



Notice is hereby given that a meeting of the Waihopai Toetoe Community Board will be held on:

Date: Tuesday, 28 June 2022  
Time: 7pm  
Venue: Memorial Hall Wyndham, 44 Balaclava Street,  
Wyndham

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## Waihopai Toetoe Community Board Agenda OPEN

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### MEMBERSHIP

|                    |                        |
|--------------------|------------------------|
| Chairperson        | Pam Yorke              |
| Deputy Chairperson | Denise Fodie           |
| Members            | Pani Grey-Thomas       |
|                    | Gay Munro              |
|                    | Melanie Shepherd       |
|                    | George Stevenson       |
|                    | Andrea Straith         |
|                    | Councillor Julie Keast |

### IN ATTENDANCE

|                              |              |
|------------------------------|--------------|
| Committee advisor            | Fiona Dunlop |
| Community partnership leader | Karen Purdue |

Contact telephone: 0800 732 732  
Postal address: PO Box 903, Invercargill 9840  
Email: [emailsdc@southlanddc.govt.nz](mailto:emailsdc@southlanddc.govt.nz)  
Website: [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)  
Online: [Southland District Council YouTube](#)

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.</p> <p>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> <li>to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community</li> </ul> |

|             |  |
|-------------|--|
|             | <ul style="list-style-type: none"> <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 as detailed in the long term plan, and on local expenditure, rating impacts and priorities.</li> </ol> |

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

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### **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

national importance (Section 6 Resource Management Act 1991); or

- involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.

Local activities include:

- i) community leadership
  - ii) local halls and community centres (within Council's overarching policy for community facilities)
  - iii) wharves and harbour facilities
  - iv) local parks and reserves
  - v) parking limits and footpaths
  - vi) Te Anau/Manapouri Airport (Fiordland Community Board)
  - vii) Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board)
    - (i) for the above two local activities only
    - (ii) recommend levels of service and annual budget to the Services and Assets Committee
    - (iii) monitor the performance and delivery of the service
- 19) naming reserves, structures and commemorative places
- a) authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.
- 20) naming roads
- a) authority to decide on the naming for public roads, private roads and rights of way
- 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.

### **Rentals and Leases**

In relation to all leases and licences of land and buildings for local activities within their own area, on behalf of Council;

- a) accept the highest tenders for rentals more than \$10,000
- b) approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.

### **Environmental management and spatial planning**

- 22) provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment.
- 23) 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.



|                       |   |
|-----------------------|---|
|                       | <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 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 |
|---|------|
| <b>PROCEDURAL</b>   |      |
| 1 Apologies   | 13   |
| 2 Leave of absence  | 13   |
| 3 Conflict of interest  | 13   |
| 4 Public forum  | 13   |
| 5 Extraordinary/urgent items  | 13   |
| 6 Confirmation of minutes   | 13   |
| <b>REPORTS</b>  |      |
| 7.1 Community update  | 23   |
| 7.2 Building Disposal - Seaward Downs Recreation Reserve                | 25   |
| 7.3 Wyndham hall kitchen upgrade - Retrospective unbudgeted expenditure | 33   |
| 7.4 Community Partnership Fund applications - March 2022 funding round  | 37   |
| 7.5 Community leadership report   | 59   |
| 7.6 Operational Report for Waihopai Toetoe Community Board              | 65   |
| 7.7 Chairperson's report  | 79   |



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 Waihopai Toetoe Community Board, 26 April 2022



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## Waihopai Toetoe Community Board

### OPEN MINUTES

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Minutes of a meeting of Waihopai Toetoe Community Board held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham on Tuesday, 26 April 2022 at 7.02pm. (7.02pm – 9.47pm)

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#### PRESENT

|                    |                                   |
|--------------------|-----------------------------------|
| Chairperson        | Pam Yorke                         |
| Deputy Chairperson | Denise Fodie                      |
| Members            | Pani Grey-Thomas                  |
|                    | Gay Munro                         |
|                    | Melanie Shepherd                  |
|                    | George Stevenson                  |
|                    | Andrea Straith                    |
|                    | Councillor Julie Keast (via zoom) |

#### IN ATTENDANCE

|  |              |
|--|--------------|
| Committee advisor/Customer Support Partner | Lagi Kuresa  |
| Community partnership leader               | Karen Purdue |

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1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

There were no conflicts of interest declared.

4 Public forum

Jenny Coyle and Jeannine Cunningham representing the Edendale Community Pool Society, Sue Hill representing the Woodlands Swimming Pool and Recreation Trust, Sandra Earwaker representing the Toe Toes Community Pool (Tokanui), Carlyn Stewart representing the Wyndham District Community Pool Inc. and Grant Black representing the Gorge Road and Districts Swimming Pool were in attendance to present to Board with regard to the Community Pools – requests for allocation of grant.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Andrea Straith, seconded George Stevenson and resolved:

That the Waihopai Toetoe Community Board confirms the minutes of the meeting held on 14 December 2021 as a true and correct record of that meeting. .

Reports

7.1 Community Pools - requests for allocation of grant

Record No: R/22/4/13839

Community partnership leader – Karen Purdue was in attendance for this item.

Mrs Purdue advised that the purpose of the report was for the Board to consider and make a decision on requests from the five pools in their area for grants from the Waihopai Toetoe community pool reserve.

Moved Gay Munro, seconded Denise Fodie recommendations a to d.

That the Waihopai Toetoe Community Board:

- a) **receives the report titled "Community Pools - requests for allocation of grant" dated 13 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) receives requests from the following
  - 1. Gorge Road Swimming Pool
  - 2. Wyndham District Community Pool
  - 3. Edendale Community Pool Society
  - 4. Woodlands Pool
  - 5. Tokanui Pool

The motion was put and declared carried.

Moved Gay Munro, seconded Denise Fodie recommendations e to i as indicated.

That the Waihopai Toetoe Community Board:

- e) ~~approves/declines~~ a grant of \$7,893 to the Gorge Road Swimming Pool to assist with replacing the pool sand filters and salt chlorinators.
- f) ~~approves/declines~~ a grant of \$5,000 to the Wyndham District Community Pool to assist with the cost of repainting the pool.
- g) ~~approves/declines~~ a grant of \$5,000 to the Edendale Community Pool Society to assist with the cost to replace the pool cover.
- h) ~~approves/declines~~ a grant of \$6,000 to Woodlands Pool to assist with various upgrades including key and security system, lighting and a new pool skimmer.
- i) ~~approves/declines~~ a grant of up to \$3,440 to Tokanui Pool to replace signage, seating and matting at the pool.

The motion was put and declared carried.



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Final resolution

- a) **receives the report titled “Community Pools - requests for allocation of grant”** dated 13 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) receives requests from the following
  - 1. Gorge Road Swimming Pool
  - 2. Wyndham District Community Pool
  - 3. Edendale Community Pool Society
  - 4. Woodlands Pool
  - 5. Tokanui Pool
- e) approves a grant of \$7,893 to the Gorge Road Swimming Pool to assist with replacing the pool sand filters and salt chlorinators.
- f) approves a grant of \$5,000 to the Wyndham District Community Pool to assist with the cost of repainting the pool.
- g) approves a grant of \$5,000 to the Edendale Community Pool Society to assist with the cost to replace the pool cover.
- h) approves a grant of \$6,000 to Woodlands Pool to assist with various upgrades including key and security system, lighting and a new pool skimmer.
- i) approves a grant of up to \$3,440 to Tokanui Pool to replace signage, seating and matting at the pool.

7.2 Project scope confirmation - 2022/2023 locally funded projects

Record No: R/22/2/6294

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 Melanie Shepherd, seconded Andrea Straith and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Project scope confirmation - 2022/2023 locally funded projects” dated 13 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 the scope of the projects identified (as indicated below) with the details defined in attachments to the staff report:
  - Edendale Wyndham - Multi use track construction code P-10863
  - Edendale Wyndham – Tree removal, Ferry Road and Malta Street code P-10869
  - Wyndham – Playground equipment replacement code P-10834.

7.3 Unbudgeted expenditure: Additional flags for Edendale, Gorge Road, Tokanui, Woodlands and Wyndham

Record No: R/22/3/12421

Community partnership leader – Karen Purdue was in attendance for this item.

Mrs Purdue advised that the purpose of the report was to get approval for unbudgeted expenditure of \$8,010.00 from various township general reserves (Edendale/Wyndham, Gorge Road, Tokanui, Woodlands). This is for additional flags (Christmas, Matariki and Waitangi Day) for townships with the FlagTrax system.

Resolution

Moved Andrea Straith, seconded Melanie Shepherd and resolved:

That the Waihopai Toetoe Community Board:

- a) **receives the report titled “Unbudgeted expenditure: Additional flags for Edendale, Gorge Road, Tokanui, Woodlands and Wyndham” dated 15 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 unbudgeted expenditure of \$ 4,272 for the purchase of flags (subject to final flag design) for Christmas, Matariki and Waitangi Day for Edendale and Wyndham to be funded from the Edendale Wyndham general reserve
- e) approves unbudgeted expenditure of \$ 1,335 for the purchase of flags (subject to final flag design) for Christmas, Matariki and Waitangi Day for Gorge Road to be funded from the Gorge Road general reserve
- f) approves unbudgeted expenditure of \$ 1,068 for the purchase of flags (subject to final flag design) for Christmas, Matariki and Waitangi Day for Tokanui to be funded from the Tokanui general reserve
- g) approves unbudgeted expenditure of \$ 1,335 for the purchase of flags (subject to final flag design) for Christmas, Matariki and Waitangi Day for Woodlands to be funded from the Woodlands general reserve

#### 7.4 Community Leadership Report - February 2022

Record No: R/22/1/1714

Community partnership leader – Karen Purdue was in attendance for this item.

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

##### Resolution

Moved Melanie Shepherd, seconded George Stevenson recommendations a, b with an amendment (as indicated by underline and ~~strike through~~) and c and resolved:

That the Waihopai Toetoe Community Board:

- a) **receives the report titled “Community Leadership Report - February 2022”** dated 1 March 2022.
- b) notes that a report ~~was is being~~ considered by Council on 22 February 2022 to approve the closure of the Fortrose hall for removal or demolition.
- c) notes that the delegated authority granted to the board chair at its meeting on 14 December 2021 to enable any further material changes required to the budgets for the 2022/2023 annual plan has been exercised to enable the Fortrose hall rate to be reduced further from the amount agreed of \$57.02 plus GST to \$10.00 plus GST for the 2022/2023 year.

7.5 Community leadership report - April 2022

Record No: R/22/4/14158

Community partnership leader – Karen Purdue was in attendance for this item.

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

Resolution

Moved Denise Fodie, seconded Melanie Shepherd and resolved:

That the Waihopai Toetoe Community Board:

- a) **receives the report titled “Community leadership report - April 2022” dated 13 April 2022.**

7.6 Operational Report for Waihopai Toetoe Community Board - February 2022

Record No: R/21/12/64046

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

Resolution

Moved Denise Fodie, seconded Andrea Straith and resolved:

That the Waihopai Toetoe Community Board:

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

7.7 Operational Report for Waihopai Toetoe Community Board - April 2022

Record No: R/22/2/5423

Community partnership leader – Karen Purdue and Community facilities manager – Mark Day were in attendance for this item.

Resolution

Moved Melanie Shepherd, seconded Chairperson Yorke and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Operational Report for Waihopai Toetoe Community Board - April 2022” dated 13 April 2022.**

7.8 Council report - February 2022

Record No: R/22/1/1400

Councillor Keast took the Board through the council report (via zoom).

Resolution

Moved Andrea Straith, seconded Melanie Shepherd and resolved:

That Waihopai Toetoe Community Board:

- a) **Receives the report titled "Council report - February 2022" dated 20 April 2022.**

7.9 Council report - April 2022

Record No: R/22/3/12051

Councillor Keast took the Board through the council report (via zoom).

Resolution

Moved Andrea Straith, seconded Melanie Shepherd and resolved:

That Waihopai Toetoe Community Board:

- a) **Receives the report titled "Council report - April 2022" dated 13 April 2022.**

7.10 Chairperson's report

Record No: R/22/4/14150

Chairperson Pam Yorke took the meeting through her chair's report.

Resolution

Moved Chairperson Yorke, seconded Denise Fodie and resolved:

That the Waihopai Toetoe Community Board:

- a) **receives the report titled "Chairperson's report" dated 14 April 2022.**

The meeting concluded at 9.47pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE WAIHOPAI TOETOE COMMUNITY  
BOARD HELD ON TUESDAY 26 APRIL 2022

DATE:.....

CHAIRPERSON:.....



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## Community update

Record no: R/22/6/29537

Author: Fiona Dunlop, Committee advisor

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

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### Community partners

- 1 Malcolm Peacey – Senior environmental manager, Fonterra Co-operative Group Limited

### Recommendation

That the Waihopai Toetoe Community Board:

- a) acknowledges the attendance of the representative from Fonterra at the meeting.

### Attachments

There are no attachments for this report.





## Building Disposal - Seaward Downs Recreation Reserve

Record no: R/22/6/29126  
Author: Theresa Cavanagh, Property advisor  
Approved by: Nick Hamlin, Group manager programme delivery

☐ Decision ☒ Recommendation ☐ Information

### Purpose

- 1 To dispose of the building located on the Seaward Downs Recreation Reserve.

### Executive summary

- 2 The building is a former school and is located at 710 Edendale Seaward Downs Road. It was built in 1891 on another site and relocated to the current site in 1954. In 1983, the property was vested in the Southland County Council in trust for a recreation reserve.
- 3 In 2019, Council were approached by the Seaward Downs Reserves Committee requesting the Fire and Emergency New Zealand burn down the school building as a training exercise. Through those investigations, Council discovered it was a pre-1900 structure and therefore considered an 'archaeological site' under the Heritage New Zealand Pouhere Taonga Act 2014. Demolition proved cost prohibitive.
- 4 In April 2022, Council became aware that members of the community had placed the building on Facebook Marketplace for sale and they had a confirmed purchaser. Council stopped the sale until appropriate approvals were in place, as this is a Council owned building.
- 5 Legal advice has been sought to ensure any future purchaser complies with all heritage obligations.

### Recommendation

That the Waihopai Toetoe Community Board:

- a) **receives the report titled "Building Disposal - Seaward Downs Recreation Reserve"** dated 20 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) agrees to recommends to Council that the Seaward Downs School building is surplus to requirements and be disposed of.

## Background

- 6 The building is a former school and is located at 710 Edendale Seaward Downs Road. It was built in 1891 on another site and relocated to the current site in 1954. In 1983, the property was vested in the Southland County Council in trust for a recreation reserve.
- 7 The adjoining neighbours graze the reserve and look after the tennis court, which isn't within their licence area. They, along with the community, have expressed concern about untoward behavior around the school building at night.
- 8 In 2019, Council were approached by the Seaward Downs Reserves Committee requesting the Fire and Emergency New Zealand burn down the school building as a training exercise. Through those investigations, Council discovered it was a pre-1900 structure and therefore considered an 'archaeological site' under the Heritage New Zealand Pouhere Taonga Act 2014. The demolition of a heritage building requires an archaeological assessment which was quoted at c.\$15,000 in 2020. This proved cost prohibitive.
- 9 In April 2022, Council became aware that members of the community had placed the building on Facebook Marketplace for sale, and an interested party had confirmed purchase for \$5,000. Council required the sale to be stopped as the community member had no authority to sell a Council asset, it is a heritage building which is bound by legislative requirements, and any funds from a sale go to Council.

## Issues

- 10 The disposal of the land and building has been considered, but as the reserve is Crown-derived it would go to the Department of Conservation for disposal. This can take some time and Cr Paul Duffy, as representative of the Seaward Downs community, has confirmed that the community considers the building removal to be urgent. The disposal of the land is to be discussed at a future time.

## Factors to consider

### Legal and statutory requirements

- 11 Any relocation of this building must take into account the heritage protections in place. The school building is pre-1900s and is therefore considered to be an 'archaeological site' under the Heritage New Zealand Pouhere Taonga Act 2014.
- 12 Heritage New Zealand has confirmed that *'the Act makes it unlawful to modify or destroy, or cause to be modified or destroyed, an archaeological site without an Archaeological Authority from Heritage New Zealand'*.
- 13 Council sought legal advice on the heritage obligations - *provided there is no modification (or damage) to the building in moving it to a different site (a modification would include re-piling), an application for an authority to move the building would not be required.*
- 14 However, given Council do not know the plans any future purchaser has for the building, and being mindful that their plans can change, Council intends to include a clause in any Sales and Purchase agreement which states:  
*"The parties agree that on Settlement, all responsibilities in respect of the heritage status of the Building as an 'archaeological site' under the Heritage New Zealand Pouhere Taonga Act 2014 (HNZPTA) (being a pre-*

*1900s building) will lie with the Purchaser. In particular, in removing the Building from the Land, the Purchaser shall ensure that the Building is kept intact and in no way modified or damaged, unless an archaeological authority from Heritage NZ is in place.*

*Upon relocating the Building to the Purchaser's site, the Purchaser shall at all times comply with all obligations in respect of the Building as an 'archaeological site' under the HNZPTA. The Purchaser agrees to keep the [Vendor/Council] indemnified against all liability, costs or claims in respect of a breach by the Purchaser of its obligations under this clause. This clause shall survive settlement under this Agreement."*

- 15 Standard clauses would cover the need for the purchaser to acquire any required resource or building consents.

#### Community views

- 16 In December 2019, Council received a request from the Chair of the Reserves Committee 'to demolish the old school and then clear the site' as part of a fire training exercise. As above, this didn't proceed.
- 17 Councillor Paul Duffy, on behalf of the Reserves Committee, has subsequently been in discussion with the Property team about the disposal.
- 18 The views of the Community Board are considered to represent those of the wider community.

#### Costs and funding

- 19 There will be standard legal costs to effect the transfer.
- 20 The net proceeds of any sale would go to the Community Board. Further discussion is required on how any funds would be spent.

#### Policy implications

- 21 None identified at this stage.

#### Analysis

##### Options considered

- 22 To recommend to Council that the school building is surplus to requirements and can be sold.
- 23 To not recommend to Council that the school building is surplus to requirements and can be sold.
- 24 To recommend to Council that the land and building is surplus to requirements and can be sold.

## Analysis of Options

Option 1 – Recommend to Council that the school building is surplus to requirements and can be sold.

| <i>Advantages</i>  | <i>Disadvantages</i>  |
|--|---|
| <ul style="list-style-type: none"><li>• The building will be restored.</li><li>• The site will be clear of a building which is in decline.</li><li>• Potential for other uses of the site.</li></ul> | <ul style="list-style-type: none"><li>• None identified</li></ul> |

Option 2 – Not recommend to Council that the school building is surplus to requirements

| <i>Advantages</i>   | <i>Disadvantages</i>   |
|---|--|
| <ul style="list-style-type: none"><li>• None identified</li></ul> | <ul style="list-style-type: none"><li>• The building would remain and fall into further disrepair.</li><li>• The abandoned nature of the building would continue to attract untoward behaviour.</li><li>• The District Plan requires the building to be restored in the first instance, which Council is not in a position to undertake.</li><li>• The demolition of the building has proven cost prohibitive.</li></ul> |

Option 3 – To recommend to Council that the land and building is surplus to requirements and can be sold

| <i>Advantages</i>   | <i>Disadvantages</i>   |
|---|--|
| <ul style="list-style-type: none"><li>• This property is not considered a strategic asset by Council.</li></ul> | <ul style="list-style-type: none"><li>• The land is Crown derived so would go to the Department of Conservation for disposal. This is a lengthy process and the building would fall further into disrepair.</li><li>• Discussions regarding possible future uses of the land have not been undertaken.</li></ul> |

## Assessment of significance

25 Not significant.

## Recommended option

26 Option 1 - Recommend to Council that the school building is surplus to requirements and can be sold.

### Next steps

- 27 Council report seeking the building be declared surplus to requirements and be disposed of.

### Attachments

A Map & Photo [↓](#)

**Seaward Downs School Building**









## Wyndham hall kitchen upgrade - Retrospective unbudgeted expenditure

Record No: R/22/5/19136

Author: Mark Day, Community facilities manager

Approved by: Nick Hamlin, Group manager programme delivery

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is to seek approval for retrospective unbudgeted expenditure of up to \$15,000 to cover the additional costs for out of scope items requested by the Waihopai Toetoe Community Board to be funded from the Edendale Wyndham Community Centre reserve.

### Executive summary

- 2 The Wyndham hall kitchen was scheduled for an upgrade in the 2021/2022 financial year.
- 3 As the project progressed the community board requested changes to the original scope of works that resulted in additional costs to the project.
- 4 This report is seeking additional retrospective unbudgeted expenditure to cover the additional costs.

### Recommendation

That the Waihopai Toetoe Community Board:

- a) Receives the report titled **“Wyndham hall kitchen upgrade - Retrospective unbudgeted expenditure”** dated 20 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) Agrees to approve retrospective unbudgeted expenditure up to \$15,000 to cover the additional costs of out of scope items requested by the Waihopai Toetoe Community Board to be funded from the Edendale Wyndham Community Centre reserve.

### Background

- 5 The Wyndham hall kitchen was scheduled for an upgrade in the 2021/2022 financial year.
- 6 This project was approved through the 2021/2031 Long Term Plan (LTP).

- 
- 7 The Waihopai Toetoe Community Board approved the scope of works at their meeting on 28 June 2021.
- 8 As the project progressed the community board requested changes to the original scope of works that resulted in additional costs to the project which were:
- purchase and installation of a new oven (the original scope was to use the two existing ovens)
  - purchase and installation of an extractor fan over the oven
  - purchase and installation of a dish steriliser
  - purchase and installation of an additional roller door from the supper room (two doors allowed for in the original scope).

Factors to consider

Legal and statutory requirements

- 9 None.

Community views

- 10 This is a community board project and has been consulted through the Long Term Plan process.

Costs and funding

- 11 The unbudgeted expenditure will be funded from the Edendale Wyndham Community Centre reserve which is forecast to have a balance as at 1 July 2022 of \$76,027.
- 12 Policy implications
- 13 The community board has delegated authority to approve any unbudgeted expenditure up to \$20,000.

Analysis of options

Option 1 - Agrees to approve retrospective unbudgeted expenditure up to \$15,000 to cover the additional costs of out of scope items requested by the Waihopai Toetoe Community Board to be funded from the Edendale Wyndham Community Centre reserve.

| <i>Advantages</i>  | <i>Disadvantages</i>   |
|--|--|
| <ul style="list-style-type: none"><li>• the hall kitchen can be completed as per the community boards requirement.</li></ul> | <ul style="list-style-type: none"><li>• none identified.</li></ul> |

Option 2 – Does not agree to approve retrospective unbudgeted expenditure up to \$15,000 to cover the additional costs of out of scope items requested by the Waihopai Toetoe Community Board to be funded from the Edendale Wyndham Community Centre reserve.

| <i>Advantages</i>  | <i>Disadvantages</i>   |
|--|--|
| <ul style="list-style-type: none"><li>• none identified.</li></ul> | <ul style="list-style-type: none"><li>• the additional expenditure would need to be loan funded.</li></ul> |

#### Assessment of significance

- 14 The assessment of significance needs to be carried out in accordance with Council's Significance and Engagement Policy. The Significance and Engagement Policy requires consideration of the impact on social, economic or cultural wellbeing of the region and consequences for people who are likely to be particularly affected or interested. Community views have been considered throughout this process thus the proposed decision is not considered significant.

#### Recommended option

- 15 The staff recommendation is Option 1.

#### Attachments

There are no attachments for this report.



## Community Partnership Fund applications - March 2022 funding round

Record no: R/22/6/28263

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 Waihopai Toetoe Community Board to allocate funding for the March 2022 round of the Waihopai Toetoe Community Partnership Fund.

### Executive summary

- 2 A total of four applications have been received for the March 2022 funding round of the Waihopai Toetoe Community Partnership Fund. The applications are included as an attachment to this report. Please note that the attachment to the applications (including financials) are not attached to this report as they contain information sensitive to the applicant's privacy. These attachments were provided to the community board with the applications for their perusal prior to the meeting.
- 3 The Waihopai Toetoe Community Board has \$11,438 remaining to allocate through the Waihopai Toetoe Community Partnership Fund in the 2021/2022 financial year.
- 4 A total of \$6,540 in requests have been received for this round of funding.

## Recommendation

That the Waihopai Toetoe Community Board:

- a) **receives the report titled “Community Partnership Fund applications - March 2022 funding round” dated 20 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) receives applications from the following:
  - 1. Tokanui Tamariki Trust
  - 2. Seaward Downs Community Centre
  - 3. Edendale Netball Club
  - 4. Menzies College PTA
- e) approves/declines a grant of \$2,000 to the Tokanui Tamariki Trust for assistance towards the purchase of equipment for mini movers programme.
- f) approves/declines a grant of \$1,600 to the Seaward Downs Community Centre for assistance towards maintenance work on the Seaward Downs war memorial.
- g) approves/declines a grant of \$300 to the Edendale Netball Club for assistance towards purchasing new equipment for the club.
- h) approves/declines a grant of \$2,640 to the Menzies College PTA for assistance towards costs to implement a community garden.

## 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 place to live, grow up, work and 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 community assistance 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 Waihopai Toetoe Community Board set the following criteria for their Community Partnership Fund:
- consideration will be given to all funding requests, however requests must be not for profit and demonstrate community benefit
  - the board will give preference to applications that directly benefit the community board area and align to the community board plan outcomes
  - applications for salaries and operating costs will not be considered
  - there is no cap on the amount applicants can request
  - co-funding is preferable but not essential. This will be assessed on a case by case basis
  - more than one quote is preferable but if it is not possible to get more than one quote then an explanation why will be sufficient
  - applicants may be requested to speak to the board about their funding request
  - applicants do not have to be a legal entity to apply
  - the board can grant money 'subject to the balance of the funding being secured'.

|  |                 |
|--|-----------------|
| <b>Applications received</b>                   | <b>4</b>        |
| <b>Total amount requested</b>                  | <b>\$6,540</b>  |
| <b>Total amount available for distribution</b> | <b>\$11,438</b> |

**1 Tokanui Tamariki Trust**

Request assistance towards purchasing equipment for mini movers programme.

Total project cost **\$3,469**

Amount requested **\$2,000**

**2 Seaward Downs Community Centre**

Request assistance towards maintenance work on the Seaward Downs War Memorial including replacing lead lettering and repainting.

Total project cost **\$5,428**

Amount requested **\$1,600**

**3 Edendale Netball Club**

Request assistance towards purchasing new equipment for the club.

Total project cost **\$406**

Amount requested **\$300**

**4 Menzies College PTA**

Request assistance towards costs to implement a community garden at the old school playground site. The garden will provide for the school, the Wyndham rest home and the community.

Total project cost **\$2,640**

Amount requested **\$2,640**

#### Issues

- 8 There are no issues identified.

#### Factors to consider

##### Legal and statutory requirements

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

##### Community views

- 10 The board, as representatives from the Waihopai Toetoe area will consider each application and how it benefits their communities.

##### Costs and funding

- 11 The Waihopai Toetoe Community Board has \$11,438 remaining to be allocated through the Waihopai Toetoe Community Partnership Fund in the 2021/2022 financial year.

- 12 There is a total of \$6,540 in requests for this funding round.

##### 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 allocate funding pursuant to the funding criteria set by the community board.

| <i>Advantages</i>   | <i>Disadvantages</i>   |
|---|--|
| <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> |

##### 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 This is not considered significant.

#### Recommended option

- 16 The recommended option is 'option 1 – approves and allocates funding pursuant to the funding criteria set by the community board.



### Next steps

- 17 Inform the applicants of the allocation decisions.

### Attachments

- A Tokanui Tamariki Trust - equipment - March 2022 [↓](#)
- B Seaward Downs Community Centre - War Memorial maintenance - March 2022 [↓](#)
- C Edendale Netball Club - new equipment - March 2022 [↓](#)
- D Menzies College PTA - school & community garden - March 2022 [↓](#)

## 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 | <b>TOKANUI TAMARIKI TRUST</b>                               |
| Postal address       | <b>555 ROCKDALE ROAD, RD 11 ROCKDALE, INVERCARGILL 9877</b> |
| 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  | Rebecca Turnbull   | Phone | (day)     | 027 903 2120 |
| Email | <a href="mailto:Rebecca.turnbull01@gmail.com">Rebecca.turnbull01@gmail.com</a> |       | (evening) | Same         |
| Name  | Glenda Templeton   | Phone | (day)     | 027 233 1150 |
| Email | <a href="mailto:Glenda.templeton@xtra.co.nz">Glenda.templeton@xtra.co.nz</a>   |       | (evening) | same         |

### 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? 6 trustees

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

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

**We seek a Community Partnership Fund subsidy to assist with purchasing base equipment for movement for learning and active play – Mini Movers.**

**The two services that provide activities for under 6's in our community are Playcentre and Plunket. In the event that these services are no longer running, equipment could potentially be lost to the community. By purchasing our own equipment we are ensuring that these assets would remain in our community for our 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?   |  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| How will your project benefit the organisation or community?   |  |                              |                             |
| <i>See attached sheet</i>  |  |                              |                             |
|  |  |                              |                             |
|  |  |                              |                             |
|  |  |                              |                             |
| Start date of your project   | When funding secured                   | Finish date of your project  | ongoing                     |
| <b>FINANCIAL DETAILS</b>   |  |                              |                             |
| Are you registered for GST?  | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes | GST number                  |
| 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<br>GST exclusive | Your contribution                               |                     |             |
| Smart cubes set                                | \$999                             | Fees/subs                                       |                     |             |
| Smart plank                                    | \$289                             | Fundraising                                     |                     |             |
| Smart ladder                                   | \$299                             | Loan/mortgage                                   |                     |             |
| Smart Saddle                                   | \$85                              | Cash savings                                    |                     |             |
| Scoot boards x 2                               | \$292                             | Other   |                     |             |
| Mats x 3                                       | \$825                             | Sub-total                                       |                     |             |
| Large balls x 5                                | \$40                              | <b>Other grants and sponsorship applied for</b> |                     |             |
| Pikler triangle                                | \$240                             | Sponsorship                                     |                     |             |
| Rocker bridge                                  | \$190                             | Grants (successful<br>and proposed)             | Amount<br>requested | Result date |
| Ramp   | \$65                              | TBC   |                     |             |
| tunnel   | \$145                             |   |                     |             |
|  |                                   |   |                     |             |
|  |                                   | <b>Sub-total</b>                                |                     |             |
| <b>Total cost of the<br/>project is</b>        | <b>\$3,469 (and<br/>ongoing)</b>  | <b>Total Income</b>                             |                     |             |

|   |                                       |      |                          |
|---|---------------------------------------|------|--------------------------|
| How much money are you applying for?  | \$2,000                               |      |                          |
| 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>Fundraising, donations, and further grants.</b>  |                                       |      |                          |
|   |                                       |      |                          |
|   |                                       |      |                          |
|   |                                       |      |                          |
| <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  |                                       |      |                          |
| Position in organisation  |                                       |      |                          |
| Signature   |                                       | Date |                          |
| Name  |                                       |      |                          |
| Position in organisation  |                                       |      |                          |
| Signature   |                                       | Date |                          |
| <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   |                                       |      |                          |

Total cost of the project is \_\_\_\_\_ Sub-total \_\_\_\_\_  
 Total income \_\_\_\_\_  
 How much money are you applying for? \$ 2000.00  
 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?  
 Fundraising, Donations, + other grants if necessary.

**DECLARATION (PLEASE PROVIDE TWO SIGNATURES)**  
 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                     | Rebecca Turnbull | Date | 31/03/22   |
| Position in organisation | Trustee          |      |            |
| Signature                | RT               |      |            |
| Name                     | Gilda Templeton  | Date | 31/03/2022 |
| Position in organisation | Trustee          |      |            |
| Signature                | GJ Templeton     |      |            |

Please attach  
 a current statement of income and expenditure ☐  
 a current bank statement from your organisation ☒  
 quotations, where relevant ☐  
 letters of support (if applicable) ☐

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 Waeuac Community Board  
☐ Wallace Takitimu Community Board  
☐ Stewart Island/Rakiura Community Board



### YOUR DETAILS

Name of organisation

Postal address

Street address

Seaward Downs Community Centre  
 625 Seaward Downs Estate Rd  
 RD 3 Lyrelynn 9593

### 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  | Paul Duff                    | Phone | (day)     | 027 3555565  |
| Email | paul.duff@seawarddowns.co.nz |       | (evening) | " " "        |
| Name  | Lindsay Maxwell              | Phone | (day)     | 027 654 1991 |
| Email | max@seawarddowns.co.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?

Committee of 5

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

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

For maintenance of the Seaward Downs War Memorial including replacing local lettering in servicemen's names and repainting the building.

The hall committee has funds but have upcoming expenditure on the hall including replacing a wall (external) and installing a disabled toilet.



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

There is normally an attendance of over 50 people at ANZAC services. Neighbours say cars regularly stop there and visit the memorial.  
The hall took over responsibility for the Memorial. to RSH.

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

How will your project benefit the organisation or community?

The memorial is a highly visible focal point in the district. It is close to 25 years since the church closed and we completed the project to preserve the memorial. The benefit will be the preservation of this history and honouring wartime service.

Start date of your project

Finish date of your project

#### FINANCIAL DETAILS

Are you registered for GST? ☒ No ☐ Yes GST number

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   |                  | Your contribution                        |             |
|                 | GST inclusive or |  |             |
|                 | GST-exclusive    |  |             |
| Painting        | 4531             | Fees/subs                                |             |
| Local lettering | 394              | Fundraising                              | 550         |
|                 |                  | Loan/mortgage                            |             |
|                 |                  | Cash savings                             |             |
|                 |                  | Other                                    |             |
|                 |                  | Sub-total                                |             |
|                 |                  | Other grants and sponsorship applied for |             |
|                 |                  | Sponsorship                              |             |
|                 |                  | Grants (successful and proposed)         |             |
|                 |                  | Amount requested                         | Result date |
|                 |                  | \$1600                                   | 31 5 22     |
|                 |                  | \$1600                                   | 30 5 22     |

**Total cost of the project is** \$54.28  
**Sub-total** \$3200  
**Total Income** 3750  
 How much money are you applying for? \$1600  
 Briefly describe any voluntary effort or donated materials provided for the project.  
 Voluntary effort (eg number of hours)  
 The garden and lawn are looked after by volunteers throughout the year. Approx 25 hrs annually.  
 Donated materials (eg approximate \$ value)

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

It has been 25 years since last project at site when church was demolished.  
 There has been no expenditure since so operational costs minimal.

**DECLARATION (PLEASE PROVIDE TWO SIGNATURES)**

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 Paul Duffie  
 Position in organisation Committee member  
 Signature [Signature] Date 14-4-2022  
 Name Kirsty Maxwell  
 Position in organisation Chairman  
 Signature [Signature] Date 14-4-2022  
 Please attach

a current statement of income and expenditure ☐  
 a current bank statement from your organisation ☐  
 quotations, where relevant ☐  
 letters of support (if applicable) ☐

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 | <b>EDENDALE NETBALL CLUB</b>                 |
| Postal address       | <b>174 TRAMWAY RD EAST RD3, WYNDHAM 9893</b> |
| Street address       | <b>AS ABOVE</b>                              |

### 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  | Sarah Cupido   | Phone | (day)     | 021 181 5145  |
| Email | <a href="mailto:sarahjanehunter@hotmail.com">sarahjanehunter@hotmail.com</a> |       | (evening) | As above      |
| Name  | Jane Muir  | Phone | (day)     | 027 62 65 467 |
| Email | <a href="mailto:bathanmuir@xtra.co.nz">bathanmuir@xtra.co.nz</a>             |       | (evening) | As above      |

### 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? **40**

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

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

**We are applying for a subsidy to help update our netball gear for the young children playing netball at Edendale. By providing updated balls we can provide a better netball experience that will engage children in sport. They will enjoy the benefits of exercise and teamwork through netball. We also need to update our first aid kits to keep our players safe.**

|  |  |  |  |
|--|--|--|--|
| 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?   |  | <input type="checkbox"/> Yes           | <input checked="" type="checkbox"/> No |
| How will your project benefit the organisation or community?   |  |  |  |
| <b>This project benefits the community by bringing children together to participate in sports. Thus, supporting their health and wellbeing.</b>                                  |  |  |  |
| Start date of your project   |  | May 2022                               | Finish date of your project            |
|  |  |  | August 2022                            |
| <b>FINANCIAL DETAILS</b>   |  |  |  |
| Are you registered for GST?  |  | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes           |
| GST number   |  |  |  |
| 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<br>GST exclusive | Your contribution                               |                     |             |
| Size 4 netballs x 4                            | \$160                             | Fees/subs                                       | \$390               |             |
| Size 5 netballs x3                             | \$ 105                            | Fundraising                                     |                     |             |
| Marker Cones x 40                              | \$ 60                             | Loan/mortgage                                   |                     |             |
| First Aid Kit                                  | \$ 60                             | Cash savings                                    | \$4553.03           |             |
|  |                                   | Other   |                     |             |
|  |                                   | Sub-total                                       | \$4943.03           |             |
|  |                                   | <b>Other grants and sponsorship applied for</b> |                     |             |
|  |                                   | Sponsorship                                     |                     |             |
|  |                                   | Grants (successful<br>and proposed)             | Amount<br>requested | Result date |
|  |                                   |   |                     |             |
|  |                                   |   |                     |             |
|  |                                   |   |                     |             |
|  |                                   | Sub-total                                       | n/a                 |             |
| <b>Total cost of the<br/>project is</b>        | <b>\$406.35</b>                   | <b>Total Income</b>                             | <b>\$4943.03</b>    |             |
| How much money are you applying for?           |                                   | \$300   |                     |             |
|  |                                   |   |                     |             |
|  |                                   |   |                     |             |

|   |                       |                                       |                                     |
|---|-----------------------|---------------------------------------|-------------------------------------|
| Briefly describe any voluntary effort or donated materials provided for the project.  |                       |                                       |                                     |
| Voluntary effort (eg number of hours)   |                       |                                       |                                     |
| Committee and Coaching hours 2 hours per person per week of the season and at least 10 volunteers helping with the teams  |                       |                                       |                                     |
| Donated materials (eg approximate \$ value)   |                       |                                       |                                     |
| n/a   |                       |                                       |                                     |
| How do you envisage paying for the future operational costs of this project?  |                       |                                       |                                     |
| Fundraising and subscriptions.  |                       |                                       |                                     |
| <b>DECLARATION (PLEASE PROVIDE TWO SIGNATURES)</b>  |                       |                                       |                                     |
| We  | Edendale Netball 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  | SARAH CUPIDO          |                                       |                                     |
| Position in organisation  | PRESIDENT             |                                       |                                     |
| Signature   |                       | Date                                  | 28/3/2022                           |
| Name  | JANE MUIR             |                                       |                                     |
| Position in organisation  | PRESIDENT             |                                       |                                     |
| Signature   |                       | Date                                  | 28/3/2022                           |
| <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 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   |                       |                                       |                                     |

**DECLARATION (PLEASE PROVIDE TWO SIGNATURES)**

We Edendale Netball 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>Sarah Cupido</u> |                     |
| Position in organisation | <u>President</u>    |                     |
| Signature                | <u>[Signature]</u>  | Date <u>28/3/22</u> |
| Name                     | <u>Jane Muir</u>    |                     |
| Position in organisation | <u>Secretary</u>    |                     |
| Signature                | <u>[Signature]</u>  | Date <u>28/3/22</u> |

**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"/> n/a.       |

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:**

|   |                               |                                       |                                     |            |
|---|-------------------------------|---------------------------------------|-------------------------------------|------------|
| <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 checked="" type="checkbox"/> Waihopai Toetoe Community Board   |                               |                                       |                                     |            |
| <input type="checkbox"/> Tuatapere Te Waewae Community Board  |                               |                                       |                                     |            |
| <input type="checkbox"/> Wallace Takitimu Community Board   |                               |                                       |                                     |            |
| <input type="checkbox"/> Stewart Island/Rakiura Community Board   |                               |                                       |                                     |            |
| <b>YOUR DETAILS</b>   |                               |                                       |                                     |            |
| Name of organisation  |                               | Menzies College PTA                   |                                     |            |
| Postal address  |                               | Attn S White Alma Street Wyndham 9831 |                                     |            |
| Street address  |                               | Alma Street Wyndham 9831              |                                     |            |
| <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  | Sue Scobie                    | Phone                                 | (day)                               | 0274289900 |
| Email   | lindsaysue123@gmail.com       |                                       | (evening)                           | 0274289900 |
| Name  | Sarah White                   | Phone                                 | (day)                               | 032064979  |
| Email   | sarah.white@menzies.school.nz |                                       | (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?  |                               |                                       | 332 students, plus staff and whanau |            |
| Please describe fully: (Continue on a separate sheet if necessary)  |                               |                                       |                                     |            |
| For what purpose does your organisation seek a Community Partnership Fund subsidy?  |                               |                                       |                                     |            |
| To establish an edible garden on the site of the old school playground, to provide for the school, Wyndham resthome and wider community.  |                               |                                       |                                     |            |

To provide the opportunity for students and whanau to learn about growing their own food and eating seasonally. The edible garden will include fruit trees such as plum, apple, peach, nectarine, apricot and pear trees. Hazelnut trees. Berries such as raspberries and blackberries. To grow plants that provide a food source for bees which will in turn help with pollination. to grow bee friendly plant sand herbs in planter boxes for school and community use. To establish a Maori area in the garden incorporating native plants and Maori carvings.

Robert Guyton from Riverton has looked at the side and says it is ideal. He recommends a mix of trees, shrubs and berries.

|  |   |                             |
|--|---|-----------------------------|
|  |   |                             |
|  |   |                             |
| If your application relates to a facility – who uses the facility and how often?   |   |                             |
| This application is by the Menzies College PTA on behalf of Menzies College. The college is used by students and school staff for the school year and staff are often on site during the school holidays. The garden will be accessible all year round.  |   |                             |
|  |   |                             |
|  |   |                             |
|  |   |                             |
| Does the facility have a long term development and maintenance plan?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| How will your project benefit the organisation or community?   |   |                             |
| The project will provide fresh fruit and herbs for school lunches that are prepared on site. Produce will be provided to the home economics classes for their use. This will provide opportunities to learn about options with fresh fruit and preserving fruit, making jams and chutneys. The plan is to provide fruit to the Wyndham Resthome. Students, staff and whanau will have the opportunity to see that growing your own produce is an option. |   |                             |
| We also plan to grow Puha, kawakawa, NZ spinach, NZ celery and Horopito - so that we can introduce native plants to the school and wider community that are maybe not aware they are available.  |   |                             |
|  |   |                             |
|  |   |                             |
|  |   |                             |
|  |   |                             |

|  |   |   |   |
|--|---|---|---|
| Start date of your project   | July 2022   | Finish date of your project                                 | June 2023   |
| <input type="text"/>   |   |   |   |
| Are you registered for GST?  | <input checked="" type="checkbox"/> N<br><input type="checkbox"/> Y | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | GST number<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| 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                         |      |  |  |                  |  |  |
|--|------|--|--|------------------|--|--|
|  |      |  |  |                  |  |  |
| Windbreak  | 1050 | Fees/subs                              |  |                  |  |  |
| Berry Plants   | 250  | Fundraising                            |  |                  |  |  |
| Trees  | 840. | Loan/mortgage                          |  |                  |  |  |
| Misc - i.e stakes,<br>string for espaliering<br>trees, price increases | 500  | Cash savings                           |  |                  |  |  |
|  |      | Other                                  |  |                  |  |  |
|  |      | Sub-total                              |  |                  |  |  |
|  |      |  |  |                  |  |  |
|  |      | Sponsorship                            |  |                  |  |  |
|  |      | Grants<br>(successful and<br>proposed) |  |                  |  |  |
|  |      | PTA                                    | Depends on<br>success of this<br>application | 2-4<br>we<br>eks |  |  |
|  |      | Lions Wyndham                          | Depends on<br>success of this<br>application |                  |  |  |
|  |      |  |  |                  |  |  |

|   |                            |        |                                       |  |  |
|---|----------------------------|--------|---------------------------------------|--|--|
|   |                            |        |                                       |  |  |
|   |                            |        |                                       |  |  |
|   |                            |        |                                       |  |  |
| How much money are you applying for?  |                            | \$2640 |                                       |  |  |
| Briefly describe any voluntary effort or donated materials provided for the project.  |                            |        |                                       |  |  |
| Voluntary effort (eg number of hours) Removal of existing playground. Removal of gravel.. Soil cultivation. Mulch from calf sheds. Donated berry plants, herbs and natives. Cartage of mulch. Spreading of mulch. |                            |        |                                       |  |  |
|   |                            |        |                                       |  |  |
|   |                            |        |                                       |  |  |
|   |                            |        |                                       |  |  |
| Donated materials (eg approximate \$ value)   |                            |        |                                       |  |  |
| Plants \$800  |                            |        |                                       |  |  |
| Cultivation \$ \$390  |                            |        |                                       |  |  |
| Mulch/compost \$5628  |                            |        |                                       |  |  |
| Mulch Delivery \$ 500   |                            |        |                                       |  |  |
| Total \$7318  |                            |        |                                       |  |  |
|   |                            |        |                                       |  |  |
|   |                            |        |                                       |  |  |
|   |                            |        |                                       |  |  |
| How do you envisage paying for the future operational costs of this project?  |                            |        |                                       |  |  |
| PTA   |                            |        |                                       |  |  |
| Growing pittosporums to replace windbreak   |                            |        |                                       |  |  |
| Approaching orchards for second hand windbreak if more is required.   |                            |        |                                       |  |  |
| Option to sell some of the fruit if necessary.  |                            |        |                                       |  |  |
|   |                            |        |                                       |  |  |
|   |                            |        |                                       |  |  |
| We  | Sue Scobie and Sarah White |        | 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  | Sue Scobie  |      |                                       |
| Position in organisation  | President   |      |                                       |
| Signature   |             | Date | 27/05/2022                            |
| Name  | Sarah White |      |                                       |
| Position in organisation  | Secretary   |      |                                       |
| Signature   |             | Date | 27/05/2022                            |
| <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 checked="" type="checkbox"/> X |
| quotations, where relevant  |             |      | <input type="checkbox"/> x            |
| letters of support (if applicable)  |             |      | <input type="checkbox"/>              |
| These items will complete your application  |             |      |                                       |
|   |             |      |                                       |
|   |             |      |                                       |

|   |
|---|
| Email to <a href="mailto:funding@southlanddc.govt.nz">funding@southlanddc.govt.nz</a><br>Post to Southland District Council, PO Box 903, Invercargill 9840<br>Drop into your nearest SDC office |
|---|



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## Community leadership report

Record no: R/22/5/20716

Author: Karen Purdue, Community partnership leader

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

---

### Purpose

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

### Recommendation

That the Waihopai Toetoe Community Board:

- a) **receives the report titled “Community leadership report” dated** 21 June 2022.

### Attachments

- A Community leadership report [↓](#)



## What's happening in your area

### Community partnership fund

Four applications have been received for the Waihopai Toetoe 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 organisations 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

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

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

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 councillors 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.

### Community service awards

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

## Strategy and policy

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### 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.

## 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.

## Stakeholder updates

### 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.



## Operational Report for Waihopai Toetoe Community Board

Record No: R/22/4/15043  
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 Waihopai Toetoe Community Board area.

### Recommendation

That the Waihopai Toetoe Community Board:

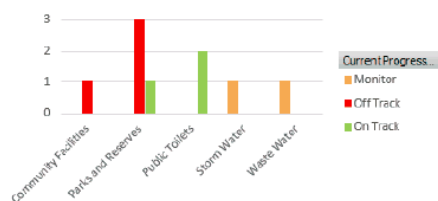
- a) **Receives the report titled “Operational Report for Waihopai Toetoe Community Board” dated 20 June 2022.**

### Attachments

- A Waihopai Toetoe Community Board - operational report - 28 June 2022 [↓](#)



## 1. Staff projects within current financial year as at 2 June 2022



## 2. Progress since last reporting period

### CLARIFICATION OF FUNDING SOURCES

Local funded: footpaths, SIESA, water structures and community halls.

District funded: cemeteries, water, wastewater, public toilets, roading and stormwater.

Local or District funded (dependent on service): community facilities, parks and reserves.

| ACTIVITY  | CODE    | NAME   | CURRENT PHASE  | CURRENT PROGRESS | BUDGET   |
|---|---------|--|----------------|------------------|----------|
| <b>COMMUNITY FACILITIES</b>   | P-10870 | Wyndham - hall kitchen upgrade                 | Delivery phase | Off track        | \$39,000 |
| Painters on site, we may have to re-install the two ovens until the new equipment arrives.  |         |  |                |                  |          |
| <b>PARKS AND RESERVES</b>   | P-10311 | New playground equipment at Rata Park, Tokanui | Delivery phase | On track         | \$3,876  |
| Update on timeframes and costs are making staff rethink weather replacement or risk mitigation on the last piece (floor to deck chain net) should occur. 2023/2024, swing and fort replacement is to occur. All larger risks identified have been completed. Talking with health and safety and also will reach out to the board chair. |         |  |                |                  |          |
| <b>PARKS AND RESERVES</b>   | P-10862 | Edendale Wyndham - multi-use track             | Delivery phase | Off track        | \$10,000 |
| Consultants have had their site visits with the board chairperson and are working on the draft report. Draft report to be presented to the board to ensure it is heading in the right direction. Date is set for 16 June for meeting with the consultants and the board.  |         |  |                |                  |          |

Report to Waihopai Toetoe Community Board  
28/06/2022

Southland District Council  
Te Rohe Pōtae o Murihiku

PO Box 903  
15 Forth Street  
Invercargill 9840

0800 732 732  
sdc@southlanddc.govt.nz  
southlanddc.govt.nz



| ACTIVITY   | CODE    | NAME   | CURRENT PHASE      | CURRENT PROGRESS | BUDGET    |
|--|---------|--|--------------------|------------------|-----------|
| <b>PARKS AND RESERVES</b>  | P-10867 | Waikawa walking tracks - investigation project | Delivery phase     | Off track        | \$10,000  |
| Consultants have had their site visits with the board chairperson and are working on the draft report. Draft report to be presented to the board to ensure it is heading in the right direction. Date is set for 16 June for meeting with the consultants and the board.   |         |  |                    |                  |           |
| <b>PARKS AND RESERVES</b>  | P-10942 | Fortrose - investigation project               | Delivery phase     | Off track        | \$20,000  |
| Consultants have had their site visits with the board chairperson and are working on the draft report. Draft report to be presented to the board to ensure it is heading in the right direction. Date is set for 16 June for meeting with the consultants and the board.   |         |  |                    |                  |           |
| <b>PUBLIC TOILETS</b>  | P-10383 | Replace toilets at Wyndham camping ground      | Delivery phase     | On track         | \$118,461 |
| Contractor is hooking up services and preparing for concrete. Communications team are working with the community board on the wrap.  |         |  |                    |                  |           |
| <b>PUBLIC TOILETS</b>  | P-10622 | Edendale recreation reserve toilet - renewal   | Delivery phase     | On track         | \$200,000 |
| Contractor is hooking up services and preparing for concrete. Communications team are working with the community board on the wrap.  |         |  |                    |                  |           |
| <b>STORM WATER</b>   | P-11012 | Woodlands stormwater upgrade                   | Delivery phase     | Monitor          | \$414,213 |
| The contractor started on site 11 April with a likely completion end of June.  |         |  |                    |                  |           |
| <b>WASTEWATER</b>  | P-10454 | Edendale/ Wyndham wastewater consent renewal   | Pre-delivery phase | Monitor          | \$200,000 |
| The initial design meeting has been held with Council and consultant GHD. With a large workload on more current water treatment plant upgrades, the report for the first stage of the proposal will realistically be very early 2023. We will then apply for the consent with a construction timeline start late in the Long Term Plan 2022/2023, 2023/2024. |         |  |                    |                  |           |

### 3. Service contracts

| CONTRACT NAME  | CONTRACT MANAGER COMMENTARY  |
|--|--|
| <b>10/01 – Water and wastewater services operation and maintenance</b> | <p>The 10/01 contract continued to operate well over the past reporting period. Some challenges around Covid- 19 disrupting “normal” routine but was well dealt with amongst the Downer operators with no major concerns being raised.</p> <p>Recent rainfall has helped relieve some pressure on water supply with intakes replenishing after a long dry summer.</p> <p>Coming into winter it is expected that it will remain as status-quo with an increase in reactive storm water works across the district.</p> |



| CONTRACT NAME   | CONTRACT MANAGER COMMENTARY  |
|---|--|
| 20/53 –Edendale and Wyndham, Woodlands, Waikawa, Fortrose, Tokanui, Gorge Road reserve and Weirs beach mowing areas | <p>The mowing is now in winter mode with a decreased frequency of cutting.</p> <p>Trees under the powerlines on Pera, Scutari and Inkerman streets have been removed.</p>  |
| 17/01 Alliance roading contract   | <p>RFSs for the month are at 25, which included the public holidays for Easter.</p> <p>340kms of grading has been completed for the month.</p> <p>860m3 of maintenance metal was spread for the month, slightly above last year's average \$/m3 overall.</p> <p>Noxious spraying continues to be a focus and auditing to ensure the product and activity are being effective.</p> <p>Plant, labour and materials prices are all on the rise, as well as fuel prices being unpredictable.</p> |



#### 4. Request for service data to 16 March 2022 – 30 May 2022

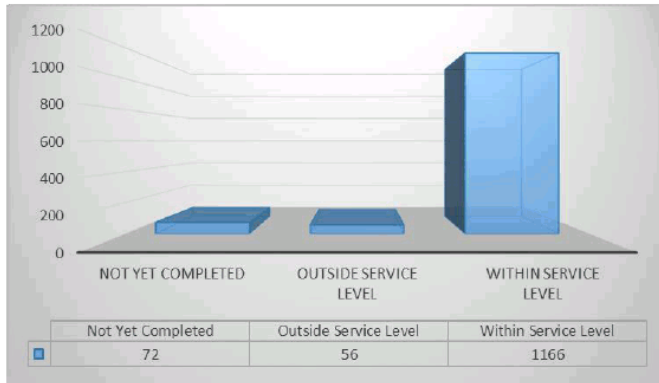


| REQUEST TYPE                                       | COUNT |
|--|-------|
| Cemeteries/memorials - repairs and maintenance     | 1     |
| Community facilities - halls - repairs/maintenance | 6     |
| Community facilities general                       | 2     |
| Parks and reserves - repairs and maintenance       | 1     |
| Streetscape -vegetation                            | 8     |
| Toilets - cleaning, repairs and maintenance        | 3     |
| Council housing – application                      | 1     |
| Council housing - repairs and maintenance          | 3     |
| Council property enquiry                           | 5     |
| Paper roads  | 2     |
| Culverts blocked - rural                           | 2     |
| Flooding roads                                     | 1     |
| Footpaths  | 3     |
| Hazards  | 1     |
| Urban stormwater (manholes, grates)                | 3     |
| Rapid numbers - new                                | 2     |
| Gravel road faults                                 | 6     |
| Street lights out                                  | 3     |
| Transport - road complaints (e-pathway only)       | 1     |
| Transport general enquiries                        | 11    |
| Water and waste general                            | 7     |
| Transfer/recycling station matters                 | 1     |
| Wheelie bin cancel/damaged/stolen                  | 1     |
| Wheelie bin collection complaints                  | 4     |
| Wheelie bin new/additional                         | 9     |
| Sewer lateral blockage                             | 1     |
| Sewer main blockage                                | 1     |
| Sewer odour  | 1     |
| Sewer overflow urgent                              | 1     |
| Water asset leak (main, hydrant, valve and meter)  | 2     |
| Water toby leak                                    | 3     |

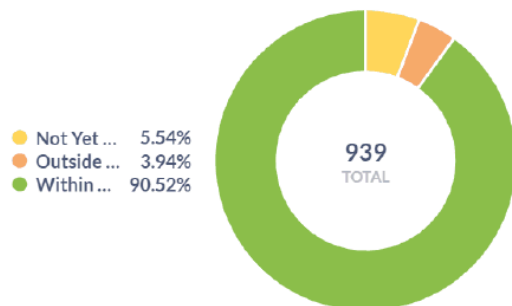


| REQUEST TYPE        | COUNT     |
|---------------------|-----------|
| Water toby location | 1         |
| <b>TOTAL</b>        | <b>97</b> |

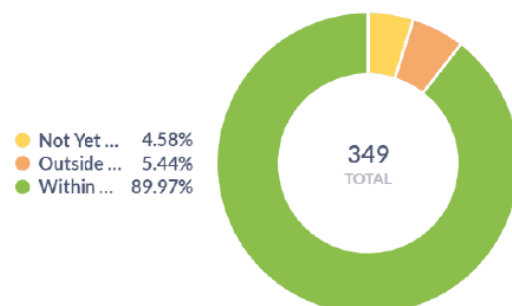
### RFS count by completion time status - district

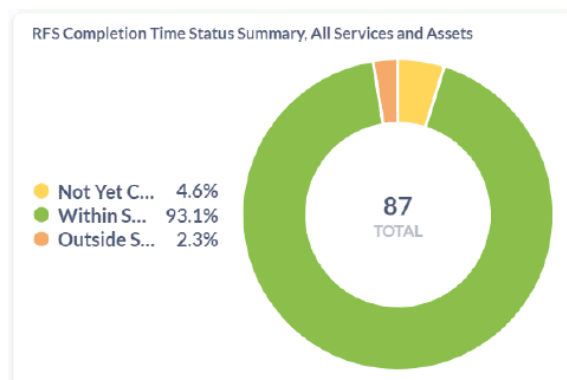


RFS Completion Time Status Summary, All Services and Assets



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



**RFS count by completion time status – local****IPS Requests, Response Time Status**

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

## 5. Local finance reporting

| <b>Edendale-Wyndham - 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 - EdenWyn                                       | \$1,409           | \$1,406               | \$1,825                     | \$460             | \$1,406               | \$1,687                     |                   |                       | \$29,900                    |
| Refuse Collection - EdenWyn                                  | \$15,835          | \$15,809              | \$18,971                    | \$4,422           | \$15,809              | \$18,971                    |                   |                       |                             |
| Beautification - EdenWyn                                     | \$46,977          | \$54,785              | \$66,479                    | \$29,803          | \$46,976              | \$75,743                    |                   |                       |                             |
| Recreation Reserve - EdenWyn                                 | \$34,222          | \$53,485              | \$64,184                    | \$47,673          | \$58,319              | \$69,621                    |                   | \$3,560               | \$4,272                     |
| Playground - EdenWyn   | \$10,533          | \$18,846              | \$22,615                    | \$9,758           | \$11,006              | \$13,115                    | \$10,940          | \$2,000               | \$12,600                    |
| Cemetery - Edendale  | \$9,737           | \$9,722               | \$11,846                    | \$13,010          | \$10,881              | \$13,057                    |                   |                       |                             |
| Hall - Edendale  |                   |                       | \$1,873                     |                   |                       |                             |                   |                       |                             |
| Cemetery - Wyndham   | \$13,299          | \$13,265              | \$15,918                    | \$10,415          | \$13,458              | \$16,149                    |                   |                       |                             |
| Camping Ground - Wyndham                                     | \$7,990           | \$5,291               | \$6,351                     | \$3,520           | \$6,168               | \$6,762                     |                   |                       |                             |
| Hall - Edendale-Wyndham                                      | \$17,496          | \$15,411              | \$18,493                    | \$11,961          | \$16,818              | \$57,904                    | \$15,449          |                       |                             |
| Museum - Wyndham   | \$1,269           | \$1,266               | \$1,519                     | \$2,109           | \$2,035               | \$2,166                     |                   |                       |                             |
| <b>Total</b>   | <b>\$158,766</b>  | <b>\$189,285</b>      | <b>\$230,074</b>            | <b>\$133,130</b>  | <b>\$182,874</b>      | <b>\$275,175</b>            | <b>\$26,389</b>   | <b>\$5,560</b>        | <b>\$46,772</b>             |

Edendale-Wyndham income is \$158,766, \$30,519 below budget, predominantly due to no project grants being received for beautification, recreation reserve and playground activities for the period to date. This is offset by the Wyndham camping ground receiving \$2,174 of additional income from the sale of a surplus shipping container, and \$2,085 of additional hall hire income for the Edendale-Wyndham hall.

Expenditure is \$133,130, \$49,744 less than budget. Refuse collection is underspent by \$11,387 as a result of less refuse collection costs to date. Beautification, recreation reserve, Wyndham cemetery and Wyndham camping ground are all under budget due to less maintenance and mowing costs incurred for the period to date. Edendale-Wyndham hall is \$4,857 under budget due to less electricity and cleaning costs to date. Some of the mowing contractors are invoicing a month in arrears. From May, these costs will be accrued which will remove a significant portion of the variance, and better reflect actual costs incurred.





Capital expenditure is \$26,389, \$20,829 over budget primarily due to the installation of the new drinking fountain at the playground (\$8,940) and the Wyndham hall kitchen upgrade (\$15,449). The drinking fountain project has been completed earlier than expected with the majority of the spend budgeted to be spent in June. The Wyndham hall project is currently budgeted as maintenance however, the actual costs are capital. The majority of this cost was estimated to occur in June and it is expected that the project will finish within budget and is anticipated to be completed by June. The recreation reserve capital budget relates to the unbudgeted expenditure that was approved by the board on the 26 April 2022 for the purchase of additional flags. No costs have been incurred in relation to this expenditure to date because staff are awaiting approval of the Matariki design from Te Ao Marama before ordering the flags.

| <b>Gorge Road - 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 - Gorge Road                              | \$601             | \$600                 | \$720                       |                   | \$600                 | \$720                       |                   |                       |                             |
| Recreation Reserve -Gorge Road                         | \$8,850           | \$8,833               | \$11,251                    | \$4,878           | \$5,500               | \$21,600                    |                   | \$1,113               | \$1,335                     |
| <b>Total</b>   | <b>\$9,452</b>    | <b>\$9,433</b>        | <b>\$11,971</b>             | <b>\$4,878</b>    | <b>\$6,100</b>        | <b>\$22,320</b>             | <b>\$0</b>        | <b>\$1,113</b>        | <b>\$1,335</b>              |

Gorge Road income is \$9,452, which is slightly above budget.

Expenditure is \$4,878, \$1,222 less than projected budget as a result of minimal reactive maintenance required at the recreation reserve and no streetworks costs for the year to date.

Capital expenditure is \$1,113 under projection due to the unbudgeted expenditure that was approved by the board on the 26 April 2022 for the purchase of additional flags. No costs have been incurred in relation to this expenditure to date because staff are awaiting approval of the Matanki design from Te Ao Marama before ordering the flags.

| <b>Tokanui - 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 - Tokanui                              | \$601             | \$600                 | \$720                       |                   | \$600                 | \$720                       |                   |                       |                             |
| Refuse Collection - Tokanui                         | \$1,402           | \$1,400               | \$1,680                     | \$194             | \$1,400               | \$1,680                     |                   |                       |                             |
| Beautification - Tokanui                            | \$17,577          | \$17,543              | \$21,961                    | \$10,243          | \$18,076              | \$21,052                    |                   | \$890                 | \$1,068                     |
| Playground - Tokanui                                | \$7,253           | \$7,239               | \$8,687                     | \$5,052           | \$9,112               | \$10,873                    | \$2,700           | \$3,230               | \$3,876                     |
| Hall - Tokanui                                      | \$10,637          | \$10,560              | \$12,746                    | \$31,636          | \$10,457              | \$50,033                    |                   |                       |                             |
| <b>Total</b>  | <b>\$37,471</b>   | <b>\$37,343</b>       | <b>\$45,794</b>             | <b>\$47,125</b>   | <b>\$39,645</b>       | <b>\$84,358</b>             | <b>\$2,700</b>    | <b>\$4,120</b>        | <b>\$4,944</b>              |

Tokanui income is \$37,471, slightly above budget (\$129).

Expenditure is \$47,125, \$7,480 over budget primarily due to the hall business unit being \$21,179 over budget due to exterior painting expected to occur in June, being completed earlier. The project came in under budget, so is not expected to be over budget at year end. This is offset by lower mowing and rates costs in the beautification business unit (\$7,833), and less playground maintenance (\$4,060) being required to date. Some of the mowing contractors are invoicing a month in arrears. From May, these costs will be accrued which will remove a significant portion of the variance, and better reflect actual costs incurred.

Capital expenditure is \$2,700, \$1,420 below budget. Beautification is \$890 under projection due to the unbudgeted expenditure that was approved by the board on the 26 April 2022 for the purchase of additional flags. No costs have been incurred in relation to this expenditure to date because staff are awaiting approval of the Matariki design from Te Ao Marama before ordering the flags. Tokonui playground is \$530 under spent due to the progress of the new playground equipment project at Rata Park. This project is expected to be completed by 30 June.



### Waihopai Toetoe - Business Units as at 30 April 2022

|                                 | Income          |                 |                      | Expenses        |                 |                      | Capital    |                |                      |
|---------------------------------|-----------------|-----------------|----------------------|-----------------|-----------------|----------------------|------------|----------------|----------------------|
| Business Unit                   | Actual YTD      | Projection YTD  | Projection Full Year | Actual YTD      | Projection YTD  | Projection Full Year | Actual YTD | Projection YTD | Projection Full Year |
| Community Leadership - Waihopa  | \$10,437        | \$10,417        | \$23,713             | \$5,773         | \$5,775         | \$23,713             |            |                |                      |
| Streetworks - Waihopai-Toetoe   |                 |                 |                      | \$2,293         | \$2,293         | \$2,751              |            |                | \$3,000              |
| Rec Reserve - Waihopai-Toetoe   | \$43,053        | \$41,473        | \$50,718             | \$34,092        | \$44,461        | \$81,969             |            |                |                      |
| Waihopai Toetoes Community Pool | \$22,949        | \$22,778        | \$27,333             |                 |                 | \$27,333             |            |                |                      |
| <b>Total</b>                    | <b>\$76,439</b> | <b>\$74,667</b> | <b>\$101,764</b>     | <b>\$42,158</b> | <b>\$52,528</b> | <b>\$135,766</b>     | <b>\$0</b> | <b>\$0</b>     | <b>\$3,000</b>       |

Waihopai Toetoe income is \$76,439, \$1,772 above budget. The main contributing factor is an additional \$1,500 of rental income in the recreation reserve business unit, which was historically budgeted for in a now inactive operating business unit.

Expenditure is \$42,158, \$10,370 lower than budget. Mowing and maintenance costs for the recreation reserve are under budget by \$11,128. Some of the mowing contractors are invoicing a month in arrears. From May, these costs will be accrued which will remove a significant portion of the variance, and better reflect actual costs incurred.

### Woodlands - Business Units as at 30 April 2022

|                            | Income          |                 |                      | Expenses        |                 |                      | Capital    |                |                      |
|----------------------------|-----------------|-----------------|----------------------|-----------------|-----------------|----------------------|------------|----------------|----------------------|
| Business Unit              | Actual YTD      | Projection YTD  | Projection Full Year | Actual YTD      | Projection YTD  | Projection Full Year | Actual YTD | Projection YTD | Projection Full Year |
| Street Works - Woodlands   | \$601           | \$600           | \$720                | \$8,476         | \$8,449         | \$10,139             |            |                | \$3,000              |
| Cemetery - Woodlands       | \$9,515         | \$9,500         | \$11,400             | \$7,808         | \$9,936         | \$11,923             |            |                |                      |
| Beautification - Woodlands | \$9,091         | \$9,073         | \$11,829             | \$5,271         | \$9,073         | \$10,888             |            | \$1,113        | \$1,335              |
| <b>Total</b>               | <b>\$19,207</b> | <b>\$19,173</b> | <b>\$23,949</b>      | <b>\$21,555</b> | <b>\$27,458</b> | <b>\$32,950</b>      | <b>\$0</b> | <b>\$1,113</b> | <b>\$4,335</b>       |

Woodlands income is \$19,207, which is slightly above budget.



Expenditure is \$21,555, \$5,903 under budget. The cemetery and beautification business units are underspent by \$2,128 and \$3,802 respectively due to less mowing and reactive maintenance costs occurring to date. Some of the mowing contractors are invoicing a month in arrears. From May, these costs will be accrued which will remove a significant portion of the variance, and better reflect actual costs incurred.

Capital expenditure is \$1,113 under projection due to the unbudgeted expenditure that was approved by the board on the 26 April 2022 for the purchase of additional flags. No costs have been incurred in relation to this expenditure to date because staff are awaiting approval of the Matangi design from Te Ao Marama before ordering the flags.

| <b>Other Halls - 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> |
| Hall - Menzies Ferry                                    |                   |                       | \$152                       |                   |                       |                             |                   |                       |                             |
| Hall - Fortrose   | \$8,157           | \$8,157               | \$9,849                     | \$1,260           | \$1,795               | \$1,926                     |                   |                       |                             |
| Hall - Mataura Island                                   |                   |                       | \$93                        |                   |                       |                             |                   |                       |                             |
| Hall - Mokoreta/Redan                                   | \$4,381           | \$4,381               | \$5,611                     | \$2,587           | \$4,814               | \$5,257                     |                   |                       |                             |
| Hall - Waikawa  | \$11,973          | \$11,039              | \$13,247                    | \$3,881           | \$8,411               | \$10,059                    |                   | \$4,167               | \$5,000                     |
| <b>Total</b>  | <b>\$24,511</b>   | <b>\$23,577</b>       | <b>\$28,952</b>             | <b>\$7,727</b>    | <b>\$15,021</b>       | <b>\$17,242</b>             | <b>\$0</b>        | <b>\$4,167</b>        | <b>\$5,000</b>              |

Other hall income is \$24,511, slightly above budget (\$934) primarily due to the Waikawa hall receiving unbudgeted hall hire income.

Expenditure is \$7,727, \$7,294 less than budget, primarily due to minimal reactive maintenance costs incurred to date for the Mokoreta/Redan (\$2,227) and Waikawa (\$4,530) halls.

Capital expenditure is \$4,167 under projection due the minor works required on the Waikawa hall, prior to transferring the asset over to the community. This work is not yet completed. This work was expected to be completed by 30 June 2022, however due to contractor availability it may not be completed until early 2022/2022.

**Reserve balances**

| <b>RESERVE</b>                    | <b>ACTUAL<br/>30 JUNE 2021</b> | <b>BUDGET<br/>30 JUNE 2022</b> | <b>FORECAST<br/>30 JUNE 2022</b> |
|-----------------------------------|--------------------------------|--------------------------------|----------------------------------|
| Edendale Wyndham community centre | \$111,544                      | \$83,417                       | \$74,417                         |
| Edendale cemetery                 | \$7,435                        | \$7,615                        | \$7,615                          |
| Edendale Wyndham footpath         | \$35,582                       | \$21,873                       | \$21,873                         |
| Edendale Wyndham general          | \$77,679                       | \$78,415                       | \$519,225                        |
| Edendale Wyndham stormwater       | \$444,302                      | \$453,119                      | \$-                              |
| <b>Total – Edendale Wyndham</b>   | <b>\$676,542</b>               | <b>\$644,439</b>               | <b>\$623,130</b>                 |
| Gorge Road general                | \$37,415                       | \$38,066                       | \$38,066                         |
| <b>Total – Gorge Road</b>         | <b>\$37,415</b>                | <b>\$38,066</b>                | <b>\$38,066</b>                  |
| Tokanui community centre          | \$1,675                        | \$1,749                        | \$1,749                          |
| Tokanui general                   | \$55,720                       | \$45,401                       | \$50,544                         |
| <b>Total - Tokanui</b>            | <b>\$57,395</b>                | <b>\$47,150</b>                | <b>\$52,293</b>                  |
| Woodlands general                 | \$55,522                       | \$28,823                       | \$52,128                         |
| Woodlands septic tank             | \$4,079                        | \$3,648                        | \$3,648                          |
| <b>Total – Woodlands</b>          | <b>\$59,601</b>                | <b>\$32,471</b>                | <b>\$55,776</b>                  |
| Menzies Ferry hall                | \$8,437                        | \$8,589                        | \$8,589                          |
| Fortrose hall                     | \$3,447                        | \$3,508                        | \$8,508                          |
| Mataura Island hall               | \$5,928                        | \$6,021                        | \$6,021                          |
| Mokoreta/Redan hall               | \$21,104                       | \$21,458                       | \$21,458                         |
| Waikawa hall                      | \$0                            | \$0                            | \$0                              |
| <b>Total – Other halls</b>        | <b>\$38,916</b>                | <b>\$39,576</b>                | <b>\$44,579</b>                  |
| <b>TOTAL RESERVES</b>             | <b>\$869,869</b>               | <b>\$801,702</b>               | <b>\$813,841</b>                 |

**District reserve balance of interest**

| <b>DISTRICT RESERVE</b>               | <b>30 JUNE 2021</b> | <b>BUDGET<br/>30 JUNE 2022</b> | <b>FORECAST<br/>30 JUNE 2022</b> |
|---------------------------------------|---------------------|--------------------------------|----------------------------------|
| Allocation Committee Waihopai Toetoe* | \$248,827           | \$248,827                      | \$248,827                        |

\* Please note utilisation of this reserve must be approved by Council.



## Chairperson's report

Record no: R/22/6/30223

Author: Fiona Dunlop, Committee advisor

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

### Purpose of report

- 1 The purpose of the report is to provide an update to the Waihopai Toetoe Community Board on activities that the chairperson has been involved with since April 2022.
- 2 The report also provides an opportunity for the board chairperson to present an overview of the issues she has been involved with.
- 3 Items of interest that Chair Yorke is reporting on are as follows:
- 4 It finally feels like we are actually starting to achieve some things in our Community.

### Community service awards

- 5 Friday 3 June 2022 was a great night which was held for Edendale Volunteer Fire Brigades former chief fire officer Scott Cameron, who was one of our recipients of the Community Service Awards.
- 6 Scott was a long serving member of the Edendale Fire Brigade and also made a huge contribution to setting up the Edendale First Response.
- 7 There are some great volunteers in our Community and it is nice to be able to recognise them.

### Memorandum of understanding

- 8 The memorandum of understanding with the Gorge Road Community Group has been finalised and signed by both parties. This is for looking after the planting area that is already in place, and doing some additional planting where the trees were removed.

### Boffa Miskell

- 9 It will be great to hear from Boffa Miskell tonight about their investigations around the proposed Edendale/Wyndham walkway/cycleway, Fortrose foreshore and Waikawa area. We had a great day out showing off our unique area.

### 2022/2023 Annual Plan

- 10 Work is underway for the projects in the 2022/2023 Annual Plan, which is also exciting.

### Wyndale transfer station

- 11 I am waiting in anticipation to hear if we get any traction on getting some sort of, out of hours recycle facility at the Wyndale transfer station, especially as I have discovered that we seem to be the only area in Southland, that doesn't have one. Also what the thoughts are of Woodlands receiving one as well?

### **Wyndham library**

- 12 Following on from brief discussions at the last workshop, I have had more discussions around the future of the Wyndham Library, and what is the definition of temporary ie 1,2, 5, 10 or 20 years. It will be interesting to see where this ends up. Hopefully there won't be empty promises?

### **Matariki flags**

- 13 The Matariki flags thankfully came thru in time and went up on the Monday. We got the Southland District Council Communications department to do some social media on this, as we are the only Community Board to have flag tracks, thanks to the foresight of our Councillors, so let's celebrate this. We have had a hugely positive response from all our communities.

### **Trees**

- 14 There has been discussion recently about trees being removed. We are not taking trees down for the sake of it. These are either being removed because they are growing into the power lines, and/or they have already had one free trim.
- 15 Thinking about this, I believe we need to identify some areas in our Community where we could be replanting the right type of tree in the right place, to replace the trees that are removed. A few areas of interest come to mind, and it is my understanding that this is being looked at by Council staff.

### **Wyndham hall kitchen upgrade**

- 16 The Hall kitchen is complete; we are now just waiting on the oven to arrive. Then the oven and sanitiser will be installed and the two older hall ovens will be sold off, as they were still in working order.

### **Wyndham hall booking system**

- 17 After having used the hall booking system myself, and becoming completely frustrated. I have advised staff that the Custodian won't be advising people to use it anymore, that we are going back to the old system. Mainly as we don't want to lose customers and we are trying to improve our image.
- 18 I believe in an online booking system, this one currently just needs a little more love.

### **Lichen and moss on footpaths**

- 19 Only one area causing some frustration this report which is lichen and moss on footpaths, which has not been previously dealt to, but was identified last year. I think now all towns have been looked at, and treated if required.
- 20 Maintenance of footpaths, seems to have been overlooked so we need to make sure this is being budgeted for, even though it isn't a business unit we look after.

### **Wilton Street, Edendale**

- 21 We have also had it identified that there is an issue on Wilton Street Edendale, where there is a designated dog run area. In this area there has been a semi-permanent fence put for stock to graze. This was brought to our attention by members of the public. I have requested relevant Departments look into this issue collaboratively i.e. Roading and Dog Control.



### **Community partnership fund grants**

- 22 I have also asked for the Accountability forms for the first round of Community partnership fund grants we gave out nearly 2 years ago. Just to make sure that this money has been used for its intended purpose.

### **John Beange fund**

- 23 Four applications were received for the John Beange fund. Board member Melanie Shepherd, Councillor Paul Duffy and myself met, and we approved two. The other two were asked for more information.
- 24 Stay warm and well.

### **Recommendation**

That the Waihopai Toetoe Community Board:

- a) **receives the report titled “Chairperson's report” dated** 21 June 2022.

### **Attachments**

There are no attachments for this report.