



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

Date: Wednesday, 15 June 2022  
Time: 5.30pm  
Meeting room: Riverton Senior Citizens Rooms  
Venue: Corner Bath Road and Princess Street, Riverton

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## Oraka Aparima Community Board Agenda OPEN

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### MEMBERSHIP

Chairperson	Graeme Stuart
Deputy Chairperson	Sharon Ayto
Members	Annette Horrell
	Neil Linscott
	Robin McCall
	Blair Stewart
	Councillor Karyn Owen

### IN ATTENDANCE

Committee advisor	Alyson Hamilton
Community liaison officer	Kathryn Cowie
Community partnership leader	Jared Gravatt

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Online: [Southland District Council YouTube](https://www.youtube.com/watch?v=...)

Full agendas **are available on Council's website**  
[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)

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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.

## 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"> <li>• 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</li> <li>• to provide leadership to local communities on the strategic issues and opportunities that they face</li> <li>• 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</li> <li>• to be decision-makers on issues that are delegated to the board by Southland District Council</li> <li>• to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community</li> </ul>

	<ul style="list-style-type: none"> <li>• to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs</li> <li>• to recommend the setting of levels of service and budgets for local activities.</li> </ul>
DELEGATIONS	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.<sup>1</sup></p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> <li>1) policies, plans, standards or guidelines that have been established and approved by Council</li> <li>2) the needs of the local communities; and</li> <li>3) the approved budgets for the activity.</li> </ol> <p><b>Power to Act</b></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><b>Community Well-Being</b></p> <ol style="list-style-type: none"> <li>4) to develop local community outcomes that reflect the desired goals for their community/place</li> <li>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</li> <li>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.</li> </ol> <p><b>Community Leadership</b></p> <ol style="list-style-type: none"> <li>7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest</li> <li>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</li> <li>9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes</li> <li>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.</li> </ol>

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<sup>1</sup> Local Government Act 2002, s.53

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### **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"> <li>involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.</li> </ul> <p>Local activities include:</p> <ol style="list-style-type: none"> <li>community leadership</li> <li>local halls and community centres (within Council's overarching policy for community facilities)</li> <li>wharves and harbour facilities</li> <li>local parks and reserves</li> <li>parking limits and footpaths</li> <li>Te Anau/Manapouri Airport (Fiordland Community Board)</li> <li>Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board) <ol style="list-style-type: none"> <li>for the above two local activities only</li> <li>recommend levels of service and annual budget to the Services and Assets Committee</li> <li>monitor the performance and delivery of the service</li> </ol> </li> </ol> <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> <li>authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.</li> </ol> <p>20) naming roads</p> <ol style="list-style-type: none"> <li>authority to decide on the naming for public roads, private roads and rights of way</li> </ol> <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><b>Rentals and Leases</b></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"> <li>accept the highest tenders for rentals more than \$10,000</li> <li>approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.</li> </ol> <p><b>Environmental management and spatial planning</b></p> <ol style="list-style-type: none"> <li>provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment.</li> <li>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.</li> </ol>
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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><b>Matters which are not Delegated</b></p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> <li>• make a rate or bylaw</li> <li>• acquire, hold or dispose of property</li> <li>• direct, appoint, suspend or remove staff</li> <li>• engage or enter into contracts and agreements and financial commitments</li> <li>• institute an action for recovery of any amount</li> <li>• issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>• 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.</li> </ul>
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](http://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 Oraka Aparima Community Board, 06 April 2022



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## Oraka Aparima Community Board

### OPEN MINUTES

UNCONFIRMED

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Minutes of a meeting of Oraka Aparima Community Board held as a Virtual meeting via Zoom on Wednesday, 6 April 2022 at 5.35pm. (5.35pm to 7.33pm)

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#### PRESENT

Chairperson	Graeme Stuart
Deputy Chairperson	Sharon Ayto
Members	Annette Horrell
	Robin McCall
	Blair Stewart
	Councillor Karyn Owen

#### APOLOGIES

Neil Linscott

#### IN ATTENDANCE

Committee advisor/customer support partner	Lagi Kuresa
Community liaison officer	Kathryn Cowie
Community partnership leader	Simon Moran

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1 Apologies

There was an apology received from Neil Linscott.

Moved Chairperson Stuart, seconded Deputy Chairperson Ayto and resolved:

That the Oraka Aparima community board accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

There were no conflicts of interest declared.

4 Public forum

There was no public forum.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Blair Stewart, seconded Robin McCall and resolved:

That the minutes of Oraka Aparima Community Board meeting held on 8 December 2021 be confirmed as a true and correct record of that meeting.

Reports

7.1 Project scope confirmation - 2022/2023 locally funded projects

Record No: R/22/2/5727

Community facilities manager – Mark Day was in attendance for this report.

Mr Day advised that the purpose of the report was to seek approval from the Board for the scope of the locally funded projects within their board area that are to be delivered in the 2022/2023 financial year.

Resolution

Moved Robin McCall, seconded Blair Stewart recommendations a to e (with additional wording as indicated) and a new f (as indicated).

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Project scope confirmation - 2022/2023 locally funded projects” dated 31 March 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) Agrees to approve the scope of the projects identified (as indicated below) with the details defined in attachments to the staff report.
  - Colac Bay – Exterior painting of the hall code P-10556
  - Colac Bay – Install changing room at the surfies toilet (the trees) code P-10939
  - Riverton Harbour – Wharf refurbishment code P-10689
  - Riverton – Taramea Bay playground equipment replacement code P-10798.
- e) Agrees to approve the scope of the projects identified (as indicated below) with the details defined in attachments to the staff report subject to the change of land ownership to Southland District Council.
  - Colac Bay – Manuka Street playground equipment replacement code P-10755, subject to clarification of change of land ownership.
- new f) agrees to approve the project scope for project P-109393, Colac Bay changing shed at the Surfies toilet on the proviso that staff consult with the community and users of the area on the design and location of the proposed new changing shed. Staff will then bring a revised scope to the community board chairperson, Graeme Stuart and board member Robin McCall for approval.

7.2 Manuka Street playground - potential acquisition of land

Record No: R/22/3/8163

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

Mrs Cowie advised that the purpose of the report was for the Board to decide if they would like to request Council staff to investigate obtaining ownership of the land at the Manuka Street playground site at Colac Bay.

Resolution

Moved Robin McCall, seconded Blair Stewart recommendations a to c with an amendment to d (as indicated by underline and ~~striketrough~~).

That the Oraka Aparima Community Board:

- a) **receives the report titled “Manuka Street playground - potential acquisition of land” dated 18 March 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) requests that Council staff investigate the possibility and process of ~~obtaining ownership~~ negotiating continued use of the land at the Manuka Street playground in Colac Bay and report back to the board on the process, costs and timing to do so.

7.3 Community Leadership Report - February 2022

Record No: R/22/1/1700

Community partnership leader – Simon Moran was in attendance for this item

Mr Moran advised that the purpose of the report was to inform the board of the community leadership activities in the area.

Resolution

Moved Robin McCall, seconded Blair Stewart and resolved:

That the Oraka Aparima Community Board:

- a) **receives the report titled “Community Leadership Report - February 2022” dated 1 March 2022.**

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7.4 Community leadership report - April 2022

Record No: R/22/3/12455

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

Mr Moran advised that the purpose of the report was to inform the board of the community leadership activities in the area.

Resolution

Moved Deputy Chairperson Ayto, seconded Member Stewart and resolved:

That the Oraka Aparima Community Board:

- a) **receives the report titled “Community leadership report - April 2022” dated 30 March 2022.**

7.5 Operational Report for Oraka Aparima Community Board - February 2022

Record No: R/21/12/64044

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

Resolution

Moved Blair Stewart, seconded Annette Horrell and resolved:

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Operational Report for Oraka Aparima Community Board - February 2022” dated 1 March 2022.**

7.6 Operational Report for Oraka Aparima Community Board - April 2022

Record No: R/22/2/5416

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

Resolution

Moved Robin McCall, seconded Blair Stewart and resolved:

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Operational Report for Oraka Aparima Community Board - April 2022” dated 31 March 2022.**

7.7 Council report - February 2022

Record No: R/22/1/1394

Councillor Owen took the Board through the Council report.

Resolution

Moved Annette Horrell, seconded Blair Stewart and resolved:

That Oraka Aparima Community Board:

- a) **Receives the report titled "Council report - February 2022" dated 1 March 2022.**

7.8 Council report - April 2022

Record No: R/22/3/12048

Councillor Owen took the Board through the Council report.

Resolution

Moved Cr Owen, seconded Robin McCall and resolved:

That Oraka Aparima Community Board:

- a) **Receives the report titled "Council report - April 2022" dated 31 March 2022.**

7.9 Chairperson's report

Record No: R/22/3/11783

Chairperson Graeme Stuart took the Board through the chair's report.

Resolution

Moved Chairperson Stuart, seconded Blair Stewart and resolved:

That the Oraka Aparima Community Board:

- a) **receives the report titled "Chairperson's report" dated 31 March 2022.**

The meeting concluded at 7.33pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE ORAKA APARIMA COMMUNITY  
BOARD HELD ON WEDNESDAY, 6 APRIL 2022.

DATE:.....

CHAIRPERSON:.....



## Taramea (Howell's Point) tree removal - retrospective unbudgeted expenditure

Record No: R/22/5/18399

Author: Mark Day, Community facilities manager

Approved by: Nick Hamlin, Group manager programme delivery

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is to seek approval for retrospective unbudgeted expenditure of up to \$5,000 (excl GST) felling and removal of a group of trees at Taramea (Howell's Point) to be funded from the Taramea (Howell's Point) reserve.

### Executive summary

- 2 The Taramea (Howell's Point) Management Committee were provided a report at their meeting on 24 September 2021 about the condition of the large group of Cupressus macrocarpa situated near the toilet block on the reserve land following an inspection by Treotech (Dave Winwood) and options for the committee to discuss and consider.
- 3 The report recommended two options:
  - erect a fence that will include a safety fall distance that will exclude all public from the area
  - remove all trees and replant the area.
- 4 Following discussion, the meeting agreed that the community facilities manager provide a report to the committee at its next meeting on the felling and chipping of the trees as the preferred option and to include costings.
- 5 Subsequently a quote \$4,550 (excl GST) was received for the cleaning up of the fallen trees.
- 6 A decision was made by the Taramea (Howell's Point) Management Committee outside a formal meeting to proceed with the work. This decision was recorded by email (attached).

## Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Taramea (Howell's Point) tree removal - retrospective unbudgeted expenditure” dated 19 May 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) Agrees to approve retrospective unbudgeted expenditure of up to \$5,000 for the felling and removal of trees at **Taramea (Howell's Point)** to be funded from the **Taramea (Howell's Point)** reserve.

## Background

- 7 The Taramea (Howell's Point) Management Committee were provided a report at their meeting on 24 September 2021 about the condition of the large group of Cupressus macrocarpa situated near the toilet block on the reserve land following an inspection by Treotech (Dave Winwood) and options for the committee to discuss and consider.
- 8 The report recommended two options:
  - erect a fence that will include a safety fall distance that will exclude all public from the area
  - remove all trees and replant the area.
- 9 Following discussion, the meeting agreed that the community facilities manager provide a report to the committee at its next meeting on the felling and chipping of the trees as the preferred option and to include costings.
- 10 Subsequently a quote \$4,550 (excl GST) was received for the cleaning up of the fallen trees.
- 11 A decision was made by the Taramea (Howell's Point) Management Committee outside a formal meeting to proceed with the work. This decision was recorded by email.
- 12 The work was undertaken by the contractor; however, the cost was \$3,200 (excl GST) more than was originally quoted for and therefore would need to be recovered from the Taramea (Howell's Point) reserve with a contribution from Iwi.
- 13 The percentage of the contribution from Iwi has yet to be agreed upon. Once this has been agreed and received it will be credited into the Taramea (Howell's Point) reserve.

#### Factors to consider

##### Legal and statutory requirements

- 14 None.

##### Community views

- 15 This issue had been raised by members of the Taramea (Howell's Point) Management Committee at their meeting on 24 September 2021.

##### Costs and funding

- 16 The unbudgeted expenditure will be funded from the Taramea (Howell's Point) reserve which is forecast to have a balance as at 1 July 2022 of \$30,721.
- 17 Staff are looking to recover a portion of the overspend from the Oraka Aparima Runanga which will be credited to the Taramea Howells Point reserve when it is received.

##### Policy implications

- 18 The community board has delegated authority to approve any unbudgeted expenditure up to \$20,000.

#### Analysis of options

Option 1 - Agrees to approve retrospective unbudgeted expenditure up to \$5,000 for the felling and removal of trees at Howells Point to be funded from the Taramea **(Howell's Point)** reserve.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>the work has been completed and the contractor paid</li><li>this will balance the business unit for the end of the financial year.</li></ul>	<ul style="list-style-type: none"><li>none identified.</li></ul>

Option 2 – Does not agree to approve retrospective unbudgeted expenditure of up to \$5,000 for **the felling and removal of trees at Taramea (Howell's Point)** to be funded **from the Taramea (Howell's Point)** reserve.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>none identified.</li></ul>	<ul style="list-style-type: none"><li>the business unit will not balance at the end of the financial year.</li></ul>

#### Assessment of significance

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

#### Recommended option

- 20 The staff recommendation is option 1.


## Attachments

- A      Howells Point E-mail 9 December 2021 [↓](#)
- B      Howells Point E-mail 18 November 2021 [↓](#)
- C      Howells Point E-mail 15 November 2021 [↓](#)
- D      Howells Point E-mail 23 October 2021 [↓](#)
- E      Howells Point E-mail 17 September 2021 [↓](#)
- F      Howells Point E-mail Initial DT King Quote [↓](#)

**From:** Greg Erskine <>  
**Sent:** Thursday, 9 December 2021 11:07 am  
**To:** Muriel Johnstone <[Muriel.Johnstone@orakaaparima.org.nz](mailto:Muriel.Johnstone@orakaaparima.org.nz)>  
**Cc:** Alyson Hamilton <[alyson.hamilton@southlanddc.govt.nz](mailto:alyson.hamilton@southlanddc.govt.nz)>  
**Subject:** RE: TREES - Taramea [Howells Point].....sorting / a percentage ACCT ?

Hello Muriel,  
 I have received this invoice from DT Kings, it is in our system to be paid.  
 The digger hours were double what was initially estimated.  
 Council can pay this invoice and sort out a contribution from Te Runanga o Ngai Tahu later on.  
 There is money in the reserve account to cover any shortfall.  
 There is also some work required to tidy up the sites but I'm not sure what this cost would be at the moment.

Greg



**DT King and Co Ltd**  
 P O BOX 18  
 TUATAPERE  
 SOUTHLAND 9642  
 Phone: 03 225 5899 - Email: [Diane@dtking.co.nz](mailto:Diane@dtking.co.nz)  
 GST Number: 25-025-504

**TAX INVOICE**

Reference No: 004389  
 Date: 30/11/2021  
 Cust ID: SOUTHLDIST  
 Order No:  
 Terms: 20th of the  
           Following Month

SOUTHLAND DISTRICT COUNCIL  
 P O BOX 903  
 INVERCARGILL 9840

Qty	UOM	Description	Unit Price	Total
42.000	Hrs	Hire Digger sort logs for Chipping	150.0000	6,300.00
1.000		Transport digger & chipper to site	950.0000	950.00
1.000	Day	Hire man & Chainsaw Order Number 161288 Riverton Point	500.0000	500.00

If you wish to pay your account by Internet banking our account number is 06-0958-0005301-00	<b>Total (ex GST):</b>	7,750.00
	<b>GST:</b>	1,162.50
	<b>Total:</b>	8,912.50

-----Original Message-----

From: Muriel Johnstone <[Muriel.Johnstone@orakaaparima.org.nz](mailto:Muriel.Johnstone@orakaaparima.org.nz)>

Sent: Thursday, 9 December 2021 10:45 am

To: Greg Erskine <[greg.erskine@southlanddc.govt.nz](mailto:greg.erskine@southlanddc.govt.nz)>

Cc: Alyson Hamilton <[alyson.hamilton@southlanddc.govt.nz](mailto:alyson.hamilton@southlanddc.govt.nz)>

Subject: TREES - Taramea [Howells Point].....sorting /a percentage ACCT ?

Morena Greg ,

Have you had any indication / pending costs -for doing above mahi .

Guessing it will be much more than original est.quote ☹️ since it became a much more difficult ,wider ,longer exercise .

I have talked to Te Runanga o NgaiTahu seeking some urgency in helping toward some of this extra .They have requested I ensure .....as soon as you receive Costs /Acct from the CONTRACTOR .... that I work with you BEFORE any acct is sent to Te Runanga [ when we determine our share / costs ....they would arrange A PURCHASE ORDER to SDC / to assist pyt /Invoice etc.]

- do hope this makes sense .?

.....

- Should we catch up in person about this Gregg -when are you next out this way ? / my days and whereabouts are crazy as -but would try to meet .

Nga mihi mahana ,

Muriel ,

Sent from my iPad

CAUTION: This email and any attachment(s) contains information that is both confidential and possibly legally privileged.

No reader may make any use of its content unless that use is approved by Te Rūnanga o Ngāi Tahu and its subsidiary companies separately in writing.

Any opinion, advice or information contained in this email and any attachment(s) is to be treated as interim and provisional only and for the strictly limited purpose of the recipient as communicated to us.

Neither the recipient nor any other person should act upon it without our separate written authorization of reliance. If you have received this message in error, please notify us immediately and destroy this message.

**From:** Greg Erskine <>  
**Sent:** Thursday, 18 November 2021 11:20 am  
**To:** Muriel Johnstone <[Muriel.Johnstone@orakaaparima.org.nz](mailto:Muriel.Johnstone@orakaaparima.org.nz)>  
**Cc:** [Blair.maree@xtra.co.nz](mailto:Blair.maree@xtra.co.nz); 'graemestuart44@gmail.com' <[graemestuart44@gmail.com](mailto:graemestuart44@gmail.com)>; Mark Day <[mark@southlanddc.govt.nz](mailto:mark@southlanddc.govt.nz)>  
**Subject:** RE: [External Email]FW: Trees - DT Kings - Trees Taramea (Howells Point)

Good morning Muriel,

Kings are making good progress on the trees.

I inspected the site on Wednesday with Blair and Paul Balneaves (DT King).

The condition of the trees is probably worse than was first thought. We looked at 3 trees at the west end for example, see photos, and they all have broken limbs, or are on a substantial lean.

We agreed that there is a likely hood of them falling over as has happened with several other trees over the years.

At this stage the only big trees that could be saved are behind the shelter shed.

There will be some additional cost for the work as the number of trees to remove has increased but we can sort that out later on.

Kind regards

Greg

**From:** Muriel Johnstone <[Muriel.Johnstone@orakaaparima.org.nz](mailto:Muriel.Johnstone@orakaaparima.org.nz)>  
**Sent:** Monday, 15 November 2021 4:51 pm  
**To:** Greg Erskine <[greg.erskine@southlanddc.govt.nz](mailto:greg.erskine@southlanddc.govt.nz)>  
**Subject:** Re: [External Email]FW: Trees - DT Kings - Trees Taramea (Howells Point)

**This message is from an external sender**

Kiora Greg ,

Thankyou , and yes very happy for this to go ahead . [ myself and Stewart Bull had passed on`our Tautoko to Blair and DT Kings - but arohamai I thought had copied to you too ].

Sent from my iPad

On 15/11/2021, at 4:44 PM, Greg Erskine <[greg.erskine@southlanddc.govt.nz](mailto:greg.erskine@southlanddc.govt.nz)> wrote:

Hello Muriel,

Blair has advised that DT King will be available to make these trees safe this week.

There is budget under general maintenance to undertake the work.

I wanted to confirm with you that it was ok to proceed based on the quote received from DT Kings.

Kind regards

Greg

**Greg Erskine**

Community Facilities Contract Manager

<[imageea946a.GIF](#)> Southland District Council

PO Box 903

Invercargill 9840

P: 0800 732 732 | F: 0800 732 329

[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)

**From:** Blair Stewart <[blair.maree@xtra.co.nz](mailto:blair.maree@xtra.co.nz)>

**Sent:** Saturday, 23 October 2021 3:17 pm

**To:** [muriel.johnstone@orakaaparima.org.nz](mailto:muriel.johnstone@orakaaparima.org.nz)

**Cc:** Greg Erskine <[greg.erskine@southlanddc.govt.nz](mailto:greg.erskine@southlanddc.govt.nz)>

**Subject:** Trees Taramea

This message is from an external sender

Hi Muriel / Greg. Price from DTKings for cleaning up fallen trees etc at Taramea/Howells point. Time is estimated 20hrs for digger could be more or less. Asked for a chain saw person to enable saving as many trees as possible. They advised me that there is no timber suitable for milling. The money could come from reserves. The work would hopefully be done in November weather permitting. Blair

<[image001.jpg](#)>

Sent from my iPad

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**Southland District Council - Working Together for a Better Southland**



**From:** Greg Erskine <[greg.erskine@southlanddc.govt.nz](mailto:greg.erskine@southlanddc.govt.nz)>  
**Sent:** Monday, 15 November 2021 4:58 pm  
**To:** Muriel Johnstone <[Muriel.Johnstone@orakaaparima.org.nz](mailto:Muriel.Johnstone@orakaaparima.org.nz)>  
**Subject:** RE: [External Email]FW: Trees - DT Kings - Trees Taramea (Howells Point)

Thank you Muriel, i may see you out there in the next few days.

Greg

Sent from my Galaxy

----- Original message -----

**From:** Muriel Johnstone <[Muriel.Johnstone@orakaaparima.org.nz](mailto:Muriel.Johnstone@orakaaparima.org.nz)>  
**Date:** 15/11/21 4:51 pm (GMT+12:00)  
**To:** Greg Erskine <[greg.erskine@southlanddc.govt.nz](mailto:greg.erskine@southlanddc.govt.nz)>  
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**Greg Erskine**

Community Facilities Contract Manager

 Southland District Council

PO Box 903

Invercargill 9840

P: 0800 732 732 | F: 0800 732 329

[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)**From:** Blair Stewart <[blair.maree@xtra.co.nz](mailto:blair.maree@xtra.co.nz)>**Sent:** Saturday, 23 October 2021 3:17 pm**To:** [muriel.johnstone@orakaaparima.org.nz](mailto:muriel.johnstone@orakaaparima.org.nz)**Cc:** Greg Erskine <[greg.erskine@southlanddc.govt.nz](mailto:greg.erskine@southlanddc.govt.nz)>**Subject:** Trees Taramea

This message is from an external sender

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Sent from my iPad

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**Southland District Council - Working Together for a Better Southland**

23 October 2021 3:17 pm

Greg Erskine [greg.erskine@southlanddc.govt.nz](mailto:greg.erskine@southlanddc.govt.nz)

FW: [External Email]FW: Trees - DT Kings - Trees Taramea (Howells Point)

Approval from Muriel/Stewart



**Greg Erskine**  
Community Facilities Contract Manager  
Southland District Council  
PO Box 903  
Invercargill 9840  
P: 0800 732 732  
[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)

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**To:** Muriel Johnstone <[Muriel.Johnstone@orakaaparima.org.nz](mailto:Muriel.Johnstone@orakaaparima.org.nz)>

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**Sent:** Saturday, 23 October 2021 3:17 pm

**To:** [muirel.johnstone@orakaaparima.org.nz](mailto:muirel.johnstone@orakaaparima.org.nz)

**Cc:** Greg Erskine <[greg.erskine@southlanddc.govt.nz](mailto:greg.erskine@southlanddc.govt.nz)>

**Subject:** Trees Taramea

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< >

Sent from my iPad

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**Southland District Council - Working Together for a Better Southland**

**From:** Greg Erskine <>  
**Sent:** Friday, 17 September 2021 12:04 pm  
**To:** Alyson Hamilton <[alyson.hamilton@southlanddc.govt.nz](mailto:alyson.hamilton@southlanddc.govt.nz)>; Muriel Johnstone <[muriel.johnstone@orakaaparima.org.nz](mailto:muriel.johnstone@orakaaparima.org.nz)>; 'stewartbull@outlook.co.nz' <[stewartbull@outlook.co.nz](mailto:stewartbull@outlook.co.nz)>; Sharon Ayto <[sharonayto101@gmail.com](mailto:sharonayto101@gmail.com)>; Graeme Stuart <[graemestuart44@gmail.com](mailto:graemestuart44@gmail.com)>; Blair Stewart <[blair.maree@xtra.co.nz](mailto:blair.maree@xtra.co.nz)>  
**Cc:** Mark Day <[mark@southlanddc.govt.nz](mailto:mark@southlanddc.govt.nz)>; Angie Hopkinson <[Angie.Hopkinson@southlanddc.govt.nz](mailto:Angie.Hopkinson@southlanddc.govt.nz)>  
**Subject:** RE: Report on Trees at Taramea (Howells Point)

Good morning,

Please see below for a report from Treetech (Derek Winwood) on the trees near the toilet block.

We can discuss this at the meeting on the 29<sup>th</sup> September.

Regards

Greg

**From:** Derek Winwood <[Derek.Winwood@treotech.co.nz](mailto:Derek.Winwood@treotech.co.nz)>  
**Sent:** Monday, 6 September 2021 2:15 PM  
**To:** Julie Tynan <[julie.tynan@treotech.co.nz](mailto:julie.tynan@treotech.co.nz)>  
**Subject:** Riverton trees

Hi Greg

I was asked to visually inspect a large group of predominantly *Cupressus macrocarpa* situated on reserve land under the stewardship of SDC at the end of the Riverton Rocks Highway.

The trees within this group have an estimated age of 75 -85 years old. This may be quite conservative given the tough coastal environment in which they grow, the trees could be considerably older.

They have an estimated height of approximately 11 -15 metres tall with a canopy spread of about the same dimensions

All the trees within this planting have experienced significant branch failure and many of the trees have suffered complete root plate failure but given their squat nature have come to rest on major lower limbs and have continued to grow, many of the trees have historical hangers within the canopy.

Aged *Cupressus macrocarpa* are prone to branch failure, and it is no surprise to see extensive branch failure throughout this planting given the extreme coastal winds the area experiences.

Remedial pruning, which would remove all existing hangers within the canopy and remove all wind damaged and split limbs would improve the aesthetic value of the trees. However, in my opinion would not make the trees any safer or lessen the regularity of branch failure, this would prove to be a costly ongoing exercise.

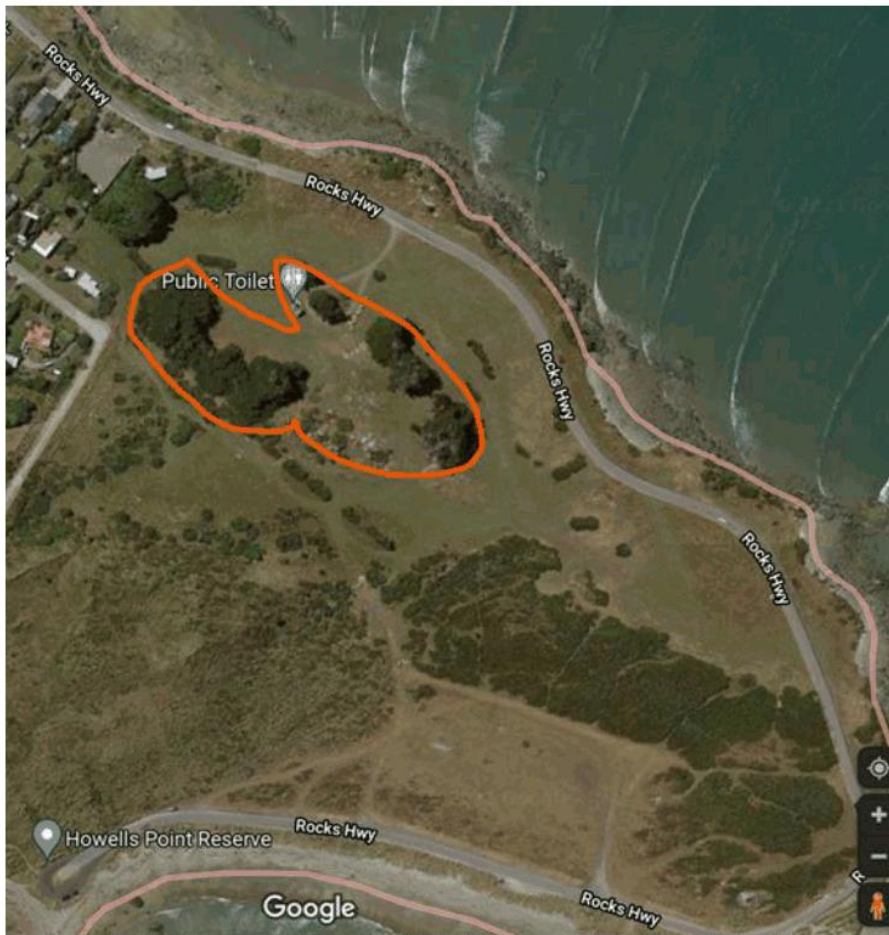
Given the age of the planting, the current condition of the trees, and the ongoing branch failures (for which I see no reason will decrease and in fact could well become more regular), it leaves 2x options

## Option 1

- Erect a fence that will include a safety fall distance that will exclude all public from the area

## Option 2

- Remove all trees and replant the area



Kind regards,

**Derek Winwood**  
**Southern Area Manager**

03 383 9370


021 591 146

0800 873 378

[derek.winwood@treotech.co.nz](mailto:derek.winwood@treotech.co.nz)

PO Box 35-152, Christchurch

[www.treotech.co.nz](http://www.treotech.co.nz)

 **D. T. KING & CO.  
LTD**  
1898 Otautau / Tuatapere Highway

Pukemaori, Phone 03-225 5899  
Fax 03-225 5893  
Otautau, Phone 03-225 8356  
Fax 03-225 8808  
Freephone 0800 225 899  
P.O. Box 18  
TUATAPERE


22 Oct. 21

Price for chipping logs at the point.

Hire of digger to sort stack logs for chipping and split oversize ones.	\$3000.00
Estimated time 20 hours at \$150 per hour	\$ 950.00
Transport digger and chipper to site.	\$ 500.00
Hire of man and chainsaw one day at \$500 per day	\$ 00.00
To chip logs, remove chip, and we retain the chip at zero cost then no charge.	\$ 00.00
Total cost for job.	\$4450.00 + GST

This is based on the trees as shown on the site visit should there be more or less when the final job is done then the digger hire will be adjusted accordingly.

Thanks

  
Paul Balneaves

---

## Operational Report for Oraka Aparima Community Board

Record No: R/22/4/15035  
Author: Brendan Gray, Project delivery manager  
Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision ☐ Recommendation ☒ Information

---

### Purpose of report

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

### Recommendation

That the Oraka Aparima Community Board:

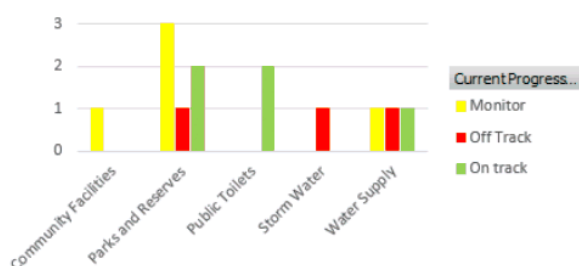
- a) **Receives the report titled “Operational Report for Oraka Aparima Community Board” dated 1 June 2022.**

### Attachments

- A Report to Oraka Community Board - operational report - 15 June 2022 [↓](#)



## 1. Projects within current financial year as at 25 May 2022



## 2. Progress since last reporting period

### CLARIFICATION OF FUNDING SOURCES

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

District funded: Water, sewerage, stormwater, cemeteries public toilets and roading.

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

ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET
<b>COMMUNITY FACILITIES</b>	P-10714	Riverton office - internal refurbishment	Delivery phase	Monitor	\$100,000
Painter not available until July, so completion will be a carry over.					
<b>PARKS AND RESERVES</b>	P-10796	Riverton pilot reserve playground - equipment replacement	Delivery Phase	On track	\$200,000
Phase one of Taramea Bay works is now finished with all the upgrades, changes, improvements and design elements we communicated back in late September 2021 now completed. As the investigation project feeds directly into phase two and beyond as well as the potential open space budgets we are awaiting the outcome before spending more local funding.					



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET
<b>PARKS AND RESERVES</b>	P-10797	Riverton Taramea Bay playground equipment replacement	Delivery phase	On track	\$14,076
Staff will be installing play panels at the site where the rocking horse was situated in the playground. In light of the future development at Taramea Bay they are taking a holistic approach to the play areas at this site. The play panels are easily shifted and offer an alternative play outcome to the playground. It is hoped to have these installed as soon as possible but is dependent on their availability.					
<b>PARKS AND RESERVES</b>	P-10874	Riverton - investigation project	Pre-delivery phase	Monitor	\$40,000
We have had site visits and meetings with key stakeholders. Survey has been completed with the wider Riverton community. Working with key stakeholders to create draft report documents.					
<b>PARKS AND RESERVES</b>	P-10875	Riverton - Moores reserve track	Delivery phase	Off track	\$15,000
Since the original quotes came in well over budget (\$50k) the scope of work for this project has been revised. The project will now focus on upgrading the wooden structures, installing a post and rope fence to keep vehicles off the grass and graveling of the first part of the track. Staff are waiting on a structural assessment on the bridge and two viewing platforms prior to work starting on this project.					
<b>PARKS AND RESERVES</b>	P-10876	Beautification at Railway Esplanade Riverton (Bath Road)	Delivery phase	Monitor	\$30,000
The boat has been moved to Murray Todd's property. Weather dependent, the excavation of the concrete slabs will happen on the 1 June followed by removal of debris 2 June. Loading ramp, top soiling and planting will start 8 June.					
<b>PARKS AND RESERVES</b>	P-10938	Riverton - investigation project green space	Pre-delivery phase	Monitor	\$40,000
We have had site visits and meetings with key stakeholders. A survey has been completed with the wider Riverton community. Working with key stakeholders to create draft report documents.					
<b>PUBLIC TOILETS</b>	P-10390	Replace toilets at Taramea Bay, Riverton	Pre-delivery phase	On track	\$378,243
A masterplan is under way as part of a future reserve management plan review to identify the best placement and orientation for the toilet block, once this is approved and completed Barry Stewart Builders can complete the final design and do the building consent application. Draft construction time period is being worked though with the project works programme, the start date and duration will be confirmed once the masterplan approval is received.					
<b>PUBLIC TOILETS</b>	P-10662	Colac Bay boat ramp toilet - renewal	Delivery phase	On track	\$75,000
Minor work required to complete building consent.					
<b>STORMWATER</b>	P-10441	Riverton-Taramea Bay outfall investigation -multi-year project	Pre-delivery phase	Off track	\$25,000
Options are still being investigated by the storm water asset manager who recently had a meeting with a community board member. It is likely that the best use of this funding is to make it available for the Taramea					



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET
Bay beatification project getting lead by the community and community facilities. This will be a carry forward 2022/2023 project.					
<b>WATER SUPPLY</b>	P-10268	Addition of a UV disinfection - Riverton	Delivery phase	On track	\$292,276
The building is now complete, the mechanical fit is progressing well and the electrical fit out is due to start late May due to delays, the final work will be completed by end of June.					
<b>WATER SUPPLY</b>	P-10510	Riverton water treatment plant - water discharge consent	Delivery phase	Monitor	\$50,000
We have had a delay getting the design, but we are expecting that now by the end of May for Council to review.					
<b>WATER SUPPLY</b>	P-10512	Riverton water treatment plant - geobag alum sludge removal	Pre-delivery phase	Off track	\$50,000
Still having issues with the current options, so we are looking at alternatives. This project will now be a carry forward to 2022/2023.					

### 3. Community board contracts

CONTRACT NAME	CONTRACT MANAGER COMMENTARY
<b>10/01 – Water and wastewater services operation and maintenance</b>	<p>The 10/01 contract continued to operate well over the past reporting period. Some challenges around Covid-19 disrupting “normal” routine, but this was well dealt with amongst the Downer operators with no major concerns being raised.</p> <p>Recent rainfall has helped relieve some pressure on water supply and provided the Aparima area with a much-needed flush.</p> <p>Coming into winter it is expected that it will remain as status-quo with an increase in reactive storm waterworks across the district.</p>
<b>17/02 - Central Alliance roading contract</b>	<p>March was a continuation, on steroids, of the large-scale atmospheric circulation for much of the summer of 2021/2022 which resulted in some intense rainfall events on both sides of the Tasman Sea, but much lower-than-average rainfalls across much of the lower half and west of the South Island. The lower South Island became gripped by a record-breaking dry spell. After a dry December (47.8% of normal rainfall) January (31.8% of normal) and February (68.1% of normal), Invercargill recorded only 16.4mm in March, a record-breaking 16.8% of the normal value. Both the OGEM and stabilisation crews have completed all the pre-reseal repairs for the 2022/2023 reseal season. The remaining works include high shoulder removal, low shoulders work, accessway tidy up and some minor pot hole repairs and small edge breaks. Once winter has passed we will review all sites and repair any remaining issues. The bridging crews have been busy replacing the deck on Harbour Endowment Road and continued painting on other</p>



CONTRACT NAME	CONTRACT MANAGER COMMENTARY
	<p>structures. Fraser Road requires a deck replacement which is programmed for April.</p> <p>The suction sweeper has been completing the township sweeping across Central with only Winton and Dipton remaining prior to this moving into the Waimea Alliance.</p> <p>Due to budget constraints the next three months will be quiet in terms of work programmed. The bulk of work being completed will be grading, township cyclic and rural cyclic. We have a couple of dig outs to address and a culvert replacement with other projects on hold until the new financial year.</p>
20/20 – Riverton area grass maintenance (mowing)	The mowing is moving into winter mode with a drop off in cutting frequency.
20/52 – Riverton gardening contract	The contractor has renewed his traffic management plan, and the gardens will be getting a mulch layer placed on them.

#### 4. Request for service data 6 March 2022 – 20 May 2022

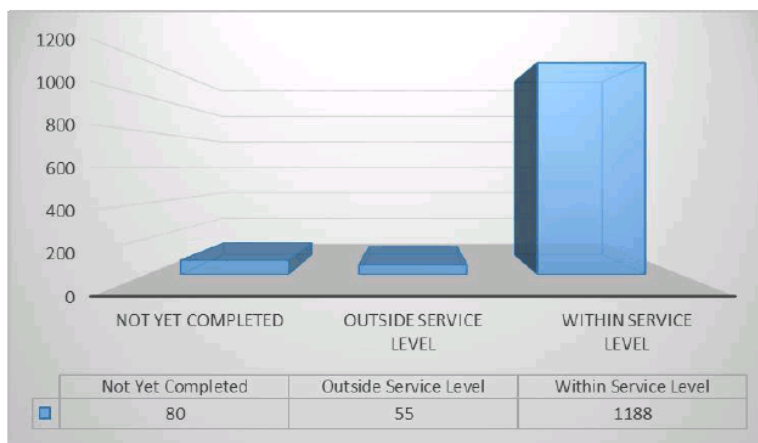


REQUEST TYPE	COUNT
Abandoned vehicles	1
Community facilities - halls - repairs/maintenance	1
Community facilities general	2
Council facilities - offices, depots, libraries rm	2
Council housing – application	1
Council housing - repairs and maintenance	5
Council leases and licences	1
Council property enquiry	4
Culverts blocked – rural	1
Gravel road faults	1
Hazards	1
Litter matters rural (not state highway)	1
Litter matters urban (townships)	1
Paper roads	3
Parks and reserves - playground repairs/maintenance	1
Parks and reserves - repairs and maintenance	1
Rapid numbers - new	1
Street lights out	5
Streetscape - vegetation	9
Toilets - cleaning, repairs and maintenance	6
Transport - road complaints (e-pathway only)	1
Transport general enquiries	11
Urban stormwater (manholes, grates)	2
Water and waste general	20
Water asset leak (main, hydrant, valve or meter)	9
Water main leak urgent burst	1
Water quality: Smell, taste, colour or clarity	7
Water toby damaged (not safety issue)	2
Water toby leak	9
Water toby location	1

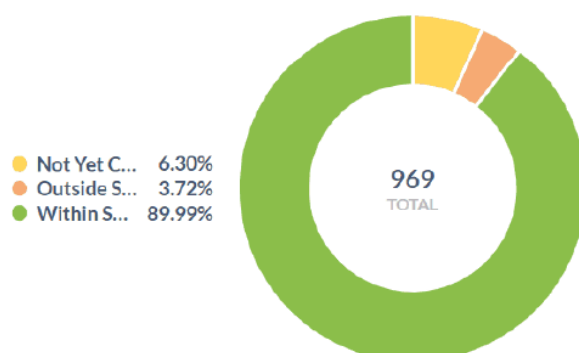


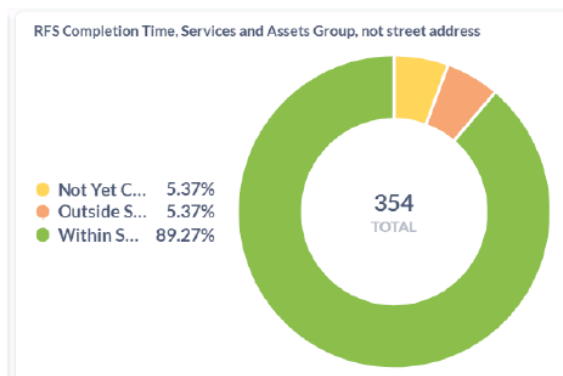
REQUEST TYPE	COUNT
Wheelie bin cancel/damaged/stolen	4
Wheelie bin collection complaints	4
Wheelie bin general enquiry	1
Wheelie bin new/size change/additional	4
<b>TOTAL</b>	<b>124</b>

### RFS count by completion time status - district



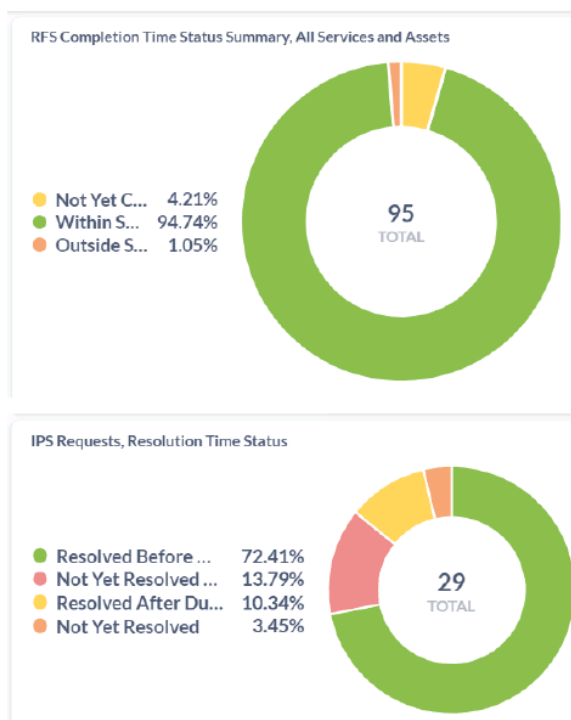
RFS Completion Time Status Summary, All Services and Assets





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

### RFS count by completion time status – local





## 5. Local finance reporting

<b>Colac Bay - Business Units as at 30 April 2022</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>
Street Works - Colac Bay	\$1,231	\$1,233	\$2,213	\$148	\$1,259	\$1,479			
Refuse Collection - Colac Bay	\$5,926	\$5,917	\$7,100	\$7,690	\$5,917	\$7,100			
Beautification - Colac Bay	\$8,628	\$8,461	\$10,153	\$12,486	\$13,669	\$20,403	\$12,946	\$12,232	\$12,232
Playground - Colac Bay	\$6,241	\$6,250	\$7,500	\$6,850	\$8,583	\$10,300			
Hall - Colac Bay	\$13,692	\$13,960	\$16,779	\$8,118	\$12,114	\$14,842			
<b>Total</b>	<b>\$35,718</b>	<b>\$35,820</b>	<b>\$43,745</b>	<b>\$35,291</b>	<b>\$41,542</b>	<b>\$54,124</b>	<b>\$12,946</b>	<b>\$12,232</b>	<b>\$12,232</b>

Colac Bay income is \$35,718, which is on budget.

Expenditure is \$35,291, \$6,251 less than budget. Refuse collection is \$1,773 over budget due to extra litter bin collections, offset by less mowing and work scheme costs in the beautification (\$1,183) and playground (\$1,733) business units. Hall expenditure is \$3,996 below budget due to no operating costs paid to date.

Capital expenditure is slightly over budget (\$714), and relates to the boat ramp shelter project (P-10940). These additional costs were coded to capital code in error and will be recoded in May.

<b>Oraka-Aparima - Business Units as at 30 April 2022</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>
Community Leadership Oraka	\$19,346	\$19,375	\$30,386	\$27,435	\$27,480	\$40,386	\$0	\$0	\$0
Rec Reserve - Oraka-Aparima	\$2,874	\$2,683	\$3,219	\$3,411	\$3,219	\$3,219	\$0	\$0	\$0
<b>Total</b>	<b>\$22,220</b>	<b>\$22,058</b>	<b>\$33,605</b>	<b>\$30,846</b>	<b>\$30,699</b>	<b>\$43,605</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



Oraka Aparima income is slightly over budget (\$160).

Expenditure is also slightly over budget (\$147), with the variance relating to recreation reserve rates being higher than anticipated.

<b>Riverton/Aparima - Business Units as at 30 April 2022</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>
Street Works - Riverton	\$21,637	\$19,250	\$23,100	\$5,827	\$11,319	\$13,106	\$45,813	\$45,813	\$65,313
Refuse Collection - Riverton	\$22,959	\$22,923	\$27,507	\$21,951	\$22,923	\$27,507			
Cemetery - Riverton	\$23,266	\$23,173	\$29,193	\$14,612	\$24,477	\$29,372			
Beautification - Riverton	\$89,500	\$89,256	\$112,919	\$85,140	\$96,982	\$114,516			
Recreation Reserve - Riverton	\$13,786	\$13,884	\$16,661	\$28,968	\$20,856	\$64,618	\$1,016	\$30,000	\$30,000
Taramea (Howells Point)	\$7,227	\$6,661	\$8,234	\$11,745	\$6,661	\$7,993			
Taramea Bay	\$18,655	\$18,683	\$22,526	\$32,672	\$26,155	\$71,378			
Koikoi Park	\$6,241	\$6,251	\$7,501	\$3,213	\$9,363	\$11,235			
War Memorial Reserve	\$2,538	\$2,542	\$3,330	\$1,250	\$2,542	\$3,050			
Playground - Riverton	\$17,788	\$13,461	\$16,153	\$24,372	\$43,203	\$51,843	\$115,000	\$130,000	\$214,076
Riverton Pool	\$26,802	\$26,667	\$32,000	\$32,000	\$32,000	\$32,000			
<b>Total</b>	<b>\$250,402</b>	<b>\$242,749</b>	<b>\$299,124</b>	<b>\$261,749</b>	<b>\$296,479</b>	<b>\$426,618</b>	<b>\$161,829</b>	<b>\$205,813</b>	<b>\$309,389</b>

Riverton Aparima income is \$250,402, \$7,653 more than budget. The street works budget is \$2,387 over budget due to the timing of the contribution received from New Zealand Motor Caravan Association Inc for the new dump station at Bath Road. This contribution was paid in one lump sum however the budget was phased evenly over 12 months. Additionally, the playground business unit has received reparation income of \$4,348 to cover the insurance shortfall related to the accident in March 2021.

Expenditure is \$261,749, \$34,730 lower than budget. Street works is \$5,492 under budget due to no footpath maintenance costs to date. Maintenance costs for equipment in the Koikoi Park business unit are also \$6,150 under budget, as no maintenance costs have been incurred to date. The cemetery, beautification, recreation reserve, Taramea Bay, War Memorial Park and the playground business units are collectively \$18,585 under budget. Work is currently under way to improve budgeting and accounting of these business units to better reflect mowing and maintenance expenses. Some of the mowing contractors are invoicing a



month in arrears. From May, these costs will be accrued which will remove a significant portion of the variance, and better reflect actual costs incurred. Taramea (Howells Point) is \$5,084 over budget due to the felling and clean-up of trees. An unbudgeted expenditure report will be presented to community board for this work and a contribution towards this work of \$7,750 excluding GST is expected from Te Ao Tūroa.

Capital expenditure is \$43,984 underspent. Phase one of the playground equipment project has been completed and is currently \$15,000 under budget. However, additional costs will be incurred against this project as discussed with the community board. It is expected that there will be a carry forward for the remaining funds to 2022/2023 to align with the potential open spaces funding that will become available next year. The recreation reserve is \$28,984 under budget as a result of progress on the railway esplanade Riverton (Bath Road) (P-10876) beautification project to date. As mentioned in the project information above, this project is still on track.

<b>Riverton Harbour - Business Units as at 30 April 2022</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>
Harbour	\$40,288	\$35,030	\$39,884	\$31,073	\$34,822	\$55,181	\$21,739	\$21,739	\$21,739
<b>Total</b>	<b>\$40,288</b>	<b>\$35,030</b>	<b>\$39,884</b>	<b>\$31,073</b>	<b>\$34,822</b>	<b>\$55,181</b>	<b>\$21,739</b>	<b>\$21,739</b>	<b>\$21,739</b>

Riverton Harbour income is \$5,258 above budget due to increased licence fee income.

Expenditure is under budget \$3,749. This is predominantly due to less mowing, monitoring, electricity, maintenance and work scheme costs being required to date (\$8,494), offset by the increase in the annual insurance premiums (\$1,808). Council approved the additional insurance costs in September 2021, and these are to be funded from either operational underspends or reserves. Refuse collection is \$3,380 over budget due to increased refuse bin emptying costs.



<b>Thornbury - Business Units as at 30 April 2022</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>
Street Works - Thornbury	\$3,546	\$3,552	\$4,394		\$1,521	\$1,825			
Refuse Collection - Thornbury	\$1,311	\$1,309	\$1,571	\$4,198	\$3,214	\$3,857			
Beautification - Thornbury	\$6,754	\$6,764	\$8,117	\$7,183	\$6,764	\$8,117			
Playground - Thornbury	\$6,241	\$6,250	\$7,500	\$4,327	\$7,420	\$8,904			
Hall - Thornbury	\$9,188	\$8,603	\$10,344	\$9,336	\$9,092	\$10,319			
<b>Total</b>	<b>\$27,041</b>	<b>\$26,479</b>	<b>\$31,926</b>	<b>\$25,044</b>	<b>\$28,011</b>	<b>\$33,022</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Thornbury income is \$27,041, which is slightly above budget (\$562) due to higher than expected hall hire income.

Expenditure is \$2,967 underspent, predominantly due to lower than budgeted maintenance costs for the playground to date (\$3,093). Street works costs are \$1,521 under budget due to no footpath maintenance being required to date, offset by refuse collection costs being \$984 over spent due to additional refuse costs for the Thornbury Bridge reserve.

**Reserve balances**

<b>RESERVE</b>	<b>ACTUAL 30 JUNE 2021</b>	<b>BUDGET 30 JUNE 2022</b>	<b>FORECAST 30 JUNE 2022</b>
Colac Bay community centre	\$-	\$27	\$2,917
Colac Bay general	\$52,106	\$32,840	\$29,385
<b>Total – Colac Bay</b>	<b>\$52,106</b>	<b>\$32,867</b>	<b>\$34,071</b>
Riverton cemetery maintenance	\$77,983	\$79,368	\$79,368
Riverton doc profits lib sale	\$69,550	\$70,952	\$70,952
Riverton general	\$232,522	\$112,554	\$177,736
Riverton parks & reserves development	\$29,488	(\$296)	\$-
Riverton property sales	\$150,820	\$153,877	\$153,877
Riverton war memorial	\$14,179	\$14,459	\$14,459
Taramea Bay/Rocks development	\$37,660	\$27,206	\$27,206
Taramea Howells Point	\$30,234	\$30,475	\$30,475
Riverton stormwater	\$188,299	\$168,368	\$-
<b>Total – Riverton</b>	<b>\$830,736</b>	<b>\$655,963</b>	<b>\$554,073</b>
Riverton harbour	\$18,536	\$22,260	\$11,260
<b>Total - Riverton harbour</b>	<b>\$18,536</b>	<b>\$22,260</b>	<b>\$11,260</b>
Comm Centres Thornbury	\$225	\$245	\$245
Thornbury general	\$15,170	\$15,302	\$15,302
<b>Total - Thornbury</b>	<b>\$15,395</b>	<b>\$15,547</b>	<b>\$15,547</b>
<b>Total reserves</b>	<b>\$916,773</b>	<b>\$726,637</b>	<b>\$614,951</b>



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## Community leadership report

Record no: R/22/5/20714

Author: Jared Gravatt, Community partnership leader

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

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### Purpose

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

### Recommendation

That the Oraka Aparima Community Board:

- a) **receives the report titled “Community leadership report” dated 7 June 2022.**

### Attachments

- A Oraka Aparima Community Leadership report [↓](#)



## Regional funding outcomes

The following organisations were granted funds at the SDC Community and Strategy meeting on Wednesday, 25 May.

### Sport New Zealand Rural Travel Fund

- Central Southland College      \$1,500
- Otautau Netball Club      \$1,200
- Menzies College Netball Club      \$1,500
- Fiordland College      \$1,500
- Northern Southland College      \$1,500
- Otara Pony Club      \$1,200
- Te Anau Rugby Club      \$1,200
- Winton Cricket Club      \$1,500
- Winton Football Club      \$1,000

### District Initiatives Fund

- Lumsden Heritage Trust      \$5,000
- Fiordland Trails Trust      \$17,175

## What's happening across the District?

### Welcoming Communities

Rebecca McElrea, from McElrea Consulting will be holding workshops in Edendale, Winton, Te Anau, and for rangatahi, in early July to develop a welcoming plan for the District. A Zoom workshop is also planned for Stewart Island Rakiura. In addition, a survey will be sent to all residents.

Welcoming Communities recognises the fact that communities are healthier, more vibrant, happier and more productive when those new to the area are welcomed into the community.

A strong, vibrant community is one that enables all members of the community to participate in its economic, civic and social life.

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## Waikaia Forest Trails

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Work to progress the establishment of a mountain bike network in the Waikaia Forest is ongoing.

This is a community led project that is being managed by the Waikaia Trails Trust with support from Council and the wider community. Further information, including a copy of their masterplan, can be found here; <https://www.waikaiaforesttrails.co.nz/plan>

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## TIF funding

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In 2021 Council was successful with its applications to round five of the Tourism Infrastructure Fund. At that time the focus was primarily on supporting tourism areas particularly hard hit by the impacts of Covid-19. Council applied for bundles of projects for Manapouri and Te Anau and, following completion of design and consenting for a number of those, it is about to sign the final funding agreements with the Ministry of Business, Innovation and Employment. The projects in the applications included toilets, boat ramps, car park and walkway upgrades, and Otta Sealing Frasers Beach road.

Also approved in round five was the Ulva Island Wharf replacement and that project will likely be discussed by the community board and the council in reports to their June meetings.

Council made an application to round six of the TIF this year and at the time of writing it is yet to hear back about whether it has been successful with the Matariki and supporting infrastructure project that was proposed.

## What's coming up?

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### Shaping our futures

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We have believed for some time there is a need to have a Southland District set of goals for the future – what Southlanders want for Southland. This is something that can't be created by Council as it needs to come from our people. It's the next step after the community board plans, which lay out what the community wants for itself. This project has loosely been called Together Murihiku 2050 and the overarching idea for it was approved by Council in 2020.

Recently we were approached by a community organisation called Shaping our Futures, which has been involved in creating visionary plans for communities in Central Otago – starting with Queenstown, and moving to Hawea, Glenorchy and more. After a conversation with staff, Shaping our Futures said it could get funding to carry out the Together Murihiku project, so Council could step back, support the project and not be seen to be leading it. Hopefully this will encourage more people to be involved.

Shaping our Futures was successful in getting Lotteries funding and is now about to start work on finding out what Southlanders want for their province. There will be community workshops across the district in July, online surveys and other opportunities to have your say, and then the group will go back to the community with the results, and the community makes the decision about what the key aspirations are.

Council can then use that information as the basis of the community outcomes for our long-term plan and for other planning, and the exciting part is that the information can be used by other agencies in their planning as well – government departments, NGOs etc.

## Governance

### 2022 triennial Council elections

Staff are working with Electionz (Council's elections service provider) to prepare candidacy information booklets and candidacy information nights, to provide election protocols to staff and current elected members, and to prepare for nomination and voting processes.

### Governance matters relating to community boards

Staff have received feedback from community boards on a number of governance matters. A high-level summary of the feedback received is given in the table below.

Topic	Feedback
<b>Timing and frequency of meetings</b>	Boards relayed they were largely happy with the timing and frequency of their meetings and workshops. One board has changed its meeting time.
<b>Chairs attending Council/committee meetings in non-voting capacity</b>	There was interest in chairs attending Council/committee meeting if a local issue is to be discussed. Some concerns were raised about fitting this in around other commitments etc.
<b>Boards attending Council meetings in the District</b>	Some boards were keen to have Council meetings in the District – particularly if a local issue is to be discussed.
<b>Recording virtual meetings</b>	Boards were quite comfortable with meetings being live streamed and felt it increased transparency.
<b>Style of meeting minutes</b>	Two boards are already having the key discussion points of agenda items recorded in meeting minutes. A majority of the remaining boards supported having brief discussion points included.
<b>Excerpts of other feedback received</b>	<p>The report template could relate to community board plans.</p> <p>It would be good to have more time to read agendas.</p> <p>There is a desire to have more meetings of board chairs.</p> <p>Opportunities for board members and councilors to catch up might be valuable.</p> <p>That the content of meeting agendas should be reviewed.</p>

Staff are currently considering the feedback received and deciding what changes to make and when. A board chairs meeting is being planned for late June – staff will be providing details on this soon.

### Training opportunities

Council cannot promote or help the re-election prospects of a sitting member, whether directly or indirectly (particular care has to be taken in the three-month period before elections). On this basis, information on potential training opportunities for board members will be provided after the elections.

### Conflicts of interest register

Staff are going to review this register and will be contacting elected members for any updates.

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## Community service awards

Staff are working with community boards to facilitate the community service awards.

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## Strategy and policy

### The Stewart Island/Rakiura Visitor Levy Bylaw and Policy

Hearings for the draft bylaw and policy were undertaken 27 April 2022, and Council deliberated on these at the Council meeting 11 May 2022. Council has endorsed raising the levy from \$5 to \$10 effective October 2023, and will raise the levy again in 2025 to \$15. Council will adopt the new policy and bylaw 22 June 2022.

### Alcohol Control Bylaw

Feedback has been sought from community boards and Council will seek wider community input on how Council should proceed. The bylaw is scheduled for review late 2022.

### Privacy Policy

A draft policy has been developed and staff are both assessing and looking to implement, any required changes to operational practice. The draft policy is scheduled to go to Council for adoption 22 June 2022.

### TAB and Gambling Venue Policies

These draft policies were presented to Council 11 May 2022 and were approved to go out for public consultation from 13 May to 13 June 2022. Following consultation, hearings are scheduled for Council's meeting 22 June 2022.

### Annual Plan

Work is progressing on the Annual Plan.-The draft Annual Plan is scheduled to be presented to the Finance and Assurance committee meeting on 15 June followed by the adoption of the Annual Plan by Council on 22 June.

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## Communications and engagement

As part of the community board health check, boards had identified that they needed assistance with getting information out to their communities about what they are doing. To help with this, communications staff will be in contact with the board chairs soon to set up a time that is suitable for the board to have a discussion about what communications they want to do, how they want to do them and when they want to do it.

Staff will then create an implementation plan for each board and will assist where needed. This implementation plan will be reviewed on a regular basis and will also feed into an overarching communications and engagement strategy for all community boards.

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## Stakeholder updates

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### Waka Kotahi

Winter is now just around the corner. We have installed another weather camera in Siberia near Athol, meaning we now have four weather cameras across Southland which we use alongside professional weather modelling to guide decision making for preventative winter processes.

A regular email is sent to stakeholders with expected weather forecasts and in the case of a weather event, regular updates are sent to this list throughout the day to help road users make effective decisions about driving conditions. If anyone would like to be added to this list, please email [SNOAdmin@southroads.co.nz](mailto:SNOAdmin@southroads.co.nz) with 'winter email' in the subject line.

During winter, we also have regular updates via our Facebook page [www.facebook.com/HighwaysSouthNZ](https://www.facebook.com/HighwaysSouthNZ).

Now is a good time for our communities to get winter-ready for driving conditions. This includes ensuring wiper blades, lights and brakes are clean and working properly and tyres have sufficient tread. Road users should expect grit on highways over winter, especially in early mornings, and are reminded that weather conditions can change quickly. 0800 4 HIGHWAYS (0800 44 44 49) is a 24/7 number road users can report any concerns or issues on the road.

We are noticing a lot of road users driving with their lights off in early morning and early evening, and school children not wearing high visibility vests while walking or biking in the morning – both of which make them almost invisible in low light. We'd appreciate your support to get the message out regarding visibility and safety.

We are currently seeking resource consent to replace the culvert at Ram Creek at Josephville which is likely to be quite disruptive to road uses. This will be after winter and we'll update you with more details in the next report.

We will be replacing a culvert in Woodlands before the end of June.

Mooooving Day (as we like to call it) is coming up on 1 June. Just a reminder to communities to please ensure road user safety during this time and to clean up any mess left behind so this doesn't become a hazard for other road users.

Wandering stock continues to be of high concern across Southland. We're working on a video with NZ Police, FENZ and Federated Farmers to draw attention to the issue, but encourage those with farms fronting state highways to please ensure fencing is secure and effective.

## Chairperson's Report

Record no: R/22/6/21735  
Author: Lagi Kuresa, Committee advisor/customer support partner  
Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision ☐ Recommendation ☒ Information

### Purpose

- 1 The purpose of the report is to provide an update to the Oraka Aparima Community Board regarding the activities of the chairperson from 27 April 2022 to 9 June 2022.
- 2 Items of interest were as follows:
  - 27 April to 20 May 2022 – Taramea Bay erosion, constant check on bank erosion with contact to Strategic transport manager, Hartley Hare. Rock placed on Friday 20 May 2022.
  - 29 April 2022 – attended a meeting with Mayor Gary Tong regarding property owned by Tony Thompson.
  - 2 May 2022 – arranged moving old boat off Bath Road to the Riverton Lodge Hotel grounds.
  - 5 May 2022 – attended a meeting with Brian Forde to inspect waste water sumps, Taramea Bay toilet block; and to have stormwater drain in Bath Road piped and filled in.
  - 9 May 2022 – met with Colin Brown, Fairfax to discuss railway heritage items he has acquired.
  - 9 May 2022 – spoke to Joe Ronald regarding the Morton Street stormwater problem.
  - 1 June 2022 – contacted Daniel Mennie and Mark to cost out the piping and to fill in stormwater drain in Bath Road.
  - 2 June 2022 – remarked bank at Taramea Bay north west of rock to assess if erosion is still happening.
  - 9 June 2022 – spoke to pupils at Thornbury School regarding their tunnel house project.

### Recommendation

That the Oraka Aparima Community Board:

- a) **receives the report titled “Chairperson's Report ” dated 7 June 2022.**

### Attachments

There are no attachments for this report.