



Notice is hereby given that a Meeting of the Gorge Road and Districts Community Development Area Subcommittee will be held on:

Date: Monday, 2 September 2019
Time: 1.00pm
Meeting Room: Gorge Road Community Centre
Venue: Factory Road
Gorge Road

Gorge Road and Districts Community Development Area Subcommittee Agenda OPEN

MEMBERSHIP

Chairperson	Ray Waghorn
Deputy Chairperson	Mark Hamill
Members	Rex Botting
	George Kevern
	Gay Munro
	Helen O'Connor
	Councillor Julie Keast

IN ATTENDANCE

Committee Advisor	Fiona Dunlop
Community Partnership Leader	Karen Purdue

Contact Telephone: 0800 732 732
Postal Address: PO Box 903, Invercargill 9840
Email: emailsdc@southlanddc.govt.nz
Website: www.southlanddc.govt.nz

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 Development Area Subcommittees

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

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

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

Community Development Area Subcommittees will provide leadership by:

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

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

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

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

Engagement and representation

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

Financial

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

Rentals and leases

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

Local assets and facilities

- Overseeing the management of local halls and community centres which are owned by Council and where no management committee exists. This will occur by way of relationship with officers of Southland District Council.
 - Appoint a local liaison person responsible for community housing.
-

The Community Development Area Subcommittees can make recommendations to Council on:

Assets and Facilities

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

Rentals and leases

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

Contracts/Tenders

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

Financial

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

Local Policy

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

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

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

Chairperson's Report

Chairperson Waghorn, to report on activities with which he has been involved with since the last meeting of the Subcommittee.

Councillor's Report

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

1 Apologies

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

2 Leave of absence

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

3 Conflict of Interest

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

4 Public Forum

Notification to speak is required by 5pm at least two days before the meeting. Further information is available on www.southlanddc.govt.nz 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 Gorge Road and Districts Community Development Area Subcommittee, 01 July 2019



Gorge Road and Districts Community Development Area Subcommittee OPEN MINUTES

Minutes of a meeting of Gorge Road and Districts Community Development Area Subcommittee held in the Gorge Road Community Centre, Factory Road, Gorge Road on Monday, 1 July 2019 at 1pm (1pm – 1.10pm).

PRESENT

Chairperson	Ray Waghorn
Members	George Kevern
	Councillor Julie Keast

APOLOGIES

Rex Botting
Mark Hamill
Gay Munro

IN ATTENDANCE

Committee Advisor	Fiona Dunlop
Community Partnership Leader	Karen Purdue

There was no quorum present at 1.10pm.

The meeting lapsed at 1.10pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE GORGE ROAD AND DISTRICTS
COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE
HELD ON MONDAY 1 JULY 2019.

DATE:.....

CHAIRPERSON:.....

Rimu Memorial Restoration

Record No: R/19/8/18745

Author: Brendan Gray, Projects Manager

Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The Rimu War Memorial is in need of a restoration to ensure the structure is maintained in a sound condition. Some funding has been made available to progress this work but there is a shortfall which needs discussed and a solution agreed.

Executive Summary

- 2 This report will advise the Gorge Road Community Development Subcommittee (the Subcommittee) of the funding which is available, the amount the Ward Councillors have approved towards the project and the shortfall which will need to be funded by the Subcommittee.

Recommendation

That the Gorge Road and Districts Community Development Area Subcommittee:

- a) **Receives the report titled "Rimu Memorial Restoration" dated 13 August 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) **Agrees with Option 1 to fund the shortfall of \$1,377.50 from the Gorge Road Local Reserves.**
- e) **Chooses Option 2 and will not fund or continue with the project.**

Background

- 3 The Rimu War Memorial is not within the Gorge Road CDA area but has been identified as celebrating names of some members from the Gorge Road area. The Subcommittee sought funding to ensure the memorial is kept in good condition.

Issues

- 4 The monument is not maintained by any other entity and if repairs are not completed the structure will continue to degrade.

Factors to Consider

Legal and Statutory Requirements

- 5 None identified.

Community Views

- 6 This structure is important to the community and celebrations are held at this monument every ANZAC Day.

Costs and Funding

- 7 Funding assistance was sought and \$3,000.00 was granted from the Regional Heritage Trust towards the project. The Ward Councillors have committed \$1,377.50 with the remaining balance (\$1,377.50) still to be funded. Total project costs (quoted by Wainwright & Co Stonemasons) is \$5,755.00.

Policy Implications

- 8 None.

Analysis

Options Considered

- 9 The following options need to be considered.

Analysis of Options

Option 1 – Complete the repairs and fund from the \$1,377.50 from the Gorge Road local reserves

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">Ensures the memorial is kept in sound condition with minimal costs incurred by the CDA	<ul style="list-style-type: none">Small CDA budget

Option 2 – Do not complete the repairs

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">No costs incurred	<ul style="list-style-type: none">Structure will continue to degrade and will cost more in the future to maintain.

Assessment of Significance

- 10 This decision is seen as not significant.

Recommended Option

- 11 The recommended option is 1, to complete the repairs and to fund the shortfall of \$1,377.50 from the Gorge Road Local Reserves.

Next Steps

- 12 Award the work to Wainwright & Co Stonemasons.

Attachments

- A Rimu War Memorial, Oteramika, 15 May 2018 Sheet1(2) [↓](#)

Rimu War Memorial, Oteramika, 15 May 2018
Wainwright Stonemasons

	units	cost	total
Max Estimate			
Labour	48	55	2640
Scaffolding	1	2249.14	2249.14
Weekly Rental	1	146.59	146.59
Travel or Accomodation	6	120	720
Total excluding gst			5755.73

Unbudgeted Expenditure to Complete the Gorge Road Belltower Installation Project - P10010

Record No: R/19/8/19404

Author: Greg Erskine, Community Facilities Contract Manager

Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision

☒ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is to seek approval for unbudgeted expenditure of \$20,236.29 to complete the Gorge Road Belltower Installation Project.
- 2 The bell was saved from the Oteramika church, before it was sold, and has historical significance to the Gorge Road area.

Executive Summary

- 3 The Gorge Road Community Development Area Subcommittee (Subcommittee) does not have financial delegation to approve unbudgeted expenditure of \$20,236.29 and as such, recommends to Council to approve this unbudgeted expenditure.
- 4 The Community Engineer and Subcommittee approved the project for the installation of a belltower at Gorge Road, beside the current War Memorial. This project was adopted in the Council's 17/18 Long Term Plan with a budget of \$10,000.00. Given that the costs are now estimated to total \$30,236.29 this report is necessary.
- 5 It is anticipated the unbudgeted expenditure of \$20,236.29 will be funded from the Gorge Road Local Reserve which has a current balance of \$35,570.00.

Recommendation

That the Gorge Road and Districts Community Development Area Subcommittee:

- a) Receives the report titled “Unbudgeted Expenditure to Complete the Gorge Road Belltower Installation Project - P10010” dated 26 August 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) Agrees and recommends to Council to approve the unbudgeted expenditure of \$20,236.29 for the Gorge Road Belltower Project to be funded from the Gorge Road Local Reserve in order to complete this project.**

Background

- 6 The Community Engineer and Subcommittee approved the project for the installation of a belltower at Gorge Road, beside the current War Memorial. This project was adopted in the Council’s 17/18 Long Term Plan with the budget of \$10,000.00.
- 7 The \$10,000.00 was budgeted from the Waihopai Toetoes Ward Reserves.
- 8 The bell was saved from the Oteramika church, before it was sold, and has historical significance to the Gorge Road area.
- 9 The scope of the approved project was to utilise recycled hardwood beams to build a structure to support the bell.
- 10 Subsequent changes discussed amongst the Subcommittee members significantly changed the scope from the original concept to a concrete precast structure.
- 11 The Community Engineer, at that time, advised the Subcommittee that the project was unachievable within the allocated budget.
- 12 The Subcommittee chose to continue on the path to involve a design engineer, on a pro-bono basis, to complete the design. The design took more than 12 months to be produced. Following the design, pricing has now been completed and tenders received for this work.
- 13 Unfortunately, the estimated total is well outside what was originally budgeted (although the project scope did significantly change).

Issues

- 14 As above, the scope for the installation of the bell has changed significantly, and with it the budget. As such, unbudgeted expenditure is required which this report is seeking to resolve.

Factors to Consider

Costs and Funding

- 15 Prices quoted for the installation of concrete panels (excluding the panel cost) are as follows:
- Downer \$18,206.29
 - SouthRoads \$ 29,592.10
 - Fulton Hogan \$40,620.13
- 16 Estimate for decorative panels and bell install: \$6,000.00.
- 17 Concrete panels quoted from Stresscrete: \$6,030.00.
- 18 The total cost to complete the project is \$30,236.29, based on the lowest quoted installation price of \$18,206.26, the concrete panel quote, as well as the estimate for decoration/bell install of \$6,000.00.
- 19 The Gorge Road Local Reserve currently has a budget of \$35,570.00.

Analysis

Options Considered

- 20 Either to approve the unbudgeted expenditure, abandon the project or revert to the original scope.

Analysis of Options

Option 1 – Continue with project and fund the balance from Gorge Road Local Reserve

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• The project will be completed for the Gorge Road community.	<ul style="list-style-type: none">• \$20,236.29 will be used from the Gorge Road Local Reserve.

Option 2 – Abandon the project

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• None identified.• Additional funding will not be required.	<ul style="list-style-type: none">• The bell will not be utilised for the purpose it was intended.

Option 3 – Revert to the original project concept utilising recycled hardwood posts (within the \$10,000.00 budget)

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• The project is likely to come within the allocated budget.	<ul style="list-style-type: none">• The structure will be hardwood beams and not a concrete structure and as such will not be as resilient.• The Subcommittee's wishes will not be achieved.

Assessment of Significance

- 21 This report is considered as not significant.

Recommended Option

- 22 Approves expenditure to proceed with Option 1.

Next Steps

- 23 Seek Council approval for unbudgeted expenditure.

Attachments

- A Downer Pricing for panel installation [↓](#)
B Stresscrete quote for precast panels [↓](#)
C Mock up design of bell tower [↓](#)

Request for Quotations -

Section C – Form of Quotation

QUOTATION FOR Installation of concrete panels at Gorge Road War Memorial works.

Contract No. 19/44

To: Southland District Council
15 forth Street
PO Box 903
Invercargill 9840

The party submitting this quotation is: Downer NZ Ltd

The primary contact person is:

Contact person: Sam Bunting

Contact details:

Phone:

Mobile: 021859675

Postal: 159 Liddel St, Invercargill

Email: sam.bunting2@downer.co.nz

Street address:

Our lump sum price to complete the works specified in the request for quotation (RFQ) dated [2/8/19] is
\$ 18,206.29

We confirm that our lump sum price covers all costs in relation to the provision or supply of the works specified by Council in its request, agree to abide by the terms of this request for quotation process and if Council accepts our quotation, agree to the contract terms and conditions as provided by Council.

Our quotation remains valid until [31 Oct 2019].

Further information requested in the RFQ is attached.

Signed by

[Signature] [Sam Bunting])

for and on behalf of the submitting party

Date: 2/8/19



QUOTATION No: IN6858
DATE: 9 July 2019
MESSRS: Southland District Council
15 Forth Street
PO Box 903
Phone: 027 809 6013
Email: brendan.gray@southlanddc.govt.nz
STREET ADDRESS: 169 BOND STREET, INVERCARGILL
PO BOX: 506, INVERCARGILL
TELEPHONE No: 03 218 6709
FACSIMILE No: 03 214 4636

CONTRACT: War Memorial

We have pleasure in offering the under mentioned goods at the prices and on the terms and conditions set out hereunder and overleaf. Should you wish to accept this offer please sign the attached copy (or reverse side) and return to us, together with your delivery requirements.

TO SUPPLY AND DELIVER TO SITE AND NOT UNLOAD, THE FOLLOWING:

(a)	1 No. 300mm Thick Precast Concrete Panel	\$ 3,979 + GST
(b)	2 No. 150mm Thick Precast Concrete Panel	\$ 2,051 + GST

Notes

- 1 This offer does not allow for providing a PS4. A PS4 is available as a variation to this agreement and we must be advised before the project starts to enable a third party Engineer inspection/s to be arranged.
- 2 Any Warranty or PS3 issued by Stresscrete Southland limited will be voided if as per NZS3101 1 & 2 2006 all Rebar Couplers, Threaded Inserts and Flange nuts are not pre-filled with Epoxy Filler as per Ramset Reid "Steel Components Product Range" part No. REIDSCPR2016
- 3 This offer includes a PS3 which will be provided upon receipt of final payment claim.
- 4 A programme for supply must be agreed to at time of accepting our quotation.
- 5 Metalwork and fittings NOT cast into the precast concrete are not included in this quotation.
- 6 Stresscrete will arrange all cast in metal work unless an alternative agreement is made upon acceptance.
- 7 Delivery has been allowed for using standard freight truck and trailer units. Any offloading has not been allowed for. Any unloading/reloading required due to difficult site access has not been allowed for.
- 8 This offer does not allow for **Over Dimension Permits** or other associated costs such as power company escorts. Any Over Dimension Permits etc. required for transport will be treated as a **variation** to this agreement.
- 9 This quotation is based on the provisions of the Construction Contracts Act 2002.
- 10 No onsite crane hire or usage has been allowed for in this quotation.
- 11 The Main Contractor should contact Stresscrete if there is any damage to the precast units prior to removal from our delivery vehicle. The Craneage company and Main Contractor will take responsibility of the precast once the crane is connected to the precast.
- 12 Suitable safe site access for an articulated delivery vehicle shall be provided by the Main Contractor.
- 13 Traffic management plans are the responsibility of the Main Contractor and are not included in this quotation.
- 14 This quotation is for **NIL RETENTIONS** and excludes any **PAY WHEN PAID** clauses.
- 15 Allowed Surface finish is **F4/U3**. Polishing or Paint preparation is not allowed for in this quotation. Concrete is a natural product, consequently there will be colour variations within and between precast units. If a Gib like finish is required then allowance should be made for skim coating the panel faces.
- 16 We have excluded all remedial works to fill and patch lifter recesses, strong back inserts etc.
- 17 Payment claims/invoices will be rendered for product manufactured; whether on site or not.
- 18 This quotation is for a Fixed Lump Sum, except for all steel incorporated within the works, i.e. reinforcing bar, steel strand, cast in work, inserts, lifters and the like, which are subject to increased costs and reimbursed on a justification basis plus margin.
- 19 The commencement of any subsequent work carried out to our precast by a following trade or task, shall be deemed to be acceptance of the surface and Stresscrete will not accept liability for any later claims for making good or re-work to other trades, if the final finished system is found not acceptable.

GST WILL BE CHARGED ADDITIONAL TO THE ABOVE QUOTED PRICE

This quotation has been prepared on the basis of drawing Nos: **A.S Major Consulting, S01P-S02P, 18112, 1/7/18, Issue P**
And in accordance with: specification.
It is made on the basis of terms and conditions contained herein which shall form an integral part of any contract entered into by us and which shall take precedence in the event of any inconsistency with any conditions which may appear on any order or other Contract document. This quotation is valid for acceptance for one month from the quotation date above.

DELIVERY - We have allowed for:

A) Units loaded-free onto truck-our-yard.

B) Units delivered to site as per Clause 10 overleaf, but not unloaded.

We have allowed for delivery in 1 truck and trailer load(s) with a minimum load of 18 tonnes and for trucks to be unloaded within 1.5 hour(s) of agreed arrival at the site road frontage.
Additional loads or waiting time in excess will be charged to your account at a cost of 150 per hour

C) Special conditions (if any) as detailed in covering letter/email.

169 Bond Street, PO Box 506, Invercargill 9840 Phone: (03) 218 6709 Fax: (03) 214 4636 Email: stresscrete@precastconcrete.co.nz

GENERAL CONDITIONS

1. **CONDITIONS:** Where a subcontract agreement is entered into by the company the conditions of this form shall form part of the special conditions of that agreement. In the event of any conflict between these conditions and any other conditions within the subcontract agreement, these conditions shall take precedence.
2. **PROGRAMME:** A programme for supply must be mutually agreed at the same time of placing the order. Every endeavour will be made to satisfy the construction programme, however prior orders must take precedence.
3. **SURFACE FINISH:** Unless otherwise stated in this quotation, all formed surfaces of units shall have an 'off form' finish which may not be completely free from pin holes or mould stain.
4. **CAMBER:** Prestressed concrete floor units designed by the company will have a camber up to SPAN/300 at an age of 2 months after manufacture. Customers should check the expected camber with the company and allow for the effects of this camber. Considerations of these effects should include any additional amount of concrete required to give the specified minimum topping thickness if the floor surface does not follow the profile of the unit, also the consequent effect on floor to ceiling height.
5. **INVOICES:** Invoices will be rendered monthly for mould establishment and units manufactured and stored in our yard or delivered to site.
6. **PAYMENT:** a) Payment to be made in full by the 20th of the month following invoice and any monies not so paid shall bear interest at the current trading bank rate plus 2%. Payment at due date is a condition precedent in subsequent manufacture and/or deliveries.
b) Where customers require delivery of goods to be withheld such goods shall be held at the customer's risk entirely and for the purposes of payment only such goods shall be deemed to be delivered as soon as they are in a deliverable state. Customers shall be liable for storage at \$1.00 per tonne per week in addition to handling and other costs incurred as a consequence of their not adhering to the original or mutually amended delivery schedule.
c) The customer shall not deduct any set-off or contra charges for money claimed to be owing by the company and in such cases shall render a detailed account to the company for its consideration.
d) Where the company enters a subcontract agreement stating that it shall be paid for work done following the receipt by the contractor of the principal's payment, the contractor shall be liable for monies owing if the principal defaults on payment, and in any event within 30 days of the due date for payment by the principal.
7. **RETENTION:** Unless specifically agreed this quotation does not allow for any deduction from payment for retentions. See the Guarantee under Clause 13 below. As an alternative to retentions, we offer a performance bond in the amount of the retention.
8. **FLUCTUATIONS:** Prices quoted are based on current conditions and rates of labour and materials and any fluctuations occurring between the date of quotation and completion of the work shall result in a variation inclusive of overhead and profit margins which may be calculated using a recognised formula. In the absence of agreement to the contrary NZS 3910:2013 will be used.
9. **VARIATIONS:** Schedule rates cannot be assumed to be the basis of any variation. The valuation of variations is to be fairly assessed having regard to the circumstances pertaining.
10. **DELIVERY:** a) Loading or deliveries carried out outside the hours of 7.30am and 4.00pm on weekdays must be by special arrangement and may incur an extra charge.
b) Where the company agrees to deliver goods to site its obligations shall be discharged if it delivers as near to the site as a safe hard public road permits. Where the company's transport contractors are requested to move off safe hard public road surfaces to facilitate unloading, the customer shall take full responsibility and pay any additional transport charge.
c) Where quotation includes delivery the acceptance of the goods concerned shall be deemed to have taken place whereupon delivery a lifting device is attached to the goods and responsibility for the goods shall then pass to the customer. Title of the goods supplied by the company will only pass to the purchaser on receipt of full payment by this company and in the event of non-payment by the due date, the company shall be entitled to enter the customer's premises and retake possession of any of the company's goods.
d) Where quotation is ex-factory, the acceptance of the goods concerned shall be deemed to have taken place when the unit is loaded on transport under the company's crane at the company's yard. Special dunnage or transporting or lifting equipment shall be supplied by the customer.
11. **TERMINATION:** The company reserves the right not to supply if the arrangements for payment or the customer's credit are considered unsatisfactory.
12. **FORCE MAJEURE:** Supply of goods is subject to availability and supply of materials, labour and services. The company shall not be liable for loss or damage caused by non performance resulting from any occurrence beyond the control of the company such as but not limited to, Acts of God, fire, Strike, lockout, labour disturbances, mechanical breakdown, inclement weather, war or hostilities.
13. **GUARANTEE:** a) the precast units are manufactured in accordance with relevant codes and are guaranteed against faulty workmanship.
b) This guarantee shall extend for the contract period and the maintenance period of the contract
c) The guarantee is subject to the following exceptions:
i) That the guarantee shall not include any fading or discolouration of the surface finish.
ii) That the materials and surfaces used which are supplied and not manufactured by us are guaranteed only to the extent of any like guarantee offered by the respective suppliers.
d) The liability of the company in respect of supply of defective goods shall be limited to the repair or re-supply of the goods concerned and in no case shall the company be liable for any consequential loss.
14. **DAMAGES FOR DELAY:** The company will not be liable for any liquidated or other damages in respect of delay unless specific agreement has been reached and recorded in writing and noted on the front of this form.
15. **SUBCONTRACTING:** The company may at its option purchase the whole or any part of the work from recognised specialists in the industry.
16. **DIMENSIONS:** The company shall not be responsible for checking site dimensions and shall incur no liability for any loss or damage resulting from any want of accuracy in regard thereto. Where the company's factory drawings are issued to the customer for checking, two copies will be supplied, one of which must be returned, amended if necessary and marked 'Approved For Manufacture' and signed by the customer.
17. **SPECIFICATIONS:** The company's specifications and tolerances for precast concrete are generally based on the relevant N.Z. Standard. The company shall be entitled to make minor variations in the work as shall be reasonably necessary for the due completion thereof.
18. **LIFTING AND INSTALLATION:** Where lifting devices are specified in the supply contract documents, the company can accept no responsibility for their subsequent behaviour under load. Where lifting devices are not specified and are inserted by the company for convenience of handling under factory conditions only, it shall be under no liability for any damage caused by the use of such devices or their failure under load. The company takes no responsibility and will be under no liability for a customer's propping system or other installation activities and any loss resulting therefrom.
19. **Rompala Clause:** Title to the quoted items shall remain vested in Stresscrete Southland Limited and shall not pass to the MESSRS until the purchase price for the quoted items has been paid in full and received by Stresscrete Southland Limited.

QUOTE NO: **IN6858 – War Memorial**

OFFER BY: **STRESSCRETE SOUTHLAND LIMITED**

SIGNATURE:



DATE: **9 July 2019**

ACCEPTED BY:

SIGNATURE:

DATE:



Financial Report for the year ended 30 June 2019

Record No: R/19/8/19252

Author: Joanie Nel, Management Accountant

Approved by: Anne Robson, Chief Financial Officer

☐ Decision

☐ Recommendation

☒ Information

Summary

- 1 These financial results are subject to review by Audit NZ in September, and therefore may change.

Recommendation

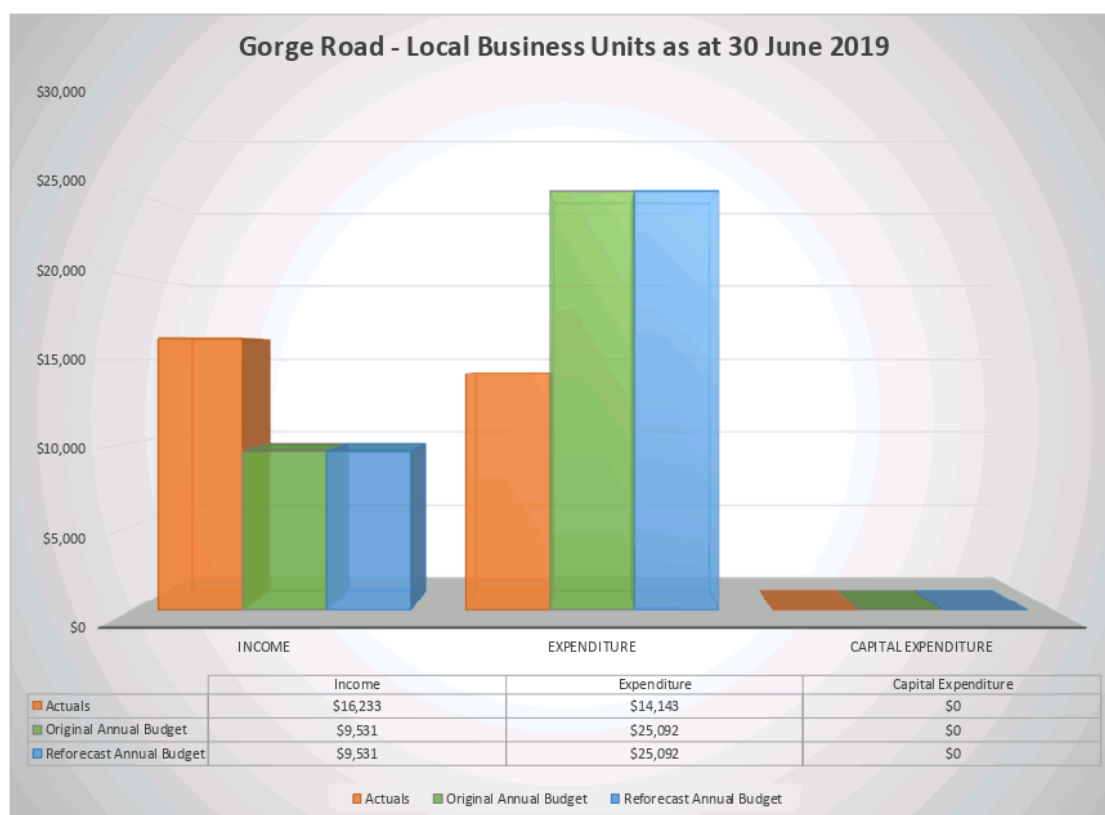
That the Gorge Road and Districts Community Development Area Subcommittee:

- a) **Receives the report titled "Financial Report for the year ended 30 June 2019" dated 22 August 2019.**

Attachments

- A Financial Report to Gorge Road Community Board for the year ended 30 June 2019 [↓](#)
- B Gorge Road Annual Report figures for the year ended 30 June 2019 [↓](#)

Community financial performance for the year



The graph above shows what actually happened (Actuals), what the original budget was (Original annual budget) and then what was expected to occur by year end (Reforecast annual budget) for each of the Income, Expenditure, and Capital Expenditure categories.

The 'Reforecast' totals show the effect of unbudgeted expenditure, projects that have been put on hold or are to be completed in 2019/2020 and/or expected changes to income and operating expenditure over the year.

Monthly reports provided to you by the Community Partnership Leaders compared the actual YTD against reforecast YTD totals.

Any significant variances between the 'Actual' and 'Original budget' totals are explained below. The details are provided in the attached Annual Report figures.



Significant Variances to the Original Annual Budget

Income

Overall income is \$6,702 over budget. At the time of compiling this report the interest on reserves calculation and transfer had not been processed, this has a budget of \$439.

The Administration business unit is \$3,186 over budget due to grants received from the Regional heritage trust and the Community Initiatives Fund. These grants have not been budgeted for.

Recreation Reserve is \$3,511 over budget due to a ward grant received towards the loop track project. This grant was not budgeted for.

Expenditure

Overall operational expenditure is \$10,949 under budget due to underspend in general maintenance costs and general project charges to budgeted costs.

Capital Expenditure

No capital expenditure incurred for the financial year.



Project List

Community projects that were budgeted to be undertaken in the 2018/2019 year are in the table below.

Activity	Project name	Actual cost	AP budget	Status	Officer's comment
DISTRICT LEADERSHIP	Install bell at war memorial	0	10,000	In progress	Awaiting panel design from engineer.
COMMUNITY SERVICES	Loop track	6,628	9,210	In progress	Hedge removal and fence install complete.

Financial Considerations

Development and Financial Contributions

Contributions are collected to fund community growth projects. The use of these funds are considered by Council staff when projects are in the planning stage. Certain policy and legislative requirements must be met before these contributions can be applied to projects.

There are no Development and Financial contributions for your community as at 30 June 2019.



Reserves

Interest has not yet been allocated to the reserve accounts due to the timing of this meeting. Interest will be calculated and allocated to reserves later in August as part of the Annual Report process.

Gorge Road

Schedule of Reserve Balance

		Actual June - 018	Transfers To/(From)	Actual June -019
Local				
Operating Account				
Gorge Road General	88203	36,836.22	3,089.72	39,925.94
		<u>36,836.22</u>	<u>3,089.72</u>	<u>39,925.94</u>
Local Total		<u>36,836.22</u>	<u>3,089.72</u>	<u>39,925.94</u>
Total Gorge Road Reserves		<u>36,836.22</u>	<u>3,089.72</u>	<u>39,925.94</u>

Gorge Road - Financial Report

For the Period Ended June 2019

2018/2019 Financial Year

23900 Administration - Gorge Road

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
Income					
0.00	23900.11152	Grants - General (operating)	(2,608.70)	0.00	0.00%
(3,292.00)	23900.11171	Rates - Collected	(3,275.61)	(3,292.00)	99.50%
0.00	23900.11176	Rates - Adjustments	(16.71)	0.00	0.00%
(439.00)	23900.19151	Internal - Interest on Reserve	0.00	(439.00)	0.00%
(13.00)	23900.19171	Internal Rates Income	(16.71)	(13.00)	128.54%
13.00	23900.19175	Internal Rates offset	0.00	13.00	0.00%
0.00	23900.19186	Internal - Grant Income	(1,000.00)	0.00	0.00%
(3,731.00)			(6,917.73)	(3,731.00)	185.41%
Expenditure					
400.00	23900.21811	Donations	449.25	400.00	112.31%
852.00	23900.21836	Miscellaneous Grant	1,970.00	852.00	231.22%
12,040.00	23900.31542	General Projects	143.48	12,040.00	1.19%
13,292.00			2,562.73	13,292.00	19.28%
9,561.00		Net Operating (Surplus)/Deficit	(4,355.00)	9,561.00	
Capital Movements					
439.00	23900.88202	To-WAIH WD Gorge Rd Gen - OP	4,355.00	439.00	992.03%
(10,000.00)	23900.88203	Ex-WAIH WD Gorge Rd Gen - OP	0.00	(10,000.00)	0.00%
(9,561.00)			4,355.00	(9,561.00)	-45.55%
0.00			0.00	0.00	

23907 Street Works - Gorge Road

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
Income					
(750.00)	23907.11171	Rates - Collected	(746.31)	(750.00)	99.51%
0.00	23907.11176	Rates - Adjustments	(3.81)	0.00	0.00%
(750.00)	23907.19115	Contribution - Ward	(750.00)	(750.00)	100.00%
(4.00)	23907.19171	Internal Rates Income	(3.81)	(4.00)	95.25%
4.00	23907.19175	Internal Rates offset	0.00	4.00	0.00%
(1,500.00)			(1,503.93)	(1,500.00)	100.26%
Expenditure					
1,500.00	23907.35214	Maint - General	62.71	1,500.00	4.18%
0.00	23907.43346	Internal - Work scheme service	50.00	0.00	0.00%
1,500.00			112.71	1,500.00	7.51%
0.00		Net Operating (Surplus)/Deficit	(1,391.22)	0.00	
Capital Movements					
0.00	23907.88202	To-WAIH WD Gorge Rd Gen - OP	1,391.22	0.00	0.00%
0.00			1,391.22	0.00	0.00%
0.00			0.00	0.00	

23932 Recreation Reserve -Gorge Road

23932 Recreation Reserve -Gorge Road

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
Income					
(2,150.00)	23932.11171	Rates - Collected	(2,139.37)	(2,150.00)	99.51%
0.00	23932.11176	Rates - Adjustments	(10.92)	0.00	0.00%
(2,150.00)	23932.19115	Contribution - Ward	(2,150.04)	(2,150.00)	100.00%
(11.00)	23932.19171	Internal Rates Income	(10.91)	(11.00)	99.18%
11.00	23932.19175	Internal Rates offset	0.00	11.00	0.00%
0.00	23932.19186	Internal - Grant Income	(3,500.00)	0.00	0.00%
(4,300.00)			(7,811.24)	(4,300.00)	181.66%
Expenditure					
1,300.00	23932.31527	Mowing	2,210.00	1,300.00	170.00%
9,210.00	23932.35214	Maint - General	4,121.74	9,210.00	44.75%
1,000.00	23932.41118	Depn - Improvement	999.66	1,000.00	99.97%
3,000.00	23932.43346	Internal - CTF Services	4,136.00	3,000.00	137.87%
14,510.00			11,467.40	14,510.00	79.03%
10,210.00	Net Operating (Surplus)/Deficit		3,656.16	10,210.00	
Capital Movements					
(9,210.00)	23932.88203	Ex-WAIIH WD Gorge Rd Gen - OP	(2,656.50)	(9,210.00)	28.84%
(1,000.00)	23932.99511	Add Back Non Cash Depn	(999.66)	(1,000.00)	99.97%
(10,210.00)			(3,656.16)	(10,210.00)	35.81%
0.00			0.00	0.00	

23970 Sewerage Scheme Gorge Road

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
Capital Movements					
0.00			0.00	0.00	0.00%
0.00			0.00	0.00	

Council Report

Record No: R/19/8/19416

Author: Karen Purdue, Community Partnership Leader

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

Chief Executive

3 Waters

1. The government have recently released their initial decisions on the water services review. As expected these include the proposal to establish a new independent water services regulatory agency.
2. The new regulatory agency will have responsibility for enforcing new standards that will be set, for drinking water initially and subsequently for wastewater and stormwater. Formal decisions on the structure, organisational form and responsibilities of the new regulatory agency are to be made by cabinet in September 2019.
3. Other important points to note about the decisions that have been made include:
 - that the new regulatory regime is to be implemented over a five year period with all schemes servicing 500 or more consumers to have drinking water safety plans formally approved within three years
 - the drinking water supply regulatory requirements will cover all drinking water suppliers, irrespective of ownership, except for individual household self-suppliers
 - drinking water suppliers will need to go through an accreditation and 'licencing' process so that they can prove that they have the skills necessary to manage community water schemes
 - a 'multi-barrier' approach to drinking water safety, including mandatory disinfection of water supplies, with exemptions only being provided where the supplier can prove that there are other 'protection mechanisms' in place to manage the risks associated with each scheme. This approach will require the supplier to show that both the treatment system and reticulation system are protected to an adequate level
 - stronger obligations on water suppliers and local authorities to manage risks to sources of drinking water. There is an expectation that regional councils and territorial authorities will work together on these issues
 - strengthened compliance, monitoring and enforcement of drinking water regulation which will include the introduction of a 'wide-ranging' enforcement regime that will expand through to personal liability and criminal enforcement options
 - while regional councils will remain the primary regulators for the environment, there will be stronger central oversight of wastewater and stormwater regulation, including -

- requirements for wastewater and stormwater operators to report annually on a set of national environmental performance measures
 - the development of a new National Environmental Standard for wastewater and stormwater discharges, which will obviously have an influence over the regional council consenting regimes
 - national good practice guidelines for the design and management of wastewater and stormwater networks
 - monitoring of emerging contaminants in wastewater and stormwater, and coordinating national responses where necessary.
4. In relation to private water supplies territorial local authorities will have an obligation to:
- develop an understanding and develop a register of the suppliers of drinking water to communities across their districts – including all non-council supplies, except those owned/operated by the crown, and domestic self-suppliers (standalone households)
 - work collaboratively with the private supplier(s) and regulator to solve any problems that may be identified with a non-council supply
 - ensure that safe drinking water continues to be provided if a sustainable solution to the problems with a private supply are not put in place within a specified timeframe, which will be set by the regulatory agency. One of the ways of meeting this obligation will obviously be for the local authority to assume responsibility for the scheme.
5. The extension of local authority responsibilities to include private suppliers will be a sizeable issue for Southland District given the number and scale of the private schemes that we currently know about. There will be a level of additional cost for local authorities in providing these new functions. At this stage no decisions have been made about how these will be funded but it can be expected that there will be a mixture of user fees and rates input required.
6. The functions of the new water regulatory agency will include:
- sector leadership
 - setting standards
 - compliance, monitoring and enforcement
 - capability building, accreditation and licencing
 - advice and education
 - reporting on the performance of the sector.
7. It is expected that legislation to implement these changes (via a Water Services Bill) will be introduced into parliament in late 2019 with the aim of being passed into law by mid-2020. The bill is expected to go through a select committee process so that there is some opportunity for public input.
8. At this stage the government have not made any decisions on the structural form of local authority water delivery but will be continuing work on the options available in this area and will make decisions in early 2020. This obviously includes the question as to whether the delivery of 3

water services should be removed from local government and put into some other form of ownership/delivery such as a council controlled organisation (CCO).

9. Staff will provide fuller briefings on the implications of the above announcements as we have the opportunity to work through and assess the implications for Southland and the sector as a whole. Council will also need to look at how it provides for the implementation of the new regime and the costs that will be associated with implementing the change as part of the 2020/21 Annual Plan and 2021 Long Term Plan process.

Building Law Reform

10. In early April, MBIE released a discussion paper detailing proposed reforms for the building sector. The changes proposed were intended to address a range of issues ranging from low productivity and inefficient practices and processes, to skills and labour shortages, to poor health and safety.
11. To address these concerns, MBIE 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.
12. The public consultation process in relation to these proposed amendments has now ended with some 470 submissions received. In general there was a good level of support for the changes proposed in the building products area, requiring a guarantee or insurance product to be put in place for residential developments and expanding the use of the building levy for sector stewardship.
13. There were also a number of submissions supporting changes to the liability regime so that it moves from being a 'joint and several' regime to a proportionate liability scheme. This change is seen as being important if local authorities are to move away from a risk averse consenting regime given that they can often be left with responsibility for the failure of other parties involved in the development. The issues relating to the liability of local authorities has been an issue for a number of years, particularly in the wake of the leaky building issues.
14. MBIE will now use the submissions received to put forward to government recommendations on the changes that should be implemented.

Southland Heritage

15. A joint Invercargill City; Gore District and Southland District Council workshop was held in May to brief councillors on the issues that currently exist in relation to the governance and redevelopment of the Southland Museum and Art Gallery (SMAG) and the development of the heritage activity more generally across the Southland region.
16. As a follow-on from this workshop the Invercargill City Council is now proposing that a regional heritage and arts strategy should be developed to guide the future development of the heritage activity across the region including SMAG. It is also proposed that one of the outcomes from this review could be the development of a new governance and ownership structure for SMAG.
17. Council is being asked, as part of a separate order paper item, to provide feedback on the ICC proposals.

Southland Regional Development Agency (Great South)

18. In late July, Great South provided staff with a first draft of their proposed Statement of Intent (SOI) for the 2019/20 financial year. Production of this draft follows on from the Letter of Expectation that was provided by the mayoral forum back in March.
19. Staff from ICC and SDC have been providing feedback on the draft SOI with the intention that there should be a degree of 'mutual support' to enable the document to be finalised in a timely manner. As this is the first SOI to be produced by Great South it is clear that there is a need for a good level of interaction to ensure that the document will meet the shareholder expectations.
20. Once the SOI is finalised it will need to go to the Joint Shareholders Committee and then all of the shareholders for formal endorsement. Once the SOI is endorsed, the attention will then focus on production of purchasing agreements, which will cover the services being explicitly purchased by the four councils.

Customer Support

21. Dog registration is completed for another year, thanks to all the dog owners that registered by the deadline. This year we saw an increased preference from customers to complete this transaction online rather than in person or over the phone. As connectivity in the District improves, our services online will need to meet the demand.

Libraries

22. The library team have continued to provide normal services across the District despite the Winton closure and relocation. The school holiday programs were well received across the District.
23. We have continued to offer the range of programs for library patrons but would love to hear from people not using the library about how we can meet their needs. Please feel free to contact our district library manager, Mark Fraser via email on mark.fraser@southlanddc.govt.nz or via 0800 732 732.

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

Library name	July
Bookbus	340
Lumsden	101
Otautau	103
Riverton	193
Stewart Island	35
Te Anau	400
Winton	451
Wyndham	66

25. We currently have 5209 active library users across the District.
26. 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

Policy and Bylaw Updates

27. 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. The delegations manual, adopted by Council in April 2019, will involve additional updating as staff progress on the terms of reference and delegations for community boards and Council's governance structure for the 2019-2022 term. Strategy and policy staff are also co-ordinating the review of the Procurement Policy and manual.
28. A review of the Board (TAB) Venue and Gambling Venue policies is near completion, with consultation completed and hearings undertaken in July 2019. A final report for adoption will be presented to Council for consideration on 21 August 2019. Council has also 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.
29. Work to investigate a jetties user pay system on Stewart Island/Rakiura has commenced, with draft reports expected to be completed in September 2019. Any changes to fees and charges will need to be consulted on through the Annual Plan 2020/21.
30. A review of Council's speed limits bylaw is underway with an initial report presented to the Services and Assets Committee meeting in early August to recommend to Council the bylaw be made available for public consultation. Council will consider this at their 21 August meeting, where staff propose that formal consultation take place from 29 August to 10 October 2019.
31. Council has begun the review of its combined Local Alcohol Policy in collaboration with Invercargill City Council. Public consultation has closed, with a total of nine submissions

received. A joint committee of councils will conduct hearings in August, with deliberations of a provisional LAP in mid-September which allows time for any appeals. A final recommendation to councils is expected in early 2020.

Community Futures Research and Analysis Work Programme

32. 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. This programme of work includes socio-demographics, climate change, levels of service, rating affordability, land and water plan implications, community assistance and funding, and technological change.
33. 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.
34. New Zealand's population is changing, and 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. Therefore, 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 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.
35. A further update will be provided to the Community and Policy Committee in September 2019. This work programme has a long-term focus to support future decision making in the District and will have a focus over the next 1-5 years with evolving issues for consideration.

Risk Management Framework

36. 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.
37. Since February 2019, work has commenced to transition from the current risk update approach to implementing a new risk management framework. Council's executive leadership team held a workshop in July 2019 to discuss in detail a collective approach to identify and manage Council's strategic risks, before the new risk management reporting approach is presented to the Finance and Audit Committee at its 23 September 2019 meeting.

Corporate Performance Framework

38. 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.
39. 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 late 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.

Annual Plan 2019/2020

40. 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. 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. The Annual Plan was endorsed by the Finance and Audit Committee on 18 June, prior to Council adoption on 19 June 2019.
41. 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. Staff will begin preparing for direction setting reports to Council's nine community boards in the new triennium to begin planning towards LTP 2021-31.

Annual Report 2018/2019

42. The Annual Report timetable key dates approval report was presented to Finance and Audit Committee at their June 2019 meeting. At the end of August the Finance and Audit Committee will be presented with a draft unaudited annual report to consider its release to Audit New Zealand.

Long Term Plan 2031

43. Workshops are scheduled up to October with Council's activity managers to discuss the initial development of Activity Management Plans. Following this, staff will conduct workshops with the new triennium Council to consider options for the future direction of Council activities. The draft financial and infrastructure strategies are currently underway, and should be completed and ready for Council approval by early 2020. The significant forecasting assumptions are currently being developed by staff and these will be reported to Council in August 2019.

Community Leadership

Community Board Plans Development Update

44. The next step of the community board plans project is about to commence with eight workshops scheduled to take place around the District in August/September.
45. The workshops will commence at 6.30pm at the following dates and locations;

26 August	Riversdale Community Centre
27 August	Lumsden Memorial Hall
2 September	Salvation Army, Winton
3 September	Edendale Presbyterian Church Hall
9 September	Otautau Combined Sports Complex
10 September	Riverton RSA
16 September	Waiau Town & Country Club, Tuatapere
17 September	Distinction Hotel, Te Anau.

46. The community leadership team has engaged Rebecca McElrea as an independent facilitator for eight of the community workshops and they are currently working to finalise the content for the workshops.
47. A survey is also being developed for people to complete who are unable to attend the workshops and the community leadership team are also working with the communications team to develop an engagement strategy.
48. The Southland District Council Youth Council are also keen to be a part of this project and wish to create their own survey to be completed specifically by Southland's youth.
49. 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.
50. The completed community board 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.

Environmental Services

Group Managers Update

Animal Control

51. On 1 August there was an incident in Woodlands, where a vehicle hit a cow on a District road. Two people were taken to hospital, and the cow was killed on impact. One of Council's animal control officers assessed the fences, and found that they were satisfactory, and no enforcement action will be taken by Council or the police, other than a general warning. Council staff will be hosting a meeting in September, and a topic for discussion will be the possible sharing of the NZTA mapping system, that tracks stock incidents on State Highways.

Environmental Health

52. The team is working on two separate situations of single occupants living in vehicles – one in a caravan, one in a bus and outbuilding (one in Waianiwa, the other Fortrose). Written agreements have been entered for both, where certain sanitary arrangements are to be provided in the short term, and more suitable arrangements within a couple of years.
53. There are two properties that staff are leading work to reduce the number of cats. Over 10 wild/stray cats are being fed at a property in Riverton, and around 20 cats have been breeding at a property in Ohai after the owner abandoned them (and went into elderly care). We understand there is another property in Nightcaps with similar problems, and likely a number of others as well. Staff will be exploring how Council's Keeping of Animals Bylaw could be used to prevent such situations arising, during the review of the bylaw scheduled for 2020.

Resource Management

Building Solutions

54. A strong focus of the team is working with the sector to improve the information provided and reduce requests for further information and associated delays.

Services and Assets

Group Managers Update

55. The 2019/2020 financial year has kicked off well with a continued focus on works programme delivery. The total approximate capital spend of \$27 million for 2018/2019 fell short of the budgeted \$32 million with an approximate \$5 million carry forward total. However, this is an improvement on previous years, and notably \$2.7 million of this carry forward is associated with the revised Te Anau Wastewater project delivery. The current years' capital works programme commitment of \$46 million is a significant increase on recent previous years. However, approximately 35% of this relates to both Te Anau wastewater and the accelerated bridge replacement programme. Although ambitious, the group will continue to maintain a focus on delivery of this programme.

56. The next 12 month period is pivotal in the lead up to the 2031 LTP. The refresh of the Infrastructure Strategy has commenced and workshops have been established with each of the relevant activity managers to review the forecasting assumptions, the major issues and other relevant content for the strategy. Following the completion of the strategy it will be necessary to review the Levels of Service and subsequent KPIs with a view to finalising these in the lead up to the development of the activity management plans in the first half of 2020.

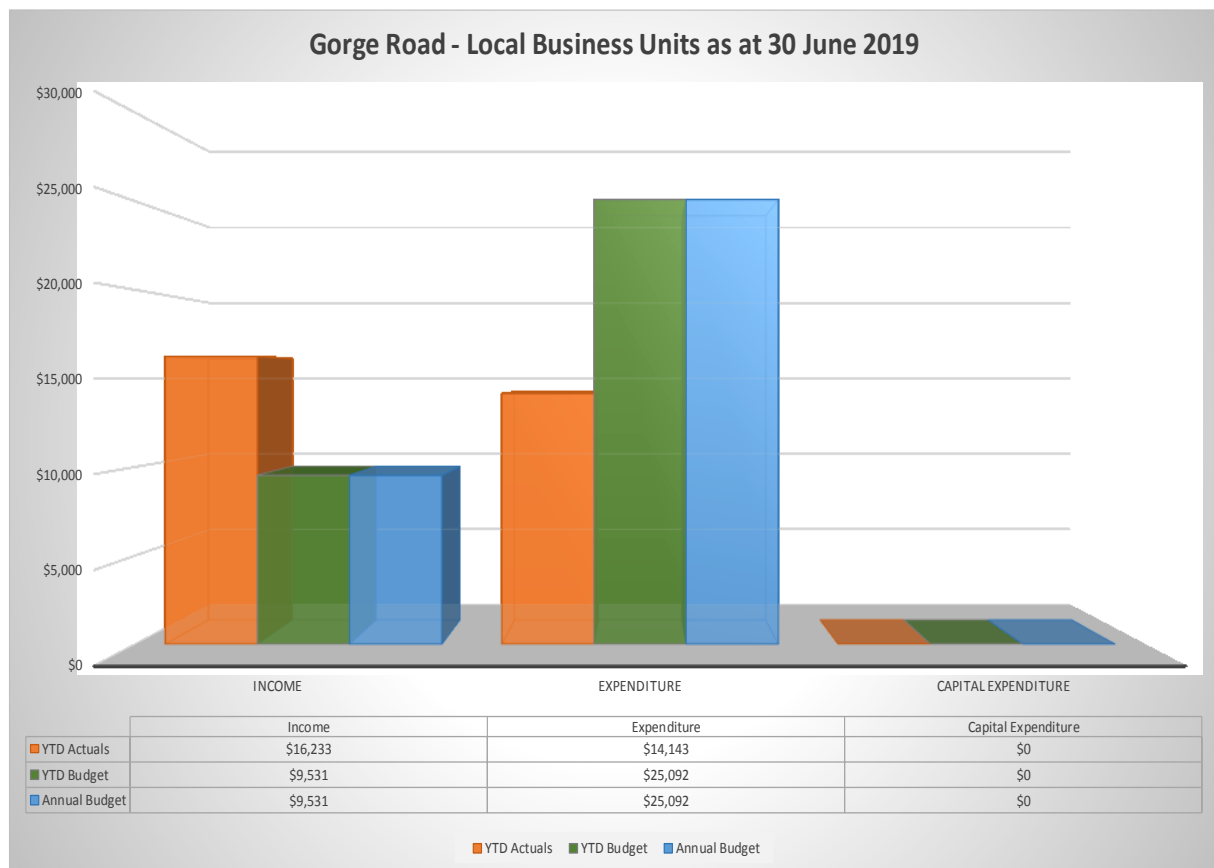
Community Facilities

57. The community facilities team have welcomed Donna O'Neill as the Community Facilities administrator role. Donna will spend the first couple of weeks out and about with the other team members looking at the assets the team manages throughout the District.
58. The project managers are now working through the business case and scoping phases to finalise projects with community board and CDA members. It is already evident that some projects will be removed from the works programme after discussions with elected members.

Finance

59. Income for the Gorge Road and Districts Community Development Area Subcommittee, at year end 30 June 2019 is \$6,702 above budget. This is due to grants received in the administration and recreation reserve business units.
60. It should be noted that end of year interest on reserve payments have not been processed.
61. Expenditure for the Gorge Road and Districts Community Development Area Subcommittee, at year end 30 June 2019 is \$10,949 below budget. This is due to lower than anticipated costs for maintenance in the streetworks and recreation reserve business units for general maintenance. In the administration business unit, lower than anticipated costs were noted for general projects.
62. It should be noted that costs were higher than anticipated in the recreation reserve business unit for mowing and taskforce services.
63. Financial results and reserve balances may NOT be accurate as the end of financial year, 30 June 2019 may still have journals and adjustments to be processed.

Gorge Road and Districts Community Development Area Subcommittee
2 September 2019



Gorge Road - Business Units as at 30 June 2019											
BU Code	Business Unit	Income			Expenses			Capital			
		Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	
23900	Administration - Gorge Road	\$6,918	\$3,731	\$3,731	\$2,563	\$13,292	\$13,292				
23907	Street Works - Gorge Road	\$1,504	\$1,500	\$1,500	\$113	\$1,500	\$1,500				
23932	Recreation Reserve -Gorge Road	\$7,811	\$4,300	\$4,300	\$11,468	\$10,300	\$10,300				
Total		\$16,233	\$9,531	\$9,531	\$14,143	\$25,092	\$25,092	\$0	\$0	\$0	\$0

Reserve Balances

Gorge Road	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													
<i>Operating</i>													
Gorge Road General	36,836	22,275	22,275	17,919	18,388	18,872	19,372	19,889	20,422	20,973	21,542	22,130	22,130
Total Local Operating	36,836	22,275	22,275	17,919	18,388	18,872	19,372	19,889	20,422	20,973	21,542	22,130	22,130
Total Local Balance	36,836	22,275	22,275	17,919	18,388	18,872	19,372	19,889	20,422	20,973	21,542	22,130	22,130
Total Gorge Road Reserve Balance	36,836	22,275	22,275	17,919	18,388	18,872	19,372	19,889	20,422	20,973	21,542	22,130	22,130

Recommendation

That the Gorge Road and Districts Community Development Area Subcommittee:

- a) Receives the report titled “Council Report” dated 24 August 2019.**

Attachments

There are no attachments for this report.