

Minutes of an ordinary meeting of the Gore District Council, held in the Council Chambers, 29 Bowler Avenue, Gore, on Tuesday 13 December 2016, at 3.05pm

Present His Worship the Mayor (Mr Tracy Hicks, JP), Crs Beale, Bolger, Davis, Dickson, Gardyne, P Grant, Highsted (from 3.26pm), Phillips, Reid and Sharp.

In Attendance The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), Chief Financial Officer (Mr Luke Blackbeard), Parks and Recreation Manager (Mr Ian Soper), Transport Manager (Mr Peter Standring), HR/Administration Manager (Susan Jones), Communications/Promotions Manager (Sonia Gerken), 3 Waters Asset Manager (Mr Matt Bayliss), Policy and Planning Officer (Miss Emma Williams) and 27 members of the public in the gallery.

Apology Cr D Grant apologised for absence.

1. NEW ZEALAND CITIZENSHIP CEREMONY (SC1068)

His Worship conferred New Zealand citizenship on Alistair Hunt, Kelly Morrison, British citizens, Maria and Rodelio Silvestre, Filipino citizens, Michalle van Zyl, a South African citizen, and Tukta and Simone Shallard, Thai citizens. All read the relevant Oath or Affirmation of Allegiance and each family was presented with a New Zealand kowhai and the New Zealand citizenship story book provided by the Department of Internal Affairs.

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

His Worship concluded the ceremony with a wiata.

The meeting adjourned at 3.20pm and resumed at 3.35pm with no members of the public in the gallery. The regional Town Crier departed at 3.25pm.

The Planner attended the meeting at 3.30pm

His Worship called for any conflicts of interest. None were declared.

2. CONFIRMATION OF MINUTES

RESOLVED on the motion of Cr Beale, seconded by Cr P Grant, **THAT** the minutes of the ordinary meeting of the Gore District Council, held on Tuesday 13 September 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Davis, seconded by Cr Beale, **THAT** the minutes of the extraordinary meeting of the Gore District Council, held on Tuesday 6 October 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Dickson, seconded by Cr Bolger, **THAT** the minutes of the statutory meeting of the Gore District Council, held on Thursday 3 November 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr P Grant, seconded by Cr Davis, **THAT** the report of the ordinary meeting of the Community Services Committee, held on Tuesday 22 November 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Dickson, seconded by Cr Highsted, **THAT** the recommendations contained within the report of the meeting of the Community Services Committee, held on Tuesday 22 November 2016, as presented, be ratified.

RESOLVED on the motion of Cr Davis, seconded by Cr Beale, **THAT** the report of the meeting of the Operations Committee, held on Tuesday 22 November 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Davis, seconded by Cr Beale, **THAT** the recommendations contained within the report of the meeting of the Operations Committee, held on Tuesday 22 November 2016, as presented, be ratified.

RESOLVED on the motion of Cr Highsted, seconded by Cr Reid, **THAT** the report of the meeting of the Regulatory and Planning Committee, held on Tuesday 22 November 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Highsted, seconded by Cr Phillips, **THAT** the recommendations contained within the report of the meeting of the Regulatory and Planning Committee, held on Tuesday 22 November 2016, as presented, be ratified.

RESOLVED on the motion of Cr Bolger, seconded by Cr Dickson, **THAT** the report of the meeting of the Finance and Policy Committee, held on Tuesday 22 November 2016, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Bolger, seconded by Cr Highsted, **THAT** the recommendations contained within the report of the meeting of the Finance and Policy Committee, held on Tuesday 22 November 2016, as presented, be ratified.

3. PROGRESS REPORT TULLOCH PARK DEVELOPMENT (SC1229)

A report had been received from the Parks and Recreation Manager advising that following a Council workshop, direction had been given to staff to further develop the redevelopment options for Tulloch Park with an amended project scope. There had been a consensus that a working party be formed to work with staff to progress the project.

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

THAT the Council approve the appointment of Crs D Grant, Highsted, Phillips and Mataura Community Board members Alan Taylor, Geoff Colvin and Greg Chaffey along with project consultant Paul Wilson and the Parks and Recreation Manager to the Tulloch Park redevelopment project working party,

AND THAT the working party report back to the Council no later than May 2017.

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4. GORE DISTRICT LICENSING COMMITTEE (SC0428)

A report had been received from the Chief Executive advising that under the Sale and Supply of Alcohol Act 2012, each Council had to have at least one District Licensing Committee to consider alcohol licensing matters in its area. At the statutory meeting of the Council held on 3 November, Crs Davis and Highsted were appointed to the Gore District Licensing Committee, with Cr Highsted as Chairman.

RESOLVED on the motion of Cr Beale, seconded by Cr Dickson, **THAT** the Council appoint Cr Gavin MacPherson of the Southland District Council and Cr Darren Ludlow of the Invercargill City Council, as commissioners of the Gore District Licensing Committee, to act at any time when the Chairperson is absent and their presence is required to maintain a quorum,

THAT the Council agree to establish, maintain and publish a combined list of persons approved by those authorities to be members of any of those territorial authorities licensing committees in the event that a quorum is required,

AND THAT the Council approve Cr Highsted and Cr Davis to be included on the combined list.

2016/130

5. TRADE WASTE BYLAW (SC0107)

A memo had been received from the Policy and Planning Officer advising that the draft Trade Waste Bylaw and accompanying Statement of Proposal had been circulated for public consultation with no submissions being received at the close of the consultation period.

Under section 148(1) of the Local Government Act 2002, a territorial authority must send a copy of the proposed bylaw to the Minister of Health for comment. Correspondence exchanged with the Minister had been circulated with the agenda. Minor amendments had been made to the bylaw to address the matters raised by the Minister. A copy of the amended bylaw had also been circulated with the agenda.

RESOLVED on the motion of Cr Highsted, seconded by Cr P Grant, THAT the Trade Waste Bylaw 2016 be adopted and ordered to come into effect from 19 December 2016.

2016/131

6. CANCELLATION OF BUILDING-LINE RESTRICTION – 113 BROUGHTON STREET, GORE (SC1345)

A memo had been received from the Planner advising that the Council had received a request to remove a building line restriction from land at 113 Broughton Street, Gore. A copy of an aerial photograph had been circulated with the agenda. The restriction had been imposed on the southern boundary adjoining Duke Street east when the property had been subdivided in 1953 in the event that Duke Street may need to be widened in the future. The Council's Roading Department was not aware of any future plans that would require Duke Street east to be widened and the restriction was therefore no longer required.

Cr Highsted noted that just 113 Broughton Street was affected and asked if the other properties covered by the restriction would have to go through the same process. The Planner confirmed they would.

The Chief Executive said the Council could determine the building line restriction be removed from all those properties presently affected by it.

RESOLVED on the motion of Cr Highsted, seconded by Cr Davis, THAT the Council grant approval under Section 237A of the Local Government Act 1974, to allow the removal of the building line restriction,

THAT the building line restriction in place on other properties in Duke Street be also removed,

AND THAT the Chief Executive be authorised to sign a certificate cancelling the building line restrictions.

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The Planner and Policy and Planning Officer departed the meeting at 3.49pm

7. SERVICE DELIVERY REVIEW FOR ROADING (SC0756)

A report had been received from the General Manager District Assets advising that Councils were required by Section 17A of the Local Government Act 2002 to undertake service reviews of all their activities by 17 August 2017. A guide on conducting service delivery reviews, produced by the Society of Local Government Managers had been circulated with the agenda. The Council's review had been completed by Richard Kirby Consulting Limited and a copy had also been circulated with the agenda.

Cr Beale asked if poor performance by a contractor had been covered in the review.

The General Manager said the review had been at a high level. What was proposed as a result of the review was to retain the status quo into the foreseeable future but any regional initiatives would be considered as they arose.

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

THAT the status quo be retained for the foreseeable future as it is still the most cost-effective option for the delivery of governance, funding and service delivery,

AND THAT the Council be involved in any regional initiatives around the delivery of the various functions within the roading activity.

2016/133

8. INSULATION LOAN PILOT SCHEME (SC1582)

A report had been received from the Chief Financial Officer following a recommendation from the Finance and Policy Committee to administer Environment Southland's clean air loan scheme in Gore, interest free. The loan scheme provided a loan of up to \$5,000 to assist with the installation of a clean heat source for residents in the Gore air shed. However, Environment Southland's loan funds could not be used for insulation upgrades which may be required as well as clean heat installation. In those circumstances, Awarua Synergy, the scheme contractor, would not approve funds for heating installation, leaving an applicant without assistance to convert to a clean heating solution.

The Council could run a small loan scheme with a pool of \$50,000. As the funds were recovered, the Council could use the cash from its term deposits instead of rating or borrowing the money. When the loan scheme ended, the money would be reinvested.

Cr Highsted said waiting for the next annual plan process would delay the scheme and he felt time was of the essence. It made no sense to put clean heat into a property if it was not insulated. He realised the Council's involvement may be controversial but it was slightly different to what the Council had consulted on during the last annual plan process.

The Chief Financial Officer said Environment Southland was offering interest free loans for its contribution but the Council's contribution was proposed to be low interest.

Cr P Grant questioned if people did not get funding from Environment Southland and they didn't have insulation they wouldn't be eligible.

The Chief Financial Officer said Environment Southland wanted heating to be upgraded and the insulation process was associated with that.

The Chief Executive said from Environment Southland's point of view it was interested in having clean burners installed rather than insulation. Morally, it knew insulation was also needed to get the best outcome.

In response to Cr Dickson, the Chief Financial Officer said the only criteria from the Council's point of view was applicants would have to go through a credit check and have a good rates payment history with the Council. The EECA subsidy was only available to landlords who had tenants with community services cards. There was no income threshold.

In response to Cr Davis who asked if the insulation scheme was being offered in conjunction with the clean air scheme from Environment Southland, the Chief Financial Officer confirmed it was.

Cr Gardyne asked what the term of the loans would be and said charging interest on them could be done by the push of a button.

The Chief Financial Officer replied the loans were for a term of up to five years. Charging interest was an option.

Cr Davis said if charging interest was contrary to what Environment Southland was doing, was there any reason why the Council could not charge an administrative charge for its loans. She asked what happened if the loans were not repaid.

The Chief Financial Officer said if the debt fell behind it would be referred to debt collection and a charge over the title could eventually be registered. If the property changed hands, then the debt would be required to be settled through the sale and purchase agreement.

Cr Davis asked if it was appropriate for the matter to be approved in principle and the mechanics worked through in another report.

Cr Highsted said it didn't matter what a person earned. The average loan under the Warm Homes Trust lasted about 1.5 years. He was satisfied with the proposal. It would cost the Council about \$1,500 per year.

Cr Highsted moved THAT the report be received,

AND THAT the Council proceed with a \$50,000 interest free insulation loan pilot scheme for a 12 month period as part of the joint arrangement with Environment Southland.

The motion was seconded by Cr Bolger.

Cr Davis was comfortable with the motion, but there was still a cost to ratepayers. She was of a mind that the Council should incorporate an administration cost to cover the cost of capital for the loans.

Cr Gardyne agreed. There was a cost but it still added up.

The Chief Financial Officer said the maximum amount able to be borrowed was \$5,000, so if the clean heat cost \$3,000 then the amount of money able to be borrowed for insulation was \$2,000.

The motion was put and it was carried.

2016/134

9. HEALTH AND SAFETY REPORT (SC1299)

A report on health and safety had been received from the Human Resources Manager and was perused by the Council.

RESOLVED on the motion of Cr Reid, seconded by Cr Dickson, THAT the report be received.

2016/135

10. UPDATE OF GORE WATER TREATMENT PLANT UPGRADE (SC1433)

A memo had been received from the General Manager District Assets advising that to progress the Gore water treatment plant upgrade project, a trial with filter cartridges and different filter media was proposed. The trial would be undertaken to determine how effective the different filters were at removing manganese and iron from Jacobstown bore water. In order to conduct the trial, a sampling regime had been put in place.

In response to Cr Phillips, the General Manager advised Environment Southland was carrying out the testing of water as part of its regime.

Cr Davis asked if Environment Southland was able to provide any commentary about the changes in the sampling.

The General Manager advised to date it had not. It was thought there were changes to the water in the ground and what was occurring. Staff knew when water was in contact with coal, that iron and manganese levels increased.

Cr Bolger said he had water samples taken on his property and there needed to be samples taken over a reasonable period of time to get any trend.

The General Manager advised in response to Cr Phillips that Environment Southland did not sample both Coopers and Jacobstown. Coopers well was the only site it sampled.

Cr Phillips said the Council was intending to spend a lot of money and it was better to have the information to hand sooner than later.

His Worship thought it would be beneficial to get as much information as possible from Environment Southland.

In response to Cr Dickson, General Manager said there were no associated health implications; it was purely aesthetic.

Cr Beale asked what the depth of the wells at Coopers and Jacobstown were.

The General Manager said there was a deeper well at Jacobstown that had been problematic with the manganese issue. The wells at Coopers were between 7-8 metres deep. The Jacobstown wells were between 17-20 metres deep.

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

2016/136

11. PYRAMID BRIDGE REPLACEMENT PROJECT (SC101/SC1146)

A report had been received from the Transport Manager providing an update on the Pyramid Bridge replacement project. A copy of the detailed business case had been circulated with the agenda.

Cr Gardyne noted the increase in the expected cost of the bridge.

Cr Highsted asked what the reason for that was.

The Manager advised as the project developed there were three or four scenarios for crossing the river and it was only when the design was refined that more accurate costings could be determined.

Cr Highsted asked if there had been some lessons learned as a result of that approach.

The General Manager said some projects were going off consultant's estimates and suggestions had been made that big projects should be run through a quantity surveyor to ensure the estimates were realistic.

Cr Gardyne asked who had responsibility for managing the project. Was it Gore or Southland District?

The General Manager said the Council's former Roading Manager had been driving the project but since he left the Council's employment in March, it had not moved very quickly. Southland District did not view it as a big project, but it was to the Gore District.

The Manager said NZTA and Southland District were both happy for the Gore District to drive it forward.

Cr P Grant asked if would not be possible to close the bridge totally while the new one was built? Was it permissible? He noted a lot of the cost was associated with alignment of the road.

The Manager said the options were close to the existing bridge and the alignment would be improved as a result of the new bridge. MWH would be progressing the contractual side of things.

His Worship felt the issue was of significant importance that a report should be furnished to each Operations Committee meeting.

Cr P Grant asked if it was possible to put the Otama Water scheme pipe under the bridge at the time the bridge was constructed.

The Manager did not believe there were any great cost savings.

RESOLVED on the motion of Cr P Grant, seconded by Cr Davis, THAT the Council reaffirm its previous commitment to this project by resolving to:

Endorse the detailed business case report;

Accept the recommendation of the report “to progress the bridge replacement option to pre-implementation as a design/build contract to ensure a balance of timeframes, optimum material and costs are met “;

Approve an increase in the local share of \$170,000 which could be committed from the rural roading reserve funds; and

Endorse the engagement of a suitably qualified structural consultant to oversee the project as it advances from concept to design and through to construction.

2016/137

12. AUDIT AND RISK COMMITTEE MINUTES (SC1007)

A copy of the minutes of the Audit and Risk Committee meeting held on Wednesday 23 November had been circulated for the Council’s information.

Cr Phillips asked if there were any consumers who received raw water in the Gore area.

The Chief Executive advised none that the Council knew of.

Cr Phillips asked if the Council was looking at raw water perhaps potable water should be reviewed.

The Chief Executive said the Council was focusing on raw water consumers as a matter of priority.

His Worship said the extraordinary water use should be referred to Audit and Risk Committee.

RESOLVED on the motion of Cr Highsted, seconded by Cr Phillips, THAT the minutes of the meeting held on 23 November 2016 be received.

2016/138

13. MATAURA COMMUNITY BOARD

A copy of the report of the statutory meeting of the Mataura Community Board held on 3 November 2016 had been circulated and was perused by the Council.

Cr Davis asked if there was going to be a by-election.

Cr Phillips advised it appeared likely.

RESOLVED on the motion of Cr Highsted, seconded by Cr Phillips, THAT the report be received.

2016/139

14. EMERGENCY COMMITTEE (SC0278)

A memo had been received from the Chief Executive advising it would be prudent to establish an Emergency Committee to deal with any urgent governance or policy issues that may arise over the summer recess.

The Committee should be given authority to act on any urgent matters that may arise, with any decisions taken to be reported to the Council meeting to be held on 14 February 2017.

RESOLVED on the motion of Cr Davis, seconded by Cr Highsted, THAT an Emergency Committee consisting of His Worship the Mayor, the Deputy Mayor, Cr D Grant and Cr P Grant be appointed to deal with urgent governance and policy issues that require actioning prior to the February 2017 Council meeting, with any two of the Emergency Committee members having power to act,

AND THAT any decisions made by the Emergency Committee be reported to the next meeting of the Gore District Council to be held on 14 February 2017.

2016/140

15. SCHEDULE OF MEETING DATES FOR 2017 (SC1304)

A memo had been received from the Administration Manager together with a schedule of proposed meeting dates for 2017.

Cr Davis questioned if the December Council meeting had to commence at 3.00pm which could be inconvenient for those Councillors who worked.

RESOLVED on the motion of Cr Reid, seconded by Cr Dickson, THAT the schedule of meeting dates for 2017 be adopted, noting that the December meeting will commence at 5.00pm.

2016/141

16. GORE DISTRICT GROWTH COMMITTEE (SC0263)

A memo had been received from the Chief Executive, together with a copy of the draft terms of reference for the Gore District Growth Committee. Further detail would need to be provided by the Council in relation to the ability for the Committee to act or whether it had only had powers to recommend.

RESOLVED on the motion of Cr Davis, seconded by Cr Bolger, THAT the Council consider the draft terms of reference for the new Gore District Growth Committee and make any amendments or refinements deemed appropriate in order that the Committee can function as early as possible in the New Year.

2016/142

The meeting concluded at 4.41pm