in this financial year. This is offset by cemetery expenditure which is also under budget.
98. The budgeted income for the Otautau town hall relates to interest on the reserve funds held which will be calculated at the end of Council's financial year being June 2019.
99. The majority of the expenditure business units are under budget year to date with the exception of refuse collection (which reflects the actual level of service), Holt Park (mowing costs), Holt Park extension (for painting of the pavilion) and the swimming pool (higher than anticipated material damage insurance costs).
100. It is important to note that the boards annual budget year to date figures are based on a uniform monthly spend over the year (ie annual budget divided by 12, multiplied by month into financial calendar). These factors combined with seasonal fluctuations in level of service required, may result in variances between budget and actual figures. Unless otherwise stated these should balance out by year end.
101. The capital expenditure carried out to date was for site works (gravel and excavation work) at the camping ground.

102. In addition there is a capital expenditure budget of \$12,800 for footpaths in this financial year and repairs are currently underway in Kendall and Eton Streets and Elles Road.
103. Of note, there is currently \$27,681 forecast to be in the Otautau town hall reserve as at 30 June 2019. The board had previously asked if this could be transferred to the boards general reserve. Advice has been sought from Council's finance staff and they have confirmed that consultation with the community will be required before this can occur. The board may wish to undertake this consultation as part of Council's next Long Term Plan for 2021-2031. This would allow the board time to determine a suitable use for the funds.



Otautau - Business Units as at 31 May 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	
28900	Administration - Otautau	\$23,510	\$24,129	\$27,182	\$23,433	\$24,129	\$26,323				
28902	Operating Costs - Otautau	\$5,960	\$6,117	\$6,673	\$5,463	\$7,346	\$7,950				
28907	Street Works - Otautau	\$21,078	\$21,633	\$23,600	\$9,078	\$18,081	\$20,385		\$11,733	\$12,800	
28910	Refuse Collection - Otautau	\$8,128	\$8,342	\$9,100	\$10,600	\$8,342	\$9,100				
28913	Stormwater Drainage - Otautau	\$15,815	\$16,231	\$25,685	\$9,481	\$16,289	\$17,707				
28925	Cemetery - Otautau	\$23,257	\$28,317	\$30,800	\$14,909	\$28,362	\$30,940				
28926	Settlers Cemetery - Otautau	\$2,824	\$2,861	\$3,121	\$2,153	\$2,908	\$3,121				
28928	Beautification - Otautau	\$30,254	\$30,344	\$33,102	\$28,091	\$31,187	\$34,022				
28932	Holt Park	\$17,725	\$18,552	\$20,239	\$20,258	\$19,204	\$20,767				
28933	Holt Park Extension	\$7,922	\$8,894	\$9,702	\$10,525	\$10,273	\$10,913				
28934	Centennial Park	\$3,349	\$3,438	\$3,750	\$3,005	\$4,578	\$4,994				
28936	Baths - Otautau	\$10,923	\$10,908	\$14,077	\$65,283	\$64,449	\$64,449				
28949	Holt Park Camping Ground	\$10,775	\$11,059	\$12,064	\$12,248	\$16,423	\$17,846	\$9,395	\$64,167	\$70,000	
28950	Hall - Otautau			\$836							
28981	Plunket Rooms - Otautau	\$1,700	\$1,744	\$1,903	\$1,655	\$1,859	\$1,903				
28982	Bowling Club	\$100	\$92	\$128							
28985	Forestry - Holt Park			\$185	\$11,465	\$15,853	\$17,219				
Total		\$183,320	\$192,660	\$222,146	\$227,648	\$269,284	\$287,639	\$9,395	\$75,900	\$82,800	



# Reserve Balances

Otautau	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>													
Otautau Town Hall - ORR	26,845	27,681	27,681	28,544	29,436	30,357	31,308	32,291	33,306	34,354	35,437	36,555	36,555
<b>Total Community Centre Operating</b>	<b>26,845</b>	<b>27,681</b>	<b>27,681</b>	<b>28,544</b>	<b>29,436</b>	<b>30,357</b>	<b>31,308</b>	<b>32,291</b>	<b>33,306</b>	<b>34,354</b>	<b>35,437</b>	<b>36,555</b>	<b>36,555</b>
<b>Total Community Centre Balance</b>	<b>26,845</b>	<b>27,681</b>	<b>27,681</b>	<b>28,544</b>	<b>29,436</b>	<b>30,357</b>	<b>31,308</b>	<b>32,291</b>	<b>33,306</b>	<b>34,354</b>	<b>35,437</b>	<b>36,555</b>	<b>36,555</b>
<b>Local</b>													
<i>Operating</i>													
Otautau Baths	74,092	78,469	23,720	28,241	32,910	37,733	42,715	47,861	53,176	58,666	64,336	70,193	72,393
Otautau Brightwood Develop	15,811	15,811	15,811	15,811	15,811	15,811	15,811	15,811	15,811	15,811	15,811	15,811	15,811
Otautau CB Conference	6,228	6,228	6,228	6,228	6,228	6,228	6,228	6,228	6,228	6,228	6,228	6,228	6,228
Otautau Forestry	167,590	167,775	154,320	104,486	104,633	104,760	104,867	104,953	105,017	104,308	104,338	104,369	104,369
Otautau General - ORR	100,321	47,516	16,466	8,277	4,961	4,161	529	(463)	(4,454)	(5,703)	(10,098)	(11,613)	(16,177)
Wallace Bowling Club - ORR	969	997	997	1,026	1,056	1,087	1,119	1,152	1,186	1,221	1,257	1,294	1,294
<b>Total Local Operating</b>	<b>385,011</b>	<b>316,796</b>	<b>217,532</b>	<b>164,069</b>	<b>165,599</b>	<b>169,780</b>	<b>171,269</b>	<b>175,542</b>	<b>176,964</b>	<b>180,531</b>	<b>181,872</b>	<b>186,282</b>	<b>183,918</b>
<b>Total Local Balance</b>	<b>385,011</b>	<b>316,796</b>	<b>217,532</b>	<b>164,069</b>	<b>165,599</b>	<b>169,780</b>	<b>171,269</b>	<b>175,542</b>	<b>176,964</b>	<b>180,531</b>	<b>181,872</b>	<b>186,282</b>	<b>183,918</b>
<b>Stormwater</b>													
<i>Operating</i>													
Otautau Stormwater	242,232	250,210	250,210	242,507	251,018	259,809	268,889	278,268	287,956	297,962	308,298	318,974	318,974
<b>Total Stormwater Operating</b>	<b>242,232</b>	<b>250,210</b>	<b>250,210</b>	<b>242,507</b>	<b>251,018</b>	<b>259,809</b>	<b>268,889</b>	<b>278,268</b>	<b>287,956</b>	<b>297,962</b>	<b>308,298</b>	<b>318,974</b>	<b>318,974</b>
<b>Total Stormwater Balance</b>	<b>242,232</b>	<b>250,210</b>	<b>250,210</b>	<b>242,507</b>	<b>251,018</b>	<b>259,809</b>	<b>268,889</b>	<b>278,268</b>	<b>287,956</b>	<b>297,962</b>	<b>308,298</b>	<b>318,974</b>	<b>318,974</b>
<b>Total Otautau Reserve Balance</b>	<b>634,088</b>	<b>594,687</b>	<b>495,423</b>	<b>435,120</b>	<b>446,053</b>	<b>459,946</b>	<b>471,466</b>	<b>486,101</b>	<b>498,226</b>	<b>512,847</b>	<b>525,607</b>	<b>541,811</b>	<b>539,447</b>

## **Recommendation**

**That the Otautau Community Board:**

- a) **Receives the report titled “Council Report” dated 13 June 2019.**

## **Attachments**

There are no attachments for this report.