



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

Date: Monday, 22 November 2021
Time: 6.30pm
Meeting room: Lumsden Memorial Hall
Venue: Cnr Hill Road and Level Street
Lumsden

Northern Community Board Agenda OPEN

MEMBERSHIP

Chairperson	Greg Tither
Deputy Chairperson	Lance Hellewell
Members	Peter Bruce
	Pam Naylor
	Carolyn Smith
	Sonya Taylor
	Councillor John Douglas

IN ATTENDANCE

Committee advisor/customer support Partner	Rose Knowles
Community partnership leader	Kelly Tagg
Community liaison officer	Kathryn Cowie

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

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

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.

Phones – Please turn your mobile devices to silent mode.

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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

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

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

Local activities include:

- i) community leadership
 - ii) local halls and community centres (within Council's overarching policy for community facilities)
 - iii) wharves and harbour facilities
 - iv) local parks and reserves
 - v) parking limits and footpaths
 - vi) Te Anau/Manapouri Airport (Fiordland Community Board)
 - vii) Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board)
 - (i) for the above two local activities only
 - (ii) recommend levels of service and annual budget to the Services and Assets Committee
 - (iii) monitor the performance and delivery of the service
- 19) naming reserves, structures and commemorative places
- a) authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.
- 20) naming roads
- a) authority to decide on the naming for public roads, private roads and rights of way
- 21) assist the chief executive by providing comment (through the board chairperson) to consider and determine temporary road closures applications where there are objections to the proposed road closure.

Rentals and Leases

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

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

Environmental management and spatial planning

- 22) provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment.
- 23) recommend to Council the level of bylaw service and enforcement to be provided within the community, having regard to the need to maintain consistency across the District.

	<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>

TABLE OF CONTENTS

ITEM	PAGE
PROCEDURAL	
1 Apologies	13
2 Leave of absence	13
3 Conflict of interest	13
4 Public forum	13
5 Extraordinary/urgent items	13
6 Confirmation of minutes	13
REPORTS	
7.1 Impact due to rationalised Waka Kotahi funding for footpath renewals (2021 - 2024)	21
7.2 Direction-setting for Annual Plan 2022/2023	27
7.3 Unbudgeted expenditure request for "Welcome to Athol" signs	41
7.4 Long Term Plan 2021-2031 - community board feedback	47
7.5 Future of the Alcohol Control Bylaw	63
7.6 Community leadership report	87
7.7 Operational Report for Northern Community Board	95
7.8 Council report	107
7.9 Chairperson's report	115
PUBLIC EXCLUDED	
Procedural motion to exclude the public	119
C8.1 Community Service Awards - nominations and allocation - September 2021	119

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 Northern Community Board, 04 October 2021



Northern Community Board

OPEN MINUTES

Minutes of a meeting of Northern Community Board held in the Southland District Council Lumsden Office, 18 Diana Street on Monday, 4 October 2021 at 6.30pm.

PRESENT

Chairperson	Greg Tither
Deputy Chairperson	Lance Hellewell
Members	Peter Bruce
	Pam Naylor
	Carolyn Smith
	Sonya Taylor
	Councillor John Douglas

IN ATTENDANCE

Community liaison officer	Kathryn Cowie
Committee advisor/customer support	Rose Knowles
Partner	
Community partnership leader	Kelly Tagg
Councillor	Rob Scott

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

Sonya Taylor declared a conflict of interest in relation to item 7.4 – Community Partnership Fund Application – Mossburn Community Centre and would not take part in discussion or vote on the matter.

4 Public forum

There was no public forum.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Pam Naylor, seconded Carolyn Smith and resolved:

That the Northern Community Board confirms the minutes of the meeting held on 9 August 2021 as a true and correct record of that meeting.

Reports

7.1 Community leadership report

Record No: R/21/9/52479

Community partnership leader – Kelly Tagg was in attendance for this item.
Mrs Tagg advised the purpose of this report is to inform the board of the community leadership activities in the area.

Discussion was held on the following topics:

- Community service awards
- Highways South update

Resolution

Moved Sonya Taylor, seconded Pam Naylor and resolved:

That the Northern Community Board:

- a) **receives the report titled “Community leadership report” dated 27 September 2021.**

7.2 Operational Report for Northern Community Board

Record No: R/21/9/50878

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

Mrs Tagg advised the purpose of this report is to inform the board of the operational activities in the area.

Discussion was held on the following topics:

- New memorial wall at the Mossburn cemetery
- Townships mowing with new contractor – maps for members to fill in
- Athol railway project issue to be stabilized in the next few weeks
- Lighting maintenance contract

Resolution

Moved Peter Bruce, seconded Pam Naylor and resolved:

That the Northern Community Board:

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

7.3 Financial Report for the year ended 30 June 2021

Record No: R/21/8/47642

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

Mrs Tagg advised the purpose of this report is to present the final financial results and supporting information for the board area for the year ended 30 June 2021.

Mrs Tagg also advise that the audit of Council is not scheduled till November/December therefore the financial results presented may be subject to change.

Resolution

Moved Carolyn Smith, seconded Pam Naylor and resolved:

That the Northern Community Board:

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

7.4 Community Partnership Fund Applications - August 2021 round

Record No: R/21/9/50179

Community liaison officer – Kathryn Cowie as in attendance for this item.

Mrs Cowie advised that purpose of this report is for the Northern Community Board to allocate funding for the August 2021 round of the Northern Community Partnership Fund.

Mrs Cowie also advised that a total of four applications have been received with \$6,069 available to allocate through the Northern Community Partnership Fund in the 2021/2022 financial year.

Moved Carolyn Smith, seconded Pam Naylor recommendations a to d.

The motion was put and declared CARRIED.

Moved Pam Naylor, seconded Chairman Tither recommendation e as follows:

- e) Approves/declines a grant of \$1,700 to the Mossburn Community Pool Inc. to assist with purchasing a new pool vacuum cleaner, chemical tester, and fencing.

The motion was put and declared CARRIED.

Moved Lance Hellewell, seconded Pam Naylor recommendation f as follows:

- f) Approves/declines a grant of \$1,795 to Vanessa Hamilton/Mossburn Social Table Tennis Club to assist with setting up a social table tennis club in Mossburn subject to a new application being submitted by the Mossburn Primary School or with the club having an registered entity.

The motion was put and declared CARRIED.

Moved Carolyn Smith, seconded Peter Bruce recommendation g as follows:

- g) Approves/declines a grant of \$1,040 to JB Filming/Jack Brensell for film equipment to make a short film in and about Mossburn subject to a new application being submitted by Northern Southland College.

The motion was put and declared CARRIED.

Sonya Taylor withdrew from any discussion due to a conflict of interest.

Moved Pam Naylor, seconded Peter Bruce recommendation h as follows:

- h) ~~Approves/declines~~ Approves a grant of \$1,534 to the Mossburn Community Centre Inc. to install a heat pump in the squash social area/entranceway at the community centre.

The motion was put and declared CARRIED.

Final Resolution

That the Northern Community Board:

- a) **receives the report titled “Community Partnership Fund Applications - August 2021 round ” dated 16 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) Receives applications from the following:
 - 1. Mossburn Community Pool Inc.
 - 2. Vanessa Hamilton/Mossburn Social Table Tennis Club
 - 3. JB Filming/Jack Bressnell
 - 4. Mossburn Community Centre Inc.
- e) Approves a grant of \$1,700 to the Mossburn Community Pool Inc. to assist with purchasing a new pool vacuum cleaner, chemical tester, and fencing.
- f) Approves a grant of \$1,795 to Vanessa Hamilton/Mossburn Social Table Tennis Club to assist with setting up a social table tennis club in Mossburn subject to a new application being submitted by the Mossburn Primary School or with the club having an registered entity.
- g) Approves a grant of \$1,040 to JB Filming/Jack Bressnell for film equipment to make a short film in and about Mossburn subject to a new application being submitted by Northern Southland College.
- h) Approves a grant of \$1,534 to the Mossburn Community Centre Inc. to install a heat pump in the squash social area/entranceway at the community centre.

7.5 Council report

Record No: R/21/9/52613

Councillor Douglas took the board through the report.

Cr Douglas drew a number of issues to the attention of the board including:

- RMA reform
- Climate change
- Forestry
- Around the mountains cycle trail
- Three waters update

Resolution

Moved Pam Naylor, seconded Peter Bruce and resolved:

That Northern Community Board:

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

7.6 Chairperson's report

Record No: R/21/9/52350

Chairperson Greg Tither updated the members on activities that he has been involved with since the last meeting which included:

- Lumsden garden upgrade – Nigel Cowburn from Grow-plan Ltd has been approved to proceed with the project
- Contact with Castlerock pony club and Gabriela Heszlar regarding the grazing lease **of the recreation grounds re the responsibility's for mowing and care for the grounds**
- congratulations to our deputy chair, Lance Hellewell for his contribution to the **community with 25 years' service with the volunteer fire brigade and he is to receive his gold star award when covid levels allow.**
- Review of community boards with E Hughes update.

Resolution

Moved Carolyn Smith, seconded Pam Naylor and resolved:

That the Northern Community Board:

- receives the report titled “Chairperson's report” dated 27 September 2021.**

The meeting concluded at 8pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE NORTHERN COMMUNITY BOARD
HELD ON 4 OCTOBER 2021

DATE:.....

CHAIRPERSON:.....

Impact due to rationalised Waka Kotahi funding for footpath renewals (2021 - 2024)

Record no: R/21/11/59249

Author: Hartley Hare, Strategic manager transport

Approved by: Matt Russell, Group manager infrastructure and environmental services

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The following report outlines the impacts and approach required to be taken to rationalising the footpath programme, due to the reduced funding received from Waka Kotahi (NZTA) for the next three years of the Long Term Plan.

Executive summary

- 2 As part of the Long Term Plan process, Waka Kotahi was well over subscribed nationally for funding assistance. Initially Council only received approved funding assistance for \$85 million (52% Waka Kotahi funded) of the \$100 million three year transport works programme submitted for approval. This has subsequently been increased to \$92 million over the three years.
- 3 The reduced funding was not split evenly across all transport activities, with some activities being more impacted than others. In September, Council was notified it had received only \$800,000 out of the \$2,406,000 for the three years for footpath renewals. This equates to approximately 33% of what was requested.
- 4 Council is required to ensure that the Waka Kotahi share of funding is prioritised at a district level and spent on the most critical sites. Due to this, further rationalisation has been required for the 2021/2022 programme for allocating a district wide priority ranking for all sites, based on their condition. From this, the highest priority sites will receive the available Waka Kotahi funding.
- 5 It is proposed to combine the 2022/2023 and 2023/2024 footpath renewal programmes and reprioritise it similar to the 2021/2022 programme. This combined programme will be presented to community boards in March 2023 from the latest condition data and will be constructed in the winter of 2023 spanning the two financial years.

Recommendation

That the Northern Community Board:

- a) **Receives the report titled “Impact due to rationalised Waka Kotahi funding for footpath renewals (2021 - 2024)” dated 12 November 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) Acknowledges the new rationalised approach taken by the transport team for distributing the reduced Waka Kotahi funding for the 2021/2024 footpath programmes.
- e) Approves one of the following options for Mossburn for the remaining 2021/2022 footpath renewal programme that did not meet the threshold of Waka Kotahi funding:
 - Option 1 – Approves unbudgeted expenditure of \$16,271.67 to fully fund the **renewal sites that didn’t meet the criteria for Waka Kotahi funding through** the Mossburn general reserve.
 - Option 2 – Not applicable for Mossburn sites.
 - Option 3 – Hold all remaining budgets in a footpath reserve until the next Long Term Plan.
- f) Approves one of the following options for Lumsden for the remaining 2021/2022 footpath renewal programme that did not meet the threshold of Waka Kotahi funding:
 - Option 1 – Approves unbudgeted expenditure of \$13,104.00 to fully fund the **renewal sites that didn’t meet the criteria for Waka Kotahi funding through** the Lumsden general reserve.
 - Option 2 – Approves to reallocate \$13,104.00 of the 2021/2022 footpath level of service budget **to fully fund the renewal sites that didn’t meet the criteria for** Waka Kotahi funding. The remaining level of service budget will be carried forward into the combined year two and three footpath programme.
 - Option 3 – Hold all remaining budgets in a footpath reserve until the next Long Term Plan.
- g) Endorses combining years two and three footpath renewal programmes to be delivered mid-2023.

Background

- 6 As part of the Long Term Plan process, Waka Kotahi was well over subscribed nationally for funding assistance. Initially Council only received approved funding assistance for \$85 million (52% Waka Kotahi funded) of the \$100 million three year transport works programme submitted for approval. This has subsequently been increased to \$92 million over the three years.

7 The reduced funding was not split evenly across all transport activities, with some activities being more impacted than others. In September, Council was notified it had received only \$800,000 out of the \$2,406,000 for the three years for footpath renewals. This equates to approximately 33% of what was requested.

8 Council is required to ensure that the Waka Kotahi share of funding is prioritised at a district level and spent on the most critical sites. Due to this, a reprioritised approach has been made allocating a district wide priority ranking for all sites based on their condition. From this the highest priority sites will receive the available Waka Kotahi funding assistance rate (52%).

Year one (2021/2022)

9 Earlier this year, the 2021/2022 footpath renewal programme was developed through consultation and agreed with the community boards. However, to effectively distribute the Waka Kotahi funding at a district level, all sites have been given a "district wide priority ranking" based on their condition. Therefore, higher priority ranked sites will continue to receive the available Waka Kotahi funding assistance, whereas low priority sites will not. The following sites previously agreed with the board for 2021/2022 did not meet the cut-off for the rationalised Waka Kotahi funding assistance.

- Mossburn - Cornwall Street
- Lumsden - Maria Street.

Year two and three (2022/2023 and 2023/2024)

10 It is proposed to combine the 2022/2023 and 2023/2024 footpath renewal programmes. This combined programme will be presented in March 2023. The programme will be developed from the latest condition data and will be constructed in the winter of 2023 spanning the two financial years.

11 This approach will provide Council the opportunity to continue to tender a more desirable works programme, at the best suited time of year for the construction market, and ensure all works is completed before the end of year three funding period, to avoid any risk of losing Waka Kotahi funding.

12 This timing will also allow the community boards the opportunity and time to redirect an additional budget to fund the remaining programme or redirect the budgets to alternative projects if so desired.

13 A combined year two and three programme will be completed by giving all the footpaths a "district wide priority ranking" based on their latest condition assessment.

14 Footpaths with the highest priority rankings will receive Waka Kotahi funding if they have the local share to match. However, if the town does not have adequate local funding, the Waka Kotahi funding will be reallocated to the next priority site in the district.

Factors to consider

Legal and statutory requirements

15 There are no legal and statutory requirements.

Costs and funding

Year one (2021/2022)

- 16 The above site(s) in paragraph 9 were originally programmed in the Long Term Plan budgets to have 48% local funding and 52% Waka Kotahi funding assistance. However, due to the reduced funding the sites were not eligible for the Waka Kotahi funding assistance.
- 17 To proceed with the entire 2021/2022 programme the community board will be required to fully fund the above sites themselves (Mossburn \$16,271.67 and Lumsden \$13,104.00) through the general reserves or redistribution of level of service (LOS) footpath budget.
- 18 Mossburn - the Mossburn general reserves had \$85,049 at year end with \$17,959 not allocated in the Long Term Plan. Mossburn does not have a LOS footpath budget for 2021/2022.
- 19 Lumsden - the Lumsden general reserves had \$93,497 at year end with \$16,674 not allocated in the Long Term Plan. Lumsden has a budget in 2021/2022 of \$45,000 allocated to LOS footpaths. Currently this budget is programmed to construct footpaths on Meadow Street and Hill Road.
- 20 Alternatively, all remaining funding can be held in reserves until the next Long Term Plan. Doing this will provide the opportunity to use the budget to resubmit for Waka Kotahi funding assistance consideration. Any footpaths not renewed within the next three years will be held through maintenance budgets with a do minimum approach.

Year two and three (2022/2023 and 2023/2024)

- 21 Impacts and funding options for years two and three combined programmes, will be outlined in the report to the board once this programme has been reprioritised based on funding available and latest condition data.

Policy implications

There are no policy implications.

Analysis of options

Options available if Waka Kotahi funds are not available

- 22 Three main options have been considered where Waka Kotahi funds are not available for sites that were allowed for within the Long Term Plan.

Option 1 – 100% local funded via reserves.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> larger renewal footpath programme can be delivered better manages asset deterioration and the required renewal profile higher level of service provided where renewals are completed. 	<ul style="list-style-type: none"> no Waka Kotahi funding assistance to maximise local share.

Option 2 – 100% local funded via redistribution of Level of Service (LOS) Footpath funds.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• larger renewal footpath programme can be delivered• better manages asset deterioration and the required renewal profile• higher level of service provided where renewals are completed.	<ul style="list-style-type: none">• no new LOS footpaths will be constructed where funding has been redistributed• no Waka Kotahi funding assistance to maximise local share.

Level of Service sites for Lumsden area are as follows:

- Meadow Street - \$10,000
- Hill Road - \$35,000.

Option 3 (Recommended) – Delay renewals with the hope of securing Waka Kotahi funding in future (>2024).

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• potential to deliver an enhanced footpath renewal programme for the same local share of funding if Waka Kotahi funding can be secured.	<ul style="list-style-type: none">• delayed sites will continue to deteriorate• no guarantee of Waka Kotahi funding being available in future.

Assessment of significance

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

Recommended option

- 24 For the Northern Community Board to approve option three for both Mossburn and Lumsden 2021/2022 footpath renewal programmes and delay renewals with the hope of securing Waka Kotahi funding in future (>2024).
- 25 That the Northern Community Board endorses combining years two and three footpath renewal programmes to be delivered mid-2023.

Next steps

- 26 Tender the 2021/2022 footpath programme.
- 27 Prepare and present the proposed rationalised programme for year two and three in March/April 2023 to the board.

Attachments

There are no attachments for this report.

Direction-setting for Annual Plan 2022/2023

Record No: R/21/3/12145

Author: Jason Domigan, Corporate performance lead

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☒ Recommendation

☐ Information

Purpose

- 1 The Northern Community Board is being asked to review the second year of the Long Term Plan 2021-2031 (LTP) including any projects and associated rate, reserve and loan funding. The report identifies the movement from the current budget to 2022/2023, as well as any changes proposed to the second year of the LTP.

Executive Summary

- 2 The purpose of local government is to enable local decision-making and to promote the social, economic, environmental and cultural well-being of communities in the present and in the future.
- 3 The Annual Plan process ensures that planned community initiatives, projects and rates align with the LTP overall strategic vision. Where extraordinary projects or changes to the level of service are needed outside of the LTP process, the Annual Plan provides an opportunity to raise these to ensure the ongoing needs of the community are met.
- 4 Staff have carried out an initial review of the LTP budgets for year two (2022/2023) and have updated the budgets for known changes. The key changes proposed include:
 - The main change to projects from what was planned for year two of the LTP is the deferring of the Garston BBQ at Village Green from 2022/2023 to 2025/2026. The small Garston kiosk signage portion of that project remains in the current year.
 - The proposed changes to operational expenditure are principally for term loan interest and principal repayments, mowing and gardening, maintenance and street lighting.
- 5 Based on this, the rates needed to fund the community board would increase from \$172,416 in 2021/2022 to \$173,663 in 2022/2023 (GST exclusive). After GST is added, the total rate needed is \$199,712 which equates to an increase in the urban charge from \$343.67 to \$346.31 per unit, an increase in the semi-urban charge from \$171.84 to \$173.15 per unit and increase in the rural charge from \$85.92 to \$86.58 per unit.
- 6 The board is now being asked to review the budgets and identify whether any changes are required. The revised budget (incorporating any changes/feedback) will then be recommended to Council to be included into Council's Annual Plan for 2022/2023 (expected to be adopted in June 2022).
- 7 The adopted budget will then be used to set rates for the year beginning 1 July 2022.
- 8 This report outlines two options for consideration by the board; to accept the direction and budgets as proposed in the report, or to make amendments.

1 Recommendation

That the Northern Community Board:

- a) **Receives the report titled “Direction-setting for Annual Plan 2022/2023”**
- b) Determines that this matter or decision be recognised 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 setting of the following rates and charges (GST inclusive) for the year commencing 1 July 2022 (subject to any amendments as a result of (f) and (g) below).

<u>Rate</u>	<u>Rate GST inclusive</u>
Northern Community Board rate	\$199,712
Athol Memorial Hall rate	\$16,789
Five Rivers Hall rate	\$10,669
Lumsden Hall rate	\$21,621

- e) Recommends to Council the setting of the following Northern hall fees and charges (including GST) for the year commencing 1 July 2022 (subject to any amendments made at this meeting).

<u>Athol Hall fees and charges description</u>	<u>Fee/Charge (GST Incl)</u>
Hall Hire (24 hours)	\$200.00
Hall Hire (half day)	\$40.00
Hall Hire (Full day – during the day)	\$80.00
School and special interest groups	50% discount
Cleaning (if required) per hour	\$50.00

<u>Five Rivers Hall fees and charges description</u>	<u>Fee/Charge (GST Incl)</u>
Hall	\$50.00
Chairs (per day)	\$20.00
Bond (no GST)	\$200.00

<u>Lumsden Hall fees and charges description</u>	<u>Fee/Charge (GST Incl)</u>
All day hire (8 hours)	\$100.00
All day and night hire	\$150.00
Sports team	\$17.25

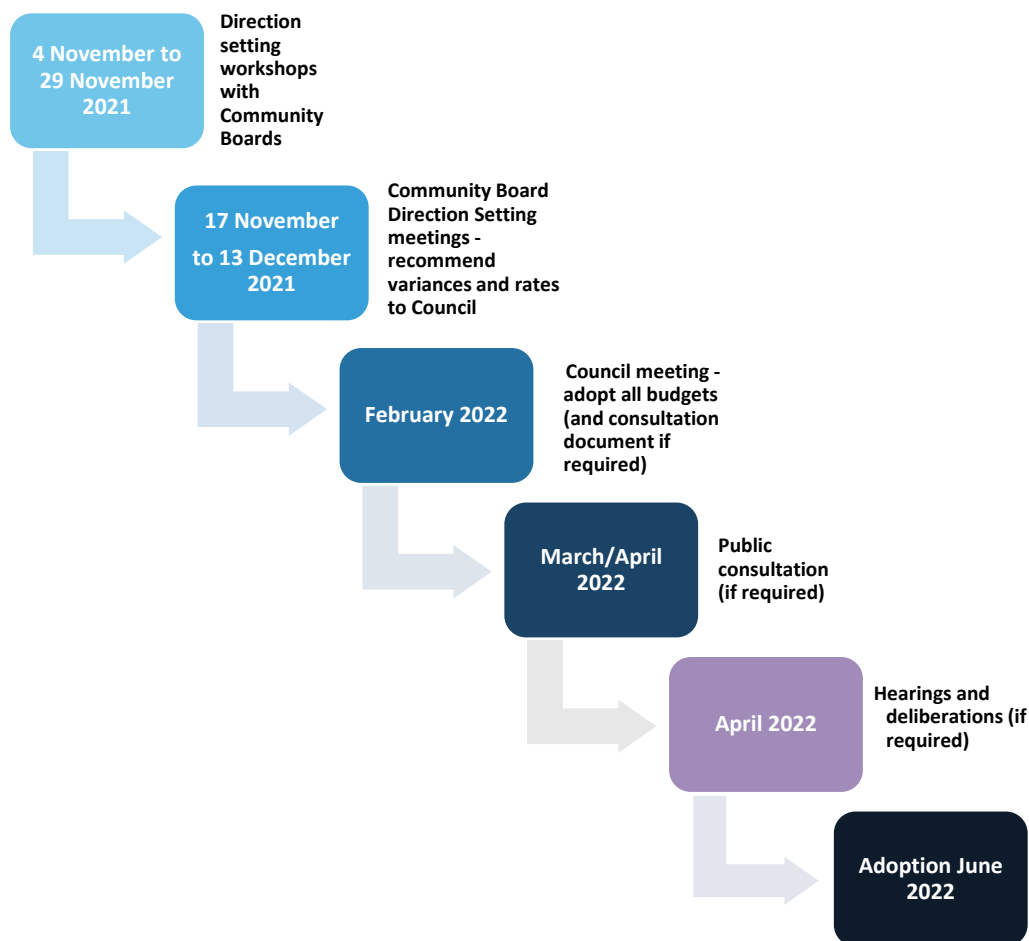
Lounge/Supper Room	\$50.00
Cleaning (if required)	\$50.00

- f) Delegates authority to the board chair to approve any further material changes required to the budgets following this meeting.
- g) Notes that Council has yet to approve the assumptions on which the draft budgets have been prepared which may impact the proposed rate.
- h) Notes that staff will advise the board of the final rates approved for inclusion in the Annual Plan.

Background

- 9 The Annual Plan process ensures that planned community initiatives, projects and rates align with the LTP strategic vision. The LTP community outcomes for Southland District are:
 - kaitiakitanga for future generations (environmental),
 - inclusive connected communities (cultural),
 - a diverse economy creating healthy and affordable lifestyles (economic), and
 - empowered communities with the right tools to deliver the best outcomes (social).
- 10 The purpose of this report is to confirm the direction determined for the second year of the LTP.
- 11 The LTP concentrated on setting what is needed to deliver on the agreed levels of service for each activity. As such, it sets the envelope within which Council is planning to operate. There are occasions where extraordinary projects or changes to the level of service may be needed outside of the LTP process. The Annual Plan is an opportunity to incorporate any changes to ensure that the ongoing needs of the community are being met.
- 12 Given the work that has gone into the LTP, it is not expected that the board are likely to have a large number of changes. However, there may be some areas where projects and/or costs need to be updated to reflect known changes such as contract variations or changes in timing/priorities or projects.
- 13 As such, the board has the opportunity to recommend any such changes to Council for incorporation in the Annual Plan 2022/2023.
- 14 Any proposed changes will also need to be considered within the wider district work programme to ensure that the required resources are available to deliver on the programme within the 2022/2023 financial year. If there are any issues relating to this, staff will liaise with the board to discuss options.
- 15 In addition, prior to the adoption of the plan, staff are proposing to update community boards on any changes relating the budgets/rates for local activities as well as district projects. This will include a list of example rates for various properties in the board area to show what the overall impact of the Council's plan on various properties.

- 16 The draft budgets for the Northern Community Board for 2022/2023 have been based on forecasted information from year two of the LTP.



Issues

Changes to LTP

- 17 The key issues that the board are being asked to review include:
- changes to the rates as shown in paragraph 26 and 27
 - the proposed schedule of projects as shown in attachment B
 - the status of reserves and loans as shown in attachment C and D.

Three waters announcement

- 18 On 27 October, Local Government Minister Nanaia Mahuta announced that the three waters reform will be mandatory with all councils being part of the change. Southland District will be part of an entity which covers the majority of the South Island. Minister Mahuta said in the announcement that the case for change is strong and that no one Council can fix the ongoing issues around water assets.
- 19 As a result of local government feedback, a joint working party will be established to look at the common themes including the governance structure and accountability. In its submission to government, Council said it is imperative that the local community voice is accounted for and

integrated into any entity moving forward. It is not currently clear how local communities will be able to input and influence decision-making on local issues. Council will be seeking to work with our communities as more information regarding the three waters transition becomes available.

- 20 Until Council is advised of how and when management of the three waters assets will transfer to a new entity, for budgeting purposes, Council has retained the assumption from the LTP that we will continue to manage these assets.

Factors to Consider

Legal and Statutory Requirements

- 21 The Annual Plan 2022/2023 is a requirement of the Local Government Act 2002 and is also closely aligned with the Local Government (2002) Rating Act.

Community Views

- 22 Council is yet to consider whether it will consult on the Annual Plan. This decision is dependent on the nature of the changes proposed from the LTP and will be considered later this year.
- 23 If Council decides to consult on the Annual Plan, there is an opportunity for any significant issues affecting local communities to be included in the official consultation document which will be publicly available (likely during March/April 2022).
- 24 If formal consultation is not required, Council will also consider what form of community engagement is required, if any.

Costs and Funding

- 25 The key reasons for the change in overall **community board rate** from 2021-22 to 2022-23 are outlined below:

Northern Community Board Rate		
Nature of change	Movement (\$)	Reason for increase/(decrease)
Current rates: LTP year 1 (2021/2022) (excl GST)	\$172,416	
<i>LTP year 2 (2022/2023) increases/(decreases)</i>		
Term loan interest and principal repayments	\$3,792	Interest and principal repayments for new loans planned in 2021/2022 (refer to attachment C. Loans).
Mowing and gardening	\$2,842	Reflects the CPI increase in the contracts.
Maintenance	\$1,066	General, electrical and tree maintenance
Other Costs	\$2,071	
Forecast rates: LTP year 2 (2022/2023) (excl GST)	\$182,187	
<i>Additional changes proposed to year 2 via Annual Plan 2022/2023</i>		
Electricity & Electrical Maintenance	\$1,122	Additional street lighting costs for beautification now that the street works business unit budgets are strictly roading related costs.
Term Loan interest and principal repayments	\$599	Interest and principal repayment corrections for existing loans (refer attachment C. Loans).
Mowing	(\$10,245)	Reflects budget adjustment to match actual mowing costs.
Proposed rate: Annual Plan 2022/2023 (excl GST)	\$173,663	
Plus GST	\$26,049	
Proposed rate: Annual Plan 2022/2023 (incl GST)	\$199,712	

Overall Impact on Rates

- 26 The changes noted above impact on the board's rates. The table below shows what the potential rate per rating unit for 2022/2023 would be based on the current number of units, compared to the 2021/2022 rate.

Community Board Rates	Basis of Rate	Actual 2021/2022	Proposed 2022/2023	Change
		(Incl GST)	(Incl GST)	
Northern Community Board Rate - Urban	Per unit	\$343.67	\$346.31	\$2.64
Northern Community Board Rate - Semi-Urban	Per unit	\$171.84	\$173.15	\$1.31
Northern Community Board Rate - Rural	Per unit	\$85.92	\$86.58	\$0.66

- 27 The main drivers for the small increase in the Community Board rate was term loan interest and principal repayments and mowing contracts. These were offset by the reduction in gardening contract costs.

Other Rates (eg Hall and Pool)	Basis of Rate	Actual 2021/2022	Proposed 2022/2023	Change
		(Incl GST)	(Incl GST)	
Athol Memorial Hall	Per SUIP	\$101.64	\$106.26	\$4.62
Fiver Rivers Hall	Per SUIP	\$120.64	\$128.54	\$7.90
Lumsden Hall	Per SUIP	\$54.67	\$57.05	\$2.38

- 28 The main drivers for the small increase in the Athol Memorial hall rate was insurance (material damage and public liability) and operating costs. The main drivers for the small increase for Five Rivers hall rate was insurance (material damage and public liability).
- 29 The final rates will be calculated using the number of units at the time the Annual Plan is finalised.
- 30 Where relevant, the board may also want to consider if all or some of any additional costs/projects could be funded from reserves or loans.

Assumptions made in preparing the budgets

- 31 All assumptions that were made when preparing the LTP 2021-2031 have been applied in these budgets including the interest rate on borrowings. The interest rate is 2.00% and is based on the Local Government Funding Agency (LGFA) 17 year fixed interest rate at the time of setting the LTP 2021-2031 assumptions.
- 32 Interest on community reserves (monies held on reserve by the community for various purposes) has been calculated at 2.00% on the average of these balances at year end, and is consistent with the 2021-2031 LTP.
- 33 Inflation rates have also been kept consistent with BERL rates adopted in the 2021-2031 LTP.
- 34 Council has yet to approve the assumptions to be used in the Annual Plan which means that the budgets proposed in this document may alter. As such, staff will advise the board about any further changes and the final budgets/charges included in the Annual Plan.

Policy Implications

- 35 There are no policy implications in the direction setting for the Annual Plan 2022/2023.

Analysis

Options Considered

36 There are two options to be considered in this report:

- option 1: accept the direction as proposed in the report
- option 2: accept the direction proposed in the report with minor variations recommended to the Annual Plan.

Analysis of Options

Option 1 – Accept the direction as proposed in the report

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• ensures that Council has the recommendations from the board prior to determining whether formal consultation on the Annual Plan will be required. This decision needs to be made by December 2021• ensures that the changes required by the board to ensure community needs are met are incorporated into the 2022/2023 Annual Plan, subject to resourcing confirmation.	<ul style="list-style-type: none">• if the community board wants any further changes not discussed and included as part of this meeting they will not be funded and unbudgeted expenditure reports will be required during the year to undertake the work.

Option 2 – Accept the direction as proposed in the report with minor variations recommended to the Annual Plan

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• allows for any further amendments that staff may not have factored in• ensures that the changes required by the community board to ensure community needs are met are incorporated into the 2022/2023 Annual Plan, subject to resourcing confirmation	<ul style="list-style-type: none">• There may not be sufficient time for staff to adequately scope new initiatives and projects for inclusion in the Annual Plan.• if the community board wants any further changes not discussed and included as part of this meeting they will not be funded and unbudgeted expenditure reports will be required during the year to undertake the work.

Assessment of Significance

37 The contents of this report is not deemed significant under the Significance and Engagement Policy.

Recommended Option

38 Staff recommend Option 1, accept the direction as proposed in the report.

Next Steps

- 39 The recommendations passed in this report will be incorporated into Council's draft Annual Plan 2022/2023. Staff will consider any changes proposed by the board to ensure that the required resources are available to deliver on the programme within the 2022/2023 financial year. If there are any issues relating to this, staff will liaise with the board to discuss options.
- 40 If there are significant or materially different variances from the LTP, these may be included in a consultation document and released for consultation or as part of informal engagement in March/April 2022.
- 41 The final Annual Plan including changes made as a result of consultation, will be adopted by Council in June 2022.

Attachments

- A Northern Rate Calculation [↓](#)
- B Northern Projects [↓](#)
- C Northern Loans [↓](#)
- D Northern Reserve Balances [↓](#)
- E Northern Fees & Charges [↓](#)

Attachment A. Rate Calculation

Northern Community Board (excl GST)		Current Year Budget	LTP 2021-31 Budget	Annual Plan Budget Financial Year
Business Unit Description		21 22	22 23	22 23
Beautification - Athol		\$ 19,099	\$ 19,653	\$ 12,408
Playground - Athol		\$ 7,500	\$ 7,718	\$ 8,317
Streetworks - Athol		\$ -	\$ 835	\$ 835
Beautification - Garston		\$ 11,030	\$ 11,351	\$ 8,351
Playcentre Building		\$ 1,505	\$ 1,549	\$ 1,549
Playground - Garston		\$ 7,500	\$ 7,718	\$ 7,718
Beautification - Lumsden		\$ 59,698	\$ 61,429	\$ 61,429
Information - Centre		\$ 1,936	\$ 1,992	\$ 2,986
Playground - Lumsden		\$ 7,500	\$ 7,718	\$ 7,718
Recreation Reserve - Lumsden		\$ 16,292	\$ 16,764	\$ 16,764
Street Works - Lumsden		\$ 1,354	\$ 4,524	\$ 4,524
Beautification - Mossburn		\$ 16,700	\$ 17,326	\$ 17,326
Playground - Mossburn		\$ 7,500	\$ 7,718	\$ 7,718
Street Works - Mossburn		\$ 1,054	\$ 1,746	\$ 1,746
War Memorial Park		\$ 12,979	\$ 13,355	\$ 13,483
Rec Reserve - Northern		\$ 769	\$ 791	\$ 791
Total		\$ 172,416	\$ 182,187	\$ 173,663
Northern Community Board (incl GST)		\$ 198,278	\$ 209,515	\$ 199,712

Rate (incl GST)	Differential	No. Rating Units			
Rate - Urban	1.00	413	\$ 343.67	\$ 363.31	\$ 346.31
Rate - Semi-Urban	0.50	84	\$ 171.84	\$ 181.65	\$ 173.15
Rate - Rural	0.25	487	\$ 85.92	\$ 90.83	\$ 86.58

Halls (excl GST)		Current Year Budget	LTP 2021-31 Budget	Annual Plan Budget Financial Year
Business Unit Description		21 22	22 23	22 23
Athol Memorial Hall		\$ 13,964	\$ 14,388	\$ 14,599
Five Rivers Hall		\$ 8,707	\$ 8,933	\$ 9,277
Lumsden Hall		\$ 18,065	\$ 18,590	\$ 18,801
Total		\$ 40,736	\$ 41,911	\$ 42,677

Halls (incl GST)				
Athol Memorial Hall		\$ 16,059	\$ 16,546	\$ 16,789
Five Rivers Hall		\$ 10,013	\$ 10,273	\$ 10,669
Lumsden Hall		\$ 20,775	\$ 21,379	\$ 21,621
Total		\$ 46,846	\$ 48,198	\$ 49,079

Rate (incl GST)	No. Rating Units			
Athol Memorial Hall	158	\$ 101.64	\$ 104.72	\$ 106.26
Five Rivers Hall	83	\$ 120.64	\$ 123.77	\$ 128.54
Lumsden Hall	379	\$ 54.67	\$ 56.41	\$ 57.05

Impact of further
budget changes

For every additional
\$1,000 of rate
income needed, the
proposed 22/23 rate
per property will go
up by:

\$ 1.99
\$ 1.00
\$ 0.50

\$ 7.28
\$ 13.86
\$ 3.03

Attachment B. Projects

Area	Project Name	Project Code	Description	Cost (excl GST)	Funding Source	Year	Annual Plan 2022/2023 Changes
Local Projects							
Athol	Beautification - Athol	P-10861	Maintenance Project - Interpretation Panels	\$ 4,116	Athol general reserve	2022/23	
Garston	Beautification - Garston	P-10951	Signage at Garston kiosk	\$ 2,000	Garston special projects reserve	2022/23	Annual Plan Change: BBQ at Village Green \$18,600 now deferred to 2025/26 and given new project number. Signage at Garston kiosk \$2,000 separated out.
Garston	Playground - Garston	P-10764	Improvements - Renewals - Village Green Playground Equipment Renewal	\$ 6,994	Loan	2022/23	
Garston	Beautification - Garston		Maintenance General Project	\$ 2,573		2022/23	
Lumsden	Playground - Lumsden	P-10766	Improvements - Renewals - Lumsden Rec Reserve Playground Equipment	\$ 78,830	Lumsden general reserve	2022/23	
Halls	Hall - Five Rivers	P-10561	Improvements - Renewals - Heating and hot water solutions	\$ 251	Five Rivers Community Centre reserve	2022/23	Annual Plan Change: Project name corrected from new roof to heating and hot water solutions
				\$ 61,549	Loan		
				\$ 180,394			
District Projects							
District	Stormwater Drainage - Lumsden	P-10990	Investigation for SE stormwater catchment upgrade	\$ 20,580	Loan	2022/23	
District	Stormwater Drainage - Mossburn	P-10434	Change of soakholes to comply with discharge consent	\$ 51,450	Loan	2022/23	
				\$ 72,030			

Attachment C. Loans

Assuming 2% p.a. interest rate

Description	Existing/ Planned/New	Term of Loan as at 1 July 2022	2022/23 Repayments		Loan Balance as at 30 June 2023
			Principal	Interest	
Five Rivers Hall 2019/2020	Existing	13	\$769	\$226	\$10,523
Lumsden streetworks footpaths and streetlighting	Planned 2021/2022	20	\$2,107	\$1,024	\$49,081
Mossburn streetworks streetlights and footpaths	Planned 2021/2022	20	\$445	\$216	\$10,375
Athol Playground upgrade softfall and edging	Planned 2021/2022	15	\$445	\$154	\$7,253
Five Rivers Hall new roof (P-10561)	Planned 2022/2023	20	\$0	\$0	\$61,549
Replace seesaws (P-10764)	Planned 2022/2023	15	\$0	\$0	\$6,994
Lumsden Rec Reserve playground equipment renewal (P-10766)	Planned 2022/2023	15	\$0	\$0	\$24,081
			\$3,766	\$1,620	\$169,856

In some cases planned loans may not be drawn down, eg. if a decision is made to defer the project to a later year, or fund it from a different source.

Attachment D. Reserve Balances

Northern Reserve Balances	Actual 30 June 2021	Budget 30 June 2022	Forecast 30 June 2022	Forecast 30 June 2023
<i>Athol community centre</i>	\$7,727	\$7,889	\$7,889	\$8,055
<i>Athol general</i>	\$8,028	\$8,279	\$3,953	\$0
Total – Athol	\$15,755	\$16,168	\$11,842	\$8,055
<i>Five Rivers hall</i>	\$489	\$494	\$494	\$246
Total - Five Rivers	\$489	\$494	\$494	\$246
<i>Garston special projects</i>	\$38,938	\$32,440	\$31,344	\$29,668
Total - Garston	\$38,938	\$32,440	\$31,344	\$29,668
<i>Lumsden community centre</i>	\$12,731	\$12,833	\$12,833	\$12,938
<i>Lumsden cemetery</i>	\$693	\$707	\$707	\$721
<i>Lumsden footpaths</i>	\$10,684	\$1,865	\$1,865	\$1,867
<i>Lumsden general</i>	\$90,756	\$93,497	\$93,497	\$16,674
<i>Lumsden stormwater</i>	\$46,285	\$47,255	\$47,255	\$27,458
Total – Lumsden	\$161,149	\$156,157	\$156,157	\$59,658
<i>Mossburn general</i>	\$95,719	\$87,554	\$85,056	\$89,049
Total - Mossburn general	\$95,719	\$87,554	\$85,056	\$89,049
<i>Northern Southland development fund</i>	\$324,264	\$328,339	\$328,399	\$332,716
Total - Northern Southland development fund	\$324,264	\$328,339	\$328,399	\$332,716
Total Reserves	\$636,314	\$621,152	\$613,292	\$519,392

Attachment E. Fees and Charges

Draft Schedule of Fees and Charges - 2022/2023	Explanations/ Comments	2021/2022 Current	2022/2023 Proposed	2022/2023 Proposed Changes
		(GST incl)	(GST incl)	Comments/Reasons
Athol hall				
Hall hire	24 hours	\$200.00		Board to confirm
Hall hire	Half day	\$40.00		Board to confirm
Hall hire	Full day - during the day	\$80.00		Board to confirm
School and special interest groups		50% discount		Board to confirm
Cleaning (if required)	per hour	\$50.00		Board to confirm
Five Rivers hall				
Hall		\$50.00		Board to confirm
Chairs	Per day	\$20.00		Board to confirm
Bond	No GST	\$200.00		Board to confirm
Lumsden hall				
All day hire	8 hours	\$100.00		Board to confirm
All day and night hire		\$150.00		Board to confirm
Sports team	per hour	\$17.25		Board to confirm
Lounge/ supper room		\$50.00		Board to confirm
Cleaning (if required)	per hour	\$50.00		Board to confirm

Unbudgeted expenditure request for "Welcome to Athol" signs

Record no: R/21/11/61515

Author: Kelly Tagg, Community partnership leader

Approved by: Fran Mikulicic, Group manager democracy and community

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is for the Northern Community Board to approve unbudgeted expenditure in the amount of \$5,040 plus GST for the supply and installation of two "Welcome to Athol" signs.

Executive summary

- 2 The Northern Community Board is being asked to bring forward and re-scope a project planned for year two of the Long-Term Plan into the current financial year.
- 3 The project in year two of the Long Term Plan is to install interpretation panels at the railway precinct with a budget of \$4,116 (to be funded from the Athol general reserve). These interpretation panels were installed as part of the Athol railway capital project budget in the 2020/2021 financial year.
- 4 The community has identified that their "welcome" signs are tired and need replaced.
- 5 A quote in the amount of \$5,040 plus GST has been received. A funding shortfall of \$924 has been identified and it is proposed to fund this from savings in the Athol beautification business unit general maintenance budget in the current financial year.

Recommendation

That the Northern Community Board:

- a) **receives the report titled “Unbudgeted expenditure request for "Welcome to Athol" signs ” dated 17 November 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) resolves to move and re-scope project P-10861 for the installation of interpretation panels at the Athol railway display in the amount of \$4,116 (to be funded from the Athol general reserve) from 2022/23 to 2021/22, for the supply and installation of two welcome to Athol signs.
- e) approves unbudgeted expenditure in the amount of \$924 to be funded from savings in the Athol beautification business unit general maintenance budget and approves a total new project cost of \$5,040.00 plus GST.
- f) approves the removal of project P-10861 from the 2022/23 annual plan

Background

- 6 The Northern Community Board had previously identified a project to install interpretation panels at the Athol railway display in year two of the long-term plan (2022/23) with a budget of \$4,116.
- 7 These panels were however installed when the Athol railway display was completed during 2020/2021.
- 8 The board had informally discussed reallocating this budget to allow for the supply and installation of a picnic table at the railway reserve instead.
- 9 In the meantime, the community had also identified that the welcome to Athol signs were tired and asked that they be updated.
- 10 Attached is a copy of the current signage and the proposed new signage.

Issues

- 11 The Northern Community Board has previously approved expenditure in the amount of \$4,116 in year two of the Long-Term Plan (2022/2023) to be funded from the Athol general reserves for the installation of interpretation panels at the Athol railway precinct.

- 12 The board is now being asked to bring forward this expenditure from 2022/2023 into the current financial year (2021/22) and to fund the additional shortfall of \$924 from savings in the Athol beautification business unit general maintenance budget in the current financial year.

Factors to consider

Legal and statutory requirements

- 13 The Northern Community Board has delegation to approve unbudgeted expenditure of up to \$20,000.
- 14 During the design process, statutory requirements for signage on state highways have been considered and the appropriate approvals received.

Community views

- 15 The Athol community have highlighted this new signage as being an important project to them and have worked with Council's design team to approve the finalised design of the welcome signs.

Costs and funding

- 16 A quote in the amount of \$5,040 plus GST has been received for the supply and installation of two "welcome to Athol" signs.
- 17 The board has previously approved expenditure in the amount of \$4,116 which is able to be brought forward into the current financial year; additionally, there is also a remaining general maintenance budget available at the time of preparing this report to meet the funding shortfall of \$924.

Policy implications

- 18 There are no policy implications.

Analysis

Options considered

- 19 The board is being asked to consider whether or not it will approve the bringing forward the Athol maintenance project from 2022/23 budgeted at \$4,116, it is also being asked to change the scope from the installation of interpretation panels to the installation of township signage and to fund the shortfall from savings in the Athol beautification business unit general maintenance budget, or not.

Analysis of Options

Option 1 – approves the bringing forward and rescoping of project P-10861 in the amount of \$4,116 from year two of the 2021-2031 long term plan and to also approve additional unbudgeted expenditure in the amount of \$924 from savings in the Athol beautification business unit general maintenance budget.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> the project to install new welcome to Athol signs is able to proceed. 	<ul style="list-style-type: none"> None identified.

Option 2 – to not approve the bringing forward and rescoping of project P-10861 in the amount of \$4,116 from year two of the 2021-2031 long term plan and to also approve additional unbudgeted expenditure in the amount of \$924 from savings in the Athol beautification business unit general maintenance budget.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> funds are still available for other projects within the Athol township. 	<ul style="list-style-type: none"> the community may express disappointment that the new signage is not able to be installed.

Assessment of significance

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

Recommended option

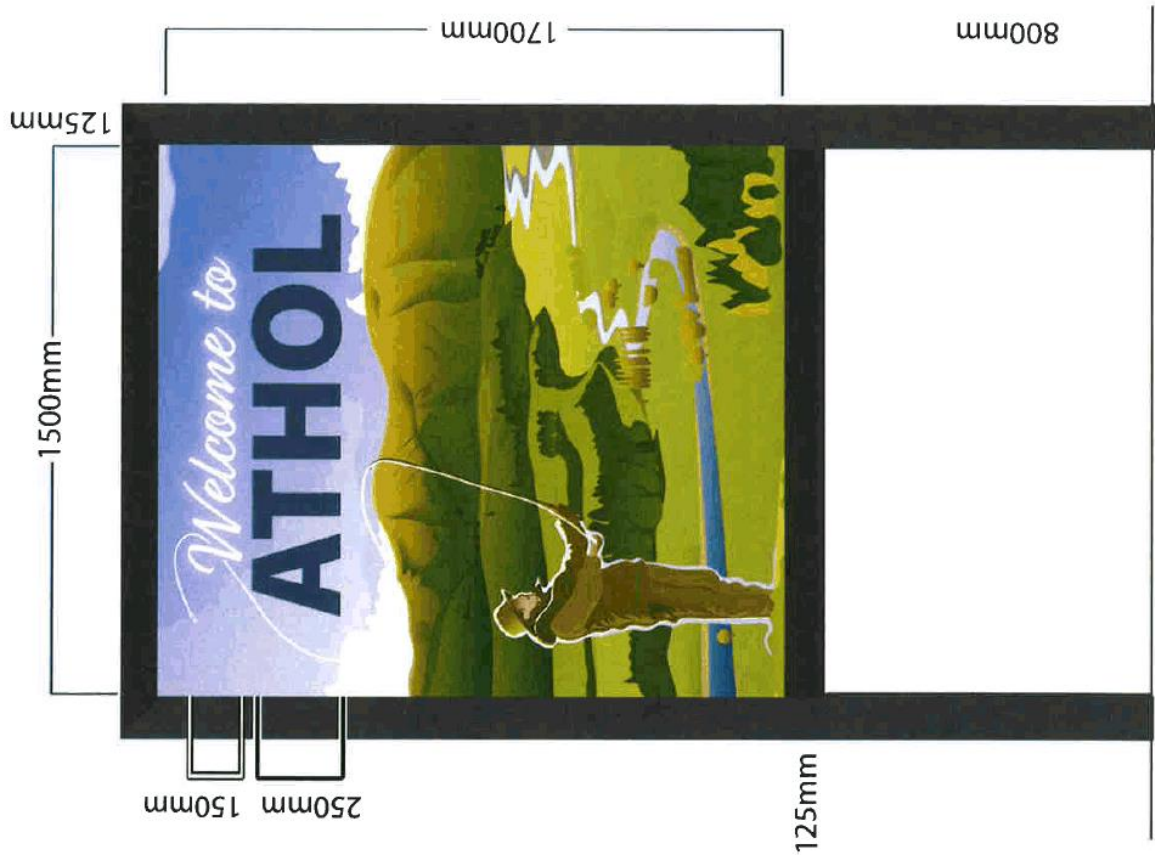
- 22 Option one is the recommended option.

Next steps

- 23 Once approval from the board has been received the signs will be able to be installed.

Attachments

- A Welcome to Athol Signs - current and proposed - November 2021 [↓](#)



Long Term Plan 2021-2031 - community board feedback

Record no: R/21/11/60704

Author: Jason Domigan, Corporate performance lead

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 The purpose of this report is to provide the community board with issues/matters raised through the Long Term Plan submission process. The report also includes the staff responses to those submissions that were provided to Council as part of the deliberations process.

Long Term Plan submissions

- 2 A total of 260 submissions were received and 39 submitters spoke at the submissions hearings on 27-28 April 2021 with Council deliberating on the issues raised at its meeting on 5 May 2021.
- 3 The final LTP was adopted by Council on 29 June 2021.
- 4 Attachment A is a summary of the decisions made by Council in relation to the key issues.
- 5 For a full copy of the Council's agenda and minutes for either the submission hearings (27 & 28 April 2021), deliberation meeting (5 May 2021) or from the final adoption meeting (29 June 2021), please go to: www.southlanddc.govt.nz/my-council-/meeting-schedule-and-agendas/
- 6 Attachment B includes a table of the key local issues/comments relating to community boards through the submission process.
- 7 Submitters have been advised that these comments will be provided to community boards for future consideration.

Recommendation

That the Northern Community Board:

- a) **receives the report titled "Long Term Plan 2021-2031 - community board feedback"** dated 15 November 2021.

Attachments

- A Long Term Plan 2021-2031 - Decisions on key issues [↓](#)
B Northern CB LTP Feedback and Staff responses [↓](#)

Decisions on **KEY ISSUES**

Decisions on the Long Term Plan 2021-2031 came after a one-month submission period and two days of public hearings.

Thank you for your feedback

*The consultation period ran from
12 March 2021 to 14 April 2021.*

260
submissions

We received 260 submissions from property owners, organisations and members of the community.

In the following pages you will find details of decisions on the key issues, priorities and projects that Council proposes to carry out during the next 10 years.





Key issue

Our roads

Council's roading network is to enable goods and services to move throughout the district, supporting people's ability to connect, live, work, visit and travel safely throughout Southland.

Over the next 30 years, much of the sealed road network across Southland needs replacing and increased investment is necessary to rebuild a sustainable number of kilometres of road every year.

Through the consultation document, we asked your feedback on whether we should invest more in our roading network to maintain our existing sealed road network or to continue at existing levels of investment resulting in lower levels of service across the district.





Invest an extra \$1 million in the first year in road rehabilitations (total \$4.2 million), then rising by an average of \$2.5 million each year to a total of \$18.9 million by 2031.



Continue to spend \$3.2 million per year on road rehabilitations.

What you told us...

37%

97 submissions support option 1 (invest more)

44%

113 submissions support option 2 (status quo)

19%

50 submissions skipped the question

Our decision

Having considered the feedback we decided to proceed with **option 1 – invest more**.

Following Council's deliberations on the long term plan, Council has subsequently been informed by Waka Kotahi NZ Transport Agency that the full programme of works is unable to be funded in the first three years of the plan. As a result we have moved some the programmed works to begin in 2024, as the completion of this work is critical to managing the roading network in the long term. We will continue to advocate with Waka Kotahi and the government on this issue in the short term to support renewal of these assets over the next 10 years.

The feedback on this issue was almost even between option 1 and option 2. Those supporting increased spending wanted safe and good quality roads managed proactively, connected communities, effective roading network and appropriate levels of investment now.

Submitters supporting the status quo were generally concerned about affordability including Covid-19 impacts, money to be spent in other areas, the roads are already in a good condition, better effectiveness and efficiency from Council and looking at alternative modes of transport such as rail.

If Council elects not to invest in access roads in this LTP, it is unlikely to have the ability to rehabilitate and fund them at a later date, as an even higher level of investment would then be required.

If sealed roads deteriorate significantly, additional preparation work/investment is also required to bring them back up to an appropriate level of service. As a result, there would initially be a cost saving, with additional money required for maintenance in the short-medium term. In the medium to long term there would be a reduction in the level of service for access roads.

Roading is considered to be vital to our district given its rural nature. They provide a connection between our communities and support the movement of goods and services around the district providing significant economic benefit to the region.

Council will continue to ensure that our roads are constructed in an efficient manner and continue to advocate with Waka Kotahi NZ Transport Agency for ongoing support for our communities.

Key issue Our bridges

Like Council's roading network, our bridges play a key role throughout the district, supporting people's ability to connect, live, work, visit and travel safely throughout Southland.

Over the next 10 years, Council has identified that 161 bridges require replacement as they reach the end of their lifespan. The primary risk of not replacing the bridges is to public safety due to continued deterioration over time and potentially resulting in a structural failure.

Through the consultation document, we asked your feedback on whether we should invest more in maintaining our bridges or to continue at existing levels of investment resulting in further permanent bridge closures across the district.





Increase annual spend on bridges by \$1 million per year to \$3.5 million per year.



Continue to spend \$2.5 million per year on bridges.

What you told us...

36%

94 submissions support option 1 (invest more)

43%

112 submissions support option 2 (status quo)

21%

54 submissions skipped the question

Our decision

Having considered the feedback we decided to proceed with **option 1 – invest more**.

Following Council's deliberations on the long term plan, Council has subsequently been informed by Waka Kotahi NZ Transport Agency that the full programme of works is unable to be funded in the first three years of the plan. As a result we have moved some the programmed works to begin in 2024, as the completion of this work is critical to managing the roading network in the long term. We will continue to advocate with Waka Kotahi and the government on this issue in the short term to support renewal of these assets over the next 10 years.

As with roads, the feedback on our bridges was reasonably even between option 1 and option 2. Those supporting increased spending wanted bridges that were fit for purpose, no long term effects from deteriorating bridges and that bridges continue to provide critical links for our communities.

Submitters supporting the status quo were generally concerned about affordability including Covid-19 impacts and for money to be spent in other areas.

If Council chooses not to increase investment to bridges, the primary implication is a decrease in levels of service. More bridges would be closed for a longer period of time, due to the lack of funding for replacement in a timely manner. The 161 bridges that are due for replacement during the 10 year period represent a 'peak' of largely timber bridge structures.

As with roading, bridges are considered to be vital to our district given its rural nature. Southland district has a large roading network and our bridge structures are critical infrastructure that support the use of that network. Our bridges provide an important economic and social benefit to the district.

Key issue Impact on rates

In our last LTP we said that we needed to gather better information about our services and assets to understand the scale of the challenges ahead.

Now we need to be up front about what we have learnt about the state of our roads, bridges, community facilities, the work we do for our communities, where we are now, what we are facing, and what needs to happen.

Trying to do more with less has got us to where we are now as the wave of work and costs keep increasing.

We have made some cuts to our corporate budgets to reduce costs, but the reality is that the level of investment needed to maintain and replace our current aging infrastructure will be impossible to fund without increasing rates substantially.

Funding long term from reserves is not a sustainable option – first, because we've used a lot of these funds already and, second, because it compounds the problem without providing a long-term solution.

Through the consultation document, we asked your feedback on one of three different rates options without significantly affecting levels of service to our communities.



Key issue Impact on rates options



Provides a sustainable level of funding for the work we need to do. We would maintain current levels of service, be able to complete maintenance and assessment of stormwater networks, and have \$2.45 million of reserves available for future use.

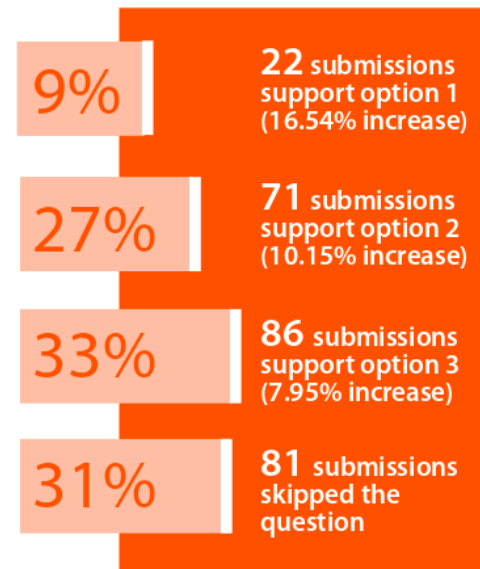


We would maintain current levels of service, but would delay an assessment of stormwater networks, and have \$2.45 million less available in reserves.



We would have \$1 million less for road maintenance, and less money for maintenance and assessment of stormwater networks. We may also have to delay any biodiversity work.

What you told us...



Our decision

*Having considered the feedback we decided to proceed with **option 2** – 10.15% increase.*

Following Council's deliberations on the long term plan, Council has subsequently been informed by Waka Kotahi NZ Transport Agency that the full programme of works is unable to be funded in the first three years of the plan. As a result we have moved some the programmed works to begin in 2024, as the completion of this work is critical to managing the roading network in the long term. We will continue to advocate with Waka Kotahi and the government on this issue in the short term to support renewal of these assets over the next 10 years.

This means that there is a reduction of the basic rate increase across the district from 10.15% to 9.38% in the first year of the plan, with a further reduction in year two. The increased programme of works from 2024 will result in rates increases during this period. The new graph showing the proposed rates over the 10 years can be found on page 59 of this document.

The feedback on this issue was again a reasonably even split. In assessing the submissions, there was one group acknowledging the need to maintain our infrastructure and supported options 1 and 2.

On the other hand, those that chose option 3 were generally seeking a far lower rate increase than the options provided in the consultation document.

The overall feedback on the proposed rate increases was largely not well received by submitters. The majority of submitters that chose option 3 in the consultation document were generally seeking no rate increase or something much lower than 7.95%. The feedback highlighted a number of key issues such as affordability and ability of communities to pay rates, the financial impact of Covid-19 and ongoing recovery, the need to prioritise services provided and Council needing to find organisational efficiencies to deliver within existing budgets.

Of the submitters that chose option 1 or 2, there was support for good quality infrastructure, the district to continue to move forward, maintain and improve services and for work to be completed in a timely and efficient manner. However, many of these submitters had similar concerns around affordability including Covid-19 impacts, efficiency, accountability and the prioritisation of works and services provided.

Council considered all this feedback and the reality is we have to invest in the maintenance and renewal of critical infrastructure across the district. The work required to be done and legislative compliance mean that to maintain existing levels of service, the rates need to increase.

One of the main issues raised throughout the consultation period was around affordability and that the average rates increase wasn't generally reflected across the district with some receiving rates increases closer to 20%. Council has responded to this by redistributing the use of its strategic asset reserve to smooth the rates impact and make it generally more equitable across the district. In addition, Council encourages members of communities to seek assistance from a rates rebate system or contact staff to explore options that may help to ease the impact of the rates increase.

Council notes a desire to be efficient and are continuing to look at ways to deliver more for our communities. We have seen significant growth and delivery of our capital works programme in recent years and this will continue to be streamlined further to deliver the level of work we are committing to in this Long Term Plan.

In terms of prioritisation, Council have taken this on board and will be seeking engagement with its communities to review the services it provides and where to prioritise in future years. These difficult decisions have been made with a view to the future, to preserve the high quality of infrastructure the people of Southland district have come to expect and demand.

DUST SUPPRESSION

Dust suppression received a number of submissions concerned about regulatory changes to dust suppression options. As a result, residents in the district have not been able to apply affordable and effective dust suppression measures, and have had increased issues with dust.

Submitters have requested that Council consider options such as Otta Seal to help mitigate the effect dust is having on residences near gravel roads.

Southland has the largest unsealed road network in the country and the scale of Council's unsealed network makes it more of a challenge to manage and offer the dust suppression services that have been deployed by other councils.

Our decision

This issue has been noted by Council during the development of this 10-year plan and additional funding has been included in the unsealed road budget for the first three years.

However, it is important to note that this will not provide an instant resolution to widespread dust suppression issues across the district.

Council is currently investigating how it can offer a service to help people affected by dust, but this needs careful consideration.

Council will consider affordability, maintenance requirements, prioritisation and how to implement the roll-out of dust suppression controls.

The dust suppression issue will remain part of the conversation as Council continues to advocate with Waka Kotahi NZ Transport Agency and the government on this issue in the short term to support the mitigation of dust effects over the next 10 years to maximise the funding contribution from Waka Kotahi.



FUNDING REQUESTS

Council assists a number of groups by providing funding that is used for a range of projects and activities that promote community well-being. There are several ways groups and organisations can receive funding.

During the submission process, Council received six submissions that included requests for funding.

In addition, Council has been reviewing all their long-standing grants. This will involve transitioning those that are actually contracts for services (not grants) into contracts with a three-year review, and to refer the other recipients of long-standing grants to the District Initiatives Fund (with all former grantees then having to apply each year for a grant).

Our decision

At this time, Council considered the current impact on communities and agreed to decline all six grant applications requested through the submission process. However, the applicants are welcome to approach Council for letters of support when seeking funding through other avenues or could apply through the District Initiatives Fund with other grant applicants once finalised.

Council agreed to change the grants structure to ensure all grants have to go through the District Initiatives Fund and to create contracts for services for present grants that are for work being done on



behalf of or for Council. It was also agreed to change the District Heritage Fund to an annual payment.

This creates a level of consistency for all grants and gives fairness to the process, as it would allow Council to compare all grant applications together as part of the district fund process.

Name	Submission summary	Staff recommendation
Christine Buchan	Northern CB - Requests beautification for entrance to Lumsden.	That Council note the feedback and request the specific suggestion be passed on to the community board for its consideration. Staff advise that this would be a recommendation for the community board to make and would be an increase in the current level of service.
Katie Jones	Northern CB - Opposes Dipton playground renewal of \$68k. That is insane looking at the population and site. The seat and sign in Garston for \$7k appears to be quite steep.	Staff advise that the figures provided for the playground equipment renewals are based on playground assessment that was completed by an approved playground specialist. Playgrounds are required to meet New Zealand Playground Standards and this work is needed to meet these standards.
Maree Whiteley	Northern CB - Believes any funds spent on Five Rivers Hall need to be used to make it a "hireable" facility - eg a functioning kitchen etc before spending money on cosmetic things.	That Council note the submitter's feedback. Staff advise that they have had two onsite meetings with members of the Five Rivers community to discuss the future of the Five Rivers hall. This included discussions about their priorities for the work that needs to be undertaken at the hall.
Stu McKnight	Discusses that the Athol population is growing and therefore there is pressure on housing. There is land available but needs to be re-zoned as urban settlement. Please see attachment as this particular piece of land would be ideal. The growing Athol population cannot wait for the next District plan in 8 years, housing is needed now. In addition to this the outskirts of Athol also need to be rezoned as residential.	Northern CB - That Council note these submitters feedback. Athol has seen a large amount of growth of the last two to three years with subdivision, and new dwellings being built. More growth is likely in Athol and some more strategic work is needed to identify some risks and options for moving forward. Currently the township is not reticulated with water or wastewater and accordingly intensification of onsite wastewater systems for each dwelling is likely to have adverse effects on existing potable water bores and groundwater. If additional land is zoned for urban development Council (including the Board) need to be sure that this growth is occurring in a sustainable way and therefore need to consider if or when a wider reticulated network may be required to support the growth and how any system should be funded. Additionally there is some natural hazard management that needs to be considered with the Mataura River and Eyre Creek which should drive decisions about how future growth should occur.
Liz Macklan	Believes that Athol has a growing population and limited room for development, it needs to be rezoned as residential.	
Rebecca Price	Discusses that the population of Athol has grown rapidly in the last 5 years, with people commuting to Queenstown to work. There is land available that should be rezoned as urban settlement so that there can be more available sections. This needs to happen in the next 12 to 18 months, because waiting until 2031, or even 2025, is not an option.	
Lyn Turner	Suggests that more residential land is required in Athol due to a growing population.	
Pamela McKnight	Discusses that the population of Athol has grown rapidly in the last 5 years, with people commuting to Queenstown to work. There is land available that should be rezoned as urban settlement so that there can be more available sections. This needs to	

Maddie Macklan

happen in the next 12 to 18 months, because waiting until 2031, or even 2025, is not an option. Suggests that more residential land is required in Athol due to a growing population.

Shirley Mouat

Northern CB - Believes Council should sell the Around the Mountain Cycle Trail due to burden on ratepayers.

That Council note the submitter's feedback. Staff advise that the Around the Mountain Cycle Trail is categorised as a strategic asset. Rationalisation of this asset would require specific consultation with the district through the annual or long term plan process.

Future of the Alcohol Control Bylaw

Record no: R/21/11/59193

Author: Robyn Rout, Senior policy analyst

Approved by: Matt Russell, Group manager infrastructure and environmental services

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 The purpose of this report is to provide information to the board on Council's Alcohol Control Bylaw 2015 (the current bylaw) and to receive feedback from the board on how it believes Council should proceed with this bylaw.

Executive summary

- 2 The current bylaw is a District bylaw, but only imposes a ban alcohol in central and lake front areas in Te Anau.
- 3 The current bylaw is due to lapse on 9 December 2022, so Council staff would like to identify a future course of action for the bylaw, given the time that is necessary for a formal bylaw review process.
- 4 Staff are interested in any feedback the board has on this matter. Feedback could include informing Council of areas where there is a high level of alcohol related crime and disorder, where an alcohol ban might be appropriate. Feedback may also relate to the current alcohol ban in Te Anau.
- 5 Staff believe Council could proceed by:
 - continuing the current bylaw without amendment
 - making minor changes to the current bylaw
 - moving alcohol control bylaw provisions into a public places bylaw (which may involve the alcohol ban provisions remaining the same or being amended - this would be the approach taken if new alcohol ban areas were added to the bylaw)
 - revoking the current bylaw or letting it lapse, and not have an alcohol ban in Te Anau.
- 6 The police have provided information on alcohol-related behaviours in Te Anau and in other areas of the District, to help inform future decision making about the bylaw. At this stage, the police have not suggested additional alcohol ban areas are necessary.
- 7 The preliminary view of Council staff is that the current bylaw is effectively controlling alcohol related crime and disorder in Te Anau, and staff believe it would be appropriate and lawful to continue the current bylaw without amendment.
- 8 To continue the current bylaw, amend the bylaw or to incorporate alcohol control provisions into a Public Places Bylaw, Council will have to be satisfied that particular legal requirements are met. Council will also be required to undertake a formal consultation process on any draft bylaw (or to revoke the current bylaw). Any formal consultation process will occur in 2022.

Recommendation

That the Northern Community Board:

- a) **receives the report titled “Future of the Alcohol Control Bylaw” dated 9 November 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) provides feedback on how the board believe Council should proceed with the Alcohol Control Bylaw 2015.

Background

- 9 Council adopted the current bylaw on 9 December 2015. The bylaw is included with this report as Attachment A. The current bylaw imposes an alcohol ban in central and lake front areas in Te Anau. People are not permitted to consume, to bring alcohol in to, or to possess alcohol in the specified area. In most of the alcohol ban area the ban applies at all times, and in other areas (such as around Lake Front Drive) the ban is only during the hours of darkness. The bylaw does allow for transporting alcohol in an unopened container, in the alcohol-free area.

Recent feedback from the police

- 10 In September this year, staff sought input from the police to help inform the up-coming bylaw review. The response from the police is included as Attachment B. The police support continuing the bylaw in its current form, and have provided evidence of the reduction in disorder occurrences, excess breath alcohol offences, drunk custody/detox events and alcohol-related demand (which includes calls for service - incidents not classed as offences) since the full-year alcohol ban was introduced in 2005. Evidence produced by the police also shows that of the drunk custody/detox events that have occurred between 2005 and 2021, a reasonable proportion of these occurred within the alcohol ban area.
- 11 In correspondence with Council staff, the police also discussed that both Riverton and the Mavora Lakes camping areas have required extra police resourcing over key holiday periods due to alcohol-related disorder. It was outlined that in Riverton there has been a recent shift to more family-focussed celebrations and that the scale of the disorder and traffic offending at the Mavora Lakes has been ‘limited numbers’.

Public Places Bylaw

- 12 Over the next year, staff intend to present a draft Public Places Bylaw to Council. The intention is to amalgamate current bylaw provisions relating to public places (for example alfresco dining, trading in public places, and any other necessary/appropriate provisions) into one bylaw. This will hopefully gain some efficiencies in regards to review requirements, and make it easier for members of the public to locate rules.

Issues

- 13 The current bylaw is due to lapse on 9 December 2022, so Council staff are keen to identify a future course of action for the bylaw. Reviewing a bylaw takes about six months, so it is important to identify what action is needed, now.

Legal parameters

- 14 Council is bound by the Local Government Act 2002 (LGA), in relation to how it can proceed. The act requires Council to be satisfied of particular matters before an alcohol ban can be imposed, amended or continued. This can include Council being satisfied that the ban is appropriate, proportionate and justified.

Other councils

- 15 Neighbouring territorial authorities also have alcohol ban bylaws in place. Queenstown Lakes District Council has an alcohol ban in place in parts of Queenstown, Frankton, Arrowtown, Wānaka and Lake Hāwea from 8pm - 8am every day. A 24 hour ban also is in place over the New Years Eve period, the Winter Festival on National Crate Day. Gore District Council has 24 hour ban in both central Gore and Mataura. Invercargill City Council also has a 24 hour ban over all of the central city area, that extends to the north, to Herbert Street.

Options available to Council

- 16 Council could proceed with one of the following approaches:
- approach A – continue the current bylaw without amendment
 - approach B – make minor changes to the current bylaw
 - approach C – moving alcohol control bylaw provisions into a Public Places Bylaw (which may involve the alcohol ban provisions remaining the same or being amended - this would be the approach taken if new alcohol ban areas were added to the bylaw)
 - approach D – revoke the current bylaw or let it lapse, and not have an alcohol ban in Te Anau.

Approach A – continue the current bylaw

- 17 To be able to continue the current the bylaw without amendment, Council would have to be satisfied that:
- the level of crime or disorder experienced before the bylaw was made (crime/disorder caused or made worse by alcohol consumption in the area) is likely to return to the area, if the bylaw does not continue.
- 18 The police have shown how alcohol related offending has reduced since the alcohol ban has been in place, and have given their opinion that disorder related to alcohol would increase without a bylaw in place. Staff believe Council would be satisfied that the legal test has been met to continue the current bylaw.

Approach B – make minor changes to the current bylaw

- 19 If Council want to make a bylaw substantially to the same effect as the current bylaw (so to just make minor amendments), it would have to be satisfied that:
- the bylaw can be justified as a reasonable limitation on people's rights and freedoms

- a high level of crime or disorder (being crime or disorder caused or made worse by alcohol consumption in the area concerned) is likely to arise in the area to which the bylaw is intended to apply if the bylaw is not made
- the bylaw is appropriate and proportionate in the light of that likely crime or disorder.

20 It's important to note that for this approach there is a slightly harder threshold to meet (compared to continuing the current bylaw). Staff are unsure whether councillors will be satisfied that future levels of crime and disorder would be at a 'high level', if the bylaw is not made.

21 Councillors may believe crime and disorder would be a high level if the bylaw is not made, particularly over the summer season, if there are events on in Te Anau, and over the Christmas holiday period. Councillors may also assess a high level of crime and disorder relative to other towns in the District, and conclude the threshold has been met.

22 If councillors are satisfied a 'high level' of crime or disorder is likely to arise if the bylaw is not made, staff believe councillors would be satisfied the other criteria would be met (outlined in paragraph 19 above – justified limitation and appropriate/proportionate).

23 On the other hand, councillors may compare Te Anau to other regions and centres, where there are much higher rates of alcohol-related offending. They may conclude the level crime and disorder in Te Anau does not satisfy the legal test to amend the bylaw.

Approach C – incorporate alcohol control provisions into the Public Places Bylaw

24 If Council want to include the alcohol control provisions in a new Public Places Bylaw or change the bylaw significantly (such as by including new alcohol ban areas etc), Council would have to be satisfied that:

- the bylaw can be justified as a reasonable limitation on people's rights and freedoms
- there is evidence that the area to which the bylaw is intended to apply has experienced a high level of crime or disorder that can be shown to have been caused or made worse by alcohol consumption in the area
- the bylaw is appropriate and proportionate in the light of that crime or disorder.

25 Again, Council would have to be satisfied that the 'high level' of crime or disorder threshold is met. Staff are unsure whether councillors will find that the area has experienced a high level of crime or disorder in the past. This would again come down to a subjective test about what a high level of crime and disorder is. If councillors agree alcohol-related behaviour in the area (prior to the introduction of the bylaw) meets the threshold, staff believe councillors would be satisfied the other criteria to make a new bylaw are met (outlined in paragraph 24 above – justified limitation and appropriate/ proportionate).

Approach D – lapse/revoke (not having an alcohol ban)

26 If Council decide to do nothing in respect to the current bylaw, the bylaw would cease to exist on 9 December 2022. Council could also decide to formally revoke the current bylaw, after completing a formal public consultation process.

Feedback sought

- 27 Staff are keen to hear from the board on how it thinks Council should proceed regards this bylaw. For example, Council are interested to hear if there are any local areas the board believe should have an alcohol ban (due to there being a high level of alcohol related crime and disorder). It's important to note that at this stage, the police do not appear to support additional alcohol ban areas, so the legal test to create new a new ban may not be met. Council are also interested in the board's view on how Council should proceed, regarding the current alcohol ban in Te Anau.

Preliminary view on appropriate approach

- 28 The preliminary view of Council staff is that the current bylaw is effectively controlling alcohol related crime and disorder in Te Anau, and staff believe it would be appropriate and lawful to continue the current bylaw without amendment. Council may not be able to amend the bylaw or make a new public places bylaw, as the 'high level of crime and disorder' test may not be met.

Factors to consider

Legal and statutory requirements

- 29 Under section 147 of the LGA, Council has the specific power to make bylaws to prohibit, regulate, or control the presence or consumption of alcohol. As has been outlined in the issues section of this report, there are also specific criteria that Council has to be satisfied are met to make or continue an alcohol control bylaw.
- 30 Legislation and Council's Significance and Engagement Policy also outline that Council will have to undertake a formal public consultation period, if Council wants to make, amend or revoke an alcohol control bylaw.
- 31 The sale and supply of alcohol is regulated by the Sale and Supply of Alcohol Act 2012.

Required determinations

- 32 Council must, before commencing the process for making a bylaw, determine whether a bylaw is the most appropriate way of addressing the perceived problem or issue. This legal requirement highlights that a problem must be occurring that needs addressing, in order to proceed with a bylaw. Council is also required to determine whether the proposed bylaw is the most appropriate form of bylaw, and whether the draft bylaw gives rise to any implications under the New Zealand Bill of Rights Act 1990, before it makes a bylaw.

Community views

- 33 Council has already sought feedback from the police on this matter, and will seek feedback from all of the community boards and from councillors, to help identify the best way to proceed.
- 34 As has been outlined above, there will also be a formal consultation process if a new bylaw is made, if the current bylaw is amended or continued, or if the current bylaw is revoked. This will enable Council to better understand community views on this issue.

Costs and funding

- 35 Costs associated with reviewing the alcohol control bylaw, will be met within current Council budgets. Costs will include staff time and advertising.

Policy implications

- 36 Council's role under the LGA is to promote the social, economic, environmental and cultural wellbeing of communities.
- 37 Council currently has an Alfresco Dining Policy that regulates the use of street dining furniture to ensure streets in the District are clean and safe. If Council elects to continue with the current bylaw it will not be necessary to make provision in the bylaw for alfresco dining exemptions, as 'public place' in the current bylaw does not include licensed premises. It is also likely the alfresco dining provisions will eventually form part of a new public places bylaw.
- 38 Council's Reserves Management Policy outlines that alcohol consumption is regulated through the Alcohol Control Bylaw. The Reserves Management Policy also states that Council permits special licences to be issued for the sale and supply of alcohol on reserves, and that club licences may be issued to lease holders within reserves.

Analysis

Options considered

- 39 Council staff have identified two ways the board could proceed:
- option 1** - provide feedback to Council staff on how Council should proceed with the bylaw (verbally at this meeting or via a letter/email to staff). This could include suggesting areas where an alcohol ban may be necessary, or giving views on the alcohol ban area in Te Anau.
 - option 2** - provide no feedback at this time, and consider providing feedback if there is a formal consultation process.

Analysis of options

Option 1 – provide feedback to Council staff on how Council should proceed with the bylaw

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> the view of the board will be known by Council staff have the flexibility to incorporate board feedback at this early stage the board will also have the option to submit formally through the consultation process. 	<ul style="list-style-type: none"> the board may want more time to liaise with community members on this matter.

Option 2 – provide no feedback at this time, and consider providing feedback during the formal consultation period

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> staff may still be able to incorporate the feedback received. 	<ul style="list-style-type: none"> the board will have less involvement in shaping the future direction of the bylaw staff will have less ability to incorporate feedback later in the engagement process (after formal consultation).

Assessment of significance

- 40 Council is required to consider the significance (or the degree of importance) of all the issues before it. Staff have assessed this matter as being not 'significant' in relation to Council's Significance and Engagement Policy and the LGA.
- 41 At this stage staff are seeking feedback from the board, so there will be no impact or consequence on people in or visiting the Southland District as a result of this report. This matter/report has minimal impact or consequence on the social wellbeing of the region.
- 42 If Council do decide to endorse one of the approaches outlined in this report, at that time Council's decision making will have a higher level of significance than the current matter before the board.

Recommended option

- 43 Council staff recommend that the board proceed with option 1, and provide feedback to Council staff on how Council could proceed with the bylaw.

Next steps

- 44 Staff will seek input from all community boards on the future of the alcohol control bylaw. Staff will also discuss the appropriate approach to the bylaw with Councillors.

Continue or amend current bylaw

- 45 If Council wish to proceed and continue or amend the current bylaw, a draft version of the bylaw will be reviewed by a committee of Council. Council would then endorse a draft bylaw for formal consultation. Any consultation process is likely to take place in early 2022. Council would then consider and deliberate on the submissions received on the draft bylaw, and adopt a final bylaw.

Incorporate alcohol control provisions into a public places bylaw

- 46 If Council decide to make a new public places bylaw with alcohol control provisions in it, staff will need to develop the draft bylaw. This will involve engaging with community boards and the public and producing a draft document. The draft would be reviewed by a committee of Council prior to being endorsed for formal consultation by Council. It is likely the consultation process will take place mid-2022. Council would then consider and deliberate on the submissions received on the draft bylaw, and adopt a final bylaw.

Let the current bylaw lapse or revoke it

- 47 If Council decide to let the current bylaw lapse on 9 December 2022, no further action would be required. If Council want to revoke the bylaw prior to it lapsing, formal consultation would also be required.

Attachments

- A Alcohol Control Bylaw 2015 [↗](#)
- B Feedback from Police on Alcohol Control Bylaw [↗](#)



Alcohol Control Bylaw 2015

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

☎ 0800 732 732
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Table of Contents

1	Title and Commencement	3
2	Interpretation	3
3	Prohibited Acts.....	3
4	Establishment of Alcohol, Free Area by Resolution	4
5	Exemptions	4
6	Dispensations.....	4
7	No Warning in Certain Circumstances	4
8	Offences	5
9	Schedule	6

Document Revision

Date	Amendment	Amended by	Approved by	Approval date
			Council	

Pursuant to Section 147 of the Local Government Act 2002, and Section 16 of the Burial and Cremation Act 1964 the Southland District Council makes the following Bylaw:

1 Title and Commencement

- (a) This Bylaw is the Alcohol Control Bylaw 2015.
- (b) This Bylaw comes into force on 12 December 2015.
- (c) The Public Places Liquor Control Bylaw 2005 is consequently repealed

2 Interpretation

In this Bylaw unless the context otherwise requires:

Act means the Sale and Supply of Liquor Act 2012.

Alcohol has the meaning given by Section 5 (1) of the Act.

Alcohol Free Area means any public place identified:

- (a) In the Schedule to this Bylaw; or
- (b) In any resolution of the Council pursuant to clause 4.0 of this Bylaw.

Constable has the meaning given by Section 2 of the Policing Act 2008.

Council means the Southland District Council.

Licensed premises has the meaning given by Section 5 (1) of the Act.

Public notice means a notice published once in a newspaper circulating in the area to which the notice applies.

Public place means:

- (a) A place that is open to or is being used by the public, whether free or on payment of a charge, and whether any owner or occupier of the place is lawfully entitled to exclude or eject any person from it and includes roads whether or not under the control of the Council and vehicles in those public places; but
- (b) Does not include licensed premises.

Specified period means:

- (a) For an Alcohol Free Area specified in the Schedule to this Bylaw, the days and times specified in the Schedule.
- (b) For an Alcohol Free Area established by a resolution of the Council under clause 4.0 of this Bylaw means the days, times and period specified in that resolution.

3 Prohibited Acts

Except in accordance with clauses 5.0 and 6.0 of this Bylaw no person shall:

- (a) Consume alcohol in an Alcohol Free Area.
- (b) Bring alcohol into an Alcohol Free Area.

- (c) Possess alcohol in an Alcohol Free Area.

4 Establishment of Alcohol, Free Area by Resolution

- (a) The Council may from time to time by resolution establish Alcohol Free Areas in public places for specified periods.
- (b) The Council may at any time, by resolution amend or revoke any resolution under this clause 4.
- (c) The Council shall give public notice of any resolution made under clauses 4 (a) and (b) not less than 14 days before the establishment, amendment or revocation of an Alcohol Free Area under this clause 4.

5 Exemptions

This Bylaw does not prohibit the transport of alcohol in an unopened container:

- (a) From licensed premises next to an Alcohol Free Area, if the alcohol was lawfully bought on those premises for consumption off those premises and it is promptly removed from the Alcohol Free Area; or
- (b) From outside of an Alcohol Free Area to licensed premises next to the Alcohol Free Area; or
- (c) From outside of an Alcohol Free Area to premises next to an Alcohol Free Area by, or for delivery to, a resident of the premises or his or her bona fide visitors; or
- (d) From premises next to an Alcohol Free Area to a place outside the Alcohol Free Area if the transport is undertaken by the resident of those premises and the alcohol is promptly removed from the Alcohol Free Area.

6 Dispensations

The Council may from time to time on application in writing by any person and on payment of the fee prescribed by the Council, grant a dispensation from any or all of the prohibited acts specified in clause 3.

The dispensation may be granted without conditions or subject to such conditions as the Council thinks fit.

7 No Warning in Certain Circumstances

Any constable is authorised to exercise the powers under Section 170 (2) of the Local Government Act 2002 on specified dates or in relation to specified events in respect of which the Council has:

- (a) By public notice 14 days in advance specified the Alcohol Free Area where, and the period when, any constable can exercise those powers; and
- (b) Where it is has been practical or reasonable to do so, indicated the location of the Alcohol Free Area by one or more clearly legible notices affixed in one or more conspicuous places on or adjacent to the Alcohol Free Zone.

8 Offences

Every person commits an offence who breaches the provisions of this bylaw.

This bylaw has been confirmed by resolution passed at a meeting of the Southland District Council held on _____.

THE COMMON SEAL of the
SOUTHLAND DISTRICT COUNCIL
was hereunto affixed in the presence of: }

_____ Mayor

_____ Chief Executive

9 Schedule

The Alcohol Free Areas and Specified Periods are as follows:





Winton Police
PO Box 32
WINTON 9741

SDC Alcohol Bylaw Review - Te Anau Liquor ban

This is a formal submission from the Southland Police to support the continuation of the current Te Anau Bylaw.

Introduction

I have been a constable in the NZ Police for 25 years, having worked the majority of those years in Western Southland. Initially I was a constable based in Winton and a regular reliever in Te Anau up until 2008 when I was promoted to Sergeant. In 2014 I was promoted to Senior Sergeant as the Southland Road Policing Manager and currently I am the Western Southland Area Response Manager.

In each of these roles I have either worked in, supervised or managed Policing in the Te Anau basin. I am the currently supervising manager of the Southland Alcohol Prevention Team, previously known as team policing.

I, like many Southlanders, have spent a lot of my recreational time in Te Anau having previously owned a home in Manapouri.

Liquor ban

Police support the status quo for the bylaw. I have attached a document compiled by the police intel section outlining the police demand for Te Anau. This shows a steady downward trend for key offences relating to alcohol post the Liquor ban introduction.

I have also attached a report from Sgt Hayden McNaught Southland Alcohol Harm Prevention officer. Both these reports should be read in conjunction with this document.

Police support the review of the Te Anau Liquor ban as it is important to remember the ban is a direct restriction on members of the public in a public area and this restriction should not be taken lightly.

I would submit that liquor bans are now an accepted part of modern society. The young people in our community have grown up with the bans and now accept and abide by them, as do most members of our community.

Liquor bans are an accepted practice to curb alcohol offending and all councils now have bans in our key hot spots for alcohol consumption. They are the main tool used to end the large drunken disorderly events we had in the past to present day with families now enjoying public areas and events. A classic example of this is the Alexandra Blossom festival weekend that used to see large disorder and is now a family orientated event again.

Enforcement

Police have a graduated response model to all offending, and every constable has the discretion to deal with liquor ban breaches in several ways. These range from polite education, removing alcohol out of the ban area, instant infringement fines of \$200, arrest and court appearance. It would be fair to say that we are in a very good space currently with very limited enforcement action required.

Safer Communities Together

Sgt McNaught refers to the Police action in his report and the numbers are very low. What cannot be measured is the early conversations with people who were educated about the ban, the majority are happy to remove their alcohol and they never make the stats.

Timings and area of the ban

Police support the status quo, I believe the ban has the right mix of prevention vs deterrent,

The key offending whilst across the whole town, the main disorder 1K (drunk and detox offending) is clearly concentrated in and covered by the main ban area.

365 days a year gives members of the public and police, only the ban to think about, not if and when it is in effect.

The ban has become part of our day to day Policing, whether walking about the town or planning for large events, the resources are there to deal with most alcohol incidents effectively and quickly.

It is effectively Policed with a graduated response. Locals and tourists are free to sit on the lake front or at the park watching the sun go down enjoying their tippie, and most would do so, not even knowing the ban was in place.

Deterrent factor

As previously stated, it is hard to measure the offending that the bylaw is preventing with the ban.

We can never know how many carloads of idiots who went north instead of west. How many bottles didn't get broken in the Main Street or how many patches of urine and vomit business owners didn't have to clean up on a Monday morning.

All because people knew they couldn't drink in the Main Street of Te Anau, pre-ban offending would suggest this is huge.

Summary

Many of our young people head central for the new year's period, swelling numbers at key holiday spots, this often effects the family groups enjoying these locations.

Pre-Ban this used to be the case in Te Anau with large amounts of disorder. Currently no other area in SDC has any issues with alcohol offending. Only two places receive additional policing resources over New Years - being Te Anau and Riverton.

The number one reason for continuing with ban is that it works, imagine being the only New Year's destination without one.

Thank you



Senior Sergeant Peter Graham

Area Response Manager

Western Southland



NZ Police

POL 258 03/19

REPORT FORM

SUBJECT: SDC ALCOHOL CONTROL BYLAW

ADDRESS: TE ANAU

TEXT: LIQUOR BAN



NZ Police

POL 258 03/19

REPORT FORM

SUBJECT: SDC ALCOHOL CONTROL BYLAW

ADDRESS: TE ANAU

TEXT: LIQUOR BAN

Report Date: 10/09/2021

Senior Sergeant Peter Graham
Western Sub Area Commander
Winton

This report relates to a request from yourself for me to provide some comment in relation to the current Liquor Ban status in Te Anau as per the Southland District Council Alcohol Control Bylaw 2015.

The current Bylaw has been in place since December 2015. I am aware you have some Intel generated statistics around crime etc, but I have looked a little more closely at a couple of particular areas related directly to the Liquor Ban Area (LBA) and its effects.

I have focused on a period from December 2014 to June 2021 inclusive, to encompass leading up to and including the time since the current Bylaw has been in place.

During this period there has been –

- 11 Alcohol Infringement Offence Notices (AION's) issued
- 2 arrests for Breach of Liquor Ban offences
- Over 90 percent of assault and disorder offences in the LBA involving alcohol, are attributed to other events which do not include offending against the Liquor Ban itself. A high majority of these were either at or directly outside licensed premises in the area.

I can't really comment on comparisons before the period I looked at as this information can be hard to obtain and reporting requirements in the Police have also changed dramatically over the last 10 years.

What I can comment on is the information I have bullet pointed is what I would consider to be extremely low numbers which I feel can be attributed to the existence of the Liquor Ban itself.

POL 258 08/12

My reasoning for this is, the longer the Liquor Ban is in place the more widely it becomes known it is in force and it becomes a strong deterrent for any offences related to it to occur.

It also gives Police the ability to enforce it. As you are well aware, Police have some discretion as to how that enforcement is carried out.

For example, in my experience, if someone is breaching a Liquor Ban they are normally given education that they are in a LBA and given the opportunity to either tip alcohol out, leave the area or both. Naturally this will always depend on the time, place and circumstances of each individual incident and the response to this approach by persons involved usually dictates if any further action is necessary or taken.

This in turn negates any reporting requirements if this approach is taken and is successful. So, my point is, there may well have been a lot of these contacts made in relation to the LBA which we are not aware of but support its existence.

The Bylaw is also taken into account in any deployment or operation orders for Police in relation to busier periods or large scale events so it can be utilised as an option to deal with any offences applicable.

Without the existence of the Bylaw and the LBA, all of the aforementioned enforcement options are removed and it limits options for Police. In my view this is likely to increase instances of disorder etc associated with the consumption of alcohol in the relevant area.

In terms of time frames etc of the Ban, naturally there is more risk around bigger events and summer, Xmas, New Years period. To avoid applying for temporary Liquor Ban's to encompass certain time periods, and the extra time and work associated with this for Police and the SDC, I believe it is prudent to have the Bylaw and Liquor Ban all year round.

In summary, the Bylaw and the Liquor Ban is very important for Te Anau to contribute to the ongoing low volumes and reduction of alcohol harm in the Liquor Ban Area. I feel the Bylaw and Liquor Ban, with the area and times applicable in its current form, is suitable and fit for purpose and should continue.



Hayden McNaught
Sergeant, HMW820
Alcohol Harm Prevention Officer
Invercargill

Community leadership report

Record no: R/21/11/60170

Author: Kelly Tagg, Community partnership leader

Approved by: Fran Mikulicic, Group manager democracy and community

☐ 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 Northern Community Board:

- a) **receives the report titled “Community leadership report” dated** 11 November 2021.

Attachments

- A community leadership report [📄](#)



What's happening in your area

Community Partnership Fund

The following applications were approved for the August 2021 round of the Northern Community Partnership Fund:

Mossburn Community Pool – new pool cleaner and fencing	\$1,700
Mossburn Community Facilities – new heat pump	\$1,534
Mossburn School/Vanessa Hamilton – set up of social table tennis club	\$1,795
Northern Southland College/Jack Brensell – film equipment	\$1,040

Community service awards

One nomination has been received and will be considered by the board at this meeting. The board can approve up to two nominations per annum. Next steps will be to contact the nominees to determine if they wish to accept the award and then arrangements will be made for a suitable celebration to be held.

Northern Community Board – possible pool rate

Written requests asking the board to consider setting a pool rate for the Lumsden and Mossburn swimming pools have been received in recent weeks. Representatives from both committees plan to attend the Board's meeting on 22 November to discuss their requests with the board.

At the conclusion of the meeting the board will hold a workshop with staff to ascertain if there is an appetite to explore this further. The workshop will include rating options and also details of what the impact on rates will be.

If the board is supportive of progressing this matter further it will need to make a recommendation to Council that a new rate be set as the board does not have delegations to do that. As part of the process, engagement with the Northern Southland community will also take place to determine if there is support for a pool rate from the community or not.

It may be that the board will need to hold another meeting prior to Christmas to make the recommendation to Council that engagement should take place with the wider community on this matter.

The final decision will be made by Council in the new year after the consultation has been completed and any new rate would take effect from 1 July 2022.

Upcoming funding deadlines

The following funding deadlines are approaching for funds administered by Southland District Council;

31 January 2022

- Fiordland Community Board Community Partnership Fund

28 February 2022

- Tuatapere Te Waewae Community Board Community Partnership Fund

31 March 2022

- Creative Communities
- District Initiatives Fund
- Sport New Zealand Rural Travel Fund
- Oreti Board Community Partnership Fund
- Waihapai Toetoe Community Partnership Fund
- Northern Southland Development Fund
- Stewart Island Visitor Levy
- John Beange Fund
- Ohai Railway Fund

What's happening outside your area

District/regional Initiatives

Stewart Island – Helipad

This project is now progressing with Council having recently approved a classification change of part of the reserve to enable a helipad for emergency use to be constructed at Traill Park, 28 Golden Bay Road, Oban.

Part of the reserve was reclassified from a recreation reserve to a local purpose reserve (Emergency Services Helipad) and staff will now work to issue under delegated authority, subject to public notification.

SDC Holiday Programme – January 2022

Due to Covid level 2 restrictions, the holiday programme is going to look a little different in January 2022. The strict guidelines for school venues and a number of other factors have made it difficult for Active Southland to guarantee they can deliver 8 days over 8 different locations. As an alternative they are going to hold the programme for three days in Te Anau and three days in Winton in late January. There will still be lots of awesome activities for the kids to take part in, and they are hoping to get out to other places in the district for some days in the April school holidays. Watch in the usual spots for confirmation of dates and venues.

Welcoming communities

Work is underway to prepare a Welcoming Communities plan for Southland District. In preparation for the development of the plan, workshops with newcomers will be held. The draft plan is expected to be completed in the new year and the wider community will have the opportunity to provide feedback before the plan is finalised.

The purpose of the plan is to encourage an inclusive approach to welcoming new people to our communities. It also encourages communities to embrace a welcoming approach, to get involved and help make Southland District the most welcoming place possible.

The Welcoming Communities programme has been developed in recognition that communities are healthier, happier and more productive when newcomers are welcomed, and participate fully in society and the local economy.

The plan outlines who is responsible for specific actions and projects, the associated timeframes for completion with a four-pronged implementation approach, and is aligned with the eight outcomes identified in the Welcoming Communities standard, being:

- Inclusive Leadership
- Welcoming Communications
- Equitable Access
- Connected and Inclusive Communities
- Economic Development, Business and Employment
- Civic Engagement and Participation
- Welcoming Public Spaces
- Culture and Identity

It is through these projects and activities that Southland will become accredited as a “Welcoming Community”, according to the New Zealand Welcoming Communities standard.

Digger Eunson memorial seat

A seat to celebrate Digger Eunson’s contribution to the community has been installed in Edendale. An unveiling is being planned.



Waikaia Trails Trust – Waikaia Mountain Bike Project

The Waikaia Trails Trust has now been formed to drive this project forward. Their first step has been to engage John Jones of Rideline Consulting to complete a master plan for the project.

A memorandum of understanding between Council and the trust will also be prepared soon to formally record how the two parties will work together going forward whilst recognising that the trail is to be designed and built in a working forest.

If you are interested in following the progress of this project the Trust has both a Facebook page and an Instagram account.

The project has already received positive media coverage too.

<https://www.odt.co.nz/regions/southland/bike-track-planner-taking-big-picture-approach?fbclid=IwAR0hLa3GwFHRPHbynQXM9du8W-9W7E4RF59acknqpaHgssUkdYGSibFTJM8>

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 December 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 was 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.

Community Pool Water Treatment Course 2021

A pool water treatment course will be held on Friday 3 December at the Edendale Rugby Clubrooms and the Edendale School pool. It will be facilitated by Sarah Cresswell from Waiskills. A few details are still being finalized but pools will be emailed more information very soon.

For more information contact Kathryn Cowie – kathryn.cowie@southlanddc.govt.nz.

SDC Holiday Programme 2022

Active Southland will again be delivering the annual SDC holiday programme in 2022. Due to Covid-19 restrictions and uncertainty things may look a bit different this time in terms of dates and locations – stay tuned, once finalised these will all be advertised via our usual channels.

Stakeholder updates

Waka Kotahi – Highways South

- Our new construction season is underway with road reconstructions happening on SH96 Wreys Bush Winton Highway and the Gore District. Before Christmas another reconstruction will begin on SH96 Wreys Bush Winton Highway near Wairio-Wreys Bush Road. Further projects will take place in the new year.
- Resurfacing across Southland on state highways is also underway and will continue right through summer. We only have a few months of weather which is warm enough to surface successfully, so need to make sure we get as much completed as possible. Thanks for your patience while we complete these.
- A reminder that temporary speed limits are often in place while there are no visible workers onsite. This is always for safety reasons due to a hazard which may not be immediately obvious to the road user. These hazards could be excavation behind the cones, uneven surfaces, loose gravel, potholes, road marking not yet reinstated, activity on the side of the road, crew may be working on the highway around the bend or at the end of the site, an event may be happening involving a crossing at this point etc. We work hard to ensure that speed limits are not in place when they are not necessary so would appreciate your support passing this message to your communities. These speed limits are legally enforceable, not guidelines. Our local police in Southland are very supportive of our aim to keep our road crews and all road users safe at worksites.



- It's great to see that the Tour of Southland was able to happen during these uncertain times, however we know it caused delays so we're appreciative of everyone's patience on the highways.
- Finally, we're very grateful for the support of community boards throughout the year and will do our best to get out to chat with those boards we haven't had a chance to meet with this year. Meeting face to face really helps build the relationship between us all and we look forward to meeting those of you we haven't already met. Our Christmas closedown dates are from December 23 to January 10, although we will have staff rostered throughout the break to respond to urgent/emergency situations should they arise. Road users can continue to call 0800 4 HIGHWAYS (0800 44 44 49) if they come across anything of concern on highways over this time. Wishing you all a safe and happy holiday season from all of us here at Highways South.

Operational Report for Northern Community Board

Record No: R/21/10/56322
Author: Brendan Gray, Project delivery manager
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 Northern Community Board area.

Recommendation

That the Northern Community Board:

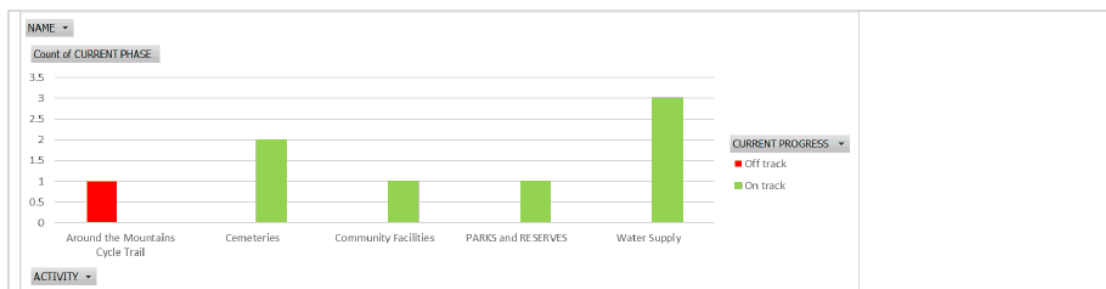
- a) **Receives the report titled “Operational Report for Northern Community Board”**
dated 17 November 2021.

Attachments

- A Report to Northern CB - 22 November 2021 - Operational report [↓](#)



1. Projects within current financial year



CLARIFICATION OF FUNDING SOURCES

Local funded: footpaths, SIESA, water facilities, airport and halls.

District funded: water, sewerage, stormwater, cemeteries, toilets and roading.

Local or District funded (dependent on service): community facilities, open spaces and community grants.

ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
WATER SUPPLY	P-10265	District metered areas - Lumsden Balfour	Delivery phase	On track	Meter locations have been scoped to be installed at Lumsden reservoir site, this will be completed 2021/2022 year.	\$50,750
WATER SUPPLY	P-10423	Improvements (to be determined) to improve water quality due to possible potable use - Matuku rural schemes	Pre-delivery phase	On track	Consultant has begun reporting and options analysis for this works. Finished reports for all schemes are likely to be delivered in December.	\$80,000



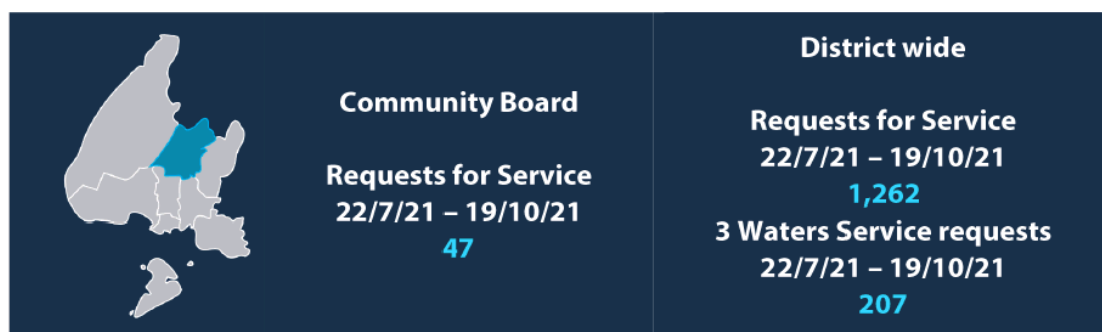
ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
WATER SUPPLY	P-10428	Five Rivers - improvements due to possible potable use	Pre-delivery phase	On track	Consultant has begun reporting and options analysis for this works. Finished reports for all schemes is likely to be delivered in December.	\$25,000
AROUND THE MOUNTAINS CYCLE TRAIL	P-10678	ATMCT continuous improvement	Initiation phase	Off track	Progress is being made with landowners to finalise easement agreements.	\$20,000
COMMUNITY FACILITIES	P-10711	Lumsden office - lighting	Pre-delivery track	On track	The contract has been awarded and we are now waiting on a timeframe for the completion of the work.	\$12,000
PARKS and RESERVES	P-10950	Garston - memorial seat	Pre-delivery phase	On track	Delivery of Garston seat is programmed for February/March 2022 at present, however it is being checked if a future subdivision might impact on the placement and location. Also due to copyright issues the design is still being finalised.	\$7,100
CEMETERIES	P-10963	New memorial wall Mossburn cemetery	Initiation phase	On track	Site has been inspected and verified by the chair.	\$10,000
CEMETERIES	P-10963	New memorial wall Lumsden cemetery	Initiation phase	On track	Site has been inspected and due to a clash with existing graves relocated to the other side of the entrance road.	\$10,000



2. Service Contracts

CONTRACT NAME	CONTRACT MANAGER COMMENTARY
10/01 – Water and waste water services operation and maintenance	Contract running well. Planning in place for essential services delivery to continue should Covid-19 restrictions return.
17/ 03 – Waimea Alliance	Routine maintenance and cyclic works are ongoing. 2022/2023 pre-reseal repair works will be starting soon with marking out and repair works. Maintenance metaling has been happening. Council's sealing contractors will be starting the seasons reseals in the district soon, and have been stockpiling chip at various locations. The McLean Road box culvert works has been finished. The Waimea drainage crew are working in the Tuatapere area.
17/03 -Toilet contracts	The Athol toilet has been re-opened due to the Hide Café no longer operating, Council will need to empty the septic tank on a monthly schedule to avoid overflow. A new steel lid will be put on the tank to avoid the extra costs of a digger needed to open the current concrete lid. Some vandalism at the Lumsden toilets.
21/18 - Mowing	McDonough Contracting is mowing the townships on a regular basis. There has been some minor adjustments to the contract maps to accommodate local requests.
General	A report on the Lumsden gardens and future proofing is being investigated by a landscape architect. This is progressing with the contractor coming back to the board with some additional questions.

3. Request for service data 22 July 2021 – 19 October 2021

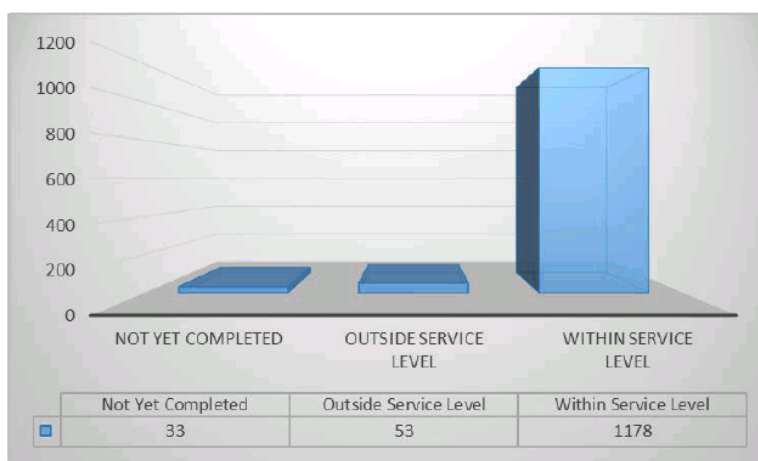


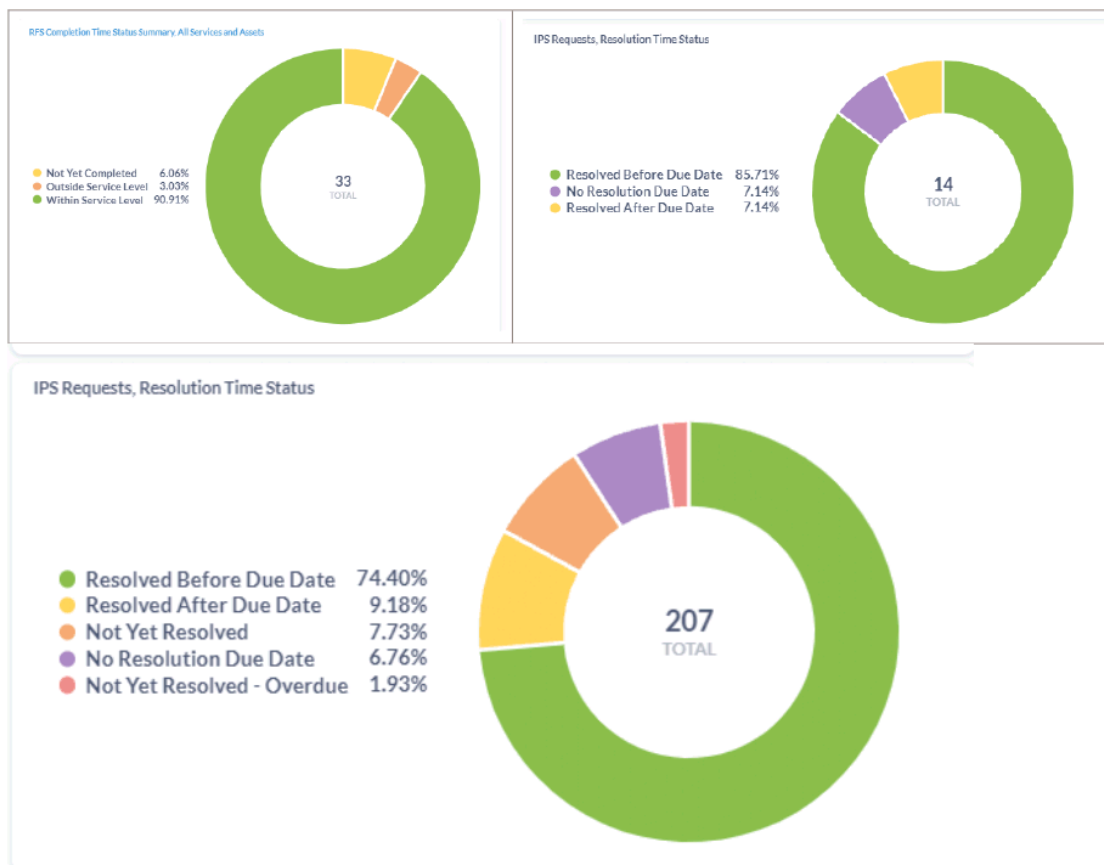
REQUEST TYPE	COUNT
Culverts blocked - rural	3
Debris on sealed roads (safety)	1
Gravel, potholes/corrugations and grading	1
Information-direction signs (road names and rest area)	1



REQUEST TYPE	COUNT
New rapid number	1
Rural water asset leak	2
Sewer lateral blockage	1
Transfer/recycling station matters	1
Transport - road matters general	3
Urban stormwater (the drain)	2
Water and waste general	13
Water asset damaged (main, hydrant, valve and meter)	1
Water asset leak (main, hydrant, valve and meter)	3
Water no supply	3
Water toby leak	4
Wheelie bin - non-compliance (internal only)	1
Wheelie bin cancel/damaged/stolen	1
Wheelie bin collection complaints	2
Wheelie bin new/size change/additional	3
TOTAL	47

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.



4. Local finance reporting

Athol - Business Units as at 31 October 2021

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Streetworks - Athol									\$7,500
Beautification - Athol	\$6,315	\$6,366	\$19,350	\$1,794	\$6,366	\$19,099			
Playground - Athol	\$2,476	\$2,500	\$7,500	\$11,585	\$6,508	\$19,524	\$4,195		
Hall - Athol	\$4,864	\$4,855	\$14,726	\$4,188	\$6,901	\$14,890			
Total	\$13,655	\$13,721	\$41,576	\$17,567	\$19,776	\$53,513	\$4,195	\$0	\$7,500

Athol income is \$13,655, which is on budget.

Expenditure is \$17,567, \$2,209 under spent. Beautification expenditure is \$4,572 under budget due to minimal maintenance and mowing costs to date. Hall costs are \$2,713 less than budget due to low operating costs and minimal maintenance being required to date. These underspends are offset by the playground being \$5,077 overspent due to further progress of the maintenance project, carried forward from 2020/2021 (\$12,024). This project includes new boxing being installed, replacing the soft fall and replacing a piece of equipment. Playground capital expenditure of \$4,195 relates to capital costs associated with the project above.

Garston - Business Units as at 31 October 2021

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Beautification - Garston	\$3,641	\$3,677	\$11,632	\$1,564	\$3,070	\$11,709			\$7,100
Playground - Garston	\$2,476	\$2,500	\$7,500	\$350	\$2,895	\$8,684			
Playcentre Building	\$497	\$502	\$1,505	\$1,238	\$1,190	\$1,505			
Total	\$6,614	\$6,678	\$20,637	\$3,153	\$7,155	\$21,898	\$0	\$0	\$7,100

Garston income is \$6,614, which is on budget.



Expenditure is \$3,153, \$4,002 less than budget. Beautification expenditure is \$1,506 under spent, primarily due to less mowing costs to date. Playground expenditure is \$2,545 lower than budget due to minimal general maintenance costs to date.

Lumsden - Business Units as at 31 October 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Street Works - Lumsden	\$447	\$451	\$1,443	\$4,875	\$5,326	\$15,978			\$60,096
Refuse Collection - Lumsden	\$10,460	\$10,445	\$31,335	\$6,247	\$10,445	\$31,335			
Cemetery - Lumsden	\$2,931	\$3,000	\$9,013	\$1,972	\$4,497	\$13,492			\$10,000
Beautification - Lumsden	\$20,008	\$19,899	\$61,239	\$23,324	\$20,396	\$61,189			
Recreation Reserve - Lumsden	\$5,813	\$5,564	\$16,692	\$4,034	\$6,713	\$16,692			
Playground - Lumsden	\$2,476	\$2,500	\$7,500	\$1,849	\$3,044	\$9,132			
Camping Ground - Lumsden	\$300	\$400	\$1,200						
Hall - Lumsden	\$6,788	\$6,822	\$20,567	\$9,250	\$11,068	\$21,069			
Information - Centre	\$1,016	\$1,059	\$3,177	\$3,693	\$2,674	\$4,557			
Total	\$50,239	\$50,140	\$152,166	\$55,244	\$64,163	\$173,444	\$0	\$0	\$70,096

Lumsden income is \$50,239, which is slightly over budget (\$99).

Expenditure is \$55,244, which is \$8,919 lower than budget. Refuse collection is \$4,198 under spent due to less street litter bin costs to date. Cemetery expenditure is \$2,525 under spent due to less mowing costs to date. Beautification expenditure exceeds budget by \$2,928 due to internal rates being coded to this business unit in error, this will be corrected in November. Recreation reserve is \$2,679 under budget due to less mowing costs (\$514), no general maintenance (\$1,667) and lower electricity costs (\$588) to date. Playground expenditure is \$1,195 under budget due to less general maintenance. Lumsden hall expenditure is \$1,818 under spent primarily due to lower electricity (\$492), cleaning (\$464) and internal work scheme costs (\$743). Lumsden information centre expenditure is \$1,019 over budget due to internal maintenance required to repair the lights at the railway station (\$1,005).



Mossburn - Business Units as at 31 October 2021

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Street Works - Mossburn	\$348	\$351	\$1,054		\$351	\$1,054			\$20,076
Refuse Collection - Mossburn	\$4,989	\$4,981	\$14,944	\$4,845	\$4,981	\$14,944			
Cemetery - Mossburn	\$2,637	\$2,633	\$7,900	\$864	\$2,802	\$8,406			\$10,000
Beautification - Mossburn	\$5,513	\$5,567	\$18,235	\$2,423	\$6,400	\$19,200			
War Memorial Park	\$4,285	\$4,326	\$12,979	\$3,065	\$5,112	\$12,979			
Playground - Mossburn	\$2,476	\$2,500	\$7,500	\$637	\$2,647	\$7,942			
Total	\$20,248	\$20,359	\$62,612	\$11,834	\$22,294	\$64,525	\$0	\$0	\$30,076

Mossburn income is \$20,248, which is on budget.

Expenditure is \$11,834, \$10,460 under budget. Cemetery expenditure is \$1,938 under spent due to minimal mowing and maintenance costs to date. Beautification expenditure is \$3,977 under budget primarily due to no tree and hedge maintenance costs to date. War Memorial Park is \$2,047 lower than budget primarily due to less mowing and no maintenance costs for the year to date (\$368 and \$1,667 respectively). Playground expenditure is \$2,010 under spent due to minimal maintenance required to date.

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Northern Southland Devlpt Fund			\$13,960			\$9,825	\$0	\$0	\$0
Total	\$0	\$0	\$13,960	\$0	\$0	\$9,825	\$0	\$0	\$0

As expected, there is no Northern Southland development income or expenditure for the period to date, due to grants not being awarded from the fund until after 31 March each year.



Northern - Business Units as at 31 October 2021

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Community Leadership Northern			\$6,069	\$5,029	\$5,029	\$6,069			
Rec Reserve - Northern	\$254	\$256	\$769	\$802	\$769	\$769			\$0
Total	\$254	\$256	\$6,838	\$5,831	\$5,798	\$6,838	\$0	\$0	\$0

Community leadership income and expenditure are on budget. Applications for the first round of the Northern Community Partnership Fund closed on 31 August, and approved grants where all conditions have been met, were paid subsequently. The recreation reserve income and expenditure are in line with budget.

Halls - Business Units as at 31 October 2021

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Hall - Five Rivers	\$2,902	\$2,963	\$8,893	\$2,061	\$3,602	\$8,134	\$0	\$0	\$0
Total	\$2,902	\$2,963	\$8,893	\$2,061	\$3,602	\$8,134	\$0	\$0	\$0

Five Rivers hall income is slightly under budget (\$61). Expenditure is \$1,541 under budget primarily due to no general maintenance and work scheme costs being incurred to date (\$1,667), offset by higher than expected insurance costs (\$330).



Reserve Balances

RESERVE	ACTUAL 30 JUNE 2021	BUDGET 30 JUNE 2022	FORECAST 30 JUNE 2022
Athol community centre	\$7,727	\$7,889	\$7,889
Athol general	\$8,028	\$8,279	\$8,279
Total – Athol	\$15,755	\$16,168	\$16,168
Five Rivers hall	\$489	\$494	\$494
Total – Five Rivers	\$489	\$494	\$494
Garston special projects	\$38,938	\$32,440	\$32,440
Total – Garston	\$38,938	\$32,440	\$32,440
Lumsden community centre	\$12,731	\$12,833	\$12,833
Lumsden cemetery	\$693	\$707	\$707
Lumsden footpaths	\$10,684	\$1,865	\$1,865
Lumsden general	\$90,756	\$83,497	\$93,497
Lumsden stormwater	\$46,285	\$47,255	\$47,255
Total – Lumsden	\$161,149	\$146,157	\$156,157
Mossburn general	\$95,719	\$87,554	\$87,554
Total – Mossburn	\$95,719	\$87,554	\$87,554
Northern Southland development fund	\$324,264	\$328,339	\$328,399
Total – Northern Southland development fund	\$324,264	\$328,339	\$328,399
TOTAL RESERVES	\$636,314	\$611,152	\$621,212

Council report

Record No: R/21/11/59773

Author: Simon Moran, Community partnership leader

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

Services and Assets

Forestry (IFS)

1. Final valuation for FY2020/2021 year has been received.
2. There has been a rearrangement of the harvest plan to minimise the effect of losses from the windthrow damage in Waikaia and Ohai forest.

Around the Mountains Cycle Trail

3. Minor items identified in the six yearly structural bridge inspection are being actioned by the maintenance contractor and work is nearing completion.
4. Maintenance items identified through the annual trail inspection are also being actioned by the maintenance contractor and work is nearing completion.
5. Flooding in the Centre Hill area in July caused some damage to the trail. Repairs to this area have been completed by the maintenance contractor.
6. Pre-development project work to address the Centre Hill erosion is continuing and SDC is liaising with Landcorp to identify suitable solutions including appropriate survey instruments for the site.
7. Following Council's decision to establish Around the Mountains Cycle Trail Trust, the foundation trustees have been appointed and are Rex Carter, Andrew Cameron, Gene Marsh and Garth Milicich, who are joined by SDC Cr Christine Menzies and Great South appointment Nicola Wills.
8. There is an exciting new event on the trail – Race the Train. Saturday, 15 January 2022. Runners and cyclists will race the Kingston Flyer between Fairlight and Kingston.
9. Other events this season include - Down River Dash – Sunday, 12 December. Unfortunately, the Lumsden community has made the tough decision to not go ahead with Cycle and Celebrate this year, due to a number of factors including Covid-19 restrictions.

Te Anau Manapouri airport

10. Due to a backlog of work at CAA toward the end of 2020, and therefore a delay in the Safety Management System (SMS) audit, an exemption to the SMS was obtained through to 30 September 2021, this has now been completed with zero non-conformance. 139 certification renewal has been pushed out to early 2022 as a result of Covid-19 travel restrictions.

11. A contractor was engaged for the investigative test pits and ground water monitoring and the work has been completed. The test pits have been excavated, reinstated, and findings logged by Beca. Aggregate samples have been sent to lab for analysis (particle size, soaked CBR, and water content testing). We should have the test results back from the lab by the end of next week. Piezometers have been installed allowing us to start monitoring ground water levels. This monitoring will be carried out over a number of months to allow engineers to access the affects ground water may be having on the runway. When Beca have all the results of the testing, monitoring they will be able to design a suitable resurface/ treatment for the runway. Depending on the results of the ground water monitoring we may not have a final design for the surface treatment until mid-2022.

Property

12. 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 have completed their assessments which have been sent to the lessees. The lessees are also undertaking their own assessments and these will be compared in the next few weeks. The draft leases with Landcorp for the lands at Kepler have been signed by Landcorp and are in order for signing by Council. Water allocation and flows are also being confirmed.
13. 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

14. Downers has been busy catching up with routine maintenance tasks after Covid-19 restrictions.
15. The treatment plants are performing well, with good compliance results.
16. A recent planned water shutdown in Riverton highlighted a need to review Council's public shutdown notification process. Several residents had not been made aware of the work through the radio and newspaper notices.

Water

17. Design work continues on the Manapouri water treatment plant upgrade project.
18. Pre-design investigation work is underway for the Eastern Bush Otahu Flat water treatment plant upgrade.
19. The Sandy Brown Road booster station upgrade is awaiting the construction phase later in the year.
20. The Tuatapere water treatment plant aerator upgrade is complete.
21. Riverton water treatment plant UV treatment room under construction.
22. Wellhead improvements are completed at Mossburn.
23. Winton water treatment plant pH correction project in design.

Waste water - resource consent renewals

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. A consultant has been engaged to begin the analysis and optioneering for this.	\$3.0 million
Manapouri WWTP and consent	The pond drop test and sludge surveys have both been completed for this scheme with the drone flight contouring still planned for later this month. Inflow and discharge monitoring equipment is due to be installed next week for load testing. 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 resource consents for the Riversdale scheme have been granted and Council approved the land acquisition at their extraordinary meeting in August. A survey has been engaged to carry out both the legal and feature survey subject to Council decision. Tender documents and timeline are progressing.	\$2.6 million
Stewart Island disposal field	Disposal field upgrade design has been completed and will be constructed later this year.	\$300,000
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 has completed the majority of the pipeline installs for the pressure sewer and a water pipe to Rata Lodge. The bridge crossing is still outstanding, works to be completed.	

WASTEWATER SCHEME UPGRADE	DESCRIPTION	CAPITAL BUDGET
	Council has contributed financially to the upgrade size of these pipes to be vested in Council.	

Stimulus

24. Work continues with the Stimulus programme, and 2021/2022 LTP capex programme packages with 14 projects completed, another eight underway.
25. There are three projects currently under design and three with completed design awaiting commencement of physical works.
26. Due to the Covid-19 lockdown impacts, dialogue has been had with the DIA regarding extension of the programme deadline through to 30 June. The DIA has requested an updated forecast of when works are planned up to 30 June 2022, which has been submitted as part of the quarter 4 reporting. The lockdown impact on the stimulus programme is sitting around 6-8 weeks at this stage, due to the lockdown itself, slower production rates during level 3 restrictions, interruptions in production due to the 'make safe' works that were completed prior to lockdown as well as ongoing issues with sourcing hire gear and specialist materials out of Auckland.

Project delivery team (PDT)

27. The 2021/2022 works programme turnover for September was approximately \$2.3 million which is pleasing considering the Covid-19 shutdown.
28. The carry forward process has been completed and has added approximately 50 projects and \$4 million of carry forward added to the 2021/2022 programme.
29. Mores Reserve, Taramea Bay, TIF master planning, and the combined toilet requests for tender have all gone out during August/September which covers approximately \$4 million of projects.
30. Several new contractors have been added to the approved subcontractor pool which is great considering the amount of work we have to undertake.
31. Two road rehab tenders have closed and the first package has been awarded to SouthRoads with the second package to be awarded early October.
32. The major bridge tender package is due to close mid-October and is estimated at. \$3 million

Community facilities

33. The team has been working with the finance team to finalise the carry forwards from the previous year. A lack of contractor resource and a delay in materials has contributed to these projects not being completed. A strategic decision was also made to carry forward a number of the playground soft fill projects so that they could be combined with capital works projects that had been identified for this financial year.
34. The first part of community communication went out in the First Edition. This provided our communities with an overview of the number and value of projects that we intend to deliver. The second part of the communication will go into more detail about the individual projects and potential timeframes for delivery.
35. There was a good response to the two drop in sessions that were held with contractors who expressed an interest in providing services to Council. There were 70 expressions of interest and

both sessions had high attendance. Raising the awareness around the number of projects, the value of the projects and the fact that this level of work extended throughout the next 10 years was something that was appreciated by the contractors who attended the sessions.

36. A request of interest (ROI) was put out to the market for the toilet capital works. This package has a total value of \$1,225,000. This closed on 11 September and we received three responses. This was rather disappointing as by providing a larger package of work it was expected that there would be more interest from the market.
37. Some focus will now shift to looking at preparing for the 2022/2023 financial year's capital works programme.
38. Work is continuing with the fire evacuation plans for all of the halls. Plans have been lodged with FENZ and are now awaiting approval. We now have seven approved plans. 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.
39. Working with local contractors to help them meet Waka Kotahi traffic management requirements is becoming more difficult. This is holding up finalising the last of the contracts that went through the Section 17A review.

Strategic transport

District wide roading programme

40. The footpath renewal programme is having to be reviewed for the third time as a result of the final funding received from Waka Kotahi. This has been communicated to all the community boards. They have also been advised that staff are planning to have this work completed over the coming weeks to allow for discussion to be had with each of the boards in November.
41. The bridge renewal package of work is still out to tender with tenders closing mid-October. Some preliminary work is also underway in relation to Waianiwa Bridge located on Argyle Otahuti Road. As this bridge runs over a railway line, agreement needs to be reached with Kiwi Rail around the clearance level of the bridge and potential timing of works.
42. Four out of the five pavement rehabilitation packages have been awarded with one still to go to market. This is the Matura Island site that is currently having a design safety audit being under taken. As part of the work, intersection improvement is planned due to the crash history associated with it.
43. The resurfacing programme started on 1 October and runs through until 30 March. Weather condition is the key contributor of completing this work. Being early on in the construction season there are no concerns associated with this programme of works.
44. Work is also underway on a new streetlighting maintenance contract. As part of the new contract it is planned to incorporate the ability to carry out new street light installation. This should make it more cost effective and efficient to carry out level of service improvements required through the Long-Term Plan.

45. Following some large weather events in September a review of the Colac Foreshore Road rock protection work is being undertaken. This includes drone survey footage to help identify scope and quantities of work required in the coming months to insure the integrity of the current wall is maintained. At present no areas have been identified as of critical concerns.

Environmental Services

Building

46. The team issued 81 building consents in September (95% within statutory timeframe) and made 62 CCC decisions (98% within statutory timeframe).
47. Decisions that exceeded timeframes related to human error which is part of the team's journey, having seven technical resources undergoing training at the same time.
48. Council continue to receive a high volume of consents with 78 consents received during September 2021 (13% more than September 2020).
49. 127 building consents are currently being processed by Council (80 of those waiting for further information). In the first quarter of FY21/22, 72% of consents received by Council required further information prior to being issued.
50. Inspection volumes remain high with 436 inspections completed in September at a pass rate of 55%.
51. 9% of all building warrant of fitness audits have been completed to date, ensuring that the team are on track to achieve the annual target of 20%.
52. A summer pool safety campaign is being planned with 85 failed inspections still to be re-inspected to verify compliance.
53. The team were awarded the BOINZ Organisational Commitment to Customer Service and Excellence award 2021.

Resource management

Resource consents

54. The volume and complexity of resource consent applications received year to date remains above what has been received the last few years. Initial indications are that for the remainder of 2021 and beginning of 2022 that this trend of volume and complexity will continue. In this reporting period the joint decision with SDC and ES on the Fulton Hogan Quarry in Fairlight was issued and approved.

Environmental Policy

55. 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. Additional policy capacity in the team has been focused on preparing guidance material to support consultants and our communities on district plan interpretation and planning processes following the identification of some opportunities in this space. Additionally, some indicative work is underway to look at how the recommendations in the District Plan effectiveness report can be progressed to ensure that the plan maintains being effective and compliant with legislation.

Legislative reforms

56. In the last reporting period no addition updates have been provided from Ministry for the Environment on environmental reform. It's anticipated that an exposure draft on the National Policy Statement for Indigenous Biodiversity will be released for submissions in before the end of 2021.

Environmental health

57. The appeal to the decision to decline an off licence to Otatau Hotel Limited, for a new bottle store in Riverton, is with ARLA for determination. A hearing for a proposed bottle store in Winton will be organised, as a number of public objections have been received.
58. Work is continuing with alcohol applications online.
59. Freedom camping ambassador services are being organised for this season, starting around 1 November.

Animal control

60. Dog control is continuing to follow up on owners that have not re-registered their dogs, a large yearly process. These registrations are all subject to late penalty, and possibly also infringement fines.
61. A 'signs on gates' campaign is being run, raising awareness around 'beware of dog' type signs.

Our stock control function is affected by the NZTA's changes to traffic management qualifications, with our officers likely changing from the STMS qualification to 'inspection', and also complete some work to make our utes more visible at night.

Recommendation

That Northern Community Board:

- a) **Receives the report titled "Council report" dated 11 November 2021.**

Attachments

There are no attachments for this report.

Chairperson's report

Record no: R/21/10/57813
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 Northern Community Board on activities that the chairperson has been involved in since the October 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:
 - new mowing contractor in Mossburn, Athol and Garston issues. Areas not being mowed that have been previously. Greg Erskine has been attending these as they arise
 - Lumsden garden plan is still being formulated. In the meantime, Kath Miller has been employed to tidy up gardens around the railway station
 - Lumsden Memorial Hall sign is now up
 - we have reinstated the mowing of the Lumsden recreation grounds to comply with the reserve's management plan. Attached is a report on the Lumsden recreation grounds.

Recommendation

That the Northern Community Board:

- a) **receives the report titled "Chairperson's report" dated 17 November 2021.**

Attachments

A Lumsden Recreation Grounds 15 November 2021 [↓](#)

File Note

Lumsden Recreation Reserve – Castlerock Pony Club & Gabriela Lachova

An on-site meeting was undertaken on 22nd October 2021 to find a solution to the ongoing maintenance of the Lumsden Recreation Reserve.

Present on site were Greg Tither (Community Board Chair), Rob Scott (Councillor), Gabriela Lachova (grazier), Annabel Saunders (Pony Club), Kevin McNaught (Property Manager), Greg Erskine (Community Facilities Contract Manager), Theresa Cavanagh (Property Advisor)

The following was resolved and relate to the map on the next page:

Red Outline

The Pony Club hold a licence for this area for their weekly meetings which they will mow/roll prior to both of their events each year (November and January). Their annual rental will be reduced from \$1,000 to \$500 annually.

The licence expires May 2022 and will be publicly notified as part of the renewal. Any new licence will require the Pony Club to keep the grass length to 50-100mm.

Yellow Outline

It is intended that Gabriela Lachova will graze and bale this reserve and mow it prior to the Pony Club's event in November. The annual rental will be \$500 annually.

The intention to grant a licence will be publicly notified.

Blue Outline

The area within the rugby ground oval will be added to Council's mowing contract. This area is required to be compliant with the Reserves Management Plan which states that the reserve must be maintained *as an area of open space for organised sport, camping and casual recreation*.

The area outside of the oval will be maintained locally as required. This area does not have significant grass growth so will be easily managed.

The Pony Club use the blue area for both of their events.



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

Recommendation

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

C8.1 Community Service Awards - nominations and allocation - September 2021

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Community Service Awards - nominations and allocation - September 2021	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.