



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

Date: Monday, 21 October 2024
Time: 1pm
Meeting room: Te Anau Club, corner Pop Andrew Drive and
Venue: Jackson Street, Te Anau

Fiordland Community Board Agenda OPEN

MEMBERSHIP

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

IN ATTENDANCE

Community partnership leader	Stella O'Connor
Committee advisor	Rachael Poole

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Full agendas are available on Council's website
www.southlanddc.govt.nz

Health and safety

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.

Community board terms of reference

TYPE OF COMMITTEE	Community board (board)
RESPONSIBLE TO	Boards are responsible to Council Each board will also have relationships with Council committees (these committees are outlined in the delegations manual).
SUBCOMMITTEES	Some subcommittees will report to community boards – these are outlined in section 8.5 of the delegations manual.
MEMBERSHIP	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.
FREQUENCY OF MEETINGS	Every second month, but up to 12 ordinary meetings a year with the approval of the chief executive.
QUORUM	Not less than four members
THE ROLE OF COMMUNITY BOARDS	<p>Governance</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>Roles outlined in the Local Government Act 2002</p> <ul style="list-style-type: none"> • appoint a chairperson and deputy chairperson • represent, and act as an advocate for, the interests of its community • consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the board • maintain an overview of services provided by the territorial authority within the community • prepare an annual submission to the territorial authority for expenditure within the community • communicate with community organisations and special interest groups within the community • undertake any other responsibilities that are delegated to it by the territorial authority. <p>Additional roles of boards</p> <p>Community wellbeing</p>

	<ul style="list-style-type: none"> a) promote the social, economic, environmental and cultural well-being of local communities b) monitor the overall well-being of local communities. <p>Community leadership</p> <ul style="list-style-type: none"> a) to provide leadership to local communities on the strategic issues and opportunities that they face 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 c) promote a shared vision for the board's community and develop and promote ways to work with others to achieve positive outcomes 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 e) develop and manage community board plans including keeping these up to date and relevant to community needs and aspirations. <p>Engagement and relationships</p> <ul style="list-style-type: none"> a) to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community. <p>Advocacy</p> <ul style="list-style-type: none"> 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 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 District Activities⁽ⁱ⁾ 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). <p>Local activities</p> <p>For local activities⁽ⁱⁱ⁾</p> <ul style="list-style-type: none"> a) recommend to Council levels of service⁽ⁱⁱⁱ⁾ and budgets for local activities, having regard to Council budgets in the long term plan or annual plan process b) recommend to Council rates, user charges and fees to fund local activities
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	<ul style="list-style-type: none"> 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 d) recommend to Council or a relevant committee unbudgeted capital expenditure e) monitor the services Council delivers its communities and assess the extent these services meet community needs or the expected level of service 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). <p>These plans should then be recommended to Council. There are times when local management plans^(iv) should not be developed:</p> <p>Environmental management and spatial planning</p> <ul style="list-style-type: none"> a) provide comment on resource consent applications referred to the community board for comment 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 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 d) provide input into regulatory activities not otherwise specified above, where process allows 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 f) provide support to the development of community plans for a civil defence emergency and the recovery afterwards.
DELEGATIONS	<p>In exercising the delegated powers, boards will operate within:</p> <ul style="list-style-type: none"> a) policies, plans, standards or guidelines that have been established and approved by Council b) the needs of the local communities c) the approved budgets for the activity. <p>Boards shall have the following delegated powers and be accountable to Council for the exercising of these powers^(v).</p> <p>Community wellbeing</p> <ul style="list-style-type: none"> a) develop local strategies to improve areas of wellbeing (where a need has been identified) b) to develop local community outcomes that reflect the desired goals for their community or place.

	<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^(vi) 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>
LIMITS TO DELEGATIONS	<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"> a) make a rate or bylaw b) acquire, hold or dispose of property c) direct, appoint, suspend or remove staff d) engage or enter into contracts and agreements and financial commitments e) institute an action for recovery of any amount f) issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like; 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.
CONTACT WITH MEDIA	<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>
REPORTING	<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, 26 August 2024

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 or by phoning 0800 732 732.



Fiordland Community Board

OPEN MINUTES

UNCONFIRMED

Minutes of a meeting of Fiordland Community Board held in the Te Anau Club, corner Pop Andrew Drive and Jackson Street, Te Anau on 26 Aug 2024 at 1pm. (1.04pm – 3.15pm (PE2.53pm – 3.15pm))

PRESENT

Chairperson	Diane Holmes
Deputy chairperson	Julie Burgess
Members	Marilyn Hunter
	Kate Norris
	Luke Thomas

APOLOGIES

Nick Robertson
Councillor Sarah Greaney

IN ATTENDANCE

Community partnership leader	Stella O'Connor
Committee advisor	Rachael Poole

1 Apologies

Apologies for non attendance were received from Nick Robertson and Councillor Sarah Greaney.

Moved Chairperson Holmes, seconded Deputy chairperson Burgess and **resolved:**

That the Fiordland Community Board accept the apologies.

2 Leave of absence

A leave of absence was requested by Marilyn Hunter from October 16 2024 to November 17 2024.

Moved Chairperson Holmes, seconded Luke Thomas and **resolved:**

That Fiordland Community Board agrees the leave of absence request.

3 Conflict of interest

There were no conflicts of interest declared.

4 Extraordinary/urgent items

There were no extraordinary/urgent items.

5 Confirmation of minutes

Resolution

Moved Luke Thomas, seconded Deputy chairperson Burgess **and resolved:**

That the Fiordland Community Board confirms the minutes of the meeting held on 24 June 2024 as a true and correct record of that meeting.

6 Public participation

There was no public participation

Reports

7.1 Fiordland Community Board submission to the proposed 2024-2034 Long Term Plan

Record No: R/24/7/43538

Chair Holmes explained that the purpose of this report was to present a copy of the submission that was prepared by the board on the 2024-2034 Long Term Plan and to have the submission ratified at this meeting.

The reason for the ratification was that the submission period closed before the board was able to hold a meeting and approve the submission. All board members have had an opportunity to contribute and comment on the submission before it was lodged on the 5 July 2024.

Resolution

Moved Luke Thomas, seconded Marilyn Hunter **and resolved:**

That the Fiordland Community Board:

- a) receives the report titled “Fiordland Community Board submission to the proposed 2024-2034 Long Term Plan”.**
- b) ratifies the submission on the 2024-2034 long term plan (included with this report as Attachment A) that was lodged with Council on 2 July 2024.**

7.2 Proposed road naming of a private road at 1725 Manapouri Te Anau Highway, Manapouri

Record No: R/24/8/52210

Roading contract manager, Nick Lewis spoke to this report and explained that the purpose of this report was for the Fiordland Community Board to determine the road name for a private road over the property at 1725 Manapouri Te Anau Highway, Manapouri, as requested by Hans Kraak at the above address and associated with a current subdivision development consent.

The property owner of 1725 Manapouri Te Anau Highway, Manapouri, Hans Kraak has undertaken a multi lot subdivision consenting process, and this requires the naming of the private right of way that will service the allotments as the number of allotments exceeds five.

The recommendation is to approve the private road name of **Harmana Lane** as the preferred Option.

The board discussed the report and agreed with the recommendation.

Resolution

Moved Deputy chairperson Burgess, seconded Kate Norris **and resolved:**

That the Fiordland Community Board:

- a) **receives the report titled “Proposed road naming of a private road at 1725 Manapouri Te Anau Highway, Manapouri”.**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Approves Option 1, the naming of the private road section over the property at 1725 Manapouri Te Anau Highway, Manapouri as HARMANA LANE.**

7.3 Representation Review - representation proposal

Record No: R/24/7/48375

Community partnership lead, Stella O'Connor spoke to this report and explained that the purpose of this report was to update the board on the Council decision to adopt the representation proposal at it's meeting on 16 July 2024.

Staff have asked the board to consider making a submission to either support or not support the representation proposal as adopted by Council.

The Fiordland Community Board discussed the report and at the meeting completed the submission today that they are in support of the representation review proposal as presented.

Resolution

Moved Deputy chairperson Burgess, seconded Marilyn Hunter **and resolved:**

That the Fiordland Community Board:

- a) **receives the report titled “Representation Review - representation proposal”.**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs**

and benefits or advantages and disadvantages prior to making a decision on this matter.

- d) **agrees that the Community Partnership Leader makes a submission from the Community Board outlining that it supports the representation proposal.**

7.4 Councillor update

Record No: R/24/8/49207

Community partnership lead, Stella O'Connor spoke to this report as Councillor Greaney was at a Council meeting. The purpose of this report is to keep the board updated on the matters that have been considered by both Council and the Finance and Assurance Committee from mid May through to July 2024.

Member Hunter asked for clarification on the slow progress of the Te Anau Downs Station – twelve point action plan and staff explained that this is due to the uncertainty from central government around some of their policies, but that once there is certainty from central government the momentum will increase.

Member Thomas wanted an assurance that the operators who use the Te Anau Downs boat ramp are kept informed of the timeframes. Chair Holmes explained that yes they all are, but recently DOC had delayed the process by requesting a heritage report after they had given approval for the work to commence. Chair Holmes has asked staff to find out this a heritage report is something that DOC are going to request each time work is done around the lake? If so, what is the additional cost of this and why is it needed. Chair Holmes asked staff to find out the answer to these two questions for the Te Anau Downs boat ramp.

Resolution

Moved Chairperson Holmes, seconded Deputy chairperson Burgess **and resolved:**

That the Fiordland Community Board:

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

7.5 Chairperson's report

Record No: R/24/8/52083

Chair Holmes spoke to her report and provided an update to the Fiordland Community Board on activities that she has been involved in since the meeting in June 2024.

Meetings and events

- 25/06/2024, Waihōpai Toetoe Community Board Meeting - re Airport district rating
- 26/06/2024, Te Anau Police, Rotary Club, Te Anau Events - New Years Event Health and Safety
- 2/07/2024, Tuatapere Community Board Meeting - re Airport district rating
- 3/07/2024, Fiordland Ratepayers and Renters Group meeting
- 11/07/2024, Housing Update with Great South and SDC
- 19/07/2024, Manapouri Playground opening
- 22/07/2024, Presbyterian Support catch-up re housing needs
- 25/07/2024, Te Anau Manapouri Airport Governance Group
- 25/07/2024, Community House catch-up re housing needs
- 30/07/2024, Ōraka-Aparima Rūnaka and Great South re Te Anau Airport Manapouri
- 30/07/2024, Trails Trust and SDC re Bike Shelter
- 3/08/2024, Te Anau Manapouri Airport Governance Group
- 6/08/2024, Fiordland Families Network
- 8/08/2024, Te Anau Manapouri Airport Governance Group
- 15/08/2024, Housing Update with Great South and SDC
- 17-18/2024 Community Walk-In Te Anau Basin Development Plan
- 21-23/08/2024, Superlocal LGNZ Conference in Wellington

Other updates

- Drop ins – Manapouri had 3 people, increased vandalism over six days and community asking for information around security cameras, a safe area for kids to swim in lake Manapouri and Chair Holmes will invite the organisations involved to attend the next workshop to get this underway. Question around can you plant on the roadside berm, staff responded with as long as consideration is given to safety, visibility or damage to infrastructure and ask Council prior to planting.
- next date will be 14 October in Te Anau and 15 October in Manapouri

Chair Holmes will speak with the communications team and the Fiordland Business Association around messaging that the parking on the main street has a 90 minute limit and that the business rely on the turnover of parking for their customers.

Chair Holmes update the board on the Te Anau Basin Plan

- 135 people attended the walk in session

- 9 days online and over 300 pieces of feedback have been received
- when finalised plan is available, the board will check for accuracy prior to public release. Look to release online and hold another walkin and copies available at the library. Staff will look to create a summary document to sit alongside the full document.

Chair Holmes spoke about the SuperLocal community board conference that she attended last week where the these was localism. Fiordland Community Board does the well and are responsive to the community. Prime Minister Christopher Luxon spoke at the conference and essentially said that Councils need to concentrate on tar seal and pipes and that the four wellbeing's have been removed from Council's business as usual. This put a dampener on the conference for a moment, but the following speaker bought the mood in the room back up.

Next Meeting

Next meeting is at 1pm on Monday 21 October 2024 to be held in the Te Anau Club, Corner Pop Andrew Drive and Jackson Street Te Anau.

Resolution

Moved Chairperson Holmes, seconded Luke Thomas **and resolved:**

That the Fiordland Community Board:

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

7.6 Community board reporting

Record No: R/24/7/48599

Community partnership lead, Stella O'Connor took the board through this report and explained that the purpose of the report was to inform the board of the community leadership, operational and Council activities in the board area and across the district.

Manapouri sign renewal is getting a final proof of the names from iwi and is progressing. Staff had good engagement with the community and schools around Henry Street playground. Some of the ideas have been transferred to Lions Park as Henry Street is nature-based play.

Chair Holmes commented that back in 2019 there were a number of projects behind and in the red, and it now pleasing to see that most projects are on track and within budget. It is also pleasing to see the number of building consents increasing.

Resolution

Moved Marilyn Hunter, seconded Deputy chairperson Burgess **and resolved:**

That the Fiordland Community Board:

- a) receives the report titled "Community board reporting" dated 12 August 2024.**

During the above discussion, member Burgess left the meeting at 2.21pm and returned at 2.22pm.

Public excluded

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

Resolution

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

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

C8.1 Great South update to Council on the Te Anau airport Manapouri review.

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:

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
Great South update to Council on the Te Anau airport Manapouri review.	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	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.

The public were excluded at 2.24pm.

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 adjourned at 2.24pm and reconvened in public excluded at 2.53pm.

The meeting concluded at 3.15pm

Confirmed as a true and correct record of a meeting of the Fiordland Community Board held on 26 August 2024.

DATE:.....

CHAIRPERSON:.....

Enforcement Policy

Record no: R/24/7/46865

Author: Adrian Humphries, Group manager regulatory services

Approved by: Vibhuti Chopra, Acting chief executive/Group manager strategy and partnerships

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 The purpose of this report is to provide for your information an update on the Enforcement Policy (attached) that was adopted by Council on 19 June 2024. Adrian Humphries, Group manager regulatory services will be in attendance at the meeting.

2

Recommendation

That the Fiordland Community Board:

- a) receives the report titled "Enforcement Policy".

Attachments

- A Enforcement Policy



Enforcement Policy

Group responsible Regulatory Services

Date adopted 19 June 2024

File no R/24/06/42147

1. Introduction

Local government in New Zealand is responsible for ensuring compliance with a variety of laws and regulations that are aimed at achieving positive community, public health and safety, and environmental outcomes.

Southland District Council (Council) has a key role in promoting the social, economic, environmental and cultural well-being of Southland's communities, whilst ensuring the legislative obligations set out in various acts, regulations and bylaws are met. These legislative instruments set in place standards, rules, systems and processes that must be complied with in the interests of protecting public health, safety, and the environment.

Complying with these regulations and requirements is everyone's responsibility.

Council's approach to compliance is to work with individuals, industry, and the community to achieve voluntary compliance wherever possible and to take enforcement action when voluntary compliance is not achieved.

2. Purpose

The primary purpose of this policy document is to:

- outline the approach to investigation and enforcement in the Southland district
- inform the general community as to the approach Council takes to resolve non-compliance
- provide guidelines to Council staff when delivering enforcement functions
- ensure a consistent and integrated approach to enforcement in the Southland region.
- provide public understanding on how enforcement gives effect to the purpose and principles of the relevant legislation, bylaws and the objectives of the Southland District Plan.

3. Conflict of interest

Council staff will carry out all enforcement functions in accordance with Council's Conflict of Interest Policy, which provides guidance for staff as to where a conflict of interest may arise and a mechanism for ensuring that any actual or potential conflict of interest is disclosed and managed appropriately.



4. Principles of Compliance

Council will undertake its enforcement responsibilities in a manner that is consistent with the following principles:

Transparent

We will provide clear information and explanation to the community about the standards and requirements for compliance. We will ensure that the community has access to information about our performance as well as actions taken by us to address issues and non-compliance.

Evidence based information

We will use an evidence-based approach to our decision-making. Our decisions will be informed by a range of sources, including sound science, information received from other regulators, members of the community, industry and interest groups.

Fair, reasonable and proportional approach

We will apply regulatory interventions and actions appropriate for the situation. This could range from educating users, promoting, and encouraging compliance, using enforcement tools to obtain necessary action, or providing deterrence through appropriate penalties. We will use our discretion justifiably and ensure our decisions are appropriate to the circumstances and that our interventions and actions will be proportionate to the risks posed to people and the environment, and the seriousness of the non-compliance.

Lawful, ethical and accountable

We will conduct ourselves lawfully and impartially and in accordance with these principles and relevant policies and guidance. We will document and take responsibility for our regulatory decisions and actions. We will measure and report on our regulatory performance.

Consistency of process

Our actions will be consistent with the legislation and within our powers. Compliance and enforcement outcomes will be consistent and predictable for similar circumstances. We will ensure that our staff have the necessary skills and are appropriately trained; and that there are effective systems and policies in place to support them.

Risk based and prioritised

We will focus on the most important issues and problems to achieve the best outcomes. We will target our regulatory intervention at poor performers and illegal activities that pose the greatest risk to the environment and the communities impacted by poor performance.

Collaborative

We will work with all parties where possible, including sharing information with other regulators and stakeholders to ensure the best compliance outcomes for our region. We will engage with the community and consider public interest, those we regulate, and government, to explain and promote requirements of legislation, and achieve better community and environmental outcomes.

Responsive and effective

We will consider all alleged non-compliance to determine the necessary interventions and actions to minimise impacts on the environment and the community and maximise deterrence. We will respond in an effective and timely manner in accordance with legislative and organisational obligations.



5. Encouraging compliance

The requirement to ensure compliance with the law is a mandatory obligation of most of the Acts Council administers. While these Acts provide enforcement tools, Council has discretion on how to undertake enforcement. Fundamental to this approach is to work towards gaining voluntary compliance, with Council working across the full regulatory spectrum to develop understanding and promote positive change of behaviour. The components of this approach are generally known as the 4Es.

Engagement with people, stakeholders and the community on matters that may affect them. This will promote greater understanding of the challenges and constraints; engender support, and identify opportunities to work with others.

Education for those who are unaware of the rules and regulations or need reminding of their obligations. It is also important to provide the community with information about what rules and regulations are in place and what is acceptable behaviour.

Enabling individuals and stakeholders to develop best practice by linking them to resources and advice, and promoting examples of best practice.

Enforcement when breaches of rules and regulations are identified using the range of enforcement tools Council has available to bring about positive change

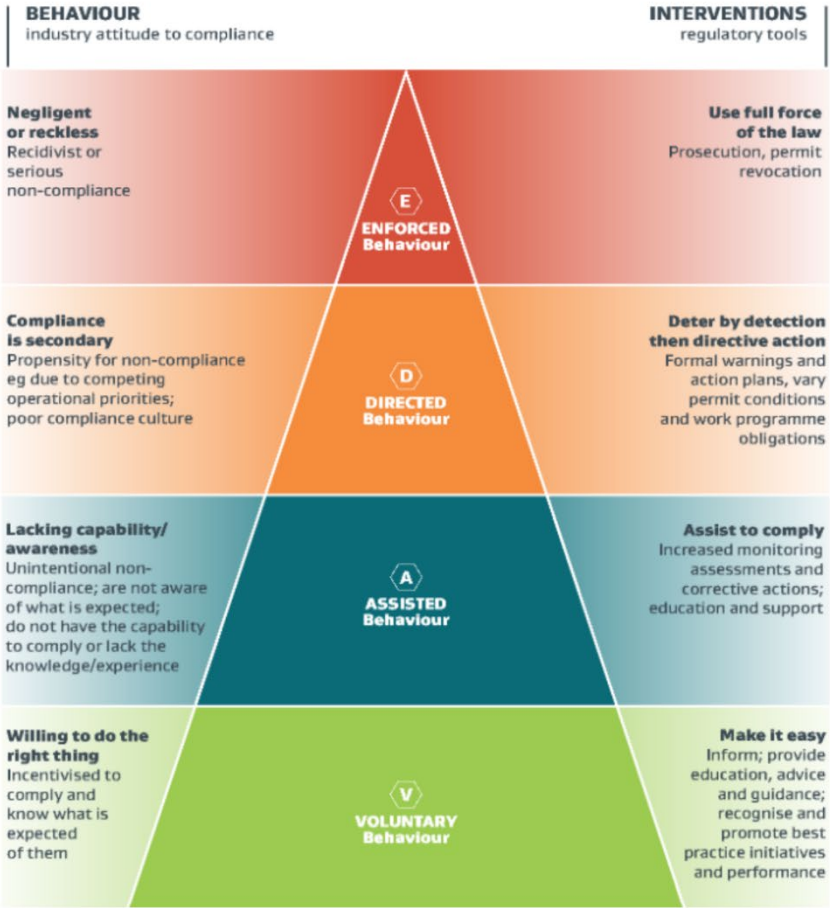
6. Compliance intervention model

Guided by the 4 E's principles stated above, Council has a range of interventions and tools that can be used to gain compliance. Council's strategy follows a proportional risk-based approach, which is best depicted by the VADE model¹. (Voluntary, Assisted, Directed, Enforced) which is used widely in New Zealand regulatory agencies. This model underpins Council's decision-making process which is a graduated approach to intervention, influenced by the individual or company's approach to non-compliance and willingness to do right.

¹ VADE model diagram taken from the New Directions for Resource Management in New Zealand - Report of the Resource Management Review Panel – June 2020



THE VADE MODEL





7. Responding to Non-Compliance

The following diagram outlines the typical pathway expected to be undertaken from discovery of a breach through to the decision to take enforcement action





8. Investigation process

If a breach or suspected breach of any act or bylaw that Council has a responsibility for (see Appendix A) is reported, the response will normally be a staged one. of firstly ascertaining and dealing with any ongoing adverse effects - if that is relevant. This would be followed by an investigation to establish the truth of what has occurred and enable informed decisions for an appropriate response if offending found. The following is a step through of that expected process.

8.1 Response to incident

Upon discovery, the initial response will be to assess the nature of the breach and the actual or potential effects (if any) resulting from the contravention. Significant adverse effects will require an immediate response prior to any other action and may include, for example, a full pollution prevention response, an immediate closure of the premises involved, or the seizure or destruction of an offending animal in the case of a dog attack.

8.2 Gathering information (investigation)

If a breach or a potential breach occurs, then information and evidence is gathered to establish the facts of what has occurred and to enable informed decisions to be made. The depth and scope of an investigation will be dependent on the seriousness of the incident.

An investigation may entail:

- visiting private property to gather information and evidence such as, samples, photographs and ecological or geological surveys
- arranging for expert inspection such as engineers, building practitioners, survey consultants etc to attend and assist in gathering information
- speaking to witnesses and liable parties
- recording, either in written form or electronically, detailed witness statements, and the interview of liable parties under a formal caution².

In less serious matters, it may be sufficient to write to the liable party or parties requiring written explanation as to why the breach occurred and the circumstances behind it, and then determine an appropriate response.

In more serious matters, it is expected that the investigation will entail an inspection of the site, gathering evidence, obtaining witness statements, and interviewing liable parties under formal caution.

²A suspect must give their name, address, date and place of birth, and occupation – nothing else. Warranted Council Officers do NOT have the power of arrest; however, it is good practice to warn any suspect of their rights. An example of a caution is here - **You have the right to NOT make a statement, however, if you do it may be submitted as evidence. You have the right to know the nature and cause of the potential charge, in this case it is You have the right to consult a lawyer prior to answering any questions.**



8.3 Entry to private property

A Council warranted enforcement officer has the ability to enter private property for the purpose of assessing compliance in accordance with the relevant sections of legislation Council enforces³.

When entering private property Council officers must ensure that they respect the rights of liable parties and lawful occupiers and that their entry onto private property is lawful. Due to legal implications, advice from an appropriate manager should be sought **prior** to accessing dwelling houses.

There may be instances where a property has to be accessed under authority of a search warrant. In such cases officers will be briefed by an appropriate manager or legal services prior to obtaining and using a search warrant.

8.4 Concluding an investigation.

Undertaking an investigation ensures that we have the right information to make an informed decision about how Council should best respond to non-compliance. At the end of an investigation all of the evidence gathered is assessed and analysed, and a decision is made as to further action required, if any.

9. Enforcement decision making

Enforcement can be complex. Some acts provide potentially large penalties for those who breach legislation, but do not offer guidance to determine what is a serious breach and what is not. The courts have provided guidelines⁴ as to what factors are appropriate to consider when determining the seriousness of a breach. Factors to be considered by Council when contemplating enforcement action are:

- what are the likely or potential adverse effects arising from the breach?
- what is the value or sensitivity of the environment affected by the breach?
- was the breach a result of deliberate, negligent or careless behaviour?
- what degree of due care was taken, and how foreseeable was the incident?
- what efforts were made to remedy or mitigate the adverse effects?
- how effective was that remediation or mitigation?
- was any profit or benefit gained from the breach by the offender(s)?
- was there a failure to act on prior instructions, advice or notice?
- is there a degree of specific deterrence required in relation to the alleged offender?
- is there a need for a wider general deterrence required in respect of this activity or industry?
- was the receiving environment of particular significance to iwi?
- how does the unlawful activity align with the purposes and principles of the legislation? Is the decision to prosecute (or not prosecute) in line with the Solicitor General's guidelines? (Extract from Guidelines attached as Appendix B).

³ For example, under Section 38 of the RMA Southland District Council may issue warrants to their officers which gives them legal authority to assess compliance with environmental regulations. The Chief Executive Officer of Southland District Council has the authority to issue staff with warrants of authority.

⁴ *Machinery Movers Limited –v Auckland [1994] 1 NZLR 492 & Selwyn Mews Ltd –v- Auckland City Council HC Auckland CRI -2003-404-159*



The factors listed above are not exhaustive.

Not every factor will be relevant on every occasion and one single factor may be sufficiently aggravating or mitigating, that it may influence the ultimate decision. Each case is unique, and the individual circumstances need to be considered on each occasion to achieve a fair and reasonable outcome. Notwithstanding this, Council may proceed directly to enforcement action, including prosecution where the circumstances support this. The discretion to take enforcement action, or not, sits solely with the regulatory agency⁵.

9.1 Who can make a decision?

Taking any kind of enforcement action can have a profound impact on the subject of the action and cannot be taken lightly. Decisions on enforcement action must be based on reliable and correctly obtained information. The Southland District Council Delegation Register identifies warranted powers available to Council enforcement officers and the specific legislation will show available enforcement powers. Additionally, the chief executive is entitled to warrant officers under some legislation ie the Resource Management Act.

For low level breaches, warranted officers can issue formal warnings, infringement notices and abatement notices. The officer will consult with team leaders and/or managers in making that decision. If a matter is complex, has a high public profile, requires specific guidance or there is no precedent, then the warranted officer will seek support from peers, team leaders, or managers, and, if necessary, legal advisors.

If the matter is being considered for prosecution or other remedies involving Court action, then it must ultimately be authorised by the group manager Regulatory Services or chief executive. In such circumstances, the case may be subject to independent legal review.

⁵ New Zealand Law Commission http://www.nzlii.org/nz/other/nzlc/report/R66/R66-5_.html



9.2 Legal review

An independent legal review considers the matter in its entirety. Among other things the review applies at least two tests, being the evidential test and the public interest test.

The evidential test

The first part of the test is the evidential test and requires a legal assessment of whether:

- the evidence relates to an identifiable person or organisation
- the evidence is credible
- Council can produce the evidence before the court, and it is likely it will be admitted by the court
- the evidence can reasonably be expected to satisfy an impartial jury (or Judge) beyond a reasonable doubt that the individual has committed a criminal offence; the individual has given any explanations and, if so, whether the court is likely to find the explanations credible in light of the evidence as a whole.

There is any other evidence the council should seek out which may support or detract from the case.

The public interest test

Once it has been established that there is sufficient evidence to provide a reasonable prospect of conviction, the test for prosecution requires a consideration of whether the public interest requires a criminal prosecution.

The public interest test is important for ensuring that only the most serious cases are considered for further action and that the discretion to prosecute is exercised to ensure that limited resources are not consumed on offences which, although the evidence is sufficient to provide a reasonable prospect of conviction, the offence is not serious and prosecution is not required in the public interest.

This considers many factors such as:

- the seriousness of the offence
- the impact on the environment
- premeditation of the offending party
- financial gain from offending on potential enforcement matters
- deterrent value.

The legal review may be undertaken by a Crown Solicitor, or an independent law firm.

10. Enforcement Options

Enforcement can be categorised into three main types:

Informal actions are focused on providing education and incentive-based responses to allow the person to become better informed and develop their own means to improved compliance.

Directive actions are about looking forward and giving direction and righting the wrong.

Punitive actions are about looking back and holding people accountable for what they have done.

Selecting the appropriate enforcement response will depend on such factors as the seriousness of the offence, the significance of adverse effect on people and/or the environment and the level of ownership shown by the offender.

The following are examples of some of the enforcement options available to staff in response to detected offending:



Resource Management Act (RMA)	Action	Description of action	Potential impacts on the liable party	When might this action be appropriate?
	Formal warning	No further action will be taken in respect of that breach. However, the warning forms part of a history of non-compliance and will be considered if there are future incidents of non-compliance.	A formal warning is documented by way of a letter to a culpable party informing them that an offence against the RMA has been committed and that they are liable.	A formal warning may be given when: - an administrative, minor, or technical breach has occurred; and - the environment effect or potential effect is minor or trivial in nature; and - the subject does not have a history of non-compliance, and the matter is one which can be quickly and simply put right; and - a written warning would be appropriate in the circumstances.
	Abatement notice	An abatement notice is a formal, written directive. It is drafted and served by Southland District Council instructing an individual or company to cease an activity, prohibit them from commencing an activity, or requiring them to do something. The form, content, and scope of an abatement notice are prescribed in statute.	A direction given through an abatement notice is legally enforceable. To breach an abatement notice is to commit an offence against the RMA and make liable parties open to punitive actions.	An abatement notice may be appropriate any time that there is a risk of further breaches of environmental regulation or remediations, or mitigation is required as a result of non-compliance.
	Infringement notice	An infringement notice is a written notice which requires the payment of a fine. The amount of the fine is set in law. Depending on the breach, the fine will be between \$300 and \$1000.	No further action will be taken in respect of that breach. However, the infringement notice forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	No further action will be taken in respect of that breach. However, the warning forms part of a history of non-compliance and will be considered if there are future incidents of non-compliance.
	Enforcement order	Like an abatement notice, and an enforcement order can direct a party to take particular action. However, an application for an enforcement order must be made to the Environment Court but can also be made during the course of an RMA prosecution.	A direction given through an enforcement order is legally enforceable. To breach an enforcement order is to commit an offence against the RMA and make liable parties open to punitive actions.	An application for an enforcement order may be appropriate any time there is a risk of further breaches of environmental regulation, or remediation or mitigation is required as a result of non-compliance.
	Prosecution	A prosecution is a process taken through the criminal courts to establish guilt or innocence and, if appropriate, the court will impose sanctions. RMA matters are heard by a District Court Judge with an Environmental Court warrant. All criminal evidential rules and standards must be met in an RMA prosecution.	A successful prosecution will generally result in a conviction, a penalty imposed, and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the factors listed above indicate that the matter is sufficiently serious to warrant the intervention of criminal law.



	Action	Description of action	Potential impacts on the liable party	When might this action be appropriate?
Resource Management Act (RMA) Noise	Excessive noise direction warning	An excessive noise direction is a formal written directive instructing an individual or company to cease breaching noise standards.	An excessive noise direction is legally enforceable. A breach of an excessive noise direction is an offence against the RMA.	An excessive noise direction may be appropriate any time there is a breach or noise standards in the Southland Resource Management Plan (TRMP).
	Abatement Notice to Abate Excessive Noise	An abatement notice is a formal, written directive. It is drafted and served by Southland District Council instructing an individual or company to cease an activity, prohibit them from commencing an activity, or requiring them to do something. The form, content, and scope of an abatement notice are prescribed in statute.	A direction given through an abatement notice is legally enforceable. To breach an abatement notice is to commit an offence against the RMA and make liable parties open to punitive actions.	An abatement notice may be appropriate any time that there is a risk of further breaches of environmental regulation or remediation, or mitigation is required as a result of non-compliance.
Building Act	Notice to fix	A notice to fix is a formal written directive issued under the Building Act instructing an individual or company to remove or legalise unconsented building work. The form, content, and scope of a notice to fix is prescribed in statute.	A notice to fix is legally enforceable. A breach of a notice to fix is an offence under the Building Act.	A notice to fix may be appropriate any time there is a breach of the Building Act.
	Insanitary building notice	An insanitary building notice is a formal written directive instructing an individual or company to remedy an insanitary building and/or restrict access to the building.	An insanitary building notice is legally enforceable. A breach of an insanitary building notice is an offence under the Building Act.	An insanitary building notice may be appropriate any time that a building has been deemed insanitary under Section 123 of the Building Act.
	Dangerous building notice	A dangerous building notice is a formal written directive instructing an individual or company to remedy a dangerous building and/or restrict access to the building.	A dangerous building notice is legally enforceable. A breach of a dangerous building notice is an offence under the Building Act.	A dangerous building notice may be appropriate any time that a building has been deemed dangerous under Section 121 of the Building Act.
	Prosecution	A prosecution is a process taken through the criminal courts to establish guilt or innocence and, if appropriate, the court will impose sanctions. RMA matters are heard by a District Court Judge with an Environmental Court warrant. All criminal evidential rules and standards must be met in an RMA prosecution.	A successful prosecution will generally result in a conviction, a penalty imposed, and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the factors listed above indicate that the matter is sufficiently serious to warrant the intervention of criminal law.



	Action	Description of action	Potential impacts on the liable party	When might this action be appropriate?
Southland District Council Bylaws and other legislation	Infringement notices	An infringement notice (IN) is issued when offending is believed to have occurred at a level which warrants a financial sanction, but not a criminal conviction. It is in effect an invitation to pay the fine and can be challenged by contacting SDC and explaining why they believe the IN is inappropriate or they can ask for a Court Hearing.	An IN will have a fine provision, this varies from \$12 (minor parking overtime offence) to \$1000 for some offences under other Acts. A reminder IN is sent to an alleged offender after 28 days. If the IN is not paid or challenged after an additional 28 days, the IN is sent to Court for collection. Multiple INs can lead to using prosecution instead or, in the case of the Dog Control Act, disqualification as a dog owner.	An infringement notice (IN) is issued when offending is believed to have occurred at a level which warrants a financial sanction, but not a criminal conviction. It also avoids the financial burden of Court action.
	Prosecution	A prosecution is a process taken through the criminal courts to establish guilt or innocence and, if appropriate, the court will impose sanctions. RMA matters are heard by a District Court Judge with an Environmental Court warrant. All criminal evidential rules and standards must be met in an RMA prosecution.	A successful prosecution will generally result in a conviction, a penalty imposed, and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the factors listed above indicate that the matter is sufficiently serious to warrant the intervention of criminal law.

11. Evaluating effectiveness

In order to maintain an effective enforcement process in Council, all enforcement action undertaken by officers will be evaluated for effectiveness in achieving the desired outcome.

In both successful and unsuccessful actions where further enforcement action was then required, it will be examined what was effective or not, and what could have been improved or changed to make the process more effective and robust. This information will be fed back to the relevant decision makers to implement change if necessary.

12. What a complainant can expect

Complaints can be made to Council via a number of methods, including phone and email. Council staff will take as many details as possible and record them in a request for service (RFS). These include the identity and address of the complainant, the address at which the alleged breach has taken place, a description of the unauthorised activity, and the harm that is considered to be caused. Complainants may also be encouraged to send in dated photographs of the alleged breach.

Council will ensure that:

- all valid complaints are properly recorded and investigated
- the personal details of the complainant are held in the strictest confidence
- in cases involving a serious and/or irreversible harm, the complaint is investigated as a matter of priority, usually within 24 hours of receipt
- the complainant is updated on any subsequent action that may result as soon as reasonably practicable
- Council will not take sides in a dispute; but will determine what action is appropriate according to the evidence, particular circumstances, impact on persons, the built or natural environment, relevant policies, and legislation.



13. Cost recovery

Council endeavours to make all reasonable efforts to ensure that the cost of compliance is met by the person or company responsible for the non-compliance and not by Southland ratepayers. Such cost recovery is in line with Council's Schedule of Fees and Charges. These fees and charges are available for view on the Council's website: <https://www.southlanddc.govt.nz/council/fees-and-charges/>



Appendix A - Legislation administered by Southland District Council (SDC)

SDC enforces legislation on behalf of the Government (acts and regulations), this legislation includes:

- The Local Government Act 1974
- The Local Government Act 2002
- The Building Act 2004
- The Resource Management Act 1991
- The Land Transport Act 1998
- The Impounding Act 1955
- The Health Act 1956
- The Litter Act 1979
- The Hazardous Substance and New Organisms Act 1996
- The Dog Control Act 1996
- The Sale of Alcohol Act 2012
- Freedom Camping Act 2011
- The Food Act 2014
- Reserves Act 1977.

This list is not exhaustive.

We also enforce bylaws that have been created locally to ensure our people and places are protected from harm:

- Alcohol Control Bylaw
- Ashton Flats Rooding Bylaw
- Cemetery Bylaw
- Dog Control Bylaw
- Freedom Camping Bylaw
- Keeping of Animals Poultry and Bees Bylaw
- Rooding Bylaw
- Stewart Island Rakiura Visitor Levy Bylaw
- Stormwater Drainage Bylaw
- Subdivision Land Use and Development Bylaw
- Trade Waste Bylaw
- Trading in Public Places Bylaw
- Wastewater Drainage Bylaw
- Water Supply Bylaw

These bylaws are subject to change over time.



Appendix B - Solicitor-General's Prosecution Guidelines (2013)

The Council will adhere to the standards of good criminal prosecution practice expressed in the *Solicitor-General's Prosecution Guidelines* (2013). The Council's criminal prosecutions are conducted by external lawyers, on the Council's behalf, and the *Solicitor-General's Prosecution Guidelines* and the *Media Protocol for Prosecutors* (Crown Law, 2013) while not binding on local authorities, represent best practice. Also, the Solicitor-General's Guidance (CLO311/379) is helpful in guidance to local government as to who offers the best legal service in prosecution matters.

The list, based on the *Solicitor-General's Prosecution Guidelines*, is illustrative only and not a comprehensive list of the matters to be considered as the matters will vary in each case according to the particular facts.

Under the *Solicitor-General's Prosecution Guidelines* a prosecution is more likely if:

- a conviction is likely to result in a significant sentence
- the offence caused significant harm or created a risk of significant harm
- the offence was committed against a person serving the public for example, a police officer or Council officer
- the individual was in a position of authority or trust
- the evidence shows that the individual was a ringleader or an organiser of the offence
- there is evidence that the offence was premeditated
- there is evidence that the offence was carried out by a group
- the victim of the offence was vulnerable, has been put in considerable fear, or suffered personal attack, damage or disturbance
- the offence was committed in the presence of, or in close proximity to, a child
- there is an element of corruption
- the individual's previous convictions or cautions are relevant to the present offence
- there are grounds for believing that the offence is likely to be continued or repeated, for example, by a history of recurring conduct
- the offence, although not serious in itself, is widespread in the area where it was committed
- a prosecution would have a significant positive impact on maintaining community confidence
- the individual is alleged to have committed the offence while subject to an order of the court
- a confiscation or some other order is required, and a conviction is a pre-requisite.

Councillor update

Record no: R/24/9/61608
Author: Rachael Poole, Committee advisor
Approved by: Vibhuti Chopra, Acting chief executive/Group manager strategy and partnerships

☐ 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 from August to September 2024.
- 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 highlight particular matters or update the board on any other issues that have arisen around the Council table.

7 August 2024 – Finance and Assurance Committee meeting	
Report	Overview
Finance and Assurance Committee work plan for the year ended 30 June 2025	The committee were taken through the work plan and were advised that two new reports (Independent Review and Contract Advisory) had been added for this meeting and an additional report (Self-assessment check) was being added to the September meeting schedule.
Draft unaudited Long Term Plan 2024-2034 for Endorsement	The purpose of the report was to present the draft unaudited Long Term Plan 2024-2034 to the Finance and Assurance Committee to provide feedback and to endorse the release of the draft unaudited Long Term Plan to the Council auditors Deloitte. The committee endorsed the draft Long Term Plan 2024-2034.
7 August 2024 – Council meeting	
Report	Overview
Consultation under Clauses 3 and 4A: Implementation Code of Practice (PC2)	Council approved and authorised staff to undertake consultation under Clauses 3 and 4A of Schedule 1 to the Resource Management Act 1991 for the plan change to implement Council's Subdivision, Land Use, and Development Code of Practice 2023 (PC2). The draft incorporates feedback from internal and external stakeholders, mana whenua, and planning experts.

Financial Report for the period ended 30 June 2024	Council received the report that provided them with an overview of the draft financial results for the twelve months to 30 June 2024 by Council's seven activity groups, as well as the financial position and the statement of cashflows as at 30 June 2024.
Management report	<p>Staff updated Council on numerous activities which included:</p> <ul style="list-style-type: none"> • Southland hosting visits from Government ministers • By-election for the Oreti Community Board Makarewa subdivision • Long Term Plan and Annual Report • Regional Land Transport Plan • Engagement/feedback for the representation review and working with various communities on projects. <p>Staff also updated Council on the following activities:</p> <ul style="list-style-type: none"> • Resource consents • Building solutions • Environmental health and licensing • Transport • Forestry • Three waters • Project delivery team.

26 August 2024 – Finance and Assurance meeting

Report	Overview
Long Term Plan 2024-2034 (LTP) - recommend Council adopt	The Finance and Assurance Committee endorsed the draft Revenue and Financing Policy and recommended to Council it adopt the draft Long Term Plan 2024-2034.
Deloitte Management Report and draft Audit Report for the Long Term Plan 2024-2034	The Finance and Assurance Committee received the management report from Deloitte in relation to the audit of the Long Term Plan 2024-2034 and received the draft Deloitte audit opinion.

26 August 2024 – Council meeting

Report	Overview
Adoption of Councils Long Term Plan 2024-2034	Council agreed to adopt the Long Term Plan 2024-2034 and received the final audit opinion provided by Deloitte.

	<p>Deloitte advised that from their audit, the audit opinion was qualified – this related to New Zealand Transport Agency funding. Deloitte’s view was that Council did not use the best information available about the level of funding from the Agency for roading at the time of preparing/finalising the plan.</p> <p>The audit opinion also included an emphasis of matters in relation to uncertainty over the delivery of the infrastructure capital programme due to the plan proposing a significant increase in infrastructure investment. A range of initiatives had been put in place to support delivery. Deloitte identified that there continues to be a high degree of uncertainty about whether the increased programme would be able to be completed noting the level historically achieved by Council as well as constraints of contractor availability and weather events.</p>
Rates Resolution - Setting of Rates for the Financial Year 1 July 2024 to 30 June 2025	<p>Council set rates for 2024-2025 in accordance with section 23 of the Local Government (Rating) Act 2002 (the Act), the due dates for payment in accordance with section 24 of the Local Government (Rating) Act 2002, and authorised the addition of penalties in accordance with sections 57 and 58 of the Local Government (Rating) Act 2002.</p>
Code of conduct matter	<p>Council received and considered a report from the Executive Committee on a code of conduct breach, decided there was a breach, and agreed to take no further action against the members who breached the code.</p> <p>Council requested some work be undertaken reviewing decision making processes, ensuring elected members are aware of information sharing requirements, and offering training.</p> <p>Council also made resolutions encouraging community boards to use drop in sessions to provide further opportunities for interactions with the community, and encouraging boards to have workshops open to the public where possible.</p> <p>It was also decided to have an agenda item at the board chairs night to seek feedback on any support requirements for boards and elected members.</p>
Appointment of elected member to the Oreti Community Board	<p>Council agreed to appoint Councillor Menzies to the Oreti Community Board and thanked Councillor Frazer for his time and commitment to the Oreti Community Board.</p>
Housing Action Plan	<p>Council adopted the Housing Action Plan as presented by staff.</p> <p>The Housing Action Plan has two phases:</p>

	<ul style="list-style-type: none"> • Phase 1 will focus on spatial planning, engagement, and workstreams relating to the existing housing stock • Phase 2 will have more targeted solutions once there is understanding around where our communities can grow (spatial planning) and the housing aspirations of iwi, communities and stakeholders (engagement).
Local Water Done Well	<p>Staff updated Council on the Local Water Done Well legislation and the funding changes announced by government.</p> <p>Staff also updated Council on the Southland/Otago collaborative approach and phase one progress and provided details of the collaboration and the financial contribution required to participate in phase two.</p> <p>Council approved an allocation of up to \$15,000 funding towards phase two of the Southland Otago Collaboration to be funded from Local Water Done Well Support Package and approved ongoing participation in the Regional Delivery Model.</p>
Mayor's report	<p>Mayor Scott updated Council on the events and meetings that he has attended during June and July. Mayor Scott also acknowledged Gore District Councillor, Neville Phillips on receiving the inaugural SuperHuman award at the recent LGNZ conference.</p> <p>Councillor Ruddenklau advised that she had attended the inaugural Arts Murihiku awards night. At the event Councillor Duffy was acknowledged for his work in the arts and Steve Solomon received in the inaugural supreme award.</p> <p>Councillor O'Brien advised that he, along with Mayor Scott, had attended the Garston Volunteer Fire Brigade honours night. At this event one member received his double gold star for 50 years involvement.</p> <p>Councillor Duffy reported that the Regional Heritage Heads of Agreement is due for resigning in in 2025. The Southland Heritage Preservation Trust miner's cottage in Nightcaps has recently sold. As a result of the sale, the trust is being wound up.</p>
Policy on Development and Financial Contributions - Adoption	<p>Council adopted the Policy of Development and Financial Contributions and resolved that this policy would come into effect and supersede the current policy on the date of adoption of the Long Term Plan 2024 -2034.</p>
Southland Local Government Structural Opportunities	<p>Chief Executive Cameron McIntosh presented the preliminary investigation that has been completed for local government structural options in Southland.</p>

	Council approved further information being prepared to enable a formal proposal to be lodged with the Local Government Commission and approved unbudgeted expenditure of \$30,000 to complete this preparation work.
Transfer of Five Rivers Water Supply Scheme	Council approved proceeding with the divestment process for the transfer of the water permit and related water assets from the Five Rivers Water Supply Scheme to Tank Creek Water Limited after a request from Five Rivers Water Supply Subcommittee.
Tuatapere Recreation Reserve - replacement of ring fence and barrier gate - Unbudgeted expenditure	Council approved unbudgeted expenditure of up to \$28,500 towards replacement of the ring fence and barrier gate at the Tuatapere Recreation Reserve to be paid from funds held in the Tuatapere general reserve.
4 September 2024 – Finance and Assurance Committee meeting	
Report	Overview
Finance and Assurance Committee work plan for the year ended 30 June 2025	The committee received the workplan and noted that two reports from September had been moved to the October meeting and that an additional report will be added to the workplan in regards to Council's holdings in Milford Sound Tourism once the frequency of reporting on this was established.
Year-End Performance Report - 1 July 2023 to 30 June 2024	The committee received the report and noted Council's performance against its KPI targets and the context provided for these outcomes.
Risk management - September 2024 quarterly update	The committee considered and received the risk management report and noted that the finance risk remains unassessed while ELT continue to evaluate this new risk and the treatment options currently, and potentially available, to manage this new risk.
Health and safety update	The committee was updated on health and safety related events and activities over the last quarter. Staff will look to make available to elected members some of the training that staff receive, especially around de-escalation training.
Quarterly update to the Finance and Assurance Committee on progress for the Environmental Services Business Improvement Plan - 17a review	An additional three actions from the business improvement plan have been completed, another three actions have been closed off leaving three to be completed by the end of December this year.
Finance transactional update as at 30 June 2024	Finance and Assurance committee received the Finance transactional update as at 30 June 2024. This report provided a snapshot of Council's transactional activities.
Balanced Funds Investment Review	The Finance and Assurance Committee requested \$5 million was invested evenly between Council's balanced investments

	funds at Milford Asset Management and Westpac, as planned.
18 September 2024- Council meeting	
Report	Overview
Community update	Colac Bay Progress League – Deen McKay shared with the Council a brief history of the Progress League and local Colac Bay community. Mrs McKay then outlined the priorities of the Progress League – safe removal/erosion prevention of the dump site along the foreshore, beach access steps, surfer statue – options to restore the statue. Gemma McGraw spoke further on the dump site, Lana Winders spoke further on the surfer statue and Kevin Mulqueen spoke about the rock wall along the foreshore.
Mayors report	Anne Horrell from Tuatapere Te Waewae Community Board updated Council on what has been happening within her board area, notably the upgrade to the railway station, improvements to ditches at the Tuatapere domain, removal of willows from the riverbank to assist in preventing the domain from flooding, connections with Hauroko Valley Primary and Waiau Area School.
Representation review – submissions and hearings on representation proposal	Council received 22 written submissions on the representation proposal and listened to Federated Farmers and Peter McDonald speak to their submissions.
Budget carry forwards requests from 2023/2024 financial year into the 2024/2025 financial year.	Council approved the income and expenditure to be carried forward into the 2024/2025 financial year as presented by staff.

Recommendation

That the Fiordland Community Board:

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

Attachments

There are no attachments for this report.

Chairperson's report

Record no: R/24/9/59799
Author: Rachael Poole, Committee advisor
Approved by: Robyn Rout, Governance legal manager

☐ 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 August 2024.

Meetings and events

- Various Te Anau Airport Manapouri related meetings 28/08, 20/09, 26/09, 17/10
- 26/06/2024, Te Anau Police, Rotary Club, Te Anau Events - New Year's Event Health and Safety
- 5/09/2024, Matariki Pou Opening – fantastic celebration of the new Pou
- 19/09/2024, Interagency Housing Meeting attended by Julie Burgess, Nick Robertson and Kate Norris for the Community Board. Meeting with DOC and Environment South to discuss signage and zones for motorised boats and drones
- 19/09/2024, Community housing meeting
- 25/09/2024, Community board chairs night – reviewed the annual plan and footpath timetables, discussed good governance. Agreed that deputies should be invited to future chairs meetings
- 7/10/2024, Workshop with Emergency Management Southland and Te Anau Community Events Centre Trust
- 9/10/2024, Meeting with librarians to consider Xmas decorations for the tree
- 15/10/2024, Fiordland Health Trust

Correspondence

- Letter of thanks and support to Waitangi Charitable Trust
- Letter of support for floating sauna concept

Other updates

- Community feedback and drop ins - Te Anau, Manapouri, Rural
- Te Anau Development Plan update – Diane Holmes
- Community Board newsletter – any items for next newsletter
- Liquor ban signage – Stella to present report
- Motorised boat and drone signage – Stella to present report

Next Meeting

Next meeting is at 1pm on Monday 16 December 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 “Chairperson's report”.**

Attachments

There are no attachments for this report.

Community board reporting

Record no: R/24/9/56259

Author: Stella O'Connor, 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".

Attachments

- A Fiordland community leadership report - 21 October 2024
- B Active Southland Community Board Report - October 2024
- C Fiordland operational report - October 2024
- D Fiordland CB RFS Breakdown - July and August



What's happening in your area

Pontoons, ramps and non-motorised recreational areas on the lakes

The Lake Te Anau and Manapouri Interagency meeting in September focused on creating a unified approach to enhance swimmer safety from motorised boats and how to extend the non-motorised recreation area on Lake Te Anau. Discussions addressed overlapping jurisdictions with Environment Southland (ES) managing maritime safety, DOC handling land management, and SDC responsible for areas from mid-tide upward. Interim measures to look at include improving signage alongside a summer education campaign to inform boaters of these areas.

Additionally, a proposal to install a swimming pontoon at Lake Manapouri was discussed, with plans to apply for a DOC concession and an ES resource consent. The meeting also raised concerns about managing Canadian geese. Action points include reviewing signage needs, applying for the pontoon, and preparing for the upcoming ES Navigation Bylaw review, which may extend the non-motorised zone.

Emergency Management Southland and Fiordland Hazards Working group

The Fiordland Hazard Risk working group held a recent meeting to discuss the need for further revisions to the current Milford Sound Emergency Response plan, with a focus on making it less reliant on individuals and more on organisations. Suggestions included involving more Milford entities, improving community alert systems, and ensuring the plan incorporates new technologies such as Starlink. Concerns about the landslide-induced tsunami hazard were highlighted, with ongoing research being conducted by GNS to assess risk and mitigation. There is consensus that NEMA should take the lead on this nationally significant issue, though funding remains a key consideration for advancing the research.

Emergency Management Southland (EMS) presented a workshop to the board covering who EMS is, their role, local hazards, personal preparedness, the function of community response groups and emergency hubs, plans for developing community response group plans, and the role of elected officials in emergencies.

Waipuna-ā-rangi Matariki pou launch

Matariki is being celebrated in Southland Murihiku in a joint project between Southland District Council, Te Ao Mārama and iwi. The pou in Te Anau was officially celebrated on 5 September, bringing the number of pou opened in the district as part of the Matariki wayfinding project to seven. Waipuna-ā-rangi was designed by Southland artist Steve Solomon. Waipuna-ā-rangi - connected to the rain. The name itself can be translated to mean 'water that pools in the sky'.

Te Ao Mārama kaupapa taiao manager Dean Whaanga and Mayor Rob Scott were joined by Oraka-Aparima kaumatua Muriel Johnstone and community board chair Diane Holmes speaking at the pou celebrations.



Memorial seat approval

A memorial seat has been approved for installation along Lakefront Terrace, Lake Te Anau, in memory of John Vermeulen, a well-known senior citizen who is fondly remembered for feeding ducks near the trout hatchery. The seat is being proposed by the Te Anau Lions Club and will be placed in this area as a tribute to his memory.

Community service awards 2024

Nominations for community service awards for 2024 closed on 30 September 2024. Three nominations have been received.

What's happening across the district

Hump Ridge track – Great Walk opening

On Friday 25 October the Tuatapere Hump Ridge Track is scheduled to open as a Great Walk and join DoC's network of Great Walks.

Starting with the announcement in 2019, followed by the first spade in the ground in 2022, the work to bring the track to Great Walk status has been completed.

This mahi has been a collaboration between the Tuatapere Hump Track Charitable Trust, Ōraka Aparima Rūnaka, and the Department of Conservation.

The Tuatapere Hump Track Charitable Trust, and project partners, would like to invite you to join them to commemorate and celebrate this significant achievement.

We look forward to seeing you. It will be a special day.

Opening details:

Doors open at 12.30pm at Waiau Town and Country Club, 41 King Street, Tuatapere.

Speeches will be followed by afternoon tea.

RSVP to humpbridgeGWP@doc.govt.nz



Cycling Southland – SBS Tour of Southland

This year's SBS Tour of Southland (the Tour) will celebrate its 68th edition when the tour commences on Sunday 3 November – 9 November at Queens Park Invercargill. The 2024 edition will see a large number of international riders joining New Zealand teams which will bring some strong competition and racing for the week.

Cycling Southland have faced considerable financial increases with the running of the tour over the past three years mostly due to increased compliance requirements for health and safety and traffic management. A community such as Southland with local funders, sponsors, businesses, and volunteers have ensured we are able to continue to run a tour in the deep south this year. For our local Southland riders, the Tour provides elite level road racing experience on their back door and future racing and career opportunities with the tour forming a launch pad for many local riders onto the international race scene including Commonwealth Games, Olympic Games and the pinnacle Tour De France.

Southland District Council (SDC) have been a long-term supporter of the Tour as a Stage Sponsor and Cycling Southland is thrilled to welcome SDC back for this year as the Stage 2 sponsor (Invercargill to Lumsden) on Monday 4 November. The riders look forward to racing through SDC's territory again this year – give a wave as they pass on by.

You can follow the SBS Bank Tour of Southland live stream
<https://www.youtube.com/@sbsbanktourofsouthland5510>



Community funding

SmartyGrants online grant system

Southland District Council is moving to an online funding platform called SmartyGrants in the near future. All funding applications will be made online using the SmartyGrants system – the same as currently used by Community Trust South and several councils.

We are aiming to have all funds moved to the online portal for the March 2025 funding round, some funds could possibly be online before this.

We will be providing community boards and our community with updates over the coming weeks and months, we will be holding workshops in our communities to assist with introducing our new way of working, staff at our libraries will receive training in the system, and we will be producing resources to introduce SmartyGrants to our community.

Community Partnership Fund

The first funding round in the 2024/2025 financial year closed on 30 September. The available funds for this financial year are \$45,000. Seven applications have been received with the total amount requested \$27,877.35.

Other funding opportunities

The following SDC funds closed on 30 September 2024:

- District Initiatives Fund
- Ohai Railway Fund
- Sport NZ Rural Travel Fund
- Creative Communities Scheme

Information on grants allocated will be detailed in the next Community Leadership report in December.

The following SDC funds will close on 20 December 2024:

- Centennial Bursary Scholarships for recognised tertiary study
- Valmai Robertson Creative NZ Arts Scholarships
- Eric Hawkes Memorial Outward Bound Scholarship

All application forms are on the SDC website: <https://www.southlanddc.govt.nz/council/funding-and-grants/> or email funding@southlanddc.govt.nz

Council department updates

Governance

Work streams that may be of interest to the board include:

The representation review – Staff presented the submissions received on the representation proposal to Council on 18 September 2024. It is anticipated Council will decide on the final representation proposal for public notification on 23 October 2024. The final proposal will have a period for appeals and objections from 25 October to 30 November 2024. The Local Government Commission will consider any appeals, objections and make the final determination on the representation arrangement for the District by 10 April 2025 in time for the 2025 local authority elections.

Remuneration for elected members – The Remuneration Authority (Authority) has recently determined elected member remuneration, and allowance and expenses rates, for the 2024/25 financial year. These came into effect on 1 July 2024 and will apply to 30 June 2025. Payments to elected members made on 12 September 2024 included backpay from 1 July.

Chairs nights – the team are organising a get-together for community board chairs each quarter.

Oreti community board membership – A by-election to fill a vacancy on the Oreti Community Board is complete and Jamie Winslow has been declared elected from the Makarewa subdivision to the board.

Deputy Mayor Christine Menzies has also replaced Councilor Frazer on this board. Both new members will be sworn in as board members at the board meeting taking place on 16 September 2024.

Quorum rules – from 1 October, legislation that has allowed elected members attending remotely to be counted as part of the quorum, will be repealed. So, in accordance with community board standing orders, only those physically present will be counted in relation to quorum.

Reports – Reports to Council in October will propose there is a deputy chair appointed for the Finance and Assurance Committee, and that Council receives statement of intents from Great South and Space Ops.

Akona learning platform – learning sessions are available for elected members on this platform. Please get in touch with your committee advisor if you need help accessing these

Stakeholder updates

Highways South

We are resurfacing a 1km stretch of SH94 at Gorge Creek, 500m at The Key and a 4km stretch south of Hillside Manapouri Road. Temporary traffic lights and a speed restriction will be in place during this surfacing work. All work will also be notified on our Facebook page.

We're noticing a marked increase in littering on state highways so have had posterboards designed and produced. We expect delivery at the end of September. These will be installed in litter hotspots around the network and moved as required.

Winter is technically over but as Spring is showing us, we're still experiencing cold weather and winter conditions. Our team continued to monitor road and weather temperatures until the end of September to enable snow and ice preventative treatments (CMA and grit) when necessary.

We are starting to also notice more vegetation restricting visibility on the network due to new spring growth. We'd appreciate if landowners can keep on top of vegetation bordering state highways to ensure clear visibility, and therefore safety, for users of state highways.

We'd appreciate your support to push the message out to our communities that the temporary speed limits are there for a reason. These temporary speeds ensure that our workers on the site are safe in their workplace, road users are safe travelling through these work sites, vehicles are not damaged by any road works taking place, and the roads themselves are not damaged by speeding vehicles while under construction. If they are damaged, then we need to come back and do the job all over again – increasing the disruption to motorists.

Finally, the SBS Tour of Southland takes place again in a month and a half, so expect delays on highways and local roads between 3 to 9 November. Stage 3 will travel through the Boards' area, details below:

STAGE 3: Tuesday 5 November 2024

START: Riverton Primary School, Princess Street, Riverton at 10:00am

FINISH: Distinction Hotel, Lakefront Drive, Te Anau at 1:55pm (approximately)

ROUTE: Riverton-Colac Bay-Orepuki-Tuatapere-Clifden-Blackmount-Manapouri-Te Anau

Active Southland October update

Active Southland has provided a report (attached) which regional activator Jenna Shepherd will speak to.



OUR VISION

Everyone Active Every Day

OUR MISSION

Influencing change at all levels so that living an active life becomes more accessible and achievable for all Southland communities

OUR PURPOSE

We exist to enhance individual and community wellbeing by connecting, enabling and supporting Southlanders to live more active lives



ACTIVE SOUTHLAND

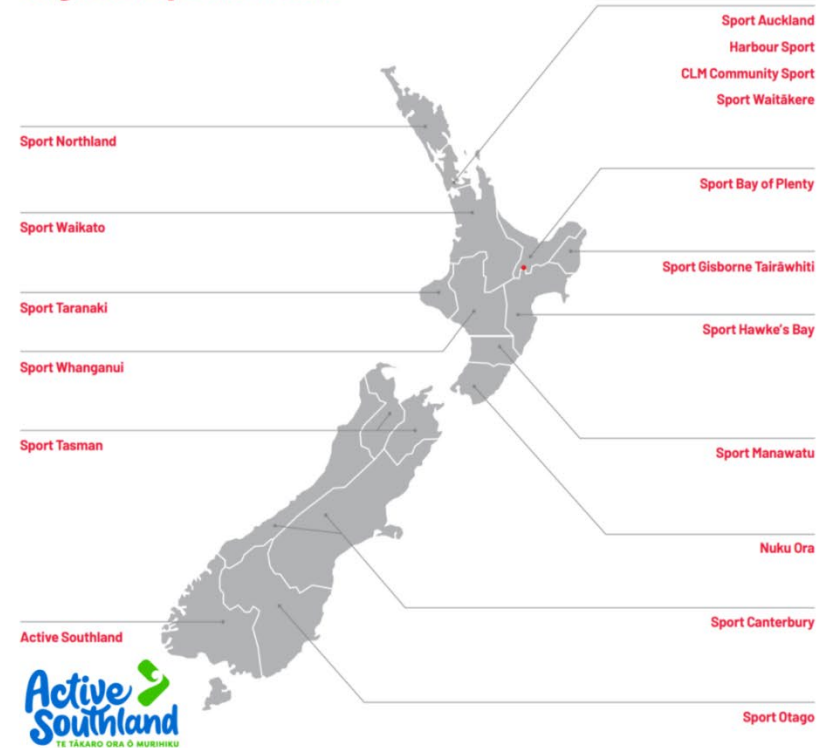
Established in 1990

One of 14 Regional Sports Trusts around Aotearoa New Zealand

Rebranded from Sport Southland to Active Southland in 2021 to better reflect our work, our community needs and aspirations

Focus on enhancing individual and collective wellbeing

Regional Sports Trusts



AS IN SOUTHERN DISTRICT

SDC Open Spaces Activator

Jenna Shepherd



Lead, influence and work alongside key stakeholders and partners to strengthen the play, active recreation and sport systems across the region, with a focus on the Southland District community

Tōku Oranga Health Coach

Monique van Rensburg



Tōku Oranga is about helping people navigate their health journeys with the confidence, knowledge, and options they need to achieve optimum health outcomes - it's about setting up clear pathways to better health, and about connecting with agencies and organisations that can play a role in that journey

Tōku Oranga Lead

Tilley Carroll



Healthy Active Learning School Facilitator

Richie Crean



Healthy Active Learning School Facilitator

Mark Tree



Healthy Active Learning School Facilitator

Heron Futter



Healthy Active Learning School Facilitator

Stu Brown



Healthy Active Learning School Facilitator

Jodie Whitson



Healthy Active Learning School Facilitator

Rose Dickson



Healthy Active Learning is a joint Government initiative between Sport New Zealand, the Ministry of Education and Te Whatu Ora (Health New Zealand) that seeks to improve the wellbeing of children and young people, through healthy eating and drinking and quality physical activity.

AS IN SOUTHERN DISTRICT

Healthy Families System Innovator

Laura Dowling



Health Families System Innovator

Megan Dawson



Healthy Families

Empower whānau in our communities to live in environments that enable healthy food & physical activity choices

Active Families/Green Prescription

Chayse Leith



Active Families/Green Prescription

Susan McNeill



Active Families

Give guidance and support to whānau to make sustainable lifestyle changes for a healthier more active whānau

Disability and Inclusion Advisor

Chris Knight



Rangatahi Advisor

Greg Houkamau



Rangatahi

Dedicated to providing more opportunities for rangatahi to become involved in both sport and active recreation

AS IN SOUTHERN DISTRICT

Southland District initiatives are also supported by a range of other Active Southland staff throughout the year, depending on the needs of the Southland District community.

Spaces and Places

Community Engagement

Recreation

Sport

Leadership

Disabilities

Health

Education



SDC VISION

A treasured network of open spaces that celebrates and enhances our natural environment and is appreciated and enjoyed by current and future generations.

Open spaces—what are they?



Open Spaces Strategy Principles

- Involve the community in managing and maintaining open spaces
- Take the long view – consider future generations
- Make best use of the network of open spaces and assets that we already have
- Evoke a sense of pride in Southland and our community
- Ensure we use our resources wisely and work within financial constraints
- Transparent and accountable decision making and management
- Work with partners and stakeholders to achieve outcomes

NATURAL ENVIRONMENT

Tamariki of Tokanui Primary School recently planted 350 tussocks. There is further planting to be done later in the year. We will celebrate with a Wheels Day at school, Laura Dowling from Active Transport will coordinate with Cycling Southland, BMX Southland, and the Invercargill Blue Light team to come out and support the tamariki and community for this event.





Our open spaces encourage and enable a wide range of people to play and enjoy a range of sports

QUALITY OPPORTUNITIES

- Active Southland is able to leverage its wider workforce to support a diverse range of play, active recreation and sporting opportunities for SDC communities. This includes working alongside our Play Systems Innovator, Active Transport Systems Innovator, Disability Lead and Rangatahi Advisors.
- We take a regional approach to removing barriers to play, increasing awareness of the benefits that come from play, and encouraging all ages to be more playful. This includes the likes of Holiday Hunts, Play Maps and play equipment being made available in local libraries.
- Works with communities and schools for play opportunities.
- Supporting the stencils initiative which has been delivered to SDC Community Play Leads.
- Whānau Play Packs for SDC libraries support.
- Facilitation of sports sessions for students with disabilities and their families. An inclusive roadshow is also facilitated with a range of play, sport and active rec options for all ages and abilities.





#FUNAS RIVERTON HOLIDAY HUNT

To find out more please visit www.activesouthland.co.nz or visit the Active Southland Facebook page

Don't forget to tag us during your hunt @activesouthland

INSTRUCTIONS:
Starting at the Whale Statue on Toward Street (clue 1), follow the clues in order along the coast walk to Taramoa Bay through the playground and down to Roy Street (clue 12) (map attached). Find the location of the 12 coloured tags along the way each with a word on it. Simply record the word on your answer sheet and submit the completed form to be in the draw for some awesome prizes!

Clues:

- 1. I'm having a whale of a time.
- 2. It's RUBBISH to think you won't find me.
- 3. Watch that you don't fall into the creek, I am here to keep you safe.
- 4. While you are walking around the track, keep an eye out on the rope for me.
- 5. I like to shoot hoops.
- 6. Come fly with me.
- 7. Ahoy me hearties.
- 8. Jump on and have a spin.
- 9. Take a seat and admire the sea views.
- 10. Where can you find the Golf in Riverton?
- 11. Don't flounder to find this clue.
- 12. Roy oh roy we made it to the end.

HOW TO SUBMIT:
Find entry boxes at the following locations pick up / drop off:
 • District Council Office, 117 Palmerston Street
 • Community House Riverton, 37 Kaper Street
 • Supermarket Riverton, 168 Palmerston Street
 OR
 Scan or take a photo of your form and email it to jenna@activesouthland.co.nz
 Please include your name and email address to be in the prize draw

FEEDBACK QUESTIONS:
Did you enjoy the #FUNAS Holiday Hunt?
Tell us about what other fun activities you'd like to see on offer and where in Southland you'd like to see them happening!

Name: _____
Email: _____
No. of people in your group: _____

Running from 1st October to 18th October 2022

Chalk it up! PLAY WEEK

7 - 13 November 2022

Inviting community, businesses and schools to participate in play week chalk it up competition

Come and join your neighbours to enter a competition for Play Week at Active Southland. Get in the competition for the most colourful street and be in to win amazing prizes.

Pick up chalk from:

- Bluff Library
- Cheeky Lama, Invercargill
- Gore Multi-sport Complex
- Gore Library
- Gore Visitors Centre
- He Waka Tūia, Invercargill
- Lumsden Four Square
- Lumsden SDC Office
- Mataura Library
- Nightcaps Four Square
- Otautau Four Square
- On the Spot Riversdale
- Otautau SDC Office
- Riverton SDC Office
- Riverton Super Value
- SDC Office, Te Anau
- SDC Office, Winton
- South Alive, Invercargill
- Te Anau Four Square
- Te Anau SDC Office
- Tuatapere Four Square
- Winton Night in Day
- Wyndham Four Square

Post your photos to Active Southland's Facebook page with hash tag #chalkitup or #playfulAS
OR send your photo in to jenna@activesouthland.co.nz

Active Southland

NATURE SCAVENGER HUNT

<input type="checkbox"/> SOMETHING BLUE	<input type="checkbox"/> A SPIDER WEB	<input type="checkbox"/> PINECONES	<input type="checkbox"/> 3 DIFFERENT INSECTS
<input type="checkbox"/> A FEATHER	<input type="checkbox"/> 3 DIFFERENT BIRDS	<input type="checkbox"/> A SEED POD	<input type="checkbox"/> SOMETHING YELLOW
<input type="checkbox"/> SOMETHING FLUFFY	<input type="checkbox"/> A COLOURFUL ROCK	<input type="checkbox"/> MOSS	<input type="checkbox"/> A NEST
<input type="checkbox"/> 3 DIFFERENT FLOWERS	<input type="checkbox"/> ANIMAL FOOTPRINTS	<input type="checkbox"/> GREEN LEAF	<input type="checkbox"/> A TREE WITH FLOWERS

Can you find them all? Tag us @ActiveSouthland and you could win or email: play@activesouthland.co.nz

#SpringAS - Nature edition

Invercargill GO RURAL CITY RE LIVING

Active Southland

PARKS WEEK

4-12TH MARCH 2023

Show us how you are enjoying your local park!

Send us a photo of you and your whānau using your local park & be in to WIN a prize.

Please include your parks name & your location. We would also like to hear about what you love about your park and what would make it even better!!! email: jenna@activesouthland.co.nz

There is also a **Rock Hunt** in the below parks:

- Riversdale Playground
- Te Anau Lions Park
- Gardston Village Green
- Riverton Henderson Park
- Winton Ivy Russell Reserve
- Stewart Island Halfmoon Bay Foreshore
- Tuatapere Jack and Mattie Bennett Memorial Park
- Edendale Kamahe Scenic Reserve
- Otautau Centennial Park

The rocks have a picture of the SDC logo, there will be 4 in each park. Please don't remove but take a photo and send to jenna@activesouthland.co.nz to be in to win.

Active Southland

ACTIVATING THROUGH TUNATUNA

- A collaboration between Active Southland, SDC and Cycling Southland with the aim of having a community resource that can travel to different areas around the rohe, including high deprivation areas that often miss out on other opportunities due to distance and cost.
- Events were hosted in Nightcaps and Wyndham, creating opportunities for whānau and tamariki to try new activities. Local organisations were engaged including Te Oruanui Marae.
- Active Transport has also played a major role in collaboration with Cycling Southland, local councils, and communities during the pilot stage of Tunatuna to understand where developments and improvements can be made. School Travel Planning and initiatives are currently in development alongside Winton, Te Anau and Riverton primary schools.
- Other initiatives have sprung from these, including at Menzies College, where students are investigating innovative local activities for young people, such as a local dirt jump track.





Our open spaces are safe,
inspiring, well designed and
welcoming to all

MANAPOURI INSIGHTS

In 2022 Active Southland completed a community consultation event in Manapouri to understand what the community would like in their village green.

The community was fabulous to engage with. They highlighted their desire for a rugby/soccer post combination, bike modules and nature play. These insights and evidence were reported back to the SDC. Giving communities the space to have their say about play, active recreation and sport in order to understand their needs and aspirations is an integral part of our approach.

Active Southland recently attended the Village Green opening and committed to supply play equipment for the community to use in their new play space.



WALLACETOWN INSIGHTS

- Working in partnership with its school team, our SDC Open Spaces Activator supported the Wallacetown community regarding an upgrade to the reserve. It was a great event with activities, BBQ and giveaways which enabled space and time for lots of information to be shared by the community on what they would like to see in their reserve.
- Events and activations are an effective way to gather information. Our independent advocacy allows us to explore community aspirations and needs and feed these back to Council to enhance the Southland District's work, and support outcomes to come to life.





Our network of open spaces meets the needs of current and future generations

MEETING COMMUNITY NEEDS

Feedback from rangatahi in Ohai showed a strong desire for a local basketball hoop. In partnership with SDC and Ohai's Te Oruanui Marae, the SDC Open Spaces Activator, alongside the Marae's committee, have been a strong driver for this project.

The marae was supported to apply and successfully received \$10,000 through the Tū Manawa Active Aotearoa fund for the hoop, line painting, equipment, and an activation event.

Equipment has been ordered, and the project is well underway. Te Oruanui Marae has completed the court clean up, including fixing the drainage, and are now seeking further funding opportunities to seal the surface of the court. A Play Pod has also been gifted to Te Oruanui Marae for the recreation space for tamariki to play with when they are at the marae.

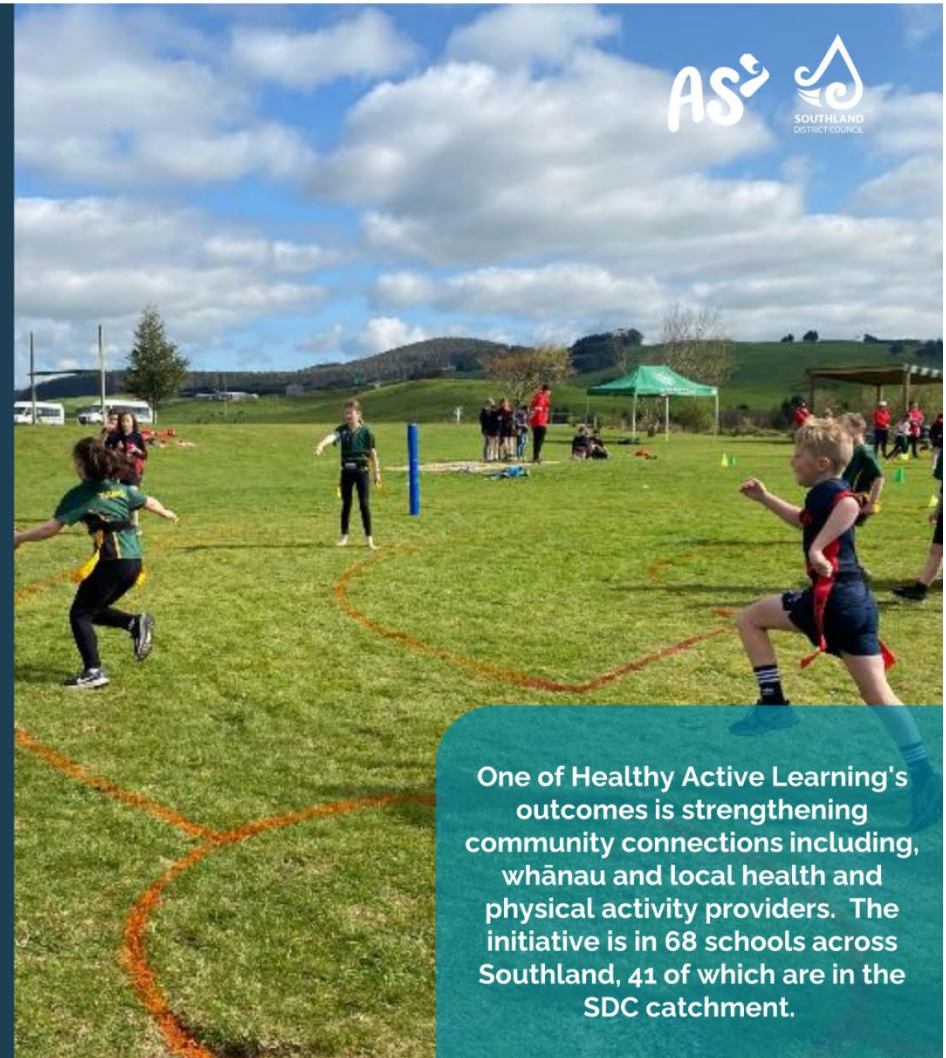
This initiative is a strong example of partnership and working together to meet the needs of our current and future generations.



HEALTHY ACTIVE LEARNING

Projects that have successfully supported the SDC region:

- Upper Mataura Fishing Connect with Garston/Athol Community
- Northern Cup (Football, Kī-o-Rahi, Table Tennis, Cricket) for all the northern band
- Steps Forward – Supporting rural tamariki and whānau to participate in the Surf to City 2023 and 2024 events
- Nightcaps Community Connect with kai
- Te Anau Whānau Kemu day
- Waianiwa School & community play project (Tū Manawa)
- Lochiel bike and pump track project (Tū Manawa)
- Hillside/Browns playground and old pool building project
- Winton School transport plan
- Central Southland Sport and Recreation Hub
- Southern Kī-o-Rahi tournament including five SDC schools
- Western Kī-o-Rahi tournament (all SDC schools) to be held at Holt Park in Otautau
- Waiau College Connect with Play
- Riversdale community celebration for Matariki - Taonga Tākaro (Māori Games) and kai



One of Healthy Active Learning's outcomes is strengthening community connections including, whānau and local health and physical activity providers. The initiative is in 68 schools across Southland, 41 of which are in the SDC catchment.



SWIM SAFE SOUTHLAND

A partnership with Active Southland, Southern REAP, Southland District Council, Water Safety New Zealand, Community Trust South, SDC schools and the wider Advisory Group

Aimed at providing all young people in Southland District primary schools with the opportunity to access quality water safety education via the Water Skills for Life programme

Over 2,300 students from Years 0-8 across 29 schools participate in this programme

We have also supported schools to access further deep water opportunities on a school-by-school basis, and supported school staff with building capability and confidence to support tutors and students from poolside



GREEN PRESCRIPTION

- Regular face-to-face clinics in Otautau every six-to-eight weeks (depending on referral numbers).
- Engagement in Tuatapere to begin regular clinics.
- Run interactive cooking demos in Otautau with the Kiribati community.
- Support the Fit 4 Function programme run from NRG in Winton



Free, personalised support on the journey to health and wellbeing.



SPACES AND PLACES

SOUTHLAND SPACES AND PLACES STRATEGY

A collaborative advisory group made up of all Southland councils, regional funders, Sport NZ and Active Southland to support effective regional planning of sport, play and active recreation infrastructure.

Guided by regional and local strategies and resources which seek to optimise these spaces and places (facilities and active environments) across the region, supporting the wellbeing (hauora) of all Southlanders into the future.

SPACES AND PLACES OUTCOMES:

- A regional network approach to spaces and places (facilities and active environments) planning
- More partnerships and collaboration
- Flexible, multi-use, inclusive and accessible spaces and places
- Optimised and sustainable spaces and places

[Southland Spaces & Places Strategy 2023](#)





SPACES AND PLACES

- Creation of a pool collective to support the committees of community pools in ongoing maintenance and asset management. The collective meets twice a year to discuss assets, health and safety, products, maintenance plans etc. The collective has been uptaken by half the 26 pools in the Southland District, which is extremely positive.
- Formation of the Central Southland Hub aiming to increase coordination and collaboration of current sport, recreation, and other organisations in the Central Southland community to improve their future sustainability and create a thriving environment, serving the community now and into the future.



Gemma O'Neill
SPACES & PLACES LEAD



RANGATAHI

Our Rangatahi Advisor has been working with Central Southland College in implementing Taonga Tākaro. Additionally, he supported the College with their first pōwhiri at Te Oruanui Marae in Ohai. Rangatahi completed their korero assessments then played Kī-o-Rahi, had hangi for lunch; practised waiata, and learnt the foundation movements for mau rākau.

The Inclusive Sport Roadshow in Te Anau had 30 families throughout the day participating in a variety of inclusive sports adapted for anyone with a disability. The activities including indoor climbing, golf/mini golf, archery tag, rowing machines and disc golf. It was aimed at individuals and whānau with lived experience of disability. This event was facilitated by our Disability and Inclusion Advisor with a collaborative approach working in all three council areas. Southland District Council had two interns representing Council at the event.





FUNDING SUPPORT

Tū Manawa Active Aotearoa (Administered by Active Southland)

Over \$104k of project funding granted across 13 projects and distributed into the Southland District Council catchment between 2022-2024 (e.g. Menzies College ABL Programme & Te Oruanui Marae Ohai, Southland Football)

Support to organisations in the Southland District Council catchment to access external funding to enable opportunities for the community to be active and showcase the district (e.g. Waiau Area School Atua Matua programme)

Co-funding initiatives with Southland District Council and other entities for collective impact through partnership (e.g. Tunatuna)







Fiordland Community Board

Tracker - ongoing

Fiordland Active Recreation Improvements – Henry Street playground install planning has begun and Lions Park concept design tender process has started.

Manapouri turbine information sign upgrade – collating content.

Te Anau Basin Masterplan – final draft report out for feedback.

Fiordland community noticeboard – on hold awaiting new quotes.

Upcoming priorities

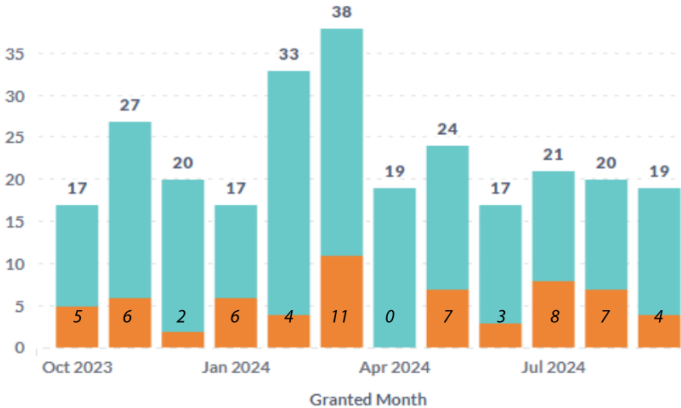
Fiordland Airport - Great South reports cover progress.

Signage projects for alcohol ban and non-motorised boating areas to be scoped.

Resource consents granted

RM applications granted for community board

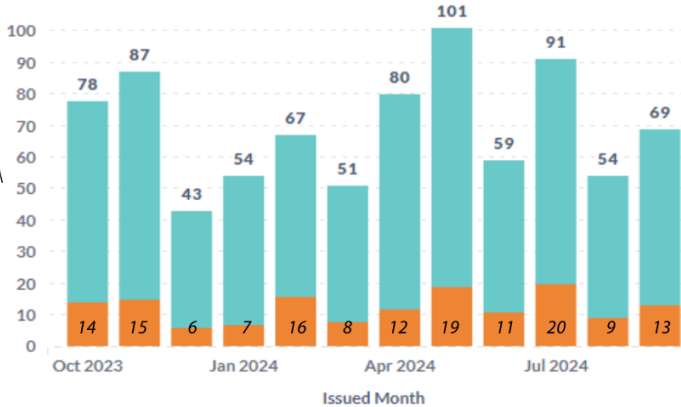
RestOfSDC BoardCount



Building consents granted

Building Consents issued for community board

RestOfSDC BoardCount



Local Budget Information

Financial information for the end of August is not available due to the late adoption of the LTP and the end of the 2023/24 year not being finalised.

Projects update

Activity	Name	Current Phase	Current Progress	Budget ACTUAL Ytd
COMMUNITY FACILITIES	Manapouri hall - exterior repaint	Delivery phase	On track	\$100,000 \$0 P-11441
Next step will be to go out to tender.				
PARKS AND RESERVES	Te Anau Henry Street playground - equipment renewal	Pre-delivery phase	On track	\$75,000 \$5,495 P-10811
90% of the equipment has arrived. We can proceed with the removal and installation.				
PARKS AND RESERVES	Te Anau Lions Park playground - equipment renewal	Pre-delivery phase	On track	\$400,000 \$0 P-10814
Currently out to tender.				
PARKS AND RESERVES	Fiordland active recreation improvements	Delivery phase	Off track	\$260,000 \$0 P-11090
Te Anau part of the funding, the tender is currently out on GETs and closes on 15 November.				
PARKS AND RESERVES	Manapouri Frasers Beach - Reserve Management Plan renewal	Pre-delivery phase	On track	\$50,000 \$0 P-11456
This piece of work has been packaged together and will go out to the market via GETs as a request for proposal.				
PARKS AND RESERVES	Te Anau Ivon Wilson Park - Master Plan development	Pre-delivery phase	On track	\$40,000 \$0 P-11460
This piece of work has been packaged together and will go out to the market via GETs as a request for proposal.				
PARKS AND RESERVES	Curio Bay Reserve - renew reserve management plan	Business case phase	On track	\$100,000 \$0 P-11461
The master plans are being worked on, the reserve management plans will follow on after this.				
TE ANAU AIRPORT	Runway surfacing	Initiation phase	On track	\$1,277,150 \$0 P-10664
Resurfacing of the runway is planned to take place between December and March. The work needs to be programmed around ATR flights in order to minimise risk and impacts on services.				

Projects update - continued

Activity	Name	Current Phase	Current Progress	Budget ACTUAL Ytd
WASTEWATER	Manapouri wastewater treatment plant	Initiation phase	On track	\$1,600,000 \$0 P-10459
Final design has been completed and this project will go to tender this month. A community meeting is set for 10 October.				
WASTEWATER	Homestead rural - Raw water intake upgrade	Initiation phase	Monitor	\$30,995 \$0 P-11224
The work has been on hold due to the wet weather conditions, but we are hopeful to get a start mid November, early December.				
WATER STRUCTURES	Te Anau boat ramp - refurbishment Te Anau Downs	Delivery phase	On track	\$300,000 \$0 P-10880
With high rainfall in the lake Te Anau catchment the lake has continued to rise an average of 150mm per day. The ramp will remain closed until water levels recede to a safe working level.				
WATER SUPPLY	Manapouri water treatment plant - turbidity upgrade water treatment plant	Delivery phase	On track	\$900,000 \$256,048 P-10263
The project is practically complete with only the final commissioning to be completed in October. This will be followed by the construction of the new watermain from the lake intake.				
WATER SUPPLY	Mount York rural water - consent renewal preparation	Initiation phase	On track	\$51,750 \$0 P-10501
We are going to do this consent in house and have a peer review by consultant PDP.				
WATER SUPPLY	Te Anau rural - Takitimu - consent renewal	Initiation phase	Off track	\$51,750 \$0 P-10515
We are going to do this consent in house and have a peer review by consultant PDP.				
WATER SUPPLY	Sandy Brown Road stormwater upgrade	Pre-delivery phase	On track	\$1,000,000 \$937 P-11060
The Sandy Brown design is currently awaiting consent. Due to the September 2023 flooding event, the focus has now shifted to the flooding towards the lake around Aparima Drive, Pukatahi Drive and the retention Mega Pit from Caswell Road. These areas will be the first and second phase of this project now. Sandy Brown, the third phase will now be a mid to long term proposition. Phases one and two will begin once the design aspects are finalised. Works will commence in 2025, with consideration made to the Aparima Drive outlet.				
WATER SUPPLY	Te Anau Rural Water scheme audit inspections	Initiation phase	On track	\$500,000 \$0 P-11223
This work is for the investigation, Scheme Audit in 2024/2025. This work will go out to tender during this month. The physical works will be completed in 2025/2026 under P-10422.				

Service contracts

Water and wastewater services operation and maintenance

The 23/01 operations and maintenance contract is still experiencing lower than normal request for service across the Fiordland basin. The newly constructed water treatment plant at Manapouri is in the final stages of commissioning and will be put into full service within the month of October.

The Manapouri wastewater community drop in session is being held at the Te Anau airport on 10 October from 2.00pm to 6.00pm. The session will outline the proposed pipeline route through Manapouri and up SH 95, to then progress into the Kepler sub surface drip irrigation disposal fields.

Fiordland township mowing contract

The mowing season has started for Fiordland area.

Waimea Alliance

August for Waimea has shown a pretty wet month and this continued into September. Our drainage crew have been busy doing some jobs in the Te Anau basin and then worked down into Blackmount. Bruce has also been busy with small drainage jobs in the Waimea area this month.

We have trialled a mulching attachment for a digger dealing with some vegetation on Wreysbush Mossburn Road due to the encroaching to visibility of signs and corners with reasonable results.

Sign vandalism seems to be back around Riversdale/ Balfour and also Manapouri area.

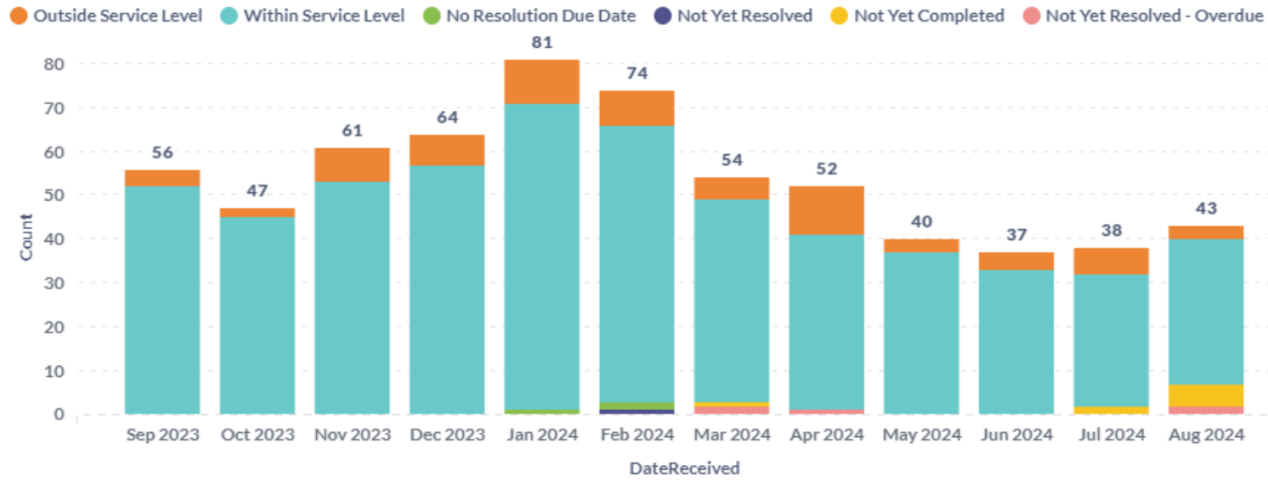
24 RFSs in August (and 17 RFS's in July), all completed on time. A year to date total of 41 RFSs (reminding that our year is 1 July – 30 June).

337km of grading in August and 473km in July, for a year to date of 810km.

Maintenance metalling across the network area is at 3638m³ for the year.

Service requests

Across the district there were 848 requests for service lodged during the period July and August, of which 100 were related to three waters. 81 of the total requests belonged to this board area. A full summary of those requests is attached to this report.



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 workshop – 25 March	Board meeting – 29 April		Board meeting – 24 June with following workshop		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			

RFS breakdown by type

Fiordland Community Board RFS (July and August 2024) = 81. District Wide = 848
3 waters service requests = 100

REQUEST TYPE	COUNT
Cemeteries/memorials - repairs and maintenance	1
Community facilities general	1
Flooding roads	1
Footpaths	1
Gravel road faults	3
Hazards	1
Parks and reserves - playground repairs/maintenance	1
Parks and reserves - repairs and maintenance	4
Sealed road faults	2
Sewer blockage	1
Signs repairs (not stop/give way)	2
Street lights out	7
Streetscape -vegetation	3
Toilets - cleaning, repairs and maintenance	1
Transport general enquiries	2
Urban stormwater (manholes, grates)	3
Water and waste general	8
Water rural low pressure/tank not filling but still has water	2
Water rural - no water in tank	2
Water rural - non urgent weeping water	3
Water rural - urgent leak	3
Water urban - asset damaged or undefined issue	3
Water urban - locate asset/connection	1
Water urban - non urgent weeping water	3
Water urban - toby leaking or unable to be used non urgent	4
Water urban - urgent leak	1
Wheelie bin - non compliance	1
Wheelie bin cancel/damaged/stolen	6
Wheelie bin collection complaints	1
Wheelie bin general enquiry	1
Wheelie bin new/additional	8
TOTAL	81

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Southland District Council
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Unbudgeted expenditure request for Fiordland signage projects - alcohol free public areas and designated non motorised recreation lake areas

Record no: R/24/10/62693

Author: Stella O'Connor, Community partnership leader

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 consider whether or not it wishes to recommend Southland District Council approve unbudgeted expenditure of up to \$20,000 towards installing improved signage in Fiordland, highlighting the alcohol free public areas designated under the Council bylaw in Te Anau, and to enhance both existing and new signage for the non motorised zones on the lakes.

Executive summary

- 2 Alcohol bylaw enforcement in Te Anau is challenging due to inadequate signage and public awareness.
- 3 The Te Anau police and the board wish to improve public awareness of alcohol free areas, especially during major events like New Years Eve, to support police efforts and ensure compliance.
- 4 The board have also been collaborating with the Department of Conservation (DOC) and Environment Southland (ES) on an additional project to improve signage for non motorised zones on Lake Te Anau and Lake Manapouri, enhancing swimmer safety and clearly marking prohibited areas for powered boats and jet skis.
- 5 The project costs are estimated to be up to \$20,000.
- 6 The signs are capital expenditure; thus, the community board does not have delegated authority to approve unbudgeted expenditure. The community board can only recommend to Council to approve an unbudgeted expenditure of up to \$20,000 funded from the Fiordland general reserve.
- 7 If the board recommends that the Council approve the unbudgeted expenditure of up to \$20,000 then a report will be presented to Council with the recommendation for Council to approve an unbudgeted expenditure report for up to \$20,000, funded from the board reserve.
- 8 The 30 June 2024 balance of reserve is \$200,213 and it is forecasted to be \$137,018 by 30 June 2025.

Recommendation

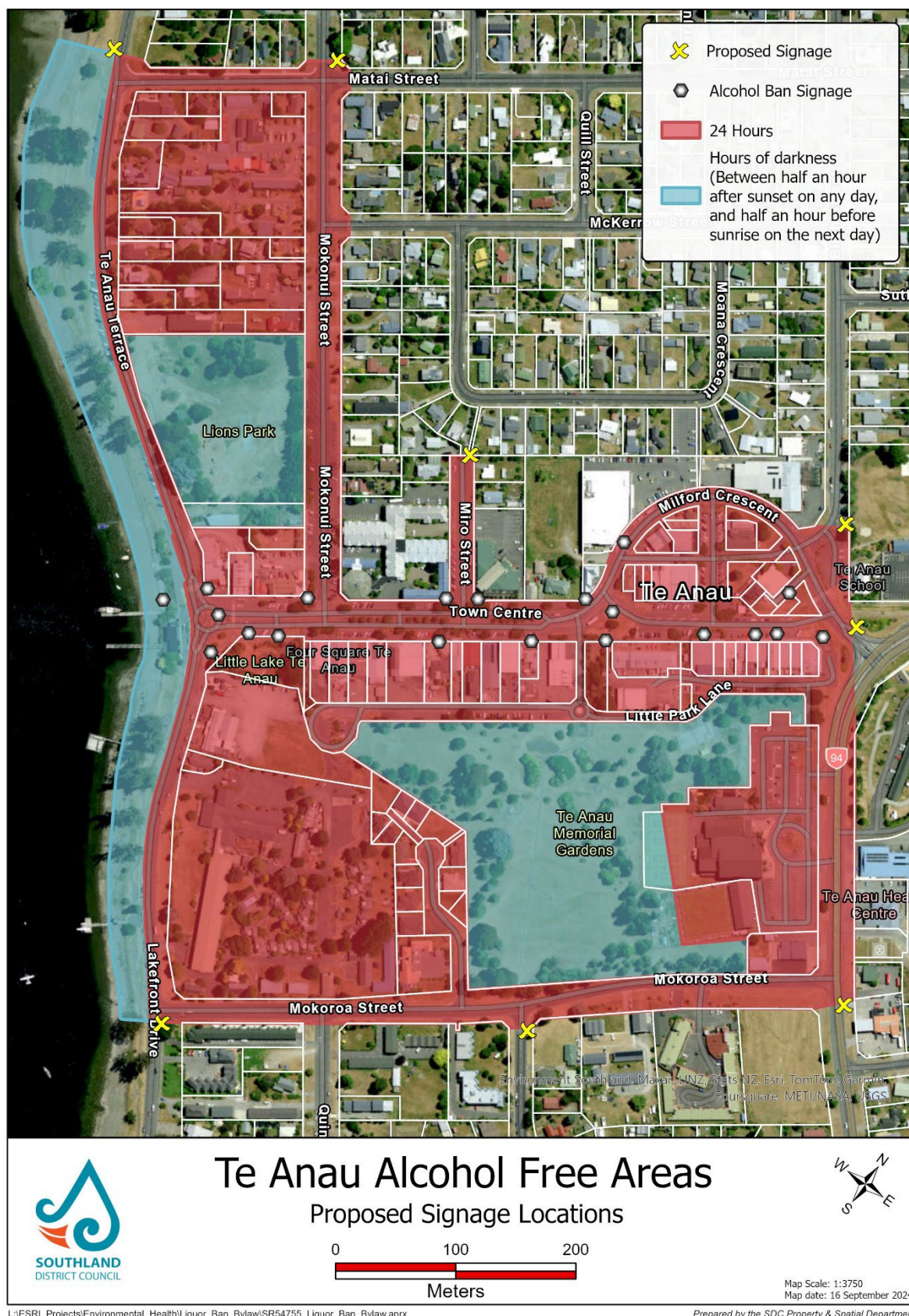
That the Fiordland Community Board:

- a) **receives the report titled “Unbudgeted expenditure request for Fiordland signage projects - alcohol free public areas and designated non motorised recreation lake areas”.**
- 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) **recommends Council to approve an unbudgeted expenditure report for up to \$20,000, funded from the Fiordland Community Board reserve for the Fiordland signage projects.**

Background

- 9 The Te Anau police have reported that enforcing alcohol free areas in Te Anau is challenging due to inadequate signage and public awareness.
- 10 The [Council Alcohol Control Bylaw 2022](#) was established to designate alcohol free areas and specific time periods where alcohol consumption is prohibited in public spaces, aimed at enhancing public safety, reducing alcohol related harm, and maintaining community well being.
- 11 During New Year's Eve at Lions Park surrounded by a crowd of alcohol fuelled youths, the tension is intense for the Te Anau police struggling to enforce compliance of the bylaw. This highlights the need for better tools to support law enforcement and manage alcohol related issues during key events.
- 12 Over the past few months, staff have been collaborating with the board and the Te Anau police to address these concerns. Our goal is to launch a public awareness campaign that includes improved signage and messaging to assist the police in enforcing Te Anau's alcohol free area bylaw, particularly during high profile events like New Year's Eve.
- 13 Currently, the alcohol free area locations are marked with small, inadequate stickers that few people notice. The Te Anau police report that this lack of visibility contributes to non-compliance. To address this, we are proposing a budget to install clear and prominent signage at key entry points to alcohol free zones, supported by a broader public campaign strategy.
- 14 Key objectives include:
 - install clear, prominent signage at entry points to alcohol free zones
 - include QR codes linking to maps of designated areas and specific time periods

- explore additional measures like footpath stickers and requesting messaging on event staff vests and event host responsibility
- launch a radio campaign, distribute flyers in bottle stores, and release press statements
- Te Anau police are working with event organisers on additional security measures



- 15 The board have also been collaborating with DOC and ES on an additional project to improve signage for non motorised zones and drone usage on Lake Te Anau and Lake Manapouri, enhancing swimmer safety and clearly marking prohibited areas for powered boats and jet skis.
- 16 Current signage doesn't clearly identify the non motorised zones and there have been reports from the public regarding inappropriate use of drones in the same area. See attached Navigation Safety Te Anau – Manapouri flyer for ES maps.
- 17 Staff will collaborate with ES on the proposed signage upgrade and the final signage will be approved by Council, ES and the community board. The signage project will complement the other strategies of reviewing the bylaw, investigating installing widely spaced buoys to serve as a visible boundary for non motorised areas and distributing educational pamphlets about the bylaw to inform boaters of the non motorised zones.



- 18 The Council communications team have provided a quote for signage, including installation, for both projects of up to \$20,000.
- 19 The work is capital expenditure; thus, the community board does not have delegated authority to approve unbudgeted expenditure. The community board can only recommend to Council to approve an unbudgeted expenditure.
- 20 If the board recommends that Council approve the unbudgeted expenditure of up to \$20,000 then a report will be presented to Council with the recommendation for Council to approve an unbudgeted expenditure report for up to \$20,000, funded from the board reserve.

If the budget is secured then Council communications team will finalise artwork, coordinate proofing and the installation of the signage.

Issues

- 21 The board must determine whether or not it wishes to recommend to Council to approve unbudgeted expenditure in the amount of up to \$20,000 to cover the costs of the renewal of the Fiordland signage.
- 22 The board need to be aware that they will need to fund ongoing maintenance, replacement, or repairs of these signs. A maintenance budget will be considered during the annual plan process.

Factors to consider

Legal and statutory requirements

- 23 The board does not have delegation to approve unbudgeted expenditure for capital expenditure but wish to recommend to Council that this occurs.
- 24 Council will ultimately need to make the decision on whether or not to approve unbudgeted expenditure for this activity.

Community views

- 25 The views of the community board are deemed to represent the views of the wider community.
- 26 The community board has a Manapouri resident representative.
- 27 The board has been collaborating with various stakeholders with these projects including Te Anau police, DOC, ES and users of the lakes.

Costs and funding

- 28 The estimated cost of the project signage is \$18,000. This includes two spare alcohol signs for replacements and any other maintenance or replacement will be coordinated through the environmental health team and the community board.
- 29 Other costs of the projects include radio campaigns and flyers which are estimated to be \$2,000.
- 30 The 30 June 2024 balance of reserve is \$200,213 and it is forecasted to be \$137,018 by 30 June 2025.

Policy implications

- 31 None identified.

Analysis

Options considered

- 32 The board must consider whether or not it wishes to recommend that Council approve unbudgeted expenditure of up to \$20,000, to be funded from the Fiordland Community Board reserve to complete the Fiordland signage projects.

Analysis of Options

Option 1 – recommends that Council approve unbudgeted expenditure of up to \$20,000, to be funded from the Fiordland Community Board reserve to complete the signage projects.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">the community will get new up to date and correct signagealong with the other strategies, the project will improve compliancethe project can proceed as soon as the funding is approvedCouncil can show their support for the project by supporting the board's recommendationthe project aligns with the board plans and outcomes.	<ul style="list-style-type: none">there will be less funding available for other projects in the area.

Option 2 – does not recommend that Council approve unbudgeted expenditure of \$20,000, to be funded from the Fiordland Community Board reserve to complete the Fiordland signage projects.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">the board reserve funds will be available to be used for other projects across the board area.	<ul style="list-style-type: none">the project is not able to progress until the funding is secured.

Assessment of significance

- 33 Under Council's Significance and Engagement Policy this is not a significant issue.

Recommended option

- 34 Option one recommends that Council approve unbudgeted expenditure of up to \$20,000, to be funded from the Fiordland Community Board reserve to complete the Fiordland signage projects.

Next steps

- 35 If approved, then a report will be presented to Council with the recommendation for Council to approve an unbudgeted expenditure report for up to \$20,000, funded from the board reserve.

Attachments

- A SDC Alcohol Control Bylaw 2022
B Navigation Safety Te Anau - Manapouri



Southland District Council

Alcohol Control Bylaw 2022

Southland District Council
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Document Revision

Date	Amendment	Amended by	Approved by	Approval date
2022	Replacement of 2015 Bylaw	Strategy and Policy	Council	30 November 2022

Pursuant to Section 147 of the Local Government Act 2002 the Southland District Council makes the following Bylaw:

1 Title and Commencement

- (a) This Bylaw is the Alcohol Control Bylaw 2022.
- (b) This Bylaw comes into force on 9 December 2022.
- (c)

2 Interpretation

In this Bylaw unless the context otherwise requires:

Act means the Sale and Supply of Liquor Act 2012.

Alcohol has the meaning given by Section 5 (1) of the Act.

Alcohol Free Area means any public place identified:

- (a) In the Schedule to this Bylaw; or
- (b) In any resolution of the Council pursuant to clause 4.0 of this Bylaw.

Constable has the meaning given by Section 2 of the Policing Act 2008.

Council means the Southland District Council.

Licensed premises has the meaning given by Section 5 (1) of the Act.

Public notice means a notice published once in a newspaper circulating in the area to which the notice applies.

Public place means:

- (a) A place that is open to or is being used by the public, whether free or on payment of a charge, and whether any owner or occupier of the place is lawfully entitled to exclude or eject any person from it and includes roads whether or not under the control of the Council and vehicles in those public places; but
- (b) Does not include licensed premises.

Specified period means:

- (a) For an Alcohol Free Area specified in the Schedule to this Bylaw, the days and times specified in the Schedule.
- (b) For an Alcohol Free Area established by a resolution of the Council under clause 4.0 of this Bylaw means the days, times and period specified in that resolution.

3 Prohibited Acts

Except in accordance with clauses 5.0 and 6.0 of this Bylaw no person shall:

- (a) Consume alcohol in an Alcohol Free Area.
- (b) Bring alcohol into an Alcohol Free Area.

- (c) Possess alcohol in an Alcohol Free Area.

4 Establishment of Alcohol Free Area by Resolution

- (a) The Council may from time to time by resolution establish Alcohol Free Areas in public places for specified periods.
- (b) The Council may at any time, by resolution amend or revoke any resolution under this clause 4.
- (c) The Council shall give public notice of any resolution made under clauses 4 (a) and (b) not less than 14 days before the establishment, amendment or revocation of an Alcohol Free Area under this clause 4.

5 Exemptions

This Bylaw does not prohibit the transport of alcohol in an unopened container:

- (a) From licensed premises next to an Alcohol Free Area, if the alcohol was lawfully bought on those premises for consumption off those premises and it is promptly removed from the Alcohol Free Area; or
- (b) From outside of an Alcohol Free Area to licensed premises next to the Alcohol Free Area; or
- (c) From outside of an Alcohol Free Area to premises next to an Alcohol Free Area by, or for delivery to, a resident of the premises or his or her bona fide visitors; or
- (d) From premises next to an Alcohol Free Area to a place outside the Alcohol Free Area if the transport is undertaken by the resident of those premises and the alcohol is promptly removed from the Alcohol Free Area.

6 Dispensations

The Council may from time to time on application in writing by any person and on payment of the fee prescribed by the Council, grant a dispensation from any or all of the prohibited acts specified in clause 3.

The dispensation may be granted without conditions or subject to such conditions as the Council thinks fit.

7 No Warning in Certain Circumstances

Any constable is authorised to exercise the powers under Section 170 (2) of the Local Government Act 2002 on specified dates or in relation to specified events in respect of which the Council has:

- (a) By public notice 14 days in advance specified the Alcohol Free Area where, and the period when, any constable can exercise those powers; and
- (b) Where it is has been practical or reasonable to do so, indicated the location of the Alcohol Free Area by one or more clearly legible notices affixed in one or more conspicuous places on or adjacent to the Alcohol Free Zone.

8 Offences

Every person commits an offence who breaches the provisions of this Bylaw.

9 Penalties

Every person who commits an offence against this Bylaw is liable on conviction to a fine not exceeding \$20,000.00.

Schedule

The Alcohol Free Areas and Specified Periods are as follows:



Boating is a popular activity for many Southlanders and there are a number of areas ideally suited to boating activities. We want everybody to enjoy their time on the water, but there are a few navigation safety rules that apply to ensure everyone stays safe.

Safety information

Wear a lifejacket

All vessels must have suitable lifejackets, easily accessible, for each person on board. They must be worn at all times on vessels 6 metres and under and at times of increased risk on all other vessels.

Communication

Make sure somebody knows where you are going and when you are expected back. Contact Bluff Fishermen's radio on VHF Ch 63. Take at least two forms of communication with you – VHF radio, flares, cellphone in a waterproof bag, EPIRB.

Be prepared

Make sure you have the necessary equipment – anchor, bailer, oars, spare fuel, torch, first aid kit and warm clothes.

Take care

Use caution and ensure you have plenty of room on the water when towing. Watch out for anyone in the water. Lake swimming is becoming more popular in all seasons, so be aware.

Avoid alcohol when boating.

Know the rules

- ▶ All vessels, including jet skis, cannot exceed 5 knots within 200 metres of shore. Buoys are in place on Lake Te Anau to mark the 5 knot area.
- ▶ Be aware of the take-off and landing of floatplanes – it is your responsibility to keep out of their way.
- ▶ It takes three to ski – a boat skipper, skier and an observer (who must be 10 years or older).
- ▶ A person under 15 years of age is not permitted to operate a vessel capable of exceeding 10 knots unsupervised.
- ▶ Keep to designated ski access lanes. Move in an anti-clockwise direction in the ski access lanes.
- ▶ To ensure the area is kept free for everybody to enjoy, don't park your vessel in the ski access lane.
- ▶ Access to waterways, wharves or boat ramps must be kept clear.
- ▶ Keep to the starboard (right) side of a river channel and if going upstream on a river, give way to a vessel coming downstream.
- ▶ If you are involved in a collision or accident, you must notify the harbourmaster and Maritime New Zealand.
- ▶ It is your responsibility to ensure you know the navigation safety rules. You may be subject to an infringement fee for offences against the *Southland Regional Council Navigation Safety Bylaws 2009* (revised 2015) for breaching any of the rules.

Full details can be found at www.es.govt.nz

Published by Environment Southland, September 2021



Navigation Safety Guidelines

Lakes Te Anau & Manapouri



ENVIRONMENT SOUTHLAND
For **now & our future**

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Waterski lanes

- ▶ Waterski access lanes on Lake Te Anau at Blue Gum Point, Dock Bay and Brod Bay are marked with black and orange posts on the shore and buoys on the lake.
- ▶ Waterski access lanes on Lake Manapouri at Surprise Bay and Frazers Beach are marked with black and orange posts on the shore and buoys on the lake.

Floatplanes

- ▶ Watch out for floatplanes taking off and landing on Lake Te Anau.

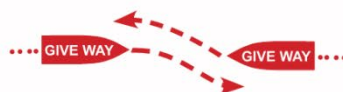


BOATING NAVIGATION TIPS

Vessels overtaking: Every overtaking vessel gives way, including sailing boats.



Power vessels head on: Both alter to starboard (right).



Power vessels crossing: Power vessels give way to others on their starboard (right) side. Give way boats should cross behind (sailing boats have different rules).



Speed limits

Watch your speed near the shore, wharves and jetties. Do not exceed 5 knots within:

- ▶ 200m of the shore or any structure
- ▶ 50m of another vessel
- ▶ 50m of a person in the water

Waiau River – Between Lakes Te Anau and Manapouri

- ▶ 5 knots from The Outlet to 1.6km downstream.
- ▶ From 1.6km downstream of Lake Te Anau to Lake Manapouri from sunrise to sunset – speed uplifting.

Waiau River – Downstream of Lake Manapouri

- ▶ 5 knots from Pearl Harbour to the Mararoa Weir.

Lake Te Anau

- ▶ Slow through the Dome Islands – 5 knots.



Great South update on the review of Te Anau Airport Manapouri

Record no: R/24/9/60123

Author: Rachael Poole, Committee advisor

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

☐ Decision

☐ Recommendation

☒ Information

Purpose of report

- 1 To receive an update from Great South GM Strategic Projects – Steve Canny, advising of the progress to date on the review of Te Anau Airport Manapouri.
- 2 Attachment A outlines the review to date.

Recommendation

That the Fiordland Community Board:

- a) **receives the report titled “Great South update on the review of Te Anau Airport Manapouri”.**

Attachments

- A Report to Fiordland Community Board - 21 October 2024 - Great South update on the review of Te Anau Airport Manapouri



To Fiordland Community Board

Date 9 October 2024

Te Anau Airport Manapouri Review Update - Confidential

Author	Stephen Canny
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RESOLUTION

That the Fiordland Community Board receives the Great South Te Anau Airport Manapouri Review update report.

SUMMARY

This report outlines the status of the review work that is being undertaken by Great South for Southland District Council under the Guidance of the Te Anau Airport Manapouri Governance Group. The objective for the work is:

'To pursue an interim solution to allow the airport to establish a more commercial operation while developing a medium to long term plan including exploring the more permanent solution of setting up a Council controlled trading organisation (CCTO)'.

REPORT

This report follows up from previous reports and highlights the progress to the end of September 2024 and covers progress on the agreed review program and reporting framework.

As previously reported the project is being executed in 3 phases:

- Phase 1 - The Discovery Phase (phase 1 was completed on 19th April)
- Phase 2 – The Consultation Phase. User and Interest Group Community Discussions are completed however some aspects of the consultations with user groups, aviation sector and iwi are ongoing.
- Phase 3 – Implementation Phase – Airport Report, Development Implementation Plan and timelines are well underway.

CURRENT STATUS OF THE PROJECT

The areas of focus and the status are as follow:

- **Financial review** has of the existing operational expenses and revenue. Reported May 2024
- **Capital investment** of the existing planned capital investment. Reported May 2024
- **Contracts and leases** have been reviewed and recommendations made. Reported May 2024
- **Lease Guidelines prepared and Expressions of Interest (EOI) documents prepared.** Reported August 2024. Lease interest continues to grow for the existing site lease spaces and café

Southland Regional Development Agency

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greatsouth.nz

leases. Although this hasn't been tested there appears to be early interest in the building of hangar homes and further commercial hangars.

Lease interests are now being progressed by the SDC property team.

- **Infrastructure assessments**

Water quality at the airport site is now confirmed as potable and a 6 week in-system water testing regime is now in place.

Sewerage treatment the onsite system has been confirmed as adequate to meet the immediate effluent treatment needs for the day-to-day airport operations.

Both water and sewerage connections to the Manapouri schemes are planned for the 2026/27 financial year subject to final design and necessary approvals. Water wastewater options have been suggested to Council and reports are being prepared by the 3 Waters team outlining the details of the proposed services and costs.

Firefighting water needs and storage is currently being assessed.

- **Runway** – a commitment has been made to undertake surface repairs to the runway undertake a reseal and replace the aviation markings, in preparation for the commencement of the 2024/25 summer ATR landings. This work is part of the runway budget but delivers a significant saving, in the order of \$500,000 on the previously budgeted treatment.
- **Terminal Buildings** - an assessment had been completed to identify capital and maintenance requirements and these have identified both operational savings and cost-effective capital investments that will improve operational aspects of the terminal.
- **Airport Designation** - the Airport Designation indicated that this was due to lapse in Q2 2025. This has been reviewed and while the designation does have a lapse date of 16TH of May 2025 the District Plan does not stipulate a lapse date for the designation and therefore the designation will continue as the District Plan takes precedence.
- **RMA Consent Provisions** - The existing RMA provisions are currently being reviewed and Advice has been received from AWS Legal via SDC suggesting that:

Any airport authority may grant a lease of all or any part of any land, buildings, or installations vested in the airport authority for any purpose that will not interfere with the safe and efficient operation of the airport.

In our (AWS) view, section 6(8) of the AAA, which mirrors Section 234 of the Civil Aviation Act 2023, permits Council as an airport authority to lease part of the Manapouri airport for more than 35 years without subdivision consent being required.




Clarification is required relating to the term of leases and the permanent occupation of Hangar Homes.

It appears that under the Airport Authority provisions that Council has wide ranging permissive powers and additional RMA District Planning may not be necessary.

- **Community Consultation – the core project consultation has been completed however some aspects** this work is ongoing. A successful meeting having been held with the Airport User Group with Oraka-Aparima Runanga, Fiordland Business Association and visit to Alexandra and Cromwell Airports also revealed so very useful insights.
- **Air Travel Survey** - A community and business travel survey has been completed and is currently being analysed. There have been around 200 respondents to the survey and one communications. This work has provided positive insights into travel patterns and potential airport use options.
- **Development planning** - this planning is well underway, and an initial broad Development Concept Plan was presented to the Governance Group in May 2025 and has now been refined to include jet parking, additional commercial hanger space, provision for hanger homes, additional outdoor space adjacent to the terminal.
- **Expressions of Interest for a café operation at the terminal** – 2 Expressions of interest have been registered and negotiations with the parties are being advanced.
- **Spatial Planning.** ArcGIS maps have been prepared for Aviation Obstacle Free Zones and Gamma-ray Spectrometry maps have been prepared to identify the suitability of the land for

construction. LIDAR maps have been prepared to provide detailed site contours and infrastructure plans have also been prepared.

- **Event/s strategy.** Work is underway.
- **Risks** – The project risk register is updated weekly, and mitigations suggested. The risk framework is shown below.

Key	Impact of Risk and Probability	Comment
	High impact and high probability	Urgent action required to change the status of these risks.
	Medium impact and medium probability	Actions partially implemented but further mitigations are required.
	Low impact and low probability	Mitigations are in place, but ongoing monitoring is required until this is included as part of a Standard Operating Protocol.

- **Final Reporting process** is underway including a series of future financial scenarios and development options. Options for the governance of the airport operations are also being assessed and the costs and benefits evaluated. A 10-year development and implementation plans are also being prepared for consideration by the Fiordland Community Board and the Southland District Council.
- **Communications Plan** - has been adopted, and is actively being implemented with Reports to the Fiordland Community Board, Council and community newsletters, media etc. Consultation Planning, and website updates are being supported by the Southland District Council Communication team. Over 50 individuals and interest groups receive direct monthly update.

CONCLUSION

High Level Observations:

- Fundamentally the Te Anau Airport Manapouri is a quality asset.
- It is an important strategic asset from an emergency response perspective, short haul electric aircraft, jet parking and an increasingly important gateway into Fiordland.
- Costs need to be effectively managed and new revenue streams developed.
- Initial focus is aimed at optimising returns from the exiting lease parcels, terminal lease options and creating more private and commercial hangar space on the existing airport site.
- There is a need to create events at the site and space for events.
- New lease interests are growing, without promotion there are 7 active enquiries.
- Establishing a comprehensive site development plan is critically important.
- As is the establishment of long-term operational plan and fit for purpose governance structure.

Project to date is on track and there have been some unforeseen challenges that need to be acted on, however practical plans have been put in place to address these without compromising the project plan. Many project risks such as water, sewerage and Airport Designation have been addressed. It is also pleasing to see positive progress on advancing lease interest.

The commitment to the runway resurfacing is a positive example of a value-engineering approach, by combining several tasks such as surface crack sealing, improving surface skid resistance and renewal of runway markings, as part of one construction exercise. All of which contribute to significant cost savings.

Regular updates will be provided to Council and the Fiordland Community Board, and these are being used to support local consultation / communications.

There will be several topics, updates or media releases that will need to share between formal meeting dates. These will be forwarded from the Council Communication team, Community Board members and Councillors for your information and / or feedback.

Community partnership funding applications - September 2024 funding round

Record no: R/24/10/62403

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 September 2024 round of the Fiordland Community Partnership Fund.

Executive summary

- 2 A total of seven applications have been received for the September 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 2024/2025 financial year. The available balance is \$45,000.
- 4 There is a total of \$27,877.35 in requests for this round of funding.

Recommendation

That the Fiordland Community Board:

- a) **Receives the report titled “Community partnership funding applications - September 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:**
 - **Fiordland RSA**
 - **Te Hau Toka/Fiordland Wellbeing Coordinators**
 - **Te Anau Waitangi Charitable Trust**
 - **Make-A-Wish Foundation**
 - **Fiordland Trails Trust**
 - **Fiordland Families Network**
 - **Fiordland College**
- e) **Approves/declines a grant of \$2,287.35 to the Fiordland RSA to assist with costs associated with the sound system and flags for the 2025 ANZAC Day memorial parade.**
- f) **Approves/declines a grant of \$5,000 to the Te Hau Toka/Fiordland Wellbeing Coordinators to assist with costs associated with facilitating three local coffee groups.**
- g) **Approves/declines a grant of \$5000 to the Te Anau Waitangi Charitable Trust to assist with costs associated with the 2025 Waitangi Festival.**
- h) **Approves/declines a grant of \$4,750 to Make-A-Wish Foundation to assist with costs associated with the Te Anau street party.**
- i) **Approves/declines a grant of \$5,000 to Fiordland Trails Trust to assist with costs associated with predator control.**
- j) **Approves/declines a grant of \$4,840 to Fiordland Families Network to assist with costs associated with strategic communications – free monthly newsletters.**

k) Approves/declines a grant of \$1,000 to Fiordland College to assist with costs to attend the Get2Go National finals.

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

	Fiordland Community Futures Plan Four	Self-contribution or fundraising	Funding for individuals	Salaries, catering, room hire	Pecuniary gain	Capital works – two quotes
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Fiordland Community Board**21 October 2024**

	Community Wellbeings					
Fiordland RSA	yes	no	n/a	n/a	n/a	n/a
Te Hau Toka Fiordland Wellbeing Coordinators	yes	yes	n/a	n/a	n/a	n/a
Te Anau Waitangi Charitable Trust	yes	yes	n/a	n/a	n/a	n/a
Make-A-Wish Foundation	yes	yes	n/a	n/a	n/a	n/a
Fiordland Trails Trust	yes	yes	n/a	n/a	n/a	n/a
Fiordland Families Network	yes	yes	n/a	n/a	n/a	n/a
Fiordland College	yes	yes	n/a	n/a	n/a	n/a

Applications received

Applications received **7**

Total amount requested **\$27,877.35**

Funds available **\$45,000**

1 Fiordland RSA

Request assistance towards costs associated with the sound system and flags for the 2025 ANZAC Day memorial parade.

Total project cost \$2,287.35

Amount requested \$2,287.35

2 Te Hau Toka/Fiordland Wellbeing Coordinators

Request assistance towards costs associated with facilitating three local coffee groups.

Total project cost \$18,000

Amount requested \$5,000

3 Te Anau Waitangi Charitable Trust

Request assistance towards costs associated with the 2025 Waitangi Festival

Total project cost \$113,985

Fiordland Community Board**21 October 2024**

	Amount requested	\$5,000
4	Make-A-Wish Foundation	
	Request assistance towards costs associated with the Te Anau street party.	
	Total project cost	\$11,168
	Amount requested	\$4,750
5	Fiordland Trails Trust	
	Request assistance towards costs associated with predator control.	
	Total project cost	\$13,167
	Amount requested	\$5,000
6	Fiordland Families Network	
	Request assistance towards costs associated with strategic communication – free monthly newsletters	
	Total project cost	\$7,040
	Amount requested	\$4,840
7	Fiordland College	
	Request assistance towards costs to attend the Get2Go National final.	
	Total project cost	\$15,000
	Amount requested	\$1,000

Previous funding received by applicants

Applicant name	Previous funding	Accountabilities received
Fiordland RSA	n/a	
Te Hau Toka/Fiordland Wellbeing Coordinators	n/a	
Te Anau Waitangi Charitable Trust	Sept 2023 - \$5,000 – 2024 celebrations	Yes
	May 2022 - \$5,000 – 2023 celebrations	Yes
	May 2021 - \$4,000 – 2022 celebrations	Yes
Make-A-Wish Foundation	n/a	
Fiordland Trails Trust	September 2023 - \$5,000 – lizard management plan	Yes
	September 2022 - \$4,000 – trail signage	yes
Fiordland Families Network	n/a	
Fiordland College	n/a	

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, and aligns with the community board's vision and community outcomes.

Vision – Fiordland is a thriving and connected community of people that welcomes visitors, embraces sustainability and takes care of its natural environment.

Community outcomes –

- A community that attracts business, investment, people, and visitors (1)
- A community that sustainably protects and enhances its natural environment in a regenerative manner (2)
- A community that enriches its lifestyle through cohesive, well thought out planning for growth (3)
- A community that is committed to wellbeing through being connected, functional, safe and healthy, with access to excellent services (4)

Applicant	Application purpose	Community plan outcomes
Fiordland RSA	2025 ANZAC Day parade	Meets outcome 4
Te Hau Toka/Fiordland Wellbeing Coordinator	Community coffee groups	Meets outcome 4
Te Anau Waitangi Charitable Trust	2025 Waitangi Festival	Meets outcomes 1 and 4
Make-A-Wish Foundation	Street party	Meets outcome 4
Fiordland Trails Trust	Predator control	Meets outcomes 1, 2 and 4
Fiordland Families Network	Free monthly newsletter	Meets outcome 4
Fiordland College	Get2Go National final	Meets outcome 4

Costs and funding

- 12 The Fiordland Community Board has \$45,000 available to allocate in the 2024/2025 financial year. This is the first of three funding rounds in this financial year.
- 13 There is a total of \$27,877.35 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">support community groups to achieve local initiatives	<ul style="list-style-type: none">there are no disadvantages

Option 2 – declines the applications

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">there are no advantages	<ul style="list-style-type: none">no funds awarded could hinder the progress of community-led development due to lack of financial supportas funds come from rates there may be a negative perception from the community

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 - Fiordland RSA - redacted
- B CPF Application - Te Hau Toka - redacted
- C CPF Application - Te Anau Waitangi Charitable Trust - redacted
- D CPF Application - Make-A-Wish - redacted
- E CPF Application - Fiordland Trails Trust - redacted
- F CPF Application - Fiordland Families Network - redacted
- G CPF Application - Fiordland College - redacted

FY25 31/5
30/9

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 R.S.A.

Postal address: c/o 12 Broughton Place, Te Anau

Street address: 12 Broughton Place, 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	Trish Wilson	Phone	(day)	
Email	fiordland.rsa.treasurer@gmail.com		(evening)	11
Name	Jan Heshout	Phone	(day)	
Email	fiordland.rsa@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? 64

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

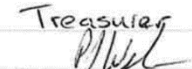
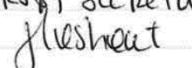
For what purpose does your organisation seek a Community Partnership Fund subsidy?

To fund Anzac Day ^{sound system}, which happens yearly and is becoming a burden on our association, as we need to keep this public event to a high standard and costs are rising! Also to update the remainder of flags which are hung down the main street.

If your application relates to a facility – who uses the facility and how often?		N/A	
Does the facility have a long term development and maintenance plan?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
How will your project benefit the organisation or community?			
<p>Anzac Day attracts up to between 800 + 1000 locals + visitors each year. Educates our younger generation on the sacrifices our service men + women of the past have made for the generations that followed.</p>			
Start date of your project	25.4. Yearly	Finish date of your project	Ongoing Yearly
FINANCIAL DETAILS			
Are you registered for GST?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	GST number
Applicants that are not GST-registered need to provide budget figures that include GST			
Applicants that are GST-registered need to provide budget figures that exclude GST.			
Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.			

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR				
EXPENDITURE	\$	INCOME	\$	
Project costs	GST inclusive or GST exclusive	Your contribution		
		Fees/subs		
Sound System	1367.35	Fundraising	*	
		Loan/mortgage		
Flags	920.00	Cash savings		
		Other		
		Sub-total		
		Other grants and sponsorship applied for		
		Sponsorship		
		Grants (successful and proposed)	Amount requested	Result date

Fundraising by selling raffles, which funds all aspects of R.S.A needs including Anzac Day. Poppy Sales is compulsory for Welfare use only!

		Sub-total		
Total cost of the project is	2287.35	Total Income		
How much money are you applying for?		\$ 2287.35		
Briefly describe any voluntary effort or donated materials provided for the project.				
Voluntary effort (eg number of hours)		R.S.A Committee of 6 people approx 160 Hours		
Donated materials (eg approximate \$ value)		N/A		
How do you envisage paying for the future operational costs of this project?				
Through raffle sales + community Funding Applications.				
DECLARATION (PLEASE PROVIDE TWO SIGNATURES)				
We		consent to Southland District Council		
collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.				
Name	Trish Wilson			
Position in organisation	Treasurer			
Signature		Date	17.8.24	
Name	Jan Lushcut			
Position in organisation	RSA Secretary			
Signature		Date	17-8-24	
Please attach		Check		
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				
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:				



Fiordland RSA committee meeting minutes for meeting at 89 Quintin Drive
On 18th June at 7.30pm

Present: Geoff, Mark, Trish, Jan, Daryl, John

Apologies: Jo

The previous meeting minutes were read and confirmed. (24th March 2024) Moved: John – Seconded :Daryl

Matters Arising:

Apology from Daryl for not attending the AGM

Memorial plaques – updates and next steps (Mark and Daryl)

- **Jan** to email Geoff the plaque information / swans
- Council photo evidence - still to do
- Update on R MacRae's plaque from Daryl
 - Had meeting with Anne
 - They completed the template
 - Wanting to add in past medals and that he was a past president (not to be included on the plaque)
 - In other business - creating a list of past committee members for the Te Anau Club
 - Recommendation from Daryl presented to the meeting for approval (based on the criteria and it's the same as Bob Yates)
 - Duncan McGregor has the next concrete stands for us

Debrief of ANZAC Day

- Thank you emails to Fiordland College, Scouts, Dave Pickett, Paul and Steve Reed, Hunter Pearce,
- Facebook post of thanks for: Duncan McGreggor, Ian at Photoshop, Te Anau Engineering, Gretchen Wilson, Te Anau Club, Fiordland Nursery, Mararoa School
- Sound system was brilliant
- Was good feedback on the local girls story
- Dawn service – Daryl played ANZAC story, that was a great filler while people were waiting – decided to keep that going each year – **Jan** to add to the ANAC list of things to do. Download onto Trish RSA phone as the backup.
- Fishing club – bacon butties - \$900 less cost of food – a lot of people went back to the club afterwards. Announcing at the service to go back to the club.
- John /Geoff are going to learn the ode in Te reo Maori for next year
- Invercargill SIT – to come and sing the Waiata while laying the wreaths – Geoff organising – **Jan** to add to run sheet
- Email from sound system guy – quote for next year along with the morning /parade \$1367 for community \$1758 for the dawn service.

- \$250 to print the programs
- Poem was well received – John's brother in law

Chris Shaw – cadet

Next Steps: (there seems to be a few local initiatives – need to understand what is out there)

- Jan met with Fiona Humphries at the college to see numbers (10 or under – support with Gore or Invercargill, 15 on our own) – booked in for 1st July at 11am
- Chris – to talk with some companies for support and also Steve Reed
- Chris touch base with Burnham by the end of this month (April)
- Tentative start date Jan 2025
- End of service ANZAC day – promote the cadet service
- \$\$ come from the government – part of the crown
- Noel and Sue Walker – advise them out of courtesy; an opportunity to do something through the scouts as well (air scout unit could be an opportunity as well)
- Jan and Chris to talk to Noel and Sue to share what we are doing (some concerns that it will conflict with the adventurers)
- Need to see what else the local programs are offering for children – Burnham trips etc – so let's have a wider local look.

Financial Report:

Trish presented the financial report (as attached)

General account balance \$ 12,970.47

Income – int 38.66, subs \$60, Anzac raffle \$204, Raffle darts & 1960
Expenses – Anzac da, flags, raffle prizes, capitation fees total \$4426.92
Refunds -
Future Bill to pay

Welfare account balance \$20,789.09

Income – int and all poppy sales \$3723.02
Expenses –

Investment: \$10366.99

Accepted as a true record Trish, seconded by Jan

Bank in Windsor has closed and so now it's only Invercargill and Gore that can help with any enquiries.

Welfare report – presented by Mark:

Noeline Evans. **Trish** organising flowers to be delivered, \$150. We will pay a donation directly to Noeline the same as what we did for Bob Yates to help with costs. Noeline to talk with the club around the cost/organising of refreshments. Moved Jan, Seconded John

Geoff had a discussion with a member around her entitlements – which are no longer with RSA but we can help with other funding assistance she can get from other services.

Lex Brown – may not be very well, Garth McCombe – John has seen him and he's doing well.

Idea, given we all work full time and spread the load– do we draw up a list of who needs visited – and assign them out to everyone or maybe we chat with sandy Scott – as I think she seems to be doing this – and maybe we support her and she supplies a report for the meeting

Jan to chat with Sandy and see what she is doing – report back for the meeting and we could help with costs – see if she is happy with that – anyone outside her list we could pick up

Any other business:

- Community Partnership Funding application – **Trish** to apply for money for next year's Anzac service – for the sound system, and another 7 flags for the main street – needs to be in by 30th Sept.
 - Possible flag sponsors
 - Megan Culling – got the list of retailers
 - Kerri James – Radford's on the lake
- **Jan** to email Gore to see if we fit under his constitution – and can he advise us if there is anything that comes from National Office that is important for us to know.
- Liability insurance: below as outlined from the National newsletter – NOT covered under Gore – as it is location based. **Jan** to email Geoff Theodore with information with a quote.

Liability Insurance

All Associations should hold Liability Insurance to provide cover for members of their Executive and/or Remembrance Activities that they might undertake (i.e. Anzac Day commemorations).

National Office is able to provide Liability Insurance under their policy for those RSA's that are small in size or do not operate businesses.

If your Association meets the criteria, and you require coverage, please provide the following information via email to Geoff Theodore: geofft@rsa.org.nz

- Name of RSA requiring this cover
- Approximate Gross Revenue/Liabilities Approx 10K
- Number of Committee Members
- Any past claims

Those requiring cover need to provide these details to Geoff no later than 26 June 2024.

Please note that this is not insurance for buildings or major assets, it is liability only. If you have any questions about this cover, please contact Geoff Theodore on 04 885 5752



- Mid-winter Christmas function – next meeting
- Jan and Trish to update the members list and will get out to everyone
- Past committee members list to put at the club – Mark is finding the book with all the information
- Laurie Ngakati – donations to support him on a trip to Afghanistan. Waiting to hear from Gore on costs and how much they need. (He is doing a documentary)
- Trip with Balfour, Mossburn, Riversdale, Gore to the RSA in Bluff –Steven sorting out the logistics at the Gore meeting tonight..... Bus trip on Friday 12th July leaving event centre 1pm – 41 seats on the bus – Tauris – we will be allocated some seats on the bus. Trish/Daryl apology Possible – Jan, Geoff, John, Mark, Jo . Costs to be confirmed.

Meeting closed: 9pm

Next meetings: September 17th at 7.30pm at Jan's Place

For future meetings:

Future speakers:

- Andrew Hefford – family story (out of a journal)
- Belinda Walker/Suzie Armitage

Vision –

Fiordland is a thriving and connected community of people that welcomes visitors, embraces sustainability and takes care of its natural environment.

We connect with the community and visitors as both the ANZAC day (the dawn service and the community event) and Armistice Day commemorations are open to all from the locals to the tourist population who happen to be visiting. As an example, at this year's dawn service a large bus of Australians attended.

Community outcomes –

- a community that attracts business, investment, people and visitors
- a community that sustainably protects and enhances its natural environment in a regenerative manner
- a community that enriches its lifestyle
- through cohesive, well thought out planning for growth
- a community that is connected, functional, safe and healthy, with access to excellent services

Here is some information and ways we connect with the community outcomes:

- *Attendance at the different services:*
 - *Armistice day – approx. 30-40 people*
 - *ANZAC Day – dawn service – approx. 200 – 250 people and this is growing*
 - *ANZAC Day – community service – approx. 800 - 1000 people*
- *The community comes together to hold these events*
 - *Attendance and support from*
 - *Local service people; Police, Fire, St Johns*
 - *Cubs/Scouts*
 - *Fiordland college head students*
 - *Fiordland Military Museum*
 - *Local businesses – Downers, Fiordland Photography, Te Anau Club, Fiordland Nursery, Fiordland Lakeview Holiday Park*
 - *The leadership programme at Mararoa School (ANZAC / Armistice Day education and cleaning of the headstones at the cemetery)*
- *There are around 15 wreaths laid during the ANZAC Day community service – with a mix from the Rotary, Lions, the local day cares, local councils etc*
- *It is a carrier to connect all those in the community and visitors to show respect for our service men and woman. It is one way we can share the meaning and history of ANZAC day with the different diverse groups within our community*

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



YOUR DETAILS

Name of organisation	Te Hau Toka / Fiordland Wellbeing Coordinators
Postal address	116 Town Centre, Te Anau, 9600
Street address	116 Town Centre, Te Anau, 9600

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	Anna Star	Phone	(day)	
Email	anna.star@greatsouth.nz		(evening)	
Name	Alexa Smith	Phone	(day)	
Email	alexa.smith@greatsouth.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? Community wide

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

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

All humans need the opportunity to feel connected, and at some stages in life it can be harder than others - especially transition points, e.g. when you are new to a community, or entering a new life stage, such as becoming a parent or getting older. We are seeking funding to continue making three local coffee groups available to our community (seniors, newcomer/migrant and parent groups) and to provide regular and ongoing connection points to help facilitate people in Fiordland to meet, talk and engage, and form a sense of being welcomed and belonging here. This funding would allow these already successful events to continue to operate for a further 12 months.

If your application relates to a facility – who uses the facility and how often?			
n/a			
Does the facility have a long term development and maintenance plan?			
		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
How will your project benefit the organisation or community?			
<p>Having these groups strengthens our community, improves social connection and cohesion, and makes it an attractive place for people to want to belong (arrive into, and remain in). The groups help to combat loneliness and isolation by enabling people to get out to a destination and meet others; they improve the mental health, quality of life and wellbeing of people living in Fiordland. They are also an effective way of sharing knowledge about our local services, support systems and community activities. There are no costs for participants, to make them accessible for everyone regardless of their financial situation. I have attached some examples, letters of support and testimonials with our application.</p>			
Start date of your project	immediate	Finish date of your project	12 months from start
FINANCIAL DETAILS			
Are you registered for GST?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	GST number
Applicants that are not GST-registered need to provide budget figures that include GST			
Applicants that are GST-registered need to provide budget figures that exclude GST.			
Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.			

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR				
EXPENDITURE	\$	INCOME	\$	
Project costs	GST inclusive or GST exclusive	Your contribution		
Facilitation	\$9000.00	Fees/subs		
Venue	\$2000.00	Fundraising	\$6000.00	
Coffee and morning tea	\$5000.00	Loan/mortgage		
Marketing and Promotion	\$2000.00	Cash savings		
		Other	\$12,000.00	
		Sub-total		
Other grants and sponsorship applied for				
		Sponsorship		
		Grants (successful and proposed)	Amount requested	Result date
		Staff time (Te Hau Toka and Active Southland)	\$9000.00	recieved
		Te Anau Plunket	\$2500.00	recieved
		SDC - partnership fund	\$5000.00	November 2024
		Other community Funders (e.g. Grace Place)	\$1500.00	November 2024

		Sub-total		
Total cost of the project is	\$18,00.00	Total Income	\$18,000.00	
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)				
Assisting the facilitators are a host of volunteers. The Te Anau Plunket group, established parents, and local Breastfeeding Peer Supporters regularly volunteer their time to open and support the Plunket coffee group, and a local Newcomers Welcoming group help support facilitation of the Newcomers coffee group. Approximately 50 hours per group (1-hour per week on average), or 150 volunteer hours across the 3 groups.				
Donated materials (eg approximate \$ value)				
I have included the values of community contribution/donation of services or other support, in the budget above, this includes the use of the Plunket rooms and facilities, and the contribution of facilitation time by organisations. We also utilise local newsletters free of charge to promote the coffee groups and benefits of attending. (e.g. the Fiordland Families Network Newsletter and the Senior Gig Guide).				
How do you envisage paying for the future operational costs of this project?				
There is potential to see if local businesses would contribute to developing a sponsorship model for the newcomers coffee group (whereby a business could sponsor the costs of the coffee group on a monthly basis, plus a small advert in the Te Anau Trader, which can promote the coffee group times and thank the sponsor).				
We are aiming to build-on and maintain strong and ongoing relationships with local providers and services (e.g. Plunket and Active Southland) to support ongoing logistical and facilitation support and access to the Plunket venue. We would like to maintain no costs to participants to ensure that finances are not a barrier to community connection and participation – however if it was at risk of the coffee groups ceasing in the future, we could look at a small charge to participate (e.g. gold coin donation).				
DECLARATION (PLEASE PROVIDE TWO SIGNATURES)				
We	Anna Star & Alexa Smith		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	Anna Star			
Position in organisation	Fiordland Wellbeing Coordinator			
Signature	Anna Star	Date	5 September 2024	
Name	Alexa Smith			
Position in organisation	Fiordland Wellbeing Coordinator			
Signature	Alexa Smith	Date	5 September 2024	
Please attach			Check	
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				
PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED IN FULL AND THAT RELEVANT DOCUMENTATION ACCOMPANIES THE APPLICATION FORM.				
NOW YOU CAN SUBMIT YOUR APPLICATION IN ONE OF THE FOLLOWING WAYS:				

Community Partnership Application – 30th September 2024

To: Fiordland Community Board

From: Te Hau Toka Fiordland Wellbeing Coordinators (Anna Star, 021 055 3535)

For what Purposes does your organisation seek a community partnership fund subsidy?

All humans need the opportunity to feel connected, and at some stages in life it can be harder than others - especially transition points, e.g. when you are new to a community, or entering a new life stage, such as becoming a parent or getting older. We are seeking funding to continue making three local coffee groups available to our community (seniors, newcomer/migrant and parent groups) and to provide regular and ongoing connection points to help facilitate people in Fiordland to meet, talk and engage, and form a sense of being welcomed and belonging here. This funding would allow these already successful events to continue to operate for a further 12 months.

How will your Project Benefit the Organisation or Community?

Having these groups strengthens our community, improves social connection and cohesion, and makes it an attractive place for people to want to belong (arrive into, and remain in). The groups help to combat loneliness and isolation by enabling people to get out to a destination and meet others, they improve the mental health, quality of life and wellbeing of people living in Fiordland. They are also an effective way of sharing knowledge about our local services, support systems and community activities.

There are no costs for participants, to make them accessible for everyone regardless of their financial situation. I have attached some examples, letters of support and testimonials with our application.

EXPENDITURE Project Costs	\$	INCOME Your Contribution	\$
Facilitation for 12 months (3x coffee groups; averaging 2hrs each per week – including some promotion and advertising time; \$30 per hour staff time).	\$9000.00	Staff time covered by Te Hau Toka and Active Southland.	\$9000.00
Facility/Venue (Plunket rooms; value of \$40 per half day)	\$2000.00	Lounge, toilet and kitchen provided and maintained by Plunket	\$2000.00
Facility/Venue (Newcomers & Seniors)	\$0	Local cafes	\$0
Tea/Coffee and morning tea supplies	\$5000.00	Grant funding (SDC, Plunket and The Grace Place)	\$5000.00
12 months of marketing and promotion (poster printing, Te Anau Trader advertising etc...)	\$2000.00	Grant Funding (SDC, \$1000) & local newsletter inclusion (FFN & Senior Gig Guide, value of \$1000.00 printing and distribution).	\$2000.00
TOTAL PROJECT COST	\$18,000.00	TOTAL PROJECT INCOME	\$18,000.00

Other Grants, donations and sponsorship applied for

Grants (successful and proposed)	Amount requested	Result date	Note/comment
SDC – Partnership fund	\$5000.00	November 2024	To cover tea/coffee supplies and some marketing and promotion of the groups.
The Grace Place	\$500.00	November 2024	To cover tea/coffee supplies for the new parents coffee group
Te Anau Plunket	\$2500.00	Already contributed/ received	To cover costs of the Plunket Room venue for new parents coffee group and some tea/coffee supplies
Active Southland and Te Hau Toka	\$9000.00	Already confirmed/ received.	Covering payment of facilitators to coordinate, promote and host the three coffee groups for Fiordland. [Te Hau Toka Fiordland Wellbeing Coordinator role, and the Active Southland/WellSouth Access and Choice Health Coach role]. <i>This covers coffee groups from the current time through until March 2025 for the Wellbeing coordinator, and from the current time indefinitely for the active Southland role.</i>
Fiordland Families Newsletter & Senior Gig Guide	\$1000.00	Already confirmed/ received	This is a community donation, and provides free promotion of the events in local newsletters, printing and distribution costs.
TOTAL	\$18,000.00		

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

Assisting the facilitators are a host of volunteers. The Te Anau Plunket group, established parents, and local Breastfeeding Peer Supporters regularly volunteer their time to open and support the Plunket coffee group, and a local Newcomers Welcoming group help support facilitation of the Newcomers coffee group.

Approximately 50 hours per group (1 hour per week on average), or 150 volunteer hours across the 3 groups.

Donated Materials

I have included the values of community contribution/donation of services or other support, in the budget above, this includes the use of the Plunket rooms and facilities, and the contribution of facilitation time by organisations. We also utilise local newsletters free of charge to promote the coffee groups and benefits of attending. (e.g. the Fiordland Families Network Newsletter and the Senior Gig Guide).

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

There is potential to see if local businesses would contribute to developing a sponsorship model for the newcomers coffee group (whereby a business could sponsor the costs of the coffee group on a monthly basis, plus a small advert in the Te Anau Trader, which can promote the coffee group times and thank the sponsor).

We are aiming to build-on and maintain strong and ongoing relationships with local providers and services (e.g. Plunket and Active Southland) to support ongoing logistical and facilitation support and access to the Plunket venue. We would like to maintain no costs to participants to ensure that finances are not a barrier to community connection and participation – however if it was at risk of the coffee groups ceasing in the future, we could look at a small charge to participate (e.g. gold coin donation).

Letters of Support.

"Thanks again for all the help you provided for us, especially me. I got two jobs in one day and now have a contact for accommodation. I went to Vintage machinery museum last Sunday and helped them a bit - Bob and the guys are amazing bunch – and we went to the community garden yesterday. I have also started volunteering in Hospice Op shop on Monday afternoons. Tomorrow I'm going to play darts at a Dart club. Thanks to your advice re online garage sale, we have bought beautiful second-hand bikes. Pretty much the whole week was amazing, mostly because of all the great people I've met. I can't be thankful enough for your support and information in helping me find my place in Te Anau".

Marian Vrana, Newcomer to Te Anau

"I see how much our community has benefited immensely from having the Wellbeing Coordinator role. Newcomers to the area, seniors, new mothers etc have support and direction with publications such as the Senior Gig Guide and the items in the Fiordland Families Network Newsletter, targeted coffee groups, community garden sessions, as well as one-on-one guidance and support from Anna and Alexa. People feel more included, connected, and supported in this community, encouraging them to want to stay here, and in a transient community like Te Anau, this has a huge economic benefit."

Hannah Edmonds, Community Garden Coordinator and Community Kai Volunteer

"It's very beneficial to have the Wellbeing Coordinators to gain information about community groups through the Fiordland Community directory and potential social connection/volunteering opportunities for clients through informal channels as well. They're also able to assist any new families coming into town to form social bonds and integrate into the community through the regular coffee groups."

Sagar Khemani, Nga Kete Whanau Navigator

9 September 2024

To whom it may concern



Letter of Support for Te Hau Toka Coffee Group Funding Application

Active Southland works in close partnership with Te Hau Toka and its Wellbeing Support Coordinators in the Te Anau area. This collaboration between agencies strengthens advocacy initiatives, successful local events and access to services and wellbeing initiatives in our rural community. Active Southland strongly supports the continuation of a funded local Senior Coffee Group in Te Anau. Removing the cost barrier for attendance ensures those that have limited social connection can access the service, regardless of financial circumstances.

The Active Southland Health Coach/Community Support Worker role acts as the facilitator of the Senior Coffee Group, held at the same time and location as the Newcomers Group. The latter is facilitated by the Te Hau Toka Wellbeing Coordinator. However, both agencies support networking across the groups. As facilitators, we ensure that everyone is welcomed and connected. We get to know the participants personally, and can connect them to social groups, community, and health services.

Since the Senior Coffee group was restarted in March 2024, we have had consistent attendance from seniors. Group sizes vary, but there is a regular group of 5-10 that attend on a weekly basis. Our biggest group to date saw us host 15 seniors. The attendees range in age from 60 to 93. Some attendees are socially well connected, while others face loneliness, having lost their life-long partners. Some are caring for significant others. Their living circumstances vary. The common denominator is that all are seeking connection in their community.

We have seen the benefits of this group in the lives of our attendees. These are difficult to measure, as they are mostly qualitative. It is in the conversations we have, the laughs we share, and the connections participants form with each other. To illustrate, I'll share a success story of a couple that started attending our Senior Coffee Group.

Success story – Mavis and Dave¹

Mavis and Dave, a couple in their late 70's, were socially isolated prior to joining the Senior Coffee group. Mavis suffered from several significant long-term health conditions, and limited mobility. Dave had compromised mobility and impaired hearing. The couple had a history of limited engagement with recommended health and support services.

At Mavis' Toitu takata assessment (clinical review) the Care Coordinator at the Fiordland Medical Practice encouraged the couple to attend the Senior Coffee Group. Mavis and Dave were apprehensive at their first Senior Coffee Group, but they enjoyed it so much they became regulars.

Once they started attending, they also started engaging with other services in the community i.e. steady as you go fall prevention group exercises. They had connected with me and in my role as Community Support Worker, I was able to commence regular home visits, which provided additional social support to the couple. They received free cooked meals and a Senior Matariki Gift Hamper.

When Mavis recently passed away, Dave decided to continue attending Seniors Coffee Group. The opportunity to connect with others has helped him feel less alone during this time of grieving. In my community support worker role, I have been able to provide some additional grief support and resources to Dave. This would not have been possible without the opportunity to connect with the couple through the Senior Coffee Group.

Thank you for your consideration of this application.

With support,



Monique van Rensburg

Health Coach and Community Support Worker – Active Southland

¹ *Pseudonyms





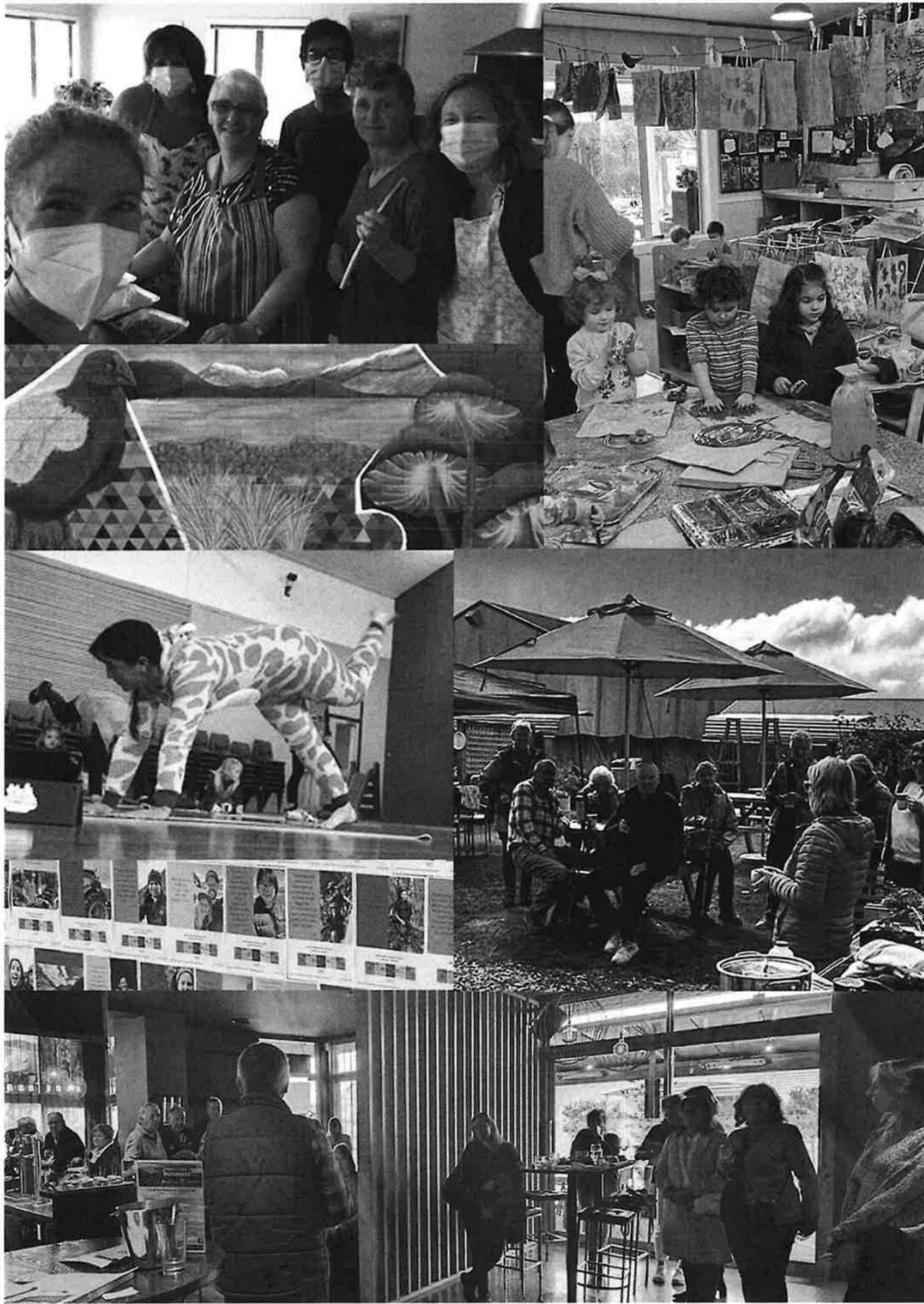
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Fiordland Wellbeing Co-ordinator role Overview and Evaluation

Data and information inclusive of up until May 2024

*He tāngata, he tāngata, he tāngata.
We need to look after our people for communities to thrive.*



Executive summary

This is a summarised report, edited for Gordon Crombie (SDC) as background reading to support the SDC Partnership Fund application by the Te Hau Toka Community Wellbeing Coordinators for financial support to continue the community Coffee Groups in Fiordland. We aim to demonstrate how critical ongoing support is for local community initiatives which bolster the Fiordland community's mental health and wellbeing, and that there is still a need for this type of work to continue. We also wish to put activities such as the community coffee groups in context of the overall work and objectives of the Fiordland Community Wellbeing Coordinator roles.

Since forming in 2020 to combat the mental health impacts of COVID-19, Te Hau Toka Southern Lakes Wellbeing Group has been working to create a successful, sustainable framework which builds ongoing local wellbeing and resilience and helps our communities thrive.

Its plan, developed with Southern Lakes communities, community service organisations and New Zealand/Aotearoa experts, was designed to empower a community-led response and recovery.

The independent evaluation of its work shows that building community capacity and resilience by giving people the tools, education, and support to look after themselves and others is critically important in helping them recover from adversity and form a strong community whose members are connected and resilient.

Recognising Fiordland's unique challenges and limited local health support, one of Te Hau Toka's most successful initiatives and strongest returns on investment has been establishing a Fiordland Wellbeing Co-ordinator role in partnership with Great South Regional Development Agency. This is a 'for the community, by the community' approach designed to support locals to improve their own mental wellbeing and foster stronger social connections, cohesion, inclusion and resilience.

The Wellbeing Co-ordinator role has been embedded in the community since 2022 and is job-shared by two highly trusted and respected locals, Anna Star and Alexa Smith. Te Hau Toka's independent evaluation has highlighted the effectiveness of the role as a conduit for facilitating and amplifying mental health wellbeing initiatives across the region and providing a central local point of contact within the community. The included testimonials also highlight the value of the Wellbeing Co-ordinators and call for the roles to be continued.

Although the Fiordland tourism economy has begun to rebound from the initial COVID blow it suffered, the lingering health effects of the pandemic and erosion of social connections continue to pose significant challenges. The demand for mental health and wellbeing support remains high and pre-existing inequities in rural communities persist.

We are mindful that continuing to prioritise mental health and support equitable prevention and early intervention initiatives will be key to helping Fiordlanders stay well and reduce demand for clinical services now and in the future. Where possible the Fiordland Community Wellbeing Coordinator role(s) will continue to support community activities, initiatives and wellbeing. We currently have funding secured to enable this role to continue until March 2024, and with the support of Great South who host the positions in Fiordland, we are actively seeking more funding to extend the role further.

"Mental wellbeing is one component of broader wellbeing. Positive mental wellbeing is most likely when people feel safe, connected, valued, worthy and accepted and have a sense of belonging, identity, and hope for the future. Mental wellbeing means being able to adapt and cope with life and life's challenges and feeling that your life has meaning, as well as experiencing feelings of contentment or general happiness".

Reference: Kia Manawanui Aotearoa Long-term pathway to mental wellbeing plan.

Background and context

In 2019 the Covid-19 global pandemic hit the world. As countries grappled with lockdowns, global disruption to trade, supply shortages and the ensuing social and economic impacts, the importance of community connection, mental health and wellbeing was highlighted.

The Southern Lakes (Queenstown Lakes, Central Otago and Fiordland) economy took a direct hit during Covid-19. As rural communities with tourism-dependent economies, the inequities and pre-existing challenges of this area were exacerbated by the pandemic and subsequent lockdowns. Already vulnerable sectors of the communities became more at risk and new at-risk ones were created, driven by a variety of factors including economic downturn and unemployment, loss of local/visiting health service providers, geographical isolation, lack of social cohesion, and uncertainty.

As a result, Te Hau Toka Southern Lakes Wellbeing Group emerged as an inter-agency collaboration for regional health and wellbeing. It was tasked with improving mental health and wellbeing and supporting the recovery of communities across the Southern Lakes region. The group included representation from the Southern District Health Board (Health New Zealand - Te Whatu Ora Southern), the Southern Mental Health and Addiction Network Leadership Group, Iwi, WellSouth Primary Health Network, Queenstown Lakes District Council, Central Lakes Family Services, Fiordland Community Board and the Fiordland Wellbeing Collective.

With \$3 million government funding granted by the Ministry of Business, Innovation and Employment (MBIE) in 2021, Te Hau Toka instigated a support plan¹ designed to empower a community-led response and recovery. Its aim was to build the social, cultural, and economic foundations for mental wellbeing, foster community-led solutions, and equip whanau and individuals to look after their own mental wellbeing.

Recognising that the approach needed to be tailored to suit the different communities it served, Te Hau Toka established local Wellbeing Coordinator roles in Fiordland and Queenstown.

The intention of these roles was to provide 'boots on the ground' to build specific situational understanding around community wellbeing. This included:

- Building relationships with wellbeing providers (community groups, counsellors, community support workers, health services), enhance collaboration and share information about mental wellbeing with individuals and community groups in the area.
- Initiating, empowering and supporting community-led wellbeing solutions.
- Identifying existing and emerging wellbeing gaps.
- Finding ways to bridge critical gaps to best meet community needs.
- Advocating locally and nationally for solutions.



¹ The plan was co-designed by Southern Lakes communities, community service organisations and NZ experts and guided by national level Kia Kaha, Kia Maia, Kia ora Aotearoa psychosocial recovery framework (Ministry of Health NZ, 2020).

The Fiordland approach

Te Hau Toka and Great South Regional Development Agency established a partnership to host the role of the Fiordland Wellbeing Coordinator in Te Anau. Great South was an ideal partner because of its existing physical presence in Fiordland, local knowledge and networks, and the COVID-specific recovery support work it was already undertaking. It also hosted another MBE-funded role (Fiordland Employment and Resource Planner) throughout the pandemic.



Photo: Wellbeing Co-ordinators Alexa Smith (left) and Anna Star.

The Fiordland Wellbeing Coordinator role was established in April 2022 with an initial commitment of 10 hours per week. Recognising the increasing demand for community engagement, the role was expanded to 20 hours per week in July 2022 and then to 40 hours a week in August 2023. The expanded role was driven by the need to ensure all segments of the community were receiving appropriate support and that the coordinator had sufficient time to address emerging needs effectively.

Priority demographics

As well as supporting community-wide wellbeing initiatives, the role focused on five priority demographics identified through Te Hau Toka's research and co-designed plan, as particularly vulnerable:

- Child, Youth and Families
- New/Expectant Parents
- Older People
- Newcomers/Migrants
- Business/Workforce.

Key focus areas










With these five priority areas at the forefront, the role focused on:

- **Ongoing needs assessments and advocacy** – Through continuous relationship building efforts and effective communication, including regular meetings with service providers and active involvement in various local groups, the Wellbeing Coordinator aimed to be 'an ear to the ground' and close to existing and emerging challenges and opportunities. The role was a trusted voice to share these observations with local, regional or national providers and advocate for their services in Fiordland.
- **Community engagement** – Community ownership and participation were key to Te Hau Toka's strategy and success, so the Wellbeing Coordinator role had to be seamlessly integrated and well connected within the community in order to be proactive, responsive, relevant and across multiple projects. Their focus was on fostering community-led solutions by strengthening and adding momentum to what was working well rather than 'reinventing the wheel'. Where gaps were identified, the Wellbeing Co-ordinators initiated activities within existing community groups, often providing focus, actionable steps, and evaluation advice to help build capability and ownership within the community.
- **Resource coordination** – The Wellbeing Co-ordinators ensured that wellbeing pathways and resources were easily accessible within the community and sourced or developed resources as needed. Their relationships with various groups gave them a good overview of community needs and helped them "join the dots" in identifying and leveraging existing resources, including skillsets and equipment, so that they could be maximised and shared.
- **Capacity building, education and health promotion** – The Wellbeing Co-ordinators identified and supported opportunities to help strengthen and equip whānau and individuals to look after their mental wellbeing, and to support positive mental health and wellbeing outcomes for the community. Te Hau Toka's inter-agency intelligence also meant that the coordinator could leverage national campaigns, resources and educators to benefit the Fiordland community.

Achievements to date

The intention of the Fiordland Wellbeing Coordinator role was to be a strengthening 'part of the process' rather than leading from the front or branding the work as that of Te Hau Toka. It was imperative to empower groups and individuals within communities to achieve what they wanted or needed - a 'for the community, by the community' approach.

Snapshot of key projects and activities

 <p>SENIORS</p>	<p>Senior Gig Guide (monthly print newsletter for seniors) Senior Coffee Group (weekly social outing for seniors) Matariki Hamper (annual recognition and connection) Local Event Support (e.g. Seniors Christmas Lunch, Age Concern presentation session)</p>	 <p>COMMUNITY WIDE</p>	<p>Information provision (e.g. developing resources such as the Community Connection Directory; Service Providers Directory; Where to get help over the holidays leaflet, 5 ways to wellbeing info sharing). Localising National Campaigns (e.g. Mental health Awareness week, 1737 counselling line). Support for community positions and activities (e.g. Fiordland Community Garden Coordinator, HIP and Health Coach).</p>
 <p>NEWCOMERS / MIGRANTS</p>	<p>Newcomers Coffee Group and social events (connection and info sessions, weekly day and monthly evening) Newcomers Welcome Pack (information access) Local group and Event support (e.g. Multicultural community; cultural events and festivals)</p>	 <p>MICROFUNDING</p>	<p>Connecting Communities Grant subcommittee and local support (supporting wider Fiordland to be aware of regular funding rounds; support with project formation and applications; supporting with project delivery and promotion/ connection with the community where helpful to achieve the community wellbeing outcomes).</p>
 <p>FAMILIES</p>	<p>Support for Parent groups (both existing and new e.g. Plunket coffee group, learning differences parent group, Manapouri Parents group, and Te Anau antenatal group) Parent Education & advocacy opportunities (e.g. speakers and courses, maternity advocate) Newborn Welcome Pack (connection and information) Support for family events (e.g. Te Anau Toy Share, Community Fun day, Family BBQ).</p>	 <p>EDUCATION INITIATIVES</p>	<p>Seeking and funding opportunities for formal community capacity building (e.g. Perinatal Depression and Aotearoa presentation to professionals and families; Parent education series at coffee groups; Mental health 101 and Youth Mental Health First aid). Opportunities for informal community capacity building (e.g. 'how we do our 5 ways to Wellbeing' - local community campaign; Information presentation in local newsletters and media channels (e.g. Facebook).</p>
 <p>WORKFORCE / BUSINESSES</p>	<p>Support for local groups (e.g. FBA member mixes, presenting at Milford season-opening briefing) Support for new local initiatives (e.g. co-working initiative) Information sharing (e.g. where to turn for support) Support for carer workforce (e.g. activities for Fiordland wellbeing collective, interagency meetings representation, information provision for wellbeing sector and staff)</p>	 <p>CONNECTION AND OVERVIEW</p>	<p>Being present in the community (attending and engaging with meetings, groups and events, joining the dots between groups and activities with overlaps in objectives or resources) Regular engagement with services (e.g. HIP, Health Coach, Fiordland Wellbeing Collective, Interagency meetings, regional service providers) Regular connection with community members (e.g. through coffee groups and discussion groups engaged across all 5 focus demographics).</p>
 <p>YOUTH</p>	<p>Youth Mental Health First aid (increase capability of supporters). Support for local activities (e.g. Matariki Mural at collage; collage wellbeing day; Bluelight Disco). Advocacy for locally based services (e.g. Thrive! Youth Counseling).</p>		

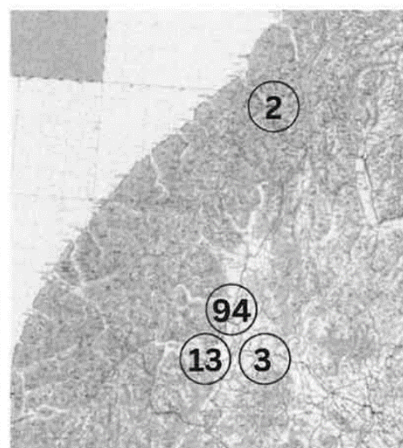
Independent evaluation finding

"The wellbeing navigator roles were highly effective, acting as a conduit for facilitating and amplifying mental health wellbeing initiatives across the region, providing a local central point of contact within the community, and increasing the visibility of Te Hau Toka activities".

from the Te Hau Toka Independent Evaluation Report, 2024

Wellbeing Co-ordinator reach - by the numbers

EDUCATION SESSIONS	34 sessions with education reaching antenatal whānau, parents, Mental Health and Addition 101 Community Mental Health, Youth Mental Health (Te Pou), Fiordland Businesses, Seniors and Newcomers.
AGENCIES AND COMMUNITY SERVICE GROUPS LINKED WITH	65 local, regional and national agencies connected with in Fiordland and amplified in our community.
COMMUNITY GROUPS CONNECTED WITH	Over 130 groups covering all demographics.



Number of Fiordland wellbeing generating projects, activities and events funded and supported via Connecting Communities Fund
 (+31 applications pending in the current and final funding round 8)

Five case profiles and community testimonials

Below are some key examples of activities, events and resources the Fiordland Wellbeing Co-ordinators have led to support those identified as most vulnerable in the community and promote mental wellbeing, connection and resilience.

The Matariki Hampers in Te Anau

The Fiordland Wellbeing Coordinator worked with members of the local community to create gift hampers to be delivered to seniors within the community in 2022 and 2023.

"It is such a nice way to spend some time as a community intentionally thinking about our seniors, who they are in our community, bringing them to our minds – and then also letting them know that they have been thought of through the delivery of a hamper" (Anna Star, Community Wellbeing coordinator).

Hampers were allocated through community nomination, with promotion online and in print and nomination forms and boxes located at the Te Anau library, the pharmacy, medical centre and Fiordland Community House. Nominations from the medical centre staff and Fiordland Community House helped address any potential gaps in the community nominations.

The theme for the hampers was Matariki.^[1] The hampers contained information for seniors, key to this was a timetable of some of the community groups and activities in the area that they may like to participate in or connect with – as well as contact information of people coordinating the local groups. They also included the Te Hau Toka Traffic Light Guide, Matariki Message/introduction to the hampers; meal and easy recipe cards (muffin, scone & soup); locally made chocolate & biscuit treats bag; tulip bulbs to plant; card, letter, or artwork by local children; hand knitted gloves, local honey, soap or beaded art created and donated by the local community; and an invitation to the Matariki Remembrance night – a community event.

The community wellbeing coordinator linked in with an existing community group, Fiordland Community Kai, who make meals to be shared around the community when needed. This group took the lead on the meal plan and cooking and recruited volunteers. The schools and early childhood centres volunteered their time to make letters, decorate the hamper bags and provide crafts and cards. Volunteers for delivery of the hampers were sourced from community networks and local volunteer groups (e.g. Rotary). Volunteers who produced the knitting were linked in with local knitting and craft groups (as well as word of mouth pulling in a few extras). Feedback from recipients was overwhelmingly positive, many seniors who received the hampers were surprised by the thoughtfulness of the volunteers.

"...there was an amazing group of volunteers too! It was just amazing to be in that room today and I didn't realise how comprehensive and 'full of love' those wee brown bags were."
Fiordland community member

⇒ **More details in Appendix E.**

Newcomer Coffee and Chat Group and Evening Social

In September 2023, Te Hau Toka's Community Wellbeing Coordinator identified a gap in services for newcomers and migrants in Te Anau after talking with a range of local stakeholders including the Health Improvement Practitioner, the Health Coach, counsellors and businesses.

Southland District Council has consulted on and created a Welcoming Communities plan but it has yet to be implemented due to resource constraints. After seeking feedback from Newcomer Network Coordinators and Welcoming Communities Coordinators across the South Island, the Wellbeing Co-ordinator determined that the most effective method for engaging newcomers was through a friendly, open meeting offering face-to-face interaction and advice.

The Co-ordinator formed a Newcomers Working Group comprised of local, well-established community members from local businesses and community services as well as some locals with lived experience of being a newcomer to the area.

^[1] Matariki was first celebrated as a formal tradition across Aotearoa in 2022. Matariki offers an opportunity to learn more about Te ao Māori and the connections between the sky, the land and the sea. Matariki celebrations encourage us to reflect on those who have passed, celebrate the present with family and friends, and look to the promise of a new year.

Together the group established a weekly Coffee and Chat group with support from the Fiordland Multicultural Society and a Te Hau Toka Connecting Communities microfunding grant.

The Newcomers Coffee and Chat group has proven very successful, both from a newcomer and a community perspective, in connecting people and fostering a strong sense of community pride and belonging. The group has attracted a diverse range of newcomers who are made to feel welcome and supported in integrating into a new community and it's given locals an opportunity to share their knowledge, experiences and love for their place and people.

The group is hosted by the Community Wellbeing Coordinator, with members of the working group attending when they're available. As awareness grows, more and more locals are volunteering to become involved and host the group.

This has led to several spinoff projects including:

- A comprehensive folder of community resources has been compiled and is used by the host of the Coffee and Chat to link newcomers with essential local information and contacts.
- A monthly evening social for working professionals who weren't able to attend the daytime coffee group has since been established to meet demand.
- The group has facilitated connections among members, leading to participation in various community activities and even the formation of new interest groups such as Good Yarns – Knitting (run in the evening targeted at young people) and a Gravel bike group who meet weekly for a cycle ride.
- There has been interest from local businesses and community services for a welcome pack based on the Coffee Groups folder. This is currently being developed and will further enhance support for newcomers.

"Thanks again for all the help you provided for us, especially me. I got two jobs in one day and now have a contact for accommodation. I went to Vintage machinery museum last Sunday and helped them a bit - Bob and the guys are amazing bunch – and we went to the community garden yesterday. I have also started volunteering in Hospice Op shop on Monday afternoons. Tomorrow I'm going to play darts at a Dart club. Thanks to your advice re online garage sale, we have bought beautiful second-hand bikes. Pretty much the whole week was amazing, mostly because of all the great people I've met. I can't be thankful enough for your support and information in helping me find my place in Te Anau".

Marian Vrana, Newcomer to Te Anau

⇒ **More details in Appendix D**

The Antenatal Social Group and Parental Education Information in Te Anau

Te Hau Toka's early research and listening activities identified that support for new families was lacking in the Fiordland area – coffee groups for parents were re-established early on, but there was still support lacking for antenatal families. Plunket provides antenatal classes (over a weekend) 3-4 times a year, but it doesn't provide opportunity to build up a supportive network for families before a new baby arrives.

The Fiordland Wellbeing Coordinator worked with Fiordland Families Network (a local advocacy group) to establish a regular monthly catch-up session for pregnant people in Fiordland. The Wellbeing Coordinator was able to provide a regular presence hosting the sessions, and undertake the ongoing organisation, room booking, designing promotional materials and making sure the session was advertised regularly to community members and service providers who might want to refer clients to it – a resource consuming job if it was to be done on a volunteer basis by the local group. A messenger group was also set up to enable people to keep in touch outside of the monthly meetings and share information for those who could not make the sessions.

The social group started out meeting every 2-3 months, however it quickly became apparent that more frequent meetings would be beneficial. The monthly sessions were supported by local midwife Nicky Pealing (registered but not taking on clients), who was available to cover the professional content, ensuring questions raised were answered accurately. Talking to those attending the early sessions, an appetite for keeping active was identified and the Wellbeing Coordinator connected in Marianne Carroll from Te Anau Pilates to come and give a 30-minute pregnancy-specific class at the start of each session. There are hopes for other professionals to attend future sessions to discuss topics like postnatal depression, child development and breastfeeding.

By being involved in these antenatal sessions, the Wellbeing Coordinator has been able to keep abreast of the lived experience of pregnant families in the community and connect them with services and support required – as well as

becoming aware of any gaps or negative experiences, and working to address them. This included developing local information directories specifically for Fiordland's pregnant families.

These sessions ensure that before their babies arrive, pregnant people in Fiordland are aware of, and connected to, support services, as well as having a 'cohort' for peer support and friendship which will support them into the next stage of their family life. They also have a chance to become familiar with facilities like the Te Anau Plunket rooms before their children arrive.

'I found the antenatal coffee group and parental education sessions a great opportunity to ask questions, gain knowledge and share stories and experiences. It also provided an opportunity to escape the house to a relaxed environment where I could laugh and chat with other mums and develop friendships with others who were at a similar stage to me. The pilates sessions with a trained physio were amazing for the aches and pains of pregnancy and an opportunity to learn what to expect and what to look out for and seek help for.'

Danielle Clearwater, Mother in Te Anau

Fiordland Senior Gig Guide

With a growing awareness of how much local information was shared online, and how some seniors did not have online access, the Fiordland Wellbeing Coordinators replicated a successful model used in Queenstown and created a monthly Senior Gig Guide - a weekly timetable of activities happening around Fiordland, and a monthly highlight list with a newsletter. The Gig Guide is published in the Te Anau Trader and printed copies are available at the Senior Coffee Group, the Te Anau Library, and are sent to relevant groups and services to share.

⇒ See Appendix B for an example of this resource.

Fiordland Community Connection Directory

Early on in the role, the Fiordland Wellbeing Coordinator became aware that struggling with isolation and difficulty to connect with others was a common experience in Fiordland. This issue was especially raised in discussions with service providers (e.g. councillors and GPs), new people to town, and seniors. It was also apparent that there were many active community groups and activities, but no central point at which to locate them – or 'browse' them.

To close this gap, the Co-ordinator developed the Fiordland Community Connection directory. The directory now lists 130 groups (ranging from hobby and interest to service groups) and is widely distributed to help people find out what is happening in Fiordland and know how they can connect.

⇒ See Appendix C for an example of this resource. Please get in touch if you would like a copy of the entire directory.

Testimonials

"I see how much our community has benefited immensely from having the Wellbeing Coordinator role. Newcomers to the area, seniors, new mothers etc have support and direction with publications such as the Senior Gig Guide and the items in the Fiordland Families Network Newsletter, targeted coffee groups, community garden sessions, as well as one-on-one guidance and support from Anna and Alexa. People feel more included, connected, and supported in this community, encouraging them to want to stay here, and in a transient community like Te Anau, this has a huge economic benefit."
Hannah Edmonds, Community Garden Coordinator and Community Kai Volunteer

"As a community, we should lead the way and stop relying on the 'good hearts' of volunteers to fill these gaps. Let's recognise that we want our 'village' to be caring and harmonious and that means investing in a position to find out the need and coordinate a response to it. I honestly believe that if this role ceased to exist, we would have many more social challenges within our community."
Anna Ladbroke, Resource Teacher for Learning and Behaviour (RTLb)

"There have been many instances I have utilised the Wellbeing Co-ordinators or recommended that my clients do. The community directory is something that I regularly hand out - there was a need for this for some time which they recognised"

and developed. We are reasonably isolated in this town, so it is absolutely imperative that people find and make connections, which act as protective factors against loneliness. I have regular contact with clients who are either new to the area or find themselves in an isolated position due to mental health challenges, and I use their various groups, sporting activities and the directory itself as a kind of "social prescribing". Participation in these groups makes a noticeable difference in their mental health and frame of mind.'

Kathryn Wright, Councillor

"The Fiordland Community Wellbeing Co-ordinator role is a hub for community wellbeing in Fiordland. My role as a HIP often involves organising community wellness opportunities. Most recently I have been involved in organising a series of four Women's Health Presentations, supported by Te Hau Toka. These presentations are aimed at introducing local professionals to the community, while facilitating discussions around a women's health topic, as well as creating fellowship and connection. Alexa and Anna are invaluable to the success of these events. They help to bring attention to these opportunities while they connect with community members through their extensive community networks."

Tammy Magness, Health Improvement Practitioner

"From a professional perspective, working in the health and wellbeing space in a few roles, it's been great to be able to identify gaps and know that somebody would do something to fix them. Anna and Alexa have both been very proactive at bringing training opportunities into the region (e.g. from the Perinatal Anxiety and Depression Aotearoa Trust, Loss and Grief Centre), increasing ease of access and collaboration with regionwide services, and advice and support for funding applications like the Senior Coffee Connection group. It is so rare that funding gets to the ground level and is used to fulfil the needs of the community."

Tilley Carroll, Active Southland Health Coach and Community Support

"It's very beneficial to have the Wellbeing Coordinators to gain information about community groups through the Fiordland Community directory and potential social connection/volunteering opportunities for clients through informal channels as well. They're also able to assist any new families coming into town to form social bonds and integrate into the community through the regular coffee groups."

Sagar Khemani, Nga Kete Whanau Navigator

"One of the largest benefits I have seen which has directly impacted me was the over 65's gift hampers delivered at Matariki. This is often a forgotten and stoic part of our community, many of whom live in daily isolation in an increasingly digitised and fragmented world. Delivering these hampers and seeing the visible emotion on the recipients' faces was overwhelming... I even had one in tears. Without the Wellbeing Co-ordinator position no-one would have had the time to coordinate such a massive venture."

Anna Ladbroke, RTL

Why invest in our local community wellbeing?

While Fiordland has largely navigated the main impacts of the COVID-19 pandemic, government research and strategies like the *Kia Kaha, Kia Māia, Kia Ora Aotearoa: COVID-19 Psychosocial and Mental Wellbeing Plan* highlight the need for ongoing investment in community wellbeing initiatives. In addition, the 2018 He Hara Oranga Government Inquiry into Mental Health and Addiction stated that: 'We see considerable benefits in developing regional hubs or mechanisms for sharing resources and ideas and empowering communities to lead the development of their own mental health promotion initiatives and customise national resources and tools to their local contexts.' The aim is to ensure preventative community-led solutions are valued alongside clinical support to achieve long-term improvement of mental health and community wellbeing outcomes.

In 2002, the Local Government Act 2002 outlined councils' purpose to 'promote the social, economic, environmental, and cultural wellbeing of communities in the present and the future'. Although temporarily removed in 2012, these principles were reinstated with the introduction of the Local Government (Community Well-being) Amendment Act 2019, reaffirming the mandate for local authorities to invest in community wellbeing. Southland District Council is mandated to fund community wellbeing however the reality is that the geographic challenges of Southland together with the rural isolation of Fiordland and the current economic pressures on councils and ratepayers prevent this from happening at this current time. SDC's long term plan does show an initial commitment to community wellbeing with \$12K budgeted in 2025/26 and \$8K budgeted in 2026/2027 for measuring wellbeing. However, it must be acknowledged that sustainable community-led wellbeing evolves gradually, with momentum being essential for progress. It requires not only the embedding of roles into the community, but the development of relationships and trust, which takes time. Additionally,

Fiordland's isolation and the difficulty in delivery of central services from Invercargill in terms of cost, time and logistics cannot be underestimated. Long term solutions therefore must be community-led in order to thrive.

With two years of active engagement to date, the role of Fiordland Wellbeing Community Coordinator has become well established. It is a known and valued resource within the community. The role has built trust within the community, listened to lived experiences, established strong connections and activities in the most vulnerable priority areas, and facilitated valuable resources and partnerships. Continuity of community wellbeing projects initiated or enabled by the Fiordland Wellbeing Coordinators, such as the local coffee groups, will help build Fiordland's capacity to address its own community needs promptly, prioritising preventative care, community-led empowerment and reducing the burden on specialist services. With ongoing support and collaboration with funders, Fiordland would be well-positioned to continue its journey toward improved community wellbeing, guided by the principles of inclusivity, sustainability, and resilience.

Summary

This is a summarised report, edited for Gordon Crombie (SDC) as background reading to support the SDC Partnership Fund application by the Te Hau Toka Community Wellbeing Coordinators for financial support to continue the community Coffee Groups in Fiordland. We aim to demonstrate how critical ongoing support is for local community initiatives which bolster the Fiordland community's mental health and wellbeing, and that there is still a need for this type of work to continue.

Appendix A

Job Description for Fiordland Community Wellbeing Coordinator

Relationships: Community Wellbeing Coordinator
Te Hau Toka Southern Lakes Wellbeing
Great South staff
Southern District Health Board
WellSouth Southland District Council
Community groups, and agencies in the Fiordland District
Ministry of Education
Ministry of Social Development
Community Partners
Health Professionals/Social Service Agencies
Affected members of the community

Key accountabilities and deliverables

The Fiordland Community Wellbeing Coordinator role would undertake the following:

Central point of contact for mental health and wellbeing

- Further develop strong partnerships with key health and local government agencies (e.g. Southland District Council/Fiordland Community Board; local, regional and national providers e.g. Te Whatu Ora and WellSouth)
- Continue to develop effective relationships with key social agencies and wellbeing providers (community groups, counsellors, community support workers, health services) individuals and support avenues providing assistance to people in the community.
- Continue to build trust and strong connections with key community members, local groups and user groups within the Fiordland community and have lived experience of local community wellbeing.

Resource co-ordination

- Ensure mental health and wellbeing pathways are well-known and easily accessible
- Develop as necessary, or support others to maintain locally accessible sources of information about wellbeing services, activities and opportunities.

Community engagement

- Engage with individuals, groups, and organisations within the community – provide support where necessary to support connection and enable wellbeing outcomes for the community.
- Advise on barriers in the on-going support for planning & delivery of wellbeing services and activities (for example, waiting times, services not available, problems accessing available services).
- Develop activities in consultation with communities, with a focus on reaching those most vulnerable.

Communications

- Direct communications to the local community to help equip people to look after their mental health and wellbeing.
- Work alongside current local, regional and national agencies to amplify campaigns and initiatives, and give them a local voice and relevance to the Fiordland community e.g., Mental Health Awareness Week, 1737, funding grants.
- Promote existing resources Promotion of mental wellbeing - development and promotion of localised wellbeing resources including the [Traffic Light Guide](#), the 1737 free national helpline number, the Christmas Wellbeing Guide, and the Seniors Gig Guide
- Promote and support community events (existing events, or support to develop and promote new events which meet a community wellbeing need).

Supporting the supporters

- Provide much-needed support to those who care for the wellbeing of others in the community, to help protect this workforce (e.g. GP/Health Providers, Community Leaders, Employers, Education providers)

Reporting and professional development

- Ensure information is recorded in an appropriate way for accountability purposes.
- Provide regular updates to key agencies and funders
- Seek opportunities to develop knowledge and connections in the field of community wellbeing, and network with other agencies.

Appendix B

Monthly Senior Gig Guide, March example (Side 1 also used in the Matariki Hampers)

FIORDLAND SENIORS GIG GUIDE - 2024

Keen to connect? Here are some activities happening around Te Anau/Fiordland

MONDAYS

9:30-10:30am **Zumba Exercise Social Group** at the Lakeside Presbyterian Church. Phone Avril 027 249 4050

10:30-11:30am **'Steady as you go' falls prevention programme** exercises at Fiordland Community House. Phone (03) 249 7754

1:30pm **Golden Age Group** at the Te Anau Club (held every 2nd week on yellow bin week). Phone Norma (03) 249 7859

6-7pm **Hatha Yoga** at the Medical Centre Community Room. Turn up, or email teanauyoga@gmail.com

TUESDAYS

10am **Women's golf** at the Te Anau Golf Club. 169 Golfcourse Road. Phone Marg 027 2467 137

10-11am **Over 60's Exercise Class** at the Fiordland Events Centre. Phone Madison 027 208 9339

10-12pm **Fiordland Community Garden** gardening session at Makaroa Street, behind the Bowling Green. Come along. Phone Hannah 027 82 5595

10am **Library book club** at the Te Anau Library Meeting on the 1st Tuesday of the month. Phone the library (03) 249 7379

11pm **Bowls** at the Te Anau Bowling Club. Phone Mike (03) 249 9444

1:30-3:30pm **Fiordland Embroiderers Guild** at the Fiordland Community Rooms, at the back of the Medical Centre. Phone Ann 027 249 7224

WEDNESDAYS

9am **Walking Group** meet at the Fiordland Event Centre. Phone Adrienne 027 229 7250

9:30-11:30am **Stitch in Time** group at the Anglican Church on Makaroa Street (1st, 3rd and 5th Wed of the month). Phone Judi 027 200 0268

10am **Senior Coffee Group** meets every Wednesday at the Olive Tree Cafe for a chat. Just turn up, or phone Mon 021 498 846

10am onwards **Manapouri Art Group** meets every 2nd Wednesday at the Manapouri Hall. Phone Ann 021 186 7732

10:30-11:30am **'Steady as you go' falls prevention programme** exercises at Fiordland Community House. Phone (03) 249 7754

5:30pm **Power Hooping** at the Event Centre Hall. Phone Mandy 027 490 9218

6-7pm **Yin Yoga** at the Medical Centre Community Room. email: teanauyoga.co.nz

7pm **Te Anau Bridge Club** at the Te Anau Bowling Club. Phone Marg 027 222 7833

THURSDAYS

115pm **Bowls** at the Te Anau Bowling Club. Phone Mike (03) 249 9444

115pm **Croquet Club** at the Te Anau Sports Domain (beside the rugby club rooms, Dusky Street. Phone Julie 027 454 4947

Afternoons, **Neuro Group** Te Anau meets every 2nd Thursday of the month. Phone Cathy (03) 249 9984

6pm **Rotary Meetings** at the Te Anau Club. Phone Kendra 027 681 5257

6:30pm **Kepler Lions group** meets every 2nd Thursday of the month at Fiordland Community House. Phone Jo 021 1492 465

7pm **Te Anau Lions Group** at the Te Anau Club Meeting every 2nd Thursday of the month. Phone Trevor 021 0810 1906

FRIDAYS

10:30-11:30am **'Steady as you go' falls prevention programme** exercises at Fiordland Community House. Phone (03) 249 7754

1-5pm **Te Anau Bridge Club** at the Te Anau Bowling Club. Phone Marg 027 222 7833

Fiordland Multicultural Society meets regularly. Phone for more details and to connect. Laura 027 265 8049 or Sagar 027 555 0069

SATURDAYS

8am **Parkrun** meet at the Kepler carpark, 5km walk, run or stroll. www.parkrun.co.nz

115pm **Bowls** at the Te Anau Bowling Club. Phone Mike (03) 249 9444

115pm **Croquet Club** at the Te Anau Sports Domain (beside the rugby club rooms, Dusky Street. Phone Julie 027 454 4947)

HELD ON MULTIPLE DAYS

9:30am - 5pm, **Mon-Fri Vintage Machinery Museum**, corner of Sandy Brown Road and Milford, Te Anau Highway. Phone Bob 027 224 0409

9am - 2:30pm, **Mon-Wed Te Anau Arts Hub** located at 25 Main Street. Frequent activities. Phone Katherine 027 714 5335

Updated March 2024, for any additions or amendments email: anna.star@greatesouth.nz 021 055 3535

Keep an eye out for the monthly Gig Guide in the Trader or pick up a copy at the Te Anau Library

Produced and published by Te Hau Toka. Thanks to support from the Fiordland Community Board.

A huge thank you to all the staff and volunteers who keep these groups and activities going and available for our community. You are amazing!

Community Highlights March 2024

Women's Health Series
Thurs 7th March, at Te Anau Arts Hub

Head along to the first in a 4 part local series on women's health. In this first session Marianne Carroll will talk about pelvic health. Cuppa and social after the presentation. All ages welcome. Free

Informal Carers Support Group
Friday 8th March, 2:15-4:15pm
Lakeside Church, 112 Te Anau Terrace

A chance for those caring for someone in their family to pop out and have a cuppa and a brotherly meet and connect with others. All welcome - free event. Contact Madison Robertson for more info 027 2089 339

Beneath the Reflections - Fiordland Marine Research Symposium
Tuesday 5th March, 12:30pm - 5pm
Distinction Hotel & Villas, Lakefront Drive

You are invited to join Aotearoa's top marine scientists as they share their research from Te Moana o Aotearoa - the Fiordland Marine Area, 10 minute talks & interactive displays.

View the **Te Anau Community Events Trust** website for a calendar of events & activities. You can also register your community event/activity there.

teanauvents.co.nz
info@teanauvents.co.nz

2024 Te Anau District Autumn Flower Show - the 55th edition!

Date & Time:
Friday 8th March 1-6pm / Saturday 9th March 9am - 2:30pm.
Presentation of Trophies: 9 March 2pm

Location: Fiordland Com. Event Centre, 20 Luxmore Drive

The Show began 55 years ago as a fundraiser for the Te Anau Primary School. It was held for many years at the school with all classrooms being used for various stalls and exhibits. Outside activities and competitions were also held during the two days of the Show. Around 20 years ago the Show moved to the Events Centre. We continue to run the Show as a community event that folk can visit and enjoy. Come and delight in flowers, vegetables and homecraft. Stay and have a cup of tea and a chat with someone you might not have otherwise met.

Deliver entries to the Events Centre on Thursday 7 March between 10am and 5:00pm.
*Staging tables available from 10:00am. Photos to be delivered to Kiwi Country by 4:00pm
Tuesday 5 March 2024

Entry classes for:

- Floral Art
- Photography
- Daisies/Flowers
- Cut Flowers
- Baking/Preserves
- Vegetables
- Handicrafts - all kinds
- Children's Section

Afternoon Tea available, stalls and raffles.
Admission: Gold Coin Children Free
For more information please contact Judi: 027 233 5955

Join us for a cuppa & connection

Date & Time: Every Wednesday Morning, 10am
Location: The Olive Tree Cafe.

Are you looking to add a little more flavor to your week? Come and join our weekly senior coffee group for a delightful blend of friendship, laughter, and connection. If you're not a senior yourself but have a senior friend - bring them along!


There is always a warm welcome, with each session hosted by a friendly local. We are a coffee group all about inclusivity and making everyone feel right at home whether you're new to the area or a long time resident.

From reminiscing about times past to discussing current events and everything in between, our gatherings are filled with lively conversations. Come regularly and become part of a close-knit community of seniors who support and uplift one another, or pop in occasionally for a change of scene when you need it. You are welcome to bring a friend.

Ready to sip, savor, and socialize? Join us for our next coffee gathering and experience the joy of community. A free cup of coffee & snack kindly organised by Active Southland and funded by Te Hau Toka.

No RSVP required - just turn up. If you are looking for parking and there is none on the main street - parking is available at the back and you can walk into the cafe via the Park Lane entrance. Your hosts will have a poster on the table, keep an eye out for either Mon, Alex, or Anna.

For more details, please contact Mon 021 493 846



For suggestions, additions or amendments to the Fiordland Seniors Gig Guide email Anna at annastar@greatesouth.nz | phone 021 055 3535

Te Hau Toka
SOUTH ISLAND SENIORS' GIG GUIDE

Te Hau Toka Southern Lakes Wellbeing group have funded this monthly 'gig guide' for Fiordland Seniors to help connect people with what is happening in Fiordland. Learn more about wellbeing, local groups & services, make connections and try new things - there is plenty to get involved with and many ways to boost your wellbeing.

Appendix C

Fiordland Community Connections Directory and attached Support Guide to connect people with local wellbeing services.

FIORDLAND COMMUNITY CONNECTIONS

DIRECTORY (2024)

Flordland is a great place to live and there are plenty of ways to get active and involved. This 2024 directory covers community clubs, service and support groups, and activities with a wellbeing or social connection component.

Creative, Interest and Hobby	Name	Phone	Email/Online
Art Class	Catrina Cunningham		cracunning@att.net
Creative Fibers Tie Knots	Kevin Chabner	027 441 7515	kev.chabner@gmail.com
Fiberdarts Art Circleable Trust	Kathleen	027 714 5315	fiberdartsclub@gmail.com
Fiberdarts Camels Club	Chris Warren	027 841 8044	fiberdartsclub@gmail.com
Fiberdarts Community Guilds	Janet Edwards	021 821 595	fiberdartscommunityguilds@gmail.com
Fiberdarts Dance School	Heather Henderson	021 825 9726	fiberdartsdanceschool@yahoo.co.nz
Fiberdarts Embroiders Guild	Ann Campbell	027 248 7224	fiberdartsembroidersguild@gmail.com
Fiberdarts Embroiders Club	Shirley Smith	021 864 926	clubfiberdartsclub@yahoo.co.nz
Fiberdarts Patchwork & Quilts Group	Anna Buchanan	01 641 3707	fiberdartspatchwork@gmail.com
Fiberdarts Performing Arts Circleable Trust	Angela Jones	021 531 8050	fiberdartsperformingarts@gmail.com
Fiberdarts Performing Arts Circleable Trust	Janette McWhinnie	027 493 849	fiberdartsperformingarts@gmail.com
Fiberdarts Per Lauaring Arts Circleable Trust	Sue McIntyre	027 713 5895	fiberdartsperlauaring@gmail.com
Lowland Quaparians Restoration Trust	Lesley Wilson	021 667 672	lowlandquaparians@gmail.com
Lowland Quaparians Restoration Group	George Edgson	021 886 7732	lowlandquaparians@gmail.com
Memorial Art Group	Ann Whitley	027 534 4863	memorialartgroup@gmail.com
Painting Classes	Jane Collier		www.sanet.nz
Southland Coastal Restoration Network (SCRN)			shereforturn@iis.co.nz
Southland Stamp Club	Doreen Fortuna	033 247 7219	
The Arts Bridge Club	Paul Manning	027 200 0268	theartsbridgeclub@gmail.com
The Arts Cribbling Community	Peggy Higgins	021 242 7633	theartscribbling@gmail.com
The Arts Flower Showers	Sarah Vetch	021 345 2623	theartsflower@gmail.com
The Arts Premier Shows	Judy Matthews	021 233 3693	
The Arts Pottery Club	Tia Aron Library	031 247 7279	potteryclubnz@gmail.com
The Arts Pottery Club	Devi Liddell	027 360 332	theartspotteryclub@gmail.com
The Arts Pottery Club	Norman Shawford	027 714 5315	fiberdartsclub@gmail.com
The Kiwiana Heritage Kid Restoration Project	Norman Shawford	027 0255 4008	fiberdartsclub@gmail.com
Vintage Machinery Museum	Bob Anderson	027 224 0409	bobanderson@xtra.co.nz
Wildlife Herbivores and Wildlife Habitat Enhancement Trust (Wildlife Trust)			www.wildlifeatrust.nz

Webmasters' Request **After Purchase**

We would like to update information already in contact with you. Please take 5 minutes to fill in the following information.

Anna Star: 021 055 3545, anna.star@starlight.sg
Anna Seng: 021 737 6079, anna.seng@starlight.sg

Te Hau Toka
SOUTHERN CROSS WELLBEING GROUP

022 692 7157 julien.gesto@ycho.co.nz
021 25644600 info@ycho.co.nz

27 - 25th March 2014. Issue 1 of 5

14

Councillors: Councillor--

Support Guide for Fiordland/Te Anau
Finding the right help for your needs

Similarities, differences, and how to choose

So how do you find the right help to suit your needs? Here are some definitions to help you identify what would work best for you, and local contacts for the service providers. It's totally OK to try different providers – everyone is different, and it might take time to find the right fit or combination for you.

Local Fiordland Support

Flordland Medical Practice (GPs)

25 Luimore Drive.

(03) 249 7007

Health Improvement Practitioner (HIP) & Brief

Intervention Clinician (Counselor)

Tommy Magnus

Employed through WellSouth.
Based at the Firdland Medical

practice

(03) 249 7007
 hammy massess@walla.net.au

100

Health Coach/

RESEARCHER'S NAME: _____

Stimulus was subdivided into

employed in agriculture
Southland. Based at the

High Quality Insurance Products

0648 2827007 | 0021 458 4584
monique@activesouthland.co.nz

1

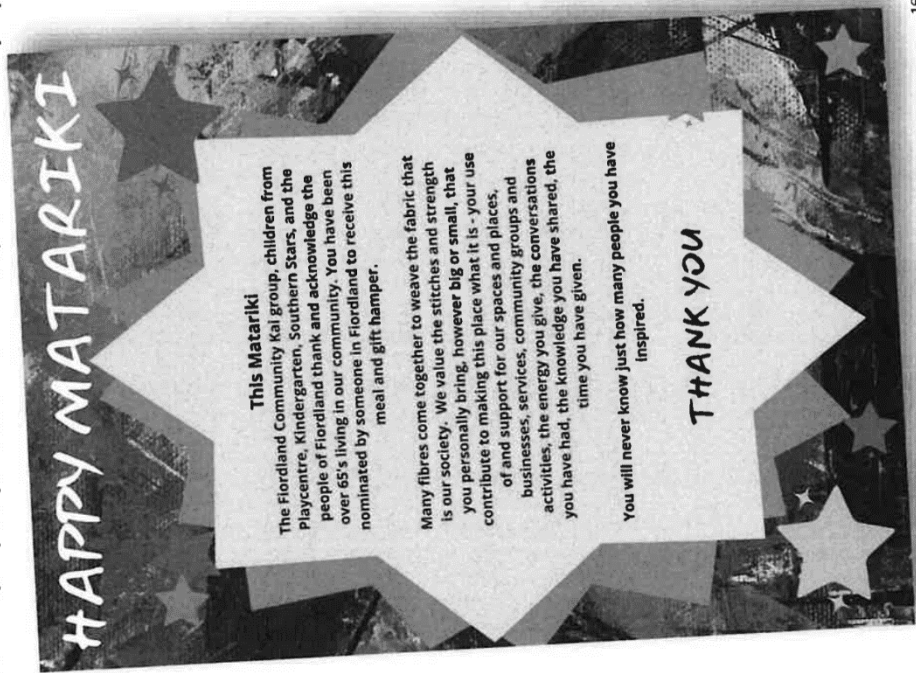
7.7 Attachment B

Appendix D

Coffee Groups and Connection Opportunities



Appendix E
Matariki Hamper (Hamper letters 2022 & 2023, and 2023 summary report).



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24th September 2024

To Whom it May Concern;

Re Application to Community Partnership Fund for Fiordland Community Coffee Groups

My name is Sagar Khemani and I work as a Whanau Ora Navigator for Nga Kete Matauranga Pounamu Charitable Trust based out of Fiordland Community House in Te Anau.

I fully support the application for funds to support the Fiordland Coffee Groups as within my role I can see the benefits they have in the community.

From my perspective, the coffee groups have been a great tool for social integration for various demographics in the Fiordland region. It has been great to be able to connect whanau that are new to the region at the newcomer's coffee group. It not only provides a point of contact and a friendly face, but the Te Hau Toka wellbeing coordinators are able to support new families into other community groups, services and agencies that fit the whanau needs – it is an invaluable service in an informal setting that supports people to settle into our community. This reduces isolation and supports over all wellbeing for whanau.

Please do not hesitate to contact me on 027 555 0069 or on Sagar.Khemani@nkmp.nz should you require further information.

Nga mihi,



Sagar Khemani

Whanau Ora Navigator

NGA KETE MATAURANGA POUNAMU CHARITABLE TRUST

92 SPEY STREET, PO Box 1749, INVERCARGILL

F/Ph 0800 925 242 | Head Office Ph 03 2145 260 | Mobile 027 555 0069

Email: admin@nkmp.nz Web: www.nkmp.nz Facebook: www.facebook.com/nkmpnz

Alexa Smith
Fiordland Wellbeing Coordinator
Te Hau Toka
0272376079 / alexa.smith@greatsouth.nz
25th September 2024

Recipient: Southland District Council

To Whom it May Concern:

My name is Alexa Smith and I work for Te Hau Toka hosted by Great South in the role of Wellbeing Coordinator in Fiordland. I job share this role with Anna Star.

In September 2023, we identified a gap in services for newcomers and migrants in Te Anau after talking with a range of local stakeholders including the Health Improvement Practitioner, the Health Coach, counsellors and businesses. Southland District Council has consulted on and created a Welcoming Communities plan, but it has yet to be implemented due to resource constraints.

After seeking feedback from Newcomer Network Coordinators and Welcoming Communities Coordinators across the South Island, we determined that the most effective method for engaging newcomers was through a friendly, open meeting offering face-to-face interaction and advice. We formed a Newcomers Working Group comprised of local, well-established community members from local businesses and community services as well as some locals with lived experience of being a newcomer to the area. Together the group established a weekly Coffee and Chat group with support from the Fiordland Multicultural Society and a Te Hau Toka Connecting Communities micro funding grant.

The **Newcomers Coffee Group**, held weekly, offers an informal and welcoming space where newcomers can meet one another, share their experiences, and receive support. Many participants have spoken highly of the group's ability to help them settle into life in Te Anau, gain valuable local knowledge, and establish meaningful social connections.

The **Newcomers Evening Social Group**, which meets monthly, serves as a more extended social gathering, giving those with busier schedules the opportunity to engage in a relaxed and friendly environment. The evening group has successfully attracted a different demographic particularly young professionals without families and has enabled them to meet new people and have the confidence to attend community activities together. The information shared during these meetings help people integrate into the community and build a sense of shared belonging.

I believe that the newcomers groups are vital for ensuring that newcomers do not feel isolated, especially in a smaller community like Te Anau where meeting people isn't hard but establishing deeper connections can sometimes be challenging. These gatherings have helped bridge that gap and have led to stronger community engagement and a deeper connection between new residents and long-standing members of the Fiordland area.

They have also led to higher volunteer engagement in other community ventures such as Community Kai, Fiordland Community Garden, Te Anau events, Southern Reap's Drive my Life, Registration at doctors surgery as well as engagement other services and activities available but not always known about by this demographic.

Should you require any further information please do not hesitate to contact me on 0272376079 or alexa.smith@greatsouth.nz

Kind Regards,



Alexa Smith

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: Te Anau Waitangi Charitable Trust

Postal address: 52 Point Burn Lane, RD 1, Te Anau 9679

Street address: As above

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	Joy Crouchley	Phone	(day)
Email	crouchleyfamily@gmail.com		(evening)
Name	Kate Dowling	Phone	(day)
Email	katedowling1@hotmail.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? 5 trustees and 4 committee members

Please describe fully: (Continue on a separate sheet if necessary) <https://www.teanauwaitangiday.co.nz/about-us/>

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

We aim to build nationhood, community, and understanding through a variety of whānau friendly cultural and artistic activities which educate and entertain. We are seeking support from the Community Partnership Fund to help us offer the attached key deliverables at the Te Anau Waitangi Festival 2025. Our theme this year is "Taonga tuku iho - treasures of our heritage. To the best of our knowledge this is the only consistent, annual community/public event commemorating Waitangi Day in Southland. We are applying to the Community Partnership Fund because our events contribute to the cultural, social, environmental and economic wellbeings your fund supports. It would be wonderful to partner with you again

If your application relates to a facility – who uses the facility and how often?			
Does the facility have a long term development and maintenance plan? <input type="checkbox"/> Yes <input type="checkbox"/> No			
How will your project benefit the organisation or community?			
<ul style="list-style-type: none"> •Increases understanding about Te Tiriti o Waitangi •Increases cultural respect, connectedness and engagement •Gives mana whenua and Maori who live in Te Anau an opportunity to connect and share their matauranga •Brings the community together •Supports kaupapa Maori learning models and tikanga Maori in local schools •Provides a boost for local hospitality providers by attracting visitors to Te Anau •Supports local performers, artists, and speakers 			
Start date of your project	01 / 02 / 2025	Finish date of your project	09 / 02 / 2025
FINANCIAL DETAILS			
Are you registered for GST?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	GST number	1 3 4 5 4 3 1 7 5
Applicants that are not GST-registered need to provide budget figures that include GST			
Applicants that are GST-registered need to provide budget figures that exclude GST.			
Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.			

Please see attached budget for 2025

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR				
EXPENDITURE	\$	INCOME	\$	
Project costs	GST inclusive or GST exclusive	Your contribution		
		Fees/subs		
		Fundraising		
		Loan/mortgage		
		Cash savings		
		Other		
		Sub-total		
		Other grants and sponsorship applied for		
		Sponsorship		
		Grants (successful and proposed)	Amount requested	Result date

		Sub-total		
Total cost of the project is		Total Income		
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)				
2500 hours				
Donated materials (eg approximate \$ value)				
Donated meat for the Hāngi - \$1,000				
Donated trip to Glow-worm Caves by Realnz - 80 people - \$9,600				
2 truckloads of sand for "Giant Sandpit", McGregor's Concrete - \$1,050				
Use of Fiordland Cinema at cost - saving \$500 per screening 2 screenings - \$1000				
Free use of truck and trailer for stage . Evans Freight - priceless				
Free use of a shop window on the main street for Treaty information display				
How do you envisage paying for the future operational costs of this project?				
We depend on grants from community funders, but as the event grows, in excellence, visibility and visitor numbers, we envisage more local businesses coming on board to take advantage of our Sponsorship Packages for Businesses as outlined in our Strategic Business plan.				
DECLARATION (PLEASE PROVIDE TWO SIGNATURES)				
We	Te Anau Waitangi 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	Joy Crouchley			
Position in organisation	Trustee			
Signature		Date	31 May 2024	
Name	Kate Dowling			
Position in organisation	Treasurer			
Signature		Date	31 May 2024	
Please attach			Check	
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				
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:				

Te Anau Waitangi Charitable Trust	
2025 Festival Budget	Funds Received
	Applied for but not yet received
	Funds yet to be applied for
REVENUE	2025 Budget
Grants	
Lotteries Community Fund	30,000.00
Ministry for Culture & Heritage (Commemorating Waitangi Day Fund)	
Creative New Zealand	50,000.00
Community Trust South General Fund	14,000.00
SDC Community Partnership Fund	5,000.00
SDC Creative Communities Scheme	3,000.00
Downers	2,500.00
Aotearoa Gaming Trust	10,000.00
One Foundation	
Pub charities	
Sid Slee Trust	-
	114,500.00
	-
TOTAL REVENUE	114,500.00
EXPENDITURE	
FESTIVAL WEEK	
Art Exhibition:	
Prizes	1,280.00
Exhibition Fee	1,000.00
Advertising - art exhibition	-
Food & Refreshments @ opening	400.00
	2,680.00
Te Tiriti Exhibition	
Kaikorero koha	500.00
Kaikorero travel	1,000.00
Printing	2,500.00
Supper	130.00
	4,130.00
Guest Speaker (Nic Low) - The Pounamu Trail	
Speaker Fee - school	1,000.00
Speaker Fee - public	500.00
Speaker - travel	840.00
Speaker - accommodation	960.00
	3,300.00
Community Interactive Activities	
Collaborative Art Project	300.00
	300.00
WAITANGI DAY	
Cultural Movie Day	
Screen hire	1,000.00
	1,000.00

	2025 Budget
PARK DAY	
Kapa Haka Performance (NHW)	
Kapa Haka Performance (Nga Hau e Wha)	5,000.00
Kapa Haka Group - Accommodation,	5,000.00
Kapa Haka Group - Travel & Subsistence	1,500.00
	11,500.00
Concert	
Concert Performance Fee - Performer 1	15,000.00
Concert Travel - Performer 1	1,150.00
Concert Accommodation - Performer 1	1,665.00
Concert Performance Fee - Performer 2	20,000.00
Concert Accommodation - Performer 2	1,150.00
Concert Travel - Performer 2	1,110.00
Concert Performance Fee - Performer 3	4,000.00
Ukelele Tutoring Fee - Performer 3	800.00
Ukelele Hire	400.00
Performance Prep - performer 3	100.00
Concert Accommodation - Performer 3	870.00
Concert Travel - Performer 3	500.00
Concert Manager	1,000.00
Concert MC	1,000.00
Concert Sound	5,300.00
Concert Stage Preparation	500.00
Concert prep venue	150.00
	54,695.00
Cultural Demonstrations	
Treaty Tent Resource person	500.00
Resource person accommodation	320.00
Resource person T&S	550.00
Wood carver	300.00
Bone carver	300.00
Pounamu carver	300.00
Korowai weaving	300.00
Poi making	150.00
	2,720.00
Childrens Activities	
Codebreaker challenge	100.00
Toi Harakeke	300.00
Kemu	500.00
Waterslide	300.00
Giant Sandpit	-
	1,200.00
Community Kai	
Welcome hui	300.00
Kaimoana stall	3,000.00
Hangi other	760.00
Hangi Meat	750.00
BBQ	100.00
	4,910.00
Wahi waiata	
Waiata teachers	400.00
	400.00

	2025 Budget
LAKE DAY	
Waka Experience	
Waka Ama hire	3,000.00
Ururaki transport	685.00
	3,685.00
Historical Cultural Boat Cruise	
Boat Hire	2,000.00
Historian Fee	500.00
Historian Accom	320.00
Historian Travel	500.00
Performer fee	1,000.00
	4,320.00
Kids Activity	
Mohiki model float	100.00
	100.00
ADMIN	
Advertising & Signage	
Printing	60.00
Town Entrance signs	100.00
Activity banner flags	100.00
Website	585.00
Digital Marketing	3,000.00
Communications Coordination	1,500.00
Promo photography/videography	4,500.00
Newspaper - Te Anau Trader	1,125.00
Facebook Advertising	100.00
	11,070.00
Administration	
Bank Fees	0.00
Insurances	1,000.00
Accounting Fees	3,000.00
Grant Administration	1,500.00
Health & Safety supplies	
Administrators	2,000.00
Travel - Admin	200.00
IT Costs	220.00
Depreciation	
Charities Annual Return fee	55.00
	7,975.00
TOTAL EXPENDITURE	113,985.00
NET POSITION	515.00

31 May 2024

To the Southland District Council Partnerships Fund Committee,

Re: Funding application from the Te Anau Waitangi Charitable Trust

I am writing to express my support for the Te Anau Waitangi Charitable Trust and the activities they undertake in Fiordland. I have had the privilege of seeing how well they function as a group, and the positive impact they have had on our community with their work around Waitangi Day events and the 2023 Matariki activities. I believe that their work deserves continued financial support.

The community initiatives they organise are high quality and collaborative. They bring people together, give a sense of pride, provide inspiration, learning and engagement opportunities, and are great fun! This is across all of our society too, from families, youth, and seniors as well as to those who are visiting our area (some potentially travelling to participate in the events themselves). They very much contribute to the wellbeing and vibrancy of our community and enrich the lives of Fiordlanders. The Trust's activities provide our community education on and access to Aotearoa/New Zealand's cultural heritage, and are actively increasing access to and understanding of tikanga Māori. These are key parts of our sense of national identity, belonging, and connection.

They have undertaken and coordinated a wide range of activities, which I am sure you will be aware of. The Waitangi Day Festival of events and activities, educational workshops and art exhibitions are all a testament to their capabilities. It was inspiring to work alongside them in 2023 when they coordinated and championed Matariki events on a community wide scale, joining with a number of community groups and individual initiatives/ activities for the benefit of the community. I have found them to be capable, organized and creative, transparent and honest, and reliable. They foster a sense of community togetherness and belonging, and provide platforms for interaction, participation, learning, the exchange of ideas, and contribute towards a cohesive and vibrant Fiordland community.

I wholeheartedly support Te Anau Waitangi Charitable Trust's pursuit of funding to sustain their work here in Fiordland and think they would be deserving recipients of the SDC Partnership Fund. By investing in them we are investing in our community's cultural richness, sense of pride, and overall wellbeing. I believe their work aligns with our community's values and aspirations. They have a track record of hard work, quality events and activities, and engagement from the Fiordland community, which makes me confident any support provided to them will bring positive and enduring results.

I look forward to seeing our community continue to thrive with the support of organisations like the Te Anau Waitangi Charitable Trust.

Sincerely,

Anna Star

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

Email: anna.m.star@gmail.com

Phone: 021 055 3535

Waitangi Festival 2025 – Draft Festival Programme

Taonga tuku iho. *Treasures of our heritage.*

Week leading up to Waitangi Day

- Storywalk in Te Anau Memorial Gardens.
- New Zealand Flags displayed in the main streets of Te Anau and Manapouri. (New Zealand, Tino Rangatiratanga, United Tribes and Silver Fern).
- A mixed media art competition/exhibition on the theme for 2025.
- Shop window display - Te Tiriti informative banners, children's art, or artefacts from museum.
- Codebreaker challenge – Clues about Treaty signatories in the south. Prize Draw - Win a trip for a family onboard "Faith in Fiordland". *** (Donated by Adam Butcher)
- Community collaborative art project - Weave a sail for waka hauroa "Ururaki" led by artist Claire Maley.
- Make a model mohiki (raft) - After school children's craft day/s at Te Anau Library

Waitangi Day - Thurs 6 Feb

- Public talk by Wayne Marriott *** - Te Tiriti in the South – new exhibition from Southern Regional Collections. Date TBC
- Public talk by Nic Low on "The Pounamu Trail" ***
- Free screenings of culturally based movies. "Moana 2" in afternoon for children. Another (TBC) for adults in the evening.
- Ukulele and Waiata Wānanga for children (Session 1) with a view to performing on Family Fun Day. (run by Nicola Mitchell and Michael Muggeridge).

Fri 7th Feb

- Ukulele and Waiata Wānanga for children (Session 2) with a view to performing on Family Fun Day. (run by Nicola Mitchell and Michael Muggeridge).
- Talk by Nic Low on "The Pounamu Trail" for Yr 5-13 students from the basin. ***
- Waiata performance for junior school children by Makayla Purcell-Mainini.

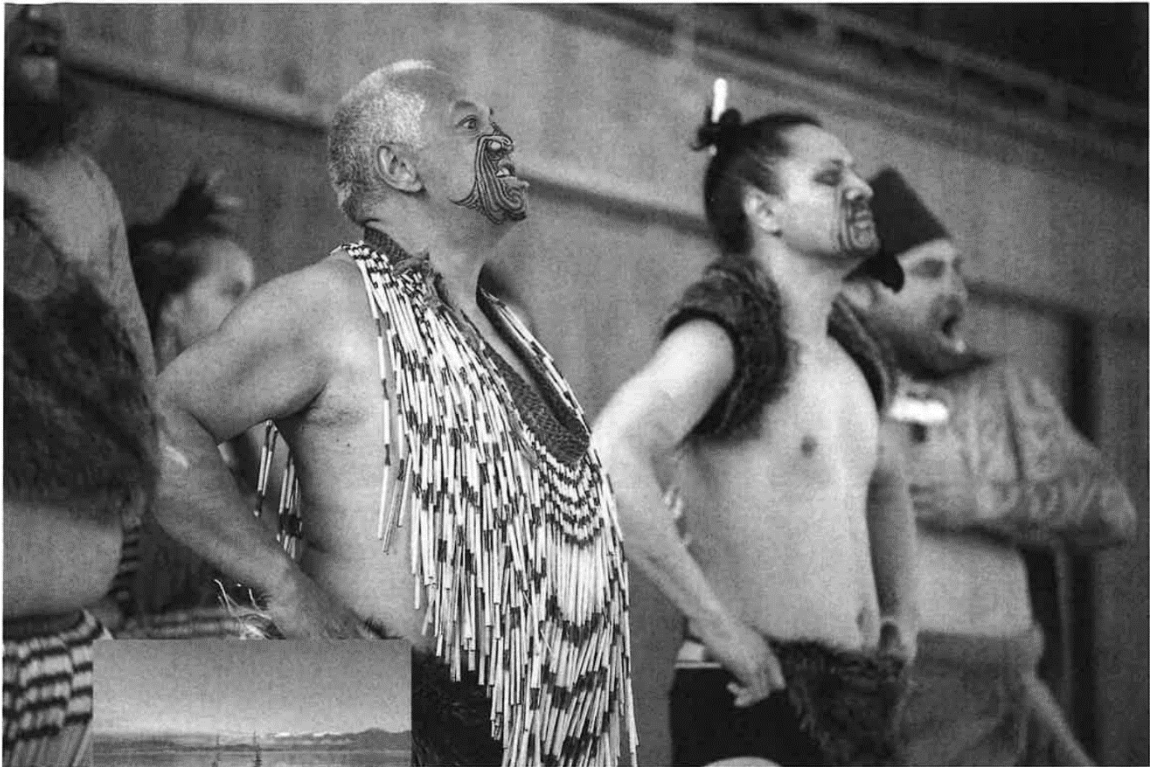
Family Fun Day in the Park - Sat 8th Feb

- Mihi Whakatau by Ngā Herenga Waka Kapa Haka group from Invercargill
- Guest musicians performing on a truck and trailer stage in Lions Park-Makayla Purcell-Mainini. Ngā Herenga Waka Kapa Haka, kid's ukulele band, local artists. ***
- Hāngi cooked underground in the park
- Water slide (Te Anau Volunteer Fire Brigade)
- Giant sandpit for young children
- A 'Treaty Tent' with displays featuring art, taonga and artefacts, informative banners and interpretation, books on display and resource materials coupled with a resource person to answer questions.
- Kemu (games) (Māori traditional games)
- Demo or have -a- go at wood carving.
- Bone carver
- Pounamu carver
- Korowai weaving demonstration/display.
- Have-a-go at making a poi.
- Kai Māori (by Ngā Herenga Waka whānau)
- Jam night/ Singalong "Wahi Waiata" at a local café in the evening

Lake Day - Sun 9th Feb)

- Historic Cruise. Free trip to glow-worm caves gifted by Realnz. Performance by Mitchell twins for passengers on board. Speaker explaining history and significance of Murchison Mts to Māori in Cavern House. ***
- Rides on board waka hauroa "Ururaki."
- Have-a-go waka experience with Te Piritahi a Rua Waka Ama (Invercargill).
- Mokihi – Flax or bulrush raft made and paddled by Fiordland College students. (TBC)
- Have-a-go waka ama rides from local club "Te Rua o te Moko Waka ama" / Hopefully a race against Te Piritahi a Rua" club from Murihiku?
- Children's mokihi float on Little Lake Te Anau

*** are in direct response to community feedback



**STRATEGIC
BUSINESS PLAN
2023-2024**

TE ANAU WAITANGI CHARITABLE TRUST INC. 2021

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

Strategic Business Plan

Te Anau Waitangi Charitable Trust

Version update: Tuesday, 28 May 2024

Te Anau Waitangi Charitable Trust creates opportunities for culturally significant days and seasons in Aotearoa, to be acknowledged in Fiordland and Māoritanga to be visible in the community.



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EXECUTIVE SUMMARY

Waitangi Day has been commemorated in Te Anau since 2018, offering a variety of fun, cultural and artistic activities which educate and entertain. The annual family-friendly events have been designed to commemorate the signing of Te Tiriti o Waitangi, while encouraging broad community participation and promoting understanding through cultural experiences.

Te Anau Waitangi Charitable Trust was established in July 2021 to build on and sustain the work of the organising committee for Te Anau Waitangi Day and future-proof this important kaupapa and vision for the community. Soon after they quickly embraced the new Matariki public holiday by hosting a season of relevant events over winter in 2022 and 2023.

Southland residents and visitors to Fiordland continue to support the cultural experiences and learning opportunities in increasing numbers.

The Trust's vision is to promote a culturally aware and responsive community by building an understanding of Māoritanga (Māori culture), Te Tiriti o Waitangi and its principles.

The Trust's values are drawn from tikanga Māori, a special way in which Māori have traditionally connected with the world around them, and expressed in Te Reo Māori. They are:

- promoting whanaungatanga (making connections);
- extending manaakitanga (acts of love and compassion); and
- providing an opportunity for kotahitanga (togetherness).

The Trust's goals are:

- To promote a culturally aware and responsive community by bringing some aspects of Māoritanga to the community.
- Offer Community education about Te Tiriti o Waitangi and its principles (Partnership, Participation and Protection) to encourage an understanding of the Treaty obligations of all New Zealanders and behaviour that reflects these obligations.
- Help build a space where the indigenous & non-indigenous people of New Zealand understand, respect and accept each other's diverse needs.
- Deliver a positive cultural experience for the community.
- Create opportunities for creative New Zealand artists to present live performances and share their art and craft with the community.

Community-wide participation and engagement in cultural experiences on Waitangi Day and during the season of Matariki are provided through various ceremonial and celebratory activities, sharing who we are as New Zealanders.

In the 2018 Census, only 8.4% of people living in Te Anau and 11.1% of people living in Southland identified their ethnicity as Māori. This census also highlighted that only 1.2% of people living in Te Anau speak Te Reo Māori. Te Anau is over a 1.5-hour drive from the closest marae, adult education centre, or kaupapa Māori learning environment. As such, community opportunities for immersion in Māoritanga, including Te Reo Māori, are limited.

5 2 22 2

The events and experiences offered by Te Anau Waitangi Chairtable Trust are the primary opportunity for locals to learn more about the history and culture of Aotearoa New Zealand, tikanga Māori and Te Tiriti o Waitangi. The preparation and activities associated with the Trust’s events also boost the visibility and enhance the mana of local Māori in our community through opportunities to connect and share their mātauranga and expertise with the broader community.

The Trust has developed the following Business Plan to guide future work and to share the mahi involved with stakeholders, volunteers and sponsors.

The operational sections of the Business Plan are updated following each planning meeting, and the committee will complete a review of the plan in its entirety on an annual basis.

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BACKGROUND AND HISTORY

Management

The Te Anau Waitangi Day Charitable Trust Board is a group of passionate local volunteers from the community. They bring together a wide range of skills and associations with mana whenua, whānau and family, local government, education providers, and businesses.

The five trustees have a strong history with the Waitangi Day event. An additional 3 members complete the team to support the kaupapa. Trustee profiles can be found on the website

www.teanauwaitangiday.co.nz/about-us/

This group delivers the Waitangi Day commemorations through volunteering their own time for planning meetings throughout the year, liaising with support organisations and business as required and leading a larger group of volunteers on the day of the event.

To mātou kapa- our team

Name and iwi	Community or business role	Charitable Trust role and responsibilities
Jill Mitchell-Larrivee (Ngāti Mahuta, Tainui)	Teacher/Mentor	Trustee Board Chairperson and concert lead
Kris Dale (Ngā Maihi, Ngāti Awa)	NZ Police and Te Anau Bluelight	Trustee Community relations and assets
Dale Wairau (Ngāi Tu, Ngāti Rongomaiwahine + Kati Mamoe, Kai Tahu)	Community, Family & Youth Worker	Trustee Kaiahi, cultural and sport
Tony Waiwiri (Ngāti Tuhekerangi, Ngāti Haupoto + Ngāti Tara, Taranaki Tuturu & Pipitea, Te Ati Awa)	Kung Fu master, instructor, and mentor	Trustee Logistics and assets
Joy Couchley	Teacher and Writer	Trustee Children's education and funding applications
Kate Dowling	Accountant	Te Anau Waitangi Charitable Trust Treasurer
Jamie Dale	Virtual Assistant and Fiordland Business Association Board Member	Te Anau Waitangi Charitable Trust Secretary
Kerri-Anne Edge	Environmental and community outreach specialist	Committee member Marketing and Communications lead and adult education
Catherine Brimecombe	Department of Conservation	Committee member – Pou Whirinaki

History

Since the first Waitangi Day event in Te Anau was held in 2018, the Te Anau Waitangi festivities have become an annual highlight on the Fiordland and Southland events calendar. Collaborations with tangata whenua and local whanau and community groups, see wide participation through various ceremonial and celebratory activities, sharing our history, traditions and what makes us unique as New Zealanders.

People from across the spectrum of the Fiordland community come together to share kai, listen to, and engage with performances and experiences, all in the spirit of Te Tiriti o Waitangi. The variety of activities offered have contributed to a very successful community event.

Building on the success of early Waitangi Day events in Te Anau, the Te Anau Waitangi Charitable Trust formally incorporated in July 2021, with the goal of creating opportunities for our community to come together in the spirit of Te Tiriti o Waitangi.

The Trust has a successful history of hosting Waitangi Day events in Fiordland and have welcomed the opportunity to embrace Matariki in Fiordland. By embracing the new public holiday in 2022 and 2023, the Trust is connecting with a wider range of local groups and having a greater outreach to the community.

All the events are special and provide opportunities to connect people from the community and visitors. However, the reach and impact in the community is expanding beyond Waitangi commemorations. In the last year the Te Anau Waitangi Charitable Trust:

- provided cultural experiences in schools.
- offered weaving and kapa haka wānanga for the community.
- and coordinated a programme of events during Matariki in Fiordland.

The Te Anau Waitangi Charitable Trust (TAWCT) exists to:

- Support our community whānau to connect to, learn from and be inspired by Te Ao Māori.
- Increase cultural visibility & aspirations.
- Provide opportunities for building knowledge, understanding and community awareness of Te Ao Māori and its place in Aotearoa New Zealand.
- Provide a supportive environment to share skills, knowledge, and cultural conversation.
- Respect Ngāi Tahu and their authority in this rohe.

Impacts of Covid-19 response on our Kaupapa

In February 2020, Fiordland was devastated by a storm and flood event which shut the road to Milford Sound / Piopiotahi and closed two of our three Great Walks. The Te Anau - Milford Highway had only partially re-opened when COVID-19 arrived, our borders were closed, and the country went into a national lockdown. Great South have reported over 359 Te Anau employees (33 per cent of the local workforce), and 60 employees on work visas lost their jobs. Visitor spending in Te Anau was down by more than 55 percent. (<https://www.stuff.co.nz/travel/news/300259014/domestic-to-tourism-the-biggest-winners-and-losers-a-year-after-the-covid19-pandemic-closed-borders>.)

When the Covid Protection Framework was announced 21 October 2021, the Trust had applied for funding

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for an annual family fun day in Lions Park. Many meetings later and after consultation with funders, the Trust announced a festival style programme of smaller activities spread over a week.

Not only did the new Festival format still met the Trust's goals, but it also provided a range of opportunities for people to engage with our heritage and our environment safely and meaningfully. The small experiences were more personal, and there was more depth of activities on offer. Our total attendee numbers actually increased! Added benefits were financially supporting local businesses struggling because of border closures and forming new connections with people and groups in our community.

The Trust learned, a week-long programme is effective at meeting our goals and successfully ran the same format in 2023 and 2024. You can watch video highlights and view photos of our community and manuhiri coming together to commemorate Waitangi Day here www.teanauwaitangiday.co.nz/gallery/

Being able to hold 2021 Waitangi Day commemorations when so many events were cancelling, was a real highlight for the Trust. It is understood from media reports that Te Anau was one of the only locations in the country that commemorations went ahead.

Why we are needed

Te Anau is over a 1.5-hour drive from the closest marae, adult education centre, or kaupapa Māori learning environment. As such, community opportunities for immersion in Māoritanga, including Te Reo Māori, are limited.

The Waitangi Day and Matariki events in Te Anau are one of the primary opportunities for locals to learn more about the history and culture of Aotearoa New Zealand, tikanga Māori and Te Tiriti o Waitangi. The preparation and activities associated with these national holidays also boost the visibility and enhance the mana of local Māori in our community, through opportunities to connect and share their mātauranga and expertise with the broader community.

In the 2018 Census, 8.4% of people living in Te Anau and 11.1% of people living in Southland identified their ethnicity as Māori. It also noted that only 1.2% of people living in Te Anau speak Te Reo Māori. It's recognised that the annual public events on Waitangi Day in Te Anau could be the only consistent commemorations of the public holiday in Southland.

Community support and involvement is growing. Over seven years from the first commemorations in Te Anau attitudes have changed along with an improving level of cultural respect and understanding. Opportunities to bring cultural experiences into local schools are now welcomed. Barriers are slowly breaking down, and the Trust now receives requests for collaborations from a growing number of community groups.

The primary offering has been focused around commemorating the signing of Te Tiriti but in recent years we have also offered opportunities to acknowledge Te Rā Aro ki a Matariki, the Matariki public Holiday. This includes sharing relevant Ngai Tahu korero and tohu like how it is the arrival of the star Puaka (Rigel) that is given recognition in our region. You may hear some say 'Puanga' but the Ngai Tahu dialect is 'Puaka'.

Benefits for the region

1. Addressing the gap/lack of opportunities for immersion in Māoritanga, including Te Reo Māori, in



the Fiordland region.

2. Contributing to long-term change in Southland, paving the way for understanding of Māori language, identity, and culture.
3. Fostering collaboration and partnership among various non-profit organisations, businesses, tangata whenua, and community to work towards shared Kaupapa.
4. Holding Tikanga Māori values in high regard, such as: manaakitanga (hospitality/care for others); kotahitanga (togetherness), and kaitakitanga (guardianship) where we care deeply about preserving the natural treasures and resources that surround us.
5. Hosting annual festivals for our national public holidays, Waitangi Day and Matariki, as part of the Fiordland and Southland events calendar.

Waitangi Day Themes

Each year the Waitangi Day celebrations in Te Anau have a theme to focus the coordinating efforts.

In 2021, it was "He waka eke noa - we're all on this journey together".

In 2022 the theme was Te Taiao, the natural environment that sustains us. Manaaki whenua *Care for the land*. Manaaki tangata *Care for the people* Haere whakamua *Go forward*

In 2023 the theme was "Journeys" (He Huarahi o te Rua o te Moko - Fiordland pathways.)

In 2024 the theme was "Whiria te Tangata" - Weave the people together.



EVENT OVERVIEW - CURRENT YEAR

The theme for 2025 is “Taoka (Taonga) tuku iho.” *Treasures of our heritage.*

Mission for Waitangi Day 2025

The primary goal, which underpins everything the Trust does, is to encourage a more culturally aware and responsive community.

As the work of the Trust grows, connections are growing with other community groups. We work closely with Ngā Hau E Whā marae in Invercargill. Their support and input has been amazing and we meet regularly with them through the year. The Trust has received funding for the next two financial years to offer a series of Te Reo 101 and Kapa Haka Wananga in Fiordland, and these sessions are led by Sonny Tonihi, Tikanga Māori Advisor for Te Whatu Ora Murihiku.

The Trust is growing connections with local schools and pre-schools in various ways. One example is ensuring speakers, artists or musicians brought here for Trust events, also have scheduled performances/time at schools to share their talents with akonga (learners).

The Trust will continue to seek opportunities to work with Te Waiau Mahikā Kai Trust, building on collaborations over the last 3 years, as well as strengthening connections with the Ōraka Aparima Runaka. We will also continue to work with Rua Paul and Te Manawa o Titiroa Trust, with Ururaki sailings as part of our Te Anau Waitangi Day festival programme.

In 2025 the Trust plans to host a family fun day in the Lions Park on Saturday 08 February, with performers on a main stage. With Waitangi Day itself falling on the Thursday prior to the concert we will again run some smaller activities throughout the week. During June/July 2024 we have collaborated on another Matariki weaving workshop, Matariki Art Exhibition and Matariki Remembrance Evening.

Key deliverables for Te Anau Waitangi Day Festival 2025 (dependent on committee and volunteer availability)

- A mihi whakatau and supper for festival / art exhibition opening and awards at The Arts Hub Te Anau.
- Art exhibition on our theme for 2025
- Talks by Nic Low; one for year 5 – 13 students and one for public - *The Pounamu Trail*.
- Stories from Ōraka Aparima representative regarding Te Tiriti and its significance
- Weave a sail for “Ururaki” – Claire and community collaborative art project.
- Make a model mohiki - children float on little Lake Te Anau
- *Te Tiriti in the South* – new exhibition from Southern Regional Collections.
- Nicola Mitchell – 2 ukulele and waiata wānanga for Fiordland tamariki
- Waka ama from Te Piritahi a Rua, Invercargill, offering people tuition and the opportunity - to have a go at paddling a waka on Lake Te Anau
- Rides on board waka hauroa “Ururaki.”
- Kai stall of traditional kai moana by Ngā Herenga Waka
- A historic cruise on Lake Te Anau with commentary by a historian telling the stories of our -A hāngi
- Screening of a NZ film at Fiordland Cinema.
- Family Fun Day in the Park
 - Musicians to give live performances (performers TBC based on funding)

- Kapa haka performances by Ngā Herenga Waka Kapa Haka from Invercargill.
- Children's activities - Treaty Treasure Hunt and other Waitangi themed experiences for children, some with prizes.
- Bouncy castles, Aqua Balls and Water Slide for children - koha to providers so that these can be offered free of charge to families.
- A 'Treaty Tent' with displays featuring art, taonga and artefacts, informative banners and interpretation, books on display and resource materials coupled with a resource person to answer questions.
- Pounamu carver and other cultural stalls (harakeke weaving, wood carving, poi making etc).

Target Markets

- NZ families
- School students
- Local Māori whānau
- Visitors to Fiordland

Stakeholder Involvement and Benefits

- Supporting the only consistent community/public annual Waitangi commemoration in Southland.
- Supporting Māori cultural experiences and perspectives within our community.
- Building cross-cultural understanding through guest speakers, cultural activities, kapa haka, traditional kai, sports and games.
- Supporting a not-for-profit event that brings the community together.
- Supporting Māori kaupapa and tikanga in local schools. Students gain far more than an opportunity to showcase their talents. Preparation for a performance or sports event provides multiple learning opportunities, including personal growth.
- Providing a financial boost to local restaurants and accommodation businesses by attracting visitors to Te Anau.
- Supporting local and visiting performers, speakers and artists.
- Advertising: Sponsors are acknowledged in our marketing before, during and after events on social media, the local paper, and on signage.
- Accountability reports sent to public funders.
- Photos of events are available for public and private funders to use on request.
- A letter of appreciation with an appropriate photo of the event for local businesses to display.
- Other tangible expressions of appreciation, e.g. morning tea provided for businesses like McGregors Concrete, Evans freight, Northern Southland Transport etc. Prizes presented in assembly to school children.

Delivery Mechanism

Te Anau Waitangi Charitable Trust board is a group of volunteers from the community. They bring together a wide range of skills and associations with whānau, mana whenua, local government, education providers, creatives, and businesses.

Each year this group delivers the Waitangi Day commemorations and Matariki in Fiordland through volunteering their own time for planning meetings, liaising with support organisations as well as leading the events.

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Past partners involved in bringing Te Anau Waitangi Day to life are:

- Te Anau Events
- Northern Southland Transport
- McGregors Concrete
- Evans Freight
- Mararoa Primary School
- Te Anau Primary School
- Lakeside Church
- Te Anau Volunteer Fire Brigade
- Te Anau Rugby
- Te Anau Club
- Sandfly Coffee Cart
- Doughnut Man
- Mr Whippy
- Rotary Chip Van
- New Zealand Land Search and Rescue Inc.
- Market Day stallholders
- Kai stalls staffed by Ngā Hau E Whā (Invercargill)
- Verdon College (provided a waka ama and crew)
- Discounted accommodation from the Tauri whānau's Lakeview Holiday Camp
- Donated tents from Meridian Energy NZ, Ray White Te Anau, and Advocate South
- Local photographers

Current partners involved in Te Anau Waitangi Day Festival and Matariki in Fiordland are:

- Te Waiau Mahikā Kai Trust
- Fiordland Arts Society and Arts Hub
- Fiordland Cinema
- Te Kupeka Tiaki Toka - Southern Regional Collections Trust
- RealNZ
- Te Anau Library
- Department of Conservation
- Mararoa Primary School
- Te Anau Primary School
- Fiordland College
- The 4 preschools in the Te Anau Basin
- Fiordland Outdoor Playgroup
- Local photographers
- "Waka Iwi" Te Manawa o Titiroa Trust with Ururaki
- Ngā Hau E Whā marae (Invercargill)
- Ngā Herenga Waka Kapa Haka (Invercargill)
- Te Piritahi a Rua Waka ama club (Invercargill)

DEVELOPMENT PLAN - GOING FORWARD

Strategic Development

Te Anau Waitangi Charitable Trust depends on grants from community funders. As the work of the Trust grows, in excellence and visibility, it is becoming easier to access funding support for assets used for fundraising purposes (like the Kai Cooker) and improve the opportunities for learning and experiences in our community.

SWOT analysis

Strengths	Weaknesses
<ul style="list-style-type: none"> • Strong partnership with Ngā Hau E Whā • Unique event in local events calendar • Showcases local talent and provides exposure for regional performers • Builds positive relationship between Māori and non-Māori • Grows understanding of our nation's heritage and Te Tiriti o Waitangi • Celebration links with a national public holiday • Attendance is free • The committee has five events of experience behind them • Website, Facebook and Instagram 	<ul style="list-style-type: none"> • Potential for the weather to affect programme • Heavily reliant on annual funding applications • Some funders announce their successful grants later in the year, making it a challenge to book performers and speakers at short notice • Post-event actions need a planned approach as they can be time-consuming (i.e. payments, thanking supporters, gathering feedback)
Opportunities	Threats
<ul style="list-style-type: none"> • To grow supporting events across the year • To increase the involvement of Fiordland College, local schools and pre-schools • Growing collaboration with Ngai Tahu • Consider offering involvement to groups that have a community volunteer component to their work, like Scouts • Offer tiered sponsorship opportunities to Southland businesses 	<ul style="list-style-type: none"> • A potential to clash with any other events being held the same weekend • Weather impacting some outdoor events • Covid-19 or other pandemics and the possibility of future lockdowns

Key Performance Indicators

There are two KPIs the Trustees rely on. Number one is community engagement with the measurement being attendee numbers at our events. Number two is annual revenue, with the measurement being the total value of successful funding applications, sponsorship, and fundraising.

	Attendees	Revenue
2020	Between 1000 – 1,500	\$12,807
2021	Approx 1,000* flooding + pandemic	\$18,307
2022	1,500+	\$47,120
2023	2,500+	\$82,611
2024	9,817 (approx.)	\$104,941 (Incl Matariki in Fiordland partnership funds)

This increase in both engagement and revenue has happened while many other events have been cancelled or postponed, due to the challenges associated with the Covid-19 pandemic.

Feedback from the community

In 2022 the Trust started surveying event attendees and the community for their feedback, to help guide planning. Highlights from the 2023 Waitangi Festival community survey were:

- 93% of attendees rated the activities they were involved with as either very good or excellent.
- 91% of respondents rated the organization of Te Anau Waitangi Festival as either very organised or extremely organized.
- 88% thought the festival was about the right length.
- The top 3 attended activities were the Sandman performance, watching Nga Herenga Waka kapa haka perform and sailing on or watching Ururaki.
- The top 3 ways people heard about the activities on offer were social media, word of mouth and the Te Anau Trader.
- The 2 top suggestions for future commemorations were more concerts and more local history.

The feedback we receive formally via the community surveys and informally through meetings and in person at events is absolutely invaluable. The trustees and organising committee members use the information in a variety of ways, such as:

- Deciding on the number of events in a festival
- When thinking about which artists and guest speakers to bring to the region
- Balancing the types of experiences, we offer
- Deciding if we repeat activities or not
- Planning where and how we communicate and market our offerings to the community.
- And identifying opportunities for collaboration or support with other groups in Fiordland.

EVENT REQUIREMENTS AND ACTION PLAN

Event organisation template

For each community activity the Trust oversees, the coordinating committee member can follow this checklist to ensure a successful event is executed.

Items	Who	Date
Communications and marketing Social media Press release Website changes Flyers/posters School newsletters, Fiordland Families Network and businesses Merchandise		
Facilities Venue booking Marquee Signage/flags Toilets Emergency exits and meeting place		
Services Police and Volunteer Fire Brigade Health and Safety Plan Photographer Accommodation for guest performers and speakers		
Production Access to power Tables and chairs Other furniture required Audio/visual Kai cooker and gas Ordering and preparation of kai and refreshments Cutlery, serving tongs, napkins, plates and cups Fire permit First aid kit		



MARKETING AND COMMUNICATION PLAN

The Te Anau Waitangi Charitable Trust marketing and comms plan is updated annually to meet the need of the two public holiday celebrations. The 2024 Waitangi Festival and Matariki in Fiordland events were widely publicised via:

- The Trust's [Facebook](#) and [Instagram](#) pages
- Te Anau Community Facebook pages
- The Trust's website www.teanauwaitangiday.co.nz
- Online calendars such as, [Te Anau Events](#) , [Southland Events](#) , [Eventbrite](#) and [Arts Murihiku](#)
- Print advertisements in the Te Anau Trader
- Advertisements and articles in the Fiordland Families Network newsletter, and the local schools/preschools newsletters.
- The Waitangi Festival also received a lot of press coverage including the Southland Times, Otago Daily Times, the Southland Express and interviews on Hokonui radio and Radio NZ.

We reached out to the four Papatipu Rūnanga of Murihiku, sharing our programme and inviting collaboration.

We erected signage around Fiordland and did direct promotion to families via local early learning centres, schools, and clubs.

Funders have been acknowledged at different times via social media posts, at events, on our website and are thanked with a print article in the Te Anau Trader.

Full communications and marketing strategy plus annual report can be provided in separate documents.

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FINANCIAL PLAN AND CONSIDERATIONS

Income and Expenditure budget for 2024/25

Appended as a separate working document.

Funding applications for 2024/25

Appended as a separate working document.



APPENDICES

- Census statistics
- Link to unemployment statistics
- Cultural concepts of tikanga Māori

Census Statistics

Population	2006	2013	2018
Te Anau	1,935	2,001	2,538

Māori Population	2006	2013	2018
Te Anau	132	162	213

Post covid unemployment report

<https://www.stuff.co.nz/business/121974863/report-shows-fiordland-unemployment-rate-could-rise-to-33-per-cent>

Cultural concepts of tikanga

MANAAKITANGA

Manakitanga means to extend aroha (love and compassion) to others. It is found in acts such as helping a loved one, encouraging one another or even supporting a complete stranger. Manaakitanga is one of the most important concepts to Māori people as it secures the strength of our whānau (families) and communities.

How to extend Manaakitanga:

- Send a message to a loved one
- Cook someone a meal or host a hakari (feast)
- Take over someone's job or chore

KOTAHITANGA

Kotahitanga is the concept of togetherness. Māori are a small yet unified race, and it's important to lift each other up. Kotahitanga identifies as one – sharing the earth, extending our āwhina (support) to everyone, and receiving the same back. This concept is very important to the whakatauki (proverb) "Kia Kotahi Tātou | We are One" which is inclusive of the many guests we host.

How to extend Kotahitanga

- Join a local sports team
- Donate to a charity
- Say hello to a stranger

WHANAUNGATANGA

Whanaungatanga is about relationship, kinship and a sense of family connection. It is created through shared experiences and working together and provides people with a sense of belonging. It comes with rights and obligations, which serve to strengthen each member of that whānau or group. Where manaakitanga directs greater attention to the responsibility to care and nurture, whanaungatanga represents relationships with those who are considered whānau. This includes people who may not be connected through direct whakapapa lineages but who feel like kin because of their shared experiences.

How to extend Whanaungatanga

- Learn and share your pepeha with others
- Facilitate teamwork in group situations
- Encourage whanau involvement in activities

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 Make-A-Wish Foundation of New Zealand Trust
 Postal address P.O. Box 8029, Newmarket, Auckland, 1149
 Street address Level 3, 27 Gillies Ave. Newmarket, 1023

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	Raema Inglis	Phone	(day)
Email	raema@makeawish.org.nz		(evening)
Name	Sarah Henderson	Phone	(day)
Email	sarah@makeawish.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? 331 wish children waiting

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

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

Make-A-Wish Foundation are seeking a funding subsidy from the Community Partnership Fund to contribute towards the costs of the "Te Anau Street Party" - our wish child Meike aged 9 from Te Anau wishes to hold a Street Party to say thank you to the community who have been so supportive of their family as they have battled Meike's Acute and chronic leukemia. This is an opportunity for the Fiordland Community Board to be a contributor and supporter to social outcomes of inclusivity and interconnectedness of the Te Anau and wider communities.

If your application relates to a facility – who uses the facility and how often?
 N/A – although use of Lion Park and ablution block. Road Closure along Mokonui Street –
 Downer Te Anau have offered to prepare and submit council application for road closure.

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

How will your project benefit the organisation or community?

Importantly, the community outcomes of this street party will not only enrich the interconnectedness of local citizens, but also allow for the community to enjoy a safe and healthy event. 9 year old Meike's describes the importance of saying thank you to the community that have supported her and her family's medical journey. Local businesses are Keen to participate (See list of Contributors in "Meike's Funding Schedule Quotes/Funders".

Start date of your project Friday 31st Jan 25 Finish date of your project Friday 31st Jan 25

FINANCIAL DETAILS

Are you registered for GST? ☐ No ☒ Yes GST number 6 1 6 3 1 8 5 2

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		INCOME	
Project costs		Your contribution	
	\$ GST inclusive or GST exclusive		
Flame Entertainment	2,710.00	Fees/subs	
Family Fun & Food	4,895.00	Fundraising	\$ 255.00
Aerial Silks Ltd	2,393.00	Loan/mortgage	
Serenity Care	450.00	Cash savings	
Buzzyas	720.00	Other	
Miscellaneous Costs		Other grants and sponsorship applied for	
For Make-A-Wish			
Including travel for		Sponsorship	
the Wish Producer		Grants (successful	Amount
and Wish Volunteers.		and proposed)	requested
		Meridian Energy	\$2,600.00 ??
		RealEstateRayWhite	\$ 450.00 Yes
		FiordlandPharmacy	\$ 720.00 Yes
	\$11,168.00	SydLees/Lion/Rotar	\$2,393.00 ??

		Sub-total	\$ 6,418.00
Total cost of the project is	\$11,168.00	Total income	\$ 6,418.00

How much money are you applying for? \$4,750.00 towards the Family Fun and Food

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

Voluntary effort (eg number of hours)

Make-A-Wish Foundation has been offered extensive voluntary effort and donated materials
for Meike's Street Party – please refer to "Meike's Funding Schedule Quote and Funders"
for the full list of donations.

Donated materials (eg approximate \$ value)


Again, please refer to "Meike's Funding Schedule Quote and Funders"

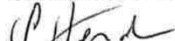
How do you envisage paying for the future operational costs of this project?

This project is a once off project that will provide inclusivity and interconnectedness in the Te Anau community and wider communities in the region.

DECLARATION (PLEASE PROVIDE TWO SIGNATURES)

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

Name	Raema Inglis		
Position in organisation	Grant Administrator		
Signature		Date	19.09.24

Name	Sarah Henderson		
Position in organisation	Chief Financial Officer		
Signature		Date	19.09.24

Please attach	Check
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"/> YES

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:

Make-A-Wish® New Zealand

Level 3/27 Gillies Ave, Newmarket, Auckland 1023, New Zealand
 PO Box 8029, Newmarket
 Auckland 1149, New Zealand
 Phone: 09 920 4760 or 0800 80 70 80
 Email: info@makeawish.org.nz
 Website: www.makeawish.org.nz



Community Partnership Fund,
 Fiordland Community Board,
 Southland District Council,
 P.O. Box 903,
 Invercargill 9840

19th September 2024

Dear Trustees of the Fiordland Community Board,

My name is Raema Inglis and I am privileged to work for the Make-A-Wish Foundation – whose mission is to grant the one wish of every child aged 3-18 who is living with a critical illness in Aotearoa, New Zealand.

Make-A-Wish Foundation has been delivering transformational wishes since 1986 – We know that wishes aid physical and emotional healing through building strong positive experiences. The power of a wish inspires the wish child and impacts family and community. Yes, wishes provide laughter, fun and create amazing memories, but they also continue to inspire confidence and strength long after the wish has been granted. Wishes help to normalise the child's daily life, and most importantly, as research proves, they improve a child's quality of life, giving them a better chance of recovery.

A wish provides emotional healing that gives wish children a higher chance of survival. It's why wishes are vitally important. And the great part is that a wish has widespread impact beyond just the wish child it impacts the family, community and all those involved in supplying the delivery of the wish – it's transformational for all involved.

Our wish child – Meike – is 9 years old and lives with her mum and dad in Te Anau, and has the condition: Acute and chronic leukemia (with chemotherapy), and has described her wish as being "a Street Party in our home town of Te Anau for our community to say thank you for their support". The community of Te Anau has been wonderfully supportive of this family in a variety of ways..... Meike is determined that her wish is a celebratory thank you for her community's support for her family.

From our Wish Volunteers who visited the family and prepared the Home Visit Report – Michael and Rachel (both from Invercargill) –

"on meeting and talking to Meike - she seems to really understand just how much the Te Anau community had wrapped around their family when she got sick. She also shared how when she goes to the hospital now for treatment and check up mum and her always take cakes (mum is a great baker) to thank the nurses and staff for her great treatment. So she understand the value of 'thanking and being grateful for what has been given' and that in doing so "it keeps them on your side" - haha - that was her words - but so true"

"The reasons shared about why they want to include the whole community is that once Meike was diagnosed - the TA community wrapped around them. They had to spend a lot of time at

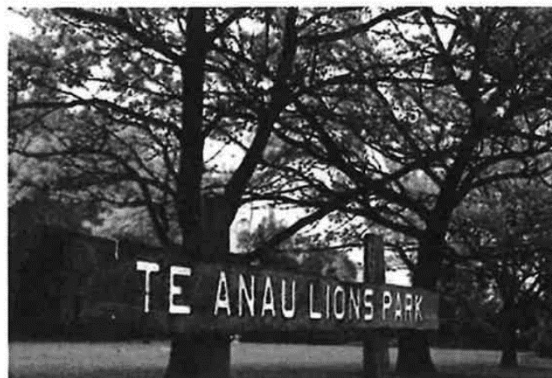
Invercargill and then Christchurch Hospital for her original treatment in hospital - then becoming a day patient in ChCh for 8 weeks. The family moved into an apartment in CHCH during this time and the TA community showed an immense amount of generosity. Meike received gifts every day from people in the community - to the point mum said it was actually embarrassed by how many she was getting along with lots of cards and get well wishes and donations on a Give-a-Little page from people and business in the community they did not know or support - it was very overwhelming for them."

We are applying to the Fiordland Community Board for a community grant in support of this community event - to deliver a great wish for Meike and the Te Anau community - this wish would contribute directly to the community and foster a sense of community belonging, the benefits of which would last in to the future. The street party would provide promotional opportunities for local businesses taking part and provide an opportunity for the Fiordland Community Board to be seen as a contributor and supporter to social outcomes. Importantly, the community outcomes of this street party will not only enrich the interconnectedness of local citizens, but also allow for the community to enjoy a safe and healthy event.

We are applying for a contribution of \$4,750 towards the cost of "Family Fun and Food" as quoted by Wayne from Southland Mini Jeeps Ltd:

		Cost excl GST	GST	Total
Family Fun & Food	Titanic Castle	1,350	-	1,350
	200 x \$4 services from Donut Dude caravan	800	-	800
	Bumper Balls	550	-	550
	Mini Jeeps	995	-	995
	Water Cylinders	850	-	850
	Sumo Suits (2 x sets)	350	-	350
	Candy Floss / Slushy	-	-	-
		4,895	-	4,895

The four hour celebration is planned to take place on Friday 31st January 2025. It will be a day of celebration and community coming together to be thanked for their heartfelt support of Meike and her family. Our Communications Manager, Jade Fernandes will promote this event to the wider community as well as pitching the event to local media/magazines.



Offers of help from the Te Anau community and businesses include:

Fiordland Community Pharmacy – offered to fund the roving Clown
Te Anau Bouncy Castle Hire – offered to provide 2 bouncy castles free of charge
Wapati Bakery & Café – offered to bake cupcakes for the cupcake decorating activity
Te Anau Kepler Lions & associates – offered to bake cupcakes for the cupcake decorating activity
FreshChoice Te Anau – offered to provide the ingredients for the cupcakes
Jen Mackintosh from Milford Road Merchant – offered to work on an art piece with Meike to gift to the Te Anau community
Danny Baleson from the Tennis Club – offered to set up mini net and create some fun hits for the kids in the park or on the street
Stephanie Jones from Ray White Te Anau – offered the use of a marquee and potentially funding for some activities
Rebecca Barnes and her band (from Queenstown) – provide music on the day, providing all sound system where required
Megazone Dunedin – offered the use of their portable laser tag inflatable and jousting arena
Liz from Liz K Photography Te Anau – offered to be roving photographer or setting up a make-shift photo booth
Te Anau Police, Ambulance and Fire Departments - all offered to help on the day, Police might bring Meike to the street party in a convoy, ambulance will park at the venue, giving out stickers and educating attendees with basic first aid and fire department will help providing water for the water canon activities
Ditto Café – offered the use of ice-cream bike with a cooler and providing ice-cream for the day
Red Cliff Restaurant and bar – offered to provide cake center pieces for the tables on the day
Ivan & Kylie Krippner from Wings and Water – Ivan offered to do a flyover in his stunt plane on the day of the street party
Te Anau Events – offered the use of the community centre as a backup venue in case of bad weather, offered the use of tables, marquee, bean bags and general advice about running this community event
Downer Te Anau – offered to prepare and submit council application for the road closure
Rotary Club of Fiordland – offered the use of the Rotary chip caravan at the event
Invercargill YMCA – youth volunteers to come and help out on the day

The Make-A-Wish Foundation does not receive government funding, and we are entirely reliant on our own resources to raise funds from donations, corporate sponsors, regular donors, Charitable Trust donations and grants, community fundraisers led by generous friends and wish children families and our own community fundraising events.

Some New Zealand Doctor's recent statements about Make-A-Wish impact of the wish:

The thing I like about make a wish is that children can get to have their say – a laptop or a puppy, a pink party or meeting their sports hero. It's a way of expressing who they are at a time in their lives when they've usually just finished some pretty tough times and they can relax and celebrate.

Dr Siobhan Cross, Paediatric Haematologist/Oncologist CHOC, Waitaha Canterbury

When the going gets tough, and it certainly gets tough, Make-A-Wish provides hope and experiences that help children, adolescents, and whānau keep going.

Dr Andy Wood, Paediatric Haematology-Oncology, Starship Child Health

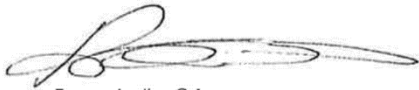
Make-A-Wish represents so much beyond the beauty of a no-strings-attached gift. It becomes a therapy in itself giving hope for a better day. More than that, it's something the child has control over. In their world, where so much is taken out of their hands, Make-A-Wish remains their chance to choose, to plan and to dream - often only things the child themselves would think of.

Dr Tim Prestidge, Paediatric Haematology-Oncology, Starship Child Health

Attached is a letter of support from the Starship Foundation.

Please let me know if you would like further information.

Kind Regards,



Raema Inglis, C.A.
Grants Administrator
Make-A-Wish® New Zealand
PO Box 8029, Newmarket, Auckland 1149
Level 3, 27 Gillies Avenue, Newmarket, Auckland 1023
raema@makeawish.org.nz
Days of work: Mon 8.30 to 5.00pm/Wed and Thur 8.30 to 3.00pm
Direct: +64 9 520-9629
Cellphone: 021 208 0725
Freephone: 0800 80 70 80
makeawish.org.nz | [Facebook](#) | [Donate Now](#)

"It isn't always necessary to cure in order to heal."

— James B. Fahner, MD, FAAP | Chair, Make-A-Wish Medical Advisory Council



PO Box 9389 Newmarket,
Auckland 1149
0800 STARSHIP (0800 782 774)
starshipfoundation@adhb.govt.nz
www.starship.org.nz/foundation
Registered Charity CC24272

14 December 2023

To Whom it may Concern

A mātou tamariki, he whai oranga, he toiora hei ngā rā ki tua.

It is with pleasure that I am providing this letter of support for Make-A-Wish Foundation.

Starship, as New Zealand's national children's hospital and the Make-A-Wish Foundation provides support, care and compassion for the most critically ill children and whānau in Aotearoa. Many of our Starship children have seen the benefit of the wishes granted by Make-A-Wish, giving our tamariki and rangatahi hope, strength and joy. These wishes can play an important role in supporting the medical care for our children and their whānau, providing positivity and contributing to brighter futures.

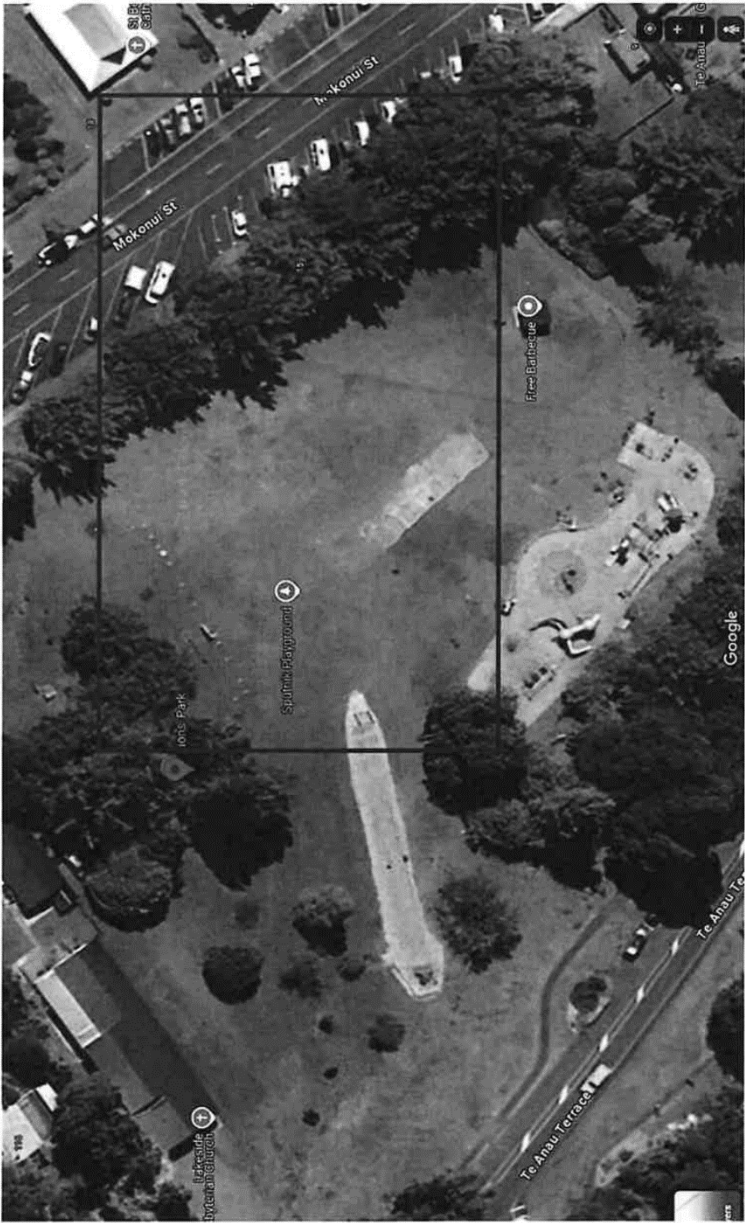
As a founding member of the Children, Young People and Disability Health Collective, the Make-A-Wish Foundation have elevated the voices of our young people and spearheaded a more equitable approach to children's health and wellbeing. Coupled with this, has been an open and collaborative approach, reducing duplication and filling the gaps across the children's health sector.

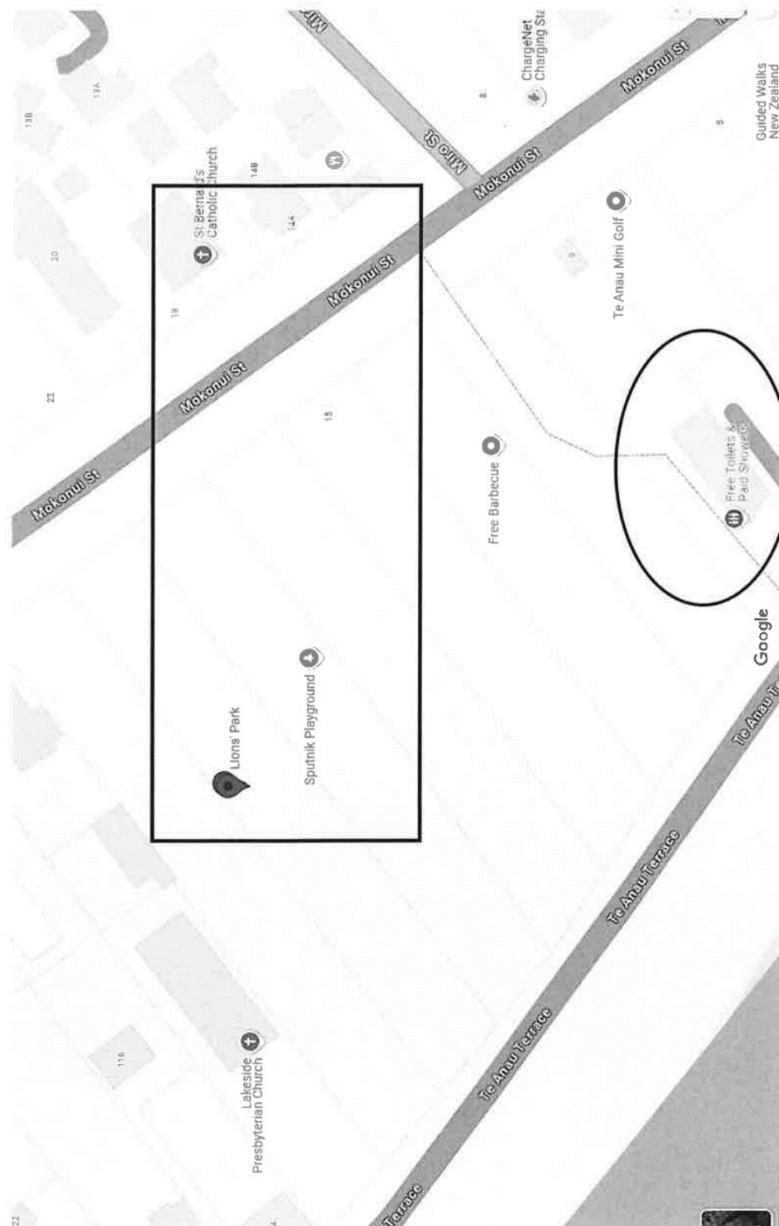
In summary, Make-A-Wish supports a bio medical approach, with strength, hope, joy and a positive approach to support tamariki and their whānau through the most challenging times. I wholeheartedly recommend the good work that is carried out by Make-A-Wish Foundation supporting those in need.

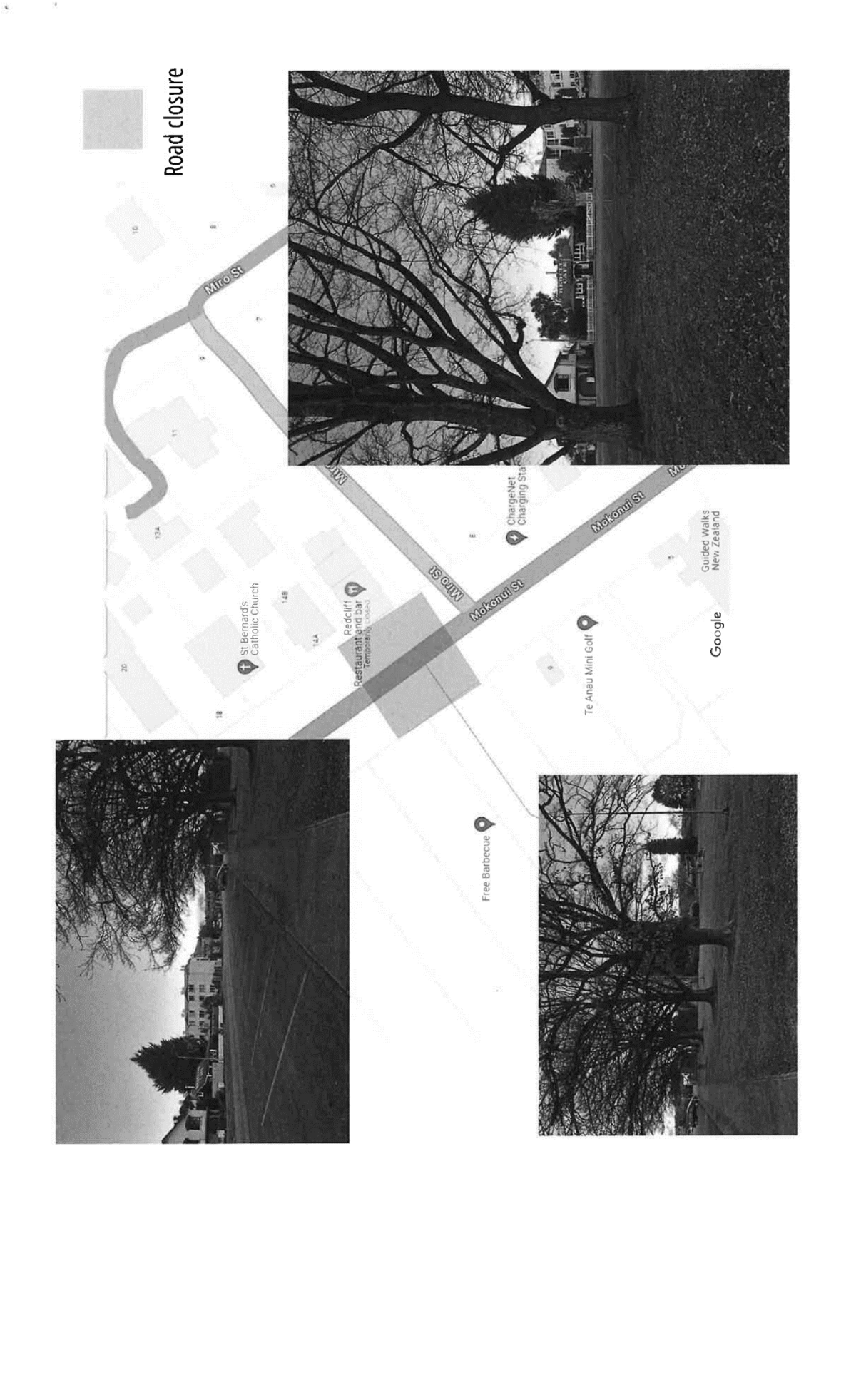
Yours sincerely

Joanna Simon
Chief Executive

Our Children. Better Health. Brighter Futures.







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



YOUR DETAILS

Name of organisation **Fiordland Trails Trust**
 Postal address **PO Box 24, Te Anau 9640**
 Street address **112 Town Centre, Te Anau, 9640**

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	Clare Ngakai	Phone	(day)
Email	admin@fiordlandtrails.nz		(evening)
Name	Stephen Hoskin	Phone	(day)
Email	stephen@fiordlandtrails.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? **~40 000 per annum**

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

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

Fiordland Trails Trust is seeking funding to continue the predator control, trapping and monitoring programme, particularly around the Upukerora Trail areas.

If your application relates to a facility – who uses the facility and how often?			
The Lake2Lake Trail counters show first 8 months of this year we are 96% of the 2023 user numbers, with 2023 being a very successful year for trail users. Even at the most remote sections we have recorded over 80 passes per day Jan-March. The trails are used by cyclists, walkers, runners, school and community groups, anglers, people in mobility devices and people partaking in events held on the trail. These include the half marathon, 10km run, Parkrun and various other cycle tours. Trail Users: 49% Local residents, 82% NZ Residents, 18% International visitors – As per attached Angus Report			
Does the facility have a long term development and maintenance plan?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
How will your project benefit the organisation or community?			
<p>The predator control work centres around the Upukerora River mouth. Such braided riverbeds are recognised as threatened uncommon ecosystems. The area is a nesting site for threatened bird species such as:</p> <ul style="list-style-type: none"> • Pohowera - Banded dotterel • Tarapirohe - Black fronted terns • Tarāpuka - Black Billed Gulls • Tōrea - South Island Pied Oystercatcher • Poaka - Pied stilts • Sandpiper • Red (or lesser) knots <p>The area is also close to Te Anau township, enabling locals and visitors to observe the wildlife. School and other community groups can access for educational purposes. The project is fulfilling our goal of "Bringing the Park to the People".</p> <p>The Fiordland Trails Trust has been fortunate to obtain Jobs for Nature Funding to set up the trapping programme. To date we have trapped over 1000 predators in the area. The funding will expire at the end of this year. We need ongoing funding to maintain the traps and continue protecting the threatened species.</p>			
Start date of your project	01.11.2024	Finish date of your project	01.06.2025
FINANCIAL DETAILS			
Are you registered for GST?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	GST number	9 9 1 6 6 5 0 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	
Predator Control Management	\$13,167.00	Fees/subs	
		Fundraising	\$44,000
		Loan/mortgage	
		**Cash savings	\$323,297
		Other	

		Sub-total		
Other grants and sponsorship applied for				
		Sponsorship		
		Grants (successful and proposed)	Amount requested	Result date
		Jobs for Nature – Trail maintenance to 31.12.2024	\$130,000	Approved
		Community Trust South – Trail Construction	\$109,155	Approved
		Lotteries – Trail Construction	\$84,142	Approved
Total cost of the project is	\$13,167.00	Total Income	\$367,297	

**** Cash Savings is funding largely committed for construction of the Te Anau Downs Trail**

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)

The Trust had over 2500 donated hours last year. This includes Trustees time and Volunteers on the trail carrying out maintenance and weed control plus Lower Upukerora Restoration Group volunteers 12 at 530 hours per annum

Donated materials (eg approximate \$ value)

Nil

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

The Trust organises an annual half marathon a 10km and 2km run which raises funds. We have long term maintenance funding committed by the Fiordland Community Board and a range of sponsors and donors. We have a developed website and marketing material with QR Codes as tools to raise funds through donations. We are also looking at another annual event to assist in costs towards compliance and consenting, as these are difficult to secure funding for.

DECLARATION (PLEASE PROVIDE TWO SIGNATURES)

We **Stephen and Clare** 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 **Stephen Hoskin**

Position in organisation **Trustee**

Signature *Stephen Hoskin* Date **17.09.2024**

Name **Clare Ngakai**

Position in organisation **Administrator**

Signature *Clare Ngakai* Date **17.09.2024**

Please attach **Check**

a current statement of income and expenditure **✓**

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 Families Network**
 Postal address **28 Acheron Way, Te Anau, 9600**
 Street address **as above**

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	Jo Marsh	Phone	(day)
Email	fiordlandfamilies@gmail.com		(evening)
Name	Anna Thomas	Phone	(day)
Email	mcnaughton_anna@hotmail.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? **7 committee members**

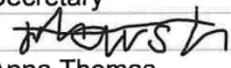
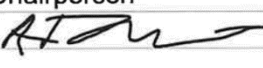
Please describe fully: (Continue on a separate sheet if necessary)

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

Purpose: Fiordland Families Network (FFN) seeks a Community Partnership Fund from the Fiordland Community Board for the purpose of 'strategic communications' - ensuring newsletters are freely accessible to the Fiordland community. We request funding for \$5000 to print monthly newsletters (of up to 4 pages) in the Te Anau Trader over an 11 month period during the 2025 calendar year. Printing in this locally distributed newsletter provides the greatest benefit for public distribution and maximises readership with copies delivered in every mailbox in the Te Anau and Rural Delivery Areas, plus in Manapuri P.O.Boxes. This 'strategic communications' project will help to support the Fiordland Community Board's Vision that "Fiordland is a thriving and connected community of people..." By publishing our newsletter articles from local professionals we will help to achieve the Community Board's Objectives of creating a "community that is connected, functional, safe and healthy, with access to excellent services"

If your application relates to a facility – who uses the facility and how often?	
N/A - for facility, but Benefit to Community: The Fiordland Families Network (FFN) was established in 2019 as an avenue to connect, support and advocate for families in our rural area, where information about services and social connection opportunities were then extremely hard to find. The objectives of FFN are primarily achieved through the production of our monthly newsletter, which advertises activities, opportunities, services and provides a platform for articles to educate and support families with a range of wellbeing, health and environmental topics. Our volunteer committee are proud to have produced 62 newsletters since we established, as well as creating a website where our newsletters and other information on local services can be accessed by the community. Our newsletter service is widely recognised by local professionals working with families, as providing real, tangible benefits for social, mental and physical health and connection amongst our rural community, those new to our area, new to parenting, or grandparenting.	
Does the facility have a long term development and maintenance plan?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
How will your project benefit the organisation or community?	
Please note: Benefit for Community written in box above as this box doesn't have the "wrap text" function.	
Start date of your project	1 Jan 2025
Finish date of your project	31 Dec 2025
FINANCIAL DETAILS	
Are you registered for GST?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
GST number	
Applicants that are not GST-registered need to provide budget figures that include GST	
Applicants that are GST-registered need to provide budget figures that exclude GST.	
Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.	

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR				
EXPENDITURE	\$	INCOME	\$	
Project costs	GST inclusive or GST exclusive	Your contribution		
Monthly printing costs	\$440	Fees/subs	N/A	
(4 pages in Te Anau Trader)	x 11 months	Fundraising	N/A	
	= \$4840	Loan/mortgage	N/A	
	GST inclusive	Cash savings	N/A	
		Other		
		Sub-total		
		Other grants and sponsorship applied for		
		Sponsorship		
		Grants (successful and proposed)	Amount requested	Result date
		N/A		
Total Cost of project	\$4840			

		Sub-total		
Total cost of the project is		Total Income		
How much money are you applying for?		\$4840		
Briefly describe any voluntary effort or donated materials provided for the project.				
Voluntary effort (eg number of hours)				
Our committee of 7 dedicated individuals (made of parents & professionals) meet monthly (3 hrs/month) and to discuss governance and ensure the smooth running of the various ante-natal groups, educational activities etc that are organised by our volunteers (20 hrs/ month). The newsletter takes a minimum of 10 hrs to produce + 5 hrs for distribution each month. At a minimum our volunteers complete 56 hrs of voluntary mahi each month. Spread over 11 months of the year, this estimates to around 616 voluntary hours per year. Then there is writing funding applications on top of that!!				
Donated materials (eg approximate \$ value)				
Colour printing of newsletters for local distribution is often donated by local businesses. Approximate cost \$4/newsletter x50 copies = \$200/month x 11 months = \$2200/ year.				
How do you envisage paying for the future operational costs of this project?				
Each year we re-assess the newsletter distribution costs for printing and distribution and adjust our grant applications accordingly. We are planning on becoming a Charitable Trust in the future to enhance our ability to apply for larger funding opportunities. We would welcome continued support from SDC and the Fiordland Community Board as we consider our project to be of wide benefit to our local community and to assist with achieving the Community Boards vision that "Fiordland is a thriving and connected community of people."				
DECLARATION (PLEASE PROVIDE TWO SIGNATURES)				
We	Jo Marsh & Anna Thomas	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	Jo Marsh			
Position in organisation	Secretary			
Signature		Date	29/9/24	
Name	Anna Thomas			
Position in organisation	Chairperson			
Signature		Date	29/9/4	
Please attach				Check
a current statement of income and expenditure				<input type="checkbox"/> Y
a current bank statement from your organisation				<input type="checkbox"/> Y
quotations, where relevant				<input type="checkbox"/> N/A
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:				

FIORDLAND FAMILIES NETWORK

Connecting, supporting and advocating for Fiordland Families

Issue 63 | October 2024 | Page 1

www.fiordlandfamiliesnetwork.com



Tēnā koutou katoa,

This month, we share some activities for the school holidays with a how-to on stop motion animation and a few tricks to make cute little masterpieces out of meals. There is a feature on last month's Te Anau Mid-Autumn Festival and some good news with the return of the Fiordland Outdoor Playgroup.

Now let's hope for a nice and dry October!

From the FFN team

WHAT'S ON WEEKLY:



Monday	9:30-11:30am	Fiordland Outdoor Playgroup <i>look up on Facebook to find their next location</i>
Tuesday	9:30-10:45am	Under 5's Tumble Time at Te Anau Events Centre
Wed.	10am	Parents' Coffee Group at Te Anau Plunket Rooms. All welcome.
	1 - 3pm	Community Garden Hosted gardening sessions with Hannah.
	3.15-4pm	Brick Club at Te Anau Library
	7pm	Social Hockey at Fiordland College Hockey Turf
Thursday	9:30-1pm	Playcentre at The Key
	11am	Story Time at Te Anau Library
	3:15 pm	Afterschool Programme @ Library
	2:30-4pm	Toy Library at Te Anau Plunket
	6:30pm-8:30pm	The Grace Place , family OP shop behind Lakeside Church
Friday	9:15 & 10am	Mainly Music two sessions at Lakeside Church
	10:30am	Wriggle and Rhyme @ Te Anau Library for 0-2yr olds
Saturday	9:00am	Lake2lake parkrun @ the Kepler Carpark
	10am-2pm	The Grace Place , family OP shop behind Lakeside Church
	10am-3pm	Te Anau Public Library open
	1pm -4pm	Te Anau Climbing Wall at Te Anau Events Centre
Sunday	7-8:30pm	Women's Climbing @Events Centre
Weekdays	9am-5pm	Te Anau Library hours.

**please note that some activities only run during term time.
KNOW AN ACTIVITY OR EVENT FOR FAMILIES IN FIORDLAND?
Or want to update a listing? Email: fiordlandfamilies@gmail.com*

UPCOMING EVENTS

Cooking Up a Song

Tuesday 1 October, 1 PM, Te Anau Library
Fun and interactive session for singing and dancing with musician Anna van Riel - for tamariki aged 0-7 years. Registration required - phone the Te Anau Library on 03 249 7939.



Slime Workshop

Thursday 10 October, 10 AM - 12 PM, Te Anau Library
SDC Holiday Workshop for children aged between 8 and 12 years. Registration required - phone the Te Anau Library on 03 249 7939.



Te Anau Ukelele Festival

Thursday 10 October - Sunday 13 October
Workshops and performances from well-known ukelele bands. Times, locations and tickets can be found on the website: www.teanauukelelefestival.co.nz



Movie Morning for Mums & Dads & Babies in Arms

Wednesday 23 October, 10 AM, Fiordland Cinema
Plunket & Fiordland Cinema are excited to offer this opportunity for parents. Movie choice is focused on the parent. Discounted rate for parent and baby is free.



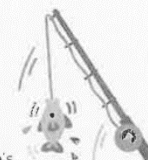
Mararoa Mini Market Day

Friday 25 October, 3 PM - 5 PM, Mararoa School
Arts / crafts / woodwork / fabric - student designed & created goods

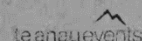


Te Anau Manapouri Fishing Classic

Friday 25 October - Sunday 27 October, Te Anau Rugby Club
Fishing competition for the whole family - adult, junior (12-17 years) and child (11 and under) anglers lining up to catch a fish. There's also a category that gives kids a chance to learn to fish with the Cruise Milford Take a Kid Fishing competition held at the picturesque McGregor Pond.



For full details on local Fiordland Events, view the online monthly calendar or to register your community event, visit:



www.teanauevents.co.nz | info@teanauevents.co.nz

How to stay connected with FFN?




Sign up to our newsletter here: <https://tinyurl.com/FFNsignup>. Current and past newsletters are all available on our website: www.fiordlandfamilies.com. You can pick up a paper copy from the Te Anau Plunket Rooms, local cafe's or the Te Anau Public Library.

To get in touch, email us at fiordlandfamilies@gmail.com or find us on Facebook @fiordlandfamilies

FIORDLAND FAMILIES NETWORK

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www.fiordlandfamiliesnetwork.com 

COMMUNITY > The Grace Place

The Grace Place is a lovely op shop behind the Lakeside Church - 112 Te Anau Terrace. It is full of great items like clothes for all ages, toys, books, household items and sometimes even bigger items like car seats and strollers.

Payment is by donation, and all proceeds are given back to community organisations - like the Fiordland Families Network.

They are open every **Thursday 6.30 PM - 8.30 PM** and **Saturday from 10 AM - 2 PM**. They also often open up during Mainly Music session times, so parents can pop in while they're there.

If you have items to donate, you can bring these during opening times or leave them at the little green shed outside the building. They are unable to accept electrical goods or items of furniture.




Family Photo Sessions
10-minute Family Mini Session
at Te Anau Plunket building,
2 Luxmore Drive

Saturday 7 December 2024

\$25 session fee which raises funds for Plunket; this includes one digital image of your choosing. More images from your gallery are available for purchase.

 To book a timeslot, contact Liz at Liz K Photography:
FB/IG @lizkphotos
Email: lizkphotography.nz@gmail.com
www.lizkphotography.com

He huanui orange me ngā mokopuna whakatipuranga rōto | ngā hēpori heke iho, heke iho
Setting the path of wellness in our communities for the early years, for generations to come

SOFT PLASTICS

RECYCLING IN TE ANAU



Is your rubbish bin overflowing with soft plastic waste?

Do you want to make a difference to the planet?

Join Zac's recycling scheme!

This is how it works:



Scan this QR code to go to the Soft Plastics Recycling Te Anau Website

- When you sign up, you will be given an ice cream container to put your soft plastics in.
- On Fridays you put your ice cream container in your mail box for the plastic inside to be collected and recycled.
- It costs 50c per collection and please put the money inside the container.

To sign up send Zac an email to zmarsh@teanau.school.nz with Soft Plastics in the subject line. Remember to send Zac your address as well so he knows where to collect your plastics or if you live out of town, Zac can arrange something.

COOKING UP A SONG

It's a recipe for holiday fun and the final ingredient is ...
YOU!

Get your dancing shoes on and join award-winning children's musician Anna van Riel for a fun and interactive session of singing and dancing for tamariki aged 0-7 years.



*Winton Library,
30 September, 1pm*

(You can register at our office or by phoning us on 0800 732 542)

*Te Anau Library,
1 October, 1pm*


(You can register at our office or by phoning us on 03 249 7379)

Show duration: 40 minutes

Disclaimer: The information in this newsletter was correct to the best of our knowledge at the time of publication.

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www.fiordlandfamiliesnetwork.com 

COMMUNITY > First Te Anau Mid-Autumn Festival Was a Huge Success

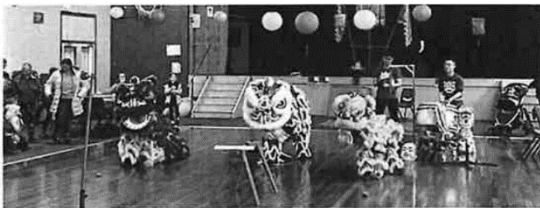
The first ever Te Anau Mid-Autumn Festival was held on 15th September with over 200 people attending. The event was a wonderful example of cultural exchange, fostering a sense of community and an opportunity for locals and visitors to enjoy the traditions of this ancient festival.



The organisers would like to thank the community for getting behind the event and supporting it so well whether it was through donations, volunteering or attending.

Thank you in particular to The Village Inn, Real NZ, The Grace Place, Fresh Choice, Kepler Lions, The Olive Tree Cafe, Ming Gardens, Te Anau Dairy, Amber Court Motel, Masami's Kitchen, Te Hau Toka, Fiordland Events, Fiordland Multicultural Community, Jenny Yee and family and The Otago Southland Chinese Association. We hope that it is something we can do again next year!

"May the glow of the moon surround you and light your way to health, happiness and prosperity"



COOKING > Making Kids' Meals Fun

Whether you are trying to brighten up a boring meal or convince a picky eater to try something new, here are some ideas on serving up some fun.

SHAPES

Bring out the cookie shapes and go crazy on anything flat and sturdy enough to get into shape.



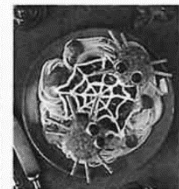
FACES

Look for circular foods to serve as the eyes and nose, and straight or curvy food to become the mouth. When in doubt, use sauce or line up small foods to create a shape.



ANIMALS

This is where you can really dig in and get super creative. Websites like Google and Pinterest are great places for inspiration and you can even use topical themes like Spring time, birthdays and Halloween.



PLAYGROUPS > Fiordland Outdoor Playgroup



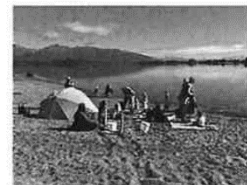
The Fiordland Outdoor Playgroup is starting back at the start of term 4. This community group offers 0-6yr olds an outdoor free-play session between 9.30-11am on a Monday morning during school term.

Come along with your tamariki and enjoy some quality time together in Fiordland's beautiful natural spaces.

Locations can change, please check the [Facebook page](#) for up-to-date information. Activities are outdoor & nature based, giving you the chance to try something new. It also gives Fiordland whānau the opportunity to meet other like-minded people and enjoy time engaging and playing with their tamariki in the outdoors.

The group gets involved with special community events throughout the year, the next upcoming one will be the 'Kite & Kēmu Day' in November.

Can't wait to see you there!




Sessions cost \$2/family with proceeds used to cover operating costs & 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.

Disclaimer: The information in this newsletter was correct to the best of our knowledge at the time of publication.

FIORDLAND FAMILIES NETWORK

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www.fiordlandfamiliesnetwork.com **ARTS & CRAFTS > Stop Motion Animation**

Dreading the holiday screen battles? Try Stop Motion Animation! Stop motion animation is great way for kids to become creators - not just consumers - of digital media, and it can involve everyone in the family. It's creative, it's fun, and it also involves fine motor skills, maths, technology and literacy.



All you need to start is a device with a camera, a stop motion app, a scene, some characters, and a story. I recommend the free **Stop Motion Studio** app which can be used on any device. The app is very intuitive to use and even the free version is powerful enough to make decent movies.

Younger kids may need some help but most 8+ olds will probably be able to do it independently (parents may need to help with the initial settings). You can animate 3D objects (like Lego, foods), people (aka pixilation animation, great for the whole family), paper cutouts, or plasticine (aka claymation). Here are some basic tips:

- 1. Think about your story.** Who are the characters, where is the story set, and what is the punchline?
- 2. Set up your scene away from natural light** and use a lamp or two to illuminate it.
- 3. Make sure your device is steady** - use a tripod, build a cradle from Lego, or use heavy objects like books.
- 4. Fix your background/props/floor in place** with Blu-tack or masking tape.
- 5. Set your camera on AutoLock or Manual** in the app so it doesn't change the focus or exposure during filming. Set the speed to 10 or 12 frames per second (FPS).
- 6. Don't move your characters too much between the frames.** Aim for a 30 second movie for a start - that's 360 frames to move and take!
- 7. Add sound!** You can record it in the app. And don't forget the movie title and credits!

Written by Diana Zadravec

Disclaimer: The information in this newsletter was correct to the best of our knowledge at the time of publication.

MARAROA MINI MARKET DAY**Life Skills**

This year's school theme has been growing life skills. The market day prep has covered many essential life skills: financial literacy, cooking, sewing, woodwork, design, learning from mistakes, realising perfection cannot always be achieved and much more.

**ARTS/CRAFTS/ WOODWORK/FABRIC****STUDENT DESIGNED & CREATED GOODS**

Friday 25th October
3pm-5pm
At Mararoa School
2373 Te Anau-
Mossburn Highway

Mararoa School
Key learning for life's journey

**ART & FUN FOR KIDS
OCTOBER SCHOOL HOLIDAYS****FIRST WEEK - FOR KIDS 8+**

TUE 1 Oct: Drawing games

WED 2 Oct: Stop motion animation movie 8+

THU 3 Oct: Cartooning - make a pocket mystery book

9:30am - 12pm

Morning tea incl.

\$20 per session

SECOND WEEK - FOR KIDS 6+

MON 7 Oct: 9 - 10am: Fancy name tag
11am - 12: Tea light jar

TUE 8 Oct: 9 - 10am: Pop up card
11am - 12: Eat it art

WED 9 Oct: 9 - 11am: Stop motion
animation for 6+

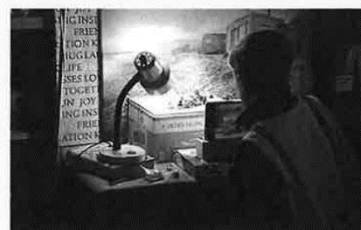
10 MAX PER SESSION

BOOKINGS ESSENTIAL

Diana 021 516 484

diana.zadravec@gmail.com

1 hour sessions \$10
Animation session \$20



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 College Get2Go (Hillary Challenge)
 Postal address: Howden Street
 Street address: S.A.A.

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	<u>Stef Braaksma</u>	Phone	(day)	<u>--</u>
Email	<u>stefbraaksma@gmail.com</u>		(evening)	
Name	<u>Shawn Cantwell</u>	Phone	(day)	
Email	<u>S.cantwell@fiordland.school.nz</u>		(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?

We are currently fundraising for 8 students and 2 teachers from Fiordland College to go to Hillary challenge outdoor centre for 5 days in December 2024. The team has qualified for the Get2Go National final to compete against other NZ schools in orienteering, kayaking, climbing, biking and problem solving exercises.

They need close to \$15,000 to cover their entry fee, accommodation and flight to the central north island.

My application relates to a facility who uses the facility and how often? N/A.

They are year 9/10 children that are experienced in the outdoors and have showed great team work skills and leadership qualities. This is an incredible experience for them.

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

How will your project benefit the organisation or community?

We are hoping the students will bring back the skills they have learnt to the community and be able to help run future multisport and orienteering events within the Fiordland community.

Start date of your project Oct 24 Finish date of your project Dec 24

FINANCIAL DETAILS

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

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

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

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

PLEASE ROUND ALL FIGURES TO THE NEAREST DOLLAR

EXPENDITURE	\$	INCOME	\$	
Project costs	GST inclusive or GST exclusive	Your contribution		
		Fees/subs		
Accommodation	\$1500	Fundraising		
Travel	\$4000	Loan/mortgage		
Entry Fee	\$9,500	Cash savings		
		Other		
		Sub-total		
		Other grants and sponsorship applied for		
		Sponsorship		
		Grants (successful and proposed)	Amount requested	Result date
		Applied for:		
		Syd Stee	\$1,000	Nov 24
		Hatchers.	\$2,000	Nov 24
		Fresh Choice	\$800 \$300	Oct 24

Total cost of the project is \$15,000		Sub-total	
Total Income			
How much money are you applying for?		\$ 1,000	
Briefly describe any voluntary effort or donated materials provided for the project.			
Voluntary effort (eg number of hours)			
Parents involved and students fundraising through: Bake sales, orienteering events, Nav O events, Raffles.			
Donated materials (eg approximate \$ value)			
How do you envisage paying for the future operational costs of this project?			
DECLARATION (PLEASE PROVIDE TWO SIGNATURES)			
We		Stef Braaksma	
		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		Stef Braaksma	
Position in organisation		Fundraiser organiser	
Signature		Date	30/09/24
Name		Adnan Braaksma	
Position in organisation		Fundraiser	
Signature		Date	30/9/24
Please attach			Check
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			
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:			

Please don't hesitate to contact myself for more information. Thankyou.

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

Recommendation

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

C8.1 Community service award allocation - September 2024

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:

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
Community service award allocation - September 2024	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased 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.