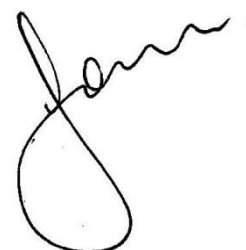


**Notice is hereby given that a meeting of the Mataura Community Board will be held in the Mataura Community Centre, McQueen Avenue, Mataura, on Monday 27 November 2017, at 5.30pm**

A handwritten signature in black ink, appearing to read 'Susan Jones'.

**Susan Jones**  
**Administration Manager**

**21 November 2017**

## **Agenda**

- |    |   |             |
|----|---|-------------|
| 1. | Confirmation of report of meeting held on Monday 28 August 2017 | Pages 1-3   |
| 2. | Police report   | Page 4      |
| 3. | Community Board charter   | Pages 5-9   |
| 4. | Report from Mataura Community Development Coordinator           | Pages 10-11 |
| 5. | Representation review report                                    | Pages 12-23 |
| 6. | Mataura library and service centre – opening hours and staffing | Page 24     |
| 7. | Welcome to town signage   | Page 25     |

8. Gore District Plan

Pages 26-29

9. Update on water issues

Page 30

10. Date of next meeting – Monday 23 January 2018

# RURAL CITY LIVING



**Report of a meeting of the Mataura Community Board, held in the Mataura Community Centre, McQueen Avenue, Mataura, on Monday 28 August 2017, at 5.33pm.**

**Present** Alan Taylor (Chairman), Cr Neville Phillips, Sue Taylor, Linda Sinclair and Geoff Colvin.

**In attendance** The Transport Manager (Mr Peter Standring), Administration Manager (Susan Jones), Laurel Turnbull and Sheree Chapman, (Labour candidate for Clutha-Southland).

L Sinclair advised Sgt Greg Ballantyne had been scheduled to update the Board on policing coverage in Mataura, but was unable to attend the meeting.

## 1. CONFIRMATION OF REPORT

**RECOMMENDED on the motion of Geoff Colvin, seconded by Linda Sinclair, THAT the report of the ordinary meeting of the Mataura Community Board, held on Monday 12 June 2017 as circulated, be accepted and signed by the Chairman as a true and complete record.**

## 2. TULLOCH PARK REDEVELOPMENT PROJECT (SC1229)

A memo had been received from the Parks and Recreation Manager providing an update on the Tulloch Park redevelopment project. A new professional architect had been engaged and was working on concepts for the project. A meeting of the working party was scheduled for 11 September to consider the latest designs.

**RECOMMENDED on the motion of Sue Taylor, seconded by Geoff Colvin, THAT the information be received.**

## 3. CLEAN AIR LOANS (SC1633)

A memo had been received from the Administration Manager explaining the clean air loans scheme. The high number of burners per square kilometre in Gore and Invercargill posed a risk to human health and Environment Southland had imposed stricter air quality regulations as a result. Residents in the Gore and Invercargill air sheds were required to remove burners and boilers that did not comply with the tighter clean air regulations. Mataura had better air quality than Gore and Invercargill. A clean air loan scheme to offer finance to affected residents had been put in place by Environment Southland and the Gore District Council.

**RECOMMENDED on the motion of Linda Sinclair, seconded by Geoff Colvin, THAT the information be received and noted.**

**4. FUTURE DEVELOPMENT – GLENDHU ROAD RECREATION RESERVE – POSSIBLE DOG PARK, MATAURA (SC1547)**

A memo had been received from the Parks and Recreation Manager updating the Board on progress in relation to the provision of a dog park in Mataura.

Council officers shared the concerns expressed by some Board members and Cr Phillips in relation to the physical restrictions present at the Glendhu Road site. There were also access issues when hockey had occupied the site that would most probably return when people, children and dogs had to cross a busy Glendhu Road to access the reserve from the carpark. These were all issues that needed to be fleshed out further.

Council officers had discussed the overall issues surrounding dogs – district wide. The General Manager Regulatory and Planning had recommended a strategic and consistent district-wide approach to dogs and a proposal had been considered by the Regulatory and Planning Committee at its meeting held on 22 August. A copy of the report had been circulated with the agenda, for the Board's information.

Cr Phillips said he supported the Board's wish to have a dog park in the town, however, he did not support it being located at the Glendhu Road reserve.

**RECOMMENDED on the motion of Linda Sinclair, seconded by Sue Taylor, THAT the information be received.**

**5. REQUEST FROM MATAURA COMMUNITY GARDEN (SC1619)**

The Board considered a request from the Mataura Community Garden Committee seeking financial assistance towards a connection to the town sewerage scheme. The garden currently had a chemical toilet and a connection to the town system would be more convenient. The project would cost \$3,000 with the Committee having \$1,000 available.

**RECOMMENDED on the motion of Linda Sinclair, seconded by Sue Taylor, THAT the Board allocate \$2,000 from its discretionary fund to the community garden project.**

**6. ALLIANCE CARPARK – UPDATE ON PLANTING PROJECT (SC1547)**

A memo had been received from the Transport Manager providing an update on progress on the beautification of the Alliance Group carpark on State Highway 1.

An on-site meeting with Board representatives and staff had been held. Discussions about the spacing of plants, style of planting, the walkway across the railway line and the need to consult with KiwiRail and the New Zealand Transport Agency had been considered.

A plan showing the layout of the garden plots outlining a plot every ninth carpark along the track side of the parking space had been circulated with the agenda. The road side of the park would

have the same sequence of plots but would be out of step with the track side. The total number of plots would be 31. An indicative cost for each plot was \$5,000 inclusive of planting.

Geoff Colvin advised Alliance had met with KiwiRail who asked for a plan to be submitted for its consideration. Once that had been approved, it would be forwarded to the New Zealand Transport Agency for its approval.

The Chairman noted that Alliance management was supportive of the project.

**RECOMMENDED on the motion of Alan Taylor, seconded by Linda Sinclair, THAT the planting plan be adopted in principle,**

**AND THAT it be referred to KiwiRail and the New Zealand Transport Agency for approval.**

#### 7. COMMUNITY BOARD ZONE MEETING

The Administration Manager had advised that a meeting of the Zone 6 Community Boards would be hosted by the Gore District Council on Saturday 9 September.

Board members who were able to attend were Alan Taylor, Linda Sinclair, Sue Taylor and Cr Phillips.

**RECOMMENDED on the motion of Cr Phillips, seconded by Linda Sinclair, THAT the information be received.**

#### 8. DISCRETIONARY ACCOUNT

A memo had been received from the Administration Manager advising that the Council grant of \$5,300 for discretionary use by the Board had become available from 1 July 2017.

Expenditure in the 2016-17 year related to assistance to the Mataura community garden for land acquisition adjacent to the garden (\$3,000) and costs associated with the defibrillator installed outside the fire station (\$578). The current balance was \$15,965.

**RECOMMENDED on the motion of Geoff Colvin, seconded by Sue Taylor, THAT the information be received.**

#### 9. DATE OF NEXT MEETING – Monday 9 October 2017, at 5.30pm

The meeting concluded at 5.53pm

MATAURA COMMUNITY BOARD AGENDA

MONDAY 27 NOVEMBER 2017

2. POLICE REPORT

Sgt Greg Ballantyne will be in attendance at the meeting to provide a Police report.

### 3. COMMUNITY BOARD CHARTER

(Memo from Administration Manager – 10.11.17)

- ✎ Attached is a copy of the Community Board's charter that has been considered by the Board. Once the Board has ratified the document, it will be presented to the Council at its meeting on 12 December for adoption.

#### **RECOMMENDATION**

**THAT the draft charter be adopted by the Board and referred to the Council for formal adoption.**

## **Mataura Community Board Charter**

### **1) Purpose**

- a) The Mataura Community Board (the Community Board) is set up by the Gore District Council (the Council) to provide a voice for the Mataura community and assist the Council in identifying and addressing local issues.

### **2) Roles**

- a) The Council's roles are:
  - i) To foster local identity and preferences.
  - ii) To make the Council aware of and more responsive to the community's preferences.
  - iii) To work in partnership with the Board.
- b) The Board's roles are:
  - i) To provide a voice for the community of Mataura on local issues of interest or concerns.
  - ii) To make recommendations to the Council on new projects to be advanced and how services can be improved for the benefit of the community.
  - iii) To work in partnership with the Council.

### **3) Key objectives of Community Board**

- a) Represent, and act as an advocate for, the interests of its community.
- b) The consideration of and reporting on of all matters referred to it by the Council or any matter of interest of concern to the Community Board.
- c) To identify any gaps in local or central government services in the community and work collaboratively with relevant authorities and agencies on how these gaps may be bridged.
- d) Development of an annual work programme to be completed by 31 January. This work programme will provide guidance to Board members, Councillors and Council staff on key initiatives or projects that the Board wishes to pursue via its regular meetings in the forthcoming year.
- e) Maintain an overview of services provided by the Council within the community of Mataura.
- f) The preparation of an annual submission to the budgetary process of the Gore District Council for expenditure within the community of Mataura.



- g) Communication with community organisations and special interest groups within the community of Matura.

#### **4) Membership of Community Board**

- a) The membership of the Community Board shall be as determined by the review of boundaries and membership procedure as set out in the Local Government Act 2002 and as confirmed prior to each Local Government Triennial Elections.
- b) In line with representation reviews and any applicable Local Government determinations, the Councillor elected in the Matura ward shall be appointed to the Community Board.
- c) The role of the appointed Councillor shall be the liaison link between the Council and the Community Board, in particular accepting the responsibilities as set out in Clause 9 of this Charter.

#### **5) Chairperson**

- a) The Community Board shall appoint a Chairperson from within its membership.
- b) The Community Board shall appoint a deputy Chairperson from within its membership.

#### **6) Remuneration**

- a) Remuneration to individual members shall be resolved by the Remuneration Authority in consultation with the Council and Community Board from time to time.
- b) Community Board members must comply with current Council policies and procedures for submitting claim forms.

#### **7) Meeting procedures**

- a) The Community Board shall follow the general principles of the New Zealand Standards (NZS 9202:2016) Model Standing Orders including Amendment 1 for Meetings of Local Authorities and other public bodies.
- b) At each Community Board meeting there shall be an opportunity for informal discussion on matters of mutual interest to the Community Board and the Council, not covered by an agenda item. This general forum will enable:
  - Matters to be raised in order that, if the Council agrees, they may be the subject of a staff report for inclusion in the subsequent agenda.
  - The Ward Councillor to report back to the meeting on Council discussions and decisions.

- Community Board members to provide any relevant updates.

## **8) Communication**

The objective is to retain quality relationships between the Council and the Community Board and the Community Board and the public.

## **9) Responsibilities of Ward Councillor and staff**

The Council, through the Ward Councillor and Council staff will ensure that:

- a) The Community Board is consulted in the November/December period on requests for works or projects to be included in the following year's draft Annual Plan and/or draft Long Term Plan (whichever is applicable).
- b) The Community Board is consulted by way of detailed presentation on the contents of the draft Annual Plan or draft Long Term Plan (whichever is appropriate) in sufficient time to allow the Community Board to make a meaningful submission to the Council.
- c) The Community Board participates in the prioritising of capital works projects in the Community Board areas such as:
  - Seal extension
  - Street lighting upgrades
  - Footpath development
  - Roading upgrades
  - Utilities works
  - Playground works
- d) The Community Board will be consulted by way of a detailed presentation on major policy issues initiated by the Council that have an effect on the Community Board area. The consultation and presentation will either be made prior to the public submission process to enable the Community Board to have input into draft documents, or be made in sufficient time to allow the Community Board to make a meaningful submission.
- e) The Community Board will be given opportunity to present to the Council on matters of community interest should the need arise.
- f) The Community Board members will be invited to participate in all community meetings held in the Community Board area on proposed projects.

**10) Responsibilities of Community Board members**

- a) The Community Board members will contact the Ward Councillor, Chief Executive or General Managers prior to the Community Board meeting if sufficient detail is not available in the agenda to make the correct or appropriate decision.
- b) The Community Board members will be expected to 'set the agenda' for the Mataura community and be proactive in identifying opportunities for the economic, social, environmental and cultural enhancement of the community.
- c) The Community Board members will endeavour to take part in any training or workshop sessions arranged by the Council to promote greater understanding of their role on behalf of the community so as to enhance performance.

**11) Responsibilities of the Council**

- a) The Council agrees to hold at least one combined workshop per annum, at which the Council will participate with the Community Board in discussing issues of mutual interest and clarification will be given on future Council direction.
- b) The Council may accept representations from the Community Board at its ordinary meetings on issues of significance contained within the Community Board Minutes.

#### 4. REPORT FROM MATAURA COMMUNITY DEVELOPMENT COORDINATOR

- Mataura Community Development office (8 McQueen Ave) – open Tuesday, Wednesday, Thursday mornings (exceptions of meetings and trainings that I am needed to attend), 9.00am–12.30pm each week and alternating Monday and Saturday mornings.
- Visitors to the office are regularly popping in.
- Attended a community meeting called by Cherie Chapman and Laurel Turnbull on Friday 25 August about the Ouvea premix stored by Taha Asia Pacific in the old paper mill in Mataura.
- Have been attending the Mataura Community Board public meetings so am also available to speak with Mataura residents at and after these meetings.
- Held a meeting with Mataura community groups to look at the possibilities for having holiday activities during the second week of each of the school holiday breaks – have had a good response at this stage and looking at our first week of activities Sunday 14–Saturday 20 January 2018
- Visited Southern REAP in Gore to look at the possibilities of Nathan Wallis coming to Mataura in June 2018 as well as holiday activities and adult learning that can happen in Mataura – possibly a cooking class and a computer skills class in Term 1 of 2018.
- Was invited to speak at the Mataura Senior Citizens meeting on 3 October to explain my role – am available to speak at other community groups if they would like me to.
- Offering assistance to a small group of people wanting to get a monthly car boot sale up and running in the car park behind the Community Centre – first one will happen Saturday 6 January.
- Professional Development – have attended the following workshops/training events:
  - “Bottom of the South” Activating Communities Workshop held by Sports Southland at the Stadium on Friday 8 September.
  - Community Development Workshop hosted by South Alive for volunteer groups and organisations on Saturday 9 September in Invercargill.
  - Oranga Tamariki Working Together for Vulnerable Kids run by Child Matters on Friday 3 November in Gore.
- Have regular meetings with the Mataura Community workers, have been visiting social and community groups as well as businesses in the Mataura area
- Put together Mataura Messenger for September and October as well as writing the monthly Mataura Matters Column for The Ensign (third Friday of each month)
- Currently working on updating the Mataura local directory to be delivered early 2018.
- Also working on the ‘What’s on for the under 5’s in Mataura’ handout with the intention of getting the Mataura Early Childhood Taskforce up and running once again.
- Attended Life Matters Meeting in Gore to look at what is happening in Eastern Southland in relation to suicides and what we can do and are doing to prevent them.

- Attend the monthly community liaison meetings at the Community Connections Centre put on by the Community Networking Trust to network with other agencies and service providers as well as hear speakers on relevant topics to issues happening in the Eastern Southland area.

**RECOMMENDATION**

**THAT the report be received.**

## 5. REPRESENTATION REVIEW REPORT

(Memo from Chief Executive – 07.11.17)

- ✎ Attached for the Board's information, is a copy of the representation review that was considered by the Council at its meeting on 24 October. The proposal is currently out for public consultation, with submissions due to close on 1 December.

### **RECOMMENDATION**

**THAT the report be received.**

## 10. REPRESENTATION REVIEW

(Report from the Chief Executive - 11.10.17)

### **1.1 Introduction**

1.1 The Local Electoral Act 2001 provides parameters and obligations for reviewing electoral structures. Section 19H of the Act compels each territorial authority to undertake a comprehensive review of its representation arrangements at six yearly intervals.

1.2 The representation arrangements to be reviewed include the basis of election, the establishment of community boards, ward boundaries, names of wards and the number of members to be elected within each ward. The last review was conducted in 2006 and therefore a further review is due to be undertaken.

1.3 This report will provide a background to the current electoral structure of the Gore District, profile relevant legislative obligations and canvass options for the consideration of the Council with a view to publicly notifying a preferred proposal.

### **2.0 Current Electoral Structure of the Gore District**

2.1 The Gore District Council is presently comprised of 11 Councillors plus the Mayor. The current structure of the District in terms of how the Councillors are elected was introduced in time for the 2007 triennial elections, as a result of a determination from the Local Government Commission. This determination dated 29 March 2007, heralded significant change to the electoral structure of the Gore District. This structure is:

- (a) five Councillors elected by the electors of the Gore Ward;
- (b) one Councillor elected by the electors of the Mataura Ward;
- (c) one Councillors elected by the electors of the Waikaka Ward;
- (d) one Councillor elected by the electors of the Kaiwera-Waimumu Ward; and
- (e) three Councillors elected by the District as a whole.

2.2 In addition the Local Government Commission determined that the Mataura Community Board, which was established by the Gore District Council in 2003, should be retained and comprised of five elected members together with one member of the Council representing the Mataura Ward and appointed to the Community Board by the Council.

2.3 Notable in the Commission's determination was its rationale articulated at paragraph 33 in regard to the introduction of both members elected at large and members elected from boards:

*In the circumstances the Commission believes that a mixed system of representation will have advantages for Gore District. It will provide rural voters with more opportunity for representation than a ward system alone and at the same time provide opportunities for enhanced diversity of opinion around the Council table, which can only be to the benefit of effective representation of the District's communities.*

*Additional Councillors elected by the District as a whole will also help address some of the arguments in favour of an at large system, such as improving accountability to all sectors of the community, and promoting unity between urban and rural populations.*

2.4 The following table sets out the wards in the District, the number of electors per ward and the population represented by each member, based on the new structure introduced by the Local Government Commission's aforementioned determination:

**Table A**

Ward	Number of elected members	Estimated Resident Population as at 30 June 2016	Ratio Population: Elected Member
Gore	5	7610	1522:1
Kaiwera-Waimumu	1	1690	1690:1
Mataura	1	1590	1590:1
Waikaka	1	1590	1590:1

Note: Total estimated population of District = 12,450  
Number of Councillors elected by ward = 8

On a + or – 10% range:      Highest possible ratio = 1712:1  
Lowest possible ratio = 1401:1

The boundaries of the District's existing wards are shown on Appendix 1.

### **3.0 Legislative imperatives**

Section 19 of the Local Electoral Act 2001 details criteria that must be satisfied when local authorities conduct their representation reviews. This criteria is used when determining issues in relation to wards, ward boundaries, the number of members to be elected to the Council, the question of whether separate major representation should be provided for and whether representation should be made for community boards. A copy of Section 19H of the Local Electoral Act is attached as Appendix 2.

3.1 The three key factors that comprise this criteria and must be carefully considered by local authorities when determining representation proposals are:

- (a) community of interest;
- (b) effective representation; and
- (c) fair representation.

Each of these factors and how they impact on the Gore District are discussed below.

### **4.0 Community of interests**

4.1 The term "community of interests" is not defined by statute. It is a term that can mean different things to different people, depending on an individual's or group's



perspective from time to time. It is therefore fair to suggest that it is both subjective and at times emotive.

4.2 That said, a community of interest generally has a number of defining characteristics that may include:

- a sense of community and belonging;
- similarities in the demographic, socio economic and/or ethnic characteristics of the residents of the community;
- similarities in economic or social activities;
- dependence on shared facilities in an area, including schools, recreational and cultural facilities and retail outlets;
- physical and topographical features;
- the history of the area; and
- transportation and communication links.

4.3 The urban centre of Gore is recognised as the principal servicing area for Eastern Southland. There is a strong district wide community of interest centred around Eastern Southland. This is evident in the form of recreational, social, cultural and economic interests that converge and form on the District. Because of its compact nature, the Gore District has a strong community of interest across the fronts mentioned above which resonates throughout the district without a great deal of dilution. This was recognised by the Local Government Commission when introducing three members to be elected at large across the entire District.

4.4 Beneath the District wide identity of being a part of the Gore District and the wider Eastern Southland area, lie more localised communities of interest. The town of Gore, being the largest urban centre in Eastern Southland, has a definite community of interest providing the bulk of the District's retail outlets, the only secondary schools in the District and its own sense of identity and history.

4.5 In a similar vein, the town of Mataura, whilst being considerably smaller, has its own sense of identity and history. Like the Gore township, Mataura previously had its own Borough Council and therefore has many years of history to assist with the ready identification of its boundaries.

4.6 The other readily identification community of interest within the Gore District is what is commonly known as the rural area. This community of interest is based around the basic economic activity, ie agriculture.

4.7 Up until 2007, there were three separate rural wards within the Gore District. Prior to 1989 these wards were part of the former Southland County Council.

In its 29 March 2007 determination, the Local Government Commission made the following comments at paragraph 27 in relation to the establishment of two rural wards:

*The commission believes the creation of two rural wards would provide for better representation for rural and outlying communities than the creation of a single rural ward. This is because two wards are more likely to result in a geographical spread of Councillors to the north and south of the District.*

4.8 Notwithstanding these comments, it is worth noting that most of the issues that come before the Gore District Council which pertain to the rural area tend to be pan-rural and not focussed on any one of the two wards. It would seem from this vantage point that very localised communities of interest exist and tend to centre around the hall, school or the small rural hamlets of Pukerau, Mandeville and Waikaka. However these communities of interest do not appear to extend out to the entire rural wards in which these facilities are located. To illustrate this point, the settlements of Knapdale and Waikaka although both located in the same rural ward, have their own individual and intimate community of interest.

4.0 That stated, in the past 12 months, localised issues have demanded a considerable amount of focus in the Waikaka Ward alone. These are governance changes to the Otama rural water scheme and a new Pyramid bridge.

4.10 On balance, there is a potential argument that the two rural wards could be amalgamated into one larger rural ward. Such an approach would confer greater choice in regard to election of councillors than what is currently offered via two separate wards.

## **5.0 Effective representation of communities of interest**

5.1 Under Section 19(T) of the Local Electoral Act, a territorial authority must ensure that its representation proposals will provide effective representation of the communities of interest in the District. Determining effective representation is based on considering the identified communities of interest.

5.2 Once again effective representation is somewhat subjective and no doubt will be open to considerable discussion and debate by the wider public who may submit on any proposal that the Council develops. However if the comments above in respect of communities of interest are accepted, then a representation structure which focuses on the distinct communities of interest of Gore, Mātaura and rural, has considerable appeal.

5.3 This contention can be measured against guidelines provided by the Local Government Commission when assessing effective representation. The Commission has identified the following factors which should be considered to the extent possible:

- (a) avoiding arrangements that may create barriers to participation at elections, ie by not recognising residents familiarity and identity with an area;
- (b) not splitting recognised communities of interest between electoral subdivisions;
- (c) not grouping together two or more communities of interest that share commonality of interest;
- (d) accessibility, size and configuration of an area including:

- i. would the population have reasonable access to its elected members and vice versa?;
- ii. would elected members be able to effectively represent the views of the elected area?; and
- iii. would elected members be able to attend public meetings throughout the area and provide reasonable opportunities for face to face meetings.

## **6.0 Fair representation**

6.1 Under this provision membership for each form of electoral subdivision is required to comply with the basic principle of population equality unless there are good reasons to depart from it. Section 19(V) of the Local Electoral Act outlines the specific requirements in this regard:

*For the purposes of giving effect to subsection (1), the territorial authority or regional council and where appropriate, the Commission must ensure that the population of each ward, or constituency or subdivisions, divided by the number of members to be elected by that ward or constituency or subdivision produces a figure no more than 10% greater or smaller of the population of the District origin or community, divided by the number of elected members, other than members elected by the electors of a territorial authority as a whole, if any, and the Mayor, if any.*

6.2 This is commonly referred to as the “+/- 10% rule”. By way of explanation I should point out that constituencies refer to regional councils and subdivision relates to community board areas.

6.3 As can be seen from table A provided in this report, all wards within this rule and therefore reflect fair representation.

6.4 In regard to territorial authorities and communities, Section 19(V)(3)(a) provides the only grounds for not complying with the provisions of Section 19(V)(2). These grounds are to provide for effective representation of communities of interest within island communities or isolated communities. The Act does not specify the criteria to be met for an isolated community to warrant specific representation. However the local Government Commission has identified some factors that a local authority may wish to take into account in considering this issue:

- (e) Isolation should relate to the ability of a community to receive appropriate representation by elected members.
  - Isolation should be evidenced by significant distance or travel time, or other physical/practical travel, and/or other communications difficulties or service reliability problems.
- (f) For a community to have enhanced representation on the grounds of isolation, a significant proportion of a population of an area should be physically isolated.
  - Physical isolation alone may not necessarily constitute isolation.
  - An area may not be isolated simply because it is rural in nature.

- Isolation may justify one member instead of no separate representation for a community based on an application of the “+/-10%” rule, but caution would need to be applied in allocating additional members on that basis.

When one considers this criteria and examines the compact nature of the Gore District, it is virtually impossible to submit a credible argument that any parts of the District are isolated.

## **7.0 The number of elected members comprising the Council**

7.1 Section 19A of the Local Electoral Act 2001 provides that the governing body of a territorial authority shall consist of between six and 30 members, including the Mayor. The Gore District Council has had no change to the number of Councillors since it was constituted in 1989.

7.2 In its 2007 determination, the Local Government Commission cited the following factors as being significant to its considerations in respect of the number of Councillors necessary to ensure effective representation for communities of interest in the Gore District:

- (a) the District is relatively compact and most residents are within 20 minutes of the Gore township;
- (b) it is most likely most members of the Council will continue to have other jobs;
- (c) engagement between Councillors and residents occurs in the context of everyday encounters, and residents expect this sort of access to Councillors; and
- (d) an increased Councillor workload may act as a disincentive to candidates with heavy business, employment, or social and family commitments.

7.3 Since 2007 the workloads of elected members have noticeably increased. This observation is offered on the basis of the establishment of the Mataura Valley Milk Development Committee, Audit and Risk Committee and the District Growth Committee. Add in working parties that are currently in train, together with the number of workshops and extraordinary meetings that have been and will continue to be scheduled to address issues emanating from MVM development and the workload of elected members in 2017, when compared to 2007, seems like lining up Mount Ruapehu with Mount Everest. Therefore, based on the factors identified by the Local Government Commission and adding the experience of the ensuing four years, there appears to be little evidence that a reduction in the size of the Council is justified at this point in time.

## **Community Boards**

7.4 A territorial authority is required by section 19J(1) of the Act, whenever reviewing its own representational arrangements to also undertake a review of community boards. Clause 3(1) of schedule 6 of the Local Government Act 2002, stipulates that any new community for which a community board is being proposed must have a population of at least 1500 persons. In terms of establishing any further boards, only Gore would qualify for a community board.

7.5 Given that Gore is the centre upon which the Council's administrative services are based, it would seem unnecessary for a community board to be established within this community. However Mataura, with a distinct community of interest, being more detached from the decision making centre and facing some significant social and economic issues, does appear to have a strong need for a designated voice and forum in which to debate and determine localised issues. This was principally the reason why the Mataura Community Board was established in 2003.

7.7 The Community Board has at times struggled to ascertain its role. This has led to meetings being cancelled due to a lack of business. Since the last review was undertaken in October 2011, the number of ordinary meetings that have had to be cancelled is as follows:

2012 – one meeting cancelled from 7 ordinary scheduled  
 2013 – two meetings cancelled from 8 ordinary scheduled  
 2014 – two meetings cancelled from 8 ordinary scheduled  
 2015 – four meetings cancelled from 7 ordinary scheduled  
 2016 – three meetings cancelled from 7 ordinary scheduled  
 2017 – three meetings cancelled to date from 7 ordinary scheduled

7.8 To assist with role identification, a draft Community Board Charter has been prepared for the Board to consider. This Charter sets out the roles and responsibilities of the Board and the support and communication it can expect from the Council,

7.9 Hopefully the Charter will provide the Board with more clarity about its role. But if meetings continue to be cancelled due to a lack of business in the future, the need for a Community Board in Mataura may have to be the subject of more searching inquisition when the next representation review is undertaken in 2023.

## **8.0 Maori Wards and constituencies**

8.1 The Local Electoral Act 2001 provides that Maori wards (territorial authorities) or constituencies (regional councils) may be established. The statutory provisions for establishing Maori wards/constituencies are set out in sections 19Z to 19ZH of the Local Electoral Act 2001.

8.2 Establishing Maori wards/constituencies can be achieved by a:

- local authority resolution or
- favourable outcome of a poll of electors. This poll may be:
  - demanded by electors or
  - the result of a local authority resolution.

8.3 The formula for determining whether a separate Maori ward may be created within a local authority is contained within Section 1A of the Electoral Act. The formula is as follows:

$$nmm = \frac{mepd}{mepd + gepd} \times nm$$

Where:

nmm is the number of Māori ward members

mepd is the Māori electoral population of the district (930)

gepd is the general electoral population of the district (12,480)

nm is the proposed number of members of the territorial authority (other than the mayor) (11)

8.4 Utilising this formula, the Gore District based on 11 Councillors, would only be entitled to 0.69 of an elected member. Clearly therefore the establishment of a separate Maori Ward within the Gore District is possible in terms of the formula provided to calculate its establishment.

8.5 The concept of separate Maori wards was discussed at a meeting of Te Roopu Taiao, held at the Hokonui Runanga on 11 September 2017. Iwi present expressed satisfaction with the consultation structures inherent with Te Roopu Taiao and Te Ao Marama and saw no need or justification to contemplate or advocate for separate Maori representation with local government in Southland.

## 9.0 Conclusion

9.1 The electoral structure of the Gore District was the subject of a significant overhaul by the Local Government Commission in 2007. Since that time, the Council has experienced few, if any difficulties, with the mix of Councillors being elected from both wards and at large.

9.2 The current electoral structure of the Gore District appears to be settled, well understood and most importantly, meeting needs.

9.3 There appears little agitation for change, although the Council may wish to consider amalgamating the Kaiwera-Waimumu and Waikaka wards into an enlarged rural ward in recognition of both the majority of issues coming before the Council tending to be generally rural as opposed to affecting a specific ward – and to potentially provide more choice for voters.

## RECOMMENDATION

**If the status quo is preferred, the following recommendation would be appropriate:**

**THAT pursuant to Section 19K of the Local Electoral Act 2001, the Gore District Council resolves to publicly notify its review of representation arrangements on the following basis:**

**(1) The Gore District, as delineated on LG074-2013-W1 deposited with Land Information New Zealand, shall be divided into four wards.**

**(2) The four wards shall be –**

- (a) the Gore Ward, comprising the area delineated on SO Plan 11803 deposited with Land Information New Zealand;
  - (b) the Maitara Ward, comprising the area delineated on SO Plan 11488 deposited with Land Information New Zealand;
  - (c) the Waikaka Ward comprising the area delineated on LG074-2013-W2 11482, deposited with Land Information New Zealand; and
  - (d) the Kaiwera-Waimumu Ward comprising the area delineated on LG074-2013-W3 Plan 386071 deposited with Land Information New Zealand.
- (3) The Council shall comprise a Mayor and 11 Councillors, elected as follows:
- (a) five Councillors elected by the electors of the Gore Ward,
  - (b) one Councillor elected by the electors of the Maitara Ward,
  - (c) one Councillor elected by the electors of the Waikaka Ward,
  - (d) one Councillor elected by the electors of the Kaiwera-Waimumu Ward,
  - (e) three Councillors elected by the electors of the District as a whole.
- (4) There shall be a Maitara Community, comprising the area of the Maitara Ward as defined in 2(b) above; and
- (5) The Maitara Community Board shall comprise five elected members and one member of the Council representing the Maitara Ward and appointed to the Community Board by the Council.

On the other hand, if a single rural ward is the preferred option, the following recommendation would be appropriate:

THAT pursuant to Section 19K of the Local Electoral Act 2001, the Gore District Council resolves to publicly notify its review of representation arrangements on the following basis:

- (1) The Gore District, as delineated on LG074-2013-W1 deposited with Land Information New Zealand, shall be divided into three wards.
- (2) The three wards shall be –
- (a) the Gore Ward, comprising the area delineated on SO Plan 11803 deposited with Land Information New Zealand;
  - (b) the Maitara Ward, comprising the area delineated on SO Plan 11488 deposited with Land Information New Zealand;
  - (c) a new Rural Ward comprising the current Kaiwera-Waimumu Ward (as delineated on LG074-2013-W3, deposited with Land Information New Zealand, and the current Waikaka Ward (as delineated on LG074-2013-W2, deposited with Land Information New Zealand; and
- (3) The Council shall comprise a Mayor and 11 Councillors, elected as follows:
- (a) five Councillors elected by the electors of the Gore Ward,

- (b) one Councillor elected by the electors of the Mataura Ward,
  - (c) two Councillors elected by the electors of a single Rural Ward,
  - (d) three Councillors elected by the electors of the District as a whole.
- (4) There shall be a Mataura community, comprising the area of the Mataura Ward as defined in 2(b) above; and
- (5) The Mataura Community Board shall comprise five elected members and one member of the Council representing the Mataura Ward and appointed to the Community Board by the Council.







## 6. MATAURA LIBRARY AND SERVICE CENTRE OPENING HOURS AND STAFFING

(Memo from Library Manager – 07.11.17)

One of the Mataura Library and Service Centre staff resigned effective 8 November in order to take another position.

The Library will delay replacing her until we have considered an alternative staffing model. The Mataura Library/Service Centre has been staffed since February 2016 with a shared sole-charge model. Two people share the five-day opening, with part-time staff covering lunchtimes, but we have had staff feedback that indicates we should investigate an alternative model.

We also intend to look at the services we offer with a view to making the Centre more vibrant, and able to be responsive to changes in the community. It is likely any changes will be operational in nature. If there is anything more substantial the Board will be consulted.

From November 2017 to February 2018, one of our part-time staff members is working in a full-time capacity, sharing the Mataura position. The consequences are that we will not have anyone to cover lunches on three days a week and the Library/Service Centre will closed 12.30-1.00pm on Mondays, Tuesdays and Thursdays. It will be open all day on Wednesdays and Fridays. This period includes the two week Christmas close down.

### **RECOMMENDATION**

**THAT the information be received.**

## 7. WELCOME TO TOWN SIGNAGE

(Memo from the Communications/Promotions Manager – 08.11.17)

Council staff have been investigating options for Welcome To signs for the District's urban areas for some time.

It is envisaged the new signs will be located on the state highway entrances to Gore, Mataura, Mandeville and Pukerau and the main entrance to Waikaka. While the signs are to be located at different sites, they are all within the Gore District therefore it is important they have some commonality, and adhere to the Gore District branding.

There have been a number of design options produced in recent months. It is pleasing to report two of these options have been favourably received.

The next step is to have these options expanded and produced in a format suitable for presentation to Councillors and Community Board members. This is expected to be done by next month.

### **RECOMMENDATION**

**THAT the information be received.**

## 8. GORE DISTRICT PLAN (Keith Hovell)

(Memo from Consultant Planner – 14.11.17)

### **Overview**

During 2018 it is proposed to undertake a number of studies as background to the review of the Gore District Plan, which is due to be released late 2019. This timing is dictated by changes to the Resource Management Act which require the district plan format to comply with a template being prepared by the Ministry for the Environment, which is due for completion in May 2019. The proposed studies relate to:

1. Identifying outstanding and locally significant natural features and landscapes. The extent of work required will be dependent upon the content of a study currently being drafted by Environment Southland.
2. Identifying sites containing significant indigenous vegetation and significant habitats of indigenous fauna. This study will build on a report prepared for the Council by Wildlands Consultants in 2011 that undertook a review of indigenous vegetation, habitats, and indigenous fauna within the district. However, clearer identification of sites containing significant indigenous vegetation and significant habitats of indigenous fauna is required. Again, there may be an opportunity to undertake this work in conjunction with Environment Southland.
3. A review of the heritage structures and sites currently listed in the district plan, and consideration of any additional items that should be added to the plan.
4. Assessing natural hazards within the district. Earthquake/liquefaction, wind and flooding are the natural hazards of key concern. This study will integrate with work currently being undertaken by Environment Southland. It is desirable that the implications of climate change on these hazards is also assessed.
5. A review of the Subdivision and Development Bylaw that sets out the design standards of infrastructure which is to be connected to the Council's reticulated services, and/or transferred to the ownership of the Council, as part of any subdivision or development. It also includes the design of other works on Council roads and the on-site requirements for fire-fighting outside of reticulated areas.
6. A strategy that provides a community vision for the future of the District both in terms of aspirations for development and the general location of activities taking into account the economic, social and environmental impacts of development options - referred to as a "spatial plan".

Funding associated with proposed Studies 1 – 4 above, and final approval to undertake them, will be considered as part of the Council's Long Term Plan on which consultation will take place in April 2018.

Preparatory work on the review of the Subdivision and Development Bylaw is already

underway. It is anticipated that the revised Bylaw will be integrated closely to the New Zealand Standard NZS4404. This will result in provisions that align more closely with those of adjoining Councils.

The strategy referred to in 6 above will be of high interest to the Maitara Community Board and is discussed in more detail below.

### **Gore District – Ready for Tomorrow**

The District is embarking on a period of growth, attracting new business investment, higher tourist numbers and greater demand for local services. The Maitara Valley Milk development for example represents a major development which will create significant numbers of new local jobs and lead to increased need for local contractors and demand for industrial and residential land. Currently, there is no readily available, suitably serviced and zoned industrial land in the Gore township, to meet this need, or provide for any other medium to large scale industries that may wish to locate within the District in the future. Similarly, the proposed subdivision of land in East Gore by the Council will utilise the last remaining block of easily developed land zoned for residential purposes in the town.

To enable growth, and reflecting the wish of the Council to be “ready for business”, more land is required for development. It is appropriate for the Council, in consultation with the community, to have regard to its alternative futures. Basically, should future development be consolidated into the main towns of Gore and Maitara (and what is their role?) or is development desirable in dispersed nodes, being all of the townships in the Gore District, with possibly new focal points, for example an industrial park? This gives rise to a number of fundamental issues. In particular:

- What vision does the district community have for its future?
- What is the role of the Council, and how can it help achieve that vision?
- How should that vision be provided for in the various plans and strategies of the Council?

Arising from that, what are the future infrastructure needs of the Gore District? Under the provisions of the Local Government Act, the Council is required to prepare Asset Management Plans that consider the infrastructure needs for a period of 30 years.

There is a community expectation that Council will provide leadership and take a proactive approach to managing future development. As a consequence, the Council has decided to prepare as a matter of urgency a spatial plan (to be known as “Gore District – Ready for Tomorrow”) to underpin many of its statutory and non-statutory activities, for example:

- Indicating in general terms the pattern for the future zoning of land in the District for commercial, industrial and residential purposes, and providing a guide to the potential development of existing settlements, new subdivisions and rural areas.
- Providing a sound basis for any Development Contributions Policy the Council may wish to adopt.

- Informing Asset Management Plans, so as to ensure infrastructure is provided in an efficient, affordable, and timely manner.
- Assisting in meeting the Council's obligations under the Land Transport Management Act.
- Providing direction for the Council in promoting economic development within the District to ensure sustained economic and population growth.

The requirement to prepare 30 year Asset Management Plans suggests that consideration of development options should extend to 2050. However, rather than focusing on a time period, it seems more practical to assess stepped increments of population increases. A number 30% above existing levels appears to be appropriate.

“Ready for Tomorrow” will also enable consideration of a social agenda, for example, the desirability of providing employment or continuing education for those 16 – 25 years who leave the district because of a lack of opportunities.

The physical location of the towns of Gore and Mataura provides a geographic competitive advantage over a wide area, ahead of other service centres in Southland and Otago. There is currently a regional hub role for Gore in the supply and servicing of agricultural machinery, and a spatial plan provides an opportunity for further consideration of our regional role. That extends to social and recreation activities as well.

Expressions of Interest have been sought from various multidisciplinary consultancies to assist the Council with the work required, and these are currently being assessed. Subject to final approval of the Council at its meeting of 12 December, it is hoped to appoint the successful firm prior to the end of the year and commence work immediately after the holiday break.

### **Implications for Mataura**

A key issue for “Ready for Tomorrow” is determining the future role of Mataura, and the aspirations of the community in that context. Historically, the focus of Mataura has been as an industrial town with associated worker housing, located at a strategic transport node. Over time, a reduction in the range and scale of industrial activities has resulted in declining fortunes for the town. The work to be done involves assessing, at a strategic level, possible futures for the town.

The Community Board has previously identified potential options for the development between Bridge Street and Lodge Street. In determining the appropriateness of any of those options, consideration is required as to the areas where commercial development should take place in the town. Should that be restricted to Bridge Street, or located on Main Street Mataura, or a combination of both?

Assessment is also required of the implications of potential flooding in the town, and how this may alter over time as a consequence of climate change.

If the intent, or need, is for more residential land, where should that locate? Work

undertake in the 1970s suggested future development should be located on the elevated land beyond McKelvie Heights. Certainly, any expansion needs to be on land not subject to inundation.

Decisions of such significance to Maitauro cannot be undertaken without appropriate consultation, both with the Community Board and the wider community. Once consultants have been appointed to assist with the spatial plan, a consultation framework will be developed. In the first instance, this is likely to be targeted, with wider consultation for feedback once some concepts have been developed. In the meantime the Board meeting is an opportunity for Community Board members to highlight any broad issues they consider relevant to this work.

One outcome of “Ready for Tomorrow”, or as part of the implementation phase, will be the development of concept plans for key areas, such as the main commercial hubs of towns in the district, and the Gore heritage precinct. That is the time to consider further the conclusions reached in previous work undertaken in Maitauro.

#### **RECOMMENDATION**

**THAT the Community Board note the work proposed to undertaken by the Council’s Planning services team during 2018.**

9. UPDATE ON WATER ISSUES (Matt Bayliss)

(Memo from 3 Waters Asset Manager – 20.11.17)

Since the No-Des flushing programme was completed in early August 2017, there has been one dirty water complaint received from Mataura, (77 Main Street on 31 October) and four dirty water complaints received in Gore.

Recent fire hydrant testing has identified that there is still a residual build-up of suspended material in some areas of the water network. Although early indications were that the No-Des flushing project had been fully effective, there are now some signs that this may not have been the case.

The topic of dirty water complaints is obviously quite concerning. Staff are currently investigating the ongoing occurrence of these events following the No-Des flushing project. The contractor who completed the flushing work is participating in these investigations.

**RECOMMENDATION**

**THAT the information be received.**