



Notice is hereby given that an Ordinary meeting of Southland District Tuatapere Te Waewae Community Board will be held on:

Date: Monday, 14 June 2021
Time: 3pm
Meeting room: Waiau Town and Country Club
Venue: 41 King Street, Tuatapere

Tuatapere Te Waewae Community Board Agenda OPEN

MEMBERSHIP

Chairperson	Margaret Thomas
Deputy Chair	Ann Horrell
Councillors	Blayne De Vries
	Maurice Green
	Alastair McCracken
	Keri Potter
	Councillor George Harpur

IN ATTENDANCE

Group manager, customer delivery	Trudie Hurst
Committee advisor	Alyson Hamilton
Community partnership leader	Simon Moran
Community liaison officer	Megan Seator

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

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 • to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community

	<ul style="list-style-type: none"> • 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 as detailed in the long term plan, and on local expenditure, rating impacts and priorities.

¹ Local Government Act 2002, s.53

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 national importance (Section 6 Resource Management Act 1991); or

- involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.

Local activities include:

- i) community leadership
- ii) local halls and community centres (within Council's overarching policy for community facilities)
- iii) wharves and harbour facilities
- iv) local parks and reserves
- v) parking limits and footpaths
- vi) Te Anau/Manapouri Airport (Fiordland Community Board)
- vii) Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board)
 - (i) for the above two local activities only
 - (ii) recommend levels of service and annual budget to the Services and Assets Committee
 - (iii) monitor the performance and delivery of the service
- 19) naming reserves, structures and commemorative places
 - a) authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.
- 20) naming roads
 - a) authority to decide on the naming for public roads, private roads and rights of way
- 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.

Rentals and Leases

In relation to all leases and licences of land and buildings for local activities within their own area, on behalf of Council;

- a) accept the highest tenders for rentals more than \$10,000
- b) approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.

Environmental management and spatial planning

- 22) provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment.
- 23) 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.
- 24) provide advice to Council and its committees on any matter of interest or concern to the community board in

	<p>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 constituents and for the board in the exercise of its business.</p>

	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.
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 at www.southlanddc.govt.nz or by 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 Tuatapere Te Waewae Community Board, 12 April 2021



Tuatapere Te Waewae Community Board

OPEN MINUTES

Minutes of a meeting of Tuatapere Te Waewae Community Board held in the Waiau Town and Country Club, 41 King Street, Tuatapere on Monday, 12 April 2021 at 3.01pm.

PRESENT

Chairperson	Margaret Thomas
Deputy Chair	Ann Horrell
Councillors	Blayne De Vries
	Maurice Green
	Keri Potter
	Councillor George Harpur

Not in attendance

Alastair McCracken

IN ATTENDANCE

Committee Advisor	Alyson Hamilton
Community Partnership Leader	Simon Moran
Community Liaison Officer	Megan Seator

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Blayne De Vries declared a conflict of interest in relation to item 7.5 – Waiau Star Rugby Club funding application to the Tuatapere Te Waewae Community Partnership Fund and advised he would take no part in discussion or voting on this matter.

Deputy Chairperson Ann Horrell declared a conflict of interest in relation to item 7.5 – Tuatapere Playgroup funding application to the Tuatapere Te Waewae Community Partnership Fund and advised she would take no part in discussion or voting on this matter.

Keri Potter declared a conflict of interest in relation to item 7.5 – Tuatapere Community Worker Support Trust funding application to the Tuatapere Te Waewae Community Partnership Fund and advised she would take no part in discussion or voting on this matter.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Maurice Green, seconded Blayne De Vries and resolved:

That the minutes of Tuatapere Te Waewae Community Board meeting held on 22 February 2021 be confirmed as a true and correct record of that meeting.

Reports

7.1 Operational Report for Tuatapere Te Waewae Community Board

Record No: R/21/3/12431

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 operational activities in the Tuatapere Te Waewae board area.

Resolution

Moved Deputy Chair Horrell, seconded Keri Potter and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Operational Report for Tuatapere Te Waewae Community Board” dated 24 March 2021.**

7.2 Community Leadership Report

Record No: R/21/3/11711

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 the community leadership activities in the area.

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

- upcoming funding deadlines
- Monowai suspension bridge works
- Clifden hall
- Waka Kotahi update
- submissions to LTP close Wednesday, 14 April 2021

Resolution

Moved Chairperson Thomas, seconded Deputy Chair Horrell and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Community Leadership Report” dated 30 March 2021.**

7.3 Chairperson's Report

Record No: R/21/2/4380

Chairperson Margaret Thomas presented this report.

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

- update on progress of staff liaising with the Waiau School and DoC in regards the issue of native trees falling on the playground at the school
- update on meeting with Tuatapere Promotions Group regarding the railway station
- invitation from Waiau Area school to attend the ANZAC Assembly
- positive feedback received from the members of the public following the upgrade at Monkey Island

Deputy Chair Horrell updated on the progress of the pamphlet of “Tui Trails - the guide to Tuatapere native bush walking tracks”, circulating a draft copy and seeking feedback from members.

Resolution

Moved Chairperson Thomas, seconded Keri Potter and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Chairperson's Report” dated 31 March 2021.**

7.4 Community Service Awards - Procedures and Guidelines

Record No: R/21/3/8744

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

Mrs Seator advised the purpose of the report is to inform the board of the new procedures and guidelines for the Southland District Council community service awards.

Resolution

Moved Deputy Chair Horrell, seconded Maurice Green and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Community Service Awards - Procedures and Guidelines” dated 1 March 2021.**

7.5 Tuatapere Te Waewae Community Partnership Fund - February 2021 Funding Round
Record No: R/21/3/10464

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

Mrs Seator advised that the purpose of the report was to allocate grants to various applicants who applied for funding to the Community Partnership Fund.

Moved Blayne De Vries, seconded Cr Harpur recommendations a to d.

The motion was put and declared CARRIED.

Deputy Chair Anne Horrell withdrew from the table due to a conflict of interest.

Moved Chairperson Thomas, seconded Blayne De Vries recommendation e as follows:

- e) ~~Approves/Declines~~ a grant of \$2,231.94 to the Tuatapere Playgroup to assist with the funding of new safety mats and indoor climbing equipment.

The motion was put and declared CARRIED.

Blayne De Vries withdrew from the table due to a conflict of interest.

Moved Deputy Chair Horrell, seconded Keri Potter recommendation f as follows:

- f) ~~Approves/Declines~~ a grant of \$1,021 to the Waiau Star Rugby Club to assist with the purchase of new junior rugby jerseys.

The motion was put and declared CARRIED.

Keri Potter withdrew from the table due to a conflict of interest.

Moved Deputy Chair Horrell, seconded Chairperson Thomas recommendation g as follows:

- g) ~~Approves/Declines~~ a grant of \$1,200 to the Tuatapere Community Worker **Support Trust to assist with the funding of a "soup and chat" event over six weeks for the residents of Tuatapere and surrounds.**

The motion was put and declared CARRIED.

Moved Cr Harpur, seconded Chairperson Thomas recommendation h as follows:

- h) ~~Approves/Declines~~ a grant of \$5,000 to Tuatapere Toy Library Incorporated to assist with funding towards a new storage system.

The motion was put and declared CARRIED.

Final Resolution

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Tuatapere Te Waewae Community Partnership Fund - February 2021 Funding Round” dated 31 March 2021.**
- 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. Tuatapere Playgroup
 - 2. Waiau Star Rugby Club
 - 3. Tuatapere Community Worker Support Trust
 - 4. Tuatapere Toy Library Incorporated
- e) Approves a grant of \$2,231.94 to the Tuatapere Playgroup to assist with the funding of new safety mats and indoor climbing equipment.
- f) Approves a grant of ~~\$1,430~~ \$1,021 to the Waiau Star Rugby Club to assist with the purchase of new junior rugby jerseys.
- g) Approves a grant of \$1,200 to the Tuatapere Community Worker Support Trust to assist with the funding of **a “soup and chat” event over six weeks for the residents of Tuatapere and surrounds.**
- h) Approves a grant of \$5,000 to the Tuatapere Toy Library Incorporated to assist with funding towards a new storage system.

The meeting concluded at 4.33pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE TUATAPERE TE WAEWAE
COMMUNITY BOARD HELD ON MONDAY 12 APRIL
2021.

DATE:.....

CHAIRPERSON:.....

Chairperson's report

Record No: R/21/5/25809
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 Tuatapere Te Waewae Community Board on activities that the chairperson has been involved since the establishment of the board on 20 November 2019. This report covers the period from 3 May 2021 to 3 June 2021.
- 2 The following items are of note:
 - meeting with Greg Erskine at the Tuatapere Post Office bridge re repairs/maintenance around foundations
 - ongoing discussions with Waiau School and DoC in regards the issue of native trees falling on the playground at the school
 - new footpaths started in Orawia Road
 - reposted information about removal of flax to aid with drainage on the sides of the roads, good feedback from land owners and public
 - meeting with Mark and Simon re proposed changes for the usage of SDC halls especially fire
 - attended the Tuatapere Amenities Trust meeting to allocate funding
 - attended meetings of Tuatapere Promotions Group mostly to discuss the Tuatapere Railway Station.
 - ongoing issues for the Tuatapere Domain Board re dogs and their poo
 - Anne Horrell reported that printing of the new tracks brochure is underway approximately (1000) copies
 - members of the Tuatapere Te Waewae Community Board met and held a workshop and updated each other on what was happening in their portfolios.

Recommendation

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Chairperson's report” dated 4 June 2021.**

Attachments

There are no attachments for this report.

Council report

Record No: R/21/5/24328
Author: Simon Moran, Community Partnership Leader
Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision

☐ Recommendation

☒ Information

Chief executive update

1. The development of the Long Term Plan (LTP) 2021 – 2031 has been a significant focus for the organisation. Council heard submissions over two days in April and following a full day of deliberating approved the budget for the LTP which will now proceed to the audit stage.
2. The production of the 10 year LTP is required by legislation and is an important part of the local government processes. An unusual aspect of this one is that it is being set in the face of so much uncertainty. On top of the reform of the 3 waters which is already well advanced, the review of the RMA which has commenced, central government has also announced a review of the future for local government and also changes to Land transport funding. Further change will follow the reform of public health. Further areas of review are expected to be announced.
3. We intend to be active in the reform and ensure the voices of Southland continue to be heard. In the meantime the LTP will focus on delivery of the programme of renewal of essential infrastructure and projects important to our communities.

Environmental Services

Animal control

4. Preparations are underway for 2021/2022 registration time. Various improvements are planned to streamline this process, with staff hoping for an uptake in online applications with no more cheques.
5. The team has initiated a prosecution in regard to a person keeping noisy roosters in Wairio. The case is currently in the Environment Court, the next step likely being mediation.

Environmental health

6. Public objections have been received following an application for a proposed bottle store in Riverton. This will go to a hearing before Council's District Licensing Committee.
7. The team is looking forward to Council's quality assurance lead joining us and doing some work with us. It is expected that she will be able to facilitate the completion of much of our continuous improvement register.

Resource management

8. Minister for the Environment – David Parker has announced that the Resource Management Act will be repealed and replaced with three new acts being the Natural and Built Environments Act,

Strategic Planning Act and Climate Change Adaptation Act. The reforms have an aggressive timetable with minimal opportunities for public input. An exposure draft of the Natural and Built Environments Act is anticipated in June. Council is looking to be part of a joint submission from councils across Otago and Southland.

9. Council staff are in the process of reviewing the landscape chapter of the District Plan in order to ensure our significant and important landscapes and features are identified in our District Plan and have adequate protection from threats. There are three components to this work (landscape expert study, cultural landscape study and community landscape identification). A plan change is anticipated to be notified at the end of this year and is somewhat dependant on any changes that may result from the reform of the Resource Management Act.
10. Resource consent update
January applications received – 17, Decisions issued – 14
February applications received – 21, Decisions issued - 21
March applications received – 30, Decisions issued – 34

Services and Assets

Stewart Island Electrical Supply Authority (SIESA)

11. A decision was made to abandon the Stewart Island wind power project, following failure to secure access agreements with any of the three identified viable sites. The final report has been prepared and is being reviewed by MBIE prior to presentation to the Stewart Island/Rakiura Community Board.
12. Supply and install of a replacement engine and generator unit has been instructed as a variation through the SIESA management contract with PowerNet Ltd. Delivery of the unit is underway.
13. PowerNet Ltd is confirming scope and price for replacement of one “red-tag” pole (poles identified as needing replacement) that is required this financial year. Replacement of other “red-tag” poles are being considered and programmed within annual maintenance and renewal works packages – financial year 2021/2022 works programme is currently under development.

Forestry (IFS)

14. Harvest operations out of Waikaia are now complete and 22,325 tonnes were recovered which is 3,545 tonnes over appraisal. This has resulted in an additional \$295k of net profit is anticipated to be reflected in final payments. The additional harvesting revenue and associated harvesting costs have been forecasted for and will reflect in the April month-end results.

Around the Mountains Cycle Trail

15. Flood repairs and culvert replacement work by The Roding Company is practically complete.
16. Trail counters identified a 25% increase of cyclists enjoying the trail over the 2019/2020 season.
17. Six yearly structural inspections of the bridges on the trail have commenced.
18. Pre-development project work to address the centre hill erosion has commenced.

19. Positive feedback received about the quality of the trail and riders enjoying the cycle trail experience.

Te Anau Manapouri Airport

20. 3,000m of crack sealing has been completed on the runway. The intention is to continue this programme in subsequent years to maintain the sealed surface and pavement structure.
21. Additional spraying and sweeping operations on the runway are being programmed in this season to correct excess growth not addressed in previous seasons.
22. Due to a backlog of work at CAA toward the end of 2020, and therefore a delay in the Safety Management System (SMS) audit, an exemption to the SMS was obtained through to 30 September 2021.

Property

23. With staff on extended sick leave and the upswing in workload, this has meant that many requests for work or input into projects, have had to be prioritised to best achieve Council's overall objectives. The down side to this however is that a significant amount of work is being added to the uncompleted list of actions which is not sustainable given the ongoing requests for staff input on many different fronts.
24. What has been completed is the new leases for the Winton Medical Centre and maternity unit which were both long overdue, and due to be commenced is the renewal of all the Riverton Harbour Endowment farming leases which happen every 21 years. This is a project that will take some time working through with each of the 10 lessees.

Strategic water and waste

Asset management

25. Work continues to be carried out within electronic systems for historic backlog of data cleansing and mapping updates. This activity is likely to take many years to complete with current resourcing and continuing with business as usual. This work will provide better data for valuation considerations and future planning for asset replacements and budget forecasting.

Resource consent renewals

26. Council holds a large number of resource consents for carrying out its operations within the water and wastewater activities.
27. There are currently 10 wastewater consents being reviewed and planned for renewal that are required to be completed within the next eight years. The major communities include Winton, Riversdale, Edendale/Wyndham, Manapouri and Stewart Island.
28. For water consents there are nine being reviewed that require renewal within the next two years, including major communities and schemes of Manapouri, Te Anau and Eastern Bush potable supplies.

Stimulus

29. Work continues with the Stimulus programme, and 2020/2021 LTP capex programme packages with a number of projects completed, another six underway and approximately 10 to start in the May/June months.
30. There are another six projects currently under design.
31. We are confident that the programme will be delivered on time, in line with our forecasted programme as we are using the Stimulus Contracting Panel (made up of six local contracting companies) for our delivery.
32. The day to day operational and maintenance in water and waste is progressing well with good performance and relationship with Downer, the provider.
33. We are collectively putting a greater emphasis on the storm water network, and where a major design and investigation is not required we are fixing many of the minor issues we are made aware of as we go. We will endeavour to be more proactive than reactive in storm water activities in the future.

Project delivery team (PDT)

34. PDT have a number of key projects in full swing with district wide footpaths, the three waters Stimulus project, Te Anau Wastewater, Lakefront Drive, Winton library now all in design or well into construction.
35. The contractors' panel is working incredibly well on the three waters project.
36. Core improvement projects now complete and updated contracts all developed.
37. The final pieces of the SDC office shift are being completed in May with a second small stage in the new LTP.
38. Master delivery plan and programme is well advanced for 2021-2022 with circa \$50m planned to deliver.

Community facilities

39. The Long Term Plan process continues to be at the forefront of the work programme with staff working with the finance and strategy and policy teams to respond to submissions prior to public hearings.
40. The contract renewal process as part of the section 17A review is almost completed with the last of the tenders for the gardening having gone out to the market.
41. The mowing contracts that have been renewed are in place and after some initial issues due to extreme grass growth they are operating well. The contractors will start tapering off now that they are moving into the winter months. The remainder of the contracts will start on 1 July 2021.
42. Capital works projects are progressing however contractor availability and material supply has been hampering progress on some of these projects.
43. Staff have been working through the preparation of the scope for the projects that will be delivered next financial year. The locally funded projects will be worked through and agreed to

with the respective community boards with the intention that we are in a position to procure this work starting on 1 July 2021.

Strategic transport

National Land Transport Plan

44. The transport team have continued to work and provide input into the Regional Land Transport Plan and refine the transport programme including budgets which have been included into the funding application to Waka Kotahi NZ Transport Agency as part of the National Land Transport Plan.
45. This is all part of Council's bid to obtain its share of Waka Kotahi NZ Transport Agency funding for the period 2021-2024. The next three-year funding cycle sees an increase in the funding requested. It remains to be seen if all of Council's funding application is approved. Nationally the Land Transport Fund is under increasing pressure and is significantly over subscribed.

District wide roading programme

46. The 2020/2021 programme is the final year of the three-year Waka Kotahi NZ Transport Agency approved funding programme. Any budgets from Waka Kotahi NZ Transport Agency which are not fully utilised during this financial year cannot be carried forward into the next funding period (2021-2023). This makes 2020/2021 a critical year for achieving works programmes and maximising approved funding. Currently the overall programme is well on track.
47. The annual resealing programme has been completed for the season with around 1 million square metres of road being resurfaced.
48. The bulk of the pavement rehabilitation have also been completed for the construction season with one subsection of the central area package to be sealed.
49. Works on repairing the last section of the Lower Hollyford is back in full swing following the tragic incident with one of the truck drivers on route to the construction site which resulted in works being temporarily halted.
50. 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. A report outlining and affirming the bridge restriction will be presented to Council in due course.
51. Bridge replacement programme has been tracking well with the full programme of works on track to be delivered. With the programme running well and very little unknown construction issues coming to light additional bridges have been commissioned through the design build packages to utilise available contingency funds to maximise the Waka Kotahi NZ Transport Agency funding.

Customer Delivery

Libraries

52. Our libraries team welcomed three new team members; Natasha Edgar, James Godfrey and Belinda Forde. Natasha, our new culture and community co-ordinator, joined us from Auckland and has made a major impact on our programming. Our recently finished school holiday program had over 120 enrolments, a record as far as we know. James, our digital co-ordinator, has been linking in with other community organisations to help focus on digital banking and helping our community find new ways to access their banks with the closure of more rural branches and the removal of cheques. James has also been supporting our LTP process by providing drop in sessions in the District for our community to learn how to make an online submission. Belinda Forde has joined us as our new customer support partner/mobile librarian and has hit the ground running. She is already been able to provide a great level of assistance to our existing team to help relieve some of the pressure as we focus on getting back into the Winton library.
53. The Winton library project is in full swing with tenders closing end of April. We will be hoping to have the tender awarded mid to late May with our completion date of late November still on track. Our other major library project, our RFID Library System (Radio Frequency Identification) has been awarded to FE Technologies and we are currently in the planning stages with an aim to start tagging our collection items late May or early June and a project completion date close to the opening of the Winton library.
54. Five of the area office team attended a regional librarian's day in Roxburgh and discussed initiatives to attract more teens into our libraries. The Te Anau office has now been open to the public for three months, 9am – 12pm each week day. The response from the community has been slow with an average of two customers a day.
55. Recruitment is underway in the Te Anau library to employ a library cadet on Saturdays, and Raewyn Patton has left the library to pursue a position with Clutha District Council. Changes to Pathways have necessitated training to all area office team members, with further full team training required before dog registration season begins in June.
56. Representatives from each office have also been receiving first aid training.
57. Changes to banking procedures have been necessary to align with imminent bank closures. The withdrawal of cheques has also been widely advertised to our communities, and library staff, banks and outside providers have all been educating customers on the change to online banking and methods of payment.
58. Staff leave occurrences have been high as staff have taken accrued leave stemming back to the Covid lockdown. This, combined with the previously mentioned staff trainings, has seen higher than usual staff cover and casuals necessary.
59. The open day at Winton to discuss the library refurbishment was very successful. The community responses to the plan were very positive and a large cross section of the community attended.

Knowledge management

60. LIM numbers remained steady from November through to February with a monthly average in the mid-thirties. March saw a huge increase with the team lodging 59 and issuing 62 LIM's. The number of property files has increased in 2021 by over 100% with up to 70 being processed a week. Property files can at times result in a LIM. Te Anau, Winton and Riverton are the most popular areas for both.

Business solutions

61. We continue to extend our range of online and mobility services, with the implementation of online lodgement for resource consents. The team worked closely with the resource management team and the transition to online went smoothly. We are investigating Pathway mobile inspections and IPS field inspector.
62. The request for service (RFS) review continues with Jane and Sandra working closely with the organisation to simplify and streamline these processes. Customer service RFS's were the first to be changed and has resulted in positive feedback from staff
63. Disaster recovery is still a major focus for the team as we continue to develop a new disaster recovery plan and the associated run books. This is an ongoing initiative and will require regular testing and updating.

Recommendation

That Tuatapere Te Waewae Community Board:

- a) **Receives the report titled "Council report" dated 21 May 2021.**

Attachments

There are no attachments for this report.

Operational report for Tuatapere Te Waewae community board

Record No: R/21/5/23697

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 Tuatapere Te Waewae Community Board area.

Recommendation

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Operational Report for Tuatapere Te Waewae Community Board” dated 1 June 2021.**

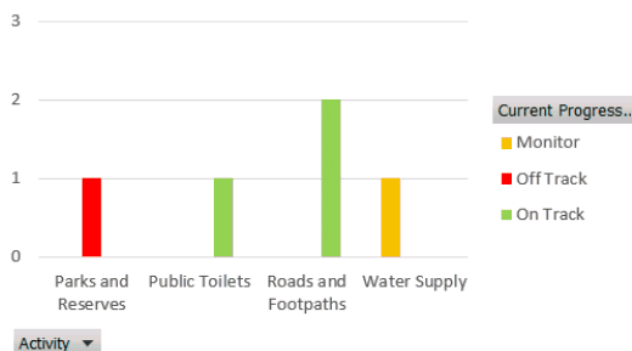
Attachments

- A Report to Tuatapere Te Waewae - 14 June 2021 - Operational report [↓](#)



1. Projects within current financial year as at 25 May 2021

Count of Current Progress Performance



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	20/21 BUDGET
PARKS AND RESERVES	P-10368	Upgrade playground at Monowai	Initiation	Off track	This project is being deferred to next financial year to be included in larger district wide works. Installation is scheduled for next summer following approval of design by the community board.	
PUBLIC TOILETS	P-10033	Install new toilets at Monkey Island	Delivery phase	On track	Fence has been installed. Planting to be completed to be completed by the end of June	\$77,747



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	20/21 BUDGET
WATER SUPPLY	P-10007	Upgrade water supply at Eastern Bush - Stage 1	Pre delivery phase	Monitor	Consultant is working with drilling contractor to establish methodology for test bore drilling. Draft documents for landowner agreement are being prepared for further consultation.	\$250,000
ROADS AND FOOTPATHS	P-10371	Replace Lake Monowai Road - Canal bridge 3407.003	Delivery phase	On track	Bridge practically complete 25/9/2020. Defects period ends September 2021.	\$350,000
ROADS AND FOOTPATHS	P-10370	Upgrade Monowai suspension bridge	Pre delivery phase	On track	Stage one maintenance package is 75% complete. Stage 2 deck replacement will be undertaken in 2022/23 financial year.	\$450,000

2. Service 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. Work is underway to meet new drinking water operational rules.
17/3 Waimea Alliance	<p>Routine maintenance and cyclic works are ongoing. Sealed Road spraying was completed in April, along with the final round of sealed shoulder mowing.</p> <p>2021/2022 pre reseal repair works are ongoing with marking out and repair works.</p> <p>The Lake Monowai Road suspension bridge works have completed the first programmed works, further works around deck replacement will be in the near future.</p> <p>District wide footpath renewal works are underway with some on Orawia Road Tuatapere in the programme.</p> <p>Some stormwater issues are being investigated on Main Road, Tuatapere.</p>
16/52 Toilet Cleaning	The locks at Monkey Island toilets are to be replaced with a more suitable lock, bollards have been installed to stop the doors blowing to far back.
Mowing	Mowing is reducing with the oncoming winter conditions.
Gardening	Contract is still being negotiated.



CONTRACT NAME	CONTRACT MANAGER COMMENTARY
General	<p>The community board is in discussion with Waiau Area School regarding the trees at the rear boundary of the school. Trimming of the overhanging trees with a long reach hedge cutter is the best solution and a price has been received.</p> <p>The track entrance off the north end of Ferry Road has been upgraded with new steps, hand rail and gravel surface.</p>

3. Request for service data 9 March 2021 – 20 May 2021

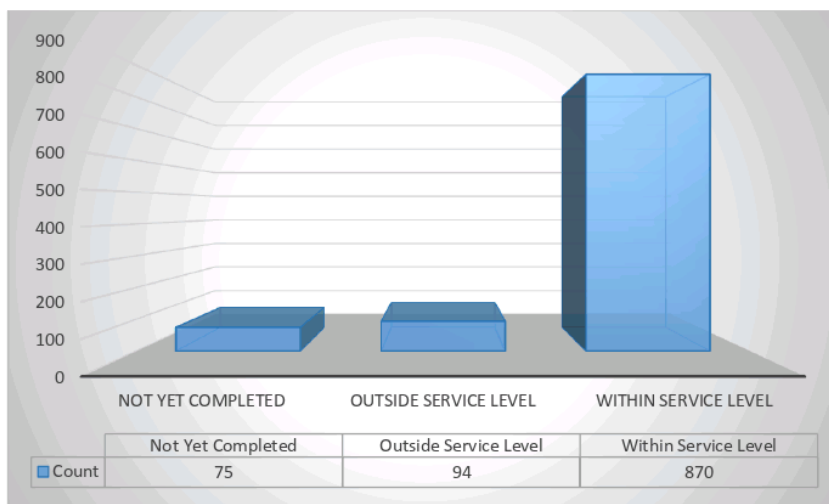


REQUEST TYPE	COUNT
Council housing/ flats - repairs (routine)	3
Council housing/ flats - repairs (urgent)	1
Gravel, potholes/corrugations and grading	1
Inspection and assessment	1
Licensed premise queries or complaints	1
Nuisance complaints (odour, vermin, neighbourhood)	1
Paper roads	1
Rural water - no water supply	1
Rural water asset leak	2
Rural water main leak urgent	3
Single street light out	1
Stormwater general - non-urgent	1
Toilet repairs and maintenance	2
Transport - road matters general	3
Vegetation rural (overgrown or visibility issues)	2
Water asset leak - (main, hydrant, valve, meter)	6
Water main leak urgent burst	1
Water no supply	1
Water toby damaged (not safety issue)	1
Water toby leak	2



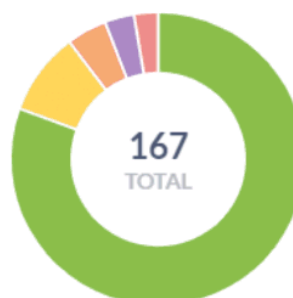
REQUEST TYPE	COUNT
Water toby location	1
TOTAL	36

RFS count by completion time status



IPS Requests, Resolution Time Status

Resolved Before Due ...	81.44%
Resolved After Due Date	8.98%
Not Yet Resolved	4.19%
No Resolution Due Date	2.99%
Not Yet Resolved - Ove...	2.40%



Note: RFS' 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

Orepuki - Business Units as at 30 April 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Projection YTD	Projection Full Year	Expenses YTD	Projection YTD	Projection Full Year	Actual YTD	Projection YTD	Projection Full Year
Street Works - Orepuki	\$6,264	\$6,263	\$8,074	\$7,494	\$10,840	\$13,008	\$25,227	\$6,324	\$7,589
Stormwater Drainage - Orepuki	\$870	\$870	\$1,044	\$32	\$870	\$1,044			
Beautification - Orepuki	\$7,397	\$7,397	\$8,876	\$8,760	\$11,091	\$11,429			
Playground - Orepuki	\$687	\$687	\$824	\$728	\$1,397	\$1,676			
Hall - Orepuki	\$9,796	\$10,021	\$12,253	\$5,786	\$11,353	\$13,624			
Railway Land - Orepuki		\$947	\$1,136	\$301	\$740	\$832			
Total	\$25,013	\$26,184	\$32,207	\$23,100	\$36,291	\$41,613	\$25,227	\$6,324	\$7,589

Income for the Orepuki business units is slightly under budget, this is predominantly due to the sale of the railway land bailage not occurring until May. The income for bailage was \$875 and will be reflected in the May reporting.

Operating expenditure is \$13K under budget, this is predominantly due to general maintenance not being required as budgeted in streetworks, stormwater drainage, beautification and the playground. The Orepuki hall operating costs are underspent by \$4k due to lower operating costs required.

Orepuki streetworks business unit capital spend is over budget due to \$25,227 spend towards internal capital footpaths. This includes the NZTA share of 51% for the footpath renewals which will be processed at year end.



Tuatapere - Business Units as at 30 April 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Projection YTD	Projection Full Year	Expenses YTD	Projection YTD	Projection Full Year	Actual YTD	Projection YTD	Projection Full Year
Community Leadership Tuatapere			\$5,898	\$50,450	\$61,962	\$66,080			
Administration - Tuatapere	\$13,877	\$13,863	\$25,408						
Operating Costs - Tuatapere	\$19,502	\$19,483	\$23,379	\$3,508	\$5,547	\$23,379			
Street Works - Tuatapere	\$10,537	\$10,527	\$12,632	\$5,438	\$10,800	\$12,960		\$12,333	\$14,800
Refuse Collection - Tuatapere									
Stormwater Drainage -Tuatapere	\$13,345	\$13,332	\$15,998	\$15,389	\$13,370	\$15,998			
Beautification - Tuatapere	\$19,083	\$19,073	\$22,888	\$23,836	\$25,520	\$27,168			
Tuatapere Parks & Reserves	\$8,881	\$8,872	\$10,646	\$14,588	\$16,656	\$19,790	\$17,129	\$31,957	\$39,946
Waiau River Collection	\$292	\$292	\$350	\$520	\$292	\$350			
Tuatapere Ward Pool Rate	\$4,237	\$4,223	\$5,703	\$10,000	\$10,000	\$10,000			
Hall - Tuatapere	\$15,212	\$14,510	\$18,147	\$7,703	\$14,699	\$17,412			
Total	\$104,967	\$104,174	\$141,049	\$131,432	\$158,845	\$193,137	\$17,129	\$44,290	\$54,746

Overall income for the Tuatapere business units are on budget.

Operating expenditure is \$27k underspent in various areas. Community leadership is underspent by \$11,512, this is predominantly due to there being miscellaneous grants that were not paid out until May. The councillor and board member salaries have also been lower compared to budget. Operating costs is underspent due to lower catering and mileage/travel expenses incurred. Streetworks is underspent due to lower spend on street litter bins and general maintenance. Stormwater drainage is overspent due to the maintenance budget being required for stormwater investigations. Beautification is overspent due to higher mowing and garden maintenance costs incurred. The increased mowing budget of \$4,280 has been forecasted for in the February forecasting round. Parks and reserves expenditure is underspent due to lower than expected maintenance spend. At the community board meeting on 22 February, the board approved a grant of \$10,000 to the Tuatapere Community Baths Society from the Tuatapere ward pool rate and reserve, this grant has been paid out.

The capital spend of \$17,129 in parks and reserves was towards the installation of the Tuatapere flying fox. The remaining \$22k is to be carried forward to next financial year and combined with the budget for the Jack and Mattie Bennett memorial park playground equipment memorial.



Reserve Balances

RESERVE	30 JUNE 2020	BUDGET 30 JUNE 2021	FORECAST 30 JUNE 2021
Orepuki community centre	\$18,579	\$19,111	\$19,111
Orepuki general	\$32,295	\$31,320	\$18,197
Total – Orepuki	\$50,874	\$50,431	\$37,308
Tuatapere community centre	\$26,508	\$27,243	\$27,243
Elder park forestry	\$23,970	\$23,970	\$23,970
Tuatapere general	\$260,425	\$231,363	\$197,137
Tuatapere pool	\$40,912	\$41,548	\$36,615
Tuatapere property	\$3,070	\$3,173	\$3,173
Waiau river collection	\$799	\$837	\$837
Tuatapere water meridian contribution	\$7,328	\$7,328	\$7,328
Total – Tuatapere	\$363,012	\$335,462	\$296,303
Clifden recreation reserve	\$34,501	\$42,033	\$42,033
Cosy Nook reserve	\$24,915	\$28,812	\$28,812
Hirstfield reserve	\$23,683	\$26,514	\$26,514
Total – Waiau Aparima	\$83,099	\$97,359	\$97,359
TOTAL RESERVES	\$496,985	\$483,252	\$430,970

Community leadership report

Record No: R/21/5/24296

Author: Simon Moran, Community Partnership Leader

Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 The purpose of this report is to update the board on the community leadership activities in the area.

Recommendation

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Community leadership report” dated 1 June 2021.**

Attachments

- A Community leadership report [↓](#)



What's happening in your area

Community partnership fund

All but one community board (Fiordland) have had their final community partnership funding rounds close for the 2020/2021 financial year. Staff will provide a report at each community board's June meeting which will provide community boards the opportunity to decide their funding dates for the 2021/2022 financial year and make any changes to their criteria.

Community service awards

The new community service awards process has now gone live following all community boards receiving the report outlining the new procedures and guidelines. Nominations close on 30 September. Application forms are available on the Southland District Council website here:

<https://www.southlanddc.govt.nz/assets/My-Council/Community-service-awards-application-form.pdf>

Community board plans

Several of our boards have spent time reviewing and finalising their actions during the year. The documents are being designed by the communications team at present with a view to having the majority completed by 30 June 2021.

Monowai bridge

Work is now complete for the first stage of the Monowai bridge repairs. Southland District Council appreciated the Monowai community's flexibility during this time. Stage two will begin towards the end of summer in 2022.

Local initiatives

Halls

Staff are in the process of holding meetings with all Southland District Council-owned halls across the District. This is to communicate the new FENZ (Fire and Emergency NZ) requirements, get feedback on a proposed centralised online booking system, and discuss any governance issues in relation to management of halls.

Clifden hall

A community survey will be going out to the Clifden community (specifically the Clifden hall rating area) to obtain an understanding whether the Clifden community are happy to continue to pay rates towards Clifden hall should the Clifden Hall Group take over ownership of the asset. This survey is being done at the request of council's property services manager on the basis that Council needs to formally obtain an understanding of the community's perspective when they consider the approval of the transfer of ownership.

The words of the survey have been drafted in liaison with the Clifden Hall Group. It's now sitting with Council's graphic design team to design the layout.

What's happening outside your area

National initiatives

The future for local government

On 23 April 2021 the minister of local government established a review into the future for local government. The review is to consider, report and make recommendations on this matter to the minister.

This is an important piece of work that will likely change the face of local government as we know it. It is important that board members are familiar with this review. Further information, including the purpose and scope and reporting timeframes can be found here: <https://www.dia.govt.nz/Future-for-Local-Government-Review>

District/regional initiatives

Welcoming Communities

The Southland Newcomer Leadership Scholarship has now gone live. The scholarship was developed by staff from Invercargill City Council, Southland District Council, and Gore District Council who identified that there is an opportunity for newcomers to hold leadership positions within Southland's business, community and not-for-profit sectors. The scholarship enables eligible applicants to access funding to participate in the Southland Chamber of Commerce's Leadership Academy. Scholarship graduates will form an alumni network who have committed to make themselves available to councils for when they wish to engage with the newcomer community for particularly purposes (ie consultations etc). Application forms are available on the Southland District Council website.

Public Health South

Staff met with representatives from Public Health South recently to discuss ways in which we can increase partnership and collaboration opportunities between our two organisations.

As a starting point, we will work together to review Council's Smoke Free Open Spaces Policy with a further meeting scheduled soon.

The Public Health team also provided further food for thought with regards to the placement of drinking fountains around the District and how to incorporate them into projects going forward.

Discussions were also had around some smoke free issues identified on Stewart Island/Rakiura with regards to the wharves.

Thriving Southland

Staff presented at a Thriving Southland Catchment Group leaders meeting recently. The purpose was to provide an overview of the roles of the community leadership team, some of the key projects we are currently involved with and to develop a better understanding of how our organisations can work together in the future.

Leadership Academy

The Leadership Academy, facilitated by Commerce South, commenced on Tuesday April 13. The academy has attracted 15 participants and is being held at Fonterra, Edendale. Commerce South are very pleased with the diversity of participants in this intake.

The final session and graduation is scheduled for Tuesday 25 May.

The next Leadership Academy is scheduled to be held in Lumsden, commencing on Tuesday 8 June. More information about the Lumsden academy can be found here:

<https://southlandchamber.co.nz/events/46030/>

What's coming up?

Policy and strategy

Bylaw and policy work

On 14 April Council adopted a Procurement Policy that will come into effect on 1 July 2021. Staff are currently completing a procurement manual that will help ensure staff implement the objectives and policy positions outlined in the policy. The new policy will be available on Council's website on 1 July 2021.

At the 10 May 2021 meeting, Council decided to keep the same Alcohol Licensing Fee-Setting Bylaw in place for the financial year starting 1 July 2021, to ease the effects of Covid-19 on alcohol licensed premises. This means that the fees paid by licensees will be identical to what is in the current bylaw. The 30% discount to application fees will be maintained. Southland is the only council in New Zealand that we are aware of that provides this discount. All other fees will be as stated in the central government regulations. On 30 June 2022, the current bylaw will be revoked. This means that starting 1 July 2022, the 30% discount will be removed, and all fees will be as stated in the central government regulations.

Staff are currently reviewing Council's Asset Management Policy. A draft policy was circulated to activity managers for feedback in late May 2021. It is intended that a new policy will be in place in early July 2021. Review of the Fraud Policy is underway, and it is intended to be adopted by Council August 2021. Staff are also in the very early stages of reviewing both the Signs and Objects on Roads and Footpaths Bylaw, and the Reserves Management Policy. Staff feedback regarding a draft Sensitive Expenditure Policy will be sought in early July 2021.

Council staff have prepared a submission on a discussion document on drones produced by the Ministry of Transport/Te Manatu Waka. The discussion document is about enabling drone integration. The Community and Strategy Committee endorsed the draft submission on 1 June 2021.

Council staff have also been working with Mayor Tong and members of the Mayoral Forum to provide feedback to Great South on their draft Statement of Intent for 2021-2022.

Review of the Stewart Island/Rakiura Visitor Levy Bylaw and Policy is underway, and it is intended that pre-consultation with stakeholders will take place in July and August.

Corporate risks

Risk management reporting is underway for the June 2021 quarter. Staff and ELT have updated the quarterly risk register, and the quarterly reports will be presented to the Finance and Assurance Committee and Council when they meet in June 2021.

At a series of workshops this quarter, staff and ELT have undertaken the annual review of Councils' priority strategic risks. The revised risks will form the draft risk register to be presented to the committee when it meets in June 2021 and to Council for adoption.

Long Term Plan

After receiving all the feedback from public submissions and hearings during April, Council deliberated on the issues and options for the LTP in May. The next stage involved developing the full document for it to be audited. In May, the Finance and Assurance Committee endorsed the release of the draft to Audit NZ. Once the document has been audited then the final document will be presented to Council for adoption on 23 June 2021.

Interim performance report

The final interim performance report period ends at on 30 June. The results will then go into the Annual Report 2020/2021.

Governance and democracy

Delegations manual

Staff plan to review Council's delegation's manual in the second half of 2021. This will ensure that Council's delegations to committees and community boards, chief executive and staff are all defined and scoped appropriately.

Elected Members Remuneration and Reimbursement Policy

Governance and policy staff are reviewing Council's Elected Members Remuneration and Reimbursement Policy, and expect to have this to the Finance and Assurance Committee by mid-June 2021.

Stakeholder updates

Highways South

A meeting with relevant stakeholders, including those from Coastal and Central Otago was recently held where planned processes and any concerns for the winter management of state highways were discussed. Based on the weather in the last week, this was good timing!

There is also a focus on getting information out to Southland communities quickly and accurately regarding any issues or weather events which may affect their journeys over winter. The Highways South Facebook page (www.facebook.com/HighwaysSouthNZ) is updated regularly during events and this will be shared to community board pages also. Highways South also provides daily weather forecasts by email, and in the case of significant weather events provides these more frequently as needed. If you require these alerts, please email SNOCadmin@southroads.co.nz with 'winter email' in the subject line and you will be added to our database to receive these.

Dangerous trees – our tree specialist has completed a survey of dangerous trees posing risks to the Southland state highway network, and a programme is underway to remove the highest priority trees before the end of June. This will also help with reducing shading of the pavement in key areas prone to icing.

Harakeke (NZ flax) removal is underway in areas of the Southland state highway network where these plants are encroaching into drainage channels and obscuring signs, edge markers and line marking which can be a safety hazard for road users and for local communities. We have worked closely with runanga to ensure our process reflects their wishes. None of these plants are being sprayed, all are being mechanically removed and relocated to neighbouring landowners or organisations for shelter belt or riparian planting. This programme should be completed by the end of June.

SH96 in Heddon Bush (between Hundred Line Road and Transmission Line Road) is programmed for a full repair (rehab) at the start of the next construction season later this year. Until then this area has been levelled and potholes filled with cold mix to smooth the surface. This is not a permanent repair, it is a temporary fix only to make the pavement safe until the rehab can take place later this year.

We are currently completing a significant drainage programme throughout the state highway network removing grass from the pavement shoulder to the edge of the water channel in order to allow water to run off the highway, resulting in a drier pavement surface

Highlip removal is also currently underway – where we have identified areas of particularly highlip on the edge of seal, this is being removed to stop water pooling on the edge of the pavement

We have had ongoing issues on Southland state highways with insecure baleage and mud on roads. Where we have been able to identify the person involved, we have worked with them to address these issues. We have also been in touch with Federated Farmers and the Rural Contractors Association who have both communicated these concerns to their members.





Project scope confirmation - 2021/2022 locally funded projects

Record No: R/21/5/24236
Author: Mark Day, Community Facilities Manager
Approved by: Nick Hamlin, Group Manager Programme Delivery

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is to seek approval from the Tuatapere Te Waewae community board for the scope of the locally funded projects within their board area that will be delivered in the 2021/2022 financial year.

Executive summary

- 2 The Tuatapere Te Waewae community have a number of community funded projects that have been approved in the Long Term Plan to be delivered in the 2021/2022 financial year.
- 3 The community board has the delegation to approve the scope of locally funded projects. Refer to the Policy Implications below.
- 4 With an increase in the number of both locally and district funded projects identified in the 2021-2031 Long Term Plan, staff are working to improve the efficiency of delivery.
- 5 One of the ways staff are seeking to achieve increased efficiency is to ensure projects are scoped and approved ahead of the year identified for delivery. In doing so, staff consider the primary advantage is the early identification of required internal and external resources and supplies enabling timely programming and procurement. Staff consider this approach will provide the best opportunity to deliver the committed works programme.
- 6 The scoping documents relevant to the Tuatapere Te Waewae community board delegation are attached to this report.

Recommendation

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Project Scope Confirmation - 2021/2022 Locally Funded Projects” dated 28 May 2021.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to approve the scope of the projects identified in the attachments to this report

Background

- 7 The Tuatapere Te Waewae community have a number of community funded projects that have been approved in the Long Term Plan to be delivered in the 2021/2022 financial year.
- 8 The community board has the delegation to approve the scope of locally funded projects. Refer to the Policy Implications below.
- 9 With an increase in the number of both locally and district funded projects identified in the 2021-2031 Long Term Plan, staff are working to improve the efficiency of delivery.
- 10 One of the ways staff are seeking to achieve increased efficiency is to ensure projects are scoped and approved ahead of the year identified for delivery. In doing so, staff consider the primary advantage is the early identification of required internal and external resources and supplies enabling timely programming and procurement. Staff consider this approach will provide the best opportunity to deliver the committed works programme.
- 11 The scoping documents relevant to the Tuatapere Te Waewae community board delegation are attached to this report.
- 12 Staff worked with the community board to discuss and identify projects at their workshops as part of the planning for the inclusion in the 2021/2031 Long Term Plan.
- 13 The community board chairperson was sent the list of the projects that the community facilities team are responsible for in the 2021/2022 financial year for their information on 19 April 2021. This included both local and district funded projects.
- 14 Project scope definitions have been sent out in May 2021 prior to the board meeting.
- 15 The foot path projects have been discussed with the community board at their meeting held on 8 March 2021.
- 16 The projects were consulted on through the 2021/2031 Long Term Plan review process.

Factors to consider

Legal and statutory requirements

17 None.

Community views

18 The projects that are covered in the attached scoping documents have been included within the 2021-2031 Long Term Plan and subsequently consulted on. Each of these projects were developed and submitted as part of the LTP in conjunction with the Community Board. As such, community views are considered to have been well canvassed.

19 Staff note that there were three submissions received through the LTP consultation process regarding the Monowai playground project, the Jack and Mattie Bennett Memorial Park playground and playgrounds in general across the district.

Costs and funding

20 These projects have all been identified in the approved 2021/2031 Long Term Plan and will be funded by way of reserves, loans or a combination of both.

Policy implications

21 For projects within the Long Term Plan the delegation manual, states under Service Delivery, Local Activities

- section d) approve project definitions/business cases for approved budgeted expenditure up to \$300,000
- section e) recommend to the Services & Assets Committee the approval of project definitions/business case and procurement plan for capital expenditure over \$300,000 and /or any unbudgeted capital expenditure.

22 For district funded projects refer to the delegation manual under Advocacy

- section 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)

23 The community board can make a recommendation to Council on District Funded Projects.

Analysis of options

Option 1 - Agrees to approve the scope of the projects identified in the attachments to this report

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• all projects have an approved scope and can be procured and delivered appropriately.	<ul style="list-style-type: none">• none identified.

Option 2 – Does not agree to approve the scope of the projects identified in the attachments to this report

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • none identified. 	<ul style="list-style-type: none"> • the projects may not be able to be delivered within the designated financial year.

Assessment of significance

- 24 The assessment of significance needs to be carried out in accordance with Council's Significance and Engagement Policy. The Significance and Engagement Policy requires consideration of the impact on social, economic or cultural wellbeing of the region and consequences for people who are likely to be particularly affected or interested. Community views have been considered throughout this process thus the proposed decision is not considered significant.


Recommended option

- 25 The staff recommendation is Option 1.

Attachments

- A Project definition P-10849 Tuatapere Main Street Investigation [↓](#)
- B Project definition P-10850 Tuatapere Railway Station Investigation [↓](#)
- C Project Definition P-10666 Tuatapere boat ramp scope [↓](#)
- D Project scope P-10770 Monowai reserve village playground - Equipment replacement and play, PDF report [↓](#)
- E SDC Playground Upgrade Playsafe document- Monowai Villiage. [↓](#)
- F Project definition scope P-10821 Tuatapere Jack and Mattie Bennett Memorial park playground - Equipment replacement and play, PDF report [↓](#)
- G SDC Upgrade - Jack & Mattie memorial park playground, Tuatapere. Playsafe play summary [↓](#)
- H Project Scope P-10920 Streetligh LOS Program 2021-2022 (Tuatapere Te weawea) [↓](#)

Investigation Project – Tuatapere Main Street

	BUDGET	Up to \$10,000
	ACTIVITY	Parks and Reserves Code: P-10849
	COMMUNITY BOARD	Tuatapere Te Waewae Community Board
	PROGRAMME	July 2021 – December 2021

DESCRIPTION

Location: Bridge Street Main Road Intersection to 17 Main Road, Tuatapere
Investigate the opportunities to revitalize the Main Street of Tuatapere.

SCOPE

The community board is wanting to revitalize the main street of Tuatapere. They are wanting to look at options to breathe new life into the commercial precinct of the town and make it a more attractive place to visit and encourage tourism within the town.

The intention of the report would be to provide an urban development plan that identifies specific options about how to promote the town on the local and international market and make the main street more attractive to visitors.

It would cover: enhancing the profile and economic prospects; improving the quality of life and social and cultural well-being; ensuring the sustainability of the physical and built environment, including those of its elements associated with historical and cultural heritage.

RISK

This is seen as a low risk activity.


The community board has identified beautification and development of facilities along the main street of Tuatapere to take advantage of the potential increase in visitors to the town once the Hump Ridge track receives “Great Walk Status” as a priority.

COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?

Consultation with community groups will be required as part of this project. Depending on the opportunities identified there may be an increase in the level of service.
Consultation through the 2024/2034 LTP process

DATE OF RESOLUTION BY BOARD TO PROCEED WITH PROJECT			
SIGNED		DATE	
Board Chair			

Investigation Project – Tuatapere Railway Station

	BUDGET	Up to \$10,000
	ACTIVITY	Parks and Reserves Code: P-10850
	COMMUNITY BOARD	Tuatapere Te Waewae Community Board
	PROGRAMME	July 2021 – June 2022



DESCRIPTION

Location: 42 Main Road, Tuatapere

Work associated with the future development of the railway station.

SCOPE

The community board has allocated funding to be used for survey costs, reserve status amendment and sale or an assessment of the work required if the building is to be retained.

RISK

This is seen as a low risk activity.

The community board is working with a community group that have put a proposal to the board for the use of the railway station. If this proposal doesn't progress the board will need to make a decision about the future of the building.

COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?

Consultation with community groups will be required as part of this project.

Consultation through the 2021/2031 LTP process

DATE OF RESOLUTION BY BOARD TO PROCEED WITH PROJECT			
SIGNED		DATE	
Board Chair			

Water Structures Tuatapere-Te Waewae

	BUDGET	\$5,000.00
	ACTIVITY	Water Structures Code: P-10666
	COMMUNITY BOARD	Tuatapere-Te Waewae Community Board
	PROGRAMME	July 2021 – June 2022

DESCRIPTION

Location: 78 Elder Drive Tuatapere. Undertake maintenance work that has been identified through the WSP assessment report taken in May 2020 to prolong the life of boat ramp and bring it up to operational standard.

SCOPE

Place rock rip rap material to prevent further wash out at the bottom section as per the WSP report. Only minor maintenance is required on the boat ramp.

RISK

This is seen as a low risk activity to meet the operational standard required.

COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?


The boat ramp is popular with both recreational and Jet Boat Operators.

Consultation through the 2021/2031 LTP process



DATE OF RESOLUTION BY BOARD TO PROCEED WITH PROJECT			
SIGNED		DATE	
Board Chair			

Monowai reserve village playground – equipment replacement

	BUDGET \$47,250 (17,250 IN LTP 2021/22) <i>Includes carry-over from tagged funds during forecasting due to removals required from 2019/2020 reports.</i>
	ACTIVITY Parks and Reserves - Playgrounds Code P-10770
	COMMUNITY BOARD Tuatapere Te Waewae
	PROGRAMME 2021 - 2022

DESCRIPTION
<p>Location – Monowai reserve village playground.</p> <p>Please note: We have a total of \$47,250 to spend on updating play in this area due to the carry forward figure put aside for play work in Monowai after the equipment report in late 2019/2020. It was seen it was best to carry this figure forward to the new LTP year to combine the budget and better plan appropriate outcomes.</p> <p>It is now noted that feedback from the LTP submissions have been received and the board may wish to consider this in regards to this scope. It is important to remember that the ‘playground’ may have historically been the focus of ‘play’ for our communities but this does not always have to be the case. Other assets we need to consider with this delivery is the pavilion/tennis court space and open space surrounding formal playground.</p> <p>Important to read alongside this scope document:</p> <p>Playsafe “Playground update/renewal methodology”, dated 1 March 2021.</p> <p>Playsafe “Existing play area summary”, dated 12 April 2021. <i>Please note, this summary includes costings that are an example of what is recommended and possible. This total would be already reduced by the current work completed.</i></p>

SCOPE
<p>Option 1</p> <ol style="list-style-type: none"> 1. All requirements and additional soft fall and scuff matting to meet standard and compliance needs. 2. Removal of Apex swing, maypole and multi-play structure. Please note at the time of this report, we were working towards having some of this complete in 2020-21 FY. 3. Upgrade some components of remaining play elements to meet compliance and keep the current play outcomes. See Saw and T bar swing. Also formalize a seating area for the playground by looking at adding a concrete pad and secure the picnic table to this and add shade in some way within the area.

"When upgrading any existing play items, the outcome should be to achieve a safe, fun and maintainable asset for 10+ year lifespan. When altering or modifying existing equipment, the intention is to retrospectively upgrade/improve to meet the current requirements of the NZS5828:2015 (where practically possible)."

4. Additional play outcomes/equipment to fully utilize the current space available in regards to playground footprint and required design and fall spaces.
Examples such as a spider's nest module, spin out spinner, sand digger would work and deliver missing play outcomes. These are examples only of recommended equipment options for the missing play outcomes. Please note that staff will supply two options per play outcome for the community to engage in and select. These options will need to match play outcomes, budget and space requirements within the current area.

Option 2

1. All requirements and additional soft fall and scuff matting to meet standard and compliance needs.
2. Removal of Apex swing, maypole and multi-play structure. Please note at the time of this report, we were working towards having some of this complete in 2020-21 FY.
3. Upgrade some components of remaining play elements to meet compliance and keep the current play outcomes. See Saw and T bar swing. Also formalize a seating area for the playground by adding a concrete pad and secure the picnic table to this and add shade.
"When upgrading any existing play items, the outcome should be to achieve a safe, fun and maintainable asset for 10+ year lifespan. When altering or modifying existing equipment, the intention is to retrospectively upgrade/improve to meet the current requirements of the NZS5828:2015 (where practically possible)."
4. Re-visit the Monowai community (Megan Seator is arranging in either option) and in light of the LTP submissions, work within the budget value to discuss the steps 1-3 that are required and not negotiable but allow the community to guide us towards other play outcomes they would like to see instead with the remaining budget.

RISK

This work is a medium level risk due to the risks associated with the current environment.

Priority will be given to structural issues and surface requirements. This is a reputational risk due to the perception of the value added via LTP projects historically given to new and existing additions rather than compliance and design. This process is to ensure that we change that focus and ensure what we do have is of a suitable standard, compliance and safety as well as fun and great play outcomes.

Design issues, equipment placement and upgrading current equipment at a component level will be next priority. This will only be done where appropriate (considered compared with lifespan and structural integrity). Risks associated involve unplanned issues encountered mid work that could affect budget.

Risk of option 1 is that the local community do not feel as heard, in light of receiving of the LTP submissions.

Risk of option 2 is a longer timeframe on delivery as more consultation is required, however staff believe this step should be strongly considered.

COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?

Safer outcomes of use, lower level of non-compliance risk but potential for fewer play pieces depending on budget.

Consultation through the 2021/2031 LTP process has occurred however as this was at a high level. However positive impacts are possible for our community with SDC staff's intention to engage and give a two-choice option that still meet playground design requirement even on option 1. Option two has further positive engagement impacts.

Positive impacts could be gained if we combine our delivery approach to show the community we can meet compliance, bring up standards of existing and add value play items as part of a delivery project.
During delivery, possible impacts will include closure of the current play area for short periods if required. This will be kept to a minimum but during works expect some no use periods.

DATE OF RESOLUTION BY BOARD TO PROCEED WITH PROJECT			
SIGNED		DATE	
Board Chair			



Southland District Council
15 Forth Street
Invercargill 9840

12th April 2021

RE: Playground Upgrade - Monowai Village Play Area

Existing Play Area

The Monowai play area is a mid-sized neighborhood play area that contains 3 separate areas of equipment.

The main surface area contains basic play equipment elements including a small old and tired multiplay structure featuring sliding and climbing activities. Also within the main area is a 'T'Bar Swing, Seesaw and Jungle frame featuring an upper body overhead (however very low hanging position height).

Adjacent to the main play area is a very old Apex Steel swing unit and a hanging carousel both with inadequate surfacing posing a serious risk of falling injury to users. The swing also fails to meet the dimensional separation / free-space requirements when assessed to the standard. This swing and carousel should be removed to waste.

The peametal loose-fill surface within the main area provides very good depth and impact performance as well as ample fallzones for the equipment.



Monowai Play Area - Rear



Carousel



Apex Swing Frame

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PLAY CATERGORIES

Monowai Village Play Area

Children's play activities can take two different forms: structured play and unstructured play. Both are vital for a child's well-being, learning and growth. The following is a gauge of what the existing play area provides in regard to fundamental play features & types and then an indication what the improvements could be following the proposed upgrade.

Current Play Offering:			Current Playspace Type:										
Neighborhood	Current	Upgraded	Active	Current	Upgraded	Social	Current	Upgraded	Reflective	Current	Upgraded		
	✓	✓		✓	✓		✗	✓					
Community	Current	Upgraded	Sensory	Creative	Imaginative	Sensory	Current	Upgraded	Creative	Current	Upgraded		
	✗	✗					✗	✗		✗	✗		
Destination	Current	Upgraded					Current	Upgraded		Current	Upgraded	Current	Upgraded
	✗	✗					✗	✗		✗	✓	✗	✓

There are many types of play offering. This guide provides a basic interpretation of category based mainly on the size, location and typical use.

Neighborhood playgrounds typically offer the essentials of play including Swings, slide and some basic physical challenges.

Community play areas can offer a multitude of benefits that go beyond the basics giving kids something fun to do.

Destination play areas typically include themes and imaginative concepts with large scale unique design creating a one of a kind experience that is a focal point for attracting families and visitors.

Different types of play and ways for children to use their bodies and minds and interact with the environment and others.

Active play - Allows kids to improve their motor skills, build strength, fitness and confidence and take risks within safe limits.

Sensory play - Different interesting textures, smell flowers/plants, hearing music/ sound, tasting edible plants as well as shapes colors.

Creative play - Drawing, singing, drumming. Creative expression allows children to communicate and connect.

Imaginative Play - Make-believe, and pretend play. Building, molding, manipulating, sifting, pouring, scooping, stacking, combining, and altering.

Social play - Talking, sharing, cooperating, taking turns, following 'rules,' and playing sports.

Reflective play - Watch, rest, reflect, think and daydream.

Inclusiveness:

Physical Accessibility	Current	Upgraded	Age & developmental appropriateness	Current	Upgraded	Sensory-stimulating activities	Current	Upgraded
	✗	✗		✗	✓		✗	✓

Some children with disabilities or developmental differences do not interact with playgrounds in the same way as typical children. Considering these needs will help improve interest and accessibility. Efforts should also be made to not only accommodate children with physical needs but also on the autism spectrum, who may find playgrounds overstimulating or who may have difficulty interacting with other children.

Current Structured Play Activities:

Climbing	Current	Upgraded	Balance	Current	Upgraded	Crawling	Current	Upgraded	Upperbody	Current	Upgraded	Sliding	Current	Upgraded
	✓	✓		✗	✓		✗	✗		✓	✓		✓	✓
Spinning	Current	Upgraded	Rocking	Current	Upgraded	Swinging	Current	Upgraded	Sensory / Sound	Current	Upgraded	Other Dynamic	Current	Upgraded
	✗	✓		✗	✓		✓	✓		✗	✗		✗	✓

Children's play activities can take two different forms: structured play and unstructured play. Both are vital for a child's wellbeing, learning and growth. Structured play, also known as goal-oriented play, generally involves using logic to solve problems, while unstructured play, or free play is creative and open-ended. Unstructured play, sometimes called free play, is creative and improvised with no set goal and unlimited possibilities. The categories above represent the Structured play activity component.

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PLAYGROUND UPGRADE SCOPE

Monowai Village Play Area

Recommended Upgrade

Considering the location of play area, the existing play elements offered, the current condition and ultimately the long term-lifespan expectation, I would recommend a combination of equipment renewal and some existing upgrade and improvement would give the best play value / outcome for the long term plan / Infrastructure Strategy.

Firstly, the removal of the Apex steel swing and hanging Carousel to waste. These activities are very old, tired and fail to meet the requirements of the NZS5828. They also have inadequate impact attenuating surfacing. Both these areas can be reinstated back to reserve.

From a play offering perspective it is my opinion that this play area lacks physical challenges for the slightly older user as well as some popular dynamic items provided by modern equivalents. The pea-gravel surface also provides an ideal opportunity to add an interactive sand-digger play activity which provides a unique creative and imaginative play offering for the district.

To enhance this play area I would also propose a new feature multiplay structure to replace the small old structure. A new carousel / spinner and a new basket/ saucer swing to provide an inclusive dynamic activity that has proved very popular with accommodating children with physical needs but also on the autism spectrum.


These new additions can be achieved with a minimal footprint increase to the existing surface area and the new design will have also consolidated all equipment in one surface. As well incorporating the addition of scuff mats under the swings and spinner and new buffers under the Seesaw..

Upgrade Recommendation Steps

1. Remove Apex Swing, Multiplay structure and Maypole to waste.
2. Reinstall Apex swing and maypole areas back to reserve (topsoil / seed).
3. Remove Seesaw tires and install buffers.
4. Install new play equipment including feature multiplay structure (e.g Spiders Nest), Basket Swing, Spinner and Sand-digger.
5. Extend existing surface area as required for new equipment (excavate pit).
6. Fill new extension with additional pea-metal loosefill surface.
7. Add scuff mats to swings and spinner (5).
8. Waterblast/ clean all existing equipment.
9. T-Bar swing - Upgrade swing seats (1x belt and 1x toddler), upgrade chains and shackles to SDC compliant spec.
10. Construct concrete pad (say 2.0x1.5m).
11. Fasten existing picnic table to pad using Bomac brackets.

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Tuatapere Jack and Mattie Bennett Memorial park playground equipment replacement and play

	BUDGET \$11,914 <i>This report will show an option that requires a decision from the community board. If this option is adopted, a budget of up to \$57,190.65 would be required. This can be achieved through current replacement budget, operations and some through Elder park and general reserves.</i>
	ACTIVITY Parks and Reserves - Playgrounds Code P-10821
	COMMUNITY BOARD Tuatapere Te Waewae
	PROGRAMME 2021 - 2022

DESCRIPTION

Location – Jack and Mattie Bennett Memorial park.

Please note. Due to the additional information given since this LTP figure was originated there is a current need for more investment now and less in the future years as tagged in the LTP. Staff have given two options in this report as a result and we would ask your approval under a recommendation on this report to allow this extra funding now, to decrease it in the future LTP years.

Please note: Current footprint of required upgraded soft fall is approximately 330 sq metres (approximately 118 cubes) and 100 lineal meters. This would be for a lifespan of 10 years for the chip and longer for the boxing if properly maintained and topped up. This compared to the last playsafe report that shows some of the equipment and areas we would be surfacing has a structural expected life span of only 1-5 years. As a result, option two shows how we can upgrade some of these items now, giving a twenty-year life expectation at a minimum. It shows how we can re design the swing play elements to within a larger play zone where the current modules sit and where work is already going to be undertaken. This allows costs shared as we are doing next years work and long term savings moving forward on edging and fill maintenance. It also means some future LTP projects in this LTP can be decreased.

Important to read alongside this scope document:

Playsafe “Playground update/renewal methodology”, dated 1 March 2021.

Playsafe “Existing play area summary”, dated 1st March 2021. *Please note, this summary includes costings that are an example of what is recommended and possible. This total would be already reduced by the current work completed. This report takes into account a rationalization and redesign of placement of the swing equipment to make savings for future soft fall and edging requirements.*

SCOPE

Option 1 - minimal achievements using this budget and a large component of all related operational budgets in the parks and reserves and beautification budgets.

1. Removal of broken down and compact degraded soft fall and replacement with the local chip product and scuff matting and edging to meet standard and compliance needs for the current design, layout and volume of equipment (excluding see-saw area). Focus areas, swing bay and module bay.
2. Senior multi-play module, complete the structural improvements on rotten posts and all component upgrades required to meet the standard of the day.
"When upgrading any existing play items, the outcome should be to achieve a safe, fun and maintainable asset for 10+ year lifespan. When altering or modifying existing equipment, the intention is to retrospectively upgrade/improve to meet the current requirements of the NZS5828:2015 (where practically possible)."

Option 2 – Includes both the minimal achievements as per option one that are required but includes replacing the swings and a additional missing spinning play element. As above in the description this option is based on including strategic placement and design of the varying play elements to achieve future cost savings.

1. Removal of broken down and compact degraded soft fall and replacement with the local chip product and scuff matting and edging to meet standard and compliance needs for the current design, layout and volume of equipment (excluding see-saw area). Focus areas the combined module and swing bay.
2. Senior multi-play module, complete the structural improvements on rotten posts and all component upgrades required to meet the standard of the day.
"When upgrading any existing play items, the outcome should be to achieve a safe, fun and maintainable asset for 10+ year lifespan. When altering or modifying existing equipment, the intention is to retrospectively upgrade/improve to meet the current requirements of the NZS5828:2015 (where practically possible)."
3. Replacement of the swing play outcomes with new units at the same time as work occurring with the soft fall to reduce the ongoing costs in a separate boxed play area and to ensure the lifespan of the swings is far beyond that of the edging and soft fall. This will also cover an additional swing play element (basket swing).
4. Additional missing play element (dynamic/spinning) added without a large impact on space and soft fall.

RISK

This work is applied as medium, due to the risks associated with the current environment.

Priority will be given to structural issues and surface requirements. This is a reputational risk due to the perception of the value added via LTP projects historically given to new and existing additions rather than compliance and design. This process is to ensure that we change that focus and ensure what we do have is of a suitable standard, compliance and safety as well as fun and great play outcomes.

Design issues, equipment placement and upgrading current equipment at a component level will be next priority. This will only be done where appropriate (considered compared with lifespan and structural integrity). Risks associated involve unplanned issues encountered mid work that could affect budget.

Risk of option 1 is we continue to maintain a high requirement of soft fall and edging for the same play outcomes as option 2 can provide.

Option 1 also comes with a risk of soaking up the majority of operational funds for the year, leaving less flexibility to do any reactive work in parks and reserves throughout Tuatapere.

Risk of option 2 is that we will be supplying new items but have less flexibility to engage with the community on options, as swing play outcomes are reasonably fixed and the type of options will be limited in regards to space and the correct structure for the type of soil we are installing in. Staff wish to stress however, where possible we are looking to providing two options for communities to choose from so long as they have similar play outcomes, budget and space requirements.

COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?
Safer outcomes of use, lower level of non-compliance risk.
Consultation through the 2021/2031 LTP process has occurred however as this was at a high level. However positive impacts are possible for our community with SDC staff's intention to engage and give a two-choice option that still meet playground design requirement if possible in option 2.
Positive impacts could be gained if we combine our delivery approach to show the community we can meet compliance, bring up standards of existing and add value play items as part of a delivery project, such as option 2.
During delivery, possible impacts will include closure of the current play area for short periods if required. This will be kept to a minimum but during works expect some no use periods.

DATE OF RESOLUTION BY BOARD TO PROCEED WITH PROJECT			
SIGNED		DATE	
Board Chair			



Southland District Council
15 Forth Street
Invercargill 9840

1st March 2021

RE: Playground Upgrade - Jack & Maddie Park Tuatapere

Existing Play Area Summary

The Jack and Maddie playground is a large community play area that contains a good cross section of play equipment elements such as a Junior Multiplay Structure featuring sliding, climbing, crawling and role playing. A Senior Multiplay structure that features various physically challenging activity including climbing, balance, and upper body overhead activities. A separate Jungle gym area, embankment slide, multi-bay swing, small seesaw rocker and a recently installed Flying fox complement the modular structures.

Both the new Flying Fox and Jungle Gym areas have a newly installed certified woodchip surface whilst the older Multiplay structures, seesaw and swings have a very hard, compact degraded brown bark surface that fails to meet the minimum depth or suitability requirements NZS5828.

There is also a ponding / wet drainage issue within these surfaces largely due to the semi in-ground pit design of the surfaces coupled with the degraded brown bark that is past its lifespan.

The Senior Multiplay structure has severe rot / degradation to the timber support posts of the structure as well as the older equipment in desperate need of remedial repairs, corrosion treatment or replacement and improvement / upgrade.



Junior & Senior Multiplay Structures



Swing Bays



Jungle Gym Area



Flying Fox



Senior Multiplay & Embankment Slide



Seesaw

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










Kiwi Playground Safety Specialists



PLAY CATERGORIES

Jack & Maddie Playground, Tuatapere

Children's play activities can take two different forms: structured play and unstructured play. Both are vital for a child's well-being, learning and growth. The following is a gauge of what the existing play area provides in regard to fundamental play features & types and then an indication what the improvements could be following the proposed upgrade.

Current Play Offering:			Current Playspace Type:								
Neighborhood	Current	Upgraded	Active	Current	Upgraded	Social	Current	Upgraded	Reflective	Current	Upgraded
											
Community	Current	Upgraded	Sensory	Current	Upgraded	Creative	Current	Upgraded	Imaginative	Current	Upgraded
											
Destination	Current	Upgraded									
											

There are many types of play offering. This guide provides a basic interpretation of category based mainly on the size, location and typical use.

Neighborhood playgrounds typically offer the essentials of play including Swings, slide and some basic physical challenges.

Community play areas can offer a multitude of benefits that go beyond the basics giving kids something fun to do.

Destination play areas typically include themes and imaginative concepts with large scale unique design creating a one of a kind experience that is a focal point for attracting families and visitors.

Different types of play and ways for children to use their bodies and minds and interact with the environment and others.

Active play - Allows kids to improve their motor skills, build strength, fitness and confidence and take risks within safe limits.

Sensory play - Different interesting textures, smell flowers/plants, hearing music/ sound, tasting edible plants as well as shapes colors.

Creative play - Drawing, singing, drumming. Creative expression allows children to communicate and connect.

Imaginative Play - Make-believe, and pretend play. Building, molding, manipulating, sifting, pouring, scooping, stacking, combining, and altering.

Social play - Talking, sharing, cooperating, taking turns, following 'rules,' and playing sports.

Reflective play - Watch, rest, reflect, think and daydream.

Inclusiveness:

Physical Accessibility	Current X Upgraded X	Age & developmental appropriateness	Current X Upgraded ✓	Sensory-stimulating activities	Current X Upgraded ✓
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Some children with disabilities or developmental differences do not interact with playgrounds in the same way as typical children. Considering these needs will help improve interest and accessibility. Efforts should also be made to not only accommodate children with physical needs but also on the autism spectrum, who may find playgrounds overstimulating or who may have difficulty interacting with other children.

Current Structured Play Activities:

Climbing Current ✓ Upgraded ✓	Balance Current ✓ Upgraded ✓	Crawling Current ✓ Upgraded ✓	Upperbody Current ✓ Upgraded ✓	Sliding Current ✓ Upgraded ✓
Spinning Current X Upgraded ✓	Rocking Current X Upgraded ✓	Swinging Current ✓ Upgraded ✓	Sensory / Sound Current X Upgraded ✓	Other Dynamic Current X Upgraded ✓

Children's play activities can take two different forms: structured play and unstructured play. Both are vital for a child's wellbeing, learning and growth. Structured play, also known as goal-oriented play, generally involves using logic to solve problems, while unstructured play, or free play is creative and open-ended. Unstructured play, sometimes called free play, is creative and improvised with no set goal and unlimited possibilities. The categories above represent the Structured play activity component.

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Kiwi Playground Safety Specialists



PLAY UPGRADE PROPOSAL

Jack & Maddie Playground, Tuatapere

Proposed Upgrade

Considering the play area type, existing play elements offered, current condition and ultimately the long term-lifespan expectation, I would recommend a combination of equipment renewal and some existing upgrade and improvement would give the best play value / long term outcome for Infrastructure Strategy.

This includes replacing and upgrading the compacted and boggy Brown Bark surface areas with new raised above ground edging whilst consolidating all the main play equipment in one footprint / surface area and reinstating two of the existing areas back to reserve, creating more efficient surface areas with improved drainage which will also save on future loose-fill maintenance costs. This will also improve flow, inclusiveness and supervision aspects of the play equipment.

The proposed equipment improvements would see the Swings replaced with 2 new sets (both Junior and Senior) at respective ends of the main multiplay structure areas. This would include the incorporation of a Basket Swing which provides an inclusive dynamic activity that has proved very popular with accommodating children with physical needs but also on the autism spectrum. A small spinner would also provide an important physically stimulating dynamic activity that currently does not exist.

Other basic remedial and compliance upgrades for the remaining equipment can be completed at the same time including replacing the rotten support poles on the existing senior structure, updating some platform tops to comply with current impact pad requirements and replacing non-compliant chain and shackles with both compliant hardware or Hercules rope climbers respectively. The existing structures would also benefit from a waterblast / clean and re-paint.


Finally for the surface upgrade, a new local sourced certified woodchip will also provide a far superior lifespan, drainage solution and most importantly impact performance in the event of inevitable falls.

Proposed Upgrade Recommendation / Breakdown

1. Senior Multiplay Structure – Remove, cut and sleeve (with steel) all rotten posts and re-install.
2. Senior Multiplay Structure – Reconfigure the Monkey Bar, step and add a barrier to resolve the hard object in the falling space issues as per NZS5828 compliance.
3. Senior Multiplay Structure – Upgrade platforms under upper body overheads with certified impact pads to achieve NZS5828 compliance.
4. Multiplay structures – resolve slide toggle entrapment's, fit any missing caps to achieve NZS5828 compliance and /or Low RA.
5. Existing Swing Area – remove all swing bays to waste and reinstate back to reserve.
6. New Senior Swings – Procure new 3 bay swing (2x Belt & 1x Basket) and extend Multiplay surface area to accommodate / consolidate swings into one surface footprint.
7. New Junior Swings – Procure new 2 bay junior swing (1x toddler & 1x Infant seats) and install into unused surface footprint at Junior end of existing area.
8. Remove Seesaw to waste and replace with small spinner nested efficiently within Multiplay area.
9. Install new timber containment edging (above ground), lay geotextile weedmat (mudstop layer) and install new certified play woodchip.
10. Add scuff mats under all new swings and spinner.
11. Waterblast/ clean all existing equipment and if budget permits repaint existing steelwork (worn or faded powder coating).

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Streetlight LOS – Papatotara Road

	BUDGET	\$1500
	ACTIVITY	Transport Code: P-10920
	COMMUNITY BOARD	Tuatapere Te Weawea Community Board
	PROGRAMME	July 2021 – June 2021

DESCRIPTION
The installation of a LED streetlight on an existing power pole

SCOPE
As part of the 2021/2022 District Wide Streetlight Program, the above area has been identified as requiring a streetlight. This scope includes the installation of a luminaire and an out reach onto an existing PowerNet power pole.

RISKS
<p>Unsuitable power supply: The follow scope assumes that the existing power pole will have suitable power supply. The alternative pole will be used if the preferred is not suitable.</p> <p>Approval from PowerNet: Council will require approval from PowerNet to install the luminaire on an existing power pole (low risk).</p> <p>Supply of luminaires: Due to international shipment delays new stock has a 12 to 15-week delivery time. This may cause project slip.</p>

COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?
The project has been included as part of routine works under the LTP.

DATE OF RESOLUTION BY BOARD TO PROCEED WITH PROJECT			
SIGNED		DATE	
Board Chair			