



Notice is hereby given that a meeting of the Ardlussa Community Board will be held on:

Date: Tuesday, 5 October 2021
Time: 6pm
Meeting room: Riversdale Community Centre
Venue: 73 Newcastle Street
Riversdale

Ardlussa Community Board Agenda OPEN

MEMBERSHIP

Chairperson	Richard Clarkson
Deputy Chairperson	Ray Dickson
Members	Chris Dillon
	Paul Eaton
	Clarke Horrell
	Hilary Kelso
	Councillor Rob Scott

IN ATTENDANCE

Community liaison officer	Tina Harvey
Committee advisor/customer support Partner	Rose Knowles
Community partnership leader	Kelly Tagg

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

Health and safety – emergency procedures

Toilets – The location of the toilets will be advised at the meeting.

Evacuation – Should there be an evacuation for any reason please exit via the exits indicated at the venue.

Earthquake – Drop, cover and hold applies in this situation and, if necessary, once the shaking has stopped we will evacuate the building to a safe location.

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Recording - These proceedings may be recorded for the purpose of live video, both live streaming and downloading. By remaining in this meeting, you are consenting to being filmed for viewing by the public.

Covid QR code – Please remember to scan the Covid Tracer QR code.

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.</p> <p>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

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

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

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1 Apologies

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

2 Leave of absence

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

3 Conflict of interest

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

4 Public forum

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available 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 Ardlussa Community Board, 11 August 2021



Ardlussa Community Board

OPEN MINUTES

Minutes of a meeting of Ardlussa Community Board held in the Waikaia Community Centre, Cnr Blaydon & Wylam Streets, Waikaia on Wednesday, 11 August 2021 at 6pm.

PRESENT

Chairperson	Richard Clarkson
Deputy chairperson	Ray Dickson
Members	Chris Dillon
	Paul Eaton
	Clarke Horrell
	Hilary Kelso
	Councillor Rob Scott

IN ATTENDANCE

Committee advisor	Rose Knowles
Community partnership leader	Kelly Tagg
Graduate open spaces planner	Bridget Elliott
Community facilities contract manager	Angie Hopkinson

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

Hilary Kelso declared a conflict of interest in relation to the following report and advised she would not take part in discussion or debate on the matter as she has been involved in the project in a voluntary capacity:

- Item 7.7 Chairperson report re application to apply for monies for the Waikaia bike track

4 Public forum

1. Constable Eric Brown – Riversdale police officer introduced himself to the meeting and gave an update on policing and what is available for the communities.
2. Alice Blaketop and Janine Marshall from the Riversdale pool committee addressed the Board with a request for funding of \$9000 to help with the new **heating system required for the pool. They advised that the pool wasn't being** used at present as it is too cold and a heat pump would be the best way forward.
3. Fiona Turnbull addressed the meeting on using the spare vegetables and fruit from the Riversdale community gardens to run cooking classes for all ages on how to cook and grow vegetables.
4. Mallory Wood – Community Advisor, Emergency Management Southland introduced herself to the meeting and gave an update on events and programmes that are happening for the next few months. Mallory also advised that she would follow-up on a separate plan for the Balfour area.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Councillor Scott, seconded Ray Dickson and resolved:

That the Ardlussa Community Board confirms the minutes of the meeting held on 23 June 2021 as a true and correct record of that meeting.

Reports

7.1 Review of Open Spaces Strategy and Reserve Management Policy

Record No: R/21/7/44862

Graduate open space planner – Bridget Elliott and Angie Hopkinson community facilities contract manager were in attendance for this item.

Miss Elliott advised that the purpose of the report was to seek feedback from the board on possible amendments to the Open spaces strategy and the reserves management policy.

Mrs Hopkinson advised that staff will use the feedback received to produce both a strategy and draft policy with consultation on the documents in November with Council adopting an amended strategy and policy early in 2022.

Resolution

Moved Chairperson Clarkson, seconded Clarke Horrell and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Review of Open Spaces Strategy and Reserve Management Policy” dated 30 July 2021.**

7.2 Unbudgeted Expenditure - Riversdale Playground

Record No: R/21/7/44342

Angie Hopkinson community facilities contract manager were in attendance for this item.

Mrs Hopkinson advised that the purpose of the report is to recommend to Council unbudgeted expenditure of \$41,030.54 **for the Ardlussa Board’s preferred** option of upgrade for project number P-10789 at the Riversdale playground. This will be funded from a loan.

Resolution

Moved Councillor Scott, seconded Hilary Kelso and resolved:

That the Ardlussa Community Board:

- a) **Receives the report titled “Unbudgeted Expenditure - Riversdale Playground” dated 3 August 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) Recommends to Council the unbudgeted expenditure of \$41,030.54 from loan funding in order to fund option two from the scope document of project P-10789.

7.3 Funding assistance request - Riversdale Pool Committee

Record No: R/21/7/39634

Community partnership leader – Kelly Tagg was in attendance for this item.

Mrs Tagg advised that the purpose of this report is for the Ardlussa community board to consider a request for ongoing funding assistance for the Riversdale pool committee. During the discussion the board requested more information on their pool rating area and what the rate would be if urban and rural had the same rate.

Members agreed to consult the other schools in the area to see if they would use the pool if it was heated, and if the Balfour Pool needed any funding or assistance.

Members requested that the report lie on the table till the next meeting.

Resolution

Moved Ray Dickson, seconded Paul Eaton and resolved:

That the Ardlussa Community Board lies the report on the table.

7.4 Community leadership report

Record No: R/21/7/45329

Community partnership leader – Kelly Tagg was in attendance for this item.

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

- Community partnership fund
- Community service awards
- Tourism infrastructure fund
- Milford opportunities project

Member Kelso gave the members an update on the recent leadership academy course

she attended in Lumsden.

Resolution

Moved Chairman Clarkson, seconded Paul Eaton and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Community leadership report” dated 29 July 2021.**

7.5 Operational Report for Ardlussa Community Board

Record No: R/21/7/43860

Community partnership leader – Kelly Tagg was in attendance for this item.

Members requested an update on the wastewater project – upgrade of treatment plant at Riversdale, regarding the land acquisition.

Mrs Tagg will report back to the board.

Resolution

Moved Ray Dickson, seconded Clarke Horrell and resolved:

That the Ardlussa Community Board:

- a) **Receives the report titled “Operational Report for Ardlussa Community Board” dated 27 July 2021.**

7.6 Council report

Record No: R/21/7/45246

Councillor Scott took the Board through the report.

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

- **Three waters reforms programme**
- **Attendance at the local Government Conference in Blenheim.**
- **Piano Flat issues**
- **Resource consents**
- **Around the mountain cycle trail**

Resolution

Moved Ray Dickson, seconded Paul Eaton and resolved:

That Ardlussa Community Board:

- a) **Receives the report titled “Council report” dated 29 July 2021.**

7.7 Chairperson's report

Record No: R/21/8/45889

Chairperson Richard Clarkson update the members on activities that he has been involved with since the last meeting which included:

- Waikaia mower to be used to February 2022 due to no replacement available till then as trade in not an option
- Traffic management plan for Waikaia mowing required
- Balfour subdivision update
- Footpath update for Riversdale
- New lights to be installed in Waikaia and Riversdale townships with further investigation required for Balfour due to power pole placements.
- Riversdale cemetery trees being removed
- H Kelso on behalf of the Waikaia Trails Trust letter to apply for the \$20,000 from the Long Term Plan for project planning and contingencies. Copy of letter to be forwarded to Tina Harvey community liaison officer to create a report for the next meeting.

Resolution

Moved Ray Dickson, seconded Councillor Scott and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled "Chairperson's report" dated 2 August 2021.**

The meeting concluded at 10pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE ARDLUSSA COMMUNITY BOARD
HELD ON WEDNESDAY 11 AUGUST 2021

DATE:.....

CHAIRPERSON:.....

Community leadership report

Record no: R/21/9/52499
Author: Kelly Tagg, Community partnership leader
Approved by: Anne Robson, Chief financial officer

☐ Decision ☐ Recommendation ☒ Information

Purpose

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

Recommendation

That the Ardlussa Community Board:

- a) **receives the report titled “Community leadership report” dated** 24 September 2021.

Attachments

- A community leadership report [↓](#)



What's happening in your area

Balfour Pump Track project

Following on from the community meeting in Balfour in June, it was agreed that further engagement should be carried out with the Balfour community. To that end, at the start of lockdown a survey to engage with the Balfour community about the possibility of constructing a pump track on Balfour was launched on social media.

The questions asked were;

Do you support the development of a pump track in Balfour on the land behind the playground on Queen Street? 96.1% said yes. 3.9% said no.

Comments received for this question were;

- great use of the bare land
- maintain the existing BMX track opposite the tennis courts
- yes, this is a great idea but as the rate payers are struggling with such hefty rate rises I think using Council funds for a non-essential pump track wouldn't be honest to community need.

Do you agree to the board using previously collected rates (which are held in reserves) to fund this project at a cost of up to \$80,000? 94.87% said yes. 5.13% said no.

If respondents said no they were asked why they would like to see the money spent on. Two responses were received;

- removing fence at playground and adding a few new things
- roading and bridge replacements and rate discount.

Respondents were also asked if they would be willing to donate their time, materials or equipment to this project to help keep construction costs down. 51.32% said yes 48.68% said no. Thirteen respondents left their name and number to offer help.

Overall, 78 people providing feedback which was a pleasing result and provides a good indication of community support for the project progressing.

Staff have contacted the trail designer to determine next steps. The Balfour Lions Club has previously indicated that they would be happy to drive this project locally.

At the time of preparing this update the response from the trail designer had not been received.

Community Partnership Fund

The latest funding round of the Ardlussa Community Partnership Fund closed on 30 September 2021. At the time of preparing this update no applications had been received. \$6,338 is available for distribution.

Community service awards

Nominations for community service awards closed on 30 September 2021. This is the first round of a more streamlined approach to the community service awards process, with one round per year for all the nine boards in the District. At the time of writing this report, Ardlussa Community Board have received one nomination. A report will be put up to the next meeting in November regarding this.

Upcoming funding deadlines

The following funding rounds have recently closed and decisions will be made in November. A further update on funding outcomes for this board area will be made after that.

Sport NZ Rural Travel Fund	30 September 2021
District Initiatives Fund	30 September 2021
Ohai Railway Fund	30 September 2021
Creative Communities	30 September 2021

What's happening outside your area

District/regional Initiatives

Welcoming Communities

Southland District Council partnered with Invercargill City Council, Gore District Council and Southern REAP to lodge a funding application for a pilot-extension to Southern REAP's "drive my life" programme that specifically focuses on supporting Southland's newcomers to obtain their learners, restricted, and full driving licenses.

The funding application was submitted to the "Ethnic Communities Development Fund" and we recently received confirmation that Southern Reap Incorporated was successful in securing a grant of \$15,000 as the request aligned with the development fund's priorities and funding criteria. The Ministry for Ethnic Communities was not able to fund all of the applications received in this funding round.

The Welcoming Communities conference, due to be held in Wellington 26/27 August has been cancelled and is expected to be rescheduled for later in the year.

Environment challenges workshop

In May, Environment Southland hosted a workshop on the significant environmental challenges facing Southland including freshwater quality, climate change impacts and biodiversity. It was recognised that to achieve long-term environmental outcomes there was a need to build environmental, economic, cultural and social frameworks for a sustainable future.

In addition, the change required was simply too big for any one agency to achieve alone and will require strong regional and national partnerships with a long-term vision.

A second workshop took place in mid-August and staff from the community leadership team attended, along with other stakeholders. This workshop looked at the draft vision statements and theme and developed ideas/projects to achieve the vision.

A further hui is planned for the beginning of October.

What's coming up?

Policy and strategy

Bylaw and policy work

Staff in the strategy and policy team are in the early stages reviewing a number of documents. These include:

- The Open Spaces Strategy and Reserves Management Policy
- The Stewart Island/Rakiura Visitor Levy Bylaw and Policy
- The Delegations Manual – staff have begun reviewing the manual and identifying possible changes
- Alcohol Control Bylaw
- Smoke Free Open Spaces Policy – it is intended that pre-consultation with stakeholders will take place before the end of this year.
- Protected Disclosure Policy
- Contract Management Policy
- Feedback Policy.

Corporate risks

Following annual review by ELT, on 23 June 2021, Council adopted the revised top strategic risks which will form the quarterly risk register going forwards. Risk management reporting is underway for the September 2021 quarter. Staff and ELT are currently updating the risk register and the quarterly reports will be presented to the Finance and Assurance Committee and Council when they meet later in the year.

Long Term Plan

On 29 June 2021, Council adopted the Long-Term Plan 2021-2031. The LTP sets out Council's plan for the next 10 years, how this contributes to the strategic direction, the costs and how they will be paid for, and how we will measure our performance as an organisation. The LTP is available on Council's website to view or download, and printed copies of the LTP are available in area offices.

Annual Report

Work on the development of the 2020/2021 Annual Report is underway. The draft annual report will be presented to the Finance and Assurance committee in October for release to Audit New Zealand.

Interim performance report

The final interim performance report will be presented to the Finance and Assurance committee on 27 September. This report is the final one using the 2018-2028 LTP performance measures.

Annual Plan

Work has begun on the development of the 2022/2023 Annual Plan which is year two of the LTP 2021-2031.

Stakeholder updates

Waka Kotahi – Highways South update

Watercutting has recently been completed across the network to improve the texture (and therefore skid resistance) of the pavement.

We're hopeful that the snow and ice events are over for the year, although our crews continue to monitor road and weather temperatures until the end of September to enable snow and ice preventative treatments (CMA and grit) when necessary.

Wandering stock is starting to increase again, likely due to new spring stock. Please can you remind your communities to check fencing, particularly for areas bordering state highways, to ensure these are as secure as possible.

We are starting to also notice more vegetation restricting visibility on the network due to new spring growth. We'd appreciate if landowners can keep on top of vegetation bordering state highways to ensure clear visibility, and therefore safety, for users of state highways.

Due to the spring rains we have had recently, we have had localised flooding in some areas. In some cases recently, the cause of flooding has been drains that have been blocked by the roots of trees, we are working through these on a case by case basis to determine the best available course of long-term action.

The new construction season is about to begin in October/November with almost 70km of reseals, asphalt and rehabs programmed between the start of November and the end of April. We appreciate that these works can be disruptive and frustrating for state highway users as well as the communities bordering these areas, however due to the weather in Southland, we're limited to these months to complete this work.

We will do our very best to engage with affected businesses and communities in advance of these works so there are no surprises. SH96/Winton-Wrey's Bush highway is one of the first construction projects in our programme, this will begin in late October (weather permitting), and we've liaised with the tour of Southland to ensure the route the cyclists take does not clash with this.

We'd appreciate your support to push the message out to our communities that the temporary speed limits are there for a reason. These temporary speeds ensure that our workers on the site are safe in their workplace, road users are safe travelling through these work sites, vehicles are not damaged by any road works taking place, and the roads themselves are not damaged by speeding vehicles while under construction. If they are damaged, then we need to come back and do the job all over again – increasing the disruption to motorists.

We are noticing a large increase in the amount of litter on state highways and although our crews are collecting litter as often as possible, this doesn't seem to be decreasing. It would be great if community boards could promote their communities to "do the right thing and put in in the bin".

Finally, the Tour of Southland is happening again next month beginning on the 31 October. Once we have confirmed routes and traffic management plans relating to state highways, we will share any planned disruptions on the highways with you. In the meantime, as was advertised in the Southland Times on the 18th September and as attached, please see the proposed road closures on state highways in Southland for the tour:

- Monday 1st November – SH6, Diana St in Lumsden, detour via Hero/Flora streets
- Tuesday 2nd November – Lakefront Drive, Te Anau between Mokoroa and Town Centre, detour via Mokoroa/Town Centre/Luxmore Drive (not a state highway but relevant for community boards)

- Friday 5th November – SH94, Hokonui Drive, Lyne St, detour via Traford/Fairfield/Preston streets
- Saturday 6th November – SH6, Great North Road, detour via Meldrum/Park/Bute streets

Emergency Management Southland

It has been a busy time at Emergency Management Southland over the last few months. There have been a few changes in the team however, I am happy to say that we are now fully staffed. Simon Mapp has joined us as group manager, Jason Ten Hoorn Boer and Amy Rogers have joined Craig Sinclair in the Response Team; and Mallory Wood and Tracey Fraser have joined Aly Curd in the community team.

Recently, five of the team were deployed to Westport to support the Buller flood response taking roles in Welfare, Response, Planning, and Logistics. This was a big event for a small town, and they were really under the pump in the initial stages. The deployed team assisted from the initial response phase through to the transition to recovery and the learnings gained have been invaluable.

The recent Covid-19 Delta resurgence differed greatly from the previous outbreak in 2020 as there was no declared National State of Emergency this time. This meant that we were not lead agency for this response as the Ministry of Health took lead supported by the Ministry of Social Development. Understandably, a lot of planning was dedicated to this resurgence which saw CDEM groups, NEMA, government agencies and stakeholders working on these plans. Focus was also put on developing our concurrent event planning.

EMS saw the importance of communication throughout this time, ensuring that we kept in contact with community groups and responding agencies at local, regional, and national levels. Unfortunately, restrictions meant that we had to pause community meetings and public engagement with presentations in Wallacetown and Otatara cancelled, along with school visits with our Shakey trailer. We are now looking into how we can continue engagement in person when restrictions allow along with holding meetings virtually if needed.

Our community VHF radio programme is progressing well. The radios are now fully set up and have been tested so we hope to start placing these around Southland by the end of September. This project is to ensure we have an alternative form of communication between our communities and the ECC if an emergency were to disrupt cellular service and the internet. These radios are programmed so that the communities can contact the Emergency Coordination Centre (ECC) as well as other communities throughout the region.

The radios are contained in a strong box that contain everything you need to start transmitting and can be run off both mains power and from a vehicle. A step-by-step instruction guide is included. Being in a box means that these radios are fully mobile so that they can be moved should the need arise.

Operational Report for Ardlussa Community Board

Record No: R/21/7/43866
Author: Carolyn Davies, Executive assistant
Approved by: Anne Robson, Chief financial officer

☐ Decision

☐ Recommendation

☐ Information

Purpose of Report

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

Recommendation

That the Ardlussa Community Board:

- a) **Receives the report titled “Operational Report for Ardlussa Community Board”**
dated 24 September 2021.

Attachments

- A Report to Ardlussa Community Board - 11 October 2021 - Operational report [↓](#)



1. Projects within current financial year

CLARIFICATION OF FUNDING SOURCES

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

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

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

ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
WASTE WATER	P-10468	Riversdale wastewater-treatment upgrade 2 - multi year project	Initiation phase	Off track	Land acquisition has been approved by Council and is in final stages before being completed. Geotechnical assessments of the disposal area are being carried out in early October prior to the tender being advertised in late October for construction.	\$1,300,000
PUBLIC TOILETS	P-10615	Install new toilet at Balfour	Initiation phase	Off track	The tender for the toilet projects has gone live on GETS.	\$200,000
PARKS AND RESERVES	P-10751	Balfour playground - equipment replacement	Initiation phase	On track	New Council project manager being inducted into playground works programme. Quotes being gathered.	\$2,600
PARKS AND RESERVES	P-10789	Riversdale playground - equipment replacement	Initiation phase	On track	Board has recommended unbudgeted report for increased scope. Will go before Council on	\$10,000



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
					27 October. New Council project manager being inducted into playground replacement programme.	
PARKS AND RESERVES	P-10826	Waikaia Dixon Park playground - equipment renewal	Initiation phase	On track	New Council project manager being inducted into playground replacement programme. Minor works contractor discussions occurring.	\$11,000
PARKS AND RESERVES	P-10872	Waikaia - investigation project for mountain bike trail	Initiation phase	Off track	Board is considering a request for grant funding in order to progress this project.	\$20,000
PARKS AND RESERVES	P-10988	Investigate recreational facilities in Ardlussa	Initiation phase	Off track	Planning is underway and extra resources have been secured to start all the regions open space investigation projects.	\$30,000
STORMWATER	P-10991	Stormwater reticulation upgrade at Riversdale	Initiation phase	Off track	To investigate, design brief, most likely to include soak holes at manhole adjacent to pump station.	\$25,000

2. Community board contracts

CONTRACT NAME	CONTRACT MANAGER COMMENTARY
10/01 – Water and waste water services operation and maintenance	Contractor staff have been very busy during August due to weather related issues. Flooding and power cuts have been a challenge across the district.
17/ 03 – Waimea Alliance	<p>Covid-19 lockdown has affected Council and Council maintenance contracts across the district this period.</p> <p>Routine maintenance and cyclic works are ongoing.</p> <p>2021/2022 pre-reseal repair works are ongoing with marking out and repair works.</p> <p>Maintenance metaling has been under way with over 5000m3 applied in August.</p> <p>Some stormwater issues are being looked into by transport and the storm water asset manager in Waikaia and Riversdale townships.</p>
17/03 - Toilet contracts	The toilets in the area were available during the Covid-19 lockdown for essential workers and were handled well by contractors.



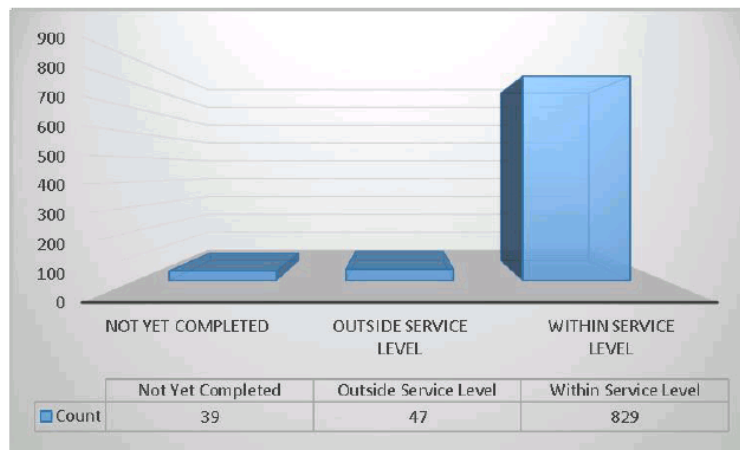
CONTRACT NAME	CONTRACT MANAGER COMMENTARY
Mowing contracts	<p>The Balfour Sportsground Association has completed the first nine months of their new mowing contract.</p> <p>McDonough Contracting has commenced mowing in Riversdale township.</p>

3. Request for service data 15 July 2021 – 13 September 2021



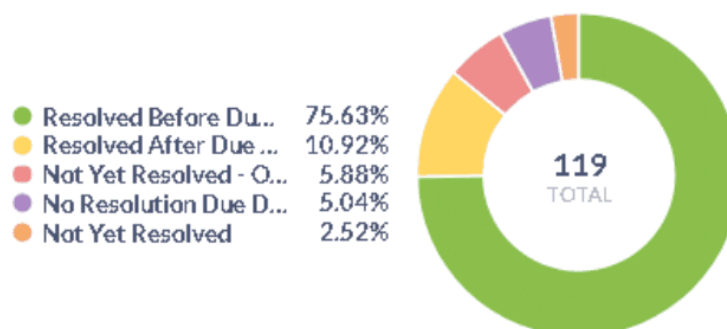
REQUEST TYPE	COUNT
Culverts blocked - rural	2
Flooding roads - rural (safety)	1
Gravel, potholes/corrugations and grading	1
New rapid number	1
Rural water asset leak	8
Sewer lateral blockage	1
Transport - road matters general	6
Water and waste general	3
Water asset leak (main, hydrant, valve, meter)	2
Water main leak urgent burst	1
Water pressure low	1
Wheelie bin - non-compliance	1
Wheelie bin cancel/damaged/stolen	2
Wheelie bin collection complaints	3
Wheelie bin new/size change/additional	3
TOTAL	36

RFS count by completion time status



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.

IPS Requests, Resolution Time Status





4. Local finance reporting

Balfour - Business Units as at 31 August 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Street Works - Balfour	\$176	\$176	\$1,054	\$20	\$196	\$1,174			\$16,400
Refuse Collection - Balfour	\$167	\$167	\$1,000		\$167	\$1,000			
Beautification - Balfour	\$3,683	\$3,666	\$24,028		\$3,751	\$21,995			
Playground - Balfour	\$1,256	\$1,250	\$7,500	\$51	\$1,272	\$7,630			\$2,600
Total	\$5,282	\$5,258	\$33,582	\$71	\$5,385	\$31,799	\$0	\$0	\$19,000

Riversdale - Business Units as at 31 August 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Street Works - Riversdale	\$221	\$220	\$1,319	\$360	\$392	\$2,351			\$47,600
Refuse Collection - Riversdale	\$2,512	\$2,509	\$15,052	\$2,544	\$2,509	\$15,052			
Beautification - Riversdale	\$5,023	\$5,000	\$30,419	\$663	\$5,145	\$30,867			
Playground - Riversdale	\$1,256	\$1,250	\$7,500	\$447	\$1,618	\$9,708			\$10,000
Total	\$9,013	\$8,979	\$54,290	\$4,014	\$9,663	\$57,978	\$0	\$0	\$57,600

Waikaia - Business Units as at 31 August 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Operating Costs - Waikaia inac			\$1,448						
Street Works - Waikaia	\$106	\$106	\$838	\$127	\$232	\$1,394			\$3,000
Refuse Collection - Waikaia	\$1,669	\$1,667	\$10,000		\$1,667	\$10,000			
Cemetery - Waikaia									
Beautification - Waikaia	\$4,080	\$3,867	\$23,403	\$1,571	\$4,217	\$25,302			
Playground - Dickson Park	\$1,256	\$1,250	\$7,726	\$200	\$1,342	\$8,050			\$11,000
Total	\$7,111	\$6,889	\$43,415	\$1,898	\$7,458	\$44,746	\$0	\$0	\$14,000

Ardlussa - Business Units as at 31 August 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Governance Ardlussa							\$0		\$0
Community Leadership Ardlussa	\$754	\$750	\$10,838	\$50		\$8,838	\$0		\$0
Rec Reserve - Ardlussa	\$688	\$685	\$4,110		\$8,707	\$54,110	\$0		\$0
Total	\$1,442	\$1,435	\$14,948	\$50	\$8,707	\$62,948	\$0	\$0	\$0

Beautification across the three townships are under budget due to lower than expected reactive maintenance being required so far this year.

The expenses in recreation reserve – Ardlussa is for investigation into the development of a mountain bike track and recreational opportunities in and around Waikaia and the wider Ardlussa Community Board area.



Reserve Balances

RESERVE	30 JUNE 2021	BUDGET 30 JUNE 2022	FORECAST 30 JUNE 2022
Balfour general	\$112,340	\$108,002	\$104,308
Total – Balfour	\$112,340	\$108,002	\$104,308
Riversdale fire bore	\$0	\$4	\$4
Riversdale general	\$26,889	\$11,382	\$11,382
Total – Riversdale	\$26,889	\$11,382	\$11,382
Waikaia Dickson park	\$19,825	\$9,051	\$9,051
Waikaia drain filling	\$5,775	\$5,775	\$5,775
Waikaia general	\$108,643	\$107,091	\$107,091
Waikaia museum donations	\$8,996	\$11,199	\$11,199
Waikaia refuse removal	\$10,173	\$10,378	\$10,378
Waikaia stormwater	\$118,107	\$120,499	\$120,499
Total – Waikaia	\$271,519	\$263,993	\$263,993
TOTAL	\$410,748	\$383,377	\$379,683

Financial Report for the year ended 30 June 2021

Record No: R/21/8/47652
Author: Sheree Marrah, Financial accountant
Approved by: Anne Robson, Chief financial officer

☐ Decision

☐ Recommendation

☒ Information

Summary

- 1 The purpose of this report is to present the final financial results and supporting information for the communities located within the Ardlussa Community Board area for the year ended 30 June 2021. The financial reports are contained within attachment A, B and C of this report.
- 2 As the audit of Council is not scheduled to occur until November/December, the financial results presented may be subject to change.
- 3 Activity performance information for all council activities as well as consolidated financial results will be available in the audited 2020/2021 Annual Report. This document will be available to the public after it has been adopted by Council in December 2021.

Recommendation

That the Ardlussa Community Board:

- a) **Receives the report titled “Financial Report for the year ended 30 June 2021” dated 27 September 2021.**

Attachments

- A ATTACHMENT A Financial Report to Ardlussa Community Board for the year ended 30 June 2021 [↓](#)
- B ATTACHMENT B Reserve balances June 2021 - Ardlussa [↓](#)
- C ATTACHMENT C June 2021 - Financial information to Ardlussa report to communities [↓](#)



Ardlussa Community Board - Financial performance for the year ended 30 June 2021

The preliminary financial results for the year to 30 June 2021 were provided to you in the June operational report, however these financial results will have changed due to year end processes, including expenditure accruals, interest on reserves, funding of activities and projects etc.

The summary tables overleaf show the final financial results for the communities within your area for the year ended 30 June 2021. Please note these financial results are being audited in November/December and therefore may be subject to further change.

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

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

The "Forecasted Budget" includes the original Annual Plan budget adjusted for the effect of expenditure carried forward from 2019/2020, unbudgeted expenditure, projects that have been put on hold or are to be completed in 2021/2022 and/or anticipated changes to income and operating expenditure over the year.

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

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



Variances to the 2020/2021 Annual Plan budget by community

Balfour - Business Units for the year ended 30 June 2021									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Administration - Balfour	\$2,957	\$3,423	\$3,423						
Operating Costs - Balfour	\$1,177	\$1,177	\$1,177	\$2,789	\$1,297	\$1,297			
Street Works - Balfour	\$3,295	\$3,295	\$3,295	\$1,075	\$3,295	\$11,795	\$7,642	\$10,649	
Stormwater Drainage - Balfour	\$4,813	\$4,813	\$4,813	\$1,389	\$4,813	\$4,813			
Beautification - Balfour	\$10,567	\$10,567	\$10,567	\$18,185	\$17,877	\$10,567			
Playground - Balfour	\$1,253	\$1,253	\$1,253	\$566	\$1,253	\$1,253			
Total	\$24,062	\$24,528	\$24,528	\$24,004	\$28,535	\$29,725	\$7,642	\$10,649	\$0

Overall income was \$24,062 which was \$466 under budget. This was due to interest on reserves received in the administration business unit, being lower than budget.

Total expenditure was \$24,004 which was \$5,721 under budget. Street works was \$10,720 under budget due to no maintenance being required, however these funds were redirected to fund footpath renewals. Stormwater was \$3,424 under budget due to minimal resource consent costs, monitoring and maintenance required for the year. Balfour playground was \$687 under budget due to less general maintenance in 2020/2021. These underspends were offset by overspends in the operating and beautification business units. Operating costs were \$1,492 over budget due to the Christmas lights needing repairs. Beautification was \$7,618 over budget due to additional mowing expenses, which were approved by the board in October 2020 as unbudgeted expenditure.

Capital expenditure was \$7,642 over budget due to street works capital projects (refer comment above in relation to funding from maintenance budget). This work is still in progress and the remaining forecasted budget has been carried forward to 2021/2022 year (refer below).

Riversdale - Business Units for the year ended 30 June 2021									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Administrat - Riversdale	\$712	\$1,113	\$1,113						
Operating Cost- Riversdale	\$2,207	\$2,196	\$2,196	\$3,565	\$2,196	\$2,196			
Street Works - Riversdale	\$8,778	\$8,734	\$8,734	\$10,369	\$9,766	\$9,766			
Stormwater Drain - Riversdale	\$5,669	\$5,640	\$5,640	\$1,992	\$5,640	\$5,640			
Beautification - Riversdale	\$22,199	\$22,098	\$22,098	\$24,817	\$25,465	\$22,965			
Playground - Riversdale	\$1,321	\$1,318	\$1,318	\$5,851	\$7,208	\$4,208			
Total	\$40,886	\$41,099	\$41,099	\$46,595	\$50,275	\$44,775	\$0	\$ -	\$ -

Overall income was \$40,886, which was slightly under budget (\$213).

Total expenditure was \$46,595 which was \$1,820 over budget. Operating costs were \$1,369 over budget primarily due to a commitment to pay a \$2,500 grant to the Riversdale recreation reserve committee at 30 June 2021. Street works was \$603 over budget due to additional refuse collection costs (\$4,394), this overspend was offset by no general project or maintenance expenditure for the year (\$3,791). Beautification was \$1,852 overspent due to additional gardening required during the year. Riversdale playground was \$1,644 over budget due to the unbudgeted removal of trees which was approved through February 2021 forecasting process. These overspends were offset by stormwater being \$3,647 under budget due to minimal maintenance and monitoring costs.

There was no capital expenditure in 2020/2021.



Waikaia - Business Units for the year ended 30 June 2021									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Administration - Waikaia	\$201	\$367	\$367						
Operating Costs - Waikaia	\$8,053	\$8,162	\$8,162	\$2,141	\$3,486	\$3,486			
Street Works - Waikaia	\$1,574	\$1,652	\$1,652	\$761	\$1,318	\$1,318			
Stormwater Drainage - Waikaia	\$9,427	\$9,912	\$9,912	\$1,613	\$6,371	\$6,371			
Cemetery - Waikaia	\$1,099	\$1,099	\$1,099	\$1,425	\$1,099	\$1,099			
Beautification - Waikaia	\$13,083	\$13,083	\$13,083	\$12,040	\$13,134	\$13,134		\$31,515	\$31,515
Playground - Dickson Park	\$2,679	\$2,716	\$2,716	\$938	\$4,000	\$4,000			
Total	\$36,116	\$36,991	\$36,991	\$18,919	\$29,408	\$29,408	\$ -	\$ 31,515	\$ 31,515

Income was \$36,116, which was slightly under budget (\$874). Administration and stormwater were under budget due to less interest on reserves being received.

Overall expenditure was \$18,919, which was \$10,489 under budget. Operating costs were \$1,345 under budget due to minimal general project expenditure. Street works was \$557 under budget due to no maintenance being required (\$1,318), however this was offset by unbudgeted depreciation. The depreciation related to footpath paving work completed at the Waikaia Museum in 2017/2018. Stormwater was \$4,758 under budget due to minimal maintenance and monitoring costs. Beautification was \$1,094 under budget due less gardening, refuse collection, mower servicing and depreciation expenses (\$3,637), however these underspends were offset by an overspend in mowing (\$2,583) due to a new mowing contract being awarded during the year. Dickson park playground was \$3,062 under budget due to less maintenance being required, this budget has been approved to be carried forward to 2021/2022 (refer below).

Capital expenditure was \$31,515 under budget due to the planned purchase of a new mower not occurring during the year. This budget has been approved to be carried forward to 2021/2022 (refer below).

Ardlussa - Business Units for the year ended 30 June 2021									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Community Leadership Ardlussa	\$6,338	\$6,338	\$6,338	\$58,104	\$58,004	-	-	-	-
Total	\$ 6,338	\$ 6,338	\$ 6,338	\$58,104	\$58,004	\$ -	\$ -	\$ -	\$ -

Overall income was \$6,338, which on budget.

Overall expenditure was \$58,104 which was only slightly over budget (\$100).



Projects for 2020/2021

The following projects were planned to be undertaken in the Ardlussa Community Board area in the 2020/2021 year. The table below outlines the status of the project at 30 June 2021 and the costs incurred to date, compared to the budget.

ACTIVITY	CODE	NAME	STATUS	PROJECT COMMENT	ACTUAL	BUDGET
ROADS & FOOTPATHS	P-10360	Rehabilitation of Balfour Ardlussa Road	In Progress	Variation order outstanding. Fencing and surveying to finalise boundaries complete. Engineer to evaluate SCRIM results for texture deficiency and results due late July. Contractor has been advised of the potential texture deficiency	\$492,574	\$-
WASTEWATER	P-10130	Treatment Upgrade Stage 2	In Progress	Project in consultation and tender phase	\$157,049	\$1,000,000
PARKS & RESERVES		Mower	Not Started	Not a project and move budget to a grant	\$-	\$31,515

Loans

The community board have no loans outstanding as at 30 June 2021.

Expenditure carried forward

The following projects and expenditure were budgeted to be undertaken in the 2020/2021 year, however they have been requested to be carried forward to 2021/2022. Council approved the carry forward of this expenditure at its meeting on 15 September 2021.

Town	Project Name	Funded From	Total 20/21 Budget	20/21 Actual Costs	Request for Carry forward to 21/22
Balfour	Balfour Footpath renewal	Reserves	\$ 10,649	\$ 7,642	\$ 3,007
Balfour	Playground upgrade softfall	Reserves	\$ 1,253	\$ 566	\$ 687
Riversdale	Playground upgrade softfall	Reserves	\$ 2,500	\$ 1,643	\$ 857
Riversdale	Treatment Upgrade Stage 2	District Funding	\$ 200,000	\$ 157,049	\$ 42,951
Waikaia	Mower	Reserves	\$ 31,515	\$ -	\$ 31,515
Waikaia	Playground upgrade softfall	Reserves	\$ 4,000	\$ 938	\$ 3,062

Additional financial information

Development and financial contributions

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

The total balance of Parks and Reserve Development and Financial contributions for the Ardlussa community board area was \$4,832 as at 30 June 2021. These relate to Waikaia area and are due to expire in 2023.

Reserves

The table below provides a summary of the reserve movements to/from business units for the year ended 30 June 2021 in comparison to what was budgeted in the 2020/2021 Annual Plan.

RESERVE	ACTUAL TRANSFER TO/(FROM) 2020/2021	BUDGET TRANSFER TO/(FROM) 2020/2021
BALFOUR GENERAL *	(\$7,464)	(\$5,077)
RIVERSDALE GENERAL*	(\$2,201)	(\$69)
WAIKAIA DICKSON PARK	\$1,741	(\$1,284)
WAIKAIA DRAIN FILLING	\$145	\$-
WAIKAIA GENERAL*	\$5,946	(\$27,839)
WAIKAIA MUSEUM	\$2,201	\$2,367
WAIKAIA REFUSE REMOVAL	\$256	\$334
WAIKAIA STORMWATER	\$7,669	\$3,541
TOTAL RESERVE MOVEMENT	\$8,293	\$28,027

* Multiple business units contribute to the transfer to/ (from) these reserves. Refer to Attachment C for further detail.

A listing of the various community reserve balances at 30 June 2021 are included in Attachment B of this report.

Interest was allocated to reserves at 30 June 2021 based on the average reserve balance for the year 1 July 2020 to 30 June 2021 at a rate of 2.58%.



Ardlussa Community Board – Reserves as at 30 June 2021

Balfour Schedule Of Reserve Balance

		Actual June - 020	Transfers To/(From)	Actual June -021
Local				
	<i>Reserve Account</i>			
	Balfour General - RES	87307		
		119,804.48	(7,464.04)	112,340.44
		<u>119,804.48</u>	<u>(7,464.04)</u>	<u>112,340.44</u>
	Local Total	<u>119,804.48</u>	<u>(7,464.04)</u>	<u>112,340.44</u>
	Total Balfour Reserves	<u>119,804.48</u>	<u>(7,464.04)</u>	<u>112,340.44</u>

Riversdale Schedule Of Reserve Balance

		Actual June - 020	Transfers To/(From)	Actual June -021
Local				
	<i>Reserve Account</i>			
	Riversdale General - RES	87685		
		28,990.81	(2,102.00)	26,888.81
		<u>28,990.81</u>	<u>(2,102.00)</u>	<u>26,888.81</u>
	Local Total	<u>28,990.81</u>	<u>(2,102.00)</u>	<u>26,888.81</u>
	Total Riversdale Reserves	<u>28,990.81</u>	<u>(2,102.00)</u>	<u>26,888.81</u>



Waikaia Schedule Of Reserve Balance

		Actual June - 020	Transfers To/(From)	Actual June -021	
Local					
<i>Operating Account</i>					
	Waikaia Dickson Park - OPR	88233	18,083.43	1,741.10	19,824.53
	Waikaia Drain Filling - CFD	88245	5,630.09	145.26	5,775.35
	Waikaia General - RES	88253	102,696.18	5,946.45	108,642.63
	Waikaia Museum Donations - OPR	88235	6,795.37	2,201.12	8,996.49
	Waikaia Refuse Removal - OPR	88237	9,917.27	255.87	10,173.14
			143,122.34	10,289.80	153,412.14
Local Total			143,122.34	10,289.80	153,412.14
Stormwater					
<i>Reserve Account</i>					
	Waikaia Stormwater - RES	88255	110,438.00	7,668.77	118,106.77
			110,438.00	7,668.77	118,106.77
Stormwater Total			110,438.00	7,668.77	118,106.77
Total Waikaia Reserves			253,560.34	17,958.57	271,518.91

ATTACHMENT C**Detailed Individual Business Units for the year ending 30 June 2021**

		Actual	Forecasted Budget	Annual Plan Budget
Ardlussa				
Community Leadership Ardlussa				
Income	Internal - Grant Income	(\$6,338)	(\$6,338)	(\$6,338)
Income Total		(\$6,338)	(\$6,338)	(\$6,338)
Operational Expenditure	Councillor & Board Mem - Sal	\$26,293	\$26,193	\$26,193
	Miscellaneous Grant	\$31,811	\$31,811	\$31,811
Operational Expenditure Total		\$58,104	\$58,004	\$58,004
Net Operating (Surplus)/Deficit		\$51,766	\$51,666	\$51,666
Funding Sources	Ex- Com Dev Fnd-Lns - ALO	(\$25,473)	(\$25,473)	(\$25,473)
	Ex - Mararoa/Waimea	(\$26,293)	(\$26,193)	(\$26,193)
Funding Sources Total		(\$51,766)	(\$51,666)	(\$51,666)
Community Leadership Ardlussa Total		\$0	\$0	\$0
Balfour				
Administration - Balfour				
Income	Rates - Collected	\$0	\$0	\$0
	Internal - Interest on Reserve	(\$2,957)	(\$3,423)	(\$3,423)
Income Total		(\$2,957)	(\$3,423)	(\$3,423)
Net Operating (Surplus)/Deficit				
Funding Sources	To-BALF General - RE	\$2,957	\$3,423	\$3,423
	Ex-BALF General - RE	\$0	\$0	\$0
Funding Sources Total		\$2,957	\$3,423	\$3,423
Administration - Balfour Total		\$0	\$0	\$0
Beautification - Balfour				
Income	Rates - Collected	(\$9,404)	(\$9,510)	(\$9,510)
	Rates - Adjustments	\$0	\$0	\$0
	Contribution - Ward	(\$1,057)	(\$1,057)	(\$1,057)
	Internal Rates Income	(\$106)	(\$111)	(\$111)
	Internal Rates offset	\$0	\$111	\$111
Income Total		(\$10,567)	(\$10,567)	(\$10,567)
Operational Expenditure	Mowing	\$15,422	\$15,000	\$7,690
	Spraying	\$0	\$1,393	\$1,393
	Maint - Gardening	\$2,762	\$1,484	\$1,484
Operational Expenditure Total		\$18,185	\$17,877	\$10,567
Net Operating (Surplus)/Deficit		\$7,618	\$7,310	(\$0)
Funding Sources	To-BALF General - RE	\$0	\$0	\$0
	Ex-BALF General - RE	(\$7,618)	(\$7,310)	\$0
Funding Sources Total		(\$7,618)	(\$7,310)	\$0
Beautification - Balfour Total		\$0	(\$0)	(\$0)

		Actual	Forecasted Budget	Annual Plan Budget
Operating Costs - Balfour				
Income	Rates - Collected	(\$1,164)	(\$1,177)	(\$1,177)
	Rates - Adjustments	\$0	\$0	\$0
	Internal Rates Income	(\$13)	(\$13)	(\$13)
	Internal Rates offset	\$0	\$13	\$13
Income Total		(\$1,177)	(\$1,177)	(\$1,177)
Operational Expenditure	Material Damage Insurance	\$100	\$78	\$78
	General Projects	\$2,413	\$1,099	\$1,099
	Catering - Function	\$155	\$0	\$0
	Depn - Improvement	\$120	\$120	\$120
	internal - Insurance Valuation	\$0	\$0	\$0
Operational Expenditure Total		\$2,789	\$1,297	\$1,297
Net Operating (Surplus)/Deficit		\$1,612	\$120	\$120
Funding Sources	To-BALF General - RE	\$0	\$0	\$0
	Ex-BALF General - RE	(\$1,492)	\$0	\$0
	Add Back Non Cash Depn	(\$120)	(\$120)	(\$120)
Funding Sources Total		(\$1,612)	(\$120)	(\$120)
Operating Costs - Balfour Total		\$0	\$0	\$0
Playground - Balfour				
Income	Rates - Collected	(\$620)	(\$627)	(\$627)
	Rates - Adjustments	\$0	\$0	\$0
	Contribution - Ward	(\$627)	(\$627)	(\$627)
	Internal Rates Income	(\$7)	(\$9)	(\$9)
	Internal Rates offset	\$0	\$9	\$9
Income Total		(\$1,253)	(\$1,253)	(\$1,253)
Operational Expenditure	Maint - General	\$566	\$1,253	\$1,253
Operational Expenditure Total		\$566	\$1,253	\$1,253
Net Operating (Surplus)/Deficit		(\$687)	\$0	\$0
Funding Sources	To-BALF General - RE	\$687	\$0	\$0
	Ex-BALF General - RE	\$0	\$0	\$0
Funding Sources Total		\$687	\$0	\$0
Playground - Balfour Total		\$0	\$0	\$0
Stormwater Drainage - Balfour				
Income	Rates - Collected	(\$4,759)	(\$4,813)	(\$4,813)
	Rates - Adjustments	\$0	\$0	\$0
	Internal Rates Income	(\$54)	(\$53)	(\$53)
	Internal Rates offset	\$0	\$53	\$53
Income Total		(\$4,813)	(\$4,813)	(\$4,813)
Operational Expenditure	Material Damage Insurance	\$183	\$215	\$215
	Rates	\$0	\$20	\$20
	Resource Consents	\$0	\$550	\$550
	Monitoring	\$24	\$1,099	\$1,099
	Maint - General	\$0	\$1,758	\$1,758
	Internal - WWS Management Fee	\$829	\$829	\$829
	Internal Rates expense	\$78	\$67	\$67
	Internal WWS Stormwater Invest	\$275	\$275	\$275
Operational Expenditure Total		\$1,389	\$4,813	\$4,813
Net Operating (Surplus)/Deficit		(\$3,424)	\$0	\$0
Funding Sources	To-BALF General - RE	\$3,424	\$0	\$0
	Ex-BALF General - RE	\$0	\$0	\$0
Funding Sources Total		\$3,424	\$0	\$0
Stormwater Drainage - Balfour Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Street Works - Balfour				
Income	Rates - Collected	(\$3,258)	(\$3,295)	(\$3,295)
	Rates - Adjustments	\$0	\$0	\$0
	Internal Rates Income	(\$37)	(\$39)	(\$39)
	Internal Rates offset	\$0	\$39	\$39
Income Total		(\$3,295)	(\$3,295)	(\$3,295)
Operational Expenditure	Street Litter Bins	\$1,075	\$1,099	\$1,099
	Maint - General	\$0	\$2,196	\$2,196
	Internal - SDC Capital Contrib	\$0	\$0	\$8,500
Operational Expenditure Total		\$1,075	\$3,295	\$11,795
Net Operating (Surplus)/Deficit		(\$2,220)	\$0	\$8,500
Capital Expenditure	Footpaths - Acquisition LOS	\$0	\$0	\$0
	Internal capital footpaths	\$7,642	\$10,649	\$0
Capital Expenditure Total		\$7,642	\$10,649	\$0
Funding Sources	To-BALF General - RE	\$0	\$0	\$0
	Ex-BALF General - RE	(\$5,422)	(\$10,649)	(\$8,500)
Funding Sources Total		(\$5,422)	(\$10,649)	(\$8,500)
Street Works - Balfour Total		\$0	\$0	\$0
Riversdale				
Administration - Riversdale				
Income	Rates - Collected	\$0	\$0	\$0
	Internal - Interest on Reserve	(\$712)	(\$1,113)	(\$1,113)
Income Total		(\$712)	(\$1,113)	(\$1,113)
Net Operating (Surplus)/Deficit		(\$712)	(\$1,113)	(\$1,113)
Funding Sources	To-RDAL General - RE	\$712	\$905	\$905
	Ex-RDAL General - RE	\$0	\$0	\$0
	To-RDAL Fire Bore - RE	\$0	\$208	\$208
Funding Sources Total		\$712	\$1,113	\$1,113
Administration - Riversdale Total		\$0	\$0	\$0
Beautification - Riversdale				
Income	Rates - Collected	(\$19,889)	(\$19,888)	(\$19,888)
	Contribution - Ward	(\$2,210)	(\$2,210)	(\$2,210)
	Internal Rates Income	(\$100)	(\$199)	(\$199)
	Internal Rates offset	\$0	\$199	\$199
Income Total		(\$22,199)	(\$22,098)	(\$22,098)
Operational Expenditure	Mowing	\$21,114	\$20,890	\$20,890
	Maint - Gardening	\$2,835	\$1,208	\$1,208
	Maint - General	\$0	\$2,500	\$0
	Depn - Improvement	\$867	\$867	\$867
Operational Expenditure Total		\$24,817	\$25,465	\$22,965
Net Operating (Surplus)/Deficit		\$2,618	\$3,367	\$867
Funding Sources	To-RDAL General - RE	\$0	\$0	\$0
	Ex-RDAL General - RE	(\$1,751)	(\$2,500)	\$0
	Add Back Non Cash Depn	(\$867)	(\$867)	(\$867)
Funding Sources Total		(\$2,618)	(\$3,367)	(\$867)
Beautification - Riversdale Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Operating Costs - Riversdale				
Income	Rates - Collected	(\$2,196)	(\$2,196)	(\$2,196)
	Internal Rates Income	(\$11)	(\$21)	(\$21)
	Internal Rates offset	\$0	\$21	\$21
Income Total		(\$2,207)	(\$2,196)	(\$2,196)
Operational Expenditure	Flowers/Gifts	\$0	\$0	\$0
	General Projects	\$3,137	\$2,196	\$2,196
	Catering - Function	\$273	\$0	\$0
	Internal - Work scheme service	\$80	\$0	\$0
	Internal - Catering	\$75	\$0	\$0
Operational Expenditure Total		\$3,565	\$2,196	\$2,196
Net Operating (Surplus)/Deficit		\$1,358	\$0	\$0
Funding Sources	To-RDAL General - RE	\$0	\$0	\$0
	Ex-RDAL General - RE	(\$1,358)	\$0	\$0
Funding Sources Total		(\$1,358)	\$0	\$0
Operating Costs - Riversdale Total		\$0	\$0	\$0
Playground - Riversdale				
Income	Rates - Collected	(\$659)	(\$659)	(\$659)
	Contribution - Ward	(\$659)	(\$659)	(\$659)
	Internal Rates Income	(\$3)	(\$6)	(\$6)
	Internal Rates offset	\$0	\$6	\$6
Income Total		(\$1,321)	(\$1,318)	(\$1,318)
Operational Expenditure	Maint - General	\$1,643	\$2,500	\$2,500
	Maint - Project	\$2,500	\$3,000	\$0
	Depn - Improvement	\$1,708	\$1,708	\$1,708
Operational Expenditure Total		\$5,851	\$7,208	\$4,208
Net Operating (Surplus)/Deficit		\$4,530	\$5,890	\$2,890
Funding Sources	To-RDAL General - RE	\$0	\$0	\$0
	Ex-RDAL General - RE	(\$2,822)	(\$4,182)	(\$1,182)
	Add Back Non Cash Depn	(\$1,708)	(\$1,708)	(\$1,708)
Funding Sources Total		(\$4,530)	(\$5,890)	(\$2,890)
Playground - Riversdale Total		\$0	(\$0)	(\$0)
Stormwater Drain - Riversdale				
Income	Rates - Collected	(\$5,640)	(\$5,640)	(\$5,640)
	Internal Rates Income	(\$28)	(\$55)	(\$55)
	Internal Rates offset	\$0	\$55	\$55
Income Total		(\$5,669)	(\$5,640)	(\$5,640)
Operational Expenditure	Material Damage Insurance	\$155	\$184	\$184
	Rates	\$0	\$20	\$20
	Resource Consents	\$210	\$550	\$550
	Monitoring	\$24	\$1,099	\$1,099
	Maint - General	\$0	\$2,196	\$2,196
	Internal - WWS Management Fee	\$829	\$829	\$829
	Internal Rates expense	\$82	\$69	\$69
	Internal WWS Stormwater Invest	\$693	\$693	\$693
Operational Expenditure Total		\$1,992	\$5,640	\$5,640
Net Operating (Surplus)/Deficit		(\$3,676)	(\$0)	(\$0)
Funding Sources	To-RDAL General - RE	\$3,676	\$0	\$0
	Ex-RDAL General - RE	\$0	\$0	\$0
Funding Sources Total		\$3,676	\$0	\$0
Stormwater Drain - Riversdale Total		\$0	(\$0)	(\$0)

		Actual	Forecasted Budget	Annual Plan Budget
Street Works - Riversdale				
Income	Rates - Collected	(\$8,734)	(\$8,734)	(\$8,734)
	Internal Rates Income	(\$44)	(\$88)	(\$88)
	Internal Rates offset	\$0	\$88	\$88
Income Total		(\$8,778)	(\$8,734)	(\$8,734)
Operational Expenditure	General Projects	\$0	\$1,044	\$1,044
	Maint - General	\$0	\$2,747	\$2,747
	Refuse Collect - General	\$9,337	\$4,943	\$4,943
	Depn - Improvement	\$1,032	\$1,032	\$1,032
Operational Expenditure Total		\$10,369	\$9,766	\$9,766
Net Operating (Surplus)/Deficit		\$1,591	\$1,032	\$1,032
Funding Sources	To-RDAL General - RE	\$0	\$0	\$0
	Ex-RDAL General - RE	(\$559)	\$0	\$0
	Add Back Non Cash Depn	(\$1,032)	(\$1,032)	(\$1,032)
Funding Sources Total		(\$1,591)	(\$1,032)	(\$1,032)
Street Works - Riversdale Total		\$0	\$0	\$0
Waikaia				
Administration - Waikaia				
Income	Rates - Collected	\$0	\$0	\$0
	Internal - Interest on Reserve	(\$201)	(\$367)	(\$367)
Income Total		(\$201)	(\$367)	(\$367)
Net Operating (Surplus)/Deficit		(\$201)	(\$367)	(\$367)
Funding Sources	To-WAIK Museum Donations - OP	\$201	\$367	\$367
	Ex-WAIK Museum Donations - OP	\$0	\$0	\$0
Funding Sources Total		\$201	\$367	\$367
Administration - Waikaia Total		\$0	\$0	\$0
Beautification - Waikaia				
Income	Rates - Collected	(\$11,057)	(\$11,121)	(\$11,121)
	Contribution - Ward	(\$1,962)	(\$1,962)	(\$1,962)
	Internal Rates Income	(\$64)	(\$103)	(\$103)
	Internal Rates offset	\$0	\$103	\$103
Income Total		(\$13,083)	(\$13,083)	(\$13,083)
Operational Expenditure	Ordinary Time	\$0	\$0	\$0
	Accident Compensation	(\$4)	\$0	\$0
	Mowing	\$8,075	\$5,492	\$5,492
	Maint - Gardening	\$757	\$1,097	\$1,097
	Refuse Collect - General	\$649	\$1,099	\$1,099
	Misc Plant Charges	\$2,563	\$4,395	\$4,395
	Depn - Other Plant	\$0	\$1,051	\$1,051
		\$12,040	\$13,134	\$13,134
Operational Expenditure Total		\$12,040	\$13,134	\$13,134
Net Operating (Surplus)/Deficit		(\$1,043)	\$51	\$51
Capital Expenditure	Other Plant - Renewal	\$0	\$31,515	\$31,515
Capital Expenditure Total		\$0	\$31,515	\$31,515
Funding Sources	To-WAIK General - OP	\$0	\$0	\$0
	To-WAIK General	\$1,043	\$1,000	\$1,000
	Ex-WAIK General	\$0	(\$31,515)	(\$31,515)
	Add Back Non Cash Depn	(\$0)	(\$1,051)	(\$1,051)
Funding Sources Total		\$1,043	(\$31,566)	(\$31,566)
Beautification - Waikaia Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Cemetery - Waikaia				
Income	Rates - Collected	(\$546)	(\$549)	(\$549)
	Contribution - Ward	(\$549)	(\$549)	(\$549)
	Internal Rates Income	(\$3)	(\$5)	(\$5)
	Internal Rates offset	\$0	\$5	\$5
Income Total		(\$1,099)	(\$1,099)	(\$1,099)
Operational Expenditure	Mowing	\$1,425	\$1,099	\$1,099
Operational Expenditure Total		\$1,425	\$1,099	\$1,099
Net Operating (Surplus)/Deficit		\$326	\$0	\$0
Funding Sources	To-WAIK General	\$0	\$0	\$0
	Ex-WAIK General	(\$326)	\$0	\$0
Funding Sources Total		(\$326)	\$0	\$0
Cemetery - Waikaia Total		\$0	\$0	\$0
Operating Costs - Waikaia				
Income	Rentals	(\$196)	(\$320)	(\$320)
	Rates - Collected	(\$5,137)	(\$5,166)	(\$5,166)
	Internal - Interest on Reserve	(\$2,692)	(\$2,676)	(\$2,676)
	Internal Rates Income	(\$30)	(\$53)	(\$53)
	Internal Rates offset	\$0	\$53	\$53
Income Total		(\$8,053)	(\$8,162)	(\$8,162)
Operational Expenditure	General Projects	\$172	\$1,671	\$1,671
	Catering - Function	\$155	\$0	\$0
	Internal - Building Rent	\$1,815	\$1,815	\$1,815
Operational Expenditure Total		\$2,141	\$3,486	\$3,486
Net Operating (Surplus)/Deficit		(\$5,912)	(\$4,676)	(\$4,676)
Funding Sources	To-WAIK Museum Donations - OP	\$2,000	\$2,000	\$2,000
	To-WAIK General	\$3,912	\$2,676	\$2,676
	Ex-WAIK General	\$0	\$0	\$0
Funding Sources Total		\$5,912	\$4,676	\$4,676
Operating Costs - Waikaia Total		\$0	\$0	\$0
Playground - Dickson Park				
Income	Rates - Collected	(\$1,092)	(\$1,098)	(\$1,098)
	Contribution - Ward	(\$1,098)	(\$1,098)	(\$1,098)
	Internal - Interest on Reserve	(\$483)	(\$520)	(\$520)
	Internal Rates Income	(\$6)	(\$11)	(\$11)
	Internal Rates offset	\$0	\$11	\$11
Income Total		(\$2,679)	(\$2,716)	(\$2,716)
Operational Expenditure	Maint - General	\$938	\$4,000	\$4,000
Operational Expenditure Total		\$938	\$4,000	\$4,000
Net Operating (Surplus)/Deficit		(\$1,741)	\$1,284	\$1,284
Funding Sources	To-WAIK Dickson Park - OP	\$1,741	\$520	\$520
	Ex-WAIK Dickson Park - OP	\$0	(\$1,804)	(\$1,804)
Funding Sources Total		\$1,741	(\$1,284)	(\$1,284)
Playground - Dickson Park Total		\$0	(\$0)	(\$0)

		Actual	Forecasted Budget	Annual Plan Budget
Stormwater Drainage - Waikaia				
Income	Rates - Collected	(\$6,335)	(\$6,371)	(\$6,371)
	Internal - Interest on Reserve	(\$3,056)	(\$3,541)	(\$3,541)
	Internal Rates Income	(\$36)	(\$63)	(\$63)
	Internal Rates offset	\$0	\$63	\$63
Income Total		(\$9,427)	(\$9,912)	(\$9,912)
Operational Expenditure	Material Damage Insurance	\$0	\$46	\$46
	Rates	\$0	\$5	\$5
	Resource Consents	\$210	\$550	\$550
	Monitoring	\$24	\$1,099	\$1,099
	Maint - General	\$0	\$3,295	\$3,295
	Internal - WWS Management Fee	\$829	\$829	\$829
	Internal Rates expense	\$17	\$14	\$14
	Internal WWS Stormwater Invest	\$533	\$533	\$533
Operational Expenditure Total		\$1,613	\$6,371	\$6,371
Net Operating (Surplus)/Deficit		(\$7,814)	(\$3,541)	(\$3,541)
Funding Sources	To-WAIK Drain Filling	\$145	\$0	\$0
	Ex-WAIK Drain Filling	\$0	\$0	\$0
	To-WAIK Stormwater - RE	\$7,669	\$3,541	\$3,541
	To-WAIK Town Local Rates Res	\$0	\$0	\$0
Funding Sources Total		\$7,814	\$3,541	\$3,541
Stormwater Drainage - Waikaia Total		\$0	(\$0)	(\$0)
Street Works - Waikaia				
Income	Rates - Collected	(\$1,310)	(\$1,318)	(\$1,318)
	Internal - Interest on Reserve	(\$256)	(\$334)	(\$334)
	Internal Rates Income	(\$8)	(\$13)	(\$13)
	Internal Rates offset	\$0	\$13	\$13
Income Total		(\$1,574)	(\$1,652)	(\$1,652)
Operational Expenditure	Maint - General	\$0	\$1,318	\$1,318
	Depn - Improvement	\$761	\$0	\$0
Operational Expenditure Total		\$761	\$1,318	\$1,318
Net Operating (Surplus)/Deficit		(\$812)	(\$334)	(\$334)
Funding Sources	To-WAIK Refuse Removal - OP	\$256	\$334	\$334
	To-WAIK General	\$1,318	\$0	\$0
	Ex-WAIK General	\$0	\$0	\$0
	Add Back Non Cash Depn	(\$761)	\$0	\$0
Funding Sources Total		\$812	\$334	\$334
Street Works - Waikaia Total		\$0	(\$0)	(\$0)

Grant request - Waikaia Trails Trust

Record no: R/21/8/48252

Author: Tina Harvey, Community liaison officer

Approved by: Anne Robson, Chief financial officer

☒ Decision☐ Recommendation☐ Information

Purpose

- 1 The purpose of this report is for the Ardlussa Community Board to consider a request for a grant of \$20,000 to the Waikaia Trails Trust for project master planning, associated contingencies and administration costs.

Executive summary

- 2 The Ardlussa Community Board (the board) has been approached to provide some financial support to the proposed Waikaia Trails Trust. The trust is currently being formed with the paperwork expected to be completed soon.
- 3 The support being requested is for \$20,000 to assist with the costs to develop the overall masterplan for the project. Traditionally, master plans usually include full scope of the project including design of the trail network, access and amenity requirements and logistics planning. Any remaining funds will be used for contingencies and associated administration costs.
- 4 The public meeting held with the community in May 2021 noted that Council had no grants planned to the new trust within Council's Long-Term Plan 2021-2031. The meeting was advised that the trust might make an application in the future and that this would be considered at that time. This has now occurred and a copy of the grant request is attached to the report.
- 5 The board has previously said that it sees this project as benefiting the wider Ardlussa area by providing off road cycling opportunities to those within the community and enticing more visitors to the area who will contribute to the local economy.
- 6 Within Council's 2021/22 budget, \$20,000 was allowed for investigations into the establishment of mountain bike trails in the Waikaia forestry block. It was originally planned that Council would look to do this investigation then hand over to a community entity for delivery. However, the trust currently being created are keen to undertake this work as well as any delivery. This project was budgeted to be funded from a loan over 15 years.
- 7 Council generally funds any grants made from rates or reserves, given its nature. As noted above, the funding for the project should it have been undertaken by Council, was by way of a loan. As funding is being sought in this financial year, the community board, should it approve the grant, could consider funding from one or a mixture of the following:

The Community Partnership Fund, budgeted at \$6,000 annually this is rated for through the Ardlussa community board rate. This would require a separate funding application to be completed by the Trust and submitted by 30 September 2021.

Interest earned on reserves held within the Ardlussa area and Mararoa Waimea Ward. At the 30 June 2021 the reserves held in these areas has earned interest over a number of years. This may be used for any purpose determined by the community board and Council.

Although loan funding of a grant is not the preferred option, the board may consider funding of the grant from a loan repayable from next year's Ardlussa Community Board rate (approx.\$40 for those in urban areas and \$10 for rural) or at most sharing it over the next two years of Ardlussa Community Board rates this would be approx.\$20 per residential ratepayer and \$5 per rural ratepayer.

- 8 Based on the above, it is recommended that should the decision be to approve the grant, that funding be from the interest earned on reserves from Waikaia, Riversdale, Balfour and Mararoa Waimea Ward. This is recommended as the funds already exist and will put no further rate burden on the ratepayer at this time. Should this be the preferred option, the board can approve the transfer from the reserves for Balfour, Riversdale and Waikaia but will need to get Council to approve the Mararoa Waimea Ward Reserve funding as the board does not have authority to make decisions about ward reserves.
- 9 The community board, as part of any approval process, will also need to decide how the grant approved will be shared across the reserves. This report has been prepared on the basis that the share be based on a per rateable property basis of \$32.15. This would result in \$4,372 coming from Mararoa/Waimea reserves, \$2,636 coming from Balfour, \$7,395 coming from Riversdale and \$5,594 coming from Waikaia. These amounts are calculated on the number of properties in each area.

Recommendation

That the Ardlussa Community Board:

- a) **receives the report titled “Grant request - Waikaia Trails Trust” dated 27 September 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/declines the grant to the Waikaia Trails Trust of \$20,000 (plus gst, if any) for the creation of a master planning document and associated contingencies to be funded from interest earned on reserves
- e) subject to recommendation d), agrees to share the funding of the grant between the following reserves, subject to Council approval on the Mararoa/Waimea ward reserve, this allocation is based on a fixed amount of \$32.15 per rateable property

Balfour general reserve \$2,636
Riversdale general reserve \$7,395
Waikaia general reserve \$5,594
Mararoa/Waimea reserve \$4,372

Background

- 10 Public access to the Waikaia forestry block for the purpose of potential future mountain bike trails was granted in October 2020 by Council.
- 11 Elevate Trail Building were contracted in March 2021 to develop a concept plan for the development of a mountain bike trail network in the Waikaia forest.
- 12 The completed plan was received in May 2021.
- 13 In May 2021, a community meeting was held in Waikaia to discuss the project with the wider community. Over 40 people were in attendance. Generally, the meeting was very positive and attendees showed support for the project to progress.
- 14 The board has previously said that it sees this project as benefiting the wider Ardlussa area by providing off road cycling opportunities to those within the community and enticing more visitors to the area who will contribute to the local economy.

- 15 A charitable trust (Waikaia Trails Trust) is currently being set up to drive this community led project. The trust members are Hilary Kelso, Sam Ruddenklau, Daniel Butler, Dylan Ditchfield, Colleen Morton and James Anderson.
- 16 The primary focus for the trust (once established) will be the development of the master plan for the trails. Due to workload, Elevate Trail Building have recommended John Jones of Ride Line Consulting to undertake this work on behalf of the trust.
- 17 A memorandum of understanding will be prepared between Southland District Council and the Waikaia Trails Trust to cover off issues relating to (but not limited to) the following;
- trail maintenance, management and restoration
 - trail development
 - signage
 - access
 - health and safety obligations
 - risk
 - insurance.

Issues

- 18 A budget of \$20,000 for the investigations into the establishment of mountain bike trails in the Waikaia forestry block was set aside in the 2021-2031 Long Term Plan.
- 19 It was intended that the investigations be funded by way of a loan and repaid over 15 years through funds collected via the Ardlussa Community board rate.
- 20 When this project was originally identified it was envisaged that the initial planning works would be undertaken by the Ardlussa Community Board prior to a trust being established to fundraise for the building and ongoing maintenance of the trail network.
- 21 Since the initial discussions around this project, a group of individuals have advised of their intention to form a trust and drive this project from the master planning stage and into the fundraising and build stages.
- 22 A formal request from the trust has been received for the board to make a grant to the trust in the amount of \$20,000 to cover the cost of master planning, associated contingencies and administration costs.
- 23 Should the community board approve the funding, it will need to decide how to fund the grant, options are discussed further in the costs and funding section.

Factors to consider

Legal and statutory requirements

- 24 The general rule is that rates collected need to be used for the activities they were collected for. There are no restrictions on the interest earned on these reserves which may be used for any purpose determined by the community board.
- 25 The community board has deleted authority to approve unbudgeted expenditure of up to \$20,000 for locally funded activities.
- 26 A recommendation would need to be made to Council in order to access the Mararoa/Waimea ward reserve as the board does not have a delegated authority to make a decision about those funds.

- 27 At the time Council approved access to the forestry block for the purposes of creating a mountain bike track it also stipulated that a formal memorandum of understanding be created between Council and the trust.

Community views

- 28 A community meeting was held in Waikaia in May 2021 where the initial concept plan was made available to the public and feedback received was generally positive.
- 29 Questions were raised about whether any further community board / council funds would be used for this project and those in attendance were advised that this is unknown at this stage.
- 30 Some concern has been expressed by a small number of Waikaia residents at the prospect of using rates funding within the Waikaia general reserve for this project.
- 31 The meeting was advised there would be an opportunity to provide further feedback if community board/Council funds were to be used for this project.
- 32 The board is conscious of the need to make this decision in the most transparent way possible and will endeavour to advise the community of the upcoming meeting so that they have the opportunity to make further feedback prior to the decision being made.

Costs and funding

- 33 The Ardlussa Community Board set aside \$20,000 in the 2021-2031 Long Term Plan for investigations into the establishment of mountain bike trails in the Waikaia forestry block.
- 34 The intention behind budgeting for this investigative work was for the board to conduct the planning for the project prior to it being handed over to a trust to deliver as a community led project.
- 35 During the long-term plan budgeting process, it was determined that this project would be funded by way of a loan.
- 36 Council generally funds any grants made from rates or reserves, given its nature. As noted above, the funding for the project should it have been undertaken by Council was by way of a loan. As funding is being sought in this financial year, the Community Board, should it approve the grant, could consider funding from one or a mixture of the following:

The Community Partnership Fund, budgeted at \$6,000 annually this is rated for through the Ardlussa community board rate. It should be noted that the Trust would be required to submit a separate funding application to the community board no later than 30 September 2021.

Interest earned on reserves held within the Ardlussa area and Mararoa Waimea ward . At the 30 June 2021 the reserves held in these areas has earned interest over a number of years. This may be used for any purpose determined by the community board and Council. All areas have reserves sufficient to fund this request at this time.

Although loan funding of a grant is not the preferred option, the board may consider funding of the grant from a loan repayable from next year's Ardlussa Community Board rate (approx.\$40 for those in urban areas and \$10 for rural) or at most sharing it over the next two years of Ardlussa Community Board rates this would be approx.\$20 per residential ratepayer and \$5 per rural ratepayer.

- 37 Based on the above, it is recommended that should the decision be to approve the grant, that funding be from the interest earned on reserves from Waikaia, Riversdale, Balfour and Mararoa Waimea Ward. This is recommended as the funds already exist and will put no further rate burden on the ratepayer at this time. Should this be the preferred option, the board can approve the transfer from the reserves for Balfour, Riversdale and Waikaia but will need to get Council to

approve the Mararoa Waimea Ward Reserve funding as the board does not have authority to make decisions about ward reserves.

- 38 The community board, as part of any approval process, will also need to decide how the grant approved will be shared across the reserves. This report has been prepared on the basis that the share be based on a per rateable property basis of \$32.15. However, the Community Board can choose another allocation basis if it so desires.
- 39 Based on a per property basis, the allocation would be as follows;

Community	No of rateable properties at 30 June 2021	Grant allocation per rateable property	Allocation from interest on reserves of each community reserve
Balfour	82	\$32.15	\$2,636
Riversdale	230	\$32.15	\$7,396
Waikaia	174	\$32.15	\$5,595
Mararoa/Waimea	136	\$32.15	\$4,373
			\$20,000

Policy implications

- 40 The Ardlussa Community Board has delegated authority to approve unbudgeted operating expenditure for local activities of up to \$20,000.
- 41 This project and associated expenditure have been budgeted for in the 2021-2031 Long Term Plan.

Analysis

Options considered

- 42 The Ardlussa Community Board must determine if it wishes to approve the request from the Waikaia Trails Trust for payment of a grant of \$20,000 or not and decide how it will be funded.

Analysis of options

Option 1 – Approve the grant of \$20,000 (plus gst, if any) to assist with the master planning for the Waikaia Mountain Bike Trails project to be funded by way of interest earned on general community reserves.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> the trust is able to work with the provider of any planning and design work from the beginning, minimising any potential rework 	<ul style="list-style-type: none"> the trust and not the community board will not work directly with any provider of the planning and design work for the trail from an accountability perspective

from different ideas when a community entity took over <ul style="list-style-type: none"> as existing funds are used it will have no impact on future local rates. 	<ul style="list-style-type: none"> the interest on reserves being used will not be available for other projects consideration of the funding source or prioritisation of funding of some projects planned in the later years of the ten year LTP will need to occur where the Waikaia (approx. \$300) or Riversdale (approx. \$6,000) general reserves were planned to be used.
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Option 2 – Approve the grant of \$20,000 (plus gst, if any) to assist with the master planning for the Waikaia Mountain Bike Trails project to be funded by way of a loan over one or two years.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> the trust is able to work with the provider of any planning and design work from the beginning, minimising any potential rework from different ideas when a community entity took over. 	<ul style="list-style-type: none"> the community board will not work directly with any provider of the planning and design work the local rate will increase either next year or the next two years.

Option 3 – Approve the grant of \$20,000 (plus gst, if any) to assist with the master planning for the Waikaia Mountain Bike Trails project to be funded from a combination of sources including the Community Partnership Fund, interest on reserves and/or a loan over one or two years.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> the trust is able to work with the provider of any planning and design work from the beginning, minimising any potential rework from different ideas when a community entity took over. 	<ul style="list-style-type: none"> the community board will not work directly with any provider of the planning and design work any interest on reserves used will not be available for other projects if the Community Partnership Fund is used, some or all of it will not be available for other funding requests during the year the local rate may increase either next year or the next two years if a loan is used.

Option 4 – Not approve the grant of \$20,000 (plus gst, if any) to assist with the master planning for the Waikaia Mountain Bike Trails project.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> enables the community board to continue working with the provider of any planning and design work before handing over to a community organisation for development. 	<ul style="list-style-type: none"> the community organisation may incur additional costs as a result of having different ideas on the planning and design phase.

Assessment of significance

- 43 This decision is not at a low level of significance but it has not reached the threshold of being a significant decision in relation to Council's Significance and Engagement Policy and the Local Government Act 2002.
- 44 If the board decides to fund the grant by way of options two or three above then there may be some further impact on the economic wellbeing of ratepayers with a small increase in the Ardlussa Community Board rate being required to satisfy loan repayments.
- 45 The use of interest on reserves for this grant may also have an impact on the funding of other projects in the future and the board may either need to defer them or look to fund them by way of loans which will also have an impact on the economic wellbeing of ratepayers in the Ardlussa Community Board area.

Recommended option

- 46 The committee needs to consider if it wishes to approve a grant or not, should it decide to approve, Council staff recommend option 1 – Approve the grant of \$20,000 (plus gst, if any) to assist with the master planning for the Waikaia Mountain Bike Trails project to be funded by way of interest earned on general community reserves.

Next steps

- 47 Inform the Waikaia Trails Trust of the board's decision.
- 48 If the board, approves the grant and decides to fund a portion from the interest earned on the Mararoa/Waimea reserve, then a report will be prepared for Council to seek its approval for the payment.

Attachments

- A Letter from Waikaia Trails Trust requesting grant from Ardlussa Community Board [↓](#)

Ardlussa Community Board

11 August 2021

Dear Board Members

On behalf of: **WAIKAIA TRAILS TRUST**

It is with enthusiasm we report we are moving forward to the next stage of investigation, planning, funding, and development of the Mountain Bike Trails project in the Waikaia Forest. We believe the Waikaia Community meeting was a very positive one with people there from Invercargill to Dunedin joining the many Waikaia locals. We believe we received the mandate from the Community meeting to continue with the planning and development of the project.

The Master Plan requirements have been emailed to John Jones from Ride Line Consulting Ltd. Tom Hey from Elevate Trails, who created the Concept Plan recommended him. Elevate will oversee the build once we reach that stage. We are waiting for John's contract and quote with approximate start and finish date to complete the Master Plan. Without the Master Plan we are unable to proceed with grant applications to funders, fund raising projects and sponsorship from businesses. Without funding we are unable to produce the Master Plan!

We would, therefore, like to request the Ardlussa Community Board support this project by considering granting to the Waikaia Trails Trust the \$20,000 detailed in the LTP 'for the investigation of recreation opportunities that can be developed within the community board area'. We note that the establishment of mountain bike trails has been included as a potential opportunity for the community. We would use the \$20,000 grant to cover the expense of the Master Plan. Based on the cost of the Concept report we do not expect the Master Plan to exceed the amount of the grant. Any remaining funds not used to cover the expense of the master plan from the grant would be used to pay for any possible contingency expenses that may rise for the planning stage of the MBT park and administration costs.

We take this opportunity to thank the Ardlussa Community Board's support over the last 12 months, the SDC support in granting us permission to have access to use the Waikaia Forestry Block and the huge amount of support and work done on our behalf by Kelly and Tina. Thanks also go to Councillor Rob Scott who represents the Mararoa Waimea Ward and petitions councillors and liaises with various other members of staff at SDC on our behalf.

We appreciate and thank you for your consideration of our request.

Yours sincerely

Hilary Kelso
Chair Waikaia Trails Trust

Trust members: Sam Ruddenklau, Colleen Morton, James Anderson, Daniel Butler and Dylan Ditchfield

Switzers Museum Waikaia - Grant request

Record no: R/21/8/48354

Author: Tina Harvey, Community liaison officer

Approved by: Anne Robson, Chief financial officer

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is for the Ardlussa Community Board to consider a request from Switzers Museum Waikaia for grant funding towards improvements and refurbishments planned for the bottle house attached to the museum.

Executive summary

- 2 Switzers Museum Waikaia have formally requested a grant funded from funds that have been collected via rates and placed in the Waikaia Museum donations reserve.
- 3 The museum wishes to use the funds to make improvements and refurbish the bottle house located at the museum.

Recommendation

That the Ardlussa Community Board:

- a) **receives the report titled "Switzers Museum Waikaia - Grant request" dated 19 September 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) approves the request for support from Switzers Museum Waikaia by a way of a grant in the amount of \$10,000 to be funded from the Waikaia Museum donations reserve to assist with improvements to the museum bottle house.

Background

- 4 Switzers Museum Waikaia is requesting a grant of \$10,000 from the Ardlussa Community Board to assist with improvements and the refurbishment of the bottle house attached to the museum.
- 5 The community board has agreed to provide ongoing support for the future development of the museum by rating \$2,000 per annum. The paying out of a grant will be at the board's discretion.

- 6 Council collects \$2,000 in funding via the Ardlussa Community Board rates each year to assist towards the ongoing maintenance of the Waikaia Museum.
- 7 These funds are stored in the Wakaia Museum donations reserve and the balance is forecast to be \$11,199 as at 30 June 2022.

Issues

- 8 Grants are requested by the Waikaia Museum Committee on an as needed basis.

Factors to consider

Legal and statutory requirements

- 9 There are no legal or statutory requirements.

Community views

- 10 The Ardlussa Community Board has made the ongoing commitment to provide support to Switzers Museum Waikaia and this is included in the annual budgets which has been consulted on as part of the Annual Plan and Long Term Plan process.

Costs and funding

- 11 Rates funding in the amount of \$2,000 per annum are collected for the purpose of making donations to the Waikaia Museum for ongoing works.
- 12 Monies not granted annual are transferred to a Waikaia Museum donations reserve. The reserve balance as at 30 June 2021 was \$8996. With a further \$2,000 budgeted to be transferred to the reserve for the 2021/2022 financial year.
- 13 The approval of a grant of \$10,000 will result in the reserve dropping to an expected \$996 before any interest is accrued at 30 June 2022.

Policy implications

- 14 The Ardlussa Community Board has delegation to approve unbudgeted expenditure for local activities of up to \$20,000.

Analysis

Options considered

- 15 The Ardlussa Community Board must determine if it wishes to approve a grant request from the Waikaia Museum Committee or not.

Analysis of options

Option 1 – approve the grant to the Waikaia museum of \$10,000 from the Waikaia Museum donations reserve to assist with improvements to the bottle house attached to the Waikaia Museum.

<i>Advantages</i>	<i>Disadvantages</i>
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<ul style="list-style-type: none">the museum is able to proceed with their planned works to improve the bottle house attached to the Waikaia Museumthe rates are able to be used for the purpose in which they were collected	<ul style="list-style-type: none">reserve monies are not available for any other museum projects
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Option 2 – to not approve the grant to the Waikaia Museum of \$10,000 from the Waikaia Museum donations reserve to assist with improvements to the bottle house attached to the Waikaia Museum.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">the reserve is held for other projects needed within the museum.	<ul style="list-style-type: none">the museum is not able to proceed with their planned works to improve the bottle house attached to the Waikaia Museumthe rates are not able to be used for the purpose in which they were collected.

Assessment of significance

- 16 Under Council's Significance and Engagement Policy this is not considered significant.

Recommended option

- 17 Option 1 – to approve the grant to the Waikaia Museum of \$10,000 from the Waikaia Museum donations reserve to assist with improvements to the bottle house attached to the Waikaia Museum.

Next steps

- 18 Switzers Museum Waikaia will be notified of the outcome of their request.

Attachments

- A Letter from Switzers Museum Waikaia requesting grant from Ardlussa Community Board [↓](#)

39 Blaydon Street
PO Box 7
Waikaia 9745
Southland

Email: waikaiamuseum@gmail.com



Richard Clarkson
The Chairman
Ardlussa Community Board

cc Tina Harvey
Southland District Council

Dear Richard and Tina

The Switzers Museum (Waikaia) Inc wishes to uplift \$10,000 held on its behalf with the Ardlussa Community Board.

These funds are required for the improvements and refurbishment planned for the Bottle House attached to the museum.

Regards

Shirley Walker

Shirley Walker
Treasurer

Funding assistance request - Riversdale pool

Record no: R/21/8/49129
Author: Kelly Tagg, Community partnership leader
Approved by: Anne Robson, Chief financial officer

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 This report relates to a request from the Riversdale pool committee for ongoing financial assistance towards the Riversdale pool.
- 2 The Ardlussa Community Board (the board) is being asked to consider whether they wish to provide annual financial assistance for the pools in the Ardlussa area (Riversdale and/or Balfour) and, if so, what amount should be budgeted and whether the board has a preference about the rating method used collect these funds.

Executive summary

- 3 The Riversdale pool committee wrote to the board in June 2021 seeking ongoing funding assistance of \$8,000 per annum (excluding GST) to help with pool operating costs and keep the pool open.
- 4 Staff presented a report to the board in August which asked for feedback from the board about providing funding assistance for the pool and detailed options for how any contribution could be funded, included as an attachment to this report.
- 5 These options included collecting funding for the pool through either the existing Ardlussa Community Board rate (which was the option recommended), Riversdale Hall rate, a new rate encompassing the Riversdale urban area or from reserves.
- 6 The board deferred a decision until more information could be provided about how other pools in the board area are funded, usage of pools and additional rating options.
- 7 Staff have since held a workshop with the board in September to develop a better understanding of their thinking as well as how the local community uses the two pools in the board's area.
- 8 The discussion from this workshop has helped to inform the information included in this report along with revised funding options.
- 9 The report presented to the Board at its meeting in August had the following recommendations which were proposed by officers;
 - a) **receives the report titled "Funding assistance request - Riversdale Pool Committee" dated 30 July 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) **recommends to Council that the Ardlussa Community Board rate be increased by \$14.84 per urban ratepayer and \$3.71 per rural ratepayer so that a total \$8,000 plus GST is available to be paid as a grant to the Riversdale Pool Committee.**

- 10 However, following the workshop, a new set of recommendations are now before the board for consideration.
- 11 The Riversdale pool committee have also since advised staff that as they are still in the process of carrying out their upgrade that they are seeking annual funding from 2022 onwards rather than 2021.
- 12 The key proposals include:
- establishing a fund to provide annual funding assistance to all pools in the board area to which pool committees can apply for funding. This replaces the earlier proposal to fund the Riversdale pool only. This change is being suggested because there is more than one pool in the board area and this is consistent with the approach used in other areas that have more than one pool
 - setting the initial amount to be collected for the pool fund at \$8,000 (excluding GST) in 2022/2023. While this is in line with the earlier proposal, the earlier proposal related solely to the Riversdale pool. As such, if applications are received from both pools in the area, the board will need to determine the share of funding for each pool
 - collecting rates for the pool fund via a new separate targeted pool rate across all properties in the Ardlussa Community Board area where all properties pay a fixed amount per SUIP (separately used or inhabited part of a rating unit). This replaces the earlier recommendation to collect rates via the existing Ardlussa Community Board rate (which uses a differential where urban and rural properties pay different amounts).
- This change is being suggested in order to be consistent with how other pools in the district are rated and considering that the pools are seen to have a relatively equal benefit across the whole community. This option means both pools in the area have the opportunity to access funding.
- 13 While the board has delegated responsibility for recommending rates for local activities in the board area, only Council can set rates. Therefore, staff are proposing that a report be prepared for Council that recommends Council support the proposal.
- 14 Staff are also proposing that the board carries out separate consultation with the community to gauge support (or otherwise) for this proposal given Council is yet to consider whether it will be consulting over the annual plan.
- 15 If the board then wishes to proceed with establishing a new rate, a further report detailing the board's recommendations will need to be presented to Council.
- 16 Once confirmed by Council, any new rate will then be included in the Annual Plan 2022/2023 to be adopted by Council.

Recommendation

That the Ardlussa Community Board:

- a) **receives the report titled “Funding assistance request - Riversdale pool” dated 27 September 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 recommend to Council, and subject to community consultation, to:
 - (i) provide annual funding assistance to pools in the Ardlussa area
 - (ii) include \$8,000 (excluding GST) for pool funding in the Ardlussa Community Board budget for the Annual Plan 2022/2023
 - (iii) confirm a preference for establishing a new separate targeted pool rate across all properties in the Ardlussa Community Board to provide funding assistance for pools in the area, with the rate to be set as a fixed amount per SUIP (separately used and inhabited part) of a rating unit
- e) request that staff prepare a report to Council outlining the proposal for a new separate targeted pool rate as detailed in d(iii) above and recommend that Council supports the proposal and the proposed consultation approach.

Background

- 17 The Riversdale pool committee wrote to the board in June 2021 seeking ongoing funding assistance of \$8,000 per annum (excluding GST) to help with pool operating costs, particularly following the upgrade of the pool heating system.
- 18 Staff prepared a report to the board for their meeting on 11 August 2021 (Attachment A) seeking a decision on the proposed grant and outlining options of how any grant could be funded.
- 19 During the discussion the board requested more information on:
 - different rating options and rating areas
 - how the other pool in the area at the Balfour School is currently funded and the likelihood that any grant funding (similar to that being requested for the Riversdale pool) would be requested for the Balfour pool in the future

- whether or not Waikaia and Balfour schools would use the Riversdale pool for lessons for their children if it was adequately heated (noting the board understood that the schools currently used the swimming pool in Gore).
- 20 As this information was not available at the 11 August 2021 meeting, the board resolved to lie the report on the table until a future meeting. This report replaces the prior report presented to the board 11 August 2021 titled “Funding assistance request – Riversdale pool”. This report builds on the earlier information and provides additional information as requested by the board.
- 21 Staff and board members have since talked to members of the community to better understand the wider usage of pools in the area. Key points include:
- there are two pools in the Ardlussa Community Board area – one at Riversdale School and the other at Balfour School
 - Riversdale pool is considered to be a community pool – that is one where ownership is shared between the community and the Ministry of Education (MoE). MoE provided \$958.17 as part of the wider property maintenance grant for operating costs associated with the pool.
 - Balfour pool is 100% ministry owned and funded and received \$685.52 from MoE for operational costs in 2021 as part of their property maintenance grant. Balfour School have just received confirmation from the MoE that they will fund the replacement of the pool roof and heating system
 - Waikaia School representatives indicated they would be interested in using the Riversdale pool again for swimming lessons if it was adequately heated. Balfour School representatives indicated that would be unlikely to travel to Riversdale for swimming lessons if their own pool was available
 - Balfour School have indicated that they would also welcome assistance from the board towards their annual pool operating costs.
- 22 Staff held a workshop with the Ardlussa Community Board on 8 September 2021 to explain the information received about pool usage and how other boards fund swimming pools. The workshop also provided an opportunity for staff to get input from the board about the funding options. This has been used to inform this report and revise the rating options proposed.

Issues


- 23 The key issues for the Ardlussa Community Board to determine are:
- a) whether to provide ongoing financial assistance to pools in the board area (noting that while the original request was for the Riversdale School pool, there is another pool at Balfour School which should also be considered.
- If the board agrees to provide financial assistance:*
- b) what amount of funding is needed?
 - c) whether the board has a preference for how these funds should be collected?
- 24 These issues are discussed in more detail below. In terms of (c), new rates must be included in an adopted Annual Plan or Long-Term Plan. Council generally undertakes consultation on establishing a new rate as part of these planning processes because Council cannot delegate authority for rate setting. However, given the uncertainty about whether there will be public

consultation on the Annual Plan 2022/2023, staff are recommending that the board run a separate consultation process to get feedback from their community on this issue before making any recommendations to Council about the rate. This consultation could substitute public consultation requirements in relation to the Annual Plan, particularly if it gives effect to the principles of consultation outlined in s77 and s78 of the LGA.

- 25 Because Council is responsible for rate setting, staff are recommending that a report be prepared for Council outlining the boards proposal for a new rate prior to any consultation starting.

a) Whether to provide ongoing financial assistance to pools in the area?

- 26 Based on the information that staff are aware of, there are around 30 swimming pools in the Southland District. Thirteen of these currently receive funding from Council via seven targeted rates.
- 27 As part of the rating and funding workshops held with community boards last year, the nature of the benefits provided by swimming pools were identified as shown in the figure below. The feedback indicated that while the community benefits generally from swimming pools, differences in the ease of accessing pools (caused by where pools are located and whether they are locked) creates variations in the level of benefit experienced between areas and individuals.

Activity	Who benefits?	What is the nature of the benefit?
	Everyone Exercisers Children and Families	<ul style="list-style-type: none"> Benefits accrue to the people who are able to access a swimming pool in their areas and the community generally by providing a place where people can learn to swim. Pool users also benefit directly – exercise, recreation. The level of public benefit is mitigated to some extent by the fact that swimming pools have restricted access, must generally be supervised and also charge entry fees. Important to note that Council provides funding for swimming pools run by community groups or third parties, but does not provide these activities directly. Not all community swimming pools are funded by rates.

- 28 At the September 2021 workshop the Ardlussa Community Board also discussed the benefits provided by swimming pools in their area. The board said that they believe pools are important assets that benefit the whole community because of the water safety and health benefits they offer as well as providing a space for recreation.
- 29 The board also discussed the tension that voluntary committees face to raise enough funds to maintain these facilities at a level which encourages people to use them.
- 30 The board needs to balance both benefits and the impact on rates when considering whether or not to provide funding assistance.
- 31 While the original funding request received by the board was for \$8,000 (excluding GST) of annual operational funding for the Riversdale pool only, Balfour school representatives have since indicated that financial assistance for the Balfour pool would be welcome.
- 32 Given there are some key differences in how the two pools are funded by the MoE (Balfour 100% funded vs Riversdale 10% funded), staff believe that it would preferable to establish a combined fund for pools in the area rather than funding each pool separately. This approach would provide the board with flexibility to distribute funds based on the relative needs of each pool (now and in the future) whilst considering principles of fairness and equity, particularly given that each pool is funded differently by MoE.
- 33 This approach is in line with how a number of other pools in the southland district receive rate funding. Of the 13 pools in the district that currently receive rate funding, three use separate pool rates that cover the whole or majority of community board area:
- Waihopai Toetoe have one pool rate that collects funding for the five pools in the area. Each pool makes an annual application to the board for their share of the pool rate and

each pool committee provides information concerning their financials, maintenance plan, quotes for any capital works, usage, key holders etc. Representatives from the pool committee speak to the community board regarding their application.

- Tutatapere Te Waewae have one pool rate that collects funding for the three pools in the area and the funds are distributed annually on an application basis.
- Fiordland have one pool rate that collects funding for one of the two pools in their area.

34 Other pools (e.g. Riverton, Winton, Takitimu, Otautau) use a different approach and have separate pool rates for specific pools with a defined area (generally covering the part of the community surrounding the pool being funded). In these instances, the rate funds a single pool.

35 In terms of providing funding assistance, staff believe that the board has three options:

- establish a combined swimming pool fund for the Ardlussa Community Board area which can be used to provide financial assistance to any pool in the area (Riversdale and/or Balfour pools) with funds distributed annually on an application basis; or
- provide financial assistance to the Riversdale pool only (in line with the original request received from the Riversdale pool committee); or
- decline the request and do not provide any financial assistance to pools in the area.

36 Considering there are two pools in the Ardlussa area, it is suggested that the board take a similar approach as Waihopai Toetoe and Tuatapere Te Waewae.

37 **As such it's proposed that the board establish a combined swimming pool fund.**

b) If the board supports providing financial assistance, what amount of funding is needed?

38 The Riversdale pool committee originally requested annual financial assistance of \$8,000 (excluding GST) from the board. This was based on their estimate of annual operating costs over and above key sales.

39 At this stage the board has not received any requests for a specific amount of funding for the Balfour pool.

40 **If the board is in favour of providing financial assistance to pools annually, it is suggested that the board initially budget to collect an additional \$8,000 (plus GST) in rates in 2022/2023 to go towards a combined fund for pools in the Ardlussa area.**

41 The board could then ask each pool committee to make application for funding (based on the approach taken in Waihopai Toetoe and Tuatapere Te Waewae) and allocate these funds between the two pools on an annual basis. It should be noted that this does not necessarily mean a 50/50 split of funds. The funding allocation will be at the boards discretion and based on need.

42 Table 1 included below shows the increase in rates for different rating options.

43 The board may also need to consider how it would like to deal with any unspent pool funds that may accumulate. Typically, any unspent funds are collected in a reserve and used to either reduce rates for the activity the following year or retained and used to fund specific projects related to that activity. While ideally Council wants to avoid accumulating reserves, this can occur from time to time where projects are delayed or priorities change. Previous guidance provided to Council on this has indicated that unspent funds must be used on the activity that they were collected for and in the areas from which they were collected, unless the Council consults the community about using the funds in a different manner.

44 Given that the board is likely to consult the community about its proposal to provide funding for pools in the area, it may also be useful to seek feedback about whether the community would support the board having the ability to use any unspent funds on other activities in the Ardlussa area future. If supported, this would provide the board with more flexibility in how any unspent funds can be used.

c) If the board supports providing financial assistance, is there a preference for how these funds should be collected?

45 As part of last year's funding and rating review, the Council developed a set of funding principles to guide thinking about how activities should be funded as follows:

- considering who benefits from the activity, when the benefits occur, who creates the need for the expenditure, the costs and benefits of funding separately and the impact it would have on community wellbeing (as per section 101(3) of the Local Government Act 2002)
- ensuring consistency in how similar activities are funded across the district where possible
- simplifying the approach to rating

46 The decision on how to fund any contribution towards pools in the Ardlussa area should aim to balance these factors.

47 As noted above, the general view is that pools benefit the community as a whole by providing water safety/health/recreation/social benefits. However, the level of benefit to individual properties/people can vary depending on how easy it is to access a pool either because of its location and whether it has restricted key access.

- 48 In terms of rating consistency and simplicity, all other pools in the district that receive rate funding are funded through a separate targeted rate (set as a fixed amount per property). These rating areas typically encompass either the whole community board area (or similar) or smaller defined areas around an individual pool (to represent the area/part of the community serviced by the pool). The other option to simplify rating would be to collect the pool funding through an existing rate (being either the Ardlussa Community Board rate or the Riversdale/Balfour Hall rates).

Rating options for a combined fund for Ardlussa pools

- 49 In considering the options it is important to note that rating will never perfectly reflect benefit / user pays thinking as it is a property-based taxation model. There is also no right answer - making judgements about the appropriateness of rating and funding tools is a matter for the subjective policy judgement of elected members.
- 50 Staff have identified several options for how any pool funding could be collected through rates. The table below shows the four main rating options and the impact of the options on rates per property. For the purposes of this analysis it is assumed that the board has a preference to establish a combined fund for both the Riversdale and Balfour pools as explained earlier in the report and the total amount to be collected is in line with the original Riversdale pool committee request (\$8,000 excluding GST).
- 51 Three of these options (A, C and D) in the table below are similar to options presented in the 11 August 2021 report (noting that C and D vary slightly to include Balfour as well as Riversdale urban/hall areas).
- 52 Based on the feedback from the board workshop discussed above, staff believe that there is likely to be general agreement that all properties in the Ardlussa Community Board area should contribute towards pools particularly after considering the funding principles, namely the benefit to the community as a whole and a desire to keep rating simple and consistent.
- 53 If this is the case, then option A or B provide the best mechanisms to achieve this given that the other options do not rate all properties in the board area.
- 54 Between option A and B, the main difference is that option B would see all properties paying the same amount. While this provides consistency with how a number of other pools in the district are currently funded, it does not differentiate payment according to ease of access (level of benefit).
- 55 Weighing up these factors and the feedback obtained to date, option B (where pool funding is collected through a new separate rate as a fixed amount per property) is likely to be preferred. This option would add around \$8.95 (including GST) onto the rates for all properties in the board area.

Table 1: Analysis of rating options - combined fund for Ardlussa pools (Riversdale/Balfour)

(A) Funding from existing Ardlussa Community Board rate (across whole board area)	(B) Funding from new separate pool rate set as a fixed amount (across whole CB area)	(C) Funding from new separate pool rate as a fixed amount (over smaller areas serviced by pools)	(D) Funding from combined hall/pool rate (based on smaller Riversdale and Balfour hall areas)
<ul style="list-style-type: none"> • keeps rating simple • all properties contribute reflecting community wide benefit • the differential used for this rate means urban areas (Waikaia, Riversdale, Balfour) pay more (full charge) than rural areas (quarter charge). This is despite suggestions that properties in rural areas may use the pools as much, if not more, than urban areas • Waikaia township (which has no pool) would pay the same as towns with pools (Balfour/ Riversdale) • this would be inconsistent with how other pools in the district are being rated with all properties paying same within defined area • greater flexibility on how any unspent funds or accumulated reserves could be used to fund other community board activities 	<ul style="list-style-type: none"> • all properties contribute reflecting community wide benefit • all properties pay the same irrespective of ease of access • consistent with how other areas are rated for pools • less flexibility on how any unspent funds or accumulated reserves can be used without consultation • keeps rating relatively simple but an extra rate may add to complexity • rate shown separately on rates notice. 	<ul style="list-style-type: none"> • enables more detailed targeting by defining the area serviced by the pool so that only properties in the area contribute (e.g. could be set up include Riversdale and Balfour and associated rural areas but exclude Waikaia) • consistent with how other areas are rated for pools • along similar lines of how some other areas are rated for pools • less flexibility on how any unspent funds or accumulated reserves can be used without consultation • extra rate adding to complexity • rate shown separately on rates notice. 	<ul style="list-style-type: none"> • keeps rating simple • enables more detailed targeting by using existing hall rating areas to reflect the area serviced by pool(s) so that only properties in these areas contribute • some flexibility on how any unspent funds or accumulated reserves can be used without consultation
Rate increase per property (including GST)			
Urban: \$14.84 Rural: \$3.71	All: \$8.95	Dependent on defined area eg Riversdale/Balfour urban areas only: \$29.65	All properties in Balfour and Riversdale hall areas: \$13.41

- 56 Before any new rate is introduced it is recommended that the Ardlussa Community Board should consult with their community to gauge support (or otherwise) for this proposal. This would usually be done as part of the consultation over the Annual Plan 2022/2023, however because Council may not be consulting on the annual plan this year, staff are suggesting that the board undertake separate consultation as detailed below.

Factors to consider

Legal and statutory requirements

- 57 As noted earlier in the report, Council cannot delegate authority for rate setting. Any new rates or changes to rates must be confirmed by Council and included in an adopted annual plan or long-term plan.

- 58 However, community boards have been delegated responsibility for recommending rates for local activities in the board area to Council.
- 59 As such staff are recommending that a report be prepared for Council outlining the boards proposal before the board undertakes any separate consultation with the community (as detailed below).
- 60 Following consultation, if the board wishes to proceed with establishing a new rate, a further report detailing the board's recommendations will need to be presented to Council.
- 61 Once confirmed by Council, any new rate will then be included in the Annual Plan 2022/2023 to be adopted by Council.

Community views

- 62 As outlined in the background section, staff and board members have provided some feedback in this report on the proposal to fund the Riversdale pool following the 11 August 2021 meeting and as part of a September workshop.
- 63 If the community board supports the proposal to establish a fund to provide annual funding assistance to all pools in the Ardlussa area, staff are suggesting that the board provide an opportunity for the community to provide feedback on the proposal through a separate consultation process.
- 64 As noted above, this will ensure that there is an opportunity for the community to comment irrespective of Council's decision whether to consult on the Annual Plan 2022/2023.
- 65 Council generally undertakes consultation on establishing a new rate as part of the Annual Plan or LTP process because Council cannot delegate authority for rate setting. However, given the uncertainty about whether there will be public consultation on the Annual Plan 2022/2023, staff are recommending that the board run a separate consultation process to get feedback from their community on this issue before making any recommendations to Council about the rate. This consultation could substitute public consultation requirements in relation to the Annual Plan, particularly if it gives effect to the principles of consultation outlined in s77 and s78 of the LGA.
- 66 Staff have suggested that this be done via an online survey link that is made available on the board's Facebook page, school newsletters and hard copies surveys in strategic locations around the district.
- 67 In addition, a targeted mailout to non-resident ratepayers could also be undertaken. The proposal will also be highlighted through Council's other channels to ensure that interested people outside of the Ardlussa area also have an opportunity to comment. [

Costs and funding

- 68 The board can choose to go ahead and establish a fund to provide ongoing funding assistance to pools in the Ardlussa area or not.
- 69 If the board agrees to establish a pool fund, this will increase rates for properties in the Ardlussa area. The amount of increase will depend on how the rates are collected. Staff have identified four main options for how the funds could be collected including via:
- a) the existing Ardlussa Community Board rate which is collected using a differential where urban properties in the townships of Balfour, Riversdale and Waikaia would pay an additional \$14.84 (including GST) and other properties would pay \$3.71 (including GST)

- b) a new separated targeted pool rate across the Ardlussa Community Board where all properties would pay the same fixed charge \$8.95 (including GST)
- c) a new separate targeted pool rate across selected properties in the area (being the area considered to be directly serviced by the pools being funded). If this option was based on only the urban areas of Riversdale and Balfour paying, these properties would pay \$29.65 each.
- d) the existing Riversdale and Balfour hall rates. Under this option properties in these areas would pay an additional \$13.41 each.

70 These difference between these options are explained in more detail in the earlier table.

71 If the board recommends that a new rate be set up to collect funding for pools and Council supports the recommendation, then the new rate will come into force from 1 July 2022.

Policy implications

72 Council already provides funding for a number of pools throughout the District. As such, Council's funding/financials policies and plans already make provision for this.

73 Any new rates will need to be incorporated into the Annual Plan 2022/2023 funding impact statement (rates section) to enable the rates to be collected. The catchment area of the rate will also need to be defined.

74 Council has previously signalled that it would like to ensure simplicity and consistency in how activities are funded through rates whilst using a rating approach that considers how activity benefits are distributed across the community. As such, these principles should be considered when determining how to fund any contribution towards swimming pools in the Ardlussa Community Board area. Of the four options considered, the separate targeted pool rate across all properties in the Ardlussa Community Board area is seen to provide the best fit with these principles.

Analysis

Options considered

75 The options are to either to establish a budget for an Ardlussa pool fund in the amount of \$8,000 (plus GST) per annum to be funded via a new separated targeted pool rate across all properties in the Ardlussa Community Board area or via another rate or to not provide pool funding.

76 Additional commentary about the options and why these have been considered can be found earlier in the report.

Analysis of Options

Option 1 – establish a budget to provide financial assistance for pools in the Ardlussa area in the amount of \$8,000 plus GST in 2022/2023 to be collected via a new separate targeted pool rate based on a fixed amount per SUIP across all properties in the Ardlussa Community Board area. *Note - this is rating option B discussed in the body of the report*

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> additional financial assistance is available to pools to assist with operational costs and 	<ul style="list-style-type: none"> increases the rate which may place financial burden on some households.

<p>ensure that facilities remains available to the community.</p> <ul style="list-style-type: none"> because pools benefit the whole community by improving water safety and provide other health/recreation benefits it is appropriate that all properties contribute relatively simple and consistent with how other areas in Southland are rated for pools 	<ul style="list-style-type: none"> may end up displacing MoE funding, particularly if schools use allocated pool funding for other school all properties would pay the same irrespective of differences in benefit (eg ease to accessing the pool depending on location) small increase in administration time associated with setting up and maintaining an additional rate less flexibility in how any unspent funds or accumulated reserves can be used without consultation
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Option 2 – establish a budget to provide financial assistance for pools in the Ardlussa area in the amount of \$8,000 plus GST in 2022/2023 to be collected via either the existing Ardlussa Community Board Rate or Balfour/Riverdale Hall rates or a new separated targeted rate on selected properties in Balfour/Riversdale. *This option covers rating options A, C and D discussed in the body of the report.*

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> additional financial assistance is available to pools to assist with operational costs and ensure that facilities remains available to the community. <p>Depending on the option chosen the advantages will vary:</p> <ul style="list-style-type: none"> avoids need for additional rates and additional administration (via existing community board rate or hall rates) greater flexibility in how unspent funds or accumulated reserves can be used (via existing community board rate or hall rates) relatively simple (all) enables more detailed targeting by defining the area serviced by the pool so that only properties in the area contribute (via separate targeted rate on selected properties) consistent with how other areas in Southland are rated for pools (separated targeted rate on selected properties) 	<ul style="list-style-type: none"> increases rates which may place financial burden on some households. may end up displacing MoE funding, particularly if schools use allocated pool funding for other school <p>Depending on the option chosen the disadvantages will vary:</p> <ul style="list-style-type: none"> urban and rural properties will pay different amounts which may not reflect benefits being provided (eg Waikaia will pay same as Balfour and Riversdale which have pools in their township) (via existing community board rate) not all properties will contribute despite benefit to the community as a whole (separate targeted rate or hall rates) less flexibility in how any unspent funds or accumulated reserves can be used without consultation (via separate targeted rate on selected properties)

Option 3 – decides not to provide financial assistance for pools in the Ardlussa area

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> no further rates increase will be required. MoE funding for pools would be less likely to be used for other school projects. 	<ul style="list-style-type: none"> pools may not be to operate unless additional funds are secured.

Assessment of significance

- 77 This proposal is not considered significant given the relatively small budget proposed (\$8,000). However, staff are conscious that some members of the community are likely to be interested in the proposal and as such have recommended that the board undertake consultation with the community.

Recommended option

- 78 Option 1 – to establish a budget to provide financial assistance for pools in the Ardlussa area in the amount of \$8,000 plus GST in 2022/2023 to be collected via a new separate targeted pool rate based on a fixed amount per SUIP across all properties in the Ardlussa Community Board area.

Next steps

- 79 Once the Ardlussa Community Board confirms their preferred approach, a report will be prepared for Council including the board's recommendation on any new rate proposed and the intention to consult the community separately about the proposal.
- 80 Once consultation has occurred the board will consider any feedback before finalising their recommendations to Council as part of the 2022/2023 Annual Plan process.
- 81 If the board does not support the proposal, the status quo will remain and the pool committee will be advised accordingly.

Attachments

- A Report to 11 August 2021 meeting - Item 7.3 Funding assistance request - Riversdale pool [↓](#)

Ardlussa Community Board
11 August 2021



Funding assistance request - Riversdale Pool Committee

Record no: R/21/7/39634
Author: Kelly Tagg, Community partnership leader
Approved by: Fran Mikulicic, Group manager environmental services

☐ Decision ☐ Recommendation ☐ Information

Purpose

- 1 The purpose of this report is for the Ardlussa Community Board to consider a request for ongoing funding assistance from the Riversdale Pool Committee.

Executive summary

- 2 The Riversdale Pool Committee has written to the Ardlussa Community Board seeking ongoing funding assistance in the amount of \$8,000 per annum from the community board to help with the operating costs associated with keeping the pool open.
- 3 If the board is supportive of providing this funding assistance it will need to collect the additional funds required by increasing the amount of rates collected. This will need to be considered as part of the 2022/2023 Annual Plan process.
- 4 Any increase recommended by the Ardlussa Community Board to Council will take effect from 1 July 2022.

Recommendation

That the Ardlussa Community Board:

- a) **receives the report titled "Funding assistance request - Riversdale Pool Committee " dated 30 July 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) **recommends to Council that the Ardlussa Community Board rate be increased by \$14.84 per urban ratepayer and \$3.71 per rural ratepayer so that a total \$8,000 plus GST is available to be paid as a grant to the Riversdale Pool Committee.**

Ardlussa Community Board
11 August 2021

Background

- 5 The Riversdale Pool Committee is in the process of installing a new heating system at the pool.
- 6 The approximate cost will be \$50,000 and the pool committee acknowledges, and is grateful for, the board's contribution of \$7,000 towards this project via the Ardlussa Community Partnership Fund.
- 7 The pool committee estimate that the annual costs will be around \$8,000pa over and above key sales and is seeking ongoing annual financial support from the community board.
- 8 For the purposes of the calculations detailed below, GST has been added to the \$8,000.00.

Issues

- 9 The Ardlussa Community Board must determine if it wishes to provide ongoing financial assistance to the Riversdale Pool or not.
- 10 If it does then it must consider how best to do this. There are several options available:
- 11 The first option would be to make the payment by way of an annual grant to the pool committee. The additional \$8,000 (plus GST) could be collected as part of the wider Ardlussa Community Board rate and would see an annual rates increase of \$14.84 per annum for urban ratepayers and \$3.71 for rural ratepayers.
- 12 The second option would be to collect the money via the current Riversdale hall rate. There are 397 properties who each pay \$58.21. This would need to increase by \$23.17 per household to allow for the \$8,000 (plus GST) grant making the total rates collected for the community centre and pool \$81.38 per property or SUIP (separately used or inhabited part of a rating unit).
- 13 If the board wishes to proceed with either option, a recommendation will need to be made to Council that rates be increased from 1 July 2022; this would need to be included as part of the 2022/2023 Annual Plan process.
- 14 It should be noted that a grant would not be able to be made until at least 1 July 2022. If the board wishes to support the pool committee in the current year (2021/2022) then it could look to use reserve balances for a one-off grant.
- 15 The forecast balance of the Riversdale general reserve as at 30 June 2021 was approximately \$23,000. It should be noted that at the time of preparing this report the updated balance had not been calculated. Also, there may be an impact on the funding of other projects in the future if a one-off grant is approved. This could be mitigated by taking out loans for future projects however.
- 16 Another issue for consideration is that there is another swimming pool located in Balfour which is also run by a committee. The board may choose to carry out some further engagement with the Ardlussa community to understand their needs with regards to swimming pools in the area and their current usage etc.

**Ardlussa Community Board
11 August 2021**

Factors to consider

Legal and statutory requirements

- 17 The board has power to recommend to Council with regards to rating changes. If Council is supportive of additional funds being collected for this purpose then it will be included as part of the 2022/2023 Annual Plan process.

Community views

- 18 If the community board supports the proposal to increase rates in order to provide an annual grant to the pool committee there will be opportunity for the community to provide feedback as part of the 2022/2023 Annual Plan process.

Costs and funding

- 19 The board has three options available; to collect the funds via the Ardlussa Community Board rate, via the Riversdale hall rate or to not provide ongoing funding assistance.
- 20 The funding impact for options one and two are detailed below;

VIA ARDLUSSA CB RATE

Rate	Number of Rating Units	Differential Factor	Current Rate per rating unit 21/22	Revised Rate with Pool Grant (\$8k + GST) per rating unit 21/22	Increase
Ardlussa CB Rate – Urban (Map 203, 186, 211)	484	1	\$202.71	\$217.55	\$14.84
Ardlussa CB Rate – Rural (Map 177)	544	0.25	\$50.68	\$54.39	\$3.71

Note – based on the LTP, rates for the Ardlussa CB in 22/23 are projected to increase 10% over 21/22 - so depending on timing when the \$8k added if in 22/23 the increase would actually be 18% over current year.

VIA HALL RATE

If we were to collect this info through the Riversdale Hall Rate – this would equate to a **\$23.17** increase on the current rate.

Rate	Number of SUJP (properties)		Current Rate per rating unit 21/22	Revised Rate with Pool Grant (\$8k + GST) per rating unit 21/22	Increase
Riversdale Hall (map 89)	397		\$58.21	\$81.38	\$23.17

Policy implications

- 21 Council would like to be more consistent in its approach to collecting rates and, as such, would prefer that any additional funds are collected as part of the wider Ardlussa Community Board rate.

Analysis

Options considered

- 22 The options are to either provide additional funding support in the amount of \$8,000 (plus GST) per annum to be funded via the Ardlussa Community Board rate or via the Riversdale hall rate or to not support the funding request.

Ardlussa Community Board
11 August 2021

Analysis of Options

Option 1 – provides additional funding support to the Riversdale pool in the amount of \$8,000 plus GST per annum to be collected via the Ardlussa Community Board rate.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> additional financial support is provided to the pool to assist with its operational costs which will help to ensure that the facility remains available to the community. 	<ul style="list-style-type: none"> increases the Ardlussa Community Board rate which may place financial burden on some households.

Option 2 – provides additional funding support to the Riversdale pool in the amount of \$8,000 plus GST per annum to be collected via the Riversdale hall rate.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> additional financial support is provided to the pool to assist with its operational costs which will help to ensure that the facility remains available to the community. 	<ul style="list-style-type: none"> increases the Riversdale hall rate which may place financial burden on some households.

Option 3 – declines the request for ongoing funding support for the Riversdale pool

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> no further rates increase will be required. 	<ul style="list-style-type: none"> the pool may not be able to continue to operate unless additional funds are secured.

Assessment of significance

- 23 This proposal is not considered significant.

Recommended option

- 24 Option one is the recommended option.

Next steps

- 25 If the Ardlussa Community Board supports this proposal, it will be included as part of their recommendations to Council as part of the 2022/2023 Annual Plan process.
- 26 If the board does not support the proposal, the status quo will remain and the pool committee will be advised accordingly.

Attachments

- A Letter to Ardlussa Community Board from Riversdale Pool Committee seeking funding support - 9 June 2021

11 August 2021

Ardlussa Community Board

C/- Hilary Kelso

09 June 2021

Dear Committee

We are writing to you to request your support with the financial costs of the new project we have taken on with the school and community baths.

We recognise the current heating system is not adequate for the needs of the school or the community. Due to this, school swimming has been affected multiple times.

The pool committee has decided following our community survey, to go ahead with the purchase and installation of a new heating system. We have accepted a quote with Raynor's southland after extensive research. It has been decided to install a 65Kw NZ made heat pump to increase the pool water temperature to 28 degrees throughout the swimming season.

The approximate cost will be \$50,000. We are actively fundraising and applying for grants to fund this project.

As this project is a large investment into the school and community baths, we are seeking financial assistance to help towards both the installation and the ongoing costs. We recognise and greatly appreciate your \$7,000 contribution.

We estimate the annual running cost to be around \$8,000 pa over and above key sales. We would like you to consider annual financial support to keep this fantastic community asset alive and humming.

Thank you for your consideration.

Yours Sincerely

Alice Blacktopp
Committee Member, Riversdale Pool

Dana Davis
President, Riversdale Pool

Janine Marshall
Secretary, Riversdale Pool

Council report

Record No: R/21/9/52601

Author: Shanin Brider, Community and futures administrator

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

Chief executive update

Covid-19

1. Southland District Council (SDC) staff have responded extremely well to the outbreak of the delta variant of Covid-19. When the announcement was made for the nation to commence Level 4 lockdown, the incident management team (IMT) convened immediately and re-established the protocols required to allow as much of normal activity as possible to continue.
2. While the experience of working from home is not unfamiliar since the arrival of the pandemic, it is important to acknowledge that working from home under lockdown conditions is not the same as remote working, and for many the challenges of working at home have been significant. Fortunately, the unexpected presence of family members on zoom calls is now generally accepted with good humour, but for many of our staff, working under these conditions is far from ideal.
3. We all look forward to the return to normal life and will look to reopen council facilities as soon as we are allowed to do so safely. In the meantime, I want to express my thanks to the IMT and the staff of SDC for their efforts and their patience.

RMA reform

4. Approximately 3,000 submissions on the Natural and Built Environments (NBA) bill were received by the Select Committee. SDC submitted, and was also part of the wider Otago and Southland joint Local Government Submission. The joint submission was presented to the Select Committee by Mayors Hicks and Cadogan on 6 September via zoom. The bill charts a new path for environmental management and will replace the now 30 year old RMA. Another more detailed exposure draft of the NBA will be made public next year for submissions which will contain more detail than the initial version.
5. The proposed Spatial Planning Act is also a key component of the RMA reform as it will set a long-term strategic approach on how we integrate land use planning, infrastructure provision, environmental protection and climate change matters. Both pieces of legislation are proposed to be brought into law this parliamentary term. These pieces of legislation will require regional coordination between local government and iwi to provide regional environmental plans.

National environmental policies

6. There are a number of key policies being progressed by central government which specifically manage key parts of our natural and built environment. These support the interpretation and implementation of the high-level legislation. The key National Policy Statements that are being generated which impact SDC are the ones for Indigenous Biodiversity (NPS-IB) and Highly Productive Land (NPS-HPL). A revised exposure draft on the NPS-IB is anticipated in early October for a two week consultation round with local government and iwi. SDC submitted in

2020 on the previous exposure draft, key points on that submission were the significant cost and volume of work required to give effect to the proposed requirements. Indications are that the NPS-IB will be finalised in the first quarter of 2022. The NPS-HPL is progressing and intended to set national direction on maintaining the productive capacity of our high value soils. No timeframe has been given of when this NPS will be finalised.

Climate change

7. A climate Adaptation Act is proposed as part of the RMA reform to ensure that climate change impacts are adequately managed and considered through planning and long-term spatial strategies. For local government, there are two key workstreams, these being adaptation (from already present and impending climate change impacts) and mitigation (limiting carbon emissions).
8. In the adaptation space, A National Climate Change Adaptation Plan is due to be published in August 2022 which will provide guidance on how local government manages the increasing impacts of climate change on infrastructure, communities and private investments. central government work is also underway to set up local risk assessment framework in order to get regional and local risks understood and managed in a consistent way across the country.
9. In the mitigation space, central government has been consulting on reforming part of the Emissions Trading Scheme (ETS) as it relates to industrial allocation, this is to ensure a fair and efficient market for carbon credits. Additionally, the Climate Change Response Act 2002 requires the government to prepare emission reduction plans with emission targets to transition NZ towards being net carbon neutral by 2050. The first emissions reduction plan is due to be published by the end of 2021.

Services and Assets

Forestry (IFS)

10. Final valuation for FY2020/2021 year has been received.
11. Draft harvest plan for Waikaia in FY2021/2022 has been submitted, pending action in fourth quarter of 2021.

Around the Mountains Cycle Trail

12. Six yearly structural inspections of the bridges on the trail are complete with minor items identified. These have been instructed for action by the maintenance contractor and work is progressing. Price has been requested for further maintenance items identified through the annual trail inspection.
13. Pre-development project work to address the Centre Hill erosion has commenced and SDC is continuing to work with Landcorp to identify suitable solutions including appropriate survey instruments for the site.
14. Council has made the decision to establish an Around the Mountain Cycle Trail Trust to manage the user experience. Councillor Christine Menzies has been appointed to this trust as Council's representative.

Property

15. Staff levels are now back to a full complement however the demands of community housing means that this is using up all of the returned staff resource with little or no action undertaken to deal with the significant work backlog in other areas.
16. Work that is underway is the rent review and renewal of Riverton Harbour Endowment farming leases which happen every 21 years. This is at the stage of Council valuers completing their task to advise the Lessees of the new rentals and the new rental amounts have been sent to the Lessees. The draft leases with Landcorp for the lands at Kepler are at the final stages awaiting resolution of water allocation and flows being confirmed.
17. Numerous internal enquiries regarding what is allowed on Council property are being received and processed. This is an important role given the many differing land status, to ensure the asset managers are undertaking work on Council property and in accordance with the many restrictions that may, or may not, exist with each status.

Strategic water and waste

Operations and maintenance contract 10/01

18. Downer has been responding to a higher than normal amount of sewer blockages recently.
19. A sewer blockage in Riverton resulted in an overflow from a manhole beside the Orepuki Highway. Environment Southland were notified and attended the clean-up. The blockage was found to be caused by wet wipes.

Resource consent renewals (wastewater)

Wastewater scheme upgrade	Description	Capital budget
Balfour WWTP and consent	A revision to the work scope and strategy has been requested. This is due to the likely limited number of future disposal options to be short-listed early in the proposal.	\$1.5 million
Edendale/Wyndham WWTP and consent	A strategy has been proposed and this has also had a revision requested to the scope on the basis that the primary feature will be disposal and not enhancing treatment levels.	\$3.0 million
Manapouri WWTP and consent	The missing bore has been located and requires physical works attention. A feature survey, drone flight, pond drop test and sludge depth assessment have all been scheduled. No further working group meetings will be scheduled until this engineering data has been collated for short-list considerations.	\$4.0 million
Riversdale WWTP and consent	The submission period has closed for the resource consent and a determination is underway with draft conditions expected soon.	\$2.6 million

Wastewater scheme upgrade	Description	Capital budget
	A survey has been engaged to carry out both the legal and feature survey subject to Council decision. Tender documents and timeline are progressing.	
Stewart Island disposal field	Disposal field upgrade design has been completed and will be constructed later this year.	
Winton WWTP and consent	The revised strategy was presented to Environment Southland and the Winton Working Group on 3 August. A staged approach is now being developed subject to further input from Te Ao Marama. The option to connect with Invercargill has yet to be further consulted at staff level.	\$25 million
Gap Road East pipes	Te Anau Earthworks have commenced pipeline installs for the pressure sewer and a water pipe to Rata Lodge. Council has contributed financially to the upgrade size of these pipes to be vested in Council.	

Stimulus

20. Work continues with the Stimulus programme, and 2020/2021 LTP capex programme packages with 12 projects completed, another eight underway.
21. There are five projects currently under design and one project with completed design awaiting allocation to one of the panel contractors.
22. 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 four local contracting companies) for our delivery. Our use of external professional resource for quality assurance, quantity surveying/ price evaluation and contract engineering is proving efficient and valuable.
23. This stimulus report is based on a three day lockdown at this stage, but our delivery confidence would slip if it extended into weeks.

Project delivery team (PDT).

24. The 2021/2022 works programme is well underway with circa \$3m turnover completed in July
25. Carry forward process is nearly complete but overall won't have a major impact on the 2021/2022 year.
26. Contractor engagement drop in sessions where held in August with over 40 local contractors attending.
27. First major package of works has gone out to market with the toilet replacement package.
28. Major bridge package is due out to market end of August.
29. Brendan Gray has started in the project delivery team manager role as of 16 August.

Community facilities

30. The team has been working with the finance team to complete the year end process.
31. We are now working through the process of packaging up the capital works programme so that it can go out to the market. Part of this process is engaging with our communities to let them know what we are going to deliver this financial year. The first part of this process is a communications piece that will go out in the First Edition.
32. In addition to this there is also a drive to engage with the contracting market so that they are aware of the amount of work that is coming on stream. Two drop sessions have been arranged so that staff can update interested parties on the works programme and Council's approved contractor requirements.
33. There are still some projects from the last financial year that are yet to be completed. A lack of contractor resource and a delay in materials has contributed to these projects not being completed.
34. The activity management plan maturity assessment has identified some gaps in our existing plans and we will be working through how to address these issues to bring the plans up to the levels recommended in the assessment.
35. Some of focus will now shift to looking at preparing for the 2022/2023 financial year's capital works programme.
36. Work is continuing with the fire evacuation plans for all of the halls. Plans have been lodged with FENZ and are now awaiting approval. Staff are working with the community leadership team and the community boards to meet with hall groups and their communities to inform them of the changes to the FENZ requirements and the changes in the hall management structure. These conversations have generally been positive and clarified some misunderstanding around Council process.
37. The Waikaia mowing contract became effective on 1 July 2021 however the contractor (Waikaia Progress League) have yet to meet their requirements to become an approved contractor. They were issued the contract in January 2021 so have had seven months to meet these requirements.
38. The Otautau gardening contract is yet to be finalised. Staff have been working with the incumbent contractor to finalise the contract. This will require an unbudgeted expenditure report as the quoted price from the contractor exceeds the budget that was set in the LTP.
39. The Tuatapere gardening contract is yet to be finalised. Staff have been working with the incumbent contractor however they are struggling to meet the traffic management requirements to bring them up to an approved primary contractor with Council.
40. The gardening contracts in Ohai and Edendale/Wyndham have been picked up by the work scheme team.
41. The Northern Community Board is looking at rationalising their gardens before entering into a new contract.

Strategic transport

National Land Transport Plan

42. The National Land Transport Programme must be adopted by Waka Kotahi NZ Transport Authority by 1 September 2021 to give effect to the government policy on Land Transport for the next three years. This will see the confirmation of budgets for Council of Waka Kotahi NZ Transport Authority funded activities.

43. While Council has received indicative funding for the maintenance and renewals' programme, no indication of funding has been provided in relation to the low-cost low risk funding category. This funding category covers the bulk of Council safety related projects.

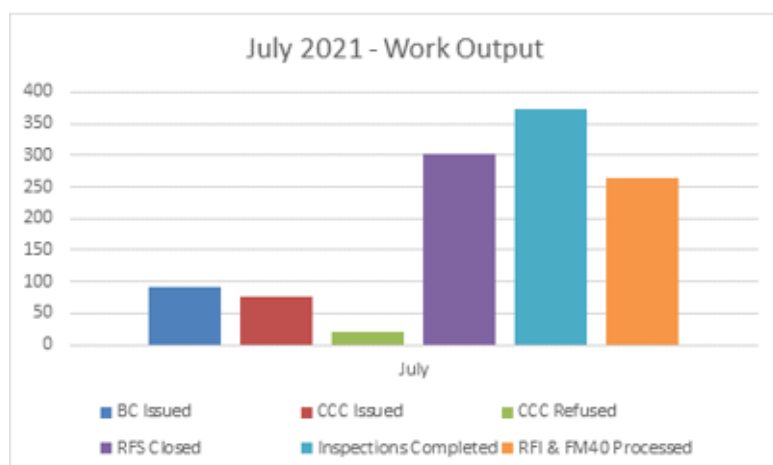
District wide roading programme

44. As previously reported a condition of funding from Waka Kotahi NZ Transport Authority for bridges' funding was that a Present Value End of Life Analysis (effectively a mini business case) has to be approved for each bridge. These were sent to Waka Kotahi NZ Transport Authority for their official approval. Waka Kotahi were very responsive to these resulting in a quick turnaround which has allowed staff to continue with procurement requirements.
45. The first of the road pavement rehabilitation packages is out to tender. This is for a section of road on Riversdale Waikaia Road.
46. The remainder of the package, have either had a design review completed or are in the process of having design and tender document reviews being completed with the plan to have these all out to market by the end of August and early September.
47. Meetings have been held with both resurfacing contractors to finalise individual treatment options for the district wide resurfacing (reseal) programme. The resurfacing programme starts on 1 October and runs through until 30 March.
48. Historically the bulk of New Zealand's bitumen has come from the Marsden Point refinery. This is in the process of closing down which may over the shorter term have an impact on bitumen supply. The facility however could act as a bitumen import terminal should there be demand however this is yet to be determined
49. At present no concerns have been raised by our resurfacing contractors regarding supply constraints or issues.

Environmental Services

Building

50. The team have achieved 99% compliance to statutory timeframes for both building consents and code compliance certificate decisions during the month of July 2021.
51. Council continue to receive a high volume of consents with 97 consents received during July 2021. 124 building consents are currently being processed by Council (56 of those waiting for further information). Currently, an average 74% of consents received by Council require further information prior to being issued.
52. Inspection volumes remain high with 372 inspections completed in July at a pass rate of 53%.
53. There are a couple of vacancies in the department which are currently being advertised.



July 2021 – Building Consents Received

Primary Property Hk Ey → Property Ward	Count	Sum of Application Val...
Mararoa Waimea	26	NZ\$3,010,623.00
Oreti	28	NZ\$3,635,800.00
Stewart Island Rakiura	2	NZ\$426,000.00
Waiau Aparima	25	NZ\$671,650.00
Waihopai Toetoe	15	NZ\$1,326,000.00

Environmental health

54. There are three alcohol/food businesses that require some SDC staff intervention to meet standards. As always, we aim to achieve this through voluntary compliance as opposed to enforcement measures.
55. The hearing for the proposed bottle store in Riverton was held, the District Licensing Committee refused the application.
56. Both DOC Invercargill and DOC Te Anau advise that no funding is available this year for freedom camping shared services in Te Anau and the Catlins. Freedom camping services will be offered in these two areas again, though limited. Staff are determining the budget available internally for this; and two SDC vehicles have been retained for use.

Animal control

57. The next step in the dog registration process is the dog control officers following up on those dog owners that have not re-registered their dogs. As at 17 August around 1,000 dogs remain unregistered. All are subject to the late penalty.

Resource management

Resource consents

- 58. The volume and complexity of resource consent applications received remains high over the first six months of the calendar year.
- 59. Two applications have been publicly notified and are out for submissions. New applications seeking limited notification are have also been received.
- 60. It's anticipated that the volume and complexity of consent will continue over the next six months.

Environmental Policy

- 61. Work is continuing on the review of the landscapes chapter of the Operative Southland District Plan 2018. It's anticipated that this work will continue into the new year when the plan change will be notified.
- 62. The District Plan effectiveness report has been completed and was presented to the Regulatory and Consents Committee on 14 June. It made a number of recommendations to better improve the performance of the District Plan. Scoping work is underway to identify the priorities of any other District Plan changes needed to ensure that the plan maintains being effective and compliant with legislation.

Legislative reforms

- 63. Council made a submission on the Exposure Draft for the Natural and Built Environments Act in this reporting period. This is one of the three pieces of legislation proposed to replace the RMA. Council was also part of the joint Otago Southland submission which reflected wider issues across the two regions.
- 64. The proposed act is significantly different to the Resource Management Act and will mean wide-ranging changes to environmental management.

Community and democracy

Knowledge management

- 65. LIM numbers remained steady for the month of June with 42 LIM's being lodged. We kept our 6 day average turnaround which is promising. In June we processed 167 property file requests which averages 8 per day. LIM's and Property files were moved to E-pathway this month which has reduced some of the manual processing required and now allows for improved reporting.

Customer support

- 66. From 01 June we have completed RFS's 1991 customers and completed 2688 animal changes. This does not include the dog renewals. Having the ability to easily utilise resource across the Customer Support team throughout the district worked well and we will definitely replicate this model moving forward.

Recommendation

That Ardlussa Community Board:

- a) **Receives the report titled "Council report" dated 24 September 2021.**

Attachments

There are no attachments for this report.

Chairperson's report

Record no: R/21/9/52354

Author: Rose Knowles, Committee advisor/customer support partner

Approved by: Anne Robson, Chief financial officer

☐ Decision

☐ Recommendation

☒ Information

Purpose of report

- 1 The purpose of the report is to provide an update to the Ardlussa Community Board on activities that the chairperson has been involved in since the August 2021 meeting.
- 2 The report also provides an opportunity for the board chairperson to present an overview of the issues he has been involved with.
- 3 Items of interest that the chair is reporting on are as follows:
 - workshop via Zoom with Council staff and members to discuss, pool rating, cycle trail funding, Balfour pump track survey results
 - community board chairs Zoom meeting to discuss workshop on the 25 September which Ray and myself will attend
 - community services award closed on the 3 September
 - Waikaia traffic management plan still unsolved.

Recommendation

That the Ardlussa Community Board:

receives the report titled "Chairperson's report" dated 24 September 2021.

Attachments

There are no attachments for this report.