



Notice is hereby given that an Ordinary meeting of Southland District Tuatapere Te Waewae Community Board will be held on:

Date: Monday, 13 June 2022  
Time: 3pm  
Meeting room: Waiau Town and Country Club  
Venue: 41 King Street, Tuatapere

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## Tuatapere Te Waewae Community Board Agenda OPEN

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### MEMBERSHIP

Chairperson	Margaret Thomas
Deputy Chair	Ann Horrell
Councillors	Blayne De Vries
	Maurice Green
	Alastair McCracken
	Keri Potter
	Councillor George Harpur

### IN ATTENDANCE

Committee advisor/customer support partner	Lagi Kuresa
Community partnership leader	Jared Gravatt

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Online: [Southland District Council YouTube](https://www.youtube.com/watch?v=...)

Full agendas **are available on Council's website**  
[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)

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Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.

## Health and safety – emergency procedures

Toilets – The location of the toilets will be advised at the meeting.

Evacuation – Should there be an evacuation for any reason please exit via the exits indicated at the venue.

Earthquake – Drop, cover and hold applies in this situation and, if necessary, once the shaking has stopped we will evacuate the building to a safe location.

Phones – Please turn your mobile devices to silent mode.

Recording - These proceedings may be recorded for the purpose of live video, both live streaming and downloading. By remaining in this meeting, you are consenting to being filmed for viewing by the public.

## Terms of Reference – Community Boards

TYPE OF COMMITTEE	Community board
RESPONSIBLE TO	<p>Council</p> <p>Each community board will have a relationship with the committees in section 8.4.2 to 8.4.5 of the delegations manual based on the scope of the activities/functions delegated to each committee.</p>
SUBCOMMITTEES	As noted in section 8.5 of the delegations manual various subcommittees will report to specific community boards.
LEGISLATIVE BASIS	<p>Resolution made by Council through the representation arrangements as per the Local Electoral Act 2001.</p> <p>Role, status and membership as per subpart 2 of Part 4 of the Local Government Act 2002 (LGA).</p> <p>Treaty of Waitangi as per section 4, Part 1 of the LGA.</p> <p>Opportunities for Maori to contribute to decision-making processes as per section 14 of Part 2 of the LGA. Community boards delegated powers by Council as per schedule 7, clause 32, LGA.</p> <p>Appointment of councillors to community boards as per section 50, LGA.</p>
MEMBERSHIP	<p>Oreti and Waihopai Toetoe Community Boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other community boards have six members plus a member appointed by Council.</p> <p>The chairperson is elected by the community board. Councillors who are not appointed to community boards can only remain for the public section of the community board meeting. They cannot stay for the public excluded section unless the community board agrees.</p>
FREQUENCY OF MEETINGS	Every second month but up to ten ordinary meetings a year
QUORUM	Not less than four members
KEY FUNCTIONS	<ul style="list-style-type: none"> <li>• to promote the social, economic, environmental and cultural well-being of local communities and in so-doing contribute to the realisation of Council's vision of one District offering endless opportunities</li> <li>• to provide leadership to local communities on the strategic issues and opportunities that they face</li> <li>• to be advocates and representatives for their local community and in so doing ensure that Council and other agencies have a clear understanding of local needs and aspirations</li> <li>• to be decision-makers on issues that are delegated to the board by Southland District Council</li> </ul>

	<ul style="list-style-type: none"> <li>• to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community</li> <li>• to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs</li> <li>• to recommend the setting of levels of service and budgets for local activities.</li> </ul>
DELEGATIONS	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.<sup>1</sup></p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> <li>1) policies, plans, standards or guidelines that have been established and approved by Council</li> <li>2) the needs of the local communities; and</li> <li>3) the approved budgets for the activity.</li> </ol> <p><b>Power to Act</b></p> <p>The community board will prepare and implement programmes of work, which will be reflected in its community board plan, which are relevant to the purposes of the community board that are consistent with the long term plan and annual plan processes of Council. Such programmes are to include budgetary provision for all costs associated with the work.</p> <p><b>Community Well-Being</b></p> <ol style="list-style-type: none"> <li>4) to develop local community outcomes that reflect the desired goals for their community/place</li> <li>5) to monitor the overall well-being of local communities and use the information gathered to inform development of local strategies to address areas of need</li> <li>6) work with Council and the community to develop a community board plan for the community of interest area – working in with any community plans that may exist.</li> </ol> <p><b>Community Leadership</b></p> <ol style="list-style-type: none"> <li>7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest</li> <li>8) identify key issues that will affect their community of interest's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities</li> <li>9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes</li> <li>10) provide a local community perspective on Council's long term plan key performance indicators and levels of service</li> </ol>

<sup>1</sup> Local Government Act 2002, s.53

as detailed in the long term plan, and on local expenditure, rating impacts and priorities.

### **Advocacy**

#### 11) submissions

- a) authority to make recommendations to Council on matters to be considered in submissions Council may make to external organisations' regional or national policy documents, select committees
- b) authority to make submissions to Council or other agency on issues within its community of interest area
- c) authority to make submissions to Council on bylaws and recommend to Council the level of bylaw service and enforcement to be provided, having regard to the need to maintain consistency across the District for all Council bylaws.

#### 12) authority to prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest area, for consideration as part of the long term plan/annual plan process

#### 13) provide comment by way of the formal Annual Plan/Long Term Plan process on relative priorities for the delivery of District services and levels of service within the community board area.

District activities include:

- a) wastewater
- b) solid waste
- c) water supply
- d) parks and reserves
- e) roading
- f) libraries
- g) cemeteries
- h) emergency management
- i) stormwater
- j) public toilets
- k) community housing

#### 14) Council will set the levels of service for District activities – if a community board seek a higher level of service they will need to recommend that to Council and it will need to be funded in an appropriate way (locally).

### **Community Assistance**

#### 15) authority to establish prioritisation for allocation based on an overarching set of criteria from council to guide the scope of the activity

- 16) authority to grant the allocated funds from the Community Partnership Fund
- 17) authority to allocate bequests or grants generated locally consistent with the terms of the bequest or grant fund

### **Northern Community Board**

- 18) make decisions regarding funding applications to the Northern Southland Development Fund. The Northern Community Board may invite a representative of the community of Dipton to take part in the decisions on applications to the Northern Southland Development Fund.

### **Unbudgeted Expenditure**

Approve unbudgeted operating expenditure for local activities of up to \$20,000.

Approve up to a \$20,000 increase in the projected cost of a budgeted capital works project/item that is included in the annual plan/LTP.

Authority to delegate to the chief executive, when approving a project definition/business case, over-expenditure of up to \$10,000 for capital expenditure against the budget detailed in the Annual Plan/LTP.

### **Service Delivery**

#### **Local Activities**

For activities within the local activities category, the community board shall have authority to:

- a) recommend to Council levels of service for local activities having regard to Council budgets within the Long Term Plan and Annual Plan process
- b) recommend to Council the rates and/or user charges and fees to fund the local activities
- c) accept donations of a local asset eg a gas barbeque, park bench, etc with a value of less than \$20,000.
- d) approve project definitions/business cases for approved budgeted capital expenditure up to \$300,000
- e) recommend to the Services and Assets Committee the approval of project definitions/business case and procurement plan for capital expenditure over \$300,000 and/or any unbudgeted capital expenditure
- f) monitor the performance and delivery of the service in meeting the expected levels of service
- g) facilitate the development of local management plans (for subsequent recommendation to Council), where required by statute or in support of District or other plans for reserves, harbours, and other community facilities, except where powers:
  - have been delegated to Council officers; or
  - would have significance beyond the community board's area or otherwise involves a matter of

	<p>national importance (Section 6 Resource Management Act 1991); or</p> <ul style="list-style-type: none"> <li>involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.</li> </ul> <p>Local activities include:</p> <ol style="list-style-type: none"> <li>community leadership</li> <li>local halls and community centres (within Council's overarching policy for community facilities)</li> <li>wharves and harbour facilities</li> <li>local parks and reserves</li> <li>parking limits and footpaths</li> <li>Te Anau/Manapouri Airport (Fiordland Community Board)</li> <li>Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board) <ol style="list-style-type: none"> <li>for the above two local activities only</li> <li>recommend levels of service and annual budget to the Services and Assets Committee</li> <li>monitor the performance and delivery of the service</li> </ol> </li> </ol> <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> <li>authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.</li> </ol> <p>20) naming roads</p> <ol style="list-style-type: none"> <li>authority to decide on the naming for public roads, private roads and rights of way</li> </ol> <p>21) assist the chief executive by providing comment (through the board chairperson) to consider and determine temporary road closures applications where there are objections to the proposed road closure.</p> <p><b>Rentals and Leases</b></p> <p>In relation to all leases and licences of land and buildings for local activities within their own area, on behalf of Council;</p> <ol style="list-style-type: none"> <li>accept the highest tenders for rentals more than \$10,000</li> <li>approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.</li> </ol> <p><b>Environmental management and spatial planning</b></p> <ol style="list-style-type: none"> <li>provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment.</li> <li>recommend to Council the level of bylaw service and enforcement to be provided within the community, having regard to the need to maintain consistency across the District.</li> </ol>
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	<p>24) provide advice to Council and its committees on any matter of interest or concern to the community board in relation to the sale of alcohol where statutory ability exists to seek such feedback.</p> <p>25) provide input into regulatory activities not otherwise specified above where the process allows.</p> <p>26) recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the board has made submissions; ability to provide input to support the development of community planning for a civil defence emergency; and after an emergency event, to provide input and information to support community response efforts.</p>
LIMITS TO DELEGATIONS	<p>No financial or decision making delegations other than those specifically delegated by Council.</p> <p>The community board shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its Long Term Plan/Annual Plan. In accordance with the provisions of section 39(2) of Schedule 7 the board may not incur expenditure in excess of the approved budget.</p> <p><b>Matters which are not Delegated</b></p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> <li>• make a rate or bylaw</li> <li>• acquire, hold or dispose of property</li> <li>• direct, appoint, suspend or remove staff</li> <li>• engage or enter into contracts and agreements and financial commitments</li> <li>• institute an action for recovery of any amount</li> <li>• issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>• institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the community board has made submissions.</li> </ul>
CONTACT WITH MEDIA	<p>The community board chairperson is the authorised spokesperson for the board in all matters where the board has authority or a particular interest.</p> <p>Board members, including the chairperson, do not have delegated authority to speak to the media and/or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The assigned Executive Leadership Team member will manage the formal communications between the board and its</p>



	<p>constituents and for the board in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Southland District Council.</p>
REPORTING	<p>Community boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>The boards maintain bound minute books of their own meetings.</p>

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## TABLE OF CONTENTS

ITEM	PAGE
PROCEDURAL	
1 Apologies	11
2 Leave of absence	11
3 Conflict of interest	11
4 Public forum	11
5 Extraordinary/urgent items	11
6 Confirmation of minutes	11
REPORTS	
7.1 Community Partnership Fund applications - March 2022 round	19
7.2 Unbudgeted expenditure - Clifden Recreation Reserve - grant to Tuatapere Golf Club to assist with purchase of new mower	43
7.3 Operational Report for Tuatapere Te Waewae Community Board	51
7.4 Community leadership report	63

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1 Apologies

At the close of the agenda no apologies had been received.

2 Leave of absence

At the close of the agenda no requests for leave of absence had been received.

3 Conflict of interest

Community board members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a member and any private or other external interest they might have.

4 Public forum

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available at [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz) or by phoning 0800 732 732.

5 Extraordinary/urgent items

To consider, and if thought fit, to pass a resolution to permit the Community Board to consider any further items which do not appear on the agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the chairperson must advise:

- (i) the reason why the item was not on the agenda, and
- (ii) the reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

**"Where an item is not on the agenda for a meeting,-**

- (a) that item may be discussed at that meeting if-
  - (i) that item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further **discussion."**

6 Confirmation of minutes

- 6.1 Meeting minutes of Tuatapere Te Waewae Community Board, 11 April 2022



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## Tuatapere Te Waewae Community Board

### OPEN MINUTES

UNCONFIRMED

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Minutes of a meeting of Tuatapere Te Waewae Community Board held as a Virtual meeting via Zoom on Monday, 11 April 2022 at 3pm. (3.00pm to 4.24pm)

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#### PRESENT

Chairperson	Margaret Thomas
Deputy Chair	Ann Horrell
Councillors	Blayne De Vries (3.09pm – 4.42pm)
	Keri Potter
	Councillor George Harpur

#### APOLOGIES

Maurice Green  
Alastair McCracken  
Blayne De Vries (lateness)

#### IN ATTENDANCE

Committee advisor/customer support partner	Lagi Kuresa
Community partnership leader	Simon Moran

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1 Apologies

There were apologies from Maurice Green and Alastair McCracken for absence and an apology for lateness was received from Blayne De Vries.

Moved Cr Harpur, seconded Ann Horrell and resolved:

That the Tuatapere Te Waewae Community Board accept the apologies.

2 Leave of absence

Councillor Harpur advised the board, of a leave of absence for the month of July 2022.

Moved Chairperson Thomas, seconded Keri Potter and resolved:

That the Tuatapere Te Waewae Community Board accept a leave of absence request from Councillor Harpur for the month of July 2022.

3 Conflict of interest

There were no conflicts of interest declared.

4 Public forum

There was no public forum.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Deputy Chair Horrell, seconded Keri Potter and resolved:

That the minutes of Tuatapere Te Waewae Community Board meeting held on 13 December 2021 be confirmed as a true and correct record of that meeting.

## Reports

### 7.1 Tuatapere Community Pool - request to uplift rates

Record No: R/22/3/11731

Community liaison officer – Kathryn Cowie was in attendance for this item.

Mrs Cowie advised that the purpose of the report was for the Board to decide whether to approve the request from the Tuatapere Community Baths Society Incorporated to uplift a portion of the rates in the Tuatapere ward pool rate reserve.

#### Resolution

Moved Keri Potter, seconded Deputy Chair Horrell and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **receives the report titled “Tuatapere Community Pool - request to uplift rates”** dated 4 April 2022.
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) approves the request from the Tuatapere Community Pool to uplift \$5,000 from the Tuatapere ward pool rate reserve.

(Blayne De Vries joined the meeting at 3.09pm.)

### 7.2 Project scope confirmation - 2022/2023 locally funded projects

Record No: R/22/2/6288

Community facilities manager – Mark Day was in attendance for this item.

Mr Day advised that the purpose of the report was to seek approval from the Board for the scope of the locally funded projects within their board area to be delivered in the 2022/2023 financial year.

#### Resolution

Moved Deputy Chair Horrell, seconded Keri Potter and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Project scope confirmation - 2022/2023 locally funded projects” dated 24 March 2022.**
- b) Determines that this matter or decision be recognised as not significant in terms of section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to approve the scope of the projects identified in the attachments to this report:
  - Orepuki – Playground equipment replacement code P-10784.

### 7.3 Community Leadership Report - February 2022

Record No: R/22/1/1713

Community partnership leader – Simon Moran was in attendance for this item.

Mr Moran advised that the purpose of the report was to inform the board of the community leadership activities in the area.

Resolution

Moved Chairperson Thomas, seconded Keri Potter and resolved:

That the Tuatapere Te Waewae Community Board:

- a) receives the report titled **“Community Leadership Report - February 2022”** dated 1 March 2022.

### 7.4 Community leadership report - April 2022

Record No: R/22/3/12477

Community partnership leader – Simon Moran was in attendance for this item.

Mr Moran advised that the purpose of the report was to inform the board of the community leadership activities in the area.

Resolution

Moved Blayne De Vries, seconded Keri Potter and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **receives the report titled “Community leadership report - April 2022” dated 4 April 2022.**

7.5 Operational Report for Tuatapere Te Waewae Community Board - February 2022

Record No: R/21/12/64042

Community partnership leader – Simon Moran was in attendance for this item.

Resolution

Moved Deputy Ann Horrell, seconded Keri Potter and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Operational Report for Tuatapere Te Waewae Community Board - February 2022” dated 1 March 2022.**

7.6 Operational Report for Tuatapere Te Waewae Community Board - April 2022

Record No: R/22/2/5417

Community partnership leader – Simon Moran was in attendance for this item.

Resolution

Moved Cr Harpur, seconded Blayne De Vries and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Operational Report for Tuatapere Te Waewae Community Board - April 2022” dated 1 April 2022.**

7.7 Council report - February 2022

Record No: R/22/1/1399

Councillor Harpur took the Board through the Council report.

Resolution

Moved Margaret Thomas, seconded Anne Horrell and resolved:

That Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Council report - February 2022” dated 1 March 2022.**



7.8 Council report - April 2022

Record No: R/22/3/12050

Councillor Harpur took the Board through the Council report.

Resolution

Moved Cr Harpur, seconded Chairperson Thomas and resolved:

That Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Council report - April 2022” dated 4 April 2022.**

7.9 Tuatapere railway station building - unbudgeted expenditure

Record No: R/22/4/12996

Community facilities manager – Mark Day was in attendance for this item.

Mr Day advised that the purpose of the report is to seek approval for unbudgeted expenditure of up to \$20,000 to carry out general maintenance on the Tuatapere railway station building and will be funded from the Tuatapere general reserve.

Resolution

Moved Deputy Chair Horrell, seconded Keri Potter and resolved:

That the Tuatapere Te Waewae Community Board:

- a) **Receives the report titled “Tuatapere railway station building - unbudgeted expenditure” dated 4 April 2022.**
- b) Determines that this matter or decision be recognised as not significant in terms of section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to approve unbudgeted expenditure of up to \$20,000 to carry out general maintenance on the Tuatapere railway station building to be funded from the Tuatapere general reserve.

7.10 Chairperson's Report

Record No: R/22/4/13098

Chairperson Margaret Thomas took the meeting through her report.

Chair Thomas advised that a letter had been received from the Borland Lodge Adventure & Education Charitable Trust seeking for the status of the current 'community representative' (Chair Thomas) either be confirmed or another member of the community board appointed.

The board agreed that Chair Thomas should remain as their community representative and that to facilitate her attendance, Council or the community board should assist her with accommodation in Invercargill on the night of the meetings.

Resolution

Moved Keri Potter, seconded Ann Horrell recommendation a and a new b (as indicated).

That the Tuatapere Te Waewae Community Board:

a) **receives the report titled "Chairperson's Report" dated 4 April 2022.**

new b) that Margaret Thomas remains as a member of the Borland Lodge Trust.

The meeting concluded at 4.24pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE TUATAPERE TE WAEWAE  
COMMUNITY BOARD HELD ON MONDAY, 11 APRIL  
2022.

DATE:.....

CHAIRPERSON:.....

## Community Partnership Fund applications - March 2022 round

Record no: R/22/5/19786  
Author: Kathryn Cowie, Community liaison officer  
Approved by: Fran Mikulicic, Group manager democracy and community

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is for the Tuatapere Te Waewae Community Board to allocate funding for the March 2022 round of the Tuatapere Te Waewae Community Partnership Fund.

### Executive summary

- 2 A total of five applications have been received for the March 2022 funding round of the Tuatapere Te Waewae Community Partnership Fund. The applications are included as an attachment to this report. Please note that the attachments to the applications (including financials) are not attached to this report as they contain information sensitive to applicants' privacy. These attachments were provided to the community board with the applications for their perusal prior to the meeting.
- 3 The Tuatapere Te Waewae Community Board has \$15,802 remaining to allocate through the Tuatapere Te Waewae Community Partnership Fund in the 2021/2022 financial year.
- 4 \$17,881 in requests have been received for this round of funding.

## Recommendation

That the Tuatapere Te Waewae Community Board:

- a) **receives the report titled “Community Partnership Fund applications - March 2022 round” dated 27 May 2022.**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) receives applications from the following:
  1. Waiau Star Rugby Club Inc.
  2. Waiau Area School
  3. Te Waiau Mahikia Kai Trust
  4. Waimatuku Highland Pipe Band
  5. John Kirwan Foundation
- e) approves/declines a grant of \$3,500 to the Waiau Star Rugby Club Inc. to assist with installing a new gas hot water system at the clubrooms.
- f) approves/declines a grant of \$600 to Waiau Area School for costs to purchase new sunhats for students.
- g) approves/declines a grant of \$2,977 to the Te Waiau Mahika Kai Trust for equipment costs for their restoration/planting project.
- h) approves/declines a grant of \$804 to the Waimatuku Highland Pipe Band for costs to purchase new drum slings and pipe reeds for band members.
- i) approves/declines a grant of \$10,000 to the John Kirwan Foundation to assist with **implementing the “Mitey” programme at Waiau Area School.**

## Background

- 5 Southland District Council’s community assistance activity seeks to contribute to a district of ‘proud, connected communities that have an attractive and affordable lifestyle’ by enabling Southland’s communities to be desirable places to live, grow up, work, run a business, raise a family and enjoy a safe and satisfying life. Through providing financial assistance by way of grant funding, community groups and individuals are supported to undertake their desired activities.
- 6 A review of the community assistance activity was completed in early 2019, which resulted in the establishment of the Community Partnership Fund whereby the nine community boards in the district allocate funding directly to their communities.

- 7 The Tuatapere Te Waewae Community Board set the following criteria for the Tuatapere Te Waewae Community Partnership Fund:
- funding requests must be for not-for-profit purposes
  - community groups do not have to be a legal entity to apply, and individuals will be considered on a case by case basis
  - preference will be given to projects that directly benefit the community board area and its residents
  - there is no cap on the amount applicants can request
  - applicant should be able to demonstrate some degree of self-fundraising towards their project, this will be assessed on a case-by-case basis
  - for projects involving capital works, it is expected that the applicant provides two quotes for the works but if it is not possible to get more than one quote it will be expected that there is an explanation for this
  - applicants may be invited to speak to the board about their funding request and project
  - this criteria may be reviewed by the board as and when required
  - applications relating to improvements to council-owned facilities are not eligible for funding.

#### Applications received

<b>Applications received</b>	<b>5</b>
<b>Total amount requested</b>	<b>\$17,881</b>
<b>Funds available</b>	<b>\$15,802</b>

#### 1 **Waiau Star Rugby Club Inc.**

Request assistance towards installing a gas hot water system at the clubrooms.

Total project cost	<b>\$6,600</b>
Amount requested	<b>\$3,500</b>

#### 2 **Waiau Area School**

Request assistance towards purchasing sunhats for 8-13 year old students at the school.

Total project cost	<b>\$600</b>
Amount requested	<b>\$600</b>

#### 3 **Te Waiau Mahika Kai Trust**

Request assistance towards purchasing tools for community restoration/planting days and events for their Mahinga Kai & Ecological Restoration project at the Te Koawa Turoa o Takitimu property.

Total project cost	<b>\$47,579</b>
Amount requested	<b>\$2,977</b>

**4 Waimatuku Highland Pipe Band**

Request assistance towards purchasing new drum slings and pipe reeds for band members.

Total project cost **\$804**

Amount requested **\$804**

**5 John Kirwan Foundation**

Request assistance towards implementing the “Mitey” programme at Waiau Area School. This is a mental health programme for children aged 5-12 years.

Total project cost **\$15,000**

Amount requested **\$10,000**

Issues

- 8 There are no issues to consider.

Factors to consider

Legal and statutory requirements

- 9 There are no legal or statutory requirements to consider.

Community views

- 10 The board, as representatives of the Tuatapere Te Waewae Community Board area will consider each application and how it benefits their communities.

Costs and funding

- 11 The Tuatapere Te Waewae Community Board has \$15,802 remaining to allocate through the Tuatapere Te Waewae Community Partnership Fund in the 2021/2022 financial year.

- 12 \$17,881 in requests have been received for this round of funding.

Policy implications

- 13 There are no policy implications.

Analysis

Options considered

- 14 The options for consideration are to allocate funding pursuant to the funding criteria set by the community board or decline the applications.

Analysis of options

Option 1 – Approves and allocates funding pursuant to the funding criteria set by the community board

<i>Advantages</i>	<i>Disadvantages</i>
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<ul style="list-style-type: none"> <li>support community groups to achieve local initiatives</li> </ul>	<ul style="list-style-type: none"> <li>there are no disadvantages</li> </ul>
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Option 2 – declines the applications

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>there are no advantages</li> </ul>	<ul style="list-style-type: none"> <li>no funds awarded could hinder the progress of community-led development due to lack of financial support</li> </ul>

Assessment of significance

15 Not considered significant.

Recommended option

16 The recommended option is “option 1 - allocates funding pursuant to the funding criteria set by the community board”.

Next steps

17 Inform the applicants of the allocation decisions.

## Attachments

- A Tuatapere Te Waewae CPF Application - Waiau Star Rugby Club - hot water cylinder - March 2022 - APPLICATION FORM ONLY [↓](#)
- B Tuatapere Te Waewae CPF Application - Waiau Area School - sunhats - March 2022 - APPLICATION FORM ONLY [↓](#)
- C Tuatapere Te Waewae CPF Application - Te Waiau Mahika Kai Trust - restoration project equipment costs - March 2022 - APPLICATION FORM ONLY [↓](#)
- D Tuatapere Te Waewae CPF Application - Waimatuku Highland Pipe Band - drum equipment - March 2022 - APPLICATION FORM ONLY [↓](#)
- E Tuatapere Te Waewae CPF Application - JK Foundation - Mitey Programme Waiau School - March 2022 - APPLICATION FORM ONLY [↓](#)

## Community Partnership Fund Application Form

### PLEASE TICK WHICH COMMUNITY PARTNERSHIP FUND YOU ARE APPLYING FOR:

- ☐ Fiordland Community Board  
☐ Oreti Community Board  
☐ Oraka Aparima Community Board  
☐ Northern Community Board  
☐ Ardlussa Community Board  
☐ Waihopai Toetoe Community Board  
☒ Tuatapere Te Waewae Community Board  
☐ Wallace Takitimu Community Board  
☐ Stewart Island/Rakiura Community Board



### YOUR DETAILS

Name of organisation: Waiau Star Rugby Club Inc.  
 Postal address: 157 Hagen Road RD2, Okaitau 9682  
 Street address: 97 Elder Drive, Tuatapere 9620

### CONTACT NAMES

Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out the form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name	Alice Harris	Phone (day)	027 270 0363
Email	a.harris@haurokavalley.school.nz (evening)		
Name	Kristy Nind	Phone (day)	027 630 9529
Email	kristy.nind@outlook.com (evening)		

### BANK ACCOUNT NUMBER TO DIRECT CREDIT GRANT PAYMENT IF APPLICATION SUCCESSFUL:

To help speed the process up in the event of your grant being approved, can you please provide verification of your bank account details. This can be a screen shot or banking slip and it must be attached to your application.

### PROJECT DETAILS

How many members belong to your club/organisation? 100+

Please describe fully: (Continue on a separate sheet if necessary)

For what purpose does your organisation seek a Community Partnership Fund subsidy?

We wish to install gas hot water system to replace 2x hot water cylinders that do not work + are costing the club greatly. The gas will provide hot water to the bar, kitchen + toilets. The gas option is far more economical for the club. Presently, we have to heat water from a jug which is not sustainable or hygienic.



If your application relates to a facility – who uses the facility and how often?

The rugby club building is utilised by the club but also many community groups + events including New Years Day Sports, A + P show + a general hub for community fundraising and social events.

Does the facility have a long term development and maintenance plan? ☐ Yes ☒ No

How will your project benefit the organisation or community?

The rugby club building is used by many groups within our community and an investment in our hot water system is vital to the functionality of our building.

Start date of your project

April

Finish date of your project

April. – will depend on funding

#### FINANCIAL DETAILS

Are you registered for GST? ☐ No ☒ Yes

GST number

18 167 003

Applicants that are not GST-registered need to provide budget figures that include GST

Applicants that are GST-registered need to provide budget figures that exclude GST.

Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out. Not a problem ✓

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR

EXPENDITURE	\$	INCOME	\$
Project costs	GST inclusive or GST exclusive	Your contribution	
Change to Gas Hot Water	\$ 3500 exc. GST	Fees/subs	
		Fundraising	
		Loan/mortgage	
Site Certificate	unknown	Cash savings	
Electrical Work	unknown	Other	Site Cert + Electrical work
		Sub-total	?
Other grants and sponsorship applied for			
Sponsorship		Grants (successful and proposed)	Amount requested
		Tuatapere Te Wae Wae CPF	3500 -
			Result date

<b>Total cost of the project is</b>	<u>\$6,600</u> <del>3500</del>	<b>Sub-total</b>	3500
		<b>Total Income</b>	3500

How much money are you applying for?      \$ 3500 + GST

Briefly describe any voluntary effort or donated materials provided for the project.

Voluntary effort (eg number of hours)

Ewe Drive - end of March. Firewood - In progress now.  
 Game show evening - TBC (was meant to be this month but has been postponed due to COVID).

Donated materials (eg approximate \$ value)

-None. we are unable to source donated materials for this job.

How do you envisage paying for the future operational costs of this project?

Through our usual means of club member subs, bar takings, fundraising events (as used above), sponsorship, hiring of venue etc.

**DECLARATION (PLEASE PROVIDE TWO SIGNATURES)**

We The Waiau Star Rugby Club consent to Southland District Council collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.

Name	<u>Alice Harris</u>		
Position in organisation	President		
Signature	<u>[Signature]</u>	Date	20/02/2022
Name	<u>Kristy Nind</u>		
Position in organisation	Treasurer		
Signature	<u>[Signature]</u>	Date	20/02/2022

**Please attach**

a current statement of income and expenditure	<input checked="" type="checkbox"/>	
a current bank statement from your organisation	<input checked="" type="checkbox"/>	
quotations, where relevant	<input checked="" type="checkbox"/>	
letters of support (if applicable)	<input type="checkbox"/>	

These items will complete your application

**PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED IN FULL AND THAT RELEVANT DOCUMENTATION ACCOMPANIES THE APPLICATION FORM.**

**NOW YOU CAN SUBMIT YOUR APPLICATION IN ONE OF THE FOLLOWING WAYS:**

## Community Partnership Fund Application Form

### PLEASE TICK WHICH COMMUNITY PARTNERSHIP FUND YOU ARE APPLYING FOR:

- ☐ Fiordland Community Board  
☐ Oreti Community Board  
☐ Oraka Aparima Community Board  
☐ Northern Community Board  
☐ Ardlussa Community Board  
☐ Waihopai Toetoe Community Board  
☒ Tuatapere Te Waewae Community Board  
☐ Wallace Takitimu Community Board  
☐ Stewart Island/Rakiura Community Board



### YOUR DETAILS

Name of organisation Waiau Area School  
 Postal address 47 Orawia Road  
 Street address Tuatapere  
**CONTACT NAMES** Clare Robinson

Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out the form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name	<u>Clare Robinson</u>	Phone	(day)	<u>0210318134</u>
Email	<u>crawas.school.nz</u>		(evening)	<u>0210318134</u>
Name	<u>Charmaine Wedderburn</u>	Phone	(day)	<u>03-2266285</u>
Email	<u>admin@was.school.nz</u>		(evening)	<u>020304298</u>

### BANK ACCOUNT NUMBER TO DIRECT CREDIT GRANT PAYMENT IF APPLICATION SUCCESSFUL:

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To help speed the process up in the event of your grant being approved, can you please provide verification of your bank account details. This can be a screen shot or banking slip and it must be attached to your application.

### PROJECT DETAILS

How many members belong to your club/organisation?  

Please describe fully: (Continue on a separate sheet if necessary)

For what purpose does your organisation seek a Community Partnership Fund subsidy?

We would like to provide sunhats for 8 year olds through to 13 year olds. We were given sunhats two years ago but they only fit 5-7 year old children.

If your application relates to a facility – who uses the facility and how often?

N/A

Does the facility have a long term development and maintenance plan?

☐ Yes

☐ No

How will your project benefit the organisation or community?

Our children will be protected from the sun. We are a sunsmart school. Because families need to purchase their own hats we have a lot of children who don't have one

Start date of your project

Finish date of your project

#### FINANCIAL DETAILS

Are you registered for GST?

☐ No

☒ Yes

GST number

55 246 599

Applicants that are not GST-registered need to provide budget figures that include GST

Applicants that are GST-registered need to provide budget figures that exclude GST.

Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR

#### EXPENDITURE

Project costs

Sunihats  
x50

~~\$18.00~~

GST inclusive or

GST exclusive

1

\$12

#### INCOME

Your contribution

Fees/subs

Fundraising

Loan/mortgage

Cash savings

Other

Sub-total

Other grants and sponsorship applied for

Sponsorship

Grants (successful and proposed)

Amount requested

Result date

<b>Total cost of the project is</b>	\$600	<b>Sub-total</b>	
<b>Total Income</b>			
How much money are you applying for?	\$600		
Briefly describe any voluntary effort or donated materials provided for the project.			
Voluntary effort (eg number of hours)			
Donated materials (eg approximate \$ value)			
How do you envisage paying for the future operational costs of this project?			
Normally get them donated or a grant otherwise students have to pay for them. Uniform NZ, Dunedin stock and sunhats.			
<b>DECLARATION (PLEASE PROVIDE TWO SIGNATURES)</b>			
We <u>Waiau Area School</u>		consent to Southland District Council	
collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.			
Name	Charmaine Wedderburn		
Position in organisation	office manager		
Signature	<i>Charmaine Wedderburn</i>	Date	11/3/2022
Name	Clare Robinson		
Position in organisation	Teacher Room 4		
Signature	<i>Clare Robinson</i>	Date	11/3/2022
<b>Please attach</b>		<b>Check</b>	
a current statement of income and expenditure		<input type="checkbox"/>	
a current bank statement from your organisation		<input type="checkbox"/>	
quotations, where relevant		<input type="checkbox"/>	
letters of support (if applicable)		<input type="checkbox"/>	
These items will complete your application			
<b>PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED IN FULL AND THAT RELEVANT DOCUMENTATION ACCOMPANIES THE APPLICATION FORM.</b>			
<b>NOW YOU CAN SUBMIT YOUR APPLICATION IN ONE OF THE FOLLOWING WAYS:</b>			



## Community Partnership Fund Application Form

### PLEASE TICK WHICH COMMUNITY PARTNERSHIP FUND YOU ARE APPLYING FOR:

- ☐ Fiordland Community Board  
☐ Oreti Community Board  
☐ Oraka Apatima Community Board  
☐ Northern Community Board  
☐ Ardlussa Community Board  
☐ Waihopai Toetoe Community Board  
☒ Tuatapere Te Waewae Community Board  
☐ Wallace Takitimu Community Board  
☐ Stewart Island/Rakiura Community Board



### YOUR DETAILS

Name of organisation **TE WAIU MAHIKA KAI TRUST**  
 Postal address  
 Street address **3023 BLACKMOUNT-REDCLIFF ROAD, BLACKMOUNT 9679**

### CONTACT NAMES

Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out the form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name	Vanessa Horwell	Phone	(day)	021 0255 6918
Email	<a href="mailto:info@tewaiumahikakaitrust.co.nz">info@tewaiumahikakaitrust.co.nz</a>		(evening)	
Name	Dave Crouchley	Phone	(day)	
Email	<a href="mailto:Coordinator@tewaiumahikakaitrust.co.nz">Coordinator@tewaiumahikakaitrust.co.nz</a>		(evening)	

### BANK ACCOUNT NUMBER TO DIRECT CREDIT GRANT PAYMENT IF APPLICATION SUCCESSFUL:

To help speed the process up in the event of your grant being approved, can you please provide verification of your bank account details. This can be a screen shot or banking slip and it must be attached to your application.

01-0961-0297798-00

### PROJECT DETAILS

How many members belong to your club/organisation? **1000**

Please describe fully: (Continue on a separate sheet if necessary)

For what purpose does your organisation seek a Community Partnership Fund subsidy?

**Te Waiu Mahika Kai Trust owns a 445 ha property at 3023 Blackmount Redcliffs Road – just north of Blackmount Hill in the Jericho Valley. The property is called “Te Kōawa Tūroa o Takitimu”. We are undertaking a Mahinga Kai and Ecological Restoration Project at Te Kōawa, aiming to enhance and restore mahinga kai (traditional Māori food and resource gathering). The project encompasses pest and weed control, enhancement of natural regeneration, waterway enhancement and a large scale native replanting programme, as well as community engagement and education.**

**The site-wide restoration will recreate a biodiversity corridor from the Takitimu Conservation Area**

down the valley towards Fiordland National Park. This holistic project incorporates Ngāi Tahu's "Ki uta ki tai" - "from mountains to sea approach" to restoration, and will restore a wide range of habitats to encourage indigenous species back to the site.

Our Vision is to protect, restore and rejuvenate the mauri and ecosystems of Te Kōawa Tūroa o Takitimu, for the benefit of Ngāi Tahu whānui now & into the future.

As part of this project, we would like to involve the wider community, including whānau, stakeholders, landowners, schools and others in the community who are interested in taking part.

We will hold community planting days, weed control days and also wānanga/workshops on topics such as mahinga kai, rongoā (traditional māori medicine), rāranga (weaving), Māori history, and also education programmes for schools and rangatahi. We are organising a wānanga/overnight workshop to celebrate Matariki on 24<sup>th</sup> June, This will include planting native rākau/trees.

We are seeking a Community Partnership subsidy to purchase some tools to enable us to hold community restoration events. The tools include spades for planting trees, and saws, loppers, herbicide and a utility bag for pest and weed control. Wilding conifers at the site are one of the greatest ecological threats in the valley, so timely control of seedlings will help the goal of eliminating wildings from the valley.

We intend to hold planting days with schools and other community groups. This will enable people to come and see the project, and feel connected via contributing to the restoration of the valley. Currently the Trust does not have any tools to hold planting or weeding community days.

If your application relates to a facility – who uses the facility and how often?

n/a

Does the facility have a long term development and maintenance plan?

☐ Yes

☐ No

How will your project benefit the organisation or community?

The restoration project will be one of the largest private biodiversity projects in Southland, and will restore an important ecological link between the Takitimu Conservation Area and Fiordland National Park. It will restore the mauri of this valley, which is a culturally important area for Ngāi Tahu, and create important habitat for a wide range of indigenous species, including a number of taonga species.

The weed control work will reduce the significant threat wilding conifers and other woody weeds have on the ecology and plant assemblies of the valley.



The project will enhance and protect the mahinga kai values of the area, and make these accessible to iwi, reinstating a resource that was lost many years ago.

In terms of community, the project will create a common goal and a way that locals can get involved in conservation in their area. It will connect people back to the land, and allow them to learn more not only about the ecological benefits of the restoration project, but the cultural benefits too. It will allow local people the opportunity to contribute to a major conservation project in their backyard, and feel pride in years to come as they pass the site which is highly visible on Blackmount-Redcliff Highway.


Start date of your project	1 <sup>st</sup> May 2022	Finish date of your project	30 <sup>th</sup> April 2022
<b>FINANCIAL DETAILS</b>			
Are you registered for GST?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	GST number 67-737-539
Applicants that are not GST-registered need to provide budget figures that include GST			
Applicants that are GST-registered need to provide budget figures that exclude GST.			
Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.			

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR				
EXPENDITURE	\$ GST exclusive	INCOME	\$	
Project costs		Your contribution		
		Fees/subs		
Tools from Levin Sawmakers: 12 spades (variety of models), 3 loppers, 4 silkie saws	<del>\$2161</del> <del>\$2227</del>	Fundraising		
Five utility bags for weed control Twinneedle Capsule V2 @\$62.80 each (incl 15% discount off retail)	\$314	Loan/mortgage		
Rainbow and Brown cut'n'paste gel for weed control 12x 450g bottles	\$216	Cash savings		
First aid online, 5 x forestry first aid kits	\$220	Other		
		Sub-total		
		Other grants and sponsorship applied for		
		Sponsorship		
		Grants (successful and proposed)	Amount requested	Result date
		ES EFF – for planting trees (labour) and associated materials	20,000	
		Trees that count – supplying trees	24,668	



		<b>Sub-total</b>		
<b>Total cost of the project is</b>	\$47,579	<b>Total Income</b>	44,668	
How much money are you applying for?		<del>\$2911</del> \$2977		
Briefly describe any voluntary effort or donated materials provided for the project.				
Voluntary effort (eg number of hours)				
Voluntary effort consists of our administration supplied by Awarua Rūnaka (20 hours per month), our 4 Trustees (20 hours per month), and also the people who will come and plant trees. We aim to have at least three planting days/working bees this year, with 30 people at each, which equates to at least 450 volunteer hours. The provision of these tools will allow many volunteer days to be held over the years to come.				
Donated materials (eg approximate \$ value)				
Some tree guards have been provided to the value of \$1875				
How do you envisage paying for the future operational costs of this project?				
This application is for provision of tools. These are good quality tools that are used in the Forestry operations. We envisage these tools to last more than a decade. Other costs associated with the volunteer days (such as trees, tree guards etc, and other materials) can either be covered by grants, or by the Trust's own reserves.				
<b>DECLARATION (PLEASE PROVIDE TWO SIGNATURES)</b>				
We	Te Waiau Mahika Kai Trust		consent to Southland District Council	
collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.				
Name	VANESSA HORWELL			
Position in organisation	FUNDING, COMMUNICATIONS AND ENGAGEMENT			
Signature		Date	29/03/2022	
Name	DAVID CROUCHLEY			
Position in organisation	PROJECT COORDINATOR			
Signature		Date	30/3/2022	
<b>Please attach</b>			<b>Check</b>	
a current statement of income and expenditure			<input checked="" type="checkbox"/>	

a current bank statement from your organisation	<input checked="" type="checkbox"/>
quotations, where relevant	<input checked="" type="checkbox"/>
letters of support (if applicable)	<input checked="" type="checkbox"/>
These items will complete your application.	
<b>PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED IN FULL AND THAT RELEVANT DOCUMENTATION ACCOMPANIES THE APPLICATION FORM.</b>	
<b>NOW YOU CAN SUBMIT YOUR APPLICATION IN ONE OF THE FOLLOWING WAYS:</b>	
Email to <a href="mailto:funding@southlanddc.govt.nz">funding@southlanddc.govt.nz</a>	
Post to Southland District Council, PO Box 903, Invercargill 9840	
Drop into your nearest SDC office	

Community Partnership Fund Application Form			
<b>PLEASE TICK WHICH COMMUNITY PARTNERSHIP FUND YOU ARE APPLYING FOR:</b>			
<input type="checkbox"/> Fiordland Community Board <input type="checkbox"/> Oreti Community Board <input type="checkbox"/> Oraka Aparima Community Board <input type="checkbox"/> Northern Community Board <input type="checkbox"/> Ardlussa Community Board <input type="checkbox"/> Waihopai Toetoe Community Board <input checked="" type="checkbox"/> Tuatapere Te Waewae Community Board <input type="checkbox"/> Wallace Takitimu Community Board <input type="checkbox"/> Stewart Island/Rakiura Community Board			
 <b>SOUTHLAND</b> DISTRICT COUNCIL			
<b>YOUR DETAILS</b>			
Name of organisation	Waimatuku Highland Pipe Band		
Postal address	9 P.O Box 5119 Waihiwi Invercargill 9843		
Street address	Riverton Walkedown Highway Thornbury		
<b>CONTACT NAMES</b>			
Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out the form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.			
Name	Penny Faulkner	Phone	(day) 0274364744
Email	ron.penny.faulkner@gmail.com		(evening)
Name	Peter Sherriff	Phone	(day) 0212286560
Email	1ptsherriff@gmail.com		(evening)
<b>BANK ACCOUNT NUMBER TO DIRECT CREDIT GRANT PAYMENT IF APPLICATION SUCCESSFUL:</b>			
To help speed the process up in the event of your grant being approved, can you please provide verification of your bank account details. This can be a screen shot or banking slip and it must be attached to your application.			
<b>PROJECT DETAILS</b>			
How many members belong to your club/organisation?		25	
Please describe fully: (Continue on a separate sheet if necessary)			
For what purpose does your organisation seek a Community Partnership Fund subsidy?			
Waimatuku Pipe Band has members from all over Western and Northern Southland. We have new kumar drummers and require slings for carrying the drums. Also the pipers require new charter reeds to get a uniform and on the sound.			

If your application relates to a facility – who uses the facility and how often?

Does the facility have a long term development and maintenance plan?

☐ Yes

☐ No

How will your project benefit the organisation or community?

Our band performs in numerous parades through out the Southland area. Christmas parades, ANZAC parades, sports days, A.P shows and more. We have members from throughout Southland

Start date of your project

Finish date of your project

#### FINANCIAL DETAILS

Are you registered for GST?

☐ No

☒ Yes

GST number

24 253 049

Applicants that are not GST-registered need to provide budget figures that include GST

Applicants that are GST-registered need to provide budget figures that exclude GST.

Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR

EXPENDITURE	\$	INCOME	\$	
Project costs	GST inclusive or GST exclusive	Your contribution		
		Fees/subs		
Drum Slings	230	Fundraising		
		Loan/mortgage		
Pipe Reeds	574	Cash savings		
		Other		
		Sub-total		
		Other grants and sponsorship applied for		
		Sponsorship	—	
		Grants (successful and proposed)	Amount requested	Result date
		—	—	

Total cost of the project is		804	Sub-total	
Total income				
How much money are you applying for?			\$ 804	
Briefly describe any voluntary effort or donated materials provided for the project.				
Voluntary effort (eg number of hours) The band puts in many hours of practice to allow a professional and polished performance. Time is donated to tutor new members every week.				
Donated materials (eg approximate \$ value)				
How do you envisage paying for the future operational costs of this project?				
DECLARATION (PLEASE PROVIDE TWO SIGNATURES)				
We		Penny - Owen	consent to Southland District Council	
collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.				
Name		Penny Faulkner		
Position in organisation		Drum Corporal / Funding Coordinator		
Signature		Penny		Date 26-3-22
Name		Peter Sherriff		
Position in organisation		Treasurer		
Signature		Peter		Date 21/3/22
Please attach				Check
a current statement of income and expenditure				<input checked="" type="checkbox"/>
a current bank statement from your organisation				<input checked="" type="checkbox"/>
quotations, where relevant				<input checked="" type="checkbox"/>
letters of support (if applicable)				<input type="checkbox"/>
These items will complete your application				
PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED IN FULL AND THAT RELEVANT DOCUMENTATION ACCOMPANIES THE APPLICATION FORM.				
NOW YOU CAN SUBMIT YOUR APPLICATION IN ONE OF THE FOLLOWING WAYS:				



## Community Partnership Fund Application Form

### PLEASE TICK WHICH COMMUNITY PARTNERSHIP FUND YOU ARE APPLYING FOR:

- ☐ Fiordland Community Board  
☐ Oreti Community Board  
☐ Oraka Aparima Community Board  
☐ Northern Community Board  
☐ Ardlussa Community Board  
☐ Waihopai Toetoe Community Board  
☒ Tuatapere Te Waewae Community Board  
☐ Wallace Takitimu Community Board  
☐ Stewart Island/Rakiura Community Board



### YOUR DETAILS

Name of organisation **SIR JOHN KIRWAN FOUNDATION**  
 Postal address **C/- 290 LANGFORD RD. RD3 . WINTON 9783**  
 Street address

### CONTACT NAMES

Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out the form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name	Tim corbett	Phone	(day)	021 648136
Email	tim@jkfoundation.org.nz		(evening)	
Name	Belinda Brown	Phone	(day)	021 678 027
Email	belinda@jkfoundation.org.nz		(evening)	

### BANK ACCOUNT NUMBER TO DIRECT CREDIT GRANT PAYMENT IF APPLICATION SUCCESSFUL:

To help speed the process up in the event of your grant being approved, can you please provide verification of your bank account details. This can be a screen shot or banking slip and it must be attached to your application.

### PROJECT DETAILS

How many members belong to your club/organisation?

Please describe fully: (Continue on a separate sheet if necessary)

For what purpose does your organisation seek a Community Partnership Fund subsidy?

**Across NZ, 1 in 5 children will experience a mental health issue before 18 and worse, 65 NZ children committed suicide in 2019 with Southland having the highest rates in NZ. The Foundation is committed to changing this. Mitey is an evidence based, mental health education approach, built from a bicultural base and delivered over 3 years in a co-design process with primary schools. Mitey has ongoing evaluation from the University of Auckland. We have developed and tested Mitey in a range of schools over 2019-2021 including Southland and now, due to high demand from Southland schools, have employed a Southland Mitey**

**Coach to work with local schools. We are working with Waiau Area School in the Tuatapere Te Waiwai Community Board area.**

**Mitey puts in place a sustainable infrastructure for mental health education in the school that also involves reaching into the community. Mitey equips children with the knowledge, skills and behaviours to manage their own mental health and those around them. Children learn this through a stepped progression of learning from 5 to 12 years old so they enter into their teenage years with the knowledge and tools that are protective of mental health. Mitey is embedded into the school systems so that not only current students benefit but all future children going through the school.**

If your application relates to a facility – who uses the facility and how often?

Does the facility have a long term development and maintenance plan?

☐ Yes

☐ No

How will your project benefit the organisation or community?

Mitey makes proven impact on the drivers that create whole school change for child mental health

We see both empirical and anecdotal evidence for change in both children and their teachers

Because primary schools are major hubs for the community and a key aspect of Mitey is community engagement, there is a transfer of knowledge into the school

households and community.

Equipping children with the knowledge, skills and behaviours to manage their own mental health and those around them, gives them the protective factors for positive mental health that improves their current learning, future learning, ability to form positive relationships, employment and connection with their community.

(More details in accompanying document)

Start date of your project

Finish date of your project

#### FINANCIAL DETAILS

Are you registered for GST?

☐ No

☒ Yes

GST number

1

2

1

73

1

6

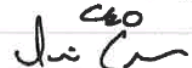

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5

Applicants that are not GST-registered need to provide budget figures that include GST  
 Applicants that are GST-registered need to provide budget figures that exclude GST.  
 Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR				
EXPENDITURE	\$	INCOME	\$	
Project costs	GST inclusive or GST exclusive	Your contribution		
<i>See attached budget</i>		Fees/subs		
		Fundraising		
		Loan/mortgage		
		Cash savings		
		Other		
		Sub-total		
		<b>Other grants and sponsorship applied for</b>		
	Sponsorship			
	Grants (successful and proposed)	<b>Amount requested</b>	<b>Result date</b>	
		\$10000		
		<b>Sub-total</b>		
<b>Total cost of the project is</b>	<b>\$15000</b>	<b>Total Income</b>		
How much money are you applying for?		\$ 10,000		
Briefly describe any voluntary effort or donated materials provided for the project.				
Voluntary effort (eg number of hours)				
Donated materials (eg approximate \$ value)				
How do you envisage paying for the future operational costs of this project?				



<b>DECLARATION (PLEASE PROVIDE TWO SIGNATURES)</b>			
We	consent to Southland District Council		
collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.			
Name	Tim Corbett		
Position in organisation	CEO		
Signature		Date	4-05-22
Name			
Position in organisation	Southland Regional Council		
Signature		Date	4-05-22
<b>Please attach</b>			<b>Check</b>
a current statement of income and expenditure			<input type="checkbox"/>
a current bank statement from your organisation			<input type="checkbox"/>
quotations, where relevant			<input type="checkbox"/>
letters of support (if applicable)			<input type="checkbox"/>
These items will complete your application			
<b>PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED IN FULL AND THAT RELEVANT DOCUMENTATION ACCOMPANIES THE APPLICATION FORM.</b>			
<b>NOW YOU CAN SUBMIT YOUR APPLICATION IN ONE OF THE FOLLOWING WAYS:</b>			
Email to <a href="mailto:funding@southlanddc.govt.nz">funding@southlanddc.govt.nz</a>			
Post to Southland District Council, PO Box 903, Invercargill 9840			
Drop into your nearest SDC office			



## Unbudgeted expenditure - Clifden Recreation Reserve - grant to Tuatapere Golf Club to assist with purchase of new mower

Record no: R/22/6/21312  
Author: Kelly Tagg, Community partnership leader  
Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is to consider a request from the Clifden Recreation Reserve Committee to contribute funds in the amount of \$20,000 towards the purchase of a new mower for the Tuatapere Golf Course by way of a grant from the Clifden recreation reserve account.

### Executive summary

- 2 The Tuatapere golf course is a public golf course situated on Council property at Clifden. The balance of the reserve is grazed by way of a licence from Council, with the income from this held by Council to be used in accordance with the Reserves Act 1977. The day to day running of the grazed portion of the reserve is administrated by the Clifden Recreation Reserve Committee.
- 3 The committee have written to this board requesting that \$20,000 of the funds held by Council from the grazing, be used to assist with the purchase of a new mower for the Tuatapere golf course.
- 4 These funds can be used for this purpose, but require the approval of the community board to do so.

## Recommendation

That the Tuatapere Te Waewae Community Board:

- a) **receives the report titled “Unbudgeted expenditure - Clifden Recreation Reserve - grant to Tuatapere Golf Club to assist with purchase of new mower” dated 7 June 2022.**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) approves the request from the Clifden Recreation Reserve Committee to contribute \$20,000 of the Clifden recreation reserve funds towards the purchase of a new lawn mower by the Tuatapere golf course.

## Background

- 5 The Tuatapere golf course is a public golf course situated on Council property at Clifden. The balance of the reserve is grazed by way of a licence from Council, with the income from this held by Council to be used in accordance with the Reserves Act 1977. The day to day running of the grazed portion of the reserve is administered by the Clifden Recreation Reserve Committee.
- 6 It should be noted that the Clifden Recreation Reserve Committee is not a formal committee of Council and is instead a local community group that meets to discuss the reserve land. The Clifden Recreation Reserve Committee does not have delegated authority to make decisions on the funds held in reserve but can offer suggestions for how it may be spent as has happened in this instance.
- 7 The lease agreement for the golf course requires it to be available for use by the public at times when not being used for club events and upon users paying the required fees. In essence, it is a public golf course.
- 8 In April, the Clifden Recreation Reserve Committee wrote to Council asking to uplift \$20,000 from the funds held in reserve in order to assist the Tuatapere Golf Club with the costs associated with purchasing a new mower.
- 9 The new mower cost \$53,000 plus GST and has depleted the golf course's cash reserves.
- 10 The balance of the Clifden Recreation Reserve is forecast to be \$48, 049 by 30 June 2022.
- 11 In the 2017/18 financial year Council granted \$29,000 plus GST to assist towards the costs of an automated irrigation system at the Tuatapere golf course.

- 12 The funds have rebuilt over the last five years due to receiving annual rental income from grazing and the golf course rental.

#### Issues

- 13 The recreation reserve generates \$7,214 in rental income each year.
- 14 The Clifden Recreation Reserve Committee is not a formal subcommittee of Council and does not have delegated authority to determine how the funds collected from the reserve are to be spent – this responsibility sits with the community board and Council.
- 15 The Tuatapere Te Waewae Community Board may wish to give some consideration to the future use of the funds being held in the Clifden Recreation Reserve account and limit any further grants being made until the open spaces/reserve management plan is completed. This will give the board a better understanding of what further expenditure on the reserve may be required in the future.

#### Factors to consider

##### Legal and statutory requirements

- 16 Section 80 (1) of the Reserves Act 1977 allows the use of funds received that act to be used “...in purchasing, taking on lease, managing, administering, maintaining, protecting, improving and developing reserves under its control...”
- 17 While the golf course is held under lease by the Tuatapere Golf Club, as stated above, it is to be used as a public golf course. However, the reserve is still under the control of Council.
- 18 Using the funds to maintain the public golf course is therefore considered to be an appropriate use of the funds for the benefit of the public and is consistent with previous approvals to use these funds.
- 19 The Tuatapere Te Waewae Community Board has delegated authority to approve unbudgeted expenditure up to \$20,000.

##### Community views

- 20 No specific community consultation has been carried out however, this request to being actioned by the Tuatapere Te Waewae Community Board who are deemed to represent the views of the local community.

##### Costs and funding

- 21 The funds held in the Clifden Recreation Reserve account by Council as at 30 June 2022, are forecast to be \$48,049.

##### Policy implications

- 22 None identified at this stage.

## Analysis

### Options considered

- 23 The board is being asked whether or not it wishes to approve the unbudgeted expenditure request for a grant of \$20,000 to assist with the purchase of a new mower for the Tuatapere Golf Club from funds held in the Clifden Recreation Reserve account.

### Analysis of Options

Option 1 – Approves the request from the Clifden Recreation Reserve Committee for a grant of \$20,000 to assist with the purchase of the new mower by the Tuatapere Golf Club

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>assists to rebuild the cash reserves of the Golf Club which have been depleted with the new mower purchase</li><li>allows this locally generated income to be spent in the area it was collected.</li></ul>	<ul style="list-style-type: none"><li>less funds will be available for future projects</li></ul>

Option 2 – Declines the request from the Clifden Recreation Reserve Committee for a grant of \$20,000 to assist with the purchase of the new mower by the Tuatapere Golf Club

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>more funds will be available for future projects</li></ul>	<ul style="list-style-type: none"><li>the Tuatapere Golf Club will not have any funds available in reserve should they be required.</li></ul>

Option 3 – approves a grant of less than \$20,000 to assist with the purchase of a new mower by the Tuatapere Golf Club

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>assists to build back up the cash reserves of the golf club (but to a lesser extent)</li><li>allows this locally generated income to be spent in the area it was collected.</li></ul>	<ul style="list-style-type: none"><li>slightly less funds will be available for future projects.</li></ul>

### Assessment of significance

- 24 Not considered significant.

### Recommended option

- 25 Option one is the recommended option.

### Next steps

- 26 Advise the Clifden Recreation Reserve Committee of the outcome of their request and arrange payment (if approved).

## Attachments

- A Clifden Recreation Reserve Committee - application to Tuatapere Te Waewae Community Board to approve grant to Tuatapere Golf Club - 4 April 2022 [↓](#)
- B Clifden Recreation Reserve Committee minutes - 1 April 2022 [↓](#)

THE CLIFDEN RECREATION RESERVE

44 COTTER AVENUE

ARROWTOWN

4<sup>TH</sup> APRIL 2022

THE TUATAPERE COMMUNITY BOARD

Dear Margaret

The Clifden Recreation Reserve Committee have been approached by the Tuatapere Golf Club for assistance to fund a new greens mower. The previous mower had worked for 35 years. The new mower was purchased before an eminent \$5000 price rise and cost \$53000 plus GST. This capital expense has depleted the clubs cash reserves.

The Clifden Recreation Reserve Committee have agreed to apply for \$20,000 to assist in the funding of the mower. The Committee recommends this grant as they are aware that by keeping golf subscriptions and green fees low allows all the community the opportunity to play golf.

Yours faithfully

John Rowley

Secretary

CLIFDEN RECREATION RESERVE COMMITTEE



AGM MEETING OF THE CLIFDEN RECREATION RESERVE WAS HELD AT THE TUATAPERE GOLF CLUBHOUSE ON FRIDAY THE 1<sup>ST</sup> APRIL 2021 AT 4PM.

PRESENT JOHN KNOWLER, ROHAN KNOWLER, NIGEL FOWLE, JAMES RIDLEY, SYD McCLELLAN, MARGARET THOMAS and SECRETARY.

APOLOGIES for C COPLAND, A and R GRAY, and N PARRIS were accepted by R KNOWLER/S McCLELLAN

MINUTES of the previous annual meeting were read and confirmed by R KNOWLER/S McCLELLAN

CHAIRMAN'S REPORT was read and adopted by J KNOWLER/J ROWLEY. CHAIRMAN'S report recommended that the grazing lease be ploughed.

#### ELECTION OF OFFICERS

CHAIRMAN R KNOWLER nominated by J ROWLEY/N FOWLE carried.

Retiring chairman JOHN KNOWLER thanked for his record 59 years of service on the board many of them as chairman.

SECRETARY J ROWLEY nominated by J KNOWLER/R KNOWLER. carried.

#### COMMITTEE

J RIDLEY, J KNOWLER, N FOWLE, C COPLAND and A & R GRAY. Agreed J KNOWLER/J ROWLEY

#### COMMITTEE MEETING

MINUTES were read and confirmed by R KNOWLER/S McCLELLAN

The Tuatapere Golf Club had a written request for \$20,000 to assist fund their purchase of a new greensmower. The old mower it replaced had done 35 years. The new mower had been purchased before an eminent \$5000 price rise for \$53,000 plus GST. The purchase had depleted the Club's cash reserves.

After a discussion on how beautiful the Course was looking and that it was open to the community to just walk around or play golf at a very reasonable subscription it was moved by J RIDLEY/J ROWLEY That the committee apply to Tuatapere Tewaewae Community Board for \$20,000 to be distributed to the Tuatapere Golf Club to fund their greens mower. Carried unanimously.

#### GRAZING LEASE

The secretary informed the committee on the reluctance of the S D Council to tender the renewal of the lease on the 1<sup>st</sup> of August this year. If both lessee and lessor were agreeable the lease would carry on for supposably for another 5yrs.

This being the case it was moved R KNOWLER/J ROWLEY that N FOWLE remain as lessor at the present rent. Carried.

Note was taken that the lease date of expiry would be better in April rather than August.

GENERAL The SECRETARY suggested that the incoming committee consider funding for a social need or needs in the district. Maybe a tertiary grant.

MEETING CLOSED AT 5.05PM



## Operational Report for Tuatapere Te Waewae Community Board

Record No: R/22/4/15028

Author: Brendan Gray, Project delivery manager

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

### Purpose of report

- 1 The purpose of the report is to update the board on the operational activities in the Tuatapere Te Waewae Community Board area.

### Recommendation

That the Tuatapere Te Waewae Community Board:

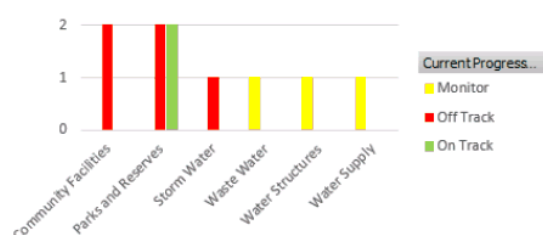
- a) **Receives the report titled “Operational Report for Tuatapere Te Waewae Community Board” dated 1 June 2022.**

### Attachments

- A Report to Tuatapere Te Waewae Community Board - operational report - 13 June 2022 PDF  
[↓](#)



## 1. Projects within current financial year as at 18 May 2022



## 2. Progress since last reporting period

### CLARIFICATION OF FUNDING SOURCES

Local funded: footpaths, SIESA, water facilities, airport and halls.

District funded: water, sewerage, stormwater, cemeteries, toilets and roading.

Local or District funded (dependent on service): community facilities, open spaces and community grants.

ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET
<b>COMMUNITY FACILITIES</b>	P-10573	Orepuki hall - exterior recladding	Delivery phase	Off track	\$106,746
Estimated start date early June, likely we will need to carry forward to 2022/2023.					
<b>COMMUNITY FACILITIES</b>	P-10850	Tuatapere - investigation project railway station	Pre-delivery phase	Off track	\$10,000
Collating further information from the board and key stakeholders in the community. Ideas being pulled together to form a draft report to be shared with the board for discussion.					
<b>PARKS AND RESERVES</b>	P-10770	Monowai Village reserve playground - equipment replacement	Delivery phase	On track	\$47,250
The fort has been constructed at the yard in Te Anau, footings will be installed this week along with the pad for a picnic table. Will be completed by the end of May 2022.					



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET
<b>PARKS AND RESERVES</b>	P-10841	Monkey Island – shelter area development (stage 1)	Pre-delivery phase	Off track	\$100,000
Currently in direct negotiation.					
<b>PARKS AND RESERVES</b>	P-10849	Tuatapere - investigation project Main Street	Pre-delivery phase	Off track	\$10,000
Collating further information from the board and key stakeholders in the community. Ideas being pulled together to form a draft report to be shared with the board for discussion.					
<b>PARKS AND RESERVES</b>	P-10944	Clifden Bridge toilet - interpretation panels	Delivery phase	On track	\$10,000
All the material for the combined sign has been pulled together and is out with different agencies for proofing. Design work is starting on this and will be completed by the end of June.					
<b>STORM WATER</b>	P-10437	Orepuki storm main upgrade Main Road	Delivery phase	Off track	\$240,000
The design has been finalised and accepted by Council, we are about to receive the final price from the contractor with a hope to accept the price and start early June.					
<b>WASTE WATER</b>	P-10481	Tuatapere wastewater - consent renewal	Delivery phase	Monitor	\$20,000
After an investigation by Downer, it has been decided to use a drilling contractor to install the piezometers. We are currently seeking pricing to do the work. It is likely now that this will be a carry forward project.					
<b>WATER STRUCTURES</b>	P-10666	Tuatapere boat ramp - refurbishment	Pre-delivery phase	Monitor	\$5,000
Waiting on resource consent so we can start repairs.					
<b>WATER SUPPLY</b>	P-10007	Upgrade water supply at Eastern Bush - stage 1	Pre-delivery phase	Monitor	\$2,056,474
We have issues with the suitability of the water source. Further thought, design and source locations are being considered by BECA. This has pushed back progress on this project and it is likely now that tender and construction will be later in the 2022/2023 year.					

### 3. Service contracts

CONTRACT NAME	CONTRACT MANAGER COMMENTARY
<b>10/01 – Water and waste water services operation and maintenance</b>	<p>The contract remains operating well, with no significant issues being made aware to the three waters team.</p> <p>Recent tidying up of the wastewater disposal fields in Monowai will allow for stock grazing in order to keep the site tidy.</p> <p>Old bores in Tuatapere have recently been decommissioned and filled in to ensure no water loss.</p> <p>Contingencies remain in place to ensure delivery of essential services continue in the event of Covid-19 affecting staff.</p>



CONTRACT NAME	CONTRACT MANAGER COMMENTARY
<b>17/3 Waimea Alliance</b>	<p>Routine maintenance and cyclic works are ongoing.</p> <p>2022/2023 pre-reseal repair works are ongoing with all stabilising completed, along with a small amount of depressions and edge break. Maintenance metaling has been continuing.</p> <p>Crews have been able to get ahead with “all fault” marking and repairs, these are outside of the pre-reseal repairs.</p> <p>Sealed road spraying has been completed and unsealed has begun.</p> <p>The Waimea drainage crew is working in the Tuatapere area, before coming to Ardlussa for some drainage works, and the Northern area for some non-maintenance works at the Lumsden rail precinct and the around the mountains cycle trail.</p>
<b>16/52 Toilet contracts</b>	<p>A minor leak has been identified in the tank at the Orepuki hall, further investigation is required to establish why the tank is emptied so frequently.</p>
<b>20/20 Mowing contract</b>	<p>The first year of the new mowing contract has been a successful transition, and the feedback has been positive.</p>
<b>Gardening -Tuatapere</b>	<p>Gardening has continued on a shared basis with only minor issues coming up and being dealt with. Additional spraying has been undertaken in the Greenheart reserve to control the broom.</p>



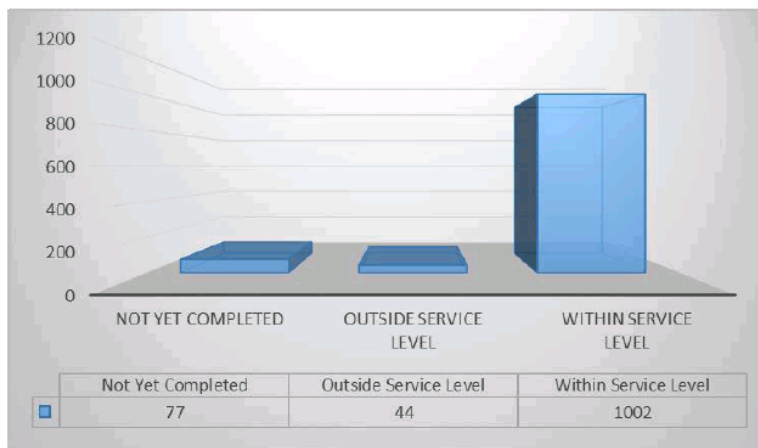
#### 4. Request for service data 10 March 2022 – 13 May 2022



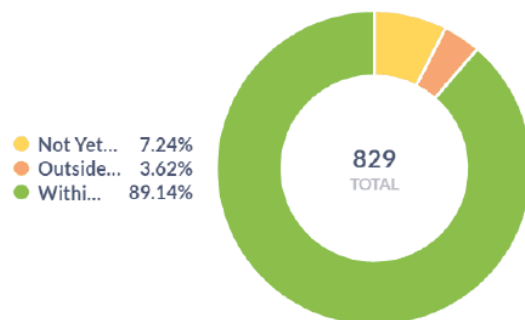
REQUEST TYPE	COUNT
Community facilities - halls – repairs and maintenance	2
Council housing - repairs and maintenance	3
Council property enquiry	1
Footpaths	1
Paper roads	1
Parks and reserves - repairs and maintenance	2
Rural water - no water supply	1
Rural water asset leak	3
Street lights out	1
Streetscape -vegetation	2
Toilets - cleaning, repairs and maintenance	1
Transport general enquiries	4
Water and waste general	3
Water asset leak (main, hydrant, valve or meter)	5
Water toby leak	1
Water toby location	1
Wheelie bin – non-compliance	6
Wheelie bin cancel/damaged/stolen	2
Wheelie bin new/size change/additional	3
<b>TOTAL</b>	<b>43</b>



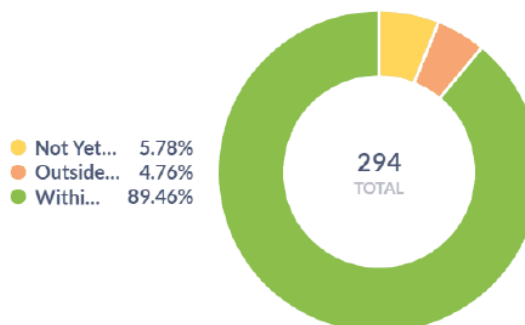
### RFS count by completion time status – district



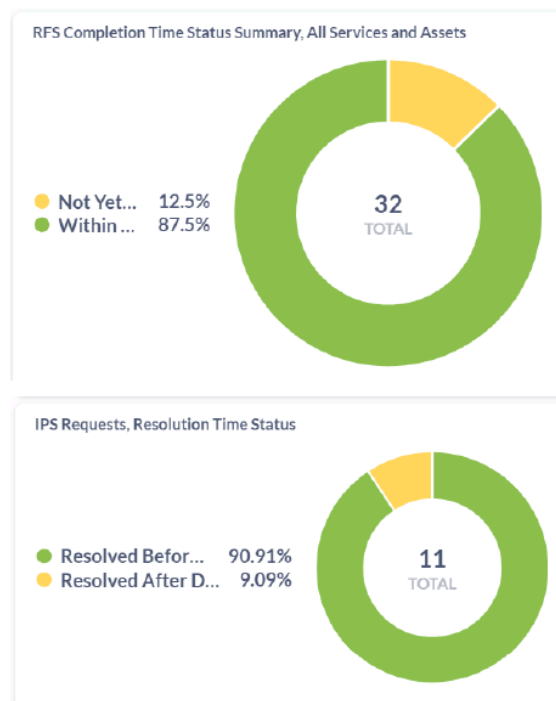
#### RFS Completion Time Status Summary, All Services and Assets



#### RFS Completion Time, Services and Assets Group, not street address





**RFS count by completion time status – local**

Note: RFS that were not yet completed or outside the service level were due to factors including further investigations/work required and extensions of time to complete the requests.



## 5. Local finance reporting

<b>Orepuki - Business Units as at 30 April 2022</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>
Street Works - Orepuki	\$1,756	\$1,768	\$2,519	\$726	\$2,493	\$2,992			
Refuse Collection - Orepuki	\$2,642	\$2,638	\$3,165	\$14,715	\$8,694	\$10,433			
Beautification - Orepuki	\$9,411	\$9,470	\$11,364	\$8,012	\$10,174	\$12,209			
Playground - Orepuki	\$6,211	\$6,250	\$7,500	\$1,526	\$6,801	\$8,161			
Hall - Orepuki	\$7,939	\$8,078	\$10,062	\$13,259	\$14,362	\$16,619			\$50,000
Railway Land - Orepuki			\$900	\$323	\$1,975	\$2,308			
<b>Total</b>	<b>\$27,960</b>	<b>\$28,203</b>	<b>\$35,510</b>	<b>\$38,561</b>	<b>\$44,499</b>	<b>\$52,722</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>

Orepuki income is \$27,960, which is slightly under budget (\$243).

Expenditure is \$38,561, which is \$5,938 less than budget. This is primarily due to minimal maintenance costs being incurred for the playground (\$5,275).

Beautification is \$2,162 under projection, primarily due to some of the mowing contractors are invoicing a month in arrears so from May these will be accrued which will remove a significant portion of the variance and better reflect actual costs incurred. Additionally, no street work maintenance has been required to date (\$1,767). These underspends are offset by refuse collection costs being \$6,020 over budget due to additional rubbish collection being required to date due to an increase in visitors to the area.



<b>Tuatapere - Business Units as at 30 April 2022</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>
Cosy Nook	\$2,954	\$2,499	\$3,606						
Street Works - Tuatapere	\$2,183	\$2,197	\$2,636	\$273	\$2,470	\$2,964			\$1,500
Refuse Collection - Tuatapere	\$6,091	\$6,081	\$7,297	\$5,463	\$6,081	\$7,297			
Beautification - Tuatapere	\$42,741	\$43,009	\$60,058	\$31,159	\$40,071	\$47,809			
Tuatapere Parks & Reserves	\$21,015	\$21,147	\$25,855	\$27,805	\$22,441	\$46,728	\$45,000	\$44,914	\$72,191
Waiau River Collection	\$290	\$292	\$350		\$292	\$350			
Tuatapere Ward Pool Rate	\$4,231	\$4,223	\$5,898	\$5,000	\$5,067	\$5,067			
Hall - Tuatapere	\$13,831	\$14,095	\$16,914	\$12,957	\$17,059	\$62,410			
Boat Ramps - Tuatapere-Te Wae	\$5,797	\$5,833	\$7,000	\$770	\$5,833	\$7,000			
<b>Total</b>	<b>\$99,132</b>	<b>\$99,375</b>	<b>\$129,614</b>	<b>\$83,427</b>	<b>\$99,313</b>	<b>\$179,625</b>	<b>\$45,000</b>	<b>\$44,914</b>	<b>\$73,691</b>

Tuatapere income is \$99,132, slightly less than budget (\$243).

Expenditure is \$83,427, which is \$15,886 below budget. Beautification is underspent (\$8,912) due to lower mowing, gardening and maintenance required to date due to some of the mowing contractors invoicing a month in arrears. From May these will be accrued which will remove a significant portion of the variance and better reflect costs incurred. The hall has incurred lower electricity, cleaning and general maintenance costs (\$4,102). The boat ramps are under projection by \$5,063 due to the refurbishment project still awaiting resource consent in order to start repairs, and limited maintenance has been required to date. Parks and Reserves are overspent by \$5,364 as a result of \$15,516 spent on the Tuatapere Main Street Urban Development Plan, this is offset by an underspend on general maintenance (\$9,138). The budget for the Tuatapere Main Street Urban Development Plan was phased to June however the costs for this work has been incurred earlier than expected, and therefore should be in alignment with budget at year end.

Capital expenditure of \$45,000 for the Jack and Mattie Bennett Memorial Park playground equipment renewal project is consistent with budget.



<b>Tuatapere-Te Waewae - Business Units as at 30 April 2022</b>									
	<b>Income</b>			<b>Expenses</b>			<b>Capital</b>		
<b>Business Unit</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>	<b>Actual YTD</b>	<b>Projection YTD</b>	<b>Projection Full Year</b>
Community Leadership Tuatapere	\$11,680	\$11,753	\$20,002	\$3,200	\$3,200	\$30,002			
Refuse Collection - Tuata Tewa									
Rec Reserve - Tuatapere-TeWae	\$3,368	\$3,389	\$4,067	\$1,604	\$7,679	\$8,945			
Hirstfield Reserve Committee	\$2,048	\$1,666	\$2,550						
Clifden Recreation Reserve Com	\$7,163	\$5,183	\$7,115	\$502	\$889	\$981			
Monowai Reserve & Playground	\$8,085	\$8,136	\$9,763	\$6,406	\$11,366	\$13,626	\$30,230	\$47,250	\$47,250
Hall - Clifden	\$6,064	\$6,064	\$7,277	\$3,035	\$6,243	\$7,277			
Hall - Orawia	\$8,508	\$8,463	\$10,661	\$4,829	\$9,546	\$11,216			
Clifden Bridge	\$4,141	\$4,167	\$5,000	\$417	\$4,583	\$5,500			\$10,000
<b>Total</b>	<b>\$51,057</b>	<b>\$48,821</b>	<b>\$66,435</b>	<b>\$19,992</b>	<b>\$43,507</b>	<b>\$77,547</b>	<b>\$30,230</b>	<b>\$47,250</b>	<b>\$57,250</b>

Tuatapere-Te Waewae income is \$51,057 which is \$2,236 above budget. This is predominately due to the income from the Clifden recreation reserve rentals being different to the phased budget.

Expenditure is \$19,992 which is \$23,515 under budget. The recreation reserve business unit is underspent due to lower mowing incurred to date (\$6,075). Monowai reserve and playground is \$4,960 underspent due to less mowing and maintenance spend to date. The Clifden hall, Orawia hall and Clifden bridge are all under budget due to less maintenance being required to date (\$3,208, \$4,717 and \$4,166 respectively). Some of the mowing contractors are invoicing a month in arrears. Accruals for these mowing costs will be raised in May which will reduce the variance and better reflect actual costs.

Capital expenditure is \$30,230 which is \$17,020 under budget due to the progress of the Monowai playground equipment replacement project. This project is however, expected to be completed by the end of May 2022 (as outlined earlier in this report).



### Reserve balances

RESERVE	ACTUAL 30 JUNE 2021	BUDGET 30 JUNE 2022	FORECAST 30 JUNE 2022
Orepuki community centre	\$26,307	\$25,267	\$25,267
Orepuki general	\$27,483	\$27,881	\$27,220
<b>Total – Orepuki</b>	<b>\$53,790</b>	<b>\$53,148</b>	<b>\$52,487</b>
Tuatapere community centre	\$36,978	\$9,735	\$4,735
Elder park forestry	\$24,588	\$25,067	\$25,067
Tuatapere general	\$242,188	\$216,116	\$146,839
Tuatapere pool	\$36,986	\$37,817	\$37,817
Tuatapere property	\$3,149	\$3,212	\$3,212
Waiau river collection	\$648	\$665	\$665
Tuatapere water meridian contribution	\$7,517	\$7,664	\$7,664
<b>Total – Tuatapere</b>	<b>\$352,054</b>	<b>\$300,276</b>	<b>\$225,999</b>
Clifden recreation reserve	\$42,275	\$48,409	\$48,409
Cosy Nook reserve	\$28,665	\$32,271	\$32,271
Hirstfield reserve	\$26,368	\$28,918	\$28,918
<b>Total – Waiau Aparima</b>	<b>\$97,308</b>	<b>\$109,598</b>	<b>\$109,598</b>
<b>TOTAL RESERVES</b>	<b>\$503,152</b>	<b>\$463,022</b>	<b>\$388,084</b>



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## Community leadership report

Record no: R/22/5/20710

Author: Simon Moran, Strategic project lead

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

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### Purpose

- 1 The purpose of this report is to inform the board of the community leadership activities in the area.

### Recommendation

That the Tuatapere Te Waewae Community Board:

- a) **receives the report titled “Community leadership report” dated 2 June 2022.**

### Attachments

- A Community leadership report [↓](#)



## What's happening in your area

### Community partnership fund

Five applications have been received for the Tuatapere Te Waewae Community Partnership Fund that closed on 31 March. The board will discuss and allocate funds as per the report on this agenda.

### Regional funding outcomes

The following were granted funds at the SDC Community and Strategy meeting on Wednesday, 25 May.

#### Sport New Zealand Rural Travel Fund

- Central Southland College      \$1,500
- Otautau Netball Club      \$1,200
- Menzies College Netball Club      \$1,500
- Fiordland College      \$1,500
- Northern Southland College      \$1,500
- Otara Pony Club      \$1,200
- Te Anau Rugby Club      \$1,200
- Winton Cricket Club      \$1,500
- Winton Football Club      \$1,000

#### District Initiatives Fund

- Lumsden Heritage Trust      \$5,000
- Fiordland Trails Trust      \$17,175

## What's happening across the District?

### Welcoming Communities

Rebecca McElrea, from McElrea Consulting will be holding workshops in Edendale, Winton, Te Anau, and for rangatahi, in early July to develop a welcoming plan for the District. A Zoom workshop is also planned for Stewart Island Rakiura. In addition, a survey will be sent to all residents.



Welcoming Communities recognises the fact that communities are healthier, more vibrant, happier and more productive when those new to the area are welcomed into the community.

A strong, vibrant community is one that enables all members of the community to participate in its economic, civic and social life.

## Waikaia Forest Trails

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Work to progress the establishment of a mountain bike network in the Waikaia Forest is ongoing.

This is a community led project that is being managed by the Waikaia Trails Trust with support from Council and the wider community. Further information, including a copy of their masterplan, can be found here; <https://www.waikaiaforesttrails.co.nz/plan>

## TIF funding

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In 2021 Council was successful with its applications to round five of the Tourism Infrastructure Fund. At that time the focus was primarily on supporting tourism areas particularly hard hit by the impacts of Covid-19. Council applied for bundles of projects for Manapouri and Te Anau and, following completion of design and consenting for a number of those, it is about to sign the final funding agreements with the Ministry of Business, Innovation and Employment. The projects in the applications included toilets, boat ramps, car park and walkway upgrades, and Otta Sealing Frasers Beach road.

Also approved in round five was the Ulva Island Wharf replacement and that project will likely be discussed by the community board and the council in reports to their June meetings.

Council made an application to round six of the TIF this year and at the time of writing it is yet to hear back about whether it has been successful with the Matariki and supporting infrastructure project that was proposed.

## What's coming up?

### Shaping our futures

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We have believed for some time there is a need to have a Southland District set of goals for the future – what Southlanders want for Southland. This is something that can't be created by Council as it needs to come from our people. It's the next step after the community board plans, which lay out what the community wants for itself. This project has loosely been called Together Murihiku 2050 and the overarching idea for it was approved by Council in 2020.

Recently we were approached by a community organisation called Shaping our Futures, which has been involved in creating visionary plans for communities in Central Otago – starting with Queenstown, and moving to Hawea, Glenorchy and more. After a conversation with staff, Shaping our Futures said it could get funding to carry out the Together Murihiku project, so Council could step back, support the project and not be seen to be leading it. Hopefully this will encourage more people to be involved.

Shaping our Futures was successful in getting Lotteries funding and is now about to start work on finding out what Southlanders want for their province. There will be community workshops across the district in July, online surveys and other opportunities to have your say, and then the group will go back to the community with the results, and the community makes the decision about what the key aspirations are.

Council can then use that information as the basis of the community outcomes for our long-term plan and for other planning, and the exciting part is that the information can be used by other agencies in their planning as well – government departments, NGOs etc.

## Governance

### 2022 triennial Council elections

Staff are working with Electionz (Council's elections service provider) to prepare candidacy information booklets and candidacy information nights, to provide election protocols to staff and current elected members, and to prepare for nomination and voting processes.

### Governance matters relating to community boards

Staff have received feedback from community boards on a number of governance matters. A high-level summary of the feedback received is given in the table below.

Topic	Feedback
<b>Timing and frequency of meetings</b>	Boards relayed they were largely happy with the timing and frequency of their meetings and workshops. One board has changed its meeting time.
<b>Chairs attending Council/committee meetings in non-voting capacity</b>	There was interest in chairs attending Council/committee meeting if a local issue is to be discussed. Some concerns were raised about fitting this in around other commitments etc.
<b>Boards attending Council meetings in the District</b>	Some boards were keen to have Council meetings in the District – particularly if a local issue is to be discussed.
<b>Recording virtual meetings</b>	Boards were quite comfortable with meetings being live streamed and felt it increased transparency.
<b>Style of meeting minutes</b>	Two boards are already having the key discussion points of agenda items recorded in meeting minutes. A majority of the remaining boards supported having brief discussion points included.
<b>Excerpts of other feedback received</b>	<p>The report template could relate to community board plans.</p> <p>It would be good to have more time to read agendas.</p> <p>There is a desire to have more meetings of board chairs.</p> <p>Opportunities for board members and councilors to catch up might be valuable.</p> <p>That the content of meeting agendas should be reviewed.</p>

Staff are currently considering the feedback received and deciding what changes to make and when. A board chairs meeting is being planned for late June – staff will be providing details on this soon.

### Training opportunities

Council cannot promote or help the re-election prospects of a sitting member, whether directly or indirectly (particular care has to be taken in the three-month period before elections). On this basis, information on potential training opportunities for board members will be provided after the elections.

### Conflicts of interest register

Staff are going to review this register and will be contacting elected members for any updates.

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## Community service awards

Staff are working with community boards to facilitate the community service awards.

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## Strategy and policy

### The Stewart Island/Rakiura Visitor Levy Bylaw and Policy

Hearings for the draft bylaw and policy were undertaken 27 April 2022, and Council deliberated on these at the Council meeting 11 May 2022. Council has endorsed raising the levy from \$5 to \$10 effective October 2023, and will raise the levy again in 2025 to \$15. Council will adopt the new policy and bylaw 22 June 2022.

### Alcohol Control Bylaw

Feedback has been sought from community boards and Council will seek wider community input on how Council should proceed. The bylaw is scheduled for review late 2022.

### Privacy Policy

A draft policy has been developed and staff are both assessing and looking to implement, any required changes to operational practice. The draft policy is scheduled to go to Council for adoption 22 June 2022.

### TAB and Gambling Venue Policies

These draft policies were presented to Council 11 May 2022 and were approved to go out for public consultation from 13 May to 13 June 2022. Following consultation, hearings are scheduled for Council's meeting 22 June 2022.

### Annual Plan

Work is progressing on the Annual Plan.-The draft Annual Plan is scheduled to be presented to the Finance and Assurance committee meeting on 15 June followed by the adoption of the Annual Plan by Council on 22 June.

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## Communications and engagement

As part of the community board health check, boards had identified that they needed assistance with getting information out to their communities about what they are doing. To help with this, communications staff will be in contact with the board chairs soon to set up a time that is suitable for the board to have a discussion about what communications they want to do, how they want to do them and when they want to do it.

Staff will then create an implementation plan for each board and will assist where needed. This implementation plan will be reviewed on a regular basis and will also feed into an overarching communications and engagement strategy for all community boards.

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## Stakeholder updates

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### Waka Kotahi

Winter is now just around the corner. We have installed another weather camera in Siberia near Athol, meaning we now have four weather cameras across Southland which we use alongside professional weather modelling to guide decision making for preventative winter processes.

A regular email is sent to stakeholders with expected weather forecasts and in the case of a weather event, regular updates are sent to this list throughout the day to help road users make effective decisions about driving conditions. If anyone would like to be added to this list, please email [SNOAdmin@southroads.co.nz](mailto:SNOAdmin@southroads.co.nz) with 'winter email' in the subject line.

During winter, we also have regular updates via our Facebook page [www.facebook.com/HighwaysSouthNZ](https://www.facebook.com/HighwaysSouthNZ).

Now is a good time for our communities to get winter-ready for driving conditions. This includes ensuring wiper blades, lights and brakes are clean and working properly and tyres have sufficient tread. Road users should expect grit on highways over winter, especially in early mornings, and are reminded that weather conditions can change quickly. 0800 4 HIGHWAYS (0800 44 44 49) is a 24/7 number road users can report any concerns or issues on the road.

We are noticing a lot of road users driving with their lights off in early morning and early evening, and school children not wearing high visibility vests while walking or biking in the morning – both of which make them almost invisible in low light. We'd appreciate your support to get the message out regarding visibility and safety.

We are currently seeking resource consent to replace the culvert at Ram Creek at Josephville which is likely to be quite disruptive to road uses. This will be after winter and we'll update you with more details in the next report.

We will be replacing a culvert in Woodlands before the end of June.

Mooooving Day (as we like to call it) is coming up on 1 June. Just a reminder to communities to please ensure road user safety during this time and to clean up any mess left behind so this doesn't become a hazard for other road users.

Wandering stock continues to be of high concern across Southland. We're working on a video with NZ Police, FENZ and Federated Farmers to draw attention to the issue, but encourage those with farms fronting state highways to please ensure fencing is secure and effective.