



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

Date: Monday, 9 June 2025
Time: 6pm
Meeting room: Mossburn Fire Station, 45 Devon Street,

Northern Community Board Agenda OPEN

MEMBERSHIP

Chairperson	Greg Tither
Deputy chairperson	Lance Hellewell
Members	Pam Naylor
	Amanda Reedy
	Carolyn Smith
	Sonya Taylor
	Councillor Tom O'Brien

IN ATTENDANCE

Community liaison officer	Kathryn Cowie
Committee advisor/customer support partner	Deborah-Ann Smith-Harding
Community partnership leader	Kelly Tagg

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

Health and safety

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

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.

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

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>

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.

	<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
 - recommend levels of service and annual budget to Council or a relevant committee
 - monitor the performance and delivery of the service
 - i) naming reserves, structures and commemorative places
 - j) authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.
 - k) naming roads
 - l) authority to decide on the naming for public roads, private roads and rights of way
 - m) 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 Northern Community Board, 14 April 2025

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.



Northern Community Board

OPEN MINUTES (Unconfirmed)

Minutes of a meeting of Northern Community Board held in the Lumsden Memorial Hall, 8 Meadow Street, Lumsden on Monday, 14 April 2025 at 6pm (6.05pm to 7.20pm).

PRESENT

Chairperson	Greg Tither
Deputy chairperson	Lance Hellewell
Members	Pam Naylor
	Amanda Reedy
	Carolyn Smith
	Sonya Taylor
	Councillor Tom O'Brien

IN ATTENDANCE

Committee advisor/customer support partner	Deborah-Ann Smith-Harding
Community partnership leader	Kelly Tagg

1 Apologies

There were no apologies.

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 Pam Naylor, seconded Carolyn Smith **and resolved:**

That the Northern Community Board confirms the minutes of the meeting held on 10 February 2025 as a true and correct record of that meeting.

6 Public participation

There was no public participation.

Reports

7.1 Financial Report for the period ended 28 February 2025

Record No: R/25/3/12041

Community partnership leader - Kelly Tagg was in attendance for this item.

Mrs Tagg presented the financial results and supporting information for the local activities within the Northern Community Board area for the period ended 28 February 2025.

Board member Sonya Taylor asked for clarification about the balance of the Mossburn general reserve. Mrs Tagg advised that she would seek clarification on this.

Resolution

Moved Pam Naylor, seconded Amanda Reedy **and resolved:**

That the Northern Community Board:

- a) **Receives the report titled “Financial Report for the period ended 28 February 2025” dated 2 April 2025.**

7.2 Community board reporting

Record No: R/25/3/14200

Community partnership leader – Kelly Tagg informed the board of the community leadership, operational and Council activities in the board area and across the district and made mention of the following:

- a date for a community meeting for Around the Mountain Cycle Trail is to be advised
- any overgrown sections deemed a fire hazard is now to be reported directly to Fire and Emergency New Zealand
- Big Bike film night events are being held in Gore on Monday 12 May 2025 and 6.30pm at the Lumsden Senior Citizens rooms on Thursday 17 May 2025
- submissions will be open soon on “Local Water Done Well” Council residents and ratepayers are encouraged to submit on this important issue
- the Board requested an update from the roading department about the issues raised by concerned residents regarding Waterloo Road, Mossburn.

Resolution

Moved Deputy Chairperson Hellewell, seconded Pam Naylor **and resolved:**

That the Northern Community Board:

- a) **receives the report titled “Community board reporting” dated 2 April 2025.**

7.3 Councillor update

Record No: R/25/4/14401

Councillor O'Brien was in attendance for this item.

Councillor O'Brien summarised a brief activity for Local Water Done Well with Council's priorities, continuation of delivering required contractual deliverables, health and safety concerns including results for water consent compliance sampling. A summary for contract performances with Downers include the following:

- Manapouri water treatment plant – the changeover occurred in March 2025
- Manapouri waste water treatment plant – the pipeline is currently out to tender
- Balfour infiltration and inflow - stage two is completed
- Stewart Island/ Rakiura pond de-sludging – site care with earthworks done by April 2025
- Edendale Wyndham stormwater - contract to be procured in April 2025
- Lumsden stormwater – design options to be procured in May 2025
- Districtwide AC watermain and sewer renewals - Lumsden package underway and Eastern Bush to start in April 2025
- Districtwide waste water reticulation for Winton being procured in April 2025
- Riverton water treatment plant – Council is currently reviewing the engineers peer review on options.

Resolution

Moved Pam Naylor, seconded Sonya Taylor **and resolved:**

That the Northern Community Board:

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

7.4 Chairperson's report

Record No: R/25/4/14537

Chair Tither took the Board through his report.

Chair Tither mentioned the following:

- Carolyn Smith attended a meeting regarding the proposed Lumsden Museum upgrade and the Board were waiting on further information from staff with regards to planned repairs and maintenance works on the railway station building. There is \$50,000 in Better off funding available to develop an overall concept for the museum
- the information panels have been relocated to the side of the railway station after the old structure had been removed due to damage by a vehicle
- Deputy Chair and Chair attended the Chairs meeting in Winton where discussions were had about Southland District Council townships conducting Spatial Planning. More importantly, discussions focused on the future of water services (Drinking Water, Wastewater, Stormwater) and Council's two options that will be available to vote for, namely, Adjusted Status Quo or Water Services CCO. Mrs Tagg encouraged individual submissions as well as a Board submission
- governance training is to be held on Tuesday 15 April 2025 at 6pm at Lumsden Memorial Hall in the Supper Room. This is the first of five workshops being held about the district and is being facilitated by Southland Community Law with support from Council
- Chair Tither received a letter dated 14 April 2025 from the Lumsden Lions Club highlighting the fact that Lumsden turns 200 years in February 2026 and enlisted the Board's response for suggestions to organise a community-led event to commemorate the occasion. The Chair noted that the communications department had supplied pictures for the “Wyndham Story” and suggested Mrs Tagg could approach the department to produce something similar for Lumsden. Mayor Scott suggested incorporating historical reference books produced by Margaret Thompson to assist in this storytelling.

Pam Naylor

- Mrs Naylor had a successful meeting with Community partnership leader – Kelly Tagg and graphic artist Donna Hawkins to settle on the new graphics for the wrap artwork for Athol toilets
- mentioned an information sign/board could be put up at the Athol sale yards and noted the area was tidied up around the Anzac memorial in Athol
- stated the lawns for Garston Green had not been mowed for a month and Community partnership leader – Mrs Tagg to follow up with staff
- confirmed that she has retired from fulfilling the role of Justice of the Peace role (after serving eight years).

Carolyn Smith

- suggested the Board could support the idea to celebrate Lumsden's 200 years with exhibits in the Lumsden Memorial Hall with displays and events
- noted freedom campers erecting a clothes washing line. Chair Tither recommended extra signage with explicit instructions for what is and is not permitted for freedom camping.

Amanda Reedy

- attended meetings for the Catchment Group, Emergency services and the Northern Southland College playground
- queried whether the showers at the pool stay open during winter while the pool is closed. Chair Tither confirmed, yes, it is open for winter use which generates income and the bond payable for the (fob) key is available at the Four Square supermarket.

Resolution

Moved Deputy Chairperson Hellewell, seconded Amanda Reedy **and resolved:**

That the Northern Community Board:

- a) **receives the report titled "Chairpersons report" dated 2 April 2025.**

7.5 Next meeting

Record No: R/25/4/15893

Resolution

Moved Pam Naylor, seconded Carolyn Smith **and resolved:**

That the Northern Community Board:

- a) **confirms that the next meeting of the Board is at 6pm on Monday 9 June 2025 to be held at the Mossburn Fire Station, 45 Devon Street, Mossburn.**

The meeting concluded at 7.20pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE NORTHERN COMMUNITY BOARD
HELD ON MONDAY 14 APRIL 2025

DATE:.....

CHAIRPERSON:.....

Road naming for the St Thomas Estate development at 49 The Terrace, Garston

Record no: R/25/2/8275

Author: Nick Lewis, Roading contract manager

Approved by: Fran Mikulicic, Group manager infrastructure and capital delivery

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is for the Northern Community Board to determine the road names for the new roads/ streets that serve part of the St Thomas Estate subdivision development at 49 The Terrace, Garston.

Executive summary

- 2 The new roads that will service the development include the previously unformed road at the south of The Terrace and the side road that serve the lots, both require new road names.
- 3 The developer has proposed several options for both roads, the names Saint Thomas Drive, The Gleann and Hapua Drive for Road 1, and Saint Patrick Drive, Saint Nicholas Drive and Wishie Road for Road 2.
- 4 Council's guidelines for road names include the following:
 - name duplications are to be avoided
 - long names are to be avoided
 - similar sounding or spellings are to be avoided to reduce confusion
 - LINZ and Geographic Board guidelines.
- 5 Transport staff recommendation is to approve the new road name of **"Saint Thomas Drive for Road 1 and Saint Patrick Drive for Road 2"** as the preferred option.

Recommendation

That the Northern Community Board:

- a) **Receives the report titled “Road naming for the St Thomas Estate development at 49 The Terrace, Garston”.**
- 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 naming of the new roads as Option 1 and Option 4 “Saint Thomas Drive” for Road 1 and “Saint Patrick Drive” for Road 2.**

Background

- 6 The Saint Thomas Estate development is a nine lot subdivision development on the southern boundary of the Garston settlement, services off The Terrace, the developer is part of a local family that owns the land that is being developed alongside their existing farming and other activities. As the development is accessed off The Terrace, which is a loop road to and from the state highway, new road names are required for both the road off The Terrace to the developed land and for the new internal road serving the individual lots. There is a possibility of further development of land adjacent to these new lots in the future.

Issues

- 7 There are minor issues identified with the name proposals provided. The second preferences for both roads 1 and 2 have raised concern. The Gleann would likely be unacceptable to LINZ as it does not conform to their naming guidelines. Saint Nicholas Drive could be considered as similar to Mount Nicholas Road from a practical aspect.
- 8 The proposed names have come from the developer in line with Council’s policy on road naming.

Factors to consider

Legal and statutory requirements

- 9 Council has a requirement to comply with LINZ/ Geographic Board guidelines for naming.

Community views

- 10 The developer has proposed the new road name. This is in line with Council’s Road Naming Policy.
- 11 No additional community views have been requested, or required, at this point in time.

Costs and funding

- 12 As part of the new subdivision development the road name signage is provided for by the developer, once the development has been accepted by Council, such infrastructure including signage becomes vested to Council.

Policy implications

- 13 The suggested names must be approved by the Northern Community Board under delegated authority from Council before it can be legalised. Council's guidelines for road names are as follows:
- name duplications are to be avoided
 - similar sounding or spellings are to be avoided to reduce confusion
 - names are to be easily spelt and readily pronounced
 - long (no more than 25 characters maximum) names are to be avoided.
- 14 There are no issues with the proposed names of Saint Thomas Drive and Hapua Drive for Road 1, nor with Saint Patrick Drive or Wishie Road for Road 2. However, there are issues with the option of The Gleann for Road 1, and Saint Nicholas Drive for Road 2. The Gleann would likely be unacceptable to LINZ, while it is similar to The Terrace that name has been grandfathered as an old existing name. Saint Nicholas Drive could be considered as similar to Mount Nicholas Road from a practical aspect.

Analysis**Options considered**

- 15 The two main options that have been considered are below. These are to support the proposed name, or to not support the proposed name, and thus either request an alternative from the developer or agree a name of the community board's choosing.

The background supporting information for each road name option is provided in the attached document for this report, Saint Thomas Estate Road name options.

Analysis of options**Option 1 – Support and approve the proposed name of Saint Thomas Drive for Road 1.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• the proposed name and first choice of the developer is accepted.• the street can be formally recognised, and properties addressed accordingly.	<ul style="list-style-type: none">• no significant disadvantages.

Option 2 – Support and approve the proposed name of The Gleann for Road 1.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• the proposed name and second choice of the developer is accepted.• the street can be formally recognised, and properties addressed accordingly.	<ul style="list-style-type: none">• this could be rejected by LINZ and require the process to be repeated.• not the developers first choice preference.

Option 3 – Support and approve the proposed name of Hapua Drive for Road 1.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> the proposed name and third choice of the developer is accepted. the street can be formally recognised, and properties addressed accordingly. 	<ul style="list-style-type: none"> not the developers first choice preference. no further significant disadvantages.

Option 4 – Support and approve the proposed name of Saint Patrick Drive for Road 2.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> the proposed name of the developer is accepted the street can be formally recognised, and properties addressed accordingly. 	<ul style="list-style-type: none"> no significant disadvantages.

Option 5 – Support and approve the proposed name of Saint Nicholas Drive for Road 2.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> the proposed name of the developer is accepted the street can be formally recognised, and properties addressed accordingly. 	<ul style="list-style-type: none"> could be considered too close in similarity to Mount Nicholas Road. not the developers first choice preference.

Option 6 – Support and approve the proposed name of Wishie Road for Road 2.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> the proposed name of the developer is accepted the street can be formally recognised, and properties addressed accordingly. 	<ul style="list-style-type: none"> not the developers first choice preference. no further significant disadvantages.

Option 7 – Not support any of the proposed, and request alternatives from the developer for consideration or endorse names of the community board's choosing.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> an alternative name option can be requested of the developer if the proposed is not to the board's liking the community board can recommend a name of their choosing 	<ul style="list-style-type: none"> the developer's requested name choices are not accepted and against the standing preferred Council process of the developer providing options

	<ul style="list-style-type: none">the naming process is drawn out for a longer period and the properties cannot be addressed accordingly until such naming process is concluded.
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Assessment of significance

- 16 Not considered significant.

Recommended option

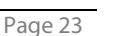
- 17 Approve the naming of the new roads as follows, **Saint Thomas Drive for Road 1, and Saint Patrick Drive for Road 2.**

Next steps

- 18 Notify the developer of the outcome of this decision, followed by LINZ through the acceptance of the subdivision development process.

Attachments

- A Saint Thomas Estate Roding Plan
B Saint Thomas Estate Road Name Options





SURVEYING • ENGINEERING • LAND DEVELOPMENT

MEMO

TO: SOUTHLAND DISTRICT COUNCIL
FROM: MAVEN SOUTH LTD
DATE: 22/11/2024
REV.: A

SUBJECT: ROAD NAMING APPLICATION - 49 THE TERRACE, GARSTON
(RMA/2021/53137 & RMA/2021/53144)

To whom it may concern,

Please refer to the application for the road naming with respect to resource consent RMA/2021/53137 and RMA/2021/53144 located at 49 The Terrace, Garston.

This road naming application is in support of the ten rural lots development. In total, there are two public roads to be vested, all of which require road naming in accordance with the Southland District Council Policy Procedure 28.

After careful consideration, three potential names for each road have been identified for review. Each option has been selected based on its significance and relevance to the local heritage and community. The preferred road name options for both public roads are provided below:

Road-1 Preferred Names:

Road Name Option 1: St Thomas Drive

- This name is the church, the subdivision, and the owners father's name. It pays tribute to those names and reflects both historical and personal connections to the area.

Road Name Option 2: The Gleann

- The term "Gleann," meaning "Valley" in Celtic, represents the landlord's Celtic heritage. This name underscores the cultural roots associated with the area.

Road Name Option 3: Hapua Drive

- "Hāpua" is the Māori word for "valley." This name honours the local Māori language and culture, adding a layer of cultural significance to the road.

Road-2 Preferred Names:

Road Name Option 1: St Patrick Drive

- *St Patrick Drive* is proposed to honor the landowner's family name, which has been passed down through generations. The name reflects the area's heritage and keeps a strong link to its history.

1

24 REES STREET, QUEENSTOWN

PO BOX 1512, QUEENSTOWN 9348

WWW.MAVEN.CO.NZ



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Road Name Option 2: St Nicholas Drive

- Another landowner's family name over the generations. It reflects the area's heritage and keeps a strong link to its history as well.

Road Name Option 3: Wishie Road

- This name honors the landowner's grandfather. Both the landowner's great-grandfather and grandfather were involved in building the local church.

These preferred road names have been assessed against the Southland District Council Road Naming Policy Procedure 28 – Section 3.3 Guidelines for New Road Names:

- *Name duplications to be avoided*
- *Similar sounding or spellings are to be avoided*
- *Names to be easily spelt and readily pronounced*
- *Long and/or hyphenated names are to be avoided (25 character maximum).*

It is believed that these names will provide meaningful and lasting significance to the new road, aligning with both local heritage and community values.

If you require anything further, please do not hesitate to contact David Cloete on 021 025 50819 or DavidC@maven.co.nz

Thanks and regards,

David Cloete
TEAM LEADER / SENIOR ENGINEER
BEngTech(Civil) NZDE(Civil) CMEngNZ IntET CPEng(Civil)



MAVEN SOUTH LIMITED
03 242 8205 | 021 025 50819
DavidC@maven.co.nz
www.maven.co.nz
24 Rees Street, Queenstown, 9300

Contract renewal agreed levels of service

Record No: R/25/4/14337

Author: Lance Spencer, Contracts and programme lead

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

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is to seek approval from the Northern Community Board for the levels of service and areas to be included in the future mowing, toilet cleaning and gardening contracts.

Executive summary

- 2 The current contracts for mowing, gardening and toilet cleaning within the Northern Community Board area will expire 30 June 2026.
- 3 The primary focus of this report is to receive feedback from community boards and confirm any changes to levels of service and any maintenance areas in the contracts. This is part of reviewing the current maintenance contracts in preparation to going to market.
- 4 The community boards will receive a briefing on the revised contract content and structure proposed for the contract(s) to cover the three work areas, prior to a tender being released to the market.
- 5 Staff have worked with the community board to identify the areas and levels of service associated with the contracts that will be included in the tender documents for the renewal of the contracts.
- 6 Council has indicated that various contractors (including local contractors) should be provided opportunity to be part of contract renewal process.
- 7 Staff are proposing to release the tender to the market in the final quarter of the 2025 calendar year to provide sufficient time to work through this process, and to allow successful contractors time to mobilise to start the new contracts on 1 July 2026

Recommendation

That the Northern Community Board:

- a) **Receives the report titled “Contract renewal agreed levels of service”.**
- 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) **staff request that the Northern Community Board provide the contact details of any contractors who may be interested in the upcoming contract renewal or carrying out general maintenance and improvement works for Council.**
- e) **Agrees to approve the areas and levels of service identified in the attachments to this report:**
 - **Contract renewal map – Northern community board towns**
 - **Northern community board area analysis**
 - **Community Facilities Levels of Service for Contract Renewal 2025**
 - **Contract renewal timeline.**

Background

- 8 The mowing, gardening and toilet cleaning contracts for the Northern Community Board area were renewed in 2020. These contracts were for a four-year term with the provision for up to a two-year extension.
- 9 The contracts are due to expire 30 June 2026.
- 10 The community board has had the opportunity to review the existing levels of service and areas that the current contracts cover.
- 11 Boards have provided feedback on the changes that they would like to see in the tender documents that go out to market. These changes have been made and the areas updated based on the latest aerial photography that is available and included in the maps attached to this report.
- 12 For the Athol township mowing, the community board have made some minor changes but retained the same levels of service.
- 13 For Five Rivers, the community board has decided to retain the same areas and levels of service.
- 14 For Garston, the community board has decided have made some minor area changes but retain the same levels of service.
- 15 For Lumsden, the community board has decided to retain the same areas and levels of service.
- 16 For Mossburn, the community board has decided to retain the same areas and levels of service.
- 17 Staff have had discussions with the community board about what the contract structure could look like in the future. There is a strong preference for these to be by available for local contractors and where possible combine the activities into a single contract.

- 18 In some areas separate mowing, gardening and cleaning contracts may be more practical in terms of the scale of the contract works to be completed within settlements/community board areas to recognise contractor capability and availability.
- 19 This thinking also aligns with the direction that Council has indicated to staff they would like for future contracts.
- 20 It is proposed that when the tender documents are released to the market they will include separable portions. This will provide prospective tenders the ability to tender for all of the work or only portions of the work.
- 21 The indicative timeline for the contract renewal is attached to the report.

Factors to consider

Legal and statutory requirements

- 22 None.

Community views

- 23 Staff have worked with the community board in the preparation of the information that is included in this report.

Costs and funding

- 24 The current contracts have been operational for five years with only Council's CPI rate increase added each year. With the changes that have taken place in the economic environment over the last five years it is expected that the cost of providing these services will increase.
- 25 The budgets that have been allocated have been approved through the 2024-2034 Long Term Plan (LTP).
- 26 Once community board feedback on levels of service and areas is confirmed, staff will review the contract documents, levels of service and the structure of the contracts in preparation for going to market.
- 27 Community boards will be briefed on the contract changes and proposed contracting approach prior to the new maintenance contract(s) being released to the market.
- 28 Once the tenders have been evaluated staff will be in a position to provide the community board with information on the costs associated with the new contracts.

Policy implications

- 29 The tender process will follow Council procurement policy.

Analysis of options

Option 1 - Agrees to approve the areas and levels of service identified in the attachments to this report that will be included in the tender documents.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">the tender documents can be prepared and released to the market.	<ul style="list-style-type: none">none identified.

Option 2 – Does not agree to approve the areas and levels of service identified in the attachments to this report that will be included in the tender documents.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • none identified. 	<ul style="list-style-type: none"> • the contract renewal may not meet the 1 July 2026 timeframe for renewal.

Assessment of significance

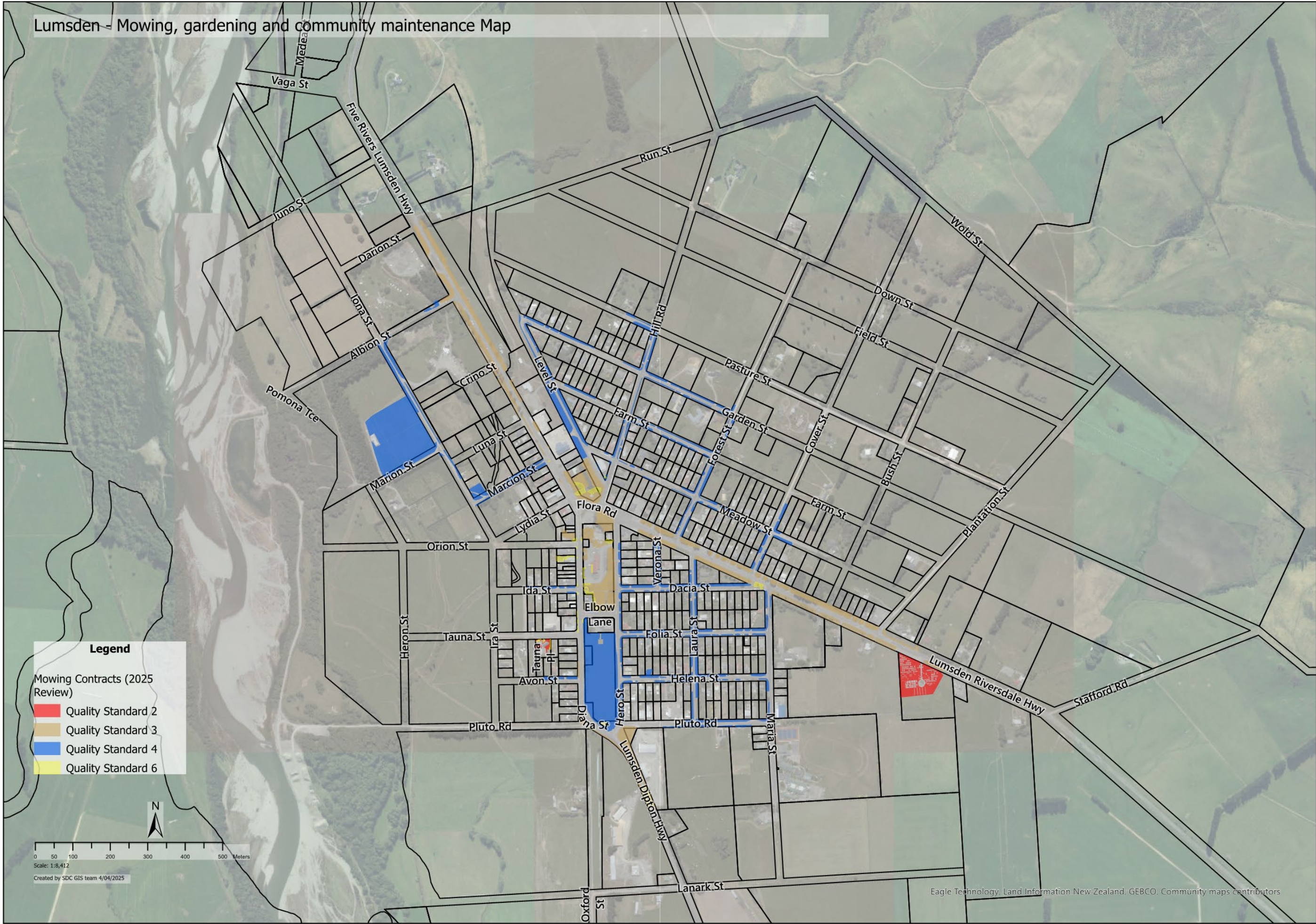
- 30 The assessment of significance needs to be carried out in accordance with Council's Significance and Engagement Policy. The Significance and Engagement Policy requires consideration of the impact on social, economic or cultural wellbeing of the region and consequences for people who are likely to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

Recommended option

- 31 The staff recommendation is option 1.

Attachments

- A Contract Renewal Map - Northern community board towns
- B Northern Community Board Area Analysis
- C Community Facilities Levels of Service for Contract Renewal 2025
- D Contract Renewal Timeline













Northern Community Board Area Analysis

CB	Town	Quality Standard	2025 Review (sqm)	Current (sqm)	Difference (Review - current) sqm	% of reduction or accretion
Northern	Athol	QS2	0.00	4,575.19		
Northern	Athol	QS3	25,938.07	59,196.51		
Northern	Athol	QS4	37,306.87			
Northern	Athol	TOTAL	63,244.94	63,771.70	-526.76	-1%
Northern	Garston	QS2	0.00	14,413.58		
Northern	Garston	QS3	26,316.46	9,590.78		
Northern	Garston	QS4	2,419.83			
Northern	Garston	TOTAL	28,736.29	24,004.36	4,731.93	20%
Northern	Lumsden	QS1	0.00	7,292.94		
Northern	Lumsden	QS2	7,615.01	46,669.76		
Northern	Lumsden	QS3	46,256.10	116,765.90		
Northern	Lumsden	QS4	91,385.16	0.00		
Northern	Lumsden	TOTAL	145,256.26	170,728.60	-25,472.34	-15%
Northern	Mossburn	QS2	0.00	47,464.46		
Northern	Mossburn	QS3	47,743.04	35,411.37		
Northern	Mossburn	QS4	20,925.97			
Northern	Mossburn	TOTAL	68,669.02	82,875.83	-14,206.81	-17%
Northern	Mossburn Cemetery	QS2	2,705.24	2,899.99	-194.75	-7%

Community Facilities Levels of Service		
Operations and Maintenance	Task	Quality Standard 1
All Categories	Amenity grass mowing	<ul style="list-style-type: none"> Grass height maintained between 20mm and 40mm Stalks no more than 100mm Clippings to be evenly distributed (no clumps or windrows) and removed from paths and paved areas. Edges are trimmed to the same standard as the turf, or a vegetation free strip is maintained <ul style="list-style-type: none"> Around structures and along hard surfaces no more than 100mm Around trees and along boundary fences no more than 200mm Frequency of mowing is every 5 – 7 days
Operations and Maintenance	Task	Quality Standard 2
All Categories	Amenity grass mowing	<ul style="list-style-type: none"> Grass height maintained between 40mm and 80mm Stalks no more than 150mm Clippings to be evenly distributed (no clumps or windrows) and removed from paths and paved areas. Edges are trimmed to the same standard as the turf, or a vegetation free strip is maintained <ul style="list-style-type: none"> Around structures and along hard surfaces no more than 100mm Around trees and along boundary fences no more than 200mm Frequency of mowing is every 5 – 7 days
Maintenance Operations	Task	Quality Standard 3
All Categories	Amenity grass mowing	<ul style="list-style-type: none"> Grass height maintained between 50mm and 100mm Stalks no more than 300mm Clippings to be evenly distributed (no clumps or windrows) and removed from paths and paved areas. Edges are trimmed to the same standard as the turf, or a vegetation free strip is maintained <ul style="list-style-type: none"> Around structures and along hard surfaces no more than 200mm Around trees and along boundary fences no more than 300mm Frequency of mowing is every 5 – 10 days
Maintenance Operations	Task	Quality Standard 4
All Categories	Amenity grass mowing	<ul style="list-style-type: none"> Grass height maintained between 80mm and 100mm Stalks no more than 300mm Clippings to be evenly distributed (no clumps or windrows) and removed from paths and paved areas. Edges are trimmed to the same standard as the turf, or a vegetation free strip is maintained <ul style="list-style-type: none"> Around structures and along hard surfaces no more than 200mm Around trees and along boundary fences no more than 300mm
Maintenance Operations	Task	Quality Standard 5
All Categories	Amenity grass mowing (Bailage)	<ul style="list-style-type: none"> After bailage has been cut the area is to be maintained at Quality Standard 4
Maintenance Operations	Task	Quality Standard 6

All Categories	Vegetation Control	<ul style="list-style-type: none"> Gorse, broom noxious weed control
Maintenance Operations	Task	Quality Standard 2
All Categories	Garden maintenance	<ul style="list-style-type: none"> Annual beds, perennials and roses <ul style="list-style-type: none"> checked weekly and maintained to a high-quality presentation at all times. weeds are removed manually before they become noticeable. annual application of suitable fertiliser (and mulch for roses). Dead-heading and pruning in accordance with best horticultural practice. Edges are neat and tidy with no overspill For all other gardens <ul style="list-style-type: none"> Top up mulch every three years Annual trim as required to reduce hazards, keep vegetation clear of paths and maintain safe sightlines. Weeds are sprayed or manually removed before they become noticeable. Edges are maintained to same standard as turf with no incremental creep.
Maintenance Operations	Task	Quality Standard 3
All Categories	Garden maintenance	<ul style="list-style-type: none"> Mixed shrubs and ground-covers <ul style="list-style-type: none"> Top up mulch as required to control weed growth Trim as required to reduce hazards, keep vegetation clear of paths and maintain safe sightlines. Weeds are sprayed or manually removed before they become noticeable. Edges are maintained to same standard as turf with no incremental creep.

Contract Timeline



Northern Community Board submission on Local Water Done Well

Record no: R/25/5/20942

Author: Kelly Tagg, Community partnership leader

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

☒ Decision

☐ Recommendation

☐ Information

Purpose of report

1. The purpose of this report is to present a copy of the submission prepared by the Northern Community Board (the board) on the Local Water Done Well (LWDW) framework established by the Local Government (Water Services Preliminary Arrangements) Act 2024 and to also ratify the submission that was lodged on behalf of the board on 19 May 2025.

Executive summary

2. Consultation for the Local Water Done Well framework opened at 9am on Wednesday 2 April 2025 and closed at midday on Wednesday 7 May 2025.
3. Staff discussed with the board about making a submission as part of the LWDW consultation process at its April 2025 meeting. A draft submission was prepared and circulated amongst the board via email for feedback.
4. It was noted that results from this consultation will allow Council to submit a water services delivery plan by 3 September 2025.
5. A proforma submission was lodged with Council on 19 May 2025 to enable the board to provide feedback on the proposed LWDW before the end of the consultation period.
6. At this meeting, staff are recommending the board formally ratify the submission.
7. The options available to the board at this time are to decide to ratify the submission, to alter the submission, or to withdraw the submission. The advantage of lodging (the attached or an amended submission) are that the board can express its views on the proposed LWDW and potentially influence the final Local Government (Water Services) Bill. If the board decides to withdraw the submission, a disadvantage will be not having the opportunity to have a say about the proposed Local Government (Water Services) Bill.
8. If the board would like to make changes to the submission at this time or to withdraw the submission, staff will action the decision by liaising with staff from Council.

Recommendation

That the Northern Community Board:

- a) receives the report titled “Northern Community Board submission on Local Water Done Well”.**
- b) ratifies the submission on the Local Water Done Well, Local Government (Water Services) Bill (included with this report as Attachment A) that was lodged with Council on 19 May 2025.**

Attachments

- A Local Water Done Well Submission - Northern CB**



SUBMISSION FORM

Full name **Northern Community Board**

Email **kelly.tagg@southlanddc.govt.nz**

Phone number **0800 732 732**

What area of Southland do you live in? **Northern**

Which option do you prefer?

Adjusted status quo -
in-house management
with some changes as
required by legislation (our
preferred option)

☒

Creating a new Water Services
Council Controlled Organisation
and moving our drinking water,
wastewater assets and services
and stormwater to it?

☐

Why do you prefer your option?

This boards preference is that Council continues to manage water services by making changes to operations to meet regulations. We prefer this option as it is the more cost effective option

of the two and there are no expensive set-up costs for our ratepayers. We like that this option ensures there is direct Council oversight which we think is important to allow for

decisions to be made at a local level by people who understand the uniqueness of the Southland landscape and its many and varied communities.

Northern Southland Development Fund allocations - March 2025 funding round

Record no: R/25/5/21803

Author: Kathryn Cowie, Community liaison officer

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

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is for the Northern Community Board to allocate funding for the March 2025 round of the Northern Southland Development Fund.

Executive summary

- 2 The Northern Southland Development Fund is available to eligible groups and organisations to assist with a broad range of projects and initiatives.
- 3 A total of five applications have been received for the March 2025 round of the Northern Southland Development Fund with requests totalling \$22,500.
- 4 As per the financial information included in this report, there is \$9,886 available to distribute for this funding round. Funding available for distribution is three percent of the fund capital at 1 July each year. The community board may also allocate funds from the fund capital if they wish to do so.

9 June 2025

7.4

Northern Southland Development Fund allocations - March 2025 funding round

Page 48

Recommendation

That the Northern Community Board:

- a) receives the report titled “Northern Southland Development Fund allocations - March 2025 funding round”.**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) receives applications from the following:**
 - 1. Lumsden Bowling Club**
 - 2. Southern Cancer Society Trust**
 - 3. Northern Southland Community Resource Centre Charitable Trust**
 - 4. Northern Southland Reforestation Trust**
 - 5. Garston Cemetery Trust**
- e) approves/declines a grant of \$2,000 to the Lumsden Bowling Club towards purchasing a defibrillator machine to be housed at the club.**
- f) approves/declines a grant of \$5,000 to the Southern Cancer Society Trust towards operational costs to support those in Northern Southland living with cancer, and support for their families.**
- g) approves/declines a grant of \$3,500 to the Northern Southland Community Resource Centre Charitable Trust for operational costs.**
- h) approves/declines a grant of \$10,000 to the Northern Southland Reforestation Trust towards operational costs, specifically wages for a nursery manager.**
- i) approves/declines a grant of \$2,000 to the Garston Cemetery Trust towards costs to install a new cemetery beam.**

Background

5 The purpose of the fund is:

6 “To reflect the substantial community support Meridian Energy has received for Project White Hill and to offset any perceived loss of amenity values resulting from the development of the White Hill Wind Farm and to provide for the creation, maintenance and enhancement of facilities, amenities and programmes for the long-term betterment and advantage of the people of the Northern Southland community to enable them to provide for their social, economic, environmental and cultural wellbeing.”

- 7 The funds are to be applied towards charitable or community purposes, relating to:
- (i) “creation, maintenance and enhancement of community facilities, amenities and programmes within the designated geographic area”
 - (ii) the development of facilities, amenities and programmes to provide for the social, economic, environmental and cultural wellbeing of residents within the Northern Southland Development Fund Area.
 - (iii) the refurbishment and operational requirements of facilities and amenities within the Northern Southland Development Fund area.

Application summary

Applications received	5
Total amount requested	\$22,500
Funds available	\$9,886

1 Lumsden Bowling Club

For assistance towards costs to purchase a defibrillator machine to be housed at the bowling club.

Total project cost	\$2,852
Amount requested	\$2,000

2 Southern Cancer Society Trust

Request assistance towards operational costs to support those in Northern Southland living with cancer, and to support their families.

Total project cost	\$406,531
Amount requested	\$5,000

3 Northern Southland Community Resource Centre Charitable Trust

Request assistance towards operational costs. They have experienced funding cuts in recent years and are currently running at a loss.

Total project cost **\$62,900**

Amount requested **\$3,500**

4 Northern Southland Reforestation Trust

Request assistance towards operational costs, specifically wages for a nursery manager.

Total project cost **\$46,573**

Amount requested **\$10,000**

5 Garston Cemetery Trust

Request assistance towards costs to install a new beam at the cemetery.

Total project cost **\$3,473**

Amount requested **\$2,000**

Issues

- 8 The fund is heavily oversubscribed. It can be difficult for the fund to support the large amount of requests as have been received in this round.

Factors to consider

Legal and statutory requirements

- 9 Aligns with Southland District Council's Northern Southland Development Fund Policy.

Community views

- 10 The fund reflects the substantial community support Meridian Energy received for project White Hill. The board, as representatives of the Northern Community Board area will consider each application and how it benefits their communities.

Costs and funding

- 11 There is \$9,886 available for distribution (3% of the capital fund) for the March 2025 funding round. The community board may also distribute funds from the capital fund if they wish to do so.
- 12 There have been five applications received this round with requests totalling \$22,500.

Policy implications

- 13 There are no policy implications.

Analysis

Options considered

- 14 The options for consideration are to allocate funding pursuant to the funding criteria or decline the applications.

Analysis of options

Option 1 – approves and allocates funding pursuant to the funding criteria

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• fulfil Southland District Council's commitment of offer and award grants to groups and organisations to assist with various community projects and initiatives.	<ul style="list-style-type: none">• Southland District Council would not fulfil its commitment to offer and award grants to eligible groups and organisations to assist with various community projects and initiatives.

Option 2 – declines the applications

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• there will be more monies in the Northern Southland Development Fund.	<ul style="list-style-type: none">• eligible groups and organisations may not secure the required funding to carry out their community projects and initiatives.

Assessment of significance

- 15 Not considered significant.

Recommended option

- 16 Option 1 – Approves and allocates funding pursuant to the funding criteria.

Next steps

- 17 Advise applicants the outcome of their application and arrange payment of grants awarded.

Attachments

- A NSDF applications for agenda - March 2025

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF001MAR25 From Lumsden Bowling Club
Form Submitted 24 Mar 2025, 3:24PM NZDT



Organisation details

* indicates a required field

Organisation details

Organisation name *
Lumsden Bowling Club

Street address *
18 Iona St
Lumsden Southland 9730 New Zealand



Any, but at least one field is required.

Postal Address *
143 Lumsden-Riversdale Hwy
Lumsden Southland 9794 New Zealand



Any, but at least one field is required.

Phone Number *
Must be a New Zealand phone number.

Email *
Must be an email address.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF001MAR25 From Lumsden Bowling Club
Form Submitted 24 Mar 2025, 3:24PM NZDT

Purpose or main activity of the organisation (e.g. tennis, scouts)

Lawn Bowls

How many members belong to your club/organisation?

22

Must be a number.

What percentage of your members live in the Northern Southland Development Fund area?

100

Must be a number.

Contact details for this application

Please give us the names of two people who can be contacted if further information is required. The first contact should be the person who completes this form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name 1 *

Anne Adams

Email *

Must be an email address.

Phone Number *

Must be a New Zealand phone number.

Name 2 *

Marilyn Fletcher

Email *

Must be an email address.

Phone Number *

Must be a New Zealand phone number.

Application details

*** indicates a required field**

Project details

Please assume we know nothing about your project. Give as much information as possible.

What are you applying for? (pick one) *

☐ The development of community facilities or amenities

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF001MAR25 From Lumsden Bowling Club
Form Submitted 24 Mar 2025, 3:24PM NZDT

- ☐ Sport & recreational opportunities
☐ Community programmes, activities or events
☐ Operational costs
☒ Other

No more than 1 choice may be selected.

Please provide a short title for your project: *

Club Defibrillator

What is the location of your project? *

Lumsden Bowling Club

What does your organisation want funding for? (please describe fully) *

We would like to purchase a defibrillator for our club.

Provide a short description (100 words recommended) of your project - what are you out to do?

How will the project benefit the Northern Southland Community? *

We have several elderly members in our club, and we have seen one needed at another club this year. The closest one to us is situated on the main street in Lumsden.

The clubrooms and the green are quite often hired out for private functions so it would be peace of mind to have it available not only to our club members but also the public at these events.

Who will benefit? What opportunities will your project provide for the community?

Start Date

17/06/2025

Must be a date.

End Date

17/06/2025

Must be a date.

Are there any similar projects or services in your area?

- ☒ Yes
☐ No

Community benefits

This section enables us to gather useful data on different groups of people in our community that will benefit from a grant from the Northern Southland Development Fund.

Approximately how many people in the Northern Southland Development Fund area will benefit directly from your project? *

1880

Must be a number.

Additional comments on numbers benefiting:

approx population of the area

What age group will predominantly benefit? *

- ☐ All ☐ Early years (pre-natal - 4yrs) ☐ Children (5-13yrs) ☐ Youth (14-24yrs) ☐ Adults (25-64yrs) ☒ Older persons (65+yrs)

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF001MAR25 From Lumsden Bowling Club
Form Submitted 24 Mar 2025, 3:24PM NZDT

No more than 1 choice may be selected.

Does your project mainly focus on any of the following:

- ☐ Parents/families
- ☐ People with a disability
- ☐ Rural communities
- ☐ At risk families
- ☐ People who are currently not participating and those experiencing barriers to participation
- ☐ Volunteers
- ☐ At risk youth
- ☐ New migrants
- ☐ Refugees
- ☐ High needs populations

No more than 1 choice may be selected.

The following are the main ethnic groups in our region - please indicate who will predominantly benefit: *

- ☒ All ☐ NZ European ☐ Maori ☐ Pacific peoples ☐ Asian ☐ Middle Eastern/Latin/American/African ☐ Other

No more than 1 choice may be selected.

Building and facility information

Does your application relate to a building or facility?

- ☐ Yes
- ☒ No

No more than 1 choice may be selected.

Financial details

*** indicates a required field**

Financial details

Bank Account details *

Account Name: Lumsden Bowling Club

Account Number:
Must be a valid New Zealand bank account format.

Please upload verification of organisation's bank account details *

Filename: Lumsden Bowling club - bank account confirmation.pdf

File size: 20.0 kB

i.e. a bank coded deposit slip or bank verified account details

Are you registered for GST? *

- ☐ yes
- ☒ no

No more than 1 choice may be selected.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF001MAR25 From Lumsden Bowling Club
Form Submitted 24 Mar 2025, 3:24PM NZDT

If yes, GST #:

Must be a number.

Please upload your organisation's latest annual financial statements *

Filename: Lumsden Bowling club - Income & Exp.pdf
File size: 200.8 kB

Please upload a current bank statement from your organisation *

Filename: Lumsden Bowling club - Bank statement.pdf
File size: 114.2 kB

Project budget

*** indicates a required field**

Income & Expenditure (for this project)

Applicants that are GST registered need to provide expenditure figures that are GST exclusive.

Applicants that are NOT GST registered need to provide expenditure figures that are GST inclusive.

Total project costs/budgeted expenses *

2852

Must be a number.

Amount you are requesting from the Northern Southland Development Fund? *

\$2,000.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Please indicate your current level of reserves: *

\$9,013.66

Must be a dollar amount.

Level of reserves at the time of this application.

Please comment on your level of reserves and if they cannot be used towards this project, explain why: *

we are a small club and reserves are needed for green maintenance, and we are expecting to do a major upgrade in the next few years.

Briefly describe any voluntary effort or donated materials provided for this project

e.g. organisation working bee time, donated materials from local suppliers.

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

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF001MAR25 From Lumsden Bowling Club
 Form Submitted 24 Mar 2025, 3:24PM NZDT

Project Budget

List all income you plan to get towards your project e.g. grants/donations, your own funds, fundraising. **Also include the grant amount you are requesting for this application (income and expenditure totals must match).**

List all expense items/costs for your project e.g. materials, labour, equipment, advertising. Make sure your total project costs is realistic (i.e. don't overstate or understate).

Applicants that are GST registered need to provide expenditure figures that are GST exclusive.

Applicants that are NOT GST registered need to provide expenditure figures that are GST inclusive.

Income	\$	Expenditure	\$
Club funds	\$852.00	Defibrillator	\$2,852.00
NSDF	\$2,000.00		

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$2,852.00	\$2,852.00	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated.

Quotes

You should obtain two quotes where practical. If this is not possible, please just explain why below.

Have you sought at least two quotes?

☒ yes

Northern Southland Development Fund - March 2025 round
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Form Submitted 24 Mar 2025, 3:24PM NZDT

☐ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: defib quote 2.pdf

File size: 108.0 kB

Filename: Lumsden Bowling club - defib quote.pdf

File size: 12.8 kB

Supporting documentation

Supporting documents

Attach any other relevant information, e.g. covering letter, letters of support, or other documents.

Attach documents here

No files have been uploaded

Feedback

Feedback

How did you find out about the Northern Southland Development Fund?

☐ Have applied previously ☐ Southland District Council website ☐ Council or community Facebook page ☐ Radio ☐ Newspaper ☐ Online ☐ Referred by another funder ☐ Word of mouth ☒ Council staff ☐ Other

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

The application process is very straightforward

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

Please provide us with any suggestions about any improvements we could make to this application process:

Declaration

*** indicates a required field**

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF001MAR25 From Lumsden Bowling Club
Form Submitted 24 Mar 2025, 3:24PM NZDT

Declaration

I consent to the Southland District Council collecting personal details provided on this form. The consent is given in accordance with the Privacy Act 2020.

This declaration and authorisation relates to information in this application and attachments that the Southland District Council may hold about your organisation/group now or in the future.

In making this declaration I declare that:

- this application has been submitted with the full knowledge and agreement of the management/governance of my organisation/group;
- the information supplied in this application and any attachments is true and factual;
- any grant received will be used for the purpose for which it was approved.

I authorise Southland District Council to:

- use the information supplied as part of this application and any attachments for the purposes of administration and consideration of this application;
- make any enquiries of third parties, (which may involve discussing information contained in this application);
- advertise or publish the name of our organisation/group and the amount of any grant approved if this application is successful, including disclosure of this information to other funding agencies.

I acknowledge that:

- any decision made is final
- Southland District Council has the right to withdraw any grant approved or demand the return of funds already paid if it is discovered that any statement made in this application is incorrect, incomplete or misleading, in a way that may have affected the funding decision.

I am authorised to complete this application and I have read and understood this declaration and privacy statement:

Name *

Anne Adams

Position in organisation *

Treasurer

Date *

24/03/2025

Must be a date.

Submitting your form

There is a review and submit button at the bottom of the navigation box to the right of the screen.

You need to review your form before you submit it - you won't be able to submit your form until all required questions (marked with an *) are completed.

Once reviewed you can submit your form by clicking on 'submit' at the top of the screen or on the navigation box.

Once submitted, you will receive an email from SmartyGrants acknowledging receipt of the form. If you do not receive this email please check you have clicked the submit button at the

Northern Southland Development Fund - March 2025 round
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top of the form. No further editing of your form or uploading of support material is possible once submitted.

If you have any queries or experience any problems please phone 0800 732 732 or email funding@southlanddc.govt.nz.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF002MAR25 From Southern Cancer Society Trust
Form Submitted 26 Mar 2025, 11:10AM NZDT

2

Organisation details

* indicates a required field

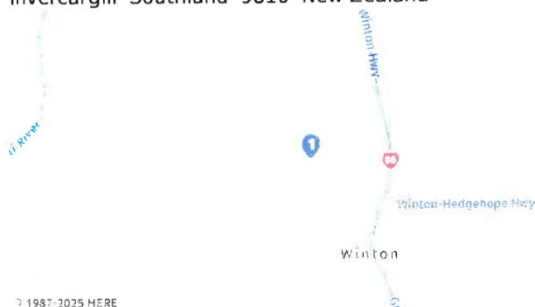
Organisation details

Organisation name *

Southern Cancer Society Trust

Street address *

149 Spey St
Invercargill Southland 9810 New Zealand



Any, but at least one field is required.

Postal Address *

149 Spey St
Invercargill Southland 9810 New Zealand



Any, but at least one field is required.

Phone Number *

03 218 4108

Must be a New Zealand phone number.

Email *

heather.locke@southerncancer.org.nz

Must be an email address

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF002MAR25 From Southern Cancer Society Trust
Form Submitted 26 Mar 2025, 11:10AM NZDT

Purpose or main activity of the organisation (e.g. tennis, scouts)

Any person, any cancer. The Cancer Society is the lead NGO dedicated to reducing the impact and incidence of cancer and advocating for the best cancer care for everyone in New Zealand. The Cancer Society is committed to working with our community by providing our core services of Patient Support, Cancer Prevention, and Research.

How many members belong to your club/organisation?

700

Must be a number.

What percentage of your members live in the Northern Southland Development Fund area?

10

Must be a number.

Contact details for this application

Please give us the names of two people who can be contacted if further information is required. The first contact should be the person who completes this form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name 1 *

Heather Locke

Email *

heather.locke@southerncancer.org.nz

Must be an email address.

Phone Number *

Must be a New Zealand phone number.

Name 2 *

Jonet Warhurst

Email *

jonet.warhurst@southerncancer.org.nz

Must be an email address.

Phone Number *

Must be a New Zealand phone number.

Application details

*** indicates a required field**

Project details

Please assume we know nothing about your project. Give as much information as possible.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF002MAR25 From Southern Cancer Society Trust
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What are you applying for? (pick one) *

- ☐ The development of community facilities or amenities
☐ Sport & recreational opportunities
☐ Community programmes, activities or events
☒ Operational costs
☐ Other

No more than 1 choice may be selected.

Please provide a short title for your project: *

Support for cancer patients and their families in Northern Southland

What is the location of your project? *

Northern Southland area

What does your organisation want funding for? (please describe fully) *

We humbly request funding to help cancer patients and their families through support in their homes. We offer counselling, free drives to appointments, free accommodation in Dunedin for hospital treatment, home visits, expert advice, and more. All of our services are free and no referrals are needed. No other cancer charity is embedded in the community like Cancer Society and regional support like yours ensures that our doors stay open and our services stay free to all.

Provide a short description (100 words recommended) of your project - what are you out to do?

How will the project benefit the Northern Southland Community? *

Cancer is NZ's #1 killer with 1 in 3 receiving a diagnosis in their lifetime. Many patients live remotely, or don't have family support and rely on us for help. Some are the breadwinners and families rely on their income, which suffers due to lost wages, and they need help with vouchers from us. Some just feel lost, having received the worst news of their lives, and need a kind person to keep them optimistic and focused on their wellbeing. There are so many different cancer journeys and our team tailors each one specifically on the person's cancer type, personal situation, and personal wishes.

With diagnoses set to double in 10 years, we're determined to look after the Northern Southland community.

Who will benefit? What opportunities will your project provide for the community?

Start Date

Must be a date.

End Date

Must be a date.

Are there any similar projects or services in your area?

- ☐ Yes
☒ No

Community benefits

This section enables us to gather useful data on different groups of people in our community that will benefit from a grant from the Northern Southland Development Fund.

Northern Southland Development Fund - March 2025 round
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Approximately how many people in the Northern Southland Development Fund area will benefit directly from your project? *

150

Must be a number

Additional comments on numbers benefiting:

This includes patients and their families for 2025/2026

What age group will predominantly benefit? *

☒ All ☐ Early years (pre-natal - 4yrs) ☐ Children (5-13yrs) ☐ Youth (14-24yrs) ☐ Adults (25-64yrs) ☐ Older persons (65+yrs)

No more than 1 choice may be selected.

Does your project mainly focus on any of the following:

- ☐ Parents/families
☐ People with a disability
☒ Rural communities
☐ At risk families
☐ People who are currently not participating and those experiencing barriers to participation
☐ Volunteers
☐ At risk youth
☐ New migrants
☐ Refugees
☐ High needs populations

No more than 1 choice may be selected.

The following are the main ethnic groups in our region - please indicate who will predominantly benefit: *

☒ All ☐ NZ European ☐ Maori ☐ Pacific peoples ☐ Asian ☐ Middle Eastern/Latin/American/African ☐ Other

No more than 1 choice may be selected.

Building and facility information

Does your application relate to a building or facility?

☐ Yes

☒ No

No more than 1 choice may be selected.

Financial details

*** indicates a required field**

Financial details

Bank Account details *

Account Name: Southern Cancer
Society Trust

Account Number:

Must be a valid New Zealand bank account format

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF002MAR25 From Southern Cancer Society Trust
Form Submitted 26 Mar 2025, 11:10AM NZDT

Please upload verification of organisation's bank account details *

Filename: ANZ - Confirmation of Bank account details.pdf
File size: 254.3 kB

Filename: ANZ Bank Deposit slip-JP 2021.pdf
File size: 15.1 kB
i.e. a bank coded deposit slip or bank verified account details

Are you registered for GST? *

☒ yes

☐ no

No more than 1 choice may be selected.

If yes, GST #:

144641744

Must be a number.

Please upload your organisation's latest annual financial statements *

Filename: Cancer Society of NZ Otago Southland Financial Statements 2024.pdf
File size: 742.8 kB

Please upload a current bank statement from your organisation *

Filename: OS Bank Statement 25.03.2025_Redacted.pdf
File size: 44.8 kB

Project budget

*** indicates a required field**

Income & Expenditure (for this project)

Applicants that are GST registered need to provide expenditure figures that are GST exclusive.

Applicants that are NOT GST registered need to provide expenditure figures that are GST inclusive.

Total project costs/budgeted expenses *

406531

Must be a number.

Amount you are requesting from the Northern Southland Development Fund? *

\$5,000.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Please indicate your current level of reserves: *

\$0.00

Must be a dollar amount.

Northern Southland Development Fund - March 2025 round
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Application No. NSDF002MAR25 From Southern Cancer Society Trust
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Level of reserves at the time of this application.

Please comment on your level of reserves and if they cannot be used towards this project, explain why: *

As an essential service, we are required to keep 6 months' worth of reserves for 3 reasons: another pandemic-like event that hinders our fundraising abilities, keeping enough payroll should the charity need to wind down, and if our owned buildings require emergency maintenance.

Briefly describe any voluntary effort or donated materials provided for this project

We have hundreds of amazing volunteers who donate baked goods, their driving, and their time at events or during Daffodil Day. We couldn't do it without them!
 e.g. organisation working bee time, donated materials from local suppliers.

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

We will continue to operate in the community for as long as cancer is a threat to our residents.

Project Budget

List all income you plan to get towards your project e.g. grants/donations, your own funds, fundraising. **Also include the grant amount you are requesting for this application (income and expenditure totals must match).**

List all expense items/costs for your project e.g. materials, labour, equipment, advertising. Make sure your total project costs is realistic (i.e. don't overstate or understate).

Applicants that are GST registered need to provide expenditure figures that are GST exclusive.

Applicants that are NOT GST registered need to provide expenditure figures that are GST inclusive.

Income	\$	Expenditure	\$
This grant	\$5,000.00	Southland Supportive Care Programme	\$406,531.00
ILT Foundation	\$10,000.00		
SDC- Initiatives Fund	\$1,000.00		
Public Donations (Projected)	\$390,531.00		

Project Budget Totals

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF002MAR25 From Southern Cancer Society Trust
Form Submitted 26 Mar 2025, 11:10AM NZDT

The income and expenditure totals should balance/match.

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$406,531.00 <small>This number/amount is calculated.</small>	\$406,531.00 <small>This number/amount is calculated.</small>	\$0.00 <small>This number/amount is calculated.</small>

Quotes

You should obtain two quotes where practical. If this is not possible, please just explain why below.

Have you sought at least two quotes?

☐ yes

☒ no

No more than 1 choice may be selected

Please upload quote(s)

No files have been uploaded

If you have not provided more than one quote, please explain why:

N/A

We understand that this can be difficult, particularly in rural areas

Supporting documentation

Supporting documents

Attach any other relevant information, e.g. covering letter, letters of support, or other documents.

Attach documents here

Filename: Cancer Society of NZ Otago Southland Financial Statements 2024.pdf

File size: 742.8 kB

Filename: Cancer Society Otago Southland Annual Report 2023.pdf

File size: 2.7 MB

Filename: Notification of Amalgamation.pdf

File size: 136.4 kB

Feedback

Feedback

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF002MAR25 From Southern Cancer Society Trust
 Form Submitted 26 Mar 2025, 11:10AM NZDT

How did you find out about the Northern Southland Development Fund?

☒ Have applied previously ☐ Southland District Council website ☐ Council or community Facebook page ☐ Radio ☐ Newspaper ☐ Online ☐ Referred by another funder ☐ Word of mouth ☐ Council staff ☐ Other

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

☒ Strongly agree ☐ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

The application process is very straightforward

☒ Strongly agree ☐ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

Please provide us with any suggestions about any improvements we could make to this application process:

This is an excellent platform for grant applications, thank you for the upgrade. Thank you for your previous support and for this opportunity to support the Northern Southland cancer community!

Declaration

*** indicates a required field**

Declaration

I consent to the Southland District Council collecting personal details provided on this form. The consent is given in accordance with the Privacy Act 2020.

This declaration and authorisation relates to information in this application and attachments that the Southland District Council may hold about your organisation/group now or in the future.

In making this declaration I declare that:

- this application has been submitted with the full knowledge and agreement of the management/governance of my organisation/group;
- the information supplied in this application and any attachments is true and factual;
- any grant received will be used for the purpose for which it was approved.

I authorise Southland District Council to:

- use the information supplied as part of this application and any attachments for the purposes of administration and consideration of this application;
- make any enquiries of third parties, (which may involve discussing information contained in this application);
- advertise or publish the name of our organisation/group and the amount of any grant approved if this application is successful, including disclosure of this information to other funding agencies.

I acknowledge that:

- any decision made is final

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF002MAR25 From Southern Cancer Society Trust
Form Submitted 26 Mar 2025, 11:10AM NZDT

- Southland District Council has the right to withdraw any grant approved or demand the return of funds already paid if it is discovered that any statement made in this application is incorrect, incomplete or misleading, in a way that may have affected the funding decision.

I am authorised to complete this application and I have read and understood this declaration and privacy statement:

Name *

Heather Locke

Position in organisation *

Grant and Bequest Specialist

Date *

26/03/2025

Must be a date.

Submitting your form

There is a review and submit button at the bottom of the navigation box to the right of the screen.

You need to review your form before you submit it - you won't be able to submit your form until all required questions (marked with an *) are completed.

Once reviewed you can submit your form by clicking on 'submit' at the top of the screen or on the navigation box.

Once submitted, you will receive an email from SmartyGrants acknowledging receipt of the form. If you do not receive this email please check you have clicked the submit button at the top of the form. No further editing of your form or uploading of support material is possible once submitted.

If you have any queries or experience any problems please phone 0800 732 732 or email funding@southlanddc.govt.nz.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF003MAR25 From Northern Southland Community
Resource Centre Charitable Trust
Form Submitted 26 Mar 2025, 7:31PM NZDT

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Organisation details

* indicates a required field

Organisation details

Organisation name *

Northern Southland Community Resource Centre Charitable Trust

Street addresss *

58 Garden St
Lumsden Southland 9730 New Zealand



Postal Address *

58 Garden St
Lumsden Southland 9730 New Zealand



Phone Number *

Must be a New Zealand phone number.

Email *

nscco-ord@xtra.co.nz
Must be an email address

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF003MAR25 From Northern Southland Community
Resource Centre Charitable Trust
Form Submitted 26 Mar 2025, 7:31PM NZDT

Purpose or main activity of the organisation (e.g. tennis, scouts)
Community Support

How many members belong to your club/organisation?
10
Must be a number

What percentage of your members live in the Northern Southland Development Fund area?
100
Must be a number

Contact details for this application

Please give us the names of two people who can be contacted if further information is required. The first contact should be the person who completes this form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name 1 *
Louisa Brand

Email *
Must be an email address

Phone Number *
Must be a New Zealand phone number

Name 2 *
Katie May

Email *
Must be an email address

Phone Number *
Must be a New Zealand phone number

Application details

*** indicates a required field**

Project details

Please assume we know nothing about your project. Give as much information as possible.

What are you applying for? (pick one) *
☐ The development of community facilities or amenities

Northern Southland Development Fund - March 2025 round
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Application No. NSDF003MAR25 From Northern Southland Community
Resource Centre Charitable Trust
 Form Submitted 26 Mar 2025, 7:31PM NZDT

- ☐ Sport & recreational opportunities
☐ Community programmes, activities or events
☒ Operational costs
☐ Other

No more than 1 choice may be selected

Please provide a short title for your project: *

Operational costs

What is the location of your project? *

Northern Southland

What does your organisation want funding for? (please describe fully) *

We are currently running at a loss, particularly when it comes to funding for staff wages and operations. This is primarily due to reduced funding received in other years. We employ 2 x staff who are critical to the work of our trust in the community.

We would be grateful for any contribution you would be able to help us with.

Provide a short description (100 words recommended) of your project - what are you out to do?

How will the project benefit the Northern Southland Community? *

Your contribution would enable our community programs and social support services to continue to operate. Our very valuable community workers support vulnerable members of our Northern Southland Community, including those who are isolated, struggling financially, and/or needing assistance to access other supports.

We will be able to continue to run our community garden, senior social programs, foodbank, driver licensing, holiday programming, new migrant support and more.

Because the area we cover is large and also remote, being able to provide help to our community is very important - and we are the only organisation doing this work here.

Who will benefit? What opportunities will your project provide for the community?

Start Date

01/04/2025

Must be a date

End Date

01/04/2026

Must be a date

Are there any similar projects or services in your area?

- ☐ Yes
☒ No

Community benefits

This section enables us to gather useful data on different groups of people in our community that will benefit from a grant from the Northern Southland Development Fund.

Approximately how many people in the Northern Southland Development Fund area will benefit directly from your project? *

180

Must be a number

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF003MAR25 From Northern Southland Community
Resource Centre Charitable Trust
Form Submitted 26 Mar 2025, 7:31PM NZDT

Additional comments on numbers benefiting:

If we add in wider community events that we run, the number of people who benefit are closer to 400

What age group will predominantly benefit? *

☒ All ☐ Early years (pre-natal - 4yrs) ☐ Children (5-13yrs) ☐ Youth (14-24yrs) ☐ Adults (25-64yrs) ☐ Older persons (65+yrs)

No more than 1 choice may be selected

Does your project mainly focus on any of the following:

- ☐ Parents/families
☐ People with a disability
☐ Rural communities
☐ At risk families
☐ People who are currently not participating and those experiencing barriers to participation
☐ Volunteers
☐ At risk youth
☐ New migrants
☐ Refugees
☒ High needs populations

No more than 1 choice may be selected

The following are the main ethnic groups in our region - please indicate who will predominantly benefit: *

☒ All ☐ NZ European ☐ Maori ☐ Pacific peoples ☐ Asian ☐ Middle Eastern/Latin/American/African ☐ Other

No more than 1 choice may be selected

Building and facility information

Does your application relate to a building or facility?

☐ Yes

☒ No

No more than 1 choice may be selected

Financial details

*** indicates a required field**

Financial details

Bank Account details *

Account Name: Northern Southland
Community Resource
Centre Charitable
Trust

Account Number:

Must be a valid New Zealand bank account format.

Please upload verification of organisation's bank account details *

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF003MAR25 From Northern Southland Community
Resource Centre Charitable Trust
Form Submitted 26 Mar 2025, 7:31PM NZDT

Filename: Bank Account NSCRCT.png

File size: 47.8 kB

ie. a bank coded deposit slip or bank verified account details

Are you registered for GST? *

☒ yes

☐ no

No more than 1 choice may be selected

If yes, GST #:

87793311

Must be a number.

Please upload your organisation's latest annual financial statements *

Filename: NSCRCT AGM financial report 2024 (1).pdf

File size: 557.7 kB

Please upload a current bank statement from your organisation *

Filename: Non_Profit_Org_A_C-2025-02-28for March25 mtg.pdf

File size: 34.9 kB

Project budget

* indicates a required field

Income & Expenditure (for this project)

Applicants that are GST registered need to provide expenditure figures that are GST exclusive.

Applicants that are NOT GST registered need to provide expenditure figures that are GST inclusive.

Total project costs/budgeted expenses *

62900

Must be a number.

Amount you are requesting from the Northern Southland Development Fund? *

\$3,500.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Please indicate your current level of reserves: *

\$40,000.00

Must be a dollar amount.

Level of reserves at the time of this application

Northern Southland Development Fund - March 2025 round Northern Southland Development Fund application form (Version 1 of 2)

Application No. NSDF003MAR25 From Northern Southland Community Resource Centre Charitable Trust

Form Submitted 26 Mar 2025 7:31PM NZDT

Please comment on your level of reserves and if they cannot be used towards this project, explain why: *

We have had to break into our invested funds to continue to pay our staff. These are designated for emergency use and it is important we are able to hold on to as much as possible for ongoing financial security.

Briefly describe any voluntary effort or donated materials provided for this project

e.g. organisation working bee time, donated materials from local suppliers.

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

We will have to keep applying for funding throughout the year. These amounts are not guaranteed which causes some concern.

Project Budget

List all income you plan to get towards your project e.g. grants/donations, your own funds, fundraising. **Also include the grant amount you are requesting for this application (income and expenditure totals must match).**

List all expense items/costs for your project e.g. materials, labour, equipment, advertising. Make sure your total project costs is realistic (i.e. don't overstate or understate).

Applicants that are GST registered need to provide expenditure figures that are GST exclusive.

Applicants that are NOT GST registered need to provide expenditure figures that are GST inclusive.

Income	\$	Expenditure	\$
Our Reserves	\$10,400.00	Wages	\$62,900.00
Lotteries fund	\$30,000.00		
COGS fund	\$5,000.00		
Community Trust South	\$14,000.00		
SDC NS NSDF	\$3,500.00		

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount Total Expenditure Amount Income - Expenditure

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF003MAR25 From Northern Southland Community
Resource Centre Charitable Trust
 Form Submitted 26 Mar 2025, 7:31PM NZDT

\$62,900.00

This number/amount is calculated

\$62,900.00

This number/amount is calculated

\$0.00

This number/amount is calculated

Quotes

You should obtain two quotes where practical. If this is not possible, please just explain why below.

Have you sought at least two quotes?

☐ yes

☒ no

No more than 1 choice may be selected

Please upload quote(s)

No files have been uploaded

If you have not provided more than one quote, please explain why:

We are not applying for a particular project

We understand that this can be difficult, particularly in rural areas

Supporting documentation

Supporting documents

Attach any other relevant information, e.g. covering letter, letters of support, or other documents.

Attach documents here

Filename: Budget 24 to 25.pdf

File size: 199.9 kB

Feedback

Feedback

How did you find out about the Northern Southland Development Fund?

☒ Have applied previously ☐ Southland District Council website ☐ Council or community

Facebook page ☐ Radio ☐ Newspaper ☐ Online ☐ Referred by another funder ☐

Word of mouth ☐ Council staff ☐ Other

No more than 1 choice may be selected

Please rate the following statements

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF003MAR25 From Northern Southland Community
Resource Centre Charitable Trust
 Form Submitted 26 Mar 2025, 7:31PM NZDT

The time required to prepare and complete the application was reasonable

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected

The application process is very straightforward

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected

Please provide us with any suggestions about any improvements we could make to this application process:

Your application was easy to understand and complete. Thank you.

Declaration

*** indicates a required field**

Declaration

I consent to the Southland District Council collecting personal details provided on this form. The consent is given in accordance with the Privacy Act 2020.

This declaration and authorisation relates to information in this application and attachments that the Southland District Council may hold about your organisation/group now or in the future.

In making this declaration I declare that:

- this application has been submitted with the full knowledge and agreement of the management/governance of my organisation/group;
- the information supplied in this application and any attachments is true and factual;
- any grant received will be used for the purpose for which it was approved.

I authorise Southland District Council to:

- use the information supplied as part of this application and any attachments for the purposes of administration and consideration of this application;
- make any enquiries of third parties, (which may involve discussing information contained in this application);
- advertise or publish the name of our organisation/group and the amount of any grant approved if this application is successful, including disclosure of this information to other funding agencies.

I acknowledge that:

- any decision made is final
- Southland District Council has the right to withdraw any grant approved or demand the return of funds already paid if it is discovered that any statement made in this application is incorrect, incomplete or misleading, in a way that may have affected the funding decision.

I am authorised to complete this application and I have read and understood this declaration and privacy statement:

Name *

Louisa Brand

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF003MAR25 From Northern Southland Community
Resource Centre Charitable Trust
Form Submitted 26 Mar 2025, 7:31PM NZDT

Position in organisation *
Funding Convenor

Date *
26/03/2025
Must be a date

Submitting your form

There is a review and submit button at the bottom of the navigation box to the right of the screen.

You need to review your form before you submit it - you won't be able to submit your form until all required questions (marked with an *) are completed.

Once reviewed you can submit your form by clicking on 'submit' at the top of the screen or on the navigation box.

Once submitted, you will receive an email from SmartyGrants acknowledging receipt of the form. If you do not receive this email please check you have clicked the submit button at the top of the form. No further editing of your form or uploading of support material is possible once submitted.

If you have any queries or experience any problems please phone 0800 732 732 or email funding@southlanddc.govt.nz.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF004MAR25 From Northern Southland Reforestation Trust

Form Submitted 30 Mar 2025, 7:50PM NZDT

4

Organisation details

* indicates a required field

Organisation details

Organisation name *

Northern Southland Reforestation Trust

Street address *

30 Diana St
Lumsden Southland 9730 New Zealand



Postal Address *

40 Pasture St
Lumsden Southland 9730 New Zealand



Phone Number *

Must be a New Zealand phone number.

Email *

jodie@reforestsouthland.co.nz
Must be an email address.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF004MAR25 From Northern Southland Reforestation Trust

Form Submitted 30 Mar 2025, 7:50PM NZDT

Purpose or main activity of the organisation (e.g. tennis, scouts)

To grow, supply and plant native plants in the Northern Southland Region

How many members belong to your club/organisation?

20

Must be a number.

What percentage of your members live in the Northern Southland Development Fund area?

100

Must be a number.

Contact details for this application

Please give us the names of two people who can be contacted if further information is required. The first contact should be the person who completes this form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name 1 *

Josie Blackshaw

Email *

josie@reforestsouthland.co.nz

Must be an email address.

Phone Number *

Must be a New Zealand phone number.

Name 2 *

Jeanna Rodgers

Email *

jeanna@reforestsouthland.co.nz

Must be an email address.

Phone Number *

Must be a New Zealand phone number.

Application details

*** indicates a required field**

Project details

Please assume we know nothing about your project. Give as much information as possible.

What are you applying for? (pick one) *

☐ The development of community facilities or amenities

Page 2 of 9

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF004MAR25 From Northern Southland Reforestation Trust

Form Submitted 30 Mar 2025, 7:50PM NZDT

- ☐ Sport & recreational opportunities
☐ Community programmes, activities or events
☒ Operational costs
☐ Other

No more than 1 choice may be selected.

Please provide a short title for your project: *

Ongoing costs to run the Lumsden Community Nursery

What is the location of your project? *

30 Diana Street Lumsden

What does your organisation want funding for? (please describe fully) *

The ongoing operational costs of our Reforestation Trust and Community Nursery based in Lumsden, which includes rent, nursery supplies, insurance and wages. We have improved every year with the plants in the nursery and we know that a huge reason for this is due to having a nursery manager. We feel, for the ongoing success of the nursery, that it is vital to continue to have our nursery manager. The operations manager will continue on a volunteer basis.

Provide a short description (100 words recommended) of your project - what are you out to do?

How will the project benefit the Northern Southland Community? *

The Lumsden Community Nursery brings our community together in an inclusive 'green' space.

It continues to provide:

- A place for people to gather, no matter their age, ethnicity or skill level, to learn, share and make connections
- A place for the retired in the community to gather and share their lifetime of knowledge and experience
- A place for the vulnerable or disadvantaged to learn and feel part of the community.
- A place for kids to learn about our unique natural heritage.

The volunteers, staff and committee/trust members will feel a sense of Whanaungatanga with each other, the community and the land and Kaitiakitanga (guardianship), producing an appreciation and respect for our Whenua (land) that is inter-generational.

We continue to foster an increased interest and Mauri in native vegetation and our unique biodiversity - Mauri is the life spark or essence inherent in all living things that has been passed down from ancestors through whakapapa. Mauri affects and is affected by the surrounding environment.

We have seen and will continue to see an increase in:

- Knowledge of effective planting techniques and choice of plants among the community.
- Planting of native vegetation in private and public spaces
- Awareness of our local flora and fauna, including invertebrates and birds
- The community connection between volunteers

It is our desire to create places that people can relax and enjoy being with others in nature; whether they get their hands in the soil or not.

Who will benefit? What opportunities will your project provide for the community?

Start Date

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF004MAR25 From Northern Southland Reforestation Trust

Form Submitted 30 Mar 2025, 7:50PM NZDT

31/03/2025
 Must be a date.

End Date
 31/03/2026
 Must be a date.

Are there any similar projects or services in your area?

- ☐ Yes
☒ No

Community benefits

This section enables us to gather useful data on different groups of people in our community that will benefit from a grant from the Northern Southland Development Fund.

Approximately how many people in the Northern Southland Development Fund area will benefit directly from your project? *

50
 Must be a number.

Additional comments on numbers benefiting:

Includes land owners, local community members and volunteers

What age group will predominantly benefit? *

- ☒ All ☐ Early years (pre-natal - 4yrs) ☐ Children (5-13yrs) ☐ Youth (14-24yrs) ☐ Adults (25-64yrs) ☐ Older persons (65+yrs)

No more than 1 choice may be selected.

Does your project mainly focus on any of the following:

- ☐ Parents/families
☐ People with a disability
☒ Rural communities
☐ At risk families
☐ People who are currently not participating and those experiencing barriers to participation
☐ Volunteers
☐ At risk youth
☐ New migrants
☐ Refugees
☐ High needs populations

No more than 1 choice may be selected.

The following are the main ethnic groups in our region - please indicate who will predominantly benefit: *

- ☒ All ☐ NZ European ☐ Maori ☐ Pacific peoples ☐ Asian ☐ Middle Eastern/Latin/American/African ☐ Other

No more than 1 choice may be selected.

Building and facility information

Does your application relate to a building or facility?

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF004MAR25 From Northern Southland Reforestation Trust

Form Submitted 30 Mar 2025, 7:50PM NZDT

☐ Yes

☒ No

No more than 1 choice may be selected.

Financial details

*** indicates a required field**

Financial details

Bank Account details *

Account Name: Northern Southland
Reforestation Trust

Account Number:

Must be a valid New Zealand bank account format.

Please upload verification of organisation's bank account details *

Filename: 2025-Mar-01_Business.pdf

File size: 195.5 kB

i.e. a bank coded deposit slip or bank verified account details

Are you registered for GST? *

☐ yes

☒ no

No more than 1 choice may be selected.

If yes, GST #:

Must be a number.

Please upload your organisation's latest annual financial statements *

Filename: Northern_Southland_Reforestation_Trust_-_Profit_and_Loss (6).pdf

File size: 19.2 kB

Please upload a current bank statement from your organisation *

Filename: 2025-Mar-01_Business.pdf

File size: 195.5 kB

Project budget

*** indicates a required field**

Income & Expenditure (for this project)

Applicants that are GST registered need to provide expenditure figures that are GST exclusive.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF004MAR25 From Northern Southland Reforestation Trust

Form Submitted 30 Mar 2025, 7:50PM NZDT

Applicants that are NOT GST registered need to provide expenditure figures that are GST inclusive.

Total project costs/budgeted expenses *

46572.8

Must be a number.

Amount you are requesting from the Northern Southland Development Fund? *

\$10,000.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Please indicate your current level of reserves: *

\$24,731.83

Must be a dollar amount.

Level of reserves at the time of this application.

Please comment on your level of reserves and if they cannot be used towards this project, explain why: *

They are included in our budget to be used for ongoing operational costs

Briefly describe any voluntary effort or donated materials provided for this project

e.g. organisation working bee time, donated materials from local suppliers.

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

Funding and plant sales

Project Budget

List all income you plan to get towards your project e.g. grants/donations, your own funds, fundraising. **Also include the grant amount you are requesting for this application (income and expenditure totals must match).**

List all expense items/costs for your project e.g. materials, labour, equipment, advertising. Make sure your total project costs is realistic (i.e. don't overstate or understate).

Applicants that are GST registered need to provide expenditure figures that are GST exclusive.

Applicants that are NOT GST registered need to provide expenditure figures that are GST inclusive.

Income	\$	Expenditure	\$
Lottery Community Fund	\$15,000.00	Lease	\$2,579.00
COGS	\$2,500.00	Potting Mix	\$5,795.00

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF004MAR25 From Northern Southland Reforestation Trust

Form Submitted 30 Mar 2025, 7:50PM NZDT

Fundraising	\$800.00	Misc Nursery Expenses	\$2,000.00
Plant Sales	\$27,500.00	Insurance	\$1,492.00
		Nursery Manager	\$34,706.80

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount

\$45,800.00

This number/amount is calculated.

Total Expenditure Amount

\$46,572.80

This number/amount is calculated.

Income - Expenditure

-\$772.80

This number/amount is calculated.

Quotes

You should obtain two quotes where practical. If this is not possible, please just explain why below.

Have you sought at least two quotes?

- ☐ yes
☒ no

No more than 1 choice may be selected.

Please upload quote(s)

No files have been uploaded

If you have not provided more than one quote, please explain why:

The application is for ongoing operational costs

We understand that this can be difficult, particularly in rural areas.

Supporting documentation

Supporting documents

Attach any other relevant information, e.g. covering letter, letters of support, or other documents.

Attach documents here

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF004MAR25 From Northern Southland Reforestation Trust

Form Submitted 30 Mar 2025, 7:50PM NZDT

Filename: End of year stats 2023_24 (1) (1).pdf
File size: 42.9 kB

Feedback

Feedback

How did you find out about the Northern Southland Development Fund?

☒ Have applied previously ☐ Southland District Council website ☐ Council or community Facebook page ☐ Radio ☐ Newspaper ☐ Online ☐ Referred by another funder ☐ Word of mouth ☐ Council staff ☐ Other

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

☒ Strongly agree ☐ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

The application process is very straightforward

☒ Strongly agree ☐ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

Please provide us with any suggestions about any improvements we could make to this application process:

Declaration

*** indicates a required field**

Declaration

I consent to the Southland District Council collecting personal details provided on this form. The consent is given in accordance with the Privacy Act 2020.

This declaration and authorisation relates to information in this application and attachments that the Southland District Council may hold about your organisation/group now or in the future.

In making this declaration I declare that:

- this application has been submitted with the full knowledge and agreement of the management/governance of my organisation/group;
- the information supplied in this application and any attachments is true and factual;
- any grant received will be used for the purpose for which it was approved.

I authorise Southland District Council to:

- use the information supplied as part of this application and any attachments for the purposes of administration and consideration of this application;

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF004MAR25 From Northern Southland Reforestation Trust

Form Submitted 30 Mar 2025, 7:50PM NZDT

- make any enquiries of third parties, (which may involve discussing information contained in this application);
- advertise or publish the name of our organisation/group and the amount of any grant approved if this application is successful, including disclosure of this information to other funding agencies.

I acknowledge that:

- any decision made is final
- Southland District Council has the right to withdraw any grant approved or demand the return of funds already paid if it is discovered that any statement made in this application is incorrect, incomplete or misleading, in a way that may have affected the funding decision.

I am authorised to complete this application and I have read and understood this declaration and privacy statement:

Name *

Josie Blackshaw

Position in organisation *

Trustee

Date *

30/03/2025

Must be a date.

Submitting your form

There is a review and submit button at the bottom of the navigation box to the right of the screen.

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Once reviewed you can submit your form by clicking on 'submit' at the top of the screen or on the navigation box.

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Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF005MAR25 From Garston Cemetery Trust
Form Submitted 2 Apr 2025, 2:12PM NZDT

5

Organisation details

* indicates a required field

Organisation details

Organisation name *
Garston Cemetery Trust

Street addresss *
41 The Terrace
Garston Southland 9793 New Zealand



Postal Address *
41 The Terrace
Garston Southland 9793 New Zealand



Phone Number *
Must be a New Zealand phone number.

Email *
Must be an email address.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF005MAR25 From Garston Cemetery Trust
Form Submitted 2 Apr 2025, 2:12PM NZDT

Purpose or main activity of the organisation (e.g. tennis, scouts)
Operating and maintaining the Garston cemetery

How many members belong to your club/organisation?
10
Must be a number.

What percentage of your members live in the Northern Southland Development Fund area?
100
Must be a number.

Contact details for this application

Please give us the names of two people who can be contacted if further information is required. The first contact should be the person who completes this form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name 1 *
Bill Gordon

Email *
Must be an email address.

Phone Number *
Must be a New Zealand phone number.

Name 2 *
Terrence McNamee

Email *
Must be an email address.

Phone Number *
Must be a New Zealand phone number.

Application details

*** indicates a required field**

Project details

Please assume we know nothing about your project. Give as much information as possible.

What are you applying for? (pick one) *
☒ The development of community facilities or amenities

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF005MAR25 From Garston Cemetery Trust
Form Submitted 2 Apr 2025, 2:12PM NZDT

- ☐ Sport & recreational opportunities
☐ Community programmes, activities or events
☐ Operational costs
☐ Other

No more than 1 choice may be selected.

Please provide a short title for your project: *

Garston Cemetery - new beams

What is the location of your project? *

41 The Terrace, Garston

What does your organisation want funding for? (please describe fully) *

We need to extend the concrete beams at the cemetery to allow for more headstones/burial plots.

Provide a short description (100 words recommended) of your project - what are you out to do?

How will the project benefit the Northern Southland Community? *

Obviously the cemetery is an essential service of the Garston community, providing a place to lay loved ones to rest and a place for families to remember them.

Who will benefit? What opportunities will your project provide for the community?

Start Date

19/06/2025

Must be a date.

End Date

31/07/2025

Must be a date.

Are there any similar projects or services in your area?

- ☐ Yes
☒ No

Community benefits

This section enables us to gather useful data on different groups of people in our community that will benefit from a grant from the Northern Southland Development Fund.

Approximately how many people in the Northern Southland Development Fund area will benefit directly from your project? *

100

Must be a number.

Additional comments on numbers benefiting:

population of garston above, likely some others from the surrounding area will benefit as well

What age group will predominantly benefit? *

- ☒ All ☐ Early years (pre-natal - 4yrs) ☐ Children (5-13yrs) ☐ Youth (14-24yrs) ☐ Adults (25-64yrs) ☐ Older persons (65+yrs)

No more than 1 choice may be selected.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF005MAR25 From Garston Cemetery Trust
Form Submitted 2 Apr 2025, 2:12PM NZDT

Does your project mainly focus on any of the following:

- ☐ Parents/families
☐ People with a disability
☒ Rural communities
☐ At risk families
☐ People who are currently not participating and those experiencing barriers to participation
☐ Volunteers
☐ At risk youth
☐ New migrants
☐ Refugees
☐ High needs populations

No more than 1 choice may be selected.

The following are the main ethnic groups in our region - please indicate who will predominantly benefit: *

- ☒ All ☐ NZ European ☐ Maori ☐ Pacific peoples ☐ Asian ☐ Middle Eastern/Latin/American/African ☐ Other

No more than 1 choice may be selected.

Building and facility information

Does your application relate to a building or facility?

- ☐ Yes
☒ No

No more than 1 choice may be selected.

Financial details

*** indicates a required field**

Financial details

Bank Account details *

Account Name: Garston Cemetery Trust

Account Number:
Must be a valid New Zealand bank account format.

Please upload verification of organisation's bank account details *

Filename: Garston Cemetery Trust - bank statement.pdf

File size: 46.0 kB

i.e. a bank coded deposit slip or bank verified account details

Are you registered for GST? *

- ☐ yes
☒ no

No more than 1 choice may be selected.

If yes, GST #:

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF005MAR25 From Garston Cemetery Trust
Form Submitted 2 Apr 2025, 2:12PM NZDT

Must be a number.

Please upload your organisation's latest annual financial statements *

Filename: Garston Cemetery Trust - income & expenditure.pdf
File size: 71.1 kB

Please upload a current bank statement from your organisation *

Filename: Garston Cemetery Trust - bank statement.pdf
File size: 46.0 kB

Project budget

*** indicates a required field**

Income & Expenditure (for this project)

Applicants that are GST registered need to provide expenditure figures that are GST exclusive.

Applicants that are NOT GST registered need to provide expenditure figures that are GST inclusive.

Total project costs/budgeted expenses *

3473

Must be a number.

Amount you are requesting from the Northern Southland Development Fund? *

\$2,000.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Please indicate your current level of reserves: *

\$7,097.00

Must be a dollar amount.

Level of reserves at the time of this application.

Please comment on your level of reserves and if they cannot be used towards this project, explain why: *

There is \$2412 in expenses still to be paid and we also want to maintain some money for the future, and we would also like to plant some trees before winter.

Briefly describe any voluntary effort or donated materials provided for this project

2 hours digger work to remove topsoil and also a truck to remove this from the cemetery - approx \$800

e.g. organisation working bee time, donated materials from local suppliers.

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

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF005MAR25 From Garston Cemetery Trust
 Form Submitted 2 Apr 2025, 2:12PM NZDT

From cemetery income - i.e. sale of plots

Project Budget

List all income you plan to get towards your project e.g. grants/donations, your own funds, fundraising. **Also include the grant amount you are requesting for this application (income and expenditure totals must match).**

List all expense items/costs for your project e.g. materials, labour, equipment, advertising. Make sure your total project costs is realistic (i.e. don't overstate or understate).

Applicants that are GST registered need to provide expenditure figures that are GST exclusive.

Applicants that are NOT GST registered need to provide expenditure figures that are GST inclusive.

Income	\$	Expenditure	\$
our contribution	\$1,473.00	new beams	\$3,473.00
NSDF	\$2,000.00		

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$3,473.00	\$3,473.00	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated.

Quotes

You should obtain two quotes where practical. If this is not possible, please just explain why below.

Have you sought at least two quotes?

☐ yes

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF005MAR25 From Garston Cemetery Trust
Form Submitted 2 Apr 2025, 2:12PM NZDT

☒ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: Garston Cemetery Trust - quote for new beams.pdf
File size: 35.7 kB

If you have not provided more than one quote, please explain why:
difficult in our location

We understand that this can be difficult, particularly in rural areas.

Supporting documentation

Supporting documents

Attach any other relevant information, e.g. covering letter, letters of support, or other documents.

Attach documents here

No files have been uploaded

Feedback

Feedback

How did you find out about the Northern Southland Development Fund?

☐ Have applied previously ☐ Southland District Council website ☐ Council or community Facebook page ☐ Radio ☐ Newspaper ☐ Online ☐ Referred by another funder ☐ Word of mouth ☒ Council staff ☐ Other

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

The application process is very straightforward

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

Please provide us with any suggestions about any improvements we could make to this application process:

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF005MAR25 From Garston Cemetery Trust
Form Submitted 2 Apr 2025, 2:12PM NZDT

Declaration

*** indicates a required field**

Declaration

I consent to the Southland District Council collecting personal details provided on this form. The consent is given in accordance with the Privacy Act 2020.

This declaration and authorisation relates to information in this application and attachments that the Southland District Council may hold about your organisation/group now or in the future.

In making this declaration I declare that:

- this application has been submitted with the full knowledge and agreement of the management/governance of my organisation/group;
- the information supplied in this application and any attachments is true and factual;
- any grant received will be used for the purpose for which it was approved.

I authorise Southland District Council to:

- use the information supplied as part of this application and any attachments for the purposes of administration and consideration of this application;
- make any enquiries of third parties, (which may involve discussing information contained in this application);
- advertise or publish the name of our organisation/group and the amount of any grant approved if this application is successful, including disclosure of this information to other funding agencies.

I acknowledge that:

- any decision made is final
- Southland District Council has the right to withdraw any grant approved or demand the return of funds already paid if it is discovered that any statement made in this application is incorrect, incomplete or misleading, in a way that may have affected the funding decision.

I am authorised to complete this application and I have read and understood this declaration and privacy statement:

Name *

Bill Gordon

Position in organisation *

Secretary-Treasurer

Date *

31/03/2025

Must be a date.

Submitting your form

There is a review and submit button at the bottom of the navigation box to the right of the screen.

Northern Southland Development Fund - March 2025 round
Northern Southland Development Fund application form
Application No. NSDF005MAR25 From Garston Cemetery Trust
Form Submitted 2 Apr 2025, 2:12PM NZDT

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Once submitted, you will receive an email from SmartyGrants acknowledging receipt of the form. If you do not receive this email please check you have clicked the submit button at the top of the form. No further editing of your form or uploading of support material is possible once submitted.

If you have any queries or experience any problems please phone 0800 732 732 or email funding@southlanddc.govt.nz.

Update on 2025 triennial election

Record no: R/25/5/23259

Author: Jayson Trent, Democracy Advisor

Approved by: Vibhuti Chopra, Group manager strategy and partnerships

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 The purpose of this report is to provide an update and general information on the local government 2025 triennial election.

Executive summary

- 2 The triennial local government election will be held on Saturday 11 October 2025.
- 3 Candidate information sessions will be held on 15 July 2025, 6pm at the Otautau SDC Office, 176 Main Street and on 16 July 2025, 6pm at the Lumsden Memorial Hall, 8 Meadow Street.
- 4 Candidate packs that include nomination forms, the candidate handbook, pre-election report and electoral expense forms will be available at all Council area offices/libraries from 4 July 2025.
- 5 Election related documents and resources will be made available on the Council website at www.southlanddc.govt.nz/council/elections.
- 6 The Local Government Commission (LGC) released its determination of SDC's representation arrangements for the 2025 triennial elections on 29 January 2025. The LGC decided to instate the arrangements outlined in Council's final representation proposal. These representation arrangements will take effect at the commencement of the 2025-2028 triennium.
- 7 Elected members of the 2022-2025 triennium will cease to hold office on the day after the official results are declared by public notice. Those elected for the 2025-2028 triennium will take office on that day, but will not be able to act in their capacity as an elected member until they are sworn in.

Recommendation

That the Northern Community Board:

- a) receives the report titled "Update on 2025 triennial election".
- b) notes the following key dates in relation to the 2025 triennial election:
 - 4 July 2025 – nominations open
 - 15 July 2025 – candidate information session
 - 16 July 2025 – candidate information session
 - 1 August 2025 – nominations close at 12 noon
 - 9 to 22 September 2025 – delivery of voting documents
 - 11 October 2025 – election day (voting closes at 12 noon)
- c) notes the Local Government Commission determination for the Southland District, released on 29 January 2025, will apply from the commencement of the 2025-2028 triennium.
- d) notes that, the elected members of the 2022-2025 triennium will cease to hold office on the day after the day the official results of the 2025-2028 election are declared by public notice, unless they are re-elected

Background

- 8 On 2 August 2023, Council confirmed the first past the post electoral system for the 2025 triennial election and any associated by-election.

Update on the triennial elections 2025

Nominations

- 9 Nominations for all seats will open on Friday 4 July 2025 and close at 12 noon on Friday 1 August 2025.
- 10 Nominations can be sent by mail to 15 Forth Street, Invercargill 9810, email to elections@southlanddc.govt.nz, or delivered to a Council staff member by visiting any Council office or library.
- 11 To ensure timely processing of all candidate nominations, candidates are highly encouraged to submit their nominations and supporting documents as soon as possible.
- 12 If there are less candidates than seats available at the close of nominations, a by election will be triggered to fill the vacancies. If there are the same number of candidates as seats available, candidates will be elected unopposed.

Information for candidates

- 13 Candidate packs that include nomination forms, the candidate handbook, pre-election report and electoral expense forms will be available at all Council area offices/libraries and on the Council website from 4 July 2025.

- 14 The candidate handbook provides information for individuals considering standing in the 2025 election. It contains a comprehensive overview of all aspects of the election, including the seats available and the requirements to become a candidate.
- 15 The pre-election report is a document required under the Local Government Act 2002. The report is the responsibility of the chief executive and must be prepared independently of elected members. It focuses on issues that will need to be considered in the next triennium and provides information on the major projects Council expects to fund over the next three years.
- 16 All election resources will be made available at <https://www.southlanddc.govt.nz/council/elections/elections-2025/> and general information about Council elections, including past elections is available here <https://www.southlanddc.govt.nz/council/elections/>.

Election protocols for elected members

- 17 In the lead-up to local government elections, there are protocols elected members should be aware of to ensure fairness, impartiality, and compliance with legal requirements/restrictions. Election protocols for elected members were distributed in the weekly Kia for elected members on 9 May 2025
- 18 The key principles outlined in the election protocols for elected members to note are:
- council resources cannot be used for campaign purposes (this includes Council run social media accounts - these must remain politically neutral during the election period)
 - leading up to the election, elected members continue to have the right and responsibility to govern and to make decisions, but it is likely there will be an increased level of media and public scrutiny
 - elected members will still have access to the information they need to discharge their roles as incumbents and their Council contact information will still be publicly available. Information requests for electioneering purposes will be managed differently.

Representation arrangements/representation review

- 19 On 30 January 2025, the LGC issued its determination on the representation arrangements for the Southland District that will apply from the 2025 local government elections. The determination puts in place the arrangements adopted by Council as its final representation proposal. The new determination is available here [Southland District Council Determination 2025](#).
- 20 Representation arrangements from the 2025 local government election will be similar to those currently in place, with minor ward/community board boundary changes at Dunearn, Drummond, Taramoa, Otamika Valley and Nokomai Station. There are also corrections to some ward and community board names to include macrons, these are Ōraka, Ōreti and Waihōpai.

Information campaigns

- 21 People will be encouraged to ensure their enrolment details are up to date and an enrolment campaign will be conducted by the Electoral Commission supported by each Council. The number of electors in the Southland District is expected to be approximately 22,000.
- 22 Council's information campaigns will have three key phases including, 'enrolling/encouraging people to check their enrolment status', 'standing for election' and 'voting'. These will include information about Council, what it is like to be an elected member, how to enrol, how to stand, how to find out about candidates, why you should be a voter and how to vote. The campaigns will

aim to encourage participation by increasing public knowledge of the elections process for voters and candidates. Where appropriate, staff will work with staff from other councils in the region to provide election information.

- 23 The 'standing for election' phase will include election updates on the website, newspaper stories/ads, social media/Antenno posts, posters around townships, radio advertising and various media informational pieces.
- 24 The Southland District Council website will continue to receive updates on the 2025 triennial election as the election cycle progresses.

Electoral services and electoral officer

- 25 Electionz.com has been contracted by Council to provide electoral services for the 2025 triennial elections.
- 26 Anthony Morton, from Electionz.com, was appointed as Southland District Council's electoral officer on 23 November 2021 and he will continue to hold this position until either party give notice that they want to make a change. The electoral officer will carry out designated duties under the Local Electoral Act 2001, manage the election independently of the elected body and maintain the security of electoral records. The electoral officer will be supported by a deputy electoral officer who is a staff member. The deputy electoral officer for the 2025-2028 triennial election of Southland District Council is Robyn Rout, Governance Legal Manager.

Voting

- 27 The triennial elections will be held on Saturday 11 October 2025.
- 28 The election will be conducted by postal vote and voting documents will be delivered from Tuesday 9 September 2025 to Monday 22 September 2025. Voting closes at 12 noon on Saturday 11 October 2025.
- 29 In addition to Southland District Council election, the voting documents will also include elections for Environment Southland, Maitaia Licensing Trust and Gore and Districts Health Incorporated.

Remuneration

- 30 The remuneration of elected members is set by the Remuneration Authority in its annual determination.
- 31 Elected members are entitled to remuneration while they hold office.
- 32 In accordance with s 115(1) of the Local Electoral Act 2001, those elected for the 2025-2028 triennium will take office on the day after the official results are declared by public notice under s86, and their remuneration will start on this day.
- 33 In accordance with s 116(a) of the Local Electoral Act 2001, elected members of the 2022-2025 triennium will cease to hold office when members elected at the next election come into office, and their remuneration will end on this day.

Factors to consider

Legal and statutory requirements

- 34 The key legal requirements and protocols for local government elections are set out in the Local Electoral Act 2001, the Local Electoral Regulations 2001, and the Local Government Act 2002.

Attachments

There are no attachments for this report.

Community board reporting

Record no: R/25/5/24432

Author: Kelly Tagg, Community partnership leader

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

☐ Decision

☐ Recommendation

☒ Information

Purpose

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

Recommendation

That the Northern Community Board:

- a) receives the report titled “Community board reporting” dated 27 May 2025.

Attachments

- A Northern Community Leadership Report - 9 June 2025
- B Northern operational report - June 2025
- C Northern RFS Report - March and April 2025



What's happening in your area

Better-off funding projects update

The board had five projects approved as part of the government's Three Waters Reform – Better off Funding package. The current status is as follows:

PROJECT	FUNDING	CURRENT STATUS
Lumsden playground/skatepark upgrade	\$100,000	The playground and skatepark upgrades are now complete.
Lumsden Museum redevelopment	\$50,000	The funding agreement has been drafted and sent to the Trust. An onsite meeting with a museum consultant has been held. Staff will provide further information to assist with the development of the plan.
Mossburn tennis courts	\$38,000	Project completed at a cost of \$32,022. A carry forward process for the remaining has been completed with the remaining funds to be used to improve access to the courts which will be achieved by constructing a new footpath between the playground and courts.
Athol tennis courts	\$31,000	This project is now complete.
Garston BBQ	\$50,000	Works around the new toilet project are underway. The installation of the BBQ is linked to the toilet project as that is where the power will be provided from. The deadline for this project has been extended to allow for planning for the toilet replacement project to be fully scoped.

Northern Southland Development Fund

The latest round of funding for the Northern Southland Development fund closed on 31 March 2025. Five applications were received and will be considered at the 9 June meeting.

Community Partnership Fund

The next round of funding for the Community Partnership Fund closes on 31 August 2025.

Community Service Award – Jeanna Rodgers

Jeanna Rodgers' tireless voluntary work has made her an integral thread in the Lumsden community over more than two decades.

On Thursday evening her wonderful contributions were recognised with a Southland District Council/Northern Community Board Community Service Award.

Mayor Rob Scott and community board chair Greg Tither spoke about the immense value Ms Rodgers adds to her township.

The Northern Southland college teacher has been a member of many groups and committees supporting children and youth, often serving as the secretary. She has willingly given countless hours of her time to support activities and education for young people. Just one example is driving young members of Lumsden's climbing club to Te Anau and Invercargill so they can use the climbing walls there.

Over the years Ms Rodgers has secured several hundred thousand dollars of funding for many community projects and organisations, including the community swimming pool, the Northern Southland Reforestation Trust, and the toy library, as well as providing play equipment for children in the community under the auspices of the LAAMBS (Lumsden and Areas Activities for Miniature Bodies Society) charitable trust.

She is recognised as the first person to offer a helping hand at community events and projects. Mayor Scott said Ms Rodgers was the kind of person who made her community a better place to live in.

Among the many roles and services she has provided for her community are: founding a music and movement group, Plunket car seats, toy library treasurer and grants officer, Playcentre, Friend of Lumsden School secretary, Bibles in Schools, Anglican Church, Ōreti Community Bike Park committee, Northern Southland Amateur Swimming Club, Duke of Edinburgh supervisor at Northern Southland College, college football teams manager, climbing club, kapa haka, Northern Southland Reforestation Trust, Kidzone volunteer, and Northern Southland College PTA secretary.

As secretary of the Northern Southland Community Pool Trust, she voluntarily opens and closes the pool daily.

Ms Rodgers often assists with private childcare and tutoring, and she was a relief teacher at Lumsden's former Riverstones Early Learning Centre. At Northern Southland College she offers students access to extracurricular activities, while highlighting her community's events and activities as a casual reporter for The Southland App.



What's happening across the district

Governance training workshops

Council has partnered with Community Law South to bring governance training workshops to the district which are aimed at community organisations looking to upskill themselves on a range of governance issues. The next workshop is being held in Riverton on Wednesday 11 June.

The first of five workshops was held in Lumsden on Tuesday 15 April. These workshops are free to attend but we do ask that you register your interest in attending by sending an email to Kelly.tagg@southlanddc.govt.nz

These workshops are a great way to strengthen skills and help boards work more effectively while making a positive impact on their organisation. Attendees will gain valuable leadership and decision making skills while learning about;

- the role of the Board/Committee
- safe and inclusive culture
- ethical behaviours
- meeting papers
- problem solving
- working together as a group
- key legislation
- registration of interest/conflict of interest management
- health and safety requirements and more.

The dates and locations for the other four workshops are:

- Riverton – 11 June, Senior Citizens Hall
- Winton – 9 July, REAP
- Fiordland – 24 September, Fiordland Community House
- Edendale – 7 October, Edendale Boardroom.

Community Service Award – Andre Bekhuis

Andre Bekhuis has never been one to shy away from a challenge – a trait which has seen him embrace many leadership roles in the Otautau community over the years.

Bekhuis' unrivalled contribution was formally recognised with the presentation of a Community Service Award from Southland District Council and the Wallace Takitimu Community Board on Saturday.

Southland Mayor Rob Scott said Bekhuis was thoroughly deserving of the honour.

"His involvement in the local community has been extensive and his contributions have undoubtedly had such a positive impact," he said.

"You won't find anyone more passionate about Otautau than Andre and that's reflected in the many roles he has held over the years."

Bekhuis served four terms on the Wallace Takitimu Community Board from 2010 to 2022, including three at the helm as chairperson.

He has spent the past two terms as president of the Otautau RSA and proved instrumental in the organisation attracting worldwide media attention for the procurement of the WW1 quilt that was made by local residents and sent to New Zealand soldiers convalescing in England during the war.

"That amazing piece of history has since been framed and now hangs proudly in our council office at Otautau for everyone to admire and enjoy," Mayor Scott said.

Immensely proud of the town, Bekhuis has been a long-serving member of Otautau Promotions, including several years as chairperson. His handy skills and community spirit are to the fore during events, tackling a vast range of tasks, and even installing the Christmas lights during the festive season.

The hanging baskets on display in the main street even captured his attention with Bekhuis seen watering them daily from his trusty four-wheeler motorbike.

President of the Otautau Golf Club, Bekhuis has been a driving force in its existence and played a key role in organising the 100-year jubilee.

As a local business owner, he generously makes his equipment available at no cost to help out the community, including maintenance of the bowling club and St John building.

Many hours are spent as a caregiver to elderly residents, ferrying them to appointments and RSA meetings.

And he's not adverse to putting on his kilt and playing the bagpipes for special occasions.

"Andre has a big heart for his community and works quietly away in the background to little fanfare so it is an absolute privilege to shine the spotlight on his efforts," Mayor Scott said.



Community Service Award – Gay Munro

Conservation and community have been hallmarks of Gay Munro's life.

The Gorge Road resident has dedicated countless hours to both during an involvement spanning decades.

Mrs Munro's significant contributions were formally recognised with the presentation of a Community Service Award from Southland District Council and the Waihopai Toetoe Community Board on Saturday.

Southland Mayor Rob Scott said it was an honour to bestow the recognition.

“Gay sets the standard when it comes to community involvement. The time and effort she’s dedicated to so many organisations and initiatives over the years is impressive, particularly in the conservation space,” he said.

“The positive impact she has had not only benefits the community now, but it will also be long-lasting into the future for generations to come.

“She’s looking after the past, the present and the future.”

Her passion for conservation led to a role as the Southland regional representative on the Queen Elizabeth II National Trust from 1997 to 2009. Travelling all over the district, she was a sound source of advice for landowners committed to protecting biodiversity through a QEII covenant.

A strong advocate, Mrs Munro still volunteers with the Southland Ecological Restoration Network (SERN), organising field trips and helping with various projects.

The Waituna Landcare Group benefited from her extensive involvement from 2001 to 2022, initially as the secretary before she took the helm as chairperson in later years. Initiatives included stream plantings, the development of a sanctuary, replanting the gravel pit and organising informative field days on site.

In her local community of Gorge Road, Mrs Munro’s impact has been significant.

After several terms on the former Gorge Road Community Development Area subcommittee, she served one term on the Waihopai Toetoe Community Board. Her previous governance experience included the Gorge Road School board of trustees and local swimming pool committee.

As chair of the Gorge Road and Districts Heritage Society, Mrs Munro organises the annual bus trip to areas of historical interest, was involved in the bell tower project and is now leading the installation of a heritage shed and interpretation panels at the domain.

Capturing the area’s tales, Mrs Munro wrote the book *From Oteramika to Gorge Road and Districts*. She shared her love of literature by establishing a book exchange at the Mokotua Hall.

Other feathers in her cap include running table tennis and fish and chip nights at the hall, taking care of the Mokotua Recycling Centre, organising Anzac Day commemorations, and editing and distributing the bimonthly Gorge Road and Districts Gazette newsletter.



Community funding

Other funding opportunities

The following funding was granted for the March 2025 funding rounds:

Creative Communities Fund

Cathy Irons - Douce Ambiance: Riverton and Te Anau concerts	\$2000
Otautau Patchwork Group: Quilting workshop with Shirley Sparks	\$1,750
The CanInspire Charitable Trust: Beading workshops	\$1,100
Anna van Riel: Voice workshops	\$2,000
TDPI/ Central Western Archive: 100 years of rural women exhibition and workshops	\$2,126
Waimumu Te Tioua Art and Craft: Exhibition and workshop	\$4,700
Nathalie Sterkens: Kidsfest 2 day festival in Otautau	\$2,800
Te Hikoi: Artist challenge exhibition 2025	\$2,660
Te Anau Waitangi Charitable Trust: Te Anau Waitangi festival 2026	\$3,000
Toi Rakiura Arts Trust: Jackie Clarke show	\$1,000

Ohai Railway Fund

The following individuals received tertiary grants;

Ben McCorkindale: Media and Design at SIT	\$700
Lachlan McCorkindale: Bachelor of Mechanical Engineering at Canterbury University	\$1,000
Zane Marsh: Bachelor of Engineering at Victoria University	\$1,000
Dominic Morrison: Bachelor of Laws and Commerce at Otago University	\$1,000
Nina McKay: Bachelor of Environmental Science at Canterbury University	\$1,000
Paige Henderson: NZ certificate in Automotive Engineering at SIT	\$1,000
Ben Campbell: Bachelor of Laws and Commerce at Canterbury University	\$1,000

The following organisations received grants;

Takitimu Primary School: School Camp	\$6,000
Takitimu District Swimming Pool: Swimming platform	\$2,100
Nightcaps Community Medical Centre Trust: Operating costs	\$12,000

The following Southland District Council funds close on 20 December 2025

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

Applications can be made on the Southland District Council website via the SmartyGrants link:
<https://www.southlanddc.govt.nz/council/funding-and-grants/>

Council department updates

Governance

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

Pecuniary and other interests – the register of elected member pecuniary interests is now publicly available on Council’s website.

2025 local government elections – election protocols were provided to all elected members via the Kia Korero on 9 May. These protocols are a good resource to help you navigate if you are going to be both a current elected member and an election candidate. The team are preparing for the local government elections nomination period. Information on this is provided in a separate report on this agenda.

Mileage claims - please remember to send these claims through promptly to Rachael Poole at rachael.poole@southlanddc.govt.nz.

Elected member payments – over the next month the governance team will be arranging the annual communication payment to elected members. This is a non-taxable allowance that recognises elected members are using their own device and services (eg internet connection) to communicate on community board matters. The Remuneration Authority’s annual determination also comes out in June each year outlining any changes to elected member pay for the following year. Elected member pay will be altered accordingly from 1 July 2025.

Policy

Consultation on Council’s draft Dog Control Policy 2025 and draft Dog Control Bylaw 2025

Consultation on the draft bylaw and policy, including the proposed changes, went live on 12 May 2025.

The public can obtain information about the consultation process and make submissions online at www.makeitstick.nz (this redirects to the SDC website landing page).

The proposed changes in the bylaw and policy include providing definitions of ‘effective control’ and ‘public place’. There are some proposed changes to dog access levels in specific community board areas, which are reflected in revised maps.

All SDC-registered dog owners will receive either an email or letter informing them of the consultation period. We will also be promoting this consultation on Council’s Facebook page and via Antenno notifications.

The timeline for the entire review process is included on the consultation page at www.makeitstick.nz.

Submissions

Anyone can make a submission by:

- completing the online submission form at www.makeitstick.nz
- emailing a submission to submissions@southlanddc.govt.nz
- delivering a submission to Southland District Council head office, 15 Forth Street, Invercargill, or any Southland District Council area office
- posting a submission to:

Southland District Council

PO Box 903

Invercargill 9840

ATTN: Draft Dog Control Bylaw and Policy 2025 Submissions

The consultation period runs for **two months**, and submissions close at **5pm on Friday 13 July 2025**.

Questions and feedback

If you receive any feedback or need assistance in answering any questions about the draft policy and bylaw, please contact Ana Bremer ana.bremer@southlanddc.govt.nz

Stakeholder updates

Citizens Advice Bureau – community directory

The Invercargill Citizens Advice Bureau (CAB) recently launched its community directory. This is a directory of local support services, interest groups, and sports clubs etc, all in one place for easy accessibility.

The CAB help people to know and understand their rights and obligations and how to use this information to get the best outcomes, provide people with the confidence and support they need to take action, and work for positive social change within communities and wider society. This independent service is provided free to all.

This community directory is managed and maintained by CAB Invercargill. If you want to add or amend a listing on this directory please contact them on invercargill@cab.org.nz or you can call them directly at [03 218 6648](tel:032186648).



Northern Community Board

Tracker - ongoing

- Completion of better-off funded projects
- Painting of street signs in Mossburn
- Lumsden Rugby Pavilion
- MOU for creek bed maintenance
- Young people voice for board
- Mossburn playground upgrade – in progress
- Mossburn Cemetery trees
- Lumsden stormwater project clarification
- Illegal dumping issues at local rivers
- Check signage at Lumsden Railway station – no hanging laundry?
- Lumsden 200 years – celebration 2026

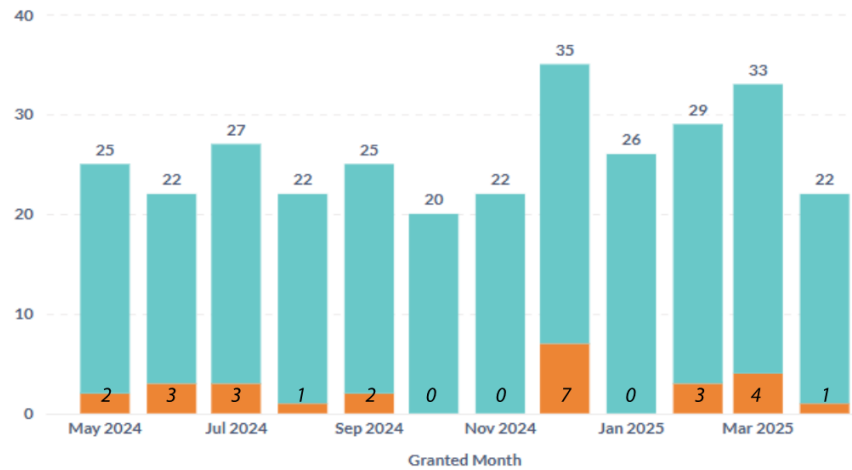
Upcoming priorities

Community board plan review.

Resource consents granted

RM applications granted for community board

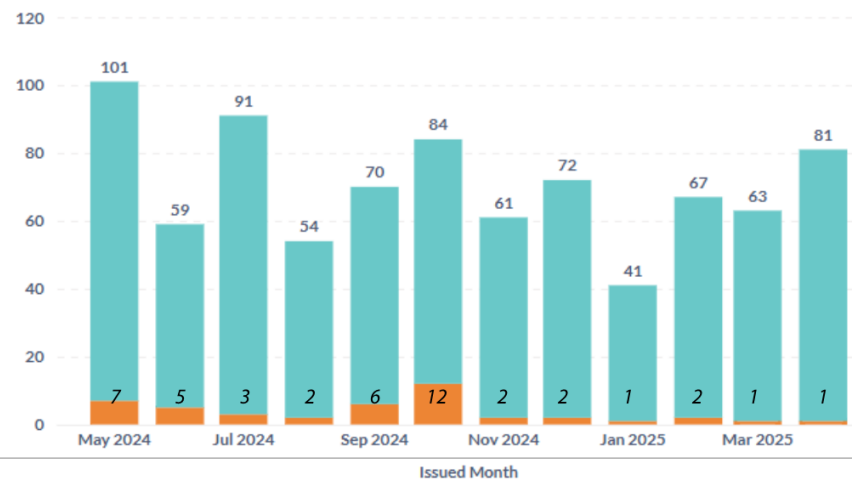
RestOfSDC BoardCount



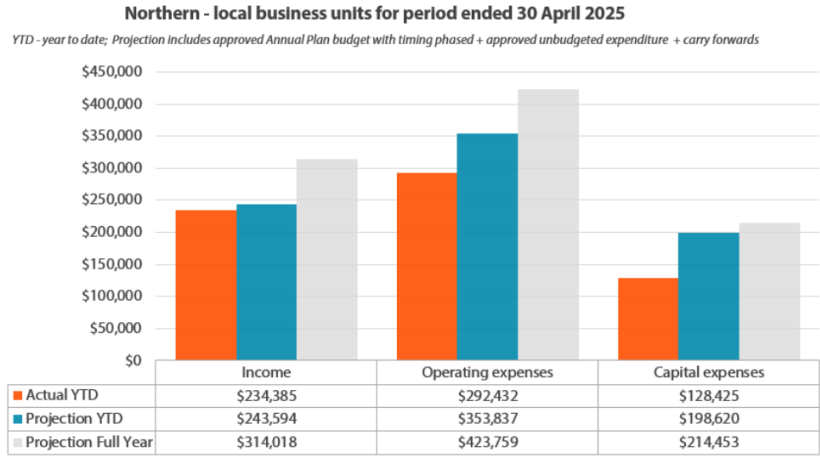
Building consents granted

Building Consents issued for community board

RestOfSDC BoardCount



Local Budget information



Budget notes

Income is 9k (4%) under projection. This largely relates to the timing of Better off Funding for the Mossburn tennis court resurfacing (\$6k) that will be used for the footpath and the Athol tennis courts (\$2k).

Operating expenses are \$61k (17%) under projection. Maintenance is under projection in the parks and reserves (\$38k) of which \$7k relates to tree and hedge maintenance that is underway, the contractor has been met with and a plan developed. Maintenance is also under projection in the halls (\$6k) and other property (\$5k) as the budgets for general maintenance are largely reactive. \$2k relates to maintenance projects for a swing at Athol that is not required and \$2k for playground maintenance at Garston that is completed but costs are yet to be received. Interest is also \$3k under budget due to lower loan drawdowns than expected last year. Footpath maintenance is underway and is \$3k under projection due to the timing of the budgets.

Capital expenses are \$70k (35%) under projection. \$54k relates to the timing of the budgets of Hall projects including the Lumsden Hall distribution board and heat pump project (\$50k) (this project has had the contract awarded) and the Athol Hall water tanks, pumps and filters (\$4k) that is underway. \$7k is due to the Five Rivers Hall painting project being completed under budget. \$6k relates to the Mossburn tennis court upgrade that is to be completed (footpath) and \$3k relates to the Athol tennis court resurfacing that has been completed with the costs being in operating expenses.

Local projects update

Activity	Name	Current Phase	Current Progress	BUDGET ACTUAL YTD
COMMUNITY FACILITIES	Mossburn tennis court resurfacing	Delivery phase	On track	\$5,978
				\$1,469
				P-11081
Project complete, the remainder of budget will be used on the footpath between the tennis courts and playground.				
COMMUNITY FACILITIES	Lumsden hall - distribution board, wiring and heat pumps	Delivery phase	On track	\$50,000
				\$0
				P-11128
Contract awarded and work scheduled for mid June.				
PARKS AND RESERVES	Mossburn War Memorial Park playground – equipment replacement	Pre-delivery phase	On track	\$60,000
				\$44,190
				P-10773
Waimete play structure has arrived. Work to remove the old equipment has taken place with the installation of the new equipment to be completed by 30 June 2025.				
PUBLIC TOILETS	Mossburn toilet - renewal	Pre-delivery phase	On track	\$390,528
				\$43,502
				P-10633
Project delivery including lead time for materials are expected to start end of May and will run for four months.				
STORMWATER	Lumsden SE stormwater catchment investigation and improvement works	Pre-delivery phase	Monitor	\$463,000
				\$40,988
				P-10278
This is a multi year project with further works to be undertaken 2027/2028, 2028/2029 and 2033/2034.				
Investigations and design for the 2024/2025 work is currently being undertaken and the physical works were intended to be out to tender in this year, although this is now likely to be a carry over into 2025/2026.				
WATER SUPPLY	Mossburn water supply - consent renewal preparation	Initiation phase	On track	\$39,169
				\$11,538
				P-10503
A head designer has been engaged for the consent re-application process. They will also address our concerns around other water consumers and the impact on the ability for Council to maintain constant water supply. This work is progressing satisfactorily. Any plant upgrade work required in the Long Term Plan will be 2026/2027.				

Service contracts

Water and wastewater services operation and maintenance

The 23/01 operations and maintenance contract is running smoothly across the Northern Community Board region. Water and wastewater services across the area have continued to operate well with what would be considered a normal number of service requests being received by Council and Downer since the previous report.

Works to replace the Lumsden reservoir rising main have been ongoing and recently completed (pending asbuilt data being received). This has allowed for greater reliability and has updated the old main which was prone to bursting.

Works have recently been completed renewing the Longridge rising main from the Longridge booster station to the Longridge reservoir. This deepened the pipe to help mitigate third party strikes.

Several leaks on the rural side of the Lumsden/Balfour scheme have been reported and addressed.

Mowing contracts (Mossburn, Lumsden, Athol, Garston)

The 30 June 2025 sees the end of the original four-year contract with McDonough's but with the satisfactory work performance the clause to allow a one year rollover will be implemented.

There have been a few queries since the last report, and we are now seeing a slowdown in growth due to the cooler weather

Waimea Alliance

Our drainage crew have completed the culvert replacement programme for Waimea, being on the Otautau Tuatapere Road, Tuatapere and Felton Road, Mossburn and shift into central to finish off their programme. SouthRoads civil team completed some bridge deck repairs on Fenham Road, and we have worked with Environment Southland for some rock protection from river erosion on Pyramid Waiparu Road.

The maintenance metaling programme only has the Te Anau basin area left for the season.

The last of our unsealed shoulder spraying and 2025/2026 reseal site shoulder spraying was completed in April.

Cyclic teams have continued and managed some footpath repairs in Monowai village in advance of the hydro scheme centenary event.

Tree trimming and removal has also taken place in various locales of the Waimea area.

23 RFSs in April (and 23 RFSs in March), all completed on time. A year to date total of 261 RFSs (reminding that our year is 1 July – 30 June).

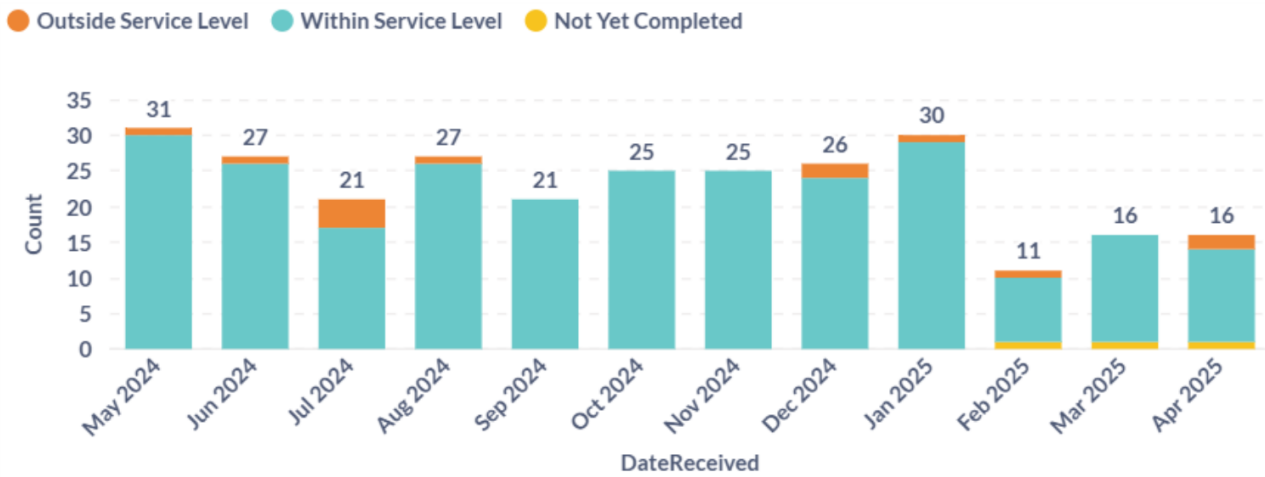
343km of grading in April and 505km in March, for a year to date of 4096km.

Maintenance metalling across the network area is at 4677m³ for the year.

Service requests

Across the district there were 863 requests for service lodged during March and April 2025, of which 214 were related to three waters. 32 of the total requests belonged to this board area. A full summary of the types of requests is detailed over the page.

Service requests lodged



JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025
	Board meeting – 10 Feb - Athol Hall at 6.00pm	Board workshop- 10 March – Lumsden Hall	Board meeting – 14 Apr, Lumsden Hall at 6.00pm	Board workshop – 12 May, Lumsden Hall	Board meeting – 9 June, Mossburn Fire Station at 6.00pm	Board workshop – 14 July, Lumsden Hall	Board meeting – 11 Aug, Lumsden Hall at 6.00pm	Board workshop – TBC - 8 Sept, Lumsden Hall	TBC – post election	TBC – post election	TBC – post election
		District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel fund applications close 31 March 2024				4 July 2025 - Local Government Elections nomination period opens	Community Partnership applications close on 31 August 2025	Community service award nominations close on 30 September 2025	11 October 2025 – Local Government Elections election day		Scholarships and bursary applications close on 20 December 2025
		Northern Southland Development Fund applications close 31 March 2025					1 August 2025 – Local Government Elections nomination period closes	9 September 2025 – voting Local Government elections opens			
								District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel fund applications close on 30 September 2025			

Requests for service – breakdown by type

REQUEST TYPE	COUNT
<i>Abandoned vehicles</i>	<i>1</i>
<i>Bridge repairs</i>	<i>1</i>
<i>Community housing - repairs and maintenance</i>	<i>2</i>
<i>Flooding roads</i>	<i>1</i>
<i>Hazards</i>	<i>1</i>
<i>Litter complaints</i>	<i>1</i>
<i>Parks and reserves - repairs and maintenance</i>	<i>2</i>
<i>Roadside spraying - noxious weeds</i>	<i>1</i>
<i>Streetlights out</i>	<i>1</i>
<i>Streetscape -vegetation</i>	<i>2</i>
<i>Toilets - cleaning, repairs and maintenance</i>	<i>3</i>
<i>Transport general enquiries</i>	<i>2</i>
<i>Water and waste general</i>	<i>5</i>
<i>Water and waste extended</i>	<i>2</i>
<i>Wheelie bin - cancel/damaged/stolen</i>	<i>3</i>
<i>Wheelie bin - collection complaints</i>	<i>1</i>
<i>Wheelie bin - new/additional</i>	<i>3</i>
TOTAL	32

Councillor update

Record no: R/25/5/25457

Author: Rachael Poole, Committee advisor

Approved by: Vibhuti Chopra, 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 2 April 2025 to 14 May 2025.
- 2 To watch any of the previous Council or Finance and Assurance Committee meetings select this link: [SDC youtube](#)
- 3 An overview of the reports presented is given in the table below.
- 4 This report is also to provide an opportunity for Councillor O'Brien to highlight particular matters or update the board on any other issues that have arisen around the Council table.

2 April 2025 – Council meeting

Report	Overview
Public participation	<p>Wendy Joy Baker addressed Council about a 2023/2024 dog report, Make it stick surveys, District plan, Code of Conduct for elected members, follow-up of complaints through texts (more compassion towards ratepayers), more appreciation of sports in community and more respect, upkeep of honorable war memorials all year around</p> <p>Dave Diack addressed the meeting in relation to the use of volcanic ash as a cement for footpaths in the Oreti ward and the District in general.</p> <p>Boyd Wilson addressed the meeting in relation to section 73 of the Building Act 2004.</p>
2024 Rule Speed Limits Rule - Required Speed Limit Amendments	<p>This report provided information on the speed limit changes required to be implemented by Council and set those new speed limits to comply with the Land Transport Rule: Setting of Speed Limits 2024.</p> <p>Fifteen locations were identified where speed limits around schools were required to transition to variable speed limits before 1 July 2025.</p> <p>This report was left on the table to be considered with NZTA present at a later meeting.</p>

Forecasted Financial Position for the year ending 30 June 2025	This report provided information on the expected year-end financial result compared to the Long Term Plan 2024/2025 and sought approval of the resulting forecasted position. The report also sought Council's approval for unbudgeted expenditure requests, and the deletion and deferral of a number of projects.
Financial Report for the period ended 28 February 2025	Council was provided with an overview of the draft financial results for the eight months to 28 February 2025 by Council's seven activity groups, as well as the financial position and the statement of cashflows as at 28 February 2025.
Adoption of statement of proposal for changes to fees and charges 2025/2026 for consultation	Council approved the statement of proposal outlining the proposed changes to fees and charges 2025/2026, which formed the basis of public consultation. Public consultation ran from 4 April 2025 to 3 May 2025. The final Schedule of Fees and Charges 2025/2026 will be adopted as part of the Annual Plan 2025/2026 in June 2025.
Unbudgeted expenditure request for a grant to Orepuki Community Promotions Charitable Trust - Historic railway water tower repair project brought forward	Council approved unbudgeted expenditure of up to \$28,927 to the Orepuki Community Promotions Charitable Trust, to be funded from the Hirstfield Reserve for the restoration work on the historical Orepuki railway water tower.
Public Notification of Plan Change 3	<p>Council gave approval for the public notification of Private Plan Change 3 requested by Blue Sky Meats (NZ) Limited to rezone land at 729 Woodlands Morton Mains Road, recognising an established industrial activity and providing appropriate precinct provisions for environmental management.</p> <p>Council noted that Blue Sky Meats had submitted a private plan change request to rezone their property from rural to industrial, with specific precinct provisions. The plan change has been accepted for processing under Clause 25 of Schedule 1 of the Resource Management Act 1991.</p>
16 April 2025 – Council Meeting	
Report	Overview
Progress Plan Change 2	Council reapproved the Southland District Council and Invercargill Subdivision, Land Use and Development Code of Practice 2023, approved the public notification of their decision that establishes that the Operative Southland District

	Plan is deemed to have been amended and revoked the Subdivision, Land Use and Development Bylaw 2012.
Management report April 2025	<p>Staff updated Council on what has been happening in the following operational areas:</p> <ul style="list-style-type: none"> • Consultation • Communications and engagement • Information services • Strategic planning and policy • Governance • Spatial planning
30 April 2025 – Council Meeting	
Report	Overview
Around the Mountains Cycle Trail Trust Update	Nicola Willis (Chair of the Trust) and Susan Mackenzie presented an update on the past 12 months of data for Around the Mountains Cycle Trail.
Mayor's report	Mayor Scott reported on the meetings and events that he has attending during February through to late April 2025. Anne Horrell, Chair of Tuatapere Te Waewae Community Board gave an update of activities that have been happening in her community board area.
Review of Dog Control Bylaw 2015 and Dog Control Policy 2015	Council approved the Draft Dog Control Policy 2025 and the Draft Dog Control Bylaw 2025 for consultation. Public consultation will take place from 12 May 2025 through to 13 July 2025.
Use of Hokonui Hall reserve	Council approved unbudgeted expenditure of \$8,340 to be funded from the Hokonui Hall reserve towards a sign recording the location of Hokonui and approved the transfer of the remaining balance of the Hokonui Hall reserve to the Browns Community Centre reserve.
Waikaia speed limit reduction proposal update and next steps	Council requested staff to revise the Waikaia speed limit reduction proposal to meet the new requirements of the Setting of Speed Limits Rule for consultation.
Waikaia speed limit reduction signs - Unbudgeted expenditure request	Council approved unbudgeted expenditure of up to \$10,000 plus GST for the supply and installation of new signage in anticipation of the speed limit being reduced at the intersections of Wellington Street, Riversdale-Waikaia Road and Piano Flat Road in Waikaia, to be funded by a 15 year loan to be repaid from the Ardlussa Community Board rate. It was noted that this expenditure will be dependent on the decision being received from the Director of Land Transport and that if

	the speed limit reduction is not approved, then the funding may not be required.
Winton CCTV camera project - unbudgeted expenditure request	Council approved unbudgeted expenditure of up to \$65,000 (excluding GST) from the Winton Property Sales Reserve to cover the costs of works, hardware and installation of up to six CCTV cameras and the necessary supporting systems within the Winton township.
2024 Rule Speed Limits Rule - Required Speed Limit Amendments - Report laid on the table from 2 April 2025 Meeting	Council reconsidered the speed limit changes required to be implemented by Council and set those new speed limits to comply with the Land Transport Rule: Setting of Speed Limits 2024. They agreed to change a number of permanent speed limits and to install updated signage between 1 May 2025 and 1 July 2025. Council also agreed for Mayor Scott to write to the Minister of Transport to express Councils frustration on having to agree to a rule that is not fit for purpose and is an extra expense to Council.
14 May 2025 –Council Meeting	
Report	Overview
Changes to fees and charges 2025/2026 - submissions and hearings	Council received all the written submissions received on the changes to fees and charges and noted that there was one submitter, Federated Farmers who requested to speak to Council on their submission. Due to sickness on the day of the meeting, Federated Farmers were unable to attend and apologised for their non-attendance.
14 May 2025 – Finance and Assurance Committee Meeting	
Report	Overview
Finance and Assurance Committee workplan for the year ended 30 June 2025.	The Committee received the report and noted the addition of three new reports being the Procurement policy review, FMIS project timetable and the Back Together Build project update. The Insurance Policy review report was moved from the May meeting to the 11 June 2025 meeting.
Interim performance report – period two – 1 July 2024 to 28 February 2025.	The Committee received the report and asked staff for more information on two of the results and thanked staff for what they have been able to achieve to date. They also gave credit to the staff who spoke on the day for their knowledge of their areas and where the results were not met they were able to give detailed reasons why and what the next steps are.
FMIS project timeline update.	Staff updated the Committee on the proposed timeline with the major phases as follows: <ul style="list-style-type: none"> Discovery and Planning, now to June 2025

	<ul style="list-style-type: none"> • Design and Foundation, July – Dec 2025 • Build and Configure, July 2025 – January 2025 • Test and Train, February – June 2026 • Operational Onboarding, March – June 2026, • Go-Live on 1 July 2026, and stabilisation and hyper care ongoing after this.
Annual report 2024/2025 timetable.	<p>The Committee received the report showing the key dates for the annual report 2024/2025.</p> <ul style="list-style-type: none"> • 27 August 2025 draft annual report presented to Council • 25 August to 19 September 2025 audit of annual report • 29 September final draft of the annual report • 8 October 2025 adoption of annual report.
Draft procurement and Contract Management Policy	<p>The committee considered and gave feedback on the draft Procurement and Contract Management policy and have asked staff to incorporate their feedback into a revised draft document.</p>
B2B project update	<p>The committee received the back together build update and noted that four working groups are now confirmed, one of which – the Communications and Engagement Group - is already underway and has provided the project name B2B. The PSG has endorsed the communications strategy and engagement principles recommended by the Group.</p> <p>Key risks currently identified include budget pressures, structural challenges, procurement complexity, and stakeholder expectations.</p>

Recommendation

That the Northern Community Board:

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

Attachments

There are no attachments for this report.

Chairperson's report

Record no: R/25/6/25663

Author: Deborah-Ann Smith-Harding, Committee advisor/customer support partner

Approved by: Vibhuti Chopra, Group manager strategy and partnerships

☐ Decision

☐ Recommendation

☒ Information

Purpose of report

The purpose of this report is to allow the chair of the Northern Community Board an opportunity to update the board on activities he has been involved with since February 2025.

Chair Tither mentioned the following:

- he has been presented by the Balfour Lions Club for an option of mini golf in Lumsden. I support this initiative
- the ANZAC flags have been taken down and the Matariki flags have gone up
- Rob McIntyre from Around the Mountain Cycle Track has made contact regarding options for improving the track by getting the cyclists off the road between Castle Rock and Mavora Lakes
- a thank you to Deputy Chair, Lance Hellewell, for chairing the meeting in my absence.

Board member updates

This is an opportunity for board members to provide an update on areas of interest.

Recommendation

That the Northern Community Board:

- a) receives the report titled "Chairpersons report" dated 3 June 2025.

Attachments

There are no attachments for this report.

Next meeting

Record no: R/25/5/24587

Author: Deborah-Ann Smith-Harding, Committee advisor/customer support partner

Approved by: Michal Gray, Democracy advisor

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 For the Board to confirm that their next meeting is at 6pm on Monday 11 August 2025 to be held at the Lumsden Memorial Hall, 8 Meadow Street, Lumsden.

Recommendation

That the Northern Community Board:

- a) **confirms that the next meeting of the Board is at 6pm on Monday 11 August 2025 to be held at the Lumsden Memorial Hall, 8 Meadow Street, Lumsden.**

Attachments

There are no attachments for this report.