

Council Members

Chairman Nicol Horrell
Cr Lloyd McCallum (Deputy)
Cr Allan Baird
Cr Neville Cook

Cr Lloyd Esler
Cr Robert Guyton
Cr Lyndal Ludlow
Cr Peter McDonald

Cr Jeremy McPhail
Cr Bonnie Mager
Cr Eric Roy
Cr David Stevens



Ordinary Meeting of Council (Te Huinga Tu)

10.30 am

26 February 2020

A G E N D A (Rarangi Take)

1. Welcome (*Haere mai*)
2. Apologies (*Nga Pa Pouri*) – Cr Baird, Cr Roy
3. Declarations of Interest
4. Public Forum, Petitions and Deputations (*He Huinga tuku korero*)
10.35 am - Raylene Carston will address Council on the Great South Basin exploration and possible impacts on Southland
5. Confirmation of Minutes (*Whakau korero*)
 - (a) Ordinary Meeting of Council 11 December 2019
6. Adoption of Committee Resolutions
 - (a) Otago Southland Regional Transport Committees 4 February 2020
 - (b) Southland Civil Defence Emergency Management Group 10 February 2020
 - (c) South Port Sub-committee 13 February 2020
 - (d) Southland Civil Defence Emergency Management Group 17 February 2020
7. Notification of Extraordinary and Urgent Business (*He Panui Autaia hei Totoia Pakihi*)
 - 7.1 Supplementary Reports
 - 7.2 Other

NB: Councillors are reminded to advise the Chairman, at least a day prior to the meeting, of your intention to raise any matters.



8. Questions (*Patai*)
Cr Guyton –

South Port has expressed its support for OMV and its drilling activities off the coast of Southland. It's hoping for and anticipating providing services to provision the drilling rig. Environment Southland is the major shareholder in South Port, yet our commitment to protecting Southlanders from the effects of climate change clashes with the intentions of OMV to release oil and or gas from the seabed. Is Environment Southland compromised by this clash of intentions and will we be vulnerable to legal challenge as a result? What actions are we taking to prevent being compromised in this way?

9. Chairman and Councillors' Reports (*Nga Purongo-a-Tumuaki me nga Kaunihera*)

10. Staff Report - 20/C/13

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11. Extraordinary and Urgent Business (*Panui Autaia hei Totoia Pakihi*)

12. Public Excluded Business (*He hui Pakihi e hara mo te iwi*)

- Confirmation of Minutes
 - Ordinary Meeting of Council – 30 September 2019
 - Ordinary Meeting of Council – 11 December 2019
- Adoption of Committee Resolutions
 - Southland Civil Defence Emergency Management Group - 10 February 2020
 - Southland Civil Defence Emergency Management Group - 17 February 2020

Staff Report - 20/C/13

- Item 12 - Cruise Ship Deed of Agreement – GRT Cap Removal168

R A Phillips
Chief Executive

RECOMMENDATIONS IN COUNCIL REPORTS ARE NOT TO BE CONSTRUED
AS COUNCIL POLICY UNTIL ADOPTED BY COUNCIL



Confirmation of Minutes

- **Ordinary Meeting of Council – 11 December 2019**

**Minutes of the Ordinary Meeting of the
Southland Regional Council, held in Regional House,
corner North Road and Price Street, Invercargill, on
Wednesday, 11 December 2019 at 10.30 am**



Present:	Chairman N Horrell (Chair)
	Cr A S Baird
	Cr NMG Cook
	Cr I L Esler
	Cr R L Guyton
	Cr L R Ludlow
	Cr B E Mager
	Cr L J McCallum
	Cr P G McDonald
	Cr J A McPhail
	Cr E W Roy
	Cr D H Stevens
In Attendance:	
	R Phillips (Chief Executive)
	N Selman (GM of Corporate Services)
	J Streat (GM of Operations)
	A Kubrycht (GM People and Capability)
	V Smith (GM Policy, Planning and Regulatory Services)
	T Hawkins (Finance Manager)
	T Adendorff (Financial Accountant)
	W Falconer (General Manager Strategy and Engagement)
	L Hicks (Policy and Planning Manager)
	A Morgan (Team Leader Policy and Planning)
	R Hawkes (Lead Transport Planner)
	G McCullagh (Team Leader Policy and Planning)
	T Robb (Principal Policy Planner)
	R Bangi (Graduate Policy Planner)
	P Haynes (Catchment Operations Manager)
	P Pollard (Team Leader Catchment)
	D Connor (Team Leader Catchment)
	J Brown (Executive Assistant)
	E Moran (Snr Policy Analyst/Economist)
	G Jefferies (Communications and Engagement Manager)
	A Henderson (Senior Communications Coordinator)
	K Harper (PA)

1 Welcome (*Haere mai*)

The Chairman welcomed members to the December meeting of Council.

2 Apologies (*Nga Pa Pouri*)

There were no apologies recorded as all members were present.

3 Declarations of Interest

There were no declarations of interest.

4 Public Forum, Petitions and Deputations (*He Huinga tuku korero*)

Alan Watson and Simon Mapp of the Invercargill Sunrise Rotary Club presented to Council on the Club's urban water quality project, noting the successful public event on September 21, 2019 installing fish symbols in Queens Park near water drains in conjunction with the Aquavan visit to Queens Park on the same day. There were some questions of clarification.

Raylene Carston, representing Extinction Rebellion Invercargill, addressed Council on the climate crisis, followed by some discussion and questions of clarification.

Ross McKenzie addressed and updated Council on the Riverton Coastguard – Boat and Shed Building Project. It was commented that it was important for Council to receive information and updates such as this, in the lead-up to the Annual Plan.

Reverend Denis Bartley presented to Council focusing on the importance of the links between the social, environmental, cultural and economic aspects of Southland's future. The presentation was followed by some brief discussion and questions of clarification. It was noted during discussion that all four Councils in Southland, and Great South, took the wellbeing of Southland and its population seriously and there was a strong focus on regional development.

5 Confirmation of Minutes (*Whakau korero*)

(a) Ordinary Meeting of Council – 30 September 2019

Resolved:

Moved Cr McCallum, seconded Cr Roy, that the minutes of the Ordinary Meeting of Council held on 30 September 2019 be taken as read and confirmed as a true and correct record.

Carried

(a) 11th Inaugural Meeting of Council – 29 October 2019

Resolved:

Moved Cr Stevens, seconded Cr Baird, that the minutes of the 11th Inaugural Meeting of Council held on 29 October 2019 be taken as read and confirmed as a true and correct record.

Carried

6 Adoption of Committee Resolutions

(a) Southland Civil Defence Emergency Management Group – 8 November 2019

Resolved:

Moved Cr Cook, seconded Cr Ludlow, that the resolutions from the Southland Civil Defence Emergency Management Group meeting held on 8 November 2019 be adopted.

Carried

(b) Regulatory Committee – 13 November 2019

Resolved:

Moved Cr Cook, seconded Cr McPhail, that the resolutions from the Regulatory Committee meeting held on 13 November 2019 be adopted.

Carried

(c) Organisational Performance and Audit Committee – 13 November 2019

Resolved:

Moved Cr Ludlow, seconded Cr McCallum, that the resolutions from the Organisational Performance and Audit Committee meeting held on 13 November 2019 be adopted.

Carried

(d) Strategy and Policy Committee – 14 November 2019

Resolved:

Moved Cr Roy, seconded Cr Stevens, that the resolutions from the Strategy and Policy Committee meeting held on 14 November 2019 be adopted.

Carried

(e) Regional Services Committee – 14 November 2019

Resolved:

Moved Cr McPhail, seconded Cr McCallum, that the resolutions from the Regional Services Committee meeting held on 14 November 2019 be adopted.

Carried

7 Notification of Extraordinary and Urgent Business (*He Panui Autaia hei Totoia Pakihi*)

7.1 Supplementary Reports

Resolved:

Moved Cr McCallum, seconded Cr McPhail, that, pursuant to Section 46A(7) Local Government Official Information and Meetings Act 1987, Item 1 – Update to Staff Delegations Manual be dealt with under Notification of Urgent Business

The reason that this item was not included on the agenda papers is because the organisational changes have been implemented with immediate effect and the Delegations Manual needs to reflect the changes made, and the appointees need to be provided with the appropriate delegations for their roles, to allow the effective functioning of the organisation.

The reason that this item cannot be delayed is because of the risks associated with the operating outside the approved Delegations Manual, and impacting on the effective functioning of the organisation.

Carried

7.2 Other

There were no other items of business raised by Councillors for inclusion in the agenda.

8 Questions (*Patai*)

Cr McCallum commented, that as there had been a recent weather event at Waiau, it would be beneficial to ask about, and revisit discussion around, flows and pulses in the Waiau River, and to understand the effects of the weather event on the Waiau when Council recommenced in 2020. It was advised that a Council briefing on this topic would be scheduled in the New Year.

9 Chairman and Councillor's Reports (*Nga Purongo-a-Tumuaki me nga Kaunihera*)

⇒ Chairman's Report

Circulated with the agenda was a report of activities that the Chairman had undertaken on behalf of Council since the last meeting. Chairman Horrell spoke briefly on the launch of the Thriving Southland project he had attended on 6 December 2019.

⇒ Councillors' Reports

The written Councillor reports were noted.

Cr Ludlow reported on the LGNZ Zone 5/6 meeting on 7 November 2019, noting in particular the presentation at that meeting given by Jim Harland of the NZTA.

Cr Guyton expressed his appreciation of being able to attend the Zone 5/6 meeting, highlighting the excellent networking opportunity it provided.

Cr Stevens noted he had attended the launch of the Thriving Southland project, commenting that it was beneficial and one positive outcome of the launch was the greater coordination of catchment groups that would now occur with the funding that had been provided.

Cr McCallum advised that he, Cr Baird and Cr Guyton had attended a Pathways of Innovation Symposium at Otago University on 8 and 9 December 2019. He noted that it was a very worthwhile event that highlighted some innovative and interesting science underway. Cr Guyton supported those comments.

10 Staff Report – 19/C/102

⇒ Item 1 – Chief Executive's Report

The Chief Executive's report was distributed with the agenda and provided Council with a governance overview of pan organisational current matters, including updates from all direct reports to the Chief Executive on topical matters.

In speaking to his report, Mr Phillips highlighted the Government's Essential Freshwater proposals and that the Panel was considering submissions and was due to provide its report and recommendations in February 2020. The Regional Sector Working Group continued to work with the Ministry for the Environment and others, on the package. There were concerns around the ability to deliver the package across the country as the current "one size fits all" approach was not appropriate. Further, it was essential that people working on the ground had the ability to carry out and deliver what they needed to.

Mr Phillips advised that the Regional Forum had made, and continued to make, great progress. The organisation as a whole was very busy, and looking forward to 2020.

In response to a question on the Government’s recently released proposed National Policy Statement for Indigenous Biodiversity (NPSIB) and impacts on Southland, Mr Phillips and Mr Streat advised that National Policy Statement for biodiversity management would be consulting over the next month or two and a council workshop would be held in the New Year. Mr Phillips further advised that Environment Southland was well placed and work was currently underway around a regional biodiversity strategy.

Cr Baird questioned the comment about the possibility of transitioning away from what was currently being done. Mr Streat advised that this connected to a wider discussion around other provisional farm plan delivery services, and where Environment Southland could best position itself and best aid the farm plan process.

With reference to the Capacity Building Project and the 2020 River Liaison Annual General meetings, it was asked if there would be enough of the new work stream development in place for discussion at the meetings. Mr Streat advised that there would be enough context in place for River Liaison Committees and the Council to have good discussion at the Annual General meetings.

Referring back to the proposed National Policy Statement for Indigenous Biodiversity and in response to a question around climate change, Mr Phillips advised that a group had been established at a national level to work across policy areas such as freshwater and biodiversity, and how to link them to issues such as climate change and the four well-beings. He was unsure how advanced this work was at present.

With regards to the timeframe for circulation of the River Liaison Committee Annual General Meetings minutes, Mr Streat advised that minutes were circulated to the River Liaison Committee Chairs for feedback, before then being circulated to the Committee members. Minutes of all River Liaison Committee Annual General meetings were combined into one document with the agenda for the River Liaison Chairs meeting and redistributed before that meeting. Further discussion on how often River Liaison Committees met and the timeframe around receiving minutes had been raised as part of a review.

Resolved:

Moved Cr McCallum, seconded Cr Ludlow, that Council note the report.

Carried

⇒ Item 2 – Financial Report as at 31 October 2019

This item was for Council to note the financial report to 31 October 2019. The report was taken as read.

In response to a question for clarification around variances to budget for income and contracts and consultants, Mrs Hawkins explained that both were related to consent processing. Consent processing was ahead of budget by \$340,000 and consent consultants had resulted in a cost of \$468,000.

A question was asked with regards to the over three months and over 12 months rates debtors. Mrs Hawkins advised that there was some collaboration with other councils

working with debt collection agencies to leverage the ability to deal with small debtor issues. She noted that the recent Environment Southland rates take had gone very well and in accordance with expectation. Further, Mrs Hawkins commended the professionalism of the finance and reception teams, in dealing with all customers on the phone and in person.

Resolved:

Moved Cr McCallum, seconded Cr Ludlow, that Council note the financial report.

Carried

⇒ Item 3 – Appointment of Regional Transport Committee 2019

The purpose of this report was to provide Council with the required information to allow appointment of a Regional Transport Committee, as required by the Land Transport Management Act 2013 and subsequent amendments. Russell Hawkes summarised that nominations and alternates had now been received from all parties, with the exception of an alternate for Southland District Council, which would be nominated at their next Council meeting.

In response to a question around how to ensure that the Regional Land Transport Plan (RLTP) would be future focused. Mr Hawkes explained the RLTP had to take into account such things as public health, the environment and government legislation and there would be much greater emphasis on building in details around resilience and climate change impacts in Otago and Southland.

Brief discussion was held around ensuring that resilience issues across the South Island were being addressed rather than an RLTP being regionally focused. The RLTP was now much more South Island focused.

Resolved:

Moved Cr Cook, seconded Cr Roy, that Council:

- 1. note the report;**
- 2. confirm the following appointments to the Southland Regional Transport Committee:**
 - **Cr Lloyd McCallum (RTC Chairman);**
 - **Cr Allan Baird (RTC Deputy Chairman);**
 - **Cr Ebel Kremer to represent Southland District Council;**
 - **Cr John Gardyne to represent Gore District Council;**
 - **Cr Ian Pottinger to represent Invercargill City Council;**
 - **Mr Jim Harland, to represent the New Zealand Transport Agency;**
- 3. note the nominated alternates are to represent their organisations when the appointed members are unavailable.**

Carried

⇒ **Item 4 – Draft Environment Southland Climate Change Action Plan**

The purpose of this item was to provide an update on the development of an Environment Southland Climate Change action plan, as directed by Council in July 2019. Mr McCullagh spoke to the detailed report provided.

Discussion was held around the Action Plan having two parts – (a) actions that were the responsibility of Environment Southland whether through direct action or influencing; and (b) collaborative work with other councils at a regional level.

Mr McCullagh advised that other recent work within Environment Southland had identified some of the opportunities for extension work to the Action Plan such as monitoring and mitigating nitrate emissions to the atmosphere. Some staff training had been undertaken to allow this kind of extension work. More staff training would be undertaken as required to meet the needs of the Draft Action Plan as it was established.

In response to a question Mr McCullagh advised that the Resource Management Act required climate change to be taken into account in plans. The Climate Change Response Act mandated a range of adaptations. The action plan covered all the functions of ES – planning through to extension advisory services.

Discussion was held regarding the purpose of the Climate Change Action Working Group. Mrs Hicks highlighted that initially, the purpose of the Working Group would be to provide support to staff and receive information and updates. A Terms of Reference would be established.

In response to a query around how Council would provide interim updates and eventually definitive advice to members of Southland’s community, Mr McCullagh advised that currently the Climate Change Impact Assessment Report was the best interim advice and set out ways of mitigating issues when it was still unclear exactly what would happen regarding climate change impact. The Report also advised on planning approaches and responses to risk.

Resolved:

Moved Cr Roy, seconded Cr Cook, that Council:

- 1. note the draft Environment Southland Climate Change Action Plan;**
- 2. note the progress towards a collaborative Regional Climate Change Action Plan;**
- 3. approve the establishment of a councillor Climate Change Action Working Group;**
- 4. appoint Councillors Guyton, Mager and Roy to the climate Change Action Working Group, with Chairman Horrell being appointed ex-officio.**

Carried

It was noted other Councillors had an interest in this matter but a small working group was ultimately agreed to be appropriate. The work of this group would be reported back to the Strategy & Policy Committee to ensure all Councillors were kept informed.

⇒ **Item 5 – Mataura Liaison Committee Funding Application Criteria Approval**

This item was for Council to approve the funding application criteria for Mataura Liaison Committee grants, against which all future funding applications will be assessed.

In response to a question Mr Streat advised that there was a strict audit, funding sign-off and oversight of funded projects process in place and this was clearly outlined in the criteria.

Cr Stevens congratulated the Mataura River Liaison Committee for bringing this initiative forward.

Resolved:

Moved Cr Stevens, seconded Cr McPhail, that Council approve the funding application criteria against which applications for funding will be assessed.

Carried

⇒ **Item 6 – 2020 Meeting Calendar**

This item was to consider and adopt the 2020 meeting calendar. A draft meeting calendar was attached for consideration, amendment and formal adoption. Mrs Brown advised that there may be some date changes for some meetings in 2020 and those changes would be addressed at that time.

Resolved:

Moved Cr Cook, seconded Cr McCallum, that Council adopt the 2020 meeting calendar.

Carried

⇒ **Item 7 – Councillors' Meeting Schedule – October 2019 to February 2020**

This item was for Council to approve the meeting schedule that had been circulated with the agenda. Further amendments to that schedule were advised as follows:

- Cr Ludlow had attended the SIT Awards Evening on Tuesday, 3 December 2019, on behalf of Chairman Horrell;
- Cr Ludlow did not attend the EnviroSchools Event on Monday, 25 November 2019
- Cr Stevens and Cr McDonald attended the launch of the Thriving Southland project on 6 December, 2019
- The Chairman with the Chief Executive attended the Federated Farmers Executive meeting on 9 December 2019

- Chairman Horrell would meet with representatives of the South Coastal Charitable Trust on Tuesday, 17 December 2019
- Chairman Horrell and Cr McCallum will attend Te Wai Perara Trust meeting on Wednesday, 18 December 2019
- Cr McCallum to attend the Lake Waituna Control Association AGM on Thursday, 19 December 2019

Resolved:

Moved Cr McCallum, seconded Cr Roy, that Council note the planned meetings and:

1. **appoint members to represent Council at the meetings marked on the schedule and as discussed at the meeting today;**
2. **pay meeting fees and/or allowances in accordance with its policy and detailed on the schedule.**

Carried

⇒ Item 8 – Common Seal

This item was to note the documents to which the Common Seal had been applied under approved authorisation.

Resolved:

Moved Cr McCallum, seconded Cr Roy, that Council note the document to which the Common Seal has been affixed under approved authorisation.

Carried

⇒ Item 9 – Implementation of the National Planning Standards in RMA Planning Framework

The purpose of this item was to inform Council of actions required to implement the first set of National Planning Standards through Environment Southland's regional plans. Ms Bangi, Resource Planner, spoke to the detailed report provided. No discussion arose.

Resolved:

Moved Cr McCallum, seconded Cr Baird, that Council:

1. **note the required timeframes to implement of the National Planning Standards;**
2. **note the potential options outlined to implement the Standards across the Southland Regional Policy Statement and Southland Regional Plans.**

Carried

11 Extraordinary and Urgent Business (*Panui Autaia hei Totoia Pakihi*)

7.1 Supplementary Reports Item 1 Update to Staff Delegations Manual

The supplementary report requesting the Staff Delegations Manual be updated to reflect the change in role titles and Executive team structure, was considered by the meeting at this time.

Resolved:

Moved Cr McCallum, seconded Cr McDonald, that Council approve the proposed changes to the Staff Delegations Manual as outlined in Schedule 1, effective immediately.

Carried

12 Public Excluded Business (*He hui Pakihi e haram o te iwi*)

Resolved:

Moved Cr Stevens, seconded Cr Ludlow, that in accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved that the public is excluded from the following parts of the proceedings of this meeting, namely:

- confirmation of the minutes of the meeting of Council held on 30 September 2019;
- adoption of Committee Resolutions from the Organisational Performance and Audit Committee meeting held on 13 November 2019;
- Staff Report Item 10 – Winton Depot Sale;
- Staff Report Item 11 – Review of the Coastal Plan – Progress to date and Next Steps.

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds for excluding the public, as specified by s.48(1) of the Local Government Official Information and Meetings Act 1987, are set out below:

General Subject Matter	Reason for Passing the Resolution	Grounds under S. 48(1)
Confirmation of Minutes Ordinary Meeting of Council – 30 September 2019	To prevent the disclosure or use of official information for improper gain or advantage.	S.7(2)(j)
	To allow Council to carry out commercial activities (including commercial and industrial) without prejudice or disadvantage.	S.7(2)(h)
Adoption of Committee Resolutions - Organisational Performance and Audit Committee – 13 November 2019	To prevent the disclosure or use of official information for improper gain or advantage.	S.7(2)(j)
	To protect the privacy of natural persons	S.7(2)(a)
	To allow Council to carry out commercial activities (including commercial and industrial) without prejudice or disadvantage.	S.7(2)(h)
	To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	S.7(2)(i)
Item 10 – Winton depot sale	To allow Council to carry out commercial activities (including commercial and industrial) without prejudice or disadvantage.	S.7(2)(h)
Item 11 – Review of the Coastal Plan – Progress to Date and Next Steps	To deliberate on matters relating to proceedings where a right of appeal lies to a court against the final decision of the council in those proceedings.	S.48(1)(d)

It is further moved that Rob Phillips, Neil Selman, Jonathan Streat, Vin Smith, Lucy Hicks, Alex Morgan, Tanith Robb, Emma Moran, Jan Brown, Kirsten Harper and R Yeoman (consultant with Market Economics), be permitted to remain at this meeting after the public has been excluded, because of their knowledge of Item 10 – Winton depot sale and Item 11 – Review of the Coastal Plan – Progress to Date and Next Steps.

Carried

Resumed in Open Meeting

Termination

There being no further business, the meeting closed at 1.20 pm.



Adoption of Committee Resolutions

- **Otago Southland Regional Transport Committees – 4 February 2020**
- **Southland Civil Defence Emergency Management Group – 10 February 2020**
- **South Port Sub-committee – 13 February 2020**
- **Southland Civil Defence Emergency Management Group – 17 February 2020**

Minutes of the Otago and Southland Regional Transport Committees meeting held in Clutha District Council Chambers, Balclutha, on Tuesday, 4 February 2020 at 10.30 am

Present: **Otago Regional Transport Committee:**

Cr Alexa Forbes (ORC, Chair)
Cr Kate Wilson (ORC, RTC Deputy Chair)
Cr Bruce Graham (CDC)
Cr Stuart Duncan (CODC)
Cr Jim O'Malley (DCC)
Cr Guy Percival (WDC)
Cr Quentin Smith (QLDC)
Mr Jim Harland (NZTA)

Southland Regional Transport Committee:

Cr Lloyd McCallum (ES, RTC Chair)
Cr Allan Baird (ES, RTC Deputy Chair)
Cr John Douglas (SDC)
Cr Ian Pottinger (ICC)
Cr John Gardyne (GDC)
Mr Jim Harland (NZTA)

In attendance: Ms Nicki Carter (ES)
Mr Steve Higgs (NZTA)
Mr Graeme Hall (NZTA)
Mr Tony MacColl(NZTA)
Mr Nick Sargent (DCC)
Mr Chris Bopp (CDC)
Ms Stacey Hitchcock (DCC)
Mr Mike Kerrison (Waitaki DC)
Mr Tony Pickard (QLDC)
Mr Russell Pearson (ICC)
Mr Garry Maloney (ORC)
Mr Russell Hawkes (ES)
Mrs Jan Brown (ES – *Minutes*)

Meeting Chair: Cr Alexa Forbes (ORC)

1. Welcome

Cr Forbes welcomed all to the first meeting of the Regional Transport Committees for the new triennium, and a full round of introductions was completed.

2. Apologies

Apologies for absence were recorded on behalf of Cr Ebel Kremer (SDC).

3. Public Forum, Petitions and Deputations

There was no public forum, petitions or deputations presented to the meeting.

4. Confirmation of Minutes – 26 July 2019

Resolved:

Moved Mr Harland, seconded Cr O’Malley that the minutes of the meeting of the Regional Transport Committee held on 26 July 2019 be confirmed as a true and correct record.

Carried

5. Actions from Otago Southland Regional Transport Committees’ meetings

- Item 2 – complete and to be removed from the action sheet
- Item 3 – update noted, item complete and to be removed from the action sheet
- Item 4 – noted a lot of work was being done on State highway 94 (sealing the laybys, installation of more signs to show where people can move over) which will be ongoing this year and next. PGF funding has been provided for Milford Sound Opportunities Group to look at what a world class sustainable Milford looks like – including the Queenstown/Milford corridor. Mr Harland was advised of the cap on daily visitor numbers that currently exists (but is regularly breached in Milford) from the Fiordland Conservation Management Plan. From the discussion it was noted there is the potential to include DOC on this group in future. In the meantime, Mr Harland will report back in the future on progress in this regard.
- Item 5 – completed, and item to be removed from the action sheet.
- Item 6 – completed, and item to be removed from the action sheet.
- Item 7 – earlier discussion noted.
- Item 8 – noted from the data available, there has been little change at all in travel times, despite the increasing traffic volumes. Item completed now and to be removed.
- Item 9 – facilitated workshop to be held in early March – date to be confirmed.

6. Notification of Extraordinary and Urgent Business

6.1 There were no supplementary reports tabled for inclusion in the agenda.

6.2 There were no other items of business raised for inclusion in the agenda.

7. Questions

No questions were asked by the meeting

8. Chairman’s Report

The Chairman reported on:

- the commitment of Otago Regional Council to work closely with Dunedin City Council and Queenstown Lakes District Council to further improve and build on public transport systems.

- the number of rental vehicle/foreign driver crashes in Queenstown recently had resulted in a public meeting being called, which was attended by a panel of NZTA, NZ Police, NZ Rental Vehicle Assn and Tourism Industry representatives. From the meeting the 100 action points that arose are being collated and will be circulated when they are available. The data available indicates that nationally, tourists involved in accidents/fatalities was not high, but locally they were over-represented.

Mr Harland updated the meeting on the work of the Visiting Drivers' Governance Group that had been in place since 2014, which had focused on improvements with centre lane rumble strips, barriers, improved road markings, billboards and safety information. The rental association and tourism industry had also worked hard on a code of conduct for accommodation and rental providers regarding advising clients, and this is kept "live" with regular training. Cr Pottinger was concerned that there was still some alarming driving being witnessed on the roads. Mr Harland noted that although this may be the case, foreign drivers were prone to make the same mistakes as the average NZ driver – poor decisions. The above programmes and improvements put in place were all targeted at foreign drivers, but ultimately people still needed to make good, individual decisions at the time.

The meeting agreed that an update on the Visiting Drivers' Governance Group programme be provided to the next meeting.

9. Staff Report – 20/RTC/01

Item 1 – Briefing for Incoming Regional Transport Committees

The purpose of this item was to provide the combined Otago and Southland Regional Transport Committees with information to understand the requirements of Regional Transport Committees as contained in the Land Transport Management Act, and Mr Hawkes spoke to his report.

In the discussion that followed the following points were raised:

- whether Environment Southland would be looking at the issue of greenhouse gas emissions in relation to the matter of public transport and the potential to provide diverse public transport. Mr Hawkes noted the current Regional Public Transport Plan did address this matter, but the next version would likely need to have those aspects strengthened.
- the fact there is a need for an organisation to be an "approved organisation" to be able to access funding through the NLTP – noting DOC is currently an approved organisation, and KiwiRail may well become an approved organisation in the future.
- neither DOC nor KiwiRail are represented on the RTCs, but an invitation could be extended to them to become representatives.
- whether or not consideration had been given to air transport to be similarly represented – as supporting infrastructure around the provision of airports impacted on the roading network. Noted the focus of this committee was the land transport system – strategically this immediately brings in the tourism routes, freight routes, and impacts on public transport system. This matter is being highlighted in the Arataki document (to be discussed later in the meeting).

- noted the GPS on Transport was a critical document – the current document has a concept of being “mode neutral” focusing on the most efficient transport mode.
- all agreed there is a need, when working on the next RLTP, to be more aspirational than has been the case in the past. This matter will be discussed in greater depth at the workshop scheduled for March 2020.
- recognition that NZTA are taking a more holistic approach to roading in towns and metropolitan areas – their function is more than just moving people from place to place. The last GPS took the approach there was a need to develop a framework along their definitions of “moving function” and “place function”.

Resolved:

Moved Cr Wilson, seconded Cr Pottinger that the Regional Transport Committees receive the report.

Carried

Item 2 – Regional Transport Committee Review of Terms of Reference

The purpose of this report was to provide the combined meeting with the opportunity to review and modify, as required, the current Terms of Reference for both the Regional Transport Committees and the associated Technical Advisory Group. Feedback on the Terms of Reference (and proposed amendments) was provided as follows:

- the ToR for the Otago Regional Transport Committee is to provide for a quorum of five, rather than three, to ensure representation around the table.
- the reporting back to Councils (referred to at page 23) in future will be based on a report compiled by the relevant Regional Transport Committee lead, and will be circulated within two weeks of any meeting.
- support the amendments presented to the documents in the staff report.

Resolved:

Moved Cr Wilson, seconded Cr McCallum that the Regional Transport Committees receive the report, and propose changes be made as discussed above to the Regional Transport Committee Terms of Reference; and that no further changes are required to the Otago Southland (Regional) Technical Advisory Group Terms of Reference.

Carried

Item 3 – Development of the 2021-2031 Regional Land Transport Plan

Mr Harland spoke to this report, which noted that the Regional Transport SIG, in conjunction with the Ministry of Transport and Waka Kotahi NZ Transport Agency, was introducing a consistent approach to Regional Land Transport Plans across the sector that will ensure the plans are more relevant to the sector and, in particular, the Waka Kotahi NZ Transport Agency. The proposed format was detailed in the staff report. Discussion on this work covered:

- there is a need for alignment this work with the LTPs and be looking even further out than 10 years – rather than taking the shorter term focus of central government;

- the mapping of active modes of transport across the region can occur can occur as appropriate. Noted this will be an important part of the workshop discussions to occur in March – the need for a close look at the objectives and policies;
- to ensure there are mode shifts, a move to better/healthier outcomes, there is a need to add this “big ideas” to ensure different conversations can happen. The challenge will be to be broader in the initial discussions that are held
- Arataki has a 10 year horizon – for each region in New Zealand a story has been developed to identify what can be done and will impact on the various levels. This will be the basis for the workshop discussions, from which the programmes will be addressed.
- NZTA are strongly supportive of the work done by the SIG – it will provide the best story for the region in terms of what are the key drivers, issues and challenges to be focused on.
- discussion occurred around the potential consultation dates occurring around Christmas time, but it was noted this was driven by the date required for the plan to be finalised. Noted the public have means of input into both the RLTP and the LTP, as these should be aligned in future.
- noted the GPS is a short-term planning document, but the RLTP is a longer-term planning document that can't be inconsistent – which can create some difficulties.
- noted the proposed 10 March 2020 date for the workshop session was not suitable, and needed to be revised.

Resolved:

Moved Cr Wilson, seconded Mr Harland that that the Regional Transport Committees note the report and:

- (1) adopt the consistent format approach recommended by the Transport Special Interest Group in conjunction with the Waka Kotahi NZ Transport Agency;**
- (2) approve the draft development programme as shown in Appendix 1 with minor modifications to suit differing meeting dates if required.**

Carried

Item 4 – Waka Kotahi NZ Transport Agency Update

The main purpose of this item was to provide Mr Harland with an opportunity to update the meeting on Arataki – the Transport Agency view. He also noted that the NZTA were holding a number of sessions at which they will be providing detail about their investment programme, in the coming weeks – to which invitations had been extended.

Mr Harland noted that *Arataki* was the NZTA's interpretation of the direction it was being given by central government. It has been put out for engagement, and feedback was being sought on the approach taken. The document was based on work undertaken with the councils over recent years, and should be reflective of conversations that have been held.

The document is focused on:

- upper North Island, lower North Island and the South Island,
- capturing the key economic drivers,

- the key networks of road and rail transport and what their roles are,
- key projects,
- mobility and climate change
- identifying matters that will probably be funded – it is not a list of projects but rather a list of areas.

A further version (to be released in August) will take into account the finalised GPS, but the document will be a living document, recognizing that the country is on a journey and it will be updated as required.

Mr Harland noted that areas focused on mode shifts would likely target high growth/major regions (e.g. mode shifts into walking, cycling etc). The road to zero emissions, and the target of 40% less deaths and serious injuries and the Visiting Drivers work all fit into this area.

Questions were posed over whether the targets were appropriate or too aspirational. Mr Harland noted he had been involved in both scenarios – low targets that achieve little, and aspirational targets that can achieve significant shifts.

It was noted that some parts of the document the Committee could influence and others, not.

The meeting also discussed road accidents that related to suicides, mental health issues and the blurring of statistics; tackling unsafe speeds; the safe vehicle programme; etc.

There was also discussion on the significant growth in the Queenstown area, and the fact that the geography of the area will not allow an engineered solution to the problems that were being identified in this area. Mode shift/changes in approach would be required if this area was not to become grid-locked in the future.

The meeting noted that the workshop session in March would need to focus on strategic projects and the need for funding.

Resolved:

Moved Cr Wilson, seconded Cr Duncan that the Regional Transport Committees note the report and provide feedback to the Waka Kotahi NZ Transport Agency on the topics included in the presentation.

Carried

Lunch break taken from 12.25 pm to 12.53 pm.

Item 5 – Regional Land Transport Plan 2018-2021 Review to December 2019

The purpose of this report was to provide the Committees with an update on projects included in the adopted Otago Southland Regional Land Transport Plan 2018-2021.

The meeting was advised that the projects are generally on track. Some projects were now being delivered under the national safety programme, which has resulted in the visibility of some projects not being clear. The meeting agreed it would be worth getting an update on where the safety network funding fits with the programme for the next meeting.

Cr Percival expressed strong concern at the lack of progress and downgrading of the Kakanui bridge design and construction work, noting this was a vital link for those living on the east

coast and south of the Waitaki, as other bridges servicing the area in a flood event were completely unserviceable. Mr Harland outlined the review work that had been undertaken in relation to this project and advised that the approach being taken with this project was consistent with others across the South Island. However, he acknowledged the frustration being experienced over this matter.

Discussion occurred around the age of bridges particularly in the Southland/Otago area, and the work undertaken by the Southland District Council in this regard, around a prioritization programme was highlighted. Cr Smith noted recent closure of the Frankton Road had caused major impacts and it was evident there were no back-up plans or viable alternatives in place. Cr McCallum suggested these matters should be discussed as part of the scheduled workshop. Ensuring there was clarity around the need for interconnectedness within the region for the community, tourism, etc throughout the South Island, may mean some matters were viewed with a different lens.

In response to questions posed by Cr Baird about potentially delayed projects in the Southland District area, staff advised that the bridge issues were a major matter for the southland District Council which had led to a significant prioritization project. This had resulted in \$1M being spent on bridge renewals for 19 bridges in the last year, but the bridges being addressed were now different compared to what was listed in the programme, as a result of that prioritization project.

Questions were posed over whether this matter should have been dealt with as a Variation, for transparency purposes, but the matter was not taken further.

Resolved:

Moved Cr Percival, seconded Cr O'Malley that the Regional Transport Committees note the direct that a letter be written to the NZTA to support the Waitaki District Council in its case for the Kakanui Point Bridge design and construction project.

Carried

Item 6 – Way to Go Project Update

The purpose of this report was to provide the Programme Director from the Way to Go Group with the opportunity to update the Committees on the project to date. The presentation encompassed:

- that the project is aimed at integrating transport investigations and planning safe, accessible and connected transport solutions for everyone;
- growth in Queenstown continues at some of the highest levels in the country and a step change in multi-modal transport response required. Integration between land use and transport is a key aspect to ensure the right outcomes.
- a collaborative approach is being taken and is working well; but the next 6-9 months will be critical to secure funding for programme development, consenting and delivery;
- the delivery of a large integrated programme including governance funding was announced for Queenstown - \$90M
- the structure for the project and the various projects underway were outlined
- the status of a number of business cases was displayed, and the Wakatipu Active Travel network project was outlined in some detail

- passenger transport and active travel will have significant roles to play in responding to travel demand in Queenstown.

Matters discussed at the conclusion the presentation canvassed:

- it was not yet known what part of the Ladies Mile corridor work would be covered under the recently announced \$90M programme compared to the RLTP programme;
- a step change is required in the Queenstown/Frankton corridor to move people via multi-modal options and some longer term options. A staged approach will be required and infrastructure needs to be put in place;
- car parking costs is a lever that has been, and will increasingly be, pulled;
- questions were posed over whether the targets of moving to active transport were ambitious and/or well represented in the funding;
- is there a need to get a sense of how well the airports are co-ordinating their activities, given the impacts on traffic/networks;
- to get major shifts in behaviours, public transport will need to be prioritized over general traffic – e.g. own lanes, priority at bridges and lights, etc.

Resolved:

Moved Cr Wilson, seconded Cr McCallum that the Regional Transport Committees note the report, and have provided feedback to the Way to Go partnership via their discussions today.

Carried

Item 7 – Shaping Future Dunedin Transport Update

Representatives of the Connecting Dunedin collaboration were provided an opportunity to update the Committees on their work. This is a joint project delivered by the Connecting Dunedin Partners (NZTA, Dunedin City and Otago Regional Councils), to ensure the transport programme of activities that affect the central Dunedin urban area and the strategic transport network are well connected and deliver a multi-modal and customer focused transport system that includes the integration of the new hospital with the city. Their presentation encompassed:

- the area specifically involved is from the Botanic Gardens in the north to the Oval in the south;
- the new Dunedin hospital has become a catalyst for the change, with a request to reduce the impacts of the State highway on the new hospital so that it is more accessible and integrated into the city.
- the context and opportunities are broader than this – covering the Dunedin transport strategy, the central city upgrade, the Dunedin waterfront vision, the tertiary precinct, connections to Port Otago and SH88, and the Peninsula connection
- findings from work undertaken in the first phase of the project confirmed the challenges opportunities and benefits; shortlisted options are focused on two primary scenarios included transport modelling and multi-criteria assessment in relation to agreed objectives;
- high level conclusions are that changes to the one-way system are feasible and better support the objectives than the current approach; changes to a two-way system are more ambitious but is also more challenging and costly to deliver – both options have significant cost implications;

- both scenarios need more work before finalizing on one, and will need to include work with the hospital design team and other key stakeholders;
- an indicative timeline for the work was shown, and it was note there would be ongoing communications and engagement.

Resolved:

Moved Cr Wilson, seconded Cr O'Malley, that the Regional Transport Committees note the report.

Carried

Item 8 – Otago Regional Land Transport Plan Variation – SH6 Wanaka to Luggate Safer Corridor Project

This Otago Regional Transport Committee was asked to consider a request from the Waka Kotahi NZ Transport Agency for a variation to the Otago Regional Land Transport Plan adopted in June 2018, allowing for a new project SH6 Wanaka to Luggate Safer Corridor, to be included in the plan for the 2020/21 period. Cr Smith noted that QLDC strongly supported this proposal as it would assist a major problem area for them.

Resolved:

Moved Cr Duncan, seconded Cr Wilson that the Otago Regional Transport Committee:

- (1) notes that the State Highway 6 Wanaka to Luggate Safer Corridor project is proposed as a variation to the Otago Regional Land Transport Plan 2018-2021;**
- (2) determines that the requested variation is not significant;**
- (3) agrees to vary the Otago Regional Land Transport Plan 2018-2021 by adding the proposed activity to the Regional Land Transport Plan;**
- (4) recommends the variation and change to the Otago Regional Council.**

Carried

Item 9 – Next Meeting

It was noted that it was proposed to hold the next meeting of the Otago and Southland Regional Transport Committees on 23 June 2020 (and not 22 June 2020 as noted in the report). Further, it was noted that the release of the GPS was anticipated, and thus the Chairs may opt to call a meeting to discuss this, if the 23 June 2020 meeting time was not suitable.

With regard to the proposed workshop scheduled for March, it was agreed that 17 March 2020 was a more suitable date, and that to assist the discussions that are to be held staff would circulate issues to be discussed to prompt early thinking and a focused session.

At this time Mr Harland advised that a new Chief Executive was to commence with NZTA shortly, and their focus was on strengthening the regional relationships. Eight people had

been engaged to focus on safety, general engagement, and there was an Executive sponsor for each region. Their job was to ensure they are aware of the issues within the region and ensure they are engaging appropriately.

There being no further business, the meeting closed at 1.47 pm.

Minutes of the Southland Civil Defence Emergency Management Group (*Te Manatu Arai Mate Ohore o te Tonga*) Meeting, held in the Council Chambers, Environment Southland, cnr Price Street and North Road, Invercargill, on Monday, 10 February 2020 at 10.30 am



Present:	Cr NMG Cook	(Environment Southland) (<i>Chair</i>)
	Mayor G Tong	(Southland District Council)
	Mayor T Hicks	(Gore District Council)
	Mayor T Shadbolt	(Invercargill City Council)
Also Present:	Chairman N Horrell	(Environment Southland)
	Deputy Mayor T Biddle	(Invercargill City Council)
In Attendance:	Mr A McKay	(EMS Manager)
	Mr R Phillips	(Environment Southland)
	Mrs C Hadley	(Invercargill City Council)
	Mr S Parry	(Gore District Council)
	Mr S Ruru	(Southland District Council)
	Mr S Chambers	(NEMA)
	Mr D Neely	(NEMA)
	Mrs J M Brown	(Executive Assistant - <i>Minutes</i>)

1 Welcome (*Haere mai*)

Cr Cook welcomed everyone to the emergency meeting of the Southland Civil Defence Emergency Management Group, which had been called to consider, amongst other things, whether the current declared state of emergency in Southland should continue or not.

2 Apologies (*Nga Pa Pouri*)

Resolved:

Moved Mayor Hicks, seconded Mayor Tong, that apologies for lateness be noted on behalf of Mayor Shadbolt and Mr S Parry.

Carried

3 Declarations of Interest

There were no declarations of interest made at this time.

4 Public Forum, Petitions and Deputations (*He Huinga tuku korero*)

There were no public forums, petitions or deputations presented at this time.

5 Notification of Extraordinary and Urgent Business (*He Panui Autaia hei Totoia Pakihi*)

6.1 Supplementary Reports

There were no supplementary reports tabled for inclusion in the agenda.

6.2 Other

There was no other business tabled for inclusion in the agenda.

6 Questions (*Patai*)

There were no questions raised.

7 Chairman's Report (*Te Purongo a Tumuaiki*)

The Chairman did not present a report, noting that the main areas to discuss were on the agenda for the meeting.

[Mayor Shadbolt and Mr Parry attended the meeting at this time.]

8 Public Excluded Business

Resolved:

Moved Mayor Hicks, seconded Mayor Tong, that in accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest/s protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), the public be excluded from the following parts of the proceedings of this meeting, namely:

- **Situation Update**
- **Delegations – noting those made, and endorsing approach**
- **Recovery presentation**
- **Decisions required on current state of emergency**
- **Any other business**

The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds for excluding the public, as specified

by Section 48(1) of the Local Government Official Information and Meetings Act 1987, are set out below:

<i>General Subject Matter</i>	<i>Reason for Passing the Resolution</i>	<i>Grounds under S. 48(1)</i>
<ul style="list-style-type: none"> ➤ Situation Update ➤ Delegations – noting those made, and endorsing approach ➤ Recovery presentation ➤ Decisions required on current state of emergency ➤ Any other business 	<p>Avoid prejudice to measures protecting the health or safety of members of the public.</p>	<p>S.7(2)(d)</p>

It is further moved that Jan Brown, Simon Chambers, Clare Hadley, Angus McKay, Dan Neely, Rob Phillips, Steve Parry, Steve Ruru be permitted to remain at this meeting, after the public has been excluded, because their knowledge will be of assistance in relation to the matters to be discussed.

Carried

Termination

There being no further business, the meeting closed at 11.15 am.

**Minutes of the South Port Sub-Committee Meeting of
the Southland Regional Council, held in Regional
House, corner North Road
and Price Street, Invercargill, on Thursday,
13 February 2020 at 4.00 pm**



Present: Cr D Stevens (Chair)
Cr N Cook
Cr L Ludlow (arrived at 4.06 pm)
Cr E Roy

Also Present: Mr R Chapman (Port Company Chairman)
Mr N Gear (Port Company Chief Executive)

In Attendance: Mr N Selman (General Manager, Corporate Services)
Mr R Phillips (Chief Executive)
Mrs M Weston (PA)

1 Welcome (*Haere mai*)

The Chairman welcomed those present to the meeting.

2 Apologies (*Nga Pa Pouri*)

Resolved:

Moved Cr Roy, seconded Cr Cook, that apologies for absence be received from Chairman N Horrell and Cr J McPhail, who were absent on other Council business.

Carried

3 Public Forum, Petitions and Deputations (*He Huinga tuku korero*)

There was no public forum, petitions or deputations presented to the meeting.

4 Confirmation of Minutes (*Whakau korero*)

Resolved:

Moved Cr Roy, seconded Cr Cook, that the minutes of the South Port Sub-Committee meetings held on 13 June 2019 and 29 August 2019 be taken as read and confirmed as true and correct records.

Carried

5 Notification of Extraordinary and Urgent Business (*He Panui Autaia hei Totoia Pakihi*)

5.1 Supplementary Reports

There were no supplementary reports tabled for inclusion in the agenda.

5.2 Other

There were no other items of business raised for inclusion in the agenda.

6 Questions (*Patai*)

There were no questions asked by the meeting.

7 Chairman's Report (*Te Puronga a Tumuaiki*)

The Chairman did not present a report to the meeting.

8 Extraordinary and Urgent Business

There was no extraordinary or urgent business considered by the meeting.

9 Staff Report – 20/SP/12

⇒ Item 1 - South Port New Zealand Limited's Half Yearly Result to 31 December 2019

Mr Chapman, Chairman of South Port NZ Ltd, spoke to the NZX Announcement and Media Release, which was circulated to the meeting, and a copy of which is appended to these minutes.

(Cr Ludlow attended the meeting at this time.)

South Port NZ Ltd has followed up its excellent 2019 performance with a steady result for the first six months of FY2020 ending 31 December 2019; recording a net profit after tax of \$4.6 million which was consistent with the previous corresponding period in FY2019.

Bulk cargoes, logs and fertiliser came under pressure due to market conditions and inclement weather patterns. Container volumes have increased and the expectation is that all other cargoes will remain consistent. The new blast freezer was installed a year ago, has improved efficiency and capacity of this operation and allowed the introduction of new customers.

The Coronavirus is expected to have an effect on trade due to China being on a lock down and there is a fair amount of uncertainty as to the level of impact this will have over the next few months.

South Port NZ Ltd estimates that its full year earnings should fall in the range of \$8.20 million to \$8.70 million (FY2019 - \$9.79 million) and declared a full imputed interim dividend of 7.50 cents per share, payable on 4 March 2020. In the event that the company's FY2020 year-end profit falls within the forecast range they are confident that the full year dividend payment will be consistent with the previous year. This will be fully funded through the year's cash flow and not through any loan arrangement.

Another successful capital investment was the container terminal expansion. This process has become safer and has allowed South Port NZ Ltd to handle an increased volume. The company achieved a milestone of 50,000 TEU in the calendar year which was a strategic goal set five years ago at the time of the purchase of a second crane.

Open Country Dairy have opened their new warehouse located at Awarua. This will allow the South Port owned warehouse located on the Port at Bluff to be marketed to other potential customers.

The cost issues relating to the operations at the New Zealand Aluminium Smelter (NZAS) will need to be addressed by the Electricity Authority in order for the NZAS to become competitive once again. An update on the strategic review of NZAS is expected at the end of the first quarter 2020. NZAS have signed a fixed rental for the wharf at Bluff until 2043.

South Port is having an open day on 15 March from 11.00 am until 3.00 pm. This is open to the Public and the event is being advertised in local media.

9 Public Excluded Business

Resolved:

Moved Cr Ludlow, seconded Cr Roy, that in accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest/s protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), the public be excluded from the following parts of the proceedings of this meeting, namely:

- ⇒ Confirmation of Minutes – South Port Subcommittee – 13 June 2019
- ⇒ OMV
- ⇒ South Port project.

The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds for excluding the public, as specified by Section 48(1) of the Local Government Official Information and Meetings Act 1987, are set out below:

<i>General Subject Matter</i>	<i>Reason for Passing the Resolution</i>	<i>Grounds under S. 48(1)</i>
<ul style="list-style-type: none"> ⇒ Confirmation of minutes – South Port Subcommittee – 13 June 2019 ⇒ OMV ⇒ South Port project. 	To allow Council to carry out, without prejudice or disadvantage, commercial activities.	S.7(2)(h)

It is further moved that South Port representatives, Mr R Chapman and Mr N Gear, and staff Rob Phillips, Neil Selman and Mel Weston be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of each of the items to be discussed, and will be of assistance in relation to the matter to be discussed.

Carried

Resumed in Open Meeting

Termination

There being no further business, the meeting closed at 4.45 pm.

Minutes of the Southland Civil Defence Emergency Management Group (*Te Manatu Arai Mate Ohorere o te Tonga*) Meeting, held in the Council Chambers, Environment Southland, cnr Price Street and North Road, Invercargill, on Monday, 17 February 2020 at 2.00 pm



Present:	Cr NMG Cook	(Environment Southland) (<i>Chair</i>)
	Mayor G Tong	(Southland District Council)
	Mayor T Hicks	(Gore District Council)
	Mayor T Shadbolt	(Invercargill City Council)
Also Present:	Deputy Mayor T Biddle (Invercargill City Council)	
In Attendance:	Mr A McKay	(Group Controller)
	Mr R Phillips	(Environment Southland)
	Mrs C Hadley	(Invercargill City Council)
	Mr S Chambers	(NEMA)
	Mrs J M Brown	(Executive Assistant - <i>Minutes</i>)

1 Welcome (*Haere mai*)

Cr Cook welcomed everyone to the emergency meeting of the Southland Civil Defence Emergency Management Group, which had been called to consider, amongst other things, whether the current declared state of emergency in Southland should continue or not.

2 Apologies (*Nga Pa Pouri*)

Resolved:

Moved Mayor Tong, seconded Cr Cook, that apologies for absence be recorded on behalf of Messrs S Parry (Gore District Council) and S Ruru (Southland District Council).

Carried

3 Declarations of Interest

There were no declarations of interest made at this time.

4 Public Forum, Petitions and Deputations (*He Huinga tuku korero*)

There were no public forums, petitions or deputations presented at this time.

5 Notification of Extraordinary and Urgent Business (He Panui Autaia hei Totoia Pakihi)

6.1 Supplementary Reports

There were no supplementary reports tabled for inclusion in the agenda.

6.2 Other

There was no other business tabled for inclusion in the agenda.

6 Questions (Patai)

There were no questions raised.

7 Chairman's Report (Te Purongo a Tumuaiki)

The Chairman did not present a report to the meeting.

8 Public Excluded Business

Resolved:

Moved Cr Cook, seconded Mayor Hicks, that in accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest/s protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), the public be excluded from the following parts of the proceedings of this meeting, namely:

- Confirmation of Minutes of meeting of 10 February 2020
- Situation Update
- Delegations
- Recovery Update
- Mayoral Fund Update
- State of Emergency – transition process and signing of Transition Notice

The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds for excluding the public, as specified by Section 48(1) of the Local Government Official Information and Meetings Act 1987, are set out below:

<i>General Subject Matter</i>	<i>Reason for Passing the Resolution</i>	<i>Grounds under S. 48(1)</i>
<ul style="list-style-type: none"> ➤ Confirmation of Minutes of meeting of 10 February 2020 ➤ Situation Update ➤ Delegations ➤ Recovery Update ➤ Mayoral Fund Update ➤ State of Emergency – transition process and signing of Transition Notice 	<p>Avoid prejudice to measures protecting the health or safety of members of the public.</p>	<p>S.7(2)(d)</p>

It is further moved that Jan Brown, Simon Chambers, Clare Hadley, Angus McKay, and Rob Phillips, be permitted to remain at this meeting, after the public has been excluded, because their knowledge will be of assistance in relation to the matters to be discussed.

Carried

Termination

There being no further business, the meeting closed at 2.34 pm.



Chairman and Councillors' Reports



Chairman's Report

*Activities undertaken by the Chairman
since the last meeting*

December

- 11 Ordinary meeting of Council
Council/TAMI Workshop – Coastal occupation Charges
Council workshop – Climate Change Action Plan
Council workshop - Thriving Southland Project Overview
- 12 Whakamana te Waituna Charitable Trust meeting
Council workshop – Annual Plan
- 13 Regional Sector Chairs Induction workshop
- 16 Organisational Performance & Audit Committee workshop
- 17 Meeting with South Coastal Charitable Trust representatives
- 19 ES Muffin Talk “What will be getting into our waterways, and what risks will they pose?”
Te Wai Parerea Trust
Waiau River Liaison Committee Emergency meeting @ Clifton Golf Club

January 2020

- 20 Waiau River Liaison Committee meeting
- 22 Joint Councils of Southland meeting – Great South
Mayoral Forum
- 27 Meeting with Hokonui Runanga representatives
- 28 Te Wai Parera Trust meeting
Council briefing – ES flood response in the Waiau
Council workshop – NPS Indigenous Biodiversity and Biodiversity Programme
Meeting with Invercargill City Council
- 29 Council Strategy Session
Waiau Rating meeting, at Tuatapere
- 31 Mayoral Forum
Meeting with constituent – B Hobcraft

February 2020

- 4 Climate Action Plan Working Group meeting #1
- 6 Waitangi Day Celebrations, Dunedin
Informal dinner Joint Otago/Southland Mayoral Forum
- 7 Joint Otago/Southland Mayoral Forum, Dunedin
- 10 Southland Civil Defence Emergency Management Group emergency meeting
- 11 Council Workshop – Coastal Plan Review #1
Combined River Liaison Committee Chairs
- 12-14 Southern Field Days
- 13 Meet with Prime Minister in Invercargill
South Port Subcommittee
- 18 Introductory meeting Great South CE and Thriving Southland project
Southland District Council Engagement Event
- 19 Climate Action Working Group meeting #2

- Council & TAMI Briefing – Regional Forum
- Council Workshop – Coastal Plan Review
- 20 OSPRI Stakeholder Council meeting
- 21 Regional Sector Group meeting
- 24 Aparima River Liaison Committee meeting @ Otautau
- Waimatuku River Liaison Committee meeting @ Waimatuku
- 25 Waiau River Liaison Committee meeting @ Tuatapere

Waitangi Day Celebrations 6 February 2020 - Dunedin

On Waitangi Day I joined the bus from Otago Regional Council in Dunedin with other local body leaders and staff to attend the Waitangi Day 2020 celebrations at the Otakou Marae, out on the Peninsular. Mayor Tim and I were the only Southland local body representatives present, due to the flood event.

This was a very enjoyable day, in a nice setting. One of the highlights was a presentation after lunch, which added significantly to the history of and knowledge regarding the Ngai Tahu Chiefs who signed the Treaty at the three locations in the South Island, including on Ruapuke Island in Southland.

The following day I attended the Joint Otago Southland Mayoral Forum and Te Ropu Taiao meetings, also in Dunedin. The two major items of interest, apart from the individual council updates, were the discussions on whether to support a new tourism structure, at considerable expense. This received a resounding “no”.

The other was to do with the probability of two recycling hubs being established in the South Island, and whether there was an appetite to lobby for one to be in the Otago/Southland region. While this received support in principle, there were many reservations about practicalities and cost.



Councillors' Reports

*Activities undertaken by Councillors
since the last meeting*

Cr Cook

Project AF8 South Island Meeting Blenheim – 27 and 28 January 2020


I attended the South Island meeting in Blenheim on 27 & 28 January 2020, and the attached report on progress with this project was presented. It is provided for your information.

The extensive flooding on the West Coast in recent weeks has damaged the monitoring equipment on the fault line near Hari Hari. Access to the site is also restricted because of flood damage.

Cr McCallum

Regional Transport Committee meeting Balclutha – 4 February 2020

Together with Cr Baird, I attended my first joint Regional Transport Committee meeting in Balclutha, as Chair of the Southland committee. At that meeting it was agreed that a full summary report would be compiled for reporting back to individual Councils. A copy of that report is appended for the information of Councillors. This document, together with the meeting minutes provide detailed information on the work that is occurring in this arena. I am happy to respond to any questions that may arise.



January 2020



Year 4 Mid-year Report

Building our collective resilience



AF8 Year 4 Mid-year Report // January 2020

This report summarises activities from the last six months and provides snapshot of the next six months.

In the last six months (July-December 2019) we've won another award, hosted two successful Forum events and run the South Island-wide Tier 3 Exercise. The appetite and demand for AF8 hazard and impact science information continues to grow and CDEM Group and partner agency planning is progressing.

Since our last steering group meeting (June 2019) co-funding has been approved from QuakeCoRE, Earthquake Commission (EQC) and Resilience to Nature's Challenges (RNC). This has enabled us to welcomed Kristi Blenkhorn to the AF8 team as our new Planning Lead. Kristi has previously worked with the NZ Police and the Canterbury CDEM Group and will be assisting with regional Group planning. We have also been joined by a summer research student and research assistant, based at the University of Otago, to help with digital media analysis and evaluation data collection.

The second AF8 Roadshow is a key feature of the next six months, building on the momentum of last year's tour and taking the AF8 hazard and impact science to more schools and communities around the South Island. We are currently looking at how to adapt the content and resources used in the Roadshow into a Risk Communication Toolkit for community engagement, public education, advocacy and schools. This will be complemented by a Planning Guide/Toolkit, developed from Kristi's work with the Groups.

A large thank you to you all for your ongoing support and collaboration. Looking forward to more of the same over the coming months.



Above: AF8 Steering Group members visit to the Alpine Fault at Gaunt Creek, West Coast (June 2019)

Key dates

July-December 2019	
Date	Activity
4 July	Presentation to Environment Southland council staff, Invercargill*
1 August	EMPA Award for Readiness and Resilience (AF8 Roadshow)
20 August	Presentation to Canterbury EMO Forum, Christchurch
10 September	RNC1 Rural Symposium, Christchurch
26 September	AF8 Tourism Forum, Te Anau
23 October	AF8 SAFER Forum, Nelson
24-25 October	South Island CDEM Conference, Nelson
22 November	South Island Tier 3 Exercise Rū Whenua Whakariterite
25 November	Presentation to West Coast CDEM PIM and Media Forum, Greymouth
12 December	Presentation to Nelson Tasman council staff and partner agencies, Richmond

January-June 2020	
Date	Activity
28 January	AF8 Steering/Governance Group Meeting, Blenheim
30 January	Presentation at Otago Lifelines Forum, Dunedin
25 February	Emergency Management Southland Forum, Invercargill
16-20 March	AF8 Roadshow – Southland and Otago legs
23-27 March	AF8 Roadshow – Canterbury leg, part one
30 March-1 April	AF8 Roadshow – Canterbury leg, part two
28 April-1 May	AF8 Roadshow – West Coast leg
4-8 May	AF8 Roadshow – Nelson Tasman and Marlborough legs
June TBC	AF8 Steering/Governance Group Meeting, TBC

July 2020 onwards	
Date	Activity
TBC	National Tier 4 Exercise Rū Whenua
TBC	South Island CDEM Conference
TBC	AF8 Tourism Forum
TBC	QuakeKit – Seismometers in Schools programme (in partnership with QuakeCoRE)

*This list does not include presentations to the general public, see Appendix A.

Year 4 Workstreams + Evaluation

Year 4 of the AF8 programme features four key workstreams, which are underpinned by an ongoing programme evaluation designed to feedback learnings into the workstream activities and monitor overall impact. See [Year 4 Workstream calendar in AF8 Team files](#) (also sent with January 2020 Steering Group Meeting agenda) for more detailed tracking.



Monitoring, Evaluation and Learning

The AF8 programme evaluation is intended to promote listening and learning and monitor impact. Feedback is collected using a mixed methods approach, including: participant surveys, digital engagement metrics and participant observations.

- **In the short-medium term**, the findings will feed directly back into programme activities, enabling an adaptive approach to project design and development – plan, do, check, adapt – identifying gaps and opportunities for future initiatives.
- **In the longer term**, the findings will provide an understanding of how the AF8 programme is being received overtime and what impact the activities and outputs have on the programmes objectives, eg. Building our collective resilience to future events.

This framework is currently being developed in partnership with East Coast LAB, funded by QuakeCoRE, to ensure a consistent approach to monitoring and enable learnings to be shared.

Governance and funding

Governance

Governance for the programme is provided by a steering group (meeting quarterly) made up of representatives of all 6 South Island CDEM Group, the AF8 Programme Lead, AF8 Science Lead, AF8 Planning Lead and a representative from the National Emergency Management Agency (NEMA). The wider governance group (meeting biannually) also includes, Dr. Richard Smith (Director, Resilience to Nature's Challenges) and Cr. Neville Cook (Chair, Southland Civil Defence Emergency Management Group).

AF8 is chaired by the Manager of Emergency Management Southland, Angus McKay, who also acts as the programme executive. Emergency Management Southland is the administering authority for AF8 [Alpine Fault magnitude 8].

Funding

Years 1-3: AF8 received the following funding from the MCDEM Resilience Fund 2016-18:

- Year 1 - \$245,000
- Year 2 - \$245,000
- Year 3 - \$170,000

Year 4: AF8 is currently funded by the 6 South Island CDEM groups with co-funding from QuakeCoRE, Earthquake Commission (EQC) and Resilience to Nature's Challenges (RNC):

- CDEM Groups - \$100,000
- QuakeCore - \$63,000 (for risk communication and programme evaluation)
- EQC - \$47,500 (for public education)
- RNC - \$10,000 (RNC1 communication products)

Year 4 Total: \$220,500

Aligned co-funding and investment

In addition to this, RNC has provided considerable co-funding and investment over the last four years (2016-2020). This has funded the time of Dr. Caroline Orchiston (~\$65,000/yr) and Prof. Tom Wilson (~\$31,250/yr), six AF8-related PhD research projects (~\$300,000 total) and enabled the co-creation of the AF8 Hazard Scenario, which provides the robust foundation for the programme's ongoing work.

Further co-funding has been provided by QuakeCoRE over Years 4 and 5 of the programme to enable Research Assistant support for programme evaluation and risk communication work (\$25,000 total) and a Masters research project (\$21,000 total).



Key outputs: July – December 2019

The key outputs of the last six months include: EMPA Award, AF8 Tourism Forum, SAFER Forum and the South Island Tier 3 Exercise.

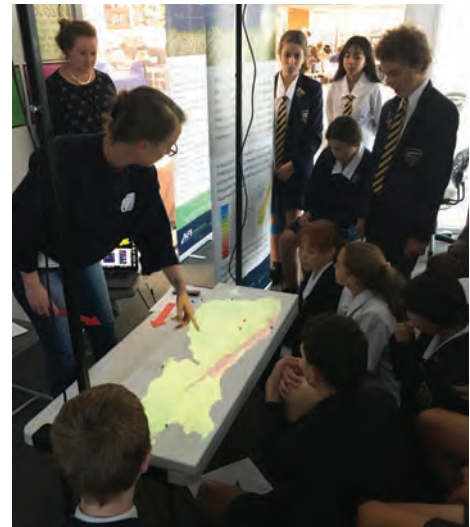
EMPA Award – Our first *AF8 Roadshow: The Science Beneath Our Feet*, which ran from March-June 2019, was awarded the *EMPA Excellence Award for Emergency Communication Readiness and Resilience* at the 2019 New Zealand EMPA Conference (Te Papa, August 2019). Brilliant recognition of the programme's strength and success in collaboration! Thanks again to everyone who turned out to join our conversation and congratulations to all involved.

AF8 Tourism Forum – In September 2019 we hosted our first Tourism Forum in Te Anau. The event was opened by the Minister of Civil Defence Emergency Management, Hon. Peeni Henare, who is also Associate Minister for Tourism. The Forum brought together more than 100 delegates, including: Tourism operators, Te Waipounamu rūnanga and rūpu, South Island Civil Defence Emergency Management Groups, emergency services, central government agencies, universities and local businesses, to discuss how can the tourism sector be better prepared for large scale natural hazard events, like an AF8 earthquake.

Special thanks to Emergency Management Southland for their support in delivering this event, which was a great success and demonstrated a need for more engagement in this area. We are looking to hold a second Tourism Forum in 2020 (details to be confirmed).



Above: AF8 Roadshow Public Science Talks: Standing room only in Hokitika with 130 people joining us at the Westland RSA (June 2019).



Right: Sharing *The Science Beneath Our Feet* at Wakatipu High School, Queenstown, Otago (Mar 2019)



Above: The Hon. Peeni Henare opens the first AF8 Tourism Forum, Te Anau (Sept 2019)



Above: AF8 Tourism Forum delegates participating in a table-top exercise based on the AF8 hazard scenario, Te Anau (Sept 2019)

AF8 SAFER Forum – In October 2019 we hosted the AF8 SAFER Forum in Nelson, to coincide with the South Island CDEM Conference. The SAFER (South Island Alpine Fault Earthquake Response) Forum brought scientists, Civil Defence Emergency Management (CDEM) Groups, their partner agencies and stakeholders together again to share their work using the SAFER Framework, which was published in October 2018.

The forum included: presentations on work to date from the New Zealand Transport Agency, New Zealand Police, Fire and Emergency New Zealand, MBIE’s Temporary Accommodation Service and the Ministry of Social Development; presentations from AF8’s science partners, including potential impacts to lifelines and infrastructure; an update from the Ministry of Civil Defence and Emergency Management’s Emergency Management Assistance Team (EMAT); and, response planning examples from across the six South Island CDEM Groups. It concluded with updates from AF8’s alliance partners: the Hikurangi Response Planning project and the National Earthquake Framework.

The event demonstrated the breadth of work that has been done by CDEM and our partner agencies since the SAFER Framework was released, and reminded us all that there is always more to do.

South Island Tier 3 Exercise – In November 2019 the six South Island Groups lead the Tier 3 Alpine Fault Exercise: Rū Whenua Whakariterite. Over 30 agencies from across the six South Island regions and representatives from the National Emergency Management Agency (NEMA) in Wellington participated in the exercise, which was based on the AF8 Hazard Scenario.

Debrief documents, evaluations and reports from the Tier 3 will be used to support AF8 CDEM planning. These will also be made available to feed into the National Tier 4 Exercise (details to be confirmed).

Other highlights:

- New Planning Lead, Kristi Blenkhorn
- Regional Natural Hazards Programmes Alliance (see Appendix B)
- QuakeCoRE funding approved
- Research Assistants recruited
- AF8 Representation on NPERG (NEMA National Public Education Reference Group)



Above: The Partner Agency Panel Discussion at the AF8 SAFER Forum in Nelson (Oct 2019)



Above: Exercise Rū Whenua Whakariterite – Emergency Management Southland (Nov 2019)

Key activities: January – June 2020

The key activities of the next six months include: the AF8 Roadshow 2020, the development of Risk Communications resources and the development of an AF8 Planning Guide/Toolkit.

AF8 Roadshow 2020 – The *AF8 Roadshow: The Science Beneath Our Feet* will take to the road again in March 2020, building on the success of last years tour to take Alpine Fault science and hazard impact information to more communities and schools around the South Island. The detailed itinerary is in development, an outline is shown below.

Week	Dates	Region	Locations
Week 1	16/03 – 20/03	Southland	Invercargill, Lumsden
		Otago	Dunedin, Cromwell, Ranfurly
Week 2	23/03 – 27/03	Canterbury	Waimate, Ashburton, Selwyn
Week 3	30/03 – 03/04	Canterbury	Waimakariri, Hurunui, Kaikōura
Week 4	06/04 – 09/04	Contingency week	
Two week break	10/04 – 27/04	Easter / Anzac / School Holidays	
Week 5	28/04 – 01/05	West Coast	Franz Josef, Greymouth/Hokitika, Karamea
Week 6	04/05 – 08/05	Marlborough	Blenheim
		Nelson Tasman	Collingwood, Takaka
Week 7	11/05 – 15/05	Contingency week	

Risk Communications Toolkit – We are currently looking at how to adapt the content and resources used in the Roadshow into a set a Risk Communication resources for community engagement, public education, advocacy and schools. This work is funded by QuakeCoRE and EQC and is intended to provide a set of shared and consistent resources for CDEM Groups, alliance partners and stakeholders.

All the Groups were visited at the end of 2019 to get a sense of what would be most useful for them. Whilst the Toolkit is still in its early stage of development, we are aiming to include: updated videos, an AF8 key messages booklet, AF8 banners, printable materials and resources for digital media. It is hope that some of these will be ready for the next Roadshow tour, but it intended that the kit will be added to over time.

AF8 Planning Guide/Toolkit – An AF8 Planning Guide and Toolkit is being developed to support Groups in the writing of their AF8 Regional Action Plans. After working through the different planning approaches and products of both Selwyn DC and Marlborough CDEM it became obvious one size would not fit all and a planning guide with supporting toolkit would be more useful.

The backbone of the guide includes a robust hazard profile that identifies areas likely to be worst affected in the region and their unique challenges. The guide will be complemented by a toolkit containing a cross section of useful planning examples from South Island regions, a ‘starter for ten’ action plan template, the Tier 3 evaluations and any National Earthquake Framework/plan.

The real gold is how the regional action plans will be matured through talking, testing, reviewing and the writing of supporting or supplementary plans. Kristi will be supporting the regions through this process and look to identify any cross border issues or resource gaps.

Other highlights:

- EQC funding approved

Appendix A: Science Engagement Mar 2016 – Dec 2019

The AF8 Hazard Scenario provides a robust foundation for response planning, community engagement and advocacy. It also illustrates a compelling argument for building our collective resilience across the South Island and New Zealand, and demonstrates the ‘why’ in why we need to prepare for natural hazard events.

Making this science accessible through engagement activities is a central part of the AF8 programme, which aims to: share the Alpine Fault hazard and impact science and preparedness information widely, through outreach and engagement activities, to increase awareness, enable conversation and build societal preparedness to natural hazard events in the South Island.

Since the programme's foundation in 2016 our science partners and CDEM team members have presented the scenario around New Zealand and overseas to audiences include: policy-makers, partner agencies and the general public. The graphic below shows a summary of this engagement since 2016 and the events proposed in the upcoming Roadshow 2020. It lists the number of engagements by location (not including the events proposed for the upcoming AF8 Roadshow 2020 or the schools visited in 2019).

12,000+ audience members*



Locations with multiple engagements

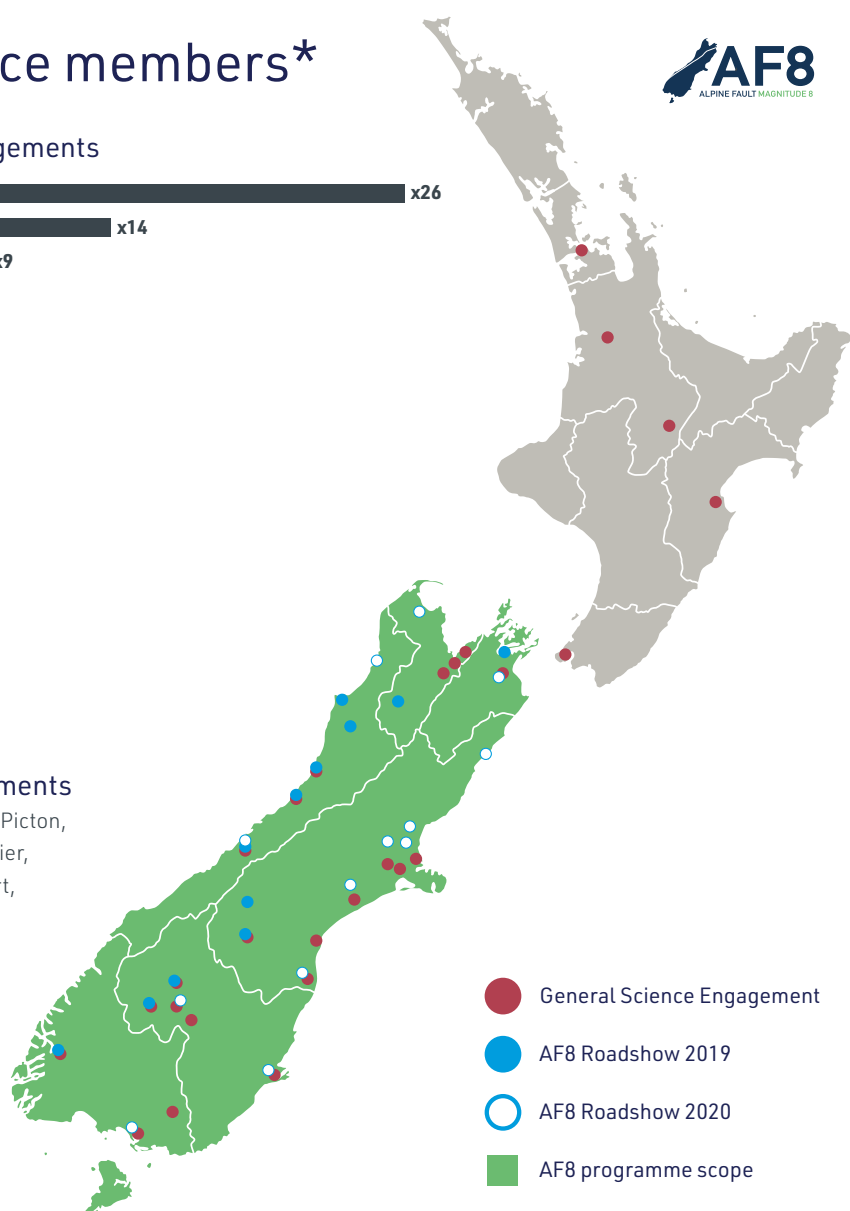
Christchurch	x26
Wellington	x14
Greymouth	x9
Invercargill	x8
Dunedin	x8
Queenstown	x6
Wānaka	x6
Hokitika	x6
Blenheim	x5
Nelson	x4
Timaru	x3
Richmond	x3
Franz Josef	x2
Te Anau	x2
Twizel	x2
Taupo	x2

Locations with single engagements

Wakefield, Cromwell, Aoraki/Mt Cook, Picton, Murchison, Ashburton, Alexandra, Napier, Hamilton, Auckland, Waimate, Westport, Reefton, Gore, Burnham and Lincoln.

International engagements

Gold Coast, Australia
Perth, Australia
London, UK
Los Angeles, USA



*Mixed audiences: policy-makers, partners and public.
Does not include proposed events for Roadshow 2020

Appendix B: Aligned Regional Natural Hazard Programmes

AF8 is part of an alliance of regional natural hazard programmes aimed at increasing our understanding of natural hazards and their potential impacts, and building societal resilience in New Zealand.

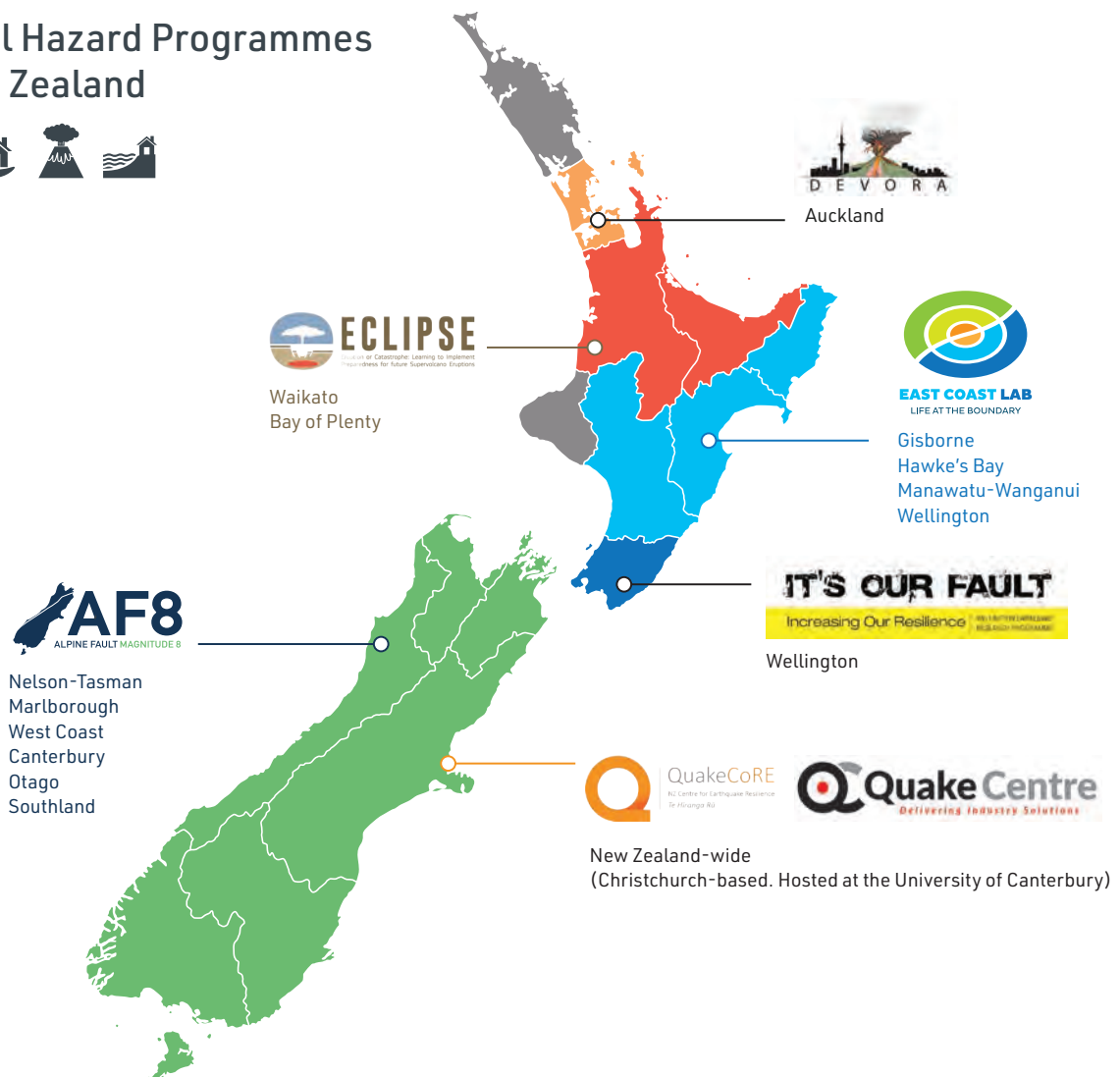
These programmes are designed to raise awareness and enable collaborative action towards being better prepared for natural hazard events. The aim of the alliance is to share learnings and resources and ensure consistent messaging. The alliance meets quarterly and also feeds into NEMA's National Public Education Reference Group (NPERG).

AF8 collaborates most closely with East Coast LAB (www.eastcoastlab.org.nz) and QuakeCoRE (www.quakecore.nz), recognising our shared focus on seismic hazards, our similar audiences and stakeholders, and our aligned messaging, aims and objectives.

AF8 / East Coast LAB / QuakeCoRE initiatives currently in development:

- Shared digital media campaign (for consistent messaging)
- Co-designed evaluation framework
- QuakeKit Seismometers in Schools (for delivery in Year 5)

Natural Hazard Programmes in New Zealand



Combined Otago Southland Regional Transport Committee - Members Briefing Paper – February 2020

Purpose

To provide representatives of the Otago Southland Regional Transport Committee with information to use in reporting to their own organisations on the activities and discussions from the 4 February 2020 Committee meeting.

Background

At the inaugural meeting of the Otago Southland Regional Transport Committees on 4 February 2020 staff were asked to prepare a summary paper for distribution to Committee members to use in briefings to their own organisations. This paper provides a summary of the discussions and outcomes of the meeting held on 4 February 2020.

Meeting Summary

The first meeting of the combined Otago Southland Regional Transport Committees (RTCs) took place on 4 February 2020. Four of the eight territorial authority representatives are new to the role. As with the Southland RTC, the Chair and Deputy Chair of the Otago RTC are new to the regional role. However, both have served a term as a territorial authority representative.

The primary function of a Regional Transport Committee is to:

- (a) *prepare a regional land transport plan, or any variation to the plan, for the approval of the relevant regional council; and*
- (b) *provide the regional council with any advice and assistance the regional council may request in relation to its transport responsibilities.*

Regional Land Transport Plans (RLTP) are prepared every six years but have a review that is to be undertaken in the six months prior to the midpoint of the Plan. The current Otago Southland RLTP is for the 2015 to 2021 period. A full mid-term review was adopted in April 2018 and included details of programmes of work proposed for funding from the National Land Transport Fund (NLTF) from each of the territorial authorities and also the State Highway sector. The current RLTP will run through to the end of June 2021.

Preparation of the 2021-2027 RLTP is underway now, with preliminary statistical work being obtained prior to the RTCs holding a workshop to determine their priorities, issues and objectives for the period. The completed RLTP 2021-2027 must be completed and adopted by the Regional Council by the end of April 2021.

Combined Regional Transport Committee Agenda Items

- **Briefing for the Incoming Committees**
A briefing report was prepared for the Committees outlining the legislative requirements (Land Transport Management Act) of an RTC, how representatives are appointed and the functions the RTC is required to perform.

During discussion on this item a number of points (see below) were raised that are likely to affect the next RLTP and possibly operations of the Committees:

- inclusion of greenhouse gas emissions particularly in reference to public transport and provision of a diverse transport system;
- the need for organisations to be an Approved Organisation (AO) to obtain funding from the NLTF noting that the Department of Conservation (DOC) is now an approved organisation;
- neither DOC or KiwiRail are represented on an RTC under the legislation but can be invited to join meetings when required;
- where air transport fitted within the functions of the RTC, which are land transport focussed under the legislation;
- noted the importance of the Government Policy Statement on Land Transport (GPS) and its current focus on mode neutrality;
- noted the need for the next RLTP and the programmes included to be more aspirational than has been the case in the past;
- recognised that Waka Kotahi NZ Transport Agency (the Transport Agency formally NZTA) is taking a more holistic approach to roading projects in towns and metropolitan areas. Many roads have functions other than just moving people or freight from place to place.

All the above will be taken into account in development of the next RLTP.

- **Regional Transport Committee Terms of Reference Review**

The RTCs reviewed the Terms of Reference that had been set for the previous RTCs in 2016. Potential updates to the TOR had been suggested by the Technical Advisory Group for the RTCs consideration.

Changes proposed to the Terms of Reference by the RTCs include:

- provision for alternates to be included when considering a quorum;
- the Otago Regional Transport Committee to have a quorum of five to ensure adequate representation round the table;
- requirements for reporting back to members' own organisations was strengthened with additional material following each meeting to be provided by the Regional Council planning staff;
- change of organisation name from New Zealand Transport Agency to Waka Kotahi NZ Transport Agency (the Transport Agency).

The Terms of Reference for both the RTCs and Technical Advisory Group have been updated to reflect these changes and are now recommended for adoption by the Regional Council. The revised Terms of Reference are included as an attachment to this report.

- **Development of the 2021-2031 Regional Land Transport Plan**

The Regional Transport Special Interest Group (TSIG), in conjunction with the Transport Agency and Ministry of Transport, has developed a consistent approach to Regional Land Transport Plans to ensure they are more relevant to the sector and less costly to produce. The proposed new format and timetable for development of the Otago Southland Regional Land Transport Plan was resented to the RTCs.

Items from the discussion relevant to development of the Otago Southland RLTP were:

- there is a need for better alignment of LTPs and Council Activity Management Plans with RLTPs;
- a longer term focus of up to 30 years is required in addition to the Government Policy Statement on Land Transport (GPS) focus of 10 years;
- a workshop is being planned to consider the objectives, policies and issues along with other content to be included in the RLTP;
- mapping of transport modes will be important in development of this RLTP;

- the Transport Agency has developed a longer term view of transport issues (10 years) called Arataki to be discussed with the RTCs during development of the RLTP;
 - the Transport Agency strongly supports the revised RLTP development proposal as developed by TSIG and has developed the guidance material for the 2021-2031 RLTP in conjunction with TSIG as a cobranded document;
 - the RTCs noted the proposed timetable and a potential conflict with consultation in the immediate post-Christmas period.

- **Waka Kotahi NZ Transport Agency Update**

The Transport Agency provided the RTCs with an update on a number of their current activities. Items covered in the update included:

 - Arataki the Transport Agency 10-year view of transport issues at a national and regional level. The document will be reviewed following discussion with RTCs across the country;
 - update of state highway projects currently in the implementation stage;
 - introduction to investment decision making framework (IDMF) review;
 - the Transport Agency perspective of current MOT legislation bills (Rail and NZTA);
 - current speed management proposal;
 - the meeting noted the proposed RTCs workshop would need to consider all the items raised in the Transport Agency update.

- **Regional Land Transport Plan 2018-2021 Review**

The RTCs considered an update on current improvement projects included in the 2018-2021 RLTP:

 - completion of the Edendale bypass was noted as the largest project on the current Southland RLTP programme;
 - generally, projects were on track for this time in the RLTP period;
 - safety related projects on State Highways were now being delivered by a national team under the Safer Roads Alliance and the RTCs no longer had visibility of progress or delivery dates. The Transport Agency undertook to provide an update to the next RTC meeting;
 - the general state of small bridge stock across the combined regions was discussed with further consideration to being given to this topic in development of the next RLTP;
 - lack of progress and priority being given to the Waitaki District Council proposal to replace the Kakanui Bridge by the Transport Agency was noted. A letter in support of the project is to be sent to the Transport Agency.

- **Way to Go Project Update**

The Way to Go Group is a formal collaborative partnership of Queenstown Lakes District Council, the Transport Agency and Otago Regional Council. It recognises that all three agencies have an important role in driving change and that by working together and integrating projects, it achieves the best possible future transport solutions for Wakatipu residents and visitors.

A presentation on current progress and thinking included:

 - that the project is aimed at integrating transport investigations and planning safe, accessible and connected transport solutions for everyone;
 - growth in Queenstown continues at some of the highest levels in the country and a step change in multi-modal transport response is required. Integration between land use and transport is a key aspect to ensure the right outcomes;
 - a collaborative approach is being taken and is working well; but the next 6-9 months will be critical to secure funding for programme development, consenting and delivery;
 - the delivery of a large integrated programme including governance funding was announced for Queenstown - \$90M;
 - the structure for the project and the various projects underway were outlined;
 - the status of a number of business cases was displayed, and the Wakatipu Active Travel network project was outlined in some detail;

- passenger transport and active travel will have significant roles to play in responding to travel demand in Queenstown.

Matters discussed by the RTCs in relation to the report were:

- it was not yet known what part of the Ladies Mile corridor work would be covered under the recently announced \$90M programme compared to the RLTP programme;
- a step change is required in the Queenstown/Frankton corridor to move people via multi-modal options and some longer term options. A staged approach will be required and infrastructure needs to be put in place;
- car parking costs is a lever that has been, and will increasingly be, pulled;
- questions were posed over whether the targets of moving to active transport were ambitious and/or well represented in the funding;
- how well are the airports co-ordinating their activities, given the impacts on traffic/networks;
- to get major shifts in behaviours, public transport will need to be prioritised over general traffic – e.g. own lanes, priority at bridges and lights, etc.

- **Shaping Future Dunedin Transport Update**

Under the Connecting Dunedin partnership model, Dunedin City Council, the Transport Agency and the Otago Regional Council are working collaboratively to investigate changes required to consider the future design of Dunedin’s main transport networks.

The presentation highlighted the following:

- the area specifically involved is from the Botanic Gardens in the north to the Oval in the south;
- the new Dunedin hospital has become a catalyst for the change, with a request to reduce the impacts of the state highway on the new hospital so that it is more accessible and integrated into the city;
- the context and opportunities are broader than this – covering the Dunedin transport strategy, the central city upgrade, the Dunedin waterfront vision, the tertiary precinct, connections to Port Otago and SH88, and the Peninsula connection;
- findings from work undertaken in the first phase of the project confirmed the challenges opportunities and benefits; shortlisted options are focused on two primary scenarios included transport modelling and multi-criteria assessment in relation to agreed objectives;
- high level conclusions are that changes to the one-way system are feasible and better support the objectives than the current approach; changes to a two-way system are more ambitious but is also more challenging and costly to deliver – both options have significant cost implications;
- both scenarios need more work before finalising on one, and will need to include work with the hospital design team and other key stakeholders;
- an indicative timeline for the work was shown, and it was noted there would be ongoing communications and engagement.

- **State Highway 6 Wanaka to Luggate Safer Corridor Project**

The Transport Agency requested a variation to the Otago RLTP programme to include a new project for construction of a roundabout at the Mt Iron intersection on State Highway 6. The project had been highlighted in the current Otago Southland RLTP for inclusion in the 2021-2031 RLTP. The project was being brought forward as a result of safety and congestion issues.

The Otago RTC supported the variation allowing the project to be recommended to the Otago Regional Council for implementing in the 2018-2021 period.

Terms of Reference for Otago Southland Regional Transport Committees including Terms of Reference for an Otago Southland [Regional] Technical Advisory Group

Requirements of the Land Transport Management Act 2003 relating to Regional Transport Committees

Section 105 - Regional transport committees

- (1) As soon as practicable after each triennial election, every regional council must establish a regional transport committee under this section for its region.
- (2) Each regional council must appoint to its regional transport committee:
 - (a) two persons to represent the regional council; and
 - (b) one person from each territorial authority in the region to represent that territorial authority; and
 - (c) one person to represent the Agency.
- (3) *...(relates to unitary authorities)*
- (4) A person specified in subsection (2)(a) to (c) and (3)(a) and (b) may only be appointed on the nomination of the relevant entity.
- (5) *Repealed*
- (6) Each regional council must appoint from its representatives the chair and deputy chair of the committee.
- (7) At any meeting of a regional transport committee, the chair, or any other person presiding at the meeting, -
 - (a) has a deliberative vote; and
 - (b) in the case of an equality of votes, does not have a casting vote (and therefore the act or question is defeated and that status quo is preserved).
- (8) *Repealed*
- (9) Despite subsection (1) to (3), two or more adjoining regional councils or Auckland Transport and one or more adjoining regional councils may agree in writing to establish a joint regional transport committee and prepare a regional transport plan, in which case subsections (4), (6), and (7) apply with all necessary modifications.
 - (a) *...(relates to joint regional transport committees)*
 - (b) *...(relates to joint regional transport committees)*
 - (c) *...(relates to joint regional transport committees)*
- (10) If a regional transport committee is established under subsection (9), any reference in Part 2 of this Act to a regional council is to be read as a reference to each of the regional councils that have established the committee.
 - (a) *...(relates to joint regional transport committees)*
 - (b) *...(relates to joint regional transport committees)*

- (11) If the area of a territorial authority falls into the regions of more than one regional council, the territorial authority must decide (after consulting the relevant regional councils) which regional transport committee to join.
- (12) If subsection (11) applies, and a territorial authority fails to decide to join a regional transport committee, the Minister must direct the territorial authority to be represented by a particular regional transport committee.
- (13) *Repealed*
- (14) For the purposes of subsection (11), region has the same meaning as in Section 5(1) of the Local Government Act 2002.
- (15) Nothing in this section applies to the Auckland Council or Auckland.

Section 106 - Functions of regional transport committee

- (1) The functions of each regional transport committee (other than the regional transport committee for Auckland) are:
 - (a) to prepare a regional land transport plan, or any variation to the plan, for the approval of the relevant regional council; and
 - (b) to provide the regional council with any advice and assistance the regional council may request in relation to its transport responsibilities.
- (2) Each regional transport committee, including the regional transport committee for Auckland, must adopt a policy that determines significance in respect of:
 - (a) variations made to regional land transport plans under Section 18D; and
 - (b) the activities that are included in the regional transport plan under Section 16.
- (3) *...(relates to joint regional transport committees)*

Section 107 - Procedure of committee

- (1) *Repealed*
- (2) The provisions of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 concerning the meetings of committee of regional councils, so far as they are applicable and with the necessary modifications, apply in respect of meetings of the regional transport committees.
- (3) The Agency is not, as a result of being represented on a regional transport committee, bound to:
 - (a) include any matter in a national land transport programme under Section 19C; or
 - (b) approve an activity or a combination of activities under Section 20.
- (4) *...relates to the Auckland Regional Transport Committee).*

Terms of Reference Otago/Southland Regional Transport Committee

Membership

The Regional Transport Committee for Otago (RTC) comprises:

- two regional council representatives (Chair and Deputy Chair);
- one representative from the Waka Kotahi NZ Transport Agency;
- one district council representative from each of the:
 - Central Otago District Council
 - Clutha District Council
 - Dunedin City Council
 - Queenstown Lakes District Council
 - Waitaki District Council

Total membership of the Otago committee equals eight.

The Regional Transport Committee for Southland (RTC) comprises:

- two regional council representatives (Chair and Deputy Chair);
- one representative from the Waka Kotahi NZ Transport Agency;
- one district council representative from each of the:
 - Gore District Council
 - Invercargill City Council
 - Southland District Council.

Total membership of the Southland committee equals six.

Membership is dictated by Section 105 of the *Land Transport Management Act 2003* (LTMA). Representatives are appointed by the regional council on the nomination of Waka Kotahi NZ Transport Agency and each of the territorial authorities.

Objective

To undertake the functions as prescribed by the *Land Transport Management Act 2003 and subsequent amendments*.

Meeting Schedule

The RTC normally meets at least three times a year but may meet more regularly depending on the work to be undertaken or the issues to be addressed. Where possible, members will be advised, in advance, of the meeting schedule for the year.

Role and Functions

The role and functions of the Regional Transport Committee are as follows:

1. to undertake the statutory requirements of the *Land Transport Management Act 2003*;
2. to prepare the Regional Land Transport Plan (RLTP) in co-operation with the Otago Regional Transport Committee, to prepare any applications to vary the RLTP and to process any applications to vary the RLTP (*LTMA Section 106(1)(a)*);
3. to prepare and adopt a policy that determines significance in respect of:
 - (a) any variations made to the RLTP;
 - (b) activities included in the RLTP (*LTMA Section 106(2)*);
4. to provide any advice and assistance the regional council may request on its transport responsibilities generally (*LTMA Section 106(1)(b)*);
5. to undertake monitoring to assess implementation of the Regional Land Transport Plan including monitoring of the performance of activities (*LTMA Section 16(3)(f) and 16(6)(e)*), in co-operation with the Otago Regional Transport Committee;
6. to consult on a draft RLTP for the region in accordance with the consultation principles specified in Section 18 and 18A of the *Land Transport Management Act 2003*, in co-operation with the Otago Regional Transport Committee;
7. To complete a review of the RLTP during the six-month period immediately before the expiry of the third year of the Plan (*LTMA Section 18CA*) in co-operation with the Otago Regional Transport Committee;
8. to advise the Council on any significant legislative changes, programmes, plans or reports relating to the region's transport system;
9. to prepare and implement regional transportation planning studies, or pan-regional studies with the Otago Regional Transport Committee, when necessary;
10. to represent and advocate for transport interests of regional and/or pan-regional Otago Southland concern;
11. to consider and submit on transport-related policies, plans and consultation documents issued by the Ministry of Transport, Waka Kotahi NZ Transport Agency, regional/district councils, and other relevant organisations as considered appropriate, including submitting jointly with the Otago Regional Transport Committee, when appropriate;
12. to liaise with the Ministry of Transport, Waka Kotahi NZ Transport Agency, Commissioner of Police, regional/district councils, KiwiRail, the Department of Conservation and other interested

parties on transport matters, and advise the Council on any appropriate new initiatives as considered appropriate;

13. to operate in a collaborate manner in the combined meetings of the Otago and Southland regional transport committees and to engage with other regional transport committees and working parties, which from time-to-time may be established;
14. to consider advice and recommendations from the Otago Southland [Regional] Technical Advisory Group.

Members' responsibilities for reporting back to the organisation they represent

Each member of the Regional Transport Committee is expected to report back to their own organisations following each Regional Transport Committee meeting or workshop on matters discussed at those Committee meetings, and with particular reference to the RLTP. A briefing paper will be produced by the Regional Council for distribution to stakeholders and to assist members with their report back responsibilities.

Terms of Membership

Should a vacancy occur in the membership of the RTC, the Committee Secretary shall report this to the next meeting of the Council, which shall then invite the nominating organisation to nominate a replacement.

Quorum and Voting Rights

A Otago RTC meeting cannot proceed unless five committee members are present, at least one of whom must be representative of the regional council and no more than one to be an alternate representative.

A Southland RTC meeting cannot proceed unless three committee members are present, at least one of whom must be representative of the regional council and no more than one to be an alternate representative.

No voting will occur unless there is a quorum of committee members from those organisations allowed to vote on these matters.

The Chairperson has a deliberative vote and in the case of an equality of votes does not have a casting vote. Clause 24 of the 7th Schedule of the Local Government Act otherwise applies to voting.

The purpose of encouraging each organisation to have alternates is to ensure that each of the organisations involved in the RTC (the TAs, Waka Kotahi NZ Transport Agency and the regional council) is able to bring their organisation's view to the table and to report back the outcome to their organisation.

Each organisation (i.e. the regional council, Waka Kotahi NZ Transport Agency and each district/city council) is therefore encouraged to have alternative representatives to act as a replacement should the appointed representative be absent from a meeting.

Alternates will count towards a quorum but do not have voting rights.

Delegated Authority – Power to Act

The Regional Transport Committee:

1. does not have the powers of Council to act in the following instances as specified by Clause 32 (1) of Schedule 7 of the *Local Government Act 2002* to:
 - (a) make a rate;
 - (b) make a bylaw;
 - (c) borrow money, or purchase or dispose of assets, other than in accordance with the Long-term Plan;
 - (d) adopt a Long-term Plan, or Annual Plan or Annual Report;
 - (e) appoint a Chief Executive;
 - (f) adopt policies required to be adopted and consulted on under this Act in association with the Long-term Plan or developed for the purpose of the Local Governance Statement;
2. does have the ability to appoint a panel to hear RLTP, submissions, working parties, advisory groups and, where there is urgency or special circumstances, a sub-committee to deal with any matters of responsibility within the Committee's Terms of Reference and areas of responsibility, and to make recommendations to the Committee on such matters, provided that a sub-committee does not have power to act other than by a resolution of the committee with specific limitations;
3. does have the ability to make decisions in accordance with the Terms of Reference and the *Land Transport Management Act 2003*.

Power to Act (for the information of Council)

The Regional Transport Committee has the power to:

1. monitor any transport activities of the regional council, territorial authorities and New Zealand Transport Agency in order to report on progress on the Regional Land Transport Plan;
2. prepare and recommend variations to the Regional Land Transport Plan that trigger the RTC's significance policy;
3. consider and recommend transportation planning studies and associated outcomes;
4. provide recommendations to relevant government agencies on transport priorities for the region and the allocation of national or regional transport funds.

Otago Southland [Regional] Technical Advisory Group

A pan-regional Otago Southland [Regional] Technical Advisory Group (TAG) is a working group of technical transport officers from various organisations in the Otago and Southland regions, which advises the Otago and Southland Regional Transport Committees on matters relating to:

- development of Regional Land Transport Plans for the two regions;
- regional prioritisation of transport projects;
- any other transport matters requested by the Regional Transport Committee(s) or regional councils.

The Otago Southland [Regional] Technical Advisory Group will be administered jointly by the Otago Regional Council and Environment Southland and is made up of representatives of the following organisations:

- Otago Regional Council;
- Clutha District Council;
- Central Otago District Council;
- Dunedin City Council;
- Queenstown Lakes District Council;
- Waitaki District Council;
- Environment Southland;
- Southland District Council;
- Invercargill City Council;
- Gore District Council;
- Waka Kotahi NZ Transport Agency;
- Other organisations/individuals such as (NZ Police, KiwiRail, Accident Compensation Corporation) are invited to participate and advise the RTC on technical matters relating to the Committee's Terms of Reference on a case-by-case basis.

Terms of Reference
Otago Southland [Regional] Technical Advisory Group

Background

The Otago Southland [Regional] Technical Advisory Group (TAG) is a working group of technical transport officers from various organisations in the Otago and Southland regions, which advises the Otago and Southland Regional Transport Committees on matters relating to:

- development of Regional Land Transport Plans (RLTPs) for the two regions;
- development of a significance policy in respect of any variations made to the RLTPs and activities to be included in the RLTPs;
- technical advice and assistance that the Committees may request in relation to its transport responsibilities.

The Otago Southland [Regional] Technical Advisory Group is administered jointly by the Otago Regional Council and Environment Southland.

Objectives

The objectives of the TAG are to:

1. provide professional support, technical expertise and advice to the Otago and Southland Regional Transport Committees, Otago Regional Council, Environment Southland, central government and other public-sector organisations concerned with transport and travel, as and when necessary;
2. facilitate opportunities for the integration, collaboration and co-ordination of transport planning and implementation in Otago and Southland;
3. enable strategic discussions amongst officers of key organisations in Otago and Southland on matters relating to the planning and delivery of transport projects in the region, employing an integrated, multi-modal approach;
4. provide a forum for staff of the Otago Regional Council and Environment Southland, eight district councils, Waka Kotahi NZ Transport Agency and other individuals/organisations of relevant technical expertise (such as NZ Police KiwiRail and ACC) to share information and ideas;
5. provide a formalised contact point for transport matters in Otago and Southland at an officer level.

Functions

The functions of the TAG are to:

1. to provide advice and support to the Regional Transport Committees on the following matters:
 - (a) preparation and development of the RLTPs for the Otago and Southland regions or any variations;
 - (b) development of a significance policy in respect of any variations made to the RLTPs and activities to be included in the RLTPs;

- (c) preparing for, and carrying out a mid-term review of the RLTPs;
 - (d) monitoring and reviewing progress towards the adoption and implementation of the Regional Land Transport Plans;
 - (e) any strategic or technical matters concerning transport that the Regional Transport Committees may request;
2. to advise the Regional Transport Committees on any significant legislative changes, programmes, plans or reports relating to the regions' transport system;
 3. to liaise with Ministry of Transport, the Waka Kotahi NZ Transport Agency, KiwiRail, Nga Haerenga NZ Cycle Trail Inc., the NZ Police, Department of Conservation, district councils, and other interested parties on land transport matters, and advise the Regional Transport Committees appropriately on any new initiatives being undertaken by these organisations;
 4. to liaise with neighboring regions and districts on cross-regional transportation matters, and advise the Regional Transport Committees on any appropriate initiatives relating to these issues.

Membership

The membership of the TAG comprises one nominated representative (and an alternate) from the following organisations:

- Otago Regional Council;
- Environment Southland;
- Clutha District Council;
- Central Otago District Council;
- Dunedin City Council;
- Gore District Council;
- Invercargill City Council;
- Queenstown Lakes District Council;
- Waitaki District Council;
- Southland District Council;

plus membership:

- from any of the above organisations, required to cover their functions concerning public transport, cycle trails or alternative modes of transport;
- Waka Kotahi NZ Transport Agency, maximum of three representatives including alternates.

Representatives from any other organisations/individuals invited to participate and advise the RTC on technical matters relating to the Committees' Terms of Reference on a case-by-case basis.

It may also be necessary for reference groups to be established which involve support people from the organisations listed above (as deemed appropriate) and which provide specific advice to the TAG on

certain matters – for example maintenance, freight, road safety, passenger transport, rail, environmental, walking and/or cycling, and any other relevant interest groups, as appropriate.

Organisation and procedures

- **Meetings**

Meetings are to take place not less than once every six months and more frequently if required.

It is anticipated that the TAG will meet approximately once every 4-6 weeks during the development of the Regional Land Transport Plan for the region. Once this plan is established, the TAG will meet less frequently. The TAG will meet approximately one month but no less than two weeks before each RTC meeting.

Meetings will be arranged jointly by Otago Regional Council and Environment Southland and the chairmanship of meetings, and taking of minutes will alternate between the two regional councils.

- **Convenors**

The convenors of the TAG will be a staff member from each of the Otago Regional Council and Environment Southland. Should another member of the TAG wish to require a meeting to be held, this request can be made to the Convener(s) and a meeting then be established.

- **Attendance**

If nominated members are unable to attend a TAG meeting, each member should nominate an alternative representative of their organisation who has the member's proxy to attend in their absence.

Each member (or member's alternative representative) may also invite support or technical advisor/s to attend a TAG meeting with them. The role of that person/s is to provide advice to the respective member.

- **Servicing**

Notice of meetings, agenda preparation and meeting notes will be the responsibility of the convenors, with assistance from member organisation support staff. An agenda for the TAG meeting is to be circulated to members prior to the meeting and, where possible, agenda item contributions from members circulated in good time beforehand.

- **Minutes**

Minutes of each meeting are to be taken. The meeting notes may include a list of actions agreed to by participants.

Draft minutes and any action list are to be circulated to meeting attendees as soon as possible after each TAG meeting, to facilitate reporting back of TAG members to their parent organisations. Draft minutes are to be confirmed as accurate at a following meeting.

Minutes will be used to help prepare the agenda and reports for the following Regional Transport Committees' meeting(s). TAG minutes do not, therefore, need to be included on the RTC agenda.

- **Member responsibility including reporting**

The TAG acts on behalf of the Regional Transport Committees for Otago and Southland. As such, communication and feedback to the Committee is critical. TAG meetings are scheduled approximately one month before each RTC meeting, to allow feedback and recommendations from the TAG to be included in the RTC's meeting agenda.

When the RTC seeks advice or work from the TAG, members of the TAG are expected to inform the TAG meeting about any relevant policies their organisations have, and to participate in discussion to see if a consensus can be reached on the advice or recommendation to be given to the RTCs.

TAG members should participate actively in the group and recognise that its success depends on a group effort. Members should recognise that the nature and scope of their roles, responsibilities and experience varies, and that each member has a valid contribution to make.

Members of the TAG are expected to report back to their respective organisations on matters discussed at TAG meetings. To facilitate this, drafts of the TAG and RTC minutes are provided to TAG members as soon as possible after each TAG and RTC meeting.



Financial and Performance Review (Putea Tatari Whakakitea)

Item 1 Chief Executive’s Report

MORF ID: -	Strategic Direction: Governance
Report by: Rob Phillips, Chief Executive	Approved by: -
Executive Approval: -	

Purpose

To provide Council with a governance overview of pan organisational current matters.

Summary

This is the Chief Executive’s report for the month of February 2020. It provides an update from all direct reports to the Chief Executive, on topical matters.

Recommendation

It is recommended that Council resolve to note the report.

Report

National/Regional Events and Issues

My main focus in recent weeks has been ensuring the organisation responded to and supported the emergency management response to the flooding event in Milford Sound initially, and subsequently in Southland. This has been a major event for the region, and ensuring EMS was adequately supported, whilst endeavouring to ensure ES core business programmes were operating, were the priorities.

In the meantime, background work has continued to progressing the Annual Plan and budgets, and commencing the Long-term Plan development.

Council’s People, Water and Land Programme

Work has continued to implement the People Water and Land Programme, *Te Mana o te Tangata, te Wai, te Whenua*. In summary:

- Values and Objectives**
 Since November, work has been focused on the iwi values and development of draft freshwater objectives. This complements the work completed in 2019 to distil the data collected during the community engagement process earlier this year (“Share your Wai” and Focus Groups), integrate it with information contained within the relevant statutory instruments, regional planning documents and scientific reports and develop draft freshwater objectives (narrative and numeric).

In 2019 an assessment was completed of the current state of the region's waterbodies against the communities draft freshwater objectives (the "gap analysis"). An outline was provided to Council and Te Ao Marama Inc (TAMI) Board members at workshops held on 18 September and 14 November 2019. Peer review comments are now being incorporated into all the reports and a review of the gap will occur once the iwi freshwater objectives are drafted. Collectively, this information forms the technical underpinnings to the later limits and methods process for the Regional Forum (Phase Three).

It is important to note that the development of the Draft Freshwater Objectives is an iterative process. Further work to be completed prior to commencement of the work in Phase Three includes:

- refinement of the work on estuary draft freshwater objectives;
- assessment of the gap against the draft iwi freshwater objectives;
- incorporation of peer review feedback of the technical reports; and
- key messaging developed for the release of the technical reports in 2020.

Further workshops are planned with Council and TAMI Board members to work through these elements in April 2020.

- ***Regional Forum***

The role of the Forum is to provide a package of advice to Governance on **how** to achieve the community's aspirations for freshwater, principally via methods, both regulatory and non-regulatory. Governance for the People, Water and Land Programme is via the Strategy and Policy Committee of the Regional Council, which is intended to include mana whenua appointee(s), the recommendations from which are brought to full Council meetings for adoption. While the package of advice is deliverable at the end of the process, there are key decision points for Governance through the process where they will need the input of the Regional Forum and, in turn, feedback to the Regional Forum. The first of these is at the end of Phase Two where the Forum will receive and consider the community and iwi values for freshwater and draft freshwater objectives.

The third workshop of Phase Two will be held at Murihiku Marae on 25 and 26 February 2020. At this workshop the Forum members will further explore Ngai Tahu ki Murihiku's values for freshwater and draft freshwater objectives. A field trip to Waituna is planned. A workshop with Council and TAMI Board members is planned for 19 February 2020 to share and discuss this information in advance of the Forum workshop.

At the end of Phase 2, Governance will receive the community's aspirations, expressed as Values and Draft Freshwater Objectives (both community and iwi) and a commentary from the Regional Forum. This is a key decision point, to **agree in principle** that the Forum should proceed on the basis of this package with its work in Phase Three on limits and methods. As noted above, further workshops are planned with Council and TAMI Board members in April 2020 to work through the elements of the package.

The Forum's commentary will reflect its understanding of the community's values and draft freshwater objectives, the areas of focus for Phase Three of its work and may include any immediate recommendations it would like Governance to consider.

As part of a Stakeholder Management Plan, the Environment Southland site at the Waimumu Field Days focused on the future, and on water, particularly the main elements of the People, Water and Land Programme. Forum members were invited to attend alongside Councillors, TAMI Board members and staff. Further engagement with stakeholders is planned for when the Values and Objectives reports are finalised.

Whilst resourcing for the Regional Forum was included in the 2019/20 Annual Plan budget in January 2019, a revised budget that better reflects the requirements of the programme is part of the Annual Plan and Long-term Plan discussions.

Report – Policy, Planning & Regulatory Services Directorate

Policy and Planning

The interim decision from the Environment Court on the Topic A hearings on the pSWLP appeals was issued on 20 December 2019. Parties convened on 10 February 2020 at a pre-hearing conference set out by the Court. The pre-hearing conference clarified the next steps required to finalise the Topic A appeals. Evidence from both Environment Southland and Te Runanga o Ngai Tahu on how the proposed plan deals with the concepts of Te Mana o Te Wai, Ki Uta Ki Tai and treaty settlements will be lodged in April 2020. Evidence from the other parties will follow, with additional hearings initially proposed to occur in May 2020.

Work has been progressing on the review of the Coastal Plan with Council workshops on discussion papers being held throughout February, March and April. The workshops relate to 10 specific topics. These workshops are detailed and enable Council to cover the bulk of the relevant matters in order to enable staff to commence the provision drafting phase of the project. Public consultation on the restriction of vehicle access on Oreti Beach to protect the naturally rare habitat of toheroa will be completed on 21 February 2020. The results of this consultation will also assist in provision drafting and those with an interest in this consultation will have other opportunities to comment as the plan review progresses.

An initial meeting of the Climate Action Plan Working Group was held on 4 February 2020. The group established its terms of reference and will continue to meet regularly throughout the first half of 2020 to develop the Environment Southland Climate Action Plan by 10 June 2020.

Support for the Regional Forum and the People, Water and Land Programme has been continuing, with attention turning to the outputs required to enable the Plan Change to meet the mandated timeframes within the National Policy Statement for Freshwater Management. In addition, an Implementation Group, made-up of staff, has been established to start the process of preparing for the implications of the Essential Freshwater Package.

Consents

There are 84 applications in progress at the time of the report. Of these, 13 are publicly notified including:

- *Woldwide Farms applications to expand existing farming operations on four farms near Drummond* - the applications were granted in January 2020. The appeal period for WW1&2 closed on 12 February 2020 and the appeal period for WW4&5 closed on 19 February 2020;

- *Suelen Properties Limited applications for marine aquaculture at Horseshoe Bay and Nathans Island (Stewart Island)* - the applications were suspended at the applicant's request after submissions closed;
- *Cashmere Bay Dairy Limited application to expand existing farming operations* - the applications were suspended at the applicant's request;
- *Aerodrome Farms Limited application to expand an existing dairy farm at Waihopai* - submissions have closed and a hearing is being scheduled for the first week of April 2020;
- *Driscoll Family Trust's application to expand an existing dairy farm* - a hearing was held on 3 February 2020. The applicant has submitted a right of reply and the hearing is now closed. A decision is due on 10 March 2020;
- *Fiordland Trails Trust's application to affect a wetland by the placement of a cycleway near Manapouri* - Council's consultant planner recommended that consent be refused and the applicant subsequently lodged a further application to modify the cycleway with an additional culvert. The applicant suspended the process shortly after receiving the recommending report. The application will be determined by independent commissioner, Sharon McGarry, in a joint hearing scheduled for 30 March 2020;
- *Fiordland Trails Trust second application to install third culvert (in relation to application above)* – submissions have closed. A joint hearing is scheduled for 30 March 2020;
- *Castlerock Farming's application to take and use groundwater from the Lumsden aquifer* – a timeframe extension was approved to allow aquifer testing prior to the scheduling of the hearing;
- *Te Anau Earthworks Limited's application to disturb the bed of the Mararoa River at the Lagoon Creek confluence, for gravel extraction purposes* – the submitters withdrew their right to be heard. The Acting Consents Manager determined the application could be decided under delegated authority. This was subsequently done and granted;
- *Pyper's Produce application to discharge contaminated vegetable wash-water to land from the base of a storage pond and an irrigator at Lochiel Branxholme Road* – the application has been sent for an independent decision;
- *South Dairy Limited application to expand existing dairy farms operations* – the application was suspended at the applicant's request.

Points to note

- An appeal has been received from Sanford on the Zane Smith decision.
- Ngāi Tahu seafood resources applications to develop approximately 2,500 hectares of coastal space for fin-fish farming is on hold for further information – a site visit for officer and experts is being planned.

Timeframe compliance for the period 27 November to 14 February 2019 was 91%, due to team leader vacant position and departing team member.

Compliance

Compliance work programmes have been impacted by staff vacancies.

The winter grazing programme is coming to an end, with charges being laid in some cases.

There is a commitment to complete the monitoring programmes for the year using the priorities in the Compliance Plan.

A small water take programme has been completed and compliance technical staff are now focusing on the larger water takes.

Harbour Management Activity

The recent Milford Sound and rest of Southland weather event has been a particularly busy period for everyone including the maritime team. The floods and slips in Milford flushed large amounts of debris into the fiord, creating significant navigation safety risks for all vessels. In an unprecedented move, Milford Sound was closed to all shipping and boating by the Harbourmaster, a period which lasted for six days, before being reopened to allow vessel operations to resume operations during daylight hours only. This restriction will be constantly reviewed, and once the level of risk has been reduced to an acceptable level, normal vessel operations will be allowed to resume.

For the current cruise ship season, of the 95 scheduled visits so far, there have been 15 weather or event related cancellations.

Final work is being undertaken on the development of a Fiordland/Stewart Island Safety Management System. This should be completed in the next few weeks.

Another milestone is the Fiordland VHF project to install effective communication around Fiordland. Stage two of the Mt Grono VHF building site in Doubtful Sound has been completed, with the site operational on a stand-alone basis only. Once this site is linked with the VHF site in Dusky Sound, there will be complete VHF coverage through to Bluff.

On-site audits of oil transfer sites have been ongoing, with seven sites having been audited so far.

The maritime team has spent a considerable amount of time locating the owner of a derelict vessel that sank at Braggs Bay Beach on Stewart Island. This matter is ongoing.

Report – Operations Directorate

Catchment Operations

In the period October through to December 2019 significant rainfall was recorded in the Waiau catchment and across all lower South Island alpine catchments, including tributaries of the Waiau River. Lake levels at Te Anau and Manapouri were also the second highest on record. This combination of rainfall and inflow events resulted in flooding in the Lower Waiau River.

During this period of high flow, river induced bank erosion was exacerbated, as is typical in high flows across the region affecting properties adjacent to the Waiau riverbed. Inundation of farmland resulted with fence-line breaks and debris fallout, requiring a clean-up response, which is ongoing. Discussions are ongoing with the rating district about future funding for erosion protection.

Southland had a significant rainfall event in the week of 3 February 2020. Records river levels were recorded in the Mataura catchment and high levels in the Oreti system. All catchments have been affected in some way.

While some minor breaches occurred in the flood protection, all urban stopbanks managed to contain the high flows. Catchment staff are inspecting all flood protection systems in Southland and building a response plan to address all issues found. Urgent issues are being dealt with immediately.



Staff will give a presentation at the Council meeting.

Land and Water Services

Most of the team have had a good holiday break, which has coincided with schools, community groups, catchment groups and farmers taking a break. The team has returned to fine weather and a busy programme ahead working with the community to deliver its focus activity programme, Enviroschools, Beef+Lamb NZ LEP workshops, and a host of other community-based activities.

The organisational response to wintering is continuing, with cultivation flights currently underway. There has been significant media and stakeholder coverage to accompany this initiative. Phase 2 of this response has commenced, with the focus on “preparing for winter”. The focus on industry working with their people is very important and Council continues to remind people of this.

Planning for the next Long-term Plan is in its early stages, and includes development of a Southland planting programme.

As a result of recent flooding, the LAWS team has been deployed at the emergency management building, in the field, and helping the Rural Support Trust with its work.

Biosecurity & Biodiversity Operations

Marine

The January 2020 compliance trip was successful, with 25 vessel inspections completed. All hulls were found to be compliant and 19 vessels had clean vessel passes. Overall there have been less applications for Clean Vessel Passes (CVP) for the summer of 2019/20. The weather has appeared to be discouraging recreational users travelling to Fiordland.

Between 6-10 January 2020, the Ministry for Primary Industries, Biosecurity New Zealand and Environment Southland undertook a compliance and surveillance trip covering the southern fiords, including Doubtful Sound, Preservation Inlet, Chalky Inlet, Dusky Sound and Breaksea Sound. A total of 25 vessels were intercepted and 23 of these received a hull inspection. Six vessels did not have a CVP, including two recreational trailer boats. Cost recovery charges have been applied to the four remaining vessels.

Divers have been returning to Fiordland every month to undertake *Undaria* containment in Breaksea Sound and elimination in Chalky Inlet. Divers have found immature *Undaria* in similar locations in Breaksea Sound (north and south wall) with very few found in the Acheron Passage. The main population at Beach Harbour is still dense and flourishing. Some mature *Undaria* has also been found in the vicinity of Sunday Cove. In Chalky Inlet, divers have not found any *Undaria* juveniles since October 2019. Trips are planned for March, April, May and June 2020, with further trips being contingent on securing funding for the 2020/21 financial year.

The University of Otago has been contracted, through Envirolink funding, to develop a Southland Marine Biosecurity Surveillance, Monitoring and Compliance Plan.



Pest Plants

The weed programme is beginning to see the benefits of the new Regional Pest Management Plan. Staff time has been transferred from old compliance programmes to carry out work on the ground and target priority weeds. New programmes have started on gunnera at Bluff Cliffs, Buddleia in Fiordland and increased control of German ivy in Bluff. Staff have also completed surveys for Reed Sweet Grass in the Makarewa and started implementing the site-led weed programme for Stewart Island/Rakiura, with control work on gunnera and surveys of knotweed species. 450 ha of Wilding Conifer aerial control has been completed at Mid Dome.

Pest Animals

- The possum control area programme is continuing to expand with two new PCAs in progress around Nine Mile and Mataura. Maintenance of existing PCAs and monitoring is continuing as normal.
- In conjunction with Predator Free Southland, all community groups within Southland have been contracted to find out their pest control needs and to help improve the service provided to them.
- Predator Free Waituna’s trial of new wireless technology is still experiencing some technical issues but a small network of traps is now functioning in the field. Staff are monitoring the network carefully and working to improve its efficiency. It will not be rolled out over a wider area until staff are confident the technology is working correctly.
- On 4 February 2020 a successful workshop was held introducing staff, community groups and contractors to new pest control technology. It was well attended, with over 30 participants.

Report – Science & Information Directorate

Communications

The communications team has been heavily involved in the public information management (PIM) function at Emergency Management Southland in the lead up to, and during, the state of emergency due to the flooding earlier in February.

The team also led Environment Southland’s attendance at the Southern Field Days, sharing a site with the Southland District Council. There were three engagement activities: asking people where they would like to see Environment Southland focus its efforts on climate change with five suggested options; what individuals were willing to improve water quality with five suggested options, plus any ideas for change wall poster that people could write on. The new ES online pest hub was also launched at the field days.

Science Informatics & Operations

Various routine State of the Environment environmental monitoring/data collections and data handling/management activities that inform the science programmes are ongoing. Examples include river flow and rainfall (hydrological response), river, lakes, estuary and groundwater quality (nutrient and sediment loads) and aquatic ecology (aquatic macro-invertebrates and periphyton).

Significant recent activity related to providing critical floodwarning information (river level/flow and rainfall) from Council’s floodwarning network and predictive models in order for key decisions to be made at an early stage, contributing to the emergency floodwarning response in Southland.

The network and telemetry arrangements held up well, with key information available on Council's website/telephone system throughout the event. Subsequently, all sites are being systematically checked for damage/repairs and essential maintenance. Data requests and analysis will continue for some time, as well as providing essential information for ongoing flood defence management. Commitment and contributions from the hydrology/ floodwarning team and technical support staff has been excellent throughout.

Science Strategy & Investigations

The science team was present at the Environment Court hearing relating to allocation of water for irrigation in the Matura catchment. This case has been ongoing for a number of months and has required significant input from the team.

The science team has also been running Citizen Science workshops with staff and they have been well attended. A System Thinking project with Justin Connolly has commenced, which is looking at using system dynamics exploring how rubbish in the environment is perceived and affects people's interaction with freshwater.

The freshwater team has commenced bio-monitoring and the estuary team is busy mapping estuaries across Southland.

A number of staff have spent a significant amount of time helping out at the Emergency Operations Centre during the flood emergency.

Report – Corporate Services Directorate

People & Capability

January has been a fairly quiet month with most staff on annual leave for rest and recuperation. This has resulted in outstanding annual leave balances reducing significantly, which is good for overall wellbeing.

Work continues to progress in the *Leadership Development Programme* (part of the ES Way) with the third and final 3-day workshop due at the beginning of March 2020.

In-between workshops, managers and general managers continue to work in teams to apply some of the tools and techniques learnt, plus complete pre-work in preparation for the upcoming workshop.

Ongoing support to the organisation on:

- people issues;
- six month performance reviews;
- recruitment (also having a quiet start to the year).

Continuous improvement:

- employee engagement - collation of data from three and 12 month new employee check-ins;
- ongoing review and updating of HR policies.

Finance

Work is underway for the 2020/21 Annual Plan and preliminary work has started on the 2021-2031 Long-term Plan.



Research into alternate reporting formats for Organisational Performance and Audit Committee reports has been undertaken.

Progress continues has been made in systems efficiency.

Records and Office Support

A significant amount of work is progressing in the people and vehicle safety space, with the roll-out and implementation of Get Home Safe (People Safety) and E-Roads (Vehicle safety/tracking). This work is cross-divisional, with the development of policies and standard operating procedures. Front desk staff will have the task of monitoring the systems during office hours, with team leaders and managers involvement should a situation occur.

Work continues in procurement with future implementation of the new Procurement Policy and Manual.

Records and office support have provided assistance to Emergency Management Southland in various support roles in the Emergency Co-ordination Centre.

Organisational Support

The focus of the team since returning to work from the holiday break, has been on preparing and supporting the catchment division with the annual round of river liaison meeting information, before heading into the recent flood events. Our team then focused on supporting the emergency response both with logistical arrangements in the ECC, and by providing coverage to other teams, whilst their team members responded. It has been an extremely busy start to the new year.

Attachments

None



Item 2 Financial Report to 31 December 2019

MORF ID: A538933	Strategic Direction:
Report by: Tanea Hawkins, Finance Manager and Tracey Adendorff, Financial Accountant	Approved by: Neil Selman, General Manager, Corporate Services
Executive Approval: Neil Selman, General Manager, Corporate Services	

Purpose

For Council to note the financial report to 31 December 2019.

Summary

This report covers the six month period from 1 July 2019 to 31 December 2019.

The result for the period ended 31 December 2019 is an unfavourable variance of \$52,000. Expenses are \$352,000 below budget, income is \$133,000 below budget while investment income is \$270,000 below budget.

Recommendation

It is recommended that Council resolve to note the financial report to 31 December 2019.

Report



Statement of Financial Performance
for the period ended 31 December 2019

	Month			Year to Date			Year Ended	
	Actual	Budget	Last Year	Actual	Budget	Last Year	Budget	Last Year
Income								
Rates	1,514,121	1,513,420	1,415,698	9,083,321	9,080,516	8,494,187	18,161,026	16,988,373
Other Income	873,070	1,007,162	1,094,610	7,506,752	7,124,316	7,494,882	11,929,906	11,110,872
Operating Income	2,387,191	2,520,582	2,510,307	16,590,073	16,204,832	15,989,068	30,090,932	28,099,245
Expense								
People	1,334,528	1,403,347	1,791,302	8,874,004	8,953,675	8,067,506	18,073,937	15,778,531
Contractors/Consultants	1,225,784	1,096,322	839,449	3,913,330	3,237,836	2,291,794	6,506,099	6,641,099
Operational	807,161	1,210,906	709,165	5,449,779	6,176,124	5,373,956	10,781,787	10,681,329
Depreciation	60,861	69,424	62,656	358,388	416,544	379,845	833,088	729,455
	3,428,334	3,779,999	3,402,572	18,595,500	18,784,179	16,113,101	36,194,911	33,830,413
Operating Surplus/(Deficit)	(1,041,142)	(1,259,417)	(892,265)	(2,005,427)	(2,579,347)	(124,033)	(6,103,979)	(5,731,167)
Investment Income								
Dividends	-	-	-	3,235,063	3,226,517	3,226,691	4,534,809	4,534,809
Income from Investments - realised	33,907	120,390	144,035	319,863	676,302	582,054	1,382,468	1,146,605
Income from Investments - unrealised	(183,668)	-	(538,467)	1,125,705	-	(1,578,929)	-	1,236,583
	(149,761)	120,390	(394,432)	4,680,632	3,902,819	2,229,816	5,917,277	6,917,997
Total Surplus /(Deficit)	(1,190,904)	(1,139,027)	(1,286,697)	2,675,205	1,323,472	2,105,783	(186,702)	1,186,830

Variances to Budget
for the period ended 31 December 2019

Group	Month	YTD
Income		
Rates	701 F	2,805 F
Other Income	(134,092) U	382,436 F
Expenses		
People	68,819 F	79,671 F
Contractors & Consultants	(129,462) U	(675,494) U
Operational	403,746 F	726,345 F
Depreciation	8,563 F	58,156 F
Operating Variance	218,275 F	573,920 F
Investment Income		
Dividends	0 U	8,546 F
Income from Investments	(270,151) U	769,267 F
Total Variance	(51,877) U	1,351,733 F

Group	Month	YTD
Other Income	Levies and contributions behind budget	Consent recoveries are ahead of budget by \$461K.
People		YTD is on budget for end of December
Contractors & Consultants	Consent consultants are \$70K over budget.	Consent consultants are \$563K over budget.
Operational	Variance in timing of expenditure for Grants and Fairway spraying	River works and Channel maintenance under budget due to weather conditions.
Income from Investments	Portfolio affected by strengthening currency	Strong capital gains over the year.



Statement of Financial Position
As at 31 December 2019

	Actual	Last Year
Current Assets		
Cash and Deposits	6,907,822	8,767,760
Trade and Other Receivables	5,058,790	4,210,436
Inventories	109,254	120,093
Prepayments	-	96,130
Managed Funds	35,289,543	30,679,751
Total Current Assets	<u>47,365,409</u>	<u>43,874,170</u>
Non Current Assets		
Shares In Subsidiary	8,720,787	8,720,787
Other Financial Assets	169,673	160,721
Investment In Related Party	798,118	798,118
Property Plant & Equipment	37,865,862	37,640,783
Total Non Current Assets	<u>47,554,439</u>	<u>47,320,409</u>
Total Assets	<u><u>94,919,848</u></u>	<u><u>91,194,579</u></u>
Current Liabilities		
Trade and Other Payable	4,547,763	3,141,645
Employee Entitlements	1,098,638	1,148,175
Rates Invoiced in Advance	9,084,725	8,494,187
Total Current Liabilities	<u>14,731,128</u>	<u>12,782,499</u>
Net Assets	<u><u>80,188,720</u></u>	<u><u>78,412,080</u></u>
Equity	<u><u>80,188,720</u></u>	<u><u>78,412,080</u></u>



Statement of Cashflows
for the period ended 31 December 2019

	This Year	Last Year
Cash flows from operating activities		
Cash was provided by / (applied to):		
Receipts from customers	23,347,241	22,306,989
Interest received	219,986	(960,661)
Dividends received	3,235,063	3,226,691
Payments to suppliers and employees	(19,300,839)	(15,177,782)
Finance costs	(75,021)	(52,243)
Net cash flow from operating activities	7,426,430	9,342,994
Cash flows from investing activities		
Cash was provided by / (applied to):		
Reduction of Managed Funds	(217,826)	2,000,000
Purchase of property, plant and equipment	(496,796)	(115,373)
Net increase/(decrease) in Cash	6,765,917	11,251,762
Cash at the beginning of the financial year	141,906	(2,484,002)
Cash at the end of the period	6,907,822	8,767,760



Debtors as at 31 December 2019

AGED DEBTORS/RATES - 31 DECEMBER 2019						
	Current	1 mth	2 mths	3 mths	> 3 mths	Total
Rates	2,007,852	-			768,697	2,776,549
Debtors	700,028	44,236	117,499	133,780	468,794	1,464,338
Prosecutions & Accruals	-	-	-	-	371,503	371,503
	2,707,880	44,236	117,499	133,780	1,608,995	4,612,391
LESS: Provision for Doubtful Debts						(260,866)
TOTAL Receivables						4,351,525

Views of affected parties

There are no matters in this report which require consideration under this heading.

Compliance with Significance and Engagement Policy

There are no issues within this report which trigger matters in this policy.

Considerations

Legal implications

This report is prepared taking into account the prudential requirements of Part 6 of the Local Government Act.



Item 3 Financial Reporting to Council

MORF ID: A543259	Strategic Direction:
Report by: Neil Selman, General Manager, Corporate Services	Approved by: Rob Phillips, Chief Executive
Executive Approval: Rob Phillips, Chief Executive	

Purpose

For Council to approve the process of presenting financial information to the Organisational Performance and Audit Committee only.

Summary

At a recent Organisational Performance and Audit Committee (OPAC) workshop, discussions were held regarding duplication in reporting of financial information, i.e. at times financial reports are presented to the Committee for noting and then again to the following Council meeting.

Previously, the financial schedule of reporting for the next three-month period would have been as follows:

Date of Meeting	Council/Committee	Financial Report End Date
5 February 2020	Organisational Performance & Audit Committee	31 December 2019
26 February 2020	Ordinary Meeting of Council	31 December 2019
19 March 2020	Organisational Performance & Audit Committee	31 January 2020
8 April 2020	Ordinary Meeting of Council	29 February 2020

In order to avoid duplication and keeping in line with the OPAC Terms of Reference, the Committee felt that going forward it would be sufficient for financial reports to be noted at OPAC meetings only.

Formal Council approval to adopt this process is now sought.

At the workshop there was also discussion on revising the frequency and format of financial reporting to OPAC and this is to be worked through with the Committee at the next meeting.

Recommendation

It is recommended that Council resolve to approve that all future financial reports are to be presented through the Organisational Performance and Audit Committee.



Item 4 Investment Report to 31 December 2019

MORF ID: A537018	Strategic Direction: Council Policy
Report by: Tanea Hawkins, Finance Manager	Approved by: Neil Selman, General Manager, Corporate Services
Executive Approval: Neil Selman, General Manager, Corporate Services	

Purpose

For Council to note the investment report to 31 December 2019.

Summary

At 31 December 2019, the total of Council’s managed fund investments amounted to \$35,289,543, a decrease of \$202,318 from 30 November 2019. Total investment surplus for the year to 31 December 2019 of \$1,445,568 is favourable to budget by \$769,266.

Recommendation

It is recommended that Council resolve to note the investment report.

Report

Investment Results

Summary of Performance

	Current Month - DECEMBER			YTD		
	EQUITY	INTEREST	TOTAL	EQUITY	INTEREST	TOTAL
JBWere						
Gross Income	77,918	96,568	174,487	229,072	257,768	486,840
Realised/Unrealised Gain/(Loss)	(196,636)	(115,218)	(311,854)	956,322	41,198	997,520
LESS Tax (Coupon/Dividend)		(14,533)	(14,533)		(40,951)	(40,951)
Total JB Were before Fees	(118,717)	(33,183)	(151,901)	1,185,393	258,016	1,443,409
Other Income			-			-
ANZ Call Account Interest		2,140	2,140		2,140	2,140
IRD Interest		-	-		20	20
Total Income (per Statement of Financial Performance)	(118,717)	(31,044)	(149,761)	1,185,393	260,175	1,445,568
LESS Quarterly Mgmt Fees		(50,417)	(50,417)		(99,878)	(99,878)
Total Return	\$ (118,717)	\$ (81,461)	\$ (200,178)	\$ 1,185,393	\$ 160,298	\$ 1,345,691
Net Investment Income			\$ (200,178)			\$ 1,345,691

Statement of Position

Cash and portfolio investments held by Council at 31 December 2019 (excluding South Port) are:

	NOVEMBER	DECEMBER	INC/(DEC)	% HOLDING	% SIPO
Cash and Deposits					
ANZ - Cheque Account	4,043,115	4,609,933	566,818		
Petty Cash	1,250	750	(500)		
ANZ - Call Account	-	2,297,140	2,297,140		
Westpac - Call Account	-	-	-		
Total Cash and Deposits	\$ 4,044,365	\$ 6,907,822	\$ 2,863,457		
Portfolio Investments (JBWere)					
Growth Assets:					
NZ Equities	2,611,395	2,355,976	(255,419)	7%	4% - 12%
AUS Equities	2,463,589	2,406,074	(57,516)	7%	4% - 12%
Offshore Equities	9,808,892	10,186,753	377,861	29%	20% - 40%
Property	1,702,974	1,321,763	(381,210)	4%	2.5% - 7.5%
Income Assets:					
Global Bonds	4,370,312	4,388,999	18,687	12%	5% - 20%
NZ Bonds	12,027,326	12,340,404	313,078	35%	25% - 45%
Cash	2,507,372	2,289,573	(217,799)	6%	1% - 20%
Total JBWere Portfolio	\$ 35,491,861	\$ 35,289,543	\$ (202,318)	100%	

At 23 January 2020, the bank balance was \$618,433 in funds and the on-call account is currently \$4,597,140.

Actual Performance vs Benchmark

	NZ EQUITIES		AUS EQUITIES		OFFSHORE EQUITIES		N Z BONDS		OFFSHORE BONDS		PROPERTY		TOTAL Act
	Act	B/Mark	Act	B/Mark	Act	B/Mark	Act	B/Mark	Act	B/Mark	Act	B/Mark	
Holding:	7%		7%		29%		35%		12%		4%		
Jan-19	2.24%	1.98%	3.26%	4.00%	6.02%	4.34%	0.57%	0.56%			1.53%	1.80%	2.36%
Feb-19	3.99%	3.78%	5.29%	5.24%	5.01%	4.54%	0.21%	0.55%			1.58%	1.59%	2.19%
Mar-19	5.65%	5.58%	0.15%	0.50%	-0.10%	1.25%	1.53%	1.16%			5.23%	4.92%	1.49%
Apr-19	2.79%	1.72%	4.61%	3.73%	7.28%	5.77%	0.16%	-0.06%			1.90%	1.76%	2.64%
May-19	1.86%	1.04%	1.62%	2.43%	-4.32%	-3.67%	1.01%	1.23%	0.84%	1.41%	0.84%	1.41%	-0.32%
Jun-19	3.82%	3.79%	2.27%	1.94%	3.39%	3.45%	1.14%	0.64%	1.50%	1.30%	6.20%	5.95%	2.25%
Jul-19	3.12%	3.40%	1.98%	2.89%	2.47%	2.10%	0.91%	0.77%	0.56%	0.73%	2.95%	3.29%	1.59%
Aug-19	-1.67%	-0.93%	-1.13%	-0.12%	1.65%	2.21%	1.49%	1.51%	1.53%	2.30%	3.12%	3.18%	1.19%
Sep-19	2.04%	1.57%	3.26%	2.54%	2.44%	2.74%	-0.01%	-0.06%	-0.55%	-0.55%	1.97%	1.91%	1.11%
Oct-19	-2.21%	-1.26%	1.13%	-0.47%	0.37%	0.48%	-0.15%	-0.41%	0.14%	-0.24%	-2.75%	-1.44%	-0.14%
Nov-19	6.10%	4.90%	3.30%	1.30%	1.79%	2.39%	-0.41%	-0.15%	-0.18%	-0.17%	-0.60%	-1.75%	0.94%
Dec-19	0.79%	1.55%	-1.83%	-3.26%	-1.35%	-1.46%	-0.28%	-0.64%	0.47%	-0.24%	2.95%	2.50%	-0.39%

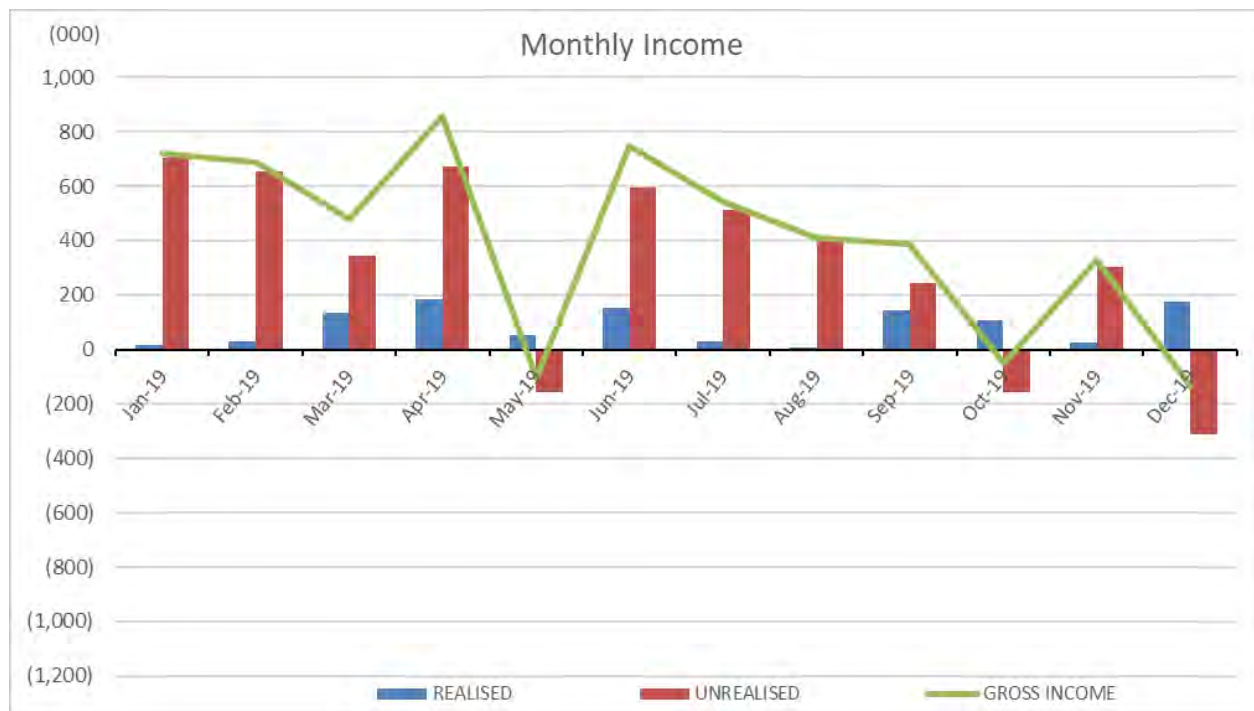
Rolling Return (From 1 January 2019)

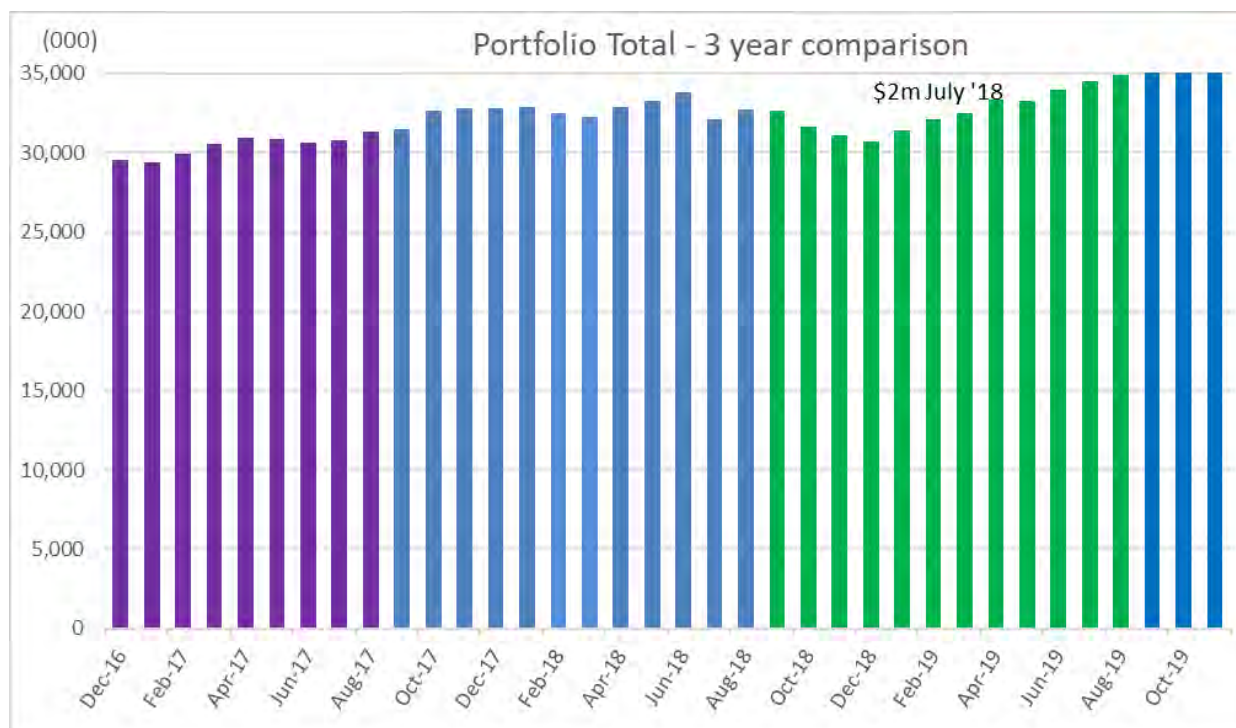
32.12%	30.42%	26.41%	22.46%	26.95%	26.53%	6.33%	5.20%	4.37%	7.48%	31.31%	31.08%	15.91%
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Portfolio Earnings before Imputation Credits and Expenses

	REALISED	%	UNREALISED	%	GROSS INCOME	%
Jan-19	17,141	0.06%	705,825	2.27%	722,966	2.32%
Feb-19	31,557	0.10%	655,616	2.11%	687,173	2.21%
Mar-19	134,738	0.43%	344,409	1.11%	479,147	1.54%
Apr-19	185,882	0.60%	672,310	2.16%	858,192	2.76%
May-19	50,664	0.16%	(155,887)	-0.50%	(105,223)	-0.34%
Jun-19	155,141	0.50%	593,239	1.91%	748,380	2.40%
Jul-19	27,842	0.09%	513,545	1.65%	541,387	1.74%
Aug-19	8,955	0.03%	402,765	1.29%	411,720	1.32%
Sep-19	142,573	0.46%	245,063	0.79%	387,636	1.25%
Oct-19	108,196	0.35%	(157,630)	-0.51%	(49,434)	-0.16%
Nov-19	24,788	0.08%	305,630	0.98%	330,418	1.06%
Dec-19	174,487	0.57%	(311,854)	-1.02%	(137,367)	-0.45%
Total Income	1,061,963	3.46%	3,813,031	12.43%	4,874,995	15.89%





JBWere Commentary

Despite slowing global growth and no shortage of uncertainties for investors to grapple with throughout the year, 2019 finished as the best year for global equity markets since the financial crisis, thanks largely to actions of central banks. The year ended with another solid month in December (in local currency terms), with a number of these uncertainties abating somewhat. A “phase one” trade deal was finally agreed between the US and China, meaning the feared 15 December 2019 tariffs on consumer goods imports from China were avoided; the Tories won a convincing majority in the UK election leading to Boris Johnson’s Brexit deal being agreed in Parliament; and the US-Mexico-Canada trade deal (USMCA) was passed by the US House, setting up for ratification in the Senate in 2020. All of this set equities up to rally nicely into the end of the year.

December was a slightly softer month for the Environment Southland portfolio as it returned -0.39%, or \$137,367. The ~5% strengthening of the NZD/USD and ~1% strengthening of the NZD/AUD were headwinds for the portfolio during the month. For 2019, the portfolio returned 15.91%, or \$4,874,801. A number of changes were made to the portfolio in December to represent the change in our Tactical Asset Allocation tilts. Offshore equities were lifted to neutral, while a modest underweight position in property was implemented to offset this. In addition, the New Zealand Bond portfolio was rebalanced following the recent interest rate rally. We remain comfortable with the current asset allocation and believe the Environment Southland portfolio remains well positioned going forward.

Views of Affected Parties

There are no matters in this report which require consideration under this heading.

Compliance with Significance and Engagement Policy

There are no issues within this report which trigger matters in this policy.



Legal Compliance

This report is prepared taking into account the prudential requirements of Part 6 of the Local Government Act.

Consistency with Council's LTP/Annual Plan/Policy/Strategy

This report is consistent with reporting financial results against Council's Long-term Plan for the 2019/20 year.

Financial and Resource Implications

This investment report covers the six months ending 31 December 2019.

Total investment surplus to 31 December 2019 of \$1,445,568 has a favourable variance of \$769,266 against a budgeted surplus of \$676,302.



Policy Issues and Decisions
(Kaupapa Whakaputa Whakatau)

Item 5 Adoption of the 2019-2022 Southland Region Triennial Agreement

MORF ID: A543282	Strategic Direction: All
Report by: Jan Brown, Executive Assistant	Approved by: Rob Phillips, Chief Executive
Executive Approval: Rob Phillips, Chief Executive	

Purpose

To seek Council adoption of the 2019-2022 Triennial Agreement.

Summary

The preparation and adoption of a Triennial Agreement is a mandatory requirement under the Local Government Act for all the local authorities within a region. Environment Southland has co-ordinated this exercise for the Mayoral Forum following the past four or so local body elections.

Recommendation

It is recommended that Council:

- 1. consider the reviewed Southland Regional Triennial Agreement; and**
- 2. pursuant to Section 15, Local Government Act 2002 adopt the 2016-2019 Triennial Agreement and apply the Common Seal.**

Report

Background

The Local Government Act requires that the current 2016-2019 Triennial Agreement be replaced/amended and adopted to take effect no later than 1 March after each triennial election.

The new 2019-2022 Triennial Agreement is attached in a tracked changes version.

The Triennial Agreement has been discussed at length with the Chief Executives and the Southland Mayoral Forum – each of which group indicated any changes required. As a result there has been some minor changes made, including acknowledging the establishment of Great South. The Agreement has been adjusted to reflect the Chief Executives’ and the Mayoral Forum’s suggestions and is now submitted for consideration by Council. If the document as presented is acceptable, Council is asked to adopt the Agreement and apply the Council seal to a copy.

Each Council will formally adopt the Triennial Agreement at their next available Council meetings.

Changes made to this version are clearly visible, and are largely minor tidy-ups, and a re-ordering of the document. Otherwise the document remains very similar to previous versions that have been presented and signed.

Views of Affected Parties

The draft versions were prepared by Environment Southland staff and circulated to the Chief Executives of the four Southland local authorities, as well as to the Mayoral Forum. Minor adjustments were made as a result of that feedback.

Compliance with Significance and Engagement Policy

The Significance and Engagement Policy only applies to the engagement with the other local authorities, which has been done.

Legal Compliance

The Triennial Agreement, once signed and sealed by the four Councils, provides compliance with the requirements of the Local Government Act 2002.

Consistency with Council's LTP/Annual Plan/Policy/Strategy

The need for an Agreement is a statutory requirement. There are no implications for any of the Council's other statutory documents.

Financial and Resource Implications

The reasons behind having a Triennial Agreement are to create efficiency in service delivery and to ensure that local authorities consider joint and shared arrangements, and to provide the basis for co-ordination of effort and more of common interest. There may be some financial implications from those interactions, but those would be discussed and agreed by Council as required, should they arise.

Conclusion

The Triennial Agreement as presented meets the requirements of the Local Government Act 2002. It is now ready for adoption by the Council.

Attachments

1. 2019-2022 Triennial Agreement Southland Region

Triennial Agreement Southland Region

For the triennium October 2019 to October 2022,

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STATEMENT OF INTENT

This agreement represents the shared desire of local government in the Southland Region to pro-actively collaborate and co-operate with each other, to maximise effectiveness and efficiency and to meet the current and future needs and interests of their respective communities.

PREAMBLE

The Local Government Act 2002 recognises that each individual local authority is only one player in the achievement of community needs and interests, and that attaining those objectives goes beyond local authority boundaries. The Act, through its principles further recognises that local authorities will need to actively seek to collaborate and co-operate with other local authorities and bodies to improve the effectiveness and efficiency with which it achieves its identified priorities and desired outcomes. The main framework for co-ordinating the collaboration between different local authorities is the Triennial Agreement.

This Agreement is deemed to meet the requirements of section 15 of the Local Government Act 2002.

For the legal context see Appendix 1.

PURPOSE

Through this Triennial Agreement, local authorities are encouraged to work together to recognise and provide for the local authorities playing a broad role in promoting the social, economic, environmental and cultural well-being of their communities in the present and for the future, while taking a sustainable development approach. This agreement provides an opportunity to reinforce the principle of collaboration and improve communication and co-ordination at all levels of local government in the Southland Region.

It is recognised that a significant level of formal and informal collaboration and co-

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operation already exists between the local authorities. The success of the Triennial

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Agreement will be demonstrated through expanded relationships that help the local authorities to work co-operatively and collaboratively to advance community goals for the region as a whole. This agreement does not address local authorities' relationships with Central Government agencies or other important sectors of the community, each of which will also be important to the effective delivery of community outcomes.

Appendix 2 lists possible areas of collaboration.

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SIGNATORIES

The parties:

- Gore District Council
- Invercargill City Council
- Southland District Council
- Environment Southland (Southland Regional Council).

PRINCIPLES AND PROTOCOLS

The parties agree to work in good faith together for the good governance of their localities and the region.

Signatories to this agreement recognise that:

1. the communities within the Region are diverse and encompass a range of desired outcomes. Issues and concerns that are shared by some local authorities may be of little relevance to others. This Triennial Agreement acknowledges that it must have a range of sub-agreements or protocols developed for communication and co-ordination on local issues and media responses between and among local authorities.
2. collaboration among local authorities is necessary to address increasingly complex governance issues. Many issues cannot be solved by any one agency acting alone. Issues such as community safety and sustainable

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development do not have simple solutions. This includes a commitment to make staff available across local authority boundaries during emergencies.

3. it is desirable that collaboration occur at both the governance and operational levels.

4. collaboration can make planning more efficient, reduce costs, increase available resources and help make strategic judgments about the allocation of resources and the delivery of services.

5. collaboration can help the local authorities promote the social, economic, cultural and environmental well-being of communities in the Region.

6. this agreement establishes a platform for ongoing discussion and consultation on issues, policy and programmes.

7. the councils agree to act in good faith on issues of information and disclosure.

8. the councils agree to work collaboratively in an open and transparent manner.

9. as signatories to this agreement all councils will ensure provision of the following:

(a) early notification to affected councils, through the distribution of draft documentation and information, of major policy discussions which may have implications beyond the boundaries of the decision-making council. This specifically includes the development of consultation policies and policies on significance and engagement.

(b) opportunities for all councils in the region to be involved in early consultation on the development of one another's draft Annual Plan and draft Long-term Plan

and other significant policy consultation processes or consultation documents.

(c) the application of a 'no surprises' policy, whereby early notice will be given over disagreements or differences between councils concerning issues, policy or programmes, before critical public announcements are made.

(d) where practicable, avoidance of unnecessary duplication by jointly or in a collaborative manner, engaging with communities and agencies in order to identify community outcomes and to prioritise those outcomes.

MAYORAL FORUM

The four Councils commit to continue the Southland Mayoral Forum is a collaborative group made up of the Mayors and regional Chair. Its purpose is to provide governance leadership to programmes and projects with a regional perspective that cut across the local authorities and which require integrated leadership.

Terms of Reference for the operation of the Mayoral Forum have previously been agreed.

THE CHIEF EXECUTIVE OFFICERS

The Chief Executive Officers will meet on a regular basis to:

- Implement and manage collaborative projects and agreed actions;
- Identify and escalate strategic issues and opportunities for collaboration on strategy, policy and planning; and
- Include a framework for collaboration in the governance and management of effective and efficient delivery of services, infrastructure and regulatory functions across the region.

within a context that promotes the social, economic, environmental and cultural well-being of communities in the present and for

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[The CEs will be the “clearing house” for addressing strategic, emerging or identified issues.](#) Emergency meetings between the combined CEOs can be called as required.

This does not preclude meetings being coordinated by councils other than the council next on the rotation, on request.

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GENERAL APPROACH TO CONSULTATION

Signatories to this agreement will endeavour to:

1. work jointly to share resources for the purpose of preparing background information on the various communities within the Region. Such information may include demographics, survey data and scientific studies and the analysis of social, economic, environmental and cultural trends.
2. actively collaborate and cooperate with government agencies and local authorities outside the region as considered appropriate to promote or achieve regionally focused priorities and desired outcomes, while making efficient use of resources, and in situations where issues and potential solutions cross local authority boundaries.
3. develop agreed or joint approaches to engaging with the media (including development of joint media statements), Government agencies, tangata whenua, and other organisations.
4. develop processes, protocols and agreements through which the councils can jointly participate in identifying, delivering services (e.g. S.17A, LGA), and funding facilities of significance to more than one district.
5. promote communication and co-operation among the local authorities in the Region.
6. provide early for notification/circulation of information, and participation in, decisions that may affect other local authorities in the Region.
7. make draft strategies, policies and plans available to all local authorities in the Region for discussion and development.
8. recognise that shared services in the region, or joint procurement approaches with joint or separate contracting, can bring efficiencies and savings in terms of planning, administration, consultation and operations; increases in available resources and promotion of cooperative approaches to the allocation of resources (refer to Appendix [2 and Shared Services Forum MOU](#)).
9. use our statutory reporting documents to report steps taken to implement the intent of this document.
10. the following consultation process (in terms of Clause 3A, First Schedule RMA) will apply to any change, variation, or review of the Regional Policy Statement for the Southland Region, and the preparation of any future Regional Policy Statement:
 - (a) Environment Southland will seek the input of territorial authorities into the review of the Regional Policy Statement for the Southland Region.
 - (b) Environment Southland will make available to all local authorities, for discussion and development, draft copies of:
 - any change or variation to the Regional Policy Statement
 - any proposed Regional Policy Statement.
 - (c) territorial authorities will be given a reasonable period of time, but no less than 30 working days, to respond to any such proposal. Environment Southland agrees to consider fully any submissions and representations on the proposal made by territorial authorities within the region.

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SIGNIFICANT NEW ACTIVITIES PROPOSED BY THE REGIONAL COUNCIL

If Environment Southland or a regional council-controlled organisation proposes to undertake a significant new activity, Section 16 of the Local Government Act 2002 shall be adhered to.

As part of this communication process, the parties agree to discuss the issues involved at one or more of the existing forums, and to provide early drafts of proposals to affected councils for early comment. This includes amendment of the Environment Southland's significance and engagement policy.

Where it is proposed that Environment Southland undertakes significant new activities that are undertaken or have been proposed in a consultation document to be undertaken by one or more territorial authorities within the Region:

- a. Environment Southland will as soon as practicable inform all territorial authorities within the Region of:
 - the nature of the activity proposed to be undertaken
 - the scope of the proposal (including size, districts covered and why)
 - the reasons for the proposal.
- b. territorial authorities will be given a reasonable period of time, but no less than 30 working days, to respond to any such proposal. Environment Southland agrees to fully consider any submissions and representations on the proposal made by territorial authorities within the Region.
- c. should there be substantive disagreement between the local authorities about whether

Environment Southland should undertake the activity, the parties agree to refer the matter to mediation, as set out in the process in this agreement for resolving disagreement.

DECISIONS OF A LOCAL AUTHORITY

If a decision of a local authority is significantly inconsistent with, or is expected to have consequences that will be significantly inconsistent with this agreement, the local authority must, when making the decision, clearly identify —

- (a) the inconsistency; and
- (b) the reasons for the inconsistency; and
- (c) any intention of the local authority to seek an amendment to this agreement.

As soon as practicable after making any decision to which the above applies, the local authority must give to each of the other local authorities within the region notice of the decision and of the matters specified in subsections (a) – (c).

RESOLVING DISAGREEMENT

In the event of a disagreement over the terms of this agreement, the parties agree to refer the issue of disagreement to mediation for a resolution within 3 months of any such disagreement arising. If no agreement is forthcoming a mediator will be appointed by the president of the Southland District Law Society. If mediation is unsuccessful, any of the local authorities affected may ask the Minister of Local Government to make a decision on the proposal.

AUTHORITY

This agreement is signed under seal by the following on behalf of their respective authorities:

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Environment Southland (Southland Regional Council)

Chair

Deputy Chair

Chief Executive

A267661

Southland District Council

Mayor

Deputy Mayor

Chief Executive

Invercargill City Council

Mayor

Deputy Mayor

Chief Executive

Gore District Council

Mayor

Deputy Mayor

Chief Executive

APPENDIX 2

LEGAL REQUIREMENTS – Local Government Act 2002

This document is deemed to duly constitute fulfillment of section 15 of the Local Government Act 2002.

Section 15 requires that:

- (1) Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement under this section covering the period until the next triennial general election of members.
- (2) An agreement under this section must include—
 - (a) protocols for communication and co-ordination among the local authorities; and
 - (b) a statement of the process by which the local authorities will comply with section 16 in respect of proposals for new regional council activities; and
 - (c) processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than 1 district.
- (3) An agreement under this section may also include—
 - (a) commitments by local authorities within the region to establish or continue 1 or more joint committees or other joint governance arrangements to give better effect to 1 or more of the matters referred to in subsection (2); and
 - (b) the matters to be included in the terms of reference for any such committees or arrangements, including any delegations.
- (4) An agreement under this section may be varied by agreement between all the local authorities within the region.
- (5) An agreement under this section remains in force until it is replaced by another agreement.
- (6) If a decision of a local authority is significantly inconsistent with, or is expected to have consequences that will be significantly inconsistent with, the agreement under this section that is currently in force within the region, the local authority must, when making the decision, clearly identify—
 - (a) the inconsistency; and
 - (b) the reasons for the inconsistency; and
 - (c) any intention of the local authority to seek an amendment to the agreement under subsection (4).
- (7) As soon as practicable after making any decision to which subsection (6) applies, the local authority must give to each of the other local authorities within the region notice of the decision and of the matters specified in that subsection.

Section 14 (e) –

a local authority should actively seek to collaborate and co-operate with other local authorities and bodies to improve the effectiveness and efficiency with which it achieves its identified priorities and desired outcomes;

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APPENDIX 1

Section 14 (g) –

a local authority should ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region, including by planning effectively for the future management of its assets

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Section 16 – (summary)

if regional council, or a regional council-controlled organisation, proposes to undertake a significant new activity, the regional council must advise all the territorial authorities within its region of the proposal and seek their agreement

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LEGAL REQUIREMENTS – Resource Management Act 1991

Clause 3A, First Schedule –

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(1) A triennial agreement entered into under section 15(1) of the Local Government Act 2002 must include an agreement on the consultation process to be used by the affected local authorities in the course of—

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(a) preparing a proposed policy statement or a variation to a proposed policy statement; and

(b) preparing a change to a policy statement; and

(c) reviewing a policy statement.

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(2) If an agreement on the consultation process required by subclause (1) is not reached by the date prescribed in section 15(1) of the Local Government Act 2002,—

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(a) subclause (1) ceases to apply to that triennial agreement; and

(b) 1 or more of the affected local authorities—

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(i) must advise the Minister and every affected local authority as soon as is reasonably practicable after the date prescribed in section 15(1) of the Local Government Act 2002; and

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(ii) may submit the matter to mediation.

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(3) If subclause (2) applies, the parts of the triennial agreement other than the part relating to the consultative process referred to in subclause (1) may be confirmed before—

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(a) an agreement on the consultative process is reached under subclauses (4) and (5)(a);

or

(b) the Minister makes a binding determination under subclause (5)(b).

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(4) Mediation must be by a mediator or a mediation process agreed to by the affected local authorities.

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(5) If the matter is not submitted to mediation or if mediation is unsuccessful, the Minister may either—

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(a) make an appointment under section 25 for the purpose of determining a consultation process to be used in the course of preparing a proposed policy statement or reviewing a policy statement; or

(b) make a binding determination as to the consultation process that must be used.

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(6) The consultative process must form part of the triennial agreement, whether or not the other parts of the triennial agreement have been confirmed, in the event that—

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(a) an agreement is reached under subclause (4) or subclause (5)(a) as to a consultative process, as required by subclause (1); or

(b) the Minister makes a binding determination under subclause (5)(b).

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(7) In this clause, "affected local authorities" means—

(a) the regional council of a region; and

(b) every territorial authority whose district is wholly or partly in the region of the regional council.]

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APPENDIX 1

Existing structures that promote communication and collaboration include, but are not limited to:

Assistance with WINZ System
Barberry Control
Emergency Management Welfare Group
Co-ordinating Executive Group
Election Returns
Emergency Management Southland
GIS Data Sharing Gravel
[Gravel management](#)
[Great South \(formerly Venture Southland Hazardous Waste Group\)](#)
[Hazardous Waste Response Group](#)
Information Technology
[Invercargill Peri-urban Sewage](#)
Laboratory Testing and Monitoring
Maintenance of Boundary Roads and Bridges
Milford Community Trust
NZAA Register Update
[Our Way Southland](#)
Public Information Management Team (SEMO)
Rakiura National Park Report
Regional Advisory Group (Transport)
Regional Transport Committee
Representation Review projects
Review of the Southland District Plan
Review of the Southland Regional Policy Statement
Riverton Harbour Committee
Road Safety Committee
Road Safety Co-ordination (joint employment)
Road Safety Southland Trust
Snow Pole Route Closure
Southern Rural Fire Authority
Southern Scenic Route Signs
Southland Coastal Landscape Study
Southland Emergency Management Group
Southland Heritage Building Preservation Trust
Southland Regional Heritage Committee
Southland Shared Services Forum
Spartina Control
Specification/Policy Sharing and Development
[Stock Truck Effluent Working Group](#)
Te Anau Basin Planning Study
Te Roopu Taiao
Tender Evaluations
Urban Fire Risk
Waiau River Working Party
Wastebusters Group
WasteNet/Waste Advisory Group
Wetlands on Private Land

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Hazardous Waste Response Group

Deleted: SoRDS Southland Regional Development Strategy

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– Local Government Act 2002

This document is deemed to duly constitute fulfillment of section 15 of the Local Government Act 2002.

Section 15 requires that:

- (1) Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement under this section covering the period until the next triennial general election of members.
- (2) An agreement under this section must include—
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 - (b) a statement of the process by which the local authorities will comply with section 16 in respect of proposals for new regional council activities; and
 - (c) processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than 1 district.
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- (4) An agreement under this section may be varied by agreement between all the local authorities within the region.
- (5) An agreement under this section remains in force until it is replaced by another agreement.
- (6) If a decision of a local authority is significantly inconsistent with, or is expected to have consequences that will be significantly inconsistent with, the agreement under this section that is currently in force within the region, the local authority must, when making the decision, clearly identify—
 - (a) the inconsistency; and
 - (b) the reasons for the inconsistency; and
 - (c) any intention of the local authority to seek an amendment to the agreement under subsection (...)

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Status¶

¶
The Mayoral Forum is a non-statutory body. It is formed by the agreement of the local authorities that comprise it. Its power to act on any matters is prescribed through the Triennial Agreement made between those local authorities at the beginning of each Triennium. This Agreement can be revisited and updated at any time but must be consulted on with each of the local authority signatories.¶

¶
Purpose¶

¶
The purpose of the Mayoral Forum in Southland is to provide governance leadership to programmes and projects with a regional perspective that cut-across the local authorities and which require integrated leadership. These are “horizontal” programmes of a regional nature that require a joined-up regional approach in order to be successful.¶

¶
Regional Direction¶

¶
There are a number of regional documents that need to be co-ordinated into the consensus direction overseen by the Mayoral Forum and delivered by the councils. Arguably, the primary document is the Regional Policy Statement which identifies the high level directions of the region. This is a community consensus document.¶

¶
The Regional Policy Statement is then given effect to in other documents:¶

- Regional Plans (Environment Southland)¶
- District Plans (of each of the territorial councils)¶

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Approvals Required (Whakaengia)

Item 6 Request for Funding Support – Fiordland Marine Search and Rescue

MORF ID: A524353	Strategic Direction: Managed access to quality natural resources Communities empowered and resilient
Report by: Ken Swinney, Strategy & Corporate Planning Manager	Approved by: Neil Selman, General Manager, Corporate Services
Executive Approval: Rob Phillips, Chief Executive	

Purpose

For Council to consider a request from Fiordland Marine Search and Rescue Inc (FMSAR) for annual funding to support the volunteer group’s marine search and rescue activities.

Summary

FMSAR (an Incorporated Society) is a small but dedicated and highly trained group of volunteers who assist Police in saving lives in the waters of Fiordland and the wider southern coastal region. FMSAR is funded by grants and donations, and various fundraising exercises it runs. It is seeking Council’s consideration of its request to provide a grant to support the group in its efforts.

A copy of FMSAR’s business case/proposal is attached.

Recommendation

It is recommended that Council resolve to:

1. note the request based on the business case provided by Fiordland Marine Search and Rescue Inc;
2. donate a sum of \$5,000 (GST exclusive) for the 2019/20 financial year to be sourced from the Marine Fee Reserve;
3. incorporate an annual donation (amount to be decided by Council) into the first three years of the 2021-2031 Long-term Plan, with those funds being sourced from the Marine Fee Reserve.

Report

Background

FMSAR has written requesting Council’s consideration of its business case for support funding of its search and rescue activities. As the business case points out, the FMSAR’s members are volunteers

from different backgrounds and experience, and rely on fundraising and donations from across the community.

As this activity and the business case request are primarily located or focussed in the coastal area, the policy guidance for the Council comes from the Marine Fee Reserve Allocation Policy ([attached](#)).

The policy provides for the consideration of funding requests from the Marine Fee Reserve outside of Annual or Long-term Plans, provided a business case is provided. The policy then sets out the criteria that the Council can use to assess the request.

Business case assessment

The business case provided in this instance meets the criteria set out in the Marine Fee Reserve Allocation Policy. There is more than adequate detail in the business case and with the letters of support ([attached](#)) to provide reasons for a funding allocation. While FMSAR has not nominated a specific grant figure, it remains for the Council to nominate what the grant level could be. In the recommendation, the annual nominated grant amount of \$5,000 has been used for an allocation in the current financial year. Council can change that as it sees fit.

In future years (via the LTP), the Council could indicate its willingness to continue to provide grant funds at whatever level Council decides is appropriate in terms of the policy. Ongoing liaison with FMSAR can be undertaken by the Council's maritime team to ensure Council's interests are looked after.

In terms of precedent, Council has been approached on numerous occasions in the past by community volunteer groups seeking support funding. From the early 2000s, Council has indicated its willingness to consider proposals that relate to, or provide for, safety in the coastal marine space. Those allocations from the Marine Fee Reserve have been in line with the provisions and commitments in the Deed of Agreement with the cruise industry, and with the express endorsement of the industry for larger allocations.

Some examples of the type of coastal related allocations that have been considered on a case-by-case basis (other than budgeted Council activities and programmes) are:

- safety clothing for Emergency Response Team at Milford Sound;
- Medivac heli-pad at Milford Sound;
- Bluff coastguard unit vessel replacement;
- annual grant amounts for both coastguard units (see additional discussion below);
- jetty upgrades at Stewart Island;
- Bluff Maritime Museum;
- Milford Sound Harbour Controller position as a cost share;
- Milford Sound tide gauge maintenance and weather station development;
- marine and coastal radio upgrades and support;
- Invercargill to Bluff coastal cycle trail cost share with Invercargill City Council.

By way of observation, the annual grant amounts set out in the Long-term Plan Marine Fee Allocation Schedule currently rely on the relevant coastguard unit sending Environment Southland an annual invoice for the nominated amount. The Council should consider at the next LTP, converting those nominated allocations into a donation, as volunteer groups do not always remember about the funding availability. As a result, the amounts are not paid out into the community as they should be.



Fit with strategic framework

Outcome	Contributes	Detracts	Not applicable
Managed access to quality natural resources	X		
Diverse opportunities to make a living			X
Communities empowered and resilient	X		
Communities expressing their diversity			X

Compliance with Significance and Engagement Policy and the Marine Fee Reserve Allocation Policy

In terms of the provisions of the Significance and Engagement Policy, there are no issues within this report which trigger matters in this policy.

In terms of the Marine Fee Reserve Allocation Policy, the proposal meets the criteria in the policy and is able to be considered for a funding allocation.

Considerations

Financial implications

Current 2019/20 budget

There is no allocation in the 2018-2028 Long-term Plan or the 2019/20 Annual Plan, therefore a specific Council decision under the Marine Fee Reserve Allocation Policy is required. These decisions can be made at any time in the financial planning cycles.

Future implications

Refer to the comments above and recommendation suggesting future budget allocations for grant payments to the FMSAR.


Legal implications

There are no legal risks associated with this proposal.


Attachments

1. Business case for Fiordland Marine Search and Rescue Inc
2. Marine Fee Reserve Allocation Policy
3. Two letters of support

Business Case for Fiordland Marine Search & Rescue (FMSAR)

	Explanation	Content
<p>Summary</p>	<p>Provide a high-level and justify why ES should undertake the project</p>	<p>Fiordland Marine Search & Rescue (FMSAR) was established in 2016 by a group of extensively experienced and skilled Fiordland locals who could see the need for an established team to provide search and rescue skills in the marine environment.</p> <p>An Incorporated Society was formed with the purpose of assisting the Police in saving lives in the waters of Fiordland and the wider southern region – we have now responded as far south as the sub-Antarctic islands.</p> <p>FMSAR currently has a committee of six members - five operational and one secretarial member. As volunteers they bring passion and skills from life and employment in the region from DOC, Downer, Real Journeys Engineering team, education, farming, St John Ambulance & LandSAR as well as plenty of outdoor recreation & water activities like white-water kayaking, sea-kayaking, boating, jet-skiing, diving, climbing, skiing, surfing, and fishing</p> <p>Operational members must meet regular run-swim-run-CPR fitness standards, hold a current first aid certificate, attend trainings and be signed off as air crew with Southern Lakes Helicopters.</p>  <p>Training is held every second week and includes such aspects as helicopter familiarization, swift water rescue training, use of equipment, rescue techniques and scenarios. Every second-year crew members undertake a HUET (Helicopter Underwater Escape Training) course in Dunedin. The FMSAR team also attend large scale scenario trainings with coastguards, surf rescue and Police in Otago and Southland, as well as local multi-agency trainings.</p> <p>In the past eighteen months FMSAR has invested significant resource into purchasing high quality, world class equipment. This includes dry suits, helmets with lights and radio capability, snorkels, masks, fins, life jackets/PFDs, VHF radios, flares, sea dye, knives, gloves, booties, harnesses, wetsuits. Two sets of equipment were purchased and are packed into large dry bags at Southern Lakes helicopter hangar to save time in an emergency. After every use the gear is carefully cleaned (desalted), dried, checked and repacked for maintenance and biosecurity controls.</p> <p>FMSAR are a small, tight-knit and committed team of volunteers who are passionate about saving lives. On average we attend six callouts a year. These range from man-overboard on a lake, searching for missing boaties or fisherman on the south coast, searching rivers for suspected missing persons and most recently attending a search and rescue mission for a downed helicopter in the sub-Antarctic islands.</p> <p>Now that initial outlay is complete our budget requirements each year are to cover equipment that needs to be replaced, new equipment, helicopter training time (approximately \$2500 +GST per hour), HUET courses, attendance at out-of- region trainings. FMSAR relies solely on the generosity of individuals and organizations in the area to support their work. Operating costs are \$8,000-\$10,000 a year, with the aim of having \$5000 in reserve.</p>

	Explanation	Content
Project Owner		FMSAR: currently Brendan Soper, Chris Hughes, Adrian Braaksma, Madeleine Peacock & John Carter, all reside in the Te Anau area.
Description	<p>Outline the scope of the project.</p> <p>Explain the links to the strategic outcomes.</p>	<p>As “wet crew” technicians for a helicopter response with Southern Lakes Helicopters FMSAR covers the response area that Southern Lakes Helicopters rescue from, including within Environment Southland boundaries. We initially aimed to cover the area not covered by Coastguard -Fiordland from Jacksons Bay to Te Waewae Bay out to the 12nM marine area.</p> <p>Given our skillset and ability to respond quickly with the right equipment in conjunction with Southern Lakes Helicopters (with night vision capability) we have also responded Slope Point night-vision assisted searches. Southern islands and recently Wairaurahiri River and Lake Hauroko searches are examples of searches undertaken beyond the reach of Coastguard.</p> <p>FMSAR were placed on standby to assist other Otago-based rescue resources for potential heli-evacuations of residents during floods in South Dunedin It is plausible that FMSAR would also be involved in any similar event within the ES boundary.</p>
Lead Division	Name the proposed lead division.	Fiordland Marine Search and Rescue
Benefit	Outline the benefits from undertaking this project e.g. financial, reputational, customer or community, internal or external or other	Environment Southland will gain significantly from an attachment to FMSAR: it will enable ES to be embedded in Fiordland rescue-response culture and capability (not just the usual boat ramp compliance). ES will be able to propose training exercises to meet their identified regional risks and develop the suite of skills the team offers responses for. FMSAR will benefit by connections to regional territorial authority responsible for EMS/civil defense etc.
Impact on other pieces of work	<p>Describe the impact to current or future programmes / projects? List both positive and negative impacts</p> <p>Comment on the impact on ES's values.</p>	FMSAR adds only value to the relationship, we aspire to be redundant capacity, but our capability is increasingly called on. Future programs may include ES replicating FMSAR or expanding our capability with professional responders as population grows?
Risks	<p>What is the risk of doing or not doing the proposal?</p> <p>Consider the following risks.</p> <ul style="list-style-type: none"> • Financial and economic • People • Health and Safety • Reputation and image • Strategic outcomes • Service delivery to community 	FMSAR is always at financial risk given it is a volunteer-run Incorporated Society with no fixed revenue stream, being solely reliant on fundraising efforts, donations and grants. Obviously, the operational capability of FMSAR is limited by its funding. Anticipated annual costs are not particularly high when compared to other EMS or Coastguard services however it is critical that FMSAR has funding to at least maintain and replace gear, as well as undertake necessary training. There is significant risk to the community if FMSAR is not resourced to respond to marine emergency situations, being able to respond quickly and with the right skills and equipment can be the difference between life and death. FMSAR consider the cost of maintaining the organization to be nothing compared to the cost of a life.
Legal requirements	<p>Is there a legal / compliance or regulatory requirement associated with this project?</p> <p>If so, please outline including any timeframes.</p>	Legal requirements are covered by Southern Lakes Helicopters as FMSAR operate as air crew.
Information Management	<p>What are the data, technology, and information requirements associated with this project e.g.</p> <ul style="list-style-type: none"> • Will there be new data collected? • How will data be shared, maintained and retained? • Are new systems or technology required? 	Documents are stored in Dropbox for easy access for all members. Other data is managed by Southern Lakes Helicopters- FMSAR crew operates with personal email, Dropbox, our own mobile phones & computers etc. We rely on existing VHF technology for operations.—We have a Facebook page and strict media protocols for print news.

	Explanation	Content																																																												
People Resource	<p>What support is required during the project?</p> <p>How do you propose to resource it?</p> <p>What are the anticipated hours?</p>	<p>We expect Lyndon Cleaver and Ian Coard could be involved and would like to add value to our training and capability. Past and present harbor masters and marine staff. Training resource could be an annual visit followed by email and skype communications as required = 10 hours.</p> 																																																												
Cost	<p>What are the estimated costs for the project and when might they be incurred?</p> <p>Separate any new from existing operating or capital expenditure</p>	<p>Operationally \$6650 per year, biggest ticket item is BK heavy lift rescue chopper @ \$2500/hr (1.25hrs/yr)</p> <table border="1" data-bbox="804 978 1733 1535"> <thead> <tr> <th colspan="5">FMSAR Annual Operating Budget</th> </tr> <tr> <th>ANTICIPATED EXPENSES</th> <th>Total line cost</th> <th>Cost /Unit</th> <th>Mandatory</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td>Equipment replacement</td> <td>\$500.00</td> <td></td> <td></td> <td>Replace damaged or out of date items</td> </tr> <tr> <td>Gear certification</td> <td>\$300.00</td> <td></td> <td></td> <td>External certification</td> </tr> <tr> <td>Flight Training SL</td> <td>\$2000.00</td> <td>1.25hrs Heli</td> <td>yes</td> <td>Heli training (In Water) winch, scoop net , air bridge</td> </tr> <tr> <td>Auckland training</td> <td>\$500.00</td> <td></td> <td></td> <td>Cross check of Standards set by Auckland /train in Auckland</td> </tr> <tr> <td>HUET training</td> <td>\$1250.00</td> <td>\$500 / per every 2 years</td> <td>Yes</td> <td>Mandatory when working over the water</td> </tr> <tr> <td>Combined training</td> <td>\$500.00</td> <td></td> <td>Yes</td> <td>Dunedin MSAR /Coast Guard /Landsar / Fireservice</td> </tr> <tr> <td>Annual medicals</td> <td>\$500.00</td> <td>@\$100/ person</td> <td>yes</td> <td>Duty of care for MSAR members</td> </tr> <tr> <td>Travel</td> <td>\$400.00</td> <td></td> <td></td> <td>To local regional training, cover fuel costs</td> </tr> <tr> <td>Accomadation</td> <td>\$700.00</td> <td></td> <td></td> <td>Overnight in Dunedin / Auckland</td> </tr> <tr> <td>TOTAL ANT. EXPENSES</td> <td>\$6650.00</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	FMSAR Annual Operating Budget					ANTICIPATED EXPENSES	Total line cost	Cost /Unit	Mandatory	Comments	Equipment replacement	\$500.00			Replace damaged or out of date items	Gear certification	\$300.00			External certification	Flight Training SL	\$2000.00	1.25hrs Heli	yes	Heli training (In Water) winch, scoop net , air bridge	Auckland training	\$500.00			Cross check of Standards set by Auckland /train in Auckland	HUET training	\$1250.00	\$500 / per every 2 years	Yes	Mandatory when working over the water	Combined training	\$500.00		Yes	Dunedin MSAR /Coast Guard /Landsar / Fireservice	Annual medicals	\$500.00	@\$100/ person	yes	Duty of care for MSAR members	Travel	\$400.00			To local regional training, cover fuel costs	Accomadation	\$700.00			Overnight in Dunedin / Auckland	TOTAL ANT. EXPENSES	\$6650.00			
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Funding options	<p>Where will the money come from?</p> <p>Could other funding options be considered? What might these be and what have you done about them?</p>	<p>FMSAR have \$25k of existing assets in gear = funded by Lions & Rotary and private donations, our personnel are now equipped to similar level as US Coastguard / Alaskan Kodiak capability.</p> <p>FMSAR has in the past also been supported by the Te Anau Lions Club, the Fiordland Rotary Club, Lakeside Church (Grace Place). We have made other approaches to community service organizations and funds i.e .Syd Slee, to help support the ongoing work of FMSAR.</p>																																																												
Milestones	<p>List the key milestones and expected timeline</p>	<p>FMSAR is established and have responded to several incidents, each has contributed to our culture of learning and has built our capacity to respond in ever more technical and challenging conditions. We expect a large cruise ship incident will be a future "milestone".</p>																																																												

	Explanation	Content		
Project outcomes	<p>List the specific outcomes the project will achieve and by when.</p> <p>What are the targets for those outcomes?</p> <p>Eg, the outcome might be to increase the number of widgets, and the target might be by 20%?</p>	<ul style="list-style-type: none"> • To assist in saving lives in the marine environment through training and necessary resourcing • Advocacy and awareness of the work of FMSAR 		
Measures	What are the measures that will be used to determine that the project has achieved its outcomes?	Measures are predominantly 'negative-gain' scenarios - lives saved or bodies retrieved.		
Appendices (if required)	<p>Attach any additional supporting information. For example:</p> <ul style="list-style-type: none"> • Evaluation of all considered options • Proposed procurement process • Cross organisational input 	<p>Letter of support from Southern Lakes Helicopters</p> <p>Letter of support from NZ Police</p>		
Divisions consulted, impact and comments	Division consulted	Name	Date	Divisional impact and comments
	Biosecurity			FMSAR volunteers have extensive DOC field skills background and marine ability: we always check-clean-dry.
	Catchment			FMSAR have skills in car retrieval from rivers (Hollyford accidents etc)
	Communications			FMSAR operate with VHF radios and cellphones. Operational comms are managed by Southern Lakes Helicopters.
	Compliance			<p>FMSAR are Health & Safety compliant as air crew for Southern Lakes Helicopters and have their own Health & Safety compliance standards if not operating with Southern Lakes Helicopters i.e. with another boat operator.</p> <p>All equipment is compliant with industry standards and regularly checked to ensure ongoing compliance.</p>
	Consents			FMSAR operate under other operator consents ie with Southern Lakes Helicopters
	EMS			Fiordland Marine SAR-provide a response like an aerial Coastguard division
	Finance			As outlined above
	HR			FMSAR has criteria for operational members (as outlined above) and carries out self-critical assessments
	IT			As outlined above - Dropbox, personal email and phones
	Property			Equipment held by FMSAR as outlined above
	Records			Equipment register, training records, health & safety documentation all held by FMSAR
Secretarial			FMSAR has a non-operational team member who undertakes the secretarial tasks	



Environment Southland Marine Fee Reserve Allocation Policy

This policy has been adopted by Council to support the Deed of Agreement Council has with the Cruise Ship Industry, and to ensure there is clarity as to how funds held in its Marine Fee Reserve are to be applied or allocated.

1. Contents

1. Contents
2. Purpose of the Marine Fee Reserve Allocation Policy
3. Funding Source
4. Purpose of Marine Fee
5. Alignment Criteria for Allocation
6. Priorities for Allocation of Funds
 - 6.1 Allocation Priority will be to Resource Management Act and Harbour functions and obligations
 - 6.2 Allocation to Environment Southland's activities
 - 6.3 Programmes not nominated for annual allocation
 - 6.4 Allocation to Community Programmes and projects
 - 6.5 Expected Level of Annual Expenditure against Predicted Income
 - 6.6 Retention of Reserve Balance
 - 6.7 Reporting
7. Review of Policy

Policy No.	Policy Sponsor	Approval Date and Date of Next Scheduled Review	Approved By	MORF Reference	Related Standards
B14.2	Executive	Approved – 14 February 2015 Reviewed – 28 March 2018 Reviewed – 22 May 2019	Council	A359694	-

2. Purpose of the Marine Fee Reserve Allocation Policy

The Marine Fee Reserve Policy has been established to identify the source of the funds and to ensure that they are applied or allocated to the purposes as set out in the Deed of Agreement with the cruise ship industry, and to assist in implementing the outcomes of the Regional Coastal Plan. That Plan is required by the Resource Management Act 1991.

3. Funding Source

The source of these funds is the Environment Southland Marine Fee (ESMF) paid by individual cruise ship owners/operators through the requirements of a Deed of Agreement with Environment Southland, as set out in a specific rule in the Regional Coastal Plan. The Deed of Agreement substitutes for a resource consent, and the fees generated are a “user pays” economic mechanism under the Resource Management Act. There is no guarantee that this funding source will continue as it is dependent on the viability of the cruise industry around the New Zealand coast.

4. Purpose of Marine Fee

The ESMF is a means of:

- the user paying or contributing to the upkeep of the environment that the user gains a direct benefit from and contributes effects to; and
- the user assisting Environment Southland on behalf of the Southland community in the management of the coastal environment of the region.

The ESMF will be used to assist Environment Southland to manage the coastal marine area and coastal environment of Southland as set out in the Regional Coastal Plan, including harbour management, coastal access infrastructure and navigation and safety activities.¹

For clarity, the fee does not include port dues or port charges such as costs of pilots, tugs, wharf infrastructure or cargo handling.

Research indicates that the value-added return to the Southland region (not the regional council) from the cruise ship activity is in order of \$12-13M per annum based on the current level of scheduled visits.²

5. Alignment criteria for allocation

Funding requests must align directly with the management of the coastal marine area and/or the coastal environment of Southland, and specifically must fall into or directly contribute to at least one of the following situations:

- directly supports Council’s coastal management functions and obligations under the Resource Management Act 1991, the Regional Policy Statement 2015, the Regional Coastal Plan, the Maritime Transport Act 1994, and the Maritime Rules Part 91: Navigation Safety Rules;
- directly supports Council’s obligations under the current NZ Coastal Policy Statement;
- provides for improvement of public access to and along the coast;
- supports planting or maintenance of coastal vegetation to combat the erosion of foreshore and dune systems;
- provides understanding, protection and restoration of sites of coastal or maritime heritage or

¹ Refer to Section 331(1), Maritime Transport Act 1994 for division of responsibilities between local authorities.

² Economic Impact of the New Zealand Cruise Sector – 2014, Market Economics Ltd, October 2014

- cultural importance;
- provides protection, or restoration of the habitat of significant coastal flora and fauna.
- Increases understanding of the impacts and potential responses to sea level rise.

6. Priorities for allocation of funds

6.1 Allocation Priority will be to Resource Management Act and Harbour functions and obligations

It should be noted that allocations from the ESMF should not be the first or main source of funding for any activity that is managed by legislation other than the Resource Management Act or harbours /navigation safety activities. This especially applies where those other Acts have their own means of generating user pay funds or charges e.g. activities under the Biosecurity Act.

6.2 Allocation to Environment Southland's activities

Environment Southland's nominated coastal or marine related programmes, projects and activities can have fixed annual allocations as contributions towards actual project costs. These may be of longer duration or permanent, and are uncontested as recipients of funds from the Reserve (set as a lump sum contribution towards the actual project costs), until the Council decides otherwise and changes the content of the ESMF Allocation Schedule (held separately to this Policy).

6.3 Programmes not nominated for annual allocation

Those Environment Southland programmes, projects and activities not already catered for in the ESMF Allocations Schedule, must seek approval from the Council through the Long-term Plan or Annual Plan budgeting process for an annual allocation at a specified amount or a specified percentage. Those programmes, projects or activities may receive a one-off or fixed term allocation, in full or in part, of project funds from the Reserve.

6.4 Allocation to Community Programmes and projects

Community projects and activities that Environment Southland considers relevant can have:

- *fixed annual allocations* - these nominated community programmes, projects, and activities are of a longer duration or permanent and are uncontested as recipients of funds from the Reserve until the Council decides otherwise and changes the content of the ESMF Allocations Schedule (held separately to this Policy); or
- *one-off contributions* – requests for one-off funding contributions must be made with a business case and may be made at any time. This consideration process can only proceed if there are any funds remaining unallocated in the year they are to be received after Environment Southland allocations have been made.

Each request shall be considered entirely at the Council's discretion; be assessed on the merits of each case, and must directly align with the criteria. The Council retains the discretion to decline any request for an allocation of project funds from the Reserve to any programme, project or activity.

6.5 Expected Level of Annual Expenditure against Predicted Income

There is difficulty in estimating the amount of expected income from cruise ship visits into and around the Southland coast. Scheduling of cruise ship visits is undertaken on an ongoing basis, sometimes out to three years ahead of visit dates, with the actual number of visits

varying season by season depending on market demand. Weather issues and mechanical difficulties can also result in scheduled visits not taking place.

Attempting to plan expenditure when there is a significant level of uncertainty means that the Council's allocation of funds from the Reserve must be undertaken prudently. The funds are applied to Council income in place of rates income.

Scheduled annual income from the cruise ship visits paid to Environment Southland is expected to remain in the range of \$1.6M to \$1.9M per annum. As a guide, annual budgeted income should be set at no less than \$1.75M, unless there is a clear reduction in the forward cruise ship scheduling.

6.6 Retention of Reserve Balance

All and any surpluses are to be retained in the Marine Fee Reserve, with the Council's objective of retaining at least one year of scheduled income (based on the previous year's actual income) in the Reserve at all times. For the sake of clarity, the balance of the Reserve should be retained at \$1.75M if possible. If the cruise ship industry ceases visiting the Southland coast this balance amount would be used by the Council to plan and provide for continuity of coastal and harbour management activities in the subsequent year. That one year respite would allow the Council to make arrangements and decisions on alternative funding sources for coastal and harbour management into the future.

6.7 Reporting

Reporting on the use of both internal and external annual allocations from the fund, and the outcomes achieved using those allocations will be made to the Council and the community through each Annual Report process.

7. Review of Policy

This Policy will be reviewed every three years within the Long-term Plan process unless the Council considers that there are extraordinary circumstances that require an earlier review.

25 November 2019

To Whom It May Concern:

This letter is written in support of the Fiordland Marine SAR group with their application for funding from Environment Southland.

The members of the FMSAR volunteer group collectively bring a highly skilled team to support and enhance the SAR capability in the region and are well resourced in terms of rescue equipment. Given the vast waters surrounding the Fiordland coast we believe on-going training for this group will continue to provide a valuable resource to be able to call on for day water emergencies.

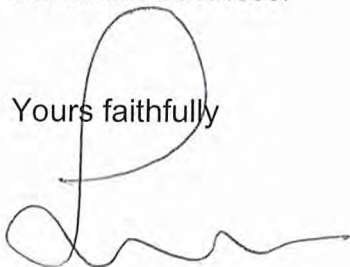
The funding is sought to cover costs for of keeping FMSAR members current for biannual Human Emergency Underwater Training and also to cover the practical helicopter training which is a twice-yearly requirement to meet the NASO standard.

Some funding has previously been provided by Lakes District Rescue Trust, however the amount available has diminished to a level that does not now cover the costs. NASO Air Ambulance Standards dictate that FMSAR members undertake HUET courses biannually to remain current.

Police SAR are supportive, however do not have any funding to assist in this way.

Southern Lakes Helicopters has the primary duty of care to ensure the health and safety of FMSAR members while they are carrying out the role as volunteers to support operations within our business.

Yours faithfully



Lloyd Matheson

Operations & Safety Manager
Southern Lakes Helicopters Ltd



DUNEDIN POLICE STATION
25 Great King Street, Private Bag 1924
Dunedin, New Zealand
Telephone 03 471 4800
Facsimile 03 479 9361
www.police.govt.nz

16 December 2019

To whom it may concern

This letter is written in support of the Fiordland Marine SAR group: Fiordland Marine Search & Rescue (FMSAR) was established as an incorporated society in 2016 with the purpose of assisting the Police in saving lives in the waters of Fiordland and the wider southern region.

FMSAR members have conducted regular local training sessions and participated in district wide Police Search and rescue exercises. During the past 12 months FMSAR members have responded to 6 operational callouts in Fiordland and have travelled as far south as the sub-Antarctic islands for SAR operations.

The skills that FMSAR members offer adds capability and reduces response times for SAR operations within the greater Fiordland area, they work closely with Southern Lakes helicopters. FMSAR are complementary to existing Southern SAR resources. The FMSAR group have fundraised and purchased appropriate team equipment for initial response and team member safety.

In my role as the Southern Police District SAR coordinator I have no hesitation in supporting FMSAR application for funding to continue developing their capability and to provide training and equipment for their members.

Regards

Brian BENN
S/Sgt 6552
Southern District SAR coordinator
Email: Brian.Benn@police.govt.nz



Item 7 Environment Southland’s Submission on the Draft National Policy Statement for Indigenous Biodiversity

MORF ID: A541762	Strategic Direction: Managed Access to quality natural resources
Report by: Remo Bangi, Policy Planner	Approved by: Alex Morgan, Acting Policy and Planning Manager
Executive Approval: Vin Smith, General Manager, Policy, Planning and Regulatory Services	

Purpose

1. This item seeks Council’s approval of the submission to be made on the draft National Policy Statement for Indigenous Biodiversity.

Summary

2. Central government recently called for submissions on the draft National Policy Statement for Indigenous Biodiversity (NPSIB). Staff (in liaison with Councillors) have prepared a submission on the policy statement and are seeking Council’s approval for the lodgement of this submission.

Recommendations

It is recommended that Council resolve to:

1. **note the submission points and concerns outlined in the attached Environment Southland’s submission on the draft National Policy Statement for Indigenous Biodiversity;**
2. **approve the lodgement of the submission.**

Report

Background

3. The Ministry for the Environment (MfE) publicly released the draft NPSIB on 25 November 2019. The NPSIB must be fully implemented by 31 December 2028. The primary objective of the NPSIB is to maintain New Zealand’s indigenous biodiversity. Maintaining requires at the least, no reduction in:
 - (a) the size of populations of indigenous species;
 - (b) indigenous species occupancy across their natural range;
 - (c) the properties and function of ecosystems and habitats;
 - (d) the full range and extent of ecosystems and habitats;
 - (e) connectivity between, and buffering around, ecosystems;
 - (f) the resilience and adaptability of ecosystems.

4. The NPSIB sets out the objectives and policies for councils to identify, protect, manage and restore indigenous biodiversity under the Resource Management Act 1991 (1991). The full NPSIB and supporting material, including a discussion document “He Kura Koiora I Hokia”, which provides information about the NPSIB and the intention behind its proposed requirements, can be found online at:
<https://www.mfe.govt.nz/sites/default/files/media/Biodiversity/draft-npsib.pdf>
5. MfE is currently seeking feedback on the draft NPSIB through a formal consultation process, which ends on 14 March 2020. Environment Southland’s staff have prepared a draft submission and facilitated a Council workshop on 28 January 2020, to discuss the proposal and seek Councillors’ views. These views were incorporated into the submission, along with the matters that staff considered as relevant to the region.
6. In addition to Environment Southland’s submission, the regional sector co-ordinated by the Local Government New Zealand (LGNZ), commissioned an independent advisor to prepare a submission on behalf of all regional councils. Environment Southland has indicated its support for the LGNZ submission, which covers matters relevant to the local government sector as a whole. Environment Southland staff will provide the Councillors with the LGNZ submission once it is available.

Current situation

7. The attached submission outlines Environment Southland’s inputs in two parts – Part 1: Key messages and Part 2: Feedback on specific provisions. The key messages from Environment Southland’s inputs are:
 - (a) the reference to the term “local authorities” is confusing around regional councils’ functions associated with land use management. To avoid this confusion, the NPSIB could provide a clear division for the requirements for both regional councils and territorial authorities, where that term is used;
 - (b) the policies on highly mobile fauna risk transferring responsibility for species management to regional councils. Managing indigenous fauna is traditionally undertaken by the Department of Conservation’s (DOC). Environment Southland believes that it is inappropriate for councils to undertake DOC’s role in species management and that councils and DOC will need to make significant shifts in their roles to implement the NPSIB requirements on highly mobile fauna. Environment Southland requests MfE to confine regional councils’ functions to the management of effects on the habitat of highly mobile fauna, not the fauna species;
 - (c) there is a risk of inconsistencies between the NPSIB and other national policy instruments, which might provide contrary direction on their implementation. MfE could avoid this risk by making sure that the national policy instruments are consistent with each other;
 - (d) Environment Southland does not have adequate expertise and funding to effectively undertake all the work potentially resulting from the NPSIB. Environment Southland requests MfE to prioritise the required work in indigenous biodiversity space and support Environment Southland with clear direction, funding and technical expertise.



8. Council’s approval will enable the lodgement of this submission on behalf of Environment Southland.

Next steps

9. Following Council’s approval, staff will send a copy to MfE before the consultation period ends on 14 March 2020.
10. The MfE will analyse all the submissions received, prepare a report on these submissions and make recommendations to the Minister based on the submissions received. The report summarising the decisions requested in the submissions will be publicly released and the Minister’s decision on the proposed NPSIB will follow. The release dates of the summary of decisions report and the Minister’s decision are yet to be confirmed. The gazettal is likely to occur around mid-2020.
11. The draft NPSIB requires that a policy is inserted into the regional policy statements and plans within one year from the commencement date (28 days after gazettal). This policy enables territorial authorities to assess and identify Significant Natural Areas in accordance with Appendix 1 of the draft NPSIB. The Southland Regional Policy Statement hence must be amended to insert the required policy by mid-2021.
12. Staff will brief Council as soon as the Minister’s decision on the proposal is released.

Fit with strategic framework

Outcome	Contributes	Detracts	Not applicable
Managed access to quality natural resources	X		
Diverse opportunities to make a living			X
Communities empowered and resilient			X
Communities expressing their diversity			X

Views of affected parties

13. Views of all affected parties are being sought by MfE as a part of the submission process.

Compliance with Significance and Engagement Policy

14. There are no issues with this report that trigger matters in this policy.

Considerations

Financial implications

15. While the lodgement of submission does not directly involve future budget implications, it is important to note that the requirements of the NPSIB are likely to have significant implications on Environment Southland’s future work programmes and budgets. The implementation impacts are being scoped by a cross-divisional team.



Legal implications

16. There are no legal implications associated with this report.

Attachments

1. Environment Southland's submission on the draft National Policy Statement for Indigenous Biodiversity.

Environment Southland's submission on the Draft National Policy Statement for Indigenous Biodiversity



Introduction

Environment Southland thanks the Ministry for the opportunity to comment on the draft National Policy Statement on Indigenous Biodiversity (NPSIB). Environment Southland strongly supports the objectives of the proposal and the intention to maintain and protect indigenous biodiversity. Environment Southland registers its support of the Local Government New Zealand (LGNZ) submission, which represents the views of the sector at large. Environment Southland's submission focuses on matters of particular interest and relevance to the Southland region and should be read as being in addition to the matters raised in LGNZ submission.

This submission sets out ES's comments in two parts. Part 1: Keys messages and Part 2: Feedback on specific provisions. Specific concerns, questions and recommendations are dispersed throughout the submission.

Part 1: Key messages

The NPSIB significantly shifts the requirements for managing indigenous biodiversity in Southland. The proposed requirements will have significant impact on Environment Southland and the wider Southland community. The following are the key messages on Environment Southland's feedback on the draft NPSIB:

1. Roles and responsibilities

a. Reference to the term 'local authorities'

Several requirements in the NPSIB refer to the term "Local authorities". Environment Southland believes that this reference causes confusion between the functions of district and regional councils, particularly in relation to the management of effects of land use on indigenous biodiversity. The confusion will affect the development/ changes of regional and district plans, resource consents, decision making, enforcement and monitoring processes. This would ultimately lead to ineffective implementation of the NPSIB. Environment Southland does

not support the use of the term “local authorities” in NPSIB requirements and requests separate and clear requirements for district and regional councils.

b. Clash of responsibilities with DOC

Environment Southland understands that regional councils have a role in managing the adverse effects on highly mobile fauna through habitat protection. However, Environment Southland does not support provisions that require regional and district councils to protect and maintain the populations of highly mobile fauna. The Department of Conservation (DOC) is responsible for species management including protection and maintenance. In order to implement the requirements on highly mobile fauna, councils and DOC may need to make significant shifts in their roles. Environment Southland also does not have adequate expertise and data to undertake such responsibilities. Environment Southland requests that the requirements on highly mobile fauna confine councils’ role to habitat protection only and that protection and management of the species remains with DOC. Environment Southland also requests more direction on how councils can mandate and implement these requirements.

2. Consistency with national direction

Environment Southland acknowledges that the wider government policy is undergoing significant changes and notes that it is important that the NPSIB is consistent with other national policy instruments such as Essential Freshwater package, the New Zealand Coastal Policy Statement, National Policy Statement on Highly Productive Land and the National Environmental Standard on Plantation Forestry. Coherency between these documents will avoid any confusion and contradictory direction on their implementation. Environment Southland requests that the range of new and existing national policy instruments are implemented through an integrated approach.

3. Inadequate expertise and funding

Environment Southland acknowledges the importance of the NPSIB requirements’ and their intention to do more in the indigenous biodiversity space. Many of the requirements involve significant amount of collaboration, monitoring and enforcement work that exceeds Environment Southland’s and the local Territorial Authorities existing or potential capability. Environment Southland submits that the central government prioritises the work that needs immediate attention and directs the councils accordingly. Environment Southland believes that clear priorities will reduce the strain on council’s under pressure. Environment Southland also requests central government’s support through clear direction (e.g. best practice approaches), technical expertise and funding to effectively implement the NPSIB.

Part 2: Feedback on specific provisions

NPSIB Provision	Environment Southland’s submission
1.5 Application	Sub-clause 1 of 1.5 intends to prevent the NPSIB from overlapping with the New Zealand Coastal Policy Statement (NZCPS) or the National Policy Statement for Fresh Water Management (NPSFM). However, clear national direction is necessary around splitting the biodiversity into terrestrial and

	freshwater biodiversity. MfE must ensure that the direction is coherent with other relevant national policy instruments, to avoid any confusion and conflicts between those instruments.
1.6 Relationship with New Zealand Coastal Policy Statement	Environment Southland supports the NZCPS prevailing in case of conflict between the provisions of NPSIB and NZCPS. Environment Southland believes that a clear legislative hierarchy is essential for effective and efficient management of activities and their effects on indigenous biodiversity.
1.7 Fundamental concepts	<ul style="list-style-type: none"> • Environment Southland has particular concern with the definition of “Indigenous Biodiversity”, as it is too broad. As currently drafted it applies beyond indigenous or endemic biodiversity and includes any naturally occurring biodiversity within any NZ ecosystem. Environment Southland requests for clarification on “naturally occurring” and to provide specific context around the term to confine its application to indigenous species only. • Environment Southland supports Hutia Te Rito in principle, however requests more direction on how Councils can operationalise the concept.
1.8 Definitions	<ul style="list-style-type: none"> • Environment Southland supports the concepts of biodiversity compensation and offsetting. However, as currently drafted, their application is unclear due their reference to “appropriate”. As per the proposed definitions, “appropriate” avoidance, remediation and mitigation are difficult to measure, monitor and enforce. Environment Southland requests more direction on what and how “appropriate” is determined. • Environment Southland supports the definition of “terrestrial environment” as it provides more direction than the definition from the NPSFM. The definitions should be made consistent and Environment Southland supports the use of the NPSIB definition. • The NPSFM does not define “freshwater ecosystems” as stated in the definition of terrestrial environment. Environment Southland requests that the term Freshwater Ecosystems be defined in the NPSFM for clarity. • Environment Southland requests the definition for “highly mobile fauna” is changed to be provide more direction on what it covers and if possible to include a definitive list of species that are covered under the term.
2.2 Policies	As per the proposed phrasing, the intention of Policy 13 is unclear as to whether Councils are required to manage or to protect highly mobile fauna. This policy must be amended to provide specific direction on required actions from Councils.

3.2 Hutia Te Rito	Environment Southland supports the intention of the requirements on Hutia Te Rito. However, these requirements are too broad and require more direction on their implementation through plans and policy statements. Environment Southland requests clarification on the link and the differences of Hutia Te Rito to Kaitiakitanga.
3.3 Tangata Whenua as Kaitiaki	As already required by the RMA, Environment Southland engages with Ngāi Tahu during the Plan and Policy Statement development, changes, and decision making processes. Environment Southland also has a Memorandum of Understanding with Ngāi Tahu that outlines their role and involvement in the resource management decision making process. Environment Southland supports the NPSIB's re-emphasis on tangata whenua's involvement in implementing the NPSIB through the Regional Plans and the Regional Policy Statement.
3.4 Integrated approach	Environment Southland supports the principle of integrated approach for managing the effects of subdivision, use and development across administrative boundaries. However, Councils could benefit from more national direction including recommended planning tools, best practice guidance, examples of integrated management of effects on indigenous biodiversity etc.
3.6 Precautionary approach	<p>The sub-clauses a) and b) of this requirement contradict each other. If the effects are uncertain, unknown and little understood, how can it be concluded if the effects are potentially significantly adverse?</p> <p>To clear the contradiction, Environment Southland supports retaining sub-clause a) and deletion of sub-clause b).</p>
3.7 Social, economic and cultural wellbeing	<p>Environment Southland supports the requirements to recognize the role of community in maintaining indigenous biodiversity and the contribution of indigenous biodiversity towards the community's wellbeing. The Operative Southland Regional Policy Statement (RPS) 2017 provides for community collaboration and recognises the importance of community initiatives for sustainable management of indigenous biodiversity. Environment Southland will need to amend the RPS to extend the recognition as required by clause 3.7.</p> <p>Environment Southland needs clarification on sub-clause e) in relation to Clause 3.3, which requires recognition of tangata whenua as kaitiaki. As required by 3.3 and 3.7.e), both tangata whenua and landowners are kaitiaki. Does the former or latter have precedence in an event of conflict? Environment Southland recommends that the NPSIB provides for precedence in a potential case of</p>

	conflict.
3.9 Managing adverse effects on SNAs	<p>The term “local authorities” in this provision includes Regional Councils, meaning Environment Southland is required to manage the effects of subdivision, use and development on SNAs. Environment Southland can manage land use under Section 30 of the RMA but only for specific purposes, including soil conservation and water quality maintenance and enhancement. Section 30 does not require Regional Councils to manage land use to protect biodiversity.</p> <p>Due the reference to “local authorities” in clause 3.9, this requirement will affect the application of Regional Plans’ rules addressing the use of land for farming and for mitigation of natural hazards. For example, Rule 20(e) of the Proposed Southland Water and Land Plan manages the use of land for farming and is fully discretionary. Implementation of Clause 3.9 through Rule 20(e) will result in confusion about what should and should not be considered in consent applications.</p> <p>Environment Southland opposes clause 3.9 as drafted and requests for separate provisions within the clause that address land use management actions that are specifically required by the Regional Councils. Separate provisions for Regional Councils and Territorial Authorities will help clear the confusion regarding the application of the RMA and NPSIB.</p> <p>Environment Southland also notes the requirements on effects management hierarchy are unclear. Clause 3.19 does not provide a clear direction on how to determine whether an SNA is high or medium. It is unclear whether sub-clauses (1) and (2) of 3.19 apply to both high and/or medium SNAs. Environment Southland believes that this hierarchy and lack of direction will result in conflicting opinions regarding what can be classified as a high/medium SNA, thereby complicating the implementation, enforcement and decision making through the proposed hierarchy. Environment Southland requests the removal of references to the effects management hierarchy in the NPSIB and submits that the criteria for managing the effects should be based on whether an area is an SNA or not an SNA.</p>
3.10 Managing adverse effects in plantation forests	<p>Environment Southland notes that the requirements under clause 3.10 are unclear in regards to:</p> <ul style="list-style-type: none"> • Who manages the plantation forestry biodiversity areas? Whether their management is a responsibility of the Regional/District Councils or the forestry companies? • Who monitors their long-term populations? Regional/ District Councils or the forestry companies?

	<ul style="list-style-type: none"> • What is classified as long-term and how many rotations make a course? • Does sub-clause (3) of 3.10 require the management of plantation forestry biodiversity areas with at-risk or threatened flora over a long term? • How does the NES for Plantation Forestry interact with the NPSIB and which takes precedence? What if the NES requirements addressing indigenous biodiversity are not adequate to effectively manage the adverse effects on plantation forestry biodiversity areas? <p>Environment Southland requests for clarification on those questions.</p>
3.12 Existing activities in SNAs	<p>Environment Southland supports clause 3.12 as it provides a clear direction on actions required by the Regional Councils to manage the effects of existing activities on the SNAs. The Southland Regional Policy Statement (RPS) and the Proposed Southland Water and Land Plan (PSWLP) have provisions on stock exclusion, discharges onto land and high country burning that currently manage the effects of pastoral farming on significant indigenous vegetation and habitat.</p> <p>Environment Southland will be required to amend the RPS and the PSWLP to address the regeneration of indigenous vegetation on pastoral land and collaborate with the Territorial Authorities to monitor, maintain and protect the SNAs from pastoral farming.</p>
3.13 General rules applying outside SNAs	<p>Environment Southland supports this clause in principle as managing the areas around the SNAs could potentially result in better protection and maintenance outcomes for SNAs. However, as mentioned in Environment Southland’s submission points on clause 3.9, the reference to the term “local authorities” creates confusion around Regional Council’s functions in relation to land use management, thereby affecting consenting and enforcement of Regional Plan provisions. Please refer to submission points against clause 3.9 for a detailed explanation on this issue.</p> <p>Environment Southland opposes clause 3.13 as currently phrased and requests for separate provisions within the clause that address land use management actions that are specifically required by the Regional Councils. Separate provisions for Regional Councils and Territorial Authorities will help clear the confusion regarding the application of the RMA, as well as NPSIB.</p>
3.15 Highly Mobile Fauna	<ul style="list-style-type: none"> • Environment Southland understands the intention to recognise and provide for the protection of “highly mobile fauna” (at-risk and threatened species only). Environment Southland notes that this requirement on “highly mobile fauna” is a sub-set of clause 3.13 and has the same issue with reference to the term “local authorities” and confusion regarding Regional Councils’

	<p>functions associated with land use management. Environment Southland recommends revising clause 3.15(4) and requests a separate provision within the clause outlining what is required of the Regional Councils to manage the effects of land use on highly mobile fauna.</p> <ul style="list-style-type: none">• From the definition of highly mobile fauna and its reference in clause 3.15, it is unclear whether the clause applies to reptiles, insects and species that are mobile between terrestrial, freshwater and marine ecosystems such as sea lions that haul out into terrestrial areas. Environment Southland requests clarification on what species the definition covers. A list of species classified as ‘highly mobile fauna’ might help the councils with confusion regarding their mobility between ecosystems and would provide management certainty.• Also worth noting is the Department of Conservation’s (DOC) role in species management. Some species in Southland that would fall under the category of highly mobile fauna are intensively managed by DOC e.g. Southern Dotterel/Takahe. Environment Southland currently only protects their habitat and is not required to monitor their population on DOC estate, as it is DOC’s responsibility to protect those species. The implementation of clause 3.15 involves significant shifts in DOC’s and Councils’ roles. Environment Southland believes that it is inappropriate for the NPSIB to require councils to protect and manage the indigenous fauna. Environment Southland requests that clause 3.15 is amended to clearly state that councils are required to protect only the habitat of highly mobile fauna, not the fauna species. Environment Southland also requests that clause 3.15 provides a clear direction on the roles and functions of Regional Councils, District Councils and DOC in managing the effects on highly mobile fauna.• Environment Southland is concerned about reference to “have been” in clause 3.15 (1). The reference as drafted could include the entire historic range, which could potentially cover the whole of Southland. The reference to “are likely to be” in clause 3.15 (1) could also be problematic to implement. Environment Southland submits that the reference to both “have been” and “are likely to be” be removed and replaced with “areas with suitable habitat”.• Over all, as required by clause 3.15 (1) and (3), Environment Southland will be required to collaborate with the Territorial Authorities to identify areas outside SNAS with highly mobile fauna and must amend the RPS to address highly mobile fauna. Effects management approaches must be determined for each highly mobile fauna species identified in Southland, as the natural range varies for each species. Significant technical monitoring and enforcement work must be undertaken to maintain viable populations of the identified species. Environment Southland is in short of such technical expertise and would need significant staff changes, expert contracts and consultants’ support. There is limited capacity and capability within Southland to implement clause 3.15. Environment Southland requests central government support to provide
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	<p>councils with funding, monitoring, ecological and planning expertise and significant guidance for councils to successfully implement this clause.</p>
<p>3.16 Restoration and enhancement</p>	<p>Environment Southland is supportive of clause 3.16 and its requirement to restore and enhance degraded wetlands, SNAs, and former wetlands. However the current wording in the clause is unhelpful for differentiation because all SNAs in Southland are degraded to a certain extent and many SNAs could also be categorized as former wetlands. Environment Southland submits that restoration and enhancement should be based on ecosystem priorities so the full suite of Southland’s ecosystems receives restoration.</p> <p>Environment Southland notes that clause 3.16 provides for reconstruction of former wetlands but does not encourage creation of new wetlands. Existing use and developments in the location of former wetlands could make reconstruction of a wetland in its former location unviable financially and ecologically.</p> <p>The Environment Southland Wetland Inventory Project 2016 identified that approximately 13,879 ha of Southland Region is wetland area on non-public conservation land alone and only includes wetlands greater than 0.5ha in size. This monitoring project also concluded that there was a 10% loss of wetlands over a 7 year period as a result of water takes, diversions, and farming activities. Environment Southland currently provides for the protection and maintenance of regionally significant wetlands through the Southland Regional Policy Statement and the Proposed Southland Water and Land Plan. Along with the protection of existing degraded wetlands, Environment Southland believes that construction of new wetlands could significantly contribute towards counteracting the overall wetland reduction rate.</p> <p>While the creation of new wetlands could help reduce the wetland reduction; protection, restoration and maintenance of existing wetlands should be given a higher priority than creating new wetlands.</p> <p>Environment Southland submits that clause 3.16 should provide for the creation of new wetlands where viable and for Regional Councils and Territorial Authorities to manage the reverse sensitivity issues of wetlands on developments, SNAs, surrounding indigenous biodiversity and vice versa. Clause 3.16 also should provide clear direction on prioritizing the protection, maintenance and restoration of existing wetlands over creating new wetlands.</p>

<p>3.17 Increasing indigenous vegetation cover</p>	<p>Environment Southland supports clause 3.17 as it provides a clear set of requirements for Regional Councils and Regional Policy Statements, however some aspects require further clarification. The use of the term “area” in clause 3.17 needs clarification before the 10% vegetation cover targets can be meaningful. Some “areas” simply cannot accommodate 10% vegetation e.g. existing suburban blocks and pasture.</p> <p>Clarification is also needed around the practical application and distribution of the 10% increase within urban and rural areas. Does the 10% increase focus on certain parts of an urban area or does it need to be equally distributed throughout an urban area?</p> <p>Environment Southland notes the clause 3.17 (7) is unclear as to which planning document the objectives, policies and methods are required to be set under the clause. As per the proposed phrasing of (7), it could apply to both regional plans and regional policy statement. Environment Southland requests for clarification on this matter to avoid unnecessary overlap during regional plan and policy statement changes or development.</p> <p>Environment Southland believes that increase in indigenous vegetation cover is of the least priority because councils have many issues with managing and protecting existing indigenous biodiversity that need immediate attention. Environment Southland also believes that Councils and Central government should prioritise active management of existing indigenous biodiversity.</p>
<p>3.18 Regional biodiversity strategies</p>	<p>Environment Southland supports the concept of Regional Biodiversity Strategies. In 2017, Environment Southland initiated a collaborative approach with the Territorial Authorities and identified stakeholders, including community groups, to develop a Regional Biodiversity Strategy. This strategy has not been developed with an intention to be used as a statutory tool under the RMA. Clause 3.18 requires that the regional policy statements and regional plans must have regard to the regional biodiversity strategies. Under clause 3.18, Appendix 5 3(a) also indicates that the strategies must include information that is better placed in the RPS or district plan e.g. special mapping of SNAs and taonga (appendix 5 section 3). Inclusion of these risks is likely to cause double up and confusion between the documents.</p> <p>The strong link the NPS places on the strategies to the SNAs and other requirements of the NPSIB associated with Regional Council’s RMA functions and responsibilities also hinders true collaboration and the development of non-regulatory methods, partnerships and meaningful change. Environment Southland is concerned that this correlation hinders advancement of the</p>

	<p>existing work on developing a regional biodiversity strategy, thereby resulting in a waste of Environment Southland’s and our partners’ resources and efforts, as well as degrading the existing collaborative partnership and our relationships with the community.</p> <p>Environment Southland submits that clause 3.18 is revised to clearly state that Regional Biodiversity Strategies are non-RMA tools with an intention to protect and maintain indigenous biodiversity. Environment Southland also submits that Appendix 5 3(a) is revised to remove the correlation to the RMA functions including the regional policy statements and district plans.</p>
<p>3.19 Assessment of environmental effects</p>	<p>Environment Southland supports the intention of clause 3.19, which is to provide for the assessment of environmental effects on SNAs, indigenous biodiversity, highly mobile fauna, buffer areas and taonga through consent applications. Reference to the term “local authorities” in this clause means that it applies to both Regional Councils and Territorial Authorities. This will affect the implementation of some regional plan rules under Section 9 of the RMA. For example, confusion around what to consider in consent applications under Rule 20 on Farming in the Proposed Water and Land Plan. To avoid this confusion, Environment Southland submits that the reference to local authorities in clause 3.19 be removed and separate provisions that apply to regional councils, regional policy statements and regional plans are proposed within clause 3.19.</p> <p>Environment Southland also notes that sub-clause (3) of 3.19 is unclear about whether a site assessment under Appendix 1 would be a part of policy statement process or plan process or consent process. Environment Southland submits that sub-clause (3) is revised to provide clear direction on this matter.</p>
<p>3.20 Monitoring</p>	<ul style="list-style-type: none"> • Environment Southland supports the requirement of a collaborative monitoring plan in principle. The scale of work required by sub-clause (2) limits Environment Southland’s unconditional support. Southland currently has 132,897 ha of unprotected indigenous vegetation cover. This excludes 1,873,546 ha of protected land (e.g. National Parks, reserves etc.). Including significant land outside of SNAs (as required by clause 3.13) as required by this NPSIB far exceeds current capabilities of all local authorities in Southland. • The current mapped area is based on desktop analysis only and these need ground truthing before confidently proposing their protection through policies in plans and policy statements. The extent of work and technical expertise necessary for ground truthing currently exceeds local capabilities, even accounting for the use of and availability of consultants.

	<ul style="list-style-type: none">• <u>Sub-clause (2)(a):</u><ul style="list-style-type: none">- Environment Southland requests clarification on the extent of monitoring required to be undertaken on areas outside SNAs. Section 3.13.2 alludes to the fact that areas outside SNAs could be treated as the same as the identified SNAs, which adds confusion around the purpose of the SNA definition. The meaning of the term “taonga” should be further clarified, as its meaning might vary with individuals and the identification process in clause 3.14 may not be viable.• There are currently no nationally agreed standards or methods for measuring biodiversity as sub-clause (2)(c) mentions. This requirement creates another significant work load to establish such methods – see for example the significant body of work required to establish and maintain the National Environmental Monitoring Standards. Environment Southland submits that MfE provides support to the development of nationally standardised monitoring methods currently being prepared by the regional sector in partnership with DOC. Centralising expertise and funding would help councils to both develop nationally agreed standards and undertake the required monitoring.• Environment Southland notes that the requirements on monitoring plans under clause 3.20 (2) do not have any links to how data will be used following the monitoring (with the exception of 3.20 (2)(f)). There is a potential risk with all monitoring projects that data is collected in too much detail to a point that it is excessive to the needs of decision makers. This lack of direction is likely to lead to an inefficient use of resources and time.
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Item 8 Update to Staff Delegations Manual

MORF ID: A541808	Strategic Direction: Council Policy
Report by: Jan Brown, Executive Assistant	Approved by: Neil Selman, General Manager, Corporate Services
Executive Approval: Rob Phillips, Chief Executive	

Purpose

To seek Council approval to make a further amendment to the Staff Delegations Manual.

Summary

Following on from the report to the Ordinary Meeting of Council on 11 December 2019, the financial delegations section of the Staff Delegations Manual needs to be further updated to reflect an additional authorisations being made.

Recommendation

It is recommended that Council resolve to approve the proposed changes to the Staff Delegations Manual as outlined in Schedule 1, effective immediately.

Report

Background

A change to the staffing structure by renewing a position in the Biosecurity & Biodiversity Operations Division has created the need to further update the Staff Delegations Manual in order to have essential and consistent financial delegations put in place.

The manual is to be kept up-to-date with role changes in order that staff have the ability to make the required decisions to undertake their duties, and to ensure that those decisions have the requisite authority and legal standing.

The update is outlined in Schedule 1 below:

Schedule 1: Proposed Update to Staff Delegation Manual

Page	Section	Existing Provision	Proposed Provision
25	Entering Contracts & Authorisation of Payments	Biosecurity & Biodiversity Operations Division <ul style="list-style-type: none"> ▪ - 	Biosecurity & Biodiversity Operations Division <ul style="list-style-type: none"> ▪ Senior Biosecurity Officer - \$10,000



Views of Affected Parties

The exercise of delegation comes from the Council through the Chief Executive to staff, with the various job descriptions for each role stipulating the scope and nature of the delegated authorities that the role is expected to deliver on. Those staff take on the role knowing that delegations will be in place and available in order that they can carry out their roles.

Compliance with Significance and Engagement Policy

None of the proposed amendments come into conflict with the provisions of the Significance and Engagement Policy.

Legal Compliance

The amendments being made are to ensure delegated decisions have legal integrity and have legitimate status.

Consistency with Council's LTP/Annual Plan/Policy/Strategy

The changes being proposed are consistent with the Strategic Plan directions and with the levels of service set out in the Long-term Plan for delivery of programmes and projects.

Financial and Resource Implications

None of the adjustments have any significant financial or resourcing implications.

Attachments

None



Item 9 Local Government NZ Zone 5 and 6 Meeting - Attendance

MORF ID: A542707	Strategic Direction: Governance
Report by: Jan Brown, Executive Assistant	Approved by: Neil Selman, General Manager, Corporate Services
Executive Approval: Rob Phillips, Chief Executive	

Purpose

This item seeks Council approval for the attendance of Council representatives at the Local Government New Zealand (LGNZ) Zone 5 and 6 meeting, scheduled to be held in Ashburton on 15-17 March 2020.

Summary

Council has been advised that the next LGNZ Zone 5 and 6 meeting will be held in Ashburton, hosted by Zone 5, from 15 to 17 March 2020. A draft agenda has been prepared, but is not final yet (copy attached). Council is asked to appoint its delegates to attend.

Recommendation

It is recommended that Council resolve to:

- 1. appoint Cr Cook to attend the Combined Zone 5/6 meeting to be held in Ashburton from Sunday, 15 to Tuesday, 17 March 2020;**
- 2. meet the associated costs of travel, accommodation and meals for Cr Cook to attend the meeting.**

Report

Background

LGNZ holds quarterly combined Zone meetings, which are open to attendance by each of the councils within the relevant zones. These combined meetings are shared between the zones, and on this occasion, Zone 5 is the hosting region, and Ashburton has been selected as the meeting venue.

Current situation

Given the distance and travel required to attend this meeting, together with the unavailability of the Chairman to attend this meeting, staff circulated the information provided and sought interest from Councillors in attending. Cr Cook is the only Councillor who has indicated a wish/availability to attend this meeting.

As noted above, the interim agenda for the meeting is appended, and a finalised agenda is anticipated will be received within a week of the meeting.



Views of affected parties

There are no parties affected by the recommendations in this report.

Compliance with Significance and Engagement Policy

There are no issues within this report which trigger matters in this policy.

Considerations

Financial implications

Attendance at Zone meetings is budgeted for on an annual basis.

Attachments

1. Draft agenda

Zone 5 & 6 Meeting - Ashburton

Sunday 15 March – Tuesday 17th March 2020

Conference Venue: Hotel Ashburton

Sunday 15 th March 2020		
4.00pm	Bus departs Hotel Ashburton	Hotel Ashburton
4.15pm	Commence guided tour of Trotts Garden	Trotts Garden, Ashburton
5:00pm	Attendees to gather for dinner	
	DINNER	
8.30pm	Bus departs Trotts Garden, returning to Hotel Ashburton	

Monday 16 th March 2020		
	Breakfast is available at Hotel Ashburton for delegates – mention you are with the Zone 5/6 meeting	
SESSION ONE 9:00am	MEETING CONVENES	Conference Venue
	Welcome	
	Confirmation of previous minutes - 18/19 November 2019	
	Conclude outstanding business from Oamaru meeting	
	Destination Management	
	Round table discussions: Water - Zone 5 & 6 Mayors (or representative) speaking for three minutes each	
10:30am	MORNING TEA	
SESSION TWO 10.45am	Central and local partnerships	Conference Venue
	Local Members of Parliament	
	Table discussion	

12.00pm	LUNCH	
SESSION THREE 12.30pm	Presentation from LGNZ President and Chief Executive	Conference Venue
	Round table discussion	
	National Council reporting: - Zone 6: Mayor Gary Kircher - Zone 5: Mayor Sam Broughton	
	Zone 5 & 6 priorities for LGNZ - 2020 and beyond	
	AFTERNOON TEA	
SESSION FOUR 2.00pm	Site visit – Depart from Hotel Ashburton: <i>Rangitata Diversion Race and the Managed Aquifer Recharge</i>	
5.00pm	Free time	
6.00pm	Bus departs Hotel Ashburton for dinner venue	Lakehouse Restaurant
9.30pm	Bus departs dinner venue and returns to Hotel Ashburton	

Tuesday 17th March 2020

	Breakfast is available at Hotel Ashburton for delegates – mention you are with the Zone 5/6 meeting	
8:30am	TEA AND COFFEE AVAILABLE	
SESSION ONE 9:00am	MEETING RECONVENES Round table discussions: Transport - Zone 5 & 6 Mayors (or representative) speaking for three minutes each	Conference Venue
10.15am	MORNING TEA	
SESSION TWO 10.30am	Discussion: NZTA, KiwiRail, Ports, Airport RTL Priorities	Conference Venue
12.45pm	Closing comments	Conference Venue
1.00pm	LGNZ ZONE 5 & 6 MEETINGS CONCLUDES WITH LUNCH	



Item 10 Councillors' Meeting Schedule – February to April 2020

MORF ID:	Strategic Direction: Council Policy
Report by: Jan Brown, Executive Assistant	Approved by: Neil Selman, Director of Corporate Services
Executive Approval: Rob Phillips, Chief Executive	

Purpose

For Council to approve the meeting schedule, as shown on the following pages.

The schedule has been prepared in accordance with current Council policy under the Remuneration provisions contained in Schedule 7 of the Local Government Act 2002.

Recommendation

It is recommended that Council note the planned meetings and resolve to:

1. appoint members to represent Council at the meetings marked on the schedule;
2. pay meeting fees and/or allowances in accordance with its policy and detailed on the schedule.



Councillors Meeting Schedule - February to April 2020

Leave of Absence Requests (dates inclusive):							
Cr P McDonald 14 November to 5 December 2019 inclusive							
Chairman N Horrell – 21 to 26 November 2019 inclusive							
Cr Lloyd Esler – 19 November to 3 December 2019 inclusive							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Retrospective							
Bluff Maritime Museum Trust Board meeting	@ Bluff	Monday 25 November 2019	10.30 am	Cr Cook	-	✓	
Meeting with South Coastal Charitable Trust representatives	@ ES	Tuesday 17 December 2019	4.30 pm	Chairman Horrell	-	-	
ES Muffin Talk “What will be getting into our waterways, and what risks will they pose?”	@ ES	Wednesday 18 December 2019	8.30 am	Interested Councillors	-	✓	
Te Wai Parera Trust meeting	@ Bluff	Wednesday 18 December 2019	2.00 pm	Crs McCallum & Horrell	-	✓	
Waiau Emergency meeting	@ Clifton Golf Club	Wednesday 18 December 2019	7.30 pm	Chairman Horrell	-	-	
Lake Waituna Control Association AGM	@ Kapuka South Community Centre	Thursday 19 December 2019	7.30 pm	Cr McCallum	-	✓	
ES Staff BBQ	@ ES	Friday 20 December 2019	1.00 pm	Interested Councillors	-	✓	



Leave of Absence Requests (dates inclusive):							
Cr P McDonald 14 November to 5 December 2019 inclusive							
Chairman N Horrell – 21 to 26 November 2019 inclusive							
Cr Lloyd Esler – 19 November to 3 December 2019 inclusive							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Meeting with staff prior to Waiau River Liaison Committee meeting	@ ES	Monday 20 January 2020	6.00 pm	Chairman Horrell	-	-	
Meeting with Hokonui Runanga representatives	@ ES	Monday 27 January 2020	10.00 am	Chairman Horrell	-	-	
Meeting with Bob Penter	@ ES	Monday 27 January 2020	12.30 pm	Cr McCallum	-	✓	
Pre-meeting catch-up	@ ES	Tuesday 28 January 2020	11.00 am	Chairman Horrell Cr Roy	-	✓	
Council briefing – ES response to flooding in Waiau Council workshop – NPS Indigenous biodiversity	@ ES	Tuesday 28 January 2020	1.30 pm	All Councillors	-	✓	
ICC Meeting	@ ICC	Tuesday 28 January 2020	4.00 pm	Chairman Horrell Cr Roy	-	✓	
Council Strategy Session	@ ES	Thursday 30 January 2020	9.00 am	All Councillors	-	✓	
Southland Community Broadcasters Trust meeting	@ Invercargill	Thursday 30 January 2020	3.15 pm	Cr Mager	-	✓	
Waiau Rating meeting	@ Waiau Golf Club	Thursday 30 January 2020	7.00 pm	Chairman Horrell	-	-	



Leave of Absence Requests (dates inclusive):							
Cr P McDonald 14 November to 5 December 2019 inclusive							
Chairman N Horrell – 21 to 26 November 2019 inclusive							
Cr Lloyd Esler – 19 November to 3 December 2019 inclusive							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Mayoral Forum	@ Gore District Council	Friday 31 January 2020	9.30 am	Chairman Horrell Cr McCallum	-	✓	
Meeting with constituent – B Hobcraft	@ ES	Friday 31 January 2020	2.30 pm	Chairman Horrell	-	-	
Otago/Southland Regional Transport Committee	@ Balclutha	Tuesday 4 February 2020	10.30 am	Crs McCallum and Baird	-	✓	
Climate Action Plan Working Group Meeting #1	@ ES	Tuesday 4 February 2020	1.30 pm	Crs Roy, Guyton, Mager & Chairman	-	✓	
February 2020							
Strategy & Policy Committee OPAC	@ ES	Wednesday 5 February 2020	9.00 am 1.30 pm	All Councillors as appointed	-	✓	
Waitangi Day celebrations	@ Otakou Marae	Thursday 6 February 2020	8.45 am	Chairman Horrell	-	-	Accom
Whakamana te Waituna Charitable Trust	@ SDC	Friday 7 February 2020	9.30 am	Cr McCallum Chairman Horrell	-	✓	
Joint Otago and Southland Mayoral Forum	@ Dunedin	Friday 7 February 2020	9.45 am	Chairman Horrell	-	-	



Leave of Absence Requests (dates inclusive): Cr P McDonald 14 November to 5 December 2019 inclusive Chairman N Horrell – 21 to 26 November 2019 inclusive Cr Lloyd Esler – 19 November to 3 December 2019 inclusive							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Emergency Civil Defence Emergency Management meeting	@ ES	Monday 10 February 2020	10.30 am	Cr Cook Chairman Horrell	-	✓	
Combined River Liaison Committee Chairs meeting	@ ES	Tuesday 11 February 2020	1.00 pm	Chairman Horrell Cr McPhail	-	✓	
Southern Field Days	@ Waimumu	12-14 February 2020	As advised	Interested Councillors	-	✓	
Coastal Plan Workshop South Port Subcommittee	@ ES	Thursday 13 February 2020	1.00 pm 4.00 pm	Int. Councillors Aptd. Councillors	-	✓	
Meet and travel with Prime Minister	@ Invercargill	Thursday 13 February 2020	2.00 pm to 7.30 pm	Chairman Horrell	-	-	
Emergency Meeting of the Southland Civil Defence Emergency Management Group	@ ES	Monday 17 February 2020	2.00 pm	Cr Cook	-	✓	
Introductory meeting – Great South CE	@ Great south	Tuesday 18 February 2020	3.00 pm to 5.00 pm	Chairman Horrell and CE	-	-	
Southland District Council Engagement Event	@ Transport World	Tuesday 18 February 2020	5.30 pm	Chairman Horrell and CE	-	-	
Climate Action Plan Working Group meeting #2	@ ES	Wednesday 19 February 2020	9.00 am	Crs Roy, Guyton, Mager and Chairman Horrell	-	✓	



Leave of Absence Requests (dates inclusive): Cr P McDonald 14 November to 5 December 2019 inclusive Chairman N Horrell – 21 to 26 November 2019 inclusive Cr Lloyd Esler – 19 November to 3 December 2019 inclusive							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Council & TAMI Briefing – Regional Forum Update Council workshop – Coastal Plan Review	@ ES	Wednesday 19 February 2020	10.00 am 1.00 pm	All Councillors	-	✓	
OSPRI Stakeholders Meeting	@ Wellington	Thursday 20 February 2020	9.30 am	Chairman Horrell	-	-	Accom
Fonterra Edendale Community meeting	@ Edendale	Thursday 20 February 2020	6.00 pm	Cr McCallum	-	✓	
Regional Sector Group meeting	@ Wellington	Friday 21 February 2020	8.30 am	Chairman Horrell	-	-	
Aparima River Liaison Committee meeting Waimatuku River Liaison Committee meeting	@ Otautau @ Waimatuku	Monday 24 February 2020	10.00 am 1.15 pm	Interested Councillors	-	✓	
Waiau River Liaison Committee meeting	@ Tuatapere	Tuesday 25 February 2020	1.15 pm	Interested Councillors	-	✓	
Council caucus opportunity Council meet with Executive <i>Morning tea break</i> Ordinary meeting of Council <i>Lunch break</i> Council Workshop – Annual Plan	@ ES	Wednesday 26 February 2020	9.00 am 9.30 am 10.15 am 10.30 am 12.00 noon To follow	All Councillors	-	✓	



Leave of Absence Requests (dates inclusive):							
Cr P McDonald 14 November to 5 December 2019 inclusive							
Chairman N Horrell – 21 to 26 November 2019 inclusive							
Cr Lloyd Esler – 19 November to 3 December 2019 inclusive							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Makarewa Catchment Liaison Committee meeting	@ Hedgehope Hall	Thursday 27 February 2020	10.30 am	Interested Councillors	-	✓	
Oreti Liaison Committee meeting	@ Dipton Golf Club	Friday 28 February 2020	10.30 am	Interested Councillors	-	✓	
Mataura Liaison Committee meeting	@ Riversdale Hotel	Friday 28 February 2020	1.15 pm	Interested Councillors	-	✓	
March							
Council workshop – State of Southland’s Environment	@ ES	Monday 2 March 2020	9.00 am	All Councillors	-	✓	
Climate Action Working Group meeting (if the above workshop goes ahead, this is likely to be deferred).	@ ES	Monday 2 March 2020	11.00 am	Crs Roy, Guyton, Mager and Chairman	-	✓	
Council Briefing – Dairy NZ	@ ES	Monday 2 March 2020	1.00 pm	All Councillors	-	✓	
Te Anau Liaison Committee meeting	@ Te Anau	Tuesday 3 March 2020	11.00 am	Interested Councillors	-	✓	
Informal discussions for Regional Transport Committee members	@ ES – Kakapo	Wednesday 4 March 2020	10.00 am	Crs McCallum, Baird, Roy & McPhail	-	✓	



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Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Making Good Decisions Foundation Course	@ Invercargill	Thursday 5 and Friday 6 March 2020	Full days	Crs Mager & Roy	-	✓	Regn
Southland Heritage & Building Preservation Trust	@ ES	Thursday 5 March 2020	1.00 pm	Cr Ludlow	-	-	
Waituna Catchment Liaison Committee meeting	@ Oteramika Hall	Monday 9 March 2020	10.30 am	Interested Councillors	-	✓	
ES and TAMI Governance meeting with Regional Forum Chair	@ ES	Tuesday 10 March 2020	3.00 pm	Chairman Horrell	-	-	
Council Workshop - Water and Land Plan Appeals (Update on Topic A interim decision and what is next)	@ ES	Wednesday 11 March 2020	1.30 pm	All Councillors	-	✓	
Whakamana te Waituna community hui	@ Awarua Marae	Thursday 12 March 2020	3.00 pm	Cr McCallum Chairman Horrell	-	✓	
Zone 5/6 meeting	@ Ashburton	Monday 16 and Tuesday 17 March 2020	All days	Cr Cook	-	-	T/A
Regional Transport Committee workshop	@ Dunedin	Tuesday 17 March 2020	All day	Crs McCallum & Baird	-	✓	



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Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Regional Services Committee meet with the River Liaison committee Chairs	@ ES	Tuesday 17 March 2020	10.00 am	Crs McPhail, Esler, Ludlow, McDonald, Roy, Stevens & Chairman	-	✓	
Strategy & Policy Committee Regulatory Committee Predator Free Council Workshop	@ ES	Wednesday 18 March 2020	9.00 am 1.00 pm To follow	All Councillors	-	✓	
Landcare networking Field Day	@ TBC	Friday 20 March 2020	As advised	Chairman Horrell	-	-	
Council workshop – Long-term Plan	@ ES	Monday 23 March 2020	1.30 pm	All Councillors			
Te Wai Parera Trust meeting	@ Awarua Runaka	Tuesday 24 March 2020	10.00 am	Cr McCallum Chairman Horrell	-	✓	
Chief Executive’s Review Subcommittee meeting	@ ES	Tuesday 24 March 2020	1.30 pm	Crs Horrell, Cook, Ludluw, McCallum, McPhail, Roy & Stevens]	-	✓	
Audit NZ Update	@ Otago Museum	Wednesday 25 March 2020	9.00 am	Cr Ludlow	-	-	



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Cr Lloyd Esler – 19 November to 3 December 2019 inclusive							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Ayrshire AGM	@ Ascot Park Hotel	Wednesday 25 March 2020	8.00 am	Chairman Horrell	-	-	
April							
Council Workshop – Funding Review	@ ES	Wednesday 1 April 2020	8.30 am	All Councillors			
Council workshop – Cruise industry	@ ES	Wednesday 1 April 2020	11.00 am	All Councillors	-	✓	
Southland Mayoral forum	@ Gore District Council	Friday 3 April 2020	9.30 am	Chairman Horrell Cr McCallum	-	✓	
Council/TAMI Workshop – Regional Forum and Freshwater Objectives	@ ES	Tuesday 7 April 2020	10.00 am	All Councillors	-	✓	
Council Briefing – Air Plan, study on used oil, Waihopai flood management			1.00 pm				



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Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Council caucus opportunity Executive meet with Council <i>Morning tea break</i> Ordinary meeting of Council <i>Lunch</i> Council/TAMI workshop re Coastal Plan review	@ ES	Wednesday 8 April 2020	9.00 am 9.30 am 10.15 am 10.30 am 12.00 noon 1.00 pm	All Councillors	-	✓	

Please note, those items with shading or with ~~strikethrough text~~ – indicate changes that have occurred since the last meeting schedule was approved by Council
 *T = Transport (mileage/air fares/etc) *A = Accommodation costs *R = Course/Conference registration costs E = Expenses incurred in association with visit



Item 11 Common Seal

MORF ID: N/A	Strategic Direction: Council Policy
Report by: Jan Brown, Executive Assistant	Approved by: Neil Selman, Director of Corporate Services
Executive Approval: Neil Selman, Director of Corporate Services	

Purpose

For Council to note the Common Seal has been applied to the following documents under approved authorisation:

16 December 2019

- ⇒ Lease of Farm Land -
M J & J McGimpsey and Southland Regional Council

20 January 2020

- ⇒ Lease of Farm Land -
E W Buchanan and Southland Regional Council
- ⇒ Lease of Farm Land -
S R Thomas and Southland Regional Council

24 January 2020

- ⇒ Lease of Farm Land -
E R Drake and Southland Regional Council

28 January 2020

- ⇒ Warrant to Act as Enforcement Officer -
Raluca Veisana Riedel
- ⇒ Warrant to Act as Enforcement Officer -
Ciaran Henry Patterson Thayer

17 February 2020

- ⇒ Private Individual Client Authority and Instruction for an Electronic Transaction -
John K Fraser and Southland Regional Council re grant of easement without transfer –
Karera Downs Limited to Southland Regional Council

Recommendation

It is recommended that Council resolve to note the list of documents to which the Common Seal has been affixed under approved authorisation.