

#### 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)

Environment Southland Council Chambers  
and via Zoom digital link

10.30 am

26 January 2022

### AGENDA (Rarangi Take)

1. Welcome (*Haere mai*)
2. Apologies (*Nga Pa Pouri*)
3. Declarations of Interest
4. Public Forum, Petitions and Deputations (*He Huinga tuku korero*)
5. Confirmation of Minutes (*Whakau korero*)
  - (a) Ordinary Meeting of Council 15 December 2021
  - (b) Extraordinary Meeting of Council 22 December 2021
6. Notification of Extraordinary and Urgent Business (*He Panui Autaia hei Totoia Pakihi*)
  - 6.1 Supplementary Reports
  - 6.2 Other

*NB: Councillors are reminded to advise the Chairman, at least a day prior to the meeting, of your intention to raise any matters.*
7. Questions (*Patai*)
8. Chairman and Councillors' Reports (*Nga Purongo-a-Tumuaki me nga Kaunihera*)
9. Staff Report - 22/C/01
  - Item 1 - Chief Executive's Report .....19
  - Item 2 - Appointment of New Electoral Officer .....30



- Item 3 - Councillors' Meeting Schedule – January 2022 .....32
- Item 4 - Reporting of Expenditure above Delegated Authority .....37

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

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

- Confirmation of Minutes  
*Ordinary Meeting of Council – 15 December 2021*  
*Extraordinary Meeting of Council – 22 December 2021*

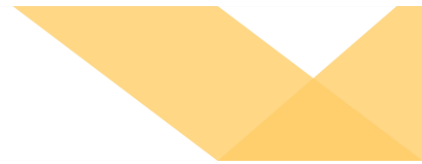
Staff Report - 22/C/01

- Item 5 - Local Government Size Indices and Councils' Governance Remuneration Pools .....47

I

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 – 15 December 2021**
- **Ordinary Meeting of Council – 22 December 2021**

**Minutes of the Ordinary Meeting of the Southland  
Regional Council, held in Regional House, corner  
North Road and Price Street, Invercargill, on  
Wednesday, 15 December 2021, at 10.30 am**



**Present:** Chairman N Horrell (Chair)  
Cr A Baird – until 12.55 pm  
Cr N Cook  
Cr R Guyton  
Cr L Ludlow  
Cr L McCallum  
Cr J McPhail  
Cr B Mager  
Cr D Stevens  
Cr E Roy

**In Attendance:** Mr R Phillips (Chief Executive)  
Ms W Falconer (GM – Strategy, Planning & Engagement)  
Ms A Kubrycht (GM – Organisational Development & Transformation)  
Mr P Hulse (GM – Integrated Catchment Management)  
Mr R Strong (Catchment Operations Manager)  
Ms E Moriarty (Science Strategy & Investigations Manager)  
Ms G Bandara (Insight & Partnership Advisor)  
Ms J Rees (Principal Advisor)  
Mr L Cleaver (Maritime Manager/Harbourmaster)  
Mr G McKenzie (Team Leader – Compliance Technical)  
Mrs J M Brown (Democracy Services EA)

**1 Welcome (*Haere mai*)**

The Chairman welcomed members to the December meeting of Council.

**2 Apologies (*Nga Pa Pouri*)**

**Resolved:**

**Moved Cr McCallum, seconded Cr Cook, that apologies for absence were recorded on behalf of Crs Lloyd Esler and Peter McDonald.**

**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*)**

**White Pines Trust:** Mr B Nettleton attended the meeting via Zoom digital link at this time (and was supported by Mr John Murphy who attended the meeting in person), to provide Council with a presentation on the work of the White Pines Trust. A copy of the presentation has been retained for the file at reference A733713. The focus on the presentation was that the land held by the Trust be future-proofed for future generations. Following the presentation, the following matters were covered in a question/answer session:

- the intention is the White Pines Trust be kept as its own entity, but be connected to the Te Wai Parera or Whakamana te Waituna Trusts as the parent, ensuring the project was kept alive, with the objectives aligned. This might need more of a push along.
- recent plantings on the land have included native flaxes, pittosporum and Manuka undertaken by SIT students.
- there is no conflict within the catchment – all appear to be working together.
- in order for the Trust to continue its work, it needs more protection works done on the Waituna Stream, as there are concerns that it may be washed away.
- noted there has not been a health analysis done of the kahikatea trees to determine what more needs to be done to improve their health and encourage new growth.
- Cr McCallum noted there was some urgency around this matter, as Dr Reigler was in poor health, and wished to secure the future of this area in his lifetime.

The Chairman thanked Mr Nettleton and Mr Murphy for their presentation.

**5 Confirmation of Minutes (*Whakau korero*)**

**(a) Ordinary Meeting of Council – Ordinary meeting of Council – 24 November 2021**

Cr Roy noted that he had been an apology for the meeting. This is to be recorded on the official copy.

**Resolved:**

**Moved Cr Ludlow, seconded Cr McPhail, that the minutes of the Ordinary Meeting of Council held on 24 November 2021 be taken as read and confirmed as a true and correct record.**

**Carried**

## **6 Adoption of Committee Resolutions**

### **(a) Organisational Performance & Audit Committee – 17 November 2021**

In speaking to the record of this meeting, Cr Ludlow specifically highlighted the Long-term Plan Progress Report discussion.

Cr Baird expressed disappointment that the information provided to the meeting under Item 1 had not been expanded on further in the minutes, and felt that this was something of an oversight, as all Councillors had not been present to receive the information.

**Resolved:**

**Moved Cr Ludlow, seconded Cr Baird, that the resolutions from the Organisational Performance & Audit Committee meeting held on 17 November 2021 be adopted.**

**Carried**

### **(b) Southland Civil Defence Emergency Management Group – 18 November 2021**

In speaking to the meeting notes, Cr Cook highlighted the establishment of the Regional Leadership Group in Southland, to assist the Department of Prime Minister & Cabinet with its COVID-19 response. He noted the group was chaired by Mayor Hicks, and had approximately 30 participants, involved in co-ordinating and information sharing, and meeting approximately monthly, or as required.

**Resolved:**

**Moved Cr Cook, seconded Cr Ludlow, that the resolutions from the Southland Civil Defence Emergency Management Group meeting held on 18 November 2021 be adopted.**

**Carried**

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

### **7.1 Supplementary Reports**

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

### **7.2 Other**

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

## 8 Questions (*Patai*)

There were no questions.

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

### ⇒ Chairman's Report

A report outlining the activities the Chairman had been involved in on behalf of the Council since the last meeting had been circulated with the agenda.

Chairman Horrell responded to questions raised about the use of Overseer (as discussed at the RSG meeting in Wellington), noting that neither the Regional Sector CEs nor Chairs were optimistic about its use as a regulatory tool going forward, but were pleased to see it was being upgraded

It was noted ES had not included Overseer numbers in its plans, as others had. Mr Phillips noted this was a quickly changing area, that there were challenges going forward, and staff were maintaining a close watch on progress.

### ⇒ Councillors' Reports

**Cr McCallum** spoke briefly to his detailed report, highlighting in particular, the graph on page 38. More information would be forthcoming in the new year. Cr Baird noted the gold band shown in the graph, and discussed solutions that were being talked about, including hydrogen powered heavy vehicles in the future. It was noted these were "top of the mind issues" for Southland. Cr Ludlow was pleased to see the link to rental cars in the Southland region. She also noted the WHO air quality guidelines and that this information was a "heads-up for ES".

The meeting also noted the strategic economic network modelling work was some years old now, and had been based on an inland port scenario and servicing ships at scale. Further work is to be done, in a slightly modified way, to ensure what had become disjointed work streams, were brought back together.

**Cr Roy** – advised he had attended a Murihiku Regeneration two-day seminar (as an individual and not as a Councillor). Minister Megan Woods had set out expectations going forward, and he noted there are a number of competing interests in this area.

**Cr McCallum** – advised he had attended a Fonterra Community meeting (held four times per year). He advised the Stirling boiler will be a wood fuel boiler, in place by 1 August 2022. In response to questions from the meeting it was noted that the Edendale plant coal fired boiler was targeted for replacement by 2035.

**10 Staff Report – 21/C/102**

**⇒ Item 1 – Chief Executive’s Report**

The Chief Executive’s report was distributed with the agenda which provided a governance overview of pan organisational current matters.

**IWG:** In response to questions from Cr Stevens regarding what differences had been observed between ECan and ES in the area of intensive winter grazing, Mr Phillips advised the differences had largely been about an inconsistency in processes internally, which had now been addressed.

**Cleddau Flood Works:** In response to questions posed by Cr Baird, the Chief Executive advised that the Department of Conservation funds and operates a flood protection scheme in Milford. In recent years there had been discussions about the possibility of passing the responsibility for those works over to ES. Staff were undertaking due diligence to ensure such an approach did not result in ES having to put in additional funding from ratepayers. Staff will ensure Council is kept apprised of progress with this matter.

**Web-based Flood Management Tool:** Staff undertook to advise Councillors on this tool and what it does.

**Invercargill flood protection tree removal:** In response to questions from the meeting, Mr Strong advised staff had identified some concerns with trees around the Invercargill stopbanking system that had the potential to be compromised/fall into the river. As a result, a programme has been developed to ensure a proactive approach is taken to these matters, in conjunction with Parks & Reserves staff. There will need to be a communications plan developed at the right time, as it was anticipated tree removal would attract attention. The focus was on ensuring the right tree was in the right place, as big trees in stopbanks with their associated root systems create instability issues.

**Science Strategy & Investigations:** Cr McCallum referred to comments on page 42 of the report “stocking numbers and the impact of a 10-20% reduction”. He sought clarification of this, and was advised that the report was discussing work that was currently happening, but was not the full scope of the work being undertaken. Chairman Horrell noted the Regional Forum have been given a number of modelling options.

**Climate Resilience Projects:** Cr Cook sought clarification of the information provided on page 44 of the staff report. Mr Strong noted the work underway along Stead Street involved a significant amount of plant and equipment coming to the site, which could be used to undertake other work, potentially saving up to \$100,000 in costs. The matter was still under discussion, and there were time pressures being faced by the contractor, but staff were optimistic about a positive outcome.

**Mataura Allocation Matters:** Cr McPhail thanked staff and management for the work being done in this area, and also on the climate resilience project meetings in Gore,



commenting it had been pleasing to see ES involving and working with the community in a positive and collaborative way. These comments were echoed by the Chairman.

**Resolved:**

**Moved Cr McCallum, seconded Cr Cook, that Council note the report.**

**Carried**

⇒ **Item 2 – Emissions Reduction Plan Submission**

This item sought Council's retrospective approval of the submission on the Emissions Reduction Plan discussion paper, which had been submitted to the Ministry for the Environment on 24 November 2021, following previous workshop sessions with Council and attendance at a regional hui. The meeting noted that the prepared submission had also been endorsed by both Invercargill City Council and the Southland District Council.

Cr McCallum commented positively on the process that had been used to compile this submission, which he felt provided a valuable response.

**Resolved:**

**Moved Cr McCallum seconded Cr Roy that Council retrospectively approve the submission lodged with the Ministry for the Environment on 24 November 2021.**

**Carried**

Cr McPhail suggested staff look into the circulation of submissions such as this to wider community groups, to make them aware that Council is responding to these matters. Mr Phillips advised that as part of the broader engagement plan council was developing to share its information more broadly, this would be undertaken.

⇒ **Item 3 – Update to Staff Delegations Manual**

Council approval was sought to amend the Staff Delegations Manual to take account of a new role within the Science Strategy & Investigations Division.

**Resolved:**

**Moved Cr Cook, seconded Cr McPhail, that Council approve the proposed changes to the Staff Delegations Manual as outlined in Schedule 1, and as appropriate in other sections of the manual, effective immediately.**

**Carried**

⇒ **Item 4 – 2022 Meeting Calendar**

Council was asked to consider and if appropriate, adopt, the 2022 meeting calendar.

**Resolved:**

**Moved Cr Baird, seconded Cr Mager, that Council adopt the 2022 meeting calendar.**

**Carried**

⇒ **Item 5 – Councillors’ Meeting Schedule – December 2021**

Council approval for the meeting schedule circulated with the agenda, was sought. The following changes were also noted:

- 13 December 2021 – Cr McCallum attended the Fonterra Edendale Community meeting held at Edendale
- 7 December 2021 – Cr Stevens was an apology for the Wilkins Community meeting.

**Resolved:**

**Moved Cr Cook seconded Cr Mager, that Council note the planned meetings and:**

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

**Carried**

⇒ **Item 6 – Annual Compliance Monitoring Report**

This item noted the compilation of the Compliance Monitoring Report for the 2020/21 financial year, prior to it being publicly released.

In speaking to the report, which was taken as read, Mr Hulse acknowledged the comprehensive document that had been prepared was a credit to those involved in its production. The highlights noted included discussion on the impacts of COVID-19; the fact that there were fewer incidents reported in 2021 (888 down from 964) but an increase in the number of incidents reported by the public (766, up from previous year of 747). It was also noted there was a reduction in significant non-compliance noted – a good news story. Down from 3.3% for dairy monitoring, to 1.3%.

Points raised by Councillors included:

- the format, where information on a company was on one side of a page, with the results on the back of that page as opposed to being on a facing page.
- discussion re nitrate levels in groundwater and a generalisation that over time the numbers were increasing? Mr McKenzie noted those discussions were more of a science team area, as opposed to the compliance report. He noted there is a groundwater monitoring programme focused on dairy operations on more sensitive soils. Some trends were emerging, but time was required to identify those trends, and for Council to consider how it might deal with them going forward.
- page 10 graph – the variations in levels were noted. Suggested that going forward, this information could be plotted over a longer-term basis.
- stormwater discharges – page 44 seemed to indicate there were some issues with consent requirements. Mr McKenzie noted there were a number of incidents identified – the majority of which were self-reported by ICC, and were largely associated with overflows from sewers into the stormwater. All were responded to appropriately by ICC.
- monitoring the effects of such overflows in the receiving environment is very difficult, because the stormwater network can be long, and depending on rainfall or other factors, it may not be possible to measure if/when it goes to the receiving environment. To date there had not been any environmental issues associated with the spills that were reported.
- staff advised they were aware of the need for ongoing conversations with ICC to highlight the expectations and the need for compliance. This will be discussed further through the Regulatory committee.

Councillors congratulated staff on the report that provided a clear and concise picture.

Cr Stevens asked about a generic consent for the Mataura with regard to the abstraction of gravel. It was noted this was not a matter for the compliance monitoring report, but Mr Hulse undertook to report back on this matter.

In response to questions posed by Cr McPhail with regard to incidents reported focusing on intensive winter grazing matters, Mr McKenzie advised there had been very few incidents reported this year. Staff had worked closely with MPI throughout the year. The issues identified were largely stock related as opposed to environmental matters, and very few required follow-up. Approximately six cases had been considered for further action, but only two were actioned. The meeting also noted that Council's regulatory tools in this regard were limited, given its own plan rules were not yet in place.

**Resolved:**

**Moved Cr Baird, seconded Cr McPhail, that Council note the 2020/21 Compliance Monitoring Report prior to its public release.**

**Carried**

⇒ **Item 7 – Common Seal**

This item reported on the documents to which the Common Seal had been applied under approved authorisation.

**Resolved:**

**Moved Cr Cook, seconded Cr Roy, that Council note the list of documents to which the Common Seal has been affixed under approved authorisation.**

**Carried**

**11 Extraordinary and Urgent Business**

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

**12 Public Excluded Business**

**Resolved:**

**Moved Cr Roy, seconded Cr McCallum, 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 the Ordinary meeting of Council – 24 November 2021**
- ⇒ **Adoption of Committee resolutions from the Organisational Performance & Audit Committee – 17 November 2021**
- ⇒ **Item 8 – Southern Pest Eradication Society – Direction Sought**
- ⇒ **Item 9 – Divisional Update**

**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>
⇒ <b>Confirmation of minutes of the Ordinary meeting of Council – 24 November 2021</b>	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	S.7(2)(h)
	To prevent the disclosure or use of official information for improper gain or advantage.	S.7(2)(j)
⇒ <b>Adoption of Committee resolutions from the Organisational Performance &amp; Audit Committee -17 November 2021</b>	To prevent the disclosure or use of official information for improper gain or advantage.	S.7(2)(j)
	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	S.7(2)(h)
⇒ <b>Item 8 – Southern Pest Eradication Society – Direction Sought</b>		
⇒ <b>Item 9 – Divisional update</b>	To prevent the disclosure or use of information for improper gain or advantage.	S.7(2)(j)

**Carried**

**Resumed in Open Meeting**

**Termination**

There being no further business, the meeting closed at 1.00 pm.

**Minutes of the Extraordinary Meeting of the  
Southland Regional Council, held in Regional House,  
corner North Road and Price Street, Invercargill, on  
Wednesday, 22 December 2021, at 10.00 am**

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**Present:** Chairman N Horrell (Chair)  
Cr A Baird – by zoom  
Cr N Cook – by zoom from 10.24 am  
Cr L Esler  
Cr R Guyton – by zoom  
Cr L Ludlow  
Cr L McCallum  
Cr P McDonald – by zoom  
Cr J McPhail – by zoom  
Cr B Mager  
Cr E Roy

**In Attendance:** Mrs M Weston (Team Leader, Organisational Support)

**1 Welcome (*Haere mai*)**

The Chairman welcomed members to the Extraordinary Meeting of Council.

**2 Apologies (*Nga Pa Pouri*)**

**Resolved:**

**Moved Cr McCallum, seconded Cr Ludlow that apologies for absence be accepted on behalf of Cr Stevens and for lateness on behalf of Cr Cook.**

**Carried**

**3 Declarations of Interest**

There no declarations of interest.

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

**4.1 Supplementary Reports**

There were no supplementary reports provided to the meeting.

**4.2 Other**

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

**5 Questions (*Patai*)**

There were no questions.

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

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

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

***Resolved:***

Moved Cr Roy, seconded Cr Mager, 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:

- ⇒ **Item 1 – Consideration of Responses for request for proposal and next steps.**

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>
⇒ <b>Item 1 – Consideration of Responses for Request for Proposal and Next Steps</b>	To prevent the disclosure or use of official information for improper gain or advantage.  To carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	S.7(2)(j)  S.7(2)(i)

**Carried**

**Resumed in Open Meeting**

**Termination**

There being no further business, the meeting closed at 10.35 am.





# Chairman and Councillors' Reports



## **Chairman's Report**

**Activities undertaken by the Chairman  
since the last meeting**

### **December 2021**

- 15 Ordinary meeting of Council  
Council and TAMI Board Joint Workshop
- 16 Whakamana te Waituna Charitable Trust Annual and Ordinary meeting
- 22 Extraordinary meeting of Council

### **January 2022**

- 18 Trifecta Workshop – Governance (Local and Regional Authorities)
- 19 Meeting with J Beaufill re Waituna  
Southland Regional Leadership Group
- 20 Environmental Challenges facing Murihiku Southland with SRTS stakeholders



## Performance Review (Te Arotake I te Mahi)

### Item 1 Chief Executive’s Report

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

#### 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 January 2022. 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

##### Report – Strategy, Planning & Engagement Group

##### Communications & Engagement

The promotion of the Invercargill/Bluff trail commenced with the radio competition attracting more than 100 entrants. The promotion continues on social media and planning is underway with Invercargill City Council (ICC) for the official opening in late March 2022. The Facebook summer campaign continues and includes the LAWA “Can I swim here?” promotion. Planning has begun with ICC and Southland District Council for an election event in March 2022. The planning of the next *Envirosouth* is also underway, with delivery scheduled for April 2022. Work on the environmental challenges engagement is ongoing, with a number of presentations already booked and more interest coming in from catchment and community groups. The contaminant reduction modelling work was made available in early November 2021, but has recently received some media interest.

##### Strategy Group

##### *Strategy & Partnership*

Work has commenced on the 2022/23 Annual Plan with a Council workshop to progress this held on 14 December 2021. A second workshop is scheduled for 23 February 2022. A number of key strategic projects are also starting to be advanced to provide the building blocks for the 2024-2034 Long-term Plan, including a new planning and reporting framework.

In addition to the Annual Plan workshops, preparation for a series of Council workshops on carbon farming and agricultural emissions, resource management reform and local government review to be held in the first quarter of the year is underway.

### **Strategic Programmes**

The Strategy Group have been working on their strategy and programme of work in the short and long-term. This is focused on reporting, insights development, Long-term Plan development, strategic initiatives, key partnerships and Te Ao Māori. The group has also identified an opportunity to support and enable Council to develop its own strategy on how to tackle the freshwater challenge (to which the Regional Forum's advice will feed into) and also climate change. A programme is being developed.

### **Policy and Planning**

Expert witness conferencing was facilitated by the Environment Court in late November/early December 2021 for the unresolved points of appeal resulting in joint witness statements being produced for farm systems, water quality, ecology, forestry and planning. Evidence exchange ahead of hearing has begun, with the appellants' evidence due on 20 December 2021 and Council's evidence due on 11 February 2022. The hearing has been set down for four weeks from mid-March to mid-April 2022 for four of the remaining sub-topics, with the remaining two likely to be heard in June-August 2022.

Policy & Planning staff have been working to progress development of Plan Change Tuatahi with Te Ao Marama Inc, which comprises both the changes to the proposed Southland Water and Land Plan and the development of "hauora plans", which meet the action plan requirements of the NPSFM 2020. A key piece of work currently being undertaken is responding to the additional requirements introduced in the NPSFM 2020 in the context of the outputs of the Values and Objectives workstream, which will result in a report being produced jointly by Environment Southland and Te Ao Marama Inc providing recommendations for moving forward.

Changes to the Regional Policy Statement are being progressed. These comprise:

1. converting the Regional Policy Statement into the National Planning Standards requirements;
2. the addition of freshwater visions, as required by the NPSFM 2020; and
3. addressing conflicts with the NPSFM 2020.

### **Science Strategy & Investigations**

The Science team is busy with field work. A number of sites across Southland are being assessed for soil health and condition. The weekly summer bathing programme is continuing and the data is being shared with the community. The team held a successful co-design workshop with the Catchment Integration team and is in the process of developing a work plan to outline the science needed under an ICM model.

A steering group made up of representative consent holders has been established to resolve the issues regarding the Mataura Water Conservation Order.

A programme is underway to collect environmental DNA at a number of sites across Southland. This information will be used for determining the presence of fish in the waterbody. The Science team has completed a draft of the Science Strategy.



## Science Informatics & Operations

The focus of the Science Informatics & Operations team involves the collection of environmental data relating to the various State of the Environment (SoE) monitoring programmes. 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). The telemetry site checks/maintenance, flow gaugings and station inspections are also occurring.

Recreational bathing monitoring is underway with the Monitoring and Evaluation team's summer student sampling 20 sites weekly and a further two sites fortnightly until April 2022. Results are being distributed via email, Beacon and the LAWA website. Various training and competencies completed for the team include swift water training, kayak training and CERT training. The first Cyanobacteria alert of 2022 followed routine Periphyton monitoring at Hamilton Burn at Waterloo Road. It is likely there will be more alerts if river flows remain low and water temperatures remain high.

There have been 18 requests for data serviced by the Data Ecosystems team since the last report. The team is working with the IT team to progress an online solution for the submission of bore construction reports to reduce manual data entry tasks. Christmas letters and new rainfall data collection sheets were sent to community daily rainfall collectors. Assessment of discrete water quality data against the National Environmental Monitoring Standards continues. Estuarine and algae data collation is underway for KiECO database migration.

Staff attended a flood planning workshop hosted by the National Emergency Management Agency (NEMA) and Emergency Management Southland (EMS) to establish the impacts of flood scenarios in Gore and Invercargill. Some air temperature probes for climate monitoring arrived in late December 2021 and have been calibrated by staff and will be installed over the summer. Staff have been working on annual hydrological statistics.

## Report – Integrated Catchment Management Group

### Catchment Operations

Notable matters over the Christmas/New Year break include:

- **Insurance** – AON has received a response from the loss adjusters/London underwriters regarding Environment Southland's claims related to the February 2020 flood repairs. The response is largely unchanged from the original position regarding the claim. Staff are to meet shortly with both AON and Council's lawyer to discuss next steps.
- **Climate Resilience Projects:**
  - Geophysical surveys of the Mataura and Wyndham stopbanks will take place in late January 2022;
  - a draft set of drawings related to the Waihopai stopbank upgrade has been prepared;
  - the line of macrocarpas beside the Wyndham stopbank at the Wyndham Racing Club have been felled;
  - test piles for the Stead Street pump station will be driven mid-January 2022.

- **Gravel management** – a contract has been awarded to Central Otago based surveyors, LandPro, to update river cross-section profiles for the Mataura and Waikaia Rivers. LandPro will use high definition LiDAR that captures terrain heights both above and below water, extracting cross-section profiles from the Digital Elevation Model (DEM) and enabling staff to overlay those profiles onto the past surveyed profiles. It is a method that is both cheaper than a conventional survey and provides a very accurate DEM for the river corridor with a wide range of applications. An example is the Climate Resilience Projects – the Gore reach of the DEM will be extracted and used to build a very accurate hydraulic model for the town. The dataset, as a whole, will be used to evaluate the current state of the gravel resource in the Mataura and Waikaia Rivers and to inform decisions related to consent applications for gravel extraction. Ultimately, it is intended to be used to shape a consent application by the Catchment Operations Division for gravel extraction for river management purposes and to inform a wider management strategy for both rivers. This will enable subsequent surveys to show very accurate 3D assessments of how both river corridors change over time.
- **Emergency Management** – in early December 2021 staff participated in an initiative led and facilitated by EMS and NEMA staff that considered two hypothetical flood scenarios, as part of the identification of hazards for the renewal of the Southland Civil Defence Emergency Management Group Plan. The workshop was run in line with the NEMA directors' guidelines, which look at integrating different perspectives of risk from an iwi, business and community viewpoint and incorporates the likely decision/escalation points and the full range of implications (welfare, lifelines).
- **ICC/ES Interface, Invercargill Stopbanks** – regular co-ordination meetings have been established with the ICC Parks and Reserves team. Part of the discussions at the December 2021 meeting included whether maintenance of the stopbank walkways would sit better with ICC.

### Biosecurity & Biodiversity Operations

**Pest Animals:** The team is busy with Possum Control Area maintenance and monitoring. Maintenance work continues to be impacted by previous COVID-19 restrictions and reduced capacity of local Medical Officer of Health professionals delaying toxin permissions. Pre-feed for rat and possum control has been laid out over the lower Mataura, with the toxin operation due to start this month. Staff are confident that control is working, with recent monitoring returning a zero RTC (rat trap catch) and a red-crowned Kakariki being spotted in the O'Neil A block.

**Pest Plants:** The team is well into the season. The summer students have been an asset to the programme helping with pest plant surveys in the Lower Mataura Covenants and Old Man's beard control. This month a Reed Sweet Grass survey was completed by boat on the Waiau River, with a new site being found downstream and a number of larger sites being identified within a known area. This work was completed together with the Catchment Operations team, which was an excellent integration of the team's work.

The Old Man's beard programme is well underway, with a mix of results i.e. surveillance sites being active again after a number of years and previous active sites being free of Old Man's beard.

The Communications team has been supporting the Potato wart campaign, including the giant buttercup, which staff have had a few calls about.

Public enquiries regarding a number of different pest plants/weeds continue. A small number of new sites have been reported that staff will follow-up on.

**Wilding Pines:** The Mid Dome programme is well underway, with ground control in full swing - there were over 40 people on the hill in December 2021. Aerial foliar spraying planning has been ever-changing, due to changes in the guidelines and water monitoring that will be required by the Ministry for Primary Industries. All plans are now in place to meet these requirements for spraying in January. Takitimu plans are also in place for this work, which is due to start in February 2022.

**Biodiversity:** Revegetation work has continued in the Lower Matura covenants, with a successful team planting day adding 600 more eco-sourced plants into the area. Summer students are also undertaking plant maintenance and weed surveys in the lower Matura covenants.

**Jobs for Nature:**

- *Weeding Fiordlands Buffer* - contractors have had a quieter month due to the tourism season picking up, however some good work has been completed. January will see the first year of this programme being implemented and with the COVID-19 tourism issues still prevalent in Te Anau it is really showing how this programme has been an asset to Te Anau in a number of ways.
- *Undaria* - the ES dive team commenced diving operations in Breaksea Sound in December 2021. With the support of a team of contracted scientific divers, the team spent the first two weeks completing some initial surveys to estimate the extent and density of the pest plant *Undaria* and trialling various methods for removing the *Undaria* biomass. Having now received their scientific diver qualifications from Worksafe, the team will spend the coming months removing as much *Undaria* biomass from Breaksea Sound as possible.
- *Biodiversity Action on the Ground* – the ecological survey contractor has completed several site investigations and work is beginning on some of the larger conservation estate sites in partnership with the Department of Conservation. There have been 29 Environmental Enhancement grant applications received, with 22 receiving funding and seven declined, as they did not meet the criteria. EEF applications are still being received and further assessments are being undertaken.
- *Fish Passage Remediation Project* – due to COVID-19 exposure within the contractors' team they were not able to travel to Southland in December 2021 to undertake remediation works. These are now scheduled for the last week of January 2022.

**Catchment Integration**

The total number of plants planted in the Charlton Waimumu pilot scheme has reached 10,000. Phase 2 of the pilot is now complete. The contractor and plants were well received by farmers and the plants are doing extremely well. A thanks goes out to the ICC nursery for the temporary storage and care of the plants while transitioning from the prison to the planting sites.

As part of the Enviroschools community engagement plan the team has committed to supporting the Southern Institute of Technology with the Microplastics project. Within the past 12 months this partnership has enabled over six schools to take part in the citizen science project, with many more keen to get involved. The project has received a number of awards and funding grants recently, which will allow for its extension nationwide over time.

The Intensive Winter Grazing Internal Working Group has been re-established, comprising of representatives from across the organisation. An IWG work plan is being developed for 2022,

including reconvening proactive engagement through cultivation flights and roadside cultivated forage assessments, and dissemination of education resources and events. Staff are also working on the IWG Satellite Risk Assessment project, using satellite imagery to support IWG compliance and monitoring work. DairyNZ and Beef + Lamb NZ both continue to work with Environment Southland where priorities overlap.

The Catchment Integration team has gone through staffing changes, with two staff members being moved into senior positions, and three new staff members starting in roles in January 2022. There are still two vacancies to be filled.

### **Whakamana te Waituna**

There is ongoing commitment to bring more visibility to the project. Planning and organisation is underway for a Community Field Day on 1 February 2021 to show the community the contaminant intervention trials which stop sediment from going into the Waituna Lagoon and to raise awareness about contaminants. The team has also been actively updating the website and social media giving the public an increased level of knowledge and scrutiny on matters such as ruppia health and the lagoon opening.

Research and preparation is underway as part of Whakamana te Waituna to trial the closing of Waituna Lagoon. A certificate of compliance has been submitted to Environment Southland for this work. The scope of additional technical work has been drafted and will be progressed with an engineering company in early 2022.

### **Regulatory**

#### **Consents**

##### **General**

The Consents team experienced increasing workloads in the lead-up to Christmas, which was expected. For this reason, and with two vacancies in the team, some consents have been outsourced for external processing to maintain and ensure workloads are manageable.

Vacancies for a Consents Officer and a Senior Consents Officer have been advertised, with applications closing mid-January 2022, to reflect internal staff movements and two recent resignations.

A number of consent hearings are likely to be required in the first quarter of 2022, although the exact number is yet to be determined.

##### **Environment Court appeals**

The joint Gore District Council/Environment Southland decision to grant consents to the Gore District Council's proposed Longford Bridge has been appealed. An Environment Court hearing occurred on 26 October 2021. A decision from the Environment Court is pending. Jade McRae, Senior Consents Officer, presented evidence for Environment Southland, supported by Wynn Williams. At the time of writing no Environment Court decision has been released.

No new appeals have been lodged since the last reporting period.



### Applications under action/in progress

There are 154 applications currently in progress. Thirteen are progressing via a notified or limited notified process, as follows:

- **The Alpine Group Limited** – to occupy part of the coastal marine area with a barge structure containing a helipad, fuel storage, storage shed and accommodation, including kitchen and shower toilet facilities and a bunk room, within Cascade Cove, Dusky Sound. A pre-hearing meeting was held on 29 January 2021. The applicant withdrew its previous application and lodged a new application. The new application was limited notified on 9 November 2021. Submissions closed on 7 December 2021. A number of submissions received, with the hearing likely to occur in the first quarter of 2022.
- **Suelen Properties Limited** – two applications to establish and operate a marine farm for the cultivation of oysters at two sites situated in Horseshoe Bay, Stewart Island and Nathans Island, Stewart Island. The hearing timeframe has been extended due to the Ministry for Primary Industries' involvement. A hearing date has yet to be scheduled.
- **Southland District Council** – renewal of consent for rural water supply in the Kakapo area - limited notified. Submissions closed, with one submission received. A pre-hearing meeting was held on 23 March 2021. Further dialogue is occurring between the parties. A hearing date has yet to be scheduled.
- **Lochiel Dairies Limited – Dairy farming** – application limited notified following refusal of written approval from an affected party. Submissions closed on 10 December 2021. Arrangements for a hearing in early 2022 are pending.
- **Sean Ellis & Maria Kuster** – to undertake commercial surface water activities in Fiordland – submissions closed on 11 August 2021. Two submissions in opposition were received. The application process is on hold awaiting a hearing deposit payment.
- **Pneumatic Contractors Limited** - to discharge contaminants to air from abrasive blasting – submissions close on 18 January 2022.
- **Titipua Limited Partnership** – to use land for dairy farming at Hedgehope – notification decision made for public notification in September 2021. The applicant requested immediate suspension of processing. The application is currently on hold.
- **South Port** – proposed channel deepening/capital dredging – a revised application was lodged on 16 September 2021. This was accepted under s88 on 23 September 2021. Additional information was requested in accordance with Section 92 of the Resource Management Act 1991. The application was publicly notified in early December 2021. Submissions close on 31 January 2022.
- **Southland District Council** – application for amendments to seven resource consents for jetties, wharves access structure and pontoons at six sites at Stewart Island. Variation of existing consents to provide for a charging regime for commercial users. Submissions close on 17 January 2022.
- **Paul Stirling** – use land for dairy support and associated discharge – Manapouri. Submissions close on 20 January 2022.
- **Laird Farm** – water permit for irrigation, Aparima catchment – submissions close on 20 January 2022.
- **Horizon Flowers NZ Limited** - to take and use surface water from Myross Bush Creek for the purpose of tulip irrigation. Submissions close on 4 February 2022.

### Timeframe compliance

Compliance with statutory processing timeframes for resource consent applications for the period 1 December to 22 December 2021 was 100%. This includes instances where the applicant has agreed to a timeframe extension.



It is noted that 12 applications remain on hold due to linkages with the Maitava Water Conservation Order over-allocation issue, which is being worked through at present.

### **Other items of interest**

- Staff are continuing preparatory work on arrangements for intensive winter grazing consent applications. Information sharing is occurring between Environment Canterbury, Otago Regional Council and Environment Southland to assist with this and seeks to achieve a generally consistent approach with local variations, where necessary. Online forms have now gone live to assist applicants. While the implementation date for most of the intensive winter grazing provisions has been deferred to 2022, the intensification provisions still apply and consultants have signalled that they have a number of applications pending and there are some already in the system. A Council workshop on IWG has been scheduled for Tuesday, 22 February 2022, from 1.00 pm.
- The regular consents Consultants' Forum discussion with sector professionals preparing consent applications was held on 25 November 2021. This forum is useful for ongoing collaborative dialogue. Delays in obtaining some third party responses is a source of some recurring concern for the consultants. A number of other matters were also raised with a continuous improvement focus. This forum has proven very useful in 2021 and has been well attended via Zoom by consultants. The next meeting is scheduled for 20 January 2022 via Zoom.
- The Council's new 2021/22 Fees and Charges regime took effect from 1 August 2021. There continues to be some understandable customer feedback on this change, as it shifts the timing of the bulk of the payment from the end of the process to the start. Individual concerns are being worked through as they arise.
- At a national level, the Government's RMA reform programme continues to progress and there have been a number of sessions on the direction of travel on this. It is very important that the Consents team keeps abreast of the direction on legislative reform and is positioned to respond to that for the future. A further Ministry for the Environment seminar on this occurred on 23 November 2021. This outlined the general direction and timing of legislative reform processes, which are scheduled to move at pace in 2022 and 2023. Further information on the national direction of travel is likely to be forthcoming in the first quarter of 2022.

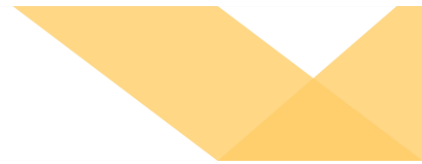
### **Compliance**

#### **Water Quality**

- **Dairy effluent monitoring** – dairy discharge consent monitoring continues.

#### **Water Quantity**

- **High rate water takes** – there has been ongoing review and improvements being made to increase the accuracy of this data within ES systems and to monitor compliance with consent conditions.
- **Low rate water takes** - the low rate water take data for the 2021/22 season is due on 31 May 2022. A mid-season reminder has been sent via email to consent holders to remind them of the submission timeframes.



### **Air Quality**

- **Air Quality** – air-related incident calls continue to make-up around 30% of all reported pollution calls.

### **Incident Attendance**

- **Incidents** – incident attendance continues and is determined by the risk matrix. Smoke and burning incidents dominate the incident statistics.

### **Compliance Resourcing**

- 1 x active recruitment for an Investigator.
- 1 x resignation of a Senior Compliance Officer, which will be advertised in the New Year.
- Donna Ferguson is the Acting Compliance Manager following the departure of Glen McMurdo.
- Compliance assistance from external sources (PDP, ECan and Horizons) is being utilised for training, mentoring and advice to staff in order to provide ongoing support to the team.

## **Harbour Management**

A number of Environmental Technical Officers have either renewed or completed training for Part 35 Permit to operate Council vessels. The permits allow staff to independently carry out crucial field work such as water sampling in various catchment areas, without the need for a commercial seafarers Certificate of Competency. The Maritime team maintain the Maritime NZ approved training syllabus and provide the required written and practical training, as well as health and safety checks and balances that are required to obtain/maintain the permits.

The Maritime team provided recreational boating safety coverage over the Christmas period. The behaviour of recreational boaties encountered over the summer period on both Lake Te Anau and Manapouri is improving all the time, in particular the wearing of lifejackets. There are still a few users not complying with some rules, in particular the wearing of lifejackets on stand-up paddle boards. This is mainly due to confusion around the Maritime Transport Act rule. This will be a target for future boating safety campaigns.

There was one incident at Doc Bay on Lake Te Anau over the holiday period, involving a vessel towing a ski-biscuit and the ski-biscuit coming into contact with a vessel parked in the ski lane. Fortunately, the children on the ski-biscuit were not seriously hurt. This incident is under investigation.

The two summer students employed as Maritime assistants over the Christmas period have done a great job undertaking boating safety surveys at local boat ramps around the region. To date they have completed 154 surveys, with the data extracted from those surveys going towards future boating safety campaigns.

## **Report – Organisational Development & Transformation Group**

### **People & Capability**

#### **Recruitment**

- Recruitment remains busy. The services of an HR consultant have been enlisted to assist with the increased volume.
- A successful Induction Day took place on 8 December 2021.
- Continued people leadership inductions for new and acting team leaders.



### **Engagement**

- Our annual Our voice; waha korero survey ran from 15 to 26 November 2021. The results are in the process of being analysed and will be shared with the organisation in due course. This year managers have direct online access to their team results and additional online tools to assist with their team's action plans.
- Team leaders continue to lead a people leadership development programme with their teams, following a workshop held in February 2021 – the current theme is feedback and coaching.

### **Consultations – COVID-19 mandatory vaccinations**

- Consultations are taking place, with involvement from ES Health & Safety representatives, with regard to ES roles that work with schools and education facilities impacted by the Government's Public Health Response (Vaccinations) Order 2021.
- Consultations are taking place with roles impacted by third party requirements for mandatory vaccinations.
- A confidential survey was carried out to gain an understanding of the employee vaccination status across the organisation.

### **Ongoing business-as-usual activity**

- Policy review and development, in particular, research and planning around the developing impact of mandatory vaccinations in the workplace. This is taking up a large volume of time.
- Continued support for people, team leaders and managers across performance and employment relationship issues.
- Continued three and twelve-month check-ins with new team members and exit interviews for leavers in order to gain insight into what is going well and where things can be better.

## **Democracy Services**

The Democracy Services team's focus has largely been on cleaning up outstanding work prior to departing on leave over the Christmas/New Year break. However, work has now commenced on the lead up to the local government election process, with a focus on meeting with Council's new election services provider and the territorial authority democracy services team members. Additionally, developing a workshop schedule for Council into the new year, has commenced.

## **Report – Finance Group**

### **Finance**

Following a very busy rates period, rates staff are starting on a project to revalue the Southland District Council special rating areas.

A new GIS system is being developed to improve the efficiency of the very time-consuming process.

Following on from the successful move of the TM1 planning system from in-house to SAAS cloud, staff are working on improving the interface and workflows.

Staff are working with the Strategy and Partnership team on current performance reporting and looking ahead to the next Annual Report.



Work is underway on the 2022/23 Annual Plan. A successful workshop was held with Council on 14 December 2021. The next workshop is scheduled for 9 February 2022.

### **Report – Emergency Management Southland**

In December 2021, Emergency Management Southland (EMS) delivered a new website, which looks good, but lacks a true Southland feel. This was due to the short timeframes that staff had to work with in updating the website. This will be remedied early this year. Staff invite you to check it out <https://cdsouthland.nz/>.

EMS held a maximum credible event risk workshop at the Ascot Hotel, which was the start of the redevelopment of the Group Plan, which expires in 2022. The workshop was run in line with the National Resilience Strategy and involved a number of subject matter experts from industry.

EMS staff assisted in the recent Harcourts foodbank food drive and were impressed with the generosity of Southlanders.

EMS held a team table-top exercise, assisted by Rochelle Faimalo, the regional NEMA representative. It was held as a virtual event using the Microsoft Teams platform, which was a successful, but challenging, exercise. EMS will be investigating the use of Microsoft Teams in future exercises to ensure that capability is developed amongst the team.

### **Attachments**

None



## Approvals Required (Whakaengia)

### Item 2 Appointment of New Electoral Officer

<b>MORF ID:</b> A734396	<b>Strategic Direction:</b>
<b>Report by:</b> Jan Brown, Democracy Services Executive Assistant	<b>Approved by:</b> Amy Kubrycht, General Manager, Organisational Development & Transformation
<b>Executive Approval:</b> Rob Phillips, Chief Executive	

#### Purpose

To seek Council approval for the appointment of a new Electoral Officer following the decision by Southland District Council to change its service providers.

#### Summary

Southland District Council (SDC) has advised that in preparation for the 2022 local government elections, it has undergone a review and selection process which has led to the appointment of Electionnz.com as its provider of electoral services support, and Anthony Morton being appointed as its Electoral Officer for the 2022 local government elections.

Southland District Council’s process required that Environment Southland be covered by the contract for service provision, as we have formerly used their Electoral Officer as ours. The advantages sought and gained by SDC apply to ES too. It is proposed that ES continue to use the same person and appoint Mr Anthony Morton as the Southland Regional Council Electoral Officer for the 2022 local government elections and to use that company for the provision of election services required including liaison with the other Councils we co-operate with at election time, namely Invercargill City Council and Gore District Council.

#### Recommendation

It is recommended that Council resolve to:

1. note that Southland District Council has appointed a new Electoral Officer, Mr Anthony Morton, and company (Electionnz.com) to service its election needs and in the investigation included matters relating to this Council’s needs;
2. appoint Mr Anthony Morton from Electionnz.com as the Electoral Officer for Southland Regional Council from 26 January 2022.

#### Report

##### Background

The Southland District Council has undertaken a thorough review of the provision of electoral services following the last triennial elections, held in 2018, which included returning to the market for the provision of electoral officer services for both itself and Environment Southland.



Electionz.com has won the contract to provide these services to Southland District Council (SDC), and as a result of the shared arrangements we have in place for SDC to act as this council's electoral officer, there is now a need to formally appoint Anthony Morton as council's Electoral Officer for the 2022 elections.

Staff have met with Mr Morton and he advises that there is not a need for a separate contract for the provision of election services, as the contract they have in place with Southland District Council covers both organisations.

We have worked with SDC on the provision of election services for many years and it works well – it is another shared service. We rely on the services of Gore District Council and Invercargill City Council which are co-ordinated through SDC but paid for directly by us. The arrangement simplifies matters for us but delivers a service which we require. As a result of the change in arrangements by SDC, this now means that Electionz.com will be the service provider for all Councils in the Southland region.

In the meantime, ES staff will continue to provide the support needed for the preparation of candidate information packs, their distribution to anyone who requests copies from us and responses to straight forward enquiries that come to us or appropriate redirection where matters require electoral officer involvement.

#### **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 and the associated recommendations comply with the appropriate statutory requirements placed upon the Council.

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

Having a professional, experienced and arms-length arrangement for the provision of election services means that the legislative requirements for community participation in the democratic process will be served.

#### **Financial and Resource Implications**

There are no additional financial or resource implications, as the costs of the provision of this service are budgeted for.

#### **Attachments**

None



**Item 3 Councillors’ Meeting Schedule – January 2022**

<b>MORF ID:</b>	<b>Strategic Direction:</b> Council Policy
<b>Report by:</b> Jan Brown, Democracy Services Executive Assistant	<b>Approved by:</b> Amy Kubrycht, General Manager, Organisational Development & Transformation
<b>Executive Approval:</b> Rob Phillips, Chief Executive	

**Purpose**

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

In addition, Cr Mager has advised she seeks leave of absence from Council business for the following periods:

- 13-25 April 2022
- 11-13 May 2022

*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. (not) approve the leave of absence requests for Cr Mager for the periods 13-25 April and 11-13 May 2022;
3. pay meeting fees and/or allowances in accordance with its policy and detailed on the schedule.



## Councillors Meeting Schedule - January 2022

Leave of Absence Requests (dates inclusive): Nil							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
<b>Retrospective</b>							
Te Ropu Taiao meeting	@ Bluff	Wednesday 8 December 2021	12.30 pm	Chairman Horrell	-	-	
Ministry for the Environment RM Reform Workshop	@ Gore	Friday 10 December 2021	12.30 pm	Chairman Horrell Cr McCallum	-	✓	
Whakamana te Waituna Charitable Trust AGM and Ordinary meeting	@ ES	Thursday 16 December 2021	11.00 am	Chairman Horrell Cr McCallum	-	✓	
Extraordinary meeting of Council	@ ES	Wednesday 22 December 2021	10.00 am	All Councillors	-	✓	
NEMA – Trifecta Workshop – Governance	Via Teeams	Tuesday 18 January 2022	10.00 am	Chairman Horrell	-	-	
Meeting with John Beaufill re Waituna	@ ES	Wednesday 19 January 2022	9.00 am	Chairman Horrell Cr McCallum	-	-	
Southland Regional Leadership Group	Via Teams	Wednesday 19 January 2022	11.00 am	Chairman Horrell	-	-	
Environmental Challenges facing Murihiku Southland	@ ES and via Zoom link	Thursday 20 January 2022	11.30 am	Chairman Horrell	-	-	

**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

## Councillors Meeting Schedule - January 2022

Leave of Absence Requests (dates inclusive): Nil							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
<b>January 2022</b>							
Council caucus opportunity Executive team meet with Council <i>Morning tea break</i> Ordinary meeting of Council <i>Lunch break</i> Council Workshop – Agricultural Emissions Pricing and Carbon Farming	@ ES	Wednesday 26 January 2022	9.00 am 9.30 am 10.15 am 10.30 am 12.30 pm To Follow	All Councillors	-	✓	
Whakamana te Waituna Charitable Trust meeting	Via Zoom	Thursday 27 January 2022	9.30 am	Chairman Horrell Cr McCallum	-	✓	
Southland Mayoral Forum	@ Gore DC	Friday 28 January 2022	9.00 am	Chairman Horrell Cr McCallum	-	✓	
<b>February 2022</b>							
Whakamana te Waituna Charitable Trust – field day	@ Waituna	Tuesday 1 February 2022	From 10.00 am	Chairman Horrell Crs McCallum, Esler, Ludlow	-	✓	
Public Webinar – Environmental Challenges facing Murihiku Southland	Via Zoom	Wednesday 2 February 2022	6.00 pm	TBC	-	-	

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## Councillors Meeting Schedule - January 2022

Leave of Absence Requests (dates inclusive): Nil							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
LGNZ Reforms Update for Mayors and Chairs	Via Zoom	Thursday 3 February 2022	4.00 pm	Chairman Horrell	-	-	
Organisational Performance & Audit Committee (Risk Focus)	@ ES	Wednesday 9 February 2022	10.00 am	All Councillors	-	✓	
South Port Subcommittee meeting	@ ES	Wednesday 9 February 2022	4.00 pm	All Councillors	-	✓	
Invercargill East Rotary – Speaking engagement	@ Club Southland	Monday 14 February 2022	6.00 pm	Chairman Horrell	-	-	
Strategy & Policy committee meeting	@ ES	Wednesday 16 February 2022	10.00 am	All Councillors	-	✓	
Regulatory Committee meeting Regional Services Committee meeting	@ ES	Thursday 17 February 2022	10.00 am 1.00 pm	All Councillors	-	✓	
LGNZ Reforms Update for Mayors and Chairs	Via Zoom	Thursday 17 February 2022	4.00 pm	Chairman Horrell	-	✓	
Southland Business Excellence Awards Dinner (2021)	@ Transport World	Friday 18 February 2022	5.30 pm	Chairman Horrell	-	-	
Council Workshop – Annual Plan #2 TAMI and Council Joint Workshop – Surface Water Activities in Fiordland	@ ES	Wednesday 23 February 2022	10.00 am 1.30 pm	All Councillors TAMI Board to join	-	✓	
Regional Sector Group meeting	@ LGNZ Wellington	Friday 25 February 2022	All day	Chairman Horrell Chief Executive	-	-	T/A

**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

## Councillors Meeting Schedule - January 2022

### Leave of Absence Requests (dates inclusive):

Nil

Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
<b>March 2022</b>							
Stage 2 – Tiriti o Waitangi Training Session	@ ES	Thursday 3 February 2022	All Day	All Councillors	-	✓	
Council caucus opportunity Executive team meet with Council <i>Morning tea break</i> Ordinary meeting of Council <i>Lunch break</i> Organisational Performance & Audit Committee	@ ES	Wednesday 26 January 2022	9.00 am 9.30 am 10.15 am 10.30 am 12.30 pm 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



**Matters for Information/Noting  
(Kaupapa Whakamohiotanga/Tuhingia)**

**Item 4 Reporting of Expenditure above Delegated Authority**

<b>MORF ID:</b> A734534	<b>Strategic Direction:</b> Corporate
<b>Report by:</b> Jan Brown, Democracy Services Executive Assistant	<b>Approved by:</b> Amy Kubrycht, General Manager, Organisational Development & Transformation
<b>Executive Approval:</b> Rob Phillips, Chief Executive	

**Purpose**

The purpose of this item is to advise Council of expenditure which has occurred above the delegated authority provided to staff, as required by Council’s Delegations Manual.

**Summary**

Council is advised that expenditure has been incurred, on behalf of Council as fund manager for the National Wilding Conifer Programme, which exceeds the delegated authority of the Chief Executive and General Manager together, to approve. In accordance with Council’s Delegations Manual, this account has been paid, and Council is being advised of this payment.

**Recommendation**

**It is recommended that Council resolve to note the payment of an account amounting to \$385,769.33, for the completion of recent spraying/control work as part of the National Wilding Conifer Programme.**

**Report**

**Background**

Council’s Delegations Manual provides, at page 28, that the Chief Executive and a General Manager jointly, may approve accounts for payment that total up to \$300,000.

For amounts in excess of that sum “to implement programmes approved by or decisions made by Council may be signed by them but the amount of the contract must be reported to the next meeting of the relevant Committee or of Council”.

**Current situation**

An invoice totalling \$385,769.33, has been received from Council’s contractor Boffa Miskell, in relation to the hire of helicopters and relevant support staff, project management oversight, herbicide purchase, and associated support work, to undertake programmed work contracted by Council, and largely funded by the Ministry for Primary Industries. Environment Southland’s contribution to the annual total programme costs is \$50,000, plus staff time.



This work is included in Council’s Long-term Plan, and reports on progress with the work are regularly received by the Regional Services Committee.

Staff are able to confirm that the account is within the budget of the work programme, and the funding has been received for this work by Environment Southland as a regional fund holder for the National Wilding Conifer Control Programme.

#### **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*

Note this work is within the budget.

#### **Consistency with Council’s LTP/Annual Plan/Policy/Strategy**

This report is consistent with Council policy.

#### **Attachments**

None