



Council

OPEN MINUTES

Minutes of a meeting of Council held in the Council Chamber, Level 2, 20 Don Street, Invercargill on Wednesday, 16 April 2025 at 9.32am. (9.32am – 11.11am, 11.27am – 12.12pm, 12.17pm – 12.49pm, 1.54pm – 3.07pm (PE 11.110am – 11.11am, 11.27am – 12.12pm, 12.17pm – 12.49pm, 1.54pm – 2.25pm.))

PRESENT

Mayor	Rob Scott
Deputy mayor	Christine Menzies
Councillors	Jaspreet Boparai
	Don Byars
	Derek Chamberlain
	Paul Duffy
	Sarah Greaney
	Julie Keast
	Tom O'Brien
	Margie Ruddenklau
	Jon Spraggon
	Matt Wilson

APOLOGIES

Councillor Darren Frazer (Council approved leave of absence)
Councillor Sarah Greaney (lateness)

IN ATTENDANCE

Committee advisor	Fiona Dunlop
Chief executive	Cameron McIntosh

Mayor Scott opened the meeting with a karakia timatanga as follows:

Mā te whakarongo	Through listening
Mā te kōrero	Through talking
Mā te ngakau	From the heart
Mā te wairua	From the spirit
Mā te manaaki mai	Through giving
Mā te manaaki atu	And receiving respect
Ka puawai te maramatanga	Understanding will bloom
Tihei mauri ora	This is the essence of life

1 Apologies

There were apologies for lateness from Councillor Greaney and apologies for absence from Councillor Frazer who is on Council approved leave of absence.

Moved Cr Boparai, seconded Cr Spraggon and resolved:

That Council accept the apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Councillor Duffy declared a conflict of interest in relation to item 7.7 – Future use of the Wyndham museum site – Wyndham and Districts Historical Society. He would not take part in debate or voting.

Councillor Wilson declared a conflict of interest in relation to item 7.3 – Milford Community Trust's Performance report for the year ended 30 June 2024. He would not vote on the matter.

Councillor Keast declared a conflict of interest in relation to item 7.5 – Progress Plan Change 2 as she was a member of the hearing panel.

4 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

5 Confirmation of Council Minutes

Resolution

Moved Cr Boparai, seconded Deputy Mayor Menzies **and resolved:**

That the Council confirms the minutes of the meeting held on 2 April 2025 as a true and correct record of that meeting.

6 Public Participation

There was no public participation.

Reports

7.5 Progress Plan Change 2

Record No: R/25/4/15241

Graduate Environmental Planner – Ashton Mismash, Strategic Planning and Policy Manager – Gavin McCullagh and GM Strategy and Partnerships – Vibhuti Chopra were in attendance for this item.

The purpose of the report was to:

- adopt the hearing recommendation report and the LAN recommendation report by the hearing panel for Plan Change 2
- approve the Council decision version of Plan Change 2 and the public notification of the decision version of Plan Change 2
- approve the corrected Southland District Council and Invercargill City Council Subdivision, Land Use and Development Code of Practice 2023 with Appendix B
- revoke the Southland District Council Subdivision, Land Use and Development Bylaw 2012.

(During discussion, Councillor Greaney joined the meeting at 9.50am.)

Resolution

Moved Cr Duffy, seconded Cr Boparai **and resolved:**

That the Council:

- a) receives the report titled “Progress Plan Change 2”.
- b) determines that this matter or decision be recognised not as 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) accepts the recommendation of the Hearing Panel in regards to Plan Change 2 pursuant to Clause 10 of the First Schedule of the Resource Management Act 1991, and Approves Plan Change 2 for the reasons, as per attachment (b), given in the Hearing Panel's recommendation dated 24 March 2025;
- e) reapproves Southland District Council and Invercargill City Council Subdivision, Land Use and Development Code of Practice 2023;
- f) approves the public notification of Council's decision that establishes that the Operative Southland District Plan is deemed to have been amended in accordance with the decision in (d) in accordance with Clause 11 of the First Schedule of the Resource Management Act;
- g) revoke the Subdivision, Land Use and Development Bylaw 2012.

7.2 Management report April 2025

Record No: R/25/1/190

Chief Executive – Cameron McIntosh was in attendance for this item.

Strategic manager transport - Hartley Hare, GM infrastructure and capital delivery – Fran Mikulicic, Programme delivery manager - David Connell, Manager community facilities - Mark Day, GM customer and community wellbeing Sam Marshall, Manager environmental health and licensing – Betty Holden, Team Leader Monitoring and Compliance - Dave Blanks and Manager building solutions – Jo Anderson were in attendance for this item and spoke to the areas that they are responsible for.

(During discussion, Councillor Byars left the meeting at 10.54am and returned at 10.57am.)
(During discussion, Councillor Boparai left the meeting at 11.04am.)

Resolution

Moved Mayor Scott, seconded Deputy Mayor Menzies **and resolved:**

That the Council:

- a) receives the report titled "Management report April 2025".

Public Excluded

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

Resolution

Moved Mayor Scott, seconded Cr O'Brien **and resolved:**

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

C8.1 Reserve Management Plan review contract award

C8.2 Chief Executive's Appraisal

C8.3 Chief Executive's Reappointment

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
Reserve Management Plan review contract award	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p>	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.
Chief Executive's Appraisal	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.</p> <p>s7(2)(i) - the withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage,</p>	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.

	negotiations (including commercial and industrial negotiations).	
Chief Executive's Reappointment	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.</p> <p>s7(2)(i) - the withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	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 11.10am.

The meeting adjourned at 11.11am and reconvened at 11.27am.

Mayor Scott and all present on the day were present when the meeting reconvened.

The meeting returned to open at 2.25pm.

(Councillors Byars and Ruddenklau left the meeting at 2.25pm.)

7.6 Proposed update to Delegations Manual - Fast Track Approvals Act 2024

Record No: R/25/4/15973

GM Strategy and Partnerships – Vibhuti Chopra and Senior Resource Management Planner Consents – Jonathan Gregg were in attendance for this item.

The purpose of this report is to present new delegations under the Fast Track Approvals Act 2024 to Council for adoption. These delegations will enable Council to efficiently fulfil its statutory obligations under the new legislation while maintaining appropriate oversight of decision-making processes.

Resolution

Moved Cr O'Brien, seconded Deputy Mayor Menzies **recommendations a to e and a new f (as indicated) and resolved:**

That Council:

- a) receives the report titled "Proposed update to Delegations Manual - Fast Track Approvals Act 2024".
- 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 and adopts the new delegations under the Fast-track Approvals Act 2024 as detailed in Attachment A of the officer's report; and
- e) notes that these delegations will take effect on the date of this resolution, and that staff will update Council's Delegations Manual accordingly.
- f) delegates authority to the Chief Executive to approve minor amendments to the delegations covers in clause d.

(Councillor Boparai left the meeting at 2.47pm.)

(Councillor Duffy due to a conflict of interest withdrew from the table.)

7.7 Future use of the Wyndham museum site - Wyndham and Districts Historical Society

Record No: R/25/3/13192

Manager Property Services – Kevin McNaught and GM Customer and Community Wellbeing – Sam Marshall were in attendance for this item.

The purpose of the report was to consider a request from the Wyndham and Districts Historical Society to make the existing Wyndham museum property available to them, for a new museum, after the demolition of the existing building.

It was noted that the Waihopai Toetoe Community Board considered the request at its meeting on 17 March 2025 and agreed to resolution (d) below.

Resolution

Moved Deputy Mayor Menzies, seconded Cr Chamberlain **and resolved:**

That Council:

- a) receives the report titled “Future use of the Wyndham museum site - Wyndham and Districts Historical Society”.
- 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) agree in principle with the site at 31 Balaclava Street, Wyndham being Lot 1 DP 369, Part Lot 2 DP 369 and parts of Section 22 Block IV Town of Wyndham being made available to the Wyndham and Districts Historical Society subject to:
 - i. the society acknowledging that Council’s position is in principle only and that Council will be required to make further final decisions regarding the availability of the site, once the society’s plans, timelines and funding are more developed
 - ii. the society provide the Waihopai Toetoe Community Board and Council with written twice yearly updates (one of which is at the end of their financial year) of the proposed timelines and fundraising efforts
 - iii. that Council is open to having in principle discussions with the society regarding a combined office/library as part of the society’s development planning.

(Councillor Duffy returned to the table.)

7.8 Dog registration fees for 2025/2026

Record No: R/25/3/12660

Team Leader Monitoring and Compliance – Dave Blanks was in attendance for this item.

The purpose of the report was to set the dog registration fees for the 2025/2026 year and also including fees and charges under the Impounding Act for stock animals.

Resolution

Moved Deputy Mayor Menzies, seconded Cr O'Brien **and resolved:**

That Council:

- a) **Receives the report titled “Dog registration fees for 2025/2026”.**

- 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 set the dog registration fees and stock control fees (effective 1 July 2025 and inclusive of GST) for the 2025/2026 registration year as follows:

Type	Fee	
Working dogs		
New dog registration – working dogs and stock dogs	Flat fee Pro rata for part year	\$40.00
Renewal of dog registration – working dogs and stock dogs	Flat fee	\$40.00
Renewal of dog registration – service dogs with current papers		Free
New dog registration – service dogs with current papers		Free
Pet dogs – new/renewal (older than 3 months on 1 July)		
No discounts applied	Flat fee	\$110.00
Dog is spayed or neutered	Discounted fee	\$80.00
Dog has a responsible owner (according to Council's criteria)	Discounted fee	\$80.00
Dog is spayed or neutered and has a responsible owner (according to Council's criteria)	Discounted fee	\$50.00
Late payment fee all dogs - registration paid after 1 August	Percentage of applicable fee	+50%
Dog control		
Property inspections to verify discount / dog class etc.		\$50.00
Dog hearing lodgement fee		\$100.00
Replacement tag - first		\$6.50
Replacement tag – second and subsequent tags		\$13.00
After hours collection fee		\$180.00
Charge out rate for vehicles	Per kilometre	\$1.04
Multiple dog licence application fee		\$50.00
Sale of collars		\$10.00
Sale of leads		\$12.00

Microchipping		
Microchipping of a dog registered with SDC		No charge
Commercial breeders that require more than four pups to be microchipped per registration year	Per dog for the fifth and subsequent dog	\$30.00
Impounding		
Impounding of dog		\$150.00
Impounding of dog - second and subsequent impoundments (and infringement fees)		\$200.00
Long term stays (greater than one month) monthly fee Where a dog is impounded and is awaiting the outcome of a Court hearing or similar, a monthly fee will be applied, and monthly invoices will be issued to the owner		\$300.00
After hours release (minimum of one-hour staff time), only by prior arrangement and all outstanding fees and infringements must be paid		\$180.00
Surrendering of dog for rehoming		\$120.00
Sustenance of impounded dog	Per day or part thereof	\$25.00
Euthanasia/Veterinarian bills		Actual cost
Rehoming		
A dog impounded by SDC and released to an SDC authorised rehoming provider for either fostering or rehoming (initial registration only)		Free
A dog received by an SDC authorised rehoming provider for the purpose of rehoming, that is either from the Southland district, or to be rehomed in the Southland district (initial registration only)		Free
Impounding Act Under the Impounding Act Council also have a responsibility for removing stock from places where they should not be and returning stock to their owners.		
Stock wandering		
Fees for impounding of stock on district roads and highways		
Horses, donkeys, asses, mules, cattle, deer	Per head	\$60.00
Sheep, goats, pigs, and other stock	Per head	\$30.00
Council animal control officer callout	Per hour	\$120.00
Contractor callout		Actual cost
Sustenance		Actual cost
Hire of transportation or trailers		Actual cost
Moving stock on district roads		
Council animal control officer callout (does not apply to state highways)	Per hour	\$120.00
Contractor callout		Actual cost

- e) **Agrees to publicly notify the fees during and between the weeks starting 28 May 2025 and 27 June 2025.**

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7.1 Submission on the 'Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill'

Record No: R/25/4/15016

GM Strategy and Partnerships – Vibhuti Chopra was in attendance for this item.

The purpose of the report was to provide an opportunity for Council to submit on the 'Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill' (the bill).

The bill proposes to amend the Constitution Act 1986 and the Electoral Act 1993 to provide a pathway to a four-year parliamentary term on the condition that parliamentary select committees are proportional to the number of non-executive members of Parliament.

The submission prepared by staff:

- supports a four-year parliamentary term
- supports holding a referendum to query the public's appetite on changing the electoral term
- recommends the four-year term is set, not variable
- recommends the four-year term also applies to local government.

Resolution

Moved Deputy Mayor Menzies, seconded Cr Greaney **and resolved:**

That the Council:

- a) **receives the report titled "Submission on the 'Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill' ".**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **approves the draft submission included with this report as attachment A of the officer's report.**
- e) **requests staff to lodge the submission with the Justice Committee before the end of the submission period.**

7.3 Milford Community Trust's Performance Report for the year ended 30 June 2024

Record No: R/25/2/4171

Project Accountant – Jo Hooper and GM Finance and Assurance – Anne Robson were in attendance for this item.

The purpose of the report was to:

- present and seek approval of the finalised Performance report for Milford Community Trust for the year ended 30 June 2024.
- present the management representation letter and seek approval for the Mayor to sign on behalf of the Trust.

Council noted that is normally the role of the trustees to do the above, but as the Trust does not currently have an active quorum, it is unable to undertake this function.

Resolution

Moved Deputy Mayor Menzies, seconded Cr O'Brien **and resolved:**

That the Council:

- a) Receives the report titled "Milford Community Trust's Performance Report for the year ended 30 June 2024".**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) Approves the audited Performance Report for the year ended 30 June 2024.**
- e) Approves the representation letter to be provided to the auditors for the year end 30 June 2024.**
- f) Agrees to delegate authority to the Mayor to sign the Performance report and representation letter for the year ended 30 June 2024 on behalf of Council and the Trust.**

(Councillor Wilson abstained from voting.)

7.4 Ohai/Nightcaps water treatment plant - upgrade works on forestry reserve land

Record No: R/25/3/9297

GM Infrastructure and Capital Delivery – Fran Mikulicic was in attendance for this item.

The purpose of the report was to seek Council's approval to transfer land from the adjacent Council owned forestry land to the current Council owned water supply land at the Ohai/Nightcaps water treatment plant for the construction of a back-wash settlement pond.

Council noted that due to the current works being undertaken and expansion of the Ohai/Nightcaps water treatment plant, approval was being sought for a section of land (approximately 6,500 square metres) to be transferred from the adjacent council owned forestry land to the current Council owned water supply land at the Ohai/Nightcaps water treatment plant for construction of a back-wash settlement pond.

The land section of approximately 6,500 square metres would be transferred from the forestry land to water supply land. This will include changing the land's classification and designation.

Additional compliance requirements mean that Council needs to amend the treatment process in order to remove dissolved organic material from the raw water supply.

Resolution

Moved Cr Chamberlain, seconded Deputy Mayor Menzies **and resolved:**

That the Council:

- a) **receives the report titled "Ohai/Nightcaps water treatment plant - upgrade works on forestry reserve land".**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **approves the constructing of the settlement pond on the northern corner of the Southland District Council forestry reserve land, Section 222, Blk III, Wairio SD.**
- e) **approves the section of land be surveyed and transferred to the water supply reserve land at no cost for the land.**
- f) **agrees that resolving the access and right of way issues that exist at this location be corrected at the same time.**

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 closed with a karakia whakamutunga as follows:

Kia hora te marino
Kia whakapapa pounamu te moana
Hei huarahi mā tātou i te rangi nei
Aroha atu, aroha mai
Tātou i a tātou katoa
Hui e! Tāiki e!

May peace be widespread
May the sea be like greenstone
A pathway for us all this day
Let us show respect for each other
For one another
Bind us all together!

The meeting concluded at 3.07pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE COUNCIL HELD ON WEDNESDAY
16 APRIL 2025.

DATE:.....

CHAIRPERSON:.....