

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 13 September 2016, at 7.30pm

- A private briefing for elected members will commence at 6.45pm
- REMINDER – Council photograph to be taken at 7.15pm

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

**Stephen Parry
Chief Executive**

7 September 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 2 August 2016.

Pages 1-6

Confirmation of the report of the meeting of the Community Services Committee held on Tuesday 23 August 2016.

Pages 6-9

Confirmation of the report of the meeting of the Operations Committee held on Tuesday 23 August 2016.

Pages 10-13

Confirmation of the report of the meeting of the Regulatory and Planning Committee held on Tuesday 23 August 2016.

Pages 14-16

Confirmation of the report of the meeting of the Finance and Policy Committee held on Tuesday 23 August 2016.

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| 4. | Urgent late business – as tabled at the meeting, pursuant to section 46 (a)(7) of the Official Information and Meetings Act 1987. | |
| 5. | Presentation from QV on revaluation of Gore District | Page 18 |
| 6. | Report from Youth Council | Pages 19-22 |
| 7. | Funding of free swimming lessons for primary school children | Page 23 |
| 8. | Health and safety report | Pages 24-25 |
| 9. | Resetting of targeted rate – heavy industrial 3 | Pages 26-27 |
| 10. | Audit and Risk Committee minutes | Page 28-35 |
| 11. | 2016 residents survey analysis | Pages 36-39 |
| 12. | Keeping of Animals, Poultry and Bees Bylaw | Pages 40-45 |
| 13. | Beaustone Lane | Page 46 |
| 14. | Property file search fee | Page 47 |
| 15. | Creative Communities Assessment Committee | Pages 48-53 |
| 16. | Sport New Zealand Rural travel fund Assessment Committee | Pages 54-56 |
| 17. | Gore District Council water treatment | Pages 57-61 |
| 18. | Venture Southland – extension of heads of agreement | Page 62 |
| 19. | Amenity hire fee waivers 2015-16 | Pages 63-64 |

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| 20. | Taha Fertiliser Industries Limited – liquidation | Pages 65-66 |
| 21. | Delegations under the Resource Management Act 1991 | Pages 67-69 |
| 22. | Schedule of building consents | Pages 70-73 |
| 23. | Venture Southland projects and activities report June and July 2016 | Pages 74-88 |
| 24. | Reports from Councillors | Pages 89-95 |
| 25. | Approved urgent late items | |
| 26. | Business to be considered pursuant to the Local Government Official Information and Meetings Act 1987: | |
| (i) | Confirmation of Minutes | |
| | <ul style="list-style-type: none"> • Confirmation of the minutes of the ordinary meeting of the Gore District Council, held in committee, on Tuesday 2 August 2016. • Confirmation of the report of the meeting of the Operations Committee, held in committee, on Tuesday 23 August 2016. • Confirmation of the meeting of the Regulatory and Planning Committee, held in committee, on Tuesday 23 August 2016. | |
| (ii) | Other Business | |
| | <ul style="list-style-type: none"> • Sale of land • Proposed acquisition of property • Hilbre Avenue water treatment plant upgrade • Mataura Valley Milk Limited – <i>Cr Highsted excluded</i> • Designation of Coopers Wells – <i>Cr Sharp excluded</i> | |

RURAL CITY LIVING



Minutes of an ordinary meeting of the Gore District Council, held in the Council Chambers, 29 Bowler Avenue, Gore, on Tuesday 2 August 2016, at 7.30pm

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

In Attendance The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), Parks and Recreation Manager (Mr Ian Soper), Transport Manager (Mr Peter Standing), Policy and Planning Officer (Miss Emma Williams) and 17 members of the public in the gallery.

Apologies Crs Byars and D Grant apologised for absence.

1. NEW ZEALAND CITIZENSHIP CEREMONY (SC1068)

His Worship conferred New Zealand citizenship on Richard Pendlebury, a British citizen and Martina Blondell, a Czech citizen. Both read the relevant Oath or Affirmation of Allegiance and were presented with a New Zealand kowhai.

The regional Town Crier read a message to the new citizens.

The meeting adjourned at 7.41pm and resumed at 7.54pm with three members of the public in the gallery. The regional Town Crier departed the meeting at 7.50pm.

His Worship called for any conflicts of interest.

2. CONFIRMATION OF MINUTES

RESOLVED on the motion of Cr Gover, seconded by Cr Davis, THAT the minutes of the ordinary meeting of the Gore District Council, held on Tuesday 28 June 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

3. YOUTH COUNCIL

Max Balloch and Ali Musalov from the Youth Council were in attendance and provided comment on the Council agenda including the submissions to the Local Government Act 2002 Amendment Bill (No 2) Bill and the Southland Water and Land Plan. They advised the Gore Youth Awards would be held on 10 December.

4. GORE DISTRICT RESIDENTS SURVEY – 2016 (SC1406)

A memo from the Chief Executive had been received together with a copy of the annual survey of Gore District residents. A new service provider in the form of Research First had been engaged this year. A total of 521 respondents had been contacted including 126 who had voluntarily completed the survey online.

The results were broadly consistent with what had been experienced in previous years. The key priorities identified by residents for the Council to concentrate on over the next 12 months were water issues, roading and footpaths.

Liz Morley, a senior Researcher at Research First was in attendance at the meeting and provided a presentation to the Council.

His Worship suggested a staff report be provided to a future meeting from individual departments with comments and any suggestions for improvement in performance.

Cr Davis thought it was a well presented survey and felt members of the public would be interested in the results.

RESOLVED on the motion of Cr Bolger, seconded by Cr Davis, THAT the annual resident survey for 2016 be received,

AND THAT a staff report profiling individual departmental comments be provided to the next Council meeting.

2016/76

The Planning and Policy Officer and Ms Morley departed the meeting at 8.15pm

5. SUBMISSIONS TO LOCAL GOVERNMENT ACT 2002 AMENDMENT BILL (No 2) (SC1313)

A memo had been received from the Chief Executive advising that the Local Government Act 2002 Amendment Bill (No 2) had been introduced to the House on 9 June and received its first reading on 15 June. The Bill had been referred to the Local Government and Environment Select Committee with submissions due on 28 July. The aim of the bill was to implement a set of reforms to enable improved service delivery and infrastructure provision arrangements at the local government level. The Bill also increased the powers of both the Minister and Local Government Commission to influence and if necessary, override the wishes of a democratically elected Council.

The Bill was the subject of strong concern within the local government sector. Draft submissions from Local Government New Zealand and the Society of Local Government Managers had been prepared and had been circulated with the agenda.

His Worship felt the way the Bill had been written was a direct attack on democracy. To have a single organisation like the Local Government Commission control some

decisions made by a Council definitely went against democracy as it currently stood. The submissions of both Local Government New Zealand and the Society of Local Government Managers had been well written and should be supported.

His Worship said the Bill was a feature of the recent Local Government New Zealand conference. Both the Prime Minister and Minister for Local Government had referred to it and were bullish about the progress of the Bill, however, at the end of the conference had announced an agreement between the Minister and Local Government New Zealand for a working group to review the concerns raised by it and SOLGM.

Cr Davis supported the Council being represented at the Select Committee. She was very concerned at the proposed direction in the Bill and felt it could have disadvantages for a rural authority like Gore.

Cr Bolger said it was clear from the Bill that central Government saw water and waste water as a priority which was also a focus of the Council. He thought the Council's approach was a more measured and democratic one.

The Chief Executive said the Bill continued a trend that central Government appeared to favour amalgamation.

RESOLVED on the motion of Cr Gover, seconded by Cr Page, THAT the Council endorse submissions made by Local Government New Zealand and the New Zealand Society of Local Government Managers to the Local Government Act 2002 Amendment Bill (No 2).

2016/77

6. SOUTHLAND WATER AND LAND PLAN – SUBMISSIONS (SC1296)

A memo had been received from the Chief Executive advising that the proposed Southland Water and Land Plan had been released by Environment Southland for public submission on 3 June. The plan provided a comprehensive regulatory framework for Environment Southland to manage and govern activities that may adversely affect the quality of the region's fresh water. The plan was a step towards the implementation at a regional level of the National Policy Statement for Fresh Water Management 2014.

The draft Water and Land Plan potentially had significant effects for the three territorial local authorities in Southland who administered water, waste water and stormwater systems. A decision was made at an operational level to combine resources and thinking to prepare a joint submission to the Regional Council, with technical assistance from MWH.

A copy of the joint submission from the Gore District, Invercargill City and Southland District had been circulated with the agenda, together with a separate submission from the Gore District Council.

RESOLVED on the motion of Cr Highsted, seconded by Cr Davis, THAT the Council note and endorse the combined Southland territorial Council submission and the separate submission from the Gore District Council made in response to the draft Southland Water and Land Plan released by Environment Southland.

2016/78

7. LANDLOCKED LAND EAST GORE (21.4)

A memo had been received from the Planning Consultant advising that land in East Gore owned by Dr Jack Phillips was separated from McDougall Street by a small strip of land 2.01 metres wide. Plans showing the land had been circulated with the agenda. The strip was created in 1963 when the adjoining land had been subdivided and ultimately transferred to the Gore Borough Council as "road reserve." There now appeared to be no need to control access to the land owned by Dr Phillips and the Council was asked to formally dedicate the land as road reserve. There was no cost associated with the request.

RESOLVED on the motion of Cr P Grant, seconded by Cr Davis, THAT for the purpose of Section III of the Reserves Act 1977, the Gore District Council hereby certifies that all that parcel of land described as and comprising:

- (i) 0.0300ha more or less being Lot 17, DP 6429 and transferred to the Gore District Council as road reserve (and formally held in cancelled title CR SL5B/617,**

be dedicated as legal road.

2016/79

8. VARIATION TO GORE PAKEKE LIONS CLUB RESOURCE CONSENT (SC0493)

A memo had been received from the Planning Consultant advising that the Gore Pakeke Lions Club's recycling activities on the corner of Hokonui Drive and Norton Street had been authorised by way of a resource consent issued in 2002. The Club had lodged an application to amend two conditions of the 2002 consent relating to the storage of material outdoors and enabling activities to take place on the site throughout the day. All persons who could reasonably claim to be affected by the change in conditions had given their written approval and the application was to be processed on a non-notified basis.

The Club had asked the Council to waive the fee for the processing of the application. Fees were charged on a cost recovery basis and in this case, were likely to be in the order of \$600 including GST.

RESOLVED on the motion of Cr Beale, seconded by Cr Sharp, THAT the Council waive the fee for processing the current resource consent application by the Gore Pakeke Lions Club, to vary the conditions of its 2002 consent.

2016/80

9. TRADE WASTE BYLAW (SC0107)

A memo from the Policy and Planning Officer had been receiving advising that in accordance with section 160A of the Local Government Act 2002, the Council's Trade Waste Bylaw 2008 had been automatically revoked in 2015 due to the absence of a review.

Section 148 of the Local Government Act 2002 placed specific requirements on a local authority in respect of the making of bylaws relating to trade wastes. The Minister of Health had to be consulted and prior to that, the Council was required to give two months public notice of its intention to make a Trade Waste Bylaw.

A copy of the draft Trade Waste Bylaw had been circulated with the agenda, together with a Statement of Proposal for the Bylaw which would be utilised as part of the consultation process required under the Act.

In response to Cr Bolger, the General Manager advised there had been minor changes to the previous document based on a review of other Trade Waste Bylaws from around the country.

The Chief Executive said a summary of the key changes could be included in the public notification process.

RESOLVED on the motion of Cr Bolger, seconded by Cr Page, THAT the Council approve the draft Trade Waste Bylaw and accompanying Statement of Proposal for public consultation, pursuant to Sections 148(2) and 156 of the Local Government Act 2002.

2016/81

10. SCHEDULE OF LANDUSE CONSENTS

A schedule of subdivision and landuse consents issued to 21 June 2016 had been circulated with the agenda.

RESOLVED on the motion of Cr Gover, seconded by Cr Dixon, THAT the information be received.

2016/82

11. REPORT FROM RURAL HALLS AND DOMAINS SUB-COMMITTEE (SC1402)

A copy of the report from the meeting of the Rural Halls and Domains Sub-Committee held on Monday 25 July 2016 had been circulated with the agenda.

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

AND THAT the grants listed in the report be approved for payment.

2016/83

12. LOCAL ALCOHOL POLICY – ADOPTION (SC1468)

A memo had been received from the Chief Executive advising that the combined Local Alcohol Policy covering the three territorial authorities had been adopted on 31 May 2016. A copy of the adopted Plan had been circulated with the agenda. In order for the policy to take effect, all three participating Councils needed to resolve to make it operational. Regulation 19 of the Sale and Supply of Alcohol Regulations 2013 required the Council to give notice of the adoption of the Local Alcohol Policy. Notice would be given in the Southland Times on 20 August and 27 August and the Ensign on 24 August 2016.

Section 90(6) of the Sale and Supply of Alcohol Act 2012 required that Policy B1 of the Local Alcohol Policy, which pertained to trade hours, take effect three months after the balance of the policy became operative. For the ease of implementation a date of 7 December 2016 was nominated.

RESOLVED on the motion of Cr Gover, seconded by Cr Page, THAT the Council resolve to make the Local Alcohol Policy operational as at 30 August 2016,

AND THAT the Council resolve to make Policy B1 (relating to trade hours) of the Local Alcohol Policy operational as at 7 December 2016.

2016/84

13. REPORTS FROM COUNCILLORS

The Council perused reports received from His Worship the Mayor, Crs Beale, Gover and Davis.

The meeting concluded at 8.34pm

RURAL CITY LIVING



Report of the ordinary meeting of the Community Services Committee held at the Hokonui Runanga, 140 Charlton Road, Gore on Tuesday 23 August 2016, at 4.12pm.

Present His Worship the Mayor (Tracy Hicks, JP), Cr P Grant (Chairperson), Crs Beale, Bolger, Byars, Davis, 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), HR/Administration Manager (Susan Jones), Communications Manager (Sonia Gerken), Senior Corporate Support Officer (Mrs Ceri Macleod), Senior Visitor Centre Consultant (Miss Nicole Parry), Library Manager (Ms Lorraine Weston-Webb), Events and Promotions Coordinator (Ms Emma Carle), Planner (Miss Rosie Given), Aquatic Services Manager (Ms Kim Peterson), Animal Control Officer (Mr David McKewen) and one member of the public in the gallery.

Apology Cr Gover apologised for absence.

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

1. UPDATE FROM NEW ZEALAND POLICE

Senior Sergeant Richard McPhail and Sergeant Clint Wright were in attendance at the meeting and provided an update on Police activities from the Eastern Southland area, including staffing and crime statistics.

In response to Cr Beale asking about CCTV cameras, the Senior Sergeant said more would be very helpful.

In response to Cr Highsted, the Senior Sergeant said methamphetamine (meth) was an actively used substance in the Gore community and he urged everyone to be aware of it being in the community. Much of the meth was brought in by gangs using a variety of transport methods. It was a major issue in New Zealand.

Senior Sergeant McPhail said in any testing process meth went through a person's system faster than cannabis and some people who used meth would test clear as opposed to having taken or used cannabis.

His Worship the Mayor acknowledged the efforts of Senior Sergeant McPhail for his commitment to the Eastern Southland area and thanked him for his involvement.

In response to Cr Sharp asking about the number of traffic accidents on rural roads, the Senior Sergeant said he believed most were due to the standard of driving. He added that most were on sealed roads as opposed to gravel.

The Senior Sergeant thanked the Council for maintaining a great working relationship with the Police.

Senior Sergeant McPhail and Sergeant Wright departed the meeting at 4.30pm

2. REPORT FROM PARKS AND RECREATION MANAGER

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

Cr Davis asked when the tracks at Dolamore Park would be checked.

The Manager advised he was unsure about DoC tracks, but the Council tracks had been checked recently.

In response to Cr P Grant who advised there were a lot of pigs in the bush, the Manager confirmed there had been a poisoning programme undertaken at Stoney Creek which had pushed some pigs through into the bush.

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

3. REPORT FROM GORE DISTRICT LIBRARIES – JULY-AUGUST 2016

A report from the Library Manager was perused by the Committee.

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

4. REPORT FROM AQUATIC SERVICES MANAGER – JUNE AND JULY

A report from the Aquatic Services Manager was perused by the Committee.

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

5. REPORT FROM THE DISTRICT ARTS AND HERITAGE CURATOR – JUNE AND JULY

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

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

6. REPORT FROM EASTERN SOUTHLAND NEWCOMERS NETWORK – MARCH-JULY 2016

A report from the Coordinator for the Eastern Southland Newcomers Network was perused by the Committee.

The Chief Executive advised funding for the position was an on-going challenge and additional ratepayer funding may be required in the future.

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

7. REPORT FROM THE GORE VISITOR CENTRE SENIOR CONSULTANT

A report from the Gore Visitor Centre senior Consultant was perused by the Committee.

His Worship advised the Eastern Southland Gallery had recently been profiled in Lonely Planet as the second best attraction in the South Island to visit.

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

8. SPORT SOUTHLAND – ANNUAL REPORT

A memo had been received from the Parks and Recreation Manager, together with a copy of the annual operational report from Sport Southland.

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

Cr P Grant thanked the staff for their efforts over the past three years and wished Cr Byars well in her retirement.

The meeting concluded at 4.52pm

RURAL CITY LIVING

Report of the ordinary meeting of the Operations Committee held at the Hokonui Runanga, 140 Charlton Road, Gore on Tuesday 23 August 2016, at 6.38pm.

Present His Worship the Mayor (Tracy Hicks, JP), Cr Davis (Chairperson), Crs Beale, Bolger, 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), HR/Administration Manager (Susan Jones), Communications Manager (Sonia Gerken), Senior Corporate Support Officer (Mrs Ceri Macleod) and one member of the public in the gallery.

Apology Cr Gover apologised for absence.

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

Cr Davis thanked all Councillors for their input over the past three years and extended best wishes to those who were standing for election again.

1. REPORT FROM TRANSPORT MANAGER FOR JULY

The Committee perused a report from the Transport Manager.

Cr Bolger noted the new gravel being utilised appeared to be very good.

Cr Davis asked for a report on how the new gravel mix was working to be provided at a future meeting.

Cr P Grant said the Dolamore Park road had been gravelled with the new gravel mix but after a shower of rain or a frost it became quite slippery and was dangerous.

Cr Sharp asked about cycle lanes in the District.

The General Manager advised there was a cycle lane on Coutts Road.

His Worship said cycle lanes were not at all common some years ago but it was now an evolving issue around different areas. He expected the Council would monitor the interest and address it if it became an issue.

Cr D Grant said he had been through the North Island recently and there were not a lot of lanes in towns that were larger than Gore.

Cr P Grant said he often saw a lot of cyclists on Reaby Road but there was no room to put a cycle lane in.

His Worship said River Road was the same.

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

2. REPORT FROM 3 WATERS ASSET MANAGER – JUNE-AUGUST 2016

The Committee perused a report from the 3 Waters Asset Manager.

Cr D Grant referred to the recent water issues in the Hawkes Bay.

The General Manager said the local municipal water supplies were chlorinated.

Cr Beale asked if water samples were regularly taken.

The General Manager said there were three sample rounds taken per week.

Cr Highsted suggested a report be prepared for the next Council meeting on the potential risk around the water supplies.

Cr Sharp referred to an article in a recent issue of NZ Farmer about a new wastewater treatment system at Fonterra's Edendale plant.

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

3. REPORT ON AFTON STREET WASTEWATER MAIN ISSUES (SC0601)

A memo had been received from the 3 Waters Asset Manager advising that on 5 July the Council had received a complaint about a sink hole that had developed outside 8 Afton Street, Gore. Following inspection it was found that it was located directly above the wastewater main which ran down the centre of Afton Street. This was the third sink hole that had developed in Afton Street in recent years, all of which appeared to be related to the wastewater main. The street would be monitored closely in the near future and consideration given to replacing the entire main when prioritising wastewater renewals.

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

4. REPORT ON LEAK DETECTION WORK (SC0647)

A memo had been received from the 3 Waters Asset Manager advising that over the past two months 3 Waters staff had been working with Leak Detection Services to identify leaks in the Gore water reticulation network. Details about minimum night time flow testing, detailed leak investigation work, leaks on private laterals and on-going leak detection work had been provided. Approximately \$30,000 had been spent on the recent leak detection work with an additional \$30,000 allocated over the next two financial years for further investigation work. Thereafter, \$10,000 per annum had been allocated for on-going leak detection work.

The recent leak detection work completed on the Gore water supply reticulation had identified very high leakage rates. It was estimated up to 50% of water in the network was being lost through leaks. Approximately 75% of water currently being lost in the network was in the Council network, with the remaining 25% being lost as a result of leaks from private connections.

A map showing the test results from each of the seven zones had been circulated with the agenda.

Cr Highsted referred to the comment that saving 1850m³/day of water equated to approximately 50% of Gore's average daily water usage. Was that correct?

The Manager said with the restrictions over summer it was due to fluctuation in the ground water level. If there was 50% less water in the winter it did not necessarily mean it was being saved for the summer. It might be more like 25-30% of the summer flow.

The General Manager said water not taken from the aquifer in the summer would end up somewhere else, it would not remain in the aquifer for taking at another time.

Cr Beale said from a funding point of view he believed the \$275,000 diverted from the Devon Street water main renewal towards the leak detection project was money well spent.

Cr Beale recommended THAT the report be received,

THAT a goal of reducing the average minimum night time flow in the Gore network to 10 litres/connection/hour be set,

THAT a policy be drafted in regard to resolving leakage issues from private connections,

THAT the funding currently allocated to the Devon Street water main renewal be relocated to fund an initial intense leak resolution programme,

AND THAT an annual report be submitted to the Operations Committee for tracking against the goal.

The recommendation was seconded by Cr Byars.

Cr Highsted would not like to think that all budgets would be focused on reaching a goal of 10 litres/connection/hour. He wondered if it was purely aspirational.

The Chief Executive said the Council was buying itself time by deferring the Devon Street work and having a goal of 10 litres. The next iteration of the Long Term Plan would determine what stage the leak detection work was at.

The Manager said he had suggested a goal as the leak detection work would be on-going. When the minimum night time flow testing was done an area that needed work could be identified or it could be ticked off as being satisfactory. Christchurch City tested an area of its network every year.

The General Manager said having a goal meant the staff knew where to set the budgets and where they should be aiming.

The recommendation was put and it was carried.

5. EAST GORE FIRE FIGHTING CAPACITY IMPROVEMENTS (SC0643)

A memo from the 3 Waters Project Manager had been received advising that the Long Term Plan had provided a budget of \$30,000 to undertake improvements for fire fighting capacity in south east Gore. The work had been identified after the Livestock Supplies building burnt down in 2014. Originally it was proposed that the 150mm fire cement booster main would connect into the 125mm cast iron main to increase water pressure, however, the scope of work changed when Opus completed water models showing that would not increase the water pressure significantly and the 100mm pipe would either need to be upgraded or a duplicate pipe installed to get a suitable flow increase.

Prices for the work had been obtained and these ranged from \$39,920.10 to \$59,323.04.

RECOMMENDED on the motion of Cr D Grant, seconded by Cr Highsted, THAT the East Gore pipe installation continue, with an acknowledgement of the increase in capital cost.

The meeting concluded at 7.27pm

RURAL CITY LIVING

Report of the ordinary meeting of the Regulatory and Planning Committee held at the Hokonui Runanga, 140 Charlton Road, Gore, on Tuesday 23 August 2016, at 4.54 pm.

Present His Worship the Mayor (Tracy Hicks, JP), Cr Highsted (Chairperson), Crs Beale, Bolger, Byars, Davis, 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), HR/Administration Manager (Susan Jones), Communications Manager (Sonia Gerken), Building Control Manager (Mr Russell Paterson), Senior Corporate Support Officer (Mrs Ceri Macleod), Planner (Miss Rosie Given), Animal Control Officer (Mr David McKewen) and one member of the public in the gallery.

Apology Cr Gover apologised for absence.

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

1. SOUTHLAND REGIONAL DEVELOPMENT STRATEGY – UPDATE ON EASE OF DOING BUSINESS (SC1315)

Mr Steve Ruru, Chief Executive of Southland District Council and Team Leader of the Ease of Doing Business work stream of the Southland Regional Development Strategy was in attendance and provided a presentation and update on the ease of doing business.

Mr Ruru departed the meeting at 5.15pm

The meeting adjourned at 5.16pm in order to consider the in committee item, and resumed at 6.12pm

2. ANIMAL CONTROL ACTIVITIES REPORT FOR MAY, JUNE AND JULY 2016

The Committee perused a report from the Animal Control Officer.

Cr Bolger said the Council had taken the service back in house and he asked if it had provided better security for residents.

The Chief Executive said without doubt. There had been a growing awareness of the animal control service and the Council was more proactive. He was happy with the service being run in-house and had no desire to have it contracted out again.

Cr Sharp asked what the next step was for a dog that had been classified as dangerous.

The Officer said it was not his decision to make, it was the Chief Executive's. It first had to meet the criteria of the dangerous dog classification.

The Chief Executive said reviewing a dangerous dog classification was considered on its merits. If there were concerns about public safety the dog would be impounded and a court order obtained for destruction. However, dog owners had rights and there had been some court cases that had resulted in \$100,000 in costs being incurred by Councils.

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

The Animal Control Officer departed the meeting at 6.19pm

3. DOG CONTROL POLICY AND PRACTICES (SC1233)

A memo had been received from the Chief Executive together with a copy of the annual report on the Council's dog control policy and practices for the year ending 30 June 2016.

RECOMMENDED on the motion of Cr Davis, seconded by Cr P Grant, THAT pursuant to Section 10A of the Dog Control Act 1996, the Gore District Council report on Dog Control Policy and Practices for 2015-16 be adopted.

4. REPORT FROM BUILDING CONTROL MANAGER ON BUILDING CONTROL ACTIVITIES FOR MAY, JUNE AND JULY 2016

A report from the Building Control Manager on building control activities for May, June and July was perused by the Council.

Cr Davis asked what impact the MVM project may have on the building department.

The Manager advised there was a meeting scheduled the following week to get an idea of what may be involved, but from speaking with colleagues in other Councils

most of it was likely to be managed by a Project Manager. There would still be a hands on overview of the project.

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

5. DISTRICT LICENSING COMMITTEE – ANNUAL REPORT (SC1333)

A copy of the annual report from the District Licensing Committee, prepared by the Council's Licensing Inspector, had been circulated with the agenda and was perused by the Council.

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

6. SCHEDULE OF LANDUSE CONSENTS

A schedule of landuse consents issued for the period ending 11 August had been circulated with the agenda and was perused by the Council.

RECOMMENDED on the motion of Cr Byars, seconded by Cr Davis, THAT the information be received.

7. SCHEDULE OF BUILDING CONSENTS ISSUED

A schedule of building consents issues for May, June and July 2016 with comparative information for the previous two years had been circulated with the agenda and was perused by the Council.

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

The meeting concluded at 6.30pm

RURAL CITY LIVING



Report of the ordinary meeting of the Finance and Policy Committee held at the Hokonui Runanga, 140 Charlton Road, Gore, on Tuesday 23 August 2016, at 7.27pm.

Present His Worship the Mayor (Tracy Hicks, JP), Cr Bolger (Chairperson), Crs Beale, Byars, Davis, 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), HR/Administration Manager (Susan Jones), Communications Manager (Sonia Gerken) and Senior Corporate Support Officer (Mrs Ceri Macleod).

Apology Cr Gover apologised for absence.

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

Cr Bolger thanked all Councillors for their contribution over the past three years.

1. QUARTERLY DEBT REPORT (SC1195)

A memo had been received from the Chief Financial Officer together with a copy of the quarterly debt report from Bancorp.

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

2. RATES REBATE SCHEME 2016 (SC1467)

A memo had been received from the Chief Financial Officer detailing the rates rebate scheme that had been established in 1973 to provide a rates subsidy to low income homeowners. The threshold had been raised significantly in 2006 by the Government, making more people eligible for a rebate. The maximum rebate available in the 2015-16 year was \$610.

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

The meeting concluded at 7.41pm

COUNCIL MEETING AGENDA

TUESDAY 13 SEPTEMBER 2016

5. PRESENTATION FROM QUOTABLE VALUE

(Memo from Chief Financial Officer – 05.09.16)

Representatives from Quotable Value, Tim Gibson, Gail Smits and Luke Van Den Broek will be in attendance at the meeting to make a presentation about the recent revaluation of the Gore District.

6. YOUTH COUNCIL

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

A copy of the minutes of the Youth Council meeting held on 1 August is attached.

RURAL CITY LIVING



Report of the Gore District Youth Council meeting, held in the Gore District Council Chambers, 29 Bowler Avenue, Gore on Monday 1 August 2016, at 5.05pm.

| | |
|----------------------|---|
| Present | Olivia Samson (Chairperson), Alex Parish (Deputy Chair), Tom Davies, Keeley Wilson, Max Balloch, Hamish Goatley, Cheyanne Candy, Amy Tomsett, Rose Ewing, Ella McDowall, Sam Keighley, Rocco Saunders, Ali Musalov, Danielle Harris, Brayden Scott and two members of the public. |
| In Attendance | Cr Anne Gover and Corporate Support Officer (Mrs Kylie Weir). |
| Apologies | Mikayla Ferguson, Destiny O'Connor, Emily McElrea and Sarah Miller apologised for absence. |

1. Confirmation of Report

The report of the Gore District Youth Council meeting held on Monday 9 May 2016 had been circulated. Olivia Samson moved that it be received, seconded by Alex Parish.

2. Council Agenda Items

Submissions to Local Government Act 2002 Amendment Bill (No 2)

Olivia informed the Youth Councillors of the Local Government Amendment Bill and read a short summary about the Amendment Bill. She said the change could mean that the Government could override decisions made by a local Council.

Hamish felt that if local government were deemed capable of making a decision then why did they have to be seconded guessed by central Government.

In response to Max, K Weir advised the types of decisions that it could look at would be ones around infrastructure such as water supply and roading.

The Youth Council supported the submission to not allow Council decisions to be overridden by the Government.

Southland Water and Land Plan - Submissions

Alex spoke about Environment Southland's proposed Water and Land Plan and gave a brief overview of what the plan covered and guidelines on how a Council could improve these.

Cr Gover provided some background to the plan and why Environment Southland was trying to implement changes.

Pakeke Lions

Alex spoke about the Pakeke Lions Club's intention to amend its resource consent for the recycling depot on the corner of Norton Street and Hokonui Drive. It had made a request to the Council for the fees involved in doing this to be waived.

The Youth Council supported the waiver of the \$600 resource consent fee.

3. Speed Interviews

K Weir advised that the speed interviews would be held at 6.00pm on 2 August in the James Cumming Wing. She provided some background on the interviews and how the evening would run.

Discussion was held around the types of questions that could be asked. Cr Gover advised that this was an event that Councillors looked forward to and enjoyed getting to know the Youth Councillors better.

4. Youth Awards Workshop Debrief

Olivia took the Youth Council over some of the ideas and plans that were made during the Youth Awards Planning Workshop on 22 July for those who weren't able to make it. Discussion was held around the options and the Youth Council agreed that it liked everything so far.

K Weir advised that the theatre had been booked for 10 December with a "Rural City Living – Gore" theme.

The Youth Councillors suggested asking Nicole Mennell to be the photographer as she has won a Youth Award in the past.

In response to Alex, the Youth Councillors decided that it should work as one big planning group and then if needed it could break into smaller groups closer to the time.

It was decided that the sponsorship should be \$250 for one award and \$500 for two awards.

5. 2017 Youth Council

K Weir advised forms for the 2017 Youth Council were available for those who hoped to return. Anyone who was not appointed as a school representative in 2017 would have to apply for a district at large position.

6. Matters Arising

- K Weir reiterated the importance of putting in an apology if Youth Councillors could not make a meeting or event.
- It was decided that ribbon would be made available at the next Youth Council meeting to start making stars for the Gore Women's Refuge project.
- Max and Ali volunteered to speak at the Council meeting on 2 August.

The meeting closed at 6.06pm.

7. FUNDING OF FREE SWIMMING LESSONS FOR PRIMARY SCHOOL CHILDREN

(Memo from Parks and Recreation Manager – 02.09.16)

Purpose

The purpose of this report is to seek Council approval by way of resolution to apply for funding to The Trusts Community Foundation (TTCF) for \$30,000 for the current financial year ending 30 June 2017. This is in accordance with its prior cost share arrangement with the Maitauna Licensing Trust.

Delivery of free swimming lessons continues, funded from the Council's fiscal inputs to this programme. The balance of funding as agreed between the Maitauna Licensing Trust and the Council is for \$30,000 via application, supported by the MLT, to TTCF.

The programme continues to deliver quality swimming lessons to primary school aged children.

RECOMMENDATION

THAT the information be received,

AND THAT the Gore District Council apply to the Trusts Community Foundation for the purpose of seeking financial assistance in the sum of \$30,000 as the second instalment of the three year programme to enable free swimming tuition to continue to be offered to primary school students in the Gore District.

8. HEALTH AND SAFETY REPORT

(Memo from Human Resources Manager – 29.08.16)

Shared Services Project Group

The Shared Services group has been meeting regularly and good progress is being made.

There was limited feedback received from each Council/Health and Safety Committee on the draft joint health and safety manual produced by the shared services group. That feedback has now been incorporated and together with minor grammar and spelling improvements, it is hoped to have the new manual distributed to all staff by about mid to late September.

Once the manual has been released, the group will focus on its work plan. The group has reported twice this year to the Shared Services CEO's group and has had positive feedback on the progress being made.

General

A total of eight staff took up the offer of flu vaccinations offered through a local pharmacy.

Between 20-24 June a total of 23 staff underwent a two day situational safety and tactical communications course provided by Cert. The training was focused at those staff who interact with the public on a daily basis and may find themselves dealing with an angry or irritated customer. Feedback was positive and the training was worthwhile for those who attended.

Incidents reported

Incident reports are now being received from Downers and Bond Contracts which operates the transfer station under contract to the Council.

A total of 35 incidents were reported from 3 February to 16 August 2016, including 11 from Downers and seven from Bond Contracts.

Annual and Sick Leave

Annual and sick leave is reported and monitored on at least a three monthly basis and any issues that may be highlighted are managed on a case by case basis.

For annual leave, I advise the relevant Manager of those staff who have high outstanding balances with a request the staff member provide a plan on how they will reduce their balance to a more manageable level. The outcome of this approach has been that the overall outstanding annual leave liability has been reduced quite significantly over the past 2-3 years.

Health and Safety Committee

The Council's Health and Safety Committee meets now on a monthly basis and comprises members from each of the main workgroups. These are 3 Waters, Parks and Recreation, Aquatic Centre, civic administration building and libraries (including arts and heritage).

Specific training for the Committee will be sourced in order for the members to be effective in acting as health and safety representatives (HSRs) under the Health and Safety at Work Act 2015. Under the new Act, HSRs must be elected by members of their work group to represent them in health and safety matters. They have specific functions and a degree of authority including the ability to close a work site or piece of equipment and issue a Provisional Improvement Notice (PIN) in the event of unsafe work. They are also entitled to two days paid training per year which would be beneficial to both the staff member and the Council.

Annual audits for each Council department have been completed and the annual report will be referred to the Audit and Risk Committee at its next meeting.

RECOMMENDATION

THAT the report be received.

9. RESETTING OF TARGETED RATE - HEAVY INDUSTRIAL 3

(Memo from Chief Financial Officer – 01.09.16)

Background to Heavy Industrial rating areas

The Council has three heavy industrial rating areas shown on the map attached to this report. The heavy industrial rating areas were set up to protect these large properties from large fluctuations in their rates due to changes in valuation. The Council's policy is that the rates for the properties in these three categories are increased annually by the district wide rate increase for that year. The three categories relate to the three heavy industries in Maitua - Ngahere Sawmilling, the old papermill and the Alliance freezing works.

Valuation change during 2016

The Alliance freezing works undertook significant capital works during the 2015/16 year which has resulted in a large increase in valuation for one of its properties. This valuation was only received from our valuation services provider (Quotable Value) after the rates were set on 28 June 2016. However because we received the valuation before 30 June 2016 the Council is duty bound to charge the rate, based on the higher new valuation. This means Alliance would be rated more than is the Council's policy. Alliance was advised of the situation and the Council's intention to correct the issue by resetting the rate. It will receive a rates notice after the rate has been reset.

The value increased by 9% from \$18.7 million to \$20.2 million.

Resetting the rate

The Council could proceed with collecting the higher amount and then offset it against Alliance's account next year. However given that this amounts to \$18,000, a fairer way to solve the problem is to reset the rate using the section 119 of the Local Government (Rating) Act 2002 (LGRA).

This situation meets the requirements of section 119(2) which enables the rate to be reset and the Council advertised its intention to reset the rate as required in section 119 (3).

Because the Heavy Industrial 3 category is a differential of the targeted rate for various activities, known as the ward rate the Council is required to reset the entire rate again. However it is important to note that only the rate for the Heavy Industrial 3 category has changed and this change only affects the Alliance Group properties. Resetting the rate will result in the same amount being collected as is set out in the Annual Plan 2016/17.

RECOMMENDATION

THAT the report be received,

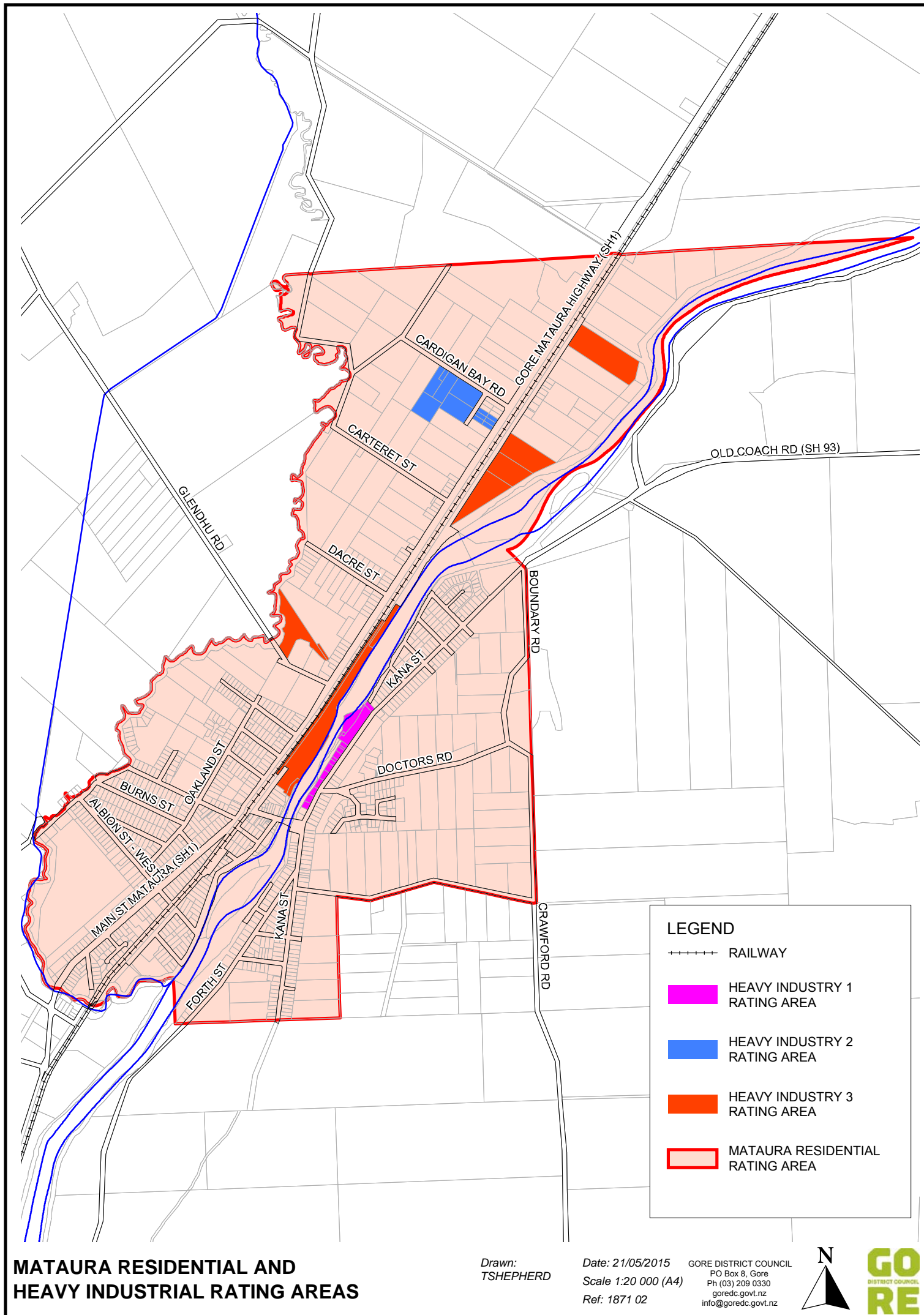
THAT pursuant to section 119 of the Local Government (Rating) Act 2002, the Council reset the following rate on rating units in the district for the financial year commencing 1 July 2016 and ending on 30 June 2017:

1. 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 | 0.009890 |

AND THAT resolution 2016/72 passed at the Council meeting held on 28 June 2016, be amended to incorporate the reset rate for Heavy Industry 3 as set out in the table above.



10. AUDIT AND RISK COMMITTEE MINUTES

(Memo from Chief Executive – 28.08.16)

Attached for the Council's information are the minutes of the Audit and Risk Committee meeting held on Wednesday 24 August 2016.

RECOMMENDATION

THAT the minutes of the meeting held on 24 August 2016, be received.

Report of a meeting of the Audit and Risk Committee held in the office of His Worship the Mayor, 29 Bowler Avenue, Gore on Wednesday 24 August 2016, at 10.34am.

| | |
|----------------------|--|
| Present | His Worship the Mayor (Mr Tracy Hicks JP (Chairperson), Cr Bolger, Cr Davis, Cr P Grant, Cr Page and independent member Mr Michael Chamberlain. |
| In attendance | The Chief Executive (Mr Stephen Parry) and the Human Resources/Administration Manager (Susan Jones). |
| Apologies | Cr Highsted and the Chief Financial Officer apologised for absence |

1. REPORT OF PREVIOUS MEETING

RESOLVED on the motion of Michael Chamberlain, seconded by Cr P Grant, THAT the report of the previous meeting of the Audit and Risk Committee held on 24 February 2016 be confirmed as a true and complete record.

Matters arising

M Chamberlain asked about clarification of the Council's role in relation to road safety and overgrown vegetation on the Main Street which was also a State Highway.

The HR Manager advised it had been discussed briefly by the shared services HR group. There were overlapping contractor duties but she would raise it again and get clarification.

2. HEALTH AND SAFETY REPORT

The Committee considered a report from the Human Resources Manager on health and safety within the Gore District Council, including an update on progress being made on the shared services project with other Southland Councils, monitoring of sick and annual leave and the Council's own Health and Safety Committee. The Manager advised incident reports were now being received from Downers and Bond Contracts.

A schedule of health and safety incidents that had occurred from 3 February until 16 August had been circulated.

Annual audits for each of the Council's departments had been completed and the annual report would be available for consideration at the Committee's next meeting.

Cr P Grant questioned the trivial nature of some incidents being reported.

M Chamberlain felt they were all useful and thought there was a pattern worth being aware of.

Discussion ensued about some of the incidents reported and the follow-up action implemented.

His Worship expressed surprise that there had not been any issues arising from the bar at the tip face at the transfer station.

An update on the tip face, public access and the transfer station operation in general would be provided to the next meeting.

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

3. REPLACEMENT OF TELEPHONE SYSTEM

A memo had been received from the Chief Financial Officer advising that the Council's telephone system was about 10 years old and had not been supported by the manufacturer for some time. Vodafone NZ had approached the Council earlier in the year with an offer of "Telecommunications as a service" (TaaS) which was a phone system in the "cloud." The system abandoned copper line technology and used a dedicated internet connection to carry voice traffic. Having a service in the cloud would shield the Council from an onsite equipment failure due to faults or localised disasters. The equipment in Vodafone's sites had layers of redundancy built in and was routinely upgraded.

The Council presently spent around \$65,000 per year on telecommunications. The TaaS from Vodafone was costed at reducing that to between \$35-40,000.

Mr Ian Edwards, IT consultant attended the meeting from 10.53am

Mr Edwards confirmed there was no support available for the existing telephone system. Going to a cloud based system was the best option in his opinion. The Council was able to access the fibre based connection that came from Gore Hospital. A new telephone system would be on a separate connection which was beneficial as it would not interfere with the public Wi-Fi in the event of any interruption.

Cr Grant said Vodafone did not offer coverage in some areas.

Mr Edwards said 2 degrees had recently installed extra towers in rural areas which had improved service.

Mr Chamberlain asked if the confidentiality of the cloud based service had been checked.

Mr Edwards said the only items stored were calls made and received and not actual recordings.

Cr Davis asked what happened in the event of the internet being down for a period of time.

Mr Edwards advised it would switch to cellular coverage. In the event of a power cut, calls could be forwarded to cell phones. Both 2 degrees and Spark were using the same technology.

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

AND THAT the Committee endorse the approach taken by management to retire the aging PABX system and replace it with a suitable cloud based service.

4. IT BUSINESS CONTINUITY PLAN

A memo had been received from the Chief Financial Officer advising that the Council was heavily reliant on computer systems to deliver its business activities which were hosted on servers in the main Council offices and at satellite sites such as the library and the pool. The systems were backed up daily to removable disk drives and taken home by an IT staff member at night.

There was no formal IT business continuity plan in place. The proposed plan sought to cover two risks – the aging servers and bolstering the offsite backup regime. The proposal was to reduce four servers in the main office to three. The critical servers would be backed up to a server in a New Zealand based data centre run by vBridge. They would also be replaced on a six year replacement cycle.

Mr Chamberlain asked if the Council had trouble recruiting people for the IT team.

Mr Edwards said the team was small. Most of their work was relating to users and devices. That would increase slightly in the future with additional devices. The Council did rely on outside parties from time to time as well as third party providers for Authority and TRIM. If the IT Officer was to leave for instance that work could be outsourced but he believed a person was still needed in-house.

The Chief Executive said the IT staff were no different to some other areas of a small Council. If some longer serving staff left there would be gaps created, but having a good culture was crucial to retaining staff.

RESOLVED on the motion of Cr Page, seconded by Michael Chamberlain, THAT the report be received,

AND THAT the Committee endorse the proposed IT business continuity plan.

In response to Cr Page asking about the Council's reliability on the hospital in the event of a local disaster, Mr Edwards said the Council's connection would drop but it

had a second connection that would take over and run at medium speed. The telephone system would switch to the second connection.

Mr Edwards departed the meeting at 11.16am

5. HOLIDAYS ACT ERRORS EXPERIENCED AROUND THE COUNTRY

A memo had been received from the Chief Financial Officer following widespread investigations into the calculation of leave entitlements for employees. Investigations into breaches showed about 24,000 public and private sector workers had been underpaid. The Council had not been affected.

The Council had outsourced its payroll function to Datacom in 2006. It was an industry leader in providing payroll services and its consultants were well versed in payroll legislation. In addition, the Council's HR Manager and payroll contractor (the former Office Manager) had a good working knowledge of employee entitlements.

Mr Chamberlain suggested selecting a staff member who had worked a lot of overtime and do a manual calculation to ensure the entitlements had been paid correctly.

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

6. INTERNAL AUDIT SHARED SERVICE

A memo had been received from the Chief Financial Officer advising that in November 2015 the Committee and the Southland CEO's shared service group had endorsed the investigation of a regional internal audit shared service. Deloitte had sent a proposal with the idea of creating efficiencies by performing the same body of work at a number of different Councils in a short time period. It was a pilot programme involving 2-3 days internal audit work on site with each participating Council.

The Invercargill City and Southland District Councils and Environment Southland all took part in the pilot study to assess the quality of the programme. All three Councils found the results insightful and would recommend continuing with it as an internal audit solution, should Deloitte continue to offer it.

Mr Chamberlain thought the best solution would be a joint internal one. He recalled another of the accounting firms, Crowe Horwath had provided a proposal. If a joint one was not able to be established, he suggested the Council should also consider Crowe Horwath.

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

AND THAT the Council seek a copy of the Deloitte report from the other Councils, in confidence.

7. CAPITAL WORKS PROGRAMME

A memo had been received from the Chief Executive about the risks posed by the Council's large capital works programme. Considerable thought had been given to how the Council could best protect itself against design failures, cost over runs and delays in implementing projects. The most prominent risk posed at present was the successful execution of large capital works in the 3 waters area, including desludging the Gore oxidation ponds, upgrading the Ajax pump station and wastewater/stormwater mains running to and from that network junction and the removal of manganese from the Hilbre Avenue water treatment plan together with upgrading water treatment processes to be compliant with the New Zealand Drinking Water Standards. These projects constituted approximately \$10 million and were key contributors to the doubling of the Council's current debt over the next five years.

The Chief Executive was of the view that the in-house staff needed to be bolstered by an external consultant and the Council had previously had pleasing experiences with project management company, Signal Management Group, from Dunedin. One of the directors of the company, Mr Shokit Ali was a civil engineer by profession and had over 20 years project management experience. A copy of the full range of services provided by Signal Management had been circulated with the agenda.

The Chief Executive advised he had recent poor experience with MWH and was not inclined to involve it in any of the planned capital works projects.

Cr Davis asked if Signal would be involved with the MVM project.

The Chief Executive said it could be, but he would prefer waiting a little longer until the company's plans on wastewater disposal were clearer.

Cr Davis thought there could be potential risks to the Council if it did not plan appropriately for the MVM development and wondered if Signal could assist.

The Chief Executive said Signal was a project management company.

Mr Chamberlain referred to MWH and asked if there was a debrief after each contract was concluded.

The Chief Executive said there were debriefs with large projects, but fair to say not so much in the civil engineering side. He acknowledged it was worth doing in the future.

RESOLVED on the motion of Cr Davis, seconded by Cr Page, THAT the Committee note the approach taken by management to manage risks associated with a large capital works programme,

THAT the Audit and Risk Committee endorse the engagement of Signal Management Group,

AND THAT a formal review be undertaken after the conclusion of each contract.

8. GORE DISTRICT WATER TREATMENT PROCESSES

A memo had been received from the Chief Executive following the widespread illness suffered by Havelock North residents due to bacteria thriving in the water supply. It was thought that questions could be asked of the risk of something similar occurring in the Gore District. An information sheet from the 3 Waters Manager had been circulated and gave a level of assurance that the risks were being adequately managed.

In response to Mr Chamberlain, the Chief Executive provided a background on the Otama rural water supply scheme. He undertook to send additional information to him about the scheme.

The Council intended installing UV screens which would mitigate any risk to water supplies. When the treatment upgrades were done in Gore and Mataura, the water supplies would be fully compliant. Chlorinating water supplies ensured potential risks were avoided.

The 3 Waters Asset Manager attended the meeting at 12.14pm

The Manager advised the water was tested at the source and at one location in each network. It was only tested for e-coli. He was aware of historical connections to the Gore and Mataura water lines and those residents were drinking raw water.

In response to His Worship the Manager said the groundwater for the Gore supply was about eight metres deep.

Cr Davis asked if the residents on raw water knew they had raw water.

The Manager said it was assumed they knew. Those people were outside the town boundary.

Cr Davis asked for a report for the next meeting.

Mr Chamberlain suggested that management should also look at how water issues were communicated with the public to manage expectations.

The Chief Executive said there were other people who tapped into the water supply who were not urban residents and were billed accordingly. They were not rated.

Cr Davis thought the Havelock North issues was a catalyst to address the raw water supply and believed the Council had an obligation to notify those residents.

The Manager said if all three of the Council water supplies went out, it would need to rely on the neighbouring Councils to supply water. He felt the likelihood of Coopers, Jacobstown and Matura all failing at once was highly unlikely. The Council staff undertook the testing and the requirement was to provide network sampling.

His Worship asked if there was a problem with water similar to what occurred in Havelock North was the Council equipped to deal with it?

The Manager said the Council's approach to such a situation would be discussed later in the week and the process to follow included in ProMapp.

His Worship asked if there was one plant in particular that triggered alarms.

The Manager said there had been turbidity issues at the Matura plant and also at Jacobstown as a result of water levels getting low over the summer. If a turbidity event went over a certain limit then daily sampling was carried out and referred to the DHB as a matter of course.

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

AND THAT a report on extraordinary water users, test results and the communication response to a potential bacterial outbreak in a water supply be provided to the Council and the Committee.

9. ACTION SHEET

The Committee considered the action sheet detailing action points arising from previous Committee meetings.

The meeting concluded at 12.52pm

11. 2016 RESIDENTS SURVEY ANALYSIS

(Memo from Communications/Promotions Manager - 01.09.16)

The Council's new methodology for reporting the outcomes of its annual residents' survey has produced a document that is both informative and easy to understand.

It has also produced greater engagement from the community. The response rate this year from the telephone survey was 38%, up from 31% in 2015, while the number of people who chose to do the survey online increased 250% to 126.

It is worth noting that online engagement was not dominated by the younger generation. Of those residents who completed the survey via the Council's website, 48% were in the 50 year to 65+ year age group.

In response to a request at the Council's meeting on 2 August, managers have provided a critical review of results in relation to their specific department.

- ✎ The residents' survey attached is an amended version to that presented for adoption. The main difference is that the calculation of satisfaction levels for various activities and services has been amended to include the neutral, satisfied and very satisfied responses. This reflects the calculation method used in previous years and provides a more accurate benchmark.

Response from Managers

Comments from the Council's managers in response to outcomes and/or comments in the Residents' Survey are as follow:

Aquatic Services Manager

Results from the Gore Aquatic Centre and Mataura pool are consistent with previous years, and have met level of service targets.

With regard to feedback about the pools being too cold, this can depend on what activity the customer has come in for. For example, those coming in to work out, when body temperature rises quickly, will not want to overheat in a pool that is too warm, while casual users who do not move around as much will want the pool warmer.

The optimum pool temperature is quite subjective. However, we have adjusted the temperature of the main pool to be between 28.7°C – 29°C, which is just above the national average, to provide a happy medium.

The leisure pool temperature is slightly below the 32°C national average for leisure pools due to ongoing difficulties with the heating unit. The purchase of new heat exchanger plates this financial year will ensure the temperature is maintained at 32°C.

Parks and Recreation Manager

The level of satisfaction with the Council's parks and reserves, and leisure facilities, is on a par with previous years. It is particularly pleasing to see our sportsgrounds scored a perfect 100% satisfaction rating, while the Gore Aquatic Centre, cemeteries, playgrounds, property and parks and reserves scored in the 90s.

The level of satisfaction with public conveniences dropped slightly to 87%.

It was pleasing to note that overall the use of Council facilities is high. Only 5% of those surveyed had not used a council facility in the last 12 months. This result proves that the wide range of facilities we provide are accessible to the majority of the community.

Overall, I am pleased with the survey results.

Library Manager

The Residents' Survey report format is pleasing and the content is useful. The basic data 99% satisfied is a good result and compares very favourably with previous years. When the Library manager asked for comments pertaining to the libraries they were provided promptly. The comments about what people do or don't like about their library service were used to stimulate lively team discussion about what we do, why and how we do it, helping to focus on improving customer service. The library also carries out a library customer survey, on an approximately two to three year cycle. However, the residents' survey has responses from people who may not use the library so this provides a wider response.

Gore Visitor Centre Manager

The 96% customer satisfaction level for the Gore Visitor Centre is on par with previous years, and is particularly pleasing given the 12 months in question saw a major restructuring and the challenges inherent with that.

While the customer satisfaction level was only 2% back on the previous year, the senior consultant used the result as an opportunity to write an excellent set of positive actions to ensure a consistently good customer experience, which have been embraced by staff who are passionate about their work.

Residents are not the main customers for the visitor centre, as demonstrated by the low number of survey respondents who had used the facility (26%). Consequently, staff are presently looking at ways of capturing real-time customer feedback to compliment the annual Residents Survey.

Communications/Promotions Manager

The Council's level of engagement online continues to grow. The number of respondents who said they follow the main Facebook page is up 59% on last year, while the number of people who said they visited the Council's website in the last year increased 22%. Customer satisfaction levels with both remains high at 97% and 93% respectively.

The Ensign and Hokonui radio rank highly as mediums for getting information about the Council, however, this is not surprising given these are the two channels the Council predominantly uses to advertise in.

It is worth noting that locally owned and operated radio station CaveFM ranked highly as a preferred channel for Council news. This is a surprise considering the Council only started using this station in April this year, and then only spasmodically.

It is planned to conduct an external and internal communications review this financial year, which is timely given 21% of survey respondents believed communication could be improved.

3 Waters Asset Manager

While 89% of residents were satisfied with wastewater services, and 77% satisfied with stormwater services, it is noted these figures are slightly down on last year. The majority of comments related to blocked drains and gutters, and surface flooding. As a result, discussions will be held with the roading contractor to ensure all gutters and sumps are cleared in a timely manner. Some of the flooding was a result of underlying issues with the stormwater network. A long term strategy to resolve these issues is currently being developed.

With regard to Gore's water supply, 79% of residents were satisfied with the reliability of the supply, which was a 13% decrease on last year, and 78% were satisfied with the quality. The decrease in satisfaction level with regard to reliability of the water supply can probably be attributed to the prolonged period of water restrictions this year as a result of the dry summer we experienced.

While two-thirds of respondents were happy with the Council's approach to applying water restrictions, a number of comments regarding farmers and businesses being able to use water without restrictions, and restrictions only being a temporary solution, were received. The increased leak detection and resolution programme currently underway will reduce Gore's water consumption, which in turn will reduce the frequency and duration that water restrictions are in place.

Chief Financial Officer

With regard to customer service, two-thirds of survey respondents had direct contact with the Council in the last 12 months. This could be contact with anyone in the Council, from the customer service team to technical or field staff.

The number of respondents who have visited the Council office has fallen from 63% to 47%. While over time the customer service team has noticed a decline in the number of customers visiting the Council to pay their rates accounts, business at all other times has remained steady. Although the survey reports a drop in those contacting the Council by phone, there has been no measurable drop in the number of calls fielded by the customer services team.

The increase in contact initiated from either the Council's website or Facebook page is pleasing to note. The Council's e-services online payment and CRM facility is presently being "reskinned". This upgrade will improve the look and feel of the webpage and allow users to easily complete CRMs and payments on mobile devices such as tablets and smart phones. Online dog registrations are being tested for launch in the near future.

Customer satisfaction overall remains high, however, there is a large dip in the satisfaction rate for customers that communicate by phone (dropping from 86% to 66% in one year). From the customer service team's perspective there has been no change in the level of service provided to phone customers. However, it has been a long time since the way in which the Council as a whole interacts with its customers was reviewed. A project team has been set up to review customer contacts with the Council from beginning to end, with the view of improving the service provided to customers. This team will report its findings and recommendations to the Chief Executive by the end of April 2017.

RECOMMENDATION

THAT the amended 2016 Gore District residents' survey be noted,

AND THAT the report be received.

12. KEEPING OF ANIMALS, POULTRY AND BEES BYLAW

(Memo from Policy and Planning Officer – 22.08.16)

1.0 Introduction

- 1.1 The Council's Keeping of Animals, Poultry and Bees Bylaw 2008 will automatically be revoked on 25 August 2016 in accordance with section 160A of the Local Government Act 2002 (the Act) due to the absence of a review in 2014. It is therefore necessary to follow the provisions of the Act in order to establish a new Keeping of Animals, Poultry and Bees Bylaw.

2.0 Process

- 2.1 Section 145 of the Act provides for the adoption of bylaws to:
- (a) Protect the public from nuisance,
 - (b) Protect, promote and maintain public health and safety ; and
 - (c) Minimise the potential for offensive behaviour in public places.
- 2.2 Section 146 of the Act makes specific provision for the establishment of a bylaw to regulate the keeping of animals, poultry and bees.
- 2.3 In considering the adoption of a bylaw under this section, Council must follow the procedure set out in Sections 155–157 of the Act. This entails:
- (a) The Council determining whether a bylaw is the most appropriate way of addressing the perceived problem;
 - (b) The Council determining whether the proposed bylaw;
 - (i) is the most appropriate form of bylaw; and
 - (ii) gives rise to any implications under the New Zealand Bill of Rights Act 1990.
- 2.4 If the Council decides to proceed with introducing a bylaw, the Council must then use the special consultative procedure for public consultation.

3.0 Appropriateness of the Bylaw to address the perceived problem

- 3.1 Section 155(2)(a) of the Local Government Act 2002 requires the Council to determine whether the proposed bylaw is the most appropriate form of bylaw.
- 3.2 The keeping of animals, poultry and bees within urban areas has at times caused issues such as wandering stock, damage to private property and general nuisances like noise and odour.
- 3.3 Since the existing bylaw came into force in 2009 the Council has had a tool to effectively control and address such issues through a permitting system with conditions or restrictions on the keeping of animals, poultry and bees. However, come 25 August 2016 this tool will no longer exist and Council will have no direct power to address these issues for the urban community.

- 3.4 The bylaw has been an effective tool in the past which has established general expectations for the urban community in terms of what animals, poultry and bees can be kept and conditions that may apply. Further, the bylaw provides the community with the ability to raise complaints within the Council with the assurance that it has the power and mechanism to address such complaints. It is therefore considered, that a new bylaw would be the most appropriate way of addressing the perceived problem.

4.0 Appropriate form of bylaw

- 4.1 Following consultation with Council regulatory and enforcement staff as well as comparing the existing 2009 bylaw with other territorial authority bylaws for the keeping of animals, poultry and bees it is evident that some clarification is needed and amendments required to address identifiable issues that have been encountered since the existing bylaw came into force.
- 4.2 A specific issue at hand is the expansion of areas identified as being a mix of urban and rural in character and amenity as a result of growth and subdivision. The bylaw maps have been amended to include these areas of growth so that animals such as bees and pigs which have historically created the greatest nuisance and cause for complaint, are captured by the new bylaw.
- 4.3 The *attached* draft bylaw takes into account these matters and is therefore considered to be the most appropriate form of bylaw for this District.
- ↳ A statement of proposal is also attached.

5.0 New Zealand Bill of Rights Act 1990

- 5.1 Section 155(2)(b) of the Local Government Act 2002 requires the Council to determine whether the proposed new bylaw is inconsistent with the New Zealand Bill of Rights Act 1990.
- 5.2 The Bill of Rights Act affirms democratic and civil rights in the areas of freedom of peaceful assembly, association and movement, which can potentially be impacted on by a bylaw. Bylaws must not destroy or unnecessarily interfere with the public right without producing a corresponding benefit.
- 5.3 The proposed bylaw is specifically targeted to have control over the keeping of animals, poultry and bees in urban areas, minimising the unintended effects on the community while reasonably addressing the problem of animals being kept in an urban area.
- 5.4 It is considered that there are no obvious infringements or implications with the New Zealand Bill of Rights Act 1990 in regard to implementing the proposed Keeping of Animals, Poultry and Bees Bylaw.

RECOMMENDATION

THAT the Council resolve pursuant to Section 146 of the Local Government Act 2002, that the adoption of a bylaw is the most appropriate way of addressing the control of the keeping of animals, poultry and bees in the Gore District,

AND THAT the Council approve the draft Keeping of Animals, Poultry and Bees Bylaw and accompanying Statement of Proposal for public consultation, pursuant to Sections 155 and 156 of the Local Government Act 2002.

**Statement of Proposal for review and re-establishment of the Gore District Council
Keeping of Animals, Poultry and Bees Bylaw 2016.**

Introduction

This statement of proposal is prepared pursuant to the regulatory, enforcement and coercive powers of local authorities under Part 8 of the Local Government Act 2002 (“the Act”).

Background

A bylaw for this purpose was made and came into force on 25 August 2009 but in error was not reviewed by 25 August 2014 in accordance with Section 158 of the Act (within 5 years of the date the bylaw was made). Therefore the existing bylaw cannot be reviewed. The existing bylaw in accordance with Section 160A of the Act will automatically be revoked on 25 August 2016.

Proposal

Is to create a tool to assist with the regulation of the Keeping of Animals, Poultry and Bees by, making a new bylaw with reference to the terms of the 2009 bylaw at all times.

This statement of proposal discusses the proposed form of the new bylaw and recommends a draft bylaw to undergo the special consultation process as required by the Act. The Act requires the Council to consult with the community using the special consultative procedure prior to adopting the bylaw.

This Statement of Proposal includes a copy of the proposed new Keeping of Animals, Poultry and Bees Bylaw, the reasons for the proposal; and a report of the relevant determinations by the Council under Section 155 of the Act.

Process

When considering the making of a bylaw the Council must follow the procedures set out in Sections 155-157 of the Act which entails:

1. Determining if a bylaw is the most appropriate way of addressing the perceived problem;
2. Determining if the proposed bylaw is:
 - a) the most appropriate form of bylaw; and
 - b) gives rise to any implications under the New Zealand Bill of Rights Act 1990.

Should the Council determine that a bylaw is the appropriate tool for regulation then the special consultative procedure for public consultation must be carried out.

A. Is a bylaw the most appropriate way of addressing the perceived problem?

The keeping of animals, poultry and bees within urban areas has at times caused issues such as wandering stock, damage to private property and general nuisances like noise and odour.

A primary concern is animals being kept in urban areas with inadequate fencing which allows the animals to escape and wander around streets causing a hazard to traffic. Additionally wandering stock can venture onto other private property causing a general nuisance by fouling and eating vegetation in gardens. Odour from animals and poultry being kept in neighbouring properties can be offensive if properties and enclosures are not maintained and mucked out.

Since the existing bylaw came into force in 2009 the Council has had a tool to effectively control and address such issues through a permitting system with conditions or restrictions on the keeping of animals, poultry and bees imposed when appropriate. However, come 25 August 2016 this tool will no longer exist and the Council will have no direct power to address these issues for the urban community.

The bylaw has been an effective tool in the past which has established general expectations for the urban community in terms of what animals, poultry and bees they can be kept and conditions that may apply. In addition it has provided the community with the ability to raise complaints with the Council with the assurance that it has the power and mechanism to address such complaints. It is therefore considered that a new bylaw would be the most appropriate way of addressing the perceived problem.

B. Is the proposed bylaw the most appropriate form of bylaw?

Following consultation with Council regulatory and enforcement staff as well as comparing the existing 2009 bylaw with other territorial authority bylaws for the keeping of animals, poultry and bees it is evident that some clarification is needed and amendments required to address identifiable issues that have been encountered since the existing bylaw came into force.

A specific issue at hand is the expansion of areas identified as being a mix of urban and rural, character and amenity as a result of growth and subdivision. The bylaw maps have been amended to include these areas of growth so that animals such as bees and pigs which have historically created the greatest nuisance and cause for complaint, are captured by the new bylaw.

The attached draft bylaw takes into account these matters and is therefore considered to be the most appropriate form of bylaw for this District.

C. Does the proposed bylaw give rise to any implications under the New Zealand Bill of Rights Act 1990?

The proposed bylaw does impose restrictions on the keeping of animals, poultry and bees within urban areas with accompanying mechanisms for the Council to control the unintended adverse effects on the community of this activity.

The bylaw has been drafted so that all restrictions and mechanisms of control are considered to be reasonable to address the perceived problems (accounting always for scale

and gravity of the problem) without unduly infringing on any rights provided for by the New Zealand Bill of Rights Act 1990.

Summary

A bylaw is the most appropriate way of addressing the perceived problem. In particular the draft bylaw is the most appropriate form of bylaw and no obvious New Zealand Bill of Rights Act 1990 implications have been identified.

It is therefore proposed that the attached draft bylaw be put to the public for consultation. Submissions will be open to the public for one month from the date of first notice, with all submissions received to be acknowledged in writing by the Council with those submitters wishing to speak on the matter being contacted with a date and time for a hearing.

The proposed Gore District Council Keeping of Animals, Poultry and Bees Bylaw 2016 in its draft form is attached (**Attachment 1**).

A copy of this statement of proposal, along with the proposed bylaw is also available at the Gore District Council.

Website: www.goredc.govt.nz

13. BEAUSTONE LANE

(Memo from Chief Executive – 26.08.16)

At a Council meeting held on 26 June 2013, the Council resolved that a new street in a subdivision be named Beaustone Lane. This resolution was duly communicated to the developer.

Notwithstanding this communication, a stone marker to the entrance of the subdivision has the name, Beustone Lane on the marker. Further, advertising of sections available in this lane refer to the Road as Beustone.

I have not explored the reasons for this minor alteration in name change. However, if it does boil down to developer preference, which was embraced in the original decision to agree to this name in 2013, it does suggest that agreement to this minor alteration to reflect what is actually happening on the ground, is of little significance. On that basis the following recommendation is offered:

RECOMMENDATION

THAT the Council amend the resolution made at its meeting on 26 June 2013 to change the name of Beaustone Lane to Beustone Lane.

14. PROPERTY FILE SEARCH FEE

(Memo from Chief Executive – 26.08.16)

For well over a decade, the Council has imposed a property file search fee of \$20.00. This fee which appears in the Council's approved fees and charges was, I understand, introduced when Land Information Memoranda (LIMs) became popular with perspective property purchasers in the latter half of the 1990s.

However, the imposition of the fee has been the subject of frustration and discontent from both the real estate community and members of the public who wish to research a Council property file. My understanding is that the fee was introduced as a disincentive for people to avoid the fee of requesting a formal LIM.

There appears to be two issues of concern here. On the one hand Council staff do not want to be drawn into a detailed conversation with a perspective purchaser which may involve being asked a number of questions. Without the benefit of reflection and research these types of conversations can carry significant risk if purchasers place reliance on the information – albeit in verbal form – relayed to them in the course of an enquiry.

On the other hand the imposition of a fee of \$20.00 for a perusal of the property file and minimal assistance from Council staff being required, does seem rather harsh. Further, it could be argued that it is a needless barrier to property purchasing and subsequent development. With the Council previously expressing a keen desire to ensure all its decisions are measured through the lens of stimulating economic development, the property search fee may be undermining this objective.

On this basis therefore it would appear that subject to a time limit being imposed on questions being asked of staff, there may be no compelling justification to retain the property file search fee. If a limit of say five minutes for assistance and discussion with Council staff was introduced, this would ensure that a non-imposition of a search fee would neither be abused nor replace the need and desirability for requesting a LIM.

RECOMMENDATION

THAT the Council discontinue the practice of imposing a \$20.00 search fee on property files subject to a maximum time limit of five minutes being allowed for advice and assistance from Council staff.

15. CREATIVE COMMUNITIES ASSESSMENT COMMITTEE

(Memo from Chief Executive – 01.09.16)

- 1 Attached are the minutes from the Creative Communities Assessment Committee meeting held on 30 August 2016 for the Council's information.

RECOMMENDATION

THAT the information be received.

Minutes of the Creative Communities NZ Assessment Committee meeting held on Tuesday 30 August 2016 in the Gore District Council Chambers, 29 Bowler Avenue, Gore, at 5.18pm.

Present Cr Nicky Davis (Chairperson), Mr Jim Geddes (Arts and Heritage Curator), Emma Carle (Events and Promotions Coordinator), Bronwyn Reid, Dawn Brocks, Dorothy Marshall, Robyn Young and Bryan Griffiths.

In Attendance Mrs Kylie Weir (Corporate Support Officer).

Apology Louise Meehan apologised for absence.

1. CONFIRMATION OF MINUTES

RESOLVED on the motion of B Reid, seconded by D Brocks, THAT the minutes of the meeting held on 2 May 2016, as circulated, be confirmed as a true and complete record.

2. CORRESPONDENCE

The committee noted the resignation from S Kapea Maslin and asked that a letter of thanks to be written to her.

RESOLVED on the motion of Cr N Davis, seconded by D Marshall THAT a letter of thanks be written to S Kapea Maslin.

3. DECLARATIONS OF INTEREST

Cr N Davis declared a conflict of interest in Hokonui Arts and Waikaka Arts and Crafts applications because her company had provided quotes.

E Carle declared a conflict of interest in the Gore Christmas in the Park application.

J Geddes declared a conflict with the Eastern Southland Gallery application.

B Griffiths and B Reid declared a conflict of interest in the Southern Sound Foundry application.

4. 2016 APPLICATIONS

Funds totalling \$7,213.10, were available for distribution. A total of nine applications had been received for consideration that met some or all of the criteria.

Peter Power

Peter Power attended the meeting at 5.26pm.

In response to B Griffiths, P Power advised the amount of funding received would determine how long he could run the classes for. He added he would also explore other funding avenues to try and get this programme to succeed.

In response to B Reid, P Power advised he could condense the programme if required and would look at running it for one term as a start to ascertain the interest in it.

Cr N Davis advised that Creative Communities was particular in how it funded projects and did not support long term projects or ones that were run in conjunction with a school curriculum. The committee possibly would not be able to fund the project.

D Brocks suggested some other funding schemes that could be approached which had the ability to fund a bigger amount.

Peter Power departed the meeting at 5:36pm.

Gore Toy Library

Bronnie Grant attended the meeting at 5.37pm.

B Grant advised the Gore Toy Library had 40 extra families that had joined in the past year and it had an average of 65 families involved. The Toy Library wanted to expand its cultural and musical options for families to utilise.

In response to Cr N Davis, B Grant advised that the funding would cover boomwackers, a keyboard and a world map with animals showing where they came from.

Bronnie Grant departed the meeting at 5.49pm.

Discussion followed on the applications and what could be funded from this funding round.

Peter Power

The committee questioned whether the application met the criteria. It was concerned the project crossed into the school's curriculum and that he would like to be funded for two years.

Discussion was held around getting Peter Power to apply again in future for a smaller amount of funding and for a shorter length of time, as well as applying to other schemes for additional funding.

Gore Toy Library

The committee was supportive of the application as the toy library relied on family memberships, fundraising activities and grants to be able to purchase toys. It felt the cultural and musical resources were a valuable asset for families to hire however, was not sure if Creative Communities would allow it with the items becoming a capex item. K Weir would follow up with Creative Communities before approving the grant of \$702.83 to be paid out.

Waimumu Te Tipua Art Exhibition

The committee noted this group had been supported a lot in the past. It did not believe that helping cover storage costs fitted with the criteria. The committee decided to support the purchase of three new road side advertising boards, opening night entertainment and hall hire at a cost of \$2,975.00.

Hokonui Arts

The committee expressed its disappointment Mr Arthur had not taken heed of advice given to him previously about his application nor had he approached other funding avenues. It felt his application was still very broad and needed to be split into two. One to cover the exhibition and the second to cover the workshops he hoped to offer participants.

J Geddes had spoken to Mr Arthur a few weeks earlier and had made some suggestions about his exhibition to make it more cost effective. J Geddes suggested the venue be changed from James Cumming Wing to the Croydon Aviation Heritage Centre where the exhibition could run for a month and drastically alter his budget. He was also disappointed to see the outcomes from previous discussions had not been reflected in the current application.

The committee discussed other changes that could be made and how it felt uncomfortable in funding the application when there was still no certainty that the event would go ahead. They asked J Geddes and K Weir to work with Mr Arthur to help him understand the process of the Creative Communities Scheme and the criteria around it.

The committee declined the application until other funding was secured and a more clear and concise application was submitted in the future.

Strings of Southland

The committee declined this application as it was not held in the Gore District.

Gore Christmas in the Park

The committee declined this application as it was funded by the Council and therefore did not fit the criteria.

Waikaka Arts and Craft Centre

The committee was supportive of the application and decided to approve a grant towards the costs of the hall hire, heating and extra staging for the exhibition.

Eastern Southland Gallery

The committee was supportive of this application and decided to approve a grant towards the artists fee.

Southern Sound Foundry

The committee noted the application had not been signed. It would like this to be corrected before the grant was paid out. It was supportive of the application and decided to approve a grant towards equipment hire and sound engineer.

RESOLVED on the motion of D Marshall, seconded by E Carle THAT the grant be paid once the application form had been signed.

The first round of 2016/17 grants was allocated as follows:

| ORGANISATION NAME | BRIEF DESCRIPTION | AMOUNT REQUESTED \$ | AMOUNT ALLOCATED \$ |
|---------------------------------------|--|---------------------|---------------------|
| Peter Power | One day per week during school hours and after school one to one music lessons in Maitava for the remainder of 2016 and continuing into 2017/18. | \$27,840.00 | 0.00 |
| Gore Toy Library | Upgrading cultural and creative resources and purchasing musical instruments. | \$702.83 | \$702.83 |
| Waimumu Te Tipua Art Exhibition | Purchase promotional road side advertising. Flyers and advertising materials and storage rental. | \$3,027.50 | \$2,975.00 |
| Hokonui Arts | Community arts workshops and exhibition funding of one off start-up costs for an arts exhibitions. | \$3,080.69 | 0.00 |
| Strings of Southland Charitable Trust | A violin, ukulele, guitar workshop and public concert performance. | \$149.00 | 0.00 |
| Gore Christmas in the Park | A free community concert in the gardens following the Christmas Parade. | \$2,250.00 | 0.00 |
| Waikaka Arts and Crafts Centre | 40 th exhibition of mixed media carious arts and crafts. | \$500.00 | \$500.00 |
| Eastern Southland Gallery | Lands and Deeds – a community art project with guest artists in residence to explore local themes as articulated by primary aged children and Southland’s leading narrative painter. | \$1,200.00 | \$1,200.00 |

| | | | |
|----------------------------|---|-------------|-------------------|
| The Southern Sound Foundry | Three nights of live entertainment to celebrate local music during Rocktober. | \$500.00 | \$500.00 |
| Totals | | \$39,250.02 | \$5,877.83 |

RESOLVED on the motion of B Reid, seconded by D Brocks, **THAT** grant monies totalling \$5,877.83 be allocated according to the above schedule, for the first 2016/17 Creative Communities NZ funding round.

RESOLVED on the motion of N Davis, seconded by B Griffiths **THAT** the remaining funds totalling \$1,322.00 be rolled over to the second round of the 2016/17 financial year.

The meeting closed at 6.53pm.

16. SPORT NZ RURAL TRAVEL FUND ASSESSMENT COMMITTEE

(Memo from Chief Executive – 01.09.16)

- 1 Attached are the minutes from the Sport NZ Assessment Committee meeting held on 25 August 2016 for the Council's information.

RECOMMENDATION

THAT the information be received.

Minutes of a Sport New Zealand Rural Travel Fund Committee meeting, held in the Parks and Recreation Manager's office, Gore District Council, 29 Bowler Avenue, Gore on Thursday 25 August 2016, at 4.05pm.

Present Mr Ian Soper (Chairman), Cr Sharp and Martin Mackereth (Sport Southland)

In Attendance Corporate Support Officer (Mrs Kylie Weir)

1. CONFIRMATION OF MINUTES

RESOLVED on the motion of M Mackereth, seconded by I Soper, **THAT** the minutes of the meeting held on 14 March 2016, be confirmed as a true and complete record.

2. DECLARATIONS OF INTEREST

No conflicts of interest were received.

3. FUNDING ALLOCATION

The rural travel fund allocation for the 2016/2017 summer round was \$5,639.15.

4. AUGUST 2016 APPLICATIONS

Four applications had been received and all met the criteria.

Discussion was held around advising Sport New Zealand that question two was causing confusion with three out of four applicants not understanding the requirement of the question to show income, other funders, rural sport contribution and then the total being requested from Sport New Zealand.

A request would be made to Hokonui Militaires to show all income in question, including fundraising, for full transparency.

Discussion followed and the meeting agreed that the summer 2016/17 grants would be allocated as follows:

| ORGANISATION NAME | REQUEST | RECOMMENDATION |
|----------------------------------|------------|----------------|
| Hokonui Militaires Marching Team | \$1,000.00 | \$1,000.00 |
| Gore High School Cricket | \$600.00 | \$600.00 |
| St Peter's College Cricket | \$360.00 | \$360.00 |
| St Peter's College Rugby 7s | \$350.00 | \$350.00 |

| | | |
|-------|------------|------------------|
| Total | \$2,310.00 | \$2310.00 |
|-------|------------|------------------|

RESOLVED on the motion of Cr Sharp, seconded by M Mackereth, **THAT** grant monies totalling \$2,310.00 be allocated as per the above schedule, for the 2016/2017 Sport New Zealand Rural Travel Fund summer funding round,

AND THAT funds totalling \$3,329.15 be carried over to the 2016/17 Sport New Zealand Rural Travel Fund winter funding round.

The meeting concluded at 4.18pm.

17. GORE DISTRICT COUNCIL WATER TREATMENT

(Memo from Chief Executive – 1.09.16)

In light of recent campylobacter outbreak in Havelock North a Q and A sheet has been compiled to allay any fears that the Gore District may be similarly exposed.

It should be noted that this information is provided in respect of the Gore and Mataura water supplies only. The Otama Rural Water Supply is governed by a committee representing consumers, with the Council provided network maintenance and financial management services on a contract type basis. The committee governing the Otama Supply is of the view that the Otama scheme serves the purpose of stock drinking water. On that basis, it therefore believes the Drinking Water Standards for New Zealand should not be imposed on the scheme.

Council staff have a different view given that the water on the scheme is consumed by households. It is this difference in outlook which has contributed to the current review on the Council's future involvement in the governance and management of the Otama Rural Water Scheme.

- ✦ A copy of the Q and A prepared by 3 Waters Manager Matt Bayliss with assistance provided by Communications Manager, Sonia Gerken on communication issues, is attached.

RECOMMENDATION

THAT the Q and A on the Council's water treatment process be received and noted.

Gore District Council Water Treatment - some key questions and answers

1. What water treatment is currently provided for Gore District Council drinking water supplies?

Gore Water Supply

Hilbre Water treatment plant – pressured sand filtration, aeration, pH adjustment and chlorine gas disinfection.

East Gore treatment plant – aeration, pH adjustment and chlorine gas disinfection.

Mataura Water Supply

Mataura Water Treatment Plant – Coagulation, flocculation, sedimentation, rapid sand filtration, chlorination and pH adjustment

2. What is currently preventing a similar outbreak in the Council water supplies?

One of the key barriers to preventing a bacterial outbreak (such as campylobacter) is the disinfection of water with chlorine. Providing the water is treated with the correct amount of chlorine any bacteria the water supply will be killed by the chlorine. It is understood that the Havelock North water supply has not been disinfected with chlorine.

3. How is the quality of water treatment monitored?

Turbidity and chlorine levels in water are recognised as key indicators of drinking water quality. At all three of the Council's water treatment facilities turbidity and chlorine, are continuously monitored with online equipment. Should any of these parameters move outside a set range, this triggers an alarm sent to the "on call" phone. The "on call" phone is manned by a 3 waters staff member 24 hours a day, allowing an immediate response. The alarms are set to levels that indicate the water quality is deteriorating but is still safe to drink. This provides time to respond prior to the water quality dropping below a safe drinking level.

In addition to the online monitoring, weekly sampling at the water source, treatment plant, and one location in each network (one in Gore and one in Mataura) is completed. It should be noted that there are multiple sample locations in each network, with the weekly sample being alternated between these locations. Sampling in the network is a requirement of the Drinking Water Standards, however the sampling completed at the source and treatment plant is additional sampling that the Council completes as a proactive measure.

4. What result do we get from the weekly E-coli sampling?

A summary of the weekly results from the weekly E-coli sampling since the start of 2013 is as follows:

- Network sampling - there have been no positive detections in either the Gore or Mataura networks.
- Treatment plant sampling - there was one detection of E-coli at the East Gore treatment plant in April 2013. Further testing in accordance with the Drinking

Water Standards found no on-going presence of E-coli. There have been no detections of E-coli at the Hilbre Avenue and Mataura water treatment plants.

- Gore Raw Water Source - under normal operation there are generally one or two low E-coli detections per year at the Coopers and Jacobstown wells. The exception to this is however when emergency pumping is being carried out (required during very dry periods) when low levels of E-coli are frequently detected.
- Mataura Raw Water Source - E-coli is generally detected in sampling completed at the Pleura Dam. This however is not surprising; given it is a surface water source. It should also be noted that the Mataura treatment plant has been specifically designed to treat this water.

5. What if there is a positive detection for E-coli in the network?

If the results of the sampling indicate the presence of E-coli or if the Free Available Chlorine drops below a set value there is a procedure set out in the Drinking Water Standards that is followed.

The Drinking Water Assessors at the Southern DHB are contacted immediately. Extra E-coli monitoring is also completed. If E-coli continues to be detected the Southern DHB will provide direction on the required cause of action. This may include considering using an alternative supply or issuing a boil water notice until the issue has been resolved. An investigation into the cause is also completed once the issue is resolved.

As part of the Drinking Water Standards a Water Safety Plan is required for water supplies. Within this document, contingency plans and actions that need to be followed for various events are detailed. Please see below an insert of the contingency actions for a microbiological event in source water.

| <i>Water Supply Contingency Plan</i> | |
|---|--|
| <i>Type of Event</i> | <i>Required Contingency Action</i> |
| Severe microbiological contamination of source water (such that treatment is ineffective) Indicators: A contamination event in the catchment may be observed by or reported to GDC staff. May also be indicated by reported illness among consumers or positive E coli monitoring results. | Issue "Boil Water" notice Increase chlorination and FAC levels Advise Drinking Water Assessor (DWA) Inspect catchment and intake to identify source of contamination and rectify problem as quickly as possible Consider provision of emergency treatment or alternative water supply (e.g. tankers) Disinfect contaminated reservoirs and flush mains Keep customers informed and advise once regular service is restored |

6. Do the Council Water Treatment Plants currently meet the Drinking Water Standards for New Zealand?

No. The Council however has allocated approximately \$8 million of capital upgrades in the next 5 years to ensure the Gore and Mataura Treatment Plants meet the Drinking Water Standards. It should be noted that these upgrades are to ensure the treatment plants meet the protozoa treatment requirements. All three treatment plants currently meet the bacterial treatment compliance criteria.

7. Is the Council doing enough to ensure compliance with the Drinking Water Standards?

Yes. In accordance with the Drinking Water Standards the Council has put in place a Water Safety Plan for both the Gore and Mataura Water Supply. The aim of this document is to identify any potential gaps in the safety of the water supply and ensure there is a plan in place to resolve any issues. During the recent annual survey completed by Public Health South the only area that was identified as non-compliant was with regard to protozoa treatment. As the Council has committed to the upgrade of all its treatment plants for protozoa treatment it is believed adequate steps are being taken to address this issue.

In addition, the 3 Waters Team has recently developed and is currently implementing code of practices for hygiene and calibration of monitoring equipment. The aim of these documents is to further improve the safety of the water supply networks.

8. What plans are in place to provide an emergency water supply, should this be required?

If an emergency water supply was required, registered drinking water carriers would be used to import water to the affected urban area. In accordance with the Health Amendment Act 2007 water carriers must be registered and have their registration renewed annually.

The Drinking Water for New Zealand website currently shows five registered water carriers in the Southland region and 14 in the Otago region. In the event of all of the Gore District's water supplies being compromised registered water carriers would be able to source treated water from neighbouring council's water supplies. This is standard practice when operating under normal circumstances i.e. when supplying water to rural users.

Assuming water would need to be supplied to the entire Gore Township, given that this water would only be for human consumption it is estimated that a supply of 20 L/person/day would be more than sufficient. This would equate to approximately 150 m³/day of water or approximately 6 – 8 truck load's per day. This demand would easily be met by the local registered water suppliers.

Water trucks would be strategically located around the town to ensure all residents had sufficient access to the water supply. To prevent cross-contamination of the

water tankers, filling of resident's water containers would be completed by appropriately trained Council staff. Residents unable to collect their own water would be advised to contact the Council so that arrangements could be made to have water delivered.

9. What plans are in place to ensure a potential contamination is publicly notified?

The Council's communications team will be alerted after the first positive detection of contamination in the network. This will enable the communications team to work with the 3 Waters team to ensuring the Council captures as many communications channels as possible. It also means the communications team can have information ready to go the minute the decision is made that a boil water notice is required.

10. What communication channels should be used?

Today, more than ever before, councils have a myriad of communication channels available to spread the message. It is important to use a mixture of the old and new to ensure as many sectors of the community are reached.

Working on the assumption the Council has to tell all Gore residents to boil their water due to contamination, the course of action would be:

- Ensure all Council staff and elected representatives are informed immediately
- Directly contact mainstream media – radio and newspapers – asking for the information to be put on their digital platforms as well as on air and in print.
- Place information on the Council's website and create a boosted Facebook post, targeting people in the Gore area.
- Contact our facilities who hold extensive email databases eg the pool and GoRetail, to get an email alert sent out.
- Contact schools to get an alert sent home with pupils and/or contact churches to get an alert distributed to parishioners.
- Contact Gore Hospital and aged care facilities.
- Have posters and/or staff placed at local supermarkets and areas where there is high foot traffic.

11. What should be the message?

The message should be clear and concise, and have a strong visual component. It should tell people:

- What the Council knows,
- What the Council doesn't know,
- What the Council is doing, and
- What the Council wants people to do.

At every opportunity people will be encouraged to spread the message and look in on their neighbour, and contact the Council if they have any concerns or questions.

18. VENTURE SOUTHLAND - EXTENSION OF HEADS OF AGREEMENT

(Memo from Chief Executive – 01.09.16)

The Venture Southland Heads of Agreement 2014-2017 is an agreement between the three owner Councils – Southland District Council, Invercargill City Council and Gore District Council. The current Venture Southland Heads of Agreement is for the period 2014-2017.

Clause 4.1 of the current agreement states, *“The term of this Agreement for “VS” shall be from 1 July 2014 until 30 June 2017 and shall continue thereafter unless any party has given eighteen (18) months prior written notice of termination to the other Parties or unless the Parties agree to a lesser period of notice. This agreement shall be reviewed at the end of 30 June 2017.”*

There is some ambiguity to clause 4.1 – stating that the agreement will continue post 30 June with an 18 month termination notice required. However, the clause also states the agreement is to be reviewed at the end of 30 June 2017.

To provide clarity it is suggested the current Venture Southland Heads of Agreement 2014-2017 be extended to 30 June 2018 and be reviewed by 30 June 2018.

The main reason for this extension is so that it will allow for the Heads of Agreement to align with each owner Council’s 10 year plan planning cycles. Adopting this approach for the current renewal process will also allow consideration to be given to how the implementation of the SoRDs (Southland Regional Development Strategy) action plans might be managed given that a number of these are likely to require input from Venture Southland.

As owner Councils – the Southland District Council, Invercargill City Council and Gore District Councils all need to agree to the extension of the current Heads of Agreement to 30 June 2018. All three Councils are now being invited to extend the Heads of Agreement by 12 months.

RECOMMENDATION

THAT the Council agree to the current Venture Southland Heads of Agreement 2014-2017 being extended to 30 June 2018, subject to it being reviewed by 30 June 2018.

19. AMENITY HIRE FEE WAIVERS 2015/16

(Memo from Chief Executive – 01.09.16)

As Councillors will no doubt be aware, a sub committee comprised of Cr Bolger and I have delegated authority to make decisions for community organisations for a full or partial waiver of the hire of Council amenities. In the main, these applications relate to the use of the James Cumming Wing. An allocation of \$3,500 is included in the grants budget to fund hire fee waivers.

- 1 Enclosed please find a schedule detailing fees waived by the subcommittee for the financial year ended 30 June 2016. It should be noted that the total fees waived of \$4,626.83 has been abnormal in that the grant of \$1,000.00 in favour of the Order of St John to offset the cost of a LIM application, was intended to be a charge against the previous financial year. This is borne out in the fact that the total of hire fees waived in the 2014/15 financial year was only \$2,198.16, against the budgeted allocation of \$3,500.00.

RECOMMENDATION

THAT the report be received.

| Organisation | Event/Purpose | Amount (\$) |
|---|---|--------------------|
| Order of St John | LIM Fee | \$1,000 |
| Southland Education | Hire of James Cumming Wing for low cost education programmes | \$156.52 |
| Art for Leisure | Hire of James Cumming Wing for art exhibition | \$121.74 |
| Gore Citizens Advice Bureau | Hire of James Cumming Wing for AGM | \$43.48 |
| Lions District 202F | Hire of James Cumming Wing for fundraising | \$134.78 |
| Gore Fire Brigade | Hire of James Cumming Wing for Honours night | \$256.32 |
| St Marys School | Hire of James Cumming Wing for School Production | \$217.39 |
| Gore River Valley Lions | Hire of Hamilton Park pavilion after charity walk | \$53.91 |
| Gore Kids Hub | Hire of Plants for opening of new building | \$86.96 |
| Gore Camera Club | Hire of three courts at Events Centre for convention | \$260.87 |
| St Marys and West Gore Triathlon Team | Partial waiver of pool fees | \$139.14 |
| Gore Garden Club | Hire of Lecture Theatre for guest speaker | \$34.78 |
| WellSouth Primary Health | Hire of James Cumming Wing for diabetes education | \$78.17 |
| English Language Partners, Southland | Hire of room in James Cumming Wing for English language classes for migrants. | \$313.04 |
| Children's Day Committee | Hire of Multisports Centre | \$260.87 |
| Gore and Districts SPCA | Hire of Hamilton Park pavilion for dog promotion and fundraising day | \$56.52 |
| Gore and Districts Depression Support Group | Hire of Supper room at James Cumming Wing | \$43.48 |
| Gore and Districts SPCA | Waiving dump fees | \$251.37 |
| Mataura Plunket Group | Centenary celebration Hire of Mataura Community Centre | \$152.17 |
| Gore River Valley Lions | Hire of James Cumming Wing for annual Young Speechmaker Competition | \$139.04 |
| English Language Partners Southland | Hire of room in James Cumming Wing for English language classes for migrants | \$313.04 |
| The Southern Sound Foundry | Hire of James Cumming Wing for May music month concert | \$117.39 |
| Hokonui St John | Hire of James Cumming Wing room for youth competitions | \$221.74 |
| Lions District 202F | Hire of James Cumming Wing for training day | \$134.78 |
| Gore Community Connections (Social Sector Trials) | Hire of Lecture Theatre for seminar on preventing family violence | \$39.13 |
| | Total | \$4,626.83 |

20. TAHA FERTILISER INDUSTRIES LIMITED - LIQUIDATION

(Memo from Chief Executive – 31.08.16)

As Councillors will be aware Taha Fertiliser Industries Limited (TFIL) was placed into liquidation on 10 August 2016. At the time of being placed in liquidation TFIL had a resource consent to store up to 10,000 tonnes of Ouvea premix in one tonne plastic lined storage bags in buildings located at 109 and 116 – 130 Kana Street Mātaura. This consent formalised and legalised the storage of the ouvea premix that was located at the site as at 12 May 2015. The consent, which contains a number of conditions runs for a two year period commencing on 11 January 2016. At the end of this two year period all ouvea premix stored on site in excess of the quantities permitted by the District Plan are to be removed from the site and either stored or disposed of at a lawful location prior to the expiry.

A key feature of the resource consent was the imposition of a bond of \$2.3 million to be provided within 40 days of the consent being granted. Under the terms of the resource consent the bond is to be provided either in cash, or if not in cash, in writing guaranteed by a guarantor. It was this particular condition that prompted Taha to institute an appeal to the Environment Court. This appeal was directed by the Environment Court to be subjected to its own mediation process. This mediation was due to report back to the Court in August when the company went into liquidation. The mediation process was extended by mutual agreement between the parties to enable a promising negotiation being conducted by TFIL to be completed. Had these negotiations been completed successfully it would have considerably lowered the risk of the ouvea premix being left lying idle at the conclusion of the two year consent period.

All that of course is now academic and in the past three weeks endeavours have focussed on reducing the environmental risk to the Mātaura community. At the time of liquidation most of the resource consent conditions imposed by the independent commissioners had been met by TFIL. A key component not complied with was the construction of a flood protection wall to the north of 116 – 128 Kana Street to redirect flood water from the Waikana stream down Kana Street to prevent flood water from the stream entering the buildings. This along with the question around the availability of personnel to implement a flood protection plan that had been submitted as part of the consent, were the immediate sources of concern when the company went into liquidation.

However it is pleasing to report that at a meeting held with the liquidator and other interested parties, the owner of the Kana Street premises, Mr Greg Paterson offered to build the flood protection wall. In another display of good faith the liquidator in turn offered to fund this work which was accepted. Mr Paterson was also able to advise that he had some permanent employees stationed at his industrial premises which would enable the flood protection plan to be implemented in a short space of time if required. Therefore at the time of writing it is only the construction of the

flood protection wall that awaits completion to enable the environmental risk posed by the ouvea premix to be mitigated in the short to medium term at least.

The status of the Environment Court appeal

Given the state of affairs TFIL finds itself in, an application was made to the Environment Court to have its appeal struck out. In making this application the liquidator made it clear that he did not wish to pursue the appeal. Therefore it is pleasing to advise that on 24 August, Judge Borthwick of the Environment Court approved the application for strike out of the appeal lodged by TFIL. The effect of this decision is that the \$2.3 million bond condition now remains valid. Accordingly the liquidator has now been placed on notice that the Gore District Council has registered the bond of \$2.3 million as a liability for TFIL and payable to the Gore District Council.

That stated, the focus of the Council in the short to medium term will be to work with the liquidator who will be seeking an enduring solution by way of sale of the assets that TFIL possesses. In this regard the liquidator has stated that he would prefer to work collaboratively with the Council and other affected parties to see if a solution can be found. It is understood that through the liquidation process a couple of potential suitors to the Taha assets have emerged but whether a sale of the assets and ultimate removal of the ouvea premix can be effected, remains a matter of months rather than weeks in terms of a timeline for some finality on this matter. Given that the liquidator has the ability to disclaim the ouvea premix as an onerous asset and leave the issue of its ultimate removal for others to ponder over, the attitude displayed in trying to reach an enduring solution, is in my view, commendable.

While it is understandable that the heightened concerns about the storage of the ouvea premix tends to greatly influence the desire to see definitive plans for its removal, the reality is that the product is permitted to be stored in the premises through to January 2018. Therefore, efforts are better directed at methodically finding a long term solution rather than lamenting the current situation which, from this vantage point, appears to be reasonably contained.

RECOMMENDATION

THAT this report be received.

21. DELEGATIONS UNDER THE RESOURCE MANAGEMENT ACT 1991

(Memo from Policy and Planning Officer – 01.09.16)

On 19 April 2016 the Finance and Policy Committee approved various changes to the Committee Structure and Delegations Register. These were adopted by the Council at its meeting on 10 May 2016, with further amendments being adopted by the Council at its meeting on 28 June 2016.

Several Council staff have discovered when carrying out their roles and tasks that some delegations have been omitted. The delegations also need to reflect the appointment of a new Transport Manager. Proposed amendments are as follows:

- (a) Numerous Council staff have been delegated the powers of entry for inspection or survey pursuant to Section 332 and 333 of the Resource Management Act 1991 (the Act). However, these powers are those of an “Enforcement Officer” and it is not possible to exercise the powers without first being appointed as an “Enforcement Officer” under Section 38 of the Act. No such appointments have been made/ identified in the Delegations Register. This needs to be rectified for all staff with Section 332 and 333 powers to enable them to correctly undertake enforcement action.
- (b) Peter Standring has been employed as the Transport Manager and as such should be delegated with the necessary powers and functions under the Resource Management Act 1991 to carry out his role. Attached is a list of appropriate delegations. All references to the previous “Roading Manager” will be replaced with that of the “Transport Manager”.
- (c) The delegations register omitted to include delegations to the Planning and Policy Officer needed for the processing of resource consents. Attached is a list of these delegations.

RECOMMENDATION

THAT the Council appoint as Enforcement Officers pursuant to Section 38 of the Resource Management Act 1991 all those Council staff who have “Enforcement Officer” powers. All appointments are to be included in the revised Committee Structure and Delegations register approved on 28 June 2016 with immediate effect,

THAT the Council approve the amendment to the delegations register to recognise the change in staff position from the Roading Manager to the Transport Manager and the attached additional delegations for the Transport Manager be included in the revised Committee Structure and Delegations register with immediate effect,

AND THAT the Council approve the amendments to the delegations register for the Planning and Policy Officer and the attached additional delegations be included in the revised Committee Structure and Delegations register with immediate effect.

Transport Manager (Peter Standring) – power to act (a delegation made under RMA s34A(1))

1. Requesting information from any person believed to be breaching obligations under the RMA [RMA s22]
2. Appointed as an Enforcement Officer [RMA S38]
3. Power to take preventative or remedial action (Emergency Work) [RMA S330]
4. Power of entry for inspection [RMA S332]
5. Power of entry for survey [RMA S333]

Matters under other legislation

6. Procedural matters relating to road stopping in terms of the Tenth Schedule [LGA 1974]

Policy and Planning Officer (Emma Williams) – power to act (a delegation made under RMA s34A(1))

1. Determining whether limited notification is required and persons served [RMA S95B]
2. Determining whether a pre-hearing meeting is held and inviting persons to attend that meeting [RMA S99]
3. Determining whether a hearing on an application for a resource consent is necessary [RMA S100]
4. To determine whether two or more applications are sufficiently unrelated so that it is unnecessary to hear and decide the applications together [RMA S103]
5. Determining whether an application for the change or cancellation of any condition of consent needs to be notified [RMA S127]

22. SCHEDULE OF BUILDING CONSENTS

Attached is a schedule of building consents issued for August 2016, together with comparisons of the previous two years.

RECOMMENDATION

THAT the information be received.

Building Consent Statistics

(Includes Certificates of Acceptance)

| | 2014-2015 | | | | 2015-2016 | | | | 2016-2017 | | | |
|-----------|-----------------|-----|----------------------|-------------------|-----------------|-----|----------------------|-------------------|-----------------|----|----------------------|------------------|
| | No. of Consents | | Value of Consents \$ | | No. of Consents | | Value of Consents \$ | | No. of Consents | | Value of Consents \$ | |
| July | 27 | 27 | 1,114,300 | <i>1,114,300</i> | 26 | 26 | 3,625,600 | <i>3,625,600</i> | 35 | 35 | 1,626,942 | <i>1,626,942</i> |
| August | 47 | 74 | 3,688,714 | <i>4,803,014</i> | 30 | 56 | 6,881,762 | <i>10,507,362</i> | 37 | 72 | 1,017,998 | <i>2,644,940</i> |
| September | 42 | 116 | 2,370,419 | <i>7,173,433</i> | 34 | 90 | 1,504,891 | <i>12,012,253</i> | | | | |
| October | 26 | 142 | 1,261,100 | <i>8,434,533</i> | 27 | 117 | 1,961,582 | <i>13,973,835</i> | | | | |
| November | 30 | 172 | 1,922,650 | <i>10,357,183</i> | 26 | 143 | 2,655,500 | <i>16,629,335</i> | | | | |
| December | 27 | 199 | 2,885,599 | <i>13,242,782</i> | 35 | 178 | 3,983,711 | <i>20,613,046</i> | | | | |
| January | 13 | 212 | 1,010,600 | <i>14,253,382</i> | 15 | 193 | 242,000 | <i>20,855,046</i> | | | | |
| February | 25 | 237 | 2,748,681 | <i>17,002,063</i> | 19 | 212 | 201,650 | <i>21,056,696</i> | | | | |
| March | 29 | 266 | 2,994,050 | <i>19,996,113</i> | 34 | 246 | 2,730,700 | <i>23,787,396</i> | | | | |
| April | 29 | 295 | 4,657,500 | <i>24,653,613</i> | 29 | 275 | 982,514 | <i>24,769,910</i> | | | | |
| May | 24 | 319 | 473,963 | <i>25,127,576</i> | 39 | 314 | 1,261,281 | <i>26,031,191</i> | | | | |
| June | 39 | 358 | 3,827,065 | <i>28,954,641</i> | 31 | 345 | 1,505,080 | <i>27,536,271</i> | | | | |

** Italics indicate a running total*

Consents issued over \$40,000

| Location | Description of Work | Value of Consent |
|-------------------------|--|------------------|
| 124 Frank Street | Remove load bearing walls and replace with new strutting beams. New attached garage, remove window and replace with new doors, internal alterations. | 126,000 |
| 273 River Road | New 24m x 12m five gable implement shed | 40,000 |
| 23 Pinnacle Road | New dwelling with attached garage | 470,000 |
| 90 Gore Mataura Highway | New three bay Totalspan Heritage Barn with attached awning | 40,000 |
| 616A Reaby Road | New 18m x 12m gable shed | 50,000 |

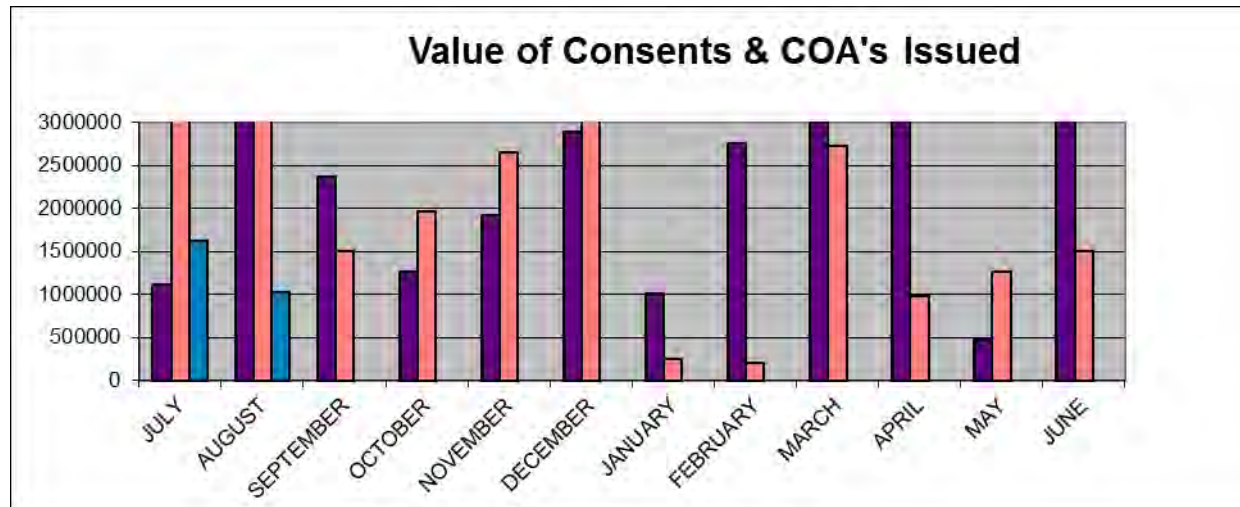
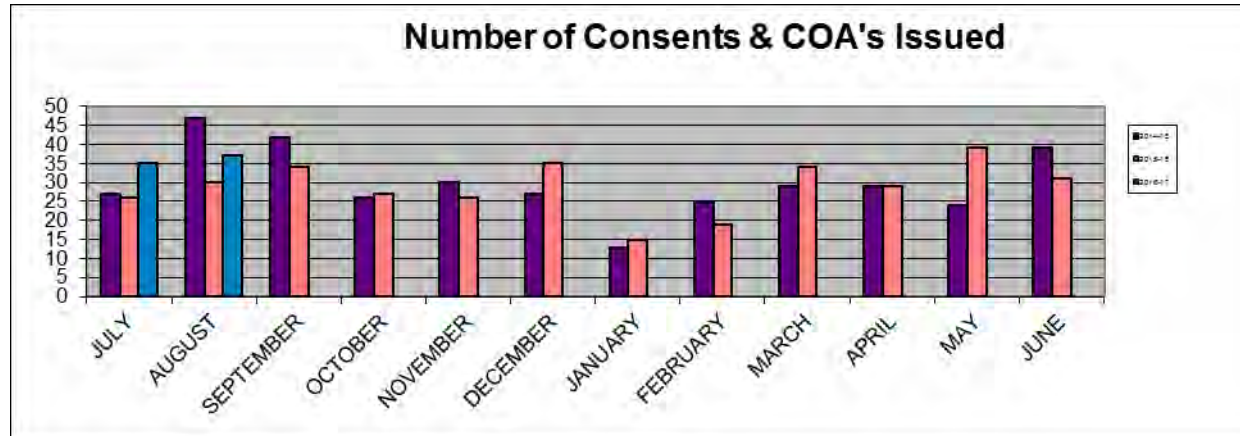
New dwellings (including relocated dwellings) (financial year)

| 2002-2003 | 2003-2004 | 2004-2005 | 2005-2006 | 2006-2007 | 2007-2008 | 2008-2009 | 2009-2010 | 2010-2011 | 2011-2012 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 32 | 38 | 35 | 34 | 33 | 40 | 31 | 32 | 34 | 30 |
| 2012-2013 | 2013-2014 | 2014-2015 | 2015-2016 | 2016-2017 | | | | | |
| 36 | 39 | 24 | 41* | 2 | | | | | |

* Includes 19 villa's constructed in stage 1 - Bupa

Performance statistics

[illegible][illegible]



23. VENTURE SOUTHLAND PROJECTS AND ACTIVITIES REPORT JUNE AND JULY 2016

(Memo from Chief Executive – 05.09.16)

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

RECOMMENDATION

THAT the report be received.

TO: Gore District Council
FROM: PAUL CASSON
MEETING DATE: 13 September 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 JUNE/JULY 2016

COMPLIANCE STATEMENT

This recommendation is consistent with the Venture Southland Business Plan 2015/16, which has been adopted following public consultation.

HIGHLIGHTS CONTAINED WITHIN THE REPORT:

Southland Youth Futures – 'Invest in Youth'

On the 4th and 5th August, 196 students from three rural secondary schools spent time listening to employers talks, after they had attended Career Fest at ILT Stadium Southland. The Southland Youth Futures 'Invest in Youth' programme businesses Agricentre South Ltd, Ballace Agri-Nutrients, Niagara, Macaulay Ford, McNeill, Farm Right and Digital Stock spoke and provided an insight in to type of careers that they each had to offer.

NEW COURSE: Lean BPI (Business Process Improvement) Programme

We are pleased to announce a new 1-day programme designed specifically for smaller businesses (less than 10-15 staff). The 1-day programme has been trialed in June and August with a total of 22 businesses completing the course. Feedback has been positive and businesses feel they have gain a good introduction to the principles and application of Lean Thinking with specific focus on the way in which they work. The programme does not include any detailed training on 5S, however this is offered as a separate 2-day course which will be combined with other Lean Cluster businesses in Nov/Dec.

Following the survey feedback a decision has been made to extend this course to the 2-day format to pack in more critical learning around root cause analysis/problem solving and spent more time on developing their future state processes. A series of 2nd day workshops will be offered to the pilot groups.

Southland District (Disabled) Accessibility Map

Venture Southland and the Southland District Council (SDC) have partnered together to develop an A3 tear-off map of the Southland District, which identifies all disabled friendly areas including tracks, toilets, eateries, taverns, museums, libraries and information centres. While there are a number of disabled friendly areas and facilities, it was identified that there was a need to communicate their existence as many people were not aware of where they were.

The end goal was to encourage disabled residents and visitors to get out and about with confidence in and around the district.

This map is available in hard-copy (coloured, landscape, A3 tear-off pad) at i-SITE's, Council offices and other agencies and in a PDF version for emailing, as well as on the Southland District Council and Venture Southland website.

More information is in the main body of the activity report

ILT Kidzone Festival

Southland's most popular family event, the ILT Kidzone Festival took place for the twelfth time over six days in the July school holidays from Wednesday 13 July to Monday 18 July, 2016. ILT Kidzone provided a fun-filled, action-packed few days and it was lots of fun as well, albeit the challenging conditions! Our patron numbers were once again significantly pleasing with close to 11,000 tickets sold for the 2016 festival. We are currently processing the post-event bits and pieces including reporting and financials

Tourism Trade Familiarisations

Southland is hosting two major famils that both reinforce target markets (e.g. Australia Self Drive) and emerging markets (cruise).

- Preparation for Crystal Cruise Famil in conjunction with TNZ. 1 TNZ representative, 1 Crystal Cruises Operations Manager 3 Representatives from Cruise NZ into Stewart Island/Rakiura in August. Invercargill and Stewart Island.
- Preparation for Flight Centre Famil in September in conjunction with TNZ. Participants are product managers and front liners from Flight Centres around Australia (4 x NSW, 3 x QLD, 1 x SA, 1 x VIC). Through Fiordland into Southland including Invercargill, Bluff and Curio Bay.

Chinese Results

The Venture Southland Tourism and Events team has been working on expanding the profile of Southland and Invercargill specifically into the Chinese market, with efforts starting to show results. Through a combination of working with chiense media, chinese trade, iSITE operations (including China Pay option) and digital media initiatives over 8 media results and 4 trade initiatives have been developed over the last two months.

BUSINESS AND ENTERPRISE

Southland Youth Futures – ‘Invest in Youth’

On the 4th and 5th August, 196 students from three rural secondary schools spent time listening to employers talks, after they had attended Career Fest at ILT Stadium Southland.

The Southland Youth Futures ‘Invest in Youth’ programme businesses Agricentre South Ltd, Ballace Agri-Nutrients, Niagara, Macaulay Ford, McNeill, Farm Right and Digital Stock spoke and provided an insight in to type of careers that they each had to offer.

Feedback received was very positive.

Regional Business Partner Programme

Venture Southland successfully completed the 2015/2016 funding year of the Regional Business Partner Programme, allocating \$180,000 across 214 Southland businesses over the year. The 2016/2017 year has started well, with updated KPIs being negotiated with NZTE and a range of promotional activities to raise awareness of the programme, including advertorials in both the Southland Times and Southland Express in July 2016.

Building on previous new product development workshops, Venture Southland, in partnership with Callaghan Innovation are to run 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) – 12 July – 12 representatives from 11 Southland businesses attended. Feedback was extremely positive and numbers registered on the second workshop are up. The business team is working with three businesses from the first workshop on Callaghan Innovation funding applications
- **‘The latest thinking in NPD’ - Lean NPD** – 18 August – to date, 19 people from 14 business have registered
- **‘A tool to gain better customer insights’ - D-thinking** – 27 September – to date, 19 people from 11 businesses have registered
- **‘Building smarter innovations’ (10 types of innovations)** – 18 October – to date, 21 from 14 businesses have registered

Two workshops aimed at the Tourism sector have also been organised for July and August 2016.

The first workshop, ‘Investment Decisions in Tourism’, focused on investment strategies in tourism. On 22nd of July, Stephen Hamilton, hotel and tourism investment specialist, spoke to an audience of 20 people representing various regional organisation and tourism operators about the importance of understanding the market, challenges and constraints, and provided insight into how to price and cost tourism products, forecast employment requirements and understand critical investment success factors.

The next workshop, ‘Tourism Product Development’, scheduled for 24th of August, will be led by top consultants Maven. This workshop is aimed at tourism operators, business people, policy makers and community groups with an interest in product development or who are looking adding/developing further tourism products.

These build on workshops undertaken last year aimed at the Tourism sector and have been co-promoted with two Tourism marketing workshops being presented by the Venture Southland Tourism team.

Southland Dairy Lean – Farm Tune

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.

Lean Manufacturing - 2016 Lean Cluster

The 6 participating companies in the 2016 Lean Manufacturing Programme have nearly completed their 6-month training course, with Workshop #7 delivered on Tuesday, 2 August. All 6 teams are progressing well and busy developing improved ‘Future State’ business processes and starting to transform their physical workspaces in a specific ‘pilot area’ of the business (application of 5S).

The businesses have also been busy developing their 2 year Implementation Plan which will be presented back to the group along with their Lean ‘Journey’, to date, at the programme Review Session to be held on the 15th September. All Committee members are welcome to attend the final Session to hear their stories and celebrate the completion of another successful Lean cluster programme.

Annual Forum; 1-2-1 Lean Check Ups; Lean Accelerator and 5S Training Programmes

Following the full 6-month intensive Lean Programme, businesses are supported by Venture Southland through a range of initiatives and training events, including the Annual Forum which was held in June. Additional to the Annual Forum, Lean Accelerator and 5S Training short courses have been delivered in June and July. These 2-day intensive courses are designed to upskill new staff/managers within businesses that have already completed the Venture Southland Lean

Management Programme. Again, feedback from business owners/managers and staff have been overwhelmingly positive, confirming the value of continuing short-course training. 45 people completed the Lean Accelerator and 5S Training courses in June/July.

Upcoming:

- Due to increased demand we will be running an additional 5S Training Programme during Nov/Dec.
- Cluster Event: Lean Visit to Tiwai with Clinton Yeats in December.
- Other formal and informal visits to other Lean Businesses

We are pleased to announce a new 1-day programme designed specifically for smaller businesses (less than 10-15 staff). The 1-day programme has been trialed June and August with a total of 22 businesses completing the course.

Small Business Roadshow

On July 4th, Venture Southland assisted MBIE with holding a small business roadshow to highlight the available services provided. Over 100 people attended this session at the Kelvin Hotel. This national series was organised by MBIE and the Minister of Small Business - Minister Craig Foss. It provided a general overview of available services and support, and also case studies of local businesses who have utilised the services.

The series incorporated the Regional Business Partner programme and wider government services, including IRD, WorksafeNZ, NZTE, Callaghan Innovation and ACC. It also provided a vehicle for local businesses to provide feedback on services and programmes currently available.

Wood Energy South

The Wood Energy South project team hosted a symposium on Thursday 21 July attended by 45 people. It was an exciting opportunity for commercial and industrial heat plant users, owners, and stakeholders to learn more about biomass boilers and their application in Southland. This event covered case studies on converting existing coal boilers, installing new biomass boilers and co-firing opportunities (combining coal and woodchip).

All presentations have been made available on www.woodenergysouth.co.nz and have been shared with industry associations and organisations investigating their energy options.

Methane Recovery

Dairy Green hosted a site visit for EECA, Venture Southland on 22 July to see the system in place and is expecting the commissioning to be completed in mid-August. As milking has started and more effluent is being pumped into the pond there has been good gas production. Dairy Green have received a lot of positive feedback on the project and farmers interested in installing the system following articles published in the Southland express and the Fiordland Advocate.

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.

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 joint McNeill/Canny paper describing the developments at Awarua. 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 continues to lead MBIE and MFAT to renew the NZ Government – European Space Agency Arrangement.

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.

A list of these is appended.

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:

- Attended Best of New Zealand Road Show with Tourism NZ on behalf of IMA (Waitaki, Dunedin, and Southland). Targeted 4 of the largest cities in the US. Presented at 13 events over 4 cities in 5 days. 460 Agents and 50 consumers reached. South very well received.
- Organising Crystal Cruise Famil in conjunction with TNZ. 1 TNZ representative, 1 Crystal Cruises Operations Manager 3 Representatives from Cruise NZ into Stewart Island/Rakiura in August. Invercargill and Stewart Island.
- Preparation for Flight Centre Famil in September in conjunction with TNZ. Participants are product managers and front liners from Flight Centres around Australia (4 x NSW, 3 x QLD, 1 x SA, 1 x VIC). Through Fiordland into Southland including Invercargill, Bluff and Curio Bay.
- Preparing to represent Southland at Southern Trade Days event in Auckland August 3 & 4. Also working with 3 Operators attending from Southland.

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 ya bike campaign preparation. Partnering with NZME this campaign is targeting the North Island domestic tourism shoulder season market of recreational cyclists and mountain bikers. Promoting the amazing cycling and mountain biking opportunities that we have in Southland such as Around the Mountain cycle trail and mountain biking trails in Invercargill and Bluff among others. To be executed at the beginning of September, 2016.
- Great NZ Summer Road Trip preparation. Partnering with NZME this campaign is targeting the North Island domestic tourism summer season market of holiday makers and road trippers. Promoting the fantastic recreational activities associated with the Southern Scenic Route, Northern Southland, Gore and Stewart Island. To be executed mid-October.

- South Island Journeys preparation. Partnering with Tourism New Zealand this campaign is targeting the Australian market. TNZ along with major partners such as Flight Centre, SOUTH, THL Rentals, AirNZ and Jetstar are contributing a significant investment (around \$1 million) towards the campaign which includes outdoor advertising, video placement, content generation, digital rich media, banner advertising etc. The campaign will be promoting five unique South Island Journeys, one of which is the Southern Scenic Route, including all relevant businesses along the way. Venture Southland are providing a large amount of content for the Southland section of this campaign. (mid-September)
- Our NZ Escape social media, blog and itinerary promotional campaign (October)
- Wildboy (social influencer) circumnavigation of Stewart Island (November)

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:

- Coachman's Inn – Invercargill
- New accommodation propositions (x3) – Western Southland, Fiordland, Stewart Island
- Cycling and Walking product projects – Fiordland, Gore, Invercargill
- Heritage product projects (x3) – Riverton, Invercargill
- Farm product projects (x – Northern Southland
- Investment Decisions in Tourism workshop (held on 22 July with 26 attendees)
- Tourism Product Development workshop (to be held on 24th August)
- Tourism Digital Marketing workshop (to be held on 1st September)
- Tourism Getting Ready for Trade workshop (to be held on 29th September)
- Visitor Strategy RFP with Southland Regional Development Strategy
- Southland Regional Development Strategy, representing in working groups for Tourism and Destination Attraction

ILT Kidzone Festival

Southland's most popular family event, the ILT Kidzone Festival took place for the twelfth time over six days in the July school holidays from Wednesday 13 July to Monday 18 July, 2016. ILT Kidzone provided a fun-filled, action-packed few days and it was lots of fun as well, albeit the challenging conditions! Our patron numbers were once again significantly pleasing with close to 11,000 tickets sold for the 2016 festival. We are currently processing the post-event bits and pieces including reporting and financials.

Matariki Festival 2016

The annual celebration of Maori New Year took place on the 18 and 19 June at the Southland Museum and Art Gallery delivering a suite of events including a programme of Maori filmmakers' short films from the Wairoa Maori Film Festival, weaving workshops and kapa haka performances.

Lifting Up The Arts--mentoring workshop for youth

Venture Southland and the Murihiku Maori and Pasifika Cultural Trust delivered a two-day, live-in workshop for young people focussed on a potential career in the Arts. Five tutors, from the professional arts industries worked with twenty-one young people. Eight students from Central Southland College, Fiordland College, Northern Southland College, Aparima College and Limehills School attended. The workshops involved acting and music and was supported with funding from the SDC Creative Communities Scheme.

DESTINATION FIORDLAND

Effectively Engage with Travel Trade & Market Development

- TEC Conference bid in progress to be submitted by 24th September
- Sarah attended the Lower South Island Operators Trade Show in Auckland 2-4 August

Domestic and International Marketing

- Our New Zealand Escape – see above. This will be aired on NZ TV on TV One and on Air NZ inflight entertainment for 2 years
- Featured in the Air New Zealand Kia Ora Magazine Events page for the Te Anau Illuminations Festival
- Planning stages of Lower South Island iSITE visits and training
- Contributing to the Southern Scenic Route attendance at the Christchurch Show
- Date set for Fiordland Tourism Expo – 14th October 2016

Via Southern Lakes International Marketing Alliance

- SL attended Kiwi Link India & Singapore in July (DQ attended)
- SL will attend Best of US series in September: Boston, Minneapolis, Atlanta, Denver (DF attending)
- SL will attend Kiwi Link SE Asia (LWT attending)

Appendix 2 - More information of Destination Fiordland Media Engagement in

South Island Road Trips campaign - Via SOUTH marketing alliance

Tourism New Zealand is launching its biggest marketing campaign for 2017 in Australia on the 12th September. It will run for 6 weeks and will promote travel to the South Island for the period March to May 2017 using Christchurch as the gateway airport. The campaign incorporates 14 South Island Regional Tourism Organisations (RTOs) across 5 touring routes and is called the South Island Journeys campaign. The Southern Scenic Route is one of the 5 featured journeys and we will be providing images and content for the campaign. (Both VS and Destination Fiordland are SOUTH members)

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.

- SDC start construction of the wastewater treatment plant at the end of August.
- DOC have received Resource Consent for the construction of the car park with work to start around November
- Plans are now completed for the Natural Heritage Visitor Centre. The Trust has decided to delay construction of the Natural Heritage Visitor Centre to March 2017, after the next penguin breeding season.
- Venture Southland is currently facilitating an Expressions of Interest process on behalf of the Trust for the overall business operation of the Curio Bay reserve. This operation could include the Visitor Centre café, interpretation and retail. It is envisaged the camping ground component being subleased to managers.
- The Trust's Ablution and Kitchen building fit out is now well underway and this building should be onsite within the camp ground in November.
- Successful Governance Group meeting held in June and July.

- AGM held at Tokanui RSA Hall on 14th July with Fergus Sutherland, Tourism representative on the South East Marine Protection Forum, guest speaker.

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

With the new Health and Safety at Work Act coming into force on 4 April 2016, Venture Southland identified a need to have information available specifically for 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 Venture Southland Community Development team have partnered with the Southland Community Law Centre, and have presented a seven free workshops throughout the Southland region, specifically catering for what the Health and Safety Act will mean for voluntary community organisations.

The workshops were held in the following places –

| | No Attending |
|------------------------------|---------------------|
| - Invercargill – 23 May 2016 | 45 |
| - Gore – 2 June 2016 | 34 |
| - Lumsden – 7 June 2016 | 22 |
| - Wyndham – 8 June 2016 | 35 |
| - Winton – 14 June 2016 | 46 |
| - Otautau – 16 June 2016 | 36 |
| - Te Anau - 23 June 2016 | 40 |

Southland District (Disabled) Accessibility Map

Venture Southland and the Southland District Council (SDC) have partnered together to develop an A3 tear-off map of the Southland District, which identifies all disabled friendly areas including tracks, toilets, eateries, taverns, museums, libraries and information centres. While there are a number of disabled friendly areas and facilities, it was identified that there was a need to communicate their existence as many people were not aware of where they were.

The end goal was to encourage disabled residents and visitors to get out and about with confidence in and around the district.

Venture Southland staff working collaboratively with Janet Thomas (SDC Team Leader Customer Support and Inclusive Communities Liaison) completed the first two stages of the project which required the identification and verification of areas and facilities suitable for the map. This required a process of contacting a significant number of possible areas and facilities to ascertain whether they could be included on the map or not. There was also an assessment of public facilities (including toilets) undertaken as well as walking tracks alongside the Department of Conservation.

It is interesting to note that while the focus was to identify facilities suitable for those with disabled access, these facilities are also suitable for those with small children in prams. There was interest in particular in which walking tracks could be accessed and used by both wheel chairs and prams.

The project relates directly to the Southland District Council Inclusive Communities Strategy and Action Plan which aims to reduce barriers to participation in the community by providing an environment that is equally accessible to all people, physically, socially and culturally. Venture Southland supports this Strategy and approach as demonstrated with the collaborative partnership undertaken with this project.

This map is available in hard-copy (coloured, landscape, A3 tear-off pad) at i-SITE's, Council offices and other agencies and in a PDF version for emailing, as well as on the Southland District Council and Venture Southland website.

RESEARCH AND STRATEGIES

Southland Cycling Strategy

Status: **UNDERWAY** - due to be completed 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 Strategy due to be presented to key stakeholders for feedback and public review shortly.

Catlins Tourism Strategy Review

Status: **COMPLETED** – implementation phase

The development of this document was facilitated by Venture Southland at the request of the local community. This strategy is now final after consultation with key stakeholders and forms part of the wider Southland Visitor Strategy and closely links with SoRDS. Venture Southland is currently working alongside Catlins Coast Inc. to develop an implementation plan for the strategy.

Pool Heating Assessments

Status: **COMPLETED**

The Pool Heating assessment reports have 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.

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

The final assessment is currently underway for the Tokanui Pool with the first draft of this report imminent. This assessment was an addition to the original brief.

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:

Winton Memorial Hall Upgrade

Venture Southland staff have continued to work alongside the Winton Community Board as they complete a major upgrade of their Hall. Funding has successfully been secured for the project from Lottery Community Facility Fund, SDC Community Initiatives Fund, Community Trust of Southland, Lion Foundation and Southern Trust.

Wyndham and Districts Historical Society

Due to seismic issues with the current location of the Wyndham museum it will be closed to the public by January 2018. Venture Southland has been working alongside Southland District Council, Southland Regional Heritage Committee and with the Society to plan for the inventory and packing of their collection. Venture Southland is continuing to work alongside the Society to identify possible options for relocation and requirements for future heritage interpretation opportunities.

Lumsden Heritage Trust

Venture Southland have assisted the Lumsden Heritage Trust with their proposal to the Southland District Council for the lease of Railway Carriages from Wairio. The Heritage Trust was successful in obtaining the lease of passenger carriage A525. Venture Southland will continue to provide ongoing assistance as the Trust progress with this project.

Northern Southland Development Trust

Venture Southland has assisted the Northern Southland Development Trust with funding applications to Southland Regional Heritage Fund, Northern Southland Development Fund and SDC Community Initiatives Fund for the updating and printing of the Northern Southland Heritage Brochure. Venture Southland also assisted the Trust with their AGM in June.

Manapouri Hall upgrade

Venture Southland staff have worked alongside the Manapouri CDA to secure funding for the next stage of their hall upgrade. Funding has been secured from Community Trust of Southland and Southern Trust and will allow the CDA to commence the next stage of the upgrade.

Appendix 1

SOUTHLAND TOURISM & EVENTS TEAMLost of Media Results and Familiarisations

- Wilderness Magazine, Alina Suchanski, Result, August, Takitimus
- Wilderness Magazine, Pat Barret, Result, August, Mavora Lakes, Livingstone Mountains
- Southern Metropolis Weekly, Richard Liu, Result, July, Bluff Oyster Festival, Bluff
- NZ Herald, David Fisher, Result, Who we are: Country music and ices down south, July, Bluff, Gore
- Stuff.co.nz, Caroline Botting, Result, Lets move to... Riverton, Fairfax Media – July
- Result - Tourist Times, East and West Southland, Invercargill, Gore, Stewart Island - July 2016
- Result - Stuff.co.nz, Brittany Mackie, Bill Richardson Transport World to open Classic Motorcycle Mecca, The Southland Times, Fairfax Media - July 2016
- Result - Stuff.co.nz, Georgia Weaver, Garments fitted for the Gore Hokonui Fashion Design Awards, Southland Times, Gore, Hokonui Fashion Awards - July 2016
- Result - Stuff.co.nz, 5 things to do in the Catlins, Brittany Pickett, Catlins, Southland - July 2016
- Result - Six things to do in Southland, Travel, NZ Herald News, Gore Fiordland, Catlins, Invercargill, Stewart Island, Bluff - June 2016
- Result - Herald On Sunday Travel, 6 of the best things to do in Southland, Gore, Fiordland, Catlins, Invercargill, Stewart Island, Bluff - June 2016
- Result - Kia Ora Magazine, Air New Zealand, Hokonui Fashion Awards, Te Anau Illumination Festival, Gore, Te Anau - June 2016
- Result - Australia & New Zealand Magazine, The Open Road, Catlins Coast - May 2016
- Result - Wilderness Magazine, Hidden Gems of the long pathway, Evelyne De Boeck, Takitimus, Te Araroa Trail - June 2016
- Result - Sina Weibo, Southland Images, Southern Scenic Route - June 2016
- Result - Stuff.co.nz, Dave Nicoll, Venture Southland gets insight into Chinese perspective of Southland, Elly Chang - June 2016
- Result - Stuff.co.nz, Southlanders being asked to open homes for guests of the World Shearing and Wool Handling Championships, Lorneville Lodge & Holiday Park, Karen Bellew, Southland - June 2016
- Result - Stuff.co.nz, Southland on the money as tourists buy in to the region, Amber-Leigh Woolf, Southland, Bill Richardson Transport World - June 2016
- Result - Kia Ora Winton - New Zealand Holidays, NZ Herald News, Winton, Southland - June 2016
- Result - Tourist Times, Northern Southland, Western Southland, Stewart Island, Invercargill - June 2016
- Result - New Zealand Gardener, Jo McCarroll, A gardeners road trip to Gore, Northern Southland, Gore - June 2016
- Result - New Zealand Gardner, Culture Club, Robert Guyton, Riverton, Western Southland - June 2016
- Result - We Chat, Richard Liu, Director of D&L Travel, Bluff Oyster and Food Festival, Bluff, Chinese Language - June 2016
- Result - Chinese Travel Forum, Richard Liu, Director of D&L Travel, Stewart Island, Chinese Language - June 2016
- Result - Stuff.co.nz, Fairfax Media, Hannah McLeod, Bluff boys hit the big-time in 'Crayfishers' - June 2016
- Result - Stuff.co.nz, Fairfax Media, The Press, Ewan Sargent, 10 cool things about Invercargill - June 2016
- Result - Stuff.co.nz, Fairfax media, The Press, Hannah McLeod, Bluff Oyster & Food Festival could expand in 2017 - May 2016

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- Result: Stuff.co.nz, Fairfax Media, The Press, Ewan Sargent, Bluff's beautiful oysters are a national treasure, Bluff - June 2016
 - Result - Tourism New Zealand News, Motorcycles add new attraction to Invercargill's transport heritage, Bill Richardson Transport World - May 2016
 - Result - Wilderness Magazine, Shaun Barnett, Winters Better, Rakiura Track, Stewart Island - June 2016
 - Famil – Asuka Trade Famil, Taiwanese, Southland and Fiordland – June 2016
 - Famil – TV3 The Café, Debbie Griffiths Travel Segment, Invercargill, Catlins, Stewart Island – June 2016
 - Famil – North and South Magazine, Mike White, Invercargill, Riverton – June 2016
 - Famil – Review Publishing, Caitlin Mitchell, Gore, Invercargill – July 2016
 - Famil – House Hunters International (TV), Southland
 - Instagram – Southland NZ following has increased by 23% since the end of May to 15,900 followers
 - Facebook – Southland NZ has 33,501 total followers and achieved a reach over 496,381 from 1 June to 29 July
 - Burt Munro Challenge – event media pitching
 - Southland Weibo account was established on 22 June. So far has 282 followers, has built connections with key NZ tourism operators/RTOs.
 - Weibo article- Bill Richardson Transport World-over 18000views
 - Weibo article- Stewart Island-over 6500 views
 - Weibo article- Queens Park-3550 views
 - Chinese Travel magazine 《私家地理Travel+Leisure》 - Bluff, Bluff Seafood Festival, Stewart Island, Invercargill, Bill Richardson Transport World, Gore, Maitaia, Fly Fishing, Hokonui Moonshine Whiskey, Slope Point, Curio Bay

Appendix 2

Destination Fiordland Media and Member Engagement

- Tabi Salad – Japanese Travel Magazine results (May visit) received – programme aired on the 4th June – 6,073,804 viewers - NZ\$1,037,542 Equivalent Advertising Value (EAV) and featured Milford Sound cruise and kayak
- Hosted 2Tui Productions for the Our NZ Escape TV programme. JV with Southland Tourism team. Southland/Fiordland episode to be shown on the 29th October (TBC). Social media opportunities being communicated now and prize package request has gone out to operators involved.
- Hosted Taiwan agent ASUKA media team – JV Southland & Fiordland feature for their magazine
- Working on 2 Tourism New Zealand media files for spring.
- Working on a SE Asia TV programme through NZ Trade and Industry
- Represented Fiordland at the PGG Wrightson presentation in Queenstown – 7th August
- Presentation to the TNZ Media and Content team & hosted for 4 days in Fiordland - 8 - 11 August

24. REPORTS FROM COUNCILLORS

↳ Reports from His Worship, Crs Beale, P Grant, Davis and Page are attached.

RECOMMENDATION

THAT the reports be received.

Councillor Report Template

| | |
|---|---|
| Cr Hicks | Period Under review 2 August to 12 September 2016 |
| <p>Meetings attend over the period:</p> <p>Lunch meeting with Minster of Health - Tue 2 Aug</p> <p>Youth Council Speed Interviews - Tue 2 Aug</p> <p>GTAG meeting – Wed 3 Aug</p> <p>Southland Mayoral Forum Meeting with Minister of Immigration – Thu 4 Aug</p> <p>SoRDS Update (public update event hosted by Chamber of Commerce) – Thu 4 Aug</p> <p>TaHa phone conference – Fri 5 Aug</p> <p>BCA celebration of great report – Fri 5 Aug</p> <p>JP Annual Dinner – Sun 7 Aug</p> <p>SoRDS Governance Group Meeting – Mon 8 Aug</p> <p>Hokonui Highway Steering Group meeting – Tue 9 Aug</p> <p>RSA Lunch for Seniors – Tue 9 Aug</p> <p>Gore Water Workshop – Tue 9 Aug</p> <p>Mataura Community Board – Wed 10 Aug</p> <p>A&P AGM – Thu 11 Aug</p> <p>Shared Services Forum – Fri 12 Aug</p> <p>Meeting with Regional Relationship Manager; Ministry of Business Innovation and Employment (Immigration) – Fri 12 Aug</p> <p>Opening the NZWU18 Ice Hockey tournament – Fri 12 Aug</p> <p>HESDJ meeting – Mon 15 Aug</p> <p>Chairs meetings – Mon 15 Aug</p> <p>Events Strategy Workshop – Tue 16 Aug</p> <p>Teleconference; Rural Network & Links to Critical Projects – Wed 17 Aug</p> <p>SDC Rooding Alliance meeting – Thu 18 Aug</p> | |

Citizens Advice Bureau AGM – Thu 18 Aug
 Walk the Talk Fundraiser, Te Anau – 20 Aug 2016
 Community Networking Trust meeting – Mon 22 Aug
 Rural Health Alliance NZ workshop – Mon 22 Aug
 GDC Committee meetings – Tue 23 Aug
 Audit and Risk Committee meeting – Wed 24 Aug
 Hokonui Highway consultant teleconference – Wed 24 Aug
 GDHI – Thu 25 Aug
 SoRDS Governance Group Meeting – Thu 25 Aug
 Venture workshop – Mon 29 Aug
 Paul Forrest – Tue 30 Aug
 David Louni – Tue 30 Aug
 Hokonui Highway update meeting – Tue 30 Aug
 Otama Water Supply meeting – Wed 31 Aug
 LGA meeting/submissions, Wellington – Thu 1 Sep
 CE Review – Fri 2 Sep
 Go Retail Meeting – Tue 6 Sep
 Presentation on politics to Menzies College yr 9 class – Wed 7 Aug
 Supporting People Closer to Home workshop – Thu 8 Sep
 Venture Southland - Combined Council Workshop re 2017-2018 VS Business Plan – Mon 12 Sep
 Environment Southland Air Plan meeting – Tue 13 Sep

| |
|--|
| Community Groups/Key stakeholders contacted |
| |
| Key issues discussed |
| |

Councillor Report Template

| | | | |
|---|---------|---------------------|--------|
| Cr | R Beale | Period Under review | August |
| Meetings attend over the period: Aug 2nd :Speed dating with Youth Council 6pm. Full council 7 pm. Aug 4th: SORDs meeting at TG. Aug 9th: Water Treatment w/shop 5pm Aug 16th: Events Strategy w/shop 5pm Aug 23rd: Hokonui Moonshine Trust 8am. Council committee meetings 3.30pm Aug 30th: Floodbank Working Party meeting 5pm. | | | |
| Community Groups/Key stakeholders contacted | | | |
| Key issues discussed | | | |
| Initiatives to be pursued in next quarter | | | |

Councillor Report Template

| | | | |
|---|---------|---------------------|--------------------|
| Cr | P Grant | Period Under review | August - September |
| Meetings attend over the period: H2O options WS Events strategy WS HMMCT Audit and risk GHIC SEPT Otama H2O CEO review | | | |
| Community Groups/Key stakeholders contacted | | | |
| Key issues discussed | | | |
| Initiatives to be pursued in next quarter | | | |

Councillor Report Template

| | | | |
|---|-------|---------------------|------------------------------|
| Cr | Davis | Period Under review | 2 August to 2 September 2016 |
| Meetings attend over the period: 2 August Youth Council Speed dating, Council Meeting 8 August – Coffee with Peter Standling 9 August Workshop (Water Treatment) 11 August – Chaired Hearing for 1 Irk Street. (Draft Decision pending) 15 August – Chairs Meeting 16 August – Workshop (Events) 19 August – Council Quiz (2 nd equal) 23 August – Committee meetings at Rununga 24 August – Audit & Risk Meeting 25 August – Chaired Wastenet meeting (held in Gore) 30 August – Chaired Creative Communities meeting 2 September CE Appraisal meeting | | | |
| Community Groups/Key stakeholders contacted | | | |
| Key issues discussed | | | |
| Initiatives to be pursued in next quarter | | | |

Councillor Report Template

| | | |
|--|--------|--|
| Cr | G Page | Period Under review 27 July to 31 August |
| Meetings attend over the period: 28th July GDH Board meeting Lunch Minister Colman Health 2nd August. Council Meeting 9th. Workshop Water MVM Development 16th Workshop Events 23rd. Hokonui Moonshine 24th. Audit & Risk Committee 23rd. Council Committee Meetings | | |
| 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> |
|---|--|--|
| <u>Confirmation of Minutes</u> | | |
| Confirmation of the minutes of the ordinary meeting of the Gore District Council, held in committee, on Tuesday 2 August 2016. | | |
| Confirmation of the report of the meeting of the Operations Committee, held in committee, on Tuesday 23 August 2016. | | |
| Confirmation of the report of the meeting of the Regulatory and Planning Committee, held in committee, on Tuesday 23 August 2016. | | |
| <u>Other Business</u> | | |
| Sale of land Proposed acquisition of land Hilbre Avenue water treatment plant upgrade Mataura Valley Milk Limited | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations. | 7 (2)(i) |
| Designation of Coopers Wells | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations, and protect the privacy of natural persons, including that of deceased natural persons. | 7 (2)(i) and (a) |