



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

Date: Wednesday, 17 August 2022  
Time: 5.30pm  
Meeting room: Riverton & District RSA, 141 Palmerston Street,  
Venue: 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	Lagi Kuresa
Community partnership leader	Jared Gravatt

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[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.

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## 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, 15 June 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 in the Riverton Senior Citizens Rooms, Corner Bath Road and Princess Street, Riverton on Wednesday, 15 June 2022 at 5.30pm.

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#### PRESENT

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 facilities manager	Mark Day
Community partnership leader	Jared Gravatt
Strategic project lead	Simon Moran

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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

John Wilson on behalf of the Riverton Lions Club updated the meeting on the proposed Lions Club project of installing plaques on the footpath adjacent the Heritage buildings in Riverton.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Robin McCall, seconded Deputy Chairperson Ayto and resolved:

That the minutes of Oraka Aparima Community Board meeting held on 6 April 2022 be confirmed as a true and correct record of that meeting.

Reports

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

Record No: R/22/5/18399

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

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

The meeting noted that the work undertaken by the Contractor exceeded the original quote of \$4,500 (excl GST) due to potential safety issues raised which required additional trees being felled and removed from the site.

Resolution

Moved Blair Stewart, seconded Neil Linscott and resolved:

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.

7.2 Operational Report for Oraka Aparima Community Board

Record No: R/22/4/15035

Strategic project lead - Simon Moran was in attendance for this report.

Mr Moran advised the purpose of the report is to update the board on the operational activities in the Oraka Aparima community board area.

During discussion on this report the board commented that an additional dump station sign was required at the site. Staff to follow-up this request and report back to the board chair.

Resolution

Moved Neil Linscott, seconded Annette Horrell and resolved:

That the Oraka Aparima Community Board:

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

7.3 Community leadership report

Record No: R/22/5/20714

Strategic project lead - Simon Moran was in attendance for this report.



Mr Moran advised the purpose of the report is to update the board on the community leadership activities in the area.

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

- welcoming communities
- shaping our futures
- elections
- governance matters relating to community boards
- communications and engagement
- Waka Kotahi – Members queried if staff responded to Carol Elder following her concerns raised at a previous meeting of the board at an incident that occurred at the Colac Bay/State highway corner. Staff to follow-up and advise the board chair.

Resolution

Moved Blair Stewart, seconded Annette Horrell and resolved:

That the Oraka Aparima Community Board:

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

#### 7.4 Chairperson's Report

Record No: R/22/6/21735

Chairperson Graeme Stuart presented this report.

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

- update on Taramea Bay erosion, undertaking a constant check on site and maintaining contact with the Strategic transport manager, Hartley Hare. Emergency rock work was placed on Friday 20 May 2022 and area at the bank at Taramea Bay north west was remarked to assess if erosion is still happening.
- attended a meeting with Mayor Gary Tong and Tony Thompson regarding his request for a land swap being ground owned by Tony Thompson with land owned by Council. Property Manager is investigating this suggestion and advise the board chair.
- arranged moving old boat off Bath Road to the new location at the Riverton Lodge Hotel grounds.
- attended an onsite meeting with Brian Forde to inspect waste water sumps at the Taramea Bay toilet block.
- request for the possibility of the stormwater drain located in Bath Road being piped and filled in. Quotes being obtained from the local contractor and further discussion to be undertaken with the Community facilities manager Mark Day.

- meeting with Colin Brown, Fairfax to discuss railway heritage items he has acquired that could be possibly be relocated to the Bath Road area.
- meeting with local resident Joe Ronald regarding a Morton Street stormwater issue.
- attended an assembly of students at the Thornbury School discussing their very successful tunnel house project.
- discussion was held on the draft Riverton Aparima Needs Analysis (& Development Plan) and Taramea Bay Reserve Development Plan. It was agreed that a workshop be arranged at 5.30pm on Tuesday, 28 June 2022 at the Riverton office to further discuss the plan with suggestions and ideas to be forwarded to the consultant to be included in the plans.

#### Resolution

Moved Chairperson Stuart, seconded Annette Horrell and resolved:

That the Oraka Aparima Community Board:

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

The meeting concluded at 7.19pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE ORAKA APARIMA COMMUNITY  
BOARD HELD ON WEDNESDAY, 15 JUNE 2022.

DATE:.....

CHAIRPERSON:.....

## Project scope confirmation - 2023/2024 locally funded projects

Record No: R/22/6/28787

Author: Mark Day, Community facilities manager

Approved by: Nick Hamlin, Group manager programme delivery

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is to seek approval from the Oraka Aparima Community Board for the scope of the locally funded projects within their board area that will be delivered in the 2023/2024 financial year.

### Executive summary

- 2 The Oraka Aparima Community Board have a number of community funded projects that have been approved in the Long Term Plan to be delivered in the 2023/2024 financial year.
- 3 The community board has the delegation to approve the scope of locally funded projects. Refer to the policy implications below.
- 4 With an increase in the number of both locally and district funded projects identified in the 2021/2031 Long Term Plan, staff are working to improve the efficiency of delivery.
- 5 One of the ways staff are seeking to achieve increased efficiency is to ensure projects are scoped and approved ahead of the year identified for delivery. In doing so, staff consider the primary advantage is the early identification of required internal and external resources and supplies enabling timely programming and procurement. Staff consider this approach will provide the best opportunity to deliver the committed works programme.
- 6 The scoping documents relevant to the Oraka Aparima Community Board delegation are attached to this report.

## Recommendation

That the Oraka Aparima Community Board:

- a) **Receives the report titled “Project scope confirmation - 2023/2024 locally funded projects” dated 8 August 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 the attachments to the staff report and approves up to a 40% increase in the budget.
  - Riverton harbour – Wharf refurbishment code P-10690
  - Riverton – Taramea Bay playground equipment replacement code P-10799.

## Background

- 7 The Oraka Aparima Community Board have a number of community funded projects that have been approved in the 2021/2031 Long Term Plan to be delivered in the 2023/2024 financial year.
- 8 The community board has the delegation to approve the scope of locally funded projects. Refer to the policy implications below.
- 9 With an increase in the number of both locally and district funded projects identified in the 2021/2031 Long Term Plan, staff are working to improve the efficiency of delivery.
- 10 One of the ways staff are seeking to achieve increased efficiency is to ensure projects are scoped and approved ahead of the year identified for delivery. In doing so, staff consider the primary advantage is the early identification of required internal and external resources and supplies enabling timely programming and procurement. Staff consider this approach will provide the best opportunity to deliver the committed works programme.
- 11 The scoping documents relevant to the Oraka Aparima Community Board delegation are attached to this report.
- 12 Staff worked with the community board to discuss and identify projects at their workshops as part of the planning for the inclusion in the 2021/2031 Long Term Plan.
- 13 The community board was sent the scoping documents of the projects that the community facilities team are responsible for in the 2023/2024 financial year for discussion at their workshop in July 2022.

14 The purpose of this was so that they could revisit each project and determine if the scope was still appropriate and if they still wanted staff to deliver the projects.

15 The projects were consulted on through the 2021/2031 Long Term Plan review process.

Factors to consider

Legal and statutory requirements

16 None.

Community views

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

Costs and funding

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

19 The budget for these projects were set in prior to the 2021/2031 Long Term Plan being approved and may not be sufficient to complete the agreed scope of works. Indications are that increases of up to 40% can be expected due to the impact of the current financial environment. Any additional increase in budgets will be adjusted through the annual plan process.

Project code	Description	Budget	Budget + 40%	Funding source
P-10690	Riverton harbour – Wharf refurbishment	\$44,298	\$62,017	Loan
P-10779	Riverton – Taramea Bay playground equipment replacement	\$63,407	\$88,770	Loan

20 The Oraka Aparima Community Board may need to decide as to whether or not they want to proceed with the projects in their current state or increase the available budget.

Policy implications

21 For projects within the Long Term Plan the delegation manual, states under service delivery, local activities:

- section d) approve project definitions/ business cases for approved budgeted expenditure up to \$300,000
- section e) recommend to the Services 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.

22 For district funded projects refer to the delegation manual under advocacy:

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

23 The community board can make a recommendation to Council on district funded projects.

### Analysis of options

Option 1 - Agrees to approve the scope of the projects identified (as indicated below) with the details defined in the attachments to the staff report and approves up to a 40% increase in the budget.

- Riverton harbour – Wharf refurbishment code P-10690
- Riverton – Taramea Bay playground equipment replacement code P-10799.

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

Option 2 – Does not agree to approve the scope of the projects identified (as indicated below) with the details defined in the attachments to the staff report with up to a 40% increase in the budget.

- Riverton harbour – Wharf refurbishment code P-10690
- Riverton – Taramea Bay playground equipment replacement code P-10799.

<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 projects may not be able to be delivered within the designated financial year.</li> </ul>

### Assessment of significance

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


### Recommended option

25 The staff recommendation is option 1.

### Attachments

- A Project definition P-10690 Riverton Harbour Wharf Refurbishment [↗](#)  
 B Project definition P-10799 Riverton Taramea Bay Playground Refurbishment [↗](#)

**Project – Riverton Harbour Wharf Refurbishment**

	<b>BUDGET</b>	\$44,298
	<b>ACTIVITY</b>	Water Structures Code: P-10690
	<b>COMMUNITY BOARD</b>	Oraka Aparima Community Board
	<b>PROGRAMME</b>	July 2023 – June 2024

**DESCRIPTION**

Location: 2 Bay Road, Riverton. This is not council land but council holds a coastal permit that allows for maintenance.

Response from Resource Management: No resource consent required if this is a “Like for Like” replacement.



**SCOPE**

Underwater assessment of the piles prior to undertaking the remedial work. Replace corroded fasteners. Refer to WSP wharf assessment report dated 30 September 2020 (R21/1/2937) item 4 in the table below.

**ESTIMATED MAINTENANCE WORK COST**

Item	Description	Number of	Estimated Cost
1	Replace decayed capping beams	4	\$ 20 000
2	Replace split/decayed braces	4	\$ 6 000
3	Install pile jacket or new pile	6	\$ 60 000
4	Replace corroded fasteners	140	\$ 42 000
5	Improve jib crane fixing	1	\$ 3 000
		<b>TOTAL COST:</b>	<b>\$131 000</b>

**COMMUNICATION**

Communication will need to go out to the Oraka Aparima community and wider southland well in advance of this work being undertaken.

**CONSENT**

Building	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Archaeology/Heritage	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Resource (Resource consent in place)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**RISKS**

<ul style="list-style-type: none"> <li>What are the risks that have been identified to date             <ul style="list-style-type: none"> <li>➤ What mitigation is in place</li> <li>➤ What is the status (high / medium / low)</li> </ul> </li> </ul>	<p>The wharf will be unavailable while the work is being undertaken.</p> <p>The area will be set up as a work site with the correct health and safety plans, signage and equipment in place.</p> <p>Work needs to be undertaken during the off season if possible.</p> <p>This is a medium risk activity.</p>
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**COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?**

The site and wharf will not be available while this work is being undertaken. Stakeholders include recreational and commercial fisherman, the Oraka Aparima community, the harbor master, iwi and the Oraka Aparima community board.



OVERVIEW	
• What is this project (ie, capital, consent, operating or procurement)?	Operating
• Is this a one-off project or works programme?	One Off
• Have all the project numbers been set up?	<input checked="" type="checkbox"/> CAMMS <input checked="" type="checkbox"/> W17105
• What are the strategic and activity links?	1.1.4 Undefined Strategy – People have everything they need to live, work, play and visit
• Are there any links to the Corporate Performance Framework?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Refer to document R/21/9/50612 Community Facilities Team Business Plan 2023 – 2024 and the Corporate Performance Framework
• Is the project on Council owned land?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Do we have approvals for land use?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Are consents and permits required? Current resource consent in place.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Is a procurement plan required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Is a procurement process required for the design phase?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Will this project be a public tender or approved supplier agreement?	This will be a public tender.
• Is a communication plan required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Have all shareholders been identified and a management plan in place?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Has a draft risk register been prepared?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Where is the location of the project?	Riverton


Budgets			
• What is the initial cost made up of:	Design	\$0.00	(typically 10% of project)
	Consents	\$0.00	(typically 2% of project)
	Consultation	\$0.00	
	Project contingency	\$4,429	(typically 10% of project)
	Total Budget	\$44,298.00	

Budgets	
<ul style="list-style-type: none"> <li>How is the project being funded (ie, LTP, locally funded, other?)</li> </ul>	Loan

Approvals				
COMMUNICATIONS	SIGNED	LOUISE PAGAN	Date	14/07/2022
IWI	SIGNED	LOUISE PAGAN	Date	14/07/2022
BUILDING	SIGNED	SIMON TONKIN	Date	18/07/2022
PROPERTY	SIGNED	KEVIN MCNAUGHT	Date	01/07/2022
RESOURCE MANAGEMENT	SIGNED	TRACY EXCELL	Date	20/07/2022
THREE WATERS	SIGNED	JOE FINDLEY	Date	15/07/2022
COMMUNITY BOARD	SIGNED	ORAKA APARIMA CB	Date	

APPENDICES

### Project – Riverton Taramea Bay Playground Refurbishment

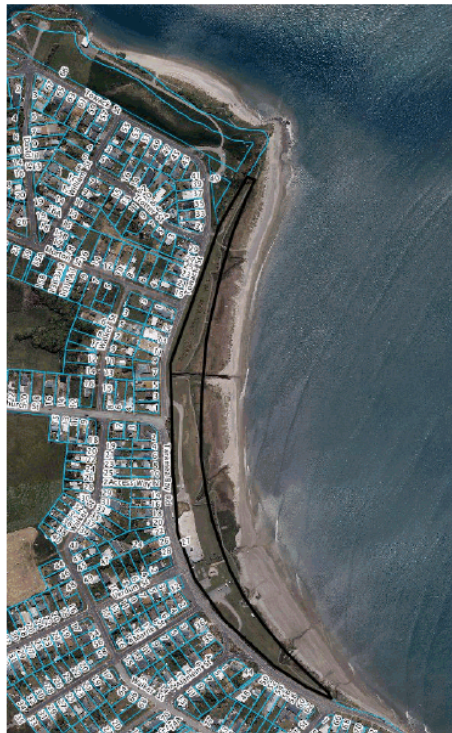
	<b>BUDGET</b>	\$63,407
	<b>ACTIVITY</b>	Parks and Reserves Code: P-10799
	<b>COMMUNITY BOARD</b>	Oraka Aparima Community Board
	<b>PROGRAMME</b>	July 2023 – June 2024

#### DESCRIPTION

Location: 27 Taramea Bay Road, Riverton

This is council owned land and does not require a boundary survey. (Section 34 Block II Jacobs River Hundred, NZ Gazette 1908 p2564 classified as a Recreation Reserve, Section 26A of the Reserves Act 1977 applies).

Response from resource management: If the playground significantly changes that what is already existing a RC may be required. Best to send a proposed plan to planning for Marcus/Scott to approve under Delegated Authority.



**SCOPE**

This work is identified in the Taramea Bay development master plan and part of the wider development of Taramea Bay.

**COMMUNICATION**

Communication will need to go out to the Oraka Aparima community well in advance of this work being undertaken.

**CONSENT**

Building	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Archaeology/Heritage	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Resource	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**RISKS**

<ul style="list-style-type: none"> <li>What are the risks that have been identified to date             <ul style="list-style-type: none"> <li>➤ What mitigation is in place</li> <li>➤ What is the status (high / medium / low)</li> </ul> </li> </ul>	<p>Parts of the area may not be available while construction is in progress.</p> <p>The area will be set up as a work site with the correct health and safety plans, signage and equipment in place.</p> <p>Work needs to be undertaken during the off season.</p> <p>This is a medium risk activity.</p>
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**COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?**

Some of the site and equipment may not be available while this work is being undertaken.

**OVERVIEW**

• What is this project (ie, capital, consent, operating or procurement)?	Capital
• Is this a one-off project or works programme?	One Off
• Have all the project numbers been set up?	<input checked="" type="checkbox"/> CAMMS <input checked="" type="checkbox"/> W17105
• What are the strategic and activity links?	1.1.4 Undefined Strategy – People have everything they need to live, work, play and visit
• Are there any links to the Corporate Performance Framework?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Refer to document R/21/9/50612 Community Facilities

OVERVIEW	
	Team Business Plan 2023 – 2024 and the Corporate Performance Framework
• Is the project on Council owned land?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Do we have approvals for land use?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Are consents and permits required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Is a procurement plan required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Is a procurement process required for the design phase?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Will this project be a public tender or approved supplier agreement?	This will be a public tender.
• Is a communication plan required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Have all shareholders been identified and a management plan in place?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Has a draft risk register been prepared?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Where is the location of the project?	Riverton, Tarama Bay

Budgets			
• What is the initial cost made up of:	Design	\$6,340	(typically 10% of project)
	Consents	\$0.00	(typically 2% of project)
	Consultation	\$0.00	
	Project contingency	\$6,340	(typically 10% of project)
	Total Budget	\$63,407	
• How is the project being funded (ie, LTP, locally funded, other?)	Loan		

Approvals				
COMMUNICATIONS	SIGNED	LOUISE PAGAN	Date	14/07/2022
IWI	SIGNED	LOUISE PAGAN	Date	14/07/2022
BUILDING	SIGNED	SIMON TONKIN	Date	18/07/2022
PROPERTY	SIGNED	KEVIN MCNAUGHT	Date	01/07/2022
RESOURCE MANAGEMENT	SIGNED	TRACY EXCELL	Date	05/07/2022
THREE WATERS	SIGNED	JOE FINDLEY	Date	15/07/2022
COMMUNITY BOARD	SIGNED	ORAKA APARIMA CB	Date	

**APPENDICES**

G:\COMMUNITY FACILITIES TEAM\PARKS AND RESERVES\PLAYGROUNDS AND SKATEPARKS AND BMX TRACKS\2019 INSPECTIONS\PHOTO REPORTS SDC 2019 PDF\RIVERTON SDC PHOTO 2019.PDF

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## Unbudgeted expenditure funding options - purchase of paua shell

Record no: R/22/7/48789

Author: Kathryn Cowie, Community liaison officer

Approved by: Louise Pagan, Acting GM Democracy and Community

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is for the Oraka Aparima Community Board to decide on unbudgeted expenditure for the purchase of the historic paua shell for the Bath Road recreation site.

### Executive summary

- 2 The owners of the historic paua shell in Riverton (Fiordland Souvenirs) have sold the land the shell currently resides on and have offered to sell it to the Riverton community or the Oraka Aparima Community Board. If it is not sold to the community it will likely be dismantled and destroyed.
- 3 The Oraka Aparima Community Board has been working with the local Lions group to secure funding to purchase the shell and relocate it to the Bath Road recreation redevelopment area.
- 4 \$10,000 in funding has been secured and the community board now needs to decide on funding the remaining amount required to complete the project.
- 5 The cost to purchase the paua shell is \$30,000. Other costs to complete the project such as resource consent costs and a concrete pad are not finalised at this time.

## Recommendation

That the Oraka Aparima Community Board:

- a) **receives the report titled “Unbudgeted expenditure funding options - purchase of paua shell” dated 9 August 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 to approve the unbudgeted expenditure of up to \$50,000 from Riverton general reserves to purchase the paua shell from Fiordland Souvenirs and relocate it to the Bath Road recreation area.

## Background

- 6 Since the 1990s Riverton Aparima has had a large paua shell located on the main street near the entrance to the township. The giant shell was constructed and is owned by Fiordland Souvenirs and it has been a local icon ever since.
- 7 Fiordland Souvenirs has sold the land the paua shell resides on and has offered to sell the shell to a local community group or community board rather than have it dismantled and destroyed.
- 8 The Oraka Aparima Community Board has recently redeveloped the Bath Road recreation area in Riverton Aparima. The redevelopment includes a walking track along the estuary, planting, picnic tables and seating. The community board has also included in this redevelopment the possibility of relocating the paua shell to this site (beside the causeway and behind Te Hikoi museum).
- 9 The community board has looked at funding options for the project, and working with the Riverton Lions Club has secured \$10,000 from Community Trust South towards it. Funding from other community funders has proven difficult, and in the interests of completing the project it is now suggested that the Oraka Aparima Community Board fund the remaining costs from its general reserves.
- 10 The cost of purchasing the paua shell from Fiordland Souvenirs is \$30,000 + GST. There will be some other costs associated with the project such as installing a concrete pad for the shell to sit on and resource consent costs. It is not known exactly how much these extra costs are at present.

## Issues

- 11 Some members of the community have expressed concern at relocating the paua shell from the main street to the Bath Road redevelopment.

## Factors to consider

### Legal and statutory requirements

- 12 There are no legal and statutory requirements.

### Community views

- 13 Members of the community have communicated to the Oraka Aparima Community Board on numerous occasions expressing their desire to ensure that the paua shell remains in Riverton Aparima.

### Costs and funding

- 14 Fiordland Souvenirs has offered to sell the paua shell for \$30,000 + GST. This price includes cleaning and refurbishing the shell. There are other costs for the project such as installing a concrete pad for the shell to sit on (estimated at \$4,000 - \$5,000) and resource consent costs.
- 15 Community Trust South has approved a grant of \$10,000.
- 16 The community board has delegations of up to \$20,000 so could approve unbudgeted expenditure from its general reserves of this amount to purchase the paua shell, then look for other funding options to cover the remaining costs.
- 17 Alternatively, the community board could recommend to Council to approve unbudgeted expenditure of up to \$50,000 from its general reserves which would cover the cost of the shell and any other expenses to relocate it.
- 18 The board's general reserves currently sit at approximately \$177,736.

### Policy implications

- 19 There are no policy implications.

### Analysis

#### Options considered

- 20 There are three options available to the Oraka Aparima Community Board:
1. Fund the unbudgeted expenditure of \$20,000 from general reserves to purchase the paua shell from Fiordland Souvenirs.
  2. Recommend to Council to approve the unbudgeted expenditure of up to \$50,000 from general reserves to purchase the paua shell from Fiordland Souvenirs and relocate it to the Bath Road recreation area.
  3. Do not fund the unbudgeted expenditure or make a recommendation to Council.

### Analysis of options

Option 1 – Fund the unbudgeted expenditure of \$20,000 from general reserves to purchase paua shell from Fiordland Souvenirs

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>• ownership of the paua shell is retained within the Riverton Aparima community</li> <li>• adds a focal point to the Bath Road redevelopment, providing a place for people to stop and take photos</li> </ul>	<ul style="list-style-type: none"> <li>• level of reserves decreases</li> <li>• funds still required for relocation costs/resource consent</li> </ul>

Option 2 – Recommends to Council to approve the unbudgeted expenditure of up to \$50,000 from general reserves to purchase the paua shell from Fiordland Souvenirs and relocate it to the Bath Road recreation area.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• ownership of the paua shell is retained within the Riverton Aparima community</li><li>• adds a focal point to the Bath Road redevelopment, providing a place for people to stop and take photos</li><li>• project is fully funded and can be completed</li></ul>	<ul style="list-style-type: none"><li>• level of reserves decreases</li></ul>

Option 3 – do not fund the purchase of the paua shell

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• reserves not depleted by this project.</li></ul>	<ul style="list-style-type: none"><li>• other funding options limited</li><li>• paua shell could be lost for the community and for tourists/visitors</li></ul>

Assessment of significance

- 21 Not considered significant.

Recommended option

- 22 Option 2 – Recommends to Council to approve the unbudgeted expenditure of up to \$50,000 from the Oraka Aparima general reserves to purchase the paua shell from Fiordland Souvenirs and relocate it to the Bath Road recreation area.

Next steps

- 23 Staff will proceed depending on which option the board confirms.

Attachments

There are no attachments for this report.

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## Operational Report for Oraka Aparima Community Board

Record No: R/22/6/31243  
Author: Brendan Gray, Project delivery manager  
Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

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### 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:

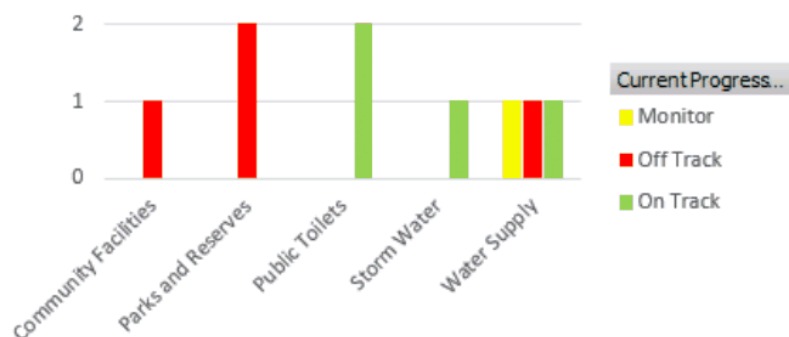
- a) **Receives the report titled “Operational Report for Oraka Aparima Community Board” dated 21 July 2022.**

### Attachments

- A Report to Oraka Community Board - 17 August 2022 [↓](#)



## 1. Projects within current financial year as at 21 July 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	Off track	\$100,000
Painter and roofer onsite and will be finished by the end of July.					
<b>PARKS AND RESERVES</b>	P-10874	Riverton - investigation project	Delivery phase	Off track	\$40,000
Draft report was presented to the community board. They have suggested changes so further work will need to be done before the final report is presented back to the board.					



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET
<b>PARKS AND RESERVES</b>	P-10938	Riverton - investigation project green space	Delivery phase	Off track	\$40,000
Draft report was presented to the community board. They have suggested changes so further work will need to be done before the final report is presented back to the board.					
<b>PUBLIC TOILETS</b>	P-10390	Replace toilets at Taramea Bay, Riverton	Pre-delivery phase	On track	\$378,243
Once the placement and orientation are approved Barry Steward Builders will complete the final design of the new toilet block, then the consent application can be done, the draft construction period is being worked through and is to be confirmed.					
<b>PUBLIC TOILETS</b>	P-10662	Colac Bay boat ramp toilet - renewal	Delivery phase	On track	\$75,000
The area in front of the toilet is to be tidied up and a wrap applied to complete the project.					
<b>STORMWATER</b>	P-10441	Riverton-Taramea Bay outfall investigation -multi-year project	Pre-delivery phase	On 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 Bay beatification project being led 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
All works are complete except for the final electrical fit out and commissioning that is now due to be completed by the end of July.					
<b>WATER SUPPLY</b>	P-10510	Riverton water treatment plant - water discharge consent	Delivery phase	Monitor	\$50,000
There has been a delay in getting the design, we are now expecting it at the end of July, Council will review it then the consent will be lodged mid-August.					
<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>	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.



CONTRACT NAME	CONTRACT MANAGER COMMENTARY
	<p>Downer has recently installed a new pump at the Orepuki Riverton highway pump station, after it was identified as needing replaced. This has increased reliability.</p> <p>The Taramea Bay/Rocks highways beach outfalls continue to get cleared out once a month and when appropriate following large storm events.</p>
<b>17/02 - Central Alliance roading contract</b>	<p>After a mild first week, winter really arrived.</p> <p>We made a concerted effort to complete as much street works leading into the new financial year. Sections of footpaths were replaced in Otautau with Browns topped up with gravel and Ohai and Nightcaps sprayed for lichen and moss.</p> <p>The suction sweeper has been working through the network and only has Wallacetown and Winton remaining. We completed our night audit of signs, this has resulted in a replacement programme of approximately 60 signs which will occur as time and budget allows. We had a run of frosts that resulted in a large ice gritting bill of \$40k.</p> <p>For central it has been a large year in the sealed road category. This has resulted in a reduction in our metalling programme.</p>
<b>20/20 – Riverton area grass maintenance (mowing)</b>	<p>The mowing contractor has been cutting back scruffy areas on the edge of roads in Riverton and Colac Bay.</p>
<b>20/52 – Riverton gardening contract</b>	<p>Planning for next year is underway, including a review of the areas being maintained.</p>

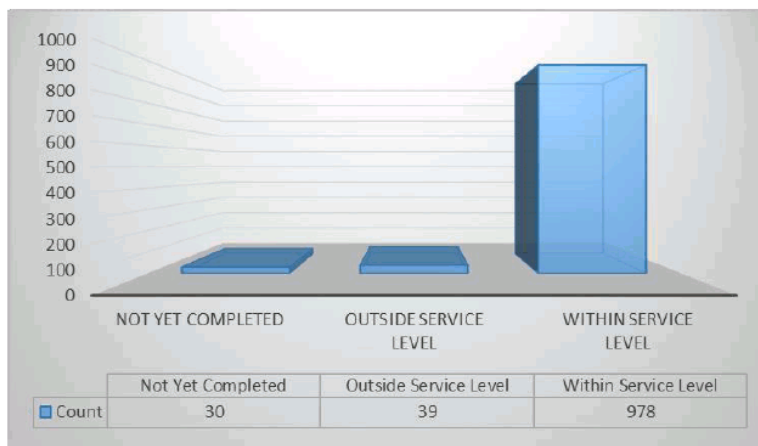


#### 4. Request for service data 20 May 2022 – 15 July 2022

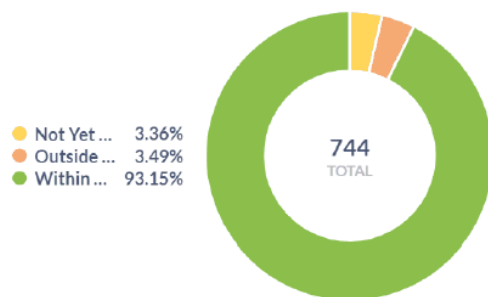


NAME	COUNT
Abandoned vehicles	1
Cemeteries/memorials - repairs and maintenance	1
Community facilities - halls - repairs/maintenance	1
Council facilities - offices, depots or libraries	1
Council housing - repairs and maintenance	4
Council property enquiry	2
Culverts blocked – rural	1
Flooding roads	1
Footpaths	3
Gravel road faults	2
Miscellaneous problem	1
Paper roads	4
Parks and reserves - playground repairs/maintenance	1
Parks and reserves - repairs and maintenance	2
Signs repairs (not stop/give way)	3
Stop/give way signs - repairs (urgent 24hr fix)	3
Stormwater general – non-urgent	1
Street lights out	6
Streetscape -vegetation	1
Toilets - cleaning, repairs and maintenance	1
Transport general enquiries	13
Water and general	20
Water asset leak (main, hydrant, valve or meter)	10
Water main leak urgent burst	1
Water toby damaged (not safety issue)	1
Water toby leak	7
Wheelie bin cancel/damaged/stolen	5
Wheelie bin collection complaints	2
Wheelie bin general enquiry	1
Wheelie bin new/additional	3
<b>TOTAL</b>	<b>103</b>

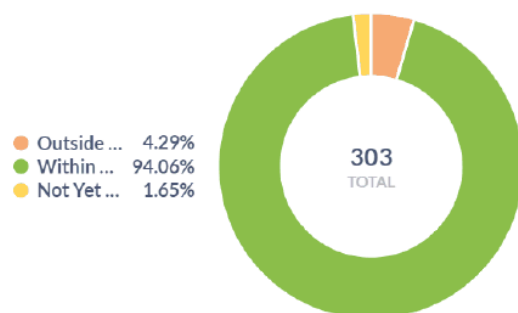
### RFS count by completion time status - district



RFS Completion Time Status Summary, All Services and Assets



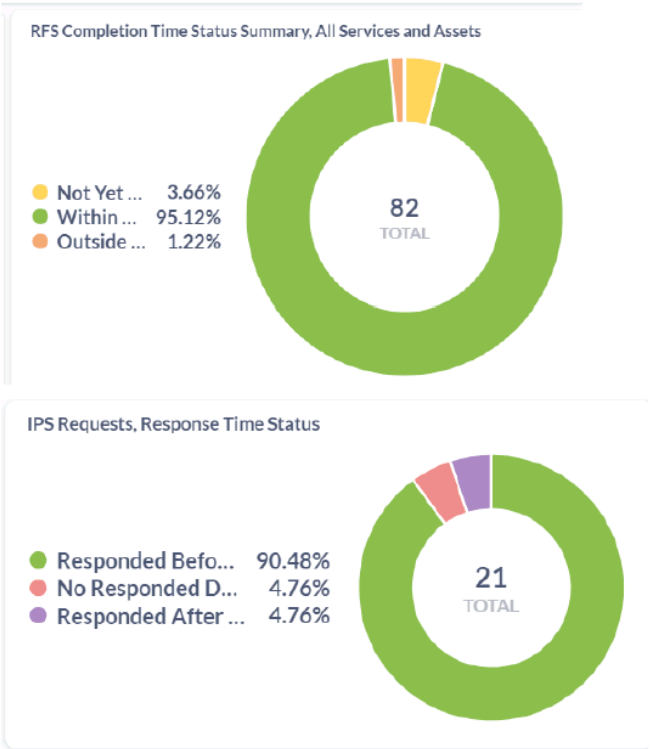
RFS Completion Time, Services and Assets Group, not street address



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 June 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	\$1,476	\$2,213	\$2,213	\$1,482	\$1,479	\$1,479			
Refuse Collection - Colac Bay	\$7,112	\$7,100	\$7,100	\$9,858	\$7,100	\$7,100			
Beautification - Colac Bay	\$10,314	\$10,153	\$10,153	\$15,465	\$20,403	\$20,403	\$12,231	\$12,232	\$12,232
Playground - Colac Bay	\$7,486	\$7,500	\$7,500	\$7,267	\$10,300	\$10,300			
Hall - Colac Bay	\$16,372	\$16,779	\$16,779	\$9,515	\$14,842	\$14,842			
<b>Total</b>	<b>\$42,760</b>	<b>\$43,745</b>	<b>\$43,745</b>	<b>\$43,587</b>	<b>\$54,124</b>	<b>\$54,124</b>	<b>\$12,231</b>	<b>\$12,232</b>	<b>\$12,232</b>

Colac Bay income is \$42,760 which is slightly under budget.

Expenditure is \$43,587, which is \$10,537 less than budget. Beautification is \$4,938 under projection primarily due to less being spent on maintenance and general projects. Less has also been incurred on playground maintenance (\$3,033). Hall expenditure is below budget with less operating, maintenance and work scheme costs being incurred (\$8,073) offset by higher electricity costs which were over budget by \$3,101. Refuse collection is \$2,758 over budget due to extra litter bin collections.

Capital expenditure is related to the boat ramp shelter project (P-10940) which was completed on budget.

<b>Oraka-Aparima - Business Units as at 30 June 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 Ap	\$30,344	\$30,386	\$30,386	\$27,480	\$40,386	\$40,386	\$0	\$0	\$0
Rec Reserve - Oraka-Aparima	\$3,409	\$3,219	\$3,219	\$3,411	\$3,219	\$3,219	\$0	\$0	\$0
<b>Total</b>	<b>\$33,753</b>	<b>\$33,605</b>	<b>\$33,605</b>	<b>\$30,891</b>	<b>\$43,605</b>	<b>\$43,605</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Oraka Aparima income is \$33,753 which is slightly over budget.



Expenditure is \$30,891 which is \$12,714 under projection. Community leadership is \$12,906 under budget as a result of the board not allocating the full grant budget for the year.

<b>Riverton/Aparima - Business Units as at 30 June 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	\$23,084	\$23,100	\$23,100	\$16,271	\$13,106	\$13,106	\$49,642	\$65,313	\$65,313
Refuse Collection - Riverton	\$27,551	\$27,507	\$27,507	\$25,754	\$27,507	\$27,507			
Cemetery - Riverton	\$27,850	\$29,193	\$29,193	\$20,843	\$29,372	\$29,372			
Beautification - Riverton	\$106,744	\$112,919	\$112,919	\$120,495	\$114,516	\$114,516			
Recreation Reserve - Riverton	\$16,669	\$16,661	\$16,661	\$68,607	\$64,618	\$64,618	\$12,293	\$30,000	\$30,000
Taramea (Howells Point)	\$16,305	\$8,234	\$8,234	\$13,100	\$12,993	\$12,993			
Taramea Bay	\$22,379	\$22,526	\$22,526	\$79,551	\$71,378	\$71,378			
Koikoi Park	\$7,487	\$7,501	\$7,501	\$3,835	\$11,235	\$11,235			
War Memorial Reserve	\$3,045	\$3,330	\$3,330	\$1,320	\$3,050	\$3,050			
Playground - Riverton	\$21,266	\$16,153	\$16,153	\$34,588	\$51,843	\$51,843	\$101,861	\$214,076	\$214,076
Riverton Pool	\$32,138	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000			
<b>Total</b>	<b>\$304,518</b>	<b>\$299,124</b>	<b>\$299,124</b>	<b>\$416,364</b>	<b>\$431,618</b>	<b>\$431,618</b>	<b>\$163,796</b>	<b>\$309,389</b>	<b>\$309,389</b>

Riverton/Aparima income is \$304,518, \$5,394 more than budget. The additional income largely relates to a contribution from Iwi towards the cost of tree removal at Taramea (Howell's Point) (\$9,813) and additional playground income (\$4,438) related to reparation to cover the insurance shortfall related to the accident in March 2021. This increased income has been offset by lower interest on a number of reserves which will be allocated as part of the year end process.

Expenditure is \$416,364. While this is relatively close to budget, there is a range of over/underspends across the individual business units. Maintenance costs at the cemetery, Koikoi Park, War Memorial reserve and the playground business units are collectively \$34,915 under budget. This is offset by higher expenditure for footpath maintenance costs under street works (\$3,165), higher mowing costs for beautification (\$5,979) and increased internal work scheme costs at the recreation reserve (\$3,989). In addition, Taramea Bay currently shows as \$8,173 over budget related to the development plan project (P-10874) which was actually completed on budget. The additional costs actually relate to the Taramea Bay Pilot Station playground and the allocation of these costs will be corrected during the year end process.



Capital expenditure is \$145,593 underspent. \$112,216 of this relates to the playground equipment projects at the pilot station (P-10796) budgeted at \$200,000 and Taramea Bay (P-10796) budgeted at \$14,076. Phase one of the playground equipment at pilot station has been completed, and \$86,693 will be carried forward to 2022/2023 to align with the potential open spaces funding that will become available next year. Taramea Bay has not been started and \$14,076 will be carried forward to 2022/2023. The recreation reserve is \$17,707 under budget which is related to the railway esplanade Riverton (Bath Road) (P-10876) beautification project. This project has been completed with a portion of the remaining \$13,447 to be carried forward to next year to cover off the archaeological consent sign off. Street works is also under budget by \$15,971 which relates to a project to install additional streetlights. The project has a budget of \$19,500 and the \$3,830 spent to date is for the purchase of the lights themselves. The installation of the lights is now expected to occur during the 2022/2023 financial year, once a new contractor has been appointed.

<b>Riverton Harbour - Business Units as at 30 June 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	\$39,884	\$39,884	\$44,880	\$55,181	\$55,181	\$21,739	\$21,739	\$21,739
<b>Total</b>	<b>\$40,288</b>	<b>\$39,884</b>	<b>\$39,884</b>	<b>\$44,880</b>	<b>\$55,181</b>	<b>\$55,181</b>	<b>\$21,739</b>	<b>\$21,739</b>	<b>\$21,739</b>

Riverton Harbour income is \$40,288, slightly more than projection.

Expenditure is \$44,880 which is \$10,301 under budget. This is predominantly due to lower legal costs which are under budget due to delays in finalising the endowment land rental lease arrangements.



<b>Thornbury - Business Units as at 30 June 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	\$4,254	\$4,394	\$4,394	\$311	\$1,825	\$1,825			
Refuse Collection - Thornbury	\$1,574	\$1,571	\$1,571	\$5,274	\$3,857	\$3,857			
Beautification - Thornbury	\$8,102	\$8,117	\$8,117	\$9,953	\$8,117	\$8,117			
Playground - Thornbury	\$7,486	\$7,500	\$7,500	\$4,735	\$8,904	\$8,904			
Hall - Thornbury	\$10,826	\$10,344	\$10,344	\$10,453	\$10,319	\$10,319			
<b>Total</b>	<b>\$32,242</b>	<b>\$31,926</b>	<b>\$31,926</b>	<b>\$30,726</b>	<b>\$33,022</b>	<b>\$33,022</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Thornbury income is \$32,242 which is slightly above budget.

Expenditure is \$33,022 which is \$2,297 underspent. The majority of this is due to lower than budgeted maintenance costs for the playground (\$4,169) and street works footpath maintenance (\$1,515). These underspends are offset by higher refuse collection costs (\$1,417) for additional refuse costs for the Thornbury Bridge reserve and higher beautification maintenance/mowing costs (\$1,836).

**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	\$31,154
<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	\$117,736
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	\$25,475
Riverton stormwater	\$188,299	\$167,368	-
<b>Total – Riverton</b>	<b>\$830,735</b>	<b>\$655,963</b>	<b>\$489,073</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>
Thornbury community centre	\$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>\$916,772</b>	<b>\$726,637</b>	<b>\$549,951</b>



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## Community leadership report

Record no: R/22/7/47600

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 3 August 2022.**

### Attachments

- A Community leadership report [↓](#)



## What's happening in your area

### Community partnership fund update

The next round of the Oraka Aparima Community Partnership Fund closes on 31 August 2022. Application forms can be found on the SDC website, or contact Kathryn Cowie – [kathryn.cowie@southlanddc.govt.nz](mailto:kathryn.cowie@southlanddc.govt.nz) for more information.

The amount available to distribute for the Oraka Aparima Community Board for the 2022/23 financial year is \$12,488.

### Community service awards

If you would like to acknowledge someone who has done great things in the Oraka Aparima community over the years, now is the time to nominate them for a Community Service Award. Nominations close on 30 September. Application forms are available on the Southland District Council website here:

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

Or you can email [communityserviceawards@southlanddc.govt.nz](mailto:communityserviceawards@southlanddc.govt.nz).

## What's happening across the District?

### Annual Plan 2022/2023

At its meeting on 22 June 2022, Council adopted the Annual Plan for the 2022/2023 year.

It is now available online via the link below:

<https://www.southlanddc.govt.nz/assets/annual-plan-2022-23/SDC-AnnualPlan2022-final-for-web.pdf>

### YouTube channel

Council has a YouTube channel called **SDC Communications** -

<https://www.youtube.com/channel/UCpO3JGaJAQpQzYbapwx7FLw>

Council and committee meetings are streamed live through this channel and are saved and able to be viewed again at a later date. Agendas and minutes are also available to view on Council's website here

<http://southland.infocouncil.biz/>

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## Earthquake prone building inspections

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Council has to undertake assessments on certain buildings under the provisions of the Building Act 2004.

The act provides councils with timeframes to complete assessments on certain commercial, industrial and accommodation-type buildings. Not included in these assessments are farm buildings or residential buildings, people's houses, bridges and monuments.

Southland District Council had to first decide whether there were any priority areas. These are areas of buildings that may have high vehicle or pedestrian traffic. This assessment went out for public consultation in 2021 and it was decided that the main streets of Winton, Riverton, Wyndham and Otautau were priority areas.

The assessments on these priority areas have been completed and the owners of buildings in these priority areas have been sent letters requesting an engineer's report or a letter stating that no further action is required in terms of the earthquake legislation.

Other buildings outside the priority areas are now being assessed. Owners of buildings that may fit certain criteria – such as being pre-1935, having unreinforced masonry or being three storeys or more high – will receive a letter stating Council staff will assess their building and let them know whether they are to provide an engineering report for their building to Council.

When Council staff receive these engineering reports they will determine from these reports whether a building is earthquake prone or not. If the building is deemed earthquake prone the owner will be sent a notice advising the timeframe for which the owner is to have the building structurally upgraded. The timeframe in the medium seismic zone is either 12.5 or 25 years, dependent on the construction and the level of failure of the building.

Council has until July 2027 to complete assessments on all buildings within the District. The priority areas had to be assessed by July 2022 and this has been completed.

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## Welcoming Communities

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Workshops were held in Te Anau, Winton and Edendale in early July.

An online workshop with the Stewart Island Rakiura community and a student workshop at Northern Southland college were also held. These workshops were designed to help understand newcomers' experiences of coming to Southland and how that could be improved.

We also heard from the 'locals' about their experience of having newcomers in the region, how this has impacted them and how we can improve the newcomer experience in the future.

These workshops will assist the development of the District Welcoming Communities Strategy that aims to help newcomers feel more connected in their communities.

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## Drive my Life Programme

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Southland District Council has supported the Drive my Life Programme for migrant communities within the District, with funding received from the Office of Ethnic Communities.

The uptake has been great with 28 participants taking part this period. Further information on the full programme is detailed below.

## DRIVE MY LIFE (DML) - MIGRANT NEWCOMERS

### SEPTEMBER 2021 - JULY 2022 UPDATE

**55** **PARTICIPANTS**  
engaged in the DML Programme  
for this period.

**30** **PASSED**  
participants have successfully  
obtained either a Learners,  
Restricted or Full licence through  
the DML programme for this period.

**25** **WORKING WITH US**  
participants are currently working  
with the DML programme.

**3** **MOVED AWAY**  
participants moved out of our area.  
DML found a local agency in their new  
area that would be able to continue to  
support the person. They have since  
gained their learners licence.

**7** **CONVERSIONS**  
participants have gained a NZ licence  
through the conversion process.

The statistics above includes the following:

#### SOUTHLAND DISTRICT COUNCIL:

Learners Licence:  
**7 participants**  
successfully obtained their Learners Licence.  
**6 participants**  
continue to be worked with.  
**1 participant**  
has moved away.

Restricted Licence:  
**4 participants**  
successfully obtained their Restricted Licence.  
**2 participants**  
continue to work with mentors.  
**2 participants**  
have moved away.

Full Licence:  
**2 participants**  
successfully obtained their Full Licence.  
**4 participants**  
continue to work with mentors.

#### INVERCARGILL CITY COUNCIL:

Learners Licence:  
**7 participants**  
successfully obtained their Learners Licence.  
**7 participants**  
continue to be worked with.

Restricted Licence:  
**5 participants**  
successfully obtained their Restricted Licence.  
**4 participants**  
continue to work with mentors.

Full Licence:  
**1 participant**  
successfully obtained their Full Licence.  
**1 participant**  
continues to work with a mentor.

#### GORE DISTRICT COUNCIL:

Learners Licence:  
**2 participants**  
successfully obtained their Learners Licence.

Restricted Licence:  
**1 participant**  
continues to work with a mentor.

Full Licence:  
**2 participants**  
successfully obtained their Full Licence.



**16-54**

Participants age range

**30**

years is the average age of participants

**61%**

of the participants are female

**39%**

of the participants are males



The location of the participants have come from Gore, Invercargill, Balfour, Winton, Edendale and Wyndham.



The ethnicities of the participants include: Filipino, Chinese, Jordanian, Indian, Samoan, Fijian, Cook Island, Tongan, Dutch, Niuean, Australian, Southeast Asia, Vietnamese, Latin American and Japanese.



**M** – Filipino joined a learner's licence class and was very eager to learn. He attended all classes and practiced all tests provided. On testing day he was brought into town by his employer. He told the AA how he had previously sat the test but failed. He went on to successfully pass his learners licence test and shed some tears at passing. After the test he told the AA ladies that the last time he sat the test was in 2019 and had decided after 5 attempts that he would no longer try and that his daughter plans to come to NZ later this year and really wants to have independence to be able to show her around the country. He was very emotional and eager to go out to tell his boss of his passing. He has now been referred to gain help with his restricted.

## What's coming up?

### Policy and strategy

#### Alcohol Control Bylaw

Staff will be presenting a report to Council on 10 August to consult on the Alcohol Control Bylaw throughout August/September 2022. Staff have discussed this bylaw with community boards and police late last year for pre-engagement, and will be undertaking formal review over the next few months.

It is anticipated that adoption of a new bylaw would be at the end of this year. Although Te Anau is a focus of the bylaw, it also covers the wider District, by allowing additional temporary alcohol-free areas to be established by Council at any time. Consultation will also seek to identify whether there is need for any further alcohol-free areas within the District. All community boards are invited to provide submissions as part of the consultation process once it begins.

### Governance

#### Local body elections 2022

Local government elections are held every three years to determine who will be Southland's mayor, councillors and community board members.

Voting for this year's elections will open on Friday 16 September 2022 and close at 12 noon on Saturday 8 October 2022.

If you're enrolled, we will send you voting papers in the mail.

#### Key Dates

- 15 July - nominations for standing for Council and community boards open
- 12 August - nominations close
- 16 September - voting opens – papers will be posted out from this day
- 8 October - voting closes at 12 noon

Further information can be found here <https://www.southlanddc.govt.nz/my-council/elections/> including a list of the nominations received which can be found here; [https://www.electionz.com/LGENominations/ELT73SL22\\_candidates.htm](https://www.electionz.com/LGENominations/ELT73SL22_candidates.htm)

Governance staff have been working with members of the customer support team to prepare to take nominations for elections. Part of processing nominations includes outlining who is standing, on Council's website. The governance team has also been helping to co-ordinate joint candidacy information nights (with Environment Southland and Gore District Council) and these were held on 19 and 20 July 2022. Work is also being completed now, to prepare for the voting period.

#### Delegations

The team has been working on updates to the delegation's manual. This has included making amendments to incorporate organisation structure changes, and staff are still working on reviewing the community board delegations.

## Preparation for after elections

The governance team have to present a large number of reports to Council in its first couple of meetings after elections. Where possible, the team have been preparing these now. Staff are also undertaking analysis on committee structure options.

## Stakeholder updates

### Waka Kotahi

#### Ram Hill culvert replacement

We are replacing the Ram Creek culvert at Josephville which will be **disruptive to road users**. This will be happening (weather dependent) in the first or second week of September and is likely to be a full road closure for a week using the same detour which was in place for the road closure to build Mitchell's Underpass last year (detour via Dipton-Cstlerock Road) – we are working through the traffic management plan details now. Following this there will be stop/go traffic management in the same area while the rehab of Josephville Hill is completed. Full TTM details will be communicated to residents and businesses affected in the near future once Council have approved the detour route.

#### 2022/23 construction season

We have a very busy 22/23 construction season programme coming up, beginning in October. Those sites which fall in Southland District Council community board areas are listed below – we'd appreciate the support of the community boards getting information about these out to their communities. More detailed communication will take place with communities closer to the start of the season.

- **Full pavement rehabs:**
  - SH1 - Dacre West
  - SH6 - Lowther
  - SH6 – Josephville
  - SH96 – Aparima bridge
  - SH98/99/6 – Lorneville roundabout (**significant disruption expected** due to scope and length of works and ICC's watermain project happening concurrently)
  - SH99 Lorneville overbridge.
- **Asphalting:**
  - SH1 - Edendale Woodlands highway at Woodlands
  - SH1 - Bridge St Maitua
  - SH1 – Main St Maitua
  - SH6 -- North Road from Lorneville roundabout to West Plains Road
  - SH6 - Winton from bottom of Main Street through to intersection with SH96 (**significant disruption expected** due to length of works)
  - SH6 - Dipton highway/Castle Rock Intersection
  - SH6/96 - Winton Wreys Bush highway at intersection with SH6
  - SH6/96 - Winton Hedgehope highway at Winton
  - SH98/1 - Lorne Dacre road at intersection with SH1.
- **Resurfacing:**
  - SH1 - Edendale Woodlands highway at St Ronans Road
  - SH1 - Edendale Woodlands highway at Kerr road
  - SH1 - Woodlands Invercargill highway at Grove Bush intersection
  - SH6 – Athol area



- SH6 – north of Dipton
- SH6 - Winton-Lorneville highway at Lochiel corner
- SH6 - Winton-Lorneville highway at Collinson Road
- SH6 - North of Lorneville roundabout
- SH6 - Winton-Lorneville highway at Ryal Bush
- SH94 - Lumsden Riversdale highway between Lintley and Lumsden
- SH94 – St Patricks/Lintley area
- SH94 - Mossburn Lumsden highway east of Mossburn
- SH94 - Te Anau Mossburn highway at Centre Hill
- SH94 - Te Anau Mossburn highway near the Red Tussock Conservation area
- SH96 - Glencoe highway at Waimumu Road
- SH96 - Glencoe highway Te Tipua and Glencoe areas
- SH96 - Winton Hedgehope highway between Browns and Springhills
- SH96 - Winton Wreys Bush highway at Mayfield Road
- SH96 - Winton Wreys Bush highway Hundred Line road area
- SH98 - Lorne Dacre road at Rakahouka
- SH99 - Riverton Wallacetown highway in the Riverton Otautau intersection area
- SH99- Tuatapere Orepuki highway north of Waihoaka.

## Tour of Southland

Finally, the Tour of Southland is happening again soon, beginning 30 October. We are in discussions with the race director to avoid any clashes between our planned work and Tour of Southland routes.

## Emergency Management Southland

The EMS team are working hard to get back towards some kind of post-covid normality, however we have experienced sicknesses and set-backs with Jason leaving the team.

### National Emergency Management Agency

Along with the other NZ CDEM Groups, EMS team are working closely with the National Emergency Management Agency (NEMA) to assist with adjustment and changes to the Civil Defence Emergency Management Act (CDEM Act 2002), known officially as the Regulatory Framework Review (“Trifecta”) Programme. The trifecta program can be found at

<https://www.civildefence.govt.nz/cdem-sector/regulatory-framework-review-trifecta-programme/>

This work will consolidate and bring in to practice a number of changes proposed by a Technical Advisory Group that looked at better response to emergencies and bring the 2002 act more in line with current community requirements.

### Regional hazard risk assessment

EMS are currently working on a regional hazard risk assessment report to inform our new group plan, we have been using information from our partner agencies to form a better understanding of the hazard profile of the Southland Region. Once completed we can review current group plan information to update the Southland CDEM Group Plan.

### Southland for schools

The community team have been out-and-about around Southland for Schools Week. This is when we spend a week going around different schools to educate students on earthquake, tsunami and emergency preparedness with our earthquake simulator trailer. This trailer simulates a magnitude 5 earthquake and provides a realistic but safe environment to practise DROP, COVER and HOLD. If

your school would like to participate in the next school's week get in touch with our team at [ems@cdsouthland.nz](mailto:ems@cdsouthland.nz).

### Community response planning

With the worst of the pandemic behind us we are wanting to follow up on our community response planning.

Over the past five years we have been helping Southland communities develop and produce community response plans and community response groups. These groups have been a huge help to us in our response. During the February 2020 floods these groups supported the response by setting up 26 community emergency hubs across the region and when the pandemic hit they provided important intelligence directly into our emergency coordination centre which enabled us to respond to the Welfare needs in different areas.

By coming together to develop community response plans, you will ensure your as ready as possible for any adverse event which may affect your community. And help plan for you and your family. Did you know your community has a plan? Head to our website <https://cdsouthland.nz/> and click on "Your District" or better yet, come along to one of our meetings.

Upcoming meetings are posted on our Facebook page so follow us to get these updates.

<https://www.facebook.com/cdsouthland>.

### Workshops and training

During the months of May and June, Emergency Management Southland provided a series of workshops focusing on Welfare, Recovery and Coordinated Incident Management System (CIMS) training.

Coordinated Incident Management Systems or CIMS is the format that we use in emergency management to respond to emergencies. Back in the 1990's all emergency services in NZ agreed on using this system for emergency response. It is now in its 3rd version with the latest version giving Welfare a higher priority than it used to have under this system.

At the beginning of the year we had to postpone a couple of courses due to Covid, but have since run courses in Otautau, Rakiura/Stewart Island, Te Anau and Invercargill. We have two more courses this year in Invercargill and Gore.

The welfare training brought together members of the Welfare Coordination Group as well as current and future welfare managers for councils to participate in function specific training on what is involved in providing welfare relief to communities during and after emergency events. This workshop was followed by the Recovery Forum, which was open to stakeholders involved in the response and recovery aspect of emergencies. The National Emergency Management Agency provided an update on current best practices and tools that can be used to build recovery capabilities in Southland.

All these workshops have been well attended and have provided an opportunity for our emergency and community partners to get together to introduce new representatives, share experiences and knowledge, and build the foundation for a multi-agency approach to Southland response planning.

### Fire and Emergency NZ

Fire and Emergency's new structure has been in place for 10 months now. The new team on the block is the community risk management team. This team has been put in place to support communities, businesses and individuals to reduce their risks through information, education and compliance activities. This includes everything from safety messaging and education through to regulatory compliance,



permitting and fire investigations. The more we can talk about the risks and how people can take mitigations to reduce the risk, the safer our communities will be.

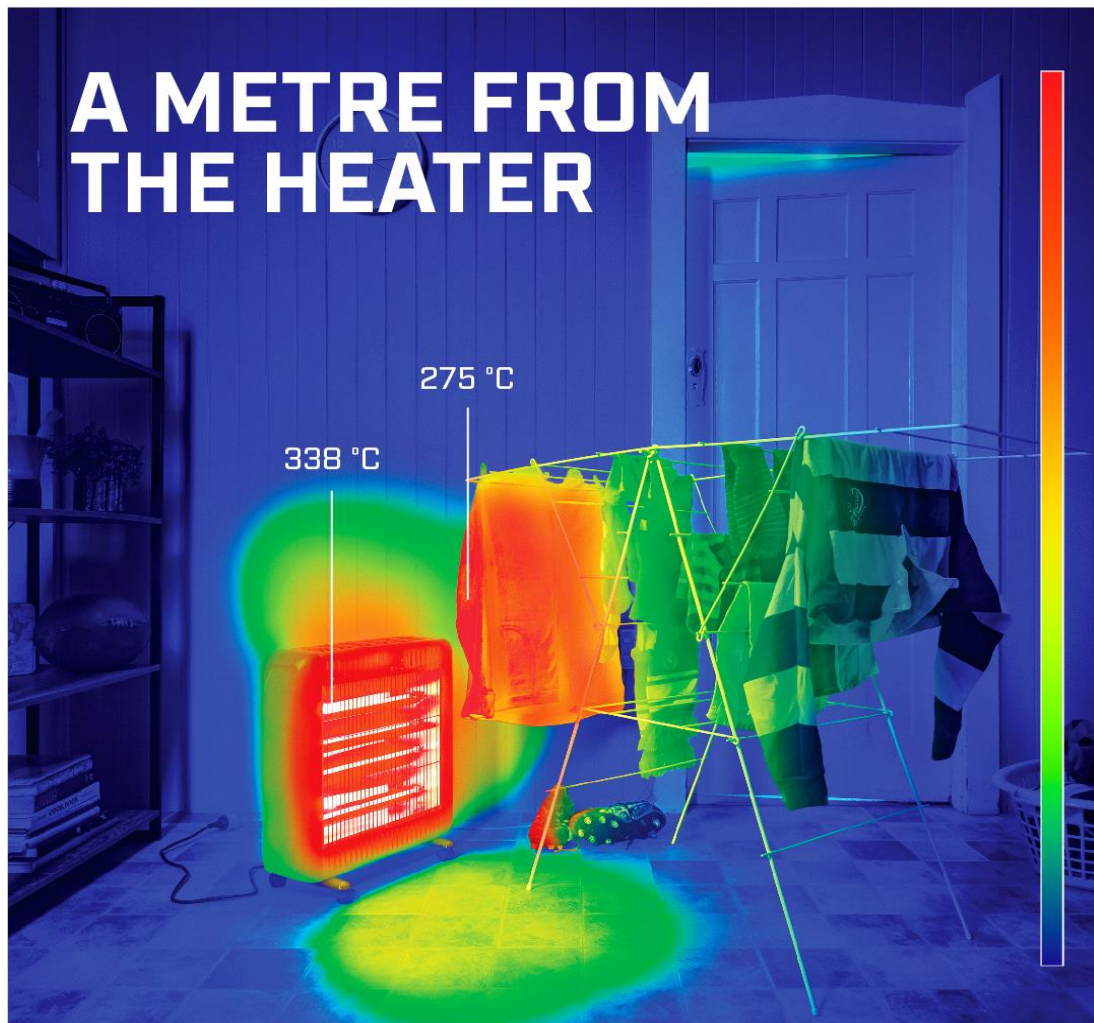
### **Our messaging for winter is simple - See a fire before it starts**

Fire and Emergency NZ's winter fire safety campaign aims to educate those in our communities to better identify fire risks when using everyday household items, and to think of ways they can safely use heaters, fireplaces and dryers.

The attached images provide a look at unsafe fire scenarios from a new perspective – see a fire before it starts. This shift in focus shows that danger is often hidden from the naked eye, but a fire is easily preventable if you know what to look for. We encourage leaders in our communities to share these messages and contact us if anyone would like more information at

[SouthlandReadinessRecovery@fireandemergency.nz](mailto:SouthlandReadinessRecovery@fireandemergency.nz).









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## Chairperson's report

Record no: R/22/5/20685  
Author: Alyson Hamilton, Committee advisor  
Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision ☐ Recommendation ☒ Information

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### 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 June 2022 through to August 2022.
- 2 Items of interest were as follows:
  - Contact with Greg Erskine regarding grading of Taramea Bay track.
  - Spoke with Lindsay Gillies regarding paua shell structural assessment.
  - Monitoring Taramea Bay foreshore regarding any further Erosion. To date there has been no more loss of shoreline.

### Recommendation

That the Oraka Aparima Community Board:

- a) **receives the report titled “Chairperson's report” dated 10 August 2022.**

### Attachments

There are no attachments for this report.