



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

**Date:** Monday, 26 February 2024  
**Time:** 1pm  
**Meeting room:** Te Anau Club, corner Pop Andrew Drive and  
**Venue:** Jackson Street, Te Anau

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## Fiordland Community Board Agenda OPEN

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### MEMBERSHIP

<b>Chairperson</b>	Diane Holmes
<b>Deputy chairperson</b>	Julie Burgess
<b>Members</b>	Marilyn Hunter
	Kate Norris
	Nick Robertson
	Luke Thomas
	Councillor Sarah Greaney

### IN ATTENDANCE

<b>Committee advisor</b>	Rachael Poole
<b>Community partnership leader</b>	Kelly Tagg
<b>Community liaison officer</b>	Gordon Crombie

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**[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.

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## Community board terms of reference

<b>TYPE OF COMMITTEE</b>	Community board (board)
<b>RESPONSIBLE TO</b>	Boards are responsible to Council  Each board will also have relationships with Council committees (these committees are outlined in the delegations manual).
<b>SUBCOMMITTEES</b>	Some subcommittees will report to community boards – these are outlined in section 8.5 of the delegations manual.
<b>MEMBERSHIP</b>	Oreti and Waihopai Toetoe boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other boards have six members plus a member appointed by Council.  The chairperson is elected by the board. Councillors who are not appointed to boards can only remain for the public section of the board meeting. They cannot stay for the public excluded section unless the board agrees.
<b>FREQUENCY OF MEETINGS</b>	Every second month, but up to 12 ordinary meetings a year with the approval of the chief executive.
<b>QUORUM</b>	Not less than four members
<b>THE ROLE OF COMMUNITY BOARDS</b>	<p><b>Governance</b></p> <p>Elected members are responsible for providing leadership, setting direction and for overseeing performance (at a high level).</p> <p>The chief executive and staff are responsible for management activities including the allocation of resources, overseeing the day to day operations of the community board, providing policy advice and implementing governance decisions.</p> <p><b>Roles outlined in the Local Government Act 2002</b></p> <ul style="list-style-type: none"> <li>• appoint a chairperson and deputy chairperson</li> <li>• represent, and act as an advocate for, the interests of its community</li> <li>• consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the board</li> <li>• maintain an overview of services provided by the territorial authority within the community</li> <li>• prepare an annual submission to the territorial authority for expenditure within the community</li> <li>• communicate with community organisations and special interest groups within the community</li> <li>• undertake any other responsibilities that are delegated to it by the territorial authority.</li> </ul> <p><b>Additional roles of boards</b></p> <p><b>Community wellbeing</b></p>

	<ul style="list-style-type: none"> <li>a) promote the social, economic, environmental and cultural well-being of local communities</li> <li>b) monitor the overall well-being of local communities.</li> </ul> <p><b>Community leadership</b></p> <ul style="list-style-type: none"> <li>a) to provide leadership to local communities on the strategic issues and opportunities that they face</li> <li>b) identify key issues and opportunities that will affect the future of the board's community and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities</li> <li>c) promote a shared vision for the board's community and develop and promote ways to work with others to achieve positive outcomes</li> <li>d) 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> <li>e) develop and manage community board plans including keeping these up to date and relevant to community needs and aspirations.</li> </ul> <p><b>Engagement and relationships</b></p> <ul style="list-style-type: none"> <li>a) to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community.</li> </ul> <p>Advocacy</p> <ul style="list-style-type: none"> <li>a) as part of the long term plan or annual plan process, prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest</li> <li>b) as part of the long term plan or annual plan process, outline the relative priorities for the delivery of District services and levels of service within the board area (Council sets the levels of service for <b>District Activities</b><sup>(i)</sup> if a board seeks a higher level of service, they need to recommend that to Council, and the higher level of service will need to be funded in an appropriate way (locally).</li> </ul> <p><b>Local activities</b></p> <p>For local activities<sup>(ii)</sup></p> <ul style="list-style-type: none"> <li>a) recommend to Council levels of service<sup>(iii)</sup> and budgets for local activities, having regard to Council budgets in the long term plan or annual plan process</li> <li>b) recommend to Council rates, user charges and fees to fund local activities</li> </ul>
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	<ul style="list-style-type: none"> <li>c) recommend to Council or a relevant committee the approval of project definitions or business cases and procurement plans for capital expenditure over \$300,000</li> <li>d) recommend to Council or a relevant committee unbudgeted capital expenditure</li> <li>e) monitor the services Council delivers its communities and assess the extent these services meet community needs or the expected level of service</li> <li>f) support the development of local management plans where required by statute or in support of the district plan, or other plans (reserves, harbours, or other community facilities).</li> </ul> <p>These plans should then be recommended to Council. There are times when local management plans<sup>(iv)</sup> should not be developed:</p> <p>Environmental management and spatial planning</p> <ul style="list-style-type: none"> <li>a) provide comment on resource consent applications referred to the community board for comment</li> <li>b) to make recommendations to Council about bylaws and about enforcing bylaws within the community, having regard to the need to maintain consistency across the District</li> <li>c) 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</li> <li>d) provide input into regulatory activities not otherwise specified above, where process allows</li> <li>e) recommend to Council initiating an appeal to the environment court on decisions relating to resource consent applications that the board has made submissions on</li> <li>f) provide support to the development of community plans for a civil defence emergency and the recovery afterwards.</li> </ul>
<b>DELEGATIONS</b>	<p>In exercising the delegated powers, boards will operate within:</p> <ul style="list-style-type: none"> <li>a) policies, plans, standards or guidelines that have been established and approved by Council</li> <li>b) the needs of the local communities</li> <li>c) the approved budgets for the activity.</li> </ul> <p>1) Boards shall have the following delegated powers and be accountable to Council for the exercising of these powers<sup>(v)</sup>.</p> <p>Community wellbeing</p> <ul style="list-style-type: none"> <li>a) develop local strategies to improve areas of wellbeing (where a need has been identified)</li> <li>b) to develop local community outcomes that reflect the desired goals for their community or place.</li> </ul>

	<p>Community board plans</p> <p>a) Regularly review and update the community board plan to keep the plan relevant.</p> <p>Decisions on locally funded assets and services</p> <p>a) accept donations of a local asset (e.g. a gas barbeque, park bench, etc) with a value of less than \$30,000</p> <p>b) approve project definitions or business cases for approved budgeted capital expenditure up to \$300,000.</p> <p>Unbudgeted expenditure</p> <p>a) approve unbudgeted operating expenditure for local activities of up to \$20,000</p> <p>b) 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 or long term plan</p> <p>c) authority to delegate to the chief executive, when approving a project definition or business case, over-expenditure of up to \$10,000 for capital expenditure against the budget detailed in the annual plan or long term plan.</p> <p>Leases and licenses</p> <p>In relation to all leases and licences of land and buildings for local activities within their own area, and subject to any relevant legislation and/or policy requirement, on behalf of Council;</p> <p>a) accept the highest tenders for rentals more than \$10,000</p> <p>b) approve the preferential allocation<sup>(vi)</sup> of leases and licenses where the rental is \$10,000 or more per annum.</p> <p>Community assistance</p> <p>a) establish a system for prioritising allocations, based on criteria provided by Council</p> <p>b) grant funds from the Community Partnership Fund</p> <p>c) allocate bequests or grants generated locally, consistent with the terms of the bequest or grant fund.</p> <p>Northern Southland development fund</p> <p>a) the Northern board can make decisions regarding funding applications to the Northern Southland development fund.</p>
<b>LIMITS TO DELEGATIONS</b>	<p>Boards have no financial or decision-making delegations other than those specifically delegated by Council.</p> <p>Boards 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 or annual plan.</p> <p>In accordance with the provisions of section 39(2) of Schedule 7 of the Local Government Act 2022 the board may not incur expenditure in excess of the approved budget.</p>

	<p>Matters that are not delegated</p> <p>Council has not delegated to boards the power to:</p> <ul style="list-style-type: none"> <li>a) make a rate or bylaw</li> <li>b) acquire, hold or dispose of property</li> <li>c) direct, appoint, suspend or remove staff</li> <li>d) engage or enter into contracts and agreements and financial commitments</li> <li>e) institute an action for recovery of any amount</li> <li>f) issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>g) institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal to the environment court on decisions in respect to resource consent applications on which the board has made submissions.</li> </ul>
<b>CONTACT WITH MEDIA</b>	<p>The 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 or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The 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 Council.</p>
<b>REPORTING</b>	<p>Boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>Copies of board meeting minutes are retained by Council.</p>

- (i) **District activities include:**
- a) community leadership at a district level (including district community grants)
  - b) wastewater
  - c) waste services
  - d) water supply
  - e) district open spaces (parks and reserves)
  - f) roading
  - g) district community services (library services, cemeteries, community housing and heritage/culture)
  - h) district community facilities (public toilets, library buildings, offices and amenity buildings)
  - i) environmental services (building services, resource management, environmental health, animal services, emergency management)
  - j) stormwater
  - k) corporate support services

- (ii) **Local activities include:**
- a) community leadership at a local board level (including local community grants)
  - b) local community facilities (halls and other amenity buildings within Council's overarching policy for community facilities)
  - c) water facilities (boat ramps, wharves, jetties and harbour facilities)
  - d) local open spaces (parks and reserves, playgrounds and streetscapes)
  - e) parking limits, footpaths and streetlights
  - f) Te Anau/Manapouri Airport (Fiordland board)
  - g) Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura board)
  - h) for the above two local activities only
  - i) recommend levels of service and annual budget to Council or a relevant committee
  - j) monitor the performance and delivery of the service
  - k) naming reserves, structures and commemorative places
  - l) authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.
  - m) naming roads
  - n) authority to decide on the naming for public roads, private roads and rights of way
  - o) assisting 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.
- (iii) Levels of service is a term in asset management referring to the quality of a given service. Defining and measuring levels of service is a key activity in developing infrastructure asset management plans. Levels of service may be tied to physical performance of assets or be defined by customer expectation and satisfaction.
- (iv) Local management plans should not be developed where powers:
- a) have been delegated to Council staff
  - b) would have significance beyond the board's area or otherwise involves a matter of national importance (Section 6 Resource Management Act 1991)
  - c) involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.
- (v) Local Government Act 2002, s.53
- (vi) A preferential allocation is when there is a preference that a lease or license is given to a particular person or group, rather than having an open process. For example, a neighbouring land owner or a community group that use a building may be asked if they want to lease the land/building, rather than giving the wider public the opportunity to tender or apply.
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**1 Apologies**

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

**2 Leave of absence**

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

**3 Conflict of interest**

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

**4 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.”

**5 Confirmation of minutes**

5.1 Meeting minutes of Fiordland Community Board, 11 December 2023

**6 Public participation**

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.



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## Fiordland Community Board

### OPEN MINUTES

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Minutes of a meeting of Fiordland Community Board held in the Te Anau Club, corner Pop Andrew Drive and Jackson Street, Te Anau on 11 December 2023 at 1pm (1pm – 3.10pm (PE 2.49pm – 3.10pm)).

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#### **PRESENT**

<b>Chairperson</b>	Diane Holmes
<b>Deputy chairperson</b>	Julie Burgess
<b>Members</b>	Marilyn Hunter
	Kate Norris
	Nick Robertson
	Luke Thomas
	Councillor Sarah Greaney

#### **IN ATTENDANCE**

Group manager customer and community wellbeing – Sam Marshall  
Committee advisor - Rachael Poole  
Community partnership leader – Kelly Tagg

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**1 Apologies**

There were no apologies.

**2 Leave of absence**

There were no leave of absence requests.

**3 Conflict of interest**

Councillor Greaney declared a conflict of interest to Item C 8.1 – Request for additional financial contribution towards toilet cleaning and advised the meeting that she would not be present during this item.

**4 Extraordinary/urgent items**

There were no extraordinary/urgent items.

**5 Confirmation of minutes**

**Resolution**

Moved Deputy chairperson Burgess, seconded Nick Robertson **and resolved:**

**That the Fiordland Community Board confirms the minutes of the meeting held on 30 October 2023 as a true and correct record of that meeting.**

**6 Public participation**

Irene Barnes from Manapouri spoke to the meeting on her request for a swimming pontoon and bouy barrier to be installed on Lake Manapouri to protect the children who are swimming in the lake near where boats come and go from the shore.

Mrs Barnes mentioned that the Maritime Transport Act 1994 is up for review and perhaps the Fiordland Community Board would like to make a submission.

Chair Holmes thanked Mrs Barnes for taking the time to attend the meeting.

Julie Burgess left the meeting at 1.14pm.

## Reports

### 7.1 Chairperson's report

**Record No: R/23/12/57591**

Chair Holmes provided an update to the Fiordland Community Board on activities that she has been involved in since the end October 2023.

Chair Holmes highlighted:

- 2 November and 24 November 2023, Te Anau Basin Develop Plan Advisory Group oversight meetings
- 22 November 2023 attended Council to participate in the Te Anau pay toilet and airport review recommendations, very good to have Marilyn attend with me as well as achieved positive outcomes
- 6 November 2023 community board chairperson meeting, Winton. LTP project timeframes.

#### Other updates

- Drop ins - Te Anau 5 December 2023 – good turn out and items discussed included consenting delays, trees at the delta, and Fiordland Trails Trust connectivity with footpaths. (town cycling network part of town planning that is underway).
- Community board draft housing plan update
- Te Anau Airport Manapouri, next steps, Cr Sarah Greaney – thanks to Chair Holmes and member Hunter for attending the Council meeting.
- LTP projects update – allocating and prioritising projects.

Chair Holmes will approach the Fiordland Medical Centre about the health and safety issue identified with the footpath outside their building.

#### Resolution

Moved Cr Greaney, seconded Luke Thomas **and resolved:**

**That the Fiordland Community Board:**

- a) receives the report titled “Chairperson's report”.**

Julie Burgess returned at 1.51pm.

## 7.2 Councillor update

**Record No: R/23/12/57324**

Councillor Greaney updated the meeting on items from around the Council table.

Most notable was that the toilet charge to use the toilets next to Lions Park has now been removed.

Policies and bylaws –

- draft speed management plan
- draft use of drones

Councillor Greaney is looking to have Warm Homes Trust and Awarua Synergy come to Te Anau to speak to gain an understanding of what they are able to offer locals.

### Resolution

Moved Cr Greaney, seconded Deputy chairperson Burgess **and resolved:**

**That the Fiordland Community Board:**

- a) receives the report titled “Councillor update”.**

## 7.3 Community board reporting

**Record No: R/23/12/57351**

Community partnership lead, Kelly Tagg spoke to this report. Ms Tagg explained that the purpose of this report was to inform the board of the community leadership and operational activities in the board area and across the district.

Chair Holmes will organise a community gardens visit as well as a visit to the Homer tunnel to view the tailrace, noting that this will be a six hour time commitment.

### Resolution

Moved Luke Thomas, seconded Kate Norris **and resolved:**

**That the Fiordland Community Board:**

- a) receives the report titled “Community board reporting” dated 5 December 2023.**

#### 7.4 Next meeting

Record No: R/23/12/57355

##### Resolution

Moved Deputy chairperson Burgess, seconded Cr Greaney **and resolved:**

**That the Fiordland Community Board:**

- a) **receives the report titled "Next meeting"**
- b) **confirms that the next meeting of the Board is at 1pm on Monday 26 February 2024 to be held in the Te Anau Club, Corner Pop Andrew Drive and Jackson Street Te Anau.**

Meeting adjourned at 2.09pm.

Meeting reconvened at 2.48pm.

Councillor Greaney left the meeting at 2.48pm.

#### Public excluded

**Exclusion of the public: Local Government Official Information and Meetings Act 1987**

##### Resolution

Moved Luke Thomas, seconded Nick Robertson **and resolved:**

**That the public be excluded from the following part(s) of the proceedings of this meeting.**

##### **C8.1 Request for additional financial contribution towards toilet cleaning**

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

**Agrees that group manager, Sam Marshall and manager property services, Kevin McNaught be permitted to be present for the public excluded item.**

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Request for additional financial contribution towards toilet cleaning	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

	who supplied or who is the subject of the information.	
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The public were excluded at 2.49pm.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 3.10pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE FIORDLAND COMMUNITY BOARD HELD ON 26 FEBRUARY 2024.

**DATE:**.....

**CHAIRPERSON:**.....



## Community board reporting

**Record no:** R/24/2/6393

**Author:** Kelly Tagg, Community partnership leader

**Approved by:** Sam Marshall, Group manager customer and community wellbeing

☐ Decision

☐ Recommendation

☒ Information

### Purpose

- 1 The purpose of this report is to inform the board of the community leadership, operational and Council activities in the board area and across the district.

### Recommendation

**That the Fiordland Community Board:**

- a) receives the report titled "Community board reporting" dated 16 February 2024.

### Attachments

- A Fiordland community leadership report - 26 February 2024
- B Trading in public places - schedule of approved sites
- C Fiordland operational report - February 2024
- D Fiordland CB - RFS breakdown - November December 2024



## What's happening in your area

### Better-off funding projects update – Manapouri Village Green

The scope for this project has been confirmed with community representatives and costings have now been finalised. Works will commence soon to add in two new pieces of play equipment, construction of dual rugby/soccer posts, build a play pod within the existing shelter to allow equipment to be stored securely and install three bike jumps around the perimeter of the village green.

### Fiordland Community Garden visit

Three members of the board recently visited the community garden site where they discussed the purpose of the garden with the committee which was primarily around community wellbeing.

Discussions around funding options also took place – particularly with regard to their ongoing operational costs. The committee was advised the board would welcome a formal presentation to discuss the special conditions of their licence to occupy.

### Te Anau Library noticeboard

Confirmation has been received that \$4,000 in funding is available via Te Hau Toka for the construction of a covered noticeboard adjacent the Te Anau Library. In order to progress this project, staff are awaiting news from Friends of the Library about whether or not they are able to assist with the costs of this project which are approximately, \$7,500 plus GST.

## What's happening across the district

### Northern Community Board community service award – Jim Guyton

Prominent Mossburn identity Jim Guyton has received a Community Service Award from Southland District Council and the Northern Community Board.

Southland Mayor Rob Scott said Mr Guyton had certainly made his mark on Mossburn and the wider Northern Southland area. “Your involvement had shaped the community over many years.”

Award nominator Shona Scott said she had been amazed by his “outstanding contributions” to Mossburn. “He is a community leader, volunteer extraordinaire and his wealth of knowledge is unfathomable”.

Mr Guyton arrived in Mossburn in 1963 to be his brother’s best man and never left. Instead, he immersed himself in the daily life of the township, volunteering, putting his hand up for election, leading from the front and advocating strenuously for Mossburn.

He was a farmer, owned a butchery business, mowed lawns and drove buses. His list of achievements is considerable.

Mr Guyton was a founding member of the Mossburn Charitable Trust in 2013 and remains a trustee. He served on the Mossburn Community Development Area (CDA) subcommittee for many years, latterly as the chairman, and was president of the Mossburn RSA.

Mr Guyton and his wife Maureen were caretakers of the Mossburn Community Centre in the 1980s, donating their services without charge, before he joined the committee as the CDA representative.

He was both a trustee and chair of the Northern Southland Development Trust and chaired the Mossburn branch of Civil Defence.

His longest service has been to the Mossburn Volunteer Fire Brigade, which Mr Guyton regards as his second home, for 53 years. He was chief fire officer for 33 years and is still involved as an operational support member.

A justice of the peace, Jim Guyton received the Queen's Service Medal in the New Year's Honours in 2006.

Accepting his award, Mr Guyton noted he was a firm believer that "there's no I in team" and said he was just one of a group of people who had the same outlook: "to better Mossburn".

He acknowledged the unwavering support of his "managing director", wife Maureen.

Mr Guyton said he didn't regret a day of his service to Mossburn. "If you put something into the town you get it back."



**Wallace Takitimu Community Board community service award – Bev Evans**

Bev Evans was presented with a Community Service Award from Southland District Council and the Wallace Takitimu Community Board on Friday 19 January 2024. This award reflected a lifetime of dedicated involvement in the Nightcaps area.

Presented by Mayor Rob Scott, the accompanying citation included a lengthy list of organisations which have benefited from Mrs Evans' caring nature.

"It would probably be quicker if I listed off the things she hasn't done for the community," Mr Scott quipped.

"People like Bev are often described as the glue which holds a community together, but she really is the superglue."

A Nightcaps resident for 80 years with her husband Brian, the couple raised three daughters in the rural Southland town.

Renowned for her baking skills, Mrs Evans was always one of the first with trays of food for local people and businesses when needed.

She has held numerous positions throughout the district, including as a member of the Nightcaps Golf Club for 40 years where she served as president, secretary, caterer and bar manager.

She coached netball, volunteered on the ambulance for five years, was the local Victim Support person and served on the Nightcaps Medical Trust and Lotto boards. Her tenure on the Nightcaps Community Development Area subcommittee (CDA) and Wallace Takitimu Community Board spans over 15 years.

Mrs Evans organises the hugely successful Nightcaps fireworks display at McGregor Park and assists local schools with Christmas gifts each year.

"Bev is a highly respected and valued member of the Nightcaps community and so deserving of this accolade," Mayor Scott said.



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### New Zealand Defence Force - Anzac Day support

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The New Zealand Defence Force (NZDF) has created a simple system for arranging routine Anzac Day community support for 2024.

Organisers of local Anzac Day services are encouraged to submit their request via an easy-to-use QR code and form, if they'd like members of the NZDF to attend next year's commemorations.

Anzac Day is an important occasion for all our personnel to participate in, many of whom are veterans and have significant family connections with those who have served.

We want to support and participate in as many RSA and community-led services as we're able to. So if you help organise your local Anzac Day service and would like to request NZDF attendance, please submit requests for support as early as possible and no later than Friday 29th March, 2024.

Requests received after this date will still be considered, but our ability to provide support will be resource-dependent.

Examples of support the NZDF is able to provide at a local level include guest speakers, wreath bearers and layers, flag orderlies and potentially buglers and parade commanders.

Requests for flypasts may be considered depending on operational priorities. Firing parties will not be provided to domestic Anzac Day commemorations.

Catafalque guards will only be provided at the national commemorative services at Pukeahu National War Memorial Park, Atatürk Memorial and the Auckland War Memorial Museum, and at designated services identified by the NZDF's Heritage Commemorations and Protocol unit. This is due to protocol, practicality and security reasons.

You can access the support request form here: <https://forms.office.com/r/ABwFZZQc2f>

Any queries can be directed to [ANZACsupport@nzdf.mil.nz](mailto:ANZACsupport@nzdf.mil.nz)

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### Trading in Public Places Bylaw – review of approved sites and potential sites

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The Environmental Health team are reviewing the Trading in public places schedule of approved sites.

Their aim is to meet the needs of the community and with this in mind they would value input from the board on any potential new sites for consideration.

Representatives from the Environment Health team will be available to speak to the board about these sites at a workshop to be held after the meeting.

A copy of the current location schedule is attached to this report.

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### Withdraw of funding for Transport Choices Programme

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The New Zealand Transport Agency (NZTA) Waka Kotahi funding for cycling, walking and public transport initiatives was put on hold (late October 2023) nationwide until the agency received clear direction from the incoming government on its transport investment priorities, and what this would mean for the Transport Choices programme.

The brakes have now been put on these public transport initiatives for our district, and across New Zealand after the coalition Government announced no more central Government funding is available.

The Minister for Transport, Simeon Brown, advised local authorities there will be no further funding approved for the NZTA Waka Kotahi Transport Choices programmes, beyond existing contractual obligations. For our district, this means we will no longer receive funding to supply and install cycling infrastructure (such as cycle/scooter stands, and a bike maintenance station).

Council had identified three projects that were due to be constructed this year as part of the Transport Choices programme in Riverton, Winton and Te Anau and these will not go ahead unless other funding streams become available in the future.

The Transport Choices programme was part of the Climate Emergency Response Fund investing millions nationwide in projects that provide safer and more convenient choices for walking, cycling, and public transport to reduce people's reliance on cars.

## Community funding

### Community Partnership Fund

The next round of the community partnership fund closes on 31 May 2024.

### Other community funds closing on 31 March 2024

The following funds are administered by Council. All application forms are on the SDC website: <https://www.southlanddc.govt.nz/council/funding-and-grants/> or email [funding@southlanddc.govt.nz](mailto:funding@southlanddc.govt.nz)

- District Initiatives
- Sport New Zealand Rural Travel Fund
- Creative Communities Fund
- Ohai Railway Fund
- Northern Southland Development Fund

## Council department updates

### Community facilities team update

#### Resourcing

The team is experiencing capacity issues due to several staff vacancies at present. Where possible, please use the request for service (RFS) option to report problems in the first instance or contact your CPL.

#### Project scopes

The team will be sending out draft project scopes prior to workshopping these with the boards with the intention of having the scopes signed off by the end of this financial year. The projects being scoped are for years 1,2 and 3 of the long term plan.

#### Tree work

All of the dead tree removal work has been completed and our contractors will now be focusing on trees under powerlines. This work is being completed within the existing available budgets where possible. There may be some instances where a budget may need to be increased through forecasting so that our contractor doesn't have to be called back to complete work in the next financial year.

The team is happy to provide any further clarification.

### Governance

Staff are busy working on a number of work streams including:

**Representation review** – Staff are in the process of analysing and summarising community feedback about Council's representation arrangements. Over the next four months staff will develop and discuss

possible representation options. Staff anticipate Council will adopt an initial representation proposal in May 2024, that will be consulted on in June/July 2024.

**Citizenship ceremony** – A citizenship ceremony took place at the Winton Memorial Hall at 11am on 9 February 2024. This is a ceremony to celebrate people becoming New Zealanders and everyone is welcome to attend.

**Great South and SpaceOps draft statement of intents** – staff will be preparing reports to Council introducing these two draft statement of intents. Council will be able to provide feedback on the statements.

**Code of conduct** – staff are considering the LGNZ model code of conduct and intend to have another discussion with Council about the model code in March.

**Community board chairs night** – staff are organising a community board chairs night for 6pm on 20 February 2024 to be held in the ANZAC Room, Winton RSA Hall. If board chairs cannot attend it would be great if deputy chairs could attend please.

**Declaring pecuniary and other interests** – Staff are looking to revise the declaration forms for these and will be contacting elected members in the next couple of months to receive information on any changes to elected members' interests.

**Akona learning platform** – There are still online learning sessions available on:

- Engaging with Maori
- Working with the media
- Health & safety and governance
- Chairing meetings
- Designing and delivering great speeches
- LGOIMA.

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## Long term plan

Staff are in the process of looking at the first 100-day plan from the new coalition government in terms of how aspects of the plan could have an impact on the Long-Term Plan.

Council's consultation document is currently being prepared and will be released in March.

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## Strategy and policy update

### Policy work programme

The Organisational policy team are currently working through developing the policy review work programme for the year. Once this programme is confirmed we plan to share it with community boards, which is anticipated after February. Community Boards will be invited to identify the specific topics within the work programme they would like us to discuss/workshop with them, which will then be incorporated into our planning and stakeholder engagement.

### Speed Management Plan

Submissions on Council's Draft Speed Management Plan were received by Council in December. Council will workshop issues and options arising from public consultation and consider impacts of changes to speed management planning implemented by the newly formed government in late January. Following this it is anticipated that the Final Speed Management Plan will be presented to Council for deliberation and adoption in early March.

### Trading in Public Places Bylaw

Council adopted the revised Trading in Public Places Bylaw on 13 December 2023. The new bylaw allows Council to regulate and manage trading activities including mobile trading, alfresco dining, signage and retail displays in public places owned and controlled by Council. The new bylaw came into effect on 1 January 2024 and is publicly available on Council's website.

A separate internal review of the bylaw's supporting documentation (such as the schedule of approved sites and associated application forms) is currently underway. This review will include input from community boards and stakeholders and will consider the operational requirements and specific conditions to be issued for applicants in relation to trading activities such as location and trading hours.

### Stakeholder updates

#### Victim Support Southland

https://www.victimsupport.org.nz/ or give us a call for free at 0800 842 846. **Be the support that victims need—join us today!**'"/>

**WE WANT YOU**

Manaaki Tāngata  
Victim Support

Join the Victim Support Whānau and make a difference in your community! We're looking for dedicated volunteers in Invercargill and surrounding areas.

Invest your time in our community with great online training starting at the end of February. Become a valued member of our committed team.

Curious to learn more? Visit <https://www.victimsupport.org.nz/> or give us a call for free at 0800 842 846.

**Be the support that victims need—join us today!**



# Trading in public places

## Schedule of approved sites

Southland District Council

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

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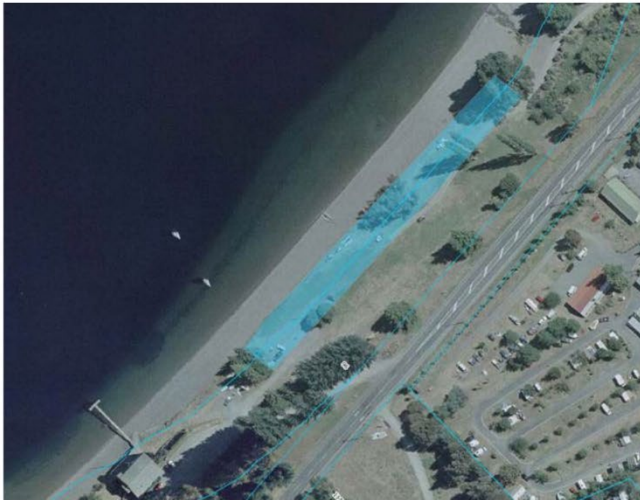
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**District wide areas****A Council reserve land, ie parks and sporting grounds**

1. Unless specifically granted Council reserve land, ie parks and sporting grounds, can only be used if the mobile shop/stall is part of an organized event and the licence owner has obtained permission from the event organiser.

**Te Anau****B Events centre car park – bus park 1 and 2**

1. The bus parks cannot be booked for purpose of trading. The availability will be subject to demand for parking by buses.
2. Trading may not be possible during large events at the events centre. Contact must be made with the event centre co-ordinator to ensure that operation is possible. Approval from event organisers may be obtained prior to establishment to allow operation.
3. Customers will need to be able to access the service window of the vehicle from the footpath/ reserve. No trading on the carpark is allowed.

**C Steamers Beach**

1. Area cannot be booked for the purpose of trading. The availability will be subject to demand for parking by the public.
2. Vehicle may be parked on the grass area provided no damage to grass or trees is created
3. All structures must be removed from the site at the end of trade each day.
4. The licensee or operator shall remove any litter from the surrounding area of the trading stall that has been generated by the activities of his/her operations.

**Winton****D Winton ANZAC Oval**

1. The car parks cannot be booked for purpose of trading. The availability will be subject to demand for parking by the public.

**E Winton State Highway 6**

1. The car parks cannot be booked for purpose of trading. The availability will be subject to demand for parking by the public.
2. Customers will need to be able to access the service window of the vehicle from the footpath/reserve. No trading on the carriageway or footpath is allowed.
3. Vehicle may be parked on the grass area provided no damage to grass or trees is created.

**Otautau****F Otautau northern entrance in 100 km zone**

1. Customers will need to be able to access the service window of the vehicle from the footpath/reserve. No trading on the carriageway is allowed.
2. Vehicle may be parked on the grass area provided no damage to grass or trees is created.

**G Otautau southern entrance before the vet shop**



1. The car parks cannot be booked for purpose of trading. The availability will be subject to demand for parking by the public.
2. Customers will need to be able to access the service window of the vehicle from the footpath/ reserve. No trading on the carriageway is allowed.
3. No obstruction of the footpath may occur. This includes waiting/queued customers as well as any signage or equipment that may be used by the trader

**Lumsden**

**H Lumsden toilet car-park**



1. The car parks cannot be booked for purpose of trading. The availability will be subject to demand for parking by the public.
2. Vehicle may be parked on the grass area provided no damage to grass or trees is created.
3. Not permitted to trade when council has allowed events booked/ planned for this area, unless approval is obtained from Event organisers.

**I Lumsden old railway station**

1. The car parks cannot be booked for purpose of trading. The availability will be subject to demand for parking by the public.
2. Vehicle may be parked on the grass area provided no damage to grass or trees is created.
3. Not permitted to trade when council has allowed events booked/ planned for this area, unless approval is obtained from event organisers.

**J Lumsden Railway reserve**

1. Vehicle may be parked on the grass area provided no damage to grass or trees is created.
2. Not permitted to trade when Council has allowed events booked/ planned for this area, unless approval is obtained from event organisers.

**Tuatapere****K Clifden Bridge**

1. Area cannot be booked for purpose of trading. The availability will be subject to demand for parking by the public.
2. Customers will need to be able to access the service window of the vehicle from the road reserve. No trading on the carriageway/road is allowed.
3. All structures must be removed from the site at the end of trade each day.
4. The licensee or operator shall remove any litter from the surrounding area of the trading stall that has been generated by the activities of his/her operations.

## Fiordland Community Board

### Tracker - ongoing

Manapouri trees

Lions Park playground equipment replacement

Te Anau Christmas Tree lighting

Better off projects

Manapouri information sign upgrade

Rubbish bins

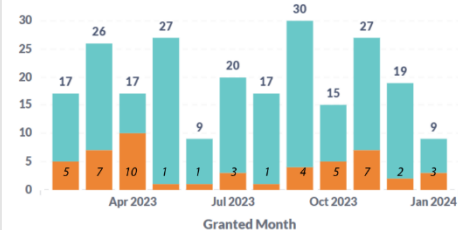
### Upcoming priorities

Manapouri turbine

### Resource consents granted

RMA Granted for Community Board

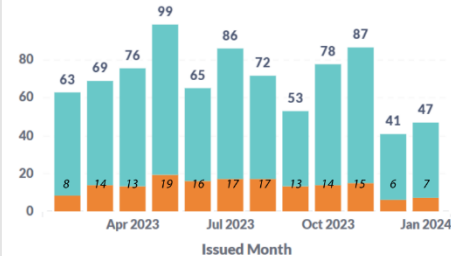
RestOfSDC BoardCount



### Building consents granted

Building Consents Issued for Community Board

RestOfSDC BoardCount



### Service requests

Across the district there were 792 requests for service lodged during the period November-December, of which 155 were related to three waters. 116 of the total requests belonged to this board area. A full summary of those requests is attached to this report.



### Service contracts

#### Water and wastewater services operation and maintenance

The 23/01 operations and maintenance contract continues to run smoothly across the Fiordland Community Board region. Water and wastewater services across the area have continued to operate with no significant increase to RFSs or SRs outside of ordinary functions being submitted to Council or Downer. With the summer months being milder than previous years there has not been the same amount of pressure on Council's three waters infrastructure, as a result, all aspects of three waters delivery has functioned well.

Failure of the intake pump on the Takitimu rural scheme just prior to Christmas caused significant delay for water production as we were not able to pump up to the reservoir. Thankfully a new motor was sourced from Christchurch and was installed within a couple of days. This has highlighted a lack of redundancy on this particular scheme and as a result Council are currently investigating the drilling of a secondary bore/purchase of a second pump to allow for a duty-standby set up.

#### Fiordland township mowing contract

The mowing is progressing well in the townships.

#### Waimea Alliance

The end of December brought more flood damage in isolated areas of Garston and the drainage crew undertook repairs in January. The first round of shoulder mowing has been completed on the sealed network and the spraying has been completed on the sealed roads and moves onto the unsealed roads. The Premix crew are back in Waimea working on the 2024/2025 pre reseal programme. The suction sweeper was around the townships prior to the Christmas break.

16 RFS in January and 18 RFSs in December, all completed on time. A year to date total of 159 RFS' (reminding that our year is 1 July – 30 June).

385km of grading in January and 385km in December, for a year to date of 2633km.

Maintenance metalling across the network area has remained at 891m3 for the year.

There is still a higher than normal sign repairs and post replacements from a high % of vandalism in the Balfour, Waikaia, Riversdale areas keeping the crew busy. A crew have been in Te Anau giving some of the street name signs a spruce up.

### Projects update

Activity	Name	Current Phase	Current Progress	Budget ACTUAL Ytd
<b>PARKS AND RESERVES</b>	Fiordland active recreation improvements	Delivery phase	On track	\$100,000 \$799 P-11090
Manapouri, the equipment has been ordered. Works will be carried out from April 2024. Te Anau, is having a master plan drawn up by WSP which should be completed by the end of February. No works can happen in Te Anau until the plan has been approved.				
<b>PARKS AND RESERVES</b>	Te Anau Lions Park playground equipment renewal	Delivery phase	On track	\$25,380 \$4,000 P-10813
The Sputnik module replacement is currently on hold due to the community board deciding on the masterplan for the area.				
<b>PUBLIC TOILETS</b>	Te Anau Lions Park toilet - refurbishment	Delivery phase	On track	\$200,000 \$2,000 P-10650
Council decision to remove the gold coin fee to use the toilets, but a charge will remain for using the shower facilities. Design works are under way to rescope the project to add in more showers, this will have staged construction phases over the winter period, a payment device will be added to the existing showers by the end of June.				
<b>STORMWATER</b>	Sandy Brown Road stormwater upgrade	Pre-delivery phase	Off track	\$1,192,574 \$46,211 P-11060
The Sandy Brown design is currently awaiting consent. Due to the recent flooding event the focus has now shifted to the flooding towards the lake around Aparima Drive, Pukatahi Drive and retention from Caswell Road, these areas will be the first and second phase of this project now. Sandy Brown, the third phase and will now be a mid to long term proposition. The phase one and two work will be later in the 2023/2024 year or could carry over to 2024/2025 as we finalise design aspects.				
<b>TE ANAU AIRPORT</b>	Runway line marking programme	Delivery phase	On track	\$5,145 \$ P-10665
The line marking has been completed for the season.				
<b>WATER SUPPLY</b>	Manapouri wastewater treatment plant	Initiation phase	On track	\$720,000 \$40,639 P-10459
This project has a new direction, consultants are exploring the ability to have a treatment facility that does not have a pond, this is very common and is the same as Balfour and Edendale. Full design and community consultation still needs to take place. The consent and design will be lodged March 2024 with construction is programmed for late 2024 to 2027.				
<b>WATER SUPPLY</b>	Te Anau water – consent renewal lake and river	Delivery phase	On track	\$71,427 \$56,328 P-10491
This consent has been lodged, awaiting Environment Southland approval.				
<b>WATER SUPPLY</b>	Turbidity upgrade water treatment plant Manapouri	Delivery phase	On track	\$2,166,985 \$34,989 P-10263
Fulton Hogan have established on site, so the project is underway and due to be complete by the end of June 2025.				

JANUARY 2024	FEBRUARY 2024	MARCH 2024	APRIL 2024	MAY 2024	JUNE 2024	JULY 2024	AUGUST 2024	SEPTEMBER 2024	OCTOBER 2024	NOVEMBER 2024	DECEMBER 2024
	Board meeting – 26 February		Board meeting – 29 April		Board meeting – 24 June		Board meeting – 26 August		Board meeting – 21 October		Board meeting – 16 December
			Board workshop – 22 April		Board workshop – 10 June		Board workshop – 12 August		Board workshop – 7 October		Board workshop – 2 December
Community partnership applications close 31 January		District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel fund applications close 31 March		Community partnership applications close 31 May				Community partnership applications close 30 September			Scholarships and bursary applications close 20 December
								Community service award nominations close 30 September			

### Local budget information

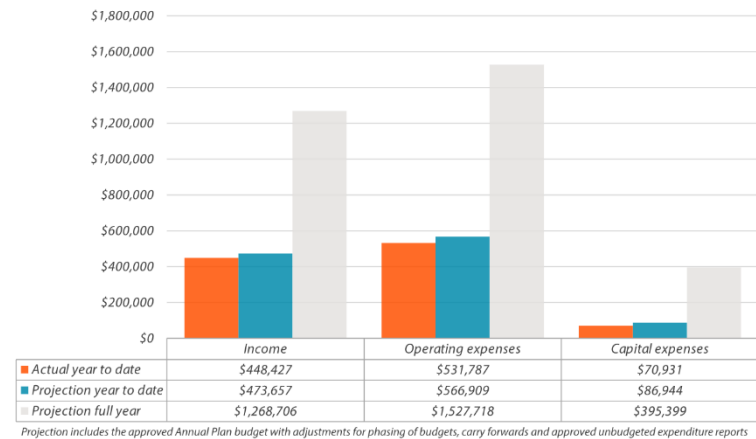
#### Budget notes

**Income** is \$25K under projection mainly due to lower rental income and no ground handling income received at the Te Anau Airport and timing differences in the rental income for the Manapouri and Te Anau beautification business units.

**Operating expenses** are \$35K under projection due to lower maintenance, insurance, gardening, mowing and footpath maintenance.

**Capital expenses** are \$16K under projection. There are a number of over/underspends that contribute to the total underspend: The Te Anau information kiosk upgrade project is underspend (\$17K). The Manapouri Village Green playground equipment project is overspend (\$4K) due to the phasing of the budget. The Te Anau Manapouri Airport runway renewal project budget has been moved to the 2024/2025 year but actual costs have been incurred resulting in an overspend of \$55K. The costs were for crack sealing to hold the runway over until it is sealed in 2024/2025. The streetworks business units are underspend by \$64K due to no footpath spend YTD

Fiordland - Local Business Units as at 30 November 2023



Fiordland Community Board RFS (September and October 2023) = 87

District Wide = 1,162

3 waters service requests = 147

REQUEST TYPE	COUNT
Cemeteries/memorials - repairs and maintenance	2
Community facilities - halls - repairs/maintenance	4
Community facilities general	3
Council facilities - offices, depots, libraries rm	2
Flooding roads	1
Footpaths	1
Parks and reserves - repairs and maintenance	3
Rural scada defined water problems	3
Rural water - no water supply	2
Rural water asset leak	3
Rural water main leak urgent	1
Streetscape - vegetation	5
Urban stormwater (manholes, grates)	3
Vegetation rural (overgrown or visibility issues)	1
Water and waste general	7
Water asset leak (main, hydrant, valve or meter)	9
Water toby damaged (not safety issue)	2
Water toby leak	11
Wheelie bin - noncompliance	1
Wheelie bin cancel/damaged/stolen	3
Wheelie bin collection complaints	3
Wheelie bin general enquiry	3
Wheelie bin new/additional	14
<b>TOTAL</b>	<b>87</b>



## Chairperson's report

**Record no:** R/24/2/7096

**Author:** Rachael Poole, Committee advisor

**Approved by:** Michael Aitken, GM strategy & partnerships (interim)

☐ Decision

☐ Recommendation

☒ Information

### Purpose

The purpose of the report is to provide an update to the Fiordland Community Board on activities that the chairperson has been involved in since the meeting in December 2023.

### Meetings and events

Those to note are as follows:

- 19 December Airport Governance Group
- 24 Jan Onsite Airport Meeting with Great South and SDC
- 25 Jan Airport Governance Group
- 26 Jan Fiordland Business Association re Housing
- 29 Jan MOP CE Chris Goddard
- 12 Feb Milford Road Alliance Visit Homer Tunnel with Community Board members
- 13 Feb Fiordland Community Gardens visit, with Community Board members
- 13 Feb Housing Meeting SDC, Great South, Cr Greany, FBA Chair

### Other updates

- Drop ins - Te Anau 19/02/24 Julie, Rural Luke Thomas, Manapouri Julie Burgess
- Events Centre Trust – Luke Thomas
- Fiordland Wastewater Oversight Committee – Nick Roberston
- Te Anau Development Plan Update – Diane Holmes
- Airport Working Group Update – Cr Greany

### **“To Do” list**

Requests for Service and other outstanding small SDC projects

#### **FCB follow up list**

- Wilding pines Ivon Wison and Water Park
- Rubbish Bin Trial Yacht Club
- New Christmas Decorations
- Gum Trees around Southern Lakes jetty
- Manapouri Info Sign Renewal
- Trails Trust request for weeding Upuk
- Move Te Anau Sign on TA Manapouri Highway
- Bike stands
- Manapouri Lakefront Reserve review
- Te Anau Lakefront toilets shower pay system
- Manapouri View St bus stop request
- Webcam and Security Cam outage at Airport
- Murrell Ave dust suppression and grading

#### **Completed**

- No Parking sign Ivon Wilson Park
- Cleanup of ditches on Cemetary Driveway
- Delta Heritage road sign maintenance
- Cleanup drainage ditch between RNZ and View St Manapouri

### **Recommendation**

**That the Fiordland Community Board:**

- a) **receives the report titled “Chairperson's report”.**

### **Attachments**

There are no attachments for this report.

## Councillor update

**Record no:** R/24/1/2633

**Author:** Rachael Poole, Committee advisor

**Approved by:** Robyn Rout, Governance legal manager

☐ Decision

☐ Recommendation

☒ Information

### Purpose of report

- 1 This report is to provide the board an overview of the matters that have been considered at Council and Finance and Assurance Committee meetings in December 2023.
- 2 To watch any of the previous Council or Finance and Assurance Committee meetings select this link: [SDC youtube](#)
- 3 An overview of reports presented is given in the table below.
- 4 This report is also to provide an opportunity for Councillor Greaney to update the board on any other issues that have arisen around the Council table.

#### 6 December 2023 – Finance and Assurance Committee meeting

Report	Overview
Finance and Assurance Committee workplan	The workplan for the Finance and Assurance Committee was received.
Legal matter – next steps	The purpose of the report was to present a draft implementation plan and options for a monitoring regime. This was in response to a request made by Council 15 November 2023.
Environmental services business improvement (17A review) – quarterly update	The purpose of the report was to change the dates against ten of the actions that have been reviewed as part of the implementation plan.  At its meeting on 6 September 2023, Council received the updated implementation plan and reviewed the status of the actions. A more logical ordering of the actions was recommended and this has been completed.
Long term plan project plan timeline update	The purpose of this report was to update the Finance and Assurance Committee on the progress of the Long Term Plan to date.
Draft Deloitte engagement letter for the Long Term Plan 2024 - 2034	The purpose of the report was to seek approval for the signing of the draft audit arrangements letter for the 2024-2034 Long Term Plan, subject to fee discussions and review of audit timing. The Finance and Assurance Committee agreed to accept the terms, scope, approach areas of audit emphasis and arrangements as set out in the engagement letter, noting that further correspondence is coming from of Office of the Auditor General on the fees for this work.

Review of rates remission and postponement policy	Finance and Assurance Committee endorsed that the draft Rates Remission and Postponement Policy is put out for public consultation.
Draft policy on Development and Financial Contributions	The Finance and Assurance Committee endorsed and recommended to Council that the draft policy on Development and Financial Contributions is put out for public consultation.
Health and safety update	Staff updated the Finance and Assurance Committee on health and safety within the organisation. Chair Robertson requested staff include in the health and safety update information on staff wellbeing (information on access to Benestar services), acknowledging that this data will be anonymous. Staff agreed to include this as part of the quarterly reporting.
Cyber security update	Staff updated the Finance and Assurance Committee on cyber security. This included making gains in the latest phishing campaign and an ALGIM award for top five, most improved in cyber security. Currently they have identified the biggest cyber security risk is staff clicking on a link contained within a phishing email. One third of all emails coming into SDC are identified as invalid and are removed before being delivered to the intended recipient.
Risk management – December 2023 quarterly report	The purpose of the report was to submit the December 2023 Quarterly Risk Management Report for consideration by the Finance and Assurance Committee. Flooding is an area of increased risk and it was identified that there is a need to encourage mitigation through Emergency Management Southland.
Interim performance report – period one – 1 July 2023 – 31 October 2023	The purpose of the report was to provide the Finance and Assurance Committee with the Interim Performance Report for the period 1 July 2023 to 31 October 2023 for review and feedback. This was the first reporting period for the 2023-2024 year and it is a snapshot in time. Currently of the 58 KPIs identified, 40 have been achieved, which is consistent with previous years.
<b>13 December 2023 – Council meeting</b>	
Milford Opportunities Project - update	Milford Opportunities programme director Chris Goddard spoke to the meeting and it was noted that the Milford Opportunities project was initiated by Southland District Council and the Government in 2017 to explore ways to do tourism differently for the benefit of people and place and also looking beyond current constraints to a self-funded, sustainable tourism system that invests in conservation.
Swim safe (Active Southland) update	Kate McRae and Gemma O'Neill updated Council on delivery of water safety skills to primary school children within Southland. Tutor and teacher learning is aligned via online learning. The administration side of this project is streamlined. Individual students can be tracked and monitored when they move schools. A deep-water experience is an optional extra for schools and is run in conjunction with boat safety information.

<p>Environment Southland and Waituna Partnership update</p>	<p>Nick Perham spoke to Council on the Waituna partnership, gave a brief timeline from 2018 to 2023 and shared key learnings from the journey to date. Paul Duffy and Julie Keast were thanked for their efforts in relation to the wetland.</p> <p>EnviroSchools regional coordinator Josh Sullivan and Early childhood education facilitator Wendy McLachlan spoke to councillors on the success of this programme to date in schools and kindergartens. Tuakana/teina – older children sharing their knowledge with the younger children is happening in many schools and kindergartens, as well as the students taking their knowledge home and sharing with their parents and caregivers.</p>
<p>Mayors report</p>	<p>Mayor Scott updated Council on the meetings and events he attended during November. Mayor Scott then asked Waihopai Toetoe Community Board chair, Pam Yorke to speak.</p> <p>Chair Yorke particularly highlighted many events that the Board have be involved with.</p> <p>Below are items of particular interest:</p> <ul style="list-style-type: none"> <li>• the recent tour of the Waihopai Toetoe ward by the Mayor and Councillors</li> <li>• community Board engagement at the recent Wyndham street market (24 November 2023) and the Wyndham A&amp;P show (2 December 2023)</li> <li>• board input into the 2024/2034 long term plan</li> <li>• scoping of the multi-use track between Edendale and Wyndham</li> <li>• Tokanui skate park nearly completed thanks to the Better Off Funding</li> <li>• roadworks on Salford Street are progressing prior to the handover of the street from New Zealand Transport Agency to Southland District Council</li> <li>• halls are an ongoing time consuming part of the Board/Ward area</li> </ul> <p>Chair Yorke thanked Councillors Duffy and Keast for their availability to assist when needed.</p> <p>Mayor Scott asked Tuatapere Te Waewae Community Board chair, Anne Horrell to speak.</p> <p>Chair Horrell particularly highlighted many events that the Board have be involved with.</p> <p>Below are items of particular interest:</p> <ul style="list-style-type: none"> <li>• thank you to mayor and ward councillors for their support, also to the chief executive and staff</li> <li>• Tuatapere Promotions' group acquired a building and opened the Central and Western Archive hub on 13 October 2023</li> <li>• Hump Ridge track is well supported this season</li> </ul>

	<ul style="list-style-type: none"> <li>• Tuatapere RSA are active and had well planned services in April for ANZAC Day</li> <li>• Tuatapere Community Worker Support Trust is active in the area and thank you to the support from the Community Partnership Fund</li> <li>• grass is mowed regularly at the Tuatapere Domain by a volunteer</li> <li>• Tuatapere and Orepuki both have community gardens</li> <li>• installation of resting seats at the Orepuki Cemetery</li> <li>• two locals are coordinating the Pahia Predator Control Group for predator control. The group also received funding from the Community Partnership Fund</li> <li>• SPOT (Suicide Prevention Outreach Tuatapere) is active and held several events with fun days and speakers</li> <li>• Community Partnership Fund has been able to assist many groups in the Tuatapere Te Waewae Community Board area</li> <li>• there are also many projects to be undertaken in the Board area.</li> </ul> <p>Finally the Mayor asked Oraka Aparima Community Board chair, Michael Weusten to speak.</p> <p>Chair Weusten highlighted events that the Board have be involved with.</p> <p>Below are items of particular interest:</p> <ul style="list-style-type: none"> <li>• thank you to mayor and ward councillors for their support, also to the chief executive and staff</li> <li>• A survey for the relocation of the Riverton paua shell has been undertaken</li> <li>• use the Thornbury hall or lose it</li> <li>• improvements at Colac Bay</li> <li>• Pilot reserve (Whale) at Taramea Bay has had accessible picnic tables and bench seats laid on concrete pads</li> <li>• showers and toilets at Taramea Bay are expected to be completed in February 2024</li> <li>• Taramea Bay playground is programmed to be updated in 2024</li> <li>• exploring of what could be included in the new Bath Road proposed developments</li> <li>• beautification of Palmerston Street</li> <li>• completion of viewing platform at Moores Reserve</li> </ul>
Southland Coast and Rakiura Stewart Island, Sea Level Rise & Extreme Sea Level Exposure	<p>Climate change lead - Rochelle Francis, interim group manager regulatory services and strategy and partnerships - Michael Aitken and Great South GM strategic projects - Steve Canny were in attendance for this item.</p>

	<p>The purpose of the report was to present to Council the technical report from Great South to Council on the sea level rise and extreme sea level exposure spatial forecasting.</p> <p>Council has asked for a report with the timeline of when the next steps are to be undertaken and what the implications are.</p>
Representation review – principles and an update	<p>The purpose of the report was to provide a progress update on the representation review project, seek a decision from Council on principles that will guide staff when identifying representation options and provide a broad overview of the feedback received during engagement with the public.</p> <p>Council endorsed the following principles to guide staff in identifying an appropriate representation structure (to ensure communities in the district are fairly and effectively represented):</p> <ul style="list-style-type: none"> <li>• the importance of local decision making</li> <li>• ensuring there are effective working relationships</li> <li>• having consistent representation for people in the district</li> <li>• having a structure that attracts the right people to governance roles</li> <li>• being cost effective, but keeping this in balance with the other principles.</li> </ul>
Proposed minor amendments to the Stewart Island/Rakiura Visitor Levy Policy	<p>Council adopted minor amendments to the Stewart Island/Rakiura Visitor Levy Policy. The changes alter when Council advertises the application period (advertisements will now be placed from the beginning of March), the end of the application period (applications will now close on the second Friday of May each year) and changing when accountability forms have to be returned (31 May).</p> <p>These changes were proposed so the timing of the application process better suits island residents, and so the application process aligns better with Council processes.</p>
Draft elected members remuneration and reimbursement policy	<p>The purpose of the report was to provide information and to present options to Council so that it could make decisions on the draft Elected Members' Remuneration and Reimbursements Policy.</p> <p>Council adopted the draft policy and the new policy reflects the current Determination and outlines how Council applies this framework for its elected members.</p> <p>Some of the changes to the policy include:</p> <ul style="list-style-type: none"> <li>• mileage allowance – remove/replace wording “required or invited by council”</li> <li>• clarify ‘out of local authority area’ travel eligibility</li> <li>• removing the ability for elected members to be reimbursed for alcohol.</li> </ul> <p>The Elected Members' Remuneration and Reimbursement Policy came into effect and superseded the current policy on 13 December 2023.</p>

<p>Draft Trading in Public Places Bylaw - deliberations and adoption</p>	<p>Councillors adopted a bylaw and made two minor amendments to the draft bylaw since it was put out for public consultation:</p> <ul style="list-style-type: none"> <li>the title of bylaw changed from 'Trading in Public Places 2024' to 'Trading in Public Places 2023'</li> <li>in the definitions and Part 1 - the term 'food control plan' has been replaced with the term 'food registration'</li> </ul> <p>The draft Trading in Public Places Bylaw came into effect on 1 January 2024, and the Trading in Public Places Bylaw 2013 and the Alfresco Dining Policy 2015 were revoked on 1 January 2024.</p>
<p>Draft significance and Engagement Policy</p>	<p>Council endorsed the draft Significance and Engagement Policy to be put out for public consultation.</p> <p>The present policy was reviewed and research on what other councils are doing in this space was conducted. Consideration was given for the need for staff to understand how to identify matters as significant and the reasons for that.</p> <p>The main changes from the previous policy to the new policy are:</p> <ul style="list-style-type: none"> <li>introducing a set of questions to assess how significant a matter is, including ones on the impact on Maori, and the effect of climate change</li> <li>creating categories of significance and explaining what they mean and how they relate to the level of engagement</li> <li>enlarging the section on engaging with iwi/hapu.</li> </ul>
<p>Code of Practice – District Plan Change</p>	<p>Council approved withdrawing the proposed plan change to implement the Subdivision, Land Use and Development Code of Practice 2023 in the District Plan and approved the initiation of a new plan change process for implementing the Subdivision, Land Use and Development Code of Practice 2023 in the District Plan.</p> <p>Council also approved unbudgeted expenditure of up to \$70,000 for the initiation the new plan change to be funded from the Districts Operations Reserve.</p>
<p>Special purpose road funding revocation</p>	<p>The purpose of the report was to update Council of the Waka Kotahi NZ Transport Agency Board decision to revoke funding on Special Purpose Roads for the 2024-27 National Land Transport Programme.</p> <p>Officers sought guidance from Council for a response to the decision, to agree to continue to lobby Waka Kotahi at all levels, and to reconsider the funding arrangement for the Lower Hollyford Road and Chaslands Highway Road.</p> <p>Council agreed to reject the decision of Waka Kotahi and the mayor and chief executive will write to and seek a meeting with Waka Kotahi for reconsideration of the funding arrangement for the Lower Hollyford Road and Chaslands Highway. Council also agreed to request the paper used by the Waka Kotahi Board when it made the decision on the lower Hollyford Road and Chaslands Road Highway Road.</p>
<p>Unbudgeted expenditure for a grant to South Sea Spray Trust</p>	<p>Council agreed to approve unbudgeted expenditure of \$20,000 for a grant to South Sea Spray Trust to assts with the costs of mural</p>

	and street art festival in Winton, to be funded from the Winton-Wallacetown ward reserve.
Draft Speed Management Plan 2024-2027 - Submissions	<p>Council received 58 submissions on the draft Speed Management Plan during the consultation process.</p> <p>Submissions received were highly supportive of changes proposed to speed limits around schools, generally supportive of most high-risk road proposals and boundary roads, and more mixed concerning changes to speed limits proposed under the mandatory review of 70km/h speed limit roads.</p> <p>Submitters provided a variety of comments in support of their views, some suggesting adjustments to Council's proposals, some proposing new areas, additional measures for Council to consider in support of speed management, along with a desire for greater enforcement.</p> <p>A number of submitters also provided feedback in relation to State Highways, which have been passed on to Waka Kotahi for further consideration.</p>
Privacy Policy amendments - Body worn cameras	<p>The Privacy Act 2020 regulates how organisations capture and use personal information from individuals, which includes the use of body worn cameras.</p> <p>In order to enable implementation of body worn cameras, changes to the Privacy Policy were proposed to maintain compliance with the Privacy Act 2020.</p> <p>The policy changes to enable the use of body worn cameras by staff are also contingent on the completion of supplemental operational changes and processes.</p> <p>The Privacy Policy came into effect on 15 December 2023 and included the following amendments:</p> <ul style="list-style-type: none"> <li>• adding body worn cameras as a permitted method of capturing video footage separate from CCTV cameras</li> <li>• require body worn cameras to be clearly identifiable on staff who are wearing them to ensure adequate disclosure</li> <li>• clarifying some rules for body worn cameras are distinct from CCTV cameras, such as allowing for capture of video footage of or in private premises by staff using body worn cameras when conducting their duties</li> <li>• confirming body worn cameras are activated as required by staff in accordance with procedure</li> <li>• minor adjustments to the policy including clarifying direct access to camera footage is restricted to Council Privacy Officers, rather than naming specific roles who are currently appointed as privacy officers, to better accommodate internal organisational changes.</li> </ul>
Unbudgeted expenditure Bluecliffs historic dump site Ministry for the Environment Contaminated Sites Remediation Fund contribution	Council agreed to the joint Environment Southland and Southland District Council's grant application for \$1.4 million to the Ministry for the Environment's Contaminated Site Remediation Fund for the removal and remediation of the Bluecliffs beach road dump site.

	<p>Council also agreed to approve unbudgeted expenditure of \$50,000 as Southland District Council's contribution towards the application for the Contaminated Sites Remediation fund to be funded from waste management underspends and/or the District Operations Reserve.</p> <p>Finally, Council agreed to the unbudgeted expenditure of any grant amount approved by the Ministry for the Environment Contaminated Site Remediation Fund for the removal of the waste material and remedial works at Bluecliffs dump site.</p>
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5

## **Recommendation**

**That the Fiordland Community Board:**

- a) receives the report titled "Councillor update".**

## **Attachments**

There are no attachments for this report.

## Community partnership funding applications - January 2024 funding round

Record no: R/24/2/4700

Author: Gordon Crombie, Community liaison officer

Approved by: Sam Marshall, Group manager customer and community wellbeing

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is for the Fiordland Community Board to allocate funding for the January 2024 round of the Fiordland Community Partnership Fund.

### Executive summary

- 2 A total of four applications have been received for the January 2024 funding round of the Fiordland Community Partnership Fund. The applications are included as an attachment to this report. Please note that the attachments to the applications (including financials) are not attached to this report as they contain information sensitive to applicants' privacy. These attachments were provided to the community board with the applications for their perusal prior to the meeting.
- 3 The Fiordland Community Board has \$45,000 available to allocate through the Fiordland Community Partnership Fund in the 2023/2024 financial year. The available balance is \$30,000.
- 4 There is a total of \$15,303.48 in requests for this round of funding.

## Recommendation

**That the Fiordland Community Board:**

- a) **Receives the report titled “Community partnership funding applications - January 2024 funding round”.**
- 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. **Pure Salt**
  - 2. **Te Anau Volunteer Fire Brigade**
  - 3. **Royal New Zealand Plunket Trust**
  - 4. **Fiordland Community Garden Charitable Trust.**
- e) **Approves/declines a grant of \$5,000 to Pure Salt to assist with costs associated with the purchase of traps and cameras for pest control on Pigeon Island.**
- f) **Approves/declines a grant of \$5,000 to the Te Anau Volunteer Fire Brigade to assist with costs associated with upgrading/replacing a chiller motor.**
- g) **Approves/declines a grant of \$303.48 to the Royal New Zealand Plunket Trust to assist with costs associated with the purchase of a vacuum cleaner.**
- h) **Approves/declines a grant of \$5,000 to the Fiordland Community Garden Charitable Trust to assist with costs associated with construction of a gazebo and accessible pathway.**

## Background

- 5 Southland District Council’s community assistance activity seeks to contribute to a district of ‘proud, connected communities that have an attractive and affordable lifestyle’ by enabling Southland’s communities to be desirable places to live, grow up, work, run a business, raise a family and enjoy a safe and satisfying life. Through providing financial assistance by way of grant funding, community groups and individuals are supported to undertake their desired activities.
- 6 A review of the community assistance activity was completed in early 2019. The purpose of this review was to ensure that Council is providing assistance in a considered and prudent manner to ensure efficient and effective outcomes for the communities they support.
- 7 It was recommended that there should be a significant change in the way that Council administers the Community Initiatives Fund. Subsequently, in July 2019 Council resolved to disestablish the Community Initiatives Fund and to establish the Community Partnership Fund whereby the nine community boards in the district will allocate funding directly to their communities.

8 The Fiordland Community Board set the following criteria for their Community Partnership Fund:

- the fund is available to not-for-profit community organisations. Community organisations may be a legal entity or an informal group. Regardless of their legal status the group must have their own bank account
- applicants may apply for \$500 - \$5,000
- applications to the fund must:
  - a) have alignment with the Fiordland Community Futures Plan and/or the four community well-beings (social, economic, environmental, cultural)
  - b) show some degree of self-contribution or fundraising
- the following will not be considered:
  - a) funding for individuals
  - b) applications for salaries, catering or room hire
  - c) funding for pecuniary gain

**Applications received**

**Applications received** **four**

**Total amount requested** **\$15,303.48**

**Funds available (over 3 rounds)** **\$45,000**

**1 Pure Salt**

Request assistance towards costs associated with the purchase of traps and cameras.

Total project cost \$234,000.00

Amount requested \$5,000.00

**2 Te Anau Volunteer Fire Brigade**

Request assistance towards costs associated with upgrading/replacing chiller motor.

Total project cost \$10,971.00

Amount requested \$5,000.00

**3 Royal New Zealand Plunket Trust**

Request assistance towards costs associated with the purchase of a vacuum cleaner.

Total project cost \$303.48

Amount requested \$303.48

**4 Fiordland Community Garden Charitable Trust**

Request assistance towards costs associated with construction of a gazebo and accessible pathway.

Total project cost \$36,253.75

Amount requested

\$5,000.00

**Issues**

- 9 There are no issues to consider.

**Factors to consider****Legal and statutory requirements**

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

**Community views**

- 11 The board, as representatives of the Fiordland Community Board area will consider each application and how it benefits their communities.

**Costs and funding**

- 12 The Fiordland Community Board has \$45,000 available to allocate in the 2023/2024 financial year. This is the second of three funding rounds in this financial year. The balance available to be allocated over the remaining two rounds is \$30,000.
- 13 There is a total of \$15,303.48 in requests for this round of funding.

**Policy implications**

- 14 There are no policy implications.

**Analysis****Options considered**

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

**Analysis of Options****Option 1 – approves and allocates funding pursuant to the funding criteria set by the 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**

- 16 Not considered significant.

**Recommended option**

- 17 The recommended option is “option 1 – approves and allocates funding pursuant to the funding criteria set by the board”.

**Next steps**

- 18 Inform the applicants of the allocation decisions.

**Attachments**

- A CPF application - Pure Salt - January 2024 - redacted
- B CPF application - Te Anau Volunteer Fire Brigade - January 2024 - redacted
- C CPF application - Royal NZ Plunket Trust - January 2024 - redacted
- D CPF application - Fiordland Community Garden Charitable Trust - January 2024 - redacted

### 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  
☐ Tuarapere Te Waewae Community Board  
☐ Wallace Takitimu Community Board  
☐ Stewart Island/Rakiura Community Board



#### YOUR DETAILS

Name of organisation: **Pure Salt**  
 Postal address: **253D Ramparts Road, RD1, Te Anau 9679**  
 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	<b>Heidi Tremain</b>	Phone	(day)
Email	<b>tamatea@puresalt.co.nz</b>		(evening)
Name	<b>Maria Kuster</b>	Phone	(day)
Email	<b>maria@puresalt.co.nz</b>		(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? **10**

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

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

Pure Salt are part of the Tamatea Restoration Project. In October 2018 Pure Salt initiated a project with the aim to remove rats from Mamaku/Indian Island in order to protect the robins and other vulnerable native species on the island as well as to reduce the risk of rats swimming to nearby rat-free islands.

Our goal is to enable future translocations of native species and play our part in the overall restoration. Within 8 months a full network of A24's were installed we have over 400 traps & 12 motion cameras. These get rebaited and checked a minimum 3 times year. In October 2019 Pure Salt began work on Long Island focusing on a 30 trap coastal A24 line towards Indian Island. Cutting and marking internal stoat lines on the western end of the island to test if internal stoat lines change catch rates and invasion rates towards Mauikatau/Resolution Island versus the original coastal traps only. More work was completed in June and October 2020 towards the Internal A24 stoat network to compliment the coastal DOC 200 network already in place. We're now getting ready to start a trapping & camera network on Pigeon Island, the applied for funding would allow us purchase 25 x A24 traps or 10 x motion cameras.

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

Anyone that visits Dusky Sound has the opportunity to head onto these islands and appreciate the native bird song and see robin & saddleback. Pigeon Island is rich in history being the home of Richard Henry's work with the Kakapo back in 1894

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

☒ Yes

☐ No

How will your project benefit the organisation or community?

Protecting native birds from extinction and allowing natural biobanks to occur on these island for future generations to enjoy

Start date of your project

Feb 2024

Finish date of your project

continual

#### FINANCIAL DETAILS

Are you registered for GST?

☐ No

☒ Yes

GST number

1 9 9 7 8 2 5 9


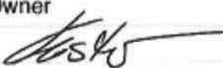
Applicants that are not GST-registered need to provide budget figures that include GST

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

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

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR

EXPENDITURE	\$	INCOME	\$	
Project costs	GST inclusive or GST exclusive	Your contribution		
<small>Please round each entry to nearest dollar</small>	15,000	Fees/subs	0	
Vessel Support	90,000	Fundraising	ongoing	
Helicopter Transfers	24,000	Loan/mortgage	0	
Traps x 250	50,000	Cash savings	<small>Vessel &amp; Admin support</small>	
Motion cameras x10	5,000	Other		
ongoing costs 4 milch rebails	54,000	Sub-total		
<b>TOTAL</b>	<b>234,000</b>	<b>Other grants and sponsorship applied for</b>		
		Sponsorship		
		Grants (successful and proposed)	<b>Amount requested</b>	<b>Result date</b>
			5000	

		Sub-total	
Total cost of the project is		Total Income	
How much money are you applying for?	\$5000		
Briefly describe any voluntary effort or donated materials provided for the project.			
Voluntary effort (eg number of hours)			
We aim to get Volunteers to help with the work - 6 people, 8hrs a day 3 days per trip. Pure Salt will donate with use of the vessel to support the project, that includes sleeping arrangement and all meals. And Pure Salt will cover the helicopter transfers.			
Donated materials (eg approximate \$ value)			
we hugely value traps also being donated but Pure Salts clients in support of the Tamatea Restoration project			
How do you envisage paying for the future operational costs of this project?			
Ongoing support from Pure Salt clients towards the project. Along with our seasoned team of volunteers. Pure Salt has a passion to continue with this project and I think you'll see that's evident with our commitment so far			
<b>DECLARATION (PLEASE PROVIDE TWO SIGNATURES)</b>			
We <b>Pure Salt</b>		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	Heidi Tremain		
Position in organisation	Office Hero		
Signature		Date	30/1/24
Name	Maria Kuster		
Position in organisation	Owner		
Signature		Date	30/1/24
<b>Please attach</b>		<b>Check</b>	
a current statement of income and expenditure		<input type="checkbox"/>	
a current bank statement from your organisation		<input type="checkbox"/>	
quotations, where relevant		<input type="checkbox"/>	
letters of support (if applicable)		<input type="checkbox"/>	
These items will complete your application			
<b>PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED IN FULL AND THAT RELEVANT DOCUMENTATION ACCOMPANIES THE APPLICATION FORM.</b>			
<b>NOW YOU CAN SUBMIT YOUR APPLICATION IN ONE OF THE FOLLOWING WAYS:</b>			

### Community Partnership Fund Application Form

PLEASE TICK WHICH COMMUNITY PARTNERSHIP FUND YOU ARE APPLYING FOR:

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



#### YOUR DETAILS

Name of organisation **TE Anau Volunteer Fire Brigade**  
 Postal address **PO Box 14 TE Anau**  
 Street address **30 Luxmore Drive**

#### 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	<b>John Shanks</b>	Phone	(day)
Email	<b>jshanks@pgwnightson.co.nz</b>		(evening)
Name	<b>Graeme Moffat</b>	Phone	(day)
Email			(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? **26**

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

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

**TO upgrade/replace motor on the existing chiller at the station.**

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

Team Volunteer Fire Brigade. It is used weekly

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

☒ Yes

☐ No

How will your project benefit the organisation or community?

Large chiller capacity in case of a natural disaster in the community to hold food products that requiring chilling

Start date of your project

ASAP

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.

#### EXPENDITURE

\$ PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR

##### Project costs

GST inclusive or

~~GST exclusive~~

#### INCOME

Your contribution

5971-00

Fees/subs

Fundraising

Loan/mortgage

Cash savings

Other

Sub-total

Other grants and sponsorship applied for

Sponsorship

Grants (successful and proposed)

Amount requested

Result date

**Sub-total**  
**Total cost of the project is** **Total Income** \$10 971-00 GST inc.  
 How much money are you applying for? \$ 5000-00  
 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 Events & FENZ grants

**DECLARATION (PLEASE PROVIDE TWO SIGNATURES)**

We Te Anau Volunteer Fire Brigade 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	John Shanks	
Position in organisation	Treasurer	
Signature	<i>[Signature]</i>	Date 31-1-24
Name	Caroline Moffat	
Position in organisation	Chief Fire Officer	
Signature	<i>[Signature]</i>	Date 31-1-24

**Please attach** **Check**

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

These items will complete your application

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

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



P. 03 249 7319 F. 03 249 7025  
 E. info@fiordlandelectrical.co.nz  
 A. 19 Luxmore Drive, PO Box 83  
 Te Anau 7640.

Te Anau Fire Brigade  
 PO Box 14  
 Te Anau  
 9640

Quote No: 22576  
 Site: 30 Luxmore Drive  
 Site Contact:  
 Date: 30/01/2024

#### Quote Full Description & Itemized Quantity's:

Call and check existing chiller, find various issues, compressor has failed and with age and type of refrigerant it would be uneconomic to repair.

Price to install new refrigerant plant (relocate where condensing unit is installed) including new digital controller and wiring to suit, Test and livened controller, commission plant.

Quote No. 22576 Installation - Electrical Commercial  
 Section. 7318

Part No.	Item	Quantity
	McAlpine Hussmann Refrigerant Plant Installation	1.00
		1.00
11090701	Enclosure 180x182x111 IP66 GY PS	1.00
IREVS0EA0U	Carel - Temperature Controller / Chiller	1.00
NTC060WH01	Carel Immersion Sensor Probe NTC 6m	2.00
58032 41	32mm Conduit Box 1 Way - Grey	1.00
58025 42	25mm Conduit Box 2 Way - Grey	1.00
58032 43	32mm Conduit Box Angle 2 Way - Grey	1.00
58032 01	32mm PVC Conduit Grey (Per 4m Length)	0.75
09.20G	20mm Conduit Locknut - Grey	3.00
PDL501ea	Terminal Single 40A each	5.00
58025 01	25mm PVC Conduit Grey (Per 4m Length)	1.50
PDL681M16HFWH	Switch mod 16A hinge flap WH	1.00
PDL661VHWH	Plate only 1G arch WH	1.00
58020 21	20mm Conduit Plain-Screw Adaptor - Grey	2.00
120453	1.0mm Stranded Control Cable (all colors)	3.00
58025 31	25mm Conduit Inspection Elbow - Grey	2.00
120021 2.5mm2+e	2.5mm 2 Core + Earth TPS Cable	6.00
58032 05	32mm Conduit Corrugated Flexi - Grey (Per Meter)	0.25
PDL151	Strip connector 32A 10way	0.50
264/3M-GY	32mm - 25mm Reducer - Plain/Plain	1.00
0 Sundries	Sundry Items	1.00
000 eForm COC	eForm Certificate of Compliance	1.00
	Vehicle/Call Fee - C	1.00
	Electrician 2	8.00 hrs
Sub-Total ex GST		\$9,540.41
GST		\$1,431.06
Total inc GST		\$10,971.47

**WWW.FIORDLANDELECTRICAL.CO.NZ**

Page No: 1 of 2



P. 03 249 7319 F. 03 249 7025  
E. [info@fiordlandelectrical.co.nz](mailto:info@fiordlandelectrical.co.nz)  
A. 19 Luxmore Drive, PO Box 83  
Te Anau 7640.

Steve Schlaadt  
Fiordland Electrical Contracting  
[steve@fiordelec.co.nz](mailto:steve@fiordelec.co.nz)  
[info@fiordlandelectrical.co.nz](mailto:info@fiordlandelectrical.co.nz)

**QUOTE No. 22576**

Should you have any questions, or want any areas clarified please don't hesitate to ask.  
This Quote is valid for 30 days after the date on the cover page  
Thank you for the opportunity to provide this quote.

Total ex GST	\$9,540.41
GST	\$1,431.06
Total inc GST	\$10,971.47

**[WWW.FIORDLANDELECTRICAL.CO.NZ](http://WWW.FIORDLANDELECTRICAL.CO.NZ)**

Page No: 2 of 2

### 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: Royal New Zealand Plunket Trust  
 Postal address: 2 Luxmore Drive Te Anau 9600  
 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	Julia Rose	Phone	(day)
Email	julia.rose@plunket.org.nz		(evening)
Name	Catherine Caley	Phone	(day)
Email	catherine.caley@plunket.org.nz		(evening)

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

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

#### PROJECT DETAILS

How many members belong to your club/organisation?

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

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

We seek community partnership funds for a new vacuum cleaner so that crumbs and children's mess can be cleaned up quickly. This would help us keep the Te Anau Plunket rooms clean and tidy and attract more families to share the site and make it more family friendly.

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

The Te Anau Plunket rooms are used weekly for parent coffee groups and playgroups for children aged 0-5 years. The rooms are also used for social events and by the Clinical staff members to provide the WellChild Checks.

Aside from serving a community family space, the Te Anau Plunket group is active in providing with informing family of other family matters and resources and uses a Facebook page to share information. The coffee groups were attended by *368 attendees*

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

☐ Yes

☐ No

How will your project benefit the organisation or community?

The Te Anau Plunket Facility provides a family friendly space for coffee groups to meet, make friends and share their parenting journey with others. The initiative aim to combat isolation and ensure parents are supported.

Start date of your project

15/02/24

Finish date of your project

15/02/25

#### FINANCIAL DETAILS

Are you registered for GST?

☐ No

☒ Yes

GST number

1

2

4

2

6

7

2

4

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

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

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

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR

EXPENDITURE	\$	INCOME	\$	
Project costs	GST inclusive or GST exclusive	Your contribution		
sauber technic stick vacuum cleaning	303.48 inc GST	Fees/subs		
		Fundraising		
		Loan/mortgage		
		Cash savings		
		Other		
		Sub-total		
		Other grants and sponsorship applied for		
		Sponsorship		
		Grants (successful and proposed)	Amount requested	Result date




<b>Total cost of the project is</b>	<b>Sub-total</b>	
<b>Total Income</b>		
How much money are you applying for?	\$303.48	
Briefly describe any voluntary effort or donated materials provided for the project.		
Voluntary effort (eg number of hours)		
40 hours a year to coordinate the coffee groups		
Donated materials (eg approximate \$ value)		
How do you envisage paying for the future operational costs of this project?		
All community services are funded through grants, donations, and fundraising.		
<b>DECLARATION (PLEASE PROVIDE TWO SIGNATURES)</b>		
We	Julia Rose & Catherine Caley	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	Julia Rose	
Position in organisation	Southern Regional Grants Specialist	
Signature	<i>Julia Rose</i>	Date 30.01.24
Name	Catherine Caley	
Position in organisation	Community Services Manager	
Signature	<i>CJ Caley</i>	Date 31.01/24
<b>Please attach</b>	<b>Check</b>	
a current statement of income and expenditure	<input type="checkbox"/> yes	
a current bank statement from your organisation	<input type="checkbox"/> yes	
quotations, where relevant	<input type="checkbox"/> yes	
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>		

29/01/2024, 12:48

Products Comparison List - Godfreys


[Home/](#) Compared Products

Compare Products

			
Name	<a href="#">Sauber Technic Stick Vacuum Cleaner</a>	<a href="#">i-Vac Pure Fresh S40 Stick Vacuum</a>	<a href="#">Samsung Jet™ 60 Fit Stick Vacuum Cleaner</a>
Reviews	★★★★☆ (20)	★★★★☆ (27)	
Price	\$349	\$349	<del>\$599</del> <b>\$399</b> Save \$200
Availability	In stock	In stock	Out of stock
Short Description	A convenient and powerful stick vacuum with HEPA filtration to capture fine dust and other micro-particles.	A lightweight, affordable, and reliable stick vacuum for everyday cleaning.	A powerful stick vacuum fitted with five-layered filtration and jet cyclone technology, to effectively capture dust, dirt and debris.
SKU	14120154	14120165	14120179
Brand	Sauber	i-Vac	Samsung
Warranty	2 years	1 year	-
Cordless	-	-	-
HEPA Filter	-	-	-
Compact	-	-	-
<a href="https://www.godfreys.co.nz/catalog/product_compare/">https://www.godfreys.co.nz/catalog/product_compare/</a>			1/3

29/01/2024, 12:48

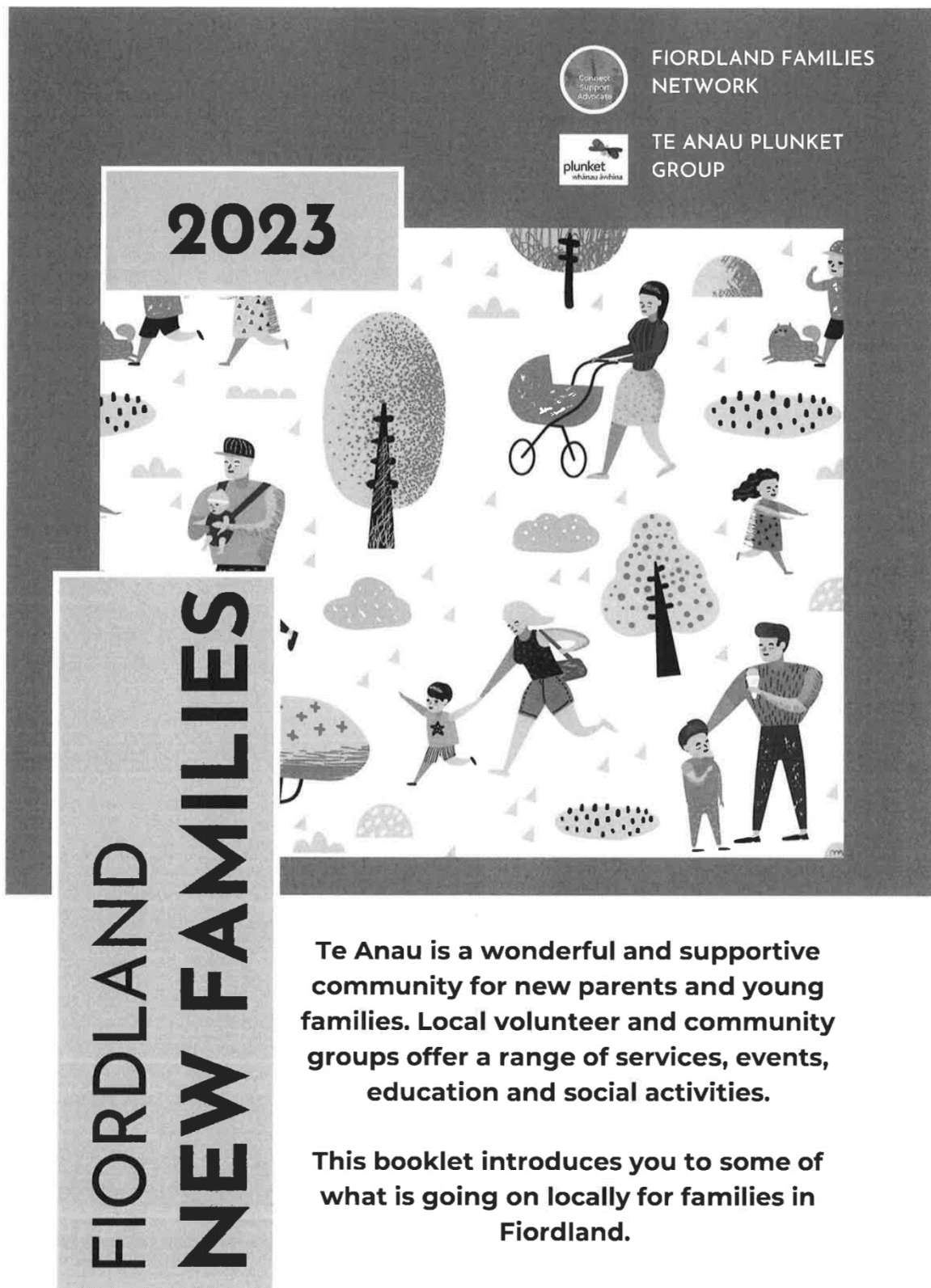
Products Comparison List - Godfreys

Capacity (l) 	.4	0.4	0.8
Wattage (W)	300	-	150 W
Voltage	21.6	25.9	-
Noise Level (db)	-	-	86
Machine Weight (kg)	3.3	-	-
Feature 1	Converts to a handheld cleaner	Swivel steering power head for manoeuvrability	150W vacuum suction power
Feature 2	Runtime up to 25 minutes	Boost button easily switches between power modes	Up to 40 mins of battery life
Feature 3	Swivel power head for powerful suction and maximum manoeuvrability	HEPA filtration captures fine dust and allergens	Wall-mount store and charge
Feature 4	HEPA filtration captures dust, allergens and other micro-particles	Easily converts to a hand vacuum	Five-layered filtration system
Feature 5	Mini motorised pet brush for cleaning furniture and upholstery	Crevice tool and dusting brush included	Jet fit brush
Feature 6	Wall mount for convenient storage	-	Washable dust bin
Feature 7	*Runtime across one battery	-	Easy maintenance
Feature 8	-	-	180-degree swivel head
Feature 9	-	-	*The stated run time applies to the minimum power level with a non-motorised tool attached.

[https://www.godfreys.co.nz/catalog/product\\_compare/](https://www.godfreys.co.nz/catalog/product_compare/)

2/3

29/01/2024, 12:48		Products Comparison List - Godfreys		
Surface	Carpet, Hard Floors, Rugs, Stairs, Tiles	Hard Floors	-	
Anti-Allergy	No	No	No	
Asthma	No	No	No	
Lightweight	-	-	-	
Model	SD-100	S40	-	
Runtime Upto (mins)	25	Up to 25 minutes	Up to 40 minutes (max runtime)*	
Is Most Popular	-	-	-	
Brand	Sauber	Ivac	Samsung	
Pet Friendly	-	-	-	
Sensitive Choice Approved				
<a href="https://www.godfreys.co.nz/catalog/product_compare/">https://www.godfreys.co.nz/catalog/product_compare/</a>				3/3



# WHAT'S IN FIORDLAND

**01.**

FIORDLAND  
FAMILIES  
NETWORK

**02.**

PLUNKET  
RESOURCES

**04.**

COMMUNITY  
ACTIVITIES

**07.**

CHILDCARE  
OPTIONS

**08.**

SUPPORT,  
SERVICES &  
USEFUL NUMBERS



# FIORDLAND FAMILIES NETWORK

Fiordland Families Network wants our community to be a place where every family feels connected and supported.

To achieve this, our volunteer group of local parents and professionals have three main aims:



**To make information on activities, services and facilities for Fiordland families readily available and easy to access**

**To advocate for, develop, support and retain key services for Fiordland families**

**To ensure the group remains sustainable and relevant to our local community.**

- Pick up a copy of our **monthly newsletter**, including a weekly 'what's on' for families guide, and connection with local events.
- Visit the **FFN website or facebook page** for local information, services and activities **[www.fiordlandfamiliesnetwork.com](http://www.fiordlandfamiliesnetwork.com)**
- Look out for the **local service directories** connecting new families (pregnant and families with young children) with what's available in Fiordland.
- FFN works alongside and is involved with **local services** including maternity, breastfeeding and community activities like coffee groups to help make these available to our families.
- Join our **Antenatal Coffee Groups** and monthly **Education Speaker Series** at the Plunket Parent Coffee Groups.
- We welcome new **volunteers** to join the team (come along to a meeting and connect with us!) and need your skills and perspectives on what makes Fiordland a great place for families.

How to stay connected with FFN?



**SIGN UP** to our newsletter by following this link <https://tinyurl.com/FFNsignup>

or you can read a paper copy in the Te Anau Trader, or at the Te Anau Public Library.

**EMAIL US** at [fiordlandfamilies@gmail.com](mailto:fiordlandfamilies@gmail.com)

**FACEBOOK:** Facebook @fiordlandfamilies **WEBSITE:** [www.fiordlandfamiliesnetwork.com](http://www.fiordlandfamiliesnetwork.com)

# TE ANAU LOCAL PLUNKET

Plunket is a national service providing support from pregnancy through to five years of age. Most services run out of the Te Anau Plunket rooms at 2 Luxmore Drive (*beside the skate park & pump track /Fiordland Events Centre car park*).

## FACILITIES

**Plunket room use & hire:** There's a comfy lounge area for breastfeeding, or taking a break on a rainy town day with your kids, no fees for this casual use. Kitchen & toilets are also available. Rooms may be hired for a small fee for family related activities (e.g. birthday parties) and also available for community events and meetings. There are some regular bookings so if others are using it please check on arrival that it is currently open for the public.

**Contact Anna Thomas (ph: 021 160 5850) with queries around access to or hire of the rooms.**

**Fully fenced Playground:** The playground is fully fenced and has easy to use equipment for littlies, there is even a sandpit! You are welcome anytime, please always ensure you shut the gate and do not let other children out.

**Library books:** There is a great selection of community donated books on all things parenting and early childhood (*on the bookshelf inside beside sliding door*) and a sheet to fill in if you wish to borrow them.

## SERVICES

**Plunket Nurse/ Well Child service:** Our local and Plunket Nurse is Karen Robins. When you finish with your Lead Maternity Carer around 5-6 weeks after your baby is born you will be given the choice to opt-in to a free Well Child programme. Plunket nurses are there to support and work alongside families, providing information on the likes of breastfeeding and nutrition, immunisations, sleep and to check that your little ones are growing and meeting their developmental milestones.

**Contact Karen Robins on 027 205 8084 or [karen.robins@plunket.org.nz](mailto:karen.robins@plunket.org.nz)**

**Car Seat Services & Injury Prevention:** Advice, checks and installation of child restraints (car seats) is available by appointment with local technician Megan. You can access advice for free, \$10 for a check and minor adjustment, \$20 for a check with several adjustments, or \$30 for a full installation. If payment is a concern the Plunket Nurse can refer families to access these services free.

**Contact Megan McMurtrie: 027 497 1732**

If needed, a referral via the Plunket Nurse can give your family access to free bicycle helmets and high-vis vests for toddlers, safety equipment for your home, and home fire safety checks. **Talk with your Plunket Nurse for details on the Plunket Injury Prevention Service or contact**

**[injurypreventionsouthern@plunket.org.nz](mailto:injurypreventionsouthern@plunket.org.nz)**

## PLUNKET LINE 0800 933 922

Free parent help line and advice service for all families, parents & caregivers. 24 hours, call anytime.



2

## ACTIVITIES



Parents Coffee Group: Everyone is invited to a cuppa and a chat, Wednesday mornings 10:00am at the Plunket Rooms, cuppa and biscuits provided. Pop in any time, or **contact Anna S (021 055 3535) for details.**

Every few months Fiordland Families Network hosts an educational speaker at these groups to help support family education for our community. If you have an idea for a speaker, or would like to see a topic covered **contact Anna S: 021 055 3535**



Equipment and hire service: Te Anau Plunket group has several deluxe specialised chairs that are particularly comfortable for support and relaxation while you are feeding your baby. These are available at the Plunket Rooms so you can try them out. They recline, swivel, rock, wipe clean, and come with a footstool.

Hire fee \$60.00 per 3-month period.

**Contact Anna Thomas for details: 021 160 5850**



Plunket Online Education and Groups: During covid-19 lockdowns, Plunket increased the number of groups and education opportunities online and these are still currently running. Visit the Southland Plunket Facebook page, where upcoming courses are posted regularly, along with links to register:

**[www.facebook.com/Southlandplunket](https://www.facebook.com/Southlandplunket)**

## QUICK CONTACT LIST: PLUNKET

### Te Anau Plunket volunteer group, room hire & feeding chair hire

Anna Thomas: 021 160 5850

[teanau.plunketgroup@plunket.org.nz](mailto:teanau.plunketgroup@plunket.org.nz)

### Plunket Nurse

Karen Robins

Ph (03) 249 8583 or 027 205 8084

[Karen.robins@plunket.org.nz](mailto:Karen.robins@plunket.org.nz)

### Coffee Groups

Anna S: 021 055 3535

### Car Seat Support

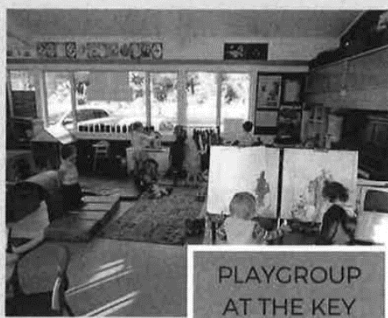
Megan McMurtrie: 0274 971 732

*We're here to help – please feel free to make contact*

# WHAT'S ON WEEKLY



There are a huge number of local groups who run weekly activities (some only during school term time) which you can bring your babies or children to and join in with. Each month Fiordland Families Network summarises these events in their newsletter's 'what's on' column, and on the FFN website. Regular groups and activities are introduced below. **Visit Te Anau Events website to see what local events are coming up and if any of them are of interest to your family: [www.teanauevents.co.nz](http://www.teanauevents.co.nz)**



PLAYGROUP  
AT THE KEY

Whether you have a new baby, or you are new to a community, Playcentre provides a place for babies, young children and parents to come together. Members enjoy a strong sense of belonging, and friendships flourish.

Held Monday & Thursdays 9:30am - 1pm beside the Mararoa Primary School, it is for 0-5year olds. You are welcome to visit for no cost and no pressure to enroll.

Contact: Ashleigh Still  
[thekey@playcentre.org.nz](mailto:thekey@playcentre.org.nz)

Welcome to  
our Village  
Playcentre



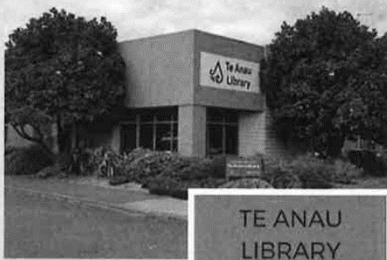
FIORDLAND  
OUTDOOR  
PLAYGROUP

Fiordland Outdoor Playgroup gives whānau the opportunity to meet other like minded people and enjoy time engaging and playing with their tamariki in the outdoors.

Activities are outdoor & nature based, and give you the chance to try something new. The locations can change, please check their Facebook page for up-to-date information.

Held on Mondays, the sessions cost \$2/family with proceeds used to run the playgroup and are also donated to local charity groups. *Please Note: Parents/ caregivers are required to stay during the session & your tamariki are your responsibility at all times.*

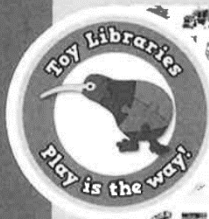
Contact: Abi James  
[fiordlandoutdoorplaygroup@gmail.com](mailto:fiordlandoutdoorplaygroup@gmail.com)



TE ANAU  
LIBRARY

As well as great kids and youth books, the Te Anau Library hosts a range afterschool activities and clubs, preschool activities, and holiday activities.

Contact our friendly librarians to see what is currently on: (03) 249 7379



TE ANAU TOY  
LIBRARY

Loans a huge wide range of toys, including bikes, water play, puzzles, educational toys, dress-ups, roll play, and board games, and more.

Sliding annual membership fee then all toys free to hire. (*Casual loans also available, if for example, you have family visiting/hosting a party:*

Committee volunteer \$35

Duty volunteer: \$55

Library membership: \$70

Casual member: \$variable (joining for shorter periods of time).

Open Thursdays 2:30 - 4pm at the Te Anau Plunket Rooms.

[www.teanautoylibrary.setls.com.au](http://www.teanautoylibrary.setls.com.au)  
[teanautoylibrary@gmail.com](mailto:teanautoylibrary@gmail.com)



TUMBLE TIME -  
MOVEMENT FOR  
UNDER 5'S

A wonderful community resource for children under the age of 5. Enjoy some fantastic movement, social time, and play equipment.

Held at the Fiordland Events Centre every Tuesday morning during term time from 9.30 - 10.45am. Children under 1 are free, \$4 per family for a session, if you are a rostered volunteer it is \$2 or if you are a committee member the sessions are free.

Contact Tracey: 027 885 2620

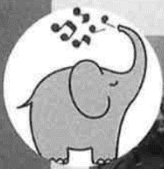


PARENTS'  
COFFEE GROUP

Parents' Coffee Group runs every Wednesday from 10am at the Te Anau Plunket rooms (2 Luxmore Drive). Cuppa and biscuits provided, no cost to attend.

Casual drop-ins welcomed, pop in at any time during the session. Bring babies and children of all ages, or come alone for adult cuppa time.

Contact Anna S: 021 055 3535



TE ANAU  
MAINLY MUSIC

A fun music & movement group for under 5's held weekly at Lakeside Presbyterian Church. 20-30minutes of music time followed by morning tea, time for children to play & adults to connect. \$2/family. Fridays during term time, two sessions: 9:15am and 10am starts. Come and join.

Contact Heidi 022 315 3326



FIORDLAND  
CLIMBING WALL

Bring your family along to the weekly open sessions at the Fiordland Climbing Wall. Kids shoes and harnesses available for hire.

Located at the Fiordland Events Centre, Saturday 10am - 1pm.  
contact: fiordlandwall@gmail.com



LAKE2LAKE  
TRAIL PARKRUN

A free, fun, and friendly weekly 5km community event. Walk, jog, run, push a pram, volunteer or spectate - it's up to you!

Every Saturday 8am during summer (daylight savings time) / 9am during winter.

Starts at the Kepler Track car park, control gates, Te Anau. [www.parkrun.co.nz](http://www.parkrun.co.nz)



FIORDLAND COMMUNITY  
GARDEN

The Fiordland Community Garden on Mokoroa Street has volunteer sessions most weeks - visit their Facebook group to check day/times. You're also more than welcome to visit the gardens anytime, everyone welcome, it's great place for families and kids.

There is a kai shed at the garden for sharing community produce, seeds and plants - share what you can, take what you need - leave a koha.

Search Fiordland Community Garden Charitable Trust on Facebook, or email:

[fiordlandcommgarden@gmail.com](mailto:fiordlandcommgarden@gmail.com)



TE ANAU BIRD  
SANCTUARY

The Punanga Manu o Te Anau/ Te Anau Bird Sanctuary is open to the public from dawn to dusk. It is a great outdoor space to explore with children.

Morning public tours of the sanctuary run daily for around 45 minutes, check time at the visitor centre.

[doc.govt.nz/teanabirdsanctuary](http://doc.govt.nz/teanabirdsanctuary)

# OPTIONS CHILDCARE



## BLUE DUCK EARLY LEARNING CENTRE

55 Pounamu Avenue, Te Anau  
Phone: 03 249 7177  
Email: [tina@blueduckchildcare.co.nz](mailto:tina@blueduckchildcare.co.nz)

[www.blueduckchildcare.co.nz/our-centres/te-anau/](http://www.blueduckchildcare.co.nz/our-centres/te-anau/)



## FIORDLAND KINDERGARTEN

9 Gunn Street, Te Anau  
Phone: 03 249 7585  
email [fiordland@ska.co.nz](mailto:fiordland@ska.co.nz)

[www.ska.co.nz](http://www.ska.co.nz)



## JUST 4 KIDS

Homebased childcare, at your carer's home  
Phone: 027 567 5990  
email [suzy@justfourkids.co.nz](mailto:suzy@justfourkids.co.nz)

[www.justfourkids.co.nz](http://www.justfourkids.co.nz)



## SOUTHERN STARS

18 Luxmore Drive, Te Anau  
Phone: 03 249 7858  
email [Info@southernstars.co.nz](mailto:Info@southernstars.co.nz)

[www.southernstars.co.nz](http://www.southernstars.co.nz)

# WHERE TO FIND SUPPORT

Sometimes we get support from our friends or other parents in social groups. But if you need it there are lots of other options for support in Fiordland too.

## Fiordland Medical Practice (GPs)

25 Luxmore Drive, Te Anau  
(03) 249 7007



General Practitioners (GPs) are a really good place to start if you need support. They see lots of families and know what options are available for you in the community.

## Fiordland Community House

21 Luxmore Drive, Te Anau  
(03) 249 7754



FCH is a place where you can get information on government and community agencies and their support services. They have application forms for Work & Income, IRD, Immigration and Internal Affairs.

## Health Improvement Practitioner (HIP)

Tammy Magness  
25 Luxmore Drive (Medical Centre)  
(03) 249 7007



Employed through WellSouth, a 'HIP' is a trained medical professional who provides free mental health and wellbeing support to anyone enrolled at the medical centre. They work with people of all ages, including kids.

## Health Coach

Tilley Carroll  
25 Luxmore Drive (Medical Centre)  
(03) 249 7007



Employed through Active Southland, the health coach works with adults to support you improving your health and wellbeing.

## Community Family Worker

Laura Johnstone

Employed through and based at Fiordland Community House.

(03) 249-7754 | 027 265 8049  
laura@fiordlandcommunityhouse.co.nz



## Whānau Ora Navigator

Sagar Khemani

Employed through Nga Kete Matauranaga Pounamu Charitable Trust and works at Fiordland Community House.

027 555 0069 | sagar.khemani@kaitahu.maori.nz



## Family/Whānau Worker (Community Support Worker)

Sam McBride

Employed through Presbyterian Support Southland Family Start programme.

027 204 5465 | www.pss.org.nz/family-works



## Counsellor

Monty Temple

Alliance Counselling, located at Fiordland Community House. Funding options available. Services for individuals, couples and families

021 496 611 | monty\_temple@yahoo.com



## Counsellor

Kathryn Wright

Private Counsellor, funding options available. Services for adults, teenagers and children.

027 635 4033 | www.kathrynwright.co.nz  
kathryn@kathrynwright.co.nz



**Free Dental Care for kids**

**Te Whatu Ora**  
Health New Zealand

Community Oral Health Service

Free oral health services for children are provided by mobile clinics here in Te Anau (and Southland).

0800 570 300

community.oralhealth@southernhb.govt.nz

**Breastfeeding Peer Support**



Breastfeeding Peer Supporters are local volunteers trained to provide breastfeeding support & information on the normal course of breastfeeding & common barriers.

Drop-in support available 10:30am - 11am, Wednesdays at the Te Anau Plunket rooms. Home visits & phone support.

021 055 3535 | www.breastfeedingsos.co.nz

**Lactation Consultant**

**Te Whatu Ora**  
Health New Zealand

Gina Rutledge

Free Service - Southland Hospital based Lactation Consultant. Certified professional who can help with special breastfeeding and lactation problems

03 218 1949 ext: 48376

**Fiordland Physiotherapy**

Cathy Lewsley

General Physiotherapy & pelvic specialist, located at the Fiordland Medical Practice.

03 249 9114 | fiordphysio@gmail.com



**Te Anau Physiotherapy**

Brendan Meffan

General Physiotherapy, 197 Milford Rd

03 249 8247 | teanauphysio@gmail.com



**Te Anau Police**

Local station open weekdays 9am-1pm

Local police are here to support our community and families.

111 in an emergency, or 105 for non urgent attendance or for general enquiries | 196 Milford Rd, Te Anau



# OTHER CONTACTS

**Massage Therapists (with mother or baby skills)**

• Fiordland Massage Clinic | Stephanie Braaksma  
www.fiordlandmassageclinic.nz

• Mirimiri Massage | Rachael Hughes | 021 792 392

**Te Anau Pilates:** Pilates classes and one to one sessions. Marianne Carroll | 021 0871 7823  
www.teanapilates.com

**Brave Soul:** Meditation, yoga, breath-work classes, individual & family wellbeing support. Courtney Quintrell | 022 0659 486 | courtneyquintrell@gmail.com

**Building Better Blokes** - Peer support for men and Dads.

Sam McBride | 027 478 4699 | sam@livemewell.com

**Fiordland Pharmacy** - A range of advice, support, equipment and items available for family wellbeing, including equipment hire such as humidifiers.  
george@fiordlandpharmacy.co.nz | 03-249-9268

**Books on Prescription** - Available at the Te Anau Library, aiming to increase access to high quality health information. The resources in the collection have been recommended and reviewed by health professionals, cover all topics including maternal health.

**Quality Pre-loved Goods** - can be found at **The Grace Place** (by donation, if you can) or at **The Hospice Shop** (each item priced accordingly). Includes household items, baby & maternity clothes, toys and equipment, bedding and many other items.

If you provide a service or support for families in Fiordland, please let us know so we can add your contact details to this list.

Email [fiordlandfamilies@gmail.com](mailto:fiordlandfamilies@gmail.com)

**Daily Respite Care**

Madison Robertson - Bachelor of Sport & Exercise, Post Grad Dip Health Science

Personalised support for anyone that could benefit from maintaining and improving their physical and cognitive wellbeing. A variety of support and home help options for families.

027 208 9339 | dailyrespitecare@gmail.com



To get another copy of this booklet,  
call into the Te Anau Library.

## USEFUL NUMBERS

**Fiordland Community House** (Foodbank, financial support, community support workers) (03) 249 7754

**Fiordland Community Pharmacy**  
(03) 249 9268

**Fiordland Medical Practice** (03) 249 7007

**Southland Hospital** (03) 218 1949

**Healthline** 0800 611 116

**Fiordland Plunket Nurse** 027 205 8084

**Plunket line** 0800 933 922

**Lifeline** 0800 454 335 or (03) 214 4889

**National Poison Centre for 24 hour poison advice** 0800 764 766

**Pregnancy Counselling Services**  
0800 773 462

**SIDS & Kids** (24hr support for sudden infant death) 0800 164 455

**Women's Refuge 24hr crisis line**  
0800 733 8483

**1737 Free counsellor line 24hrs:** dial 1737

**KidzNeedDadz Helpline**  
0800 KND 123 (0800 563 123)

**Family Services 211 Helpline** (for help finding, and direct transfer to community-based health and social support services in your area) 0800 211 211

To add or update any information or the services listed in this booklet contact the Fiordland Families Network at **fiordlandfamilies@gmail.com** or via **www.fiordlandfamiliesnetwork.com**

*This booklet was last updated 30 June 2023*

**Te Hau Toka**  
SOUTHERN LAKES WELLBEING GROUP

*We would like to thank Te Hau Toka for resource towards compiling and producing this booklet.*

### 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 **FIORDLAND COMMUNITY GARDEN CHARITABLE TRUST**  
 Postal address **C/ 35 MT YORK ROAD, RD1, TE ANAU 9679**  
 Street address **17 MOKOROA STREET, TE ANAU**

#### 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	Hannah Edmonds (Garden Co-ordinator)	Phone	(day)
Email	fiordlandcommgarden@gmail.com		(evening)
Name	Michelle Grant (Chairwoman)	Phone	(day)
Email	michellegrantnz@gmail.com		(evening)

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

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

#### PROJECT DETAILS

How many members belong to your club/organisation?

There are 6 trustees, but 300 members of our community garden

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

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

The Fiordland Community Garden Charitable Trust is submitting this bid for funding towards the construction of a wheelchair accessible pathway and gazebo at the Fiordland Community Garden.

The Fiordland Community Garden is a vital resource for the Fiordland community, providing a space for residents to connect with each other, learn and benefit from the fresh produce grown there.

To make the Fiordland Community Garden more inclusive and accessible to all members of our community, we propose the construction of a wheelchair accessible pathway and a sheltered gazebo.

The pathway will provide individuals with mobility challenges, including wheelchair users, easy access to

the raised garden beds and the gazebo. The gazebo will be a sheltered central hub in the garden used for gatherings, garden sessions, events and workshops.

The total cost of the pathway is \$9, 631.25 (incl GST). The total cost of the gazebo building is \$26,622.50 (incl GST).

Note – we will be seeking another quote for the gazebo from another local builder.

Te Anau Earthworks is the only company in Te Anau whom we can employ to build the pathway, hence the single quote.

We are kindly seeking a contribution of \$5, 000 toward this project.

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

The wheelchair accessible pathway and gazebo are designed to be used by all community members, including those who have mobility issues - this could include elderly, those in wheelchairs, and even our tamariki in prams.

These facilities will be used daily by any visitor to the garden, weekly during garden sessions, monthly for workshops, as well as events and meetings throughout the year.

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

**How will your project benefit the organisation or community?**

Expected Outcomes and Impact:

1. Increased Accessibility and Community Engagement: The wheelchair accessible pathway and sheltered gazebo will enable individuals with mobility challenges to actively participate in gardening activities and workshops, fostering inclusivity and promoting social cohesion within the Fiordland community.
2. Improved Well-being: Access to the garden's raised beds and gazebo will enhance the physical and mental well-being of individuals with limited mobility. The gazebo will provide a sheltered, welcoming space for all community members who are using the space for workshops, meetings or garden sessions.
3. Sustainable Community Development: The wheelchair accessible pathway and gazebo will play a crucial role in promoting sustainable living practices via education, promoting growing local produce and increasing food production by enabling all members of the community access to the garden beds.

Start date of your project 2024 Finish date of your project 2025

**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	\$ GST inclusive	INCOME	\$
Project costs		Your contribution	

Construction of wheelchair access (see attached quote)	\$9,631.25	Fees/subs	
Construction of gazebo (see attached quote)	\$26,622.50	Fundraising	As yet unknown
		Loan/mortgage	
		Cash savings	
		Other	
		Sub-total	
		<b>Other grants and sponsorship applied for</b>	
		Sponsorship	
		Grants (successful and proposed)	<b>Amount requested</b> <b>Result date</b>
		Aotea Gaming Trust	\$5,000 29 2 24
		<b>Sub-total</b>	
<b>Total cost of the project is</b>	<b>\$36,253.75</b>	<b>Total Income</b>	

How much money are you applying for? \$5,000

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

**Voluntary effort (eg number of hours)**

Volunteer hours spent on this project so far total 30 hours in planning, organising and fundraising. Volunteer hours are expected to increase with the construction and maintenance of the pathway and gazebo.

**Donated materials (eg approximate \$ value)**

We will be seeking donated materials where we can for this project. In the past the garden has benefitted from local groups and businesses who have donated materials.

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

We are committed to securing the remaining funds through fundraising efforts and in-kind contributions. Future operational costs of the pathway and gazebo are expected to be minimal. We have several long-term volunteers who are handymen who would be willing and capable to conduct any required maintenance of this project in the future.

**DECLARATION (PLEASE PROVIDE TWO SIGNATURES)**

We The Fiordland Community Garden consent to Southland District Council  
Charitable Trust

We **The Fiordland Community Garden Charitable Trust** consent to Southland District Council

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

Name *Linda Kilduff*  
 Position in organisation *Trustee*  
 Signature *[Signature]* Date *31/1/24*  
 Name *Hannah Edmonds*  
 Position in organisation *Garden co-ordinator*  
 Signature *[Signature]* Date *31/1/24*  
**Please attach** **Check**

- 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:**

Email to [funding@southlanddc.govt.nz](mailto:funding@southlanddc.govt.nz)

Post to Southland District Council, PO Box 903, Invercargill 9840

Drop into your nearest SDC office

**Fiordland Community Garden Wheelchair Accessible Path and Gazebo Project****Background:**

To make the Fiordland Community Garden more inclusive and accessible to all members of our community, we propose the construction of a wheelchair accessible pathway. This pathway will provide individuals with mobility challenges, including wheelchair users, easy access to the raised garden beds and a gazebo. The gazebo will be a sheltered central hub in the garden, used for gatherings, garden sessions, events and workshops.

**Requirements:**

1. Compacted fine gravel Wheelchair accessible path from the front gate to the rear gate, 1400mm wide, with wooden edging as marked on site (edging not required where the path abuts the tunnelhouse and tanalised garden bed). All materials will be kept on site (mulch reused elsewhere in garden, and any excavated soil can be used to create the flat areas in front of the gazebo).
2. Compacted gravel area under the IBC pod wicking beds (these will need to be moved) and in front of main tunnel house, as set out on site. Also Compacted gravel in front of Kai Pantry.
3. 1400mm edged sloped path from main path up to gazebo area.
4. Flatten out area for gazebo, and create another flat area at a lower level using small retaining walls/wooden boards to level the area.
5. Create edged, compacted gravel area under the footprint of the gazebo.
6. The path should connect to the paved area between the shade house and tunnel house at the northwest side of the site, so that that area is accessible by wheelchairs.
7. Install bench at back of this paved area on the western fence (we have the bench already so just attaching it to the fence).
8. Install monopitch covered gazebo, dimensions approx 5.7m wide (parallel with bowling green) and 4.5m deep. 1m off fenceline. Tanalised radiata is fine for the structure, with square vertical posts. Standard clearlite to be used on the roof.
9. At the back of the gazebo, we would like a lockable cupboard where we can have our tea, coffee station as well as plates and other cooking equipment, and a bench that will incorporate our BBQ (and eventually a pizza oven somewhere!!). The back of the gazebo could be covered in.
10. Three posts connected by four wires and a top cap for espaliered fruit trees (similar to photo) - one of these on each side of the grassed area (as marked on site - so six posts in total). Height - 1800mm.
11. At end, prepare soil for sowing grass.



31 January 2024

**Re: SDC Funding application from the Fiordland Community Garden Charitable Trust.**

To whom it may concern,

As a Fiordland Community Wellbeing Coordinator, I am writing in support of the Fiordland Community Garden - specifically their work and funding application towards an accessible path through the Fiordland Community Garden, and a covered gazebo within the garden grounds.

The garden has been going from strength to strength since it was established 3 years ago and is increasingly providing a much needed community space for the Fiordland Community. It is a welcoming and neutral space which caters to all demographics and abilities within the community from seniors to young families. The proposed development of an accessible path and gazebo will really increase its ability to function as a 'third space' (which are free public spaces and communal gathering spaces outside of people's home, workplaces or commercial cafés, where you can connect with others and spend time. Another example would be the public library).

Having a space like the community garden is a huge asset to our community. It is an area where people can go to connect with others if they are new to the community, or isolated in any way. They can share decades of knowledge if they are more senior gardeners, or learn about where food comes from if they are some of our younger generations. The more we invest in this asset, the more we will benefit from the positive outcomes it can provide, and there is established international research on the potential physical, social and mental wellbeing benefits of community gardens for their surrounding areas and populations.

We live in Fiordland, and having a covered sheltered area is crucially important for the garden to be able reach its potential year-round. Reliability with dates for education activities (so they can go ahead despite inclement weather), shelter for garden participants on the regular gardening days from both sun and rain, especially the more vulnerable members of the community such as seniors or young families. The establishment of a path also means that those who need support with mobility – either wheelchair or pushchair access, use of walkers or the need for a constant surface to help with balance – are still able to access, enjoy and benefit the garden as a community resource.

Development of the path and gazebo remove two barriers (weather and mobility challenges) for people to enjoy and utilize the Fiordland Community Garden. I can see the huge benefits the garden brings to many sectors of our community, and how mitigating these two barriers will enable improved access for all community members. I am very supportive of the funding application and the work they are seeking to fund.

Sincerely,

Anna Star

Occupation: Fiordland Wellbeing Coordinator (Te Hau Toka/Great South)

Email: [anna.m.star@gmail.com](mailto:anna.m.star@gmail.com)

Phone: 021 055 3535

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## Next meeting

**Record no:** R/24/1/2138  
**Author:** Rachael Poole, Committee advisor  
**Approved by:** Michal Gray, Democracy advisor

☐ Decision ☐ Recommendation ☒ Information

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### Purpose

- 1 For the Board to confirm that their next meeting is at 1pm on Monday 29 April 2024 to be held in the Te Anau Club, Corner Pop Andrew Drive and Jackson Street Te Anau.

### Recommendation

**That the Fiordland Community Board:**

- a) receives the report titled “Next meeting”
- b) confirms that the next meeting of the Board is at 1pm on Monday 29 April 2024 to be held in the Te Anau Club, Corner Pop Andrew Drive and Jackson Street Te Anau.

### Attachments

There are no attachments for this report.