



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

Date: Wednesday, 24 February 2021
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

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, 09 December 2020



Oraka Aparima Community Board

OPEN MINUTES

Minutes of a meeting of Oraka Aparima Community Board held in the Riverton Senior Citizens Rooms, Corner Bath Road and Princess Street, Riverton on Wednesday, 9 December 2020 at 5.30pm. (5.30pm - 7.10pm) (PE 7.10pm - 7.25pm)).

PRESENT

Chairperson
Deputy Chairperson
Members

Graeme Stuart
Sharon Ayto
Julie Guise (5.46pm - 7.25pm)
Annette Horrell
Neil Linscott
Robin McCall
Councillor Karyn Owen

APOLOGIES

Julie Guise - for lateness

IN ATTENDANCE

Group Manager - Customer Delivery
Committee Advisor
Community Liaison Officer
Community Partnership Leader

Councillor Don Byars
Trudie Hurst
Alyson Hamilton
Kathryn Cowie
Simon Moran

1 Apologies

There was an apology for lateness from Julie Guise.

Resolution

Moved Neil Linscott, seconded Annette Horrell 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

Cr Karyn Owen declared a conflict of interest in relation to item 7.10 - Riverton Heritage and Tourist Centre Trust funding application to the Oraka Aparima Community Partnership Fund. She advised she would take no part in discussion or voting on this matter.

4 Public Forum

Carole Elder addressed the meeting highlighting concerns on the following issues:

- speed limit issues within the township
- **suggestion of speed bumps in the vicinity of the Takutai o Te Titi Marae**
- **suggestion of placing local events on the Riverton Haven by the Sea Facebook page**

Papers that Ms Elders referred during her presentation in public forum are available on request from Council.

The Chair expressed appreciation to Carole Elder for her attendance at the meeting and presentation to the Board.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Neil Linscott, seconded Annette Horrell and resolved:

That the minutes of Oraka Aparima Community Board meeting held on 21 October 2020 be confirmed as a true and correct record of that meeting.

That the minutes of Extraordinary Oraka Aparima Community Board meeting held on 21 October 2020 be confirmed as a true and correct record of that meeting.

Reports

(Julie Guise joined the meeting at 5.46pm.)

7.1 Financial Report for the year ended 30 June 2020

Record No: R/20/10/61307

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

Mr Moran advised the purpose of the report is to present the final financial results and supporting information for the communities located within the Oraka Aparima community board area.

The board requested further information on the parks and reserves development and financial contributions fund to include their expiry dates and any tags that would limit what the funds can be used for.

Resolution

Moved Robin McCall, seconded Deputy Chairperson Ayto and resolved:

That the Oraka Aparima Community Board:

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

7.2 Community Leadership Report

Record No: R/20/11/64515

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

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

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

- Community board partnership fund
- Thriving Southland
- Leadership academy
- Make it stick Southland
- Highways South - Waka Kotahi NZ Transport Agency - distribution of reusable in-car rubbish bags.

Resolution

Moved Neil Linscott, seconded Annette Horrell and resolve:

That the Oraka Aparima Community Board:

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

7.3 Operational Report for Oraka Aparima Community Board

Record No: R/20/11/67849

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.

The board noted an unbudgeted expenditure report in regards the dump station at Bath Road is to be presented to the board at its February 2021 meeting to cover the shortfall in funding that has arisen due to an increase of costings.

Further, the board requested an approach be made to the New Zealand motor caravan association for a possible contribution toward the proposed new dump station site.

Resolution

Moved Deputy Chairperson Ayto, seconded Neil Linscott and resolved:

That the Oraka Aparima Community Board:

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

7.4 Council Report

Record No: R/20/11/67098

Councillor Karyn Owen presented this report.

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

- **building solutions**
- **environmental health**

The board requested an invitation be forwarded to the freedom camping ambassador to a meeting of the board in the new year.

Resolution

Moved Robin McCall, seconded Julie Guise and resolved:

That the Oraka Aparima Community Board:

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

7.5 Chairperson's Report

Record No: R/20/11/69223

Chairperson Graeme Stuart presented this report.

Chairperson Stuart informed of ongoing consultation with Mr McCabe regarding the possible purchase of the iconic Riverton paua shell.

Resolution

Moved Chairperson Stuart, seconded Annette Horrell and resolved:

That the Oraka Aparima Community Board:

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

7.6 Unbudgeted Expenditure - Colac Bay Progress League

Record No: R/20/11/68487

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

Mrs Cowie advised 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.

Resolution

Moved Annette Horrell, seconded Robin McCall and resolved:

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.

7.7 Request for Funds - Southland Heritage & Building Preservation Trust

Record No: R/20/11/68489

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

Mrs Cowie advised 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 for costs associated towards signage costs and other costs associated with this project.

The meeting requested a letter of appreciation be forwarded to the Trust for the work completed to date.

Resolution

Moved Neil Linscott, seconded Deputy Chairperson Ayto recommendation a to c, d with changes (as indicated), new e and resolved:

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 excluding operating costs **associated with the Southland Heritage & Building Preservation Trust’s Kohi Kohi cottage project.**

New e) Request the Southland Heritage & Building Preservation Trust forward a copy of their annual financial report to the Board for a two year period commencing 2021.

7.8 Waianiwa Hall Rating Boundary

Record No: R/20/11/68218

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

Mrs Cowie advised 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.

Resolution

Moved Annette Horrell, seconded Robin McCall recommendations a to c, d with changes (as indicated), new e and resolved:

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 subject to the Long Term Plan process.

New e) Request the residents of the neighbouring Wallacetown Hall, Wrights Bush Hall and Waimatuku Hall rating boundary areas be advised of the proposal to include the historic Taramoa hall rating boundary with the Waianiwa hall rating boundary area so they have the opportunity to submit in the long term planning process.

7.9 Council Policies Under Review - Submission Approval

Record No: R/20/11/69261

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

Resolution

Moved Robin McCall, seconded Julie Guise and resolved:

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.

Due to a conflict of interest Councillor Owen withdrew from the table and took no part in discussion or voting on this issue.

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

Record No: R/20/11/66940

Community Liaison officer - Kathryn Cowie will be in attendance for this item.

Mrs Cowie advised 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.

Moved Julie Guise, seconded Neil Linscott recommendations a to d.

The motion was put and declared carried.

Moved Julie Guise, seconded Neil Linscott recommendation e and resolved:

That the Oraka Aparima Community Board:

- e) ~~Approves/declines~~ a grant of ~~\$12,500~~ **\$6,600** to the Riverton Heritage & Tourist Centre Trust for a solar heating system at the museum.

The motion was put and declared carried.

Final 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-a grant of \$6,600 to the Riverton Heritage & Tourist Centre Trust for a solar heating system at the museum.

Councillor Owen returned to the table.

Public Excluded

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

Resolution

Moved Cr Owen, seconded Robin McCall and resolved:

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 - Attachment A - Oraka Aparima Community Board Community Partnership Fund application - Riverton Heritage and Tourist Centre - August 2020.

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.

That the Group Manager - Customer Delivery, Community Facilities Manager, Community Partnership Leader, Community Liaison Officer, Committee Advisor be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items: 7.10 Community Partnership Fund Allocation - Riverton Heritage & Tourist Centre Trust - Attachment A - Oraka Aparima Community Board Community Partnership Fund application - Riverton Heritage

and Tourist Centre - August 2020. C8.1 Oraka Aparima Community Board area 'Contract 20/52 - Riverton Gardening' unbudgeted expenditure and award of contract.

This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

The public were excluded at 7.10pm.

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

The meeting concluded at 7.25pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE ORAKA APARIMA COMMUNITY
BOARD HELD ON WEDNESDAY, 9 DECEMBER 2020

DATE:

CHAIRPERSON:

Community Leadership Report

Record No: R/21/2/6480
Author: Simon Moran, Community Partnership Leader
Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision ☐ Recommendation ☐ Information

Purpose

area.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Community Leadership Report” dated 15 February 2021.**

Attachments

A Community Leadership Report [↓](#)



What's happening in your area

Community Partnership Fund

The next round of the Oraka Aparima Community Partnership Fund closes on 28 February 2021.

The board has \$11,109 left to distribute. Application forms can be found online at

<https://www.southlanddc.govt.nz/my-community/orakaaparima/community-partnership-fund>

Recent funding outcomes

Funds distributed to recipients in the Oraka Aparima area recently are as follows:

Community Partnership Fund

- Riverton Heritage & Tourist Centre Trust – solar heating - \$6,600

Funding

Southland Funders Forum update

In December, staff attended the Southland Funders Forum which is a group of funding agencies who meet quarterly to discuss the current funding environment, provide updates, and specific projects. Attendees include staff from Community Trust South, Department of Internal Affairs, Invercargill City Council, Invercargill Licensing Trust, and Sport Southland. A major announcement was made by the Department of Internal Affairs who informed their \$40 million Lottery Covid-19 Community Wellbeing Fund is being temporarily suspended and will not be accepting applications or making funding decisions until after January 2021.

Upcoming funding deadlines

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

- Sport NZ Rural Travel Fund
- Creative Communities
- District Heritage Fund
- District Initiatives Fund

- Ohai railway Fund
- Northern Southland Development Fund
- Stewart Island Visitor Levy

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

Local initiatives

Taramea Bay engagement day

Following on from the flyer drop done just prior to Christmas, there will be an engagement day for the Taramea Bay redevelopment in March. There will be several stations along the redevelopment area for locals to come and discuss and share their ideas.

What's happening outside your area

District/regional Initiatives

Leadership Academy

Progress is being made on the establishment of a Leadership Academy facilitated by Southland Chamber of Commerce in partnership with Council and being held in the following locations.

- 15 April – 27 May 2021 in Edendale
- 8 June – 13 July 2021 in Lumsden
- February/March 2022 in Otautau

Southland Chamber of Commerce is working with Council to ensure that modules relating to community-led development and community leadership are included in the course content. Southland Chamber of Commerce are currently preparing their marketing material for this academy and further information will be available soon.

Community Power of Play Huddle

Sport Southland are partnering with a variety of stakeholders across the region to ensure that opportunities for kids to play are preserved, enhanced and relevant to the world we live in today. Staff attended a workshop on 24 November facilitated by Sport Southland, Sport NZ and the Research Agency Innovation Unit. The purpose of the workshop was to connect with a range of people working directly and indirectly in play at the community, local authority and regional levels to gain insights on play to support a more strategic approach to play as well as to showcase good and emergent practice from the community.

SDC Holiday Programme

The annual SDC Holiday Programme was held around the district, run by Sport Southland. The programme was held in eight locations (Tokanui, Otautau, Riverton, Wyndham, Lumsden, Winton, Te Anau and Stewart Island) on eight days between 15 January and 1 February 2021. Further information regarding attendance numbers and feedback from attendees will follow at the next community board meeting in April.

Welcoming Communities

The Southland Murihiku Welcoming Plan was developed by Venture Southland in 2018 with a three-year lifespan is due to expire in 2021. MBIE has informed Southland's councils that in 2021 each council will need to begin to develop their own welcoming plans. This is an opportunity for Southland District Council to develop a plan that reflects its community's needs and unique circumstances. The first stage of this process involves the establishment of an advisory group in early 2021 to guide the process for the development of the new welcoming plan. Staff are in the early stages of forming this new advisory group.

Water treatment course

A pool water treatment course was held in Invercargill on 24 November for our community pools, run by WSP and held at Splash Palace. It is essential for pools to have at least one member of their committee qualified in water treatment for their facility. Southland District Council covered the cost of 10 attendees from 10 pools around the district to attend.

Community service awards

Staff are undertaking a review of Southland District Council's Community Service Awards to ensure a consistent district-wide approach. At this stage, it's being proposed that members of the community will be able to nominate individuals for a community service award through a standardised application form and an annual closing date. Community boards will then consider and allocate up to two awards per community board per year. A report will go to the Community and Strategy Committee in the New Year that includes a draft of the new community service awards process.

Stewart Island Visitor Levy numbers

Stewart Island visitor numbers to Stewart Island for the period July 2020 to November 2020 have increased by 2,906 compared to the same period in 2019.

Milford Opportunities Project

Work continues on this project with the governance group due to meet again in February. The last round of wide public engagement took place in October and the analysis of the comments received will be part of the information considered when making decisions on the actions to recommend for the master plan. Alongside the public comments the project team has also had significant feedback from tourism operators and other key stakeholders. The master plan will be completed and made public by the middle of 2021.

What's coming up?

Strategy and policy

Procurement Policy

Staff have been revising the Procurement Policy and developing a draft Procurement Manual.

Submissions on the draft Procurement Policy were presented to Council on 28 January 2021. It is proposed to deliberate on the draft policy at a Council meeting being held on 10 March 2021. Staff will then finalise the draft Procurement Manual to implement Council's desired policy approach. Both documents are likely to be adopted mid-2021.

Other policy work

Review of a suite of policies that will inform the Long Term Plan was undertaken in November and December 2020. This included the Revenue and Finance Policy, the Policy on Development and Financial Contributions, and the Significance and Engagement Policy. Submissions were presented to Council at its 28 January 2021 meeting, and the Revenue and Finance Policy was deliberated and adopted

by Council at this meeting. The two remaining policies are proposed to be deliberated and adopted by Council at its 10 March 2021 meeting.

Staff are also working on the asset management and contract management policies. Review of the Elected Members' Remuneration and Reimbursements Policy, the Fraud Policy and the Sensitive Expenditure Policy is underway.

Stewart Island visitor levy

Strategy and policy are leading the review of the Stewart Island visitor levy. An update on the progression of this work was presented to the Community and Strategy Committee at its November 2020 meeting. The committee adopted a timeframe to complete the review of the Stewart Island/Rakiura Visitor Levy Policy and the Stewart Island/Rakiura Visitor Levy Bylaw, with consultation regarding any change to the levy quantum proposed to occur in line with the 2022-2023 Annual Plan process.

The Stewart Island Levy Subcommittee is meeting in February 2021 to work with staff in developing a 10 year funding plan for allocation of levy funds, in line with the policy.

Corporate risks

Staff have started preparing for the next round of reporting on Council's strategic risks. Staff will be updating the quarterly risk register, and then quarterly reports will be provided to the Finance and Assurance Committee in March 2021, and to Council in April 2021. The Finance and Assurance Committee will also have a discussion on one of the top strategic risks at the conclusion of their meeting.

Long Term Plan

Staff are continuing to complete the necessary work required to get the draft budgets, consultation document, activity management plans, infrastructure and financial strategies finalised. We are currently finalising the dates for Audit NZ to review the supporting information necessary to complete the Consultation Document. As a result, staff are working on amending the project plan to meet the legislative requirements, to ensure the LTP is adopted by the end of June 2021.

Stakeholder updates

Highways South

- the pavement rehabilitation on SH6, south of Winton (entrance to Sinclair Transport north of Gap Road) is underway now and will be completed in February
- pavement rehabilitation work near Mossburn will begin later in summer, once the above work is complete
- the recent resurfacing of Josephville Hill on SH6 is the start of ongoing work culminating in a rehab of this area
- Crawford Tunnel update: A solution has been determined for this issue and we are now working towards implementing this. In the meantime, the temporary traffic lights have been removed and a priority give way is in place at this location
- chip sealing around the network continues until March - please obey the speed restrictions on these sites, even if unattended. This is to ensure the success of the seal and avoid the need to cause further delays by coming back and fixing damage
- Highways South sends a weekly email listing all **planned** interruptions on Southland state highways for the coming week. If you or others in your community would like to be added to this

list, please visit our Facebook page (www.facebook.com/HighwaysSouthNZ) and click on the 'Sign up' link

- for journey planning and **unplanned** delays/detours both in Southland and other regions please visit [www. https://www.journeys.nzta.govt.nz/](https://www.journeys.nzta.govt.nz/)
- please keep in mind that the coming months are expected to be hot, and this can have an effect on road surfaces, so please drive with care
- a reminder that the Burt Munro rally is coming up on the 10 February, so there are likely to be a lot more bikes on both state highways and local roads

Operational Report for Oraka Aparima Community Board

Record No: R/21/1/3897
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:

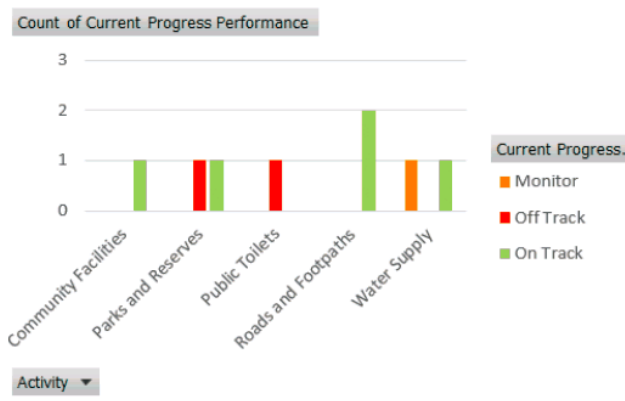
- a) **Receives the report titled “Operational Report for Oraka Aparima Community Board” dated 11 February 2021.**

Attachments

- A Report to Oraka Community Board 24 February 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	PROJECT CURRENT COMMENT	BUDGET VALUE
COMMUNITY FACILITIES	P-10248	Install new dump station at Bath Road, Riverton	Pre delivery phase	On track	Total project cost is \$35,500 of which \$23,80.90 will be unbudgeted expenditure. A report will be presented to the community board on 24 February to approve the required funding.	\$15,135



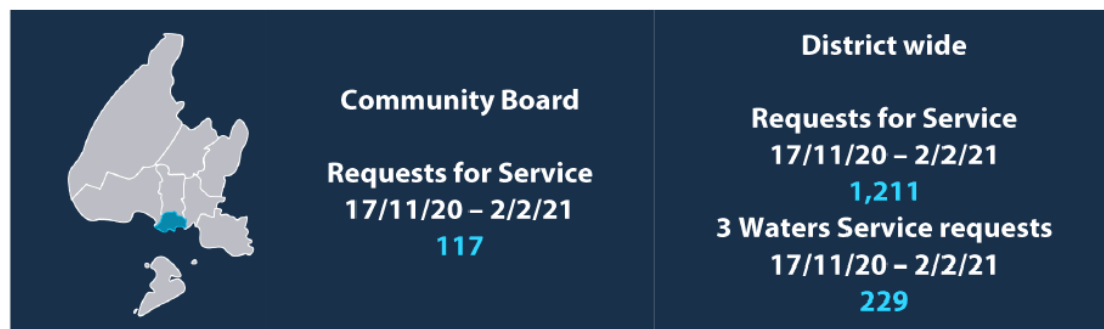
ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET VALUE
WATER SUPPLY	P-10268	Addition UV disinfection - Riverton	Pre delivery phase	On track	Consultant has finalised the design and this has been approved by resource management. Next step is the building control application prior to providing Downer with schedule for pricing.	\$256,250
WATER SUPPLY	P-10270	District metered areas - Riverton	Delivery phase	Monitor	Meters have now been programmed for install in February.	\$73,800
PARKS AND RESERVES	P-10307	Remove trees, establish walking track and creating planting, Railway Esplanade, Riverton	Business case phase	On track	Project has been awarded. contractor has begun spraying the track in preparation for construction works.	\$46,142
PUBLIC TOILETS	P-10313	Replacement toilets at Thornbury Playground	Business case phase	Off track	Project has been re-scoped to find water source for the toilets. Currently looking for qualified contractor to perform the service	\$35,694
ROADS AND FOOTPATHS	P-10315	Pitt Street/ James Street Riverton LoS footpaths	Delivery phase	On track	Site works complete with defects liability period starting 7 December 2020. Potential for final inspection 7 March 2021.	\$100,000
ROADS AND FOOTPATHS	P-10387	Upgrade footpaths at Riverton	Delivery phase	On track	Project practically complete. Defects liability expires 25 March 2021.	\$52,725
PARKS AND RESERVES	P-10953	Riverton Henderson Street playground - equipment replacement	Delivery phase	Off track	Installation and inspection now completed. Final compliance check scheduled for end of February via independent contractor.	\$12,676.40



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. Further high rainfall events have required increased monitoring of river intakes.
17/02 – Central Alliance Roding Contract	<p>Reseal contractors are underway in the District.</p> <p>Pre reseal repairs are marked up for 2021/2022.</p> <p>Third round of rural mowing has commenced. The changeable weather has contributed to significant growth around the Network.</p> <p>Otautau Nightcaps Road experienced pavement failures due to the road temperature. One of the sections is a rehab site awarded to The Roding Company.</p> <p>It is very frustrating that road signs and cones continue to be removed/stolen from work sites.</p> <p>January flooding event effected roads in the Dipton and Riverton areas.</p> <p>Alliance staff members had a well-deserved Christmas/New Year break after a challenging year. The weather events we have experienced during January 2021 has meant we have hit the ground running.</p> <p>Fulton Hogan have commenced reinstatement of footpaths in Riverton on behalf of Broad Spectrum</p>
20/20 – Riverton Area Grass Maintenance (Mowing)	DELTA commenced with the new township mowing contract on 1 October and the feedback has been positive about the quality of work.
20/01 – Riverton office and library cleaning	No major issues with this contract.
16/53 – Riverton gardening contract	The Riverton gardening contract has been awarded to a local contractor, DJ Lawnmowing.
17/02 Central Alliance Contract	The doors on the Colac Bay toilets have had new hinges fitted to eliminate them jamming.

3. Request for service data 17 November 2020 – 2 February 2021

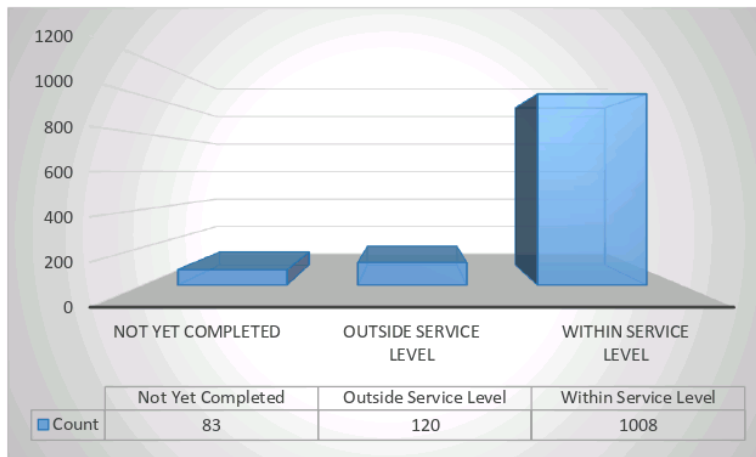


REQUEST TYPE	COUNT
Cemeteries repairs and maintenance	2
Council housing/ flats - repairs (routine)	2
Culverts blocked - rural	3
Debris on gravel roads (safety)	2
Debris on sealed roads (safety)	1
Edge break/low shoulders sealed roads	1
Footpaths hazards - trip/hazard/broken etc (safety)	5
Gardening maintenance	3
Gravel, potholes/corrugations and grading	5
Licensed premise queries or complaints	7
Liquor licensing	1
Information - direction signs (road names, rest area)	3
New sign requests (where none existed before)	1
Noise control (not animal noises)	6
Nuisance complaints (odour, vermin, neighbourhood)	1
Parks and reserves r&m	4
Playground repairs and maintenance	1
Repairs and maintenance council property	2
Toilet repairs and maintenance	5
Single street light out	3
Transport - road matters general	10
Urban stormwater (the drain)	3
Vegetation urban/berm mow/overgrown/visibility issues	10
Vegetation rural (overgrown or visibility issues)	1
Water asset leak - (main, hydrant, valve, meter)	15
Water toby damaged (not safety issue)	2
Water toby leak	5
Wheelie bin damaged	2
Wheelie bin new	5
Wheelie bin stolen	1



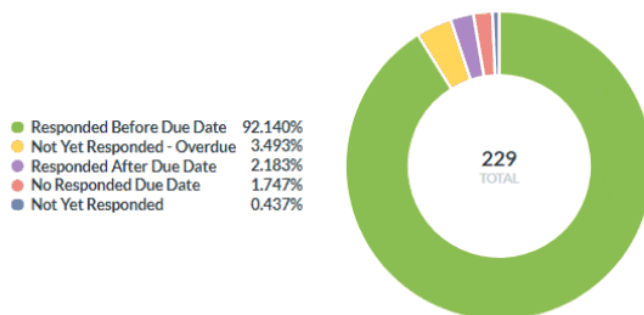
REQUEST TYPE	COUNT
Wheelie bin collection complaints	2
Wheelie bin swap	1
Workmanship problem	2
TOTAL	117

RFS count by completion 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.

IPS Requests, Response Time Status





4. Local finance reporting

Colac Bay - Business Units as at 31 December 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	\$4,877	\$4,837	\$10,610	\$4,552	\$6,613	\$13,226			
Stormwater Drainage-Colac Bay	\$452	\$449	\$897	\$274	\$461	\$897			
Beautification - Colac Bay	\$4,299	\$4,119	\$8,239	\$6,015	\$4,120	\$8,239			
Playground - Colac Bay	\$824	\$824	\$1,648	\$996	\$1,807	\$3,614			
Hall - Colac Bay	\$5,710	\$5,669	\$11,344	\$5,013	\$6,077	\$41,905			
Total	\$16,163	\$15,898	\$32,738	\$16,851	\$19,077	\$67,881	\$0	\$0	\$0

Oraka-Aparima - Business Units as at 31 December 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	\$30,891	\$30,451	\$60,902			\$0
Total	\$0	\$0	\$7,136	\$30,891	\$30,451	\$60,902	\$0	\$0	\$0

Riverton/Aparima - Business Units as at 31 December 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	\$22,816	\$22,806	\$64,186	\$13,630	\$10,861	\$21,722			
Operating Costs - Riverton	\$16,651	\$16,521	\$33,043	\$24,292	\$15,887	\$33,043			
Street Works - Riverton	\$41,477	\$41,457	\$82,914	\$11,090	\$52,821	\$105,642	\$303,457	\$106,811	\$213,621
Refuse Collection - Riverton	\$13,760	\$13,754	\$27,507	\$14,538	\$13,754	\$27,507			
Stormwater Drainage - Riverton	\$46,833	\$46,631	\$99,120	\$23,605	\$16,296	\$32,335			
Cemetery - Riverton	\$31,061	\$26,290	\$54,487	\$25,736	\$24,081	\$48,162			
Beautification - Riverton	\$31,795	\$31,788	\$63,575	\$38,547	\$31,788	\$63,575			
Recreation Reserve - Riverton	\$6,823	\$6,707	\$13,413	\$14,034	\$9,464	\$16,819	\$614	\$23,071	\$46,142
Taramea (Howells Point)	\$4,327	\$4,325	\$9,239	\$5,779	\$13,325	\$26,649			
Taramea Bay	\$9,569	\$9,564	\$20,233	\$12,380	\$12,230	\$24,459			\$25,000
Koikoi Park				\$420	\$340	\$680			
War Memorial Reserve	\$827	\$827	\$2,014	\$425	\$827	\$1,653			
Playground - Riverton	\$3,187	\$3,186	\$6,371	\$3,276	\$6,067	\$12,134	\$11,431		
Riverton Pool	\$16,501	\$16,480	\$32,960	\$99	\$6,590	\$26,198			
Total	\$245,628	\$240,333	\$509,062	\$187,850	\$214,329	\$440,578	\$315,502	\$129,882	\$284,763

Riverton Harbour - Business Units as at 31 December 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	\$21,626	\$36,893	\$17,342	\$16,970	\$32,444			
Total	\$21,134	\$21,626	\$36,893	\$17,342	\$16,970	\$32,444	\$0	\$0	\$0



Thornbury - Business Units as at 31 December 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	\$3,963	\$3,963	\$7,946	\$1,794	\$2,950	\$6,064	\$6,000	\$24,183	\$48,365
Beautification - Thornbury	\$4,059	\$4,059	\$8,117	\$8,230	\$4,059	\$8,117			
Playground - Thornbury	\$824	\$824	\$1,648	\$1,279	\$2,057	\$4,115			
Hall - Thornbury	\$4,562	\$4,653	\$9,487	\$6,167	\$4,599	\$8,916			
Total	\$13,407	\$13,498	\$27,198	\$17,471	\$13,665	\$27,212	\$6,000	\$24,183	\$48,365

Riverton Aparima income is \$5,295 over budget, this is due to an additional \$4,771 of internment income at the cemetery.

Riverton Aparima expenditure is \$26,479 under budget, the main variances are:

- (i) Operating costs – Riverton is \$8,405 higher than budget to due a \$10,000 grant paid to the Southland Heritage Building and Preservation Trust.
- (ii) Street works – Riverton is \$41,731 under budget due to maintenance general being under budget by \$13,413 as no maintenance has been yet required. The local contribution to footpath renewals is under budget by \$26,362. This will be forecast to capital expenditure and used to fund the local share of project work.
- (iii) Stormwater drainage – Riverton is \$7,308 higher than budget due to increased maintenance, the budget for stormwater maintenance will be increased as part of forecasting.
- (iv) Riverton beautification expenditure is \$6,759 higher than budget, mowing costs for the remainder of the financial year have been included and this is timing difference.
- (v) Taramea Bay (Howells Point) is \$7,546 under budget, included is \$10,000 planned maintenance not spent, the total budget for the year is \$20,000 and this has been transferred to the playground business unit as part of forecasting for the replacement of defective equipment.
- (vi) Riverton pool is \$6,491 under budget, this variance relates to the miscellaneous grant yet to be paid this year.

Riverton Aparima capital expenditure is over budget by \$185,620, the main variances are:

- (i) Street works – Riverton is \$196,646 higher than budget, which relates to replacement footpath work being completed. The portion to be funded by Waka Kotui New Zealand Transport Agency is yet to be moved.
- (ii) Recreation Reserve – Riverton is \$22,457 lower than budget, this is a timing variance as the budget for project has not been phased, as detailed above P-10307 is on track.



- (iii) Playground – Riverton is \$11,431 higher than budget and relates to the installation of a swing at Henderson Park, this budget is to be transferred from Taramea Bay as discussed above

Thornbury expenditure is \$3,806 higher than budget due to increased mowing costs (\$2,321) and maintenance general (\$1,614) for repairs to drainage in the garden outside the fire station.

Thornbury street works capital expenditure is lower than budget, with the contract about to be signed for line marking for traffic calming purposes.



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/21/1/3141

Author: Simon Moran, Community Partnership Leader

Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision

☐ Recommendation

☒ Information

Environmental Services

Group Managers Update

Museums

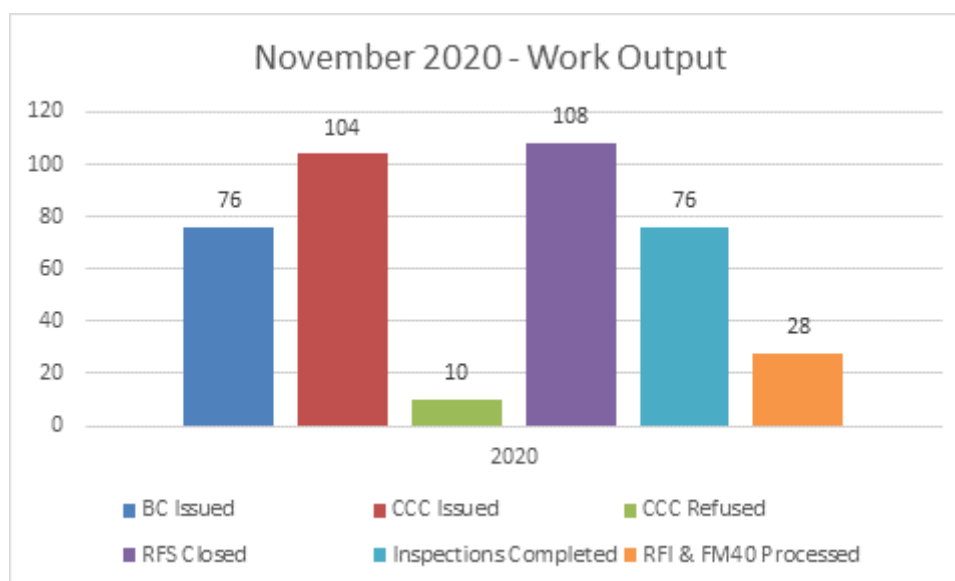
1. There was a fabulous celebration at the opening of the Rakiura Museum on 1 December. It was a great gathering of the locals with the school children performing with the kapa haka group supported by the local marae. Their hospitality to those visiting Stewart Island was equally impressive.
2. The exhibits in the museum have been well laid out and tell the history of people on the Island. Several significant items from family collections were entrusted to the care of the museum and have added to the rich history of the area.

Emergency Management Southland

3. Angus McKay has resigned his position as EMS manager and has accepted a new role with the Ministry of Primary Industries (MPI) in Wellington as chief controller, starting at the end of January 2021.

Building Solutions

4. Council continues to receive a higher volume of consents post Covid-19 lockdown than were received prior, with 93 consents received during November 2020, this is 11% more than were received in November 2019.
5. The team have maintained their improved processing timeframes for building consents issued, achieving 81% compliance for November 2020. Overdue consents with requests for further information which sit with the customer are being continuously 'drip fed' back into the team's workload preventing a 100% compliance achievement.



November 2020 – Building Consents Received

Primary Property Hk Ey → Property Ward	Count	Sum of Application Val...
Mararoa Waimea	26	NZ\$5,423,712.50
Stewart Island Rakiura	3	NZ\$58,000.00
Waiau Aparima	22	NZ\$2,264,264.00
Waihopai Toetoe	12	NZ\$944,500.00
Winton Wallacetown	34	NZ\$4,355,192.00

Dog Control

6. Animal control staff completed their first dog safety training workshop at Environment Southland for their compliance officers in relation to the risks they face entering private property. Great feedback was received from Environment Southland and it was a job well done.
7. Animal control staff are also running a series of workshops looking at ways to improve the dog registration process, for the purpose making it more efficient.

Environmental Health

8. The team is starting work on developing online applications for alcohol licensing. Once this is completed health licensing will then follow.
9. It is proposed to start work on amending Council's Alcohol Fee Setting Bylaw, having been delayed due to Covid-19 and its effects on business.
10. The review is expected to be completed by 1 July 2021.

Resource management

11. Covid-19 has not noticeably affected incoming resource consent workloads. Incoming resource consent applications remain consistent (or slightly behind) with the same period in 2019. There has also been two vacancies within the team and a team member taking unexpected leave which has impacted on getting consents issued within timeframes for the months of October and November. Additionally, there has been a substantial increase in the number of enquiries received by the team and we anticipate that the consent volumes into the New Year will remain steady (on par with previous years).
12. Up until the alert level 4 restrictions coming into force, ongoing policy focused work was occurring on the regional work streams for Climate Change, Biodiversity, Landscapes and Natural Character. In the national space, Covid-19 has delayed some anticipated national direction. Particularly the national policy statements on highly productive land and indigenous biodiversity have been delayed and it is anticipated that they will now be released in April 2021. Recent discussions within the resource management sector indicate that the wider RMA reform is progressing at pace and it is anticipated that there will be a bill introduced to parliament on the new direction mid-2021. Significant environmental change and the impacts of this change has been signalled in the LTP. Additional funding over and above the current budgets will be required to position the resource management team to be able to implement the legislative requirements.
13. Council has endorsed a report to bring forward the review of the landscapes section of the District Plan. Work is now underway to understand the unique nature of Southland's landscapes, cultural values and local areas of significance. There are a number of pieces of work that will inform a review and also a number of conversations with communities and landowners.
14. Public feedback is currently being sought on identifying the important and outstanding landscapes in our District so that there is adequate protection and enhancement of these landscapes moving forward. It is anticipated that a plan change will be notified in the middle of 2021.
15. Council initiated the Rakiura Dark Skies Plan Change and this will be made operative prior to Christmas. This is the last step in the plan change process and it will accordingly require all future lighting to be installed in accordance with the new rules.
16. A monitoring and enforcement role within the team has recently been filled and in the future more work around education, monitoring and enforcing the provisions of the District Plan will take place.
17. Resource consent data for previous few months is detailed below.
 - September – 34 applications received, 27 decisions issued
 - October - 31 applications received, 26 decisions issued
 - November – 21 applications received, 23 decisions issued.

Services and Assets

Forestry (IFS)

18. The financial year 2020/2021 harvesting out of Waikaia block 4 is complete. There were 22,325 tonnes recovered which is 3,545 tonnes more than appraisal. This results in a net profit of \$1.209 million which improves over budget by \$295,000.
19. Pruning and thinning silviculture operations in Gowan Hills have commenced.

Around the Mountains Cycle Trail

20. The contract for repairs to the trail, associated with the February flood event, has achieved practical 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 construction is now complete.
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 completed to avoid the washed out section.

Property

23. We are currently working with reduced staff but have been receiving assistance from other staff members for the incoming/outgoing community housing tenants.
24. The backlog of disposals are nearing completion with the Waianiwa hall transfer and Ohai bowling club building sale to be finalised soon. The Maitara Island hall and Menzies Ferry hall are with the Department of Conservation to dispose of and Council has applied for a portion of the proceeds. The next round of abandoned land properties will be processed in early 2021.
25. We are now turning our attention to the many lease and licence agreements that are held on Council property to get them all up to date.

Strategic Water and Waste

Te Anau Wastewater Discharge Project

26. Following Council resolutions from 23 October 2018 meeting, it was resolved to proceed with a sub-surface drip irrigation as disposal route.
27. Work on the pipeline element has now been completed with practical completion issued in July.
28. Work is also continuing on detailed design of MF plant and SDFI field following Council approval to award contracts to Downer and Fulton Hogan respectively. Physical works have now started at both the Te Anau and Kepler end of the pipeline.
29. 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 has been prepared and forwarded to ES on 6 November. It is anticipated that this will be sufficient to allow ES to decide on a notification route moving forward.

Land and Water Plan Implementation

30. Environment Southland released their proposed Land and Water Plan in 2017.
31. 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.
32. Interim decisions were released by the Environment Court in late December with a recommendation that further expert conferencing be undertaken in early 2019.
33. 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 report before the court grouping appeals of a similar nature by topic.
34. At this stage Council retain interest in two of the appeal topics related to infrastructure and discharges. On 18 November 2020 a report released from the Court identified 18 December as a date for mediation on the infrastructure grouped topic. It is important that Council are represented at this mediation so as not to lose any of the protection that these policies and rules provide when maintaining and replacing our infrastructure.

Review of Solid Waste Contract Arrangements

35. Following a series of WasteNet meetings and Council mediation the RFP process was formally ended on 18 December 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 when current contract arrangements expire.
36. 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.
37. 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

38. 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.

39. 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).
40. 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.
41. 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.
42. 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

43. There is currently a significant amount of work ongoing across the three 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.
44. It was confirmed on 12 November that the delivery plan was signed off in its entirety by the DIA.
45. Procurement of the delivery plan will be through two separate panels with local contractors and consultants. Panel one will focus largely on reticulation work whereas panel two will be more focussed on condition assessment work across our three waters networks with a significant programme of CCTV work throughout wastewater and stormwater networks. Tenders for the panel 1 request for information closed on 17 November and at time of writing tenders are undergoing evaluation with the anticipation panellists will be in place by late November.
46. 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.
47. 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)

48. 20 Don Street shift has now been completed and staff are settling into their new spaces.
49. The Forth Street tower upgrade is now underway and will be delivered in stages around staff access.
50. Te Anau waste water project is now well underway with construction activity on both sites.
51. We are now starting to see some supply issues as a result of Covid-19.
52. Planning now well underway for delivery of the three waters reform stimulus funding projects.
53. Works continues on core improvement projects.

Community Facilities

54. 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.
55. The tender documents for the Northern, Eastern, Central and Wallace mowing contracts have been published and local contractors notified. The tenders closed on 22 December. This provides staff with ample time to meet the governance timeframes for community board, committee and Council meetings. The new contracts will start on 1 July 2021.
56. Staff have started renewing the gardening contracts. These will also be a mix of direct negotiation with the incumbent contractors and tendering. The Riverton gardening tender has been published and closed 25 November 2020.
57. Good progress is being made towards getting Council's asset management system (IPS) set up to receive the asset data. Waugh Consulting are entering data into the development application. Staff can then run test scripts to validate that all the processes work.
58. Contractor availability and material supply is delaying progress on some of these projects.
59. Contractors have completed the development of the Monkey Island camping area.
60. It was incredibly disappointing to discover the new concrete and grass areas had been damaged on 1 December. The team has been working hard on this redevelopment so this popular summer space can once again be enjoyed by the community and visitors over the Christmas and summer period.
61. Police were notified of this incident.

Strategic Transport

District Wide Roading Programme

62. Resurfacing works are well underway with Downer focusing on the more urban sites of Riverton and Winton with the works then shifting to the more rural areas in the New Year. Fulton Hogan have more rural sites for their contract area.
63. Due to the work being highly weather dependent priorities may shift between coastal and inland sites to ensure the season's works program is completed.
64. Lower Hollyford Road repair works have commenced with the plan to have the first 13km (just past the air strip) completed by Christmas. Repairs will then proceed to re-establish the last section of road to the start of the Hollyford track. This is expected to be completed in March depending on weather condition. It is anticipated that public access will be available from Christmas but will need to be carefully managed particularly when construction works are being undertaken.
65. The annual district wide Roadroid survey which provides a snapshot of the gravel road roughness condition across the district has been completed. The initial indication is that a combined score of 88% for good or satisfactory was achieved which is above the 85% target.
66. WSP as Council's new structures services provider have continued to complete the next round of bridge inspection and are making good progress. From the inspection Dipton Mossburn Road bridge number 4 has required urgent action. This has resulted in a posting reduction from 90% to

70% which has significantly impacted on heavy transport industry. Due to the lack of suitable detour and the length of detours, the replacement of this bridge is seen as a priority and the bridge programme is being reviewed with the goal to reprioritise the bridge for replacement.

People and Capability

67. Health and safety governance training will be scheduled with Council and community board chairs in early February 2021.
68. A number of roles have been advertised and recruited for over the past two months. These include roles in the building team, resource management, community facilities and water and waste.

support to our communities.

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Council Report” dated 26 January 2021.**

Attachments

There are no attachments for this report.

Chairperson's Report

Record No: R/21/2/4378
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 December and February 2021.
- 2 Items of interest include the following:
 - discussions on proposed purchase of paua shell and relocation
 - ongoing issues with Mores Reserve Road

Other updates:

- community housing
- works
- Riverton and District Baths Society
- Riverton Harbour Subcommittee
- Taramea (Howell's Point) Management Committee
- Te Hikoi Heritage Centre

Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled "Chairperson's Report" dated 15 February 2021.**

Attachments

There are no attachments for this report.

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.

C8.1 Installation of a new dump station on Bath Road in Riverton - unbudgeted expenditure

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
Installation of a new dump station on Bath Road in Riverton - unbudgeted expenditure	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	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.