



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

Date: Tuesday, 22 October 2024
Time: 7pm
Meeting room: Memorial Hall Wyndham
Venue: 44 Balaclava Street
Wyndham

Waihopai Toetoe Community Board Agenda OPEN

MEMBERSHIP

Chairperson	Pam Yorke
Deputy chairperson	Denise Fodie
Members	Emily Butters
	Fiona McCabe
	John McIntyre
	George Stevenson
	Andrea Straith
	Councillor Julie Keast

IN ATTENDANCE

Committee advisor	Fiona Dunlop
Community partnership leader	Karen Purdue

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

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

Health and safety

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

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

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

Phones – Please turn your mobile devices to silent mode.

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

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⁽ⁱⁱⁱ⁾</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 Waihopai Toetoe Community Board, 27 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.



Waihopai Toetoe Community Board

OPEN MINUTES

Minutes of a meeting of Waihopai Toetoe Community Board held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham on Tuesday, 27 August 2024 at 7.01pm. (7.01pm – 8.01pm)

PRESENT

Chairperson	Pam Yorke
Deputy chairperson	Denise Fodie
Members	Julie Keast
	Fiona McCabe
	John McIntyre
	George Stevenson
	Andrea Straith

APOLOGIES

Emily Butters (on approved leave of absence)

IN ATTENDANCE

Committee advisor	Fiona Dunlop
Community partnership leader	Karen Purdue

1 Apologies

There were apologies from Emily Butters. It was noted that she is on an approved leave of absence following the birth of her daughter Olive Greta.

Resolution

Moved Chairperson Yorke, seconded Fiona McCabe **and resolved:**

That the Waihopai Toetoe Community Board accept the apology.

2 Leave of absence

There were no requests for leave of absence.

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 George Stevenson, seconded Deputy Chairperson Fodie **and resolved:**

That the Waihopai Toetoe Community Board confirms the minutes of the meeting held on 25 June 2024 as a true and correct record of that meeting.

6 Public participation

Judy-Diane Leith addressed the Board regarding issues with freedom camping in Waikaia and other areas in the Catlins.

Reports

7.1 Enforcement Policy

Record No: R/24/7/46861

Group manager regulatory services – Adrian Humphries was in attendance for the item.

Mr Humphries updated the Board on the purpose of the enforcement policy.

The Board noted that the primary purpose of the enforcement policy is to:

- Outline the approach to investigation and enforcement in the district
- Inform the general community as to the approach that Council will take to resolve non-compliance
- Provide guidelines to Council staff when delivering enforcement functions
- Ensure a consistent and integrated approach to enforcement in the 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.

Resolution

Moved Andrea Straith, seconded Cr Keast **and resolved:**

That the Waihopai Toetoe Community Board:

- a) receives the report titled “Enforcement Policy”.

7.2 Tokanui hall heating - unbudgeted expenditure request

Record No: R/24/5/32970

Contracts and programme lead – Lance Spencer and Community facilities manager – Mark Day were in attendance for this item.

The purpose of the report was to seek approval for unbudgeted expenditure for the installation of heat pumps at the Tokanui hall to be funded by a combination of reserves and a loan.

It was noted that a number of projects to upgrade the Tokanui hall was proposed by the Tokanui hall community group to the Waihopai Toetoe community board at a meeting in October 2023. The installation of new heating was identified as their top priority. A budget of \$15,000 was proposed and this would be funded by a combination of reserves and a loan. The hall group indicated that they would also fundraise to assist with the cost of the project.

Officers advised that when the work to be undertaken was quoted for, the price came back over the budgeted price. This resulted in seeking further quotes which would require a further report to the Board to approve a request to approve the additional funding.

Further quotes were received which were over budget.

Chair Yorke advised that the hall committee had applied for grants to cover the cost of the new heaters. It was noted that if the grant applications are successful, the unbudgeted expenditure would potentially not be required.

Resolution

Moved Chairperson Yorke, seconded Deputy Chairperson Fodie **and resolved:**

That the Waihopai Toetoe Community Board:

- a) receives the report titled "Tokanui hall heating - unbudgeted expenditure request".
- b) determines that this matter or decision be recognised as not significant in terms of section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) agrees to approve unbudgeted expenditure of up to \$10,000 for the installation of heat pumps at the Tokanui hall to be funded by a 15-year loan, to be repaid from the Tokanui-Quarry Hills Hall rate.

7.3 Representation Review - representation proposal

Record No: R/24/7/48376

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

The Board considered the proposal and would make a submission.

Resolution

Moved Chairperson Yorke, seconded Andrea Straith **recommendations a to c and d with changes (as indicated with underline and ~~striketrough~~) and resolved:**

That the Waihopai Toetoe 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 Chair Community Partnership Leader makes a submission from the Community Board outlining that it supports/~~does not support~~ the representation proposal.

7.4 Community board reporting

Record No: R/24/8/49615

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

Mrs Purdue took the board through the community leadership, operational and updates in the Board's area and across the district.

Resolution

Moved Andrea Straith, seconded George Stevenson **and resolved:**

That the Waihopai Toetoe Community Board:

- a) receives the report titled "Community board reporting".

7.5 Councillor update

Record No: R/24/8/50109

Councillor Keast took the Board through the report which highlighted items that the Finance and Assurance Committee and Council had considered at their meetings in mid-May to July 2024.

Resolution

Moved Cr Keast, seconded John McIntyre **and resolved:**

That the Waihopai Toetoe Community Board:

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

7.6 Chairperson's report

Record No: R/24/8/51086

Pam Yorke took the board through her report and highlighted:

- The recent arrival of Olive Greta Peter the daughter of Board member Emily Butters
- Opening of Curio Bay walking track
- Attended the oral hearings for the 2024/2034 draft Long Term Plan
- Video calls with staff and consultants on the submission process for the Slopedown wind farm
- Levels of service in the Board area
- Footpath maintenance and renewal programme
- Advised the outcome of the Long Term Plan consultation on the reallocation of properties in the Fortrose, Waimahaka and Tokanui hall rating areas
- The amalgamation proposal of Mayor Scott

Resolution

Moved Chairperson Yorke, seconded Fiona McCabe **and resolved:**

That the Waihopai Toetoe Community Board:

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

7.7 Next meeting

Record No: R/24/8/51087

Committee advisor – Fiona Dunlop was in attendance for this item.

The Board noted that their next meeting was scheduled for 7pm on Tuesday 22 October 2024.

Resolution

Moved Chairperson Yorke, seconded Andrea Straith **and resolved:**

That the Waihopai Toetoe Community Board:

- a) receives the report titled "Next meeting".
- b) confirms that the next meeting of the Board is at 7pm on Tuesday 22 October 2024 to be held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham.

The meeting concluded at 8.01pm.

CONFIRMED AS A TRUE AND CORRECT RECORD OF A
MEETING OF THE WAIHOPAI TOETOE COMMUNITY
BOARD HELD ON TUESDAY 27 AUGUST 2024.

DATE:.....

CHAIRPERSON:.....

Tokanui garden plot infill - unbudgeted expenditure request

Record No: R/24/8/53537

Author: Mark Day, Community facilities manager

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

☐ Decision

☒ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is to seek approval for unbudgeted expenditure for the removal of the garden plots between 2819 Tokanui Gorge Road Highway and the intersection of McEwan Street and the reinstatement of the road pavement to be funded by a loan.

Executive summary

- 2 The Waihopai Toetoe Community Board has requested that the four gardens on the northern side of the Tokanui Gorge Road Highway be removed and the areas be reinstated to the appropriate roading standard. This includes the small garden on the corner of Tokanui Gorge Road Highway and McEwan Street.

Recommendation

That the Waihopai Toetoe Community Board:

- a) Receives the report titled "Tokanui garden plot infill - unbudgeted expenditure request".
- b) Determines that this matter or decision be recognised as not significant in terms of section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to recommend to Council unbudgeted expenditure of up to \$30,000 for the removal of the gardens and reinstated of the road and footpath pavement to be funded by a 15-year loan, to be repaid from the Waihopai Toetoe Community Board rate.

Background

- 3 This piece of work has been proposed by the Waihopai Toetoe Community Board.
- 4 There are four garden plots that separate the Tokanui Gorge Road Highway from a layby that runs from 2819 Tokanui Gorge Road Highway to the intersection with McEwan Street. The layby provides access and parking to two residential properties and to businesses along this

section of road. An additional plot is located between the layby and the footpath at the corner of McEwan Street.

- 5 The gardens contain some small shrubs and 10 cabbage trees. The gardens are bordered by railway sleepers.
- 6 The Waihopai Toetoe Community Board has indicated that the cabbage trees in particular are causing an issue when they drop their leaves and the cost of maintenance is no longer acceptable.
- 7 The community board has asked staff to get quotes to remove the gardens and reinstate the road pavement. Staff have requested quotes from two contractors and received two quotes for this work to be undertaken.
- 8 One of the quotes only identified the cost of removal with no allowance for resurfacing or traffic management. This area is within the state highway and requires a higher level of traffic management to undertake the work.
- 9 There is one private mailbox and two power poles in the garden plots. The mailbox may need to be moved and the power poles will need to be repainted to make them more visible to road users.

Factors to consider

Legal and statutory requirements

- 10 None.

Community views

- 11 This is a project that has been recommended by the Waihopai Toetoe Community Board who reflect the views of the community.

Costs and funding

- 12 The unbudgeted expenditure will be funded by a loan repaid from the Waihopai Toetoe Community Board rate. This will impact the rate by \$3,476.02 (GST inclusive) per annum from the 2025/2026 year. This is 1.28% increase from the 2024/2025 rate of \$227.72. This excludes impact from any other unbudgeted expenditure for 2024/2025 year.

Policy implications

- 13 The community board has delegated authority to approve any unbudgeted expenditure up to \$20,000.

Analysis of options

Option 1 - Agrees to recommend to Council unbudgeted expenditure of up to \$30,000 for the removal of the gardens and reinstated of the road and footpath pavement to be funded by a 15-year loan, to be repaid from the Waihopai Toetoe Community Board rate.

<i>Advantages</i>	<i>Disadvantages</i>
· the gardens will no longer need to be maintained.	· there will be no separation between the highway and the layby.

Option 2 – Does not agree to recommend to Council unbudgeted expenditure of up to \$30,000 for the removal of the gardens and reinstated of the road and footpath pavement to be funded by a 15-year loan, to be repaid from the Waihopai Toetoe Community Board rate.

<i>Advantages</i>	<i>Disadvantages</i>
. the separation between the highway and the layby will remain.	. the gardens will still need to be maintained.

Assessment of significance

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

Recommended option

- 15 The staff recommendation is Option 1.

Attachments

There are no attachments for this report.

Gorge Road hedge and tree removal - unbudgeted expenditure request

Record No: R/24/9/55429

Author: Mark Day, Community facilities manager

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

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is to seek approval for unbudgeted expenditure for the removal of the hedges and trees at the Gorge Road recreation reserve to be funded by a reserve and to change the funding source for speed feedback signs at Gorge Road.

Executive summary

- 2 The Waihopai Toetoe Community Board has requested that the hedges on the western and northern boundaries of the Gorge Road recreation reserve be removed. In addition, there are two monkey puzzle trees that they have been asked to be remove at the same time.

Recommendation

That the Waihopai Toetoe Community Board:

- a) Receives the report titled "Gorge Road hedge and tree removal - unbudgeted expenditure request".
- b) Determines that this matter or decision be recognised as not significant in terms of section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to recommend to Council unbudgeted expenditure of up to \$20,000 for the removal of hedges and trees at the Gorge Road recreation reserve to be funded from the Gorge Road General Reserve.
- e) Agrees that the funding source for speed feedback signs at Gorge Road for projects FFOOT107 and FFOOT110 be changed to a 15-year loan repaid from the Waihopai Toetoe Community Board rate.

Background

- 3 This piece of work has been proposed by the Waihopai Toetoe Community Board.

4 The Gorge Road recreation reserve has hedges on three sides. The hedge on the southern boundary belongs to the Gorge Road school, the hedges on the western and northern boundaries are on the reserve.

5 The community board has asked staff to get quotes to remove the gardens and reinstate the road pavement. Staff have requested from two contractors and received two quotes for this work to be undertaken.

Factors to consider

Legal and statutory requirements

6 None.

Community views

7 This is a project that has been recommended by the Waihopai Toetoe Community Board in consultation with the Gorge Road Community Group.

Costs and funding

8 The total cost of the tree removal is expected to be \$25,000. The current budget allows \$5,000 that is being funded from the Gorge Road general reserve. This leaves \$20,000 of the unbudgeted expenditure to be funded.

9 The unbudgeted expenditure is proposed to be funded from the Gorge Road general reserve. The reserve has a balance of \$34,566 as at 30 June 2024. However, the reserve had been allocated to other projects through the 2024/2025 Long Term Plan. The community board has requested that the hedge removal is funded from the reserve so the other projects will need to be funded either through a loan or another reserve.

10 After taking into account the proposed unbudgeted expenditure of \$20,000, the available balance for Gorge Road general reserve will be \$9,566. In the 2024/2025 Long Term Plan, \$23,994 from the Gorge Road general reserves was to fund projects FFOOT107 and FFOOT110 for speed feedback signs at Gorge Road. However, with the proposed unbudgeted expenditure, only \$9,566 could be used from Gorge Road general reserves for speed signs funding and balance of \$14,428 would need to be funded by a 15-year loan.

11 The loan repayments will be funded from the Waihopai Toetoe Community Board rate. This will increase the rate by \$1,671.78 (GST inclusive) per annum from the 2025/2026 year. This is 0.61% increase from the 2024/2025 rate of \$227.72. This excludes the impact of any other unbudgeted expenditure for 2024/2025 year.

Policy implications

12 The community board has delegated authority to approve any unbudgeted expenditure up to \$20,000.

Analysis of options

Option 1 - Agrees to recommend to Council unbudgeted expenditure of up to \$20,000 for the removal of hedges and trees at the Gorge Road recreation reserve to be funded from the Gorge Road general reserve.

<i>Advantages</i>	<i>Disadvantages</i>
· the gardens will no longer need to be maintained.	· there will be no separation between the highway and the layby.

Option 2 – Does not agree to recommend to Council unbudgeted expenditure of up to \$20,000 for the removal of hedges and trees at the Gorge Road recreation reserve to be funded from the Gorge Road general reserve.

<i>Advantages</i>	<i>Disadvantages</i>
. the separation between the highway and the layby will remain.	. the gardens will still need to be maintained.

Assessment of significance

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

Recommended option

- 14 The staff recommendation is Option 1.

Attachments

There are no attachments for this report.

Community board reporting

Record no: R/24/9/56415

Author: Karen Purdue, Community partnership leader

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

☒ 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.
- 2 At the Board meeting on Tuesday 27 August 2024, the Board resolved that the chair would complete the submission to the Southland District Council representation review proposal. The Board's submission is appended as attachment A to the report.

Recommendation

That the Waihopai Toetoe Community Board:

- a) receives the report titled "Community board reporting".
- b) approves the submission to the 2024 representation review (attachment A of the report).

Attachments

- A Representation review 2024 - Waihopai Toetoe Community Board
- B Waihopai Toetoe - Community leadership report - October 2024
- C Active Southland Community Board Report - October 2024
- D Waihopai Toetoe operational report - October 2024
- E Waihopai Toetoe Community Board - Request for service Report - July and August 2024



Southland District Council 2024 Representation Review Submission form

The easiest way to let us know what you think is to use our online form at
www.makeitstick.nz/repreview

Or, if you'd prefer to write to us, just fill out this feedback form and get this to us by **5pm on 2 September** by either:

Posting it to: Representation Review, PO Box 903, Invercargill 9840

Emailing it to: submissions@southlanddc.govt.nz

Delivering it to: a Council office in Invercargill, Oban, Otautau, Riverton Aparima, Te Anau, Lumsden, Winton or Wyndham.

Please note that your name will appear in public submission documents.

Name: Pam Yorke (Chair)

Organisation (if applicable): Waihopai Toetoe Community Board

The area you live in: Waihopai Toetoe Ward

Do the proposed boundary changes affect you? ☐ Yes ☒ No

If you answered yes, which proposed boundary change affects you?

☐ Dunearn ☐ Drummond ☐ Taramoa ☐ Otamita Valley ☐ Nokomai Station

For SDC information only:

Your phone number:

Your email:

**You can speak about your submission at a Council hearing on 18 September.
Let us know if you would like to do this and we will be in touch to arrange a time.**

☐ Yes. I would like to speak. ☒ No. I do not wish to speak.

What do you think?

We would like your views on proposals that may change the way you are represented by Southland District Council.

The proposal keeps the current ward and community board arrangements because people told us that they work well. The proposed number of elected and appointed members to Council and community boards is the same as the current arrangement.

Minor changes to the boundaries of some wards and community boards are proposed, as well as correcting the spelling of the names of some wards and community boards.

You can find out more about the proposal in the consultation document.

Do you support the representation proposal?

- ☒ **Yes**, I support the representation proposal
- ☐ **No**, I do not support the representation proposal
- ☐ I have no strong opinions about the representation proposal

Make any comments about why you do or do not support the proposal:

What changes, if any, would you like to see to what is proposed?

Need more room? Please use extra paper and attach to this form.



What's happening in your area

Community service awards 2024

The closing date for nominations for community service awards for 2024 has been extended to Thursday 31 October 2024.

What's happening across the district

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 closing date for applications to the Community Partnership Fund has been extended to 5pm Thursday 31 October. At the time of writing this report six applications had been received.

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. The next chairs night is on 25 September 2024.

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

Active Southland October update

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

Highways South

We are resurfacing three areas in the Waihopai Toetoe community boards' area. 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. These areas include:

- Approx. 2km of SH1 at the Edendale roundabout/passing lane area
- 1.4km on SH1 near Dacre-Morton Mains Road
- 200m of SH98 at Horseshoe Bush Road
- 600m on SH98 at Mill Road West

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

Winter is technically over but as this week 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 3-9 November. Stage 5 will travel through the boards' area, details below:


STAGE 5: Thursday 7 November 2024

START: SIT Zero Fees Velodrome, Invercargill at 10:00am

FINISH: Bluff Hill at 2:15pm (approximately)

ROUTE: Invercargill-Tisbury-Rimu-Woodlands-Seaward Downs-Edendale-Wyndham-Glenham-Waimahaka-Gorge Road-Bluff.





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.



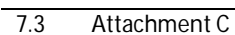
Our natural environment
and landscape is treasured
and cared for, now and into
the future



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.





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.

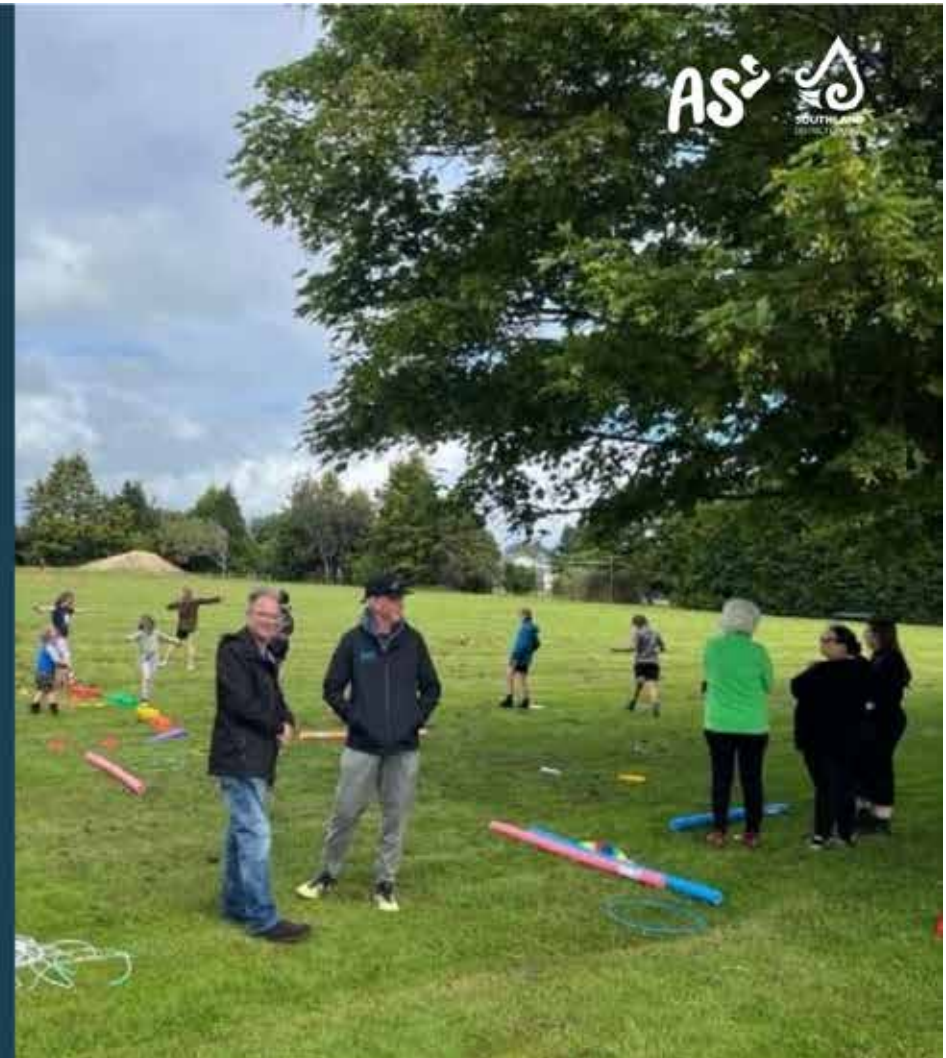
The community was fabulous to engage with. They highlighted their desire for a rugby/soccer post combination, bike modules and nature play. These insights and evidence were reported back to the SDC. Giving communities the space to have their say about play, active recreation and sport in order to understand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





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.

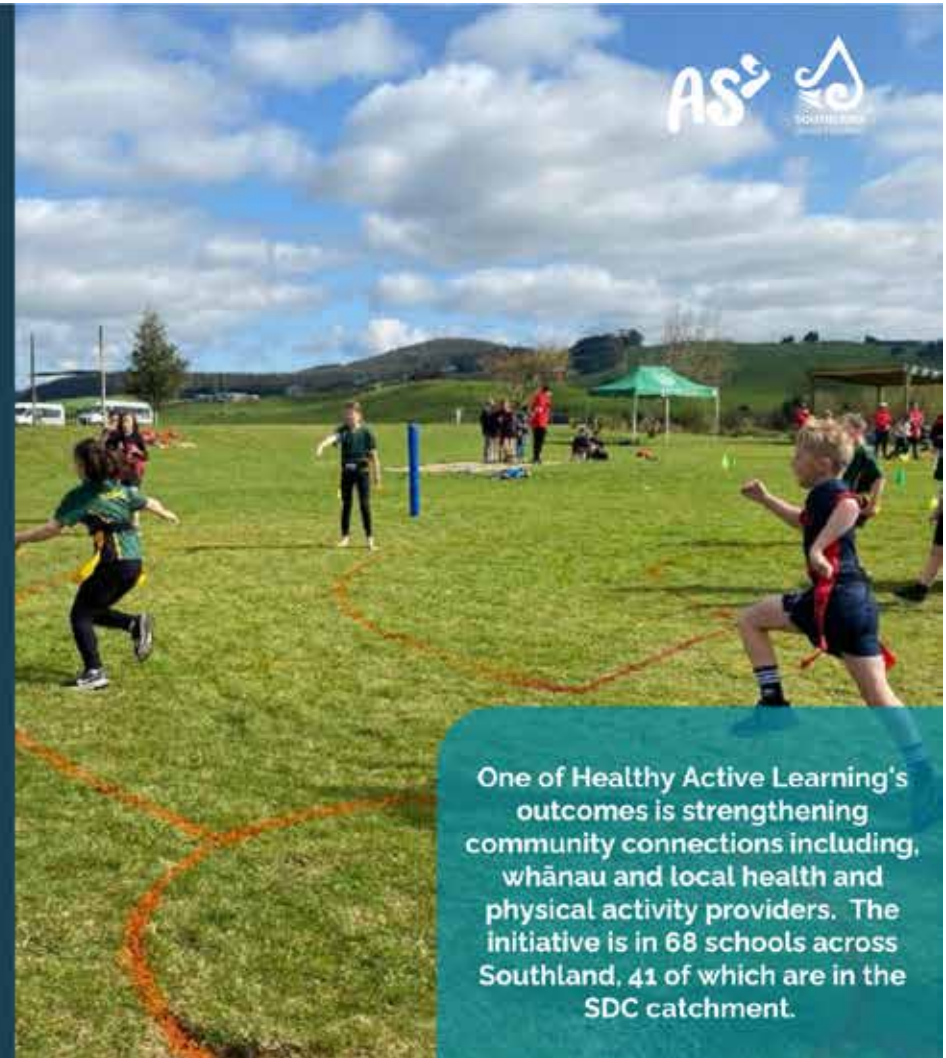
This initiative is a strong example of partnership and working together to meet the needs of our current and future generations.



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





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 Programame & 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)







Waihopai Toetoe Community Board

Tracker - ongoing

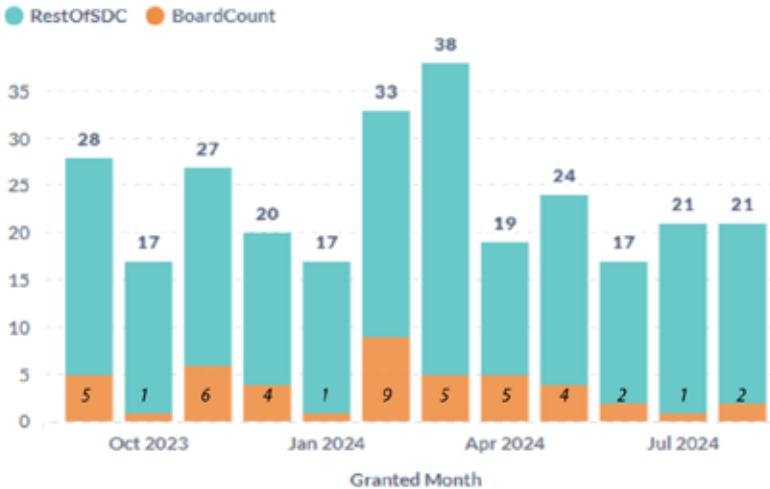
Fortrose concepts – On hold. Waiting on direction from the community board
Edendale - Wyndham multiuse track project – community engagement feedback collation completed
Wyndham camping ground review – options being investigated
Waikawa Hall – lease being prepared
Signage on walking tracks (Manse, Turner streets and McKinnon Road) – waiting on further information from community board

Upcoming priorities

Curio Bay masterplan – stakeholder engagement planned

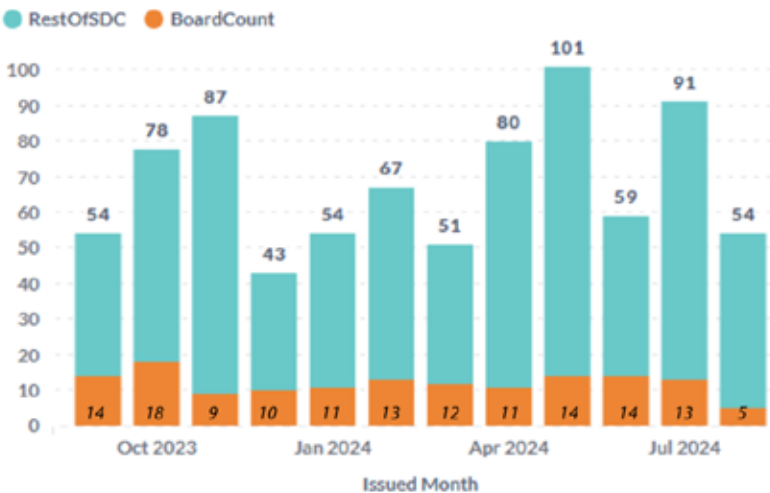
Resource consents granted

RM applications granted for community board



Building consents granted

Building Consents issued for community board



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.

Service contracts

Water and wastewater services operation and maintenance

The 23/01 operations and maintenance contract is running well across the Waihopai Toetoe Community Board region. Water and wastewater services across the area have continued to operate well with a lower number of service requests than usual being received by Council and Downer.

Manhole inspections undertaken in Wyndham have identified a number of damaged, sealed or buried manholes for refurbishment.

Telemetry at wastewater pump stations in Wyndham is being considered, Southland District Council is working in conjunction with its SCADA subcontractor AFI around this. Updated SCADA at these sites would reduce the number of alarms and operator hours spent on site.

Edendale and Wyndham, Woodlands, Waikawa, Fortrose, Tokanui, Gorge Road reserve and Weirs beach mowing areas

The mowers are working hard to try and catch up, this is due to a slow start with the continuous wet weather.

Alliance roading contract

A weather event saw crews attending to flooding affecting the usual areas and RFSs for trees down. Our network repairs did not match last September's event thankfully and the white baiters will also be pleased.

2024/2025 Pre-reseal repairs are being prioritised and delivered weather dependent. Water tabling was a large expenditure and has our drainage budget 35% spent year to date.

The resealing proposed treatment meeting with Downers has been completed.

Metalling year to date is at 17% delivered and grading 16% completed.

The annual signs night inspection is completed, and vegetation around signs continues to be a focus.

The Wyndham rally event completed on the unsealed network surrounding the Wyndham area and Rakiura Challenge Traffic Management Plan has been approved for their event on 1 October.

Rodney Clark has retired after 17 years of service on the Foveaux Alliance and 37 years in total over all Southland District Council contracts.

Projects update

Activity	Name	Current Phase	Current Progress	Budget ACTUAL YTD
COMMUNITY FACILITIES	Edendale - Wyndham Hall - replace door	Delivery phase	On track	\$10,850 \$0 P-11445
The door has been ordered and will be installed once it arrives from the supplier.				
PARKS AND RESERVES	Edendale Rec Reserve Playground - equipment replacement	Initiation phase	On track	\$30,000 \$0 P-10761
Remove large structure and replace with nature play.				
PARKS AND RESERVES	Edendale Wyndham - multi-use track	Pre-delivery phase	On track	\$600,000 \$31,382 P-10864
Community board will need to consider the next steps for this project				
STORM WATER	Wyndham Stormwater replacement - includes subsoil	Delivery phase	Monitor	\$2,285,478 \$1,143,000 P-10431
The remaining work is currently under design by WSP, and the works will be undertaken over the 2024/2025 and 2025/2026 years.				
WASTEWATER	Edendale/Wyndham wastewater - consent renewal	Pre-delivery phase	On track	\$1,500,000 \$0 P-10454
The Edendale / Wyndham consent application has been lodged by GHD to Environment Southland for a five year extension to 2028. The consent went limited notified. This process has four written objections, two from Iwi, DOC and Fish and Game. Currently Council are working through a solution to please all parties, but still have a discharge to water for a maximum of five years. Then it will be a land discharge under any new consent. It is still anticipated to start the project construction in the 2025/2026 period through to 2026/2027.				
PARKS AND RESERVES	Curio Bay - Reserve management plan	Delivery phase	Monitor	\$50,000 \$10,343 P-10868
Work on this project is progressing with stakeholder engagement being planned				
REFUSE, RECYCLING AND GREEN WASTE	Woodlands recycling transfer	Initiation phase	Monitor	\$45,730 \$20,428 P-11073
We are still looking for suitable site locations in the Woodlands township perimeter area. The container that was purchased maybe relocated elsewhere until a new site is identified or the community board advises an alternative location with the area.				



Waihopai Toetoe Community Board

RFS breakdown by type

Waihopai Toetoe Community Board RFS (July and August 2024) = 113. District Wide = 848. 3 waters service requests = 100

Request Type	Count
Community facilities - halls - repairs/maintenance	2
Community facilities general	2
Community housing - current tenant enquiries	1
Community housing - general enquiries	1
Community housing - repairs and maintenance	5
Council property enquiry	2
Culverts blocked - rural	8
Emergency services assistance	1
Flooding roads	1
Gravel road faults	23
Hazards	14
Litter matters rural (not state highway)	3
Paper roads	1
Parks and reserves - playground repairs/maintenance	3
Rapid numbers - new	1
Roadside spraying - noxious weeds	1
Sealed road faults	4
Sewer blockage	1
Signs repairs (not stop/give way)	3
Streetscape -vegetation	1
Toilets - cleaning, repairs and maintenance	5
Transport general enquiries	5
Urban stormwater (manholes, grates)	2
Vegetation rural (overgrown or visibility issues)	1
Water and waste general	5
Water urban - weeping water (non urgent)	1
Water urban - toby leaking or unable to be used (non urgent)	1
Wheelie bin - non compliance	2
Wheelie bin cancel/damaged/stolen	5
Wheelie bin collection complaints	4
Wheelie bin new/additional	4
TOTAL	113

Councillor update

Record no: R/24/9/61618

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 Keast 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	<p>Council agreed to adopt the Long Term Plan 2024-2034 and received the final audit opinion provided by Deloitte.</p> <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> <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.</p>
Transfer of Five Rivers Water Supply Scheme	<p>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</p>

	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 Waihopai Toetoe Community Board:

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

Attachments

There are no attachments for this report.

Record no: R/24/10/63726
Author: Fiona Dunlop, Committee advisor
Approved by: Robyn Rout, Governance legal manager

☐ Decision ☐ Recommendation ☒ Information

1 The purpose of the report is to provide an update to the Waihopai Toetoe Community Board on activities that the chairperson has been involved with since August 2024.

2 Chair Yorke is reporting as follows:

3 The disposal process for the two halls is in the hands of APL Property on behalf of the Department of Conservation. The timeframe on the continuing discussions with Ngāi Tahu and then the sale of the properties, is unknown.

4 The latest update on the properties are:

- Ngāi Tahu has declined to exercise their right of first refusal for the Mātaura Island hall so Harcourts are being engaged to market the property for sale
- APL is currently making the right of first refusal offer to Ngāi Tahu for the Menzies Ferry reserve.

5 Negotiations with a potential purchaser have not been successful. As chair, I believe we need to reassess the entire situation and perhaps initiate discussions on potential disposal of the land as well as the building. If the building continues to deteriorate we may have to do some maintenance. There is a need to understand where previous income went, how this worked and would like to move that this gets investigated further.



Waikawa Hall

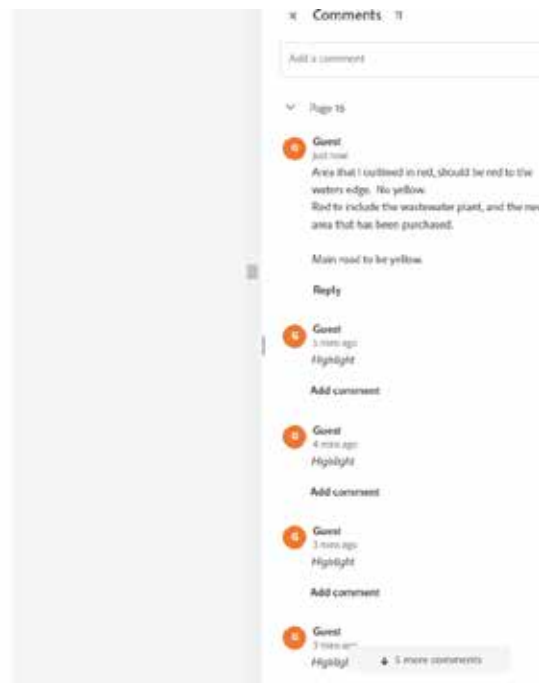
- 6 The transfer of the hall from Council to the Waikawa Community Hall Charitable Trust is progressing. Questions and answers and deliberations are still being undertaken. It was hoped the transfer would have been tidied up by the end of June 2024.
- 7 There are still a few processes to be undertaken, including the draft deed of lease, loan repayment/transfer of building ownership agreement drawn up. Waikawa Community Hall Charitable Trust are to review and approve.
- 8 Council staff are to present a report to Council seeking approval for the transfer of the Waikawa Hall building to Waikawa Community Hall Charitable Trust.

Dog Control Bylaw 2015 - review

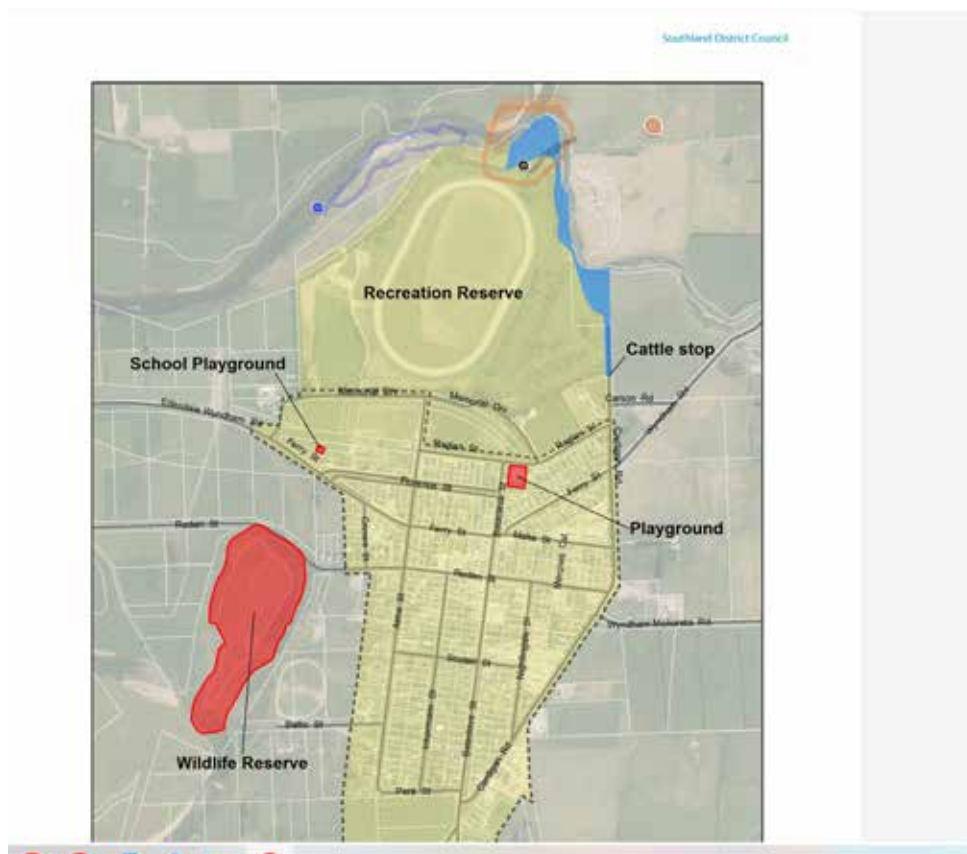
- 9 The 2015 Dog Control Bylaw is coming up for review. Council were seeking feedback and after reading the bylaw the following suggestions/queries have been made:
 - on the Wyndham map, none of the Reserve has been excluded from dogs, unlike other reserve areas in our Community Board area
 - the Bylaw reads that in designated freedom camping areas, dogs must be under control or on a lease, if that is the requirement shouldn't all freedom camping areas be marked yellow?
 - the maps don't reflect the exclusion areas for cemeteries in our Community Board area except Woodlands which is shaded? These would include Edendale, Wyndham and the Wyndham Camping Ground
 - the north section of the Wyndham map, where dogs can run freely, has been fenced off for the racing club to graze, which is a much better use of the land
 - designated areas at Curio Bay need changing and the proposed changes have been forwarded to staff.
- 10 For the Wyndham Trotting Club, the green area is where dogs can run on a lead. The blue area is fenced for the Trotting Club's use May through to September inclusive. Two wire fencing can be taken down if required. This needs to be clarified either way so the Dog Control Bylaw can be amended.



11 Potential changes to Curio Bay



12 Potential changes at Wyndham



Community Service Awards and Community Partnership Fund

- 13 The application deadlines for Community Service Awards and Community Partnership Fund have been extended a month due an oversight with advertising.
- 14 This gives people and organisations in our communities an opportunity to still apply, especially if quotes are required. With the weather taking its toll on our communities the extension gives more opportunity to apply.
- 15 This situation is very unfortunate and to prevent this, a system should have been in place.

Community communications

- 16 A request for a communication to be put out to ratepayers on the pre-engagement for the review of Dog Control bylaw 2015 and Freedom Camping Bylaw 2015 has been submitted. This is especially important as we frequently have members of the public coming to speak to us in public participation regarding these matters.
- 17 The following was included in the Ensign and the Express:

Southland District Council are reviewing the Dog Control Bylaw and the Freedom Camping Bylaw.

Before they put pen to paper they would like to hear your views on the existing bylaw.

To learn more or share your thoughts and ideas go to <https://www.makeitstick.nz/bylaw-review/>

There will be another opportunity for you to provide feedback in early 2025, during the formal public consultation process. The surveys close 8.30am Monday 14 October 2024.

Doctors Square – request for use

- 18 The Wyndham Evangelical Church asked for permission to use the Doctors square to hold a “Light Party” which is a family friendly, free, positive alternative to Halloween, on 31 October 2024. This has been granted.

Tokanui Hall heaters

- 19 The good news is that this project has been completed.

Flood Mitigation Issues – Cardigan Road

- 20 Since the 2020 flood there have been numerous requests to get departments to take responsibility for spraying the main Cardigan Road ditch, and cleaning the overflow ditches that run to the Maitara River. These used to get cleaned and looked after regularly, when we previously had Area Engineers. These days there seems to be an issue with who is responsible. Previously someone sprayed the Cardigan Road ditch but this would have been last completed two plus years ago.

- 21 After four floods over the winter/spring period, these ditches need to be looked after as basic maintenance for flood prevention. To try and get some action, a request from the Board will be submitted for this costing to go into the annual plan.

Flood mitigation – Mataura River at Wildlife Refuge

- 22 There is an area of the Mataura River eating into the banks behind the Wildlife Refuge at Wyndham which was identified some months ago. During this time there have been discussions undertaken with Environment Southland and Southland District Council over who should pay. Nothing has been done to date and after four floods, this hole has got bigger and will now cost more to fix. This is another request that will be submitted for the cost of to go into the annual plan.
- 23 This would have to be a classic example of why the two entities should be merged, a decision should be able to be managed immediately not for us to be left high and dry with nothing happening. Hopefully by putting this in the annual plan we might get a resolution before it is too late.

Emergency Management Southland

- 24 Previously in flood type situations we would get updates and rung to assess the local situation on a regular basis. Since 2020 this has reduced to the point of zero communication. Staff have left and this has left a big hole, but it is unacceptable. Southland District Council is putting a lot of money into this organisation, and one does question whether they get tunnel vision when there is an event in one area of the province and they forget about the rest.
- 25 Councillors should be held to account and ask what the money is actually spent on from Southland District Council's contribution. It certainly isn't checking in with local communities who have had a bad year in regards to flooding. Wyndham was only 200mm away from water running over the main road between Wyndham and Edendale two weeks ago. We haven't heard from Emergency Management Southland and one does wonder if we ever will.

Speed limit change to SH1 through Edendale township

- 26 For those that may have missed this, the image below shows part of the process for handing over the old SH1 in Edendale – this may be handed over to Southland District Council.



Community engagement

- 27 Do we want to do it? Who is available? It would be good to get a pre-Christmas community update of what the Board have achieved over the last year.

Recommendation

That the Waihopai Toetoe Community Board:

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

Attachments

There are no attachments for this report.

Next meeting

Record no: R/24/10/63727
Author: Fiona Dunlop, Committee advisor
Approved by: Rachael Poole, Committee advisor

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 For the Board to confirm that their next meeting is at 7pm on Tuesday 17 December 2024 to be held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham.

Recommendation

That the Waihopai Toetoe Community Board:

- a) receives the report titled "Next meeting".
- b) confirms that the next meeting of the Board is at 7pm on Tuesday 17 December 2024 to be held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham.

Attachments

There are no attachments for this report.