



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

Date: Wednesday, 2 December 2020  
Time: 2pm  
Meeting Room: Manapouri Lakeview Motor Inn  
Venue: 68 Cathedral Drive, Manapouri

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## Fiordland Community Board Agenda OPEN

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### MEMBERSHIP

Chairperson	Sarah Greaney
Deputy Chairperson	Diane Holmes
Members	Mary Chartres
	Benjamin Killeen
	Ryan Murray
	Max Slee
	Councillor Ebel Kremer

### IN ATTENDANCE

Group Manager, Community and Futures	Rex Capil
Committee Advisor	Alyson Hamilton
Community Partnership Leader	Simon Moran
Community Liaison Officer	Megan Seator

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



## Terms of Reference – Community Boards

TYPE OF COMMITTEE	Community board
RESPONSIBLE TO	<p>Council</p> <p>Each community board will have a relationship with the committees in section 8.4.2 to 8.4.5 of the delegations manual based on the scope of the activities/functions delegated to each committee.</p>
SUBCOMMITTEES	As noted in section 8.5 of the delegations manual various subcommittees will report to specific community boards.
LEGISLATIVE BASIS	<p>Resolution made by Council through the representation arrangements as per the Local Electoral Act 2001.</p> <p>Role, status and membership as per subpart 2 of Part 4 of the Local Government Act 2002 (LGA).</p> <p>Treaty of Waitangi as per section 4, Part 1 of the LGA.</p> <p>Opportunities for Maori to contribute to decision-making processes as per section 14 of Part 2 of the LGA. Community boards delegated powers by Council as per schedule 7, clause 32, LGA.</p> <p>Appointment of councillors to community boards as per section 50, LGA.</p>
MEMBERSHIP	<p>Oreti and Waihopai Toetoe Community Boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other community boards have six members plus a member appointed by Council.</p> <p>The chairperson is elected by the community board. Councillors who are not appointed to community boards can only remain for the public section of the community board meeting. They cannot stay for the public excluded section unless the community board agrees.</p>
FREQUENCY OF MEETINGS	Every second month but up to ten ordinary meetings a year
QUORUM	Not less than four members
KEY FUNCTIONS	<ul style="list-style-type: none"> <li>to promote the social, economic, environmental and cultural well-being of local communities and in so-doing contribute to the realisation of Council's vision of one District offering endless opportunities</li> <li>to provide leadership to local communities on the strategic issues and opportunities that they face</li> <li>to be advocates and representatives for their local community and in so doing ensure that Council and other agencies have a clear understanding of local needs and aspirations</li> <li>to be decision-makers on issues that are delegated to the board by Southland District Council</li> </ul>

	<ul style="list-style-type: none"> <li>• to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community</li> <li>• to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs</li> <li>• to recommend the setting of levels of service and budgets for local activities.</li> </ul>
DELEGATIONS	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.<sup>1</sup></p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> <li>1) policies, plans, standards or guidelines that have been established and approved by Council</li> <li>2) the needs of the local communities; and</li> <li>3) the approved budgets for the activity.</li> </ol> <p><b>Power to Act</b></p> <p>The community board will prepare and implement programmes of work, which will be reflected in its community board plan, which are relevant to the purposes of the community board that are consistent with the long term plan and annual plan processes of Council. Such programmes are to include budgetary provision for all costs associated with the work.</p> <p><b>Community Well-Being</b></p> <ol style="list-style-type: none"> <li>4) to develop local community outcomes that reflect the desired goals for their community/place</li> <li>5) to monitor the overall well-being of local communities and use the information gathered to inform development of local strategies to address areas of need</li> <li>6) work with Council and the community to develop a community board plan for the community of interest area – working in with any community plans that may exist.</li> </ol> <p><b>Community Leadership</b></p> <ol style="list-style-type: none"> <li>7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest</li> <li>8) identify key issues that will affect their community of interest's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities</li> <li>9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes</li> <li>10) provide a local community perspective on Council's long term plan key performance indicators and levels of service</li> </ol>

<sup>1</sup> Local Government Act 2002, s.53

as detailed in the long term plan, and on local expenditure, rating impacts and priorities.

### **Advocacy**

#### 11) submissions

- a) authority to make recommendations to Council on matters to be considered in submissions Council may make to external organisations' regional or national policy documents, select committees
- b) authority to make submissions to Council or other agency on issues within its community of interest area
- c) authority to make submissions to Council on bylaws and recommend to Council the level of bylaw service and enforcement to be provided, having regard to the need to maintain consistency across the District for all Council bylaws.

#### 12) authority to prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest area, for consideration as part of the long term plan/annual plan process

#### 13) provide comment by way of the formal Annual Plan/Long Term Plan process on relative priorities for the delivery of District services and levels of service within the community board area.

District activities include:

- a) wastewater
- b) solid waste
- c) water supply
- d) parks and reserves
- e) roading
- f) libraries
- g) cemeteries
- h) emergency management
- i) stormwater
- j) public toilets
- k) community housing

#### 14) Council will set the levels of service for District activities – if a community board seek a higher level of service they will need to recommend that to Council and it will need to be funded in an appropriate way (locally).

### **Community Assistance**

#### 15) authority to establish prioritisation for allocation based on an overarching set of criteria from council to guide the scope of the activity

- 16) authority to grant the allocated funds from the Community Partnership Fund
- 17) authority to allocate bequests or grants generated locally consistent with the terms of the bequest or grant fund

### **Northern Community Board**

- 18) make decisions regarding funding applications to the Northern Southland Development Fund. The Northern Community Board may invite a representative of the community of Dipton to take part in the decisions on applications to the Northern Southland Development Fund.

### **Unbudgeted Expenditure**

Approve unbudgeted operating expenditure for local activities of up to \$20,000.

Approve up to a \$20,000 increase in the projected cost of a budgeted capital works project/item that is included in the annual plan/LTP.

Authority to delegate to the chief executive, when approving a project definition/business case, over-expenditure of up to \$10,000 for capital expenditure against the budget detailed in the Annual Plan/LTP.

### **Service Delivery**

#### **Local Activities**

For activities within the local activities category, the community board shall have authority to:

- a) recommend to Council levels of service for local activities having regard to Council budgets within the Long Term Plan and Annual Plan process
- b) recommend to Council the rates and/or user charges and fees to fund the local activities
- c) accept donations of a local asset eg a gas barbeque, park bench, etc with a value of less than \$20,000.
- d) approve project definitions/business cases for approved budgeted capital expenditure up to \$300,000
- e) recommend to the Services and Assets Committee the approval of project definitions/business case and procurement plan for capital expenditure over \$300,000 and/or any unbudgeted capital expenditure
- f) monitor the performance and delivery of the service in meeting the expected levels of service
- g) facilitate the development of local management plans (for subsequent recommendation to Council), where required by statute or in support of District or other plans for reserves, harbours, and other community facilities, except where powers:
  - have been delegated to Council officers; or
  - would have significance beyond the community board's area or otherwise involves a matter of

	<p>national importance (Section 6 Resource Management Act 1991); or</p> <ul style="list-style-type: none"> <li>involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.</li> </ul> <p>Local activities include:</p> <ol style="list-style-type: none"> <li>community leadership</li> <li>local halls and community centres (within Council's overarching policy for community facilities)</li> <li>wharves and harbour facilities</li> <li>local parks and reserves</li> <li>parking limits and footpaths</li> <li>Te Anau/Manapouri Airport (Fiordland Community Board)</li> <li>Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board) <ol style="list-style-type: none"> <li>for the above two local activities only</li> <li>recommend levels of service and annual budget to the Services and Assets Committee</li> <li>monitor the performance and delivery of the service</li> </ol> </li> </ol> <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> <li>authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.</li> </ol> <p>20) naming roads</p> <ol style="list-style-type: none"> <li>authority to decide on the naming for public roads, private roads and rights of way</li> </ol> <p>21) assist the chief executive by providing comment (through the board chairperson) to consider and determine temporary road closures applications where there are objections to the proposed road closure.</p> <p><b>Rentals and Leases</b></p> <p>In relation to all leases and licences of land and buildings for local activities within their own area, on behalf of Council;</p> <ol style="list-style-type: none"> <li>accept the highest tenders for rentals more than \$10,000</li> <li>approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.</li> </ol> <p><b>Environmental management and spatial planning</b></p> <ol style="list-style-type: none"> <li>provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment.</li> <li>recommend to Council the level of bylaw service and enforcement to be provided within the community, having regard to the need to maintain consistency across the District.</li> </ol>
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	<p>24) provide advice to Council and its committees on any matter of interest or concern to the community board in relation to the sale of alcohol where statutory ability exists to seek such feedback.</p> <p>25) provide input into regulatory activities not otherwise specified above where the process allows.</p> <p>26) recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the board has made submissions; ability to provide input to support the development of community planning for a civil defence emergency; and after an emergency event, to provide input and information to support community response efforts.</p>
LIMITS TO DELEGATIONS	<p>No financial or decision making delegations other than those specifically delegated by Council.</p> <p>The community board shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its Long Term Plan/Annual Plan. In accordance with the provisions of section 39(2) of Schedule 7 the board may not incur expenditure in excess of the approved budget.</p> <p><b>Matters which are not Delegated</b></p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> <li>• make a rate or bylaw</li> <li>• acquire, hold or dispose of property</li> <li>• direct, appoint, suspend or remove staff</li> <li>• engage or enter into contracts and agreements and financial commitments</li> <li>• institute an action for recovery of any amount</li> <li>• issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>• institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the community board has made submissions.</li> </ul>
CONTACT WITH MEDIA	<p>The community board chairperson is the authorised spokesperson for the board in all matters where the board has authority or a particular interest.</p> <p>Board members, including the chairperson, do not have delegated authority to speak to the media and/or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The assigned Executive Leadership Team member will manage the formal communications between the board and its</p>



	<p>constituents and for the board in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Southland District Council.</p>
REPORTING	<p>Community boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>The boards maintain bound minute books of their own meetings.</p>



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1 Apologies

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

2 Leave of absence

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

3 Conflict of Interest

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

4 Public Forum

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available on [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz) or phoning 0800 732 732.

5 Extraordinary/Urgent Items

To consider, and if thought fit, to pass a resolution to permit the Community Board 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 Fiordland Community Board, 28 October 2020



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## Fiordland Community Board

### OPEN MINUTES

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Minutes of a meeting of Fiordland Community Board held in the Te Anau Club, Corner Pop Andrew Drive and Jackson Street, Te Anau on Wednesday, 28 October 2020 at 2.02pm.

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#### PRESENT

Chairperson	Sarah Greaney
Deputy Chairperson	Diane Holmes
Members	Mary Chartres
	Benjamin Killeen
	Ryan Murray
	Max Slee

#### APOLOGIES

Councillor Ebel Kremer

#### IN ATTENDANCE

	Councillor Ruddenklau
	Councillor Menzies
	Councillor Frazer
Group Manager, Community and Futures	Rex Capil
Committee Advisor	Alyson Hamilton
Community Liaison Officer	Megan Seator

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1 Apologies

There was an apology from Councillor Kremer.

Moved Ryan Murray, seconded Benjamin Killeen and resolved:

That the Fiordland Community Board accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Max Slee declared a conflict of interest in relation to item 7.11 - Receipt of the March 2020 Luxmore Subdivision Concept Design Report and advised he would take no part in discussion or voting on this matter.

Diane Holmes declared a conflict of interest in relation to item 7.13 - Takahe Restoration Group funding application to the Fiordland Community Partnership Fund and advised she would take no part in discussion or voting on this matter.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Mary Chartres, seconded Deputy Chairperson Holmes and resolved:

That the minutes of Fiordland Community Board meeting held on 26 August 2020 be confirmed as a true and correct record of that meeting.

Reports

7.1 Financial Report for the year ended 30 June 2020

Record No: R/20/10/61312

Transactional accountant - Shelley Dela Llana was in attendance for this item.

Mrs Dela Llana advised the purpose of the report is to present the final financial results and supporting information for the communities located within the Fiordland Community Board area for the year ended 30 June 2020.

Resolution

Moved Max Slee, seconded Benjamin Killeen and resolved:

That the Fiordland Community Board:

- a) **Receives the report titled "Financial Report for the year ended 30 June 2020"** dated 21 October 2020.

## 7.2 Long Term Plan 2031 - Direction Setting Report

Record No: R/20/10/62012

Corporate performance lead - Jason Domigan and Transactional accountant - Shelley Dela Llana were in attendance for this item.

Mr Domigan advised the purpose of the report was for the community board to consider the local budgets for 2021-2031 and to recommend to Council local rates for the year commencing 1 July 2021.

Resolution

Moved Mary Chartres, seconded Ryan Murray recommendations a to c, and d with additions/changes (as indicated with ~~strike through~~ and underline) and resolved:

That the Fiordland Community Board:

- a) **Receives the report titled "Long Term Plan 2031 - Direction Setting Report"** dated 22 October 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) Recommends to Council that the following rates and charges (including GST) for the year commencing 1 July 2021 be included in the Long Term Plan 2031 with additions/changes as follows:

- increase the community partnership fund to a total of \$31,542 (excl GST) with the difference to be funded from the Fiordland Community Board reserve.

<u>Rate</u>	<u>Rate GST inclusive</u>
Fiordland Community Board rate	\$601,836
Fiordland pool rate	<del>\$36,034</del>
	<u>\$15.53 per rating unit</u>
Manapouri-Te Anau airport rate	Per rating unit <del>\$62.92</del>
	<u>\$67.69</u>
Manapouri hall rate	\$15,739

- e) Recommends to Council the setting of the following Manapouri hall fees and charges (including GST) for the year commencing 1 July 2021 for inclusion in the Long Term Plan 2031.

<u>Manapouri Hall fees and charges description</u>	<u>Fee/Charge (GST Incl)</u>
Hall	\$100.00
Meeting room/library (per half day)	\$ 15.00
Library	\$200.00
Community and sports groups	\$ 45.00
Bond (no GST)	\$200.00

- f) Recommends to Council the setting of the following Te Anau Airport Manapouri fees and charges (including GST) for the year commencing 1 July 2021 for inclusion in the Long Term Plan 2031.

<u>Te Anau airport Manapouri fees and charges description</u>	<u>Fee/Charge (GST Inc)</u>
Landing fees (Weight category MCTOW in kg)	
< or = 2,000	\$17.00
2,001 - 4,000	\$34.00
4,001 - 5,700	\$57.00
5,701 - 10,000	\$115.00
10,001 - 20,000	\$230.00
>20,000	\$322.00
Helicopters	\$17.00
Honesty box landing fees (Weight category MCTOW in kg)	
< or = 2,000 (no GST)	\$17.00



2,001 - 4,000 (no GST)	\$34.00
4,001 - 5,700 (no GST)	\$57.00
Helicopters (no GST)	\$17.00
Overnight fee (Weight category MCTOW in kg)	
< or = 2,000	No charge
2,001 - 4,000	No charge
4,001 - 5,700	No charge
5,701 - 10,000	\$57.00
10,001 - 20,000	\$115.00
>20,000	\$172.00
Helicopters	No charge
Ground handling fees	
With baggage	\$322.00
Without baggage	\$241.00
With baggage (two persons assist)	\$339.00
Additional person	\$80.00
Ground power unit assistance (minimum one hour)	\$172.00
After hours call out fees	\$80.00
Security charge (per hour)	\$80.00
Refueling fees	
Standard refueling	\$57.00
Additional person	\$80.00
Function Centre Fees	
Residential/Local ratepayer full day	\$300.00
Residential/Local ratepayer half day	\$200.00
Non-Rate payer	\$500.00
Corporate hire half day	\$400.00
Corporate hire full day	\$600.00
Cancellation fee	\$50.00
Wet weather ceremony hire (refundable if not required)	\$100.00
Bond (refundable/no GST)	\$500.00
Optional contract clean	\$250.00

- g) Identifies any significant issues/priority projects for the local area that need to be included in the Long Term Plan 2031 consultation process to encourage feedback from the local community as listed:

- That local consultation reflects the Community Board Community Futures Plan which has undergone community led consultation. The Community Board has listened to the feedback of the community and reflected these in the development of these local budgets.

### 7.3 Council Policies Under Review - Consultation

Record No: R/20/9/51653

Corporate performance lead - Jason Domigan was in attendance for this item.

Mr Domigan advised that the purpose of the report was to provide information on the four policies that are currently being reviewed by Council.

The policies that will be available for consultation from 4 November 2020 are:

- Significance and Engagement Policy
- Policy on Development and Financial Contributions
- Procurement Policy
- Revenue and Finance Policy.

During discussion officers advised that in paragraph 32 of the report, the amounts which properties in each community board area pays for rates would differ depending on the facilities and infrastructure in the area and levels of service to be provided.

Officers advised that the figures were Stewart Island/Rakiura, Tuatapere Te Waewae and Waihopai Toetoe Community Board areas should be as follows (in bold):

- Stewart Island/Rakiura (~~\$231~~) (**\$146**)
- Tuatapere Te Waewae (urban: \$196; semi-urban ~~\$9~~ **\$98**; rural ~~\$46~~ **\$49**)
- Waihopai Toetoe (urban: \$196; semi-urban ~~\$9~~ **\$98**; rural ~~\$46~~ **\$49**).

#### Resolution

Moved Deputy Chairperson Holmes, seconded Benjamin Killeen recommendations a to c, d with changes (as indicated with ~~strike through~~ and underline) and e and resolved:

That the Fiordland Community Board:

- Receives the report titled "Council Policies Under Review - Consultation"** dated 15 October 2020.
- Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.

- d) ~~Notes that Subject to Council-endorsed-endorsing the draft policies for consultation at its 21 October 2020 meeting and agrees to make~~ determines that it will make a formal submission on the following draft policies:
- Significance and Engagement Policy
  - Policy on Development or Financial Contributions
  - Procurement Policy
  - Revenue and Financing Policy.
- e) Notes that the consultation period would be from 8am, 4 November to 5pm, 4 December 2020.

7.4 Landscapes Project - Review of the Natural Features and Landscapes Chapter of the District Plan

Record No: R/20/10/61135

Team Leader, Resource Management - Marcus Roy was in attendance for this item.

Mr Roy advised the purpose of the report is to inform the Fiordland Community Board about the work the resource management department is doing to identify outstanding natural landscapes and features within the District.

The Board noted Council is undertaking this work:

- to look after our special landscapes for now and for future generations
- legal requirements under the Resource Management Act 1991 to identify and protect our special areas
- Council has asked us to review what is currently in the District Plan relating to landscapes.

Resolution

Moved Mary Chartres, seconded Benjamin Killeen and resolved:

That the Fiordland Community Board:

- a) **Receives the report titled “Landscapes Project - Review of the Natural Features and Landscapes Chapter of the District Plan ” dated 15 October 2020.**

7.5 Community Leadership Report

Record No: R/20/10/60916

Community liaison officer - Megan Seator was in attendance for this item.

Mrs Seator advised the purpose of the report is to update the board on community leadership activities in the board area.

Mrs Seator drew a number of issues to the attention of the board including:

- Sport NZ Community resilience Fund
- Fiordland Community Garden
- Fiordland community orchard
- Communications.

Resolution

Moved Max Slee, seconded Mary Chartres and resolved:

That the Fiordland Community Board:

- a) **Receives the report titled “Community Leadership Report” dated 21 October 2020.**

7.6 Operational Report for Fiordland Community Board

Record No: R/20/9/50412

Group Manager, Community and Futures - Rex Capil was in attendance for this item.

Mr Capil advised the purpose of the report was to update members on the operational activities in the Fiordland board area.

The board requested an update on the upgrade to the town entrance signage and the Lakefront Drive watermain upgrade.

Resolution

Moved Deputy Chairperson Holmes, seconded Max Slee and resolved:

That the Fiordland Community Board:

- a) **Receives the report titled “Operational Report for Fiordland Community Board” dated 20 October 2020.**

7.7 Council Report

Record No: R/20/9/51968

Group Manager, Community and Futures - Rex Capil was in attendance for this item.

Mr Capil drew a number of issues to the attention of the board including:

- Future of local government
- Three Waters reform programme

Resolution

Moved Benjamin Killeen, seconded Mary Chartres and resolved:

That the Fiordland Community Board:

- a) **Receives the report titled “Council Report” dated 14 October 2020.**

7.8 Chairperson's Report

Record No: R/20/9/53095

Chairperson Sarah Greaney presented this report.

Chairperson Greaney drew a number of issues to the attention of the board including:

- Dark skies
- Place DNA project

Members provided an update on their respective portfolios to the meeting.

Resolution

Moved Chairperson Greaney, seconded Deputy Chairperson Holmes and resolved:

That the Fiordland Community Board:

- a) **Receives the report titled “Chairperson's Report” dated 21 October 2020.**

The meeting adjourned at 4.27pm and reconvened at 4.41pm.

7.9 Proposed Naming of Private Road at 914 Takaro Road, Te Anau

Record No: R/20/10/60123

Roading Contract Manager - Nick Lewis was in attendance for this item.

Resolution

Moved Benjamin Killeen, seconded Ryan Murray and resolved:

That the Fiordland Community Board:

- a) **Receives the report titled “Proposed Naming of Private Road at 914 Takaro Road, Te Anau” dated 21 October 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) Approves the naming of the private road section over the property at 914 Takaro Road, Te Anau as TARORA DRIVE.

#### 7.10 Southland District - Wellbeing Indicators Snapshot - August 2020

Record No: R/20/9/52053

Group Manager, Community and Futures - Rex Capil was in attendance for this item.

Resolution

Moved Max Slee, seconded Mary Chartres and resolved:

That the Fiordland Community Board:

- a) **Receives the report titled "Southland District - Wellbeing Indicators Snapshot - August 2020" dated 23 September 2020.**

Max Slee declared a conflict of interest in item 7.11 - Receipt of the March 2020 Luxmore Subdivision Concept Design Report and took no part in discussion or voting or discussion on this item.

#### 7.11 Receipt of the March 2020 Luxmore Subdivision Concept Design Report

Record No: R/20/9/51712

Manager, property services - Kevin McNaught was in attendance for this item.

Mr McNaught advised the purpose of the report is to receive the final Luxmore concept design report initially commissioned in late 2019 and to decide whether to precede with a subdivision consent design change now, or await until the next development is to proceed.

Resolution

Moved Deputy Chairperson Holmes, seconded Benjamin Killeen recommendations a to d, and a new e as indicated and resolved:

That the Fiordland Community Board:

- a) Receives the report titled **"Receipt of the March 2020 Luxmore Subdivision Concept Design Report" dated 21 October 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) Receive the March 2020 Luxmore Subdivision Concept Design Report from WSP Opus International Consultants.
- e) ~~Agrees that no further action be taken at this stage to alter the current consented layout for the residential portion of the Luxmore Development.~~
- e) Request that staff provide a costing of a consenting plan change of the Luxmore Development and provide an unbudgeted expenditure report to the board for approval.

#### 7.12 Unbudgeted Expenditure for Contribution Towards the Manapouri Swimming Pool Heating Upgrade

Record No: R/20/10/62291

Manager, property services - Kevin McNaught was in attendance for this item.

Mr McNaught advised the purpose of the report is for the Fiordland Community Board to authorise further unbudgeted expenditure from the Manapouri Swimming Pool reserve to be used as a contribution towards the Manapouri Swimming Pool Heating Upgrade.

#### Resolution

Moved Mary Chartres, seconded Ryan Murray and resolved:

That the Fiordland Community Board:

- a) **Receives the report titled “Unbudgeted Expenditure for Contribution Towards the Manapouri Swimming Pool Heating Upgrade” dated 21 October 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 contribute as unbudgeted expenditure from the Manapouri Swimming Pool Area Reserve an amount of \$9,000 towards the heating upgrade at the pool.

7.13 Fiordland Community Partnership Fund - September 2020 allocations

Record No: R/20/10/60977

Community Liaison Officer - Megan Seator was in attendance for this item.

Mrs Seator advised the purpose of this report is for the Fiordland Community Board to allocate funding for the September 2020 round of the Fiordland Community Partnership Fund.

Moved Benjamin Killeen, seconded Ryan Murray recommendations a to d.

The motion was put and declared CARRIED.

Moved Max Slee, seconded Benjamin Killeen recommendation e and resolved:

That the Fiordland Community Board:

- e) ~~Approves/Declines~~ a grant of \$2,000 to the Te Anau Community Events Charitable Trust - Enduro to assist with the costs of running the event.

The motion was put and declared CARRIED.

Moved Mary Chartres, seconded Benjamin Killeen recommendation f and resolved:

That the Fiordland Community Board:

- f) ~~Approves/Declines~~ a grant of \$1,000 to the Royal New Zealand Plunket Trust - Te Anau community services to assist with operational expenses.

The motion was put and declared CARRIED.

Moved Benjamin Killeen, seconded Max Slee recommendation g and resolved:

That the Fiordland Community Board:

- g) ~~Approves/Declines~~ a grant of \$2,862 to Fiordland Land Search and Rescue to assist with the purchase of a covered trailer to store transport rescue equipment.

The motion was put and declared CARRIED.

Deputy Chairperson Diane Holmes declared a conflict of interest on the application - Takahe Restoration Group and took no part in discussion or voting on this item.

Moved Benjamin Killeen, seconded Ryan Murray recommendation h and resolved:

That the Fiordland Community Board:

- h) ~~Approves/Declines~~ a grant of ~~\$4,960.54~~ \$2,701 to the Takahe Restoration Group to assist with the repainting and restoration of the Takahe statue.

The motion was put and declared CARRIED.



Moved Mary Chartres, seconded Ryan Murray recommendation i and resolved:

That the Fiordland Community Board:

- i) ~~Approves/Declines~~ a grant of \$3,000 to Waitangi Day Te Anau to assist with the costs of hiring entertainers.

The motion was put and declared CARRIED.

Moved Mary Chartres, seconded Deputy Chairperson Diane Holmes recommendation j and resolved:

That the Fiordland Community Board:

- j) ~~Approves/Declines~~ a grant of \$5,000 to Fiordland Community Events Charitable Trust to contribute with to project costs associated with the climbing wall project.

The motion was put and declared CARRIED.

Moved Max Slee, seconded Benjamin Killeen recommendation k and resolved:

That the Fiordland Community Board:

- k) ~~Approves/Declines~~ a grant of \$1,000 to the Te Anau Community Events Charitable Trust - Tartan festival to assist with costs associated with running the event.

The motion was put and declared CARRIED.

Moved Benjamin Killeen, seconded Deputy Chairperson Diane Holmes recommendation l and resolved:

That the Fiordland Community Board:

- l) ~~Approves/Declines~~ a grant of \$1,000 to the Te Anau Community Events Charitable Trust - Milford Mountain Classic to assist with costs associated with running the event.

The motion was put and declared CARRIED.

Moved Mary Chartres, seconded Ryan Murray recommendation m and resolved:

That the Fiordland Community Board:

- m) ~~Approves/Declines~~ **a grant of \$500 to Santa's Little Helpers to assist with costs of** hiring floats and costumes from the Invercargill Santa Parade.

The motion was put and declared CARRIED.

Moved Benjamin Killeen, seconded Deputy Chairperson Diane Holmes recommendation n and resolved:

That the Fiordland Community Board:

- n) ~~Approves/Declines~~ a grant of \$1,500 to the Te Anau Community Events Charitable Trust-Stabicraft Te Anau Manapouri Fishing Classic to assist with costs associated with running the event.

The motion was put and declared CARRIED.

Moved Ryan Murray, seconded Mary Chartres recommendation o and resolved:

That the Fiordland Community Board:

- o) ~~Approves/Declines~~ a grant of \$5,000 to the Te Anau School to contribute towards funding of a new hall.

The motion was put and declared CARRIED.

Final Recommendation

That the Fiordland Community Board:

- a) **Receives the report titled “Fiordland Community Partnership Fund - September 2020 allocations” dated 15 October 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) Receives applications from the following:
1. Te Anau Community Events Charitable Trust – Enduro
  2. Royal New Zealand Plunket Trust – Te Anau Community Services
  3. Fiordland Land Search & Rescue
  4. Takahe Restoration Group
  5. Waitangi Day Te Anau
  6. Fiordland Community Events Centre Trust
  7. Te Anau Community Events Charitable Trust – Tartan Festival
  8. Te Anau Community Events Charitable Trust – Milford Mountain Classic
  9. **Santa’s Little Helpers**
  10. Te Anau Community Events Charitable Trust – Stabicraft Te Anau Manapouri Fishing Classic
  11. Te Anau School
- e) ~~Approves/Declines~~ a grant of \$2,000 to the Te Anau Community Events Charitable Trust – Enduro to assist with the costs of running the event.
- f) ~~Approves/Declines~~ a grant of \$1,000 to the Royal New Zealand Plunket Trust – Te Anau Community Services to assist with operational expenses.
- g) ~~Approves/Declines~~ a grant of \$2,862 to Fiordland Land Search & Rescue to assist with the purchase of a covered trailer to store and transport rescue equipment.

- h) ~~Approves/Declines~~ a grant of \$4,960.54 ~~\$2,701~~ to the Takahe Restoration Group to assist with the repainting and restoration of the Takahe statue.
- i) ~~Approves/Declines~~ a grant of \$3,000 to Waitangi Day Te Anau to assist with the costs of hiring entertainers.
- j) ~~Approves/Declines~~ a grant of \$5,000 to Fiordland Community Events Charitable Trust to contribute with to project costs associated with the climbing wall project.
- k) ~~Approves/Declines~~ a grant of \$1,000 to the Te Anau Community Events Charitable Trust – Tartan Festival to assist with costs associated with running the event.
- l) ~~Approves/Declines~~ a grant of \$1,000 to the Te Anau Community Events Charitable Trust – Milford Mountain Classic to assist with costs associated with running the event.
- m) ~~Approves/Declines~~ **a grant of \$500 to Santa's Little Helpers** to assist with costs of hiring floats and costumes from the Invercargill Santa Parade.
- n) ~~Approves/Declines~~ a grant of \$1,500 to the Te Anau Community Events Charitable Trust – Stabicraft Te Anau Manapouri Fishing Classic to assist with costs associated with running the event.
- o) ~~Approves/Declines~~ a grant of \$5,000 to Te Anau School to contribute towards the funding of a new hall.

## Public Excluded

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

### Resolution

Moved Deputy Chairperson Holmes, seconded Mary Chartres and resolved:

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

C8.1 Unbudgeted Expenditure Report for Easement Creation Relating to Proposed Realignment of Path from View Street Carpark to Waiau Street Manapouri

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:

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
Unbudgeted Expenditure Report for Easement Creation Relating to	s7(2)(i) - The withholding of the information is necessary to enable the	That the public conduct of the whole or the relevant part of the

Proposed Realignment of Path from View Street Carpark to Waiau Street Manapouri	local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
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That the Group Manager, Community and Futures - Rex Capil, Corporate Performance Lead - Jason Domigan, Roading Contract Manager - Nick Lewis, Transactional Accountant - Shelley Dela Llana, Manager, Property Services - Kevin McNaught, Committee Advisor - Alyson Hamilton be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items as follows: C8.1 Unbudgeted Expenditure Report for Easement Creation Relating to Proposed Realignment of Path from View Street Carpark to Waiau Street Manapouri.

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 5.15pm.

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 5.32pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE FIORDLAND COMMUNITY BOARD  
HELD ON WEDNESDAY, 28 OCTOBER 2020.

DATE: .....

CHAIRPERSON: .....

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## Community Leadership Report

Record No: R/20/11/64500  
Author: Simon Moran, Community Partnership Leader  
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

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### Purpose

- 1 To inform the board of the community leadership activities in the area.

### Recommendation

That the Fiordland Community Board:

- a) **Receives the report titled “Community Leadership Report” dated** 23 November 2020.

### Attachments

- A Fiordland Community Leadership Report [↓](#)



## What's happening in your area

### Community Partnership Fund

The first funding rounds have now closed and distributions of the fund are in the process of being made.

The next funding round for the Fiordland Community Partnership Fund closes on 31 January 2021.

As a result of the recent LTP process, six of Council's nine community boards have agreed to contribute additional funds to their Community Partnership Fund going forward, either through rates or the use of reserves.

### Funding

#### Lottery Covid-19 Community Wellbeing Fund

The Lottery Covid-19 Community Wellbeing Fund will provide one-off grants for community or social initiatives that increase the strength and resilience of communities that are responding to the impacts of Covid-19.

This fund will support hapū, iwi and community organisations that have lost funding or have an increased demand on their services due to the Covid-19 pandemic, and community or social initiatives that strengthen community resilience and respond to the impacts of Covid-19.

There is no closing date for this fund and will keep going until all of the \$40 million has been spent.

#### Upcoming funding deadlines

The following funds are now open for applications which close on 31 March 2021:

- Sport NZ Rural travel fund
- District Heritage fund
- District Initiatives fund
- Ohai Railway Fund
- Northern Southland Development Fund
- Stewart Island Visitor Levy

Application forms are available on Council's website at <https://www.southlanddc.govt.nz/my-council/funding-and-grants-/application-form/>

## Local initiatives

### Fiordland community garden

An official opening for the Fiordland community garden at Memorial Park is being held on 27 November at 5pm. The Fiordland Community Garden Charitable Trust have been regularly informing Council staff with updates as the setup of the garden progresses to ensure compliance.

### Manapouri pool

Staff have been working with members from the new Manapouri Pool Committee to support them to establish themselves as a legal entity in order for them to sign a new operational agreement with Council. Numerous discussions are underway between the pool committee, staff, and Southland Community Law, to ensure their legal structure supports the management of a swimming pool, associated liabilities, and possible ownership.

## What's happening outside your area

### District/regional Initiatives

#### Rakiura Museum Te Puka O Te Waka

The Rakiura Museum, Te Puka O Te Waka, was officially opened on Tuesday, 1 December. This is a major milestone for the Stewart Island/Rakiura community who have been working on this project for 20 years. Funding for the museum has been from major grants, public donations and fundraising efforts. Many in-kind donations and volunteer hours have also contributed to ensure the completion of museum. Thriving Southland

Thriving Southland is a community-led project which seeks to create a healthy environment from the mountains to the sea by supporting catchment groups to deliver positive environmental outcomes. The team from Thriving Southland have started to get out and about in Southland connecting with catchment groups and communities to begin the conversation. The community leadership team have been working alongside the Thriving Southland team to make connections in the community, get the word out, and share community board visions and outcomes.

#### Stewart Island/Rakiura Future Opportunities project

The final report for the Stewart Island Future Opportunities Project has been delivered to MBIE. A report will be presented to the Community and Strategy Committee at their December 9 meeting.

#### Leadership academy

Following on from the success of the Stewart Island/Rakiura Leadership Academy, the Southland Chamber of Commerce are planning to deliver three Leadership programs across the District in 2021. The locations for the workshops are Edendale, Lumsden and Otautau. The first intake is likely to be in March 2021.

## National initiatives

### Regional events fund



The government has recognised the role that events have in domestic travel and have allocated \$50 million to the Regional Events Fund. This money is to support the tourism and events sector, and replace some of the spend lost from international tourists as a result of Covid-19.

The funds are given to International Marketing Alliances (IMAs) and are allocated based on their share of international visitor spending prior to Covid-19. The “Pure Southern Land” IMA (Dunedin, Southland, Waitaki, Clutha) is receiving \$1.5 million and the “Southern Lakes” IMA (Wanaka, Queenstown, Central Otago, Fiordland) is receiving \$8.5 million. The Regional Tourism Organisations (RTOs) within each IMA are responsible for the distribution and spending of this funding.

## Make it stick Southland!

Southland District Council’s online engagement hub [www.makeitstick.nz](http://www.makeitstick.nz) is the place to go to share your feedback. Capturing the views of our community is crucial as we all contribute to evolving Southland to its full potential and as a place we all want to live in.

Make it stick is a digital platform designed to make it easy for the public to find all the engagement and consultation activities available to have a have a say on - a proverbial one-stop-shop if you like.

To ‘make it stick’ is to cause something to be agreed to, embed it in the mind or make a change permanent. So, we reckon the name fits the brief perfectly when it comes to giving the community a chance to be involved and heard.

Utilising Make it stick, we will continue to encourage participation in decision-making processes.

So, spread the word amongst your communities.

## Traffic management qualification changes

Here’s a reminder of the upcoming changes in traffic management regulations.

From 1 January 2021, traffic management plans must be created by a practising temporary traffic management planner (TTMP) with new qualifications from Waka Kotahi NZ Transport Agency.

The standards for these qualifications are rising as of 1 January 2021.

They are designed to ensure that workers have the right training and necessary level of competency to safety and effectively work in their temporary traffic management role.

To keep up to date, go to: <https://www.nzta.govt.nz/.../training-and-competency-model/>

## What’s coming up?

### Strategy and policy

#### Vision 2050 project

The Community and Strategy Committee at the 11 November 2020 meeting endorsed Council staff to undertake the facilitation and development of a Vision 2050 project for the district. The Vision 2050 project is a process that will assist in leading an intergenerational, community wide, collaborative approach to long term planning for the district as a whole. Council recognises the value in the development of the Vision 2050 project in assisting to support the alignment of future council and community aspirations; and increase partnership opportunities with communities and collaboration between agencies. This approach



can assist Council to determine its own strategic direction that aligns with and supports outcomes to achieve the district vision.

### Strategy and development plan

Staff have commenced strategy development work. In November 2020 the Community and Strategy Committee endorsed staff progressing the development of Council's internal strategy development programme late in 2021, once the Vision 2050 project has commenced. This would ensure enough information has been captured through a district vision process to finalise internal strategy development plans, amend the strategic framework, and develop strategy implementation plans.

### Jetty usage – Stewart Island Rakiura

Council at the meeting 18 November 2020 endorsed the charging method of a base fee amount (for each vessel) with an additional charge based on usage to be applied from 1 July 2023 for the setting of Stewart Island Wharf user fees, and following consultation with the Stewart Island/Rakiura Community Board and operators.

### Procurement Policy

Staff have been revising the Procurement Policy and developing a draft procurement manual. The formal consultation period for the policy is from 4 November to 4 December 2020. Submissions will be presented to Council in early 2021. The executive leadership team will adopt a procurement manual that implements Council's policy approach, following adoption of the policy.

### Other policy work

A review of the suite of policies that will inform the Long Term Plan is underway. This includes the Revenue and Financing Policy, the Policy on Development and Financial Contributions, and the Significance and Engagement Policy. The formal consultation period for these policies is from 4 November to 4 December 2020. Submissions will be presented to Council in early 2021. Staff are also working on the asset management, contract management, and risk management policies.

### Stewart Island/Rakiura visitor levy

Strategy and policy are leading the review of the Stewart Island/Rakiura visitor levy. The Community and Strategy Committee endorsed a timeframe for completion of this work at its November 2020 meeting, that included the proposed timeframe for formal consultation regarding any changes to the levy amount to take place in line with the 2022-2023 Annual Plan process.

### Corporate risks

Work began in September 2020 to undertake the in-depth analysis of Council's top corporate risks. Finance and assurance committee members will continue to discuss in detail selected risks from the top 10 corporate risks each quarter. Staff will also begin work on reviewing Council's risk management framework and operational risk register in the up-coming months.

### Annual Report 2019/2020

The Annual Report was adopted by Council on 18 November 2020. The report and Summary Document are available online, and hard copies will be available in December at Council offices and libraries.

### Long Term Plan

The community board direction setting meetings have been completed and the process of developing the overall budgets is now underway. The focus now is to complete the necessary work required to get the draft budgets, consultation document, activity management plans, infrastructure and financial strategies complete for December. The Revenue and Financing Policy, Significance and Engagement Policy, Procurement Policy and Development and Financial Contributions Policy are currently out for public

consultation, and close at 5pm on 4 December 2020. Community boards and members of the public are encouraged to submit on the policies out for feedback.

## Governance and democracy

It has been a busy period for Council, committees and community boards with a number of workshops and additional meetings scheduled to set direction for the 2021 Long Term Plan. The additional workshops and meeting dates have highlighted some areas for improvement and staff are working to document our processes to ensure consistency across the organisation.

## Stakeholder updates

### Sport Southland - **Sport NZ Tū** Manawa Active Aotearoa Fund

This is a fund aimed at providing quality play, active recreation and sport opportunities and experiences for tamariki (children aged 5-11) and rangatahi (young people aged 12-18), in particular those groups that are less active and/or missing out on opportunities.

\$326,028 of the fund will be available in Southland over the next 12 months, to be managed and distributed on Sport NZ's behalf by Sport Southland. The fund covers programme or project delivery (eg venue or equipment hire, transport to event), equipment (as part of a programme or project), officials (where these are an essential component for delivery and delivery staff wages (eg activity leader, co-ordinator). Programmes or projects may be new or already operating, and funding will be provided for up to 12 months.

For further information contact Sport Southland - [tumanawa@sportsouthland.co.nz](mailto:tumanawa@sportsouthland.co.nz) or 03 211 2150. Check the Sport Southland website to check eligibility, funding guidelines, project planning resources and application form.

### Highways South - Waka Kotahi NZ Transport Agency

Road pavement rehabilitation for Southland locations are programmed at key sites in the new year. Drivers and communities can expect to see temporary traffic lights with single lane traffic for a few weeks at these locations:

- two sites are between Mossburn and Centre Hill on SH94. Mossburn bridge about 4km west of Mossburn, and O'Boyle which is 8km out of Mossburn
- SH6, south of Winton (entrance to Sinclair Transport north of Gap Road) starting in January.

Chip sealing is happening on state highways throughout Southland from this week and will continue throughout January - the chip sealing crews will be back at work from the 11<sup>th</sup> January 2021.

Wandering stock on the highways continues to be of concern. If stock is spotted on state highways we encourage calling 0800 4 HIGHWAYS (0800 44 44 49) so that this can be actioned immediately.

**Ohai – Crawford Rail Tunnel update:** Due to continued movement at this location, we have reduced the highway to one lane with temporary traffic lights and a speed restriction in place. Our contractors are drilling and undertaking investigations to confirm failure mode and final design for repair. The site is under constant monitoring.

**Rubbish on state highways:** Rubbish on state highways is an issue we are constantly managing. We are aware that there are groups in the community who organise rubbish pick-ups and appreciate their commitment.

In order to keep these groups safe, we would be grateful if they could contact us prior to arranging rubbish collection on state highways and we can look to support them with traffic management if necessary.

Due to the ongoing issue of rubbish on highways, Highways South have approached and partnered with Waste Net Southland to provide reusable in-car rubbish bags where road users can collect their rubbish in a tidy and manageable way in their car until this can be disposed of in a bin.

A trial of these bags will be available in December for all community boards to use/distribute and we look forward to your feedback on these.

There will be a moratorium on work happening on state highways over the Christmas break, with all work (other than emergency work) closing down by noon on December 23 and commencing again after 9am on January 5. Road users and communities are encouraged to call 0800 4 HIGHWAYS (0800 44 44 49) if they see anything of concern on state highways over this break.

We wish all our Southland communities a safe and happy summer break and look forward to working with you again in the new year.



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## Operational Report for Fiordland Community Board

Record No: R/20/11/67846

Author: Carolyn Davies, Executive Assistant

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

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### Purpose of Report

- 1 The purpose of the report is to update the board on the operational activities in the Fiordland Community Board area.

### Recommendation

That the Fiordland Community Board:

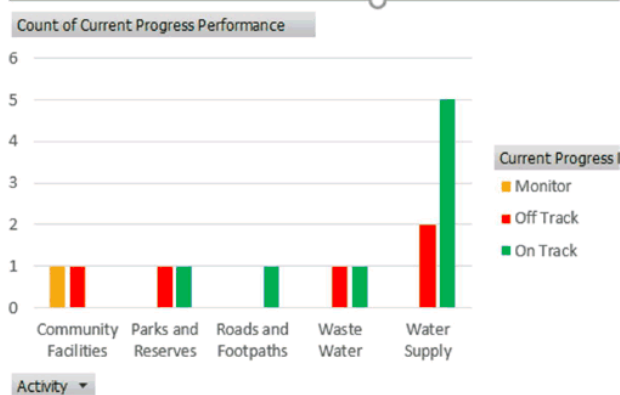
- a) **Receives the report titled “Operational Report for Fiordland Community Board”**  
dated 25 November 2020.

### Attachments

- A Fiordland Community Board Operational Report - 2 December 2020 [↓](#)



## 1. Projects within current 2019/2020 financial year



### CLARIFICATION OF FUNDING SOURCES

Local funded: stormwater, cemeteries, footpaths, SIESA, water structures and community halls.

District funded: water, wastewater, public toilets and roading.

Local or District funded (dependent on service): community facilities, parks and reserves.

ACTIVITY	CODE	NAME	CURRENT PHASE	PROGRESS	BUDGET VALUE	PROJECT CURRENT COMMENT
COMMUNITY FACILITIES	P-10040	Internal repaint and new carpets at Te Anau Library	Pre delivery phase	Off track	\$33,587	This project has been deferred pending the feasibility study being undertaken and a decision being made by Council on the future of the library.



ACTIVITY	CODE	NAME	CURRENT PHASE	PROGRESS	BUDGET VALUE	PROJECT CURRENT COMMENT
<b>COMMUNITY FACILITIES</b>	P-10107	Install CCTV in Te Anau CBD	Delivery phase	Monitor	\$15,070	Met with Fiordland Electrical to finalise pricing and options. Repricing due end of this week and anticipated at least one camera to be installed before Christmas outside the new toilets.
<b>PARKS AND RESERVES</b>	P-10109	Upgrade town entrance signs in Te Anau	Delivery phase	Off track	\$10,000	Three new signs similar to the ones at Manapouri will be created and erected on sites at the three entrances into Te Anau from Manapouri, Mossburn and Milford Sound. Now waiting on NZTA approval to erect these signs on the state highway network.
<b>WATER SUPPLY</b>	P-10121	Preparing consent renewal for Ramparts scheme	Delivery phase	Off track	\$7,063	Project assigned to WSP OPUS.
<b>WASTE WATER</b>	P-10155	Te Anau waste water treatment plant	Delivery phase	On track	\$12,980,330	Both pipeline and SDI construction began on site on 5 October. Both sites progressing well.
<b>WATER SUPPLY</b>	P-10257	Te Anau-Water Mains Quintin Mokoroa renewal	Delivery phase	On track	\$946,674	Quintin Drive - approx 2 weeks behind desired schedule due to inclement weather. Plan is to have finished prior to Christmas. Minor variations completed to date but all within contingency value.



ACTIVITY	CODE	NAME	CURRENT PHASE	PROGRESS	BUDGET VALUE	PROJECT CURRENT COMMENT
<b>WATER SUPPLY</b>	P-10263	Turbidity upgrade WTP- Manapouri	Pre delivery phase	On track	\$1,002,685	Design is progressing, draft report due at start of December.
<b>WATER SUPPLY</b>	P-10264	District Metered Areas - Manapouri	Delivery phase	Off track	\$24,088	Meter is due to be commissioned by mid-December.
<b>WASTE WATER</b>	P-10266	Renewing Sewer Consent at Manapouri	Pre delivery phase	Off track	\$131,072	A request for price is being developed for professional design services.
<b>WATER SUPPLY</b>	P-10271	Install water tank and VSD in Te Anau	Delivery phase	On track	\$52,429	Water and Waste are completing a final scoping meeting with Downer on the week of 30 November. Final scope will then be agreed and priced
<b>WATER SUPPLY</b>	P-10275	Replace backwash pump and other equipment at Te Anau rural	Pre delivery phase	On track	\$19,036	Formal approval has been received for the replacement of the Mt York switchboards. These are programmed for replacement in December.
<b>PARKS AND RESERVES</b>	P-10302	Extend Carpark at Ivon Wilson Park, Te Anau	Delivery phase	On track	\$35,770	Last scheduled wedding occurred 21 November. Project planned to be completed prior to Christmas (carpark sealing may be after Christmas) but construction will be completed.
<b>ROADS AND FOOTPATHS</b>	P-10318	Construct new footpath walkways in Te Anau	Delivery phase	On track	\$77,100	In defects liability period. Some cracking outside of expansion joints to be monitored over the next 2 months and a suitable repair identified if required



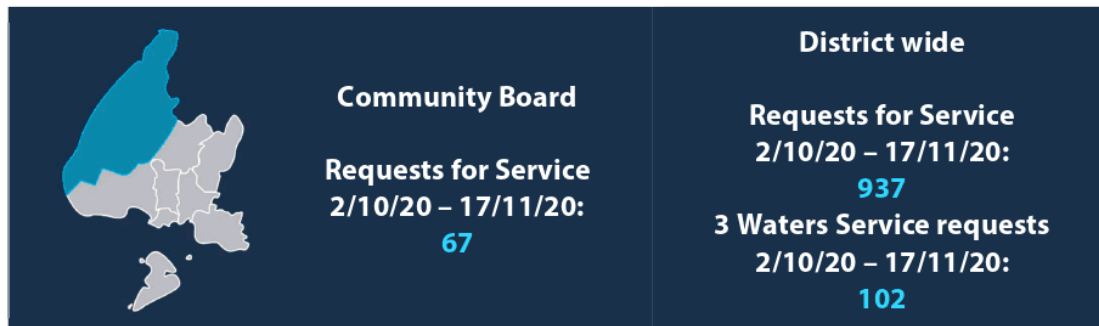


ACTIVITY	CODE	NAME	CURRENT PHASE	PROGRESS	BUDGET VALUE	PROJECT CURRENT COMMENT
<b>WATER SUPPLY</b>	P-10743	Lakefront Drive watermain upgrade - Te Anau	Pre delivery phase	On track	\$1,600,000	Lakefront drive- unlikely to start pre-Christmas due to material supply delays and scope changes by the Fiordland Community Board.

## 2. Service Contracts

CONTRACT NAME	CONTRACT MANAGER COMMENTARY
<b>10/01 – Water and Waste Water Services Operation and Maintenance</b>	The water and waste water contract is operating well. Downers have also been assisting with localised flooding events arising from high rainfall.
<b>17/ 03 – Waimea Alliance</b>	<p>Routine maintenance is ongoing. Township cyclic work is ongoing, and includes minor projects and RFS works.</p> <p>Pre-reseal repairs have been completed for the Waimea Alliance area. Two reseal contracts for the district have started, one with Downers and the other Fulton Hogan.</p> <p>Footpath renewal works are being planned and will go out to tender.</p> <p>The Lower Hollyford Road remains closed from the Marion track carpark due to the extensive damage received from the flooding events earlier in the year, agreements have been made to repair the road in two stages, first being underway for the first 11-12km and the remainder to follow.</p>
<b>20/01 – Cleaning Fiordland, Office, Library and toilets including Lions Park</b>	Minor vandalism occurring in town centre toilet, the water fountain issues at Lions Park are now almost completed.
<b>16/15 – Manapouri township maintenance</b>	Contract operating well.
<b>16/16 – Te Anau township maintenance</b>	No major issues with this contract.

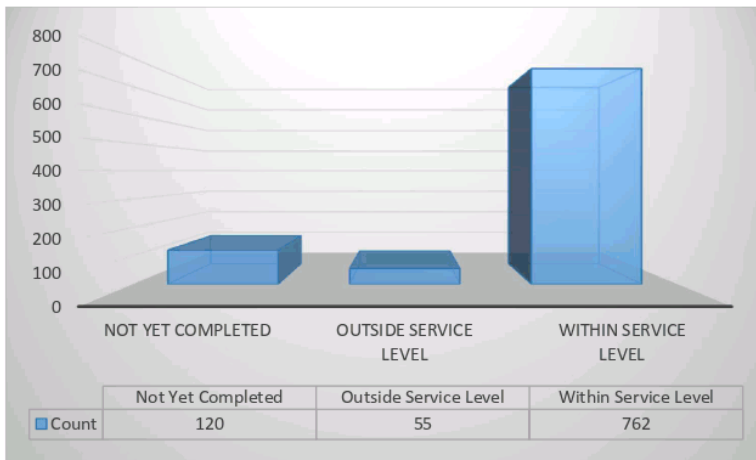
### 3. Request for service data 2 October 2020 – 17 November 2020



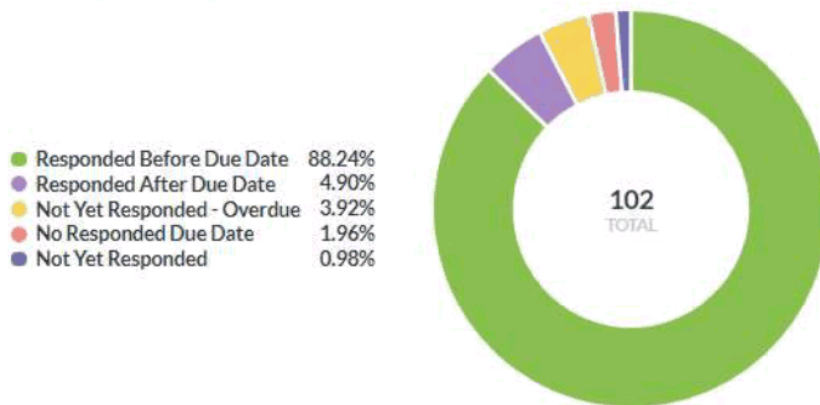
REQUEST TYPE	COUNT
Noise control (not animal noises)	10
Nuisance complaints (odour, vermin, neighbourhood)	1
Parks and reserves r&m	1
Playground repairs and maintenance (safety)	1
Toilet cleaning	1
Toilet repairs and maintenance	1
Information - direction signs (road names, rest area)	1
Rural water - no water supply	1
Rural water asset leak	3
Stormwater general - non urgent	1
Transport - road matters general	1
Urban stormwater (the drain)	2
Water asset leak (main, hydrant, valve, meter)	15
Water no supply	1
Water toby damaged (not safety issue)	2
Water toby leak	8
Water toby location	2
Wheelie bin damaged	1
Wheelie bin new	11
Wheelie bin collection complaints	3
<b>TOTAL</b>	<b>67</b>



### RFS count by completion time status



### IPS Requests, Response Time Status



Note: RFS/SR that were not yet completed or outside the service level were due to factors further investigations/work required and extensions of time to complete the requests.

#### 4. Local finance reporting

<b>Manapouri - Business Units as at 31 October 2020</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Expenses YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>
Administration - Manapouri	\$1,578	\$1,578	\$7,061	\$914	\$1,578	\$4,735			
Operating Costs - Manapouri		\$3,633	\$10,900	\$7,381	\$1,831	\$5,492			
Street Works - Manapouri	\$2,463	\$2,463	\$7,388	\$483	\$4,779	\$14,337			
Refuse Collection - Manapouri	\$5,014	\$5,014	\$15,041	\$3,600	\$5,014	\$15,041			
Stormwater Drainage - Manapouri	\$8,600	\$8,599	\$25,798	\$2,245	\$8,904	\$25,798			
Beautification - Manapouri	\$3,404	\$3,404	\$10,213	\$4,108	\$4,238	\$12,713			
Frasers Beach	\$5,698	\$5,698	\$17,095	\$5,280	\$6,488	\$19,463			
Village Green	\$1,766	\$1,766	\$5,299	\$1,140	\$1,766	\$5,299			
Swimming Pool Area - Manapouri	\$1,536	\$1,536	\$5,411	\$16,746	\$5,975	\$17,924			
Cathedral Drive	\$1,920	\$1,920	\$5,759	\$1,229	\$1,920	\$5,759			
Hall - Manapouri	\$4,762	\$4,512	\$13,663	\$7,821	\$5,308	\$13,663			
<b>Total</b>	<b>\$36,741</b>	<b>\$40,124</b>	<b>\$123,628</b>	<b>\$50,947</b>	<b>\$47,800</b>	<b>\$140,224</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



<b>Te Anau - Business Units as at 31 October 2020</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Expenses YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>
Administration - Te Anau	\$28,618	\$28,251	\$97,988	\$7,545	\$17,742	\$46,227			
Operating Costs - Te Anau	\$31,824	\$29,957	\$90,723	\$8,510	\$17,199	\$82,835			
Street Works - Te Anau	\$31,943	\$31,533	\$94,598	\$18,962	\$44,281	\$132,843	\$73,793	\$34,205	\$102,615
Refuse Collection - Te Anau	\$20,632	\$20,367	\$61,102	\$14,178	\$22,000	\$66,000			
Stormwater Drainage - Te Anau	\$19,520	\$18,734	\$72,225	\$12,080	\$21,030	\$56,203			
Cemetery - Te Anau	\$3,720	\$5,276	\$15,827	\$6,580	\$5,409	\$16,227			
Beautification - Te Anau	\$11,751	\$11,600	\$34,801	\$12,846	\$15,895	\$47,685		\$3,333	\$10,000
Sportsground - Te Anau	\$8,281	\$7,852	\$23,555	\$7,616	\$12,753	\$38,259			
Lakefront	\$9,124	\$9,007	\$27,020	\$6,022	\$9,367	\$28,101			
Parks & Reserves General	\$53,583	\$56,269	\$168,806	\$48,286	\$63,996	\$191,988			\$10,445
Information Kiosk	\$26	\$26	\$78		\$26	\$78			
Luxmore Subdivision		\$1,741	\$44,081	\$3,597	\$2,909	\$3,216			
<b>Total</b>	<b>\$219,024</b>	<b>\$220,612</b>	<b>\$730,803</b>	<b>\$146,222</b>	<b>\$232,607</b>	<b>\$709,662</b>	<b>\$73,793</b>	<b>\$37,538</b>	<b>\$123,060</b>

<b>Fiordland - Business Units as at 31 October 2020</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Expenses YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>
Community Leadership Fiordland	\$0	\$0	\$0	\$10,681	\$10,733	\$65,661	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,681</b>	<b>\$10,733</b>	<b>\$65,661</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>Airports - Business Units as at 31 October 2020</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Expenses YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget Full Year</b>
Manapouri Airport	\$79,687	\$83,421	\$258,208	\$86,555	\$112,066	\$340,904	\$0	\$10,000	\$30,000
<b>Total</b>	<b>\$79,687</b>	<b>\$83,421</b>	<b>\$258,208</b>	<b>\$86,555</b>	<b>\$112,066</b>	<b>\$340,904</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$30,000</b>

Manapouri's operating costs are over budget due to the costs of Darwin's barberry control paid to DOC. The revenue in operating costs are from leases which are paid annually. The swimming pool area is over budget by \$10,771, this is because of a grant of \$15,000 for a solar job at Manapouri pool.

Te Anau's expenditure is down \$86,385 YTD. The administration and operating costs are down due to general projects budgets not being utilised so far this year. The stormwater and streetworks business units are under budget due to limited reactive maintenance being needed to date. Beautification, sports ground and parks and reserves general are under due to lower than budgeted general maintenance and mowing costs. The capital costs in the streetworks business unit relate to footpath works on Aparima Drive, the forecast will be adjusted to better reflect the timing of this project.

Manapouri Airport costs are down due to the effects of COVID 19 and a decision to delay some non-essential work that wasn't needed to maintain certification.

Fiordland costs relate to the board members' salaries.

**Reserve Balances**

<b>RESERVE</b>	<b>30 JUNE 2020</b>	<b>BUDGET 30 JUNE 2021</b>	<b>FORECAST 30 JUNE 2021</b>
Manapouri Hall	\$20,398	\$20,398	\$20,398
Manapouri Fraser's beach	\$43,447	\$43,447	\$43,447
Manapouri General Reserve	\$70,473	\$72,707	\$72,707
Manapouri Swimming Pool	\$24,020	\$26,762	\$2,762
<b>Total – Manapouri</b>	<b>\$158,338</b>	<b>\$163,314</b>	<b>\$139,314</b>
Sandy Brown Loan	(\$91)	(\$256)	\$0
Te Anau Car Park Reserve	\$25,296	\$26,147	\$26,147
Te Anau General	\$786,166	\$778,228	\$675,802
Te Anau Luxmore Subdivision	\$1,063,958	\$1,104,823	\$1,104,823
Te Anau Stormwater	\$520,323	\$536,345	\$536,345
<b>Total – Te Anau</b>	<b>\$2,395,653</b>	<b>\$2,445,287</b>	<b>\$2,343,117</b>
Te Anau Manapouri Airport	\$175,799	\$230,681	\$200,681
<b>Total – Te Anau Manapouri Airport</b>	<b>\$175,799</b>	<b>\$230,681</b>	<b>\$200,681</b>
<b>TOTAL RESERVES</b>	<b>\$2,729,790</b>	<b>\$2,839,282</b>	<b>\$2,839,282</b>





## Council Report

Record No: R/20/11/67095  
Author: Simon Moran, Community Partnership Leader  
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

## Environmental Services

### Group Managers Update

1. Predator Free Rakiura have been successful in receiving funding from central government to assist this project achieve success. We are now in a transition phase preparing to establish a governance and design delivery team. We have lost our project manager and are still supporting the project with significant time from the group manager of environmental services and one of our planners.
2. Emergency Management Southland's Annual Plan 2019/2020 is now out. It was a busy year with the floods in February and Covid responses. Due to the events the budgets went into deficit by \$409,844. Thankfully there was a reserve which had built up over a number of years so that this could be drawn on. Total equity at the end of the financial year 2019/2020 is \$112,291. At the Co-ordinating Executive Group Emergency Management Southland meeting this month it was recommended that the councils look to re-establish this reserve over the next five years. The emergency management team are hopeful to have more Council team members going through the on-line two hour foundation training which will allow them to assist under supervision in the emergency management centre during an event.
3. The Rakiura museum is still on track for opening in December although there is still a good push to ensure all the final touches are put on the displays.

### Building Solutions

4. Council continue to receive a higher volume of consents post Covid-19 lockdown than were received prior with 87 consents received during October 2020 (13% more than were received in October 2019).
5. The team have improved processing timeframes for building consents issued achieving 80.25% compliance for October 2020.
6. Half of the team have attended a two day training course delivered by IANZ to equip and prepare Council staff across all roles in building for the upcoming audit in February 2021.
7. Industry training on the Simpli Portal and GoBuild Inspection Booking App was held in Te Anau and Winton during the month with fantastic feedback from the community.
8. Recruitment for the team leader roles has been very successful with three high calibre applicants now appointed.

9. Recruitment activities for compliance and technical functions will continue in the coming months until all approved roles have been filled.

#### October building consents received

Primary Property Hk Ey → Property Ward	Count	Sum of Application Val...
Mararoa Waimea	35	NZ\$3,713,520.00
Stewart Island Rakiura	2	NZ\$8,000.00
Waiau Aparima	22	NZ\$2,871,725.00
Waihopa Toetoes	11	NZ\$1,357,040.00
Winton Wallacetown	20	NZ\$2,365,000.00

#### Dog Control

10. As at 30 October there are only about 100 dogs that remain to be re-registered. Historically, staff have needed to follow up with dog owners well into the New Year. The main reason was a change in process, the use of e-texts to remind dog owners, followed by the usual escalation process of notice to register, then infringement.
11. The team has met twice recently with other internal stakeholders, reviewing the dog registration process. The aim of this review includes resolving the various problems that arose this year, improving our customer's experience and encouraging more online registration.

#### Environmental Health

12. Very good progress is being made with the freedom camping ambassador service:
- The Department of Conservation (DoC) in Te Anau has appointed a 0.5 FTE ambassador focussing more on conservation land
  - Council has re-appointed Lindsay Stronach as an ambassador focussing on Southland District land in Te Anau and Northern Southland
  - Council has appointed Beth Beale for the Catlins area, who had the same role last year, though employed by DoC at that time
  - Jill Munro will have a support role.
13. The team is working in closely with Catlins Coast Inc with regard to signage following being awarded \$29,000 for signage in the Catlins area through TIF funding.

#### Resource consent

14. Resource consent data for previous few months:
- August – 18 applications received, 29 decisions issued
  - September – 32 applications received, 27 decisions issued
  - October - 30 applications received, 26 decisions issued.

## Services and Assets

### Stewart Island Electrical Supply Authority (SIESA)

15. The Services and Assets Committee approved a new SIESA management agreement with PowerNet, with commencement date 1 October 2020. This contract now has PowerNet Board approval and execution is pending final legal review.
16. Progress on securing either of the two preferred sites for the wind power project has faced setbacks. The viability of alternative turbine site location options is currently being evaluated in order to establish a path forward for land access.

### Forestry (IFS)

17. The financial year 2020/2021 harvesting programme continues out of Waikaia block 4. The crop age is 30 years and estimated tonnes are 19,000 with a forecast return of \$933,000.
18. Pruning and thinning operations in Gowan Hills are pending.
19. The Ardlussa Community Board have proposed establishing mountain bike trails within the Waikaia forest. An MoU between Council and the trust proposed to develop and operate the trail will be established.

### Around the Mountains Cycle Trail

20. The contract for repairs to the trail, associated with the February flood event, was awarded to The Roding Company and work has progressed well but with some weather delays. The original scope is nearing completion.
21. Additional MBIE funding has been gained to repair a flood damaged culvert that was not originally identified and this will be added as a variation to The Roding Company construction contract. The design has been completed.
22. A separate flood event has significantly damaged a section of trail near Centre Hill and a long term solution is being developed to restore the trail and reduce/eliminate the river threat. Given commencement of a new cycle season, a temporary route diversion has been constructed to avoid the washed out section.
23. A community/stakeholder meeting has been held to explore a new governance structure, specific to the trail activity and embark on a 90 day plan to uplift the user experience over the new season.

### Te Anau Manapouri Airport

24. A consultant has prepared a 10 year maintenance works programme which indicates \$1.3 million of pavement rehabilitation capital spending is needed over financial years 2021/2022 and 2022/2023.
25. Maintenance spending need of \$192,000 is indicated for the 2020/2021 year and includes items such as patch repairs and crack sealing.

26. A workshop was held with the Fiordland Community Board to discuss options for management of this asset over the next LTP. The board has requested Council consider rating at a District level to address this increase in capital expenditure need.

## Property

27. With the significant number of Council properties/tenancies to be managed, together with the number of Council and community projects which involve these properties, queries, advice and actions have increased the workloads significantly which means a lot of the work is now required to be prioritised resulting in some work not getting actioned as timely as preferred. This is unfortunate however it's the environment that this and many other departments are working in at the moment.
28. The property disposal of the Ohai bowling club building is almost complete with the acceptance of a tender for removal. Finalising the updated landowner consent for the coastal route boundary adjustments and payment of compensations is also almost complete. Once this is done the legalisation Gazette Notice can be issued. Recently the last two of three electric vehicle (EV) charging stations located on Council land at Tuatapere and Curio Bay became operative to complement the one on Mokonui Street in Te Anau. The other two proposed sites to complete the Southern Scenic Route at Fortrose and Manapouri are to be located on private property.
29. The documents with Landcorp relating to the Kepler disposal field for the pipeline and disposal filed are in the process of being finalised. This includes pipeline and access easements, grazing licences, pasture management agreement and offset area agreement.

## Strategic Water and Waste

### Te Anau Wastewater Discharge Project

30. Following Council resolutions from the 23 October 2018 meeting, when it was resolved to proceed with a sub-surface drip irrigation as disposal route, staff have been progressing work on a number of fronts including development of resource consents for the sub-surface drip irrigation field, as well as advancing towards a detailed design.
31. Work on the pipeline element has now been completed with practical completion issued in July.
32. Work is also continuing on a detailed design of MF plant and SDFI field following Council approval to award contracts to Downer and Fulton Hogan respectively. These designs underwent further HAZOP and value engineering in September with physical works programmed to get underway early October.
33. The resource consent application for the discharge to the Upukerora has also been lodged with Environment Southland (ES) and with affected party approval provided by a number of stakeholders. A request for additional information is being prepared and will be forwarded to ES by early November.

### Land and Water Plan Implementation

34. Environment Southland released their proposed Land and Water Plan in 2017.
35. In total 25 appeals were received by Environment Southland of which Council has identified 10, which it will join as a Section 274 party. Council has also lodged an appeal to the decision. The

basis of Council's appeal, is largely around the 'non-complying' activity status on wastewater discharges to water. The latest direction issued from the Environment Court outlines a proposed path, where appeals to objectives will be heard ahead of mediation, by grouped topic on policies and rules. Evidence in support of the appeals have been filed with the Environment Court.

36. Interim decisions were released by the Environment Court in late December with a recommendation that further expert conferencing be undertaken in early 2019.
37. A further hearing was held in mid-June 2020 where evidence was presented on additional information that the courts required Environment Southland to provide based on their interpretation of a number of key principles underpinning the plan. Agreement has now been reached on all outstanding appeals related to the objectives and policies with a further hearing planned to cover all outstanding appeals. At this stage the timing of this is not known.

#### Review of Solid Waste Contract Arrangements

38. Following a series of WasteNet meetings and Council mediation the RFP process was formally ended on 18 December 2019 without any award. At this stage each of the WasteNet councils are considering potential short and longer term options to process recycling post 30 June 2020 when current contract arrangements expire.
39. Further recent developments are more closely related to the changing nature of the global recycling markets that have resulted in other councils reviewing how they manage recycling operations. Currently there is no market for low grade plastics and limited markets for fibre (paper/cardboard) with a number of councils across the country now opting to discontinue their collection.
40. Agreement was reached with Invercargill City Council in June to handle Council's recyclables through their contract arrangement with their incumbent contractor. This is for an 18 month period, after which alternatives will be considered separate to the ongoing LTP process.

#### Review of Waste Disposal Levy

41. On 27 November, Associate Minister for the Environment, Eugenie Sage, announced a wide reaching review of the Waste Disposal Levy. The levy introduced through the Waste Minimisation Act 2008 places a charge of \$10 per tonne for all waste disposed at municipal landfill sites. Of the money collected half is returned to TLAs to help fund waste minimisation activities with the remainder going to a contestable fund where any organisation can apply to gain funding to help set up waste minimisation initiatives.
42. The review proposed to both increase the levy (phased over three years) from the current \$10 per tonne to a proposed \$50-\$60 per tonne which brings it more into line with similar levy schemes in Australia and overseas. It is also proposed that the scheme will also be extended to include all landfill types (currently it only applies to those receiving household waste).
43. Revenue raised from the landfill levy is currently around \$36 million per annum. It is estimated that the proposals would result in an increase of levy revenue of around \$220 million by 2023.
44. The consultation document outlined four potential options for transitioning from current arrangements to future arrangements by 2023. The submission prepared by WasteNet was presented to Council on 30 January and formally submitted to MfE on 31 January.

45. In August it was announced that the levy would incrementally increase to \$60 per tonne by July 2024. This has been budgeted for through the LTP process.

### 3 Water Reforms

46. There is currently a significant amount of work ongoing across the 3 waters reform in New Zealand. Council is currently awaiting DIA sign off on our delivery plan for undertaking the additional stimulus funding and close to finalising a procurement plan to enable delivery.
47. In addition work is ongoing to progress investigation into alternative collaborative work models across Southland and Otago with a view to meeting government expectations that the sector will voluntarily aggregate to a significant scale (most likely cross regional) to deliver long term service delivery benefits.
48. In late October Council also received a significant Request for Information (RfI) from the Department of Internal Affairs in support of the reforms. This will most likely require a significant amount of additional workload across not only water and waste but also others across the organisation within a relatively short timeframe. Deadline for returns is 1 February 2021.

### Project Delivery Team (PDT)

49. PDT have a number of key projects in full swing with footpaths on Stewart Island, new water mains in Te Anau and Monkey Island now being completed.
50. Currently working through a standardised reporting structure for services and assets.
51. Core improvement project will be looking at contracts, QA and payment terms.
52. A major shift is now underway with 20 Don Street and Forth Street upgrade planned for December to February 2021.

### Community Facilities

53. The Long Term Plan process continues to be at the forefront of the work programme with staff and the finance team adding the final changes to the projects and budgets after the third round of meetings.
54. Rounding out the final direct negotiations with incumbent mowing contractors has been a priority with the growing season well and truly under way. The remaining areas will be going out to tender in November and be in place for 1 July 2021. This provides staff with ample time to meet the governance time frames for community board, committee and Council meetings.
55. The gardening contracts are the next on the list to be renewed. These will also be a mix of direct negotiation with the incumbent contractors and tendering.
56. Good progress is being made towards getting Council's asset management system (IPS) set up to receive the asset data. Data cleansing is progressing so that it can be imported directly into the application.
57. Community facilities staff are completing projects that were carried forward from last year and starting the projects that are in this year's capital works programme. Adverse weather, contractor availability and material supply has been hampering progress on some of these projects.

58. Contractors have started on completing the development of the Monkey Island camping area. A good size group of interested locals were on site to watch the start of the works.

## Strategic Transport

### National Land Transport Plan

59. The transport team have continued to work and provide input into the Regional Land Transport Plan and refine the transport programme including budget for inclusion in the National Land Transport Plan.
60. This is all part of Council's bid to obtain its share of Waka Kotahi New Zealand Transport Agency funding for the period 2021-2024.

### District Wide Roothing Programme

61. After a testing start to the construction season due to inclement weather, several works programmes are now underway. These include the annual road resurfacing programme and seal widening works. Contracts have been awarded for all pavement rehabilitation sites with the last contract covering the central area has been awarded to The Roothing Company.
62. Further meetings have been held between Council, Waka Kotahi, Ngai Tahu and DOC on the future of the last section of the Lower Hollyford Road. Following further discussions around future risk including a geotechnical engineering presentation, NZTA have agreed to provided additional funding to reinstate the road as best as possible back to the original road end.
63. It was also agreed that ongoing discussions around the long term future of the road needs to continue.
64. The annual District wide Roadroid survey is due to commence mid-November. This survey provides a snapshot of the gravel road roughness condition.
65. WSP as Council's new structures service provider has also commenced the next round of bridge inspections. This information will be used to help refine work programmes priorities as well as the annual bridge posting restrictions.

## Customer Delivery

### Customer Support

66. A little quieter this month with 3,514 calls – although 5 October was incredibly busy after the flooding. Only 97 dog registrations remain outstanding.

### Libraries

67. Staff are supporting elderly customers to apply for rates rebates, and a steady stream of Environment Southland rates invoices have been received in our offices.
68. The introduction of a web based roster system and a monthly reporting tool for staff have simplified and streamlined those processes. It also provides a channel for area office staff to set goals for personal development and celebrate community connections for the month. Planning is

now being undertaken to ensure that staff cover is adequate over the Christmas holiday period, and this includes working with stakeholders to provide on call staff for interments over this time.

69. Our Te Anau staff have been busy planning a week of events to celebrate the Te Anau library's 30<sup>th</sup> birthday, we have a number of speakers, workshops and readings planned over the course of the first week of November.

### Knowledge Management

70. LIM numbers continue the upwards trend from previous months with 47 LIMs lodged in October and 40 issued. At the end of October there were six LIMs still in processing. One hundred and fifty property files were requested in October with several properties requested multiple times.
71. Applications (building consents) integration between Pathway and Records Manger is currently being implemented in the production environment. NAR integration in the test environment is ready for further testing in preparation for moving to production.

### Recommendation

That the Fiordland Community Board:

- a) **Receives the report titled "Council Report" dated** 18 November 2020.

### Attachments

There are no attachments for this report.



## Chairperson's Report

Record No: R/20/11/67898  
Author: Alyson Hamilton, Committee Advisor  
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

### Purpose of Report

The purpose of the report is to provide an update to the Fiordland Community Board on activities that the chairperson has been involved since the establishment of the board on 20 November 2019. This report covers the period from 21 October to 25 November. 2020.

#### **The following items are of note:**

- 1 Attendance at a number of meetings where I have been able to share key issues being faced in Te Anau and Fiordland. Topics have included:
- 2 Proactively addressing our housing issues ready for when tourism returns, lack of action/traction regarding Jobs for Nature, inequity of STAPP funding, need for Australian bubble to be formed and borders to be open, fear for next winter survival, inability to easily pivot business to new operating model (lack of stock supply), poorly thought out Covid-19 business advisory funding (inability of businesses to invest in ideas due to lack of capital), nature of tourism synergies – real possibility of having no “shop front” to display when a recovery happens.
- 2 Meeting with Sheree Carey, Anna Stevens, Joanne O'Connor and Chamber of Commerce following their visit to Te Anau to discuss potential for a business association. Discussions held regarding housing issues, including social and emergency housing. There is also a survey currently out to assess whether our business community is interested in forming a group and if so in what capacity.
- 3 Meeting in Te Anau with Shane Wilson and Dean Ford from the Just Transitions Unit (MBIE). Able to inform them on the issues Te Anau and Fiordland are facing and bring an understanding of our community plight.

#### **Additional meetings:**

- board chairs workshop regarding playgrounds and general recommendations when upgrading
- Destination Fiordland meeting with members and Great South to discuss potential merger scenario. Members were in favour of this progressing. There is strong sentiment around getting effective marketing and promotion for Te Anau as a destination
- place DNA meeting with Destination Think, Great South and the community board

#### **Other items to report**

- flags and flag trax ordered – should be here to put up for Christmas
- Te Anau town signage - Highways South (for the replacement of the current sign and the one by William Stephens Road) and the Milford Road Alliance (for the one near Blatch

Road) have been emailed a copy of the designs and locations for them to consider. We are awaiting their response

- disabled parking – Nick Lewis has advised that these should be marked before Christmas
- boat harbour dump station – discussions being held regarding its future
- Otago University student visit – 2021
- dark skies update
- TEC – Tertiary Education Council career advice and workshops. Central government idea not hitting the mark for Te Anau

**Other updates:**

- Manapouri residents
- rural
- tourism
- events centre
- Fiordland Museum Trust – AGM to be held 26 November 2020
- Fiordland Retirement Housing Trust
- Milford Sound Trust

## Recommendation

That the Fiordland Community Board:

- a) **Receives the report titled “Chairperson's Report” dated** 25 November 2020.

## Attachments

There are no attachments for this report.