



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

Date: Wednesday, 16 February 2022
Time: 7pm
Meeting room: Virtual meeting via Microsoft Teams
Venue:

Ardlussa Community Board Agenda OPEN

MEMBERSHIP

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

IN ATTENDANCE

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

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Online: [Southland District Council YouTube](#)

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.

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

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

Terms of Reference – Community Boards

TYPE OF COMMITTEE	Community board
RESPONSIBLE TO	<p>Council</p> <p>Each community board will have a relationship with the committees in section 8.4.2 to 8.4.5 of the delegations manual based on the scope of the activities/functions delegated to each committee.</p>
SUBCOMMITTEES	As noted in section 8.5 of the delegations manual various subcommittees will report to specific community boards.
LEGISLATIVE BASIS	<p>Resolution made by Council through the representation arrangements as per the Local Electoral Act 2001.</p> <p>Role, status and membership as per subpart 2 of Part 4 of the Local Government Act 2002 (LGA).</p> <p>Treaty of Waitangi as per section 4, Part 1 of the LGA.</p> <p>Opportunities for Maori to contribute to decision-making processes as per section 14 of Part 2 of the LGA. Community boards delegated powers by Council as per schedule 7, clause 32, LGA.</p> <p>Appointment of councillors to community boards as per section 50, LGA.</p>
MEMBERSHIP	<p>Oreti and Waihopai Toetoe Community Boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other community boards have six members plus a member appointed by Council.</p> <p>The chairperson is elected by the community board. Councillors who are not appointed to community boards can only remain for the public section of the community board meeting. They cannot stay for the public excluded section unless the community board agrees.</p>
FREQUENCY OF MEETINGS	Every second month but up to ten ordinary meetings a year
QUORUM	Not less than four members
KEY FUNCTIONS	<ul style="list-style-type: none"> • to promote the social, economic, environmental and cultural well-being of local communities and in so-doing contribute to the realisation of Council's vision of one District offering endless opportunities • to provide leadership to local communities on the strategic issues and opportunities that they face • to be advocates and representatives for their local community and in so doing ensure that Council and other agencies have a clear understanding of local needs and aspirations • to be decision-makers on issues that are delegated to the board by Southland District Council • to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community

	<ul style="list-style-type: none"> • to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs • to recommend the setting of levels of service and budgets for local activities.
DELEGATIONS	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.¹</p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> 1) policies, plans, standards or guidelines that have been established and approved by Council 2) the needs of the local communities; and 3) the approved budgets for the activity. <p>Power to Act</p> <p>The community board will prepare and implement programmes of work, which will be reflected in its community board plan, which are relevant to the purposes of the community board that are consistent with the long term plan and annual plan processes of Council. Such programmes are to include budgetary provision for all costs associated with the work.</p> <p>Community Well-Being</p> <ol style="list-style-type: none"> 4) to develop local community outcomes that reflect the desired goals for their community/place 5) to monitor the overall well-being of local communities and use the information gathered to inform development of local strategies to address areas of need 6) work with Council and the community to develop a community board plan for the community of interest area – working in with any community plans that may exist. <p>Community Leadership</p> <ol style="list-style-type: none"> 7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest 8) identify key issues that will affect their community of interest's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities 9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes 10) provide a local community perspective on Council's long term plan key performance indicators and levels of service as detailed in the long term plan, and on local expenditure, rating impacts and priorities.

¹ Local Government Act 2002, s.53

Advocacy

11) submissions

- a) authority to make recommendations to Council on matters to be considered in submissions Council may make to external organisations' regional or national policy documents, select committees
- b) authority to make submissions to Council or other agency on issues within its community of interest area
- c) authority to make submissions to Council on bylaws and recommend to Council the level of bylaw service and enforcement to be provided, having regard to the need to maintain consistency across the District for all Council bylaws.

12) authority to prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest area, for consideration as part of the long term plan/annual plan process

13) provide comment by way of the formal Annual Plan/Long Term Plan process on relative priorities for the delivery of District services and levels of service within the community board area.

District activities include:

- a) wastewater
- b) solid waste
- c) water supply
- d) parks and reserves
- e) roading
- f) libraries
- g) cemeteries
- h) emergency management
- i) stormwater
- j) public toilets
- k) community housing

14) Council will set the levels of service for District activities – if a community board seek a higher level of service they will need to recommend that to Council and it will need to be funded in an appropriate way (locally).

Community Assistance

- 15) authority to establish prioritisation for allocation based on an overarching set of criteria from council to guide the scope of the activity
- 16) authority to grant the allocated funds from the Community Partnership Fund

- 17) authority to allocate bequests or grants generated locally consistent with the terms of the bequest or grant fund

Northern Community Board

- 18) make decisions regarding funding applications to the Northern Southland Development Fund. The Northern Community Board may invite a representative of the community of Dipton to take part in the decisions on applications to the Northern Southland Development Fund.

Unbudgeted Expenditure

Approve unbudgeted operating expenditure for local activities of up to \$20,000.

Approve up to a \$20,000 increase in the projected cost of a budgeted capital works project/item that is included in the annual plan/LTP.

Authority to delegate to the chief executive, when approving a project definition/business case, over-expenditure of up to \$10,000 for capital expenditure against the budget detailed in the Annual Plan/LTP.

Service Delivery

Local Activities

For activities within the local activities category, the community board shall have authority to:

- a) recommend to Council levels of service for local activities having regard to Council budgets within the Long Term Plan and Annual Plan process
- b) recommend to Council the rates and/or user charges and fees to fund the local activities
- c) accept donations of a local asset eg a gas barbeque, park bench, etc with a value of less than \$20,000.
- d) approve project definitions/business cases for approved budgeted capital expenditure up to \$300,000
- e) recommend to the Services and Assets Committee the approval of project definitions/business case and procurement plan for capital expenditure over \$300,000 and/or any unbudgeted capital expenditure
- f) monitor the performance and delivery of the service in meeting the expected levels of service
- g) facilitate the development of local management plans (for subsequent recommendation to Council), where required by statute or in support of District or other plans for reserves, harbours, and other community facilities, except where powers:
 - have been delegated to Council officers; or
 - would have significance beyond the community board's area or otherwise involves a matter of

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

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

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1 Apologies

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

2 Leave of absence

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

3 Conflict of interest

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

4 Public forum

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available at www.southlanddc.govt.nz or by phoning 0800 732 732.

5 Extraordinary/urgent items

To consider, and if thought fit, to pass a resolution to permit the Community Board to consider any further items which do not appear on the agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the chairperson must advise:

- (i) the reason why the item was not on the agenda, and
- (ii) the reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"Where an item is not on the agenda for a meeting, -

- (a) that item may be discussed at that meeting if-
 - (i) that item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further **discussion."**

6 Confirmation of minutes

- 6.1 Meeting minutes of Ardlussa Community Board, 17 November 2021



Ardlussa Community Board

OPEN MINUTES

Minutes of a meeting of Ardlussa Community Board held in the Balfour Hall, 68 Queen Street, Balfour on Wednesday, 17 November 2021 at 6pm.

PRESENT

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

IN ATTENDANCE

Community liaison officer	Tina Harvey
Committee advisor/customer support Partner	Rose Knowles
Community partnership leader	Kelly Tagg
Corporate performance leader	Jason Donavan
Systems accountant	Matthew Denton
Strategic manager transport	Harley Hare
Asset manager stormwater	Brian Forde

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

There were no conflicts of interest declared.

4 Public forum

Ruby Baird (Balfour Hall committee) addressed the board on an update of the Balfour Hall.

Jamie McGinn provided the board with an update on the Balfour Pump Track.

D Stevens (Balfour Swimming pool committee member) provided the board with an update on the costs and short fall of heating and maintenance of the Balfour Pool.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Councillor Scott, seconded Paul Eaton and resolved:

That the Ardlussa Community Board confirms the minutes of the meeting held on 5 October 2021 as a true and correct record.

Reports

7.1 Impact due to rationalised Waka Kotahi NZ Transport Agency funding for footpath renewals (2021 - 2024)

Record No: R/21/11/59042

Hartley Hare – Strategic manager transport was in attendance for this report.

Mr Hare advised that 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 New Zealand Transport Agency (NZTA) for the next three years of the 2021-2031 Long Term Plan years.

Resolution

Moved Chairman Clarkson, seconded Clarke Horrell and resolved:

That the Ardlussa Community Board:

- a) **Receives the report titled “Impact due to rationalised Waka Kotahi NZ Transport Agency funding for footpath renewals (2021 - 2024)” dated 10 November 2021.**
- b) Determines that this matter or decision be recognised and 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 approach taken by the transport team for distributing the reduced Waka Kotahi funding for the 2021-2024 footpath programmes.
- e) Endorses combining years two and three footpath renewal programmes to be delivered mid-2023.

7.2 Direction-setting for Annual Plan 2022/2023

Record No: R/21/10/57755

Jason Donovan – Corporate performance leader and Matthew Denton – System accountant were in attendance for this report.

Mr Donovan advised that the Ardlussa 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.

Mr Denton advised that 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).

Mr Brian Forde – Asset manager, stormwater informed the board that an discussion with the members needs organised to investigate the soak holes in Riversdale with a longer term solution.

Mr Forde also advised that a project for \$27K is planned in 2022/2023 and \$27K in 2023/2024 that also needs to be part of the discussion for future stormwater improvement work in Riversdale.

Mr Forde also request members send to him photos of soak hole during flooding times.

Resolution

Moved Ray Dickson, seconded Chairman Clarkson and resolved:

That the Ardlussa 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 (e) and (f) below).

<u>Rate</u>	<u>Rate GST inclusive</u>
Ardlussa Community Board rate	\$141,566

- e) Delegates authority to the board chair to approve any further material changes required to the budgets following this meeting.
- f) Notes that Council has yet to approve the assumptions on which the draft budgets have been prepared which may impact the proposed rate.
- g) Notes that staff will advise the board of the final rates approved for inclusion in the 2022/2023 Annual Plan.

7.3 Long Term Plan 2021-2031 - community board feedback

Record No: R/21/11/59296

Matthew Denton – Systems accountant was in attendance for this report.

Resolution

Moved Councillor Scott, seconded Clarke Horrell and resolved:

That the Ardlussa Community Board:

-
- a) **receives the report titled “Long Term Plan 2021-2031 - community board feedback” dated 10 November 2021.**

7.4 Future of the Alcohol Control Bylaw

Record No: R/21/10/57539

Kelly Tagg – Community partnership leader advised that 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.

Resolution

Moved Clarke Horrell, seconded Chairman Clarkson and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Future of the Alcohol Control Bylaw” dated 10 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) Members believe that Council continue the current bylaw without amendment.

7.5 Community Partnership Fund Applications - September 2021 Funding Round

Record No: R/21/10/57709

Tina Harvey (community liaison officer) was in attendance for this item.

Mrs Harvey advised that the purpose of this report is for the Ardlussa Community Board to allocate funding for the September 2021 round of the Ardlussa Community Partnership Fund.

The Ardlussa Community Board has \$6338 available to allocate through the Ardlussa Community Partnership Fund in the 2021/2022 financial year.

Resolution

Moved Paul Eaton, seconded Clarke Horrell and resolved:

That the Ardlussa Community Board:

-
- a) **receives the report titled “Community Partnership Fund Applications - September 2021 Funding Round” dated 10 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) Receives applications from the following:
1. Riversdale Community Garden
 2. Switzers Museum Waikaia
 3. Riversdale Arts
 4. Fiona Turnbull
 5. Riversdale Bowling Club
 6. Balfour Community Baths
- e) Approves/~~declines~~ a grant of ~~\$4021~~ \$1900 to the Riversdale Community Garden for assistance towards installing a solar pump system.
- f) Approves/~~declines~~ a grant of ~~\$937.36~~ \$938 to Switzers Museum Waikaia for **assistance towards costs of purchasing more ‘mind good’ games.**
- g) Approves/~~declines~~ a grant of \$1500 to Riversdale Arts for assistance towards a mural painted on the exterior of the Riversdale Arts building.
- h) Approves/~~declines~~ a grant of ~~\$5000~~ \$1000 to the Riversdale Bowling Club to assist with the upholstery of 50 chairs at the clubrooms.
- j) Approves/~~declines~~ a grant of ~~\$2000~~ \$1000 to the Balfour Community Baths to assist with costs of heating and maintaining the pool.

7.6 Community leadership report

Record No: R/21/11/59770

Kelly Tagg (community partnership leader) was in attendance for this item.

Mrs Kelly advised that the purpose of the report is to inform the board of community leadership activities in the area drawing to the attention of the board the following items:

- Ardlussa community board pool rate consultation
- New Balfour toilet update
- Holiday programme 2022 update

Resolution

Moved Clarke Horrell, seconded Hilary Kelso and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled “Community leadership report” dated 10 November 2021.**

7.7 Operational Report for Ardlussa Community Board

Record No: R/21/10/56272

Kelly Tagg (community partnership leader) was in attendance for this item.

Resolution

Moved Chairman Clarkson, seconded Ray Dickson and resolved:

That the Ardlussa Community Board:

- a) **Receives the report titled “Operational Report for Ardlussa Community Board” dated 10 November 2021.**
- b) **Notes that the project “Waikaia – investigation project for mountain bike trail” is no longer required and that these funds have instead been granted to the Waikaia Trails Trust to allow for the master planning work for the trail to be undertaken.**
- c) Requests that the two investigation projects for mountain bike trails in Waikaia and recreation facilities in Ardlussa not be packaged together with other projects and put out to tender at this time.

7.8 Council report

Record No: R/21/11/58605

Councillor Scott took the board through the report.

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

- Around the mountain cycle trail
- Piano Flat update
- Three waters update
- Fire evacuation plans for halls
- Catchment Group meeting
- Baleage wrap collection
- Roadside spraying
- Public meeting in Waikaia for the cycle trail
- Waikaia mowing contract

Resolution

Moved Paul Eaton, seconded Chairman Clarkson and resolved:

That Ardlussa Community Board:

- a) **Receives the report titled "Council report" dated** 10 November 2021.

7.9 Chairperson's report

Record No: R/21/11/60201

Chairman Richard Clarkson updated the member on activities that he has been involved with since the last meeting which included:

- Revisited the storm water drains and soak holes in Riversdale
- Unable to attend community partnership fund meeting
- Mowing contract in Waikaia
- Thank you letter from the Balfour Gun Club
- Hilary Kelso (Chair of Waikaia Trails Trust) provided the board with an update on Waikaia Trails Trust master plan stage visit by John Jones of Ride Line Consulting, Christchurch.

Resolution

Moved Chairman Clarkson, seconded Ray Dickson and resolved:

That the Ardlussa Community Board:

- a) **receives the report titled "Chairperson's report" dated** 10 November 2021.

Public excluded

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

Resolution

Moved Chairman Clarkson, seconded Ray Dickson and resolved:

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

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:

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

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
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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.
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The public were excluded at 8.50pm

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

The meeting concluded at 9pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE ARDLUSSA COMMUNITY BOARD
HELD ON 17 NOVEMBER 2021

DATE:.....

CHAIRPERSON:.....

Operational Report for Ardlussa Community Board

Record No: R/21/12/64041
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 Ardlussa Community Board area.

Recommendation

That the Ardlussa Community Board:

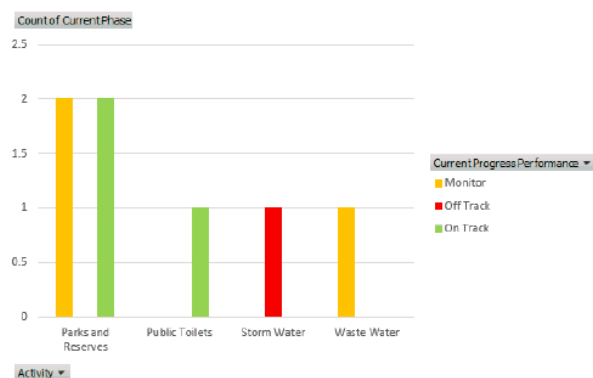
- a) **Receives the report titled “Operational Report for Ardlussa Community Board”**
dated 3 February 2022.

Attachments

- A Report to Ardlussa Community Board - 14 February 2022 - Operational report [↓](#)



1. Projects within current financial year as at 24 January 2022



2. Progress since last reporting period

CLARIFICATION OF FUNDING SOURCES

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

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

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

ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
WASTEWATER	P-10468	Riversdale wastewater-treatment upgrade 2 - multi year project	Pre-delivery phase	Monitor	Tender document will be ready early this year. This project is likely to go to market later in the May, June period. It is also likely that it will run into the 2022/2023 construction period.	\$928,518



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
PUBLIC TOILETS	P-10615	Install new toilet at Balfour	Pre-delivery phase	On track	Installation of toilet scheduled during March 2022.	\$200,000
PARKS AND RESERVES	P-10751	Balfour playground - equipment replacement	Pre-delivery phase	On track	Site visit complete, project scope signed off, slide measurements taken, quotes being sought for replacement.	\$2,600
PARKS AND RESERVES	P-10789	Riversdale playground - equipment replacement	Pre-delivery phase	Monitor	Procurement for installation and groundworks is closed and scoring completed. Preferred tenderer has been contacted and the contract is being drawn up as this report is being printed. Equipment sourcing via suppliers is being driven with the help of JALP staff due to resourcing issues. Two options for final selection via the community will be available as soon as possible based on lead in times.	\$10,000
PARKS AND RESERVES	P-10826	Waikaia Dixon Park playground - equipment renewal	Pre-delivery phase	Monitor	New Council project manager being inducted into playground replacement programme. Minor works contractor discussions occurring.	\$11,000
PARKS AND RESERVES	P-10988	Investigate recreational facilities in Ardlussa	Delivery phase	On track	Tenders have been received and evaluated. Preferred tenderer has been identified and the contract is in the process of being awarded.	\$30,000
STORMWATER	P-10991	Stormwater reticulation upgrade at Riversdale	Pre-delivery phase	Off track	The stormwater asset manager met with the community partnership leader and community board on 17 November. This will help formulate a scope of initial works, and investigate a longer	\$25,000



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
					term solution. Note, that we have a further project P-10439 with \$27k 2022/2023 and \$27k 2023/2024 this was also part of the discussion for appropriate future stormwater improvement work in Riversdale.	

3. Community board contracts

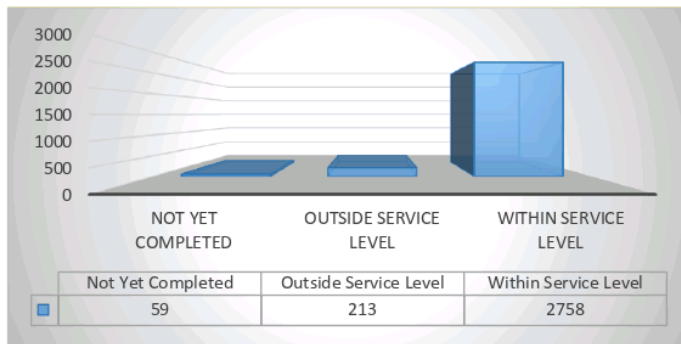
CONTRACT NAME	CONTRACT MANAGER COMMENTARY
10/01 – Water and waste water services operation and maintenance	This contract is continuing to run well across Ardlussa, with no incidents taking place over the previous reporting period. Planning continues to be in place for essential services delivery to continue under the traffic light system.
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. Stabilising will be happening in January/February. Council's sealing contractors have been undertaking the seasons reseals in the district. The Waimea drainage crew are working in the Tuatapere area. Some stormwater issues are being looked into by transport and the stormwater asset manager in Waikaia and Riversdale townships. First round of shoulder mowing, along with sealed road, bridge and street furniture spraying, started before the Christmas break and will continue through January.
17/03 - Toilet contracts	The contracts for the new toilets have been awarded and work will start January/February.
Mowing contracts	The Waikaia progress league has had their traffic management plan approved for the Waikaia township mowing and have passed all of their traffic management requirements to meet Council's primary approved contractor status.

4. Request for service data 18 October 2021 – 13 January 2022



REQUEST TYPE	COUNT
Cemeteries/memorials - repairs and maintenance	1
Community facilities general	1
Culverts blocked – rural	4
Debris on sealed roads (safety)	1
Flooding roads	1
Footpaths hazards - trip/hazard/broken etc (safety)	1
Gravel road faults	3
Inspection and assessment	1
Paper roads	1
Parks and reserves - repairs & maintenance	2
Rapid numbers - new	1
Rural verge mowing	1
Rural water - no water supply	2
Rural water asset leak	21
Rural water low water pressure	2
Rural water main leak urgent	2
Sewer lateral blockage	1
Sewer overflow urgent	1
Streetscape - vegetation	5
Transport general enquiries	11
Water and waste general	9
Water asset leak (main, hydrant, valve and meter)	3
Water main leak urgent burst	1
Water pressure low	2
Wheelie bin – non-compliance	1
Wheelie bin cancel/damaged/stolen	7
Wheelie bin collection complaints	3
Wheelie bin new/size change/additional	6
TOTAL	95

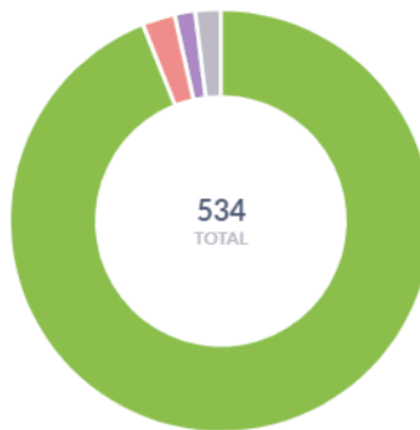
RFS count by completion time status



Note: RFS that were not yet completed or outside the service level were due to factors of further investigations/ work required and extensions of time to complete the requests.

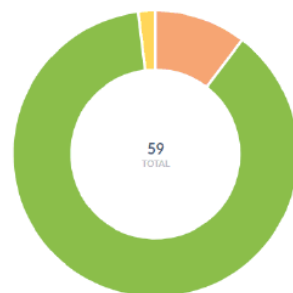
IPS Requests, Response Time Status

- Responded Before Due Date 94.76%
- No Responded Due Date 2.25%
- Responded After Due Date 1.31%
- Other 1.69%



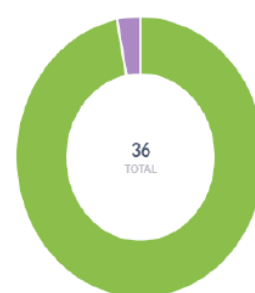
RFS Completion Time Status Summary, All Services and Assets

- Outside Service Level 10.17%
- Within Service Level 88.14%
- Not Yet Completed 1.69%



IPS Requests, Response Time Status

- Responded Before Due Date 97.22%
- Responded After Due Date 2.78%





5. Local finance reporting

Balfour - Business Units as at 31 December 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Street Works - Balfour	\$526	\$527	\$1,054	\$60	\$587	\$1,174			\$19,407
Refuse Collection - Balfour	\$500	\$500	\$1,000	\$468	\$500	\$1,000			
Beautification - Balfour	\$10,985	\$10,998	\$24,028	\$8,598	\$11,048	\$21,995			
Playground - Balfour	\$3,746	\$3,750	\$7,500	\$651	\$4,158	\$8,317		\$2,600	\$2,600
Total	\$15,758	\$15,774	\$33,582	\$9,777	\$16,294	\$32,486	\$0	\$2,600	\$22,007

Income is \$15,758, which is on budget.

Expenditure is \$9,777, \$6,517 under budget due to less mowing costs in beautification, and minimal maintenance being required for the playground for the year to date.

There has been no capital expenditure for the year to date. This is \$2,600 less than budget due to the Balfour playground equipment replacement project (P-10751), which is currently in the pre-delivery phase.

Riversdale - Business Units as at 31 December 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Street Works - Riversdale	\$659	\$660	\$1,319	\$516	\$1,176	\$2,351			\$47,600
Refuse Collection - Riversdale	\$7,532	\$7,526	\$15,052	\$6,440	\$7,526	\$15,052			
Beautification - Riversdale	\$14,983	\$15,000	\$30,419	\$11,615	\$15,434	\$30,867			
Playground - Riversdale	\$3,746	\$3,750	\$7,500	\$1,953	\$5,283	\$10,565		\$10,000	\$51,031
Total	\$26,920	\$26,936	\$54,290	\$20,523	\$29,418	\$58,835	\$0	\$10,000	\$98,631



Income is \$26,920 which is on budget.

Expenditure is \$20,523, \$8,895 under budget due to minimal maintenance being required in the beautification and the playground business units for the year to date.

There has been no capital expenditure for the year to date. This is \$10,000 less than budget due to the Riversdale playground equipment replacement project (P-10789), which is currently in the pre-delivery phase.

Waikaia - Business Units as at 31 December 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Operating Costs - Waikaia inac			\$1,448						
Street Works - Waikaia	\$316	\$317	\$838	\$381	\$697	\$1,394			\$3,000
Refuse Collection - Waikaia	\$5,004	\$5,000	\$10,000		\$5,000	\$10,000			
Cemetery - Waikaia									
Beautification - Waikaia	\$11,783	\$11,600	\$23,403	\$8,518	\$5,981	\$56,817			
Playground - Dickson Park	\$3,746	\$3,750	\$7,726	\$1,928	\$5,556	\$11,112		\$11,000	\$11,000
Total	\$20,849	\$20,666	\$43,415	\$10,826	\$17,234	\$79,323	\$0	\$11,000	\$14,000

Income is \$20,849 which is slightly more than budget (\$183).

Expenditure is \$10,826, \$6,408 lower than budget. Refuse collection is \$5,000 under budget due to no street litter bin costs to date, this is due to the collection costs being absorbed in other budgets. This will be investigated in January and will be amended during the February forecasting round if necessary. Playground general maintenance costs are \$3,628 under budget to date due to less maintenance being completed. Beautification is \$2,537 overspent predominantly due to the timing of the purchase order being raised in December, and the budget being phased to June for the set up costs for the new mowing contract.

There has been no capital expenditure for the year to date. This is \$11,000 less than budget due to the Dickson Park playground equipment replacement project (P-10826), which is currently in the pre-delivery phase.



Ardlussa - Business Units as at 31 December 2021									
	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Expenses YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Governance Ardlussa							\$0		\$0
Community Leadership Ardlussa	\$2,247	\$2,250	\$10,838	\$16,338	\$16,338	\$18,838	\$0		\$0
Rec Reserve - Ardlussa	\$2,053	\$2,055	\$4,110	\$22,658	\$12,991	\$54,111	\$0		\$0
Total	\$4,300	\$4,305	\$14,948	\$38,996	\$29,329	\$72,949	\$0	\$0	\$0

Income is \$4,300 which is on budget.

Expenditure is \$38,996 which is \$9,667 above budget. This is due to the budget for the Waikaia mountain bike trails project grant being phased evenly through the year, however it was paid in full in November. This will be corrected in January.



Reserve balances

RESERVE	ACTUAL 30 JUNE 2021	BUDGET 30 JUNE 2022	FORECAST 30 JUNE 2022
Balfour general	\$112,340	\$108,002	\$101,671
Total – Balfour	\$112,340	\$108,002	\$101,671
Riversdale fire bore	\$0	\$4	\$4
Riversdale general	\$26,889	\$11,378	\$3,125
Total – Riversdale	\$26,889	\$11,382	\$3,129
Waikaia Dickson park	\$19,825	\$9,051	\$5,989
Waikaia drain filling	\$5,775	\$5,775	\$5,775
Waikaia general*	\$108,643	\$107,091	\$69,981
Waikaia museum donations	\$8,996	\$11,199	\$1,199
Waikaia refuse removal	\$10,173	\$10,378	\$10,378
Waikaia stormwater*	\$118,107	\$120,499	\$120,499
Total – Waikaia	\$271,519	\$263,993	\$213,821
TOTAL RESERVES	\$410,748	\$383,377	\$318,621

* Please note changes to stormwater reserves as discussed below are not included in the table above.

Stormwater reserve balance

As part of reviewing how and what local community boards rate during the Long Term Plan process, boards asked staff how the stormwater reserves that were collected by each community were going to be treated going forward, once they were district wide rate funded. At the time staff indicated it was something Council needed to consider.

Staff presented to Council at its December 2021 meeting a report that outlined the different approaches communities within the district had used for collecting and funding stormwater projects and then how any surplus funds were held. This report highlighted that many communities hold reserves in specific stormwater reserves and others are holding funds within their general community reserves.

Legally, Council is required to use the funds collected by each rate for the activities that were being rated for. The local community rates was how funds were collected for stormwater and this rate was for activities within the community including stormwater, parks and reserves, streetworks etc. As such it has been a community decision whether to have any funds collected by this rate in a specific local reserve or in a general reserve and Council and community can decide to amalgamate these reserves or not.

In considering its proposed approach to these community stormwater reserves, Council wanted to ensure fairness to any proposed decision they made. As a result, Council has agreed the following steps in regards to separate stormwater reserves held by any community at this time.

1. That any interest earned on any local stormwater reserve balance that is still unspent since creation should be added to the local general reserves.



2. That where any community has an existing stormwater loan as well as an existing stormwater reserve, the stormwater loan will be repaid back to the extent of the balance remaining in the stormwater reserve. Three towns have local stormwater reserve balances and also have local stormwater loans. Given the decision to drawdown the loan was made prior to district funding, it was agreed that the reserve is used to repay the loans in accordance with historical funding decisions. Going forward any stormwater loans will be funded by the district stormwater rate.
3. That the remaining balance of the stormwater reserve be transferred to the local community general reserve.

The reserve transfer is effective as at 1 July 2021. This means that the general reserve will be increased by the amount shown in the table below and will be available to fund any local project within the activities rates for within that community.

Please note the transfer will be processed in February 2022 therefore the full reserve table below as yet does not reflect this change.

Community board and area	Balance 30/06/2021	Interest component	Net of interest balance 30/06/2021	Loan repayments	Net of loan balance 30/06/2021	Total transfer to general reserve
Ardlussa Community Board						
Waikaia	\$118,107	\$28,962	\$89,145	\$0	\$89,145	\$118,107

Community leadership report

Record no: R/22/1/1694

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 Ardlussa Community Board:

- a) **receives the report titled “Community leadership report” dated 3 February 2022.**

Attachments

- A Community leadership report [↓](#)



What's happening in your area

Community service awards

At the last meeting the community board approved community service awards to local recipients for their outstanding work in the community. The board chair has contacted the recipients to confirm their acceptance of the award and he advised they were humbled and honoured to accept the nomination.

Official events to present these awards will be arranged in the coming months.

Change from local funding to District funding for stormwater services

Council has reviewed the stormwater reserves and have approved to transfer of the stormwater reserves following the repayment of some stormwater loans to the local general reserve, in order to place all communities in the same position for what has previously been collected. Full details of this is included in the financial section of the operations report

Community board roles and responsibilities

Last year community board representatives attended a workshop in Winton to the recent “community board health check” that had been undertaken.

One of the outcomes was to review the roles and responsibilities of the boards. The first step in this review is for the boards to provide feedback on the current delegations that are included at the front of every community board agenda.

A survey has been sent to all board members and the board can decide if they wish to respond as a whole or individually. The next step will be to analyse the results and discuss them with the boards and Council.

Community Partnership Fund

The following organisations were granted funds from the Community Partnership Fund at the last meeting:

Riversdale Community Garden – solar pump system	\$1,900
Switzers Museum Waikaia – purchase of “mind good” games	\$938
Riversdale Arts – mural on arts building	\$1,500
Riversdale Bowling Club – costs to upholster clubroom chairs	\$1,000

Balfour Community Baths – maintenance and heating costs \$1,000

Upcoming funding deadlines

The following funding deadlines are approaching for funds administered by Southland District Council. More information and application forms can be found online at <https://www.southlanddc.govt.nz/my-council/funding-and-grants-/application-form/>;

31 March 2022

- Creative Communities
- District Initiatives Fund
- Sport New Zealand Rural Travel Fund
- Oreti Board Community Partnership Fund
- Waihopai Toetoe Community Partnership Fund
- Tuatapere Te Waewae Community Partnership Fund
- Wallace Takitimu Community Partnership Fund
- Northern Southland Development Fund
- Stewart Island Visitor Levy
- John Beange Fund
- Ohai Railway Fund

What's coming up?

Bylaws and policies

Several bylaws and policies are being reviewed, including:

- The Stewart Island/Rakiura Visitor Levy Bylaw and Policy – draft to be presented to the Stewart Island/Rakiura Community Board, Community and Strategy Committee and Council in February 2022
- Alcohol Control Bylaw – feedback has been sought from community boards and Council will seek wider community input on how Council should proceed, as the bylaw is due to be reviewed in 2022
- Contract Management Policy – a draft has been developed and will be adopted by the executive team in 2022
- Privacy Policy – a draft policy has been developed and staff are both assessing and looking to implement, any required changes to operational practice.

Corporate performance

Annual Plan – Community board direction setting meetings have been completed. Financial information and the draft Annual Plan documentation are being developed for Council in February 2022.

Annual Report - The Annual Report was adopted by Council in December, following Audit NZ's sign off. This is now available on our website and copies of the full document and summary will be distributed to our offices across the District.

What's happening outside your area

Community Pool Water Treatment Course 2021

A community pool water treatment course was held in Edendale on Friday 3 December 2021 and was facilitated by Sarah Creswell from Wai Skills. Twelve people attended from various pools around the District. The change of location for the course from Invercargill to out in the district was supported by some but not by others – this year we will look at holding the course in either a different Southland location (eg central or western Southland) or back in Invercargill.

Leadership academy – Otautau intake

The Chamber of Commerce is running a leadership academy based in Otautau with a start date of Tuesday, 14 June 2022.

The purpose of this programme, which is completed over seven weeks, is to provide leaders with the opportunity to build leadership capabilities through their own personal development and by learning from the experience of others.

The leadership academy is for people looking at developing their existing leadership experience and who have the potential for holding senior positions and governance roles.

The participant, at the completion of the experiential and reflective learning sessions, will be better equipped and have a good understanding of what is required to be a significant leader in their own organisation and in the wider business community.

Each two-hour session is led by a senior executive from significant Southland – Otago based businesses or other organisations. The participant will benefit from the opportunity to interact with the presenter and build an ongoing connection with them, and other participants.

At the end of the programme, participants will graduate and be invited to become a member of the Southland Leadership Academy Alumni.

More information, including the programme of speakers and information about pricing and scholarships, can be found here <https://southlandchamber.co.nz/events/45070/>

Stakeholder updates

Emergency Management Southland

Emergency Management Southland are currently in the process of updating 26 community response plans across the region. These plans were developed as part of an initiative to prepare and empower our communities for emergency events. <https://cdsouthland.nz/get-community-ready>

These plans have proved to be invaluable during Civil Defence emergencies, both declared and non-declared. During the February 2020 floods Southland had 24 Community emergency hubs set up with nine community response groups in support. They were the key to the success of this response. Throughout the Covid-19 Pandemic, community response groups were in contact every week during lockdowns to provide updates and help us develop solutions to problems as they arise (food accessibility, health concerns etc, etc).

Unfortunately, with the uncertainty of the pandemic, changes in people's circumstances, and general "disaster fatigue", updating the plans and making changes to suit community needs is important.

We would like to get as many members of the community involved to contribute to the updating of these plans as no one know the area better than the people who live there. We will be discussing community response planning, emergency preparedness and what we can all expect if there is a Civil Defence emergency.

The more prepared a community is the more likely it is that the community will be able to look after themselves and others.

Fluoridation of drinking water

Record no: R/22/2/3350

Author: Kelly Tagg, Community partnership leader

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

Background

- 1 All of Council's elected members received a copy of correspondence from the Ministry of Health and the Southern District Health Board relating to the implementation planning for the Health (Fluoridation of Drinking Water) Amendment Act 2021 in December 2021.
- 2 The Ardlussa Community Board discussed this letter at a recent workshop and asked that it be tabled at their next meeting in order that they can formally receive this correspondence.

Recommendation

That the Ardlussa Community Board:

- a) **receives the report titled "Fluoridation of drinking water" dated 9 February 2022.**

Attachments

- A Letter to local authority CEs from Director General of Health - Health (Fluoridation of Drink Water) Amendment Act 2021 - 15 December 2021 [↓](#)



133 Molesworth Street
PO Box 5013
Wellington 6140
New Zealand
T+64 4 496 2000

15 December 2021

Tēnā koe

Further to the Ministry of Health's letter of 11 November 2021, I am writing to update you on implementation planning for the Health (Fluoridation of Drinking Water) Amendment Act 2021 (the Act) and seek information from you to assist with this.

Next steps

I expect to consider issuing directions to fluoridate from mid-2022 onwards and implementing these directions will take a staged approach. This will align with the significant reforms to the Three Waters infrastructure announced last month.

I encourage all local authorities with un-fluoridated community water supplies that service over 500 people to start fluoridation-related preparatory work now (a list of these supplies is attached as **Appendix one**), especially in areas with larger populations or that have poor oral health outcomes.

Please note local authorities do not need to wait for a potential direction from me to start fluoridating water supplies in their area. Community water fluoridation will substantially reduce rates of preventable tooth decay and it is widely recognised as one of the most important and proven public health measures to improve oral health

To support early adoption, the Ministry has a limited amount of capital works funding available for local authorities that are willing and able to begin the capital works to fluoridate by the end of 2022. The Ministry will provide more information about funding applications when it has received the information requested below. The Ministry will likely prioritise financial support for communities with poor oral health, or where there are disparities in oral health outcomes.

I recognise that there are some complex council-owned supplies across the country where it may not be feasible to fluoridate in a short timeframe. As part of the Three Waters reforms, new water services entities are due to be established in July 2024. These entities could be responsible for fluoridating these supplies (subject to any directions being issued). The Ministry and the Department of Internal Affairs will work together on how this will be managed as part of the asset management planning processes to establish the new entities. These processes will start next year.

The Ministry requests some information from you now

The Ministry is now seeking information on the fluoridation 'readiness' of local authorities, and any cost and planning pressures they face. This will allow the Ministry to better understand how implementation of fluoridation will be phased¹.

We ask that you provide the following information for each of your council-owned un-fluoridated drinking water supplies that service a population of 500 people or more:

- the status of your fluoridation infrastructure
- whether fluoridation capital works is underway or planned
- the expected date for completion of capital works (if relevant)
- the estimated capital works cost to fluoridate your supplies
- the budgeted capital works costs to fluoridate supplies included in long term plans or budgets
- the number of months required to fluoridate water supplies if a direction is issued
- other information useful for implementation planning.

Please also confirm the list of un-fluoridated supplies controlled by your local authority (see **Appendix one**) and provide the information above for any additional supplies that are not listed.

I request that you provide this information by completing and returning the attached spreadsheet by 11 March 2022 to fluoride@health.govt.nz. You can also use this contact email if you have any questions or would like to discuss matters further.

I look forward to working with you on this initiative to help improve the oral health of the communities you serve.

Nāku noa, nā



Dr Ashley Bloomfield
Te Tumu Whakarae mō te Hauora
Director-General of Health

Cc: Jon Lamonte, Chief Executive, Watercare
Colin Crampton, Chief Executive, Wellington Water
Bill Bayfield, Chief Executive, Taumata Arowai
District Health Board Chief Executives
Public Health Unit Managers

¹ This information is not being sought as part of my requirements under section 116G the Act. I will ask local authorities to formally provide comment on these provisions in advance of issuing directions regarding specific water supplies.

Ardlussa swimming pool rate consultation

Record no: R/22/2/3352
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 advise the board of the results of the recent community consultation that took place in relation to the possible implementation of a new swimming pool rate for the Ardlussa Community Board area.

Executive summary

- 2 In August 2021, the board received a request from the Riversdale Pool Committee seeking ongoing funding assistance of \$8,000 per annum (excluding GST) to help with pool operating costs and keep the pool open.
- 3 The board have considered this request and are proposing to establish a new targeted pool rate to provide funding assistance to swimming pools in the Ardlussa area being the Riversdale School and Balfour School swimming pools.
- 4 The board have undertaken consultation with the community and 72% of respondents were in favour of a swimming pool rate being introduced.
- 5 The board must now determine whether or not it wishes to recommend to Council that a new separate targeted pool rate be established across all properties in the Ardlussa Community Board to provide funding assistance for pools in the area, with the rate to be set as a fixed amount per SUIP (separately used and inhabited part) of a rating unit.

Recommendation

That the Ardlussa Community Board:

- a) **receives the report titled “Ardlussa swimming pool rate consultation ” dated 10 February 2022.**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) recommends to Council that it establish a new separate targeted Ardlussa pool rate for the year commencing 1 July 2022 as follows:

Targeted rate	Basis of rate	Revenue (GST inclusive)
Ardlussa community pool rate	Fixed amount per SUIP across all properties in the Ardlussa Community Board area	\$9,200

Background

- 6 In October 2021, the Ardlussa Community Board agreed to consider a request to provide annual funding assistance for the Riversdale and Balfour swimming pools.
- 7 Pools are an important asset to our communities and the Ardlussa Community Board agreed there was a benefit to the community in having pools available for people to learn to swim and use for exercise, recreation and social purposes.
- 8 When the board spoke to the Balfour and Riversdale Pool Committees, they learned most of their funding comes from pool key sales, fundraising, school contributions or grants. It became apparent this doesn't cover all the costs associated with operating a pool and undertaking necessary maintenance and capital improvements.
- 9 When considering different rating options, the board thought the fairest way was to collect the rate from all ratepayers in the board area. Four different rating options were considered to create a combined fund for the Riversdale and Balfour pools to apply to each year. The options (which were calculated based on current estimates) were;
 - a) Funding from the existing Ardlussa Community Board rate (across the whole board area). The community board rate has a differential whereby urban ratepayers pay more than rural ratepayers. Under this scenario (and based on \$9,200 being collected) urban ratepayer would pay an additional \$14.84 and rural, \$3.71 per annum.
 - b) Funding from a new separate pool rate set as a fixed amount across the whole community board area which was calculated to be an additional \$8.95 per annum.

- c) Funding from a new separate pool rate as a fixed amount that was depended on a defined area eg Riversdale and Balfour urban areas only. This equated to an additional \$29.65 per annum.
- d) Funding from combined hall/pool rate (based on Riversdale and Balfour hall areas) which equated to an additional \$13.41 per annum.
- 10 The board's preferred option was to implement option (b) above; a new Ardlussa Community Board pool rate with the intention of collecting a total of \$8,000 (plus GST) per annum from all ratepayers in the board area. This currently equates to an additional \$8.95 per annum per separately used and inhabited part of a property (SUIP).
- 11 When determining the best way to share the cost out through a rate, the board felt it was appropriate the charge be the same for each property (SUIP). This differs from a rating unit. With a SUIP, if you have a business and a house on one rating unit you will pay two lots of \$8.95. If you have a vacant section with SUIPs you won't pay anything. This is how all other pools and halls in SDC are rated for – by SUIP.
- 12 The board noted it was important to gauge the community's support or otherwise before a new rate is introduced. The board undertook community consultation over December and January to seek feedback to determine if the community was agreeable to paying this new rate of \$8.95 per annum.
- 13 Feedback was gathered in a variety of ways; all ratepayers in the board area were sent a letter and a survey to complete. Surveys also could be completed via an online link or in a hard copy format. Collection boxes for the surveys were placed in the general stores in Balfour, Riverdale and Waikaia.

Survey results

- 14 The board received 164 responses to the survey with overall 72% in favour and 28% against.
- 15 These results can also be further analysed by township response as detailed below;

Do you support the introduction of an Ardlussa Community Board pool rate at a cost of \$8.95 (including GST) per annum per property (separately used and inhabited part of a property – SUIP) to take affect from 1 July 2022?				
Township	Yes		No	
Balfour	78%	32	22%	9
Riversdale	78%	64	22%	18
Waikaia	51%	20	49%	19
Not stated		2		
Overall	72%	118	28%	46

- 16 This data indicates that, as a whole, those living in the Ardlussa Community Board area support the introduction of a swimming pool rate.

- 17 Further details are provided in the attachment (A) to this report.

Issues

- 18 When considering the results of the consultation, overall, 72% of responders were in favour of a pool rate being established.
- 19 These results were slightly higher (78%) when considering the survey results from those that either live in or close to, Balfour and Riversdale. The comments made by responders from Balfour and Riversdale ranged from suggestions of a user pays system for those opposed to the rate to recognising the importance of swim safety and maintaining assets in the community from those who support the introduction of the pool rate.
- 20 However, the results were almost evenly split (51% for and 49% against) for Waikaia. The comments made by responders in this area showed that there were a variety of reasons for the results why people might not support the rate including not having a pool in their township or not using either of the Balfour or Riversdale pools.
- 21 Considering that the support for and against the introduction of the pool rate was more evenly split for responders from Waikaia (51% yes and 49% no), the board may wish to reconsider which, if any, rating option it recommends to Council and may instead choose option d (above) from the original report which suggested funding be from a combined hall/pool rate (based on Riversdale and Balfour hall areas) which equated to an additional \$13.41 per annum per property (SUIP).

Factors to consider

Legal and statutory requirements

- 22 Community boards have been delegated responsibility for recommending rates for local activities in the board area to Council, however Council cannot delegate authority for rate setting. Any new rates or changes to rates must be confirmed by Council and included in an adopted Annual Plan or Long Term Plan.
- 23 The board must determine whether or not it wishes to recommend to Council that a new separate targeted pool rate be established and if so, whether it has a preference for how this rate should be set.

Community views

- 24 The board has spoken to the Riversdale and Balfour Pool Committees and some members of the community to better understand current and potential pool use. This feedback has indicated that a range of people use both pools in the area and that use of the Riversdale pool from people in the wider board areas is expected to increase once the heating has been upgraded.
- 25 Due to this being a new rate, the community must have the opportunity to provide feedback. All ratepayers in the Ardlussa Community Board area were posted a letter explaining the proposal and a survey to complete. In addition, a link to the survey was shared on the board's Facebook page. Collection boxes for the survey were also placed in the local stores in the Balfour, Riversdale and Waikaia townships.
- 26 Approximately 840 letters were delivered and 164 responses to the survey were received which indicates that just under 20% of addressees responded.
- 27 Overall, 72% of the responses were supportive of the establishment of the new Ardlussa Community Board swimming pool rate.

- 28 The responses collected from the Balfour and Riversdale townships showed slightly more support with 78% in support whilst Waikaia was much more closely split with 51% in favour and 49% against.
- 29 Comments from those who supported the introduction of the new pool rate included the importance of teaching people to swim, what great facilities they were for the community and the importance of maintaining these assets.
- 30 Comments from those who opposed the introduction of the new pool rate thought user pays should be the funding method. Others commented they would not use the facility or already paid pool rates towards other pools.

Costs and funding

- 31 The board wishes to establish a fund to provide annual funding assistance to all pools in the board area to which pool committees can apply for funding.
- 32 The board is proposing to collect \$8,000 (excluding GST) in 2022/2023 via a new Ardlussa pool rate. This will increase rates for all properties in the Ardlussa area. The board may also choose to increase/decrease the amount proposed to be collected but needs to be mindful if any of the changes would increase the amount of \$8.95 per SUIP which was consulted on.
- 33 Based on current estimates, each SUIP (separately used or inhabited part of a rating unit) would pay an additional \$8.95 (including GST). SUIP includes any portion inhabited or used by the owner/a person other than the owner, and who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence or other agreement. For the purposes of this definition, vacant land which is not used or inhabited is not a SUIP.
- 34 If the board, based on feedback received, chooses to amend the rating area to exclude Waikaia and surrounds, based on the current estimates, each SUIP (separately used or inhabited part of a rating unit) would pay an additional \$13.41 (including GST).
- 35 The new rate, if approved by Council, will come into force from 1 July 2022.

Policy implications

- 36 Council already provides funding for a number of pools throughout the District. As such, Council's funding/financials policies and plans already make provision for this.
- 37 Any new rates will need to be incorporated into the Annual Plan 2022/2023 funding impact statement (rates section) to enable the rates to be collected. The catchment area of the rate will also need to be defined via a boundary map.
- 38 Council has previously signalled that it would like to ensure simplicity and consistency in how activities are funded through rates whilst using a rating approach that considers how activity benefits are distributed across the community. These principles have been considered by the board in recommending the proposed new rate.

Analysis

Options considered

The options are to establish a new separate targeted Ardlussa community pool rate either across all properties in the Ardlussa Community Board area or across a selection of properties in the area or not establish a new pool rate.

Analysis of options

Option 1 – establish a new separate targeted Ardlussa community pool rate across all properties in the Ardlussa Community Board area.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• because pools benefit the whole community by improving water safety and provide other health/recreation benefits it is appropriate that all properties contribute• relatively simple and consistent with how other areas in Southland are rated for pools• following the results of the recent community consultation, this is the option that was supported by 72% of the overall respondents	<ul style="list-style-type: none">• increases the rate which may place financial burden on some households• all properties would pay the same irrespective of differences in benefit (eg ease to accessing the pool depending on location)• small increase in administration time associated with setting up and maintaining an additional rate• less flexibility in how any unspent funds or accumulated reserves can be used without consultation• only 51% of ratepayers who responded from Waikaia and surrounds were in favour of the new rate

Option 2 – establish a new separate targeted Ardlussa community pool rate across a selection of properties in the area (excluding Waikaia and surrounds)

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• because pools benefit the whole community by improving water safety and provide other health/recreation benefits it is appropriate that all properties contribute• relatively simple and consistent with how other areas in Southland are rated for pools• it could not be inferred from the results of the consultation that there was widespread support for this new rate from people living in or near Waikaia and this option may better reflect the views of that community	<ul style="list-style-type: none">• increases the rate which may place financial burden on some households• all properties in the defined area would pay the same irrespective of differences in benefit (eg ease to accessing the pool depending on location)• small increase in administration time associated with setting up and maintaining an additional rate• less flexibility in how any unspent funds or accumulated reserves can be used without consultation• there is a risk that some ratepayers may object to an increased amount, because this is not the amount that was consulted on.

Option 3 – do not establish a new separate targeted Ardlussa community pool rate.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">less financial burden will be placed on some households	<ul style="list-style-type: none">the board is unable to provide financial support for the swimming pools in the areathe pools may no longer be able to continue to operate which may contribute to a loss of water safety education in the community

Assessment of significance

- 39 This proposal is not considered significant given the relatively small budget proposed (\$8,000).
- 40 Staff are conscious that some members of the community are likely to be interested in the proposal and as such have undertaken consultation with the community.

Recommended option

- 41 Option one is the recommended option – establish a new separate targeted Ardlussa community pool rate across all properties in the Ardlussa Community Board area.

Next steps

- 42 A report will be provided to Council seeking their endorsement of the recommended option so that it can be adopted as part of the 2022/23 annual plan process.

Attachments

- A Ardlussa Pool Rate consultation - survey results [↓](#)
- B Ardlussa pool rate boundary options [↓](#)

Ardlussa Pool Rate Consultation – all survey results

Q1

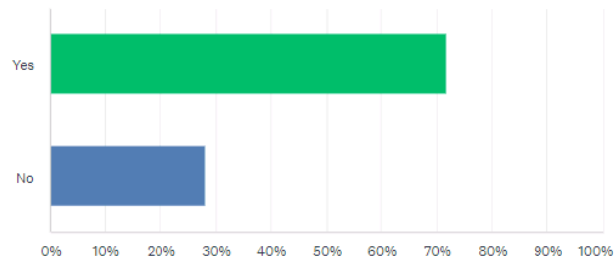


Customize

Save as ▼


Do you support the introduction of an Ardlussa Community Board pool rate at a cost of \$8.95 (including GST) per annum per property to take affect from 1 July 2022?


Answered: 164 Skipped: 3



ANSWER CHOICES	RESPONSES	
Yes	71.95%	118
No	28.05%	46
TOTAL		164

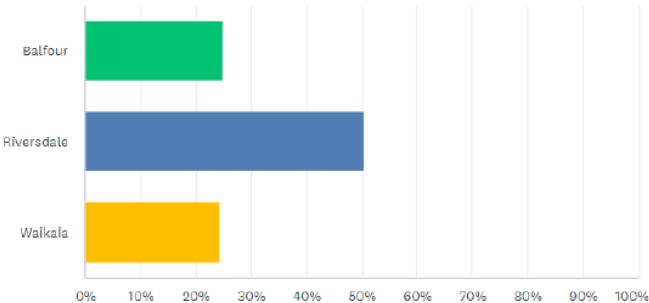
Q2

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Which of these townships in the Ardlussa area is your property closest to?

Answered: 164 Skipped: 3



ANSWER CHOICES	RESPONSES	
Balfour	25.00%	41
Riversdale	50.61%	83
Walkala	24.39%	40
TOTAL		164

Balfour results

Q1

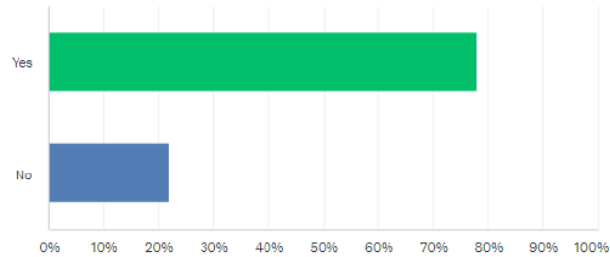


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Do you support the introduction of an Ardlussa Community Board pool rate at a cost of \$8.95 (including GST) per annum per property to take affect from 1 July 2022?

Answered: 41 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	78.05%	32
No	21.95%	9
TOTAL		41

- we will certainly support this, a local swimming pool is such an asset to the community
- we are zoned to Lumsden and so contribute to the pool there
- lots of people would pay this and not use it
- user pays
- should be user pays
- I was not taught to swim as a child and thought I missed out on a lot. I got myself taught when I was older but then it is harder. In view of this summer's drownings, every child should have the chance to learn.
- People with vacant sections should have to pay \$8.95 towards a swimming pool too.
- Will the money be ring fenced for the pools only? Will any use of this money for purposes other than the pools be after consultation with the community?

Riversdale results

Q1

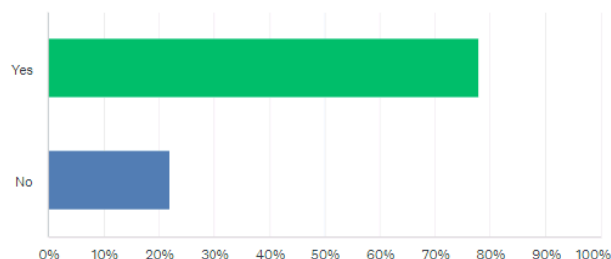


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Do you support the introduction of an Ardlussa Community Board pool rate at a cost of \$8.95 (including GST) per annum per property to take affect from 1 July 2022?

Answered: 82 Skipped: 1



ANSWER CHOICES	RESPONSES	
▼ Yes	78.05%	64
▼ No	21.95%	18
TOTAL		82

- great idea - they're good community assets!
- agreed at Riversdale & District Progress League December meeting
- great facility for the community and the more children learn to be safe in and around water the better
- the pool at Riversdale is a boon to local children in hot weather - glad to have it :)
- would be great to keep the pool running
- pay Ardlussa community board rate already plus pool is on school grounds
- a valuable asset for the district
- there is other funding available for the pools to use
- very important to keep these pools open
- user should pay
- if it helps keep our pools operating and keeping these assets in the communities - all good
- I now live on my own so I don't want to have extra payments to my rates. If this goes ahead does that mean the next group who want rate payers to pay get it as well and when does it stop. We are not all made of money and our rates are dear enough.
- because we are paying part of our rates for Mataura which we should not be so take it out of that. we are taxed enough now.
- I am a 80 year old widow and my family is not here so I will not want a swimming pool. If the money was spent on the footpaths that would make more sense.
- I support in principle but need more information on how the system would work
- Is it per property or per title? Many farms have several titles - paying rates on each one
- as one who will not be using the pool, it's not right to tax us for it,
- Not sure, would never use it. What happened to user pays?
- A valuable asset in the community and those running it deserves assistance.
- We don't use the pool, nor does any of our family.
- But not a 50/50 split between the 2 pools. Riversdale's which is bigger, more expensive to run and more used should get a larger share of the rate

Waikaia Results

Q1

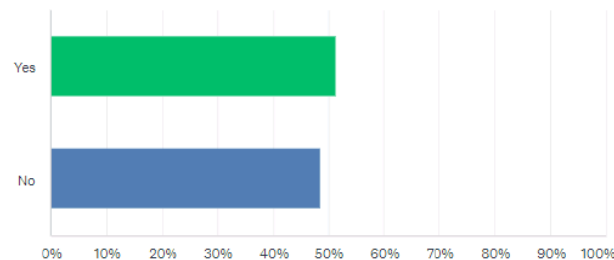


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Do you support the introduction of an Ardlussa Community Board pool rate at a cost of \$8.95 (including GST) per annum per property to take affect from 1 July 2022?

Answered: 39 Skipped: 1



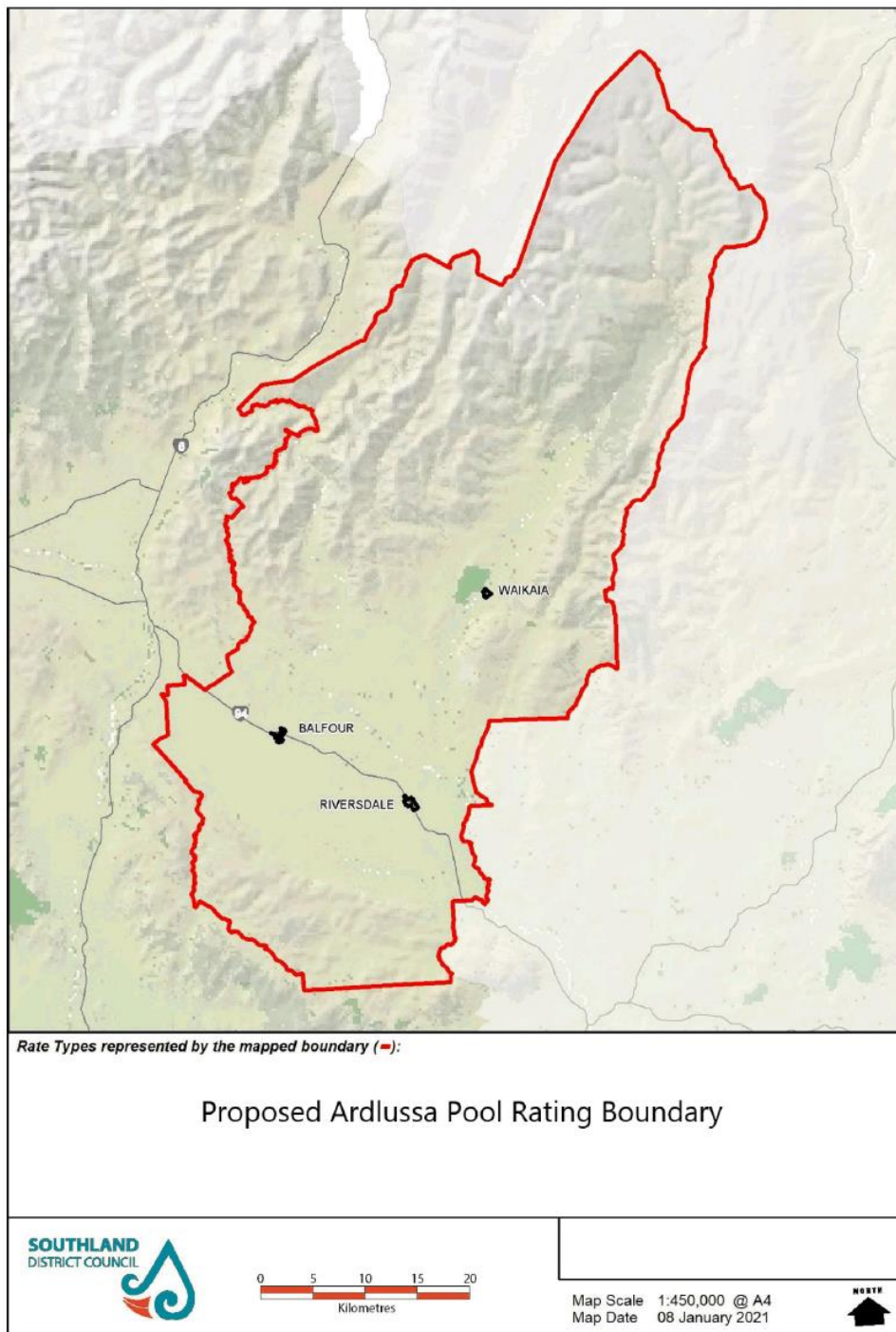
ANSWER CHOICES	RESPONSES	
Yes	51.28%	20
No	48.72%	19
TOTAL		39

- it is important that communities keep their pools in functioning order so children can learn to swim and learn about water safety
- what happened to user pays!! I am a pensioner on a fixed income and do not use either pool. All the local kids go to Gore for swimming lessons!!! I will NOT pay the extra!!
- what about user pays. Why should Waikaia rate payers have to pay extra for a facility that very few use?
- some user pays may help i.e. \$1 at the time of use
- the recent increase in rates is a struggle to pay and although \$8.95 is not much it is another cost. I would not be using any pools and as a holiday rate payer we don't use facilities we already pay for in rates e.g. wheelie bins
- school pool, unusable by the public for 6 hours a day. so community are unable to use it. other school struggle also to get times in school hours to use it.
- if a family owns more than one rateable section they pay twice - how is that fair? letter doesn't explain how non-rateable users i.e. tenants contribute
- these pools are an asset to the community as it enables children to learn to swim and to know about water safety
- as I haven't been swimming for at least 30 years I can't see that I will start now
- Suggest give it a full year of running with continued heating and open and see what income it generates on its own before adding to rates. Next it will be Lumsden pool and Fiordland too. Can't use during school hours so not a total access for ratepayers. Do we contribute to splash palace? and not use. If year-round key cost increase, entry increase casual. User pays.
- at our age we will not be using these pools. Get the younger generation off their butts and d the fundraising like we did.
- it's more important to use to pay extra on our rates to get the dusty road (Cleadow Street, Waikaia) fixed - all this dust going into everyone's water tanks
- we already get next to nothing for the outrageous rates we already pay. the government is a disgrace!

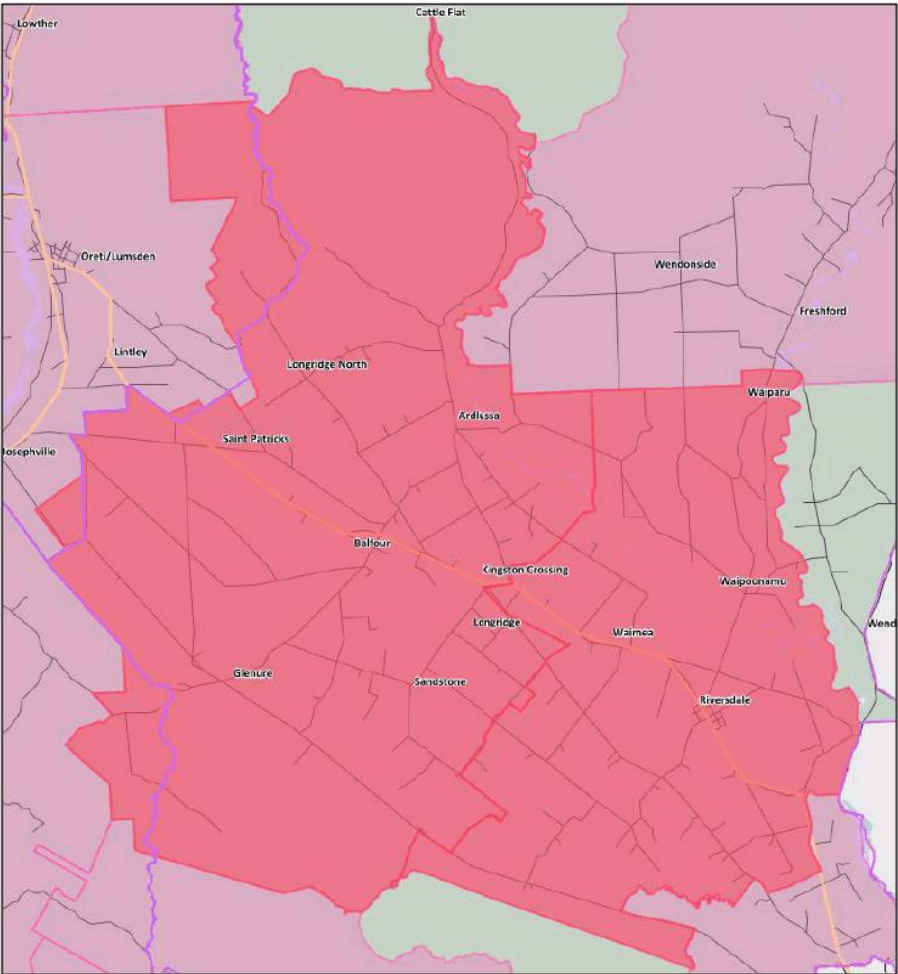
- are these pools not part of school therefore dept education should be asked for more funds to support them? these communities should also be more proactive and get out fundraising themselves
- I would be happy to pay if we no longer have to fundraise and a key for a year was still affordable
- we used to have a swimming pool in Waikaia - what happened to that!
- great idea
- Being 40 km from Riversdale & 45 km from Balfour and never driving through either town, none of our family will ever use these pools. The children did however attend Waikaia school so did occasionally use the Riversdale pool for swimming lessons. As I believe this is an important skill I am happy to contribute towards the cost of running the pool.
- Unsure - do we get a local discount?

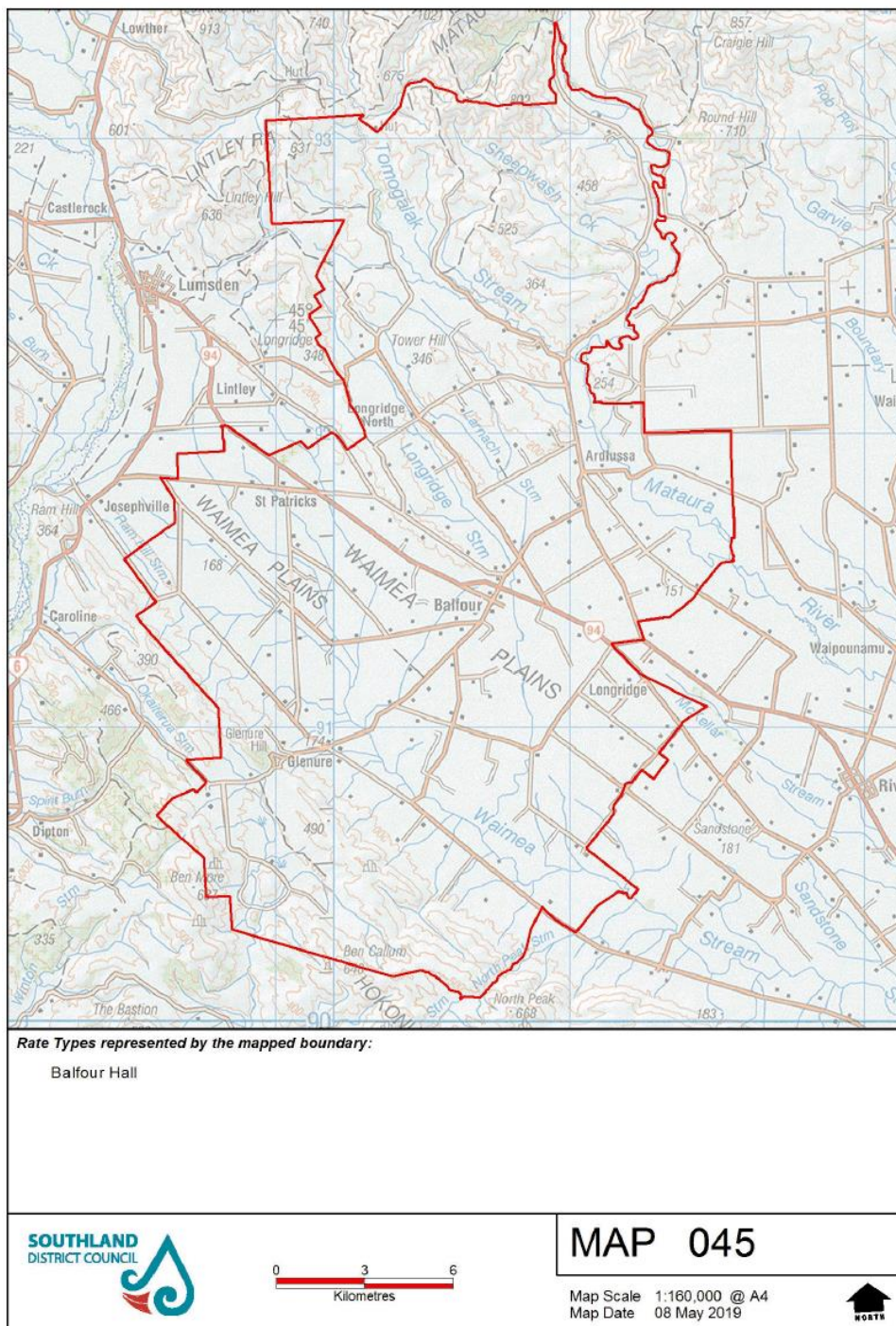
ARDLUSSA COMMUNITY POOL RATING BOUNDARIES

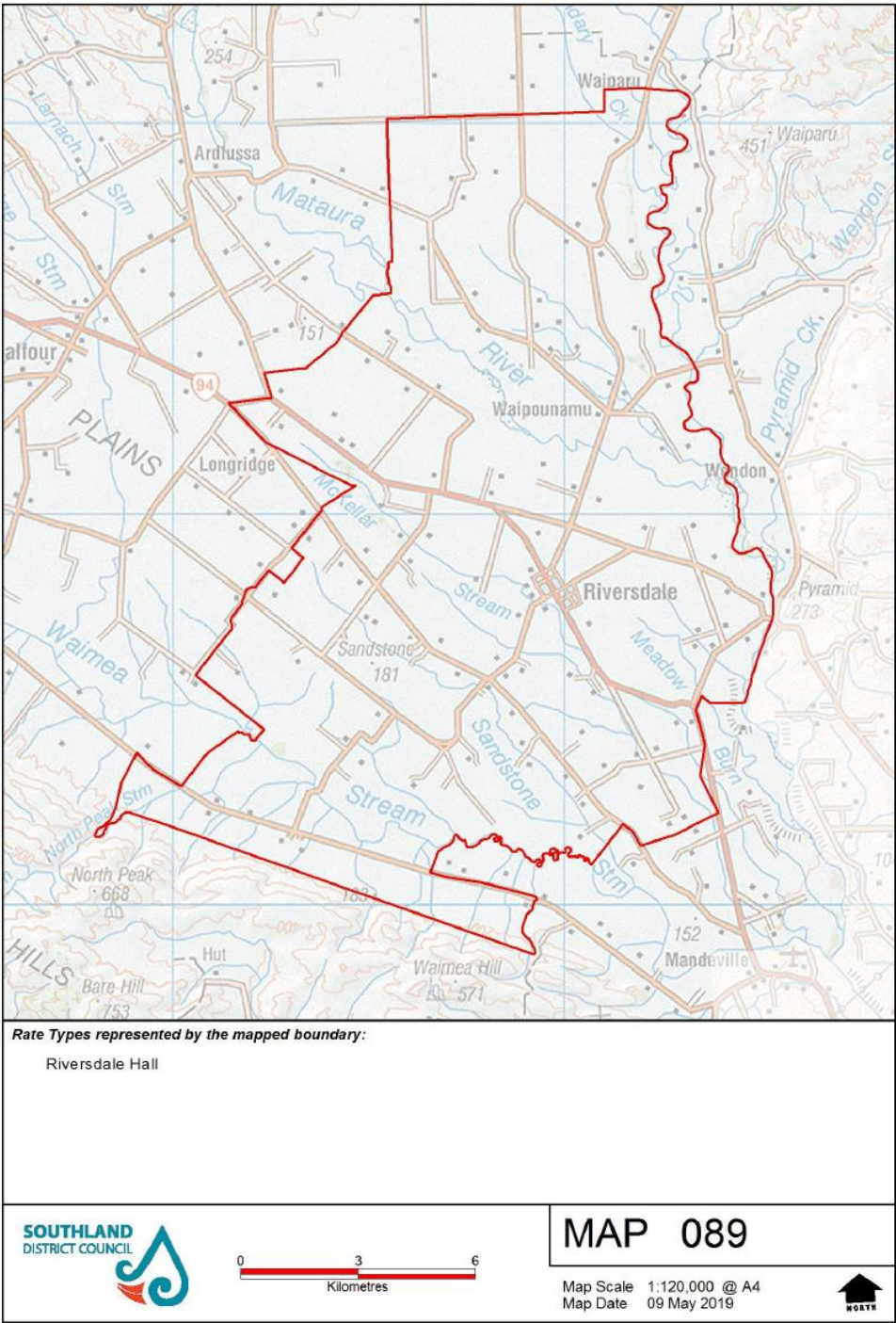
Option consulted on – rate across whole Community Board Area



Combined Riversdale Hall and Balfour Hall rating area option







Council report

Record no: R/22/1/1359

Author: Kelly Tagg, Community partnership leader

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

Recommendation

That Ardlussa Community Board:

- a) **Receives the report titled “Council report” dated 11 February 2022.**

Chief executive update

The review into the Future for Local Government has released its interim report. It is called Ārewa ake te Kaupapa.

The review panel will meet with each council to discuss the review and seek feedback. At this stage the dates are not known, but it is expected that for Southland District Council, the meeting will happen in the first quarter of 2022. As soon as the dates are finalised the information will be shared with all elected members of Council and community boards.

Legislative reforms

The Ministry for the Environment has provided some additional information on the environmental reform. The select committee have released its report after about 3000 submissions were received on the exposure draft of the Natural and Built Environment Bill. The report recommends changes to the purpose, Te Tiriti provisions, environmental limits and clarifying outcomes among other things. It is anticipated more feedback will be sought with local government on the roles and responsibilities of regional committees and also the proposed National Policy Statement of Indigenous Biodiversity.

Projects

The total project budget for 2021/2022 (including carry forwards and approved unbudgeted expenditure) is \$50 million.

PROJECT	DESCRIPTION	PLANNING, INCLUDING CONSENTING	PHYSICAL WORK STARTED	ESTIMATED COMPLETION
Generator unit 2	SIESA	Complete	Complete	Complete
Centre Hill erosion	Cycle trail, at Centre Hill	Yes		
Pavement improvements	Te Anau Airport, Manapouri	Yes – preliminary groundwater monitoring taking place		
WATER				

PROJECT	DESCRIPTION	PLANNING, INCLUDING CONSENTING	PHYSICAL WORK STARTED	ESTIMATED COMPLETION
Water supply treatment plant upgrade	Manapouri	Design work continues		
Water supply treatment plant upgrade	Eastern Bush Otahu Flat	Pre-design investigation		
Water supply treatment plant upgrade	Tuatapere, aerator	Complete	Complete	Complete
Water supply booster station upgrade	Sandy Brown Road, Te Anau	Planning complete		
Water supply treatment plant upgrade	Riverton, UV treatment room	Complete	Started	
Water supply	Mosburn, wellhead improvements	Complete	Complete	Complete
Water supply treatment plant upgrade	Winton, pH correction	Design phase		
WASTEWATER				
Wastewater treatment plant	Edendale- Wyndham \$3 million budget	Revised strategy – consultant to look at options, key change to disposal		
Wastewater treatment plant	Manapouri \$4 million budget	Pond drop test, sludge surveys done, drone contouring planned, working group ongoing		
Wastewater treatment plant	Riversdale \$2.6 million	Planning complete, land purchase approved		
Wastewater treatment plant	Winton \$25 million	Strategy revised and more work being done		
Disposal field	Stewart Island \$300,000	Design completed	Early in the new year	
Pipes	Gap Road East	Completed	Bridge crossing	

PROJECT	DESCRIPTION	PLANNING, INCLUDING CONSENTING	PHYSICAL WORK STARTED	ESTIMATED COMPLETION
			only outstanding item	
Stimulus project	Throughout Southland – programme extended to 30 June 2022	Two under design, three with completed design	Seven under way	16 complete
Taramea Bay phase 1	Walking track from playground to Pilot Hill	Contract awarded (about \$100,000)		
Toilet replacements	Across Southland, \$1.9 million	Tender awarded		
ROADING				
Road rehabilitation	Five projects throughout Southland – worth \$3.2 million	One tender still to be let	Four underway	
Bridge replacement	Across Southland, \$2.5 million	Tenders about to be let	To begin in new year	

Water and waste operations

- several mains burst, some of which have required significant repairs
- good compliance results at treatment plants are performing well, with good compliance results.
- recent mains bursts in Lumsden highlight vulnerability of network - staff investigating possibility of replacing large section of main.

Project delivery team

- another seven new contractors added to pre-approved subcontractor pool.

Community facilities

- difficulty in attracting contractors to carry out smaller value projects - a risk to ability to deliver all projects
- open spaces works programme being prepared
- mowing started throughout the District with Delta and McDonough working on their new areas
- two gardening contracts (Tuatapere and Otautau) still to be finalised. Working within the road corridor and complying with the traffic management requirements is proving to be the biggest hurdle to get the local contractors approved.

District wide roading programme

- footpath review and reassessment of footpath renewal completed and going to boards
- ongoing preliminary work and engagement with Kiwi Rail about Waianiwa Bridge on Argyle Otahuti Road
- resurfacing programme started on 1 October and runs through until 30 March.

Finance

- every three years, Council must value all properties in the District for rating purposes. Council's independent valuers, Quotable Value Limited (QV), analyse the District's property market through sales, resource and building consent information
- originally QV was expected to complete the revaluation at the end of November 2021 with notices of the revised values due to be sent to owners in early December. However, this process has been delayed following an audit of the revised values by officer of the valuer general (OCG) in November 2021. While the audit found that the revaluation of land use categories generally meet the standard required in the rules, the lifestyle category requires further statistical testing and review. QV are currently carrying out a review of this category and will resubmit the files to the auditors at an agreed date (likely to be early next year). Once finalised and approved the revised values will be deemed to be the value as at 1 August 2021 and will be effective in the District Valuation Roll ("DVR"). QV will then send notices to owners to advise them of their revised property value and the process to follow if they wish to object
- the new valuations will be used to calculate rates from 1 July 2022 (with the new capital value used to share out the costs of the general rate and roading rate). The revaluation won't affect the total amount of money Council collects from rates, but it may affect how the rates are shared out across the District. An increase in property value does not automatically mean properties will pay more in rates. An increase in rates is more likely where a property's value increases more than the average increase across the District. If a property increases in value but this increase is below the average, the property will pay less in rates
- more information on the rating impact of the revaluation will be prepared as part of the 2022/2023 Annual Plan.

Around the Mountains Cycle Trail

- 38 official partners signed up for this season
- trail trust established
- charter trips on Kingston Flyer
- new event – Race the Train – 15 January.

Property

- rent review and renewal of Riverton Harbour Endowment farming leases – happens every 21 years.

Environmental policy

- review of District Plan landscapes chapter continuing, with plan change likely to be notified in the new year
- guidance material being prepared on district plan interpretation and planning processes

Environmental health

- ten new food businesses started up in past two months
- hearing successful for Travellers Rest Tavern, who responded well to concerns raised by agencies
- hearing to be held for proposed bottle store in Winton, no date set.

Stewart Island visitor levy numbers

- from July 2020 to June 2021, the number of visitors (over 18 years of age and excluding exemptions to the visitor levy) to Stewart Island Rakiura were 41,938. This was an increase of 5,328 on the previous period (July 2019 to June 2020) and nearly back to pre Covid levels (July 2018-June 2019) of 43,991.

Libraries

- preparation for RIFD (radio frequency identification) project rollout is close with most libraries having been tagged with new RFID chips and then scanned into the system – only Te Anau, Stewart Island and our stored items from the Winton library to be done.

Customer support

- 3490 calls during November, with an average wait time of 21 seconds
- staff being trained in online registrations and updating NAR records
- first stage of RFS review almost complete with only transport and water and waste to bring over to the new system
- charges for credit card payments introduced in October – some negative feedback.

Building consents

- four building consents exceeded timeframes due to system error and higher than usual demand for inspections
- 142 building consents being processed by Council (65 of those waiting for further information). In November 66% of consents required further information – an improvement from last month
- 14% of all building warrant of fitness audits have been completed to date

Attachments

There are no attachments for this report.

Chairperson's report

Record no: R/22/1/965
Author: Rose Knowles, Committee advisor/customer support partner
Approved by: Anne Robson, Chief financial officer

☐ Decision ☐ Recommendation ☒ Information

Purpose of report

- 1 The purpose of the report is to provide an update to the Ardlussa Community Board on activities that the chairperson has been involved in since the November 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:
 - next meeting dates are now on Teams on the following dates, 6pm 14 February 2022 and 6pm 11 April 2022
 - conversation with Nick Hamlin (group manager programme delivery) concerning the recreational investigation work which was previously approved as a project by the board
This is a critical piece of work to complete to allow access to the pending \$5.4M spend on open spaces over the next seven years
 - all candidates for the Community Service Awards were delighted and humbled to accept the awards
 - communication from the Waikaia Progress League about the continuing use of the SDC yard for storage of the mower and associated equipment
 - elections are coming up at the end of this year

Recommendation

That the Ardlussa Community Board:

- a) **receives the report titled “Chairperson's report” dated 3 February 2022.**

Attachments

There are no attachments for this report.