

Notice is hereby given that an ordinary meeting of the Gore District Council will be held in the Council Chambers, 29 Bowler Avenue, Gore, on Tuesday 28 June 2016, at 7.30pm

- **A private briefing for elected members will commence at 6.45pm**

A handwritten signature in black ink, appearing to read "Stephen Parry".

**Stephen Parry
Chief Executive**

23 June 2016

Agenda

1. Apologies
2. Declaration of Councillor conflict of interests
3. Confirmation of minutes and reports

Confirmation of the minutes of the ordinary meeting of the Gore District Council, held on Tuesday 10 May 2016.

Pages 1-6

Confirmation of the minutes of the extraordinary meeting of the Gore District Council, held on Tuesday 31 May 2016.

Pages 7-14

Confirmation of the minutes of the extraordinary meeting of the Gore District Council, held on Tuesday 7 June 2016.

Pages 15-16

Confirmation of the report of the Community Services Committee meeting, held on Tuesday 19 April 2016.

Pages 17-20

Confirmation of the report of the Operations Committee meeting, held on Tuesday 19 April 2016.

Pages 21-23

Confirmation of the report of the Regulatory and Planning Committee meeting, held on Tuesday 19 April 2016.

Pages 24-25

Confirmation of the report of the Finance and Policy Committee meeting, held on Tuesday 19 April 2016.

Pages 26-28

4. Urgent late business – as tabled at the meeting, pursuant to section 46 (a)(7) of the Official Information and Meetings Act 1987.
5. Report from Youth Council
Page 29
6. Southland Regional Development Strategy update
Page 30
7. Venture Southland projects and activities report
Pages 31-52
8. Review of District Plan
Pages 53-55
9. Gore District Council Subdivision and Development Bylaw 2011
Pages 56-59
10. Delegations under the Resource Management Act 1991
Pages 60-67
11. Adoption of the 2016-17 Annual Plan
Pages 68-69
12. Rates Resolution
Pages 70-75
13. Report of Mataura Community Board
Pages 76-78
14. Report from Councillors
Pages 79-81
15. Approved urgent late items
16. Business to be considered pursuant to the Local Government Official Information and Meetings Act 1987:

(i) Confirmation of Minutes

- Confirmation of the minutes of the ordinary meeting of the Gore District Council, held in committee, on Tuesday 10 May 2016.
- Confirmation of the minutes of the extraordinary meeting of the Gore District Council, held in committee, on Tuesday 31 May 2016 – *Crs Bolger and Davis excluded*.
- Confirmation of the report of the meeting of the Operations Committee meeting held in committee, on Tuesday 7 June 2016.

(ii) Other Business

- Request for access to new fuel stop

RURAL CITY LIVING



Minutes of an ordinary meeting of the Gore District Council, held in the Council Chambers, 29 Civic Avenue, Gore, on Tuesday 10 May 2016, at 7.30pm

Present His Worship the Mayor (Mr Tracy Hicks, JP), Crs Beale, Bolger, Davis, Dixon, D Grant, P Grant, Page, Highsted and Sharp.

In Attendance The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), Chief Financial Officer (Mr Luke Blackbeard), Parks and Recreation Manager Ian Soper, 3 Waters Asset Manager (Mr Matt Bayliss), Communications Manager (Sonia Gerken), Planning Consultant (Mr Keith Hovell), and 1 member of the public in the gallery.

Apologies Crs Gover and Byars apologised for absence.

His Worship called for any conflicts of interest. Cr Highsted declared a conflict of interest in the Mataura Valley Milk in-committee item.

1. CONFIRMATION OF MINUTES

RESOLVED on the motion of Cr Bolger, seconded by Cr Beale, **THAT** the minutes of the ordinary meeting of the Gore District Council, held on Wednesday 30 March 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr P Grant , seconded by Cr Page, **THAT** the report of the ordinary meeting of the Community Services Committee, held on Tuesday 19 April 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Highsted, seconded by Cr Davis, **THAT** the recommendations contained within the report of the meeting of the Community Services Committee, held on Tuesday 19 April 2016, as presented, be ratified.

RESOLVED on the motion of Cr Beale, seconded by Cr D Grant, **THAT** the report of the meeting of the Operations Committee, held on Tuesday 19 April 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr P Grant, seconded by Cr Beale, **THAT** the recommendations contained within the report of the meeting of the Operations Committee, held on Tuesday 19 April 2016, as presented, be ratified.

RESOLVED on the motion of Cr Highsted, seconded by Cr Page, **THAT** the report of the meeting of the Regulatory and Planning Committee, held on Tuesday 19 April 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Highsted, seconded by Cr Bolger, **THAT** the recommendations contained within the report of the meeting of the Regulatory and Planning Committee, held on Tuesday 19 April 2016, as presented, be ratified.

RESOLVED on the motion of Cr Bolger, seconded by Cr D Grant, **THAT** the report of the meeting of the Finance and Policy Committee, held on Tuesday 19 April 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Bolger, seconded by Cr Page, **THAT** the recommendations contained within the report of the meeting of the Finance and Policy Committee, held on Tuesday 19 April 2016, as presented, be ratified.

2. URGENT LATE BUSINESS

RESOLVED on the motion of Cr Davis, second Cr Bolger **THAT** pursuant to Section 46(a)(7) of the Local Government Official Information and Meetings Act 1987, the Gore District Council **HEREBY RESOLVES** to address the following item, in committee, which requires urgent attention.

Subject

Consideration of a report from the Chief Executive regarding an offer to purchase land.

Reason for not being on agenda

Issue was brought to the Council's attention after the agenda had been published.

Reason for Urgency

To ensure that the offer can be responded to in a timely manner.

2016/43

3. YOUTH COUNCIL

Emily Chamberlain was in attendance and provided an update on pending activities of the Youth Council, including success of the cheap movie night, which raised \$391 for the Salvation Army. She also spoke about upcoming events being organised, such as the Battle of the Youth Councils.

She told Councillors that at a recent youth council meetings the museum funding and home heating loan scheme issues in the Annual Plan consultation document were discussed, and youth councillors endorsed the preferred options of the Council.

4. VENTURE SOUTHLAND PROJECTS AND ACTIVITIES REPORT – FEBRUARY AND MARCH 2016

A report from Venture Southland on its projects and activities for February and March 2016 had been circulated with the agenda, together with a copy of the draft business plan for 2016-17.

The Chief Executive of Venture Southland, Mr Paul Casson, was in attendance and spoke to the report. He covered topics such as Southland's inclusion on the short list to establish a regional research institute, a project that is potentially worth \$14million. Venture Southland hoped to know in two months' time whether Southland is successful in its bid.

Cr Davis asked about the Creative New Zealand regional arts pilot for Southland.

Mr Casson said the province received \$400,000 over two years for the development of the arts.

On questioning by Cr Beale, Mr Casson said Venture Southland has had a high level of engagement with the movie industry on such projects as Goodbye Pork Pie.

RESOLVED on the motion of Cr Dixon, seconded by Cr Bolger, THAT the report be received.

2016/44

5. REIMBURSEMENT OF EXPENSES POLICY (SC0298)

A memo had been received from the Administration Manager advising that the Remuneration Authority had recently notified the Council of its annual determination for mileage, travel times and communications. Each Council was required to provide a full policy on expenses and allowances to the Authority for review and approval.

An updated copy of the Elected Members Reimbursement of Expenses Policy detailing the changes had been circulated with the agenda.

Cr Highsted was concerned there was some ambiguity around the 30km threshold. It was decided to retain the sentence *"The vehicle mileage allowance will be payable only in respect of the member's travel for that day that exceeds the threshold distance (ie more than 30 km)"* to clarify the threshold.

RESOLVED on the motion of Cr P Grant, seconded by Cr Page, THAT the Elected Members Reimbursement of Expenses Policy as reviewed, be approved.

2016/45

6. FINANCIAL CONTRIBUTIONS POLICY – REFINEMENT (SC0485)

A memo had been received from the Chief Executive following a review of the Council's policy setting in respect of financial contributions having been undertaken. The review culminated in a report being considered by the Council on 15 December 2015. The rationale for the decision made at that meeting was to remove financial barriers for small scale residential, commercial and industrial development while still allowing the Council the right to impose a commercial and industrial development contribution for new building development which exceeded \$500,000 in value.

The resolution passed in December provided the Council with limited options in dealing with roading and parking issues that cropped up in consenting issues from time to time.

RESOLVED on the motion of Cr Davis, seconded by Cr Bolger, THAT the second paragraph of resolution 2015/113 be amended by inserting the following words after the fifth word: *Rule 9.9(1) [Parking within the Gore Commercial and Mixed use area],*

THAT resolution 2015/113 be further amended by inserting the following words after [Commercial and Industrial Development Contributions]: *Rule 9.9(4) [Constructing or upgrading of traffic and pedestrian routes],*

AND THAT the Council note that with these two amendments the second paragraph of resolution 2015/113 will now read as follows:

THAT with the exception of Rule 9.9(1)[Parking within the Gore Commercial and Mixed use area], Rule 9.9(3)[Commercial and Industrial Development Contributions] and Rule 9.9(4)[Constructing or upgrading of traffic and pedestrian routes] the Council hold in abeyance its financial contributions policy until such time as proposed amendments to the Resource Management Act are passed into law.

2016/46

7. QUARTERLY DEBT REPORT

A memo had been received from the Chief Financial Officer together with a quarterly debt report provided by Bancorp. The Council had appointed Bancorp as its Treasury advisors for a one year term. The Chief Financial Officer summarised the information in the report.

Cr Bolger noted it was not costing the Council as much as previously to service its debt.

The Officer agreed rates were at an all time low, and it was a good time to be undertaking the large capital projects the Council had planned in the coming financial year.

RESOLVED on the motion of Cr C Bolger, seconded by Cr Dixon , THAT the report be received.

2016/47

8. SOUTHLAND WARM HOMES TRUST (SC1275)

A memo had been received from the Chief Executive advising that since 2008, a total of 1007 houses in the Gore District had received insulation through the Southland Warm Homes Trust. Of that total, 711 related to low income households. It seemed clear that the Council's investment of \$15,000 per year had made a meaningful difference. The Chief Executive advised that further to these figures there were 36 heat pumps and 3 wood burners installed through this scheme.

RESOLVED on the motion of Cr Davis, seconded by Cr P Grant, THAT the report be received.

2016/48

9. CIVIC AVENUE, GORE – PROPOSED NAME CHANGE (SC1376)

The Chief Executive advised that at its February meeting the Council had approved in principle a change in the name of Civic Avenue to Bowler Avenue, following a request from the Gore RSA. Affected businesses in Civic Avenue were written to and asked for their comments. A copy of the letters sent had been circulated with the agenda. No responses were received.

RESOLVED on the motion of Cr D Grant, seconded by Cr Davis, THAT the Council approve a change in name of Civic Avenue to Bowler Avenue with this change being implemented immediately.

2016/49

10. REGULARISING PEASE STREET (SC1346)

A memo had been received from the Planning Consultant advising that when land at McNab between State Highway 1 and the railway had been rationalised by way of a subdivision in 2008, it had been highlighted that legal access to it was constrained by part of Pease Street being under width for a length of approximately 100 metres. The affected land was detailed on a plan circulated with the agenda. The original certificate of title had also been circulated together a copy of Plan SO498046.

RESOLVED on the motion of Cr P Grant, seconded by Cr Davis, THAT for the purpose of Section 43(1)(d) of the Government Roding Powers Act 1989, the Gore District Council hereby certifies that all that parcel of land being an estate in fee simple and comprising:

- (i) 0.1012 ha more or less being shown on SO 498046 as Section 1 (formerly being Pt Section 16, Blk XXVI Town of East Gore and Lot 17 DP 190) and being part of the balance land comprised and described in Certificate of Title CR 14/23 and being part of Pease Street, McNab**

Has been and is in use by the public and has been formed out of public funds or out of the ordinary funds of the local authority, and has for width formed, used and agreed upon or fenced.

2016/50

11. REPORT OF MATAURA COMMUNITY BOARD

A copy of the report of the meeting of the Matura Community Board held on 2 May 2016, had been circulated.

The Board Chairman Alan Taylor was in attendance and told councillors the recreational opportunities project for Tulloch Park was gaining traction in the town.

RESOLVED on the motion of Cr Dixon, seconded by Cr Davis, THAT the report be received,

AND THAT the recommendations contained within the report be ratified.

2016/51

12. CREATIVE COMMUNITIES ASSESSMENT COMMITTEE

A copy of the minutes of the Creative Communities Assessment Committee meeting held on 2 May had been circulated.

RESOLVED on the motion of Cr Davis, seconded by Cr D Grant, THAT the information be received.

2016/52

13. REPORTS FROM COUNCILLORS

Reports from Crs Beale, Byars, Page, P Grant and D Grant had been circulated and were perused by the Council.

The meeting concluded at 9.21pm.

RURAL CITY LIVING



Minutes of an extraordinary meeting of the Gore District Council held in the Council Chambers, 29 Bowler Avenue, Gore on Tuesday 31 May 2016 at 4.00pm.

Present His Worship the Mayor (Mr Tracy Hicks, JP), Crs Beale, Bolger, Byars, Davis, Gover, D Grant, P Grant, Highsted, Page and Sharp.

In Attendance The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), Chief Financial Officer (Mr Luke Blackbeard), Parks and Recreation Manager (Mr Ian Soper), 3 Waters Manager (Mr Matt Bayliss), Communications Manager (Sonia Gerken) and Mataura Community Board Chairman (Mr Alan Taylor).

Apology Cr Dixon apologised for absence.

1. URGENT LATE BUSINESS

An item of urgent late business was tabled at the meeting. It related to the proposed compilation of the panel appointed to hear submissions on a resource consent application for 1 Irk Street, Gore and would be considered in committee.

RESOLVED on the motion of Cr Highsted, seconded by Cr Gover, **THAT** the matter be considered in committee, as urgent late business.

2016/57

Conflict of interest - Cr P Grant declared a conflict of interest in the Gore Kids Hub submission.

2. CONFIRMATION OF MINUTES

RESOLVED on the motion of Cr P Grant, seconded by Cr D Grant, **THAT** the minutes of the extraordinary meeting of the Gore District Council, held on Tuesday 17 May 2016, be confirmed and signed by the Mayor as a true and complete record.

3. DELIBERATION ON SUBMISSIONS RECEIVED TO DRAFT 2016/17 ANNUAL PLAN
(SC1446)

His Worship noted the Council had received 20 submissions to work through. He advised he would progress through each submission and consider them in order. Any decisions would be taken at the time. He said the three issues the Council had sought feedback on in its consultation document would be considered first.

Proposed Southland Regional Heritage Rate

His Worship noted that 12 submitters provided feedback on the issue. It was quite clear by the submissions, and feedback on social media, the direction the public felt the Council should take.

His Worship also referred to a memo from the District Curator Jim Geddes. Mr Geddes outlined his thoughts on the Council considering an increase to the regional heritage rate.

In his report, Mr Geddes said the Council could not entertain an annual financial contribution to a trust board run museum that did not have Council representation at a governance level, and where the Council had no input into its operational management.

Mr Geddes recommended the Council engage with the other elected member representatives on the Southland Regional Heritage Trust (SRHT) to formulate a protocol around the regional heritage rate.

Cr Highsted, one of two Council representatives on SRHT, said he agreed with the recommendation from the District Curator. The committee had a pivotal role to play in arts and heritage in Southland, and he did not believe there should be a change in the rate until there was more discussion.

Cr P Grant endorsed Cr Highsted's comments.

RESOLVED on the motion of Cr D Grant, seconded by Cr Davis, THAT until there was a recommendation from Southland Regional Heritage Trust as to the appropriateness of increasing the Regional Heritage rate, there be no change.

2016/58

Food Safety Fees

Cr Davis said the fees reflected the new legislation, therefore the Council did not have any room to move on this issue.

RESOLVED on the motion of Cr Davis, seconded by Cr Gover, THAT the new Food Safety Fees be introduced.

2016/59

Home Heating Loan Scheme

A memo from the Chief Executive mentioned this issue was the most evenly contested by the submitters, with seven in support of the Council's preferred option not to partner with Environment Southland on the scheme, and six supporting the concept.

Cr Davis said she believed the Council had shown significant leadership with the Health Homes programme, and would continue with that. She was of the view this funding had been a good use of ratepayer money, and did not believe there was enough support from the public for the Council to undertake the loan scheme initiative.

Cr Bolger said the scheme was Environment Southland's statutory responsibility. It had a much larger rating base than the Council and much more financial horsepower to implement it.

Cr Beale said the scheme would be like one sector of the community subsidising another. It would be a dangerous area to get into, he said.

RESOLVED on the motion of Cr Davis, seconded Cr Bolger, THAT the Council not involve itself in the home heating loan scheme.

2016/60

Submission – Sally McIntyre

Cr Sharp questioned if Mrs McIntyre was right in her assertion the Uniform Annual General Charge (UAGC) had fallen below 25 percent.

The Chief Financial Officer reiterated his comments on how the UAGC was calculated, in that the UAGC and other targeted rates set on a uniform basis must be less than 30 percent of the total rates revenue. The Southland Regional Heritage Rate was a uniform targeted rate for the purpose of Section 21 and therefore must be included.

His Worship said the inclusion of the Southland Regional Heritage Rate lifted the Council's UAGC to around the 25 percent mark.

Cr Bolger said former Cr McIntyre had, as per usual, again made accusations about smoke and mirrors. The Council's last Annual Plan clearly stated how the Council was charging, made reference to Section 21 of the Rating Act, and was a reiteration of the Council's position in its Long Term Plan of the previous few years.

Submission – Mark Copland and Peter Hargest

Cr Bolger said he believed there was a general misunderstanding among the public about the Council's responsibilities when it came to upgrading or maintaining assets.

If the Council identified something in its Asset Management Plans that needed maintenance or upgrading, it needed to undertake the work, otherwise it would fall shy of the auditors. Cr Bolger said there was often the suggestion the Council should borrow less or do less, when in reality the Council had a responsibility to maintain its assets. The Council was at the point where there was a large amount of capital work on the horizon that it had to do.

Cr Sharp said the call for an independent inquiry was a surprise. A bigger surprise had been the suggestion how to pay for it, namely the Rural Special Fund.

Cr Davis raised a point of order. She believed Cr Sharp had a direct conflict of interest and should not be speaking on this issue. His Worship agreed.

His Worship said the point raised by the submitters regarding an independent inquiry had been raised by others. If there was an overwhelming desire for a public inquiry he was more than happy for that to occur. It was vitally important to make sure the public was aware how the process had been carried out.

How it was financed was another matter and something the Council would have to discuss, His Worship said

Cr Sharp attempted to reiterate his point about how an independent inquiry may be funded. Cr Davis again raised a point of order, based on Cr Sharp's direct conflict of interest, which was upheld by His Worship.

Cr Bolger said the process had been carried out under independent commissioners, the mediation for compensation was under an independent mediator, and he couldn't see how the Council could have been any fairer. Cr Bolger said he believed if people wanted another inquiry, it should be up to them to fund it.

Federated Farmers of New Zealand (Southland Province)

His Worship noted that the submission had sought cost efficiencies within the Council, using the UAGC to the maximum and encouraging the Council to consider all the services it provides to the community.

Cr Highsted said he had asked the submitters to suggest areas of cost savings the Council had missed, or initiatives other councils were undertaking. Cr Highsted referred to a letter from Federated Farmers, tabled at the meeting, and said he was a little disappointed at the suggestion the Council was less than rigorous around budgeting and current expenditure. The submitters obviously missed the effort that went into the workshops around the Long Term Plan and budgets.

Cr Highsted believed that apart from pointing to parks and reserves, which had already been the subject of review, the initiatives suggested were already being undertaken by the Council.

Cr Davis said she was also disappointed in the response from Federated Farmers, noting there was nothing in the letter for the Council to work on. An extensive parks and reserves review some time ago looked at options around this activity. It resulted in an overwhelming public response not to sell any Council owned land. Unless the Council looked at such options again and reducing services, there were not many areas where it could cut costs further, she said.

His Worship noted there was a suggestion from Federated Farmers about a discretionary budget allocated to the Chief Executive, which he believed was totally incorrect. The Chief Financial Officer confirmed there was no such discretionary fund.

The Chief Executive said he wondered if the submitter had been confused with the delegated authority he held for expenditure within approved budgets, which has been upgraded recently.

Southland District Health Board

His Worship said it was in general a supportive submission. He noted the request for the Council to become an international safe community, and that there were 30 such communities across New Zealand.

Cr Gover said she was keen to see the Council develop a smokefree outdoors spaces policy. She believed the Council had gone part of the way with its smokefree playgrounds, and would like to see a staff report on an outdoor spaces policy.

RESOLVED on the motion of Cr Gover, seconded by Cr Davis, THAT the Council explore developing a smokefree outdoor spaces policy, and staff develop a paper on what this might mean, with the report addressing staff resources required to cover such a proposal.

2016/61

Gore Kids Hub Charitable Trust

Cr Grant vacated his seat due to his conflict of interest.

His Worship noted that Cr Byars had indicated she was a member of the Gore Parents Centre but he did not believe this presented a conflict of interest.

The Trust had written to the Council asking for financial support for a playground at the Kids Hub, which had always been part of the concept. The Trust was in the throes of fundraising for the playground.

In his report, the Chief Executive recommended a grant of \$100,000 and noted the Council could access its reserves contribution fund for this purpose. The fund's current balance was \$96,000.

His Worship said he believed this presented a good opportunity, given the Council could access funding that would not affect rates, to build capacity in the community in an area it would be investing in anyway.

Cr D Grant said he was a strong supporter of the Kids Hub Charitable Trust but also noted the Council had been urged by ratepayers to watch expenditure.

Cr Grant said he appreciated the Trust wanted to complete the playground, and that it would be vested to Council. However, he believed \$20,000 would be a more appropriate amount.

The Parks and Recreation Manager confirmed the reserves contribution fund was for the replacement of assets on recreational reserves.

Cr Highsted said that potentially while there was no impact on rates now, there could be in the future. This could happen when a playground for older children was established, and the Council did not have the reserves contribution fund available to call upon, he said.

His Worship said the Council had signalled it wanted a senior and a junior playground at the Gore Multisports Complex at some stage. The Kids Hub playground presented an opportunity for the latter, therefore it made sense for the Council to allocate some, if not all, of the funding to the Trust.

Cr Beale said it was a wonderful facility and he could support a grant of \$20,000.

There was discussion around the future of existing Council-owned playgrounds in the vicinity, and if the Council could sell these and invest the money into the Trust's playground.

Crs Gover, Sharp and Davis spoke in support of granting the Trust \$50,000. Cr Gover said she would like to see the Council's logo used under the trout play equipment, in the river, in recognition of the Council's contribution.

RECOMMENDED on the motion of Cr Gover, seconded by Cr Sharp, THAT the Council advance a grant to the Kids Hub Charitable Trust of \$50,000.

Cr Bolger moved as an amendment, THAT the Council advance a grant to the Kids Hubs Charitable Trust of \$20,000.

The amendment was seconded by Cr D Grant.

There was further discussion about what would be required to sell nearby playgrounds, and that the Kids Hub playground was for junior children, however, there would still be a need for a senior playground. Councillors spoke of their support of the Kids Hub and how they valued what it had done. However, there was concern that the funds were only available once.

The amendment was put and lost.

The motion then put and was carried.

2016/62

His Worship thanked Councillors. He spoke about the merits of the project and congratulated the Kids Hub for the work it had done. He believed the Council was getting real value for money, whether it gave \$20,000 or \$50,000.

Cr Sharp said he wanted to move that the process of selling the other playgrounds be started.

His Worship said he believed that debate was for another time, when the Council had a better understanding of what impact the Kids Hub playground will have on nearby facilities. His Worship said he would be reluctant to act with haste. Any potential discussion around the sale of reserve lands should be part of a community conversation, not just a Council conversation, and around the Annual Plan or Long Term Plan time.

Cr Davis asked that Cr Gover's suggestion to have the branding included on some of the play equipment be added to the recommendation.

Cr P Grant rejoined the meeting.

CCS Disability Action

No comment.

Elmer Curry

Cr Sharp said he agreed with the fourth point Mr Curry made in his submission. He read from the submission *"My big fear with things as they are at present is that when we borrow there is no plan for the repayment of that loan, we seem only to pay back the interest and the capital loan remains as a terrible weight around the ratepayers neck. A good example of this is the swimming pool in Gore which still owes millions and it has been in existence for years"*.

Cr Bolger asked Cr Sharp that if he wanted to accelerate debt repayment, how much did he want to put rates up by, as this would be the only option.

His Worship said it was incorrect to say no debt had been repaid on the aquatic centre.

The Chief Executive said the Council had sought feedback in its first Long Term Plan in 2006 on an offer to accelerate debt repayment and had not received any submissions.

His Worship said the Council was about to embark on the largest capital spend in its history, in terms of upgrading infrastructure, and debt repayment had been measured into that equation. His Worship said he was disappointed that Cr Sharp agreed with comments there was no plan to pay it back.

Cr Highsted asked Cr Sharp what his solution would be.

Cr Sharp said there were two solutions, either rate higher or spend less. In response, His Worship asked what Cr Sharp would suggest was the best way to handle the infrastructure expenditure that was planned.

Cr Sharp responded by saying the Council should do the work but structure debt repayment. His Worship said it amazed and worried him that Cr Sharp had sat around the table while there had been discussion about structuring debt repayment, but he did not appear to understand what had been discussed.

Joan Whyte

This submission implored the Council not to put fluoride into the water supply.

His Worship said there was no plan to introduce fluoride into water supply, but there was a plan in place by the Government to shift the responsibility for fluoridation from local authorities to district health boards.

Cr Davis said the fluoride issue had been a hotly debated topic in the past, shifting the responsibility would not alleviate the angst. She asked if the Council should be making some provisions in preparation for the possibility it will be asked to put fluoride in the water supply.

The General Manager District Assets said the possibility of this happening was being taken into consideration as part of the planning around the manganese removal project at Hilbre Avenue.

Toimata Foundation

There was no comment on this submission.

On-Site Effluent Treatment National Testing Programme - Rotorua

This submission was declined.

The meeting concluded at 5.15pm

RURAL CITY LIVING



Minutes of an extraordinary meeting of the Gore District Council held in the Council Chambers, 29 Bowler Avenue, Gore on Tuesday 7 June 2016 at 6.06pm.

Present His Worship the Mayor (Mr Tracy Hicks, JP), Crs Beale, Bolger, Byars, D Grant, P Grant, Highsted, Sharp and Page.

In Attendance The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), Parks and Recreation Manager (Mr Ian Soper), 3 Waters Manager (Mr Matt Bayliss), Interim Transport Manager (Mr Denis Mander) and Communications Manager (Sonia Gerken).

Apologies Crs Dixon, Davis and Gover apologised for absence.

1. CIVIC ASSURANCE - DIRECTORS' FEES (SC1199)

A memo was received from the Chief Executive regarding the forthcoming annual general meeting of Civic Assurance, and a proposed 15 percent increase in directors' fees.

The Chief Executive said that notwithstanding the rationale provided, a 15 percent hike in fees was not a good look given the trouble the company had found itself in.

Cr Bolger said the directors were probably doing a good job. Civic Assurance had gone from being on the ropes to looking like it would survive. However, he could not support an increase in salary.

RESOLVED on the motion of Cr Bolger, seconded by Cr P Grant, THAT the Council register its vote against the recommended increase in directors' fees for Civic Assurance Directors.

2016/64

2. REMITS FOR LGNZ ANNUAL CONFERENCE (SC1312)

A memo was received from the Chief Executive regarding two remits prepared by the Hastings District Council on community policing and funding of the preservation of earthquake prone public heritage buildings. These remits would be submitted to the LGNZ Annual Conference in Dunedin on 25 July. Hastings District Council had sought support from the Gore District Council for the remits.

His Worship said from what he was hearing from other areas and through discussions with local police, Gore was in a very good space in terms of community policing. However, that did not mean the Council could be complacent.

RESOLVED on the motion of Cr Sharp, seconded by Cr P Grant THAT the Council support both remits proposed by the Hastings District Council on community policing and the funding of Preservation of Earthquake Prone Public Heritage Buildings, to be submitted at the 2016 Local Government New Zealand Annual Conference.

2016/65

The meeting closed at 6.15pm.

RURAL CITY LIVING

Report of the ordinary meeting of the Community Services Committee held in the Council Chambers, 29 Bowler Avenue, Gore on Tuesday 7 June 2016, at 4.00pm.

Present His Worship the Mayor (Tracy Hicks, JP), Cr P Grant (Chairperson), Crs Beale, Bolger, Byars, Gover, D Grant, Highsted, Page and Sharp.

In Attendance The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), Parks and Recreation Manager (Mr Ian Soper), 3 Waters Asset Manager (Mr Matt Bayliss), Communications Manager (Sonia Gerken), Events and Promotions Coordinator (Ms Emma Carle), Senior Visitor Centre Consultant (Miss Nicole Parry), Gore District Librarian (Ms Lorraine Weston-Webb), interim Transport Manager (Mr Denis Mander), Planning Officer (Miss Rosie Given) and Animal Control Officer (Mr David McKewen).

Apologies Crs Davis and Dixon apologised for absence.

Cr Grant asked for any conflicts of interest. None were received.

1. REPORT FROM THE PARKS AND RECREATION MANAGER

A report had been received from the Parks and Recreation Manager and was perused by the Committee.

The Manager highlighted the work staff were doing with leaf fall, and the upgrade of the cenotaph.

His Worship said it was good to see the work on the cenotaph. He believed it was one of the iconic cenotaphs in the South Island.

There was also some discussion about replacing the caretaker's shed at Dolamore Park, which had turned into a more complicated project than initially expected, and work on trees in the Main Street.

RECOMMENDED on the motion of Cr Beale, seconded by Cr Byars, THAT the report be received.

2. REPORT FROM THE LIBRARY MANAGER

A report had been received from the Library Manager and was perused by the Committee.

The Chief Executive spoke about the three month trial of opening hours and staffing at the Mataura Library and service centre, noting the Council was addressing issues highlighted during the trial on a case by case basis.

Cr Beale questioned the time spent by library staff helping Work and Income clients. The Manager said staff were assisting people with the technology as required, which could be time consuming. She felt satisfied that it was appropriate for library staff to be doing this, as they were residents. However, she would like to be working more closely with WINZ, which seemed to be in denial that it was sending people to the library for assistance.

The Chief Executive said he shared the concerns. He had drafted a letter to the regional commissioner asking to talk about the issue, and believed there needed to be a Memorandum of Understanding developed between WINZ and the library.

His Worship said he supported the Manager's approach. If there was a community development presence within the Council, this situation could have been dealt with quickly. He believed the Council would be seeing more of this sort of thing, which was why he saw the need for a community development person within the Council as a priority.

Cr D Grant was concerned about power outages on 12 May, caused by water leakage, and asked whether it was getting dangerous. The Manager said she believed the roof leak, which had caused the power outages, had been fixed.

RECOMMENDED on the motion of Cr D Grant, seconded by Cr Page, THAT the report be received.

3. REPORT FROM THE DISTRICT ARTS AND HERITAGE CURATOR

A report had been received from the District Arts and Heritage Curator and was perused by the Committee.

RECOMMENDED on the motion of Cr Gover, seconded by Cr Highsted, THAT the report be received.

4. REPORT FROM THE AQUATIC SERVICES MANAGER – APRIL / MAY 2016

A report had been received from the Aquatic Services Manager, and perused by the Committee.

RECOMMENDED on the motion of Cr Bolger, seconded by Cr Sharp, THAT the report be received.

5. REPORT FROM THE COMMUNICATIONS/PROMOTIONS MANAGER

A report had been received from the Communications/Promotions Manager and was perused by the Committee.

Cr Grant said he agreed with comments from the Manager about ChinWag and whether the Council needed to have multiple platforms for the publication. The Manager advised that she hoped to conduct a communications audit in a couple of months' time which would look at options.

RECOMMENDED on the motion of Cr D Grant, seconded by Cr Highsted, THAT the report be received.

6. REPORT FROM THE GORE VISITOR CENTRE

A report had been received from the Gore Visitor Centre Senior Consultant and was perused by the Committee.

The Senior Consultant said the Gore Visitor Centre had a mobile stall at the Gore Town and Country Club stadium to be more accessible to visitors during Gold Guitars, and sold over \$900 worth of country music themed merchandise. The new merchandise had been very well received.

Cr Beale complimented staff with coming up with the idea of having country music-themed merchandise available, as historically this had not been the case.

RECOMMENDED on the motion of Cr Beale, seconded by Cr Byars, THAT the report be received.

7. REPORT FROM THE EVENTS AND PROMOTIONS COORDINATOR

A memo had been received from the Events and Promotions Coordinator about the opportunities the Chinese market presented in terms of tourism.

The Coordinator outlined information gained at a recent workshop in Dunedin, hosted by the Ministry of Business Innovation and Employment, about how best to tap into the Chinese free independent traveller market, which provided some insight into what the Gore District could do.

With smart digital marketing there were several existing attractions in the District likely to be of interest to Chinese FITs, a market more interested in contemporary culture than historical attractions, unless there was an activity attached.

The Coordinator believed there were opportunities for the Gore District to grow its economy with tourism.

The Chief Executive endorsed the comments.

His Worship said he believed the report was very timely. Gore was exactly what the Chinese FIT travellers were looking for, and the Council needed to be thinking how it could capitalise on that.

Cr D Grant asked about signage. The Coordinator explained the Chinese were large users of QR codes.

Cr Grant also said he felt the Council had to “beat its own drum” as it was often left off the map.

RECOMMENDED on the motion of Cr Bolger, seconded by Cr Gover, THAT the report be received.

8. GORE DISTRICT COUNCIL DRAFT RESERVE MANAGEMENT PLANS (SC1248)

A report was received from the Parks and Recreation Manager outlining the process of updating the existing Reserve Management Plans and producing a suite of new Reserve Management Plans that would span all of the reserves administered by the Council.

The report updated the development of the first two plans and the consultation process that was undertaken. The draft plans attracted four submissions, which were considered by a hearing panel. Amendments were made to the draft Reserve Management Plans that were generally in line with those sought by submitters.

RECOMMENDED on the motion of Cr Bolger, seconded by Cr Page, THAT the report be received,

AND THAT the Committee recommend that the Council adopt the Gore District Council Draft Reserve Management Plan Volume 1: General Policies and Gore District Council Draft Reserve Management Plan Volume 2: Policies relating to individual reserves.

The meeting concluded at 4:36pm.

RURAL CITY LIVING

Report of the ordinary meeting of the Operations Committee held in the Council Chambers, 29 Bowler Avenue, Gore on Tuesday 7 June 2016, at 5.17pm

Present His Worship the Mayor (Tracy Hicks, JP), Cr Beale (acting Chairperson), Crs Bolger, Byars, Gover, D Grant, P Grant, Highsted, Page and Sharp.

In Attendance The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), Parks and Recreation Manager (Mr Ian Soper), 3 Waters Asset Manager (Mr Matt Bayliss), Interim Transport Manager (Mr Denis Mander) and Communications Manager (Sonia Gerken).

Apologies Crs Davis and Dixon apologised for absence.

Cr Beale asked for any conflicts of interest. None were received.

1. REPORT FROM THE 3 WATERS ASSET MANAGER

A report had been received from the 3 Waters Asset Manager and was perused by the Committee.

Cr Beale said it was pleasing to see the aquifers recharging after five months of water restrictions.

The Manager expanded on the draft Hygiene and Disinfection Code of Practice, and outlined work being undertaken by the 3 Waters team around the management of its vehicle fleet use to minimise any cross contamination.

Cr Highsted commented on the ongoing breakdown of the auger at the Mataura pool and if there were any solutions.

The Manager said he understood it was being repaired, however, every time one problem was fixed, another arose elsewhere.

RECOMMENDED on the motion of Cr Byars, seconded by Cr P Grant, THAT the report be received.

2. REPORT ON COMPLIANCE SAMPLING ISSUES FOR MATAURA AND GORE WASTEWATER TREATMENT PLANT DISCHARGES (SC0505)

A memo had been received from the 3 Waters Asset Manager regarding issues with compliance monitoring. Staff were in the process of developing procedures to ensure non-compliance would not be an on-going issue. Mr Bayliss said he believed the Council's 3 Waters team has the appropriate training and competency to complete this sampling. A subscription to the software package "Water Outlook", which was specifically designed to aid with compliance monitoring, had been recently procured.

RECOMMENDED on the motion of Cr Highsted, seconded by Cr Sharp, THAT the report be received.

3. REPORT FROM THE INTERIM TRANSPORT MANAGER – APRIL/MAY 2016

A report had been received from the Interim Transport Manager and was perused by the Committee.

The interim Manager gave a brief review of the gravel trial and the remetalling programme, and spoke about a new emulsion material being trialled for upgrading footpaths. Cr Beale said he had seen a section of footpath where this had been used, and believed it could potentially save the Council money in the future.

RECOMMENDED on the motion of Cr Bolger, seconded by Cr Page, THAT the report be received.

4. CRM STATISTICS

A report had been received from the General Manager District Assets and was perused by the Committee.

Cr Beale noted the large number of CRMs that were being received electronically.

RECOMMENDED on the motion of Cr D Grant, seconded by Cr Highsted THAT the report be received.

5. WASTENET WASTE ADVISORY GROUP MEETING MINUTES

A copy of the draft minutes from the WasteNet Waste Advisory Group meeting held on 17 March 2016 had been circulated and were perused by the Committee.

RECOMMENDED on the motion of Cr Bolger, seconded by Cr P Grant, THAT the minutes be received.

The meeting concluded at 5.35pm

Report of the ordinary meeting of the Regulatory and Planning Committee held in the Council Chambers, 29 Bowler Avenue, Gore on Tuesday 19 April 2016, at 4.38pm.

Present His Worship the Mayor (Tracy Hicks, JP), Cr Highsted (Chairperson), Crs Beale, Bolger, Byars, Gover, D Grant, P Grant, Page and Sharp.

In Attendance The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), Parks and Recreation Manager (Mr Ian Soper), 3 Waters Asset Manager (Mr Matt Bayliss), interim Transport Manager (Mr Denis Mander), Building Control Manager (Mr Russell Paterson) Communications Manager (Sonia Gerken), Planner (Miss Rosie Given), and Animal Control Officer (Mr David McKewen).

Apologies Crs Davis and Dixon apologised for absence.

Cr Highsted asked for any conflicts of interest. None were received.

1. EASE OF DOING BUSINESS – SOUTHLAND REGIONAL DEVELOPMENT STRATEGY (SC1312)

The Chief Executive of the Southland District Council Steve Ruru, who was team leader of the Ease of Doing Business work stream as part of the Southland Regional Development Strategy (SoRDS) was in attendance, and gave a presentation to the Committee on the Ease of Doing Business.

Mr Ruru spoke about a combined, consistent approach to various Council-related services, such as environmental monitoring, building consent and alcohol licensing. He said this approach was in use in other areas in New Zealand already, as well as overseas, and the challenge was did Southland want to step up into this space as well. While there was a degree of collaboration already within Southland, there could be more.

His Worship said SoRDS was about a local Southland solution and the seven work streams would be reporting back around the end of July/early August. He said he was really encouraged by the presentation, and that implementing any changes was

more about evolution, not revolution. It had the potential to change the way local government operated dramatically. He questioned what might happen to the democratic role.

Cr Highsted thanked Mr Ruru and said he certainly liked the facilitation and accountability aspects of it.

2. ANIMAL CONTROL ACTIVITIES REPORT

A report had been received from the Animal Control Officer and was perused by the Committee.

RECOMMENDED on the motion of Cr P Grant, seconded by Cr D Grant, THAT the report be received.

3. BUILDING CONTROL ACTIVITIES REPORT

A report had been received from the Building Control Manager and was perused by the Committee.

In response to Cr Highsted noting a bit of a slowdown in consent applications for April, the Manager advised it was not unusual for this time of the year.

RECOMMENDED on the motion of Cr Byars, seconded by Cr Gover, THAT the report be received.

4. SCHEDULE OF LANDUSE CONSENTS

A schedule of subdivision and land use consents issued to 10 May 2016 had been circulated and was perused by the Committee.

RECOMMENDED on the motion of Cr Bolger, seconded by Cr Page, THAT the information be received.

The meeting concluded at 5.16pm.

Report of the ordinary meeting of the Finance and Policy Committee held in the Council Chambers, 29 Bowler Avenue, Gore on Tuesday 7 June 2016, at 5.36pm

Present His Worship the Mayor (Tracy Hicks, JP), Cr Bolger (Chairperson), Crs Beale, Byars, D Grant, P Grant, Highsted, Page and Sharp.

In Attendance The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), Parks and Recreation Manager (Mr Ian Soper), 3 Waters Asset Manager (Mr Matt Bayliss), Communications Manager (Sonia Gerken) and Interim Transport Manager (Mr Denis Mander).

Apologies Crs Davis, Dixon and Gover apologised for absence.

1. CIVIC ASSURANCE ANNUAL REPORT (SC1200)

A memo had been received from the Chief Financial Officer outlining the main points in the annual report of Civic Assurance, for the year ended 31 December 2015.

The Chief Executive said Civic Assurance had come through a difficult time but there was light at the end of the tunnel.

Cr Bolger said as far as the Council's insurance cover was concerned, Civic Assurance was able to meet any obligations that may arise. Its ability to write new business was presently under review by central Government.

RECOMMENDED on the motion of Cr Page, seconded by Cr D Grant THAT the report be received.

2. PROPOSED FEES AND CHARGES FOR 2016/17 (SC1467)

A memo was received from the Chief Financial Officer outlining the schedule of proposed fees and charges for the year commencing 1 July 2016 for the Council's consideration.

The memo summarised the major changes.

Cemeteries – since fees were amended in 2014/15, the level of fees received has been consistently below budget, and will need to be increased by 3 percent.

Food businesses and registered premises (Food Act 2014) – these are required under the new Act and would largely replace the charges for Certificates of Registration under the Health Act.

Dog registration and animal control – a proposed increase in rural dog fees to reflect the level of administration work required, and increasing the after-hours impounding fee to reflect the true costs incurred.

Transfer station charges – an increase of 5% to cover increases in the regional landfill gate fees.

Cr Beale questioned the claim that rural dogs were more time consuming and cost more administration wise, when the dog control reports each month were predominantly about urban dogs.

The Chief Executive explained that 99 percent of the Animal Control Officer's time in the field most definitely related to the urban area. However, dog control for the rural sector was more time consuming from an administration perspective, such as registration renewals for farmers who often owned multiple dogs. He also noted that farmers, having working dogs, tended to change dogs more often than urban people who kept dogs as pets.

His Worship asked if the Council had given any serious consideration to enabling dog registrations online.

The Chief Executive said it was on the list of work the Council would like the IT Department to explore.

Cr Highsted said it seemed the fee increase from \$17 to \$25 was competitive. Cr P Grant warned it would be the percentage increase that Federated Farmers would focus on.

Cr Bolger moved THAT the fees and charges for the year commencing 1 July 2016 be adopted.

The motion was seconded by Cr Highsted.

Cr Sharp moved an amendment THAT rural dog registration increase to \$20.

The amendment was seconded by Cr Byars.

The amendment was put and it was lost.

The recommendation was then put and carried.

His Worship said there should be some discussion in the near future around the community good aspect of dog control activities. Those who benefit from the dog control officer's time are, in the main, probably not dog owners. He would like to see the community good reflected more in this activity.

3. FINANCIAL REPORT FOR APRIL

A financial report to 30 April had been received from the Chief Financial Officer and was perused by the Committee.

Cr Bolger said the report showed the Council was tracking to an end of year result that would be around the level budgeted for.

The Chief Executive said there were one or two pressure points, which was usual around this time of year. Overall, the financials looked strikingly familiar with previous years.

RECOMMENDED on the motion of Cr P Grant, seconded by Cr Page, THAT the report be received.

The meeting concluded at 5:51pm

COUNCIL MEETING AGENDA

TUESDAY 28 JUNE 2016

5. YOUTH COUNCIL

Representatives of the Gore District Youth Council will provide the Council with an update on Youth Council activities.

6. SOUTHLAND REGIONAL DEVELOPMENT STRATEGY UPDATE

Sarah Brown, Project Manager and Sarah Hannan, Programme Director of the Southland Regional Development Strategy (SoRDS) will be in attendance at the meeting to give an overview and a general update on SoRDS progress.

7. VENTURE SOUTHLAND PROJECTS AND ACTIVITIES REPORT APRIL AND MAY 2016

(Memo from Chief Executive – 20.06.16)

- ✎ Attached is a report from Venture Southland on its projects and activities for April and May 2016.

The Chief Executive of Venture Southland, Mr Paul Casson will be in attendance at the meeting to speak to the report.

RECOMMENDATION

THAT the report be received.



TO: Gore District Council

FROM: PAUL CASSON

MEETING DATE: 28 June 2016

VENTURE SOUTHLAND PROJECTS AND ACTIVITIES REPORT

Report Prepared by: Group Managers - Venture Southland

Recommendation:

THAT THE REPORT ON VENTURE SOUTHLAND'S PROJECTS AND ACTIVITIES BE RECEIVED.

VENTURE SOUTHLAND PROJECTS AND ACTIVITIES REPORT APRIL - MAY 2016

SOME OF THE HIGHLIGHTS CONTAINED WITHIN THE REPORT:

Air NZ Grabaseat promotion with Bluff Oyster and Food Festival – A320 direct to Invercargill with 169 passengers from Auckland attending the festival. In flight give away of a prize package for winner to return to Southland and generated direct economic impact of over \$26,000.

Working with China

Venture Southland has been working SOUTH (Southisland Marketing Alliance) and CIAL (Christchurch International Airport Ltd) in regards to developing the Generous Southern Coast to correlate with the increase in seats into Christchurch Airport. In May members of the Venture Southland team and Southland operators attended the MBIE Chinese FIT (free independent or self-drive) travellers workshop. In this workshop the consultants discussed how quickly the Chinese market is diversifying into special interest travel, and how conversant they are with digital media.

Southland Festival of the Arts

The eighth annual Southland Festival of the Arts took place from 26 April to 21 May, 2016 in a variety of locations throughout Southland, providing the region with a comprehensive series of high quality arts events that showcased the best in arts, culture and creativity in the region. Total participation at paid and free is estimated to be approximately 4000 persons over the month.

Fiordland voted number 1 destination to visit in New Zealand by Experience Oz & NZ (Australian Travel Wholesaler) poll.

Philippa Murrell and Sarah McDonald attended TRENZ – 52 appointments with excellent quality buyers.

Pre TRENZ famil, 3 nights in Te Anau – 15 participants, very positive, extremely generous contribution from operators, feedback survey sent out.

Google Analytics for www.fiordland.org.nz – for 1 Nov 15 to 31 Jan 16 – users up 36%, sessions up 38%, page-views up 18.6%, 78% increase in visits from Android, 58% from IOS. 91% increase in usage from Mobile device. Figures are a comparison with the same period in the previous year.

Regional Business Partner Programme

Venture Southland has seen a significant increase in uptake of business support services through the Regional Business Partner Programme, so far, in 2016. While the start of the year is traditionally a busy period, as companies plan their activities for the year, 2016 has been particularly busy. A significant factor in the growth has been the increased levels of training associated with Health and Safety. This has been particularly evident across the dairy sector. Business efficiency programmes continue to be popular.

2016 Southland Business Survey

Venture Southland has completed the third consecutive Southland Business Survey. The 2016 Business Survey was conducted in March 2016. The survey was undertaken online using Survey Monkey and was promoted extensively through media and direct promotional channels.

The survey touched on the current business environment, where Southland companies are doing business, where they are exporting, challenges, use of new technology and employment trends among other topics.

The survey opened on 01 March and concluded on 1 April. A total of 421 businesses completed the survey. This level of response allows for the analysis to be completed at a 95% confidence level +/- 4%.

Health and Safety Workshops

The Health and Safety Reform Bill has passed and the new law (the Health and Safety at Work Act) came into force on 4 April 2016.

The Act is part of “Working Safer: a Blueprint for Health and Safety at Work” and reforms New Zealand’s health and safety system following the recommendations of the Independent Taskforce on Workplace Health and Safety.

This new Act not only governs the way businesses must now manage their Health and Safety obligations but has also impacted the way not-for-profit organisations, volunteer groups and community organisations must meet their obligations under the new Act.

Venture Southland have identified a need to have information available specifically for the not-for-profit organisations, volunteer groups and community organisations to cater for the impact the new Health and Safety Act will have on the running of their organisations and events in the future.

The Community Development team have partnered with the Community Law Centre to host a series of workshops to be run throughout the region, specifically catering for what the Health and Safety Act will mean for voluntary organisations.

Invercargill, Gore, Lumsden and Wyndham have been held with excellent attendance numbers and positive feedback. Winton, Otautau and Te Anau workshops are scheduled and currently all areas have excellent registration numbers.

SOUTHLAND TOURISM & EVENTS TEAM

Media Results and Familiarisations

Venture Southland hosts a number of famils with media different platforms including social media, print and digital. Please see list below that includes the areas that were explored along with the journalists name and publications they are associated with. Southland stories from famils (familiarisation) facilitated by Venture Southland have featured in number of national and international magazines, newspapers, international websites and television shows.

- Stuff NZ result – Air NZ and Bluff Oyster and Food Festival
- We Chat result – China – Bluff Oyster and Food Festival
- We Chat result – China – Rakiura Track, Stewart Island
- New Zealand Geographic result – Southern Coast
- Asuka Media Famil (Taiwan) – the Catlins, Invercargill, Stewart Island, Western Southland and Fiordland
- NZ Herald result – Great NZ Winter, Invercargill, Bluff, Gore, Southland
- Kia Ora result – Bluff Oyster and Food Festival
- SkyKiwi Media result – China – Bluff Oyster and Food Festival
- NZ Herald result – Guard Pacific Star, Invercargill, Stewart Island, Gore
- Wilderness Magazine result – Stewart Island, Rakiura Track
- Ewan Sargent (The Press) Famil – Invercargill, Bluff, Bluff Oyster and Food Festival
- Richard Liu (D&L Travel China Famil – Invercargill, Bluff, Bluff Oyster and Food Festival
- The Café (TV3) – Invercargill, the Catlins, Stewart Island

- Hokonui Fashion Awards media pitching
- Our NZ Escape (TV1) – Stewart Island, Invercargill, Fiordland
- Instagram – Southland NZ following has increased by 54% in quarter to 12,900 followers
- Facebook – Southland NZ has 33,145 total followers and achieved a reach over 511,511 from 1 April to 26 May

Trade Shows, Famils & Promotion

The utilisation of trade channels such as inbound operators (IBOs) and national tourism organisations (Tourism NZ) is a recognised format for driving sales to commissionable products (businesses that charge and offer commission to distribution channels) and building brand recognition in an affordable manner. Trade activities for the period include:

- TRENZ – Biggest Tourism Trade Event in NZ. Held annually, VS had 2 appointment streams in 2016, Traditional and Emerging Markets. Around 100 appointments and follow up emails almost complete. VS able to bring a Mandarin speaking staff member for the first time. Excellent reaction to Southland product, travel sellers very receptive.
- General Travel and ID Tours - German Cruise Ship Famils – Planning inland excursions featuring Invercargill, the Catlins, Western Southland and Gore. 2 Ships scheduled to come into Bluff Feb and March 2017
- FunShare famil (China x 2) – Bluff Oysters and Food Festival, Invercargill, The Catlins
- Worldway famil (China)– Invercargill, Stewart Island
- Enjoy Holidays famil (China) – Invercargill, Stewart Island
- ATS/AOT famil (worldwide) – The Catlins, Invercargill, Stewart Island, Gore, Western Southland
- Pan Pacific famil – The Catlins, Invercargill, Stewart Island
- Southern World famil – Invercargill, The Catlins
- MEETINGS 2016 – Conference development

Consumer Campaigns, Digital/Social Media and Consumer Shows

Southland tourism team undertakes and participates in a number of consumer focused campaigns. These appeal directly to consumers to create awareness, shape perceptions, influence decision making and act as call to actions through major information sources. Below is a list of consumer activities undertaken by Venture Southland for the past three months:

- On your Doorstep campaign delivery. Targeting local residents of Southland, promoting the activities of Southland in the low season. 58 deals from various local operators were included in the campaign.
- Air NZ Grabaseat promotion with Bluff Oyster and Food Festival – A320 direct to Invercargill with 169 passengers from Auckland attending the festival. In flight give away of a prize package for winner to return to Southland and generated direct economic impact of over \$26,000
- AVIS Big Break promotion with Z Energy and Nestle Kit Kat – designed to inspire people to get out and explore more of New Zealand. The 'Southern Discovery' itinerary within the promotion was the most popular choice of driving route with 2094 (22%) votes nationwide.
- Generous Southern Coast promotion collateral development with SOUTH partners (Enterprise Dunedin, Destination Clutha, Tourism Waitaki and Destination Fiordland)
- The Café – TV3 – hosted Debbie Summers and crew for three days, to be broadcast over next eight months with snippets from The Catlins, Invercargill, and Stewart Island. Eager to return to include the Around the Mountains Cycle Trail.
- Our NZ Escape – TV1 – joint venture with Destination Fiordland to be broadcast on international inflight with AirNZ for next 2 years – featuring Stewart Island, Invercargill, Bluff and Fiordland
- Working with the Southern Scenic Route Steering Committee, Venture Southland coordinated the brochure revision
- World Shearing
- AA Campaign including driving routes, cycling, golf, and accommodation

Invercargill i-SITE & Visitor Information Services

The i-SITE team have had a period with some mixed results. Transaction/enquiry activity for March levelled off to 69 per day and dropped to 51 per day for April, as is usual for this time of year. The i-SITE was approached by DOC for assistance with managing the ticket sales for their Kakapo Chick viewing during the month of May. This has been a very successful partnership with over 1700 people visiting the i-SITE to purchase tickets. The i-SITE has recently begun selling entry tickets for Bill Richardson's Transport World, and we are also excited about the news of their purchase of the Sturgess Motorcycle collection from Nelson and look forward to it becoming a new attraction for Invercargill.

ILT Kidzone ticket sales have begun for 2016, with i-SITE managing both the counter sales and also the despatch of online ticket sales. Sales in the first week have been a little slower than last year. The i-SITE has a new staff member, Elly Chang, who we are sharing with the wider Venture Southland (particularly events and tourism). Elly originally from Beijing, and studied at Otago University has a variety of skills which will be very useful when dealing with the growing number of Chinese visitors. Two members of the i-SITE team are continuing their professional development with retail management training.

Working with China

Venture Southland has been working SOUTH (Southisland Marketing Alliance) and CIAL (Christchurch International Airport Ltd) in regards to developing the Generous Southern Coast to correlate with the increase in seats into Christchurch Airport. In May members of the Venture Southland team and Southland operators attended the MBIE Chinese FIT (free independent or self-drive) travellers workshop. In this workshop the consultants discussed how quickly the Chinese market is diversifying into special interest travel, and how conversant they are with digital media.

To further this capability a recent appointment to the tourism and events team is Elly Chang who is fluent in mandarin who has already undertaken the following activities:

- Set up Weibo account for Southland
- Hosted Chinese Travel Trade
- Hosted Chinese Media
- Translated Southland materials
- Translated materials for operators (recoveries)
- Attended TRENZ to meet with Chinese buyers
- Contract negotiations between IBOs and local operators

Elly has facilitated these opportunities that previously would not have been possible

Tourism Liaison Committee – Southland Tourism Brainstorm

The Southland tourism sector is aware of opportunities and challenges that it, and the wider community face based on recent growth of the sector (locally and nationally). Working under the umbrella of the Tourism Liaison Committee (TLC), Venture Southland hosted the Southland Tourism Brainstorm on the 25th May. The purpose of this session was to garner suggestions from the tourism sector on what initiatives could be undertaken to achieve the best outcome for the region.

This included 56 participants from all over the Southland region (such as Gore, the Catlins, Western Southland, Fiordland, Invercargill and Stewart Island), and represented variety of organisations and sector groups (such as tour operators, accommodation, hospitality, promotions associations and local council).

Within the brainstorm, participants were streamed into different subject areas to share whatever ideas they believe would benefit the tourism and community in Southland. Using the framework developed by the Tourism Industry Association (TIA) and then adapted by the Southland Regional Development Strategy (SoRDS) working group the subject areas of focus were:

1. Productivity for Profit; Search for new solutions for seasonality and peak season, to attract visitors and to find ways to improve our capability
2. Visitor Experience; Drive value through outstanding visitor experience
3. Connectivity; Grow sustainable air, land and sea connectivity
4. Insight; Prioritise insight to drive and track progress
5. Target for value; Target visitors with highly valued attributes that deliver the greatest overall benefit.

Product Development, Industry Engagement, Business Advice and Projects

The tourism team met with and advised a variety of tourism sector operators and undertaking projects in relation to:

- Catlins Tourism Strategy – completed 02 June 2016 – sent to Catlins Coast Inc – AGM meeting
- GDC Cycling Strategy Report for feasibility funding
- Visitor Strategy Brief (RFP) – draft to be submitted
- Tourism Product Development and Promotion Workshop Series (4) – 01- Investment, 02- Tourism Product Development, 03- Digital, 04- Trade Ready

- Southland Cycling Strategy 2016 draft arrived 01 June to be sent to stakeholders 07 June - (review)
- Milford Sound Traffic Flow Monitoring – news stats (currently follow up) monthly monitoring and follow up with MDA for latest numbers, new projections (CONFIDENTIAL)
- NZFSS (New Zealand Fresh Water Conference) Committee - Invercargill Event 05 Dec 2016 - website <http://nzfssconference.co.nz/>
- Te Hikoi Canton Village further development (Successfully received support letter from Consulate – General of the People's Republic of China in Christchurch); next step to receive funding for NZ Conservators Report - re-development phase I. completed Steering Group established
- Borland Lodge - Borland Lodge Adventure and Education Trust. Website reviewed and report submitted. – done
- Southland Museum and Art Gallery (Invercargill) – product development – on hold
- Waihopai Wharekai Redevelopment Project (Murihiku Marae) (Invercargill) – product development – ongoing we had a meeting
- GDC 'Experience Mandeville' – re-development (new product) – assistance and support – key contact David Luoni, preparation for Request for Proposals - Mandeville Marketing Strategy and Planning, Creative New Product Development, Plan Implementation and Management (draft ready)
- Te Anau – *New product (Cycling opportunity) – product launch on 01 October 2016 – confirmed. New operator introduced to Destination Fiordland team.
- New Product Development – Southland Experience –underway – soft launch mid-September 2016 - .- Tourism Growth Partnership Fund potential
- Geology Tours – Guided field trips which explore the earth science/history of the south coast. – start 01 October
- Eyre Farm Estate (Five Rivers) - product development – follow up with Greg and Debbie
- Descent Diving (Fiordland) – product development expansion –. (Business Plan – ready for review – waiting for TGp – Tourism Growth Partnership Fund – 5th round to open)
- Traffic Visitor Flows (investigating analytical tools for visitor activity – GEOZONE, Traffic Counter, QRIOUS)
- GeoZone – creating a maps and graphs - for year 2015 for FIT (Free Independent Travellers) for Southland / Fiordland RTO, comparison flow from Queenstown –preparing maps with Nick
- Tourism Training Workshop Programme (to commence) including: Investing in Tourism (22 July), Tourism Product Development (24th August), Digital Marketing for Tourism (1st Sept) and Working with Trade (29th Sept)

ILT Kidzone Festival

Planning is underway for the 2016 ILT Kidzone Festival which is being held at James Hargest College Senior Campus from Wednesday 13 July to Monday 18 July. A new website is currently being developed and all our promotional material is with the designer. Tickets have been on sale since Monday 16 May from the festival website (www.iltkidzone.co.nz); the Invercargill i-SITE, Southland District Council Area Offices and the Gore Visitor Centre. Sales are again strong, which has also been reflected in response to social media promotion.

Southland Festival of the Arts

The eighth annual Southland Festival of the Arts took place from 26 April to 21 May, 2016 in a variety of locations throughout Southland, providing the region with a comprehensive series of high quality arts events that showcased the best in arts, culture and creativity in the region. Total participation at paid and free is estimated to be approximately 4000 persons over the month.

Venture Southland's management of the festival involved scheduling and programming the festival, managing specific events, (see below); liaising with partner organisations for their inclusion in the festival; facilitating the production of 10,000 brochures which were distributed all over Southland and beyond; and overseeing a comprehensive marketing campaign with all media, in both editorial and advertorial articles as well as paid advertisements in print media, radio and website listings and social media. The programme and attendance was as follows:

- The Modern Maori Quartet, cabaret-style, four-piece singing ensemble (304 pax)
- Duck, Death and The Tulip, family show featuring puppetry (380 pax)
- MAMIL, Middle Aged Man In Lycra, comedy/theatre (389 pax)
- Pass the Gat, three singer/songwriters (221 pax)
- A Doris Day Special, musical play starring Ali Harper (135 pax)
- The Bookbinder, theatre show; Invercargill (217 pax); Winton (76 pax); Riverton (42 pax); Tokanui (34 pax); Lumsden (22 pax)
- Legendary Divas, cabaret show starring Ali Harper (139 pax)
- Michele A'Court, Things I Forgot To Tell My Daughter, comedy, Stewart Island (98 pax); Te Anau (110), Invercargill (140)
- Footnote Dance, NZ contemporary dance company, (103 pax)
- International Story Tellers (Southland Council of the NZ Literacy Association) (over three events); plus children at schools around Southland (400 pax)
- Chamber Music NZ, ENSO String Quartet (400 pax)
- Fool to Cry, world premiere of Invercargill writer, Steven Page, presented by Invercargill Repertory Society (120 pax)
- The Cabaret Club, new local professional performance ensemble (600 pax)
- Two NT Live Film screenings at Southland Museum and Art Gallery (45 pax)
- White Night (300 pax)

Matariki Festival 2016

The annual celebration of Maori New Year will take place in mid June. Venture Southland will work with the Southland Museum and Art Gallery to deliver a suite of events including a programme of Maori filmmakers' short films from the Wairoa Maori Film Festival, weaving workshops and kapa haka performances.

Regional Arts Pilot

The Murihiku Arts Incubator group is continuing its work to prepare to deliver the Creative NZ regional arts pilot. Venture Southland provides support and advice where necessary.

Lifting Up The Arts--mentoring workshop for youth

Venture Southland is working with the Murihiku Maori and Pasifika Cultural Trust to deliver a two-day, live-in workshop for young people focussed on a potential career in the Arts. Five tutors, from the professional arts industries will work with twenty young people, with provision for ten Southland District area students, nominated by their schools. The workshops will cover scriptwriting, acting and music and is supported with funding from the SDC Creative Communities Scheme.

Travel Trade & Market Development

- Fiordland represented by Southern Lakes in the UK by Geoff Marks LWT – report attached
- Fiordland voted number 1 destination to visit in New Zealand by Experience Oz & NZ (Australian Travel Wholesaler) poll
- Hosted Alana Pietrzak, Trade Development Executive, TNZ, Los Angeles for 2 nights in Fiordland
- Philippa and Sarah attended TRENZ – 52 appointments with excellent quality buyers

- Pre TRENZ famil, 3 nights in Te Anau – 15 participants, very positive, extremely generous contribution from operators, feedback survey sent out
- TNZ Indonesian Pre TRENZ famil – 1 night in Te Anau, Caves, Doubtful Sound
- Autumn Trade Update sent out to 2166 trade contacts with a 26% open rate (4% more than Summer)
- Philippa attended the RTONZ Inbound Operator Trade event in Auckland in April – report attached
- Hosted travel agent Debby Rosengarten from Askja Reizen in The Netherlands in Fiordland for 2 nights plus activities. She also attended our Destination Fiordland networking function
- Sarah attended Chinese FIT Travellers Workshop in Queenstown

Media

- Hosted Brazilian media for 2 nights
- Tabi Salad – Japanese Travel Magazine returned to do their film shoot in Milford Sound & Te Anau
- Coverage regarding #1 destination in New Zealand

Online

- Phase 2 of www.fiordland.org.nz in progress
- Instagram followers increased from 600 to 702 since last report
- Facebook likes increased from 5129 to 5367 since last report. No 1 post reached 4053 people
- Google Analytics for www.fiordland.org.nz – for 1 Nov 15 to 31 Jan 16 – users up 36%, sessions up 38%, page-views up 18.6%, 78% increase in visits from Android, 58% from IOS. 91% increase in usage from Mobile device. Figures are a comparison with the same period in the previous year.

Communication

- Friday radio slot continues
- Meeting held with new reporter at the Advocate South
- Presentation in Wellington office of TNZ – product and regional update
- Held networking function in April
- Article in the Advocate continues through 2016
- Maintaining activity on Instagram and Facebook

Membership

- Meeting held with new owners of Dunluce
- Meeting held with new owners of Fat Duck
- Meeting held with new operator in Te Anau (confidential)
- Facilitated Health & Safety workshop with Preston Russell Law (thanks Gareth)
- Date set for Fiordland Tourism Expo – 14th October 2016
- Fast Facts continues in Campaign Monitor – averaging around 45% open rate (industry average = 32%). Average an 18% click through rate (industry average = 5%)

Key Relationships

SOUTHERN LAKES IMA

- Southern Lakes TRENZ party well attended in Rotorua
- SL attended European Product Workshop in April in London (LWT attended and report is attached)
- SL will attend Kiwi Link India & Singapore in July (DQ attending)
- SL will attend Best of US series in September: Boston, Minneapolis, Atlanta, Denver (DF attending)

- SL will attend Kiwi Link Latin America in September – attendance TBC
- SL will attend Kiwi Link SE Asia (LWT attending)
-

SOUTHERN SCENIC ROUTE – SSR brochure is currently being reprinted. Sarah attending meetings

SOUTH

Meeting attended in Christchurch reviewing the South Island Road Trip Campaign. TNZ provided great insights following the campaign. DF will be involved in the 2nd part of this campaign based on these insights. Report available for viewing at the DF office. We also received an update on CIAL activity going forward.

TCB –

Working with TCB, FTT, SDC, VS on marketing for the cycle trails in the region.

SDC

Various meetings attended

Venture Southland

- Working with Tourism Southland on a Southland/Fiordland episode of NZ TV travel show
- Worked with Tourism Southland on ASUKA trade/media visit (June 3-5th)
- We will be offering a joint Fiordland/Southland faml to IBO Trade Event attendees as we did last year to take place in October/November
- Taking part in the Venture Southland Lean Management Programme
- Attended the tourism brainstorm session as part of the Southland Regional Development Strategy

TE ANAU COMMUNITY EVENTS CHARITABLE TRUST (Te Anau Events) update Work in progress

- Funding applications. Have applied to Meridian's Community Fund for a set of portable toilets, a new sign at the entrance of Te Anau and another 6 hand held radios. Working on an application to Southern Trust for more safety and traffic management equipment as well as fish for the Take A Kid Fishing competition.
- Te Anau Enduro (Saturday 12 March 2016) – a resounding success with 96 entrants. A perfect number for the first year (enough to test the circuits and to make a profit, but not inundated). The date for 2017 is Saturday 11 March.
- Te Anau Tartan Festival (Easter weekend 25 & 26 March 2016) – another successful event. Numbers were slightly down but this was expected as Warbirds over Wanaka was on the same weekend. The Pipeworkz Concert was a huge success and played to a sold out audience.
- Milford Mountain Classic – we were able to donate \$6,000 to the Fiordland College P.T.A. and \$4,000 to the Te Anau Community Event Charitable Trust from the 2016 event. The 2017 date has been set for Saturday 21 January and the committee is currently working on 2017 sponsorship.
- Fiordland Big 3 (Queens Birthday weekend, 2-5 June 2016) – given the issues surrounding last year's event as well as declining entrant numbers, the previous committee discussed taking a year off. The Rugby Club expressed interest in taking over organisation this year and has been doing so. However, the event co-ordinators have a couple of concerns so have stepped back in to assist. Currently there are only 8 teams entered.

- Te Anau Manapouri Fishing Classic (Labour Weekend) – the committee is currently working on sponsorship and funding
- Illumination evening (Saturday 9 July) – attending meetings, applying for funding and assisting where necessary
- Battle of the Lakes (Saturday 13 August) – attending meetings, assisting with advertising, obtaining auction prizes etc

BUSINESS TEAM

Southland Youth Futures – ‘Invest in Youth’

Students from six secondary schools spent time outside the classroom visiting primary industries businesses last month learning about job opportunities in Southland. Part of the Southland Youth Futures ‘Invest in Youth’ programme businesses including Agricentre South Ltd, Ballance Agri-Nutrients, Southland Demonstration Farm, Fonterra, and Niagara opened their doors to 27 students and five career staff.

Students got to view skilled employees in their workplace and experience a primary industries work environment, and employers got to showcase their business through stories, hands-on workplace tasks, the science, systems, technology, processes, and Health and Safety practises. These visits provided young people with a realistic idea of what a job might entail and getting the information now while still at school allows them to participate in work experience opportunities before making study and work related decisions. The site visits and employer talks aims to streamline pathways for young people into Southland’s productive industries and improve educational outcomes for young people in the regions.

The site visits on May 19 followed employer talks at SGHS, Aparima College, Aurora College, SBHS, JHC, CSC and Verdon College early in term two. Nearly 900 Year 10 – 13 students were involved in the initiative.

After a review of the site visit pilot later this month all 14 Business Partners (including more than 35 farms) will decide on the site visit format going forward so that interested young people continue to be connected to Southland’s productive industries.



Agricentre Heavy Diesel Technician Sam Short shows Central Southland College Student Mitchell Van Brecht (right) and Aurora College Daniel McIntosh-Alison the tools of his trade during a workplace visit.

Regional Business Partner Programme

Venture Southland has seen a significant increase in uptake of business support services through the Regional Business Partner Programme, so far, in 2016. While the start of the year is traditionally a busy period, as companies plan their activities for the year, 2016 has been particularly busy. A significant factor in the growth has been the increased levels of training associated with Health and Safety. This has been particularly evident across the dairy sector. Business efficiency programmes continue to be popular.

Venture Southland will continue to work with New Zealand Trade and Enterprise (NZTE) to ensure the available funding matches demand as closely as possible. The funding year concludes at the end of June and all the allocated \$180,000 will be issued to qualifying businesses for business skills development. Venture Southland is also working with NZTE to secure additional funds to support business skills.

Building on previous new product development workshops, Venture Southland, in partnership with Callaghan Innovation are to running a number of Design Thinking and Innovation Ready workshops in the region across the year, to help prepare businesses for innovation and to make those who are already innovating more aware of the range of programmes and services on offer. This four part innovation series is designed to assist companies to understand the innovation pathway with the intent of driving increased volumes of R & D. The four workshops will include:

- New Product Development (NPD) - getting the basics right (& what not to do - mistakes)
- The latest thinking in NPD - Lean NPD
- A tool to gain better customer insights - D-thinking
- Building smarter innovations (10 types of innovations)

Two workshops aimed at the Tourism sector are also scheduled for July and August; the first focused on Investment strategies in Tourism and the second on the Tourism product development process. Again, these build on workshops undertaken last aimed at the sector

and will be co-promoted with two Tourism marketing workshops being presented by the Tourism team.

Business Mentors New Zealand

The Business Mentors programme, which is now contracted as part of the Regional Partner Programme, has had steady interest in the both mentors and mentoring requests over the first part of 2016. There has been particular growth in agriculture sector mentors and demand for agriculture focused mentoring services.

Following the successful business mentors accreditation seminar, for new and existing members on the 28th April. A further accreditation seminar will be held in June to meet increased demand and interest in the programme. This provides an opportunity for those new to mentoring to understand the programme and process as well as learn new skills. We have seen significant growth in demand for agriculture specific mentors and have recruited 10 new agri-mentors to fill this need.

Southland Dairy Lean – Farm Tune

Following the conclusion of the 2016 Southland Dairy Lean Programme “Farm Tune”, Venture Southland is currently working with DairyNZ to review the delivery model to ensure that the the programme is able to scale to meet increasing demand. Following the continued success of the Southland Lean initiative, DairyNZ are committed to establishing Lean as a core business activity. Venture Southland is continuing to work with DairyNZ to ensure the programme is scalable at the required standard to ensure positive outcomes. To date 35 Southland farms have been through the programmes. A development framework and associated budgets have been prepared to upscale the Dairy Lean programme. This will be reported to the July Joint Committee meeting.

Lean Manufacturing - 2016 Lean Cluster

The 6 participating companies in the 2016 Lean Manufacturing Programme are half way through their training. These companies come from a range of industries across the region.

Pipers Produce, Retro Organics, Lewis Windows and Doors, Vet South, Phoenix Services and NES began the programme in early March and will continue with the training for the next 6 months. This programme is now funded by Callaghan Innovation, which makes this the first and only cluster programme in New Zealand to be funded by Callaghan Innovation.

Stand-alone refresher and SME programmes Lean Accelerator, Lean 5S, SME Lean are schedule for the end of June.

The 4th annual Southland Lean Forum was held in early June with over 65 representatives of Lean companies attending. This forum provided opportunities for previous companies to share and learn from each other's Lean journey and the challenges associated with sustained implementation. Presentations were made by Quality Foods Southland and Beatties Auto Repairs outline their successes and challenges.

These additional programmes have been developed to ensure businesses are able to continue to learn and sustain their continuous improvement journey.

Small Business Roadshow

Venture Southland is assisting MBIE to hold a small business roadshow to highlight the available services provided. This session is being held on the 4th July, 3.30-5.30 at the Kelvin Hotel. This national series is being organised by MBIE and the Minister of Small Business Minister Craig Foss. The session includes a general overview of available services and support and will involve case studies of local businesses who have utilised the services. The series incorporates the Regional Business Partner programme and wider government services, including IRD, WorksafeNZ, NZTE, Callaghan Innovation and ACC. It also provides

a vehicle for local businesses to provide feedback on services and programmes currently available.

2016 Southland Business Survey

Venture Southland has completed the third consecutive Southland Business Survey. The 2016 Business Survey was conducted in March 2016. The survey was undertaken online using Survey Monkey and was promoted extensively through media and direct promotional channels.

The survey touched on the current business environment, where Southland companies are doing business, where they are exporting, challenges, use of new technology and employment trends among other topics.

The survey opened on 01 March and concluded on 1 April. A total of 421 businesses completed the survey. This level of response allows for the analysis to be completed at a 95% confidence level +/- 4%. The business survey findings are available online here: <http://www.venturesouthland.co.nz/portals/0/documents/Southland%20Business%20Survey%202016%20Full%20Report.pdf>

KEY FINDINGS

- Business Confidence

Business confidence remains positive, although it has been considerably impacted by the economic headwinds, including the dairy downturn. 59% of businesses are positive about the Southland economy and business environment (down 16% from last year) and 78% are positive about their own business (down 9%).

Business performance in sales remains strong with 81% of businesses reporting increased or steady sales, down 5% on 2015.

However, there is considerable variation between sectors.

The Agricultural sector is experiencing considerable challenges relating to lower commodity prices. Confidence in the sector has declined from 64% positivity in 2015 to 34% in 2016.¹ The proportion experiencing increased sales has also declined. However, 70% of agricultural operators remain positive about their own businesses.

In contrast, the Tourism and Accommodation sectors have been having a great season and confidence is riding high, at 84% and 77% positive responses, respectively. 68% of Tourism operators and 66% of Accommodation providers had increased sales over the last year. 94% of Tourism operators and 81% of Accommodation operators are positive about the future of their businesses.

- Digital communications

Digital technology is becoming an increasingly important part of business in Southland.

72% of businesses have a website and 64% use social media to promote their business.

After staff training, online marketing is the most common area of planned investment for the year ahead: 45% of businesses are planning investment in online marketing and 27% in online sales. For the 42% of businesses implementing new ways of working, investment in digital technology is by far the most common area of investment (at 66%). Websites are the

¹ It should be noted that the sector specific findings are of a lower confidence rating than the findings for the business community as a whole due to the smaller sample size. Only very clear trends have been discussed and the possibility for sampling bias must be taken into account.

second most common source of business information and support, used by 53% of businesses.

However, businesses are concerned about the quality of broadband and mobile services, and the impact of these services on their business. Businesses were asked what would improve ease of doing business in Southland. Quality of broadband and mobile infrastructure and services was the number one concern, mentioned in 25% of responses.

A third of businesses (36%) say that they expect the quality of communications services to impact on their business within the next three years. This feedback is consistent with the feedback which was received from the Internet and Mobile Survey conducted in 2015, where there was widespread concern, particularly from rural businesses, about the challenges presented by poor communications infrastructure.

- Health and safety

The Health and Safety at Work Act came into force just as the business survey closed. The survey showed that businesses are taking a proactive approach to the new regulations.

79% of businesses are aware of the changes and a further 17% have heard about the new regulations but are not aware of the details. Only 4% have heard nothing about the changes. This is a very high level of awareness for a regulatory change such as this.

The most common response from business owners and managers has been to research their obligations under the act (61%), followed by undertaking training (45%), introducing new processes (43%) and rewriting policies (42%).

- Use of the Survey Findings

Venture Southland uses the findings of the survey to identify areas of focus for the Regional Business Partner programme for the year ahead and to inform strategic projects. The business survey gives us direct feedback from businesses about areas which are of concern to them in their planning for the immediate future.

As part of the Regional Business Partner Programme, the 2015 business survey results were used to inform the development of digital enablement and retail sector workshops.

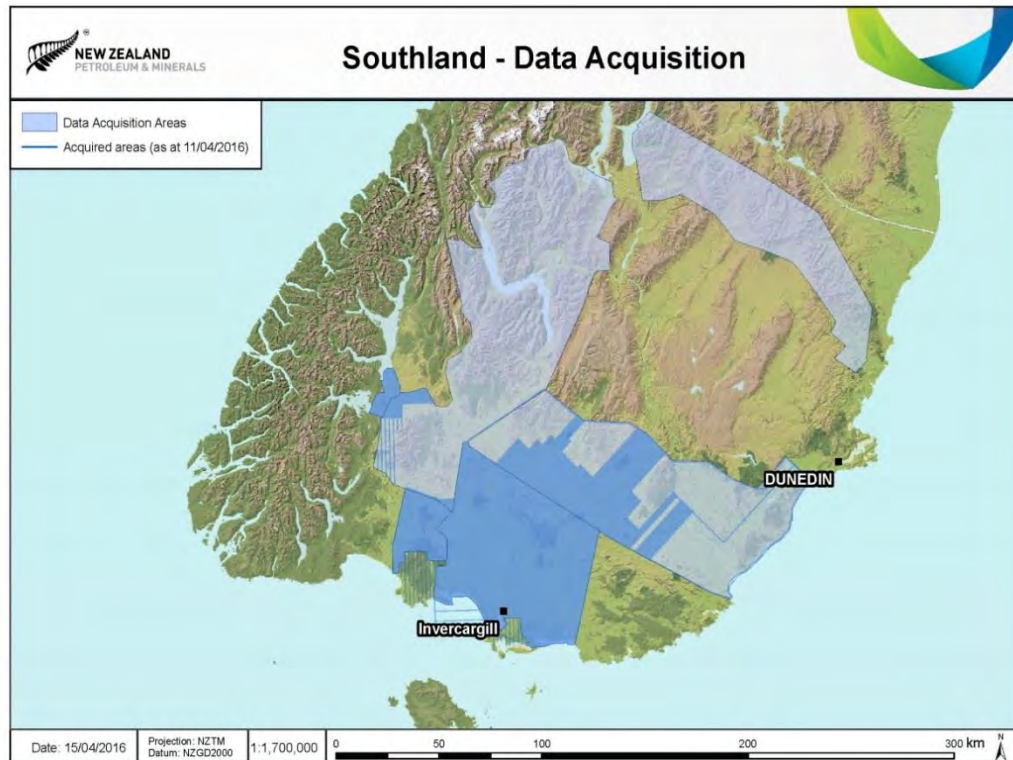
The survey results are also used to provide information on topics of strategic interest, including:

- Digital Strategy - informed the 2015 Southland ROI to MBIE as part of the review of Ultrafast broadband, rural broadband and mobile blackspot funding
- Labour Market Strategy – provides an annual forecast of labour demand, including businesses forecast needs for specific job roles. Gives information on adjustments made for key target groups: older people, women, young people and migrants
- Southland Youth Futures Programme
- Tourism Strategy – key trends in the tourism sector, including confidence, sales, employment etc

Information is also shared with the survey participants and businesses at large as well as the Southland Regional Development Strategy groups.

Aeromagnetic Survey of Southland

In January 2016 the Aeromagnetic and Radiometric Survey began in Southland and Otago. The aim of the survey is to get better insights into geological hazards (including fault lines); understand regional water resources; and gather information on climate, soil and geology. The data gathered will be available free to industry and investors. The surveying of the Southern Southland Area commissioned by ICC, SDC, GDC and ES, as well as the Te Anau Basin area have now been completed and MBIE will be finalising the Otago area next



summer, as shown in the map below.

The Te Anau Basin data has been completed three weeks ahead of schedule and passed on to SDC and Landcorp. Venture Southland has facilitated further interpretation for SDC and Landcorp for the Te Anau Basin data and has hosted meetings with qualified experts to advance this process.

Venture Southland will also prepare a Request for Proposals (RFP) for the wider interpretation work of the Southern Southland area. The interpretation will commence once MBIE has finalised the survey for the remaining Southland area and the Otago region, as shown in light blue in the map above.

Venture Southland will contribute \$100,000 towards the interpretation, and the information gained will be available to all Councils. The Council may then choose to invest further in additional aerial mapping and data analysis for areas of specific interest to them.

Wood Energy South

S.I.T has completed its feasibility study and found a 69% reduction in emissions when the boiler was run on woodchip. This result is based on insufficient boiler fuel supply, particulate emission would increase further with a complete conversion allowing more feed into the boiler. There are currently three feasibility projects still underway – Invercargill Prison, Tisbury School and Danone Carbon Zero Dairy Project.

Stephen Canny spoke on behalf of the Wood Energy South project and other Venture initiatives at the "Yes We Can" National Symposium which explored opportunities that are economically achievable to lower GHG (Green-House Gas) emissions. This presentation received extremely positive feedback.

Venture Southland will host an Industrial and Commercial Biomass Boiler Symposium with BANZ on July 21st with speakers from state-sectors, Fonterra and industrial boiler users discussing their motivations for converting to biomass.

Methane Recovery

A study of the dairy methane recovery project will be undertaken to evaluate the electrical, thermal and biological performance of installation with a view towards wider use of this technology for efficient investment. An integrated plan and typical design for a methane recovery system has been completed and Venture Southland is now developing a monitoring plan and funding proposal with NIWA, EECA and DairyNZ to support the concept of making this a reliable and streamlined process.

This work will review the installation, design methodology and technology integration, to provide a framework for the development of a repeatable process for similar farms. A wider interest in the project is evident by recent enquiries from other process industries and waste water plant operators. This project was also presented in Wellington at the “Yes We Can” symposium.

Silica

Venture Southland has completed a Silica Opportunity profile and this has been peer reviewed and passed on to a number of interested parties. This project is focused on process technology, market trends, infrastructure, electricity demands and the consent related matters, economic impacts and financial viability.

Detailed analysis of the Southland silica gravel samples has been conducted by SINTEF, Norway, confirmed the presence of high quality silica deposits which can be processed to manufacture electronics grade and solar grade silicon. A number of interested parties are currently evaluating the opportunity.

Space Industry – Ground Stations

Robin McNeill attended SpaceOps 2016 conference in May, where he presented a paper describing the developments at Awarua. It was judged to be one of the best papers at the conference and the revised paper will be incorporated into a book. At the conference, Robin was able to market Awarua Satellite Ground Station to a number of very interested space agencies. There are a number of promising leads that are being followed up. It also provided an important and necessary opportunity to renew acquaintances with existing colleagues in the space operations sector. Approximately 600 people attended the conference.

Venture Southland has continued to provide oversight to engineering matters at Awarua and Lochiel on behalf of satellite operators hosted there. A visit from a potential new operator from Europe scheduled for May-June 2016 has been deferred until later in the year when visas for the

operator's customers can be processed. Discussions are well underway with another operator that will hopefully see the establishment of two new antennas at Awarua by March next year.

An agreement with existing satellite operators to share the costs for installing fibre-optic connectivity to the Awarua Satellite Ground Station has been finalised and this work is currently underway.

Venture Southland continues to lead MBIE and MFAT to renew the NZ Government – European Space Agency Arrangement.

Transmission Pricing Methodology – Second issues paper and the review of distributed generation pricing principles

The Electricity Authority promotes competition in, reliable supply by, and the efficient operation of, the electricity industry for the long-term benefit of consumers. On 17 May, the Authority released the Transmission Pricing Methodology (TPM) issues and proposal second issues paper and the review of distributed generation pricing principles. These are the two areas the Authority believes the current pricing model could be more efficient.

In response to the Venture Southland lead-submission to the Transmission Pricing Methodology Options Working Paper in 2015, the Electricity Authority representatives Chairman Brent Layton, CE Carl Hansen and Principal Adviser Market Design, Alistair Dixon travelled to Invercargill on 25 May to discuss the two topics and their implications for Southland. The meeting was attended by representatives from Venture Southland, Invercargill City Council, Southland Chamber of Commerce, NZAS and PowerNet.

The TPM second issues paper proposes to alter the way transmission charges are shared among transmission customers so that charges are linked to the transmission services delivered and the costs involved. In 15 regions, electricity consumers' bills will decrease and in the remaining 14 regions, the average bill increase would be less than \$50 per year.

The Authority is holding a further workshop in Invercargill on 16 June to discuss the TPM second issues paper and proposal, in advance of submissions closing on 26 July 2016. This workshop is excellent opportunity for all interested parties to ask questions and clarify points about the paper:

Workshop details:

Thursday 16 June, 12-2pm

Aparima Room, Ascot Park Hotel, Corner Tay Street and Racecourse Road, Invercargill

NZTE visit

On 2 June 2016, NZTE representatives met with Venture Southland and leading Southland businesses to look at potential investment opportunities in the region and evaluate current investment proposals into new industries in Southland.

Southland Perception Study

Venture Southland has conducted Southland perception studies since 2000 (2000, 2002, 2004, 2008, 2010 and 2013) to obtain an insight into how people perceive Invercargill and Southland against a range of established quality of life indicators.

Preparation for this year's perception study is well advanced and quotes for the work have been sought from suitable service providers. It is expected that the work will commence in late June – early July.

COMMUNITY DEVELOPMENT TEAM

REGIONAL INITIATIVES AND SIGNIFICANT PROJECTS

Curio Bay Tumu Toka Vision

The South Catlins Charitable Trust, working alongside their partners SDC, DOC and local iwi, have reached an exciting time as a number of projects they have planned around the Curio Bay camp ground area come together.

Venture Southland is providing overall assistance with coordination of all components associated with achieving the vision and working closely with the Trust in particular. The project is at a critical stage after many years of preparation.

- A preferred supplier for the provision and installation of the SDC wastewater treatment plant has been identified and tenders have closed for the reticulation (pipework) portion of the project.
- The Trust, SDC and DOC have agreed on a car park plan and the number of car parks. Final design and tender documents are almost completed.
- Natural Heritage Visitor Centre plans are almost finalised with building to commence as soon as possible within the consented timeframe, avoiding penguin breeding season which is between September and March.
- Interpretation within the Natural Heritage Visitor Centre will tell the main stories of the Jurassic and petrified forest story, local iwi and endangered wildlife.
- The Trust's Ablution and Kitchen building fit out is now well underway and should be onsite within the camp ground during June.
- Successful Governance Group meeting held in May with another planned in June.

With growth in tourism in the region, particularly in the Catlins and along the Southern Scenic Route, there is more and more need for improved visitor management, provision of adequate infrastructure and high quality unique visitor experiences – all which will be provided with this project thanks to a collaborative approach from key stakeholders.

Health and Safety Workshops

The Health and Safety Reform Bill has passed and the new law (the Health and Safety at Work Act) came into force on 4 April 2016.

The Act is part of "Working Safer: a Blueprint for Health and Safety at Work" and reforms New Zealand's health and safety system following the recommendations of the Independent Taskforce on Workplace Health and Safety.

This new Act not only governs the way businesses must now manage their Health and Safety obligations but has also impacted the way not-for-profit organisations, volunteer groups and community organisations must meet their obligations under the new Act.

Venture Southland have identified a need to have information available specifically for the not-for-profit organisations, volunteer groups and community organisations to cater for the impact the new Health and Safety Act will have on the running of their organisations and events in the future.

The Community Development team have partnered with the Community Law Centre to host a series of workshops to be run throughout the region, specifically catering for what the Health and Safety Act will mean for voluntary organisations.

Invercargill, Gore, Lumsden and Wyndham have been held with excellent attendance numbers and positive feedback. Winton, Otautau and Te Anau workshops are scheduled and currently all areas have excellent registration numbers.

Community Workers in Southland Report

Venture Southland has worked with all the individual groups that employ community workers in Southland over the years and during that time have identified common challenges for those groups, with respect of pressures in the role and difficulty in accessing funding.

Venture Southland has worked collaboratively with the major funders of these groups, Department of Internal Affairs, Ministry of Social Development and Community Trust of Southland.

A report has been prepared by Venture Southland with three key objectives -

1. Gain an understanding of the regional network of community workers, particularly in regards to funding
2. Identify the individual challenges of the community workers as they see them, including recent changes in local communities
3. Gain an understanding of the challenges and perspectives of the groups that employ the community workers.

This completed report will be presented to the governance of the Community Workers Trusts at a joint meeting with the major funders, which is set for mid-June.

RESEARCH AND STRATEGIES

Southland Cycling Strategy

Status: **UNDERWAY - due to be completed by August 2016.**

This is a joint strategy undertaken with Southland District Council, Invercargill City Council, Gore District Council and Environment Southland along with cycling groups, to provide direction for planning and investment decisions, identifying feasible projects for inclusion in future works programmes aimed at improving cycling infrastructure and opportunities in the region. The process is tracking according to schedule with the report due in August 2016.

Catlins Tourism Strategy Review

Status: **COMPLETED – implementation underway**

The development of this document was facilitated by Venture Southland at the request of the local community. Venture Southland is currently working alongside Catlins Coast Inc to identify priority projects and an implementation process.

Pool Heating Assessments

Status: **UNDERWAY – due to be completed by July 2016.**

Pool heating assessments have been completed for the following pools - Tuatapere, Riversdale, Otautau, and Manapouri.

Currently assessments are underway for Riverton, Tokanui, Fiordland and Hauroko

These reports will identify for each pool various options in regards to making their pool more energy and cost efficient. Monitoring of the pools that have installed new heating systems will continue through the next season as this information will be useful for other pools looking at similar technology.

LOCAL INITIATIVES

The Community Development team work alongside a large number of community groups and initiatives throughout the year, providing a range of services. The following are a brief update of just some of these projects:

Isla Bank War Memorial

Venture Southland staff have been working with the Otautau Community Board, providing funding advice, to enable restoration work required for the Isla Bank/Calcium Cemetery War Memorial. Funding has been successfully secured from SDC Community Initiatives and Southland Regional Heritage Fund.

Taramea Bay Beautification

A survey was completed on behalf of the Riverton Community Board with respect of the future of the Taramea Bay Soundshell, which resulted in the demolition of the soundshell and subsequent beautification of the area. Venture Southland has assisted throughout this process and have provided recent funding advice to the Community Board to provide a BBQ at the area, which has been successful.

Rakiura Heritage Centre Trust

Venture Southland staff have continued to work alongside the Trust with various aspects of their project to build a new Heritage Centre on Stewart Island. Recent involvement has been facilitating the interpretation design within the Heritage Centre and providing governance advice to the Trust.

Orawia War Memorial

Venture Southland staff have worked with the Orawia RSA to facilitate the restoration work of the Orawia War Memorial, which included funding advice and co-ordination of the restoration. This was completed for the RSA before ANZAC day commemorations.

Athol Cemetery Kiosk

Venture Southland staff have worked alongside the Athol Cemetery Trust to assist them with their project to build a kiosk at the Athol Cemetery which will include an interpretation panel. Funding has been secured from SDC Community Initiative Fund and Northern Southland Development Fund to complete this kiosk.

Wyndham SDC Service Provision Review

Venture Southland staff are working alongside the Southland District Council as part of a project team to review the provision of council area office services. Community consultation has been undertaken through stakeholder meetings, surveying the community and a public forum which was held in May. Feedback provided during this consultation will guide decision regarding future service provision requirements.

8. REVIEW OF DISTRICT PLAN

(Memo from Planning Consultant – 16.06.16)

Section 79 of the Resource Management Act 1991 (“the RMA”) requires local authorities to keep plans and policy statements up to date. Every provision must be reviewed at least once every 10 years. This may be in the form of a full review or a rolling review. A full review requires all provisions to be reviewed at the same time. A rolling review allows local authorities to review sections of the document as necessary.

The Gore District Plan became operative on 31 July 2006. In 2011 the provisions of the Plan were assessed as to their adequacy and regard given to issues that had arisen over the intervening period. The outcome of this process was the notification of a number of plan changes on the following matters:

Plan Change	Subject Matter
5	Gore Mixed Use Zone
6	Heritage Register
7	Gore Townscape Precincts
8	Areas Susceptible to Inundation
9	Rules Applying to Geotechnical Investigations
10	Subdivision (minimum lot sizes)
11	Residential Zone Rules
12	Rural Zone Rules (Residential)
13	Industrial Zone (Height)
14	Signs
15	Yards
16	Subdivision and Development Bylaw
17	NES Electricity
18A	Permitted Hazardous Substances Volumes
18B	Definitions

These various changes were targeted to specific topics and provisions and did not enable reconsideration of other matters under the relevant topics. As a consequence, the criteria for a rolling review have not been met. Even if the criteria was met, the interrelated style of the district plan suggests that the most practical approach is to trigger a full review and enable submissions to be lodged on any issue.

The District Plan in its present form is still very much “fit for purpose” notwithstanding it is now 10 years since it became operative. Some minor changes however are required for clarification. Subject to any provisions the Council may wish to review, under normal circumstances I would recommend a process that effectively renotifies the current document.

However, the Government has proposed a number of changes to the RMA, some of which if implemented will impact on the content and format of district plans. These include:

- Removing controls on hazardous substances from the RMA and relying on other legislation to set limits of the volumes appropriate on sites.
- Removing provisions relating to financial contributions and relying on the provisions of the Local Government Act.
- Introducing a template for district and regional plans, outlining both structure and some content, such as definitions and possibly model objectives, policies and rules for standard zones such as residential and rural. The timing of the template however is uncertain at this time.
- Exempting breaches of rules from the need to obtain resource consents where the Council agrees they are minor (e.g. marginally above height limit but no adverse effect beyond the site) or neighbours provide their approval (e.g. for structures near boundaries).
- Removal of appeal rights where residential development is proposed and its status is not non-complying.
- Providing for some subdivisions as a permitted activity. At present all subdivisions require consent.
- Requiring more detailed assessment in plans and identification of natural hazards, including liquefaction.
- Integrating consenting processes under the RMA with other Acts, including Reserves Act.
- Allowing for “alternative consenting authorities” for determining resource consents, including the Crown, other local authorities or private sector providers.

The Regional Policy Statement is currently at the appeal stage, and when it is operative the Council is required to undertake changes to its district plan implementing any relevant provisions of the Regional Policy Statement. In its current form this includes the following mandatory matters:

- Ensuring flows and levels of water in surface water and groundwater are not significantly reduced due to land use activities
- In consultation with land owners, identifying locations that are a priority for providing public access
- Adopting of subdivision and design standards to guide high quality land development
- Managing the effects of earthworks, soil and vegetation disturbance
- Managing the effects of activities on high value soils, landscape values, amenity values, indigenous biodiversity, rural productive farmland and other activities
- Identifying, using stated criteria, and protecting areas of significant biodiversity
- Maintaining and providing information on natural hazards, including liquefaction

With a number of these matters it is not immediately apparent what Environment Southland is expecting the district plan to cover and some discussion and clarification will be needed.

Environment Southland will also encourage the Council to:

- Promote measures to improve the efficiency of water use, including rainwater collection and use, and water conservation, reuse and recycling.
- Develop good management guidelines to prevent or minimise soil erosion and sedimentation.
- Map soils, important land and water resources, and areas of valued rural character and amenity.
- Consider the use of biodiversity offsets in the district plan.
- Encourage retention and enhancement of riparian vegetation.
- Provide rates relief and contribute to a regional fund for the maintenance, enhancement and restoration of biodiversity.
- Manage the natural hazard risks associated with climate change.

It would be unwise to proceed with a review of the District Plan until the proposed changes to the RMA are enacted and the provisions of the Regional Policy Statement finalised given the potential impact these will have on the form and content of any reviewed district plan. If that approach is acceptable, then a further report can be submitted to the Council early in 2017.

If the current proposal is adopted to remove financial contributions from district plans, then as part of the review the Council will need to determine whether it wishes to adopt procedures under the Local Government Act and introduce development contributions under that legislation. It would be prudent for any consideration of that matter, and the Subdivision and Development Bylaw (subject to a separate report) to be processed at the same time as a district plan review.

It should also be noted that those Councillors, and any other persons, appointed to a hearing committee to consider submissions to a district plan (and also resource consents) are required to be certified through the Making Good Decisions programme.

RECOMMENDATION

THAT the Council endorse delaying the review of the district plan at this time,

AND THAT the matter be subject to a further report to the Council in the first quarter of 2017.

9. GORE DISTRICT COUNCIL SUBDIVISION AND DEVELOPMENT BYLAW 2011

(Memo from Policy and Planning Officer and Planning Consultant – 16.06.16)

The Subdivision and Development Bylaw was adopted on 2 November 2011 and came into force on 1 January 2012. Section 158(1) of the Local Government Act 2002 requires that this bylaw be reviewed no later than 5 years after the date on which the bylaw was made. Prior to undertaking any such review the Council must determine under section 155 whether a bylaw is the “appropriate way of addressing the perceived problem”. Section 155 states:

- 155 Determination whether bylaw made under this Act is appropriate
- (1) A local authority must, before commencing the process for making a bylaw, determine whether a bylaw is the most appropriate way of addressing the perceived problem.
 - (2) If a local authority has determined that a bylaw is the most appropriate way of addressing the perceived problem, it must, before making the bylaw, determine whether the proposed bylaw—
 - (a) is the most appropriate form of bylaw; and
 - (b) gives rise to any implications under the New Zealand Bill of Rights Act 1990.
 - (3) No bylaw may be made which is inconsistent with the New Zealand Bill of Rights Act 1990, notwithstanding section 4 of that Act.

The Subdivision and Development bylaw sets out the design standards to be adopted when undertaking works as part of subdivision and land development, including the construction of buildings. For example, it includes details of pipe sizes for sewerage and water infrastructure and the design of accesses to properties. It also sets out the processes and timing for obtaining the approvals from Council in undertaking works, and it also includes provision for seeking dispensations from the design standards in the Bylaw.

The bylaw was originally introduced to overcome problems being experienced in processing subdivision consent, administering the provisions of the district plan and to provide certainty for those undertaking development. Prior to the bylaw, subdivision and land use consents included conditions detailing the standards to be adopted for works and subsequent approval processes. Any disagreement between the Council and developers on the various design standards delayed the final approval of subdivision and land use consents. Further, more objections were lodged to such design standard conditions than any other issue. The RMA is relatively inflexible in the processing of such objections, requiring adoption of a formal process. A key component of the bylaw was to provide a flexible dispensation procedure where developers could justify a design that differed from the standard requirement. In that regard, the General Manager District Assets holds a delegation to approve or decline any dispensation request and it is a process that works well.

Preparation of the bylaw enabled a transfer of some of the technical standards in the district plan to the bylaw. For example, the design of accessways onto properties. Previously, non-compliance with these standards required a resource consent. This delayed and added costs to the work. The bylaw provides a timely and non-cost alternant approach.

Having regard to these factors it is considered that the bylaw is still the “appropriate way of addressing the perceived problem”. Some minor amendments are appropriate to the design standards in the bylaw recognising technology changes over time. Consultation with developers may highlight that other amendments are also desirable. Consideration is also required as to the range of matters included in the bylaw from the district plan. It may be appropriate to reinsert some provisions back into the district plan or include additional matters. That has yet to be assessed.

Legal advice from Anderson Lloyd dated 11 August 2015 states:

We advise that Council must decide (under section 155 LGA 2002) that a bylaw is the most appropriate way of addressing the problem, the most appropriate form and consider Bill of Rights implications prior to the five year period. Following that "review" the rest of the bylaw making process can follow after the five year "review" date....

Section 160 goes on to state that after the review, then Council must determine how it is to retain, amend or revoke the bylaw. We consider that the subsequent public notification and hearing process can validly continue after the five year review period. Essentially Council has a further two years to complete that public process relating to the bylaw prior to it being automatically revoked.”

- ↳ A copy of that legal advice is attached.

The legal advice therefore establishes that the Council prior to 2 November 2016 must determine whether to review the Subdivision and Development bylaw, having regard to section 155(1) of the Local Government Act 2002. If a decision is made to review the bylaw, then it has 2 years within which to carry out the review.

It is appropriate and logical to undertake a review of the bylaw in conjunction with a review of the district plan, and the two-year timeframe allowed will facilitate integration of the processes.

RECOMMENDATION

THAT the Council determine that the Subdivision and Development Bylaw is the most appropriate way of addressing the perceived problem,

AND THAT a review be undertaken of the Subdivision and Development Bylaw 2011.

11 August 2015

For: Steve Parry

Gore District Council
PO Box 8
GORE 9740

By email - sparry@goredc.govt.nz

Dear Steve

Bylaw Review

1. You asked us to advise on when the five year period for a review commences, i.e. when a bylaw is approved by Council, or when it is operative.
2. You also asked for advice on whether a review needs to be commenced prior to the five year cut-off, or completed.

Advice

3. We advise that a review must be commenced within five years of when a bylaw is "made" by Council. We conclude this five year period runs from when the Council resolve to make the bylaw (not when the bylaw comes into operation).
4. We advise that Council must decide (under section 155 LGA 2002) that a bylaw is the most appropriate way of addressing the problem, the most appropriate form and consider Bill of Rights implications prior to the five year period. Following that "review" the rest of the bylaw making process can follow after the five year "review" date.

Reasoning

5. Bylaws made under the LGA 2002 are required to be reviewed "*no later than 5 years after the date on which the bylaw was made*"¹.
6. Section 157 sets out some procedural requirements and relevantly states:

"(1) As soon as practicable after a bylaw is made, the local authority must give public notice of the making of the bylaw, stating—

(a) the date on which the bylaw will come into operation; and..."

7. Section 157 distinguishes between when the bylaw is "made" and when it "comes into operation", which can be some time later. We conclude that the five year timeframe in section 158 to review a bylaw is linked to when the bylaw is "made". We consider that this statutory language is consistent and both sections refer to the same event, i.e. when the Council approve the bylaw and "make it". This can be different from when the bylaw comes into operation which could be some time later. We consider the focus of the review timeframe

¹ Section 158 LGA 2002



is on the Council's decision making function i.e. when it makes the bylaw, rather than the date that it is advertised in the newspaper as having effect.

8. Therefore we conclude that the five year time period runs from when the Council resolution is passed that "makes" the bylaw.

Review

9. The process for a review is described in section 160 as requiring Council to make the determinations required by section 155. This requires Council to determine whether a bylaw is the most appropriate way of addressing the problem, the most appropriate form and gives rise to any Bill of Rights implications.
10. The obligation is to "review" a bylaw no later than five years after the date specified above. We consider that Council needs to make the decisions under section 155 LGA 2002 prior to the five year cut-off date. Section 160 goes on to state that after the review, then Council must determine how it is to retain, amend or revoke the bylaw. We consider that the subsequent public notification and hearing process can validly continue after the five year review period. Essentially Council has a further two years to complete that public process relating to the bylaw prior to it being automatically revoked.
11. In summary, Council needs to make a decision under section 155 LGA 2002 that a bylaw is the most appropriate way of addressing the perceived problem within five years of having made the bylaw under the LGA 2002. Following that determination the bylaw remains valid for at least two years to enable the public process to continue to revoke, amend or retain the bylaw.

Yours faithfully
Anderson Lloyd



Michael Garbett
Partner
P: 03 467 7173
M: 027 668 9752
E: michael.garbett@andersonlloyd.co.nz

10. DELEGATIONS UNDER THE RESOURCE MANAGEMENT ACT 1991

(Memo from Planning Consultant – 16.06.16)

On 19 April 2016 the Finance and Policy Committee approved various changes to the Committee Structure and Delegations Register. That was adopted by the Council at its meeting of 10 May 2016.

In preparing the final document following the Council meeting, several errors and omissions were noted, as follows:

- (a) Under Section 37 of the Building Act 2004 the Council must issue a certificate advising that no, or some, work may be commenced under an approved building consent until a resource consent is approved under the Resource Management Act 1991.

While delegations have been put in place for the Council's Building Control Officers to issue such a certificate, delegations are also required for Planning Services Officers and the Council's Planning Consultant.

- (b) For completeness, various delegations made by the Chief Executive on 20 June 2014, to the Building Control Manager and Officers, the Plumbing and Drainage Inspector and administration staff relating to functions under the Building Act 2004, should be acknowledged by the Council. They will then be included in the Delegations Register.
- (c) At times the Building Control Manager and Officers and the Plumbing and Drainage Inspector are requested by Planning Services to inspect sites for reasons not related to building consents. As a consequence, appropriate delegations are required to be reinstated for these persons.
- (d) The list of Litter Control Officers omitted to include the Policy and Planning Officer.

- ✎ Attached is a schedule setting out in full the additions required to the Committee Structure and Delegations Register adopted by the Council at its meeting held on 10 May 2016.

RECOMMENDATION

THAT the Council approve the additional delegations attached for inclusion in the revised Committee Structure and Delegations register approved on 10 May 2016 with immediate effect.

Council Officer Resource Management Act Delegations

To Tony Victor Osborne, Building Control Officer

1. Power to take preventative or remedial action (Emergency Work) [RMA S330]
2. Power of entry for inspection [RMA S332]
3. Power of entry for survey [RMA S333]

To Trevor Murray Gilder, Building Control Officer

1. Power to take preventative or remedial action (Emergency Work) [RMA S330]
2. Power of entry for inspection [RMA S332]
3. Power of entry for survey [RMA S333]

To Lester John Paisley, Building Control Officer

1. Power to take preventative or remedial action (Emergency Work) [RMA S330]
2. Power of entry for inspection [RMA S332]
3. Power of entry for survey [RMA S333]

Part 5 – Delegations under the Building Act 2004

To Russell James Paterson, Building Control Manager:

Section	Delegated Authority
34(1)	The authority to issue Project Information Memoranda.
48(1), 49, 50 & 51	The authority to grant, issue or refuse Building Consents.
48(2)	The authority to require further information for the consideration of a Building Consent application.
52	The authority to extend the life of a Building Consent where the work has not commenced.
67	The authority to issue Building Consents subject to: <ul style="list-style-type: none"> • any waiver or modification of the Building Code or any relevant document used in establishing compliance with the Building Code and subject to any relevant conditions; and • conditions permitted by the Building Act 2004, or Regulations thereto.
71 & 72	The authority to refuse to issue a Building Consent or issue a conditional Building Consent where the land on which the building work is to be sited is subject to a natural hazard.
73	The authority to issue a notification to the appropriate person that a Building Consent has been issued where the land on which the building work is to be sited is subject to a natural hazard.
74(3) & 74(4)	The authority to issue a notification for the removal or any entry on a Certificate of Title (relating to a Building Consent issued for building work where the land on which it was sited was subject to a natural hazard) where that entry is no longer required.
77	The authority to issue a certificate to enable an owner to construct a building over two or more allotments.
83	The authority to issue a certificate for the removal of an entry on a Certificate of Title (relating to a Building Consent issued for building work that was constructed over two or more

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	allotments) where that entry is no longer required.
90	The authority to enter a site and carry out inspections.
91 & 95	The authority to issue or refuse Code Compliance Certificates.
96(1)	The authority to issue or refuse a Certificate of Acceptance.
102, 107 & 109	The authority to issue Compliance Schedules and issue new Compliance Schedules where amendments are required.
104	The authority to issue a Compliance Schedule Statement.
105(c)	The authority to approve a place for the keeping of a Compliance Schedule.
111	The authority to inspect a building for which a compliance schedule has been issued and the specified system.
112	The authority to be satisfied that in issuing a Building Consent for the alteration of a building, the building so altered will comply with: <ul style="list-style-type: none"> the Building Code's requirements as to means of escape from fire; access and facilities for persons with disabilities (if this is a requirement in terms of Section 118 of the Act); and other provisions of the Building Code to at least the same extent as before the alterations; and the authority to allow an alteration of a lesser standard to a building where an improved standard is achieved than would otherwise be the case if the alteration did not proceed.
113	The authority to issue Building Consents for buildings having a specified intended life and to attach conditions to such building consents.
115 & 116	The authority to allow a change of use of a building, so far as the change of use relates to the provisions of the Building Act 2004 and the Building Code. The authority to extend the life of a building, so far as the extension relates to the provisions of the Building Act 2004 and the Building Code.
124	The authority to be satisfied, issue notices, and take action if a building is deemed to be dangerous, earthquake prone or insanitary, as described in sections 121, 122 and 123.
126, 220 & 221	The authority to issue notices and seek orders from the District Court to initiate work on default of an owner, and to recover costs thereof.
164	The authority to issue Notices to Fix for: <ul style="list-style-type: none"> contraventions of or non-compliance with the Building Act 2004, the Regulations, or the Building Code; an incorrect Building Warrant of Fitness; and non-compliance with the inspection, maintenance and reporting procedures stated in a Code of Compliance Schedule.
167	The authority to issue a notice of compliance or non-compliance with a Notice to Fix and carry out inspections.
176 & 177	The authority to initiate or take part in a Department of Building and Housing determination.
222	The authority to carry out inspections and enter land for ascertaining if buildings are dangerous or insanitary.
229	The authority to issue infringement notices.
363, a, b, c & 364	The authority to process and grant Certificates of Public Use.
377	The authority to lay information in a District Court relating to an offence against the Building Act 2004 and the Building Code.
First Schedule Clause K	The authority to determine work as being exempt from building consent approval.

To Tony Victor Osborne, Building Control Officer

Section	Delegated Authority
34(1)	The authority to issue Project Information Memoranda.
48(1), 49, 50 & 51	The authority to grant, issue or refuse Building Consents.
48(2)	The authority to require further information for the consideration of a Building Consent application.
52	The authority to extend the life of a Building Consent where the work has not commenced.
67	The authority to issue Building Consents subject to:

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Additions to Committee Structure and Delegations Register

	<ul style="list-style-type: none"> any waiver or modification of the Building Code or any relevant document used in establishing compliance with the Building Code and subject to any relevant conditions; and conditions permitted by the Building Act 2004, or Regulations thereto.
71 & 72	The authority to refuse to issue a Building Consent or issue a conditional Building Consent where the land on which the building work is to be sited is subject to a natural hazard.
73	The authority to issue a notification to the appropriate person that a Building Consent has been issued where the land on which the building work is to be sited is subject to a natural hazard.
74(3) & 74(4)	The authority to issue a notification for the removal or any entry on a Certificate of Title (relating to a Building Consent issued for building work where the land on which it was sited was subject to a natural hazard) where that entry is no longer required.
77	The authority to issue a certificate to enable an owner to construct a building over two or more allotments.
83	The authority to issue a certificate for the removal of an entry on a Certificate of Title (relating to a Building Consent issued for building work that was constructed over two or more allotments) where that entry is no longer required.
90	The authority to enter a site and carry out inspections.
91 & 95	The authority to issue or refuse Code Compliance Certificates.
96(1)	The authority to issue or refuse a Certificate of Acceptance.
102, 107 & 109	The authority to issue Code Compliance Schedules and issue new Code Compliance Schedules where amendments are required.
104	The authority to issue a Compliance Schedule Statement.
105(c)	The authority to approve a place for the keeping of a Code Compliance Schedule.
111	The authority to inspect a building for which a compliance schedule has been issued and the specified system.
112	<p>The authority to be satisfied that in issuing a Building Consent for the alteration of a building, the building so altered will comply with:</p> <ul style="list-style-type: none"> the Building Code's requirements as to means of escape from fire; access and facilities for persons with disabilities (if this is a requirement in terms of Section 118 of the Act); and other provisions of the Building Code to at least the same extent as before the alterations; <p>and the authority to allow an alteration of a lesser standard to a building where an improved standard is achieved than would otherwise be the case if the alteration did not proceed.</p>
113	The authority to issue Building Consents for buildings having a specified intended life and to attach conditions to such building consents.
115 & 116	The authority to allow a change of use of a building, so far as the change of use relates to the provisions of the Building Act 2004 and the Building Code. The authority to extend the life of a building, so far as the extension relates to the provisions of the Building Act 2004 and the Building Code.
115 & 116	The authority to allow a change of use of a building, so far as the change of use relates to the provisions of the Building Act 2004 and the Building Code.
124	The authority to be satisfied, issue notices, and take action if a building is deemed to be dangerous, earthquake prone or insanitary, as described in sections 121, 122 and 123.
126, 220 & 221	The authority to issue notices and seek orders from the District Court to initiate work on default of an owner, and to recover costs thereof.
164	<p>The authority to issue Notices to Fix for:</p> <ul style="list-style-type: none"> contraventions of or non-compliance with the Building Act 2004, the Regulations, or the Building Code; an incorrect Building Warrant of Fitness; and non-compliance with the inspection, maintenance and reporting procedures stated in a Code of Compliance Schedule.
167	The authority to issue a notice of compliance or non-compliance with a Notice to Fix and carry out inspections.
176 & 177	The authority to initiate or take part in a Department of Building and Housing determination.
222	The authority to carry out inspections and enter land for ascertaining if buildings are dangerous or insanitary.
229	The authority to issue infringement notices.
363, a, b, c & 364	The authority to process and grant Certificates of Public Use.

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Additions to Committee Structure and Delegations Register

377	The authority to lay information in a District Court relating to an offence against the Building Act 2004 and the Building Code.
First Schedule Clause K	The authority to determine work as being exempt from building consent approval.

To Trevor Murray Gilder, Building Control Officer

Section	Delegated Authority
34(1)	The authority to issue Project Information Memoranda.
48(1), 49, 50 & 51	The authority to grant, issue or refuse Building Consents.
48(2)	The authority to require further information for the consideration of a Building Consent application.
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71 & 72	The authority to refuse to issue a Building Consent or issue a conditional Building Consent where the land on which the building work is to be sited is subject to a natural hazard.
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74(3) & 74(4)	The authority to issue a notification for the removal or any entry on a Certificate of Title (relating to a Building Consent issued for building work where the land on which it was sited was subject to a natural hazard) where that entry is no longer required.
77	The authority to issue a certificate to enable an owner to construct a building over two or more allotments.
83	The authority to issue a certificate for the removal of an entry on a Certificate of Title (relating to a Building Consent issued for building work that was constructed over two or more allotments) where that entry is no longer required.
90	The authority to enter a site and carry out inspections.
91 & 95	The authority to issue or refuse Code Compliance Certificates.
96(1)	The authority to issue or refuse a Certificate of Acceptance.
102, 107 & 109	The authority to issue Compliance Schedules and issue new Compliance Schedules where amendments are required.
104	The authority to issue a Compliance Schedule Statement.
105(c)	The authority to approve a place for the keeping of a Compliance Schedule.
111	The authority to inspect a building for which a compliance schedule has been issued and the specified system.
112	The authority to be satisfied that in issuing a Building Consent for the alteration of a building, the building so altered will comply with: <ul style="list-style-type: none"> the Building Code's requirements as to means of escape from fire; access and facilities for persons with disabilities (if this is a requirement in terms of Section 118 of the Act); and other provisions of the Building Code to at least the same extent as before the alterations; and the authority to allow an alteration of a lesser standard to a building where an improved standard is achieved than would otherwise be the case if the alteration did not proceed.
113	The authority to issue Building Consents for buildings having a specified intended life and to attach conditions to such building consents.
115 & 116	The authority to allow a change of use of a building, so far as the change of use relates to the provisions of the Building Act 2004 and the Building Code. The authority to extend the life of a building, so far as the extension relates to the provisions of the Building Act 2004 and the Building Code.
115 & 116	The authority to allow a change of use of a building, so far as the change of use relates to the provisions of the Building Act 2004 and the Building Code.
124	The authority to be satisfied, issue notices, and take action if a building is deemed to be

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	dangerous, earthquake prone or insanitary, as described in sections 121,122 and 123.
126,220 & 221	The authority to issue notices and seek orders from the District Court to initiate work on default of an owner, and to recover costs thereof.
164	The authority to issue Notices to Fix for: <ul style="list-style-type: none"> • contraventions of or non-compliance with the Building Act 2004, the Regulations, or the Building Code; • an incorrect Building Warrant of Fitness; and • non-compliance with the inspection, maintenance and reporting procedures stated in a Code of Compliance Schedule.
167	The authority to issue a notice of compliance or non-compliance with a Notice to Fix and carry out inspections.
176 & 177	The authority to initiate or take part in a Department of Building and Housing determination.
222	The authority to carry out inspections and enter land for ascertaining if buildings are dangerous or insanitary.
229	The authority to issue infringement notices.
363, a, b, c & 364	The authority to process and grant Certificates of Public Use.
377	The authority to lay information in a District Court relating to an offence against the Building Act 2004 and the Building Code.
First Schedule Clause K	The authority to determine work as being exempt from building consent approval.

To Lester John Paisley, Plumbing and Drainage Inspector:

Section	Delegated Authority
34(1)	The authority to issue Project Information Memoranda.
48(1), 49, 50 & 51	The authority to grant, issue or refuse Building Consents.
48(2)	The authority to require further information for the consideration of a Building Consent.
67	The authority to issue Building Consents subject to: <ul style="list-style-type: none"> • any waiver or modification of the Building Code or any relevant document used in establishing compliance with the Building Code and subject to any relevant conditions; and • conditions permitted by the Building Act 2004, or Regulations thereto.
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113	The authority to issue Building Consents for buildings having a specified intended life and to attach conditions to such building consents.
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124	The authority to be satisfied, issue notices, and take action if a building is deemed to be dangerous, earthquake prone or insanitary, as described in sections 121,122 and 123.
164	The authority to issue Notices to Fix for: <ul style="list-style-type: none"> • contraventions of or non-compliance with the Building Act 2004, the Regulations, or the Building Code;

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	<ul style="list-style-type: none"> an incorrect Building Warrant of Fitness; and non-compliance with the inspection, maintenance and reporting procedures stated in a Code of Compliance Schedule.
167	The authority to issue a notice of compliance or non-compliance with a Notice to Fix and carry out inspections.
176 & 177	The authority to take part in a Department of Building and Housing determination.
222	The authority to carry out inspections and enter land for ascertaining if buildings are dangerous or insanitary.
229	The authority to issue infringement notices.
363, a, b, c & 364	The authority to process and grant Certificates of Public Use.
377	The authority to lay information in a District Court relating to an offence against the Building Act 2004 and the Building Code.
First Schedule Clause K	The authority to determine work as being exempt from building consent approval.

To Frances Marilyn Shepherd, Building Administration Officer:

Section	Delegated Authority
34(1)	Upon authorisation by a Building Consent Officer, the authority to issue Project Information Memoranda.
37	Upon authorisation by a Building Consent Officer, or Keith Hovell, Planning Consultant, <u>Rosie Given, Planner or Emma Williams, Policy and Planning Officer</u> , the authority to issue authority to issue a certificate requiring the obtaining of a resource consent approval under the Resource Management Act 1991 prior to undertaking some or any building work.
48(1), 49, 50 & 51	Upon authorisation by a Building Consent Officer, the authority to issue Building Consents.
48(2)	Upon authorisation by a Building Consent Officer, the authority to require further information for the consideration of a Building Consent application.
67	Upon authorisation by a Building Consent Officer, the authority to issue Building Consents subject to: <ul style="list-style-type: none"> any waiver or modification of the Building Code or any relevant document used in establishing compliance with the Building Code and subject to any relevant conditions; and conditions permitted by the Building Act 2004, or Regulations thereto.
91 & 95	Upon authorisation by a Building Consent Officer, the authority to issue Code Compliance Certificates.
96(1)	Upon authorisation by a Building Consent Officer, the authority to issue a Certificate of Acceptance.
102, 107 & 109	Upon authorisation by a Building Consent Officer, the authority to issue Compliance Schedules and issue new Compliance Schedules where amendments are required.
105(c)	Upon authorisation by a Building Consent Officer, the authority to approve a place for the keeping of a Compliance Schedule.
113	Upon authorisation by a Building Consent Officer, the authority to issue Building Consents for buildings having a specified intended life and to attach conditions to such building consents.

To Gillian Mary Bedwell, Building Administration Officer:

Section	Delegated Authority
34(1)	Upon authorisation by a Building Consent Officer, or Keith Hovell, Planning Consultant, <u>Rosie Given, Planner or Emma Williams, Policy and Planning Officer</u> , the authority to issue authority to issue a certificate requiring the obtaining of a resource consent approval under the Resource Management Act 1991 prior to undertaking some or any building work.
37	Upon authorisation by a Building Consent Officer, the authority to issue
48(1), 49, 50 & 51	Upon authorisation by a Building Consent Officer, the authority to issue Building Consents.

67 Additions to Committee Structure and Delegations Register

48(2)	Upon authorisation by a Building Consent Officer, the authority to require further information for the consideration of a Building Consent application.
67	Upon authorisation by a Building Consent Officer, the authority to issue Building Consents subject to: <ul style="list-style-type: none"> any waiver or modification of the Building Code or any relevant document used in establishing compliance with the Building Code and subject to any relevant conditions; and conditions permitted by the Building Act 2004, or Regulations thereto.
91 & 95	Upon authorisation by a Building Consent Officer, the authority to issue Code Compliance Certificates.
96(1)	Upon authorisation by a Building Consent Officer, the authority to issue a Certificate of Acceptance.
113	Upon authorisation by a Building Consent Officer, the authority to issue Building Consents for buildings having a specified intended life and to attach conditions to such building consents.

To Keith Hovell, Planning Consultant

Section	Delegation Authority
37	The authority to issue a certificate requiring the obtaining of a resource consent approval under the Resource Management Act 1991 prior to undertaking some or any building work.
75 & 76	The authority to issue a certificate that specified allotments not be transferred or leased except in conjunction with each other.

To Rosie Given, Planner

Section	Delegation Authority
37	The authority to issue a certificate requiring the obtaining of a resource consent approval under the Resource Management Act 1991 prior to undertaking some or any building work.
75 & 76	The authority to issue a certificate that specified allotments not be transferred or leased except in conjunction with each other.

To Emma Williams, Policy and Planning Officer

Section	Delegation Authority
37	The authority to issue a certificate requiring the obtaining of a resource consent approval under the Resource Management Act 1991 prior to undertaking some or any building work.
75 & 76	The authority to issue a certificate that specified allotments not be transferred or leased except in conjunction with each other.

Part 6 – Delegations under the Litter Act 1979

- Policy and Planning Officer

11. ADOPTION OF THE 2016-17 ANNUAL PLAN

(Memo from Chief Financial Officer- 17.06.16)

Annual Plan 2017 document

At the Councils deliberative meeting it was resolved to make only one change from the proposal set out in the Consultation Document, that being make a one off grant of \$50,000 to the Gore Kids Hub Charitable Trust. This grant was to be funded from financial contributions collected for Parks and Reserves.

📌 A copy of the 2016-17 Annual Plan is included with this agenda.

As was outlined in the Consultation Document, overall there are relatively few changes from what was set out for year two of the Long Term Plan. The major differences were related to the delay of the Ajax project which had flow on effects for interest, debt, depreciation and reserves funding.

There is no change to total rate requirement from what was set out in the LTP, therefore the Annual Plan proposes a rates increase of 4.27%

The document is still to be laid out by a graphic designer; it is recommended that the Chief Executive be empowered to make these layout changes to the document before it is made available in its final form.

Unbalanced budget

As predicted in the LTP, the Council will not balance its budget in the 2017 year due to the mix of rates and debt funding for the planned capital work.

When the Council adopted its LTP it resolved that running an unbalanced budget in the first two years of the plan was prudent. Due to the underlying changes from the LTP which mainly centre on Ajax, its utilisation of reserves and reduction of depreciation expenses, the budget is now unbalanced by \$312,000. The funding of the Kids Hub grant has also added to the increased deficit as this expense is funded from reserves and no new revenue is being raised.

As has been pointed out previously this is not a cash deficit, the prospective statement of cash flows shows positive operating cash flow of \$4,766,000 which is applied to capital expenditure and debt repayment.

The unbalanced budget in 2017 is considered to be financially prudent given that:

- It will not affect the Council's ability to achieve the predicted levels of service, service capacity or the integrity of the assets.
- The Council will have sufficient income to meet its cash expenses.
- To balance the budget an extra 2.18% increase on rates would be required in the 2017 year. This would be a breach of the self-imposed rating cap of 5% and

given the two previous points, would be an unnecessary increase in cost to the ratepayer.

- The Council maintains a very strong financial position, for example, the Council's forecast term debt is never more than six percent of its total assets and it is in a good position to borrow further funds to meet an emergency situation.
- There is nothing in any of the Council's financial policies that precludes it from adopting an unbalanced budget.

Section 100(a2) of the Local Government Act 2002 requires the Council to resolve that it is financially prudent to set an unbalanced budget in any given year.

RECOMMENDATION

THAT the unbalanced budgets in the draft 2016-17 Annual Plan is considered to be prudent in the circumstances of the Council's current financial situation,

THAT the draft 2016-17 Annual Plan be adopted,

AND THAT the Chief Executive be authorised to make any layout and formatting changes required prior to publishing the 2016-17 Annual Plan.

12. RATES RESOLUTION

(Memo from Chief Financial Officer – 28.06.16)

Subject to the Council's adoption of the 2016-17 Annual Plan, it is recommended that the Council set the following rates under the Local Government (Rating) Act 2002.

RECOMMENDATION

1. **THAT under the Local Government (Rating) Act 2002, the Council set the following rates on rating units in the district for the financial year commencing 1 July 2016 and ending on 30 June 2017:**

- a. ***Uniform Annual General Charge***

A uniform annual general charge set under section 15 of the Local Government (Rating) Act 2002 for all rateable land in the district of \$650 (GST inclusive) per separately used or inhabited part of a rating unit.

- b. ***General rate***

A general rate set under section 13 of the Local Government (Rating) Act 2002 for all rateable land in the district of an amount of \$0.000395 (GST inclusive) in the dollar of capital value of the land.

- c. ***Southland Regional Heritage Trust rate***

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 in relation to all rateable land in the district, to fund the Council's contribution to the Southland Regional Heritage Trust, of an amount of \$34.82 (GST inclusive) per separately used or inhabited part of a rating unit.

- d. ***Targeted rate for various specified activities***

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 to fund the following activities: roading; civil defence; aquatic facilities; district libraries; property; rural fire, MLT Event Centre and public toilets. The rate is set based on the capital value of the land and at different rates in the dollar for different categories of land as follows:

Categories of rateable land	Per \$ of Capital value (GST inclusive)
Gore, Residential	0.001680
Gore, Commercial	0.004114
Mataura, Residential	0.000546
Mataura, Commercial	0.002724
Rural	0.000923
Heavy Industry 1	0.058415
Heavy Industry 2	0.011461
Heavy industry 3	0.010777

e. Parks & Reserves Residential rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for parks and reserves on all rateable land defined as residential, and at different amounts for different categories of such land as follows:

Categories of rateable land	Factor(s) for calculating liability	Rate (GST inclusive)
Gore, Residential	Per separately used or inhabited part of a rating unit	\$302.23
Mataura, Residential	Per separately used or inhabited part of a rating unit	\$236.50

f. Parks & Reserves Rural rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for parks and reserves on all rateable land defined as rural, and at different fixed amounts for different categories of such land, as follows:

Categories of rateable land	Factor(s) for calculating liability	Rate (GST inclusive)
Rural, Capital value \$0 - \$132,000	Per separately used or inhabited part of a rating unit	\$201.02
Rural, Capital value 132,001 and above	Per separately used or inhabited part of a rating unit	\$346.25

g. Parks & Reserves Commercial rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for parks and reserves on all rateable land defined as commercial, and at different amounts or rates in the dollar for different categories of such land, as follows:

Categories of rateable land	Factor(s) for calculating liability	Rate (GST inclusive)
Commercial, Capital value \$0 – 87,000	Per rating unit	\$450.00
Commercial, Capital value \$87,001 - \$870,000	Capital value	\$0.005053
Commercial,	Per rating unit	\$4,450.00

Capital value \$870,001 and above		
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h. Water rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for water supply, at different amounts for different categories of land as follows:

Categories of rateable land	Factor(s) for calculating liability	Rate (GST inclusive)
Gore or Maitara water scheme – Connected	Per separately used or inhabited part of a rating unit	\$320
Gore or Maitara water scheme – Serviceable	Per separately used or inhabited part of a rating unit	\$160

i. Additional water rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for water supply, on all non-residential land which is connected to the Gore or Maitara water schemes, of an amount of \$320 (GST inclusive) per connection after the first connection.

j. Wastewater and stormwater rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for wastewater and stormwater at different amounts for different categories of land, as follows:

Categories of rateable land	Factor(s) for calculating liability	Rate (GST inclusive)
Gore or Maitara Scheme, Connected	Per separately used or inhabited part of a rating unit	\$332.94
Gore or Maitara Scheme, Serviceable	Per separately used or inhabited part of a rating unit	\$166.47
Waikaka Scheme, Connected	Per separately used or inhabited part of a rating unit	\$101.94
Waikaka Scheme, Serviceable	Per separately used or inhabited part of a rating unit	\$50.97
Pukerau Scheme, Connected	Per separately used or inhabited part of a rating unit	\$76.46

Additional wastewater and stormwater rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for wastewater and stormwater on all non-residential land connected to the Gore, Maitara or Waikaka Wastewater and Stormwater Schemes, at different amounts for different categories of land, as follows:

Categories of rateable land	Factor(s) for calculating liability	Rate (GST inclusive)
Connected to Gore or Maitara Scheme, short term accommodation	per water closet or urinal after the first	\$166.47
Connected to Gore or Maitara Scheme, educational institutions	per water closets or urinals after the first. The number of water closets or urinals will be assessed on the basis of 6.25% of the total number of staff and pupils at each establishment.	\$332.94
Connected to Gore or Maitara Scheme, all other non-residential rating units (excluding educational institutions).	per water closet or urinal after the first.	\$332.94
Connected to Waikaka Scheme, all non-residential (excluding educational institutions).	per water closet or urinal after the first.	\$101.94

k. Otama water unit allocation rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the Otama water scheme on all land connected to the scheme, of an amount of \$200 (GST inclusive) per water unit allocation i.e. on the extent of the provision of the service.

l. Otama water connection rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the Otama water scheme on all land connected to the scheme, of an amount of \$215 (GST inclusive) per water connection.

m. Solid waste rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for solid waste at different amounts for different categories of land as follows:

Categories of rateable land	Factor(s) for calculating liability	Rate (GST inclusive)
Gore and Mataura, vacant land (unserviced)	Per separately used or inhabited part of a rating unit	\$70.66
Gore and Mataura, small wheelie bin service (80 ltr)	Per separately used or inhabited part of a rating unit	\$243.13
Gore and Mataura, (standard wheelie bin service (240 ltr)	Per separately used or inhabited part of a rating unit	\$291.90

n. Community hall rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for rural halls as follows:

Categories of rateable land	Factor(s) for calculating liability	Rate (GST inclusive)
Brydone hall area	Per separately used or inhabited part of a rating unit	\$24.22
Mandeville hall area	Per separately used or inhabited part of a rating unit	\$46.00
Otama hall area	Per rating unit	\$80.50
Pukerau hall area	Per separately used or inhabited part of a rating unit	\$34.00
Tuturau hall area	Per separately used or inhabited part of a rating unit	\$34.86
Waikaka hall area	Per separately used or inhabited part of a rating unit	\$46.00

	unit	
Knapdale hall area	Per separately used or inhabited part of a rating unit	\$57.50

2. That all rates will be payable in four instalments with the due dates for payment being:

Instalment No	Period Covered	Due Date for Payment
1	1 July to 30 September	26 August 2016
2	1 October to 31 December	25 November 2016
3	1 January to 31 March	24 February 2017
4	1 April to 30 June	26 May 2017

3. Penalties

That a 10% penalty will be added to each instalment, or any portion of the instalment, of rates assessed in the 2016/2017 rating year that remain unpaid on the day after the due date for payment of that instalment.

That additional 10% penalties will be added to any rates assessed in previous financial years that remain unpaid on 8 July 2016; and then again on 8 January 2017.

Only payments actually received at the Council offices named below will be accepted as paid on that date.

4. Method of Payment

Rates can be paid at the main Council office in Civic Avenue, Gore or at the Mataura Service Centre in Bridge Street Mataura.

Payments may be made in cash or by cheque or EFTPOS. Credit card payments may be made online via the Council's eservices website. A 2.88% surcharge will be added to any credit card payment.

Electronic payments by direct debit or online banking can be arranged by contacting a customer services representative on 209-0330.

13. REPORT OF MATAURA COMMUNITY BOARD

(Memo from Administration Manager – 22.06.16)

- ✦ A copy of the report of the meeting of the Matura Community Board held on 20 June 2016 is attached.

RECOMMENDATION

THAT the report be received,

AND THAT the recommendations contained within the report be ratified.

RURAL CITY LIVING



Report of a meeting of the Mataura Community Board, held in the Mataura Community Centre, McQueen Avenue, Mataura, on Monday 20 June 2016, at 5.32pm.

Present	Mr A Taylor (Chairman), Mrs L Sinclair, Mr C Duffy and Mr G Colvin.
In attendance	Parks and Recreation Manager (Mr Ian Soper), Library Manager (Ms Lorraine Weston-Webb), Corporate Support Officer (Mrs Kylie Weir) and two members of public.
Apologies	Mrs B Cunningham and Cr Dixon apologised for absence.

1. CONFIRMATION OF REPORT

RECOMMENDED on the motion of Mrs L Sinclair, seconded by Mr G Colvin, THAT the report of the ordinary meeting of the Mataura Community Board, held on Monday 2 May 2016 as circulated, be accepted and signed by the Chairman as a true and complete record.

2. MATAURA LIBRARY AND SERVICE CENTRE OPENING HOURS AND STAFFING

A report had been received from the Libraries Manager providing feedback on the community feedback after the Mataura Library and Service Centre hours were reduced and it became sole-charge staffing.

RECOMMENDED on the motion of Mr C Duffy, seconded by Mr G Colvin, THAT the report be received.

3. REQUEST FROM THE COMMUNITY GARDEN COMMITTEE

A report had been received from the Parks and Recreation Manager along with a request from the Mataura community garden seeking financial assistance to purchase an adjacent section of land at 188 Kana Street to the existing community garden.

Mr A Taylor advised the community gardens catered for around 80 families over the summer and it also provided meals on wheels.

Mr C Duffy felt the purchase was important for the safety of everyone who used the gardens.

In response to a member of public, A Taylor advised the gardens had some funding set aside for graveling the section but would be doing it in stages. He added that the community gardens was only going to gravel half the section at this stage and it had received offers of voluntary help to clear the section and move the infrastructure.

RECOMMENDED on the motion of Mr C Duffy, seconded by Mrs L Sinclair, THAT the Mataura Community Board consider the request from the Mataura community garden,

AND THAT the Mataura Community Board approve the expenditure of \$3,000 from its discretionary fund to complete this land acquisition.

The meeting closed at 5.45pm.

14. REPORTS FROM COUNCILLORS

↳ Reports from Crs Gover and D Grant are attached.

RECOMMENDATION

THAT the reports be received.

Councillor Report Template

Cr	Anne Gover	Period Under review	30 March – 28 June 2016
<p>Meetings attend over the period:</p> <p>30 March Council Meeting</p> <p>4 April Youth Council</p> <p>18 April First Retail Presentation</p> <p>19 April Council Committee Meetings</p> <p>21 April Gore Counselling Centre Meeting</p> <p>3 May Cycling in Southland Presentation</p> <p>17 May Annual Plan Submissions Hearing</p> <p>19 May Gore Counselling Centre Meeting</p> <p>26 May Gore Young Ambassador Event</p> <p>27 May Gore Youth Council UV Colour Party</p> <p>31 May Annual Plan Council Meeting</p> <p>2 June Sister City Tree Planting</p> <p>7 June Council Committee Meetings</p> <p>8 June Southland Warm Homes Trust</p> <p>16 June Gore Counselling Centre Meeting</p> <p>27 June Youth Council</p> <p>28 June Council Meeting</p>			

Councillor Report Template

Cr	Doug Grant	Period Under review	11 May – 28 June 2016
Meetings attend over the period: 17 th May Annual Plan Hearing 18 th May St James Theatre Trust Meeting 31 st May Annual Plan Deliberative Meeting 7 th June Committee Meetings 8 th June St James Theatre Trust 80 th Celebration Meeting 28 th Council Meeting			
Community Groups/Key stakeholders contacted			
Key issues discussed			
Initiatives to be pursued in next quarter			

EXCLUSION OF THE PUBLIC

His Worship to move that the public be excluded from the following parts of the proceedings of this meeting, namely the items as listed below.

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

<u>General Subject Matter</u>	<u>Reason for passing this resolution in relation to each matter</u>	<u>Grounds under Section 48(1) for the passing of this resolution</u>
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Confirmation of Minutes

Confirmation of the minutes of the ordinary meeting of the Gore District Council, held in committee, on Tuesday 10 May 2016.

Confirmation of the minutes of the extraordinary meeting of the Gore District Council, held in committee, on Tuesday 31 May 2016.

Confirmation of the report of the meeting of the Operations Committee, held in committee, on Tuesday 7 June 2016.

Other Business

Request for access to new fuel stop	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations.	7 (2)(i)
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