Notice is hereby given that a Meeting of the Stewart Island/Rakiura Community Board will be held on:

Date:	**Monday, 12 August 2019**
Time:	**8.00am**
Meeting Room:	**Stewart Island Pavilion**
Venue:	**Ayr St, Stewart Island**

Stewart Island/Rakiura Community Board Agenda OPEN

MEMBERSHIP

Chairperson	Jon Spraggon
Deputy Chairperson	Steve Lawrence
Members	Dale Chittenden
	Aaron Conner
	Greg Everest
	Anita Geeson
	Councillor Bruce Ford

IN ATTENDANCE

Committee Advisor	Kirsten Hicks
Community Partnership Leader	Karen Purdue

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

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

Terms of Reference – Community 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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CHAIRPERSON'S REPORT

COUNCILLOR'S REPORT

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

- Leah Rudin Jones
- Manfred Herzhoff

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 Stewart Island/Rakiura Community Board, 10 June 2019

Stewart Island/Rakiura Community Board

OPEN MINUTES

UNCONFIRMED

Minutes of a meeting of Stewart Island/Rakiura Community Board held in the Stewart Island Pavilion, Ayr St, Oban on Monday, 10 June 2019 at 9.45am.

PRESENT

Chairperson	Jon Spraggon
Deputy Chairperson	Steve Lawrence
Members	Dale Chittenden
	Aaron Conner
	Greg Everest
	Anita Geeson
	Councillor Bruce Ford

IN ATTENDANCE

Community Partnership Leader – Karen Purdue
Manager, Community Facilities – Mark Day
Manager, Commercial Infrastructure – Dylan Rabbidge
Committee Advisor – Kirsten Hicks

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Deputy Chairperson Lawrence declared an interest in C91 and left the meeting at that point of the agenda

4 Public Forum

Constable Rosemarie Marchant (NZ Police) presented to the board a letter of support for their current application to the Visitor Levy Fund for a footpath from Kamahi Road to Mill Creek. She also spoke about ongoing carparking issues. Chairperson Spraggon and Board Members thanked her for her service over the past 6 months, and wished her well in future postings.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved member Geeson, seconded member Chittenden **and resolved**

That the Stewart Island/Rakiura Community Board confirms the minutes of the meeting held on 8 April 2019 as a true and correct record of that meeting.

Reports for Recommendation

7.1 Stewart Island Coastal Infrastructure Tourism Infrastructure Fund Application

Record No: R/19/5/8815

Mark Day (Manager, Community Facilities) was in attendance for this item.

Resolution

Moved member Everest, seconded Deputy chairperson Lawrence

That the Stewart Island/Rakiura Community Board:

a) Receives the report titled "Stewart Island Coastal Infrastructure Tourism Infrastructure Fund Application" dated 5 June 2019.

b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.

c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.

d) Recommends to Council that they support the preparation of the Tourism Infrastructure Fund application for the Stewart Island Coastal Infrastructure.

Reports

8.1 Council Report

Record No: R/19/5/9313

Karen Purdue, Community Partnership Leader, was in attendance for this item.

Matters discussed included:

- State of the Environment Report Aotearoa 2019
- National Disaster Resilience Strategy
- Climate change
- 3 Waters
- Localism and Sector Reform
- Southland Regional Development Agency
- Annual Plan 2019/2020
- Proposed jetties user pays system
- Dark Sky plan change for Rakiura
- Dog control
- Failing Septic tank systems
- Financial information

Resolution

Moved member Everest, seconded Deputy chairperson Lawrence

That the Stewart Island/Rakiura Community Board:

a) Receives the report titled "Council Report" dated 27 May 2019

8.2 SIESA Monthly Report from PowerNet - April 2019

Record No: R/19/5/8222

Dylan Rabbidge, Manager Commercial Infrastructure, was in attendance for this item.

Resolution

Moved Deputy chairperson Lawrence, seconded member Geeson

That the Stewart Island/Rakiura Community Board:

a) Receives the report titled "SIESA Monthly Report from PowerNet - April 2019" dated 24 May 2019.

8.3 SIESA - Financial Report to 30 April 2019

Record No: R/19/5/8711

Resolution

Moved Deputy chairperson Lawrence, seconded member Chittenden

Dylan Rabbidge, Manager Commercial Infrastructure, was in attendance for this item.

Recommendation

That the Stewart Island/Rakiura Community Board:

a) Receives the report titled "SIESA - Financial Report to 30 April 2019" dated 4 June 2019.

9.1 CHAIRPERSON'S REPORT

Chairperson Spraggon updated members on the following topics:

- Meeting with Minister Parker to discuss future energy options
- Dark Sky project progress
- Contact with Fire and Emergency New Zealand (FENZ) regarding the Island situation
- Stewart Island Rakiura Sustainability Review
- CB & CDA meeting in Winton
- Proposed District Plan changes in regards to the Dark Sky Sanctuary
- Informal CB meeting – SIESA review
- Proposed one way system feed back
- Attendance and reading at ANZAC Day service
- Appointment of new Police Officer, and thanks to relieving officer

- Press enquiries
- Meeting of Visitor Levy Technical Advisory Group (TAG) prior to allocations meeting
- Fulton Hogan contract specifications/levels of service. 17a review due June 2020

9.2 COUNCILLOR'S REPORT

Councillor Ford spoke to members on the following subjects:

- Roaring 40s feasibility study
- Visitor Levy grants – Moturau Moana successful
- Triennium operations – the Stewart Island Jetties Subcommittee will cease existence 30 June 2019
- Footpath – Kamahi Road to Mill Creek – can this include electric cable?

Public Excluded

Member Lawrence left the meeting at 11.13am

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

Resolution

Moved Cr Ford, seconded member Chittenden

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

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

C9.1 SIESA Service Provider Review

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
SIESA Service Provider Review	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

That the Community Partnership Leader, Manager(Community Facilities), Manager (Commercial Infrastructure), and Committee Advisor be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items being discussed. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

The public were excluded at 11.13am

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

The meeting concluded at 11.30am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE STEWART ISLAND/RAKIURA COMMUNITY BOARD HELD ON MONDAY 10 JUNE 2019

DATE:.....

CHAIRPERSON:.....

Council Report

Record No: R/19/7/13484
Author: Karen Purdue, Community Partnership Leader
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

Chief Executive

Local Government Funding Inquiry

1. The Productivity Commission have recently released their draft report on Local Government Funding and Financing. A copy of the report is available on their website (www.productivity.govt.nz/inquiry-content/3819?stage=3).

2. The terms of reference originally set by the government asked the Productivity Commission to identify whether the existing funding and financing arrangements are suitable for enabling local authorities to meet current and future cost pressures.

3. The draft report suggests that the current funding and financing framework measures up well against the principles of a good system in that it is simple and economically efficient compared to alternatives. It also notes that changing to an alternative system would be disruptive and costly.

4. The commission notes that there is significant scope for councils to make better use of the existing funding tools and that it is fundamentally sound and provides a good foundation upon which to build new tools. It suggests that new funding tools are needed in the following areas:

   - supplying infrastructure to support rapid urban growth
   - adapting to climate change
   - coping with the growth of tourism
   - managing new functions/responsibilities that are placed on local government by central government.

5. The report also notes that there is significant scope for councils to improve their organisational performance, productivity and decision making. It suggests that changes are needed to strengthen governance and increase the transparency of reporting on individual council performance. In these areas it recommends legislative change to make it mandatory for local authorities to have an Audit and Risk Committee that has at least two independent members, one of whom is the chair. This is seen as strengthening governance capability across the sector and trying to remove some of the variability which currently exists. It also recommends a review of the current performance measurement frameworks used and the greater use of benchmarking tools to create greater awareness of performance levels.

6. In the 3 waters area the commission notes that there is a need for the sector to lift its performance and that the sector needs to take responsibility for lifting its performance in these areas. It recommends that the changes needed should be supported by the implementation of a strong regulator and new standards to drive a level of change across the sector.

7. The report is out for public consultation until 29 August 2019. The commission is then due to present their final report by 30 November 2019.

Emergency Management

8. Work is progressing with the formation of the new National Emergency Management Agency (NEMA), which will replace the current Ministry of Civil Defence and Emergency Management later this year.

9. The new agency has been created to improve emergency management capability across the country. It will work across central government and with local government, emergency services, communities, iwi, lifeline utilities and business to create an emergency management system that is ready and able to provide an effective and integrated response to, and recovery from emergencies.

Drinking Water Quality

10. The Ministry of Health have recently published their annual report on compliance of drinking water supplies with the current standards. Note that the data published relates to both council and privately owned water supplies.

11. Across the board the report shows that the level of compliance has reduced over the last twelve months despite the high level of focus that has been placed on this issue in the wake of the Havelock North Inquiry and the current government review of 3 waters. Small and minor drinking water supplies, many of which will be run by private water suppliers, have the highest level of non-compliance. The data in the report confirms the need for change in the sector and will add to the suggestion that local authorities should have responsibility for supporting small private schemes that cannot meet the required standards.

Sustainable Development Goals

12. The government has recently published the first voluntary national review on the progress that New Zealand is making in advancing towards achieving the international 2030 Agenda for Sustainable Development and the Sustainable Development Goals (SDGs). A copy of the review is available on the Ministry of Foreign Affairs website (www.mfat.govt.nz/assets/Uploads/New-Zealand-Voluntary-National-Review-2019-Final.pdf).

13. The SDG framework provides an international context for the living standards framework being implemented through the central government budget process and community outcomes at a local government level. As a result it can be expected, that over time, central government will use these frameworks to inform their policy development for local government as well as other sectors.

Southland Regional Development Agency

14. Work is continuing with establishment of the SRDA. On 1 July the board announced that the agency will have the trading name of Great South. The process of transitioning staff across to the SRDA has also been completed.

15. Work is now progressing on finalising the schedule of assets and contractual agreements ex Venture Southland which are to be 'sold' to the new entity. A formal sale and purchase

agreement has been developed and will need to be formally approved by both the SRDA board as well as each of the shareholders.

16. Staff are also expecting to receive a draft statement of intent from the SRDA board so that it can also be presented to each of the councils for formal approval and to allow for the new service agreements to be finalised.

Community and Futures

Strategy and Policy

Corporate Performance Framework

17. The corporate performance framework aligns Council's high level direction to its activities and outcomes, and its purpose is to streamline Council planning and reporting functions. As part of the corporate performance framework, Council will deliver on its legislative requirements – including the Long Term Plan, Annual Plan, Annual Report and activity management plans.

18. Council produces an interim performance report, undertaken three times a year – for the four month periods of July-October, November-February and March-June, with the third being produced to inform the Annual Report. The third interim performance report for the financial year will be presented to the Finance and Audit Committee in August 2019. This framework requires Council activity managers to provide meaningful explanation of the level of performance compared to what was planned, and an opportunity for conversation around performance across the whole activity with the committee.

19. The 2018/2019 year end results have been recorded and these will inform the Annual Report which will be formally adopted in September 2019.

Annual Plan 2019/2020

20. The Local Government Act 2002 requires Council to prepare and adopt an Annual Plan in the second and third years between 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.

21. 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.

22. The Annual Plan was endorsed by the Finance and Audit Committee on 18 June, prior to Council adoption on 19 June 2019.

23. An Annual Plan 2020/2021 direction setting and review and monitoring report was presented to the Community and Policy Committee on 10 July 2019. Following this, a report will be presented to the Finance and Audit Committee on 29 August on the proposed project plan for the Annual Plan 2020/2021.

Annual Report 2018/2019

24. The Annual Report timetable key dates approval report was presented to Finance and Audit Committee at their June 2019 meeting.

25. At the August meeting, the Finance and Audit Committee will approve the draft unaudited annual report to be released to the auditors from Audit New Zealand.

Long Term Plan 2031

26. A workshop was held on 21 May 2019 to confirm the draft strategic framework and activities that Council undertakes. At the workshop, the financial and infrastructure strategies were also discussed and an update provided on their development. The draft strategies should be completed and ready for council approval by early 2020.

27. The significant forecasting assumptions are currently being developed by staff and these will be reported to Council in August 2019.

Risk Management Framework

28. 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.

Community Futures Research and Analysis Work Programme

29. Council supports the continuation of research and analysis work to inform assumptions and 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.

30. High level project plans, developed to help determine priority projects within the District, include work around socio-demographics, climate change, service delivery, rating affordability, land and water plan implications, community assistance and funding, and technological change.

31. This work programme is to ensure that projects needed to help inform future planning and decision making are undertaken in a logical and sequential manner, and that the project managers are aware of other pieces of work being undertaken alongside their own that may influence the overall work programme.

32. New Zealand's population make-up is changing, and population growth is largely in the North Island, with Southland predicted to remain largely static in the next 20 years. What will not remain static however, is the changing demographic that will make up the population of Southland. While all of New Zealand is aging overall, in Southland we will have a population over 65 years of age that is predicted to double in number over this time, and with a population of far greater diversity in ethnicity and culture.

33. Understanding income levels, the implications of technological change, mega trends, water and land plan changes, climate change and developing appropriate levels of service will require

Councils and many other agencies and groups to be even more innovative and thoughtful in future planning. Understanding these future demands and implications for all communities in Southland is of great importance, and understanding expectations that are affordable and sustainable will need to be managed against investing in the status quo.

Policy and Bylaw Updates

34. 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.

35. 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 Council's governance structure for the 2019-2022 term.

36. 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 has begun to investigate options around abandoned vehicles and unkempt properties. An issues and options paper will be presented to the Regulatory and Consents Committee at its 5 September 2019 meeting.

37. Strategy and Policy are co-ordinating the Procurement Policy and manual, and a review of the speed limits bylaw is underway. Reports to the Services and Assets Committee and Council in August will propose that formal consultation take place from 29 August to 10 October.

38. Council has begun the review of its combined Local Alcohol Policy in collaboration with Invercargill City Council and public consultation is expected to be sought in July 2019.

39. 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.

Community Partnership Leaders

Community Board Plans Development Update

40. The community leadership team is currently working on the development and implementation of community board plans across the Southland District.

41. During late June and early July the community leadership team also held four cluster meetings for current elected members (councillors, community board and CDA members) around the District (eastern, central, northern and western) where attendees were asked three questions;

- what are the strengths of (or in) your community?
- what are you concerned about?
- what changes have you noticed?

42. Key themes around people, infrastructure, the environment, tourism, and economic development have emerged to date.

43. Next steps for the community leadership team include the development of the social media strategy in conjunction with Council's communications team, engaging with the key stakeholders identified at the cluster meetings, engagement with youth (by talking to our Youth Council as a starting point), iwi and the Southland Multi-Cultural Society.

44. The community leadership team has also engaged Rebecca McElrea as an independent facilitator for eight of the community workshops to be held in August/September. Work has also commenced with her to develop content and an approach for these workshops.

45. It is important to note that the Stewart Island/Rakiura Community Board Plan will be developed outside of the above process. The path for the development of this plan will involve a community board workshop and then the outcomes will be developed out of other work streams that are currently in place on the island around the Stewart Island Future Opportunities Project.

46. The plans will be outcome focused and will draw on the priorities and preferences of the community. It is intended that the plans will be completed in the first quarter of 2020 so that they may be used to help inform other key processes in Council such as activity management plans and the Long Term Plan. The new community board plans will take effect from 1 July 2021 in line with Council's next Long Term Plan and will be subjected to regular monitoring and review.

Stewart Island/Rakiura Future Opportunities Project

47. On Thursday 18 July, Minister Shane Jones announced that funding of $100,000 had been approved from the Provincial Growth Fund for the Stewart Island/Rakiura Future Opportunities Project.

48. The purpose of the project is to facilitate future focused strategic development and planning for Stewart Island/Raikura, so that the island (in partnership with local, regional and central government, iwi and other strategic partners) can proactively plan for managed growth and a sustainable future.

49. The outcomes of the project will link to other local, regional and national strategies such as:

- Southland District Council Long Term Plan
- Destination Management Strategy
- Regional Marketing Plan
- Regional Events Strategy
- District Sustainability Review
- Southland Regional Development Strategy.

Environmental Services

Group Managers Update

50. The group manager attended a stakeholder relationship session held by Fire and Emergency New Zealand (FENZ) in Invercargill. Mike Grant, former Southern Rural Fire Authority chief executive has been appointed to a key regional management role with FENZ, based in Dunedin. It is good to have Mike's extensive sector knowledge in the south still benefiting the region. This was a positive session during which current and future FENZ priorities were explained and key personnel introduced. It was well attended by representatives from the forestry sector and other agencies.

51. The annual survey of local authority progress towards the implementation of the earthquake prone amendments to the Building Act which took effect from mid-2017 has been completed. Staff have assessed all buildings under the relevant assessment methodology/criteria in the high risk zone of Southland District which includes Milford, Te Anau and Manapouri. Due to the relatively new building stock in this part of the District and very minimal unreinforced masonry, there has been minimal identification of potential earthquake prone buildings under these criteria. Staff are now moving on to assess the medium and low risk zones, for which there is a longer timeframe. These areas include a higher number of unreinforced masonry buildings, particularly in Riverton, Otautau, Winton and Wyndham.

52. The Predator Free Rakiura Memorandum of Understanding was signed by a range of parties at a ceremony on Rakiura on 13 July 2019. This was very well attended, with attendees including Ta Tipene O' Regan and the Minister of Conservation the Hon Eugenie Sage. It was great to see this level of interest and support. The project is now moving into the detailed design feasibility stage through a technical working group.

53. Submissions on proposed amendments to the Building Act have closed, although MBIE is yet to release a summary of these at the time of writing. Amongst a range of matters, these proposed amendments seek to achieve greater consumer protection and a fairer regime for apportioning liability in the event of a failure. This issue will be watch with interest and reported back.

54. There are a number of situations throughout the District where accumulations of unused cars and car bodies are causing adverse amenity effects and concerns for neighbours and communities. Staff are assessing this issue to seek to provide a more effective mechanism for addressing such situations.

Environmental Health

55. Considerable work has been completed to improve visibility of key processes, such as alcohol licensing application progression, to enable effective tracking and notifications to ensure the smooth running of services.

56. The team is leading a work stream arising from a Southland/Otago workshop, concerning recreational water signage. This work also has significant implications for other signage used by the team, for example relating to freedom camping or dog control.

Building Solutions

Team Overview

57. Julie Conradi became the new manager of building solutions effective 1 July 2019, having moved from her previous role as quality assurance lead.

58. Julie has an exciting programme of improvement in the building solutions team, with one of the key focus areas being improving communication and engagement with the customer base.

59. The team is also strongly focused on process refinement and cancelling undue 'noise' to improve customer satisfaction and enable the team to continue to reduce the quantity of work outsourced to external contractors and bring that work 'in house'.

Resource Management

Dark Skies Plan Change for Rakiura

60. The resource management team are seeking to publicly notify the Council initiated plan change in August (subject to Council approval). The change to the District Plan has been sought to create rules around future artificial lighting on the island in order to maintain the existing quality of the dark skies. Depending on the number and nature of submissions received it is expected that a hearing on the proposed changes will be held in early 2020.

61. Ongoing work is occurring on the regional work streams for climate change, biodiversity, landscapes and natural character. The climate change report was presented to Council on 22 May and wider communication of climate change was endorsed. Joint work on the next phases of climate change is currently being scoped. Internal climate change has commenced to inform the initial phase of the next LTP process. Work on the biodiversity, landscapes and natural character projects is ongoing and they are likely to be released in 2020.

62. Council is part of the TA 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. Consultation on both of these work streams is anticipated to occur between September and November 2019.

Services and Assets

Group Managers Update

63. As we embark on a new financial year our focus is starting to shift towards early 2020 and the recast of the activity management plans. In order to ensure that the value of this planning process is maximised there is a significant amount of work that needs to be completed in the remaining six months of 2019. In particular, there is a raft of strategic documentation that needs to be completed in order to adequately inform the activity management planning process.

64. An example of this is the infrastructure strategy which needs to be revised. This document is a legislative requirement and has previously covered the legislated minimum 30-year period and scope of transport and 3-waters only. With the next iteration to be produced in the coming months, it is anticipated that both the timeline and scope will be revised to incorporate longer term views where appropriate considering the useful lives of the assets, along with integration of community facilities service provision.

65. Other examples include, a review of the Environment Southland Water and Land Plan, a climate change assessment across each of the activities, minimum LoS development for community facilities and condition assessment gathering across a number of asset portfolios. This information is extremely important in ensuring integrity and robustness in the activity management planning process.

66. In addition to the processes above, the community board planning development process will also form a key input into the activity management planning and subsequent works programme development in order to inform the 2031 LTP.

67. Other critical work areas underway include an assessment of the water and waste team's resource capacity, completion of the midyear performance reviews, team business plan development and the recommencement of the community facilities 17A service delivery review.

Property Services

68. Work is almost complete in the review of the Council fixed asset register as the basis of Council's property register. Asset managers are currently finalising the first cut, of whether the properties are strategic or not. For the purposes of this project, the definition of strategic has been expanded to include those community activities committed to and funded as part of the Long Term Plan eg playgrounds. After this stage has been completed, the proposal is to present the register to the Finance and Audit Committee as a step towards identifying a Council list of surplus properties.

69. Current property agreements that have been finalised of interest are Ringaringa Road deviation, easement agreement with Landcorp for access to and the pipeline on their land for the Kepler disposal field, land acquisition for the Clifden bridge Tourism Infrastructure Fund development, landowner agreement related to the Orawia water take site, as well as a memorandum with the owners on the north side of the Mararoa bridge around ownership divestment. Each of these projects are at differing stages of completion from agreement only, to survey completed to final acquisitions being actioned. Actions have commenced to dispose of the Hokonui, and Menzies Ferry halls as well as transferring the Blackmount and Waianawa community centres to local societies.

Community Facilities

70. Next year's projects have been entered into CAMMS and the project managers assigned. The project managers are now working through the business case phase so that projects can be started as soon as possible in the new financial year. In some cases the project managers will need to consult with the elected members to determine the final scope of some of the projects and in some cases whether or not the project is still required.

71. The work on developing the master data and meta data standards and also minimum levels of service for the community facilities portfolios is progressing. This work will support the activity management plan, team business plan and works programme that will be undertaken later in the year.

72. Further design work, community consultation and sustainable funding options have to be confirmed before a report seeking approval from Council to submit an application to MBIE for funding for the Ulva island and Golden Bay jetty redevelopment from the Tourism Infrastructure Fund is tabled. This is a major project and will represent a substantial commitment for the Stewart Island community and Council.

73. The second biological assessment report on the Winton office/library from K2 Environmental and Biodec has been received and has confirmed the original report findings. Work is now underway to remove internal wall cladding and ceiling panels to provide access so that the extent of the issue can be determined. Once this is done the cost associated with the remedial work will

be able to be identified. In the interim the Winton office\library operation has been moved to the RSA hall.

Strategic Transport

Speed Limit Review

74. This process is still on track as planned with a report being presented to the Services and Assets Committee at the meeting on 7 August before being presented to the subsequent Council meeting, with the objective of starting the formal public consultation process.

District Wide Renewals Programme

75. The road design for the District wide pavement rehabilitation programme for 2019/2020 season is currently being completed with the first tender on track for being released to market around mid-July.

Bridges

76. Geotechnical testing and investigations are currently being undertaken at a number of bridges which are most likely to form part of the accelerated bridge renewal programme over the coming two years. Geotechnical investigations are on track to be completed by the end of July at which point tenders will be put out to market (in August).

77. Council staff have are also engaged in discussion with NZ Transport Agency around the challenges Council faces with the bridge stock. A meeting has been setup up with key NZTA staff in late August to continue with discussions and help establish what Council needs to do in readiness for the next funding application round and beyond (2021 onwards).

Pyramid Bridge Replacement

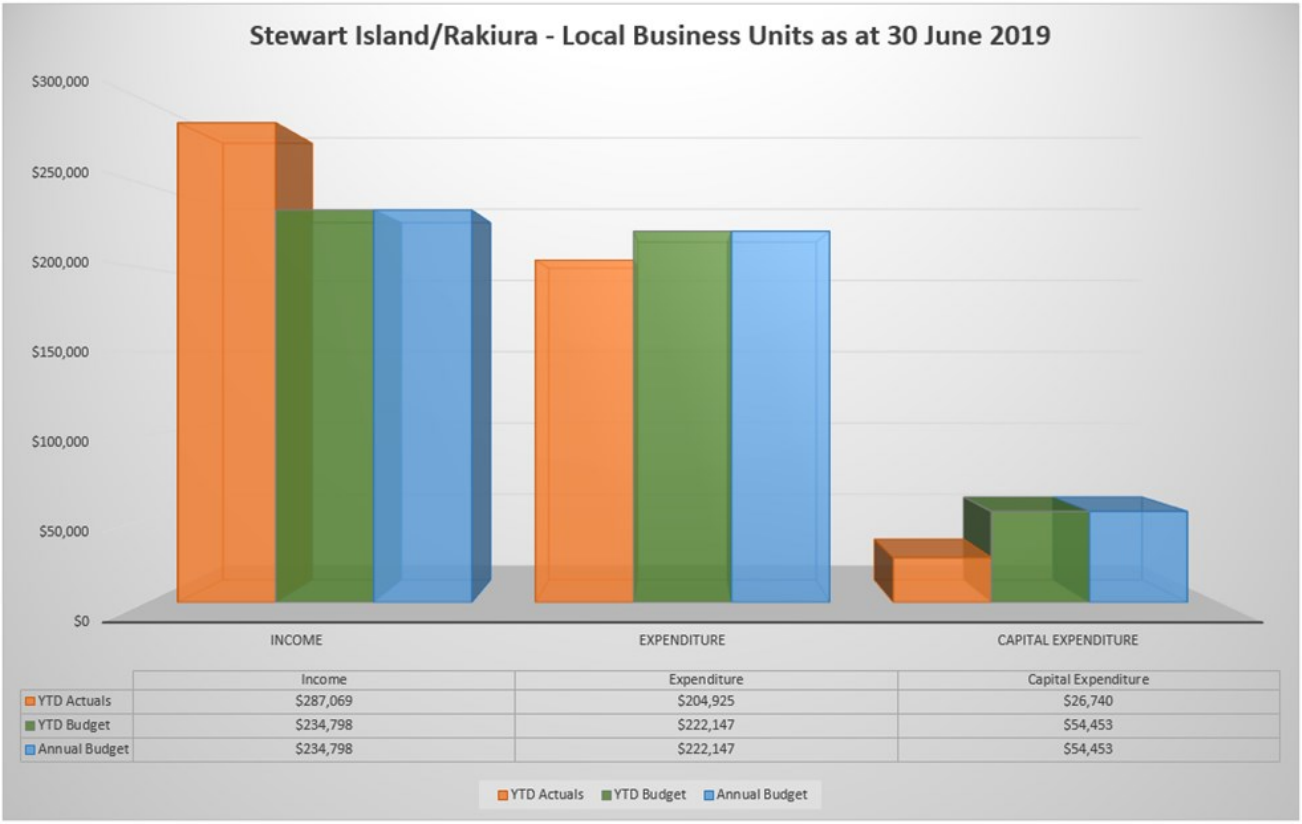
78. Pyramid Bridge is a joint asset between the Gore District Council and Southland District Council. A tender has been awarded to Concrete Structures Ltd for the replacement of this bridge.

Finance

79. Income for the Stewart Island/Rakiura Community Board end of year to 30 June 2019 is $52,271 above budget. In the beautification, streetworks and Moturau gardens unit grant income from the Stewart Island/Rakiura Levy has been transferred. In the operating business unit higher than anticipated income was received for Roadline licence fees.

80. Expenditure for the Stewart Island/Rakiura Community Board is $17,222 under budget to the end of the financial year, 30 June 2019. In the operating costs, Moturau Gardens and cemetery business unit projects expenditure was less than budget. Waste and kerbside costs in the refuse collection business unit were less than anticipated. In the stormwater drain business unit, general maintenance costs were less than anticipated. Mowing costs were less than anticipated in the cemetery business unit. In the beautification unit track maintenance costs were less than anticipated.

81. It should be noted that costs were higher than anticipated in the Traill Park business unit for mowing.



	Income	Expenditure	Capital Expenditure
YTD Actuals	$287,069	$204,925	$26,740
YTD Budget	$234,798	$222,147	$54,453
Annual Budget	$234,798	$222,147	$54,453

Stewart Island/Rakiura - Business Units as at 30 June 2019

BU Code	Business Unit	Income Actual YTD	Income Budget YTD	Income Budget Full Year	Expenses Actual YTD	Expenses Budget YTD	Expenses Budget Full Year	Capital Actual YTD	Capital Budget YTD	Capital Budget Full Year
26600	Administration - Stewart Is	$12,931	$16,097	$16,097	$10,165	$11,695	$11,695			
26602	Operating Costs - Stewart Is	$8,818	$7,300	$7,300	$2,191	$4,569	$4,569			
26607	Street Works - Stewart Island	$18,153	$22,157	$22,157	$9,161	$5,857	$5,857	$26,740	$54,453	$54,453
26610	Refuse Collection - Stewart Is	$113,931	$115,319	$115,319	$111,787	$114,725	$114,725			
26613	Stormwater Drain - Stewart Is	$19,980	$20,020	$20,020	$9,454	$13,940	$13,940			
26625	Cemetery - Stewart Island	$12,343	$12,411	$12,411	$16,105	$20,411	$20,411			
26628	Beautification - Stewart Is	$80,995	$29,053	$29,053	$32,161	$34,822	$34,822			
26629	Moturau Gardens	$12,157	$4,663	$4,663	$1,318	$4,663	$4,663			
26634	Traill Park	$6,188	$6,200	$6,200	$8,817	$7,635	$7,635			
26646	Playground - Waterfront	$1,575	$1,578	$1,578	$3,764	$3,830	$3,830			
Total		$287,069	$234,798	$234,798	$204,925	$222,147	$222,147	$26,740	$54,453	$54,453

Reserve Balances

Stewart Island/Rakiura	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													
Reserve													
Stewart Isl General - RES	168,190	50,523	35,990	43,106	16,949	10,573	16,760	23,117	29,648	36,356	43,246	50,321	53,017
Stewart Isl WasteMgt - OPR	29,324	30,117	30,117	30,936	31,782	32,656	33,559	34,492	35,455	36,450	37,478	38,539	38,539
Total Local Reserve	197,514	80,640	66,107	74,042	48,731	43,229	50,319	57,609	65,103	72,806	80,724	88,860	91,556
Total Local Balance	197,514	80,640	66,107	74,042	48,731	43,229	50,319	57,609	65,103	72,806	80,724	88,860	91,556
Total Stewart Island/Rakiura Reserve Balance	197,514	80,640	66,107	74,042	48,731	43,229	50,319	57,609	65,103	72,806	80,724	88,860	91,556

Recommendation

That the Stewart Island/Rakiura Community Board:

a) Receives the report titled "Council Report" dated 2 August 2019.

Attachments

There are no attachments for this report.

SIESA Monthly Report from PowerNet - June 2019

Record No: R/19/8/14930
Author: Dylan Rabbidge, Commercial Infrastructure Manager
Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision ☐ Recommendation ☒ Information

Purpose

1 The purpose of this report is to provide for your information PowerNet's monthly report for SIESA for the month of June 2019.

Recommendation

That the Stewart Island/Rakiura Community Board:

a) Receives the report titled "SIESA Monthly Report from PowerNet - June 2019" dated 6 August 2019.

Attachments

A SIESA Monthly Report - June 2019 ⇩

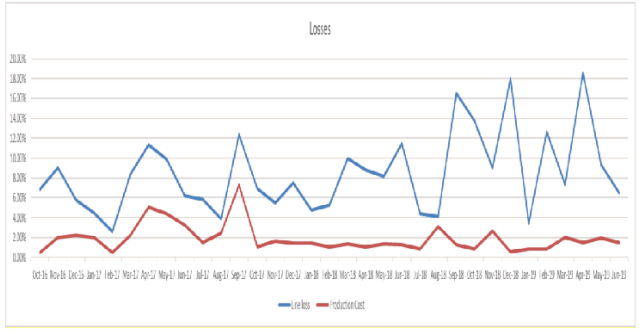
Summary Report – June 2019

PowerNet

PERFORMANCE

EFFECTIVENESS	Outages	Generator Forced Outages	report cycle	0
		Feeder Forced Outages	report cycle	0
		Consumer Outages	report cycle	0
		Planned Outages	report cycle	0
		Station Outages	report cycle	0
	Connections	New Connections	report cycle	2
		Reconnections	report cycle	0
		Disconnections	report cycle	0
	Complaints	Quality of Supply	report cycle	0
		Performance Related	report cycle	0

PEOPLE / CULTURE	Team Safety	Medical Treatment Intervention	report cycle	0
		Lost Time Injury	report cycle	0
		Near Miss	report cycle	0
	Team Health	Days Off (sick day)	report cycle	1
		Annual Leave	report cycle	12 days
	Training	Safety training	report cycle	1
		Health Checks	report cycle	1



The electrical distribution and retail service for SIESA was generally good during June. The sold units were similar to the May sales figures. Line loss is shown as down the previous month's results.

This report covers the calendar month of June. Meter reading was undertaken on the 20th and 21th of the month and all statistical information and graphs are for the period 21st of May through to 20th of June.

Unit 4 returned an oil report showing high copper from a sample taken at the end of May. A sample taken during a service on 14 June has returned a result showing the copper levels are still higher than normal but less than the previous sample. The results of another sample taken on 1 July are not known at this time.

PowerNet recommends that Unit 4 is given a full 6000hr service; Gough's will be asked to price this work for SDC's approval.

Unit 5 has been removed from service as it is running unevenly potentially due to an injector fault. Arrangements are in place for Gough's to assess the problem and carry out repairs.

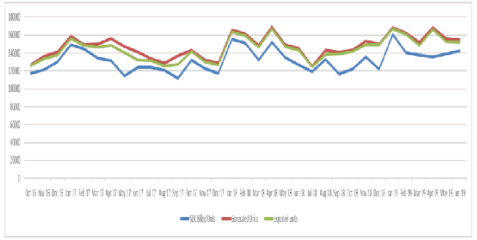
Two new connections were made during the month, one for 2 Degrees at the radio site on Peterson Hill and the other on Elgin Terrace.

There are six uncompleted new connections

- I Wilson, Leask Bay waiting for confirmation of acceptance
- J Hayden-Clarke, Wohler's Road, planning in progress
- K Hicks, Elgin Terrace, planning in progress
- C Hope Miro Cres, not planned as yet
- Gray excelsior Road, not planned as yet
- Dawson / Lewis Hicks Road, not planned as yet

PROJECTS

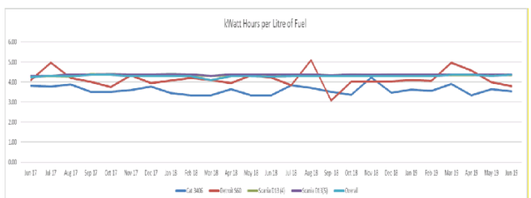
Item	% Complete	Comments
P/O 123647 Meter Replacement	12%	No meters were replaced during June
P/O 139216 Management Fee Operations	100%	Monthly charge
P/O 139229 Distribution Maintenance	Ongoing	Replacements of strain insulators will be continued as opportunities arise
P/O 139230 Generation Maintenance	Ongoing	Unit 5 potentially has a faulty injector, Gough's to investigate' Unit 4 due for 6000hr service
P/O 140194 Distribution line work and transformer install – Main Road	100%	Work complete
P/O 141661 Red tagged pole replacements	100%	Pole replacements complete invoiced in June



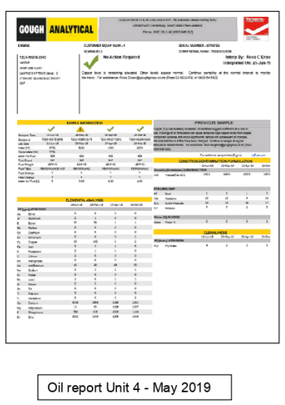
ENGINE MAINTENANCE REPORT

RISK AND STRATEGY UPDATES

	Make / Model	Hours	Hours this Month	Fuel this Month	Kilowatt hours	Last services	Oil Test results
Unit 1	CAT 3406	17769	4	82	290	15/03/2019	**No Sample**
Unit 2	CAT 3408	45620	4	43	160	13/01/2017	**No Sample**
Unit 3	Detroit 60	20624	7	140	530	10/08/2018	**"A"**
Unit 4	Scania D13	5845	749	34383	149709	28/05/2019 14/06/2019	**"B"** **"A"**
Unit 5	Scania D13	9274	19	842	3689	27/04/2019	**"A"**



		Update
Identified Risks	Structures / Poles	The Hicks Rd red tagged pole at the Davis property is still under investigation.
	Transformers	
	Pillar boxes / Link Boxes / Cabling	
	Lines / Insulators	Strain insulator replacements continuing as opportunities arise, recommend SDC undertakes a tree trimming programme
Generation Equipment	Generation Plant	Unit 5 has had an engine failure, Gough's to assess and repair Unit 4 has exceeded 6000 hours, Gough's to assess service requirements
	Control Systems	SCADA and controls are fully operational
	Fuel systems / Plant	Main tanks have been surveyed and a completed report has been forwarded to SDC, replacement options are now being considered by SIESA
	Buildings	The building is in good condition



Oil report Unit 4 - May 2019

Unbudgeted Expenditure for Handrailing at the Intersection of Elgin Terrace and Horseshoe Bay Road

Record No: R/19/7/13943
Author: Ben Whelan, Roading Engineer
Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision ☐ Recommendation ☐ Information

Purpose

1 The purpose of this report is to provide the Stewart Island/Rakiura Community Board with the costs and revenue options for constructing a hand rail next to the footpath along Horseshoe Bay Road between the intersection of Elgin Terrace and Kamahi Road (next to the Red Shed).

Executive Summary

2 An issue was raised when a member of the public slipped and fell at the steep section of footpath. There is currently a wooden rail partly up the hill that stops around 15m short, leaving the remaining section unprotected. This section has been assessed as requiring protection due to the gradient.

3 Fulton Hogan (FH) as the Alliance Maintenance contractor were approached to supply an estimate for the fabrication and installation of a handrail. FH supplied two estimates for galvanised steel pipe handrails. Option 1 with squashed weld joins for approximately $15,600 and Option 2 with scalloped welds for approximately $17,700. Refer to Attachment 1 (Weld Type Photos)

4 Clarification was sought from the New Zealand Transport Agency (NZTA) on obtaining funding assistance. It was agreed that in this instance the standard funding assistance rate of 51% could be applied to the cost utilising current available footpath budget. As a result the funding will be broken down as follows:

Option	Totals Estimate	NZTA Funding Portion (51%)	Community's Funding Portion (49%)
Option 1	$15,600.00	$7,956.00	$7,644.00
Option 2	$17,700.00	$9,027.00	$8,673.00

Recommendation

That the Stewart Island/Rakiura Community Board:

a) Receives the report titled "Unbudgeted Expenditure for Handrailing at the Intersection of Elgin Terrace and Horseshoe Bay Road " dated 7 August 2019.

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) Approves the construction of the handrail between the intersection of Elgin Terrace and Kamahi Road (next to the Red Shed) along Horseshoe Bay Road to the total project value of $18,000 (excl GST).

e) Approves local unbudgeted share of expenditure to the value of $8,820.00 (exl GST) (49%) funded from the Stewart Island general reserves.

Background

5 An issue was raised when a member of the public slipped and fell at the steep section of footpath along Horseshoe Bay Road between Elgin Terrance and Kamahi Road intersection. There is currently a wooden rail further up the hill that stops around 15m short, leaving the remaining section unprotected. This section has been assessed as requiring protection due to the gradient. This has become a larger issue with the increase in tourism on the Island and needs a solution.

6 Fulton Hogan (FH) were approached to supply an estimate for the fabrication and installation of the handrail. FH supplied two estimate for galvanised steel pipe handrails. Option 1 with squashed weld joins for approximately $15,600 and Option 2 with scalloped welds for approximately $17,700. Refer to Attachment 1 (Weld Type Photos).

Scope of Work

7 The scope of the project includes the fabrication and installation of the new galvanised steel handrail. This will include a middle rail, kick rail and painted welds.

8 The physical works also includes the removal and replacement of the small section of current handrail to allow for a contiguous handrail.

9 Fulton Hogan (FH) were approached to supply an estimate for the fabrication and installation of the handrail. FH supplied two estimate for galvanised steel pipe handrails. Option 1 with squashed

weld joins for approximately $15,600 and Option 2 with scalloped welds for approximately $17,700. Refer to Attachment 1 (Weld Type Photos).

Issues

10 The issue is that there is no handrail adjacent to the footpath and therefore segregating the pedestrian from steep embankment as well as a lack of assistance and guidance in relation to the incline of the footpath.

11 As this is a locally funded activity approval is required from the Community Board for the expenditure.

Factors to Consider

Legal and Statutory Requirements

12 Health and Safety legislation applies for the construction phase. There are times when the site will clearly be a work site, such as when Council staff or contractors are carrying out maintenance / construction on site.

13 As a consequence any works carried out will need to be done by an approved Council contractor.

Community Views

14 There has been no specific community consultation on this matter. The project is not included in the LTP. However, this issue has been raised by members of the public.

Costs and Funding

15 Based on discussions with New Zealand Transport Agency (NZTA), it was agreed that in this instance that standard funding assistance rate (FAR) of 51% could be applied to the project.

16 The NZTA portion will come from the current approved footpath budget (roading budget) and the local share will require unbudgeted expenditure approval for the local share (49%).

17 It is proposed that the local share be funded from current Stewart Island general reserve.

18 The funding will be broken down as follows:

Option	Totals Estimate	NZTA Funding Portion	Community's Funding Portion
Option 1	$15,600.00	$7,956.00	$7,644.00
Option 2	$17,700.00	$9,027.00	$8,673.00

Analysis

Options Considered

19 The options are to install a compliant handrail.

Analysis of Options

Option 1 – Install Handrail with Squashed Welds

Advantages	*Disadvantages*
• Will improve safety and accessibility for pedestrians • Cheaper option.	• Welds not as strong as option 2 • Not as ergonomic.

Option 2 – Install Handrail with Scalloped Welds

Advantages	*Disadvantages*
• Will improve safety and accessibility for pedestrians • Stronger and longer lasting option • More ergonomic design.	• Greater upfront costs.

Option 2 – Remain with the status quo

Advantages	*Disadvantages*
• No costs.	• The safety issues will not be resolved.

Assessment of Significance

20 This matter is not considered significant in terms of the Council's Significance and Engagement Policy.

Recommended Option

21 The Southland District Council Transportation Team recommend Option 2 as this will improve safety and accessibility for pedestrians. This will also be a stronger, longer lasting and more ergonomic product.

Next Steps

22 If the Community Board was to accept the recommendations, FH will be engaged to install the rail and provide a programme of the planned completion.

Attachments

There are no attachments for this report.