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# Council

## OPEN MINUTES

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Minutes of a meeting of Council held in the Council Chamber, Level 2, 20 Don Street, Invercargill on Wednesday, 28 May 2025 at 10am. (10am – 2.40pm (PE 1.32pm – 2.40pm)).

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### PRESENT

<b>Mayor</b>	Rob Scott
<b>Deputy mayor</b>	Christine Menzies
<b>Councillors</b>	Jaspreet Boparai
	Don Byars
	Derek Chamberlain
	Paul Duffy
	Julie Keast
	Tom O'Brien
	Jon Spraggon

### APOLOGIES

Councillor Frazer  
Councillor Sarah Greaney (Council approved leave of absence)  
Councillor Margie Ruddenklau  
Councillor Matt Wilson (Council approved leave of absence)

### IN ATTENDANCE

<b>Committee advisor</b>	Rachael Poole
<b>Chief executive</b>	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 absence from Councillor Ruddenklau and Councillor Frazer. Councillors Greaney and Wilson are on Council approved leave of absence.

### Resolution

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

**That Council accept the apologies.**

## 2 Leave of absence

There were no requests for leave of absence.

## 3 Conflict of Interest

Councillor Keast declared a conflict of interest in relation to item 7.3 – District Initiatives Fund applications – March 2025 application 2 Shepherdess/Muster Vibrant Rural Communities. She would not take part in discussion or vote on the item.

## 4 Extraordinary/Urgent Items

There were no Extraordinary/urgent items.

## 5 Confirmation of Council Minutes Resolution

Moved Cr Spraggon, seconded Cr Keast **and resolved:**

**That the Council confirms the minutes of the meeting held on 14 May 2025 as a true and correct record of that meeting.**

## 6 Public Participation

1. Eleanor Linscott and Jason Herrick spoke on Federated Farmers submission on Changes to fees and charges 2025/2026 and reiterated the questions where they had asked for clarification on some of the new costs included in the schedule.
2. Julia Brown and Emma Rabbidge spoke about the Shepherdess Muster event that is happening in Tokanui in 2026. This is a women's wellness event and is aimed at making connections for those who are semi isolated due to their location. This event builds on the one that was held at Mōtū in 2024.

## Reports

### 7.1 Mayors Taskforce For Jobs - update from Great South

**Record No: R/25/5/23287**

Community leadership manager – Jared Cappie, Southland Youth Futures team manager – Renata Gill and Mayors Taskforce for Jobs Co-ordinator – Elizabeth Wyatt were in attendance. They connected with 212 young people and have 34 placed into fulltime employment.

#### **Resolution**

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

**That Council:**

- a) **thanks Southland Youth Futures team manager – Renata Gill and Mayors Taskforce for Jobs co-ordinator Elizabeth Wyatt for their update to Council.**

### 7.2 SDC holiday programme update - January 2025

**Record No: R/25/4/14798**

Community liaison officer – Kathryn Cowie introduced Active Southland Regional Community and Sport Advisor – Jenna Shepherd and Active Southland GM Healthy Communities - Wendy Finlay were in attendance.

Active Southland updated Council on the school holiday programme that was delivered for Southland District Council in January 2025.

#### **Resolution**

Moved Mayor Scott, seconded Cr Keast **recommendation a with an addition and resolved:**

**That the Council:**

- a) **receives the report titled “SDC holiday programme update - January 2025” and thank Active Southland for their work in this space.**

## 7.5 WasteNet's submission - proposed waste legislation changes

**Record No: R/25/5/23876**

Invercargill City Council WasteNet Director – Fiona Walker and Manager operations water and waste services – Grant Isaacs were in attendance for this item.

The purpose of the report was for Council to review the draft submission prepared by WasteNet on the proposals to amend the Waste Minimisation Act 2008 prior to being submitted to the Ministry for the Environment. Councillors requested that the volume of the bins is clarified within the document.

### **Resolution**

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

**That the Council:**

- a) **receives the report titled "WasteNet's submission - proposed waste legislation changes"**
- b) **notes the draft submission on the proposed Waste Minimisation Act and Litter Act reforms (A5908674) and**
- c) **agrees to proceed with the submission, noting any changes required.**

The meeting adjourned for morning tea at 10.55am and reconvened at 11.10am.

## 7.3 District Initiatives Fund applications - March 2025 round

**Record No: R/25/4/15020**

Community liaison officer – Kathryn Cowie, GM Customer and Community Wellbeing – Sam Marshall and Manager community leadership – Jared Cappie were in attendance for this item.

The purpose of the report was for Council to allocate the District Initiatives Fund grants for the March 2025 funding round.

Seven applications had been received for the current funding round, which closed on 30 March 2025 with \$26,997 available for distribution this round.

**Moved Councillor Boparai, seconded Councillor Spraggon the motion being recommendations a to d.**

**The motion was put and declared CARRIED.**

**Moved Councillor Duffy, Councillor Keast the motion:**

That Council:

- e) **Approves the allocation of funds from the District Initiatives Fund as follows:**

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1	Southland Oral History Project/Heritage South	\$1,000
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**The motion was put and declared CARRIED.**

Councillor Keast withdrew from the table due to a conflict of interest.

**Moved Councillor Menzies, seconded Councillor Duffy the motion:**

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:
- |   |  |         |
|---|--|---------|
| 2 | Shepherdess/Muster Vibrant Communities | \$8,497 |
|---|--|---------|

**The motion was put and declared CARRIED. (Councillor Boparai and Councillor O'Brien requested that their dissenting votes be recorded.)**

Councillor Keast returned to the table.

**Moved Mayor Rob Scott, seconded Councillor Boparai the motion:**

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:
- |   |                               |         |
|---|-------------------------------|---------|
| 3 | Winton Men's Friendship Choir | \$1,500 |
|---|-------------------------------|---------|

**The motion was put and declared CARRIED.**

**Moved Councillor O'Brien, seconded Councillor Boparai the motion:**

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:
- |   |                       |         |
|---|-----------------------|---------|
| 4 | Ladies Club of Winton | \$1,500 |
|---|-----------------------|---------|

**The motion was put and declared CARRIED.**

**Moved Councillor Boparai, seconded Councillor Chamberlain the motion:**

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:
- |   |                                |         |
|---|--------------------------------|---------|
| 5 | South Coast Environment Centre | \$3,000 |
|---|--------------------------------|---------|

**The motion was put and declared CARRIED.**

**Moved Councillor Boparai, seconded Councillor Keast the motion:**

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:
- |   |  |         |
|---|--|---------|
| 6 | Tuatapere District Promotions Inc./Central Western Archive | \$1,500 |
|---|--|---------|

The motion was put and declared CARRIED.

Moved Councillor Chamberlain, seconded Councillor O'Brien the motion:

That Council:

- e) Approves the allocation of funds from the District Initiatives Fund as follows:
- |   |                        |          |
|---|------------------------|----------|
| 7 | Fiordland Trails Trust | \$10,000 |
|---|------------------------|----------|

The motion was put and declared CARRIED.

Final resolution

That the Council:

- a) receives the report titled "District Initiatives Fund applications - March 2025 round".
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) receives applications from the following:
1. Southland Oral History Project/Heritage South
  2. Shepherdess/Muster Vibrant Communities
  3. Winton Men's Friendship Choir
  4. Ladies Club of Winton
  5. South Coast Environment Society
  6. Tuatapere District Promotions Inc./Central Western Archive
  7. Fiordland Trails Trust
- e) approves the allocation of funds from the District Initiatives Fund as follows:

1	Southland Oral History Project/Heritage South	\$1,000
2	Shepherdess/Muster Vibrant Communities	\$8,497
3	Winton Men's Friendship Choir	\$1,500
4	Ladies Club of Winton	\$1,500
5	South Coast Environment Centre	\$3,000
6	Tuatapere District Promotions Inc./Central Western Archive	\$1,500
7	Fiordland Trails Trust	\$10,000

#### 7.4 Sport NZ Rural Travel Fund applications - March 2025 round

Record No: R/25/4/15021

Community liaison officer – Kathryn Cowie, GM Customer and Community Wellbeing – Sam Marshall and Manager community leadership – Jared Cappie were in attendance for this item.

The purpose of the report was for Council to allocate funding for the Sport NZ Rural Travel Fund for the March 2025 funding round. The purpose of the fund is to assist with transport expenses associated with participating in regular local sports competitions for youth aged five to 18. Southland District Council administers funding on behalf of the Sport NZ Rural Travel Fund.

##### Resolution

Moved Cr Chamberlain, seconded Cr O'Brien **and resolved:**

**That the Council:**

- a) receives the report titled "Sport NZ Rural Travel Fund applications - March 2025 round".
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- a) receives applications from the following:
  - Central Southland College
  - Riverton Rugby Club
  - Mossburn School – Hockey
  - Menzies College Netball Club
  - Mossburn School – Netball
  - Fiordland College
  - Riverton Athletic Club
  - Winton Football Club
  - Takitimu Primary School
  - Fiordland Swimming Club
  - Northern Southland College
  - Tokanui Netball Club
- b) approves the allocation of funds for the Sport NZ Rural Travel Fund as follows:

1	Central Southland College	\$1,050
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2	Riverton Rugby Club	\$1,500
3	Mossburn School – Hockey	\$1,050
4	Menzies College Netball Club	\$1,500
5	Mossburn School – Netball	\$1,050
6	Fiordland College	\$1,050
7	Riverton Athletic Club	\$800
8	Winton Football Club	\$800
9	Takitimu Primary School	\$800
10	Fiordland Swimming Club	\$800
11	Northern Southland College	\$1,250
12	Tokanui Netball Club	\$450

- c) approves the financial report for the Sport NZ Rural Travel Fund as at 31 March 2025.

## 7.6 Bridge weight restriction postings 2025/2026

Record No: R/25/5/22440

Strategic manager transport – Hartley Hare WSP work group manager buildings – Ian Sutherland were in attendance for this item.

The purpose of the report was for compliance with the Transport Act 1962 and Heavy Motor Vehicle Regulations 1974, the road controlling authority for any territorial area is to confirm, at a minimum annually, any posting weight limit necessary for bridges on the roading network and to revoke any restrictions which no longer apply.

The number of posted bridges inspected within the Southland district has reduced this year due to an ongoing bridge replacement programme with two posted bridges replaced since July 2024.

### Resolution

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

**That Council:**

- a) receives the report titled “Bridge weight restriction postings 2025/2026” dated 23 May 2025
- 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 confirm that in accordance with the Transport Act 1962 and Heavy Motor Vehicle Regulations 1974, the maximum weight and speed limits for heavy motor vehicles on bridges as listed on the attached schedule (Attachment A of the officers report) be imposed
- e) agrees to continue to rely on the central on bridge restriction to limit posting restrictions and continues to mitigate this risk through ongoing promotion of posting compliance
- f) agrees to notify the weight limits to the New Zealand Police, New Zealand Transport Agency, Road Transport Forum New Zealand (Inc.) and by public notice in daily newspapers, social media and our website.

## 7.7 Changes to fees and charges 2025/2026 - deliberations

Record No: R/25/4/17922

Finance development coordinator – Nicole Taylor GM Finance and assurance – Anne Robson were in attendance for this item.

The purpose of the report was to provide an analysis of the submissions received on the proposed changes to the fees and charges and seek decisions from Council to confirm fees to include in the Annual Plan 2025/2026 due to be adopted in June 2025.

At its meeting on 14 May 2025, Council received six submissions on the proposal with the majority of the submitters supporting the proposed changes.

Staff have reviewed the feedback and are proposing changes to two fees and to address issues raised by submitters. The remainder of the fees are as outlined in the statement of proposal.

### Resolution

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

**That the Council:**

- a) receives the report titled “Changes to fees and charges 2025/2026 - deliberations”.
- 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) acknowledges the submissions received and thanks all submitters for their feedback.
- e) considers the feedback received on the changes to the fees and charges 2025/2026, together with advice from staff.
- f) confirm the fees and charges for inclusion in the Annual Plan 2025/2026 as shown in Attachment A, noting these are in line with the statement of proposal consulted on with the following changes (highlighted in yellow):
  - i) addition of a new hire fee for the Winton Memorial Hall supper room as follows:

<b>Winton Memorial Hall</b>		
Hall hire	Per hour (minimum booking 4 hours for casual users, no minimum for verified users)	\$50.00
	Per day	\$400.00
<b>Supper room hire</b>	<b>Per hour (minimum booking 2 hours for casual users, no minimum for verified users). Availability of the supper room is dependent on bookings for the main hall hire.</b>	<b>\$30.00</b>
Not for profit/community group		50% discount
Bond - Regular Users (12 month duration for bond, reviewed and renewed every 12 months)	No GST. These are discretionary and to be advised at time of booking	\$200.00
Bond - casual/one-off users	No GST. These are discretionary and to be advised at time of booking	\$500.00

- ii) amending the basis of the pre-application meeting fee from a \$500 per hour fee to a \$500 base fee plus actual costs and disbursements as follows:

<b>Resource Management - Other matters</b>		
Where pre-application meetings are sought for large projects including but not limited to consultation requested under the Fast-track Approvals Act, or where there are multiple meetings for other proposals or matters which extend beyond 30 minutes then Council can charge the officers' time to the potential applicant	<b>Base fee plus actual costs and disbursements</b> <b>Per hour</b>	\$500.00

## 7.8 Financial Report for the period ended 31 March 2025

**Record No: R/25/4/18476**

Senior accountant – Joanie Nel, Project accountant – Jo Hooper and GM Finance and assurance – Anne Robson were in attendance for this item.

### **Resolution**

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

**That the Council:**

- a) **receives the report titled "Financial Report for the period ended 31 March 2025".**
- b) **acknowledges an inconsistent decision, in that Council is not currently meeting its interest rate exposure thresholds for year four to year five due to the maturity dates of some loans. Future debt funding will be aligned with the thresholds required.**
- c) **notes Council has previously agreed to consider this issue and any changes necessary as part of the Investment and Liability Policy review.**

## 7.9 Seaward Downs recreation reserve - potentially surplus to requirements

**Record No: R/25/5/19896**

Senior property advisor – Megan Cowley was in attendance for this item.

The purpose of the report was for Council to declare the Seaward Downs recreation reserve located at 710 Edendale Seaward Downs Road, Seaward Downs, as surplus to requirements and to commence the process of disposing of the property.

The land at 710 Edendale Seaward Downs Road, Seaward Downs was a former school site set apart for a domain and classified as a recreation reserve. It was vested "in trust" in the Southland County Council in 1973.

Once considered surplus, the property must be returned to the Crown who may then sell. Council can apply for a share of the net sale proceeds.

### **Resolution**

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

**That the Council:**

- a) **receives the report titled "Seaward Downs recreation reserve - potentially surplus to requirements".**
- 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) resolves that the Seaward Downs recreation reserve (Section 180E Edendale Settlement) located at 710 Edendale Seaward Downs Road, Seaward Downs, is surplus to requirements.
- e) agrees that staff are to initiate the disposal process for the property being Section 180E Edendale Settlement and to take the appropriate actions as required by the Crown;
  - (1) for the 'vesting in trust' in the Council be revoked, and
  - (2) for the recreation reserve status to be revoked and,
  - (3) to make application to the Crown for a percentage of the sale proceeds if the land is to be sold.
- f) agrees that any potential net sale proceeds are to be transferred to the Waihopai-Toetoe community board to be used for capital expenditure or projects on reserves, parks and open spaces.
- g) delegates to the chief executive, the authority to determine and execute any documents required to achieve the disposal of the property.

(The meeting adjourned for lunch at 12.24pm and reconvened at 1.15pm.)

When the meeting reconvened, Mayor Scott, Councillors Boparai, Chamberlain, Duffy, Keast, Menzies, O'Brien and Spraggon were present when the meeting reconvened.

## **7.10 Milford Community Trust**

**Record No: R/25/5/21045**

Strategic projects lead – Simon Moran and GM strategy and partnerships – Vibhuti Chopra were in attendance for this item.

The purpose of the report was seek approval from Council to reappoint the current trustee, appoint a Mararoa Waimea ward councillor as a trustee, and advertise for the remaining vacant trustee positions.

Decisions on the Milford Opportunities Project have not yet been made by government to date. Council's decision to defer appointing trustees was based on the thinking that the decision was imminent, however as that has not been the case it is timely for Council to reconsider advertising for trustees.

Following discussion, Mayor Scott advised while Councillor Sarah Greaney was on an approved leave of absence from Council, she was willing to be the councillor appointed from the Mararoa Ward as the new ward trustee.

### **Resolution**

Moved Cr Duffy, seconded Deputy Mayor Menzies **recommendations a to d and e with changes (as indicated) and resolved:**

**That the Council:**

- a) receives the report titled “Milford Community Trust”.
- 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) reappoints Rosco Gaudin as a trustee of the Milford Community Trust.
- e) appoints Councillor Sarah Greaney from the Mararoa Waimea Ward as a trustee of the Milford Community Trust for the remainder of this local government triennium.
- f) directs staff to advertise the remaining four trustee positions, one of positions being the role of the independent chair.

Councillor O'Brien, Councillor Chamberlain and Councillor Boparai requested that their dissenting votes be recorded.

## 7.11 Technical staff submission on proposed changes to the emission trading scheme

**Record No: R/25/5/22309**

Intermediate environmental planner policy – 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 update Council about a technical submission made by staff on the “Proposed changes to forestry in the New Zealand Emissions Trading Scheme.

(During discussion, Councillor Byars returned to the meeting at 1.22pm)

### **Resolution**

Moved Cr O'Brien, seconded Cr Boparai **and resolved:**

**That Council:**

- a) receives the report titled “Technical staff submission on proposed changes to the emission trading scheme”.

## **Public Excluded**

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

### **Resolution**

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

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

**C8.1 Balfour hall roof replacement - unbudgeted expenditure approval**

**C8.2 Incorporation of coastal hazard information in Land Information Memoranda and Property Information Memoranda**

**C8.3 Independent review**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Balfour hall roof replacement - unbudgeted expenditure approval	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.	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.

Incorporation of coastal hazard information in Land Information Memoranda and Property Information Memoranda	s7(2)(g) - maintain legal professional privilege.	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.
Independent review	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

**Permit Rex Williams (SDC appointed director to Milford Sound Tourism and incoming chair) to remain at this meeting, after the public has been excluded, because of his knowledge of the item C8.3 – independent review. This knowledge, which will be of assistance in relation to the matter to be discussed.**

The public were excluded at 1.33pm.

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

The meeting concluded at 2.41pm.

CONFIRMED AS A TRUE AND CORRECT RECORD OF A  
MEETING OF THE COUNCIL HELD ON WEDNESDAY  
28 MAY 2025.

**DATE:** 11 JUNE 2025

**CHAIRPERSON:**

