

Notice is hereby given that an ordinary meeting of the Gore District Council will be held in the Council Chambers, 29 Civic Avenue, Gore, on Tuesday 28 April 2015, at 7.30pm

- **Speed dating with Youth Councillors will be held from 6.00pm in the supper room of the James Cumming Wing**
- **A private briefing for elected members will commence at 6.45pm**

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

**Stephen Parry
Chief Executive**

22 April 2015

Agenda

1. Apologies
2. Declaration of Councillor conflict of interests
3. Confirmation of minutes and reports

Confirmation of the minutes of the ordinary meeting of the Gore District Council, held on Tuesday 10 March 2015.

Pages 1-8

Confirmation of the minutes of the extraordinary meeting of the Gore District Council, held on Wednesday 1 April 2015.

Pages 9-12

Confirmation of the report of the Community Services Committee meeting held on Monday 13 April 2015.

Pages 13-17

Confirmation of the report of the Operations Committee meeting held on Monday 13 April 2015.

Pages 18-20

Confirmation of the report of the Regulatory and Planning Committee meeting held on Monday 13 April 2015.

Pages 21-26

Confirmation of the report of the Finance and Policy Committee meeting held on Monday 13 April 2015.

Page 27

4. Urgent late business – as tabled at the meeting, pursuant to section 46 (a)(7) of the Official Information and Meetings Act 1987.
5. Report from Youth Councillor
Page 28
6. Reports of Maitara Community Board
Pages 29-36
7. 2015 Local Government New Zealand conference
Pages 37-42
8. Gore Aquatic Centre Reduced Funding for Free Swimming Lessons
Page 43
9. Sport NZ Rural Travel Fund Assessment Committee
Pages 44-46
10. Gore District Council Cemetery Policy - Request for Review of Conditions Governing Pre-Purchase
Pages 47-58
11. 2014/15 Park and Reserves Rates - Commercial Properties
Pages 59-62
12. Report from Auditors on the Consultation Document for proposed LTP
Pages 63-72
13. Reports from Councillors
Pages 73-78
14. Approved urgent late items
15. Business to be considered pursuant to the Local Government Official Information and Meetings Act 1987:
 - (i) Confirmation of Minutes
 - Confirmation of the minutes of the ordinary meeting of the Gore District Council, held in committee, on Tuesday 10 March 2015.

- Confirmation of the report of the ordinary meeting of the Operations Committee, held in committee, on Monday 13 April 2015.

(ii) Other Business

- Blue Sky Meats – new lease
- Gore wastewater treatment pond – sludge removal
- Proposed sale of land

RURAL CITY LIVING



Minutes of an ordinary meeting of the Gore District Council, held in the Council Chambers, 29 Civic Avenue, Gore, on Tuesday 10 March 2015, at 7.30pm

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

In Attendance The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), General Manager Community and Strategy (Dr Aaron Fox), Chief Financial Officer (Mr Luke Blackbeard), Roading Manager (Mr Murray Hasler), 3 Waters Asset Manager (Mrs Sarah Crooks), HR/Administration Manager (Susan Jones) and two members of the public in the gallery.

Apology Cr Sharp apologised for absence.

His Worship conveyed the condolences of the Council to Cr Byars on the recent passing of her mother.

His Worship called for any conflicts of interest. Cr P Grant declared a conflict in clause 8 - kids hub. Cr Highsted declared a conflict in clause 3 of the in committee agenda - Croydon Aviation Heritage Trust.

1. CONFIRMATION OF MINUTES

RESOLVED on the motion of Cr Highsted, seconded by Cr D Grant, **THAT** the minutes of the ordinary meeting of the Gore District Council, held on Tuesday 16 December 2014, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr P Grant, seconded by Cr Gover, **THAT** the report of the ordinary meeting of the Community Services Committee, held on Tuesday 17 February 2015, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Beale, seconded by Cr Dixon, **THAT** the recommendations contained within the report of the Community Services Committee, held on Tuesday 17 February 2015, as presented, be ratified.

RESOLVED on the motion of Cr Davis, seconded by Cr Dixon, **THAT** the report of the meeting of the Operations Committee, held on Tuesday 17 February 2015, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr D Grant, seconded by Cr Davis, **THAT** the recommendations contained within the report of the Operations Committee, held on Tuesday 17 February 2015, as presented, be ratified.

RESOLVED on the motion of Cr Page, seconded by Cr Gover, **THAT** the report of the meeting of the Regulatory and Planning Committee, held on Tuesday 17 February 2015, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Beale, seconded by Cr Page, **THAT** the recommendations contained within the report of the Regulatory and Planning Committee, held on Tuesday 17 February 2015, as presented, be ratified.

RESOLVED on the motion of Cr Bolger, seconded by Cr Dixon, **THAT** the report of the meeting of the Finance and Policy Committee, held on Tuesday 17 February 2015, as presented, be confirmed and signed by the Mayor as a true and complete record.

RESOLVED on the motion of Cr Bolger, seconded by Cr Davis, **THAT** the recommendations contained within the report of the Finance and Policy Committee, held on Tuesday 17 February 2015, as presented, be ratified.

2. URGENT LATE BUSINESS

RESOLVED on the motion of Cr Highsted, seconded by Cr D Grant, **THAT** pursuant to Section 46(a)(7) of the Local Government Official Information and Meetings Act 1987, the Council address the following which requires urgent attention.

Subject

Consideration of the report of the extraordinary meeting of the Maitua Community Board held on 16 February 2015.

Reason for not being on agenda

Item was inadvertently overlooked.

Reason for Urgency

To consider the recommendations made by the Board which require ratification by the Council in order that they can be factored into the consultation document for the Long Term Plan.

2015/02

3. SHARED SERVICES FORUM

A memo had been received from the Chief Executive together with a copy of the draft unconfirmed minutes from the Shared Services Forum meeting held on 8 December 2014.

RESOLVED on the motion of Cr Dixon, seconded by Cr Byars, THAT the unconfirmed minutes from the Shared Services Forum meeting held on 8 December 2014, be received.

2015/03

The District Arts and Heritage Curator attended the meeting from 7.40pm

4. SOUTHLAND CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP

A copy of the minutes of the meeting of the Southland Civil Defence Emergency Management Group held on 7 November 2014 had been circulated with the agenda. The group was comprised on the region's three Mayors, together with a senior Environment Southland elected member.

RESOLVED on the motion of Cr Highsted, seconded by Cr Page, THAT the minutes be received.

2015/04

Cr Davis referred to page 4 and a deficit of \$57,000 and asked if His Worship could enlighten the Council. His Worship advised it had been some time since the meeting but he would check and report back to the Council.

5. REPORT ON REGIONAL STRATEGY (SC0963)

A memo had been received from the Chief Executive advising that following a report from McGredy Winder and Co which examined further opportunities for shared service among the Southland Councils, a regional strategy for Southland was proposed and had since been implemented. A working group that would be charged with developing the strategy under the guidance of Hemley Holdings Ltd would be chaired by Mr Graham Cooney, Chairman of Blue Sky Meats.

Other members who had confirmed their availability to be part of the steering group were:

- Karl Metzler – Chief Executive Gore Health Ltd
- Mark O Connor – Chief Executive, Southport New Zealand Ltd
- Penny Simmonds – Chief Executive SIT
- Lydia McRae – Southland District Council Youth Member
- Geoff Thompson of Te Anau
- Tony Laker – Proprietor of Laker House of Travel
- Anna Stevens – Solicitor of Cruickshank Pryde, Invercargill

- Jocelyn O'Donnell – Director, HW Richardson Group
- Trevor Johnston – Chairman of Directors, Adventure Southland
- Tommy Foggo – Sanfords Ltd

His Worship advised the steering group had recently held its first meeting and there was a good deal of passion and enthusiasm for the task before it.

RESOLVED on the motion of Cr Gover, seconded by Cr D Grant, THAT the update on the development of a regional strategy for Southland be received.

2015/05

6. EMERGENCY COMMITTEE – NOTES OF MEETING (SC1071/8.62)

A memo had been received from the Chief Executive together with the notes of a meeting of the emergency committee held on 12 February. The committee comprised His Worship, Crs Bolger, Beale, D Grant and Page.

The Chief Executive reported that the house at 191 Main Street, Mātaura had been demolished following the emergency committee's decision to waive the demolition fee.

The other item considered was about acquisition of legal river bed that fell within the designated area for land surrounding Coopers Well. The emergency committee had approved the purchase of legal river bed from the Crown for the consideration of \$158,000 plus GST.

Cr P Grant thought the price per hectare was fairly high considering the Council was buying a river bed. It was only bare ground.

His Worship advised there had been a valuation obtained that valued the land at \$22,500 per hectare. It had been valued as dairy land.

Cr Page hoped the Council would get a return on its investment from a future lease.

RESOLVED on the motion of Cr Bolger, seconded by Cr Page, THAT the notes of the Emergency Committee meeting held on 12 February 2015 be received,

THAT the decisions taken be ratified,

AND THAT the Emergency Committee be disbanded.

2015/06

7. GORE DISTRICT COUNCIL AUDIT AND RISK COMMITTEE (SC1007)

A memo had been received from the Chief Executive together with the notes from the first meeting of the Council's new Audit and Risk Committee held on 16 February. The Committee would meet on a quarterly basis.

RESOLVED on the motion of Cr Gover, seconded by Cr Davis, THAT the notes of the Audit and Risk Committee be received.

2015/07

8. KIDS HUB – REQUEST FOR COUNCIL FUNCTION OF COMMON ACCESS UPGRADE (SC0494)

Cr P Grant declared an interest in this item and withdrew from the table.

A report had been received from the Roothing Manager, together with a request from the Kids Hub Charitable Trust requesting funding for the upgrade of the common access to the Kids Hub site. The Trust had requested the Council pay the cost of constructing the widening of the common access road including the kerbing, sump and footpath. A quote of \$16,103 excluding GST to undertake the work had been obtained by the Trust.

Cr Dixon asked for clarification about the request and referred to a total of \$73,632 being sought.

His Worship said he understood the request from the Charitable Trust was for \$16,103 for constructing the widening of the common access road including the kerbing, sump and footpath.

Mrs Bernadette Hunt representing the Charitable Trust confirmed the request was for \$16,103 and acknowledged it was unrealistic to expect more funding when there had been no allocation in the Council's budget.

Cr Gover asked if the Council was being shortsighted in not extending the car park.

The Roothing Manager said it was not intended but there was an option of parking on Wayland Street.

Cr D Grant asked if the cost could be reduced by approaching the Council's rooding contractor contacts.

The Manager thought it could be but probably not by much. He felt the quote was within the ballpark.

Cr Beale asked Mrs Hunt if the Trust had considered approaching companies like Fulton Hogan.

Mrs Hunt said the Trust felt the first point of contact was the Council but if the request was declined, then other corporate sponsors would be approached.

Cr Davis asked if the funding was in the current budget.

His Worship advised it was not.

Cr Davis asked if the work could be carried out as safety work.

The Manager advised it could not as the land involved was designated as reserve.

Cr Highsted asked what the accessway into the complex was used for.

The Manager said it was access to the back of the ice rink and for emergency vehicles to get to the east side of the multisports complex. It currently received very little use.

Cr Davis said given the money was not in the budget and the Council was faced with some significant capital work over the next few years, how could it be funded.

Cr Bolger asked if the project could be funded from the footpath budget.

The Manager said it was a possibility but it would need to come from the 2015-16 budget as the current year's budget was accounted for.

In response to Cr D Grant, the Manager said the footpath budget was \$300,000.

Cr Davis thought it was a good suggestion.

Cr Highsted was happy to support it but it needed to be made clear that the Council did not have surplus budget funds available.

In response to Cr Gover, the Manager said the resource consent was for the accessway to be widened to six metres. That would allow for two way traffic.

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

THAT option three – full funding of the access upgrade of \$16,103 plus GST - be approved, to be funded from the footpath budget,

AND THAT the Kids Hub Charitable Trust be advised that further funding from the Council was unlikely.

2015/08

9. CREATIVE COMMUNITIES NEW ZEALAND

A copy of the minutes from the Creative Communities Assessment Committee meeting held on 3 March had been circulated.

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

2015/09

Cr D Grant referred to the application from Alex Parish who had not received any funding.

Cr Davis advised his application did not meet the criteria set by Creative Communities. All projects had to be undertaken within the District.

Cr Beale queried the stone carving project being run by the Gore Police.

Cr Davis said it was not just the Gore Police. The project involved about eight organisations and the Police was one of them.

10. DRAFT OTAGO SOUTHLAND REGIONAL LAND TRANSPORT PLAN 2015-2012 SUBMISSION (SC1135)

A report had been received from the Roothing Manager together with a submission to Environment Southland regarding its draft Otago Southland Regional Land Transport Plan 2015-2021. A copy of the executive summary from the plan had also been circulated.

The Manager said it was the first time that Otago and Southland had combined to produce a combined regional land transport plan. Cr Davis was the Council's representative on the Southland Regional Land Transport Committee and technical advice had been provided through the Regional Advisory Group, of which he was a member.

Cr Dixon asked how the combined plan would stack up when there was one contractor looking after the state highways.

The Manager did not think it would have any effect at all. The joint plan related to funding and spending of the funds received. It was intended the plan would provide enough money to pay the contractors engaged to undertake the work identified.

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

AND THAT the Council ratify the submission made.

2015/10

11. REPORTS FROM COUNCILLORS

Reports from Crs Davis, P Grant, Gover, D Grant and Beale had been circulated with the agenda. A report from His Worship was tabled at the meeting.

Cr Gover expressed disappointment at the lack of Councillor representation at the swearing in of the Youth Council.

Cr D Grant provided a powerpoint presentation about his visit to the Tamworth country music festival in January. He estimated the cost per ratepayer was about \$0.22 cents.

Cr Highsted acknowledged the time Cr Grant had spent away from his own business while he was in Tamworth.

12. URGENT LATE BUSINESS – REPORT OF AN EXTRAORDINARY MEETING OF THE MATAURA COMMUNITY BOARD (SC0281/SC0153)

A copy of the report of the extraordinary meeting of the Mataura Community Board held on 16 February had been circulated.

The Chief Executive said it was an important consultation step for the Council's Long Term Plan.

RESOLVED on the motion of Cr Davis, seconded by Cr P Grant, THAT the report of the extraordinary meeting of the Mataura Community Board held on Monday 16 February 2015, be received,

AND THAT the Council ratify the recommendations contained within the report.

2015/11

The meeting concluded at 8.38pm

RURAL CITY LIVING



Minutes of an extraordinary meeting of the Gore District Council, held in the Council Chambers, 29 Civic Avenue, Gore, on Wednesday 1 April 2015, at 4.03pm.

Present	His Worship the Mayor (Tracy Hicks, JP), Crs Bolger, Byars, Davis, Gover, D Grant, Highsted and Page.
In Attendance	The Chief Executive (Mr Stephen Parry), General Manager District Assets (Mr Paul Withers), General Manager Community and Strategy (Mr Aaron Fox), Parks and Recreation Manager (Mr Ian Soper), Roading Manager (Mr Murray Hasler), 3 Waters Asset Manager (Mrs Sarah Crooks), Chief Financial Officer (Mr Luke Blackbeard), HR/Administration Manager (Susan Jones) and Communications Manager (Sonia Gerken).
Apologies	Crs Beale, Dixon, P Grant and Sharp and apologised for absence.

1. CONSULTATION DOCUMENT AND SUPPORTING DOCUMENTATION FOR THE 2015-2025 LONG TERM PLAN (SC1160/SC1071)

A memo had been received from the Chief Executive about the Long Term Plan (LTP) which was due for its three yearly review in 2015. The review was an exacting process that required the Council to critically examine forecasting assumptions, update its asset management plans, develop a 30 year infrastructure strategy, update its financial strategy and factor in developments that had occurred since the last review had been undertaken.

The review of the Long Term Plan had posed some major challenges as a result of a number of important major infrastructure projects that had to be addressed and accomplished within the same planning period. The key points, together with some new initiatives identified through the planning process were:

- Oxidation pond desludging \$2.6 million (funded by depreciation and loan).
- Renewal of Hilbre Avenue reservoir \$1.1 million (funded by depreciation and loan).
- Drinking water standards compliance \$4.9 million (funded by depreciation and loan).

- Completion of Ajax wastewater pumping station and reticulation (funded by depreciation and loan).
- Removal of manganese from Jacobstown wells \$1.7 million (funded by depreciation and loan).
- Upgrade of the civic administration building \$3.2 million (funded by loan).
- The potential replacement of the Matura swimming pool with a high profile but low maintenance community asset (within existing funding).
- Heritage precinct upgrade \$500,000 (funded by loan).
- Extension of the footpath replacement programme (funded by depreciation and loan).
- Establishment of a heritage building preservation fund \$40,000 per year (funded by rates).
- A modest fund to assist with derelict building demolition in Matura. An allowance of \$20,000 for two years (funded by rates) has been included in the budget for this initiative.

Some of the projects such as the desludging of the oxidation ponds and upgrading of the civic administration building had already been forecast in previous Long Term Plans.

Supporting documentation that had been circulated with the agenda included the financial strategy, revenue and financing policy, infrastructure strategy and a table of sample properties reflecting proposed rating impacts for the 2015-16 year.

The Chief Executive said the process this year was quite new compared to previous years. The Council had provided issues and options and would seek feedback from the community. He recorded appreciation to the staff who had been involved in bringing the different tranches of work together. The Council had had a smooth run through the audit process. The budgets, choices and assumptions made were all subject to a rigorous audit process on site followed by a “hot review” by the Office of the Auditor General.

Cr Highsted thought it was a good opportunity for the Council to be made aware of the staff effort that had gone into delivering the project and having a plan that delivered within the Council’s 5% rating cap.

The Chief Financial Officer spoke about the internal work that had been undertaken before the Council saw any documentation. It had been quite a long process stretching back about five months. The asset management plans were updated by the Asset Managers and were analysed individually and as a team. Staff had endeavoured to get an even rate requirement over the life of the plan while still including the major projects.

The Chief Executive said when budgets were first developed the rate increases were in the mid-7%. By the time the Council saw the draft budgets, they were mostly under 5%. The staff felt it was a sustainable budget.

Cr Gover questioned whether the operating costs were required in the consultation document for arts and heritage and felt the Council may get flak about that.

The Chief Financial Officer understood the comment, but the way it was presented was trying to tell a different story.

His Worship said the contrary view was it was only a cost of \$4.

Cr Highsted congratulated the staff on the consultation document. It was excellent. There were once in a generation projects included. He asked why each household would not receive a copy.

The Communications Manager said 1,000 copies had been printed. A postcard had been posted to each person's mailbox. It was felt producing 6,000 copies of a glossy document was not cost effective. It could certainly be provided to anyone who wanted a copy. There would be copies placed at various locations around town.

His Worship felt it would be interesting to see how much feedback was forthcoming in the early stages of the process.

The Manager said there would be a double page spread in the Ensign on 10 April which would hopefully raise people's interest.

His Worship thought the next five days would be critical to assess what the level of interest was.

Cr Byars said the Council ran the risk of having its consultation document competing with a wide range of other information that arrived in people's mailboxes, much of which was not read.

Cr Page said Councillors had a part to play and perhaps they should have copies available to hand out to people they spoke with.

RESOLVED on the motion of Cr Bolger, seconded by Cr Davis, THAT pursuant to section 93G of the Local Government Act 2002, the Council adopt the supporting information that is relied on for the consultation document and which will form the basis of the preparation of the 2015-25 Long Term Plan, with this information being comprised of:

- Financial Strategy
- Revenue and Financing Policy
- Ten year budgets
- Infrastructure Strategy
- Table of sample properties reflecting proposed rating impact for 2015-16 year.

THAT pursuant to section 93A of the Local Government Act 2002, the Council adopt the consultant document that will form the basis of the preparation of the 2015-25 Long Term Plan.

AND THAT the Council publicly notify and invite submissions on the consultation document and supporting information, in accordance with the special consultative procedure set out in sections 83 and 93(2) of the Local Government Act 2002.

2015/17

His Worship said the Council wanted everyone to know the district was an area that was “open for business”. By the time the LTP process was finished, he felt the Council would have a plan that would set the Gore District up for the next 50 years. He thanked Councillors for their input over the past six months. There had been a good level of buy-in from elected members and staff for the process and he expressed thanks for that.

The meeting concluded at 4.22pm

RURAL CITY LIVING

Report of the ordinary meeting of the Community Services Committee held in the Council Chambers, 29 Civic Avenue, Gore on Monday 13 April 2015, at 4.00pm.

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

In Attendance The General Manager District Assets (Mr Paul Withers), General Manager Community and Strategy (Mr Aaron Fox), Parks and Recreation Manager (Mr Ian Soper), 3 Waters Asset Manager (Mrs Sarah Crooks), Communications Manager (Sonia Gerken), Senior Planner (Mr Howard Alchin), Arts and Heritage Curator (Mr Jim Geddes), Aquatic Centre Manager (Ms Kim Peterson), Corporate Support Officers (Mrs Kylie Weir and Mrs Julianne Merz), Animal Control Officer (Mr David McKewen), Dog Control Administrator (Mrs Rowena Burnby), Events and Promotions Coordinator (Ms Emma Carle), Building Control Manager (Mr Russell Paterson from 4.27pm) and one member of the public.

Apologies Crs Byars, Dixon and D Grant, the Chief Executive (Mr Stephen Parry) and Chief Financial Officer (Mr Luke Blackbeard), apologised for absence.

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

1. REPORT FROM PARKS AND RECREATION MANAGER

The Committee perused the report from the Parks and Recreation Manager.

The Manager stated the sudden change in weather had made work complicated and noted the change from the drought cycle to the snow at present. He advised the committee of some commemorative flags being installed on Main Street, at the cenotaph memorial and at the RSA sections of the cemeteries to commemorate 100 years of the Gallipoli landings. The flags were made available by Venture Southland and had a Southland theme to them.

In response to Cr Sharp, the Manager advised the intersection at PGG Wrightsons had been assessed by the roading team and met all the visibility criteria. There was no plan to change the current plantings.

Cr P Grant advised he had not noticed any visibility issues with that area.

Cr Beale agreed with Cr Sharp and had received several complaints about this area. He advised the vegetation stopped the purpose of a roundabout by making vehicles stop and therefore caused traffic to back up rather than keeping it flowing.

The Committee suggested a report from the Roading Manager on this issue to determine if there was a safety risk at the roundabout.

The Parks and Recreation Manager advised the roundabout was on a state highway therefore NZTA would need to have some input on the issue.

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

AND THAT a report on perceived safety risks at the roundabout by PGG Wrightson be requested from the Roading Manager for the next meeting.

In response to His Worship, the Manager advised that the old Mataura Library had only been renovated outside at this stage and no work had been carried out on the interior.

2. REPORT FROM YOUTH DEVELOPMENT COORDINATOR

The Committee perused the report from the Youth Development Coordinator.

Cr Gover advised the annual speed dating evening would be held prior to the next Council meeting and would be a good chance for Councillors to meet this year's Youth Council. She advised the Youth Awards managed to make a surplus after sticking to a tight budget which was pleasing to see.

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

3. REPORT OF THE AQUATIC SERVICES MANAGER

The Committee perused the report from the Aquatic Services Manager.

In response to Cr Davis, the Manager advised the pool had tried a number of suppliers for buckets and other pool toys but these did not last very long. She believed a mixture of rough play by the children, pool chemicals and chlorine contributed.

Cr Gover suggested approaching the schools about where they got their supplies from as she felt there would be more options available.

In response to Cr Sharp, the Manager advised that Tutarau School had chosen to attend Edendale pool for its swimming lessons not because of not being able to book the Mataura pool.

His Worship advised this had been an issue for a while and had been discussed at a prior meeting.

The Parks and Recreation Manager advised it was Tutarau School's principal's choice to take the school lessons away from Mataura pool and go to Edendale. He advised the Mataura pool was offered however it was declined.

Cr Highsted noted on page 22 there was an error in the spreadsheet of visitor numbers at the Gore pool with the bottom number being correct however the midpoint number was incorrect.

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

4. REPORT FROM GORE DISTRICT LIBRARIES

The Committee perused the report from the Libraries Manager.

The General Manager Community and Strategy advised there had been some new staff employed at the library which would help with the workflow and the services offered. He advised that Lorraine and PJ were heading off to other library groupings to represent the district and were bringing back several new ideas to the library.

Cr Gover complimented the Library Manager for going above and beyond the call of duty and was often seen at the library on her days off.

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

5. REPORT FROM COMMUNICATIONS MANAGER

The Committee perused the report from the Communications Manager.

The Manager advised the Long Term Plan consultation document was now publically available. Online it had had 350 views and two submissions had been received. She advised the average time spent on the page was 3.5 minutes which was a long time in terms of internet usage.

The General Manager District Assets stated he was amazed at the power of social media and the ability it had to get a message out to the public like had been seen

with the pump failure. That led to an excellent result with the wells not running dry as a result of the failure.

In response to Cr P Grant, the 3 Waters Asset Manager advised there were still level three water restrictions in place for the district. She advised there was a notice on the front page of the website, a notice in the newspaper edition of ChinWag and on Facebook.

In response to Cr Gover, the Manager advised that there had been two nominations received for the Gore District Young Ambassador competition.

In response to Cr Page, the Manager advised it had been good to partner with Venture Southland at the motorhome show as it enabled Gore to be showcased and gave it a strong presence. It also ensured that not all visitors went via the southern scenic route.

In response to Cr Highsted, the Manager advised that the Council could pay \$20.00 to select a demographic on Facebook to send a message out. She advised the Council could choose to send a message out to cover a specific area of Gore, the age and gender of the recipients and specific interests. Facebook then sent that information to everyone who had a Facebook page within the specific criteria chosen by the Council.

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

6. REPORT FROM DISTRICTS ARTS AND HERITAGE CURATOR

The Committee perused the report from the Arts and Heritage Curator.

His Worship acknowledged the large amount of work that had been carried out by the heritage department. He felt it was brilliant and everything that came out from the Hokonui Heritage Centre or had association with the centre was of a high quality.

Cr Davis concurred with His Worship and stated the Moonshiners Festival had a large turnout regardless of the weather and felt it was a huge tribute to the team and committee.

In response to His Worship, the Curator advised the ticket presales showed people had come from Canterbury, the West Coast, Northland, Otago and Southland to attend the festival.

In response to Cr Sharp, the Curator advised the Clematis Cottage project had cost around \$267,000.00 which he felt was small in relation to other museum developments. It had received financial support from the Maitara Licensing Trust, the Community Trust of Southland and a range of other donors.

The Building Control Manager now attended at 4.27pm.

In response to Cr Sharp, the Curator advised the Moonshiners Festival was held at the present location because the patrons liked it there with the option to walk to other establishments and have a meal. The sponsors also liked it where it was as did other businesses in Gore. He advised there were health and safety risks if the festival was moved to the field days site with people potentially drink driving, having cooking facilities inside the building and fire risks.

Cr P Grant had talked to people who had attended the event and they did not want to see it shifted as they could walk down to the bars, utilise the museum and John Money Wing and get home easier.

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

The meeting concluded at 4.32pm.

RURAL CITY LIVING

Report of the ordinary meeting of the Operations Committee held in the Council Chambers, 29 Civic Avenue, Gore on Monday 13 April 2015, at 4.33pm.

Present	His Worship the Mayor (Tracy Hicks, JP), Cr Davis (Chairperson), Crs Beale, Bolger, Gover, P Grant, Highsted, Page and Sharp.
In Attendance	The General Manager District Assets (Mr Paul Withers), General Manager Community and Strategy (Mr Aaron Fox), Parks and Recreation Manager (Mr Ian Soper), 3 Waters Asset Manager (Mrs Sarah Crooks), Communications Manager (Sonia Gerken), Senior Planner (Mr Howard Alchin), Corporate Support Officers (Mrs Kylie Weir and Mrs Juliane Merz), Animal Control Officer (Mr David McKewen), Dog Control Administrator (Mrs Rowena Burnby), Building Control Manager (Mr Russell Paterson and one member of the public.
Apologies	Crs Byars, Dixon and D Grant, the Chief Executive (Mr Stephen Parry) and Chief Financial Officer (Mr Luke Blackbeard) apologised for absence.

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

1. REPORT OF THE 3 WATERS ASSET MANAGER

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

The Manager advised that since the report had been written the department had had to turn off Jacobstown number one well due to water levels supplying the Hilbre Avenue zone from the Jacobstown number three well, which was the deep well. The number one well was regularly bottoming out and cutting off its safety limit to stop the pump from overheating. She advised residents were still being vigilant and reporting water leaks. The Manager advised she was still waiting on feedback from the manufacturer about the unexpected failure of the No one pump at Cooper's Well.

In response to Cr Davis, the Manager advised that changes to the Mataura wastewater sampling were from a grab sample where bottles were used to collect a snapshot of the wastewater discharge to a composite sample where they used a portable machine that sat on the site and had a pump running over 24 hours taking samples at regular increments. These samples were then combined and sampled to give an idea of what was occurring over a 24 hour period.

Cr Beale was disappointed to see the Norton Street project go over budget and that public safety had not been factored into the original project prior to the work commencing.

In response to Cr P Grant, the Manager advised that Norton Street still had some overflow issues in periods of heavy rain due to the street not having enough sumps to get the water into the pipes. The issue was something to be remedied in the future.

Cr Davis believed it would be a good idea to do a mail drop in the area so residents were aware as to why the overflowing of stormwater was happening and that the Council was investigating a resolution.

In response to Cr Highsted, the Manager stated the water meters were currently half way through installation and staff were hoping to get the rest installed by the end of the financial year. The water meters in the roadways had been a problem and on remote sites.

In response to Cr Sharp, the General Manager District Assets advised the whole area of flat land between Mataura and Gore had lignite underneath it which put the risk of iron and manganese contamination higher than normal. Water taken may have low iron currently but this could change over time because of the lignite. He advised the Council had carried out considerable work around putting a water strategy in place and progressive steps that would be taken if it could not provide the water required however, the cost of putting a bore down and the fact that it could deteriorate over time all needed to be considered.

The 3 Waters Asset Manager said another issue was resource consent.

His Worship suggested a report updating the water strategy would be useful to assist Councillors to know what was happening in the background and assist with future meetings.

Cr Bolger advised that McNeil Drilling would have a record of all the bores that had been taken in that area and suggested Cr Sharp to see if he could gain access to these records and relay it back to the 3 Waters Department.

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

2. MINUTES OF WASTENET WASTE ADVISORY MEETING

A copy of the draft minutes from WasteNet Waste Advisory Group meeting had been received and was perused by the Committee.

RECOMMENDED on the motion of Cr Bolger, seconded by Cr His Worship, THAT the minutes of the meeting held on 26 February be received.

3. REPORT FROM ROADING MANAGER

The Committee perused the report from the Roading Manager.

In response to Cr Davis, Cr P Grant advised the committee of the work carried out on Kingdon Road with the contractors having replaced two culverts, then an overlay. The road was then boarded up, resealed, road marked and traction sealed. He advised it was unfortunately torn up after the gravel was compacted during the night.

The General Manager District Assets agreed with the explanation of the work carried out on Kingdon Road with his noted improvements in the drainage made first and then the strengthening of the road by raising the centre of it and getting the shape of the road right to assist it keeping in good condition.

Corporate Support Officer Julianne Merz left the meeting at 4.56pm.

Cr Davis found it interesting to read about the public perception and concerns held after the recent resealing of Irwell and Mersey Streets.

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

The meeting closed at 4.59pm.

RURAL CITY LIVING



Report of the ordinary meeting of the Regulatory and Planning Committee held in the Council Chambers, 29 Civic Avenue, Gore on Monday 13 April 2015, at 5.00pm.

Present	His Worship the Mayor (Tracy Hicks, JP), Cr (Chairperson), Crs Highsted, Beale, Bolger, Davis, Gover, P Grant, Page and Sharp.
In Attendance	The General Manager District Assets (Mr Paul Withers), General Manager Community and Strategy (Mr Aaron Fox), Parks and Recreation Manager (Mr Ian Soper), 3 Waters Asset Manager (Mrs Sarah Crooks), Communications Manager (Sonia Gerken), Senior Planner (Mr Howard Alchin), Corporate Support Officers (Mrs Kylie Weir), Animal Control Officer (Mr David McKewen), Dog Control Administrator (Mrs Rowena Burnby), Building Control Manager (Mr Russell Paterson) and one member of the public.
Apologies	Crs Byars, Dixon and D Grant, the Chief Executive (Mr Stephen Parry) and Chief Financial Officer (Mr Luke Blackbeard) apologised for absence.

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

The 3 Waters Asset Manager departed the meeting at 5.00pm.

1. SCHEDULE OF BUILDING CONSENTS

A schedule of building consents issued for January and February 2015 had been circulated, together with comparisons of the previous two years.

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

2. ANIMAL CONTROL ACTIVITIES REPORT FOR FEBRUARY AND MARCH 2015

The Committee perused the January and February reports from the Animal Control Officer.

In response to Cr Highsted, the Dog Control Administrator advised both the Animal Control Officer and herself had attended an animal control meeting for the southern region in Mosgiel where they had learnt about the bark box. The box could be placed on a property and record the number of times a dog barked. This would assist with barking dog complaints and reducing the number of false complaints received. She added the cost was around \$300-\$400 and would be a valuable asset.

Cr P Grant believed the new Animal Control Officer was making real progress based on the numbers provided in the tables and it was good to see a proactive service being provided.

In response to Cr Beale, the Administrator advised that the Council had investigated the incident in The Warehouse car park and the dog had been classified as menacing.

In response to Cr Sharp, the Administrator advised that most of the times when receiving phone calls regarding wandering dogs by the time the Officer got there it had gone home or could not be found. If it was found, then it was placed in the pound. If the dog was registered and it was the dog's first offence the owner was given a warning however, if the dog was not registered or microchipped then it was impounded and the relevant fees were charged when the owner contacted the Council.

In response to Cr Sharp, the Administrator advised that a first offence incurred a \$50 fine and any subsequent impoundment was a fine of \$150.

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

The 3 Waters Asset Manager returned to the meeting at 5.07pm.

3. REPORT FROM SENIOR PLANNER

The Committee perused the report from the Senior Planner.

He advised the Methodist church in Irk St had been subject to some work. The preliminary results from a detailed site investigation came back at 40% for building standards. This meant the Council needed to meet with the building owner as the consent was no longer relevant for demolition because it was not an earthquake prone building.

The General Manager Community and Strategy advised the planning team had contacted the consultant used by the applicant and advised the application was not

as complete as it needed to be and also advised them of the information the Council now had which would cause everyone to reconsider the future of the building.

In response to Cr Beale, the General Manager advised the reuse of the building had not been considered and it was being marketed as being not structurally sound. Now that the Council knew it was structurally sound, the marketing could be changed and reuse could be a possibility.

In response to Cr Page, the General Manager advised the Council had obtained a second opinion because it was a significant heritage structure in the District Plan and an agreement with the owners to get an independent assessment of the building given that the first assessment seemed too low and needed confirmation on the result.

The Planner advised submissions to the Taha application closed the next day and a large number had been received.

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

The Dog Control Administrator and the Animal Control Officer departed the meeting at 5.16pm.

4. UPDATE ON CHANGES TO RESOURCE MANAGEMENT ACT (SC1165)

The Committee perused the report from the Senior Planner.

In response to Cr Highsted, the Planner advised staff were currently developing a new application form and accompanying material to go out with it.

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

5. BUILDING CONTROL ACTIVITIES FOR FEBRUARY AND MARCH 2015

The Committee perused the report from the Building Control Manager.

The Manager stated the Council was awaiting the building consent application from BUPA and intended to have one staff member cover that project. There would be around three building consents for the different stages.

In response to Cr Highsted, the Manager advised the feedback from builders and designers having to make appointments to speak to a Building Control Officer had been mixed, however they were starting to get used to the process. He added they were pleased with the extra information they could obtain by following the appointment process.

In response to Cr Highsted, the Manager advised the fee review was to compare fees with those of other Councils. The idea stemmed from a shared services initiative to try and align some of the charges and rationale behind the fees.

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

6. SCHEDULE OF LANDUSE CONSENTS

A schedule of landuse and subdivision consents issued as at 25 March 2015 had been circulated.

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

7. RESPONSE FROM THE INSURANCE COUNCIL OF NEW ZEALAND REGARDING DOMESTIC INSURANCE COVER AND THE DRAFT REGIONAL AIR PLAN (SC0461)

A memo from the General Manager Community and Strategy had been received together with a copy of the letter written to the Insurance Council following concerns raised by the Council over insurance liabilities as a result of the proposed draft regional air plan and the proposal to ban the use of Kai coal. A copy of the response from the Insurance Council that confirmed as long as the home heating system had been installed correctly homeowners would not have an insurance claim declined regardless if they had used high sulphur content fuels at the time of a fire incident.

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

8. PARLIAMENTARY COMMISSIONER FOR THE ENVIRONMENT'S STATE OF AIR QUALITY IN NEW ZEALAND REPORT (SC0461)

A memo from the General Manager Community and Strategy had been received.

The General Manager advised in context to Environment Southland's proposed Regional Air Plan he believed this information would be of interest to the committee as a report by the Parliamentary Commissioner for the Environment Dr Jan Wright had looked at the state of air quality in New Zealand. He believed the Commissioner had valid comments about the rules which were set nationally for monitoring air quality and the fixation of regional councils in monitoring winter spikes in air quality. The Commissioner's opinion was that for the health of the community, it was probably not where the efforts should be placed by a regional council or by the Government. Dr Wright's concern was that international science showed people were more affected by longer term exposure to particular matter and perhaps the smaller the particulate the greater the concern.

The General Manager said it was interesting to read Environment Southland's response to the report. As far as it was concerned it had to be business as usual, it had the National Environmental Standards on Air Quality given to them by the Government and until those changed Environment Southland had to follow the path it had set itself in regards to the air plan.

In response to Cr Highsted, His Worship believed the Council should be proactive in this area. He believed the status of the Parliamentary Commissioner was an interesting one and shared responsibility of Parliament as opposed to a responsibility of the Government.

His Worship suggested the Council approach the local MP, Todd Barclay initially to make sure that Parliament both understood and acted on the report. It should also write to the Ministry for the Environment.

RECOMMENDED on the motion of His Worship, seconded by Cr Page, THAT the report be received,

AND THAT the Council write to the local MP, the Minister for the Environment and each political party in Parliament to ensure Parliament understands and acts upon Dr Wright's report.

9. UPDATE ON THE REGIONAL AIR PLAN PROCESS – ENVIRONMENT SOUTHLAND STRATEGY AND POLICY COMMITTEE REPORTS 11 MARCH 2015 (SC0461)

The Committee perused the report from the General Manager Community and Strategy about progress on the proposed Regional Air Plan and the key dates that Environment Southland was looking at for the hearing of submissions and the final plan. He referred to a couple of points that had come from Environment Southland's Strategy and Policy Committee meeting and how it had noted within the Gore air shed there had been significant media attention which had led to a large number of submissions and also the use of proforma submission forms.

In response to Cr Highsted, the General Manager advised that the proforma submission forms gave a voice to people who normally may not be involved in a Resource Management Act submission process.

The General Manager referred to another comment made around the home heating assistance package that Environment Southland had been developing with the Invercargill City Council. It had been noted that the Gore District Council had decided to wait until the results of the hearing of submissions on the proposed regional air plan. After that decision had been made, the Gore District Council had indicated it would be happy to participate in the working party.

His Worship said the Council needed to make sure that Environment Southland understood the Council's position and a correction needed to be made to its perception.

Cr Davis was concerned Environment Southland would disregard the proforma submissions and felt it should not belittle residents for seeking help when they had never made a submission before.

Cr Page said Councillors had all had ratepayer approaches and they had to take the stand in trying to help them.

His Worship felt whether a submission was proforma or expansive was irrelevant as to whether it should be considered or not.

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

The meeting closed at 5.42pm.

RURAL CITY LIVING

Report of the ordinary meeting of the Finance and Policy Committee held in the Council Chambers, 29 Civic Avenue, Gore on Monday 13 April 2015, at 5.42pm.

Present	His Worship the Mayor (Tracy Hicks, JP), Cr Bolger (Chairperson), Crs Beale, Davis, P Grant, Gover, Highsted, Page and Sharp.
In Attendance	The General Manager District Assets (Mr Paul Withers), General Manager Community and Strategy (Mr Aaron Fox), Parks and Recreation Manager (Mr Ian Soper), 3 Waters Asset Manager (Mrs Sarah Crooks), Communications Manager (Sonia Gerken), Senior Planner (Mr Howard Alchin), Corporate Support Officer (Mrs Kylie Weir) and one member of the public.
Apologies	Crs Byars, Dixon, D Grant, the Chief Executive (Mr Stephen Parry) and Chief Financial Officer (Mr Luke Blackbeard) apologised for absence.

1. FINANCIAL REPORT FOR FEBRUARY 2015

A financial report for the eight months ending 28 February 2015 had been received from the Chief Financial Officer and was perused by the Committee.

Cr Bolger advised he had spoken with the Chief Executive and he had said that while the budget would be tight the Council should get the result it hoped for. The main variance in the budget was NZTA subsidies for roading.

RECOMMENDED on the motion of Cr Bolger, seconded by Cr Davis, THAT the financial report for the eight months ended 28 February 2015 be received.

The meeting concluded at 5.44pm.

COUNCIL MEETING AGENDA

TUESDAY 28 APRIL 2015

5. REPORT FROM YOUTH COUNCILLOR

The Chairperson of the Gore District Youth Council, Devin Kubala will provide the Council with an update on Youth Council activities.

6. REPORTS OF MATAURA COMMUNITY BOARD

- 1 A copy of the report of the ordinary meeting of the Mataura Community Board held on 26 January and 20 April 2015, are attached.

RECOMMENDATION

THAT the reports of the meetings held on 26 January and 20 April be received,

AND THAT the recommendations contained within the reports be ratified.

RURAL CITY LIVING

Report of a meeting of the Mataura Community Board, held in the Mataura Community Centre, McQueen Avenue, Mataura, on Monday 26 January 2015, at 5.35pm.

Present A Taylor (Chairman), L Sinclair, C Duffy, B Cunningham, G Colvin and Cr S Dixon.

In attendance Roding Officer (Mr Paul Williamson), Parks and Recreation Manager (Mr Ian Soper), HR/Administration Manager (Mrs Susan Jones), Mataura Development Officer (Ms Jo Brand) and Corporate Support Officer (Mrs Juliane Merz).

1. CONFIRMATION OF REPORT

RECOMMENDED on the motion of B Cunningham, seconded by L Sinclair THAT the report of the ordinary meeting of the Mataura Community Board, held on Monday 29 September 2014 as circulated, be accepted and signed by the Chairman as a true and complete record.

Clause 2 - Update on state highway issues (SC0778/0802)

Page 2, paragraph 8

G Colvin noted that it was questions from the community about the Bridge Street railway crossing that had caused the Board concern.

The Board noted that the ninth paragraph referred to the area around the community garden.

2. SCHEDULE OF MEETING DATES FOR 2015

A memo had been received from the Administration Manager containing a schedule of meeting dates proposed for the remainder of 2015; as follows:

Monday 2 March
 Monday 20 April
 Monday 15 June
 Monday 3 August
 Monday 14 September
 Monday 9 November

RECOMMENDED on the motion of G Colvin, seconded by C Duffy THAT the schedule be adopted.

3. RAILWAY CROSSING QUIET ALARM BELLS - BRIDGE STREET AND ALBION STREET, MATAURA (SC0778)

A report had been received from the Roding Manager advising of a request from KiwiRail to replace the existing alarm bells at the Bridge and Albion Street railway crossings with new electronic “quiet” bells. KiwiRail had offered the opportunity for the Board to approve the operation of the bells overnight at a reduced sound level.

G Colvin questioned whether it was justified to have warning bells in use at night, potentially annoying residents and interfering with their sleep, and the risk posed to pedestrians at night at those crossings.

The Administration Manager noted that the alarm bells at the two crossings were currently switched off between 10.30pm and 7.00am and that the option was to replace those bells with the new “quiet” bells.

RECOMMENDED on the motion of Cr S Dixon, seconded by C Duffy, THAT the report be received,

AND THAT option two, installation by KiwiRail of “quiet” warning bells at the Bridge Street and Albion Street railway crossings, be approved.

4. SCHOOL BUS STUDENT PICK UPS (SC0281)

A memo had been received from the Roding Manager following an enquiry to Ritchies Coachlines about school bus student pick up locations.

The Mataura Community Development Officer noted there were children waiting in front of the library in the morning.

L Sinclair proposed waiting for the school term to start again and she would collect data and keep monitoring the situation to enable the Board to assess whether a shelter was required.

The Chairman noted that children were not always waiting at the designated bus shelters and bus drivers appeared to pick up students wherever they were waiting.

The Parks and Recreation Manager pointed out that bus companies gave instructions to their bus drivers on pick up locations.

The Chairman noted that it was good to see the shelter installed at Kana Street.

RECOMMENDED on the motion of L Sinclair, seconded by Cr S Dixon, THAT the information be received and the situation be monitored.

5. MAIN STREET UPGRADE TRIAL (SC1141)

A memo had been received from the Roding Manager regarding a proposed sandbag trial of the plots proposed for beautification of Main Street, south of Bridge Street.

The Roding Officer presented a layout plan for the proposed trial.

The Chairman noted the Board's intention to trial the plots in a small area first and asked whether there would be enough room for the plots and a free lane on the street that would still allow for parking.

The Roding Officer confirmed there would be.

Following discussion, the Board preferred a revised design on a smaller scale with native plants. It would liaise with the Roding Manager and NZTA in regards to a new design and determine the extent of any proposed trial.

RECOMMENDED on the motion of C Duffy, seconded by Cr S Dixon, THAT the Board liaise with the Roding Manager and NZTA to determine extent and feasibility of the proposed trial.

6. DATE OF NEXT MEETING – Monday 2 March at 5.30pm

The meeting concluded at 6.10pm.

RURAL CITY LIVING



Report of a meeting of the Mataura Community Board, held in the Mataura Community Centre, McQueen Avenue, Mataura, on Monday 20 April 2015, at 5.30pm.

Present	A Taylor (Chairman), L Sinclair, C Duffy, B Cunningham, G Colvin and Cr Dixon.
In attendance	Roading Manager (Mr Murray Hasler), HR/Administration Manager (Mrs Susan Jones), Corporate Support Officer (Mrs Juliane Merz) and two members of the public.

1. CONFIRMATION OF REPORTS

RECOMMENDED on the motion of B Cunningham, seconded by Cr Dixon, **THAT** the report of the ordinary meeting of the Mataura Community Board, held on Monday 26 January 2015 as circulated, be accepted and signed by the Chairman as a true and complete record.

RECOMMENDED on the motion of L Sinclair, seconded by Cr Dixon, **THAT** the report of the extraordinary meeting of the Mataura Community Board, held on Monday 16 February 2015 as circulated, be accepted and signed by the Chairman as a true and complete record.

Clause 1 – Tulloch Park – Future Recreational Strategy (SC1160)

Cr Dixon expressed concern about the lack of consideration given to the proposed disposal of the Glendhu Road reserve (old hockey site).

In response the Administration Manager advised the Council had already ratified the recommendations in the report which was part of the LTP process. She recommended the Board let that process run its course and if the Board needed to revisit that issue in the future then it could.

The Chairman noted that paving and fencing materials should be removed from the site for reuse elsewhere in the town.

2. MAIN STREET UPGRADE TRIAL (SC1141)

A memo had been received from the Roding Manager about a proposed alternative option for the upgrade of Main Street, Mātaura.

The Roding Manager provided an update on discussions he had with the New Zealand Transport Authority (NZTA) in regard to an amended plan for the upgrade. NZTA had indicated its support for a change in design and would potentially cover the cost for the preparation of new design drawings. NZTA would welcome a plan which could assist with slowing down traffic on the Main Street.

The Roding Manager confirmed a cycling lane behind the plots could be included in the plan. He emphasised that the plots must not create any additional hazard, be suitable to slow down traffic and allow adequate visibility and unimpeded lighting of the traffic lane, which would limit the choice of plants for the plots.

The Manager noted that during discussions NZTA had signalled its support for a trial of both options pending approval of the design concepts.

In response to a question from the Board, the Manager advised the cost for the production of new drawings would be approximately \$2000.

The Manager envisaged a timeframe of one month for the alternative plan to be prepared after ratification of the Board's report through the Council and approval of the design by NZTA.

RECOMMENDED on the motion of Cr Dixon, seconded by B Cunningham, THAT the report be received,

AND THAT the production of a detailed plan for the proposed alternative option be approved.

3. COSTER PARK AREA AND PARKING (SC0383)

A memo had been received from the Roding Manager seeking the Board's approval to proceed with the upgrade of Coster Park, with the exception of providing a bus shelter.

In response to a question from Cr Dixon, the Roding Manager advised that concrete pads for a potential retro-fitting of bus shelters had been included in the plan. If a decision was made to install bus shelters in the future, the Manager recommended the Board obtain quotes and investigate whether the design of the shelters it was proposing would be adequately robust for the intended purpose.

RECOMMENDED on the motion of Cr S Dixon, seconded by B Cunningham, THAT the report be received,

AND THAT the construction of the proposed Coster Park rest area and parking, to be funded from the Coster Fund, be approved.

4. DEMOLITION OF FORMER PICTURE THEATRE BUILDING – CORNER OF MAIN AND CARLYLE STREETS, MATAURA (SC0229)

A memo had been received from the Administration Manager advising of the Council resolution passed in regard to the demolition of the former picture theatre building and the subsequent deficit of \$7,700 that needed to be met. The demolition had cost \$17,700 and a grant of \$10,000 had been received from the Maitara Licensing Trust.

The Chairman informed the Board that a further invoice for \$764.65 from McDonough Contracting in relation to the demolition had been received.

Following discussion the Board decided to include the invoice amount for the completion of the job in its recommendation.

RECOMMENDED on the motion of Cr Dixon, seconded by C Duffy, THAT the Board request the shortfall of \$7,700 resulting from the demolition of the former picture theatre on the corner of Main and Carlyle Streets, Maitara, and the additional invoice from McDonough Contracting in the sum of \$764.65 be met from the Maitara beautification and streetscape account.

The Chairman noted that the Lions Club was keen to have a plaque and planting at the site.

5. DISCRETIONARY ACCOUNT UPDATE (SC0281)

A memo had been received from the Administration Manager providing an update on the discretionary account available for Maitara initiatives.

The Board discussed the expense for the archaeological assessment for the former picture theatre site and felt it was excessive.

The Chairman advised he had only received a verbal estimate of cost for the work.

B Cunningham asked whether a detailed itemised invoice had been provided.

The Administration Manager advised the assessment had been unavoidable, but agreed it was expensive.

G Colvin agreed with B Cunningham and questioned whether the invoice could be disputed.

The Chairman and Administration Manager explained that the report and assessment had been quite extensive and that the account had been paid.

RECOMMENDED on the motion of G Colvin, seconded by L Sinclair, **THAT** the information be received.

6. DATE OF NEXT MEETING – Monday 15 June at 5.30pm

The meeting concluded at 6.00pm.

7. 2015 LOCAL GOVERNMENT NEW ZEALAND CONFERENCE

(Memo from Chief Executive – 16.04.15)

- ✎ This year's Local Government New Zealand conference will be held in Rotorua from 19–21 July. A copy of the programme is attached. The theme is "Leading the charge for our communities".

It is usual for the Council to send His Worship the Mayor, the Chief Executive and one Councillor to a Local Government New Zealand annual conference.

RECOMMENDATION

THAT the Council delegation to attend the 2015 Local Government New Zealand Conference in Rotorua comprise of His Worship the Mayor, the Chief Executive and Cr.....,

AND THAT His Worship the Mayor be the presiding delegate at the Annual General Meeting of local Government New Zealand, with Cr..... Being the alternative delegate.

Venue | ([lgnz15/general_information/venue](#)) Contact us ([lgnz15/contact/contact](#))
Getting there | ([lgnz15/getting_there](#))

We are. | 2015 Conference & Awards

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DAYS HOURS MINUTES SECONDS

**Leading the charge
for our communities.**

19-21 JULY, ROTORUA ENERGY EVENT CENTRE, ROTORUA

Programme & speakers

Programme subject to change, updated Wednesday 4 March.

Sunday 19 July

9.30am **Registration desk open**
Rotorua Energy Events Centre

9.30am **Council hosted tours**
Depart the Rotorua Energy Events Centre

- Walking arts trail
- Skyline Rotorua tour
- The Redwoods – Whakarewarewa Forest tour

For more information click here ([lgnz15/programme_speakers/council_tours](#))

1.00pm Local Government New Zealand AGM
Members only

3.00pm Afternoon tea amongst the exhibition

3.00pm Mayors Taskforce For Jobs
Members only

3.00pm Regional Sector group meeting
Members only

3.00pm Young Elected Members

4.30pm Opening ceremony

5.30pm Simpson Grierson welcome reception
Blue Baths

For more information click here (lgnz15/programme_speakers/social__)

Monday 20 July

7.30am Registration desk open

7.00am Transpower breakfast session with guest speaker Rio Terei
(lgnz15/programme_speakers/pio_terei_)
Please note the breakfast session is a ticketed event and not included in the full registration
For more information click here (lgnz15/programme_speakers/social__)

8.30am Performance and customer focussed culture - taking your people with you
Stephen Yarwood (lgnz15/programme_speakers/stephen_yarwood_),
former Lord Mayor of Adelaide
Kindly sponsored by NZ Transport Agency

9.25am Understanding what's important to communities and why a strong focus on the customer matters
David Meates (lgnz15/programme_speakers/david_meates), CEO, Canterbury DHB

10.15am Morning tea amongst the exhibition

11.00am Telling our story and selling the value of our sector
Kevin Roberts (lgnz15/programme_speakers/kevin_roberts), Executive Chairman,
Saatchi & Saatchi

11.50am Presentation of the EXCELLENCE Award for Outstanding Contribution to Local Government

12.00pm Lunch amongst exhibition

1.15pm Disruptive governance – how do we increase our performance and create a strong link from strategy to transparent performance
Dr Lester Levy ([lgnz15/programme_speakers/dr_lester_levy](#)), CEO, New Zealand Leadership Institute
Kindly sponsored by PwC

2.00pm Sustainable funding for local government – what are the options?

- Penny Webster ([lgnz15/programme_speakers/penny](#)), Councillor, Auckland Council
- Rob Cameron ([lgnz15/programme_speakers/rob_cameron_](#)), Partner, Cameron Partners
- Dr Oliver Hartwich ([lgnz15/programme_speakers/dr_oliver_hartwich](#)), Executive Director, The New Zealand Initiative

For more information about this session, click here
([lgnz15/programme_speakers/funding_for_growth___transformation_of_local_govt](#))

2.55pm Afternoon tea amongst the exhibition

3.30pm Master class sessions

- Growing NZ's talent and economies – strategies to attract skilled migrants and investors
Kindly sponsored by Immigration New Zealand
- Local Boards – connecting with the community
- Collaboration, culture change and customer focus under the RMA
Kindly sponsored by DairyNZ
- Engaging with lwi to grow local and regional economies
- Getting the most from the One Network Road Classification system
Kindly sponsored by NZ Transport Agency

For more information about the master class sessions, click here
([lgnz15/programme_speakers/master_classes](#))

5.00pm End of conference day

6.45pm Fulton Hogan conference dinner and LGNZ EXCELLENCE Awards
Rotorua Energy Events Centre
([lgnz14/excellence_awards/excellence_awards](#))

For more information please click here ([lgnz15/programme_speakers/social_](#))

Tuesday 21 July

8.00am Registration desk open

8.15am Lawrence Yule (lgnz15/programme_speakers/lawrence_yule_), President, LGNZ – keynote speech

8.30am Resource management – How a growing economy can also support a healthy environment

- **Dr William Rolleston (lgnz15/programme_speakers/dr_william_rolleston),** National President, Federated Farmers of New Zealand
- **Andrew Knight (lgnz15/programme_speakers/andrew_knight_),** CEO and Managing Director, New Zealand Oil and Gas

This session will be facilitated by **Gary Taylor (lgnz15/programme_speakers/gary_taylor)**, Executive Director, Environmental Defence Society

For more information about this session, click here (lgnz15/programme_speakers/resource_management)

9.15am Right-sizing your town and making the important decisions – a response to demographic change

- **Annette Main (lgnz15/programme_speakers/annette_main),** Mayor, Wanganui District Council
- **David Ayers (lgnz15/programme_speakers/david_ayers),** Mayor, Waimakariri District Council
- **Meng Foon (lgnz15/programme_speakers/meng_foon),** Mayor, Gisborne District Council
- **Stuart Crosby (lgnz15/programme_speakers/stuart_crosby),** Mayor, Tauranga City Council
- **Tony Kokshoorn (lgnz15/programme_speakers/tony_kokshoorn),** Mayor, Grey District Council

For more information about this session, click here (lgnz15/programme_speakers/right-sizing_your_town)

10.00am Morning tea amongst the exhibition

11.00am Hon Paula Bennett, Minister of Local Government

11.15am Nation building – infrastructure and urban development
Brenda Halloran (lgnz15/programme_speakers/brenda_halloran_), former Mayor of Waterloo, Canada
Kindly sponsored by Beca

- 12.15pm **Delivering local government expertise in the Pacific – a snap shot of the PacificTA programme**
- **Brett Way** ([lgnz15/programme_speakers/brett](#)), Utilities Manager, Central Hawke's Bay District Council
 - **Rocheile Deane** ([lgnz15/programme_speakers/rocheile_deane](#)), Team leader Animal Management West, Auckland Council

*For more information about this session, [click here](#)
([lgnz15/programme_speakers/pacificta](#))*

12.55pm **Final summary and close**

1.05pm - **Light lunch and closing function**

2.30pm

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8. GORE AQUATIC CENTRE REDUCED FUNDING FOR FREE SWIMMING LESSONS

(Memo from General Manager District Assets – 16.04.15)

At its March meeting the Council resolved to cap the funding of free swimming lessons at the status quo of 60:40 and that His Worship would write a letter to the President of the Maitāwhiri Licensing Trust (MLT), urging it to honour its original commitments, so that the number and scope of free swimming lessons for children in the Gore District was not compromised.

Unfortunately the MLT was unable to increase its funding.

On a positive note, Pakeke Lions have advised that it wishes to grant \$7,000 to assist with the provision of free swimming lessons. The cheque has been received.

After being made aware of this generous offer, Council staff investigated options which ensured that the cap on funding would not be breached and the continuation of free swimming lessons that maximise the safety for children when around, in or on the water.

The outcome of the investigation was to stop processing data for Water Safety New Zealand's website. To date this task has been onerous and provided little benefit to the Council. Water Safety New Zealand has used this data to assess the swimming competency of children and the Council will continue to provide the raw data for Water Safety New Zealand to process as it sees fit. By removing this administrative workload, the staff will have more time to focus on their core duties.

Based on the generous support of Pakeke Lions, the MLT and the reduction in administrative duties, the swimming lessons can continue to be provided as before.

RECOMMENDATION:

THAT the report be received,

AND THAT the Council endorse the new free swimming lesson regime.

9. SPORT NZ RURAL TRAVEL FUND ASSESSMENT COMMITTEE

(Memo from Chief Executive – 02.04.15)

- 1 Attached are the minutes from the Sport NZ Assessment Committee meeting (formerly known as SPARC Rural Travel Fund), held on 2 April for the Council's information.

RECOMMENDATION

THAT the information be received.

Minutes of a Sport New Zealand Rural Travel Fund Committee meeting, held in the Parks and Recreation Manager's office, Gore District Council, 29 Civic Avenue, Gore on Thursday 2 April 2015, at 10.32am.

Present	Mr Ian Soper (Chairman) and Mr Harley Ware (Sport Southland)
In Attendance	Corporate Support Officers (Mrs Kylie Weir and Mrs Julianne Merz)
Apology	Cr Sharp apologised for absence.

1. CONFIRMATION OF MINUTES

RESOLVED on the motion of I Soper, seconded by H Ware, THAT the minutes of the meeting held on 23 October 2014, be confirmed as a true and complete record.

2. DECLARATIONS OF INTEREST

H Ware declared an interest in the Gore High rugby application due to becoming a coach for the under 15 rugby team recently.

3. FUNDING ALLOCATION

The rural travel fund allocation for the Gore District in 2014/2015 was \$5,081.00.

4. MARCH 2015 APPLICATIONS

Funds totalling \$5,081.00 were available for distribution for the winter sports code. Eight applications had been received and all fully met the criteria.

Cr Sharp had provided I Soper with a copy of his thoughts for the funds to be dispersed in his absence. I Soper advised he had also spoken with Cr Sharp on the phone and had agreed their numbers were in alignment of each other.

K Weir advised the committee that all accountability forms from the previous March round had been returned.

I Soper and H Ware agreed that teams requesting smaller amounts should be approved and those who requested more funding were to be divided up per participant to determine how the remaining funds should be spent. This equation meant that an amount of \$11.73 per participant would determine the remainder of the allocations.

Discussion followed and the meeting agreed that the March 2015 grants would be allocated as follows:

ORGANISATION NAME	REQUEST	RECOMMENDATION
Gore High netball	\$300.00	\$300.00
Gore High School soccer	\$400.00	\$350.00
Gore High School rugby	\$2,450.00	\$1,400.00
Gore High School hockey	\$1,500.00	\$400.00
St Peter's College football	\$300.00	\$300.00
St Peter's College rugby	\$2,000.00	\$1,500.00
St Peters College netball	\$390.00	\$390.00
St Peters College hockey	\$300.00	\$300.00
Total	\$7,640.00	\$4,940.00

RESOLVED on the motion of H Ware, seconded by I Soper, THAT grant monies totalling \$4,940.00 be allocated as per the above schedule, for the 2014/2015 Sport New Zealand rural travel fund second funding round.

AND THAT funds totalling \$141.00 be carried over to the 2015/16 Sport New Zealand rural travel fund first funding round.

The meeting concluded at 10.43am.

10. GORE DISTRICT COUNCIL CEMETERY POLICY - REQUEST FOR REVIEW OF CONDITIONS GOVERNING PRE-PURCHASE

(Memo from Chief Executive – 15.04.15)

Introduction

His Worship recently received an approach from a grieving parent for the Council to relax its policy in regard to the pre-purchase of burial plots. The current policy, as per the Gore District Council's Cemeteries Bylaw, provides for a maximum of one plot being pre-purchased along with the plot being acquired for immediate use.

This policy has been enshrined within a Bylaw of the Council for many years. However, in light of the request received from His Worship and in view of the tragic circumstances involved, a review of the current policy may be warranted.

Background

- 1. Clause (3) of the Gore District Council Cemeteries Bylaw 2008 (copy attached) provides for a maximum of two plots to be purchased – one for immediate use and one for a future burial. This provision was also included in the previous Cemeteries Bylaw that was approved by the Council in 2000.

The rationale behind this rule is to ensure that burial space in Council cemeteries is efficiently utilised. The Council incurs cost on an annual and ongoing basis to install concrete berms in cemeteries that are numbered in readiness for use. Pre-selling plots at will, irrespective of when they may actually be required for use, can lead to a situation where a section of developed cemetery has numerous plots that are sold but unused. These sites which are ready for interment still require maintenance of lawns and gardens, which in reality is done free of charge until utilisation of the plot and payment of both an interment and maintenance fee occurs. The maintenance fee is a one-off charge imposed at the time of burial as contribution to maintenance of the cemetery from that point in time into the future.

Request for relaxation of policy

The request received from His Worship has come from a grieving parent who recently lost a 19-year old child following a motor vehicle accident. Both of the parents wish to purchase a plot adjacent to the plot of the deceased child. This is perfectly understandable but cannot be accommodated within the Council's current policy framework due to the parents of the child having dissolved their relationship and re-partnered with other people. This means that they do not want to be buried together as parents but with their new partners, thus requiring the purchase of two additional plots next to the one occupied by the deceased child.

The request has given staff considerable food for thought, given that marriage dissolutions and blended families are a far more common occurrence than what was the case a generation ago. This in turn has begged the question as to whether the Council's current policy in this area is fit for purpose.

Should the rule be abolished altogether?

The Council staff do not advocate uplifting all controls on the ability to pre-purchase plots. Taken to its extreme, should no controls be in place and every burial plot owner was to buy one additional plot at the time of interment, the cemetery would be closed to new burials when it was only half full. Taking this example a little further, if each burial plot owner was to buy two additional plots at the time of interment, the point of closure to new burials for the cemetery would be when it was only one third full. These, albeit extreme, examples do give some graphic illustration on how nonsensical and inefficient cemetery management can be without the application of some controls to bring about orderly development.

Is a limited modification of the policy possible?

The Parks and Recreation Manager and I have bandied about some possible options that could potentially enable the Council to accommodate the latest request without opening up a floodgate of pre-purchasing of plots. One serious option that we consider has merit, is to make an exception for instances involving the interment of a child, which recognises this particular harrowing experience for the parents involved. Under such an approach the Council's policy could allow for the pre-purchase of up to two additional plots when a child under a certain age is interred. This suggested approach recognises both the extremely traumatic experience of the loss of a child and the realisation that many families in today's age are blended and do not necessarily structure themselves along conventional lines.

If such a policy shift is deemed desirable, the next question to be posed is what age should be used to define a child? Inevitably whatever number is chosen, there will still be disappointment of some who fall outside the new policy settings. That stated, the Child Support Act 1991 does provide some guidance in terms of defining the child as being under 19 years of age. If that particular number was chosen, it would be of little use to the person who has made the approach to His Worship, given that the deceased person was 19 years of age. Therefore the Council may wish to consider, for example, a ceiling of under the age of 21 years to capture most, if not all, common perceptions in definitions of what constitutes a child.

Impact on proposed modification of policy

One of the advantages of making a slight modification to the existing policy, as opposed to uplifting all controls, is that the effect on cemetery development, in terms of construction of new berms, would be minor. The table below sets out total interments over the past five years with the total number of deaths of people under the age of 20 years:

Year ending 30 June	Total burials	Aged under 20
2014	115	2
2013	113	3
2012	108	3
2011	99	3
2010	123	1
Total	558	12

Based on this information, should the Council decide to relax its current policy to allow the pre-purchase of an additional two plots in circumstances where a child under the age of 20 years is being interred, the Council could expect to have on average three pre-purchased plots each year above what currently occurs.

What do other Councils do?

The Parks and Recreation Manager has canvassed a number of other councils about their practices in this particular area. The table below summarises feedback received:

Territorial Authority	Pre-Purchase rule
Waitaki DC	Historically allowed, but recently changed. Now no pre-selling apart from only one adjacent plot may be pre-purchased at time of interment. This is the same as current Gore DC policy.
Timaru DC	No restriction. This becomes a problem in the Main Cemetery but not in the outlying ones.
Invercargill CC	Pre-selling of a right is allowed but not a specific plot – purchasers get the next available plot at time of death. At the time of interment one additional plot may be purchased.
Palmerston North CC	No restriction
South Taranaki DC	No restriction
Waipa DC	No restriction but on top of the plot purchase cost they charge an additional \$100.00 for the privilege.
Dunedin CC	No pre-selling permitted. However at the time of interment the plot owner is allowed to purchase one adjacent plot only to form a family or double plot.
Queenstown Lakes DC	Yes, allow the plot owner, at the time of interment, to purchase one adjacent plot.

Upon reviewing the above information, it is clear that there is no single standout model being utilised throughout the sector.

Rural City Living

The Council's new brand may be of assistance in guiding the Council to reach a decision on this matter. Our new brand of "Rural City Living" suggests an element of sophistication in the range and type of services that the Council delivers to the community – with high standards and expectations that are not normally associated with a rural community. On this basis the Council may therefore wish to align its policy setting in its cemeteries to take cognisance of modern family structures and endeavour to be as inclusive as possible. The suggested modification to permit more than one additional pre-purchase of a plot in the circumstances of death of a child, would appear to meet this objective.

Conclusion

A change in Council policy to allow the pre-purchase of an additional two plots in instances where death of a child has occurred, appears to be a compassionate move that also acknowledges changing trends in family structures. Further, based on the analysis of burials over the past five years, the suggested adjustment to the policy is unlikely to have a demonstrable impact on the efficient operation and orderly development of the Council's cemeteries.

RECOMMENDATION

THAT the Council approve an amendment to the Gore District Council Cemeteries Bylaw to allow for the pre-purchase of an additional two plots in circumstances where the death of a child has occurred,

THAT the Council set an age limit in which this new policy can be applied,

AND THAT an amended wording of the existing Cemeteries Bylaw be submitted to the next meeting of the Council for consideration.

**GORE DISTRICT COUNCIL
CEMETERIES BYLAW 2008**

Bylaw of the Gore District Council made in pursuance of the powers contained in the Local Government Act 2002, and pursuant to all other powers, authorities and provisions contained in any other Act enabling the said Council in that behalf:

1. Short Title

The short title of this bylaw shall be the Gore District Council Cemeteries Bylaw 2008.

The bylaw shall come into operation on the 1st Day of July 2008.

2. Repeal

The Gore District Council Cemeteries Bylaw 2000 and the Gore District Council Cemeteries Bylaw 2000 – Amendment No.1, 2004 are hereby repealed from the date this bylaw comes into force.

3. Adoption of New Zealand Standard 9201, Chapter 14, Model General Bylaw for Cemeteries and Crematoria 1999

The scope of this bylaw is to enable the Council to control and set standards for the operation of cemeteries and crematoria within the boundaries covered by the Council's responsibility or ownership.

This bylaw is made pursuant to Section 146 of the Local Government Act 2002 and the Burials and Cremations Act 1964.

1401 – Definitions and Interpretations

1401.1 – For the purposes of this bylaw, the following definitions shall apply:

CEMETERY means any cemetery vested in or under the control of the Council from time to time but excludes any closed cemetery.

CREMATORIUM or CREMATORIA means any crematorium maintained by the Council.

MANAGER means any person appointed by the Council to control or manage or to assist in the control and management of

any cemetery and crematorium under the jurisdiction of the Council and to carry out burials and cremations as provided in this part of the bylaw.

SEXTON means any person appointed by the Council to manage the day to day activities of any cemetery and crematorium under its jurisdiction. Such activities to include arranging for the provision of plots for burials.

THIRD PARTY means any relative of the deceased, next of kin or a registered funeral director

1401.2 – Nothing in this part of the bylaw shall derogate from any provision of, or the necessity for, compliance with the:

- a) Burial and Cremation Act 1964
- b) Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967
- c) Cremation Regulations 1973
- d) Health (Burial) Regulations 1946

The New Zealand Standard 9201, Chapter 14, Model General Bylaw for Cemeteries and Crematoria 1999 is hereby adopted as a bylaw of the Gore District Council, with the following amendments:

1. All monumental masonry work is to be carried out by qualified tradespersons in all cemeteries within the Gore District.
2. Fees and charges will be reviewed annually by the Council for all Gore District Council administered cemeteries and will be publicly notified.
3. Clause 1402 – Burials and Sale of Plots to be amended to read:

1402.1 - Burial plots sold by the Council shall be sold upon the terms and conditions as decided by the Council and the exclusive right of burial may be granted for such limited period as the Council decides. Any relative of a person so buried may, at the time of burial, purchase one adjacent plot at the time of burial only.

1402.2 – No burial shall be made in any cemetery without a burial application for that purpose obtained by the person having the management or control of the burial from the Council and presented to the Cemetery Manager as authority for burial.

1402.3 – Burials shall take place in such plots as the Manager shall determine and no headstone, full grave cover or surround shall be erected on the plot unless the exclusive right of burial has been purchased.

1402.4 – No person, other than the Cemetery Manager or assistants of the Cemetery Manager or any other person duly authorised by the Council, shall dig any grave in, or open the ground for burial in, any part of the cemetery. The minimum depth of cover for any casket shall be no less than one metre. Notification of the intended burial shall be given to the Cemetery Manager at least eight working hours prior to the time fixed for the funeral and no such burial shall take place until the delivery to the Cemetery Manager of the said application for burial has been made.

- (a) *1402.5 – Upon application and payment of the appropriate fees, the urn containing the ashes of any deceased person may be buried in the appropriate portion of the cemetery set aside for that purpose or in any plot subject to an exclusive right of burial*
- (i) No person other than the Cemetery Manager or any other person for the time being duly authorised by the local authority, shall bury, or scatter or otherwise dispose of any ashes in any part of the cemetery grounds during the normal hours of operation.*
- (ii) On a Weekend or Statutory Holiday it will be permitted that upon the approval and prior consent of the Cemetery Manager or any other person for the time being duly authorised by the local authority, to grant permission for a third party to undertake the interment of an ashes urn in the site prepared by the Cemetery Manager and or cemetery staff.*
- (iii) No person, other than the Cemetery Manager or assistants of the Cemetery Manager or any other person duly authorised by the Council, shall dig any grave in, or open the ground for Ashes burial in any part of the cemetery.*

4. Clause 1403.2 - Fees to be amended to read:

“Out of District” fees may be payable in the case of a burial of a deceased person not residing in or not a ratepayer of the district for a predetermined time. The time frame for such a requirement shall be determined by the Council. This fee may also apply to the burial of a stillborn child if the parents were not residents or ratepayers of the district. For the purposes of this bylaw, a person in a hospital or

institution in the district shall be deemed as resident in the district if they have been a resident of the hospital or institution longer than 3 months. The Manager appointed by the Council shall determine in each case whether an 'out of districts' fee is applicable.

5. Clause 1404 – Hours of Operation *to be amended to read:*

Clause 1404.1 - "Burials will be permitted between the hours of 9:00 am and 4:00 pm, six days per week, with the exceptions of Christmas Day, Boxing Day, New Years Day, 2 January, Waitangi Day, Good Friday, Easter Monday, Labour Day, the Sovereign's Birthday, ANZAC Day and Southland Anniversary Day." "Ash interments will be permitted between the hours of 9.00 am and 4.00 pm seven days per week"

6. Clause 1405 – Erection and Maintenance of Monuments, Headstones, Structures etc

1405.1 – All above ground grave structures, enclosures, memorial headstones and other monuments shall be installed to NZS 4242 and kept in good order or repair by the purchasers of the plots or their representatives. Subject to the provisions of the Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967, the Council may remove any installations of any kind that shall fall into a state of decay or disrepair. A photographic record of the memorial shall be taken prior to removal and retained in cemetery records.

1405.2 – Plans and specifications for the construction of above ground vaults in cemeteries must be submitted to the Council for approval prior to any work commencing. Construction of the vault shall be to standards acceptable to the Council.

1405.3 – The Council may carry out regular audits of memorial headstones and other monuments to ensure their safety.

The following Clauses shall be amended to read:

1405.4 – No person shall, without a monumental permit, remove from any cemetery or grave any headstone, monument or plaque.

1405.5 – No monuments other than approved headstones shall be erected within any cemetery. All monumental work must comply with NZS 4242:1995 for headstones and cemetery monuments.

1405.9 – No person shall, without the authority of the Cemetery Manager, remove or take from any grave in any cemetery, any vase, wreath, plant, flower or other object except that the Council may cause to be removed any neglected or broken material of this nature.

1405.10 – All monumental masons or other person erecting or repairing any headstone or monument shall remove from the cemetery all materials and tools on completion of the work.

7. Clause 1406 – Shrubs and Trees

No tree or shrub shall be planted in any part of any cemetery by any person without the consent of the Council being first obtained.

8. Clause 1407 – Vehicles

1407.1 – Every person driving or in charge of any vehicle in any cemetery shall stop or move such vehicle as directed by the Cemetery Manager or assistants of the Cemetery Manager.

1407.2 – No vehicle shall be driven at a greater speed than indicated on any road within the cemetery, and in any other direction other than indicated by traffic notices.

1407.3 – All vehicles (other than hearses) shall yield unconditional right of way to any funeral procession.

1407.4 – Any person installing or attending a memorial in a cemetery shall withdraw for the duration of an adjoining funeral service.

9. Clause 1408 – Soliciting of Orders

1408.1 – No person shall, in any cemetery, advertise or solicit any order from any other person for any work whatsoever to be done in or in connection with any cemetery, or for the sale, preparation or supply of any article, material or item to be set up, affixed or used in any cemetery.

1408.2 – Except at the specific request of the purchaser of a plot or their representatives or assigns, no person shall, in any cemetery accept or take any such order of custom as aforesaid.

1408.3 – No person shall without the consent of the funeral director, or a special permit in writing for the occasion from the Council, take any photographs or moving images at a funeral.

10. Clause 1409 – Burial or Cremation of Poor Persons

Where application is made to the Council for the interment or cremation of any deceased poor person, the applicant shall, on making such application, provide to the Council a duly signed certificate certifying that such deceased person has not left sufficient means to pay the ordinary charge of interment or cremation fixed by this part of the bylaw, that the cost of burial is not covered by any Accident Compensation entitlement and that his/her relatives and friends are unable to pay the same.

11. Clause 1410 -Deceased Servicemen

The fee payable to the Council for the disinterment of any deceased servicemen and the reinterment in the war graves section of the cemetery, if application is made by the War Graves Branch of the Department of Internal Affairs, shall be as agreed upon between the parties at the time.

12. Clause 1411 – Disinterment

Where a request for a disinterment and/or a reinterment is received by the Council or other cemetery owner, the disinterment shall be conducted pursuant to Sections 51 and 55 of the Burial and Cremation Act 1964 and subject to the payment of such fees as the Council decides.

13. Clause 1412 – Cremation

1412.1 – An approved urn containing the ashes of the deceased person may be left in the crematorium for 14 days from the date of cremation free of charge. At the expiry of this period such fees as the Council may set shall be paid. The Council will not hold ashes beyond 3 months from the date of such cremation, and at the expiry of that period may dispose of the ashes in

accordance with regulations made under the Burial and Cremation Act 1964.

1412.2 – The casket containing any deceased person intended for cremation shall be made of an approved combustible material.

1412.3 – No casket shall be opened after admission to the crematorium without the consent of the Cemetery Manager.

1412.4 – The Council shall determine the hours of operation of its crematorium.

1412.5 – Every application for cremation together with all the necessary documentation shall be deposited with the Manager prior to cremation.

14. Clause 1413 – Safety

No person other than the Cemetery Manager or assistants of the Cemetery Manager or any other person duly authorised by the Cemetery Manager shall fill in a grave.

15. Clause 1414 – Monumental Work in Cemeteries

The installation of memorial headstones, grave surrounds or overtop construction or repairs and installation of concrete ground beams or bases shall be carried out to the satisfaction of the Council.

16. Offence

Every person who breaches this bylaw commits an offence and is liable on summary conviction to the penalty set out below.

17. Penalty for Breach of Bylaw

Any person convicted of an offence against this bylaw is liable on conviction, to a fine not exceeding \$20,000.

The foregoing bylaw was duly adopted at a meeting of the Gore District Council held on the 24th Day of June 2008 and ordered to come into force on the 1st Day of July 2008.

The Common Seal of the Gore
District Council was hereunto
Affixed this Day of June
2008, in the presence of:

_____ Tracy Hicks, **Mayor**

_____ Steve Parry, **Chief Executive**

11. 2014/15 PARK AND RESERVES RATES - COMMERCIAL PROPERTIES

(Memo from the Chief Executive – 23.03.15)

As Councillors will be aware, a new method, by which rates are assessed on commercial and industrial properties in Gore and Mataura, was introduced in the 2014/15 annual plan.

The following excerpt from the Mayoral and Executive foreword of the plan provides an explanation of the new approach and the rationale for change:

In response to concerns expressed by some commercial ratepayers, the Council is proposing to make some modifications in the way in which it collects rates for the Parks and Reserves activity within the commercial rating area. Historically the Council has used valuation bands and placed fixed targeted rates within each of those bands, with the quantum increasing in line with higher valuations. This has proved problematic in that the Council has had to regularly adjust the thresholds to take cognisance of new valuation assessments. Further, the difference in the fixed targeted rate between bands can be quite pronounced if property moves from one tier to another. This can result in properties of not too dissimilar value paying quite different amounts for the Parks and Reserves activity.

To address this matter, the Council is proposing to apply the Parks and Reserve contribution from commercial and industrial rates on a progressive valuation basis without any specific tiers. The only control that the Council would exercise within this new approach is to place a minimum contribution on each commercial ratepayer irrespective of value and a maximum contribution, irrespective of how high the capital value may be. The Council believes this change will result in a smoother apportionment of the rating burden for Parks and Reserves within the commercial sector.

It has since come to light that the terminology used by the Council in defining the new rate does not conform with the factors specified for targeted rates contained in Schedule 3 of the Local Government (Rating) Act 2002. Specifically the concept of minimum and maximum amounts relating to capital value rating is not recognised in the Act.

It has therefore been necessary to redefine this rate so that it is in harmony with the permissible factors contained in Schedule 3. This will require the Council to set the rates again, pursuant to Section 119 of the Local Government (Rating) Act 2002. This provision can be used when a Council identifies an irregularity in setting a rate, which if corrected, will not increase the amount of rates assessed in any rating unit.

- 1. Please find enclosed a public notice of the Council's intentions which is required to be given 14 days prior to the Council's amended resolution. This notice was published in the Southland Times on 14 April 2015.

The recommended resolution below will now place the new commercial parks and reserves rate on a sound legal footing.

RECOMMENDATION

THAT pursuant to Section 119 of the Local Government (Rating) Act 2002 and clause 3.9.18 of Standing Orders NZS 9202:2003, the Council revokes the following part of resolution 2014/87:

Targeted Rate – Parks and Reserves

A targeted rate, based on each dollar of capital value imposed on commercial properties in Gore and Mataura. The rate for each dollar (GST inclusive) of capital value and the maximum and minimum charges in each of the areas are as follows:

Gore

	<i>Per \$ Capital Value</i>
<i>Commercial</i>	<i>0.004662</i>
<i>Commercial (maximum)</i>	<i>\$4,000</i>
<i>Commercial (minimum)</i>	<i>\$450</i>

Mataura

	<i>Per \$ Capital Value</i>
<i>Commercial</i>	<i>0.004662</i>
<i>Commercial (maximum)</i>	<i>\$4,000</i>
<i>Commercial (minimum)</i>	<i>\$450</i>

AND THAT the revoked part of this resolution be substituted with the following:

Targeted Rate – Parks and Reserves

A targeted rate, based on each dollar of capital value imposed on commercial properties in Gore and Mataura. This charge will raise \$586,755 to finance Parks and Reserves. The rate for each dollar (GST inclusive) of capital value is as follows:

<i>Schedule 2 categories for differentials</i>	<i>Schedule 3 factor of liability</i>	<i>Proposed charge</i>	<i>Proposed revenue collected from each category</i>
<i>Capital value \$0-96,999.99</i>	<i>Per rating unit</i>	<i>\$450</i>	<i>\$43,650</i>
<i>Capital value \$97,000-\$899,999.99</i>	<i>Capital value</i>	<i>\$0.004662</i>	<i>\$407,105</i>
<i>Capital value \$900,000 +</i>	<i>Per rating unit</i>	<i>\$4,000</i>	<i>\$136,000</i>

Where there is a mix of activities on a property the Council will apportion the rates based on activities.

NOTICE OF SETTING COMMERCIAL PARKS AND RESERVES RATES AGAIN

Pursuant to Section 119 of the Local Government (Rating) Act 2002, notice is hereby given that at a meeting to be held on Tuesday 28 April 2015 at 7.30pm, the Gore District Council intends to set a rate again for the 2014/15 financial year. The rate concerned relates to parks and reserves rates levied on commercial and industrial properties in the urban rating area.

This is a new rate introduced via the 2014/15 annual plan. It removed valuation bands with fixed targeted rates being applied within these bands. The purpose of introducing the new rate was to eliminate big differences in rates paid on properties within neighbouring valuation bands. Instead a rate levied on a valuation basis, with a minimum contribution being required of each commercial ratepayer, was introduced. The new rate also imposed a maximum amount of \$4,000 for any one property.

The wording contained in the rates resolution of the Council on 24 June 2014 for the parks and reserves rate on commercial properties in Gore and Maitauro was as follows:

Targeted Rate – Parks and Reserves

A targeted rate, based on each dollar of capital value imposed on commercial properties in Gore and Maitauro. The rate for each dollar (GST inclusive) of capital value and the maximum and minimum charges in each of the areas are as follows:

Gore

	Per \$ Capital Value
<i>Commercial</i>	0.004662
<i>Commercial (maximum)</i>	\$4,000
<i>Commercial (minimum)</i>	\$450

Maitauro

	Per \$ Capital Value
<i>Commercial</i>	0.004662
<i>Commercial (maximum)</i>	\$4,000
<i>Commercial (minimum)</i>	\$450

Under Section 18 of the Local Government (Rating) Act 2002 calculation for liability for a targeted rate must utilise a factor or factors listed in Schedule 3. As minimum and maximum amounts to be collected are not recognised as a factor in Schedule 3, the Council intends to set the rate again.

The new wording of this rate which the Council intends to pass by resolution at its meeting on 28 April 2015 is as follows:

Targeted Rate – Parks and Reserves

A targeted rate, based on each dollar of capital value imposed on commercial properties in Gore and Maitauro. This charge will raise \$586,755 to finance Parks and Reserves. The rate for each dollar (GST inclusive) of capital value is as follows:

<i>Schedule 2 categories for differentials</i>	<i>Schedule 3 factor of liability</i>	<i>Proposed charge</i>	<i>Proposed revenue collected from each category</i>
Capital value \$0-96,999.99	Per rating unit	\$450	\$43,650
Capital value \$97,000-\$899,999.99	Capital value	\$0.004662	\$407,105
Capital value \$900,000 +	Per rating unit	\$4,000	\$136,000

Where there is a mix of activities on a property the Council will apportion the rates based on activities.

It should be noted that these rates, when set again, will not increase the amount of rates assessed for any rating unit.

Stephen Parry
Chief Executive

NOTICE OF SETTING COMMERCIAL PARKS AND RESERVES RATES AGAIN

GO
DISTRICT COUNCIL
RE

Pursuant to Section 119 of the Local Government (Rating) Act 2002, notice is hereby given that at a meeting to be held on Tuesday 28 April 2015 at 7.30pm, the Gore District Council intends to set a rate again for the 2014/15 financial year. The rate concerned relates to parks and reserves rates levied on commercial and industrial properties in the urban rating area.

This is a new rate introduced via the 2014/15 annual plan. It removed valuation bands with fixed targeted rates being applied within these bands. The purpose of introducing the new rate was to eliminate big differences in rates paid on properties within neighbouring valuation bands. Instead a rate levied on a valuation basis, with a minimum contribution being required of each commercial ratepayer, was introduced. The new rate also imposed a maximum amount of \$4,000 for any one property.

The wording contained in the rates resolution of the Council on 24 June 2014 for the parks and reserves rate on commercial properties in Gore and Mataura was as follows:

Targeted Rate - Parks and Reserves

A targeted rate, based on each dollar of capital value imposed on commercial properties in Gore and Mataura. The rate for each dollar (GST inclusive) of capital value and the maximum and minimum charges in each of the areas are as follows:

Gore	Per \$ Capital Value	Mataura	Per \$ Capital Value
Commercial	0.004662	Commercial	0.004662
Commercial (maximum)	\$4,000	Commercial (maximum)	\$4,000
Commercial (minimum)	\$450	Commercial (minimum)	\$450

Under Section 18 of the Local Government (Rating) Act 2002 calculation for liability for a targeted rate must utilise a factor or factors listed in Schedule 3. As minimum and maximum amounts to be collected are not recognised as a factor in Schedule 3, the Council intends to set the rate again.

The new wording of this rate which the Council intends to pass by resolution at its meeting on 28 April 2015 is as follows:

Targeted Rate - Parks and Reserves

A targeted rate, based on each dollar of capital value imposed on commercial properties in Gore and Mataura. This charge will raise \$586,755 to finance Parks and Reserves. The rate for each dollar (GST inclusive) of capital value is as follows:

Schedule 2 categories for differentials	Schedule 3 factor of liability	Proposed charge	Proposed revenue collected from each category
Capital value \$0-96,999.99	Per rating unit	\$450	\$43,650
Capital value \$97,000-\$899,999.99	Capital value	\$0.004662	\$407,105
Capital value \$900,000 +	Per rating unit	\$4,000	\$136,000

Where there is a mix of activities on a property the Council will apportion the rates based on activities.

It should be noted that these rates, when set again, will not increase the amount of rates assessed for any rating unit.

Stephen Parry
Chief Executive

RURAL CITY LIVING

654857AA

12. REPORT FROM THE AUDITORS ON THE CONSULTATION DOCUMENT FOR THE PROPOSED LTP

(Memo from Chief Financial Officer - 22/04/2015)

The Council's auditors, Deloitte, completed their audit of the Council's Consultation Document for the proposed Long Term Plan prior to its adoption on 1 April and subsequent release for public consultation on 10 April.

1. The Consultation Document included Deloitte's audit opinion which was unqualified. In addition to the audit opinion, Deloitte have prepared a detailed report outlining their areas of focus and findings (attached).

It is pleasing to note that the report is positive and does not highlight any issues with either the Consultation Document or the supporting information.

RECOMMENDATION

THAT the report be received.

Gore District Council

Report to the Finance and Policy Committee

Consultation Document for the Proposed LTP
2015-2025



21 April, 2015

The Finance and Policy Committee
Gore District Council
Private Bag 8
GORE 9710

Dear Committee

REPORT TO THE FINANCE AND POLICY COMMITTEE LONG TERM PLAN 2015-2025 – CONSULTATION DOCUMENT

In accordance with our normal practice, we include in the attached report all matters arising from our audit of the consultation document ("CD") (which forms part of the Long Term Plan 2015-2025 audit process). These matters have been discussed with management of the Council.

We have completed the audit of the CD on 24 March 2015. We reviewed underlying information and supporting documents, adopted by council only to the extent required to enable us to provide an audit opinion on the CD. We are not therefore providing an opinion on the draft LTP at this time. We will not be in a position to sign off the LTP until the consultation period has closed and Council determines what changes, if any, are required to the LTP.

This correspondence is part of our on-going discussions as auditor in accordance with our audit engagement letter dated 14 November 2014, as required by the Auditor General's auditing standards which incorporate the New Zealand auditing standards. This report includes only those matters that have come to our attention as a result of performing our audit procedures and which we believe are appropriate to communicate to the Councillors.

The audit of the CD does not relieve management or the Councillors of their responsibilities. The ultimate responsibility for the preparation of the CD and the LTP rests with the Councillors.

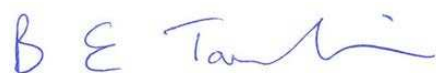
We have prepared this report solely for the use of the Councillors and it would be inappropriate for this report to be made available to third parties and, if such a third party were to obtain a copy without our prior written consent, we would not accept responsibility for any reliance that they might place on it.

We would like to take this opportunity to extend our appreciation to management and staff for their assistance and cooperation during the course of our audit. In addition to this, it was encouraging to note the involvement of senior management and Elected Members from an early stage, and throughout the process.

If you would like to discuss any matters raised in this report please do not hesitate to contact us.

Yours faithfully

DELOITTE



Brett Tomkins
Partner

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1. Key areas of focus and audit response

Our audit procedures were focused on those areas of Gore District Council's ("the Council") activities that are considered to represent the key audit risks identified during the risk assessment process undertaken during the planning stage of our engagement. Provided below is a summary of these key areas of focus and our responses in respect of each matter following the completion of our audit. We are satisfied that these areas have been addressed appropriately and are properly reflected in the consultation document ("CD").

Focus area	Response
<p>Consultation Document (CD)</p> <p>The third amendment to the Local Government Act was passed in 2014 which resulted in a new approach to consulting with the community during the long term plan (LTP) process. This included the preparation of a consultation document as opposed to a LTP Statement of Proposal as required in prior years. The CD was to focus on risks/issues facing the Council and the options for which the Council and community could consider to address these areas.</p> <p>We were very much involved from the outset and through planning meetings and discussions with management had visibility as to what the key issues and risks were facing the Council.</p> <p>Key matters highlighted in the CD included:</p> <ul style="list-style-type: none"> • Fixing Our Water • Looking After Our Heritage • Recreational Opportunities in Mataura, and • Your Rates 	<p>The consultation document is of high quality. It is well presented, engaging and encourages the right debate. This is testament to the quality of the process run by the management team, and the transparency of the key issues.</p> <p>As part of the audit process we:</p> <ul style="list-style-type: none"> • Kept up to date with progress of the completion of the underlying information through discussions with management; • Reviewed key aspects of underlying information, and tested for reasonable consistency with the underlying information; and • Gained an understanding of the risk areas as identified by management and gained evidence in these areas which responded to this risk and supported the various scenarios included in the CD. <p>We worked closely with management and any adjustments we suggested were quickly incorporated into the CD where appropriate.</p> <p>We found no significant issues with the key messages delivered.</p>
<p>Long Term Plan</p> <p>Our audit opinion concludes on whether 'the information and assumptions underlying the information in the CD are reasonable.'</p>	<p>Our audit opinion concluded that the CD is supported by reasonable information.</p> <p>We reviewed underlying information and supporting documents adopted by council only to the extent required to enable us to provide an audit opinion on the CD. We have not yet audited the 10 year plan, and so our comments are based solely on initial observations made whilst auditing the CD.</p> <p>Management needs to ensure the draft LTP is consistent, both with other supporting documents and internally, including but not limited to ensuring that:</p> <ul style="list-style-type: none"> • the infrastructure strategy and financial strategy are consistent, or are reconciled; and • the financial strategy is consistent with the financial model and the CD. <p>Additionally, we recommend that once the consultation period for the CD is closed, and the financial and non-financial information has been finalised an exercise be undertaken to go back and ensure all of the source documents have been updated as required. This will ensure consistency between the documents.</p>
<p>Inflation</p> <p>Inflation is a significant assumption which underlies the financial forecasts throughout the CD. The inflation indices applied are based on a report provided to Council by Business and Economic Research Ltd ('BERL') for the ten years 2015-25.</p>	<p>We reviewed the inflation assumptions applied to the forecasts and conclude these are reasonable.</p>

Focus area

Data Confidence – Roading and Three waters

The NAMS International Infrastructure Management Manual contains several rating scales to assess the level of confidence and accuracy/reliability of asset data and therefore the forecasts based on that data. These scales are set out below.

Confidence ratings:

Asset Class	Data Confidence Rating per Infrastructure Strategy
Roading	Average Data Rating = 2 Average Forecast Rating = B
3 Waters	Average Data Rating = 3 – 4 Average Forecast Rating = C

Data Confidence		
Grade	Description	Accuracy
1	Accurate	100%
2	Minor inaccuracies	+/- 5%
3	50% estimated	+/- 20%
4	Significant data estimated	+/- 30%
5	All data estimated	+/- 40%
Forecast Confidence Rating		
Confidence Grade	General meaning	
A Highly reliable	Data based on sound records, procedure, investigations and analysis, documented properly and recognized as the best method of assessment.	
B Reliable	Data based on sound records, procedures, investigations and analysis, documented properly but has minor shortcomings, for example the data are old, some documentation is missing, and reliance is placed on unconfirmed reports or some extrapolation.	
C Uncertain	Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported, or extrapolated from a limited sample for which grade A or B data is available.	
D Very uncertain	Data based on unconfirmed verbal reports and/or cursory inspection and analysis.	

A detailed summary of the Council assessed data confidence ratings have been included in Appendix 1.

Response

We accept that council has taken reasonable steps to mitigate the risks caused by limited data and has adequate plans in place to address this issue.

To understand the significance of the limited data confidence we reviewed Councils CD, Infrastructure Strategy, Asset Management Plans ('AMPs') and made enquiries with management and the infrastructure team.

We highlight:

- The underlying information has been collected and prepared by these suitably experienced individuals.
- The Improvement Plan section of the AMPs details improvement items that have been identified based on current knowledge, and includes any improvement points from the last LTP round. All high priority items have either been addressed or are currently underway. There are no items on hold until the 2018-28 LTP round.
- The AMPs were completed in January 2015 and therefore include up to date information in relation to current asset quality.
- The AMPs are reviewed and approved by the Council to ensure that the AMPs are complete and that any issues are brought to the Councillor's attention.
- AMPs note that "Technical Audits" have been performed on the 2012-22 AMPs by Waugh Infrastructure Management Ltd in July 2014.

The CD does not highlight data confidence as an issue we are satisfied the quality of asset information has been dealt with adequately by management. We drew this conclusion on the basis that the methodology for developing the investment programme has been based primarily on best engineering judgement, which involves a significant degree of input from external consultants, and analysis of previous data.

Focus area	Response
<p>Public Benefit Entity (PBE) Standards Framework</p> <p>There is a new suite of standards for PBEs in the public sector which apply for reporting periods beginning on or after 1 July 2014.</p> <p>The Council falls under tier 1 of the reporting framework and the first annual report to be completed under the new standards will be for 30 June 2015.</p> <p>As a result of adopting the new standards from 1 July 2014 the financial forecasts are required to be prepared under the new PBE standards for the LTP 2015-2025.</p>	<p>We highlight the need for Council to implement the new PBE framework in the LTP and prepare for the changes to the 2015 Annual Report.</p> <p>Based on our knowledge of the Council and the new PBE standards, the impact on the financial forecasts does not have a material impact the information in the CD.</p> <p>In preparation of the final LTP, council will need to:</p> <ul style="list-style-type: none"> • Understand how the changes to the framework will impact its financial statements; • Ensure the prospective statements and accounting policies are properly amended in line with PBE standards. We anticipate this will primarily be presentation and terminology changes; and • Recognise the most significant change in standards is to revenue classification and recognition. Council needs to consider its revenue streams and ensure classifications of these are in line with the new standards. <p>Finally, the 2015 annual report will need to be prepared in accordance with the PBE standards. We recommend that the council prepares pro-forma financial statements, incorporating the required PBE changes, prior the commencement of the 2015 financial audit.</p>

2. Summary of unadjusted differences and deficiencies

In performing our audit we have not identified any misstatements or disclosure deficiencies other than those we deem to be clearly trivial.

3. Other communications

The following matters relevant to our audit of the Council's CD are communicated in accordance with the requirements of New Zealand auditing standards.

Matter to be communicated	Response
Written representations	<p>A copy of the representation letter signed on behalf of the Council has been received by Deloitte.</p> <p>An updated representation letter will be required for the LTP when it is approved.</p>
Non-compliance with applicable laws and regulations	<p>We did not become aware of any non-compliance with applicable laws and regulations that may have an impact on the determination of material amounts and disclosures in the CD.</p>
Accounting policies and financial reporting	<p>Refer to comments above in section 1 on the new PBE accounting framework adopted by the Council.</p> <p>We have not become aware of any significant qualitative aspects of the entity's accounting practices, including judgements about accounting policies, accounting estimates and disclosures that need to be communicated to the Council, other than those already communicated in this report.</p>
Independence	<p>We confirm that we have maintained our independence in accordance with the independence requirements of the Auditors General's Auditing Standards and <i>Professional and Ethical Standard 1(Revised): Code of Ethics for Assurance Practitioners</i> issued by the External Reporting Board and, in our professional judgement, we are independent of Gore District Council.</p>
Professional fees / relationships	<p>The audit fee for the completion of the LTP 2015-2025 is as agreed in our audit proposal and arrangements letter dated 14 November 2014</p> <p>No relationships existed between the firm, network firms and the Council that, in our professional judgement, may reasonably be thought to bear on independence.</p>

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Appendix 1 – Asset Management Confidence Ratings

Asset class	Data Confidence Rating	Forecast Confidence Rating
Three Waters		
<u>Water Pipe</u>		
Yrs 1-10	3	B
Yrs 11-20	3	C
Yrs 21-30	4	C
<u>Water Plant</u>		
Yrs 1-10	2	B
Yrs 11-20	3	C
Yrs 21-30	4	C
<u>Water Non Pipe</u>		
Yrs 1-10	2	B
Yrs 11-20	3	C
Yrs 21-30	4	C
<u>Wastewater Pipe</u>		
Yrs 1-10	3	B
Yrs 11-20	3	C
Yrs 21-30	4	C
<u>Wastewater Plant</u>		
Yrs 1-10	2	B
Yrs 11-20	3	C
Yrs 21-30	4	C
<u>Wastewater Non Pipe</u>		
Yrs 1-10	2	B
Yrs 11-20	3	C
Yrs 21-30	4	C
<u>Stormwater Pipe</u>		
Yrs 1-10	2	B
Yrs 11-20	3	C
Yrs 21-30	4	C
<u>Stormwater Plant</u>		
Yrs 1-10	2	B
Yrs 11-20	3	C
Yrs 21-30	4	C
<u>Stormwater Non Pipe</u>		
Yrs 1-10	2	B
Yrs 11-20	3	C
Yrs 21-30	4	C
ROADING		
<u>Pavement</u>		
Yrs 1-10	2	A
Yrs 11-20	2	B
Yrs 21-30	2	B
<u>Surfacing</u>		
Yrs 1-10	2	A
Yrs 11-20	2	B
Yrs 21-30	2	B

<u>Culverts</u>		
Yrs 1-10	3	B
Yrs 11-20	3	B
Yrs 21-30	3	B
<u>Bridges</u>		
Yrs 1-10	2	B
Yrs 11-20	2	B
Yrs 21-30	2	B
<u>Footpaths & Vehicle Crossings</u>		
Yrs 1-10	2	B
Yrs 11-20	2	B
Yrs 21-30	2	B
<u>Kerbs and Stormwater Sumps</u>		
Yrs 1-10	2	B
Yrs 11-20	3	C
Yrs 21-30	3	C
<u>Pavement Markings</u>		
Yrs 1-10	2	B
Yrs 11-20	2	B
Yrs 21-30	2	B
<u>Signs</u>		
Yrs 1-10	2	B
Yrs 11-20	2	B
Yrs 21-30	2	B
<u>Street Lights</u>		
Yrs 1-10	2	B
Yrs 11-20	2	B
Yrs 21-30	2	B

13. REPORTS FROM COUNCILLORS

Reports from Crs Davis, Page, Gover, Byars and D Grant are attached.

RECOMMENDATION

THAT the reports be received.

Councillor Report Template

Cr	Davis	Period Under review	21 February – 17 April 2015
Meetings attend over the period: 26-2-2015 Wastenet Meeting, Invercargill 2-3-2015 Chairs meeting 3-3-2015 Chaired Creative Communities 10-3-2015 Council meeting 16-3-2015 Shared Services Forum – Gore Chambers 18-3-2015 LGNZ meeting, held in Gore Chambers 19-3-2015 Half Yearly Interim CEO Appraisal 23-3-2015 LTP Workshop 30-3-2015 Brand Meeting 30-3-2015 Chairs meeting 1-4-2015 4pm Council meeting Consultation Document 13-4-2015 Committee meetings 15-4-2015 Meeting Council Chambers briefing from Natalie Jackson on Demographics			
Community Groups/Key stakeholders contacted			
Key issues discussed			
Initiatives to be pursued in next quarter			

Councillor Report Template

Cr	G Page	Period Under review	March – April
Meetings attend over the period: 25/03/2015 public meeting SDHB 26/03/2015 Gore hospital Board Meeting 1/4/2015 GDC LTP 13/04/2015GDC Committee meetings			
Community Groups/Key stakeholders contacted			
Key issues discussed			
Initiatives to be pursued in next quarter			

Councillor Report Template

Cr Anne Gover	Period Under review 10 March - 28 April 2015
<p>Meetings attend over the period:</p> <p>10/3 Council Meeting</p> <p>11/3 Southland Warm Homes Trust, Invercargill</p> <p>26/3 Gore Counselling Centre Executive</p> <p>1/4 Extraordinary Council Meeting</p> <p>9/4 - 11/4 Sister Cities Conference, Wellington</p> <p>13/4 Council Committee Meetings</p> <p>15/4 Prof Natalie Jackson - District Demographics</p> <p>21/4 Youth Council Workshop</p> <p>22/4 Community Networking Trust AGM</p> <p>22/4 Dog Hearing</p> <p>23/4 Gore Counselling Centre Executive</p>	

Councillor Report Template

Cr Diane Byars	Period Under review 10 March – 28 April 2015
Meetings attend over the period: CAB Promotion Week – 19 March 2015 GDC LTP Workshop – 23 March 2015 CAB Meeting – 24 March 2015 GDC Extraordinary – 1 April 2015 Waikaka Community Meeting – 14 April 2015 CAB Meeting – 28 April 2015 Speed Dating with Youth Council and GDC Council Meeting 28 April 2015	
Community Groups/Key stakeholders contacted	
Key issues discussed Ideas on how the community can invigorating Waikaka.	
Initiatives to be pursued in next quarter Continuing the outcomes from the Waikaka Community Meeting.	

COUNCILLOR REPORTING TEMPLATE

78

Councillor ____Doug Grant_____

Portfolio overseen: Gore Ward Councillor / Chair Communications & Branding Forum
Period Under Review
From: 27/02/15
To: 22/04/15

Signature:
Date:

Meetings attended over the period:	18/03 LGNZ Workshop 23/03 LTP Workshop 30/03 Branding Forum Catch-up 01/04 Extraordinary Council Meeting 02/04 GDC – GoreNZ Combined Meeting 21/04 GDC - Chris Wilkinson Meeting 22/04 GoRetail Trial Meeting 22/04 Dog Control Hearing
Community Groups/Key stakeholders contacted	
Key issues discussed	

EXCLUSION OF THE PUBLIC

His Worship to move that the public be excluded from the following parts of the proceedings of this meeting, namely the items as listed below.

The general subject of each matter to be considered while the public is excluded, the reason for passing the resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:

<u>General Subject Matter</u>	<u>Reason for passing this resolution in relation to each matter</u>	<u>Grounds under Section 48(1) for the passing of this resolution</u>
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Confirmation of Minutes

Confirmation of the minutes of the ordinary meeting of the Gore District Council, held in committee, on Tuesday 10 March 2015.

Confirmation of the report of the ordinary meeting of the Operations Committee, held in committee, on Monday 13 April 2015.

Other Business

Blue Sky Meats – new lease.	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations.	7 (2) (i)
Gore wastewater treatment plant – sludge removal.		
Proposed sale of land.		