



Council

OPEN MINUTES

Minutes of a meeting of Council held via Zoom (digital technology) on Wednesday, 22 April 2020 at 9am. (9am – 10.36am, 10.57am – 11.55am).

PRESENT

Mayor	Mayor Gary Tong
Deputy Mayor	Ebel Kremer
Councillors	Don Byars
	John Douglas
	Paul Duffy
	Bruce Ford
	Darren Frazer
	George Harpur
	Julie Keast
	Christine Menzies
	Karyn Owen
	Margie Ruddenklau
	Rob Scott

IN ATTENDANCE

Chief Executive	Steve Ruru
Committee Advisor	Fiona Dunlop

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

1. Mayor Tong advised that he had a conflict of interest in relation to Items 8.6 Southland Museum and Art Gallery - Governance Structure Options, 9.1 Southland Museum and Art Gallery - Interim Annual Report and 9.2 Southland Museum and Art Gallery Trust Board Inc. - Draft Statement of Intent to Year Ending 30 June 2021 and would not take part in discussion or voting on them.
2. Councillor Menzies advised that she had a conflict of interest in relation to Items 8.6 Southland Museum and Art Gallery - Governance Structure Options, 9.1 Southland Museum and Art Gallery - Interim Annual Report and 9.2 Southland Museum and Art Gallery Trust Board Inc. - Draft Statement of Intent to Year Ending 30 June 2021 and would not take part in discussion or voting on them.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Council Minutes

Resolution

Moved Mayor Tong, seconded Cr Kremer **and resolved:**

That Council confirms the minutes of the meetings held on 4 March 2020 and 24 March 2020 as a true and correct record of those meetings

Reports - Operational Matters

8.1 Dog Registration Fees for 2020/2021

Record No: R/19/12/29532

Environmental health manager – Michael Sarfaiti, Animal Control Officers – Jill Munro and Stuart Fairbairn and Technical Support Partner – Tracy Irwin were in attendance for this item.

Mr Sarfaiti advised that the purpose of the report was to set the dog control fees for the 2020/2021 year.

The Council noted that the dog control fees must be prescribed from a resolution of Council. Officers recommended an increase to the working dog fee of \$6 to \$36 and the non-working dog fee by \$10 to \$100.

Mr Sarfaiti further advised that to enable the continuation of Council's ability to rehome all unclaimed impounded dogs, staff recommend that Council authorises free fees with respect to Council's authorised rehoming providers, for the first year of the dog's registration.

Resolution

Moved Cr Duffy, seconded Cr Douglas **and resolved:**

That Council:

- a) **Receives the report titled "Dog Registration Fees for 2020/2021" dated 17 April 2020.**
- 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 to set the dog control fees in Attachment A for the 2020/2021 registration year.**
- e) **Agrees to publicly notify the fees during the weeks starting 1 June 2020 and 15 June 2020.**

9.3 Electoral Officer Report on the 2019 Triennial Elections

Record No: R/20/2/4158

Committee Advisor – Alyson Hamilton was in attendance for this item.

Mrs Hamilton advised that the purpose of the report was for Council to receive the report of the Electoral officer Dale Ofoske (Independent Electoral Services Limited) who conducted the 2019 triennial elections for Southland District Council.

The Council noted that the report submitted advised of the various electoral processes undertaken, together with election statistics for the information of Council.

Resolution

Moved Cr Kremer, seconded Cr Harpur **and resolved:**

That Council:

- a) **Receives the report titled “Electoral Officer Report on the 2019 Triennial Elections” dated 17 April 2020.**

8.2 Draft Annual Plan 2020/2021

Record No: R/20/3/8196

Planning and reporting analyst – Shannon Oliver and Financial Accountant – Sheree Marrah were in attendance for this item.

Miss Oliver and Mrs Marrah advised that the purpose of the report was for Council to endorse the progression of work on the Annual Plan 2020/2021.

The Council noted that the Annual plan for 2020/2021 was on the basis of a 2.65% proposed rates increase and that the full document for adoption would be considered at a Council meeting on 23 June 2020.

Resolution

Moved Cr Kremer, seconded Cr Douglas **and resolved:**

That Council:

- a) **Receives the report titled “Draft Annual Plan 2020/2021” dated 17 April 2020.**
- b) **Determines that this matter or decision be recognised as 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) **Endorses that the draft Annual Plan 2020/2021 budgets have been prepared based on reasonable judgement and assumptions and that it considers the projected financial results, including the projected operating deficit for 2020/2021, to be financially prudent given its financial position.**
- e) **Endorses the proposal to progress work on the Annual Plan on the basis of a 2.65% proposed rates increase, noting that while it differs from year three of the LTP, it does not constitute a significant or material change.**

f) Endorses the revised project plan dates as follows:

ANNUAL PLAN KEY TASK	START	END	RESPONSIBILITY
APRIL 2020			
Council meeting on 22 April 2020 - where we have got to now and endorsement to continue including revised key milestone dates	22-Apr-20	22-Apr-20	Project team
Distribute copy of "Annual Plan Information" document to key stakeholders, those on mailing list via email, Facebook and website	30-Apr-20	30-Apr-20	Communications
Compile whole draft Annual Plan document using agreed guidance	22-Apr-20	10-May-20	Project team
MAY 2020			
ELT review of full draft Annual Plan	10-May-20	10-May-20	ELT
Design graphics version of draft Annual Plan	20-May-20	2-Jun-20	Communications
JUNE 2020			
Final checks of designed document	10-Jun-20	12-Jun-20	Project team
Council and Finance and Assurance Committee reports due (note intention to strike rates report also due)	15-Jun-20	15-Jun-20	Project team
Finance and Assurance meeting to recommend adoption of Annual Plan (designed version)	22-Jun-20	22-Jun-20	Project team
Council meeting - Adoption Annual Plan (designed version)	23-Jun-20	23-Jun-20	Project team
Arrange print of final Annual Plan (printers)	23-Jun-20	23-Jun-20	Communications

Add the Annual Plan document to the SDC website	24-Jun-20	24-Jun-20	Communications
Finalise fees and charges booklet, print and deliver on 30 June	24-Jun-20	30-Jun-20	Finance

- g) Endorses the reduction of the Te Anau Airport rate from \$128 (incl GST) to \$67.69 (incl GST) subject to the agreement of the Fiordland Community Board. Noting this reduction is being done by extending the airport loan by one year and deferring the 2020/21 airport loan repayment and by funding the interest charge by adding it to the airport loan balance to be repaid over the life of the loan.**
- h) Recognises that resolution 'g' above, will be inconsistent with Council's Revenue and Financing policy because it is funding an operational cost from a loan and that it would be appropriate for Council to consider recording this as an inconsistent decision made in accordance with section 80 of the Local Government Act 2002 should it confirm this decision in setting the rates for the 2020-21 financial year.**
- i) Notes that this alternative funding is proposed in response to the potential financial impact of Covid-19 on affordability of rates particularly in the Fiordland rating area and that a review of the Revenue and Financing policy will be undertaken as part of its 2021-31 Long Term Plan but at this stage there are no plans to alter the policy to generally allow the funding of operational costs from loans.**

Note that Councillors Owen and Scott requested that their dissenting votes be recorded.

8.3 Great South - Draft Statement of Intent 2020-2021

Record No: R/20/3/6020

GM Community and Futures – Rex Capil was in attendance for this item.

Mr Capil advised that the purpose of the report was for Council to approve the revised guidance and purchasing requirements for Great South given the changes created by the COVID-19 pandemic.

The Council noted that the Southland Regional Development Agency Ltd (trading as Great South), is a limited liability company incorporated under the Companies Act 1993. It operates in accordance with its constitution and is a council controlled organisation as per the Local Government Act 2002 and as such the board is required to produce a statement of intent.

Resolution

Moved Cr Scott, seconded Cr Frazer **and resolved:**

That Council:

- a) **Receives the report titled “Great South - Draft Statement of Intent 2020-2021” dated 17 April 2020.**
- 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) **Notes the progress that has been made since the establishment of Great South and recognises the efforts of the Great South Board in working effectively alongside Council as a shareholder and purchaser of service.**
- e) **Recognises that subsequent to the preparation of the Mayoral Forum letter of expectation and the original Great South draft statement of intent, the COVID-19 pandemic event has occurred and the global impact as a result of this has had an unprecedented effect on the Southland region.**
- f) **Acknowledges that the COVID-19 pandemic event impact is in the response and mitigation phase and has created a volatile and fast changing environment at an international, national, regional, District and local level.**
- g) **Agrees that Great South has a role to play for the Southland region in supporting regional response, recovery, and restart phase initiatives alongside other national and regional partner organisations.**
- h) **Agrees that the Great South Statement of Intent 2020 – 2021 should reflect the changing environment as a result of the COVID-19 pandemic.**
- i) **Acknowledges that as a result of the COVID-19 pandemic event the requirement for Great South to reprioritise and refocus its work programme to respond and this will be different to what was proposed as per the original Mayoral Forum letter of expectation and associated original Great South draft Statement of Intent.**
- j) **Agrees that the principles used to drive the draft statement of intent refocus and realignment process should recognise that Great South:**
 - **has an important role to play, alongside of other agencies, in providing support to Southland communities given its role as a regional development agency**

- will need to collaborate and work with a range of national, regional and District stakeholders in providing support to Southland communities
- should realign its work programme to support the new external environment including new stakeholder needs and priorities and that this will require some reprioritisation of existing workloads and resources
- will need to remain 'nimble' and flexible in its approach to ensure that it can respond quickly to changes that might occur as the COVID-19 pandemic and its associated effects on the economy and different communities unfold
- will need to change existing and/or develop new processes and tools to support delivery of the new priorities
- operate in a transparent and open manner, particularly in regard to the information and resources it utilises to deliver its services.

- k) Confirms as a result of the COVID-19 pandemic event and following a review of its priorities and levels of investment in Great South for 2020 – 2021 to reallocate resource to Great South areas of focus as follows:

Statement of intent 2020 - 2021	Letter of expectation – SDC level of investment	Revised SDC level of investment as a result of COVID-19
Core contribution	\$500,000	\$500,000
Regional economic development	\$200,000	\$100,000
Business support services	\$nil	\$250,000
Regional tourism development	\$210,000	\$100,000
Regional event delivery	\$ 90,000	\$ 50,000

- l) Notes that Council will support District and local community recovery initiatives alongside other external agencies as part of Council's community leadership function and based on the community led development approach.
- m) Delegates to the deputy mayor and chief executive officer authority to provide any final comments to Great South as the redrafted Statement of Intent 2020 – 2021 is finalised and subsequently negotiate and execute the investment agreement for 2020 - 2021.

The meeting adjourned for morning tea at 10.36am and reconvened at 10.57am.

Mayor Tong and all Councillors were present when the meeting reconvened.

8.4 Great South - 2019/20 six monthly report - to 31 December 2019

Record No: R/20/3/6321

GM Community and Futures – Rex Capil was in attendance for this item.

Mr Capil advised that the purpose of the report was to provide the Great South - 2019/20 six monthly report - to 31 December 2019 which reports on performance measures and delivery of outcomes in relation to the targets identified in the Great South statement of intent 2019-2021, and also provided financial statements.

Resolution

Moved Cr Ford, seconded Cr Menzies **and resolved:**

That the Council:

- a) **Receives the report titled “Great South - 2019/20 six monthly report - to 31 December 2019” dated 17 April 2020.**
- b) **Notes the report fulfils the obligations under section 66 of the Local Government Act 2002.**

8.5 Management Report

Record No: R/20/3/8036

Chief Executive – Steve Ruru was in attendance for this item.

Resolution

Moved Mayor Tong, seconded Cr Douglas **and resolved:**

That the Council:

- a) **Receives the report titled “Management Report” dated 8 April 2020.**

Due to a conflict of interest Mayor Tong and Councillor Menzies withdrew from the meeting.

Councillor Kremer as deputy mayor assumed the chair.

8.6 Southland Museum and Art Gallery - Governance Structure Options

Record No: R/19/12/28900

Chief Executive – Steve Ruru was in attendance for this item.

Mr Ruru advised that the purpose of the report was to seek a decision from Council in relation to the a proposal from Invercargill City Council to assume responsibility for the operational management of the Invercargill museum from (Southland Museum and Art Gallery) SMAG and to make Council aware of the need for further work to be progressed to

consider what might constitute the most appropriate ownership and governance structure for the Southland Museum and Art Gallery building and collection.

The Council noted that at the meeting on 21 August 2019 a report addressing issues relating to a proposal to develop a regional heritage strategy and for the Invercargill City Council to assume full responsibility for the day to day operational management of the Southland Museum and Art Gallery was considered and as a result of that meeting staff were asked to report back with an outline of the implications and process that would need to be followed if Council were to come to a view that the ownership of the Southland Museum and Art Gallery assets and redevelopment of the Southland Museum and Art Gallery Museum was to transfer to Invercargill City Council.

Resolution

Moved Cr Ruddenklau, seconded Cr Douglas **and resolved:**

That the Council:

- a) **Receives the report titled "Southland Museum and Art Gallery - Governance Structure Options" dated 17 April 2020.**
- 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) **Council endorse the proposal for the day to day management of the Invercargill museum being transferred to the Invercargill City Council and in doing so note that ultimately it is an issue for the Southland Museum and Art Gallery Trust and Invercargill City Council to resolve.**
- e) **Notes that there is a question relating to ownership of the Invercargill museum building and whether it belongs to the Invercargill City Council or Southland Museum and Art Gallery Trust and recommends to the Trust that it seek to resolve the ownership issue with the Invercargill City Council in a timely way.**
- f) **Notes that work needs to be progressed to address the question of the future ownership of the Southland Museum and Art Gallery Trust collection.**
- g) **Notes that there is a need for further work to be progressed to better define the role of the Southland Regional Heritage Committee and the funding of the heritage activity across the Southland region and that this work is best progressed at a regional level.**

9.1 Southland Museum and Art Gallery - Interim Annual Report

Record No: R/20/3/5868

Chief Executive – Steve Ruru was in attendance for this item.

Mr Ruru advised that the purpose of the report was to present the Southland Museum and Art Gallery interim annual report to 31 December 2019.

The Council noted that the Invercargill City Council had supplied the interim annual report relating to the operations of the Board.

Resolution

Moved Cr Kremer, seconded Cr Scott **and resolved:**

That the Council:

- a) **Receives the report titled “Southland Museum and Art Gallery - Interim Annual Report” dated 17 April 2020.**

9.2 Southland Museum and Art Gallery Trust Board Inc. - Draft Statement of Intent to Year Ending 30 June 2021

Record No: R/20/3/5878

Chief Executive – Steve Ruru was in attendance for this item.

Mr Ruru advised that the purpose of the report was to present the Southland Museum and Art Gallery Board’s draft statement of intent for the year ending 30 June 2021.

The Council noted that the draft statement of intent for the 2020/2021 has been prepared and was being circulated to the stakeholder councils for feedback prior to being finalised by the Board’s trustees.

Resolution

Moved Cr Kremer, seconded Cr Ford **and resolved:**

That the Council:

- a) **Receives the report titled “Southland Museum and Art Gallery Trust Board Inc. - Draft Statement of Intent to Year Ending 30 June 2021” dated 17 April 2020.**
- 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) Provides comment to the Southland Museum and Art Gallery Trust recommending that the trustees should:
- clarify ownership of the museum building with the Invercargill City Council
 - include a set of forecast financial statements in the statement of intent for the next three financial years as required under the Local Government Act 2002.
- e) Provides comment on any other matters relating to the draft statement of intent that it considers appropriate.

Mayor Tong and Councillor Menzies returned to the meeting.

Mayor Tong thanked all for their attendance at this Zoom meeting.

The meeting concluded at 11.55am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE COUNCIL HELD ON WEDNESDAY
22 APRIL 2020.

DATE:.....

CHAIRPERSON:.....