

**NOTICE IS HEREBY GIVEN THAT THE ORDINARY MEETING OF THE GORE DISTRICT COUNCIL WILL BE HELD IN THE COUNCIL CHAMBERS, 29 CIVIC AVENUE, GORE, ON TUESDAY 23 JUNE 2009, AT 7.30 pm**

- **A private briefing from the Chief Executive for elected members will commence at 6.45 pm.**

**Stephen Parry  
CHIEF EXECUTIVE**

**17 June 2009**

## **A G E N D A**

### **1. CONFIRMATION OF MINUTES**

Confirmation of the Minutes of the Ordinary Monthly Meeting of the Gore District Council, held on Tuesday 26 May 2009.

Confirmation of the Minutes of the Extraordinary Meeting of the Gore District Council, held on Thursday 28 May 2009.

### **2. URGENT LATE BUSINESS** – as tabled at the meeting, pursuant to Section 46 (a)(7) of the Official Information and Meetings Act 1987.

### **3. VISITOR INFORMATION CENTRE – INFORMATION REQUEST**

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### **4. FINANCIAL REPORT FOR MARCH 2009**

(Pages 2-12)

### **5. PARKING RESTRICTION CHANGES – MAIN STREET/CIVIC AVENUE/FAIRFIELD STREET**

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6. COUNCIL RUBBISH BAGS (Page 17)
7. WASTENET REQUEST FOR PROPOSAL TIMELINE (Pages 18-19)
8. UPPER MATAURA GROUND WATER TAKE RESOURCE CONSENT APPLICATIONS (Pages 20-21)
9. RATES RESOLUTION (Pages 22-26)
10. LONG TERM COUNCIL COMMUNITY PLAN - REVIEW OF DEVELOPMENT PROCESS (Pages 27-33)
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16. APPROVED URGENT LATE ITEMS
17. BUSINESS TO BE CONSIDERED PURSUANT TO THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987:
- (i) OTHER BUSINESS
- Organisational Assessment
  - Rate Arrears Write-Off

JUNE 2009

COUNCIL MEETING AGENDA

3. VISITOR INFORMATION CENTRE – INFORMATION REQUEST

(Memo from General Manager, Corporate Services – 16.06.09)

Further to requests for additional financial information relating to the Visitor Information Centre, a summary schedule detailing the monthly bookings arranged by the Centre, along with the totals to be passed back to the service providers is included in the monthly financial report.

It is pertinent at this point to reiterate the purpose of having an i-Site Centre in Gore and I refer to the relevant section of the current LTCCP (page 29). As stated, the expected outcome is the promotion of the Gore District as an amazing place to visit and do business, thereby benefiting local enterprises and the economy. Promotion of the District can, and does, take many forms ranging from providing information on points of interest in the area, promotion of industries and facilities and so on. It involves a close liaison with businesses within the area, both in terms of accommodation and specialist activities that can be provided and in particular, collation of information of interest in the form of promotional brochures. Staff spend a considerable amount of their time explaining to visitors the attractions of the District and this may or may not result in a booking being made through the Centre. Whilst the schedule provided considers one aspect of various duties undertaken at the Visitor Information Centre, it is by no means an all inclusive barometer of the work done by staff at the Centre.

**RECOMMENDATION**

**THAT the information be received.**

#### 4. FINANCIAL REPORT FOR APRIL 2009

(Memo from Management Accountant - 02.06.09)

### **Operating Results**

For the 10 months ended 30 April 2009, the Gore District Council recorded a surplus of \$186k. This is favourable by \$148k on the budget result for the same period.

Our performance for the period is summarised in the table below. The full results can be found in the statements throughout this report.

Note – F = favourable variance. U = unfavourable variance.

### **Operating Results**

Actual 1	April			Actual	Budget	Variance	
	Actual	Budget					
\$000	\$000	\$000		\$000	\$000	\$000	
<b>Revenue</b>							
845	839	5	Rates	8,387	8,394	(7)	<b>U</b>
11	11	(0)	Petroleum Tax	102	110	(8)	<b>U</b>
306	250	56	LTNZ Subsidy	1,875	1,831	43	<b>F</b>
244	213	31	Licenses Fees & Other Revenue	2,360	2,208	152	<b>F</b>
0	0	0	Wind Farm Revenue	0	0	0	<b>F</b>
0	0	0	Interest and Dividends	29	0	29	<b>F</b>
264	264	(0)	Administration Recoveries	2,644	2,645	(1)	<b>U</b>
<b>1,670</b>	<b>1,578</b>	<b>92</b>		<b>15,396</b>	<b>15,188</b>	<b>208</b>	<b>F</b>
<b>Expenses</b>							
76	60	(16)	Democracy	731	715	(16)	<b>U</b>
995	964	(31)	Assets	9,594	9,640	46	<b>F</b>
434	457	23	Corporate Services	4,713	4,623	(90)	<b>U</b>
<b>1,505</b>	<b>1,480</b>	<b>(25)</b>		<b>15,038</b>	<b>14,978</b>	<b>(60)</b>	<b>U</b>
<b>165</b>	<b>97</b>	<b>67</b>	<b>Surplus (Deficit)</b>	<b>358</b>	<b>210</b>	<b>148</b>	<b>F</b>

### **Variance Explanation Income**

Overall income is favourable by \$208k.

#### *NZTA Subsidy*

This is tracking slightly higher due to timing of works.

#### *Rates*

Rates are spread evenly over the full financial year.

*Licence Fees and Other Revenue*

This is up on budget by \$152k for the period. This is a mixture of small increases in revenues across many departments. There are a couple of larger variances due to timing.

**Expenditure**

Overall expenditure is unfavourable by \$60k.

Several departments have overspends, (regulatory, aquatic and administration). These departments all have an increase in revenue which offsets the increases in expenditure. The aquatic overspend is fully covered by increased revenue. There is a partial offset in regulatory. The democracy overspend is due to the timing of the payment of the Venture Southland grant. This will correct itself by year end.

**RECOMMENDATION**

**THAT the financial report for the 10 months ended 30 April 2009 be received.**

**Gore District Council**  
**Statement of Financial Performance**  
**1 July - 30 April 2009**

<b>April</b>							
<b>Actual</b>	<b>Budget</b>	<b>Variance</b>		<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	
<b>\$000</b>	<b>\$000</b>	<b>\$000</b>		<b>\$000</b>	<b>\$000</b>	<b>\$000</b>	
<b>Revenue</b>							
78	78	(1)	Democracy	770	774	(3)	<b>U</b>
402	359	43	Essential services	3,671	3,582	89	<b>F</b>
483	426	57	Roads	3,622	3,594	28	<b>F</b>
203	202	1	Reserves & Sport Facilities	2,038	2,020	18	<b>F</b>
69	67	2	Property	689	669	20	<b>F</b>
77	77	0	Regulatory	893	863	29	<b>F</b>
0	0	0	Wind Farm Revenue Received	0	0	0	<b>F</b>
102	86	16	Aquatic Centres	985	934	50	<b>F</b>
112	114	(2)	Heritage Precinct	1,125	1,140	(15)	<b>U</b>
145	169	(24)	Administration	1,602	1,611	(9)	<b>U</b>
<b>1,670</b>	<b>1,578</b>	<b>92</b>		<b>15,396</b>	<b>15,188</b>	<b>208</b>	<b>F</b>
<b>Expenses</b>							
75	60	(15)	Democracy	731	715	(16)	<b>U</b>
388	386	(2)	Essential services	3,670	3,858	187	<b>F</b>
355	304	(51)	Roads	3,212	3,044	(167)	<b>U</b>
190	201	11	Reserves & Sport Facilities	2,016	2,005	(11)	<b>U</b>
49	73	24	Property	696	733	36	<b>F</b>
92	81	(11)	Regulatory	869	812	(57)	<b>U</b>
0	0	0	Wind Farm Expenses Incurred	34	0	(34)	<b>U</b>
90	95	5	Aquatic Centres	1,102	1,079	(22)	<b>U</b>
115	113	(2)	Heritage Precinct	1,141	1,152	11	<b>F</b>
151	167	16	Administration	1,567	1,579	12	<b>F</b>
<b>1,505</b>	<b>1,480</b>	<b>(25)</b>		<b>15,038</b>	<b>14,978</b>	<b>(60)</b>	<b>U</b>
<b>165</b>	<b>98</b>	<b>67</b>	<b>Surplus (Deficit)</b>	<b>358</b>	<b>210</b>	<b>148</b>	<b>F</b>

### **i-Site Agency Fees to date**

Some information has been provided regarding the level of bookings the i-Site has made so far this year. Customers can book a wide variety of tickets for transport and tourism activities as well as accommodation.

The customer pays the full price to the i-Site which is then billed for the cost by the operator less a 10% commission.

Actual and budgeted figures up to 30 April for 2009 are shown below.

	<b>2009</b>	<b>2009</b>			<b>Commission</b>	<b>Commission</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>F/U</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>F/U</b>
<b>July</b>	13,599	20,166	6,567	<b>U</b>	1,360	2,017	657	<b>U</b>
<b>August</b>	9,317	20,166	10,849	<b>U</b>	932	2,017	1,085	<b>U</b>
<b>September</b>	20,206	20,166	(40)	<b>F</b>	2,021	2,017	(4)	<b>F</b>
<b>October</b>	17,425	20,166	2,741	<b>U</b>	1,742	2,017	274	<b>U</b>
<b>November</b>	23,377	20,166	(3,211)	<b>F</b>	2,338	2,017	(321)	<b>F</b>
<b>December</b>	21,678	20,166	(1,512)	<b>F</b>	2,168	2,017	(151)	<b>F</b>
<b>January</b>	28,218	20,166	(8,052)	<b>F</b>	2,822	2,017	(805)	<b>F</b>
<b>February</b>	26,882	20,166	(6,716)	<b>F</b>	2,688	2,017	(672)	<b>F</b>
<b>March</b>	34,863	20,166	(14,697)	<b>F</b>	3,486	2,017	(1,470)	<b>F</b>
<b>April</b>	20,774	20,166	(608)	<b>F</b>	2,077	2,017	(61)	<b>F</b>
	<b>216,339</b>	<b>201,660</b>	<b>(14,679)</b>		<b>21,634</b>	<b>20,166</b>	<b>(1,468)</b>	

## Infrastructural Divisions

### Essential Services

<b>Statement of Cost of Service</b>					
<b>Essential Services</b>					
<b>for the period ending 30 April 2009</b>					
<b>2007/08</b>		<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	
	<i>Revenue</i>				
1,816,027	Rates	2,107,225	2,107,225	-	<b>F</b>
1,176,269	Sales & Services	1,563,790	1,474,827	88,963	<b>F</b>
<b>2,992,296</b>	<b>Total Revenue</b>	<b>3,671,015</b>	<b>3,582,052</b>	<b>88,963</b>	<b>F</b>
<b>3,262,166</b>	<b>Total Expenses</b>	<b>3,670,097</b>	<b>3,857,510</b>	<b>(187,413)</b>	<b>F</b>
<b>(269,870)</b>	<b>Gross Operating Margin</b>	<b>918</b>	<b>(275,458)</b>	<b>276,376</b>	<b>F</b>
674,729	Capital Expenditure	1,516,797	639,980	876,817	<b>U</b>
<b>(944,599)</b>	<b>Total Surplus/(Deficit)</b>	<b>(1,515,879)</b>	<b>(915,438)</b>	<b>(600,441)</b>	<b>U</b>

Included in this area are water, wastewater and solid waste.

This division is on track. The \$187k under spend of the expenses is due to the timing of maintenance requirements which should come in line in these last few months of the year. Revenue is also tracking well, slightly above budget due to the timing of the trade waste charges.

The “overspend” in the capital works department is due to the Acti-flo project, which was budgeted for last year but carried over till this year. At 30 June 2008 there was \$960k of budgeted capital work still to be carried out on the project. For a more accurate picture this carried over budget should be added to this years budgeted capital expenditure. When this is taken into account the capital expenditure is \$83k underspent.

## Parks & Reserves

<b>Statement of Cost of Service</b>				
<b>Parks &amp; Reserves</b>				
<b>for the period ending 30 April 2009</b>				
<b>2007/08</b>		<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
	<i>Revenue</i>			
1,148,768	Rates	1,306,197	1,306,197	- <b>F</b>
569,109	Sales & Services	732,157	714,183	17,974 <b>F</b>
<b>1,717,877</b>	<b>Total Revenue</b>	<b>2,038,354</b>	<b>2,020,380</b>	<b>17,974 F</b>
<b>1,822,270</b>	<b>Total Expenses</b>	<b>2,015,709</b>	<b>2,005,110</b>	<b>10,599 U</b>
<b>(104,393)</b>	<b>Gross Operating Margin</b>	<b>22,645</b>	<b>15,270</b>	<b>7,375 F</b>
114,183	Capital Expenditure	130,696	120,747	9,949 <b>U</b>
<b>(218,576)</b>	<b>Total Surplus/(Deficit)</b>	<b>(108,051)</b>	<b>(105,477)</b>	<b>(2,574) U</b>

Included in this area are the various parks and reserves around the District including Dolamore Park and all the cemeteries.

Parks and reserves is tracking well, the apparent increase in revenue is partly due to the trade-in's of various items of plant and equipment scheduled for replacement under the capital expenditure budget, and as such the gains should be offset against the capital spending, which would make the capital budget variance favourable.

Expenditure is tracking a little higher than budget. This should be due to timing of maintenance spending as no permanent variances have been noted.

## Roading

<b>Statement of Cost of Service</b>				
<b>Roading</b>				
<b>for the period ending 30 April 2009</b>				
<b>2007/08</b>		<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
	<i>Revenue</i>			
1,467,179	Rates	1,606,559	1,606,559	- <b>F</b>
1,779,494	Sales & Services	2,015,316	1,987,007	28,309 <b>F</b>
<b>3,246,673</b>	<b>Total Revenue</b>	<b>3,621,875</b>	<b>3,593,566</b>	<b>28,309 F</b>
<b>3,071,979</b>	<b>Total Expenses</b>	<b>3,211,725</b>	<b>3,044,360</b>	<b>167,365 U</b>
<b>174,695</b>	<b>Gross Operating Margin</b>	<b>410,150</b>	<b>549,206</b>	<b>(139,056) U</b>
2,085,513	Capital Expenditure	1,901,730	1,949,134	(47,404) <b>F</b>
<b>(1,910,818)</b>	<b>Total Surplus/(Deficit)</b>	<b>(1,491,581)</b>	<b>(1,399,928)</b>	<b>(91,653) U</b>

Further breakdowns have been provided for some of the activities that make up the roading division.

Overall this department is on target. Capital expenditure is on target, though slightly below budget overall due to timing and the seasonal nature of roading capital work.

The urban capital overspend is due to the timing of the completed so far this year. Not a permanent difference.

Under rural roading the apparent expenditure overspend is due to the timing of the maintenance work, not a cost overrun, the underspend on capital works is also due to timing.

**Statement of Cost of Service  
Roading Administration  
for the period ending 30 April 2009**

2007/08		Actual	Budget	Variance	
	<i>Revenue</i>				
-	Rates	-	-	-	<b>F</b>
277,262	Sales & Services	271,898	319,660	(47,762)	<b>U</b>
<b>277,262</b>	<b>Total Revenue</b>	<b>271,898</b>	<b>319,660</b>	<b>(47,762)</b>	<b>U</b>
<b>258,921</b>	<b>Total Expenses</b>	<b>271,258</b>	<b>331,300</b>	<b>(60,042)</b>	<b>F</b>
<b>18,341</b>	<b>Gross Operating Margin</b>	<b>640</b>	<b>(11,640)</b>	<b>12,280</b>	<b>F</b>
20,471	Capital Expenditure	-	-	-	<b>F</b>
<b>(2,130)</b>	<b>Total Surplus/(Deficit)</b>	<b>640</b>	<b>(11,640)</b>	<b>12,280</b>	<b>F</b>

**Statement of Cost of Service  
Urban Roading  
for the period ending 30 April 2009**

2007/08		Actual	Budget	Variance	
	<i>Revenue</i>				
520,456	Rates	572,585	572,585	-	<b>F</b>
368,364	Sales & Services	529,819	454,873	74,946	<b>F</b>
<b>888,820</b>	<b>Total Revenue</b>	<b>1,102,404</b>	<b>1,027,458</b>	<b>74,946</b>	<b>F</b>
<b>936,755</b>	<b>Total Expenses</b>	<b>947,261</b>	<b>935,010</b>	<b>12,251</b>	<b>U</b>
<b>(47,934)</b>	<b>Gross Operating Margin</b>	<b>155,143</b>	<b>92,448</b>	<b>62,695</b>	<b>F</b>
497,315	Capital Expenditure	555,854	462,654	93,200	<b>U</b>
<b>(545,250)</b>	<b>Total Surplus/(Deficit)</b>	<b>(400,711)</b>	<b>(370,206)</b>	<b>(30,505)</b>	<b>U</b>

**Statement of Cost of Service  
Rural Roding  
for the period ending 30 April 2009**

2007/08		Actual	Budget	Variance	
	<i>Revenue</i>				
869,521	Rates	946,575	946,575	-	<b>F</b>
1,101,264	Sales & Services	1,168,001	1,185,713	(17,712)	<b>U</b>
<b>1,970,786</b>	<b>Total Revenue</b>	<b>2,114,576</b>	<b>2,132,288</b>	<b>(17,712)</b>	<b>U</b>
<b>1,766,311</b>	<b>Total Expenses</b>	<b>1,854,763</b>	<b>1,663,930</b>	<b>190,833</b>	<b>U</b>
<b>204,475</b>	<b>Gross Operating Margin</b>	<b>259,813</b>	<b>468,358</b>	<b>(208,545)</b>	<b>U</b>
1,415,459	Capital Expenditure	1,169,829	1,321,480	(151,651)	<b>F</b>
<b>(1,210,984)</b>	<b>Total Surplus/(Deficit)</b>	<b>(910,016)</b>	<b>(853,122)</b>	<b>(56,894)</b>	<b>U</b>

**Statement of Cost of Service  
Other Roding  
for the period ending 30 April 2009**

2007/08		Actual	Budget	Variance	
	<i>Revenue</i>				
77,202	Rates	87,399	87,399	-	<b>F</b>
32,604	Sales & Services	45,598	26,761	18,836	<b>F</b>
<b>109,806</b>	<b>Total Revenue</b>	<b>132,996</b>	<b>114,160</b>	<b>18,836</b>	<b>F</b>
<b>109,993</b>	<b>Total Expenses</b>	<b>138,443</b>	<b>114,120</b>	<b>24,323</b>	<b>U</b>
<b>(187)</b>	<b>Gross Operating Margin</b>	<b>(5,447)</b>	<b>40</b>	<b>(5,487)</b>	<b>U</b>
152,268	Capital Expenditure	176,048	165,000	11,048	<b>U</b>
<b>(152,455)</b>	<b>Total Surplus/(Deficit)</b>	<b>(181,494)</b>	<b>(164,960)</b>	<b>(16,534)</b>	<b>U</b>

## **Balance Sheet**

The major changes in the balance sheet from the same month in prior year:

### **Assets**

- Debtors are up on 30 April 2008 due mainly to the timing of the NZTA subsidy.
- Investments are down on the same month last year due to the revaluation of the interest swaps.
- Loans to community groups have increased to reflect the loan given to the Multi-sports Charitable Trust.

### **Liabilities**

- Creditors are up due to the timing of payments for a lot of capital work.
- Term debt has increased due to the planned borrowing for the former Smith's City building purchase, the St James Theatre loan, Multi-sports car park loan and the Acti-flow project.
- More long term debt was raised this month for the funding of the actiflow.

### **Capital Expenditure**

As at 30 April 2009 \$4.929m (\$4.605m in March) has been spent on capital works. A large portion of this is for the Acti-flow project and Matura Community Centre and also some expenditure for the new toilets.

All other areas are tracking as expected.

**Gore District Council  
Balance Sheet  
As at 30 April 2009**

<b>Actual</b>		<b>Actual</b>	<b>LTCCP</b>
<b>30 Apr 2008</b>		<b>30 Apr 2009</b>	<b>30 Jun 2009</b>
<b>\$000</b>		<b>\$000</b>	<b>\$000</b>
	<b>Equity</b>		
139,213	Accumulated funds	138,959	137,392
163,503	Asset Revaluation Reserve	163,503	122,459
<b>302,716</b>		<b>302,462</b>	<b>259,851</b>
	<b>Assets</b>		
	<b>Current Assets</b>		
742	Bank	30	78
1,962	Debtors	1,916	900
1,073	Short Term Deposits	1,166	1,207
60	Inventory	72	0
<b>3,837</b>		<b>3,185</b>	<b>2,185</b>
	<b>Non current Assets</b>		
702	Investments	462	68
0	Loans to Community Groups	50	0
309,233	Fixed Assets	311,594	270,349
<b>309,934</b>		<b>312,106</b>	<b>270,417</b>
<b>313,772</b>	<b>Total Assets</b>	<b>315,291</b>	<b>272,602</b>
	<b>Liabilities</b>		
	<b>Current Liabilities</b>		
<b>2,330</b>	Creditors	<b>2,233</b>	<b>1,525</b>
	<b>Non Current Liabilities</b>		
8,594	Term Loans	10,483	11,090
132	Landfill Aftercare Provision	113	136
<b>8,726</b>		<b>10,596</b>	<b>11,226</b>
<b>11,055</b>	<b>Total Liabilities</b>	<b>12,830</b>	<b>12,751</b>
<b>302,716</b>	<b>Net Assets</b>	<b>302,462</b>	<b>259,851</b>

5. PARKING RESTRICTION CHANGES – MAIN STREET/CIVIC AVENUE/FAIRFIELD STREET

(Memo from Senior Regulatory Officer – 04.06.09)

**Purpose**

The purpose of this report is to enable control and restrictions on parking along Main Street (west side from Civic Avenue to Fairfield Street), Civic Avenue (both sides of the street from Fairfield to Main Street) and Fairfield Street (both sides from Civic Avenue to Main Street).

**Background**

Currently there is no control or restrictions in this area apart from a loading zone outside Southland Farmers in Fairfield Street.

A number of workers from local businesses park along these areas all day while at work.

There is plenty of free parking along Civic Avenue, Fairfield Street, Ardwick Street and the east side of Main Street. Also within walking distance is the Tamworth Lane car park which is all day free parking.

There have been a number of incidents over the past few years along Fairfield Street where trucks have been loading or unloading tractors into Southland Farmers whilst parking in the middle of the street causing disruptions to motorists. Not only is this disruptive, it is a traffic hazard and dangerous. A loading zone was provided in Civic Avenue solely for this purpose, but unfortunately the truck drivers on most occasions are unable to use it because of tractors and/or Southland Farmers fleet vehicles parking there all day. The same thing also applies to the “Council business” parks on the opposite side of the street (infringement notices have been issued to vehicles parked here in the past).

It is known that Southland Farmers is currently looking to relocate elsewhere, but this is unlikely to occur before the new McDonald’s restaurant is completed.

It is recognised that during the demolition and construction stages of the site that a level of tolerance is required by motorists, businesses and also the Council. A meeting was held with the Manager of Southland Farmers on Monday 6 April to discuss these issues ending with a positive result in working together to minimise any potential disruption.

## **Options**

### *Option 1 – Status Quo*

This option will have no control over the time that vehicles park on the street, and in some cases workers are parking directly outside their place of business all day.

### *Option 2 – P60 Parking Restriction*

Declare that the area shown on the attached aerial photograph (*Main Street (west side from Civic Avenue to Fairfield Street), Civic Avenue (both sides of the street from Fairfield to Main Street) and Fairfield Street (both sides from Civic Avenue to Main Street)*) be changed to P60 parking restrictions with the removal of the loading zone in Fairfield Street and change the angle parking on the west side of Civic Avenue (*from the exit of the Gore District Council/Senior Citizens car park to the end of the street*) to parallel parking.

The reason to change to parallel parking is due to extremely poor visibility when exiting the car park and the increased traffic flow expected to be created from the McDonalds development.

It is recommended that the P60 restriction in Fairfield Street be effective from 8 am to 5 pm Monday to Friday with no restriction after that time on weekends and public holidays. The reason for this is to allow for any staff working at Mobil Gore and McDonalds during the hours of darkness to safely park their vehicles within short visible walking distance from their place of work.

### *Option 3 – Multi-bay Parking Meters and P60 Parking Restriction*

This option proposes to extend the existing multi-bay meters down the complete length of Main Street to Mobil Gore and restrict Civic Avenue and Fairfield Street to P60. Upon investigating this option, we have been advised that the multi-bay meters we currently have installed in Main Street, Gore are now obsolete. Three second hand units at a cost of approximately \$6,000 each could be purchased, but given the fact these machines are now obsolete, it does not make good financial sense to spend money on meters that are unable to be repaired.

## **RECOMMENDATION**

**THAT in accordance with Clause 3.4 of the Gore District Council Land Transport Bylaw 2008, the Council declare Main Street (west side from Civic Avenue to Fairfield Street), Civic Avenue (both sides of the street from Fairfield to Main Street) and Fairfield Street (both sides from Civic**

**Avenue to Main Street) to become a P60 parking restriction, effective from 8 am until 5 pm, Monday to Friday,**

**THAT the loading zone in Fairfield Street be removed,**

**THAT angle parking on the west side of Civic Avenue (from the exit of the Gore District Council/Senior Citizens car park to the end of the street) be changed to parallel parking,**

**THAT Schedule 10 contained within the Land Transport Bylaw be updated accordingly,**

**AND THAT the changes become effective as from 1 July 2009.**

## 6. COUNCIL RUBBISH BAGS

(Memo from Asset Manager, Utilities -11.06.09)

The residents of Gore and Mataura are able to have their refuse collected in plastic bags at their gate by using the kerbside collection system provided through the Council.

The purchase price for rubbish bags used for the kerbside collection in both Gore and Mataura needs to be reviewed. The last review of the rubbish bags occurred in June 2007.

The costs contributing to the rubbish bag fee charged by the Council are due for review over the next few weeks, eg actual collection services, transport to the regional landfill, the new waste minimisation levy of \$10 (+GST) per tonne.

The Council currently charges \$2.00 per bag and it is requested that this charge be immediately increased to \$2.40 per bag to cover the expected cost increases. By way of example the effect of the \$10 levy equates to 23 cents per bag. The other costs mentioned above need to be adjusted for movement in price escalation.

To avoid any stock piling of rubbish bags at the old price the increase will need to be effective immediately. This will prevent the urge of some to suddenly purchase a large quantity of bags at the old price which will defeat the purpose of raising the price.

### **RECOMMENDATION**

**THAT the Council increase the price per rubbish bag to \$2.40,**

**AND THAT the increase be effective immediately.**

## 7. WASTENET REQUEST FOR PROPOSAL TIMELINE

(Memo from General Manager, District Assets – 12.06.09)

The decision made by the Council to be part of the public tender process for regional waste management and recycling services has been well received with the Wastenet project team. The team has now completed the interactive tender process and is finalising the Request for Proposal documents with the intention of issuing them on 19 June 2009. The tender will close on the 31 August 2009.

Appended to this report is a tentative timetable of the steps to be taken from tender closing through to a final decision being made as to the Gore District Councils participation in a regional service. During this time education and consultation needs to take place with stakeholders and the community. The stakeholders identified through the LTCCP were Paddy's Bins, Community Waste Busters and Pakeke Lions.

At the time of the Council's deliberative meeting, three wheelie bins were placed in the foyer of the Council building. The bins had different coloured lids to represent the different waste streams that require management in the future. Interestingly the Council office staff were inundated with questions and queries about the bins and how they would be used should a three waste stream service be implemented in the future.

In order to consult with the community the Council should consider placing both staff and Councillors in strategic places (eg a supermarket foyer) at busy times to engage with the community. While consulting with the community a display of wheelie bins and alternative collection methods would ensure a good level of engagement. In order to further engage people it is proposed to have waste items representing the three different streams on hand so demonstrations on sorting can occur.

### **RECOMMENDATION**

**THAT the report be received,**

**AND THAT a timetable be created for stakeholder meetings and consultation events with community at strategic locations.**

Week	Date	TASKS	Task Comments	Process Overview Comments
1	31-Aug	Tender Close		Tight Time frame Wks 1-7 achievable only if clean attractive bids received - then phase one red tasks only necessary otherwise additional phase two green tasks required as a minimum!
	1-Sep	RFP Information out to Project Team for Individual Evaluation		
2	8-9-10 Sept	WN Project Team Evaluation Meeting (3days)	Outcome from this meeting (a) initial ranking (b) List of questions for tenders (c) Tenderers to invite to Post Tender Clarification Meetings	
3	14-Sep	WAG Debrief Meeting - invite senior Councillors and Staff	Purpose of Meeting - Inform WAG on Tender Response / Do prices meet with LTCCP expectations? Can we make this work?	
4	21-22 Sep	Post Tender Clarification Meetings (2days)		
	23-Sep	WN Project Team Evaluation Meeting		
6	7-Oct	Close date for Points of Clarification		
	9-Oct	WN Project Team Evaluation Meeting	Decision on Preferred Tenderer to take to WAG	
7	12-Oct	WAG Meeting	Confirmation of Preferred Tenderer or further negotiations	
	13-Oct	Joint 3 Council Workshop - presented by WAG	Information to the Councils to help with decision making	
8	19-Oct	Report to Councils'	and if necessary advance specific negotiations over wks 8-	Phase one Council Decisions - preceded by Joint Council workshop to guide any RFP negotiations around any change in scope i.e. likely extent of participation by each
9	27-Oct	Invercargill City Council Works and Services Meeting		
	28-Oct	Southland District Council Meeting		
	3-Nov	Invercargill City Council Meeting		
10	10-Nov	Gore District Committee Meeting (to be confirmed)		
	24-Nov	Gore District Council Meeting (to be confirmed)		
	25-Nov	WN Project Team Meeting	Outcome of Council Meetings - where to from here	
11		Close out date for Negotiations		Phase two Council Decision/s possibly preceded by a second Joint Council workshop to guide likely extent of participation of each council. Subject to mix of council decisions either ward contract and or develop strategy for procurement of core requirements by individual councils.
		WN Project Team Evaluation Meeting	Decision on Preferred Tenderer to take to WAG	
		2nd WAG Meeting	Confirmation of Preferred Tenderer	
		Optional 2nd Joint 3 Council Workshop - presented by WAG	Information to the Councils to help with decision making	
12		Report to Councils'		
		Southland District Council Meeting		
13		Invercargill City Council Works and Services Meeting		
		Invercargill City Council Meeting		
15		Gore District Council Meeting (to be confirmed)		
		WN Project Team Meeting	Outcome of Council Meetings - where to from here	
16				

## 8. UPPER MATAURA GROUND WATER TAKE RESOURCE CONSENT APPLICATIONS

(Memo from General Manager, District Assets – 12.06.09)

Environment Southland has advised that it has received two resource consent applications for water permits. Eyre Creek Ltd and Wilkins Farming Ltd are the consent applicants.

Wilkins Farming Ltd seeks to take an additional 8,000 cubic metres of water per day from the Upper Mataura ground water zone for pasture irrigation. The annual extraction rate will not exceed 783,432 cubic metres a year. Eyre Creek Ltd seeks to take 6,500 cubic metres of water per day from the Upper Mataura ground water zone for pasture irrigation. The annual extraction rate will not exceed 633,750 cubic metres a year. A recommendation in Environment Southland's consultant Brydone Hughes report is that when the Mataura River drops below 5.5 cubic metres per second at Parawa, water extraction be halted in order to honour the conservation order on the Mataura River.

Environment Southland has given us the opportunity to support, oppose or comment on this submission.

The combined total of 14,500 cubic metres per day requested by the applicants for irrigation represents three times the average daily use by the Gore township.

Both consent applications are discretionary and have a high degree of hydraulic connection to waterways which feed into the Mataura River. Therefore the Mataura River Conservation Order applies. While these consent applications are not from our district the cumulative effects of them along with others previously granted do impact on the Gore District Council by having to ask ratepayers to conserve water when the river reaches 17 cubic metres a second at Gore. The effect of reduced flow also means the cost to the Council of treating effluent increases. This occurs when the river drops below 25 cubic metres a second and the discharge from the Actiflo plant has to contain less than 0.5 milligrams per litre of dissolved reactive phosphorus.

With water becoming recognised as a finite resource it is essential that its use is prioritised. The welfare of people and also animals would appear to be a greater priority for water allocation. Water allocation needs to accommodate the communities needs now and in the future.

**RECOMMENDATION**

**THAT the report be received,**

**AND THAT the Council support the Upper Mataura ground water take resource consent applications with conditions including a low flow cut off of 6 cubic metres a second at Pawara.**

## 9. RATES RESOLUTION

(Memo from General Manager, Corporate Services – 10.06.09)

Following the Council's adoption of its LTCCP 2009-19 commencing in the 2009/10 year, it is recommended that the Council set the following rates under the Local Government (Rating) Act 2002 on rating units in the district for the financial year commencing 1 July 2009:

### **1. Fixed General Rates**

#### **a) Uniform Annual Charge**

A uniform annual charge of \$531.20 (GST inclusive) on each separately used or inhabited part of a rating unit, (a separately used or inhabited part of a rating unit is any portion that can be occupied or used separately from any other parts eg multiple dwellings/flats/commercial buildings. The Council will assess and rate separately used or inhabited parts of a rating unit based on the information in the rating database), set under section 15 of the Local Government (Rating) Act 2002.

#### **b) Southland Regional Heritage Trust rate**

A uniform charge of \$28.32 (GST inclusive) on each separately used and inhabited part of a rating unit (a separately used or inhabited part of a rating unit is any portion that can be occupied or used separately from any other parts eg multiple dwellings/flats/commercial buildings. The Council will assess and rate separately used or inhabited parts of a rating unit based on the information in the rating database), set under section 15 of the Local Government (Rating) Act 2002.

### **2. General Rates**

A general rate, set under section 13 of the Local Government (Rating) Act 2002, of 0.000158 cents (GST inclusive) for each dollar of capital value on all rating units in the District.

### **3. Targeted Rates**

A targeted rate, set under section 16 of the Local Government (Rating) Act 2002.

#### ***Valuation based Targeted Rates***

The rate in cents (GST inclusive) for each dollar of capital value in each of the rating areas as follows:

#### **Gore**

	<b>Per \$ Capital Value</b>
Residential	0.001504
Commercial	0.004189

### **Mataura**

	<b>Per \$ Capital Value</b>
Residential	0.001091
Commercial	0.007731

### **Rural**

	<b>Per \$ Capital Value</b>
All properties	0.001263

### **Heavy Industrial**

<b>All Properties</b>	<b>Per \$ Capital Value</b>
Capital Value under \$500,000	0.028995
Capital Value between \$500,000 and \$1,000,000	0.009533
Capital Value over \$1,000,000	0.004607

### ***Fixed Targeted Rate – Parks and Reserves***

A fixed rate (GST inclusive) on each separately used or inhabited part of a rating unit in each of the rating areas as follows:

### **Gore**

	<b>Fixed Charge</b>
Residential	\$213.79
<b>Commercial</b>	
Capital Value under \$75,000	\$355.20
Capital Value between \$75,001 and \$147,000	\$638.85
Capital Value between \$147,001 and \$356,000	\$1,100.10
Capital Value between \$356,001 and \$685,000	\$1,976.61
Capital Value between \$685,001 and \$1,575,000	\$2,515.80
Capital Value \$1,575,001 and above	\$3,019.22

## **Mataura**

	<b>Fixed Charge</b>
Residential	\$201.34
<b>Commercial</b>	
Capital Value below \$62,000	\$699.24
Capital Value between \$62,001 and \$125,000	\$966.43
Capital Value between \$125,001 and \$145,000	\$1,966.96
Capital Value between \$145,001 and \$340,000	\$2,686.09
Capital Value \$340,001 and above	\$3,019.22

## **Rural**

	<b>Fixed Charge</b>
Capital Value under \$100,000	\$171.14
Capital Value \$100,000 and above	\$263.30

### **4. Water, Stormwater, Drainage and Solid Waste**

A targeted rate, set under section 16 of the Local Government (Rating) Act 2002, for water, stormwater, and drainage as follows:

\$211.84 (GST inclusive) on each separately used or inhabited part of a rating unit that is connected to either the Gore or Mataura water schemes.

\$105.92 (GST inclusive) on each separately used or inhabited part of a rating unit that is not connected, but has the ability to be serviced by the Gore or Mataura water schemes.

\$222.37 (GST inclusive) on each separately used or inhabited part of a rating unit that is connected to either the Gore or Mataura drainage schemes.

\$111.18 (GST inclusive) on each separately used or inhabited part of a rating unit that is not connected, but has the ability to be serviced by the Gore or Mataura drainage schemes.

\$67.21 (GST inclusive) on each rating unit serviced by the Pukerau drainage scheme.

\$89.61 (GST inclusive) on each rating unit serviced by the Waikaka drainage scheme.

\$44.80 (GST inclusive) on each rating unit not connected but has the ability to be serviced by the Waikaka drainage scheme.

\$222.37 (GST inclusive) for the second and every additional water closet and urinal on all non-residential rating units (with the exception of educational institutions and designated short-

term accommodation premises as determined by the Council) in Gore and Matakura.

A per pan fee of \$222.37 (GST inclusive) for education institutions (as defined in clause 6 of Part 1 of Schedule 1 of the Local Government (Rating) Act 2002). The number of pans will be assessed on the basis of 6.25% of the total number of staff and pupils at each establishment.

A pan fee of \$111.13 (GST inclusive) for short term accommodation premises (as determined by the Council) for the second and subsequent urinals in Gore and Matakura.

\$89.61 (GST inclusive) for the second and every additional water closet and urinal on all non-residential rating units in Waikaka.

To fund the Solid Waste activity:

\$35.90 (GST inclusive) on each separately used or inhabited part of a rating unit in Gore and Matakura.

#### **5. Rural Water Schemes**

A targeted rate, set under section 16 of the Local Government (Rating) Act 2002. Each rating unit serviced by the Otama scheme will be charged a fixed charge (GST inclusive) as follows:

\$200.00 per water unit

\$215.00 per water connection

#### **6. Water Supply charges**

All commercial premises in Matakura and Gore, as well as all users of the Otama Water scheme will be invoiced separately for actual water usage.

#### **7. Community Halls**

A targeted rate, set under section 16 of the Local Government (Rating) Act 2002. Each rating unit in the following communities will be charged a fixed charge (GST inclusive) as follows:

<b>Brydone</b>	\$22.50
<b>Mandeville</b>	\$22.50
<b>Otama</b>	\$56.25
<b>Pukerau</b>	\$27.00
<b>Tuturau</b>	\$22.50
<b>Waikaka</b>	\$35.00
<b>Knapdale</b>	\$56.25

## **8. Due Dates**

The current year's rates will be collected in four instalments. The due dates for each rates instalment are:

<b>Instalment No</b>	<b>Period Covered</b>	<b>Final Date for Payment</b>
1	1 July to 30 September	31 August 2009
2	1 October to 31 December	30 November 2009
3	1 January to 31 March	26 February 2010
4	1 April to 30 June	31 May 2010

## **9. Method of Payment**

Rates can be paid at the main Council office in Civic Avenue, Gore or at the Maitara Service Centre in Bridge Street Maitara. Both these offices are open between 8.30 am and 5 pm Monday to Friday.

Payments may be made in cash or by cheque or EFTPOS. Credit card payments may be made by accessing the Council's website [www.goredc.govt.nz](http://www.goredc.govt.nz).

Electronic payments by direct debit or telephone banking can be arranged by contacting a customer services representative in either Gore (209-0330) or Maitara (203-8115).

## **10. Penalties**

Only payments actually received at the Council offices named in (9) above will be accepted as paid on that date.

A 10% penalty will be added to each instalment, or any portion of the instalment, not received by the Gore District Council by 5pm on or before the due date for payment of that instalment.

An additional 10% penalty will be added to any rates that remain unpaid on the 1<sup>st</sup> of July following the due date.

Additional 10% penalties will be added at six monthly intervals thereafter on any rates that remain unpaid.

## **RECOMMENDATION**

**THAT pursuant to the Local Government (Rating) Act 2002, the Council set the above rates for the financial year commencing 1 July 2009.**

## 10. LONG TERM COUNCIL COMMUNITY PLAN - REVIEW OF DEVELOPMENT PROCESS

(Memo from Chief Executive – 12.06.09)

With the Council recently adopting its Long Term Council Community Plan for 2009-19, it is timely to reflect on the processes used for the development of the plan and whether any improvements can be made for utilisation when the next review is conducted in three years time.

A similar exercise was undertaken in 2006 and committed to institutional memory. That particular review proved valuable as both a point of reference when the 2009-19 LTCCP process was commenced as well as being the catalyst for the employment of a designated Management Accountant.

This time around our auditors have also reflected on the Council's performance from a project management perspective. Please find enclosed a copy of a letter received from our auditors, Deloitte, which in the main gives a favourable commentary on the Council's efforts in putting this large project together. It needs to be emphasised that the Gore District Council does not have any policy analysts, corporate planners or additional staff that are employed to assist with the huge workload associated with the development of a Long Term Council Community Plan. Therefore to receive predominantly favourable feedback from our auditors is a testimony to the great teamwork of all staff involved in the project who rolled their sleeves up and got stuck into their assigned tasks.

Prior to receiving the letter from Deloitte, the Council staff involved in the LTCCP conducted their own post mortem of the project. This review took place at the end of April once our draft plan was in the public arena for comment. Our review touched on a number of technical matters relating to the construction of the document and its interface with Activity Management Plans in particular. Some of the more important areas reviewed which highlighted a need for change in the future were:

### **1. Regular Meetings of Project Team Members**

The staff involved in the review which included a wider group than the original team members selected, identified a need for regular and scheduled meetings to discuss the development of the draft plan. In practise what occurred was a lot of discussions between myself and Russell Duthie which in turn spawned discussion between either Russell or myself and the district assets team. Whilst there were some project meetings they were irregular in nature and we can now see that having

scheduled meetings and sticking to those appointments would be beneficial for communicating the current state of play and assignment of key tasks to all team members.

## **2. Inclusion of Key Support Staff in Project Team**

With the benefit of hindsight Managers believe that support staff should have been involved in the project team discussions from the outset. These support staff such as Adele Horne and Tracey Millan who are involved with word processing and document formulation along with Management Accountant Luke Blackbeard and GIS cadet Andrew Chalmers were brought into the frame when the project had started to take a firm shape. In reality the staff were unprepared for the tsunami of work that was coming their way and how it related to the overall LTCCP picture. It was felt that including these staff in our project team meetings from the outset would aid their understanding of how their role fits within the wider picture and more importantly key dates that had to be met so that they could prepare their work load around these commitments.

## **3. Progressive Updating of Activity Management Plans (AMPs)**

This is an issue referred to in Deloitte's letter. Due to the absence of a designated Asset Management Planner, there was a lot of work to be done in updating Activity Management Plans in order that they could be inputted into the Long Term Council Community Plan. This caused us delays and a "bottle-necking" effect on the development of the LTCCP.

It is a clear wish of Management and our Auditors that our Activity Management Plans are progressively updated through the year in order that there is a smooth transition in respect of inputting into the LTCCP when it is next reviewed. As stated, the employment of an Asset Management Officer which is currently in the throes of being actioned, will greatly assist this process.

## **4. Common Cut off Date for AMP Inputs**

The review team identified a need for having a strict date for which AMPs would deem to be up to date and therefore summarised and incorporated into the draft LTCCP. This common date for the next review is likely to be at the beginning of November. This time around we were faced with having AMPs being updated progressively and fed to both Russell Duthie and I in a piecemeal fashion. This made matters awkward necessitating regular "stocktaking" of documents to ensure that we were working from the most up to date information contained in the Activity Management Plans.

A common cut off date where the plans are deemed to be updated as of the end of October, for example, would eliminate this problem and give the financial and non financial designers of the plan a clean run without the distraction of having updated information being presented throughout the development process.

## **5. LTCCP Summary**

Our auditors have commented that the summary document approaches best practise from a legislative perspective. This comment is heartening as clearly the summary needs to reflect the key issues facing the Council over the next 10 years. However, both the Auditors and ourselves have identified a need for better presentation of our summary.

The main emphasis on providing a summary of our LTCCP was getting the balance and content correct so that it was a fair representation of the main LTCCP document. This had been achieved however, the general presentation of the document could have been a lot better.

The presentation was not the fault of any person or party, just the victim of a lack of attention on this particular aspect of the project. Administrative staff who were involved in getting the document printed and distributed reported a lack of satisfaction with the end product and lack of time to think about some embellishments that could have assisted the presentation and attractiveness of the document from a reader's viewpoint. I agree with these sentiments.

It only became apparent to me when I saw for example the Environment Southland summary that I realised we had some ground to make up. Therefore the project team have agreed that the LTCCP summary will be the subject of a specific project manager during the next review so that it is given the attention and care that it deserves. While it is important not to beat ourselves up with a blunt stick given that the content of our summary pleased our auditors, there is potential to make significant improvement in this area and perhaps connect better with our residents and ratepayers.

## **6. Resourcing**

As alluded to at the outset, the preparation of the LTCCP is a huge drain on the resources of the Council, given that no additional staff or temporaries are engaged. For example, as Chief Executive there were some aspects of my role that had to be put on hold, while I committed myself to the task of plan preparation. There was a period of about four to six weeks where I worked on the draft plan almost full time. The upshot

of this was that a number of tasks that I would normally dispose of in a working week were sidelined in an endeavour to have an uninterrupted opportunity to prepare key parts of the plan.

The same effect was also experienced by our administrative staff. They were completely swamped in processing the LTCCP, yet still had to attend to typing of reports for Council agendas, letters for staff and preparing minutes of meetings. Therefore there will need to be in my view some extra support given for a short period of time to both of these areas so that normal day to day business can continue while this once in a three year phenomenon takes place. This will likely mean a small financial allocation to boost resources for approximately a six week period while the plan is under intensive development.

### **Concluding Remarks**

This review did not touch on the political segment of the LTCCP. Therefore elected members may wish to conduct their own internal review of how they perceived the project to have been handled and whether improvements particularly in regard to the consultation process and engagement with the community prior to the construction of a draft plan.

In regard to the consultation process, I know that Mr Paul Withers, General Manager District Assets, has developed some interesting ideas in regard to community engagement for recycling. Once these ideas have been communicated to the Council in relation to recycling, the Council may wish to reflect on whether a similar approach could be undertaken in regard to the next review of our LTCCP in 2012.

Overall however, from a staff point of view we are proud to have delivered a product in a cost effective manner and met the expectations of both our own auditors and the Office of the Auditor General.

### **RECOMMENDATION**

**That this report be received and that the Council endorse the suggested amendments to the LTCCP development process as outlined in the report.**

## 11. EASTERN SOUTHLAND HOCKEY TURF

(Memo from Chief Executive – 12.06.09)

As some Councillors may be aware, for a considerable period of time now, Eastern Southland Hockey has been exploring options in regard to the redevelopment of its all weather hockey turf. The present turf installed in 1992 was expected to last approximately 12 years and although it has served hockey well in that time, it is now well past its used by date. It is understood that the drainage beneath the turf has failed and the costs of reconstruction on that particular site are significant. Attached please find a letter received from the Eastern Southland Turf Redevelopment Committee advising that it has selected Wayland Park, Gore as its preferred site for the installation of a new water based turf. The water turf is the latest incarnation of hockey turf technology and has superseded the sand based model which the facility in Mataura was based upon.

I understand the siting of the turf has been the subject of considerable discussion and debate within hockey circles. However that debate has now been completed with Wayland Park being the preferred option. Mataura based interests may lament the shift of hockey's premier location in Eastern Southland away from the township. However, the case for Wayland Park does have strong appeal from a strategic perspective. The Council, for nearly a decade has had a vision of a number of sports being conducted from the Wayland Park Complex. Centring hockey on this site will be sympathetic to this vision and mean that ultimately swimming, ice-skating, netball, tennis and hockey can be played on the same site. This must be beneficial in terms of boosting interest and membership for the related sports involved.

The letter from the Eastern Southland Turf Redevelopment Committee seeks approval in principle from the Council to establish a water based turf at Wayland Park in an area highlighted on the attached aerial photograph. It should be emphasised that any approval given by the Council can in no way be construed as providing a green light for a resource consent. The Committee is aware that its proposal will need to be subjected to rigorous consideration under the Resource Management Act.

Obviously the Council will also need to enter into a ground lease with the Eastern Southland Hockey Association, should the Council approval in principle be forthcoming and a resource consent ultimately issued in favour of the project.

## **RECOMMENDATION**

**THAT the Council approve in principle, the allocation of suitable ground at Wayland Park to enable the Eastern Southland Hockey Association to proceed with its planning to establish a water based turf on this area,**

**AND THAT the Council note that should a resource consent for a new water based turf be granted, a ground lease between the Council and the Eastern Southland Hockey Association will be negotiated.**

12. REGULATORY BULLETIN

(Memo from Chief Executive – 16.6.09)

Attached is a schedule of building consents issued for May 2009, together with comparisons with the previous two years.

A schedule of resource consents issued to 2 June is also attached.

**RECOMMENDATION**

**THAT the information be received.**

13. OPERATIONS BULLETIN

The Operations Bulletin containing reports from the Roding Manager, Asset Manager Utilities, Civil Defence and the Animal Control Contractor is enclosed with the agenda.

**RECOMMENDATION**

**THAT the bulletin be received.**

14. COMMUNITY SERVICES BULLETIN

The Community Services bulletin, containing reports from the i-Site Information Centre Manager, District Arts and Heritage Curator, Library Manager, Parks and Recreation Manager, Aquatic Services Manager and the Community Development Officer is enclosed with the agenda.

**RECOMMENDATION**

**THAT the bulletin be received.**

## **EXCLUSION OF THE PUBLIC**

### **His Worship to move**

I 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:

<b><u>General Subject Matter</u></b>	<b><u>Reason for passing this resolution in relation to each matter</u></b>	<b><u>Grounds under Section 48(1) for the passing of this Resolution</u></b>
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#### Other Business

Organisational Assessment	Protect the privacy of natural persons, including that of deceased natural persons.	7 (2) (a)
Rate Arrears Write-Off		