



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

Date: Wednesday, 9 December 2020
Time: 5.30pm
Meeting Room: Riverton Senior Citizens Rooms
Venue: Corner Bath Road and Princess Street, Riverton

Oraka Aparima Community Board Agenda OPEN

MEMBERSHIP

Chairperson	Graeme Stuart
Deputy Chairperson	Sharon Ayto
Members	Julie Guise
	Annette Horrell
	Neil Linscott
	Robin McCall
	Councillor Karyn Owen

IN ATTENDANCE

Group Manager, Customer Delivery	Trudie Hurst
Committee Advisor	Alyson Hamilton
Community Liaison Officer	Kathryn Cowie
Community Partnership Leader	Simon Moran

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

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

Terms of Reference – Community Boards

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"> • 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 • to provide leadership to local communities on the strategic issues and opportunities that they face • 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 • to be decision-makers on issues that are delegated to the board by Southland District Council

	<ul style="list-style-type: none"> • to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community • to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs • to recommend the setting of levels of service and budgets for local activities.
DELEGATIONS	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.¹</p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> 1) policies, plans, standards or guidelines that have been established and approved by Council 2) the needs of the local communities; and 3) the approved budgets for the activity. <p>Power to Act</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>Community Well-Being</p> <ol style="list-style-type: none"> 4) to develop local community outcomes that reflect the desired goals for their community/place 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 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. <p>Community Leadership</p> <ol style="list-style-type: none"> 7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest 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 9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes 10) provide a local community perspective on Council's long term plan key performance indicators and levels of service

¹ 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"> involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise. <p>Local activities include:</p> <ol style="list-style-type: none"> community leadership local halls and community centres (within Council's overarching policy for community facilities) wharves and harbour facilities local parks and reserves parking limits and footpaths Te Anau/Manapouri Airport (Fiordland Community Board) Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board) <ol style="list-style-type: none"> for the above two local activities only recommend levels of service and annual budget to the Services and Assets Committee monitor the performance and delivery of the service <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places. <p>20) naming roads</p> <ol style="list-style-type: none"> authority to decide on the naming for public roads, private roads and rights of way <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>Rentals and Leases</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"> accept the highest tenders for rentals more than \$10,000 approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum. <p>Environmental management and spatial planning</p> <ol style="list-style-type: none"> provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment. 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.
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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>Matters which are not Delegated</p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> • make a rate or bylaw • acquire, hold or dispose of property • direct, appoint, suspend or remove staff • engage or enter into contracts and agreements and financial commitments • institute an action for recovery of any amount • issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like; • 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.
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 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 Oraka Aparima Community Board, 21 October 2020

6.2 Meeting minutes of Extraordinary Oraka Aparima Community Board, 21 October 2020



Oraka Aparima Community Board

OPEN MINUTES

Minutes of a meeting of Oraka Aparima Community Board held in the Colac Bay Drill Hall, 14 Manuka Street, Colac Bay on Wednesday, 21 October 2020 at 5.30pm.

PRESENT

Chairperson	Graeme Stuart
Members	Annette Horrell
	Neil Linscott
	Councillor Karyn Owen

APOLOGIES

Deputy Chairperson Sharon Ayto
Julie Guise
Robin McCall

IN ATTENDANCE

Group Manager, Customer Delivery	Councillor Menzies
Community Liaison Officer	Councillor Duffy
Committee Advisor	Trudie Hurst
Community Partnership Leader	Kathryn Cowie
	Alyson Hamilton
	Simon Moran

1 Apologies

There were apologies from Deputy Chairperson Sharon Ayto, Robin McCall and Julie Guise.

Resolution

Moved Neil Linscott, seconded Annette Horrell and resolved:

That the Oraka Aparima Community Board accept the apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Cr Karyn Owen declared a conflict of interest in relation to item 7.9 - Riverton Heritage and Tourist Centre Trust funding application to the Oraka Aparima Community Partnership Fund and advised she would take no part in discussion or voting on this matter.

4 Public Forum

Carole Elder addressed the meeting providing an update on various activities in the Colac Bay and surrounding area.

Ms Elder commented on the possible upgrade to the boat ramp/freedom camping area, including a replacement public toilet and provided information relating to Bio Loo toilets which is available on request from Council.

Deen McKay addressed the meeting and welcomed the community board to the Colac Bay Drill Hall for its October 2020 meeting.

Mrs McKay advised of her role as Chairperson of the Colac Progress League highlighting the aims and objectives of the League and advised the Group are very active with many projects underway in the community.

Mrs McKay provided letters of support and signatures supporting the reinstatement of the Colac Bay Foreshore Road at the meeting which is available on request from Council.

Chairperson Stuart thanked Ms Elder and Mrs McKay for their attendance at the meeting and presentations to the Board.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Chairperson Stuart, seconded Annette Horrell and resolved:

That the minutes of Oraka Aparima Community Board meeting held on 19 August 2020 be confirmed as a true and correct record of that meeting.

Reports

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

Record No: R/20/10/59243

Team Leader - resource management - Marcus Roy was in attendance for this item.

Mr Roy advised the purpose of the report is to inform the Oraka Aparima 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 Neil Linscott, seconded Cr Owen and resolved:

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Landscapes Project - Review of the Natural Features and Landscapes Chapter of the District Plan” dated 14 October 2020.**

7.1 Community Leadership Report

Record No: R/20/10/60342

Community partnership leader, Simon Moran was in attendance for this item.

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

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

- Thornbury Vintage Tractor and Implement Club Inc
- Magical Doors of Christmas project

- Monkey Island project
- Milford Opportunities project

Resolution

Moved Neil Linscott, seconded Cr Owen and resolved:

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Community Leadership Report” dated 12 October 2020.**

7.2 Operational Report for Oraka Aparima Community Board

Record No: R/20/9/50409

Group manager, customer delivery - Trudie Hurst was in attendance for this item.

Ms Hurst advised the purpose of the report is to update the board on the operational activities in the Oraka aparima community board area.

Resolution

Moved Annette Horrell, seconded Neil Linscott and resolved:

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Operational Report for Oraka Aparima Community Board” dated 12 October 2020.**

7.3 Council Report

Record No: R/20/9/51947

Councillor Karyn Owen presented the report.

Councillor Owen drew a number of issues to the attention of the board including:

- future of local government
- climate change
- building solutions
- animal control
- environmental health
- resource management.

Resolution

Moved Cr Owen, seconded Neil Linscott and resolved:

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Council Report” dated 12 October 2020.**

7.4 Chairperson's Report

Record No: R/20/9/53091

Chairperson Stuart presented the report.

Resolution

Moved Chairperson Stuart, seconded Annette Horrell and resolved:

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Chairperson's Report" dated 13 October 2020.**

7.5 Unbudgeted expenditure report for the replacement of the swing set on Henderson Park.

Record No: R/20/9/49755

Community partnership leader - Simon Moran was in attendance for this item.

Mr Moran advised the purpose of this report is to get approval for unbudgeted expenditure of up to \$12,676.40, to replace the swing set at Henderson Park, Riverton to be funded from the Riverton General Reserve.

Resolution

Moved Cr Owen, seconded Neil Linscott and resolved:

That the Oraka Aparima Community Board:

- a) **receives the report titled "Unbudgeted expenditure report for the replacement of the swing set on Henderson Park." dated 7 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 unbudgeted expenditure of up to \$12,676.40 to replace the swing set at Henderson Park, Riverton to be funded from the Riverton General Reserve.

7.7 Southland District - Wellbeing Indicators Snapshot - August 2020

Record No: R/20/9/52030

Community partnership leader, Simon Moran was in attendance for this item.

Resolution

Moved Neil Linscott, seconded Cr Owen and resolved:

That the Oraka Aparima Community Board:

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

7.8 Council Policies Under Review - Consultation

Record No: R/20/10/60981

Strategy and policy manager - Michelle Stevenson was in attendance for this item.

Ms Stevenson 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 Neil Linscott, seconded Cr Owen recommendations a to c, d with changes (as indicated with ~~strikethrough~~ and underline) and resolved:

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Council Policies Under Review - Consultation" 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) ~~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.

7.9 Community Partnership Funding Allocations - 31 August 2020 Round

Record No: R/20/10/59718

Community liaison officer - Kathryn Cowie was in attendance for this item.

Mrs Cowie advised the purpose of the report is for the Oraka Aparima Community Board to confirm the allocation of grants for the August 2020 round of the Community Partnership Fund.

Moved Neil Linscott, seconded Annette Horrell recommendations a to d.

The motion was put and declared CARRIED.

Moved Annette Horrell, seconded Neil Linscott recommendation e and resolved:

That the Oraka Aparima Community Board:

- **Approves/Declines a grant of \$10,000 \$3,000 to the Aparima College towards a food garden project at the college.**

The motion was put and declared CARRIED.

Moved Neil Linscott, seconded Annette Horrell recommendation f and resolved:

That the Oraka Aparima Community Board:

- **Approves/Declines a grant of \$770 to the Aparima Pest Busters towards a GPS unit to map bait stations at Mores Reserve.**

The motion was put and declared CARRIED.

Moved Chairperson Stuart, seconded Neil Linscott recommendation g and resolved:

That the Oraka Aparima Community Board:

- **Approves/Declines a grant of \$5,500 to the Pourakino Catchment Conservation Trust for assistance towards the removal of cracked willow and gorse from the banks of the Pourakino River and Opouriki Stream.**

The motion was put and declared CARRIED.

Moved Neil Linscott, seconded Annette Horrell recommendation h and resolved:

That the Oraka Aparima Community Board:

- **Approves/Declines a grant of ~~\$500~~ **\$700** to the Riverton Beautification Project for beautification costs such as plants, soil, and paint for Palmerston Street in Riverton.**

The motion was put and declared CARRIED.

Moved Neil Linscott, seconded Annette Horrell recommendation i and resolved:

That the Oraka Aparima Community Board:

- **Approves/Declines a grant of ~~\$6,174.28~~ **\$3,000** to the Riverton Community Charitable Trust for operational costs such as power, rent, telephone/internet costs, and mileage for employees.**

The motion was put and declared CARRIED.

Moved Neil Linscott, seconded Annette Horrell recommendation j and resolved:

That the Oraka Aparima Community Board:

- **Approves/Declines a grant of \$1,200 to the Riverton District Baths Committee for replacing and repairing fire doors at the community pool.**

The motion was put and declared CARRIED.

Recommendation k) - application from Riverton Heritage and Tourist Centre Trust.

Cr Owen declared a conflict of interest in relation to the application from the Riverton Heritage and Tourist Centre trust. The application was unable to be considered by the Board due to there being no quorum available. The application will then be considered by the Board at a future meeting.

Moved Chairperson Stuart, seconded Annette Horrell recommendation l and resolved:

That the Oraka Aparima Community Board:

- l) **Approves/Declines a grant of \$10,000 to the South Coast Environment Centre for funding towards a detailed seismic assessment of the Environment Centre building.**

The motion was put and declared CARRIED.

Moved Neil Linscott, seconded Annette Horrell recommendation m and resolved:

That the Oraka Aparima Community Board:

- m) Approves/~~Declines~~ **a grant of \$2,540 to the St Mary's Anglican Church for up-lighting at the church.**

The motion was put and declared CARRIED.

Moved Annette Horrell, seconded Neil Linscott recommendation n and resolved:

That the Oraka Aparima Community Board:

- n) Approves/~~Declines~~ a grant of \$2,190 to the Thornbury Home and School for a tunnel house.

The motion was put and declared CARRIED.

Moved Neil Linscott, seconded Annette Horrell recommendation o and resolved:

That the Oraka Aparima Community Board:

- o) ~~Approves/Declines~~ a grant of \$1,500 to the Waimatuku Highland Pipe Band for drumming supplies.

The motion was put and declared CARRIED.

Moved Chairperson Stuart, seconded Annette Horrell recommendation p and resolved:

That the Oraka Aparima Community Board:

- p) ~~Approves/Declines~~ a grant of \$3,000 to the Colac Bay Progress League for a new kitchen island at the Colac Bay Hall.

The motion was put and declared CARRIED.

Final Resolution

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Community Partnership Funding Allocations - 31 August 2020 Round" dated 9 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 the applications from the following:
1. Aparima College
 2. Aparima Pest Busters

3. Pourakino Catchment Conservation Trust
 4. Riverton Beautification Project
 5. Riverton Community Charitable Trust
 6. Riverton Districts Baths Committee
 7. Riverton Heritage & Tourist Centre Trust
 8. South Coast Environment Centre
 9. **St Mary's** Anglican Church
 10. Thornbury Home and School
 11. Waimatuku Highland Pipe Band
 12. Colac Bay Progress League
- e) ~~Approves/Declines~~ a grant of ~~\$10,000~~ \$3,000 to Aparima College towards a food garden project at the college.
- f) ~~Approves/Declines~~ a grant of \$770 to Aparima Pest Busters for a GPS unit to map bait stations at Mores Reserve.
- g) ~~Approves/Declines~~ a grant of \$5,500 to the Pourakino Catchment Conservation Trust for assistance towards the removal of cracked willow and gorse from the banks of the Pourakino River and Opouriki Stream.
- h) ~~Approves/Declines~~ a grant of ~~\$500~~ \$700 to the Riverton Beautification Project for beautification costs such as plants, soil, and paint for Palmerston Street in Riverton.
- i) ~~Approves/Declines~~ a grant of ~~\$6,174.28~~ \$3,000 to Riverton Community Charitable Trust for operational costs such as power, rent, telephone/internet costs, and mileage for employees.
- j) ~~Approves/Declines~~ a grant of \$1,200 to the Riverton Districts Baths Committee for replacing and repairing fire doors at the community pool.
- k) ~~Approves/Declines~~ grant of \$12,500 to from the Riverton Heritage and Tourist Centre Trust for a solar heating system at the museum.*
- l) ~~Approves/Declines~~ a grant of \$10,000 to the South Coast Environment Centre for funding towards a detailed seismic assessment of the Environment Centre building.
- m) ~~Approves/Declines~~ **a grant of \$2,540 to St Mary's Anglican Church for up-lighting** at the church.
- n) ~~Approves/Declines~~ a grant of \$2,190 to Thornbury Home and School for a tunnel house.
- o) ~~Approves/Declines~~ a grant of \$1,500 to the Waimatuku Highland Pipe Band for drumming supplies.
- p) ~~Approves/Declines~~ a grant of \$3,000 to the Colac Bay Progress League for a new kitchen island at the Colac Bay hall.

*Note: recommendation k) of the officers report was not considered by the Board due to a conflict of interest and no quorum available and will be considered by the Board at a future meeting.

The meeting concluded at 6.37pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE ORAKA APARIMA COMMUNITY
BOARD HELD ON WEDNESDAY 21 OCTOBER 2020.

DATE:.....

CHAIRPERSON:.....



Extraordinary Oraka Aparima Community Board

OPEN MINUTES

Minutes of a meeting of Extraordinary Oraka Aparima Community Board held in the Colac Bay Hall, 14 Manuka Street, Colac Bay on Wednesday, 21 October 2020 at 6.38pm.

PRESENT

Chairperson	Graeme Stuart
Members	Annette Horrell
	Neil Linscott
	Councillor Karyn Owen

APOLOGIES

Deputy Chairperson - Sharon Ayto
Robin McCall
Julie Guise

IN ATTENDANCE

Group Manager, Customer Support	Councillor Christine Menzies
Committee Advisor	Councillor Paul Duffy
Community Liaison Officer	Trudie Hurst
Community Partnership Leader	Alyson Hamilton
	Kathryn Cowie
	Simon Moran

Adjournment of meeting

Moved Chairperson Stuart, seconded Neil Linscott and resolved:

That the Oraka Aparima Community Board adjourns the extraordinary meeting to reconvene at the conclusion of the ordinary meeting of the Board.

The motion was put and declared CARRIED.

The meeting adjourned at 5.35pm.

The meeting reconvened at 6.38pm.

Chairperson Graeme Stuart, Members Annette Horrell, Neil Linscott and Cr Karyn Owen were present when the meeting reconvened.

1 Apologies

There were apologies from Deputy Chairperson Sharon Ayto, Robin McCall and Julie Guise.

Moved Chairperson Stuart, seconded Neil Linscott and resolved:

That the Oraka Aparima Community Board accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

Reports

6.1 Long Term Plan 2031 - Direction Setting Report

Record No: R/20/10/61883

Strategy and policy manager - Michelle Stevenson, financial accountant - Susan McNamara and corporate performance lead - Jason Domigan 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 Cr Owen, seconded Neil Linscott recommendations a to c, and d with additions/changes (as indicated with ~~strikethrough~~ and underline) and resolved:

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Long Term Plan 2031 - Direction Setting Report"** dated 20 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 2021-2031 Long Term Plan subject to the following amendment:
 - Request for \$5,000 to be added to the Community Partnership Fund with funding for this to come from the Oraka Aparima Community Board local rate.

<u>Rate</u>	<u>Rate GST inclusive</u>
Oraka Aparima CB rate	\$283,142
	<u>\$288,892</u>
Riverton pool rate	\$36,800
Colac Bay hall rate	\$15,473
Thornbury hall rate	\$10,181

- e) Recommends to Council the setting of the following Colac Bay and Thornbury hall fees and charges (including GST) for the year commencing 1 July 2020 for **inclusion in Council's Draft 2020/2021 Annual Plan.**

<u>Colac Bay Hall fees and charges description</u>	<u>Fee/Charge (GST Incl)</u>
Funerals	\$100.00
Cabaret/Socials	\$120.00
Weddings	\$120.00
Bowls (per night)	\$40.00
Bowls (afternoon & night)	\$50.00
Hall (per hour)	\$10.00
Hire - Chairs (Each)	\$5.00
Hire - Tables (Each)	\$10.00
Bond (no GST)	\$200.00

<u>Thornbury Hall fees and charges description</u>	<u>Fee/Charge (GST Incl)</u>
Funerals	\$110.00
Cabaret/Socials	\$132.00
Weddings	\$165.00
Main Hall (per hour)	\$11.00
Meeting Room (per hour)	\$11.00
Sports Bodies (per hour)	\$11.00
Hire – Chairs (each)	\$1.25
Hire – Tables (each)	\$2.50
Hire - Cups (per dozen)	\$2.00
Hire – Teapots (each)	\$2.00
Bond (no GST)	\$250.00

- f) Identifies any significant issues/priority projects for the local area that need to be included in the Long Term Plan 2021-2031 consultation process to encourage feedback from the local community as listed below:
- Notes that it is proposed to carry out an assessment of the closed land fill site at Colac Bay and that it be highlighted of the need for this to occur early on especially given the community concerns raised of this area.
 - Does the community feel that further development should be undertaken at the Colac Bay freedom camping area site.

The meeting concluded at 7.50pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE ORAKA APARIMA COMMUNITY
BOARD HELD ON WEDNESDAY, 21 OCTOBER 2020

DATE:.....

CHAIRPERSON:.....

Financial Report for the year ended 30 June 2020

Record No: R/20/10/61307
Author: Sheree Marrah, Financial Accountant
Approved by: Anne Robson, Chief Financial Officer

☐ Decision ☐ Recommendation ☒ Information

Summary

- 1 The purpose of this report is to present the final financial results and supporting information for the communities located within the Oraka Aparima Community Board area for the year ended 30 June 2020. The financial reports are contained within attachment A, B and C of this report.
- 2 As the audit of Council is still occurring, the financial results presented are still subject to change.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Financial Report for the year ended 30 June 2020” dated 20 October 2020.**

Attachments

- A Financial Report to Oraka Aparima Community Board for the year ended 30 June 2020 [↓](#)
- B Reserve balances 2019-2020 - Oraka Aparima [↓](#)
- C Detailed individual business units for the year ending 30 June 2020 [↓](#)



Attachment A - Oraka Aparima Community Board - Financial performance for the year ended 30 June 2020

The preliminary financial results for the year to 30 June 2020 were provided to you in the June operational report, however these financial results will have changed due to year end processes, including expenditure accruals, interest on reserves, funding of activities and projects etc.

The summary tables overleaf show the final financial results for the communities within your area for the year ended 30 June 2020. Please note these financial results are being audited in October/November and therefore may be subject to further change.

The results show for each of the income, expenditure, and capital expenditure categories:

- what actually happened ("Actual"),
- what was expected to occur by year end ("Forecasted Budget"), and
- what the original budget was ("Annual Plan Budget")

The "Forecasted Budget" includes the original Annual Plan budgeted adjusted for the effect of expenditure carried forward from 2018/2019, unbudgeted expenditure, projects that have been put on hold or are to be completed in 2020/2021 and/or anticipated changes to income and operating expenditure over the year.

Operational reports provided to you throughout the year compared the actual year-to-date ("YTD") results against forecasted YTD totals. This report however, will discuss significant variances between the "Actual" results and the "Annual Plan Budget".

A detailed breakdown of the individual business units is included in Attachment C of this report for your information.



Colac Bay - Business Units for the year ending 30 June 2020									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Street Works - Colac Bay	\$10,922	\$10,373	\$10,373	\$8,912	\$9,536	\$11,424		\$5,000	
Colac Bay- Stormwater Drainage	\$908	\$877	\$877	\$65	\$877	\$877			
Beautification - Colac Bay	\$8,241	\$8,061	\$8,061	\$7,578	\$8,061	\$8,061			
Playground - Colac Bay	\$1,613	\$1,613	\$1,613	\$2,399	\$2,794	\$2,794			
Hall - Colac Bay	\$9,043	\$8,861	\$8,861	\$8,002	\$9,025	\$9,025			
Total	\$30,727	\$29,785	\$29,785	\$26,956	\$30,293	\$32,181	\$0	\$5,000	\$0

Oraka-Aparima - Business Units for the year ending 30 June 2020									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Community Leadership Oraka	\$0	\$0		\$9,258	\$4,080		\$0		
Total	\$0	\$0	\$0	\$9,258	\$4,080	\$0	\$0	\$0	\$0

Riverton/Aparima - Business Units for the year ending 30 June 2020									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Administration - Riverton	\$60,435	\$63,027	\$63,027	\$30,737	\$65,409	\$50,044			
Operating Costs - Riverton	\$35,801	\$32,332	\$32,332	\$49,601	\$32,332	\$32,332			
Street Works - Riverton	\$93,817	\$93,319	\$93,319	\$11,320	\$33,249	\$33,249	\$77,664	\$291,285	\$445,917
Refuse Collection - Riverton	\$27,002	\$26,915	\$26,915	\$21,693	\$26,915	\$26,915			
Stormwater Drainage - Riverton	\$93,027	\$96,714	\$96,714	\$31,756	\$32,203	\$32,203	\$15,100	\$10,000	\$10,000
Cemetery - Riverton	\$44,581	\$53,126	\$53,126	\$38,103	\$56,370	\$54,957	\$7,814		
Beautification - Riverton	\$62,308	\$62,207	\$62,207	\$55,907	\$62,207	\$62,207			
Recreation Reserve - Riverton	\$13,203	\$13,125	\$13,125	\$13,560	\$16,531	\$16,531	\$3,632	\$50,000	\$25,000
Taramea (Howells Point)	\$9,782	\$15,084	\$15,084	\$3,971	\$17,865	\$17,865			
Taramea Bay	\$19,569	\$19,785	\$19,785	\$22,778	\$26,951	\$24,951		\$25,000	\$25,000
Koikoi Park				\$3,734	\$680	\$680			
War Memorial Reserve	\$1,942	\$1,967	\$1,967	\$1,388	\$1,617	\$1,617			
Playground - Riverton	\$6,254	\$6,234	\$6,234	\$8,436	\$10,717	\$10,717			
Riverton Pool	\$33,015	\$32,960	\$32,960	\$26,503	\$26,503	\$26,503			
Total	\$500,737	\$516,795	\$516,795	\$319,487	\$409,550	\$390,771	\$104,210	\$376,285	\$505,917



Riverton Harbour - Business Units for the year ending 30 June 2020									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Harbour	\$38,426	\$36,493	\$36,493	(\$37,927)	(\$41,265)	\$31,205	\$72,469	\$72,469	
Total	\$38,426	\$36,493	\$36,493	(\$37,927)	(\$41,265)	\$31,205	\$72,469	\$72,469	\$0

Thornbury - Business Units for the year ending 30 June 2020									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Street Works - Thornbury	\$4,558	\$4,306	\$4,306	\$5,573	\$2,842	\$4,174			\$48,365
Beautification - Thornbury	\$7,942	\$7,942	\$7,942	\$9,290	\$7,942	\$7,942			
Playground - Thornbury	\$1,613	\$1,613	\$1,613	\$1,794	\$3,228	\$3,228	\$2,030	\$7,953	
Hall - Thornbury	\$6,148	\$6,337	\$6,337	\$10,744	\$5,798	\$5,798			
Total	\$20,261	\$20,198	\$20,198	\$27,400	\$19,810	\$21,142	\$2,030	\$7,953	\$48,365



Significant variances to the 2019/2020 Annual Plan budget

Colac Bay

Overall income was \$30,727 which was slightly above budget (\$942).

Total expenditure was \$26,956, which was \$5,225 under budget. This underspend was predominantly due to limited street work maintenance (\$2,512).

Oraka Aparima

Overall expenditure was \$9,258 which was unbudgeted. This was due to the elected member salaries being charged to the new community board subsequent to the elections, however the full year budget had been included in the Riverton/Aparima administration business unit (refer below).

Riverton/Aparima

Overall income was \$500,737 which was \$16,058 under budget. Internment fees for Riverton cemetery were \$8,545 under budget due to less internments. Taramea (Howells Point) general recoveries were also under budget by \$5,302.

Total expenditure was \$319,487, which was \$71,284 under budget. Riverton administration expenditure was \$19,307 under budget which was mainly due to elected member actual salaries being charged to the new community board subsequent to the elections (refer discussion above) (\$11,690), as well as minimal grants being paid (\$5,013). Operating costs were \$17,269 over budget due to miscellaneous grants being \$28,417 over budget as a result of a grant to Te Hikoi for two new heat pumps, offset by an underspend in general projects (\$6,523) and internal work scheme costs (\$7,669). Street works was \$21,929 under budget due to there being \$8,048 less general maintenance, however these funds were spent as part of the footpaths capital works (P-10315). Additionally, depreciation was less than budgeted due to the value of the streetworks assets being lower than budgeted (\$11,059). Riverton cemetery was \$16,854 underspent due to internment costs being less, as a result of less internments as noted above (\$8,246) as well as new beams expenditure being capitalised (however the budget was provided for in maintenance). Taramea (Howells Point) was \$13,894 under budget due to prior year planned maintenance costs being over accrued, therefore resulting in a credit in this expense for the year ended 30 June 2020.

Capital expenditure was \$401,707 under budget. This was predominantly due to not all streetworks projects (footpaths and kerb and channelling) being completed in the current financial year, a number of which are being carried forward to 20/21 (refer below). Recreation reserve capital expenditure was also under budget due to the tree removal and walking track project being carried forward to 20/21 (refer below).

Riverton Harbour

Overall income was \$38,426 which was slightly above budget (\$1,933).

Total expenditure was \$69,132 under budget, this was a reclassification of prior year costs associated with the wharf upgrade from maintenance to capital.



Thornbury

Overall income was \$20,261 which was consistent with budget.

Total expenditure was \$27,400 which was \$6,258 over budget. This was primarily due to Thornbury hall electricity costs being \$3,050 higher than budget.

Capital expenditure was \$48,365 under spent due to Foster Road kerb and channelling project being deferred to 20/21.

Expenditure carried forward

The following projects and expenditure were budgeted to be undertaken in the 2019/2020 year, however they have been requested to be carried forward to 2020/2021. Please note, these carry forwards may change as Council's approval is scheduled to occur on 21 October.

Town	Project Name	Funded From	Total 19/20 Budget	19/20 Actual Costs	Request for Carry forward to 20/21
Colac Bay	Footpath/Kerb and channel replacement	Reserve			552
Riverton/Aparima	New dump station at Bath Road	Reserve	17,885	2,750	15,135
Riverton/Aparima	New footpaths in the Riverton township	Reserves	100,000	-	100,000
Riverton/Aparima	Footpaths	Rates	173,400	74,914	98,486
Riverton/Aparima	Removal of trees and provision of walking track along estuary on railway line	Reserve	50,000	3,858	46,142

Additional Financial Information

Development and Financial Contributions

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

Various contributions across the district that were due to expire in 2020 have been used to acquire a piece of reserve land in Curio Bay in June 2020.

The total balance of Parks and Reserve Development and Financial contributions for your community was \$56,960 as at 30 June 2020. These relate to Colac Bay and Riverton and are due to expire between 2021 and 2024.

Reserves

A detailed listing of the various community reserve balances at 30 June 2020 are included in Attachment B of this report.

Interest was allocated to reserves at 30 June 2020 based on the average reserve balance for the year 1 July to 30 June at a rate of 2.42%.



**Attachment B - Oraka Aparima Community Board – Reserves
as at 30 June 2020**

**Colac Bay
Schedule Of Reserve Balance**

		Actual June - 019	Transfers To/(From)	Actual June -020
Community Centre				
<i>Operating Account</i>				
Comm Centres Colac Bay - OPR	88709	7,791.13	1,362.59	9,153.72
		<u>7,791.13</u>	<u>1,362.59</u>	<u>9,153.72</u>
Community Centre Total		<u>7,791.13</u>	<u>1,362.59</u>	<u>9,153.72</u>
Local				
<i>Reserve Account</i>				
Colac Bay General	87817	44,315.26	5,369.19	49,684.45
		<u>44,315.26</u>	<u>5,369.19</u>	<u>49,684.45</u>
Local Total		<u>44,315.26</u>	<u>5,369.19</u>	<u>49,684.45</u>
Total Colac Bay Reserves		<u>52,106.39</u>	<u>6,731.78</u>	<u>58,838.17</u>



Riverton Schedule Of Reserve Balance

		Actual June - 019	Transfers To/(From)	Actual June -020
Local				
<i>Reserve Account</i>				
Riverton Cemetery Maintenance	87737	62,816.44	(492.83)	62,323.61
Riverton Doc Profits Lib Sale	87755	66,198.85	1,602.01	67,800.86
Riverton General - OPR	87701	360,013.28	12,862.54	372,875.82
Riverton Parks & Res Develop -	87703	28,067.28	679.23	28,746.51
Riverton Property Sales	87743	239,962.12	5,807.08	245,769.20
Riverton War Memorial - OP	87715	13,091.40	553.99	13,645.39
Taramea Bay/Rocks Development	89141	30,208.58	5,936.71	36,145.29
Taramea Howells Point	89215	23,663.00	5,811.01	29,474.01
		824,020.95	32,759.74	856,780.69
Local Total		824,020.95	32,759.74	856,780.69
Stormwater				
<i>Reserve Account</i>				
RVTN Stmwater Hdws - RES	87767	120,998.03	39,099.31	160,097.34
		120,998.03	39,099.31	160,097.34
Stormwater Total		120,998.03	39,099.31	160,097.34
Total Riverton Reserves		945,018.98	71,859.05	1,016,878.03



Riverton Harbour Schedule Of Reserve Balance

		Actual June - 019	Transfers To/(From)	Actual June -020
Local				
	<i>Reserve Account</i>			
	Riverton Harbour General - RES	87765		
		13,063.37	11,552.73	24,616.10
		<u>13,063.37</u>	<u>11,552.73</u>	<u>24,616.10</u>
	Local Total	<u>13,063.37</u>	<u>11,552.73</u>	<u>24,616.10</u>
	Total Riverton Harbour Reserves	<u>13,063.37</u>	<u>11,552.73</u>	<u>24,616.10</u>

Thornbury Schedule Of Reserve Balance

		Actual June - 019	Transfers To/(From)	Actual June -020
Community Centre				
	<i>Operating Account</i>			
	Comm Centres Thornbury - OPR	88781		
		915.46	(904.38)	11.08
		<u>915.46</u>	<u>(904.38)</u>	<u>11.08</u>
	Community Centre Total	<u>915.46</u>	<u>(904.38)</u>	<u>11.08</u>
Local				
	<i>Reserve Account</i>			
	Thornbury General	87823		
		17,656.94	(3,169.69)	14,487.25
		<u>17,656.94</u>	<u>(3,169.69)</u>	<u>14,487.25</u>
	Local Total	<u>17,656.94</u>	<u>(3,169.69)</u>	<u>14,487.25</u>
	Total Thornbury Reserves	<u>18,572.40</u>	<u>(4,074.07)</u>	<u>14,498.33</u>

ATTACHMENT C
Detailed Individual Business Units for the year ending 30 June 2020

		Actual	Forecasted Budget	Annual Plan Budget
Colac Bay				
Beautification - Colac Bay				
Income	Rentals	(\$180)	\$0	\$0
	Rates - Collected	\$0	\$0	\$0
	Contribution - Ward	(\$8,061)	(\$8,061)	(\$8,061)
Income Total		(\$8,241)	(\$8,061)	(\$8,061)
Operational Expenditure	Mowing	\$6,017	\$5,912	\$5,912
	General Projects	\$831	\$806	\$806
	Internal - Work scheme service	\$730	\$1,343	\$1,343
Operational Expenditure Total		\$7,578	\$8,061	\$8,061
Net Operating (Surplus)/Deficit		(\$663)	\$0	\$0
	To-Colac By General Res	\$663	\$0	\$0
Funding Sources Total		\$663	\$0	\$0
Beautification - Colac Bay Total		\$0	\$0	\$0
Colac Bay- Stormwater Drainage				
Income	Rates - Collected	(\$900)	(\$877)	(\$877)
	Internal Rates Income	(\$8)	(\$7)	(\$7)
	Internal Rates offset	\$0	\$7	\$7
Income Total		(\$908)	(\$877)	(\$877)
Operational Expenditure	Material Damage Insurance	\$28	\$37	\$37
	Rates	\$0	\$10	\$10
	Maintenance - General	\$0	\$806	\$806
	Internal Rates expense	\$37	\$24	\$24
Operational Expenditure Total		\$65	\$877	\$877
Net Operating (Surplus)/Deficit		(\$843)	\$0	\$0
Funding Sources	To-Colac By General Res	\$843	\$0	\$0
Funding Sources Total		\$843	\$0	\$0
Colac Bay- Stormwater Drainage Total		(\$0)	\$0	\$0
Hall - Colac Bay				
Income	Hire Income	(\$790)	(\$753)	(\$753)
	Rates - Collected	(\$8,051)	(\$8,102)	(\$8,102)
	Internal - Interest on Reserve	(\$203)	(\$6)	(\$6)
Income Total		(\$9,043)	(\$8,861)	(\$8,861)
Operational Expenditure	Doubtful Debts	\$0	\$0	\$0
	Material Damage Insurance	\$1,800	\$1,017	\$1,017
	Public Liability Insurance	\$105	\$62	\$62
	Electricity	\$4,002	\$1,054	\$1,054
	Operating Costs	\$3	\$4,661	\$4,661
	Maintenance - Internal	\$377	\$0	\$0
	Depn - Buildings	\$222	\$500	\$500
	Depn - Furniture & Fitting	\$316	\$316	\$316
	Depn - Improvement	\$498	\$498	\$498
	Internal -Interest on Loans	\$400	\$641	\$641
	Internal Rates expense	\$280	\$276	\$276
	internal - Insurance Valuation	\$0	\$0	\$0
	Operational Expenditure Total	\$8,002	\$9,025	\$9,025
Net Operating (Surplus)/Deficit		(\$1,041)	\$164	\$164
Funding Sources	Internal Loans - Principal	\$0	\$0	\$0
	Internal Loans - Repaid	\$714	\$1,144	\$1,144
	To-Comm Ctr Colac Bay - OP	\$1,363	\$6	\$6
	Ex-Comm Ctr Colac Bay - OP	\$0	\$0	\$0
	Add Back Non Cash Depn	(\$1,035)	(\$1,314)	(\$1,314)
Funding Sources Total		\$1,041	(\$164)	(\$164)
Hall - Colac Bay Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Playground - Colac Bay				
Income	Rates - Collected	\$0	\$0	\$0
	Contribution - Ward	(\$1,613)	(\$1,613)	(\$1,613)
Income Total		(\$1,613)	(\$1,613)	(\$1,613)
Operational Expenditure	Maintenance - General	\$1,219	\$1,613	\$1,613
	Depn - Improvement	\$1,181	\$1,181	\$1,181
Operational Expenditure Total		\$2,399	\$2,794	\$2,794
Net Operating (Surplus)/Deficit		\$786	\$1,181	\$1,181
Funding Sources	To-Colac By General Res	\$394	\$0	\$0
	Ex-Colac By General Res	\$0	\$0	\$0
	Add Back Non Cash Depn	(\$1,181)	(\$1,181)	(\$1,181)
Funding Sources Total		(\$786)	(\$1,181)	(\$1,181)
Playground - Colac Bay Total		(\$0)	\$0	\$0
Street Works - Colac Bay				
Income	Rates - Collected	(\$9,716)	(\$9,466)	(\$9,466)
	Internal - Interest on Reserve	(\$1,124)	(\$907)	(\$907)
	Internal Rates Income	(\$83)	(\$75)	(\$75)
	Internal Rates offset	\$0	\$75	\$75
Income Total		(\$10,922)	(\$10,373)	(\$10,373)
Operational Expenditure	Material Damage Insurance	\$145	\$108	\$108
	Street Litter Bins	\$7,060	\$6,132	\$6,132
	Maintenance - General	\$248	\$800	\$2,688
	Depn - Improvement	\$1,458	\$1,958	\$1,958
	Internal - Work scheme service	\$0	\$538	\$538
Operational Expenditure Total		\$8,912	\$9,536	\$11,424
Net Operating (Surplus)/Deficit		(\$2,011)	(\$837)	\$1,051
Capital Expenditure	Improvements - Acq LOS	\$0	\$5,000	\$0
Capital Expenditure Total		\$0	\$5,000	\$0
Funding Sources	To-Colac By General Res	\$3,469	\$907	\$907
	Ex-Colac By General Res	\$0	(\$3,112)	\$0
	Add Back Non Cash Depn	(\$1,458)	(\$1,958)	(\$1,958)
Funding Sources Total		\$2,011	(\$4,163)	(\$1,051)
Street Works - Colac Bay Total		\$0	\$0	(\$0)
Oraka-Aparima				
Community Leadership Oraka Aparima				
Operational Expenditure	Councillor & Board Mem - Salary	\$9,258	\$4,080	\$0
Operational Expenditure Total		\$9,258	\$4,080	\$0
Net Operating (Surplus)/Deficit		\$9,258	\$4,080	\$0
Funding Sources	Ex - Waiiau/Aparima	(\$9,258)	(\$4,080)	\$0
Funding Sources Total		(\$9,258)	(\$4,080)	\$0
Community Leadership Oraka Aparima Total		(\$0)	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Riverton/Aparima				
Administration - Riverton				
Income	Rates - Collected	(\$44,016)	(\$44,293)	(\$44,293)
	Rates - Adjustments	\$76	\$0	\$0
	Contribution - Ward	(\$750)	(\$750)	(\$750)
	Internal - Interest on Reserve	(\$15,248)	(\$17,984)	(\$17,984)
	Internal Rates Income	(\$496)	(\$175)	(\$175)
	Internal Rates offset	\$0	\$175	\$175
Income Total		(\$60,435)	(\$63,027)	(\$63,027)
Operational Expenditure	Community Board Conference	\$115	\$500	\$500
	Councillor & Board Mem - Sal	\$11,685	\$8,740	\$23,375
	Donations	\$16,000	\$16,000	\$16,000
	Bursaries	\$2,000	\$2,250	\$2,250
	Miscellaneous Grant	\$487	\$35,500	\$5,500
	Ordinary Time	\$450	\$0	\$0
	General Projects	\$0	\$1,613	\$1,613
	Internal - Work scheme service	\$0	\$806	\$806
Operational Expenditure Total		\$30,737	\$65,409	\$50,044
Net Operating (Surplus)/Deficit		(\$29,698)	\$2,382	(\$12,983)
Funding Sources	To-RVTN General	\$11,521	\$10,139	\$10,139
	Ex-RVTN General	\$0	(\$35,000)	(\$5,000)
	To-RVTN Parks & Res Dev -	\$679	\$0	\$0
	Ex-RVTN Parks & Res Dev	\$0	\$1,004	\$1,004
	To-RVTN Property Sales - RE	\$0	\$6,840	\$6,840
	Ex-RVTN Property Sales - RE	\$0	\$0	\$0
	To-RVTN Property Sales - RE	\$5,807	\$0	\$0
	To - Waiau/Aparima	\$11,690	\$14,635	\$0
Funding Sources Total		\$29,698	(\$2,382)	\$12,983
Administration - Riverton Total		\$0	\$0	\$0
Beautification - Riverton				
Income	Rates - Collected	(\$30,909)	(\$31,104)	(\$31,104)
	Rates - Adjustments	\$53	\$0	\$0
	Contribution - Ward	(\$31,104)	(\$31,104)	(\$31,104)
	Internal Rates Income	(\$349)	(\$129)	(\$129)
	Internal Rates offset	\$0	\$129	\$129
Income Total		(\$62,308)	(\$62,207)	(\$62,207)
Operational Expenditure	Ordinary Time	\$880	\$0	\$0
	Accident Compensation	\$1	\$0	\$0
	Mowing	\$23,323	\$20,951	\$20,951
	Spraying	\$0	\$592	\$592
	Maintenance - Gardening	\$21,207	\$29,020	\$29,020
	Maintenance - General	\$2,018	\$3,046	\$3,046
	Internal - Work scheme service	\$8,480	\$8,598	\$8,598
Operational Expenditure Total		\$55,907	\$62,207	\$62,207
Net Operating (Surplus)/Deficit		(\$6,401)	(\$0)	(\$0)
Funding Sources	To-RVTN General	\$6,401	\$0	\$0
	Ex-RVTN General	(\$1)	\$0	\$0
Funding Sources Total		\$6,401	\$0	\$0
Beautification - Riverton Total		\$0	(\$0)	(\$0)

		Actual	Forecasted Budget	Annual Plan Budget
Cemetery - Riverton				
Income	Rentals	(\$348)	(\$267)	(\$267)
	Rates - Collected	(\$15,759)	(\$15,858)	(\$15,858)
	Rates - Adjustments	\$27	\$0	\$0
	Cemetery Interment Fees	(\$10,969)	(\$19,346)	(\$19,346)
	Contribution - Ward	(\$15,858)	(\$15,858)	(\$15,858)
	Internal - Interest on Reserve	(\$1,496)	(\$1,796)	(\$1,796)
	Internal Rates Income	(\$178)	(\$68)	(\$68)
	Internal Rates offset	\$0	\$68	\$68
Income Total		(\$44,581)	(\$53,126)	(\$53,126)
Operational Expenditure	Mowing	\$18,155	\$16,122	\$16,122
	Maintenance - General	\$7,276	\$9,744	\$9,744
	Cemetery Beams	\$0	\$7,820	\$6,623
	Interments	\$11,100	\$19,346	\$19,346
	Depn - Improvement	\$843	\$582	\$582
	Internal - Work scheme service	\$730	\$1,343	\$1,343
Operational Expenditure Total		\$38,103	\$54,957	\$53,760
Net Operating (Surplus)/Deficit		(\$6,479)	\$1,831	\$634
Capital Expenditure	Improvements - Acq LOS	\$7,814	\$0	\$0
Capital Expenditure Total		\$7,814	\$0	\$0
Funding Sources	To-RVTN Cemetery	\$1,496	\$0	\$0
	Ex-RVTN Cemetery	(\$1,989)	(\$1,249)	(\$52)
	Add Back Non Cash Depn	(\$843)	(\$582)	(\$582)
Funding Sources Total		(\$1,336)	(\$1,831)	(\$634)
Cemetery - Riverton Total		(\$0)	\$0	\$0
Koikoi Park				
Income	Rates - Collected	\$0	\$0	\$0
Income Total		\$0	\$0	\$0
Operational Expenditure	Depn - Buildings	\$3,517	\$680	\$680
	Depn - Improvement	\$218	\$0	\$0
Operational Expenditure Total		\$3,734	\$680	\$680
Net Operating (Surplus)/Deficit		\$3,734	\$680	\$680
Funding Sources	Ex-RVTN General	\$0	\$0	\$0
	Add Back Non Cash Depn	(\$3,734)	(\$680)	(\$680)
Funding Sources Total		(\$3,734)	(\$680)	(\$680)
Koikoi Park Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Operating Costs - Riverton				
Income	Rentals	(\$3,120)	(\$3,224)	(\$3,224)
	Grants - General (operating)	(\$3,478)	\$0	\$0
	Donations (capital)	\$0	\$0	\$0
	Rates - Collected	(\$28,926)	(\$29,108)	(\$29,108)
	Rates - Adjustments	\$50	\$0	\$0
	General Recoveries	\$0	\$0	\$0
	Internal - Other	\$0	\$0	\$0
	Internal Rates Income	(\$326)	(\$154)	(\$154)
	Internal Rates offset	\$0	\$154	\$154
Income Total		(\$35,801)	(\$32,332)	(\$32,332)
Operational Expenditure	Material Damage Insurance	(\$567)	\$0	\$0
	Advertising - Other	\$0	\$483	\$483
	Flowers/Gifts	\$417	\$0	\$0
	Miscellaneous Grant	\$28,417	\$0	\$0
	Fringe Benefit Tax	\$299	\$0	\$0
	Accommodation and Meals	\$87	\$0	\$0
	Catering Expenses	\$1,466	\$0	\$0
	Mowing	\$240	\$0	\$0
	Rates	\$786	\$599	\$599
	General Projects	\$2,314	\$8,837	\$8,837
	Internal - Work scheme service	\$7,150	\$14,819	\$14,819
	Internal Rates expense	\$8,993	\$7,594	\$7,594
Operational Expenditure Total		\$49,601	\$32,332	\$32,332
Net Operating (Surplus)/Deficit		\$13,800	\$0	\$0
Capital Expenditure	Furniture/Fitting - Acq LOS	\$0	\$0	\$0
Capital Expenditure Total		\$0	\$0	\$0
Funding Sources	To-RVTN General	\$0	\$0	\$0
	Ex-RVTN General	(\$13,800)	\$0	\$0
Funding Sources Total		(\$13,800)	\$0	\$0
Operating Costs - Riverton Total		\$0	\$0	\$0
Playground - Riverton				
Income	Rates - Collected	(\$6,195)	(\$6,234)	(\$6,234)
	Rates - Adjustments	\$11	\$0	\$0
	Internal Rates Income	(\$70)	(\$31)	(\$31)
	Internal Rates offset	\$0	\$31	\$31
Income Total		(\$6,254)	(\$6,234)	(\$6,234)
Operational Expenditure	Catering Expenses	\$233	\$0	\$0
	Maintenance - General	\$6,755	\$8,500	\$8,500
	Depn - Improvement	\$1,089	\$1,089	\$1,089
	Internal - Work scheme service	\$359	\$1,128	\$1,128
Operational Expenditure Total		\$8,436	\$10,717	\$10,717
Net Operating (Surplus)/Deficit		\$2,182	\$4,483	\$4,483
Funding Sources	To-RVTN General	\$0	\$0	\$0
	Ex-RVTN General	(\$1,092)	(\$3,394)	(\$3,394)
	Add Back Non Cash Depn	(\$1,089)	(\$1,089)	(\$1,089)
Funding Sources Total		(\$2,182)	(\$4,483)	(\$4,483)
Playground - Riverton Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Recreation Reserve - Riverton				
Income	Rentals	(\$610)	(\$573)	(\$573)
	Rates - Collected	(\$12,474)	(\$12,552)	(\$12,552)
	Rates - Adjustments	\$21	\$0	\$0
	Internal Rates Income	(\$141)	(\$50)	(\$50)
	Internal Rates offset	\$0	\$50	\$50
Income Total		(\$13,203)	(\$13,125)	(\$13,125)
Operational Expenditure	Material Damage Insurance	\$55	\$41	\$41
	Consultants	\$113	\$0	\$0
	Mowing	\$6,000	\$7,524	\$7,524
	Maintenance - General	\$1,167	\$1,613	\$1,613
	Depn - Buildings	\$0	\$2,875	\$2,875
	Depn - Improvement	\$799	\$531	\$531
	Internal - Work scheme service	\$3,450	\$1,882	\$1,882
	Internal Rates expense	\$1,977	\$2,065	\$2,065
Operational Expenditure Total		\$13,560	\$16,531	\$16,531
Net Operating (Surplus)/Deficit		\$357	\$3,406	\$3,406
Capital Expenditure	Improvements - Acq LOS	\$0	\$50,000	\$25,000
	WIP - Improvements	\$3,632	\$0	\$0
Capital Expenditure Total		\$3,632	\$50,000	\$25,000
Funding Sources	To-RVTN General	\$0	\$0	\$0
	Ex-RVTN General	(\$3,190)	(\$50,000)	(\$25,000)
	Add Back Non Cash Depn	(\$799)	(\$3,406)	(\$3,406)
Funding Sources Total		(\$3,989)	(\$53,406)	(\$28,406)
Recreation Reserve - Riverton Total		(\$0)	(\$0)	\$0
Refuse Collection - Riverton				
Income	Rates - Collected	(\$26,747)	(\$26,915)	(\$26,915)
	Rates - Adjustments	\$46	\$0	\$0
	Internal Rates Income	(\$302)	(\$114)	(\$114)
	Internal Rates offset	\$0	\$114	\$114
Income Total		(\$27,002)	(\$26,915)	(\$26,915)
Operational Expenditure	Street Litter Bins	\$21,609	\$24,720	\$24,720
	Refuse Collect - General	\$84	\$2,195	\$2,195
Operational Expenditure Total		\$21,693	\$26,915	\$26,915
Net Operating (Surplus)/Deficit		(\$5,309)	\$0	\$0
Funding Sources	To-RVTN General	\$5,309	\$0	\$0
	Ex-RVTN General	\$0	\$0	\$0
Funding Sources Total		\$5,309	\$0	\$0
Refuse Collection - Riverton Total		(\$0)	\$0	\$0
Riverton Pool				
Income	Rates - Collected	(\$32,672)	(\$32,960)	(\$32,960)
	Rates - Adjustments	\$19	\$0	\$0
	Internal Rates Income	(\$362)	(\$275)	(\$275)
	Internal Rates offset	\$0	\$275	\$275
Income Total		(\$33,015)	(\$32,960)	(\$32,960)
Operational Expenditure	Miscellaneous Grant	\$26,000	\$26,000	\$26,000
	Internal -Interest on Loans	\$503	\$503	\$503
Operational Expenditure Total		\$26,503	\$26,503	\$26,503
Net Operating (Surplus)/Deficit		(\$6,512)	(\$6,457)	(\$6,457)
Funding Sources	Internal Loans - Principal	\$0	\$0	\$0
	Internal Loans - Repaid	\$6,457	\$6,457	\$6,457
	To-RVTN General	\$55	\$0	\$0
Funding Sources Total		\$6,512	\$6,457	\$6,457
Riverton Pool Total		(\$0)	(\$0)	(\$0)

		Actual	Forecasted Budget	Annual Plan Budget
Stormwater Drainage - Riverton				
Income	Rates - Collected	(\$92,057)	(\$92,636)	(\$92,636)
	Rates - Adjustments	\$158	\$0	\$0
	Connection Fee - Stormwater	(\$90)	\$0	\$0
	Internal - Interest on Reserve	\$0	(\$4,078)	(\$4,078)
	Internal Rates Income	(\$1,038)	(\$418)	(\$418)
	Internal Rates offset	\$0	\$418	\$418
Income Total		(\$93,027)	(\$96,714)	(\$96,714)
Operational Expenditure	Material Damage Insurance	\$859	\$916	\$916
	Rates	\$0	\$164	\$164
	Monitoring	\$163	\$0	\$0
	Maintenance - General	\$13,435	\$14,510	\$14,510
	Internal - Interest on Loans	\$3,738	\$3,738	\$3,738
	Internal - WWS Management Fee	\$6,866	\$6,866	\$6,866
	Internal - Work scheme service	\$1,400	\$767	\$767
	Internal Rates expense	\$594	\$541	\$541
	Internal WWS Stormwater Invest	\$4,701	\$4,701	\$4,701
Operational Expenditure Total		\$31,756	\$32,203	\$32,203
Net Operating (Surplus)/Deficit		(\$61,272)	(\$64,511)	(\$64,511)
Capital Expenditure	Stormwater - Acquisition LOS	\$15,100	\$10,000	\$10,000
Capital Expenditure Total		\$15,100	\$10,000	\$10,000
Funding Sources	Internal Loans - Repaid	\$10,433	\$10,433	\$10,433
	To-RVTN Stormwater - RES	\$35,739	\$54,078	\$54,078
	Ex-RVTN Stormwater - RES	\$0	\$0	(\$10,000)
Funding Sources Total		\$46,172	\$64,511	\$54,511
Beautification - Colac Bay Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Street Works - Riverton				
Income	Rates - Collected	(\$92,735)	(\$93,319)	(\$93,319)
	Rates - Adjustments	\$159	\$0	\$0
	General Recoveries	(\$195)	\$0	\$0
	Internal Rates Income	(\$1,046)	(\$456)	(\$456)
	Internal Rates offset	\$0	\$456	\$456
Income Total		(\$93,817)	(\$93,319)	(\$93,319)
Operational Expenditure	Material Damage Insurance	\$2,203	\$735	\$735
	Electricity	\$693	\$0	\$0
	Main Street Upgrade	\$0	\$2,688	\$2,688
	Maintenance - General	\$4,849	\$12,898	\$12,898
	Depn - Improvement	\$2,826	\$13,885	\$13,885
	Depn - Transfer Station	\$0	\$894	\$894
	Internal - Work scheme service	\$340	\$2,149	\$2,149
	Internal Footpath Maintenance	\$408	\$0	\$0
Operational Expenditure Total		\$11,320	\$33,249	\$33,249
Net Operating (Surplus)/Deficit		(\$82,497)	(\$60,070)	(\$60,070)
Capital Expenditure	Improvements - Acq LOS	\$6,445	\$0	\$15,000
	Transfer Station - Acquisition LOS	\$0	\$17,885	\$17,885
	Footpaths - Acquisition LOS	\$0	\$100,000	\$100,000
	Footpaths - Renewal	\$0	\$173,400	\$173,400
	Internal capital footpaths	\$74,914	\$0	\$0
	Concrete Kerbs - Renewal	\$0	\$0	\$130,000
	Street Lighting - Acquis LOS	\$3,703	\$0	\$9,632
	WIP - Improvements	(\$6,445)	\$0	\$0
	WIP - Other	(\$953)	\$0	\$0
Capital Expenditure Total		\$77,664	\$291,285	\$445,917
Funding Sources	Internal Loans - Principal	\$0	\$0	(\$130,000)
	To-RVTN General	\$7,660	\$0	\$0
	Ex-RVTN General	\$0	(\$116,436)	(\$141,068)
	Ex-RVTN Property Sales - RE	\$0	\$0	\$0
	Ex-RVTN Property Sales - RE	\$0	(\$100,000)	(\$100,000)
	Add Back Non Cash Depn	(\$2,826)	(\$14,779)	(\$14,779)
Funding Sources Total		\$4,834	(\$231,215)	(\$385,847)
Street Works - Riverton Total		\$0	\$0	(\$0)
Taramea (Howells Point)				
Income	Rates - Collected	(\$9,060)	(\$9,117)	(\$9,117)
	Rates - Adjustments	\$16	\$0	\$0
	General Recoveries	\$0	(\$5,374)	(\$5,374)
	Internal - Interest on Reserve	(\$635)	(\$593)	(\$593)
	Internal Rates Income	(\$102)	(\$34)	(\$34)
	Internal Rates offset	\$0	\$34	\$34
Income Total		(\$9,782)	(\$15,084)	(\$15,084)
Operational Expenditure	Electricity	\$561	\$511	\$511
	Maintenance - General	\$1,190	\$3,577	\$3,577
	Maintenance - Planned	\$0	\$11,359	\$11,359
	Internal - Work scheme service	\$2,220	\$2,418	\$2,418
Operational Expenditure Total		\$3,971	\$17,865	\$17,865
Net Operating (Surplus)/Deficit		(\$5,811)	\$2,781	\$2,781
Funding Sources	To-RVTN General	\$0	\$0	\$0
	To Taramea Howells Point	\$5,811	\$0	\$0
	Ex Taramea Howells Point	\$0	(\$2,781)	(\$2,781)
Funding Sources Total		\$5,811	(\$2,781)	(\$2,781)
Taramea (Howells Point) Total		(\$0)	(\$0)	(\$0)

		Actual	Forecasted Budget	Annual Plan Budget
Taramea Bay				
Income	Rates - Collected	(\$18,598)	(\$18,715)	(\$18,715)
	Rates - Adjustments	\$32	\$0	\$0
	Internal - Interest on Reserve	(\$793)	(\$1,070)	(\$1,070)
	Internal Rates Income	(\$210)	(\$166)	(\$166)
	Internal Rates offset	\$0	\$166	\$166
Income Total		(\$19,569)	(\$19,785)	(\$19,785)
Operational Expenditure	Material Damage Insurance	\$36	\$77	\$77
	Donations	\$0	\$2,000	\$0
	Mowing	\$3,935	\$3,577	\$3,577
	General Projects	(\$4,390)	\$0	\$0
	Maintenance - General	\$5,283	\$3,239	\$3,239
	Maintenance - Tracks	\$758	\$1,075	\$1,075
	Depn - Improvement	\$8,970	\$6,060	\$6,060
	Depn - Other Equipment	\$175	\$175	\$175
	Internal - Work scheme service	\$8,010	\$10,748	\$10,748
	internal - Insurance Valuation	\$0	\$0	\$0
Operational Expenditure Total		\$22,778	\$26,951	\$24,951
Net Operating (Surplus)/Deficit		\$3,209	\$7,166	\$5,166
Capital Expenditure	Improvements - Acq LOS	\$0	\$0	\$25,000
Capital Expenditure Total		\$0	\$0	\$25,000
Funding Sources	Ex-RVTN General	\$0	\$0	\$0
	To - Taramea Bay/Rocks Develop	\$5,937	\$1,070	\$1,070
	Ex - Taramea Bay/Rocks Develop	\$0	(\$2,000)	(\$25,000)
	Add Back Non Cash Depn	(\$9,146)	(\$6,236)	(\$6,236)
Funding Sources Total		(\$3,209)	(\$7,166)	(\$30,166)
Taramea Bay Total		(\$0)	(\$0)	(\$0)
War Memorial Reserve				
Income	Rates - Collected	(\$1,607)	(\$1,617)	(\$1,617)
	Rates - Adjustments	\$3	\$0	\$0
	Internal - Interest on Reserve	(\$320)	(\$350)	(\$350)
	Internal Rates Income	(\$18)	(\$7)	(\$7)
	Internal Rates offset	\$0	\$7	\$7
Income Total		(\$1,942)	(\$1,967)	(\$1,967)
Operational Expenditure	Maintenance - General	\$228	\$1,079	\$1,079
	Internal - Work scheme service	\$1,160	\$538	\$538
Operational Expenditure Total		\$1,388	\$1,617	\$1,617
Net Operating (Surplus)/Deficit		(\$554)	(\$350)	(\$350)
Funding Sources	To-RVTN War Memorial	\$554	\$350	\$350
	Ex-RVTN War Memorial	\$0	\$0	\$0
Funding Sources Total		\$554	\$350	\$350
War Memorial Reserve Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Thornbury				
Beautification - Thornbury				
Income	Rates - Collected	\$0	\$0	\$0
	Contribution - Ward	(\$7,942)	(\$7,942)	(\$7,942)
Income Total		(\$7,942)	(\$7,942)	(\$7,942)
Operational Expenditure	Mowing	\$8,930	\$6,643	\$6,643
	Internal - Work scheme service	\$360	\$1,299	\$1,299
Operational Expenditure Total		\$9,290	\$7,942	\$7,942
Net Operating (Surplus)/Deficit		\$1,348	\$0	\$0
Funding Sources	To- Thornbury Gen Res	\$0	\$0	\$0
	Ex- Thornbury Gen Res	(\$1,348)	\$0	\$0
Funding Sources Total		(\$1,348)	\$0	\$0
Beautification - Thornbury Total		(\$0)	\$0	\$0
Hall - Thornbury				
Income	Hire Income	(\$394)	(\$500)	(\$500)
	Rates - Collected	(\$5,743)	(\$5,688)	(\$5,688)
	Internal - Interest on Reserve	(\$11)	(\$149)	(\$149)
Income Total		(\$6,148)	(\$6,337)	(\$6,337)
Operational Expenditure	Doubtful Debts	(\$132)	\$0	\$0
	Material Damage Insurance	\$2,437	\$1,689	\$1,689
	Public Liability Insurance	\$105	\$62	\$62
	Electricity	\$4,264	\$1,213	\$1,213
	Operating Costs	\$4	\$2,148	\$2,148
	Maintenance - Internal	\$1,978	\$0	\$0
	Maintenance - General	\$657	\$0	\$0
	Depn - Improvement	\$928	\$410	\$410
	Internal - Work scheme service	\$223	\$0	\$0
	Internal Rates expense	\$280	\$276	\$276
Operational Expenditure Total		\$10,744	\$5,798	\$5,798
Net Operating (Surplus)/Deficit		\$4,596	(\$539)	(\$539)
Funding Sources	Internal Loans - Principal	(\$2,764)	\$0	\$0
	To-Comm Ctr Thornbury - OP	\$11	\$949	\$949
	Ex-Comm Ctr Thornbury - OP	(\$915)	\$0	\$0
	Add Back Non Cash Depn	(\$928)	(\$410)	(\$410)
Funding Sources Total		(\$4,596)	\$539	\$539
Hall - Thornbury Total		(\$0)	(\$0)	(\$0)
Playground - Thornbury				
Income	Rates - Collected	\$0	\$0	\$0
	Contribution - Ward	(\$1,613)	(\$1,613)	(\$1,613)
Income Total		(\$1,613)	(\$1,613)	(\$1,613)
Operational Expenditure	Maintenance - General	\$390	\$1,613	\$1,613
	Depn - Improvement	\$1,404	\$1,615	\$1,615
	Internal - Work scheme service	\$0	\$0	\$0
Operational Expenditure Total		\$1,794	\$3,228	\$3,228
Net Operating (Surplus)/Deficit		\$181	\$1,615	\$1,615
Capital Expenditure	Improvements - Acquis Demand	\$0	\$0	\$0
	Improvements - Renewals	\$8,218	\$7,953	\$0
	Internal Capital Improv Renewal	\$2,030	\$0	\$0
	WIP - Improvements	(\$8,218)	\$0	\$0
Capital Expenditure Total		\$2,030	\$7,953	\$0
Funding Sources	To- Thornbury Gen Res	\$0	\$0	\$0
	Ex- Thornbury Gen Res	(\$807)	(\$7,953)	\$0
	Add Back Non Cash Depn	(\$1,404)	(\$1,615)	(\$1,615)
Funding Sources Total		(\$2,211)	(\$9,568)	(\$1,615)
Playground - Thornbury Total		(\$0)	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Street Works - Thornbury				
Income	Rates - Collected	(\$4,174)	(\$4,174)	(\$4,174)
	Internal - Interest on Reserve	(\$384)	(\$132)	(\$132)
Income Total		(\$4,558)	(\$4,306)	(\$4,306)
Operational Expenditure	Street Litter Bins	\$4,167	\$1,504	\$1,504
	Maintenance - General	\$1,226	\$800	\$2,132
	Internal - Work scheme service	\$180	\$538	\$538
Operational Expenditure Total		\$5,573	\$2,842	\$4,174
Net Operating (Surplus)/Deficit		\$1,015	(\$1,464)	(\$132)
Capital Expenditure	Footpaths - Acquisition LOS	\$0	\$0	\$48,365
Capital Expenditure Total		\$0	\$0	\$48,365
Funding Sources	Internal Loans - Principal	\$0	\$0	(\$41,325)
	To- Thornbury Gen Res	\$384	\$0	\$0
	Ex- Thornbury Gen Res	(\$1,399)	\$1,464	(\$6,908)
Funding Sources Total		(\$1,015)	\$1,464	(\$48,233)
Street Works - Thornbury Total		(\$0)	\$0	(\$0)
Riverton Harbour				
Harbour				
Income	Rentals	(\$30,039)	(\$26,146)	(\$26,146)
	General Recoveries	\$0	\$0	\$0
	Licence Fee - Boat Park	(\$7,936)	(\$8,369)	(\$8,369)
	Internal - Interest on Reserve	(\$450)	(\$1,978)	(\$1,978)
Income Total		(\$38,426)	(\$36,493)	(\$36,493)
Operational Expenditure	Doubtful Debts	\$188	\$0	\$0
	Material Damage Insurance	\$1,466	\$1,178	\$1,178
	Public Liability Insurance	\$2,000	\$2,073	\$2,073
	Councillor - Meeting All	\$350	\$1,000	\$1,000
	Miscellaneous Grant	\$500	\$500	\$500
	Electricity	\$3,645	\$3,153	\$3,153
	Legal Costs	\$884	\$0	\$0
	Mowing	\$4,126	\$4,300	\$4,300
	Rates	\$282	\$202	\$202
	General Projects	(\$8,899)	(\$7,913)	\$4,088
	Monitoring	\$216	\$0	\$0
	Maintenance - General	\$1,115	\$3,224	\$3,224
	Maintenance - Lights	(\$251)	\$2,862	\$2,862
	Maintenance - Project	(\$61,391)	(\$60,469)	\$0
	Refuse Collect - General	\$5,252	\$4,588	\$4,588
	Depn - Improvement	\$8,877	\$1,500	\$1,500
	Internal -Interest on Loans	\$677	\$0	\$0
	Internal - Work scheme service	\$1,160	\$1,017	\$1,017
	Internal Rates expense	\$1,876	\$1,520	\$1,520
Operational Expenditure Total		(\$37,927)	(\$41,265)	\$31,205
Net Operating (Surplus)/Deficit		(\$76,353)	(\$77,758)	(\$5,288)
Capital Expenditure	Improvements - Acq LOS	\$0	\$6,445	\$0
	Improvements - Renewals	\$72,469	\$72,469	\$0
	WIP - Improvements	\$0	(\$6,445)	\$0
Capital Expenditure Total		\$72,469	\$72,469	\$0
Funding Sources	Internal Loans - Principal	\$0	\$0	\$0
	Internal Loans - Repaid	\$1,208	\$0	\$0
	To-RVTN HARB General - RE	\$11,553	\$6,788	\$6,788
	Ex-RVTN HARB General - RE	\$0	\$0	\$0
	Add Back Non Cash Depn	(\$8,877)	(\$1,500)	(\$1,500)
Funding Sources Total		\$3,884	\$5,288	\$5,288
Harbour Total		\$0	(\$1)	(\$0)

Community Leadership Report

Record No: R/20/11/64515

Author: Simon Moran, Community Partnership Leader

Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision

☐ Recommendation

☒ Information

Purpose

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

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Community Leadership Report” dated 1 December 2020.**

Attachments

- A Oraka Aparima 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 Oraka Aparima Community Board received 12 applications to the first round of the fund. The successful applicants were as follows;

- Aparima College - \$3,000
- Aparima Pest Busters \$770
- Riverton Beautification Project - \$700
- Riverton Community Charitable Trust - \$3,000
- Riverton District Baths Committee - \$1,200
- St Mary's Anglican Church - \$2,540
- Thornbury Home and School - \$2,190
- Waimatuku Highland Pipe Band - \$1,500

One application was deferred to the next meeting on 9 December 2020. The next funding round closes on 28 February 2021. Several of our boards also opted to have a second funding round and these have the following closing dates;

31 January 2021

- Fiordland Community Board

28 February 2021

- Tuatapere Te Waewae Community Board
- Northern Community Board
- Wallace Takitimu Community Board
- Oraka Aparima Community Board

31 March 2021

- Oreti Community Board
- Waihopai Toetoe Community

In addition, five 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.

Ministry of Social Development Funding

Community groups can apply to the Community Capability and Resilience Fund (CCRF) which builds on the success of grant funding provided by the Government to support communities during the first Covid-19 Alert Level 4 lockdown.

The CCRF encourages communities to build on these initiatives and supports them to implement further innovative solutions and ideas.

CCRF funding could be used to help people to work remotely, develop health and safety measures for whānau, build financial capability, or develop and implement Covid-19 recovery plans, among other things.

Building provider capability and resilience fund: <https://www.msd.govt.nz/what-we-can-do/community/building-provider-capability-and-resilience-fund/index.html>

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/>

Grants recently allocated in the Oraka Aparima Community Board area

The following are grants that were approved by the Community and Strategy Committee in November 2020 for projects within the Oraka Aparima Community Board area.

District Heritage Fund

Riverton Heritage and Tourist Centre Trust	\$19,000
Thornbury Vintage Tractor Club Inc.	\$3,500

Creative Communities Funding Scheme

Abstract art mural workshop (Steph McDonald) - Riverton	\$850
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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 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

2050 project

On 11 November 2020 the Community and Strategy Committee endorsed the facilitation and development of a 2050 project for the district. The project is an opportunity to lead a process that develops a framework that can be used by everyone for intergenerational wellbeing outcomes. It is not intended to be 'owned' by any one group or organisation, but will guide direction and assist Council (and the many agencies, groups, and individuals who make up the district) to determine its own strategic direction that aligns with and supports outcomes to achieve intergenerational wellbeing for Southland district.

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 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 11th 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.

Operational Report for Oraka Aparima Community Board

Record No: R/20/11/67849
Author: Carolyn Davies, Executive Assistant
Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision ☐ Recommendation ☒ Information

Purpose of Report

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

Recommendation

That the Oraka Aparima Community Board:

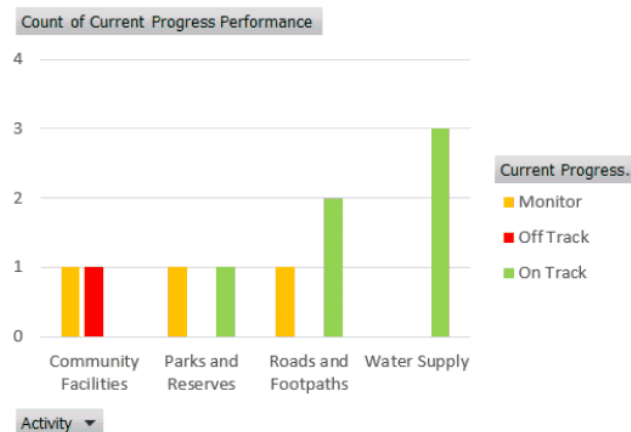
- a) **Receives the report titled “Operational Report for Oraka Aparima Community Board” dated 1 December 2020.**

Attachments

- A Oraka Community Board - 9 December 2020 - Operational report [↓](#)



1. Projects within current 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	CURRENT PROGRESS	BUDGET VALUE	PROJECT CURRENT COMMENT
COMMUNITY FACILITIES	P-10248	Install new dump station at Bath Road, Riverton	Pre delivery phase	Monitor	\$15,135	Price received from Downers and this now requires an unbudgeted expenditure report to the community board in February.

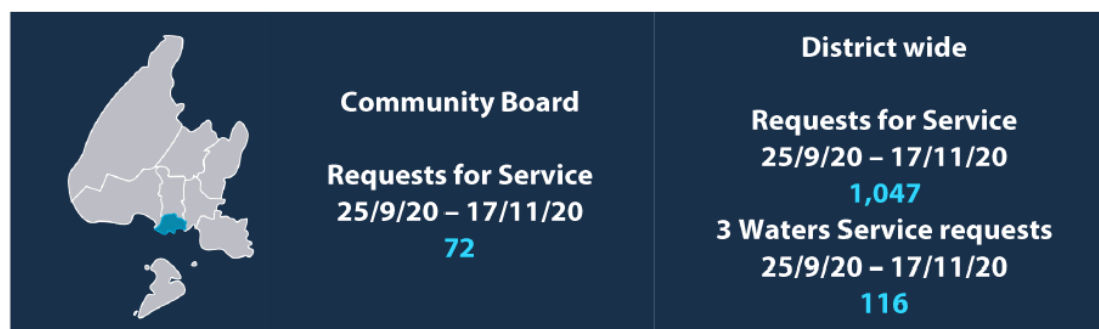


ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET VALUE	PROJECT CURRENT COMMENT
ROADS AND FOOTPATHS	P-10320	Replace kerb and channel on Foster Road, Thornbury	Pre delivery phase	On track	\$48,365	Final design now in progress following consultation with the community board. Next step is procurement phase
COMMUNITY FACILITIES	P-10367	Colac Bay Hall reroof	Delivery phase	Off track	\$30,000	Quote received from local builder and start date to be confirmed.
PARKS AND RESERVES	P-10953	Riverton Henderson Street playground - equipment replacement	Delivery phase	Monitor	\$12,676	The unbudgeted expenditure report has been approved and the new swing set has been ordered. A local contractor has been engaged to remove the old equipment.
PARKS AND RESERVES	P-10307	Remove trees, establish walking track and creating planting, Railway Esplanade, Riverton	Business case phase	On track	\$46,142	Tender closed Monday 16 November 2020 at 4pm. Seeking further information from the preferred tenderer.
ROADS AND FOOTPATHS	P-10315	Pitt Street/ James Street Riverton LOS footpaths	Delivery phase	Monitor	\$100,000	Pitt Street and James Street now completed. Footpath inspection/ defects inspection programmed.
WATER SUPPLY	P-10268	Addition UV disinfection - Riverton	Pre delivery phase	On track	\$243,996	WSP have delivered preliminary design through to Council for approval. Outline plan with resource management team for approval prior to a building consent being submitted.

2. Community board contracts

CONTRACT NAME	CONTRACT MANAGER COMMENTARY
10/01 – Water and Waste Water Services Operation and Maintenance	The water and waste water contract is operating well. Downers have also been assisting with localised flooding events arising from high rainfall.
17/02 - Central Alliance Roding Contract	<p>To report, pre-reseal repairs remain a priority that require dig outs, levelling and stabilising, weather dependant. Programme is reported to start in Riverton urban area.</p> <p>Logging continues on Hall Road and is targeted to finish middle of December. The Alliance continues to work closely with the logging contract manager in relation to managing the failures now appearing.</p> <p>Richard Street has had drainage work completed post the most recent weather event.</p> <p>Central sealed roads spraying is complete and unsealed network spraying has commenced.</p> <p>First round of mowing is complete and regrowth is already evident.</p> <p>Winton Spar Bush Road concrete box culvert had a void that required excavation. This is complete. Drainage and especially culvert maintenance and failures remain to the forefront of reactive maintenance.</p> <p>The roading team is currently undertaking an annual audit of the unsealed network using road roid.</p> <p>A number of road signs have recently been vandalised, including Stop and Give Way signs which is frustrating from a road safety perspective.</p>
20/20 – Riverton Area Grass Maintenance (Mowing)	Exceptional grass growth has the mowing contractors working hard to keep up
20/01 – Riverton office and library cleaning	No major issues with this contract
16/53 – Riverton gardening contract	The gardening contract is out for tender
17/02 Central Alliance Contract	The Princess Street toilet has again been vandalised resulting in the newly replaced bowl in the men's toilet being smashed again.

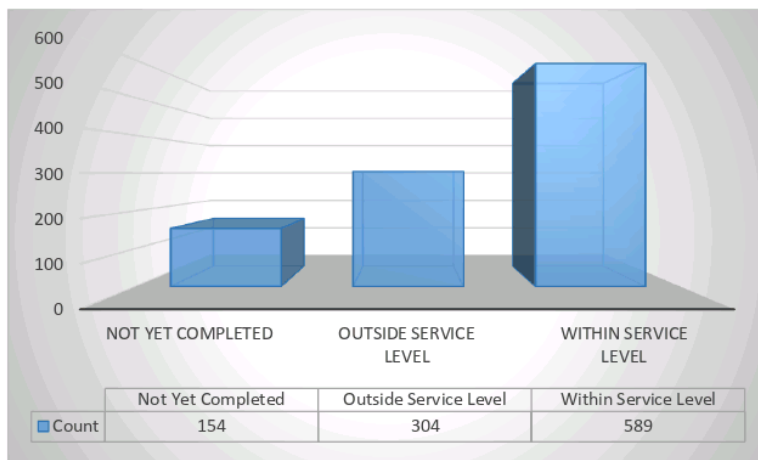
3. Request for service data 25 September 2020 – 17 November 2020



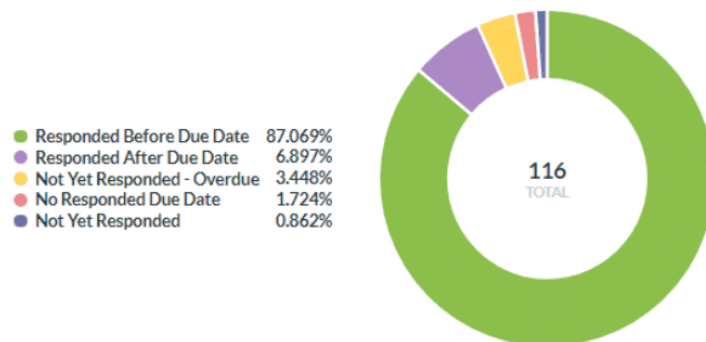
REQUEST TYPE	COUNT
Cemeteries repairs and maintenance	2
Council housing/ flats - repairs (routine)	1
Liquor licensing	1
Noise control (not animal noises)	8
Nuisance complaints (odour, vermin, neighbourhood)	1
Parks and reserves r&m	1
Roadside spraying - noxious weeds	1
Vegetation urban/ berm mow/ overgrown/ visibility issues	3
Culverts blocked - rural	2
Flooding roads - urban towns (not stormwater) - safety	4
Gravel, potholes/ corrugations and grading	2
Manholes and grates (safety)	1
Multiple street lights out - not in a row	1
Other road hazards (safety)	1
Sealed road - potholes and blowouts (safety)	1
Sewer lateral blockage	1
Sewer main (pipe) damaged	2
Sewer overflow urgent	1
Stop/ give way signs - existing (urgent 24hr fix safety)	1
Stormwater general - urgent	1
Transport - road matters general	9
Urban stormwater (the drain)	2
Water asset damaged (main, hydrant, valve, meter)	1
Water asset leak (main, hydrant, valve, meter)	8
Water no supply	1
Water pressure low	1
Water toby damaged (not safety issue)	1
Water toby leak	2
Water toby location	3
Wheelie bin damaged	1

REQUEST TYPE	COUNT
Wheelie bin new	5
Wheelie bin stolen	1
Wheelie bin collection complaints	1
TOTAL	72

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 including further investigations/work required and extensions of time to complete the requests.



4. Local finance reporting

Colac Bay - Business Units as at 31 October 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Street Works - Colac Bay	\$3,251	\$3,225	\$10,610	\$2,463	\$4,409	\$12,674			
Stormwater Drainage-Colac Bay	\$301	\$299	\$897	\$243	\$316	\$897			
Beautification - Colac Bay	\$2,926	\$2,746	\$8,239	\$2,979	\$2,746	\$8,239			
Playground - Colac Bay	\$549	\$549	\$1,648	\$573	\$1,205	\$3,614			
Hall - Colac Bay	\$3,949	\$3,779	\$11,344	\$4,453	\$4,134	\$41,905			
Total	\$10,977	\$10,599	\$32,738	\$10,711	\$12,809	\$67,329	\$0	\$0	\$0

Oraka-Aparima - Business Units as at 31 October 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Community Leadership Oraka Ap			\$7,136	\$7,850	\$25,736	\$60,902			\$0
Total	\$0	\$0	\$7,136	\$7,850	\$25,736	\$60,902	\$0	\$0	\$0

Riverton/Aparima - Business Units as at 31 October 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Administration - Riverton	\$15,203	\$15,204	\$64,186	\$7,891	\$7,324	\$21,722			
Operating Costs - Riverton	\$11,685	\$11,014	\$33,043	\$12,006	\$13,178	\$33,043			
Street Works - Riverton	\$27,636	\$27,638	\$82,914	\$7,853	\$35,214	\$105,642	\$303,457	\$71,207	
Refuse Collection - Riverton	\$9,168	\$9,169	\$27,507	\$7,353	\$9,169	\$27,507			
Stormwater Drainage - Riverton	\$31,265	\$31,087	\$99,120	\$15,985	\$10,950	\$32,335			
Cemetery - Riverton	\$22,500	\$17,527	\$54,487	\$14,344	\$16,054	\$48,162			
Beautification - Riverton	\$21,191	\$21,192	\$63,575	\$15,555	\$21,192	\$63,575			
Recreation Reserve - Riverton	\$4,480	\$4,471	\$13,413	\$8,848	\$7,013	\$16,819	\$614	\$15,381	
Taramea (Howells Point)	\$2,883	\$2,883	\$9,239	\$5,034	\$8,883	\$26,649			
Taramea Bay	\$6,376	\$6,376	\$20,233	\$4,822	\$8,153	\$24,459			\$25,000
Koikoi Park				\$227	\$227	\$680			
War Memorial Reserve	\$551	\$551	\$2,014	\$365	\$551	\$1,653			
Playground - Riverton	\$2,124	\$2,124	\$6,371	\$1,219	\$4,045	\$12,134			
Riverton Pool	\$11,006	\$10,987	\$32,960	\$66	\$54	\$26,198			
Total	\$166,068	\$160,222	\$509,062	\$101,567	\$142,006	\$440,578	\$304,071	\$86,588	\$25,000

Riverton Harbour - Business Units as at 31 October 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Harbour	\$21,134	\$17,268	\$36,893	\$12,770	\$11,896	\$32,444			
Total	\$21,134	\$17,268	\$36,893	\$12,770	\$11,896	\$32,444	\$0	\$0	\$0



Thornbury - Business Units as at 31 October 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Street Works - Thornbury	\$2,642	\$2,642	\$7,946	\$727	\$1,912	\$6,064		\$16,122	\$48,365
Beautification - Thornbury	\$2,706	\$2,706	\$8,117	\$2,623	\$2,706	\$8,117			
Playground - Thornbury	\$549	\$549	\$1,648	\$777	\$1,372	\$4,115			
Hall - Thornbury	\$2,935	\$3,102	\$9,487	\$4,747	\$3,160	\$8,916			
Total	\$8,832	\$8,999	\$27,198	\$8,874	\$9,150	\$27,212	\$0	\$16,122	\$48,365

Community leadership Oraka Aparima expenses are under budget by \$17,886. This relates to the Oraka Aparima community initiative grants being phased to occur in October. As these grants were only approved by the community board in late October the expense will occur throughout November.

Riverton Aparima income is \$5,846 over budget. This is due to an additional \$5,062 of interment income at the cemetery.

Riverton Aparima expenditure is \$40,439 under budget. The main variances are:

- (i) Street Works – Riverton is \$27,361 under budget due to maintenance general being under budget by \$9,844 as no maintenance has been yet required. The local contribution to footpath renewals is under budget by \$17,575. This is discussed in the project table above.
- (ii) Riverton beautification expenditure is \$5,637 under budget with less maintenance required so far this year.

Riverton Aparima capital expenditure is over budget by \$217,4831. This relates to replacement footpath work being completed. The portion to be funded by Waka Kotui New Zealand Transport Agency is yet to be moved.

Riverton Harbour income is currently over budget by \$3,866 due to rentals income being higher than budgeted by \$4,233. The budget is phased evenly over the year

Reserve Balances

RESERVE	30 JUNE 2020	BUDGET 30 JUNE 2021	FORECAST 30 JUNE 2021
Colac Bay community centre	\$9,154	\$1,357	\$1,357
Colac Bay general	\$49,684	\$47,268	\$46,716
Total – Colac Bay	\$58,838	\$48,625	\$48,073
Riverton cemetery Maintenance	\$62,324	\$69,231	\$69,231
Riverton Doc Profits Lib Sale	\$67,801	\$70,083	\$70,083
Riverton General	\$372,876	\$371,512	\$199,073
Riverton Parks & Reserves Development	\$28,747	\$29,784	\$29,784
Riverton Property Sales	\$245,769	\$252,834	\$152,834
Riverton War Memorial	\$13,645	\$14,006	\$14,006
Taramea Bay/Rocks Development	\$36,145	\$10,560	\$10,560
Taramea Howells Point	\$29,474	\$12,064	\$12,064
Riverton stormwater	\$160,097	\$215,955	\$215,955
Total Riverton/Aparima	\$1,016,878	\$1,046,029	\$773,590
Riverton Harbour	\$24,616	\$29,300	\$22,800
Total – Riverton Harbour	\$24,616	\$29,300	\$22,800
Thornbury community centre	\$11	\$992	\$992
Thornbury general	\$14,487	\$6,616	\$6,616
Total – Thornbury	\$14,498	\$7,608	\$7,608
TOTAL RESERVES	\$1,114,830	\$1,131,562	\$852,071

Council Report

Record No: R/20/11/67098
Author: Simon Moran, Community Partnership Leader
Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ 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
Waihopai 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 30th 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 Oraka Aparima Community Board:

- a) Receives the report titled **"Council Report" dated** 30 November 2020.

Attachments

There are no attachments for this report.

Chairperson's Report

Record No: R/20/11/69223
Author: Alyson Hamilton, Committee Advisor
Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision ☐ Recommendation ☒ Information

Purpose of report

- 1 The purpose of the report is to provide an update to the Oraka Aparima Community Board on activities that the chairperson has been involved since the establishment of the board on 20 November 2019. This report covers October and November 2020.
- 2 Items of interest include the following:
 - attendance at chairs meeting with Adam Stride from Playsafe outlining different types of play equipment and the area of a safe fall zone that is required with bark chips (special type) or pea gravel as best fill for fall areas
 - attended the Riverton Harbour Subcommittee meeting items discussed included:
 - weight loading assessment of T wharf
 - WSP report on coastal water structures.
 - attendance at the Taramea (Howell's Point) Management Committee meeting
 - comment was made of the new walking track to back beach being well used
 - further discussion on the establishment of a marae
 - meeting with Bryn McCabe regarding the possible purchase of the Icon Paua shell situated on the main street
 - will be attending the upcoming Aparima College prize giving evening.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Chairperson's Report" dated 1 December 2020.**

Attachments

There are no attachments for this report.

Unbudgeted Expenditure - Colac Bay Progress League

Record No: R/20/11/68487

Author: Kathryn Cowie, Community Liaison Officer

Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is for the Oraka Aparima Community Board to approve unbudgeted expenditure of \$1,500 to the Colac Bay Progress League Inc. for their project to install a moveable kitchen island bench at the Colac Bay community centre.

Executive Summary

- 2 The Colac Bay Progress League Inc. submitted an application to the Oraka Aparima Community Board Community Partnership Fund in the August 2020 funding round for their project to install a moveable kitchen island bench at the community centre in Colac Bay.
- 3 This application was declined based on the fact that it was ineligible to apply to the fund as the community centre is a Council owned asset.
- 4 The Oraka Aparima Community Board still wished to support the project as they recognise the efforts the Progress League put in to maintain and improve the facility for the community, and that it is in their best interests for the community to make sure the hall is functioning well and is fit for purpose.
- 5 The unbudgeted expenditure of \$1,500 would be funded from the Colac Bay general reserve.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Unbudgeted Expenditure - Colac Bay Progress League "** dated 27 November 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 unbudgeted expenditure to grant the Colac Bay Progress League Inc. \$1,500 from the Colac Bay general reserve towards their project to install a moveable kitchen island at the Colac Bay community centre.

Background

- 6 The Colac Bay community centre is a Council owned asset situated on Manuka Street, Colac Bay. The Colac Bay Progress League Inc. have for many years managed the hall on behalf of Council and have also undertaken fundraising for projects to improve the facility such as installing a large fridge suitable for catering for large functions. The community centre is a well utilised facility for the Colac Bay community and surrounding areas.
- 7 The Progress League currently have a project where they would like to install a moveable kitchen island at the hall which will make things easier and more practical when catering for functions and events.
- 8 An application was made to the Oraka Aparima Community Partnership Fund, but this was declined as it was deemed ineligible as the hall is a Council owned asset. Other applications of a similar nature from other community board areas were also declined on this basis.
- 9 The Oraka Aparima Community Board did however still want to support the Progress League in this project as they felt it would only benefit the community to make sure the community centre was fit for purpose and maintained to a high standard. They also recognised the amount of effort and volunteer time that the organisation has put into managing and maintaining the facility.
- 10 When the Progress League was advised of the outcome of their Community Partnership Fund application, they were asked to supply a quote for a kitchen island as this was not included in their original application. They have now supplied this information, and following a discussion at the community board workshop on 18 November 2020, the Oraka Aparima Community Board would like to grant the Colac Bay Progress League Inc. \$1,500 towards this project from the Colac Bay general reserve.

Issues

- 11 It has been identified that it would be a good idea for Council staff and the Progress League to meet to discuss the hall chattels and ownership and to formalise a written agreement for these.

Factors to Consider

Legal and Statutory Requirements

- 12 There are no legal or statutory requirements.

Community Views

- 13 The Oraka Aparima Community Board, as representatives of their communities have made this decision as they feel it would benefit the Colac Bay community.

Costs and Funding

- 14 The Oraka Aparima Community Board would like to grant an amount of \$1,500 from the Colac Bay general reserve.

Policy Implications

- 15 There are no policy implications.

Analysis

Options Considered

- 16 To approve or not approve the unbudgeted expenditure to grant the Colac Bay Progress League Inc. \$1,500 from the Colac Bay general reserve for their project to install a moveable kitchen island at the Colac Bay Community Centre.

Analysis of Options

Option 1 – To approve the unbudgeted expenditure to grant the Colac Bay Progress League Inc. \$1,500 from the Colac Bay general reserve for their project to install a moveable kitchen island at the Colac Bay community centre.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">the Colac Bay Progress league will have funds towards this project which will make the hall more fit for purpose and user friendly	<ul style="list-style-type: none">there are less funds in the Colac Bay general reserve for other projects.

Option 2 – To not approve the unbudgeted expenditure to grant the Colac Bay Progress League Inc. \$1,500 from the Colac Bay general reserve for their project to install a moveable kitchen island at the Colac Bay Community Centre.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">the funds are left in the Colac Bay general reserve for other projects	<ul style="list-style-type: none">the hall kitchen will remain in its current state, and is not so user friendly and functional for catering functions etc

Assessment of Significance

- 17 Not considered significant.

Recommended Option

- 18 Option 1 – approve the unbudgeted expenditure to grant the Colac Bay Progress League Inc. \$1,500 from the Colac Bay general reserve.

Next Steps

- 19 If approved, payment will be made to the Colac Bay Progress League Inc.

Attachments

There are no attachments for this report.

Request for Funds - Southland Heritage & Building Preservation Trust

Record No: R/20/11/68489
Author: Kathryn Cowie, Community Liaison Officer
Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 The purpose of this report is for the Oraka Aparima Community Board to approve a request for funds from the Southland Heritage & Building Preservation Trust.

Executive Summary

- 2 In June 2019 the Southland Heritage & Building Preservation Trust (the trust) made a request to the then Riverton Aparima Community Board for a \$20,000 grant towards their project to restore Kohi Kohi's Cottage located on Napier Street, Riverton.
- 3 The board approved the grant request, and also granted the trust an amount of up to \$10,000 for appropriate signage outside the property.
- 4 Both grants were to be made from the Riverton Aparima general reserve.
- 5 The trust would now like to uplift the second grant towards signage and other costs associated with this project.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Request for Funds - Southland Heritage & Building Preservation Trust" dated 30 November 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 \$10,000 grant from the Riverton Aparima general reserve towards the signage costs and other costs associated with the Southland Heritage & Building Preservation Trust's Kohi Kohi cottage project.

Background

- 6 Kohi Kohi's Cottage, located at 22 Napier Street, Riverton is a Category 1 listed Heritage site. It is the first permanent residence in Riverton, dating back to 1837 and is the home that Captain John Howell built for his wife Kohi Kohi. It is a rare example of a dwelling dating before the Treaty of Waitangi.
- 7 The cottage has been owned by the trust since 2006, and since then an extensive restoration process has been undertaken in various stages, following a conservation plan completed by a heritage architect, and guided by Heritage New Zealand.
- 8 In June 2019 the trust made a request to the then Riverton Aparima Community Board for a grant of \$20,000 towards the third and final building restoration stage of the project. The board approved this request (which was later approved by Council in August 2019) and also approved a grant of up to \$10,000 for appropriate signage outside the cottage. Both grants were to be funded from the Riverton Aparima general reserve.
- 9 The trust were successful in receiving grants from other organisations (Community Trust South, The Stout Trust) for this stage of the project, and the building restoration of the cottage is now complete. They have also contributed a considerable amount of their own funds (at least \$37,000) towards all stages of the restoration. Community funders have also supported other stages of the project.
- 10 The trust have designed and produced a sign to be installed on Napier Street (copy attached) and would now like to uplift funds towards this. They would also like to make a request to the Oraka Aparima Community Board for them to consider granting the remaining funds not used for signage towards other costs associated with the project and maintenance of the cottage.
- 11 The cost to design and produce the sign is approximately \$780 + GST. The cost is less than originally anticipated as they have decided to mount the sign on the existing fence at the property rather than install posts. The trust would also like to install a second sign in the near future similar to the first one with more historical information and detail for passers-by to read.
- 12 Other costs the grant would be used for would include bora treatment for the cottage, rates and insurance costs, or any other interpretation costs they decide to implement at this stage.
- 13 The trust are currently discussing the next stage of the project and future ownership of the cottage. The next step in the process would be deciding what level of interpretation would be put inside and outside the cottage, and what level of access it would have to the public. It is possible that the Trust would consider transferring ownership of the cottage to another community entity or appropriate body such as Heritage NZ.

Issues

- 14 The key issue for the board to consider is whether they would like to contribute remaining funds from the potential \$10,000 grant towards other costs associated with the project.

Factors to Consider

Legal and Statutory Requirements

- 15 No legal and statutory requirements to consider.

Community Views

- 16 The Oraka Aparima Community Board, as representatives of their community will make a decision on this request.

Costs and Funding

- 17 The cost of the sign the trust have produced is approximately \$780 + GST. The cost to produce a second similar sign would be around the same amount. Any other funds of the remaining \$8,440 granted to the Trust would be put towards the project or costs associated with the cottage.

Policy Implications

- 18 No policy implications.

Analysis

Options Considered

- 19 The options for consideration are to either approve all, some or none of the \$10,000 grant from the Riverton Aparima general reserve towards the signage costs and other costs associated with the Southland Heritage & Building Preservation Trust's Kohi Kohi cottage project.

Analysis of Options

Option 1 – Approve all of the \$10,000 grant from the Riverton Aparima general reserve towards the signage costs and other costs associated with the Southland Heritage & Building Preservation Trust's Kohi Kohi cottage project.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">the trust are able to produce and install signage outside the cottage which is likely to be of interest to locals and visitorsthe funds will be able to be put towards other costs associated with the project which would assist the trust considerablythe Oraka Aparima Community Board will be contributing to preserving a significant piece of local heritage	<ul style="list-style-type: none">reserve funds are not available for other local projects.

Option 2 – Approve some of the \$10,000 grant from the Riverton Aparima general reserve towards the signage costs and other costs associated with the Southland Heritage & Building Preservation Trust's Kohi Kohi cottage project.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">the trust are able to produce and install signage outside the cottage which is likely to be of interest to locals and visitors	<ul style="list-style-type: none">reserve funds are not available for other local projects

<ul style="list-style-type: none"> the funds will be able to be put towards some other costs associated with the project which would assist the trust considerably the Oraka Aparima Community Board will be contributing to preserving a significant piece of local heritage 	
---	--

Option 3 – Do not approve the grant of \$10,000 from the Riverton Aparima general reserve towards the signage costs and other costs associated with the Southland Heritage & Building Preservation Trust’s Kohi Kohi cottage project.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> reserve funds are available for other local projects 	<ul style="list-style-type: none"> the funds will not go towards this worthy local project the Oraka Aparima Community Board will not be contributing to preserving an important piece of local heritage

Assessment of Significance

- 20 Not considered significant.

Recommended Option

- 21 Option 1 – approve the grant of \$10,000 from the Riverton Aparima general reserve towards the signage costs and other costs associated with the Southland Heritage & Building Preservation Trust’s Kohi Kohi cottage project.

Next Steps

- 22 The trust will be informed of the board’s decision and the appropriate steps taken if payment is required.

Attachments

- A SH&BPT quote creation signs 2020 [↓](#)
 B Invoice from Helen Stewart - Interpretation Board Design [↓](#)
 C TeWhareKohiKohi - final panel design [↓](#)



Customer Account: Z119
Date Created: 18 September 2020

Quote Number:
J28707

Quote Prepared For: Rachael Egerton
Anekdotia - Historical Research & Heritage Adv

Name: Riki Shuttleworth
Phone: 0276867999
Email: riki.shuttleworth@creationsigns.co.nz

Thank you for the opportunity to submit pricing to you. All prices are based on the quantities and items shown below.

J28707	Supply 1x interpretation panel 1100mm x 700mm - Riverton historic cottage	0.00
	Option 1 - 5mm alloy panel with angle alloy brackets \$ 580.00	
	Option 2: panel in alloy frame with polycarb cover and brackets \$1100.00	


Subtotal	0.00
GST	0.00
Total	0.00

Quote Terms

1. All prices are exclusive of GST and FREIGHT unless otherwise stated.
2. All orders will be subject to our standard Terms and Conditions of Sale.
3. Delivery times may vary and will be confirmed on receipt of your order number.
4. Quote Valid for 30 Days only.
5. Prices may be subject to major currency and material cost fluctuations outside of our control. However, negotiation will be sought prior to price changes being implemented.

If you have any questions then please do not hesitate to contact me and I would be happy to assist in any way possible.

Creation Signs Limited:
88 Bill Richardson Drive
P.O Box 313, Invercargill
Ph: 03 211 0301
Fax Sales: 03 214 1711

	Helen Stewart +design	INV OUT	9-Sep-2020
41 Marama Avenue South RD9 Oatara, Invercargill	JOB REFERENCE	2020071RACH	
BILL TO: Southland Heritage Buildings and Preservation Trust % Rachael Egerton		TAX INVOICE	
DATE completed	ITEM		AMOUNT
9-Sep-2020	design and layout, revisions, preparation of final artwork for print.	4h	\$200.00
		AMOUNT DUE	\$200.00
Please pay to:			
Bank Acc No. 06 0925 040552801			

TE WHARE KOHIKOHI

He whare whakahirahira a Te Whare o Kohikohi.

He whakamahara puiaki ki ngā moenga maha o mua i waenganui i te Māori, i te Pākehā i Te Ara a Kiwa, nā ēnei te āhua o Murihiku i whakahua. I te wā i moe a Kohikohi, he ariki nō Rarotoka ki a Kāpene John Howell he moenga mananui i whakaaweawe i te hononga whakaaio o ngā iwi e rua. He wāhi ngākaunui ki ngā uri maha rātou ko te hāpori hei tohu ki tō rātou taonga tuku iho, ki tō rātou tuakiri. He wāhi pūrākau maha kia kōrerotia.

I te tau 2006 i tukuna atu te taitara o te whare i a Neville Wilson ki te Southland Heritage and Buildings Preservation Trust kia whakatūturingia tōna tiakinga roa me te tuku i te tangata kia kuhu ki roto. Te whakaarotau tuatahi ko te tiaki i te whare. Te kaupae i muri atu ko te tuku i te hāpori kia kuhu ki roto me te whakaatu i tōna wā o mua mā ngā whakaaturanga whakamārama. Ka whakaahutia te whakamāramatanga mā te uiuinga ki ngā uri rātou ko te hāpori.

Mātakitaki mai ki tēnei wāhi kia mōhio ai ā hea te whare pūare mai ai hei wheako mōu ki tēnei wāhanga whakahirahira o tō tātou wāmua.

Kohikohi Cottage is a nationally significant building (Category 1 Historic Place on the Heritage New Zealand Pouhere Taonga List, Rārangi Kōrero).

It is a rare tangible reminder of the many early intermarriages between Māori and Pakeha along Te Ara a Kiwa (Foveaux Strait) which shaped Southland's character. When Kohikohi, a high ranking young Māori woman from Rarotoka (Centre Island) and whaling leader Captain John Howell married (c.1837), their union was one of great mana which influenced the peaceful coming together of two peoples. It is a place treasured by many descendants and the local community and is a symbol of their shared heritage and identity. It is a place with many stories to tell.

In 2006 ownership of the cottage transferred from descendant Neville Wilson to the Southland Heritage and Building Preservation Trust to ensure its long term care and accessibility. The first priority has been to conserve the building. The next step is to make the building accessible to the public, and share its fascinating past through interpretive displays. Interpretation will be developed in consultation with descendants and the local community.

Watch this space to find out when the building will be open for you to experience this rich chapter of our past.



The cottage today, after completion of conservation work to the exterior. (R Egerton, 2018)



The earliest known image of the cottage. (D. Ross, c.1865. Courtesy of Riverton Heritage Society Inc.)

To access the property, for further information, or if you would like to be involved or contribute in any way, please contact:

Southland Heritage Building and Preservation Trust
C/- Environment Southland
Private Bag 90116
Invercargill 9840
0800 76 88 45
service@es.govt.nz

Southland Heritage Building and Preservation Trust thanks all funders and supporters of this project:

Community Trust South
TE POU ARATAKI POUNAMU O MURIHIKU

Te Tari Taiwhenua Internal Affairs

perpetual guardian

Pub Charity
Limited

stout trust

SOUTHLAND DISTRICT COUNCIL

SOUTHERN VICTORIAN

Southland Heritage Society

Waianiwa Hall Rating Boundary

Record No: R/20/11/68218
Author: Kathryn Cowie, Community Liaison Officer
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision ☒ Recommendation ☐ Information

Purpose

- 1 The purpose of this report is for the Oraka Aparima Community Board to decide if they would like to make a recommendation to Council to expand the Waianiwa hall rating boundary.

Executive Summary

- 2 Council staff were approached by the Waianiwa Hall Committee earlier in the year about the possibility of expanding the Waianiwa hall rating area to include the historic Taramoa hall rating boundary area. When the Taramoa hall was closed, this rating area was not reallocated to another hall.
- 3 The current Waianiwa hall rating boundary has 144 rating units. Expanding the area to include the historic Taramoa hall rating boundary would add another 30 rating units.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Waianiwa Hall Rating Boundary” dated 27 November 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 to adjust the Waianiwa hall rating boundary to include the historic Taramoa hall rating boundary.

Background

- 4 Council staff were contacted by the Waianiwa Hall Committee in August 2020 enquiring about the level of funds held for them from the collected rates, and also about their hall rating boundary. They expressed a desire to include the Taramoa area in their boundary as residents of this area were often users of the Waianiwa hall. When the Taramoa hall was closed, the rating boundary was not reallocated to another hall. The Waianiwa hall is a community owned facility, where Council collects the hall rate on their behalf and then distributes it to the hall committee.
- 5 The current Waianiwa hall boundary includes 144 rating units. Including the Taramoa area will increase this by another 30 units. The hall committee are happy with the amount they receive from rates, they are just interested in spreading this over a larger area since they have users in the Taramoa area that are currently not contributing to the hall rate.
- 6 The hall rating boundaries are outlined in attachment A.

Issues

- 7 Taramoa ratepayers may oppose paying a hall rate when they have not been doing so for some time.

Factors to Consider

Legal and Statutory Requirements

- 8 Any changes to the hall rating boundaries will need to be available for consultation through the long-term planning process.

Community Views

- 9 The community will be able to submit on any proposed changes during the Long Term Plan consultation period.

Costs and Funding

- 10 The proposed changes would not increase the rated amount, it would spread the amount collected over a further 30 rating units.

Policy Implications

- 11 There are no policy implications.

Analysis

Options Considered

- 12 Recommends or does not recommend to Council to expand the Waianiwa hall rating boundary to include the Taramoa area

Analysis of Options

Option 1 – recommends to council to expand the Waianiwa hall rating boundary to include the Taramoa area

<i>Advantages</i>	<i>Disadvantages</i>
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<ul style="list-style-type: none"> • with an expanded rating area the overall hall rate will decrease • potentially all users of the Waianiwa hall are contributing to its operating and maintenance costs 	<ul style="list-style-type: none"> • Taramoa ratepayers may be opposed to paying a hall rate when they have not done so for some time
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Option 2 – does not recommend to council to expand the Waianiwa hall rating boundary to include the Taramoa area

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • there are no advantages. 	<ul style="list-style-type: none"> • users and potential users of the Waianiwa hall are not contributing to the costs to operate and maintain it

Assessment of Significance

- 13 Not considered significant.

Recommended Option

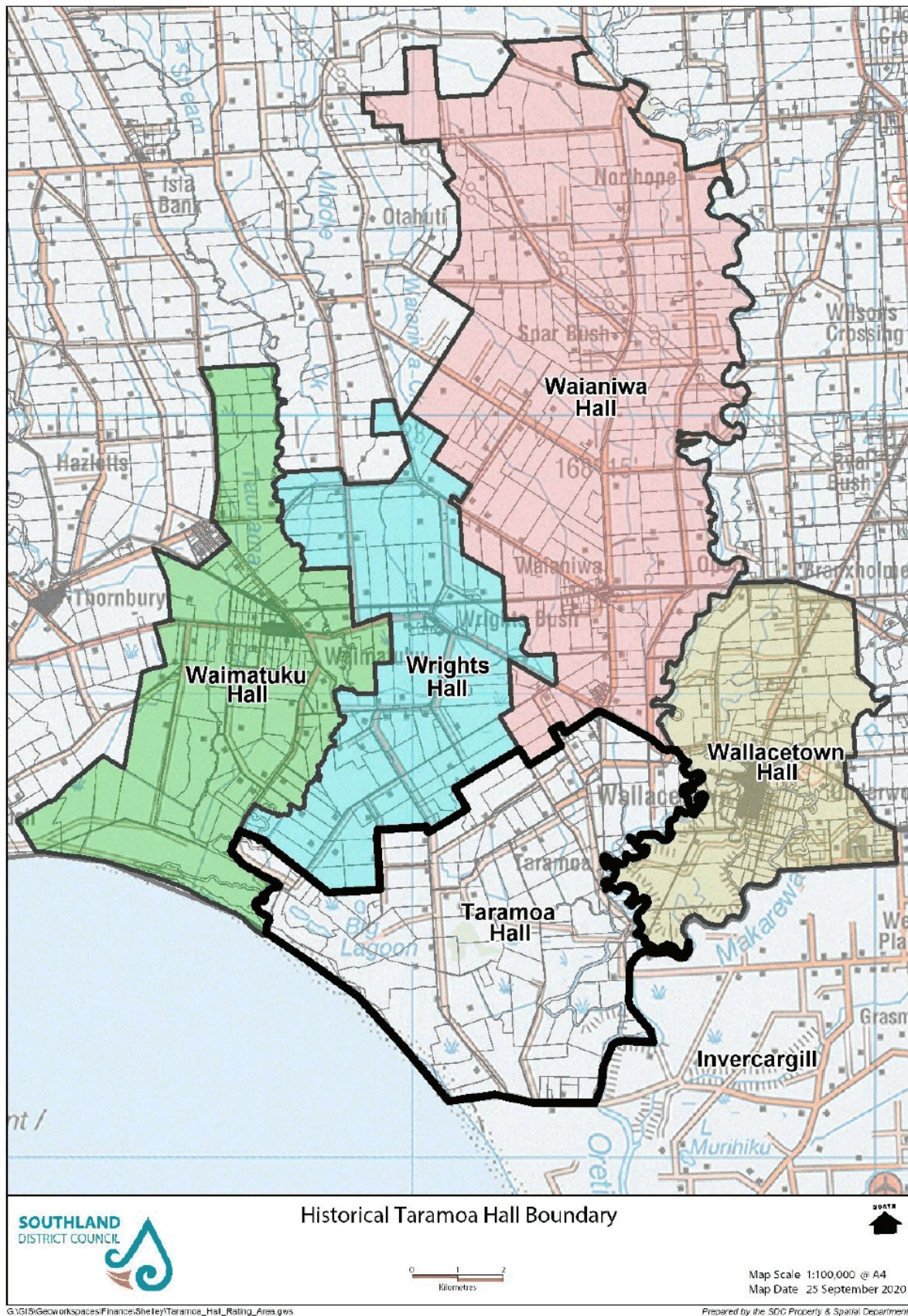
- 14 Option 1 – recommend to council to expand the Waianiwa hall rating boundary to include the Taramoa area

Next Steps

- 15 The recommendation gets included for Council to adopt as part of the supporting information for consultation on the Long Term Plan.

Attachments

- A Waianiwa and Taramoa hall boundary map [↓](#)



Council Policies Under Review - Submission Approval

Record No: R/20/11/69261
Author: Alyson Hamilton, Committee Advisor
Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision ☐ Recommendation ☐ Information

Background

- 1 The Oraka Aparima Community Board resolved at its meeting on 21 October 2020 "...that it will make a formal submission on the following drafting policies";
 - Significance and Engagement Policy
 - Policy on Development or Financial Contributions
 - Procurement Policy
 - Revenue and Financing Policy
- 2 The feedback period for all of the policies ended at 5pm on Friday, 4 December 2020.
- 3 Members Stuart, Linscott, McCall, Guise, Horrell, and Councillor Karyn Owen met and prepared a submission on the four policies which are before the board for retrospective approval.
- 4 A copy of the board's submissions are attached.
- 5 The board is required to confirm the contents of its submission on these policies.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Council Policies Under Review - Submission Approval"** dated 1 December 2020.
- b) Confirms the contents of its submission to the Significance and Engagement Policy, Development and Financial Contributions Policy, Procurement Policy and Revenue and Financing Policy.

Attachments

- A Submission to: Development and Financial Contribution Policy [↓](#)
- B Submission to: Procurement Policy [↓](#)
- C Submission to: Significance and Engagement Policy [↓](#)
- D Submission to: Revenue and Finance Policy (and Rating) [↓](#)

30 November 2020

TO: Southland District Council
FROM: Oraka Aparima Community Board
SUBJECT: Submission to: Development and Financial Contribution Policy

Thank you for the opportunity to submit on the four draft policies: Development and Financial Contributions; Revenue and Finance; Significance and Engagement; Procurement.

Development and Financial Contributions Policy

In general the board support the Development and Contributions Policy as proposed. In particular the board wish to communicate their support for the following:

- Financial and Development contributions not being paid, the board supports these as proposed, on the basis that we want to encourage development in our communities, avoiding prohibitive costs for developers.

Please do not hesitate to contact us should you like to have any further clarification on our points above.

This submission is subject to formal approval from the Oraka Aparima community board at its meeting scheduled 9 December 2020.

Graeme Stuart
Chairperson
Oraka Aparima Community Board

30 November 2020

TO: Southland District Council
FROM: Oraka Aparima Community Board
SUBJECT: Submission to: Procurement Policy

Thank you for the opportunity to submit on the four draft policies: Development and Financial Contributions; Revenue and Finance; Significance and Engagement; Procurement.

Procurement Policy

In general the board wishes to communicate the following:

- The fourth paragraph in the introduction states that the policy informs any person working for or on behalf of council of the policy approach that should be followed. However, because the policy refers to a manual which is not available to the public, it does not adequately inform the public of the approach. The board considers that the policy should be the overarching document that guides the procurement manual, but without the manual being available at the time of consultation we are unable to provide adequate feedback.
- We suggest that an overall objective of this policy should include support of local suppliers, because council procurement is a key way that council can support the local economy. If this were included as an objective, we would expect to see council take a more proactive approach with encouraging local suppliers to be involved in tenders. Our suggestion is that this proactive approach should include public invitations to workshops to learn more about how to become an approved supplier. We should also see the locality of tenders being appropriately weighted in tender assessment procedures.

Please do not hesitate to contact us should you like to have any further clarification on our points above.

This submission is subject to formal approval from the Oraka Aparima community board at its meeting scheduled 9 December 2020.

Graeme Stuart
Chairperson
Oraka Aparima Community Board

30 November 2020

TO: Southland District Council
FROM: Oraka Aparima Community Board
SUBJECT: Submission to: Significance and Engagement Policy

Thank you for the opportunity to submit on the four draft policies: Development and Financial Contributions; Revenue and Finance; Significance and Engagement; Procurement.

Significance and Engagement Policy

In general the board supports the Significance and Engagement Policy. In particular the board wish to communicate their support for the following:

- Strongly support the inclusion of Community Housing being listed as a strategic asset. This is because this housing allows a diverse range of people to remain in our communities, and there should be significant district wide further discussion before council considers not owning these assets.

The board also wishes to communicate this point:

- We believe that the link between the councils and community boards needs to be maintained and reflected in the policy in terms of the council's requirement to consult with the community boards on matters affecting all or parts of the community. This needs to be formally recognized in the policy. An approach that works regardless of meeting schedules should be found.

Please do not hesitate to contact us should you like to have any further clarification on our points above.

This submission is subject to formal approval from the Oraka Aparima community board at its meeting scheduled 9 December 2020.

Graeme Stuart
Chairperson
Oraka Aparima Community Board

30 November 2020

TO: Southland District Council
FROM: Oraka Aparima Community Board
SUBJECT: Submission to: Revenue and Finance Policy (and Rating)

Thank you for the opportunity to submit on the four draft policies: Development and Financial Contributions; Revenue and Finance; Significance and Engagement; Procurement.

Revenue and Finance Policy (and Rating)

In general the board support the Revenue and Finance Policy as proposed. In particular the board wish to communicate their support for the following:

- Semi-urban zones creation, as this is a fairer way for costs to be split between different sizes of townships/villages.
- Cemeteries, support this 60:40 split between public and private. Also support cemeteries being district funded.
- Litter bins, support this being district funded on the basis of users being generally not local.
- Support some level of district funding of wharves and jetties on Stewart Island, due to the tourism income benefit to the wider district. However, the level of up to 30% district funded is too high, suggest a maximum of 20%.
- Spreading the costs of stormwater district wide is something the board agrees with, to help spread the fairness on communities with aging infrastructure.

The board does not support the following:

- Oppose district wide funding Te Anau Manapouri Airport. The reason being that the board feels this asset should be funded via its users.

Please do not hesitate to contact us should you like to have any further clarification on our points above.

This submission is subject to formal approval from the Oraka Aparima community board at its meeting scheduled 9 December 2020.

Graeme Stuart
Chairperson
Oraka Aparima Community Board

Community Partnership Fund Allocation - Riverton Heritage & Tourist Centre Trust

Record No: R/20/11/66940
Author: Kathryn Cowie, Community Liaison Officer
Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is for the Oraka Aparima Community Board to confirm the allocation of a grant application to the Community Partnership Fund from Riverton Heritage & Tourist Centre Trust.

Executive Summary

- 2 The application from the Riverton Heritage & Tourist Centre Trust was received in the August 2020 round of the Community Partnership Fund, however a decision could not be made at the last meeting on 21 October as there were not enough community board members present for a quorum. Councillor Owen declared an interest in the application and could not vote.
- 3 The application is included as an attachment to this report. The attachment to this report is confidential in accordance with the Local Government Official Information and Meetings Act 1987 section 7(2)(a) – The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.
- 4 Community board members have seen a copy of the application and have informally discussed it at their workshops on 14 October and 18 November prior to formally allocating the funds at this meeting.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Community Partnership Fund Allocation - Riverton Heritage & Tourist Centre Trust” dated 24 November 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 the application from the Riverton Heritage & Tourist Centre Trust.
- e) Approves/declines a grant of \$12,500 to the Riverton Heritage & Tourist Centre Trust for a solar heating system at the museum.

Background

- 5 The first round of the Oraka Aparima Community Partnership Fund closed on 31 August 2020. Twelve applications were received and allocations were made at the 21 October community board meeting.
- 6 The application from the Riverton Heritage & Tourist Centre Trust was deferred to this meeting as there was not enough voting members present for a quorum. Three community board members were absent and Councillor Owen was not able to vote as she had declared an interest in the application due to her position as manager of the museum.
- 7 The application is for assistance towards costs of installing a solar heating system at the museum, an investment with the intention of significantly decreasing their operating costs over time. The amount requested was \$12,500.

Issues

- 8 The fund is substantially over-subscribed and this is only the first of two rounds. The board will have to take this into consideration when allocating grants.

Factors to Consider

Legal and Statutory Requirements

- 9 There are no legal or statutory requirements to consider.

Community Views

- 10 The board, as representatives of the Oraka Aparima Community Board area will consider the application and how it benefits the community board area.

Costs and Funding

- 11 The Oraka Aparima Community Board has already allocated \$14,900 from the \$32,609 available to allocate through the Oraka Aparima Community Partnership Fund in 2020/2021. The remaining amount available to allocate for this application and for the next funding round in early 2021 is \$17,709.

Policy Implications

- 12 There are no policy implications.

Analysis

Options Considered

- 13 The options for consideration are to allocate funding pursuant to the funding criteria set by the community board or decline the application.

Analysis of Options

Option 1 – Approves and allocates funding pursuant to the funding criteria set by the community board

<i>Advantages</i>	<i>Disadvantages</i>
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<ul style="list-style-type: none">• support community groups to achieve local initiatives	<ul style="list-style-type: none">• there are no disadvantages
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Option 2 – declines the application

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• there are no advantages	<ul style="list-style-type: none">• no funds awarded could hinder the progress of community-led development due to lack of financial support

Assessment of Significance

- 14 Not considered significant.

Recommended Option

- 15 The recommended option is “option 1 - allocates funding pursuant to the funding criteria set by the community board”.

Next Steps

- 16 Inform the applicants of the allocation decisions.

Attachments

- A Oraka Aparima Community Board Community Partnership Fund application - Riverton Heritage and Tourist Centre - August 2020 - PUBLIC EXCLUDED [↓](#)

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

Recommendation

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

7.10 Community Partnership Fund Allocation - Riverton Heritage & Tourist Centre Trust

C8.1 Oraka Aparima Community Board area 'Contract 20/52 - Riverton Gardening' unbudgeted expenditure and award of contract

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
Oraka Aparima Community Board Community Partnership Fund application - Riverton Heritage and Tourist Centre - August 2020	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
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
Oraka Aparima Community Board area 'Contract 20/52 - Riverton Gardening' unbudgeted expenditure and award of contract	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.