



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

**Date:** Monday, 11 August 2025  
**Time:** 6pm  
**Meeting room:** Lumsden Memorial Hall, 8 Meadow Street,  
Lumsden

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## Northern Community Board Agenda OPEN

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### MEMBERSHIP

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

### IN ATTENDANCE

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

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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.

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## Community board terms of reference

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



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

	<p><b>Community board plans</b></p> <p>a) Regularly review and update the community board plan to keep the plan relevant.</p> <p><b>Decisions on locally funded assets and services</b></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><b>Leases and licenses</b></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<sup>(vi)</sup> of leases and licenses where the rental is \$10,000 or more per annum.</p> <p><b>Community assistance</b></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><b>Northern Southland development fund</b></p> <p>a) the Northern board can make decisions regarding funding applications to the Northern Southland development fund.</p>
<b>LIMITS TO DELEGATIONS</b>	<p>Boards have no financial or decision-making delegations other than those specifically delegated by Council.</p> <p>Boards shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its long term plan or annual plan.</p> <p>In accordance with the provisions of section 39(2) of Schedule 7 of the Local Government Act 2022 the board may not incur expenditure in excess of the approved budget.</p>

	<p><b>Matters that are not delegated</b></p> <p>Council has not delegated to boards the power to:</p> <ul style="list-style-type: none"> <li>a) make a rate or bylaw</li> <li>b) acquire, hold or dispose of property</li> <li>c) direct, appoint, suspend or remove staff</li> <li>d) engage or enter into contracts and agreements and financial commitments</li> <li>e) institute an action for recovery of any amount</li> <li>f) issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>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.</li> </ul>
<b>CONTACT WITH MEDIA</b>	<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>
<b>REPORTING</b>	<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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**TABLE OF CONTENTS**

<b>ITEM</b>	<b>PAGE</b>
<b>PROCEDURAL</b>	
<b>1 Apologies</b>	<b>11</b>
<b>2 Leave of absence</b>	<b>11</b>
<b>3 Conflict of interest</b>	<b>11</b>
<b>4 Extraordinary/urgent items</b>	<b>11</b>
<b>5 Confirmation of minutes</b>	<b>11</b>
<b>6 Public participation</b>	<b>11</b>
<b>REPORTS</b>	
<b>7.1 Northern Community Board submission on Dog Control Bylaw and Dog Control Policy Review 2025</b>	<b>23</b>
<b>7.2 Roading bylaw, policy and policy procedures' review</b>	<b>31</b>
<b>7.3 Lumsden mini golf proposal</b>	<b>39</b>
<b>7.4 Community board reporting</b>	<b>49</b>
<b>7.5 Councillor update</b>	<b>67</b>
<b>7.6 Chairperson's report</b>	<b>73</b>
<b>7.7 Valedictory speeches</b>	<b>75</b>

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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, 09 June 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](http://www.southlanddc.govt.nz) or by phoning 0800 732 732.



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## Northern Community Board

### OPEN MINUTES (Unconfirmed)

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Minutes of a meeting of Northern Community Board held in the Mossburn Fire Station, 45 Devon Street, Mossburn on Monday, 9 June 2025 at 6pm (6pm to 7.10pm).

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#### PRESENT

<b>Deputy chairperson</b>	Lance Hellewell
<b>Members</b>	Pam Naylor
	Amanda Reedy
	Carolyn Smith
	Sonya Taylor
	Councillor Tom O'Brien

#### APOLOGIES

<b>Chairperson</b>	Greg Tither
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#### IN ATTENDANCE

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



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**1 Apologies**

An apology was received from Chair Tither.

**Resolution**

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

**That the Northern Community Board accepts the apology from Chair Tither.**

**2 Leave of absence**

There was a request for leave of absence from Amanda Reedy for the next Northern Community Board meeting to be held on 11 August 2025.

**Resolution**

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

**That the Northern Community Board accepts the request for leave of absence from Amanda Reedy for the next Northern Community Board meeting to be held on 11 August 2025.**

**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 Sonya Taylor **and resolved:**

**That the Northern Community Board confirms the minutes of the meeting held on 14 April 2025 as a true and correct record of that meeting with the amendment that Lumsden celebrates 150 years as an established township (and not 200 years as formally minuted).**

**6 Public participation**

There was no public participation.

## Reports

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

**Record No: R/25/2/8275**

#### **Purpose**

The Board considered the road names for the new roads/ streets that serve part of the St Thomas Estate subdivision development at 49 The Terrace, Garston. The question was asked if the "Saint Patrick Road" in Balfour was similar and cause for confusion and Council deemed this was not the case.

#### **Resolution**

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

**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.**

### 7.2 Contract renewal agreed levels of service

**Record No: R/25/4/14337**

At the last workshop held, the Board identified and agreed to the levels of service and areas to be included in the future mowing, toilet cleaning and gardening contracts as the current contracts within the Northern Community Board area will expire 30 June 2026. Using technology for arial accuracy, it was noted the square meterage for Garston increased. The new mowing service contract replaces the word "frequency" with "height requirement".

Mrs Naylor mentioned to include vegetation control in Athol in front of the Athol Hall, the memorial seat and sale yard.

Mrs Taylor noted that mowing was not required outside a resident's peony garden, however, for Council to extend mowing services beyond that property to include the recycling station. Also, Council is to remove vegetation control around the Mossburn Community Centre at the stag/deer garden by the playground.

### **Resolution**

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

#### **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.**

### **7.3 Northern Community Board submission on Local Water Done Well**

**Record No: R/25/5/20942**

#### **Resolution**

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

#### **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.**

#### 7.4 Northern Southland Development Fund allocations - March 2025 funding round

**Record No: R/25/5/21803**

A total of five applications have been received for the March 2025 round of the Northern Southland Development Fund with requests totalling \$22,500 with \$9,886 available to distribute which is three percent of the fund capital at 1 July each year.

##### **Resolution**

Moved Pam Naylor, seconded Amanda Reedy **and resolved a to i with ~~striketrough~~ and underlined:**

**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 \$1,000 ~~\$2,000~~ to the Lumsden Bowling Club towards purchasing a defibrillator machine to be housed at the club.**
- f) **approves/declines a grant of \$2,500 ~~\$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 \$1,443 ~~\$10,000~~ to the Northern Southland Reforestation Trust towards operational costs, specifically wages for a nursery manager.**

- i) **approves/declines a grant of ~~\$1,443~~ ~~\$2,000~~ to the Garston Cemetery Trust towards costs to install a new cemetery beam.**

## **7.5 Update on 2025 triennial election**

**Record No: R/25/5/23259**

The triennial local government election will be held on Saturday 11 October 2025.

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.

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.

Election related documents and resources will be made available on the Council website at [www.southlanddc.govt.nz/council/elections](http://www.southlanddc.govt.nz/council/elections).

### **Resolution**

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

**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**

## 7.6 Community board reporting

### Record No: R/25/5/24432

Community partnership leader – Kelly Tagg spoke to her report advising the Board of community service wards, operational and Council activities in the board area and across the district.

For the dog bylaws and control policy, Mrs Tagg offered to supply the Board with maps and how this will affect particular areas.

Mrs Tagg mentioned funding grants are available for the Community Partnership fund at the end of August 2025.

The museum for Lumsden was discussed and an option to house the stage coach in a Perspex fronted container instead of inside the railway building was an option to consider as it may be more cost effective than to retrofit the building.

The Mossburn playground and tennis court with new footpaths have been completed and the basketball hoop has been erected with new swings to replace the old tire swings.

The installation of a new barbeque facility for Garston has been extended to retain funding.

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### Resolution

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

**That the Northern Community Board:**

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

## 7.7 Councillor update

### Record No: R/25/5/25457

Councillor O'Brien spoke to Local Water Done Well arising from the Council's consultation with ratepayers which includes the unique rural context for the district.

Key notes highlighted were the following:

- Council operates 19 water treatment plants within the district
- of the 193 submissions received (and I have read them) 97% of respondents supported the adjusted status quo model
- submitters expressed the importance of local control, cost efficiency, simplicity and the desire to keep the entity inhouse
- there was concern from a number of people about the costs and reorganisation of establishing a separate, standalone Council Controlled Organisation
- Council will have to decide how to meet its statutory obligations and to implement a sustainable model for the delivery of drinking, waste and stormwater services to the Department of Internal Affairs (DIA) by the deadline of 3 September 2025
- the water service delivery plan (WSDP) must prove how Council will ensure regulatory compliance and maintain or improve levels of service by 30 June 2028.

### Resolution

Moved Carolyn Smith, seconded Sonya Taylor **and resolved:**

**That the Northern Community Board:**

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

## 7.8 Chairperson's report

**Record No: R/25/6/25663**

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 Centre Hill and Mavora Lakes
- a thank you to Deputy Chair, Lance Hellewell, for chairing the meeting in my absence.

### Board member updates

**Mrs Taylor** asked staff about the course of action to replace the dying memorial tress in Mossburn and staff suggested that when new trees are planted, they should be drip water feed and surrounded by mulch.

**Mrs Naylor** mentioned Tarryn Copeland from the Garston Playgroup will move the into the new school build next term. The Board discussed the fate of the old post office building on Council land and questioned if it would be sold or repurposed. Mrs Reedy commented that this small building is old, cold and has plumbing issues. The Board suggests consulting Garston's community for the determination of the building through meetings with the Garston promotion group.

**Mrs Reedy** attended the community services award ceremony held for Jeanna Rodgers and also attended the Governance training held on 15 April 2025 at the Lumsden Memorial Hall facilitated by Southland Community Law.

### Resolution

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

**That the Northern Community Board:**

- a) **receives the report titled “Chairpersons report” dated 3 June 2025.**

---

**7.9 Next meeting**

**Record No: R/25/5/24587**

**Resolution**

Moved Sonya Taylor, seconded Carolyn Smith **and resolved:**

**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.**

The meeting concluded at 7.10pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE NORTHERN COMMUNITY BOARD  
HELD ON 9 JUNE 2025.

**DATE:**.....

**CHAIRPERSON:**.....



Attachment A

## 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 Community Board submission on Dog Control Bylaw and Dog Control Policy Review 2025

Record no: R/25/7/33254

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 Dog Control Bylaw and Dog Control Policy Review 2025 and to also ratify the submission that was lodged on behalf of the board on 9 July 2025.

### Executive summary

2. Consultation for the Dog Control Bylaw and Dog Control Policy Review 2025 opened at 9am on Monday 12 May 2025 and closed at midday on Sunday 13 July 2025.
3. A draft submission for the Dog Control Bylaw and Policy review consultation process was circulated to the board for comment on 1 July 2025. Feedback from the board was collated via email and telephone conversations which enabled the amended submission to be lodged on 10 July 2025. The submission took into consideration the boards knowledge of community views on this matter.
4. A proforma submission was lodged with Council on 10 July 2025 to enable the board to provide feedback on the proposed Dog Control Bylaw and Dog Control Policy review 2025 before the end of the consultation period.
5. At this meeting, staff are recommending the board formally ratify the submission.
6. 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 Dog Control Bylaw and Dog Control Policy review 2025 and potentially influence the final bylaw that is adopted by Council. If the board decides to withdraw the submission, a disadvantage will be not having the opportunity to have a say about the proposed Dog Control Bylaw and Dog Control Policy Review 2025.
7. 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 Dog Control Bylaw and Dog Control Policy Review 2025”.**
- b) ratifies the submission on the Dog Control Bylaw and Dog Control Policy Review 2025 (included with this report as Attachment A) that was lodged with Council on 10 July 2025.**

## **Attachments**

- A Northern - Dog Bylaw Submission Form**



## DOG CONTROL BYLAW AND DOG CONTROL POLICY REVIEW 2025

### PRIVACY STATEMENT



The personal information that you provide in this form will be held and protected by Southland District Council in accordance with our privacy policy and with the Privacy Act 2020. The privacy policy explains how we can use and share your personal information in relation to any interaction you have with Council, and how you can access and correct that information.

Submissions including your name and opinions on the consultation will be published and made available to elected members and the public. Any personal details, excluding your name, collected in the 'your details' section will be redacted before publishing. Please note that you should not include any personal information in the open text fields of the submission form if you do not wish it to be made public.

Contact details provided by you may be given to elected members if they wish to contact you about your submission. Contact details may be used by Council staff for administration of the consultation process. Council staff will have access to complete submissions for the purposes of analysing feedback.

I have understood and agree with the privacy statement (required) ☒

### PERSONAL DETAILS

First name (required) **Greg**

Last name (required) **Tither**

Are you submitting on behalf of an organisation? ☒

Organisation name (required) **Northern Community Board**

Postal address (required) **C/- 15 Forth Street, Invercargill**

Email (required) **greg.tither@foursquare-si.co.nz**

Would you like to speak to your submission at a Council hearing? ☐

Please provide a contact phone number (required) **027 203 2672**

## SUBMISSION QUESTIONS

### NEW DEFINITIONS

Do you support the proposal to include **definitions** and the wording proposed for 'Effective Control' and 'Public Place' in the Bylaw?

Yes ☒

No ☐

No opinion ☐

**Effective control means**

- you are aware of where the dog is and what it is doing
- you are close enough to prevent issues including nuisance or danger to other people, animals, wildlife, and property
- you can bring the dog quickly to heel through verbal command, whistle, physical signal or gesture, or restraint.

**Public place means**

- a) a place that, at any material time, is open to or is being used by the public, whether free or on payment of a charge, and whether any owner or occupier of the place is lawfully entitled to exclude or eject any person from that place; and
- b) includes any aircraft, hovercraft, ship or ferry or other vessel, train, or vehicle carrying or available to carry passengers for reward.

Please provide comments to support your view

# LOCATION SPECIFIC PROPOSALS

Proposed maps for the following areas can be found in the **Draft Dog Control Bylaw 2025** or on the Key changes proposed page on <http://southlanddc.govt.nz/dogbylawreview>



## TE ANAU



Do you support the proposal to permit dogs on leads in the Te Anau town centre?

Yes ☒

No ☐

No opinion ☐

Please provide comments to support your view

## CURIO BAY

**Q1.** Do you support the proposal for “dogs on leash” on Waikawa Curio Bay Road from the Cook Creek Access south?

Yes ☒

No ☐

No opinion ☐

Please provide comments to support your view

**Q2.** Do you support the proposal for “dogs prohibited” on Council land between the campground and the Ara Pahu subdivision?

Yes ☒

No ☐

No opinion ☐

Please provide comments to support your view

**Q3.** Do you support the proposal for “dogs prohibited” on Council land north of Mair Road?

Yes ☒

No ☐

No opinion ☐

Please provide comments to support your view

**Q4.** Do you support the proposal for dogs to be prohibited on the beach from Cook Creek southward and out to the mean low water springs shoreline as indicated?

Yes ☒

No ☐

No opinion ☐

Please provide comments to support your view



# WYNDHAM DOG EXERCISE AREA

Do you support the proposal to reduce the dog exercise area in Wyndham?

Yes ☐

No ☐

No opinion ☒

Please provide comments to support your view

## ADDITIONAL COMMENTS

Please share any further comments you may have on Council's Draft Dog Control Policy 2025 and Draft Dog Control Bylaw 2025: ( draft policy and bylaw can be found on <http://southlanddc.govt.nz/dogbylawreview> )

- 1. The board would like to see the prohibited area at the memorial monument in Lumsden changed to be dogs on lead.**

## HOW TO RETURN YOUR SUBMISSION

Post a submission form to:

Southland District Council  
PO Box 903  
Invercargill 9840  
ATTN: Draft Dog Control Bylaw and Policy 2025 Submissions

Deliver a submission form to Southland District Council, head office, 15 Forth Street, Invercargill, or to any Southland District Council area office.

Email a submission form to [submissions@southlanddc.govt.nz](mailto:submissions@southlanddc.govt.nz)

## Roading bylaw, policy and policy procedures' review

**Record no:** R/25/7/35876

**Author:** Chris Rout, Team leader, organisational policy

**Approved by:** Hartley Hare, Strategic Manager Transport/Acting GM Infrastructure and Capital Delivery

☐ Decision

☐ Recommendation

☒ Information

### Purpose

1 The purpose of this report is to provide:

- information to the Northern Community Board (the board) on the review of the Rounding Bylaw 2008 (Revision 3 2024), Rounding Policy 2008 (Revision 1 2015) and Rounding Policy Procedures 2008 (Revision 1 2015); and
- opportunity for the board to give feedback on the rounding documents which will assist staff to identify issues and propose options for Council before undertaking public consultation.

### Executive summary

- 2 The Rounding Bylaw 2008 Revision 3 2024, Rounding Policy 2008 Revision 1 2015 and Rounding Policy Procedures 2008 Revision 1 2015 (collectively referred to as the rounding documents) are currently due for review.
- 3 Each document has a distinct purpose to control and enforce prohibited activities, set Council's management approach, or set the criteria for permitted activities in the road environment.
- 4 As part of the review staff have identified matters for consideration by Council to be addressed in each document and are seeking feedback from the board on both these matters and the rounding documents themselves.
- 5 If the board chooses to provide feedback, staff will include this for consideration as part of the issues and options to be presented to Council for public consultation.

## Recommendation

That the Northern Community Board:

- a) receives the report titled “Roothing bylaw, policy and policy procedures' review”.
- 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) provides feedback for the review of the Roothing Bylaw 2008 (Revision 3 2024), Roothing Policy 2008 (Revision 1 2015) and Roothing Policy Procedures 2008 (Revision 1 2015).

## Background

- 6 The roading documents are suite of documents which collectively outline Council’s approach to the management and use of roads within Southland district.
- 7 The review frequency for the roading documents is drawn from the approach applied to the Roothing Bylaw 2008 Revision 3 2024 (the bylaw), and although bylaws under the Land Transport Act 1998 do not have a set review timeframe, it is good practice for Council’s review approach to be consistent with the 10-year review cycle other bylaws follow under the Local Government Act 2002.
- 8 In accordance with the above approach, review of the roading documents is now due, with the last full review undertaken by Council in April 2015, and only targeted amendments made to the roading bylaw since under Revision 2 in 2018 and Revision 3 in 2024, both to address parking issues on Rakiura/Stewart Island.

## Roothing bylaw

- 9 The bylaw is considered secondary legislation which is established by Council in accordance with authorities granted under the Land Transport Act 1998 to control activities that are of a nuisance to the general public in use of or within the roading environment.
- 10 The bylaw focuses on management of:
  - stock on roads including droving, grazing, debris on the road, gates and damage;
  - parking restrictions including mobility parking and electric vehicle charging, restriction times, locations, etc;
  - one-way roadways;
  - heavy traffic prohibitions; and
- 11 The bylaw has not been attached to this report, but can be accessed online from Council’s website: <https://www.southlanddc.govt.nz/council/bylaws-and-policies/bylaws/>.

## Roothing policy

- 12 The Roding Policy 2008 (Revision 1 2015) (the Policy) confirms Council's role for managing its roading network confirming Council's policy position in relation to matters of:
- road safety;
  - accessibility;
  - road management;
  - levels of service;
  - environmental effects; and
  - community effects.
- 13 The policy also applies the goals, objectives and levels of service set in Council's Long Term Plan and maintains consistency with roading strategies and objectives set at a regional and national level.
- 14 The policy has not been attached to this report but can be accessed online from Council's website: <https://www.southlanddc.govt.nz/council/bylaws-and-policies/policies/>.

### **Roding policy procedure**

- 15 Council's Roding Policy Procedures 2008 (Revision 1 2015) (policy procedures) is an operational management document which enacts the roading policy and roading bylaw.
- 16 The policy procedures set out the administration and process requirements for specified activities within the road environment. These provide procedural details in relation to permits and applications, compliance, bonds and insurances and include processes to be followed relating to the following activities on district roads or within the road reserve:

Stock crossings at grade	Signs on roads	Structures on the road margin
Stock races	Grazing the road margin	Whitebait huts
Stock underpasses	Road margin planting	Trees on roads
Debris on the road	Cultivation of road margin	Permanent fencing in the road margin
Operating on the road	Use of roads and road licences	RAPID numbering
Lower a road culvert	Gates across roads	Road naming
Drainage on roadsides	Requests to physically form roads	i centre signs
Public utilities and services on roads	Stopping of roads	Changes to road types
Private utilities and services on roads	Temporary closure of roads for public events	Stock droving
Vehicle accessways	Temporary closure of roads for roading purposes	Property numbering

Dust suppression on roads	Storage on the road margin	Rural accessway, (commercial)
---------------------------	----------------------------	-------------------------------

- 17 The policy procedures have not been attached to this report but can be accessed online from Council's website: <https://www.southlanddc.govt.nz/council/bylaws-and-policies/policies/>.

### Issues

- 18 Staff have identified a number of key matters within the roading documents where changes may need to be considered for each document in the tables below. These changes are being considered in addition to any changes or issues raised in feedback from community boards.

### Roading bylaw

- 19 The following matters are proposed to be within the scope of review of the bylaw.

Topic	Issues
Parking	<ul style="list-style-type: none"> <li>alignment between bylaw and physical signage and markings present in the road environment</li> <li>introducing electric vehicle parking</li> <li>reviewing mobility parking coverage</li> <li>introducing permit parking framework for boat trailer parking on Rakiura/Stewart Island.</li> </ul>
Stock on roads	<ul style="list-style-type: none"> <li>reviewing permit thresholds and requirements for driving.</li> </ul>
One-way roadways	<ul style="list-style-type: none"> <li>reviewing status of any temporary one-way roads.</li> </ul>
Fines	<ul style="list-style-type: none"> <li>alignment to fine provisions of Land Transport Act 1998</li> </ul>
Unformed legal roads access	<ul style="list-style-type: none"> <li>folding in Ashton Flats Roding Bylaw under a new section prohibiting vehicle access to specified unformed legal roads</li> <li>additional restriction for vehicle access to the riverside unformed legal road beside the Oreti River at Wallacetown.</li> </ul>
Drafting	<ul style="list-style-type: none"> <li>exploring options to be more responsive to requests for changes to application of restrictions between reviews</li> <li>drafting tidy ups and corrections.</li> </ul>

- 20 The Ashton Flats Roding Bylaw has not been attached to this report, but can be accessed online from Council's website: <https://www.southlanddc.govt.nz/council/bylaws-and-policies/bylaws/>.

### Roading Policy

- 21 The following areas are proposed to be within the scope of review of the policy.

Topic	Issues
Alignment to LTP	<ul style="list-style-type: none"> <li>update to policy to maintain alignment with the 2024-2034 Long Term Plan.</li> </ul>

Alignment with other documents	<ul style="list-style-type: none"> <li>review policy against regional and national roading strategies and objectives and update where required.</li> </ul>
Drafting	<ul style="list-style-type: none"> <li>drafting tidy ups and corrections.</li> </ul>

### **Roading policy procedures**

- 22 The following areas are proposed to be within the scope of review of the policy procedures.

Topic	Issues
Out of date references	<ul style="list-style-type: none"> <li>updates to replace references which are now out of date.</li> </ul>
Alignment to current practice	<ul style="list-style-type: none"> <li>update to policy procedures where operational practice has moved on since previously reviewed.</li> </ul>
Drafting	<ul style="list-style-type: none"> <li>drafting tidy ups and corrections.</li> </ul>

### **Feedback sought**

- 23 Staff would like to receive feedback from the board for the review of the roading documents including the key matters raised above. Are there any areas where changes are required? For instance, under the bylaw are there any locations, times or restrictions which need to be expanded, reduced or amended, particularly within your board area? Are new restrictions required? Do policy or policy procedures need to be changed? Do we need to alter our scope?

### **Factors to consider**

#### **Legal and statutory requirements**

- 24 Section 22AB of the Land Transport Act 1998 provides Council authority to establish bylaws as it thinks fit for specified purposes to restrict or control activities in the road environment.
- 25 Council has general authority under Section 12 of the Local Government Act 2002 to adopt the policy and policy procedures.
- 26 Although Council is not legally required to have either the bylaw, policy or policy procedure, these have been put in place for the purposes set out above.

#### **Community views**

- 27 As part of its decision-making process, Council must give consideration to the views and preferences of those people affected, or likely to have an interest in, the matter.
- 28 Staff are currently in the process of conducting pre-engagement with stakeholders, community boards (under this report) and the wider community to help identify and analyse issues, propose solutions and prepare drafts of the roading documents for consideration by Council.
- 29 There will also be a formal consultation process based on Council's preferred approach to further understand community views on this issue prior to Council making its final decision.

#### **Costs and funding**

- 30 Costs associated with reviewing the roading documents will be met within current Council budgets. Costs will include staff time and advertising to meet the legal requirements of review and undertake public consultation.

- 31 Any additional costs to implement and manage changes made to the roading documents are yet to be identified and have funding sources determined.

### Policy implications

- 32 Council may not be able to support enforcement of more significant changes to the bylaw due to limitations in Council's enforcement activities under Enforcement Policy, or enforcement may only be achievable at the cost of other enforcement activities, or at additional cost to Council.
- 33 Some changes to the roading documents which go beyond existing operational practice will likely require supporting administration changes to implement and remain in place which may incur additional costs for Council.

### Analysis

#### Options considered

- 34 Staff have identified two ways the board could proceed:
- **Option 1** - Provide feedback to Staff for the review of the roading documents
  - **Option 2** - Provide no feedback for the review of the roading documents at this stage.

#### Analysis of options

##### Option 1 – Provide feedback to staff for the review of the roading documents.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>• the overall view of the board will be known by Council</li> <li>• board feedback is able to be considered and included at an early stage</li> <li>• significant feedback will not require additional consultation to be considered</li> </ul>	<ul style="list-style-type: none"> <li>• the board may want more time to liaise with its community.</li> </ul>

##### Option 2 – Provide no feedback for the review of the Roothing Documents at this stage.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>• the board has more time to liaise with its community.</li> </ul>	<ul style="list-style-type: none"> <li>• Council will not know the overall view of the board</li> <li>• board feedback is not able to be considered and included at an early stage</li> <li>• more significant feedback provided at a later date may not be able to be considered without additional community consultation.</li> </ul>



**Assessment of significance**

- 35 The Local Government Act 2002 (the LGA) requires Council to consider the significance (or the degree of importance) of all decisions in order to determine the required level of engagement with the community.
- 36 Staff have assessed this matter as being 'not significant' in relation to Council's Significance and Engagement Policy and the LGA, primarily due to staff only seeking feedback from the board at this stage, with no decision yet required.
- 37 Any feedback provided by the board in connection with this report will help inform community views presented to Council for its later decision purposes in relation to this matter, which will have a separate, and likely higher, assessment of significance.

**Recommended option**

- 38 Council staff recommend that the board proceed with Option 1, and provide feedback to Council staff for the review of the roading documents.

**Next steps**

- 39 Staff will compile feedback from community boards on the roading documents and consider this as part of issues and options developed for proposal to Council prior to public consultation.

**Attachments**

There are no attachments for this report.



## Lumsden mini golf proposal

**Record no:** R/25/5/25040

**Author:** Jacqui Lighthart, Community facilities contract manager

**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 consider whether it wishes to approve an application to construct a structure, being a mini golf course, at 23 Diana Street, Lumsden which has been submitted by the Balfour Lions Club.

### Executive summary

2. The Balfour Lions Club have submitted an application to construct a mini golf course on Council land, being the Lumsden town centre reserve, located at 23 Diana Street, Lumsden.
3. The Balfour Lions Club will maintain ownership and responsibility for the ongoing maintenance, including any insurance, of the mini golf course, subject to construction being supervised by Council staff.
4. The Balfour Lions Club will also be responsible for the cost of constructing the mini golf course, which is estimated to have a value of \$30,000, including any consent costs.
5. A licence to occupy, which will set out the terms of the arrangement, will need to be entered into between Council and the Balfour Lions Club.

## **Recommendation**

**That the Northern Community Board:**

- a) **Receives the report titled “Lumsden mini golf proposal”.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Approves the application submitted by the Balfour Lions Club to construct a building or structure, being a mini golf course, on property owned by Southland District Council.**
- e) **Provides feedback on the preferred location of the mini golf course.**
- f) **Recommends to staff that a licence to occupy over 23 Diana Street, Lumsden is entered into with the Balfour Lions Club for the space occupied by the mini-golf course with a rental of \$1.00 per annum, if demanded.**

## **Background**

- 6. The Balfour Lions Club have submitted an application to construct a structure on council land for the installation of a mini golf course at 23 Diana Street, Lumsden.
- 7. The Northern Community Board is able to give approval for this project to proceed.
- 8. The value of the project is \$30,000 which is to be funded by the Balfour Lions Club.
- 9. A copy of the application form prepared by the Balfour Lions Club and supporting information is attached to this report.

## **Issues**

- 10. The Northern Community Board must determine whether it is supportive of the mini golf course being built on Council land.
- 11. The Lions Club have provided two options (options A and B) for the location as set out in attachment B.
- 12. Their preferred option is option A so that they can make use of the natural incline of the hill in that area but they have also offered an alternate location (option B) should the board not wish to approve their preferred option.

## **Factors to consider**

### **Legal and statutory requirements**

- 13. The Balfour Lions Club have submitted an application to construct a structure on Council land.

14. If approval from the board is received, staff will draft a licence to occupy document to reflect the agreement between Council and the Balfour Lions Club. It has been suggested that the annual rental shall be \$1.00 per annum, if demanded.
15. This suggested amount is in keeping with other similar agreements held between Council and other parties around the district.

**Community views**

16. The views of the community board are deemed to represent views of the wider community however, staff will support the board if it wishes to carry out wider consultation with the community on this matter.

**Costs and funding**

17. The Balfour Lions Club have indicated that the value of the structure will be \$30,000 and that they will be responsible for these costs along with any ongoing maintenance costs, insurance and any consent costs.

**Policy implications**

18. None identified

**Analysis**

**Options considered**

19. The board must determine whether it wishes to give approval for the Balfour Lions Club to construct a mini golf course on Council land located at 23 Diana Street, Lumsden.

**Analysis of options**

**Option 1 – Approves the application submitted by the Balfour Lions Club to construct a building or structure, being a mini golf course, on property owned by Southland District Council.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>the project is able to proceed and will be a great asset for residents and visitors to Lumsden and the Northern Southland area.</li></ul>	<ul style="list-style-type: none"><li>none identified.</li></ul>

**Option 2 – Does not approve the application submitted by the Balfour Lions Club to construct a building or structure, being a mini golf course, on property owned by Southland District Council.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>none identified.</li></ul>	<ul style="list-style-type: none"><li>the project is not able to proceed and an opportunity to expand the visitor experience in Lumsden will be lost.</li></ul>

**Assessment of significance**

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

**Recommended option**

21. Option one - approves the application submitted by the Balfour Lions Club to construct a building or structure, being a mini golf course, on property owned by Southland District Council.

**Next steps**

22. Staff will advise the Balfour Lions Club and prepare a licence to occupy for signing.

**Attachments**

- A Application to construct mini golf course - 23 Diana St, Lumsden
- B Lumsden Mini Golf location options



## Application to construct a building or structure on property owned by the Southland District Council

NAME OF APPLICANT	James Titter on behalf of Balfour Lions.
POSTAL ADDRESS	586 Lumsden Dipton Highway
TELEPHONE	[REDACTED]
EMAIL	[REDACTED]
(A)	Describe property and the location on the property upon which it is proposed to place a building or structure. (Map or diagram required). either next to the play ground or the old jail in Lumsden, will be a concrete/corral fenced mini golf course.
(B)	Describe what is to be constructed. (Plans or photographs required). an open play mini golf course "9 hole with an option to expand to 18 hole if successful."
(C)	Detail why the building or structure is to be placed on Council property. as it would be a good location for potential customers, "families, freedom campers"
(D)	What is the value of the structure? \$30,000
(E)	Who is to be the owner of the structure after construction – ie who will be responsible for ongoing maintenance? The Balfour Lions club.
(F)	If the structure is not to be owned by Council, please advise whom any site lease is to be entered into with. The Balfour Lions club.



(G)	Who will be applying for and complying with the conditions of any consents required to be given? (ie, building or resource consents).
	<i>The Balfour Lions Club.</i>
(H)	Who will be responsible for insuring the structure?
	<i>The Balfour Lions Club.</i>
(I)	Identify any known liability associated with any existing structure being added to, or modified.
	<i>It would not effect any existing structures.</i>

Please note:

1. That Southland District Council or relevant community board, has the right to decline any application (stating the reason) or place any conditions that it deems appropriate.
2. If and when Southland District Council agrees to become the owner of the structure, all decisions in respect to the ongoing maintenance and retention of the structure shall be at the sole discretion of Council, or community board.

A handwritten signature in blue ink, appearing to read "Jonathan".

SIGNED

*24/3/25.*

DATE









Option A



Option B





## Community board reporting

**Record no:** R/25/7/36248

**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 30 July 2025.

### Attachments

- A Northern Community Leadership Report - 11 August 2025
- B Northern operational report - August 2025
- C Active Southland report - August 25



## 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. This footpath has now been constructed.
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 considered at the 9 June meeting and funding was granted as below:

- |   |         |
|---|---------|
| • Lumsden Bowling Club – defibrillator for clubrooms              | \$1,000 |
| • Southern Cancer Society Trust – operational costs               | \$2,500 |
| • Northern Southland Resource Centre Ch Trust – operational costs | \$3,500 |
| • Northern Southland Reforestation Trust – nursery manager wages  | \$1,443 |
| • Garston Cemetery Trust – new cemetery beam                      | \$1,443 |

## **Community Partnership Fund**

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

## **Community Service Award Nominations**

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Nominations for the 2026 round of Community Service Awards are open and will close on 30 September. Nomination forms are available on the SDC website and from local area offices.

## **Mossburn playground upgrade**

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The Mossburn playground at Memorial Park has now been upgraded. A new piece of play equipment has been installed and an area for playing basketball has also been constructed. A footpath was also constructed between the playground and tennis courts to improve access. This aspect of the project was funded using remaining funds from the tennis court upgrade.





## What's happening across the district

### Stewart Island/Rakiura energy solution

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Southland District Mayor Rob Scott is thrilled that a solution has been found to provide cheaper, renewable electricity to consumers on Stewart Island/Rakiura.

Associate Minister of Regional Development Mark Patterson announced a suspensory loan of \$15.35 million to the Rakiura Energy Solutions project at a public meeting on the island on 23 June 2025. About 90 people were in the Stewart Island Community Centre to hear the announcement.

The suspensory loan, from the Regional Infrastructure Fund, will enable the construction of a 2 megawatt solar farm and a 4 megawatt battery, as well as upgrades to the electricity supply network.

Mayor Scott said: "Stewart Island is a big jewel in New Zealand's crown, and electricity prices at 85 cents have got to the point where it is impacting the small resilient community that lives there. This announcement is huge and will have a significantly positive impact, not just on the island but for New Zealand.

"I'm rapt that the government has recognised this and chosen to invest in Rakiura. The community is long overdue for a solution, and I am looking forward to seeing it all unfold."

The Rakiura Energy Solutions project has been exploring options since 2023 to reduce Stewart Island's reliance on diesel generators to produce electricity. The project is being run by Southland District Council and the Stewart Island/Rakiura Community Board, working alongside the Stewart Island Electrical Supply Authority (SIESA) and PowerNet.

Island consumers currently pay 85 cents per kilowatt hour, around 240% more than mainland New Zealanders pay for electricity.

Procurement will take place immediately, with contracts in place by the end of 2025. It is anticipated that construction and upgrades will begin at the start of 2026, with the project completed and the network integration fully commissioned by the end of 2027.

### Community Service Award – Michael McLees

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You can bet Michael McLees wouldn't be a fan of all the fuss, but it's definitely warranted.



Regarded as a 'quiet achiever', the Blackmount man, who passed away last year, had continued a long-standing family legacy of service. The McLees family have farmed their Dunluce property for over 125 years, with each generation respected for its dedication to the community.

Mr McLees substantial contributions were formally recognised with the presentation of a posthumous Community Service Award from Southland District Council and the Tuatapere Te Waewae Community Board on 19 June 2025.

Southland Mayor Rob Scott said he was proud to recognise Mr McLees' tireless commitment.

"We are here not only to present a Community Service Award, but to honour someone who truly embodied the spirit of service," he said.

"Michael sounds like he wasn't the kind of person who sought the spotlight, in fact, he probably would've preferred we skipped the speeches and got straight to the working bee. But today is about remembering and celebrating his contributions."

Mr McLees served with the Blackmount Fire Group for an incredible 38 years, including roles as deputy fire chief and secretary. While previous records were lost, he attended 84 callouts and 390 training sessions since 2009 – an impressive 97.5% attendance rate – and received numerous honours, including the Gold Star Award and Long Service and Good Conduct medals.

He was instrumental in the Blackmount Pool Committee, helping bring a valuable community asset to life, and was involved in governance on the Blackmount School Board of Trustees.

Following in his mother's footsteps, he served on the Blackmount Chapel Committee.

Contributing to a positive morale, he managed the very popular Friday Night Club from 1998 to 2015, a much-needed social hub for local farmers.

"Michael was described as a 'quiet achiever', someone who leads by example, says very little, but when he does it's worth listening to, and always shows up when needed," Mayor Scott said.

"His presence at working bees, fundraisers, and community events has been a constant source of support to the Blackmount community.

"Michael's legacy isn't just in the buildings he helped build or the fires he helped fight, it's in the community he helped build through his willingness to help. May his example continue to inspire us all to serve, to show up, and to care."



## Community Service Award – Mairi Dickson

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The fact it would be impossible to count the hours Mairi Dickson has dedicated to the Waikaia community speaks volumes.

Her involvement spans over five decades and stems across all facets of life.

Mrs Dickson's significant contributions were formally recognised with the presentation of a Community Service Award from Southland District Council and the Ardlussa Community Board last on 18 June 2025.

Southland Mayor Rob Scott said he was incredibly proud to bestow the honour.

"People often ask me if the mayoral chains are heavy and I tell them they weigh hardly anything because of the work done in communities by people like Mairi," he told the big crowd at the Waikaia Hotel on Wednesday night.

"She has been a tireless advocate for both Waikaia and the wider Southland community. The time she's dedicated to so many organisations and initiatives over the years is absolutely inspiring.

"Her efforts have had a remarkable impact for the community, particularly given the vital role she played in the establishment of the Switzers Waikaia Museum."

From conception to reality, Mrs Dickson was a key figure in the creation of the museum – a project she embarked on with her mother. Her countless hours of planning, fundraising and project management were crucial to seeing the remarkable asset come to life and she continues to ensure the museum's success as its current chairperson.

Her service extends across many community spheres where she has taken on pivotal roles such as secretary, treasurer and president in organisations such as the Waikaia Hall Committee, Waikaia Districts Progress League, Waikaia/Riversdale RSA, Waikaia Cemetery Committee and, since 2001, the town's Red Cross.

In addition, Mrs Dickson has been a first responder for St John since 2008.

Highly respected for her compassionate nature, she has been known to drop everything to drive elderly residents to appointments and, at the opposite end of the generational spectrum, spent many years as school secretary, camp helper and even bus driver for Waikaia School.

In the arts space, Mrs Dickson has been an enthusiastic volunteer with the operatic societies in Gore and Balfour.

A Justice of the Peace, her extensive community involvement has been previously recognised with a Queen's Service Medal (QSM) and Woman of the Year at the Gore District Community Awards in 2020.

Whether supporting small local events or co-ordinating centennials and large-scale community functions, Mrs Dickson's willingness to help in any capacity has made her an invaluable stalwart of the region.



## **Community Service Award – John Miller**

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You'd be hard pressed to find a local organisation Riversdale's JD (John) Miller hasn't been involved in.

His extensive contributions were formally recognised with the presentation of a Community Service Award from Southland District Council and the Ardlussa Community Board 3 July 2025.

Southland Mayor Rob Scott said he was honoured to recognise Mr Miller's incredible dedication.

"This community wouldn't be the same without people like JD who take real ownership of it and lead by example," he said.

"These community service awards carry a lot of mana with them. When you look at the people they are presented to you soon realise that's where the mana comes from.

"Looking at the work JD has done across every single facet of the Riversdale community, he certainly is a deserving recipient of this award."

Having lived in the Riversdale area his entire life, Mr Miller's involvement extends from the sports field to a range of key community organisations.

Most notably, the Riversdale Cemetery Trust benefited from his dedication for over 50 years as sexton – a position he only recently resigned from.

"I want your job next," Mr Miller quipped to Mayor Scott, who in turn let him wear the mayoral chains – briefly.

Mr Miller, who completed compulsory military training in his teenage years, joined the RSA in 1993 and has held roles including president of the Riversdale branch and parade marshal for 10 years each. He was awarded life membership in 2012.

On the rugby field, his 21-year playing career led to 10 years of refereeing and various coaching roles with Riversdale teams and the Northern Colts. His administration duties included three stints as club secretary and president of the Northern Southland Rugby Union. Life membership was bestowed in 2009.

"It was a terrific time to play rugby," Mr Miller said. "You got to play with and against All Blacks."

Mr Miller has been involved with running the grounds for the Riversdale Combined Sports Association for over 30 years.

In operation for 21 years, Mr Miller was the St John medic for the rugby club and was awarded a brother title for his contribution.

"I joined St John with my wife Doreen as it was something we could do together. I used to carry the bag but Doreen did all the thinking," he said.

His commitment to the day-to-day running of the Riversdale, Waikaia and Wendon Presbyterian churches has been substantial for over 30 years, including 20 years as treasurer.



## Wyndham Museum Demolition

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Initial work for the demolition of the Wyndham Museum started on 26 May and involved the establishment of site facilities, fencing, traffic control in front of the building and protection of the overhead power lines before scaffolding was erected.

Demolition of the building started from 3 June and involved a combination of mechanical and manual deconstruction, using both long reach excavators with specialist attachments and, where required, hand tools primarily on boundary walls adjacent to existing buildings.

Total demolition has been completed and some final tidy up work is being undertaken.

The concrete foundation along the front needs to be cut off at ground level and some flashings tidied up where the museum joined into the building to the north.

Southland firm Ryal Bush Transport successfully tendered for the project.

Home to the Wyndham and District Historical Museum, the building was closed in 2017 after it was deemed earthquake prone.

The museum boasted an extensive collection relating to the wider Wyndham area, including family genealogy, sheep and dairy farming, dairy factories, horse racing, household items and histories of local clubs and societies.

Following the building's closure, the collection was digitised with the assistance of Project Ark, a collaboration between the Inverclyde City Council, and the Southland and Gore district councils to catalogue every item in the region's 12 museums which started in 2018.

Items are available to view online at [www.ehive.com](http://www.ehive.com).

Dedicated volunteers continue to actively fundraise with the aim of establishing a new museum on the site in the future.





## Manapōuri water supply future-proofed

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Water supply in Manapōuri is future-proofed following a \$3.6 million investment by Southland District Council.

Southland Mayor Rob Scott was joined by Council chief executive Cameron McIntosh, councillors, Fiordland Community Board members and contractor Fulton Hogan on site for the official opening of the new Manapōuri Water Treatment Plant on 27 June 2025.

Mayor Scott said the plant reinforced Council's decision to opt for the adjusted status quo model in Local Water Done Well was the right option, ensuring it retained full responsibility and control for water services while adapting to legislative changes and evolving Southland communities.

"It is always a proud moment when projects of this calibre come to fruition. This showcases we are very capable of delivering infrastructure and water services to Southlanders," he said.

"The ability of the locals to have direct input into what's happening in their own backyard and working in collaboration with Council is incredibly important and we've proven in the Fiordland area through projects like this it is a priority for us.

"While managed by Council, these assets are owned by the communities they serve and, together with the Fiordland Community Board, the residents of Manapōuri should be proud of what's been achieved. We are building for the future."

Lead contractor Fulton Hogan, together with Murray Wallace Electrical, started construction of the upgraded asset last year, with the plant commissioned as fully operational in March. It replaces the previous one built in 1969, which was approaching end of life, including the steel water tower.

The new plant features filtration and pH correction to ensure compliance with the latest drinking water legislation. Firefighting capacity has been improved with larger pumps and a generator for backup power.

Space has been set aside to accommodate town growth and further water quality enhancements if required in the future.



## Local Government Commission to investigate reorganisations of Southland councils

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The Local Government Commission will investigate a reorganisation of councils in the Southland region.

Southland District Mayor Rob Scott made the proposal in August last year to reorganise local government in Southland into two unitary authorities – one rural based and one for Invercargill city. Southland District Council then decided to progress the suggestion by lodging a formal proposal with the Local Government Commission (LGC).

The commission consulted with Gore District Council, Invercargill City Council, Southland District Council and Southland Regional Council (Environment Southland), as the local authorities that would be affected by the reorganisation initiative, before deciding whether to undertake an investigation.

LGC also engaged with Te Ao Mārama Incorporated, on behalf of Ngāi Tahu ki Murihiku.

The commission announced today that it had agreed to undertake an investigation in relation to Southland District Council's reorganisation initiative, noting that it met the aims of the Local Government Act by aiming to improve democratic local decision-making, increase efficiency and effectiveness in service delivery, and strengthen regional collaboration and representation.

Mayor Scott said he was pleased the Local Government Commission had seen merit in the proposal.

"There's definitely a need for change in local government in Southland," he said. "The people of Southland deserve relevant representation that is connected to their communities and is efficient and affordable.

"I'm looking forward to working with the commission over the coming months."

The commission said in its announcement today the initiative sets out potential benefits for the Southland region, and some concerns of the other affected councils may be able to be addressed in design of an investigation process.

"Each council and Ngāi Tahu ki Murihiku will have the opportunity to feed into development of the investigation process document, which may assist in allaying some concerns," the LGC decision said.

"On balance, there is sufficient potential to improve local government in the Southland region to justify the commission deciding to undertake a reorganisation investigation."

## Community funding

### District Initiatives Fund

Grants were distributed to the following organisations for the March funding round of the District Initiatives Fund:

• Southland Oral History Project/ Heritage South – volunteer travel	\$1,000
• Shepherdess – Muster Vibrant Communities event	\$8,497
• Winton Men's Friendship Club – travel costs for choir visits	\$1,500
• Ladies Club of Winton – travel costs for choir visits	\$1,500
• South Coast Environment Society – weekend workshops	\$3,000
• Tuatapere District Promotions – digihub training	\$1,500
• Fiordland Trails Trust – Leg 3 Te Anau Downs trail	\$10,000

Applications for the next funding round of the District Initiative Fund close on 20 September 2025.

### Other funding opportunities

Applications for the next funding round of the Sport NZ Rural Travel Fund close on 30 September.

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

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

**2025 local government elections** – the governance team will have now processed all the nominations for mayoral, councillor and board positions. The team will be busy preparing voting papers, a candidate profile booklet and preparing to issue special votes. Just a reminder that voting papers will be delivered from 9 to 22 September, and voting closes at noon on 11 October 2025. In September the governance team will be putting out orange bins as local receptors for voting papers (people can return their voting papers to these receptors or by using the provided return postal envelope).

**Preparation for the new triennium** – the team will be preparing for meetings, workshops and providing induction information to elected members in the new triennium. The governance team present a number of reports to Council and community boards after the election.

**Elected member remuneration** – the annual elected members determination has been made, which makes minor amendments/increases to elected member pay. The new rates can be viewed here: <https://www.legislation.govt.nz/regulation/public/2025/0140/latest/LMS1450657.html>

**Mileage claims** - Please remember to send these claims through promptly to Rachael Poole at [rachael.poole@southlanddc.govt.nz](mailto:rachael.poole@southlanddc.govt.nz).

### Local Alcohol Policy Review

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Council staff are undertaking a review of the local alcohol policy LAP (<https://www.southlanddc.govt.nz/assets/Bylaws-policies-and-strategies/policies/Local-Alcohol-Policy-2019.PDF>)

Staff have been working with ICC and GDC staff at this early stage to engage with key stakeholders (such as Police, Public Health officers, Ministry of Health, Hospitality NZ) to obtain their views on the current LAP.

SDC and ICC are currently in a combined policy, but due to the specific concerns that ICC face, we decided on an issues-based approach to developing our policies separately. This means that SDC can focus more acutely on a community level where any issues may be raised about the regulation of alcohol sales.

Organisational Policy staff would really like to hear from community boards on how they feel the current LAP is working at a community level. Ana Bremer is the lead on this review and information can be provided to her. Likewise, any questions can be directed to Ana.

## Stakeholder updates

### Active Southland - update

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An update from Active Southland is attached.

### Highways South – update

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Drainage and earthworks for the new construction season will be beginning in August, with road renewals starting in September/October. The renewals in SDC area are listed below (note that the order and list may change). Residents and businesses will be kept informed, and all information will be available on our Facebook page – [www.facebook.com/HighwaysSouthNZ](https://www.facebook.com/HighwaysSouthNZ)

- SH93 Old Coach Road from Slopedown School Road to Hurst Road
- SH94 Te Anau-Mossburn highway from The Key south
- SH96 Winton-Hedgehope highway at Zwies Road, Browns



- SH96 Winton-Wreys Bush highway between Dunearn and Bayswater Road
- SH96 Nightcaps-Ohai highway approach to Ohai
- SH97 Mossburn-Five Rivers Road at intersection with SH6 - Five Rivers
- SH97 Mossburn-Five Rivers Road east of Ellis Road
- SH99 Wallacetown-Lorneville highway from town centre east

SH94 Te Anau-Milford highway near Sinclair Rd – pavement renewal

There are also two quite long chipseal sites this season:

- SH94 Lumsden-Riversdale highway west of Riversdale
- SH99 near Orepuki

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

Winter has been a mixed bag so far, teams continue to monitor road and weather temperatures until the end of September to enable snow and ice preventative treatments (CMA and grit) when necessary.

A call for anyone wanting to be added to the 'No-Spray' register will be going out shortly. Any properties who would like to be included in the register need to contact [snocadmin@southroads.co.nz](mailto:snocadmin@southroads.co.nz) by the end of August. Inclusion on this register means that teams will not spray the verge outside the property, and the onus is on the property owner to control the road reserve in front of their property to a noxious weed-free state in a rural area and ensure footpaths and kerblines are vegetation-free in an urban setting. No Spray signs must be installed - these are available from our office if required.

Feedback and questions from any of the boards is always appreciated.





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 – complete
- 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 (Lions invited to meeting)
- Garston Hall – rates issue

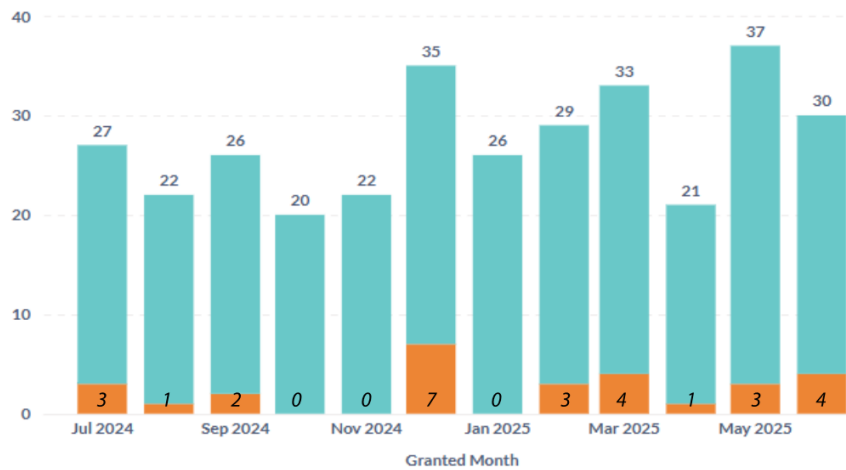
Upcoming priorities

Community board plan review.

Resource consents granted

RM applications granted for community board

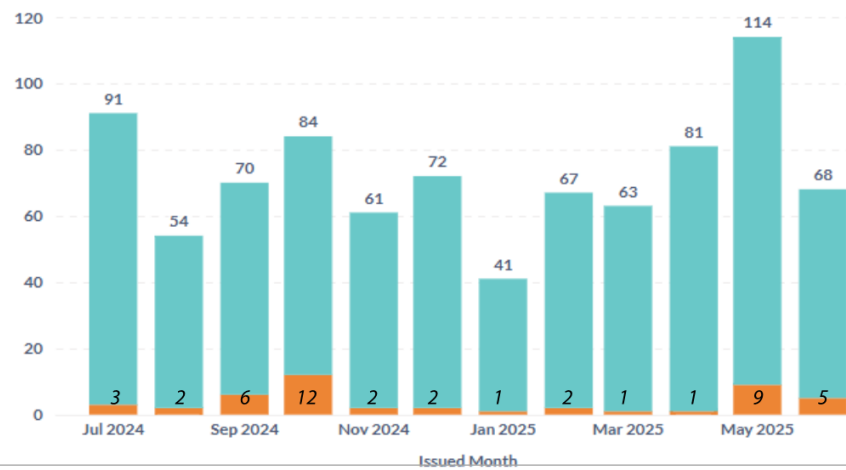
RestOfSDC BoardCount



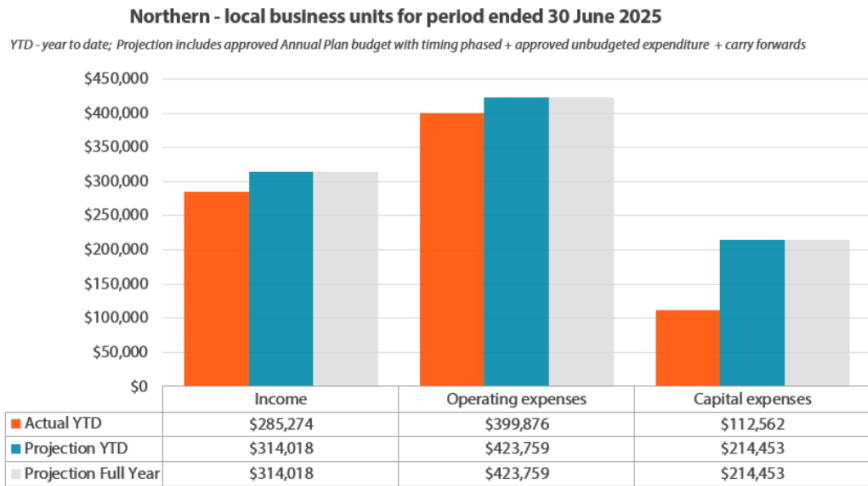
Building consents granted

Building Consents issued for community board

RestOfSDC BoardCount



Local Budget information



Budget notes

**Income** is \$29k (9%) under projection. This largely relates to interest on reserves of \$18k and community assistance grants of \$6k that will be processed as part of year end. \$6k relates to the timing of Better off Funding for the Mossburn Tennis Court resurfacing that has been used for the footpath.

**Operating expenses** are \$24k (6%) under projection. Maintenance is under projection in the parks and reserves by \$28k as general maintenance is largely reactive. Maintenance is over projection in the halls by \$17k largely due to the Five Rivers Hall painting project being reclassified to operating expenses with the budget sitting in capital expenses. Maintenance in other property is \$3k under projection and \$2k of the under projection relates to a maintenance project for a swing at Athol that is not required. Interest is \$6k under projection due to lower loan drawdowns than expected last year. Footpath maintenance is \$2k under projection.

**Capital expenses** are \$102k (48%) under projection. \$97k relates to Hall projects including the Lumsden Hall distribution board and heat pump project (\$50k) this project has had the contract awarded, the Athol Hall water tanks, pumps and filters (\$15k) that has been completed and the Five Rivers Hall painting (\$32k) with project costs being recoded to operating expenditure. \$3k relates to the Athol tennis court resurfacing that has been completed with the costs being in operating expenses.

NB: Please note these are based on draft end of June accounts and will change with year-end adjustments including final invoices and adjustments for purchases orders not required.

Local projects update

Activity	Name	Current Phase	Current Progress	BUDGET ACTUAL YTD
PUBLIC TOILETS	Mossburn toilet - renewal	Pre-delivery phase	On track	\$390,528
				\$33,629
				P-10633
Structural strengthening is on track. The second round of structural engineer's inspection was concluded, and final round is expected to take place early August.				
STORMWATER	Lumsden SE stormwater catchment investigation and improvement works	Pre-delivery phase	Monitor	\$463,000
				\$42,348
				P-10278
This is a multi year project with the 2024/2025 works being carried over to 2025/2026. Further works to be undertaken 2027/2028 and 2028/2029 and 2033/2034. Investigations and design for the 2024/2025 work is currently being undertaken but it is proving troublesome to get a consensus between Council and the designers as to the best most practicable and cost effective option. We are working through this, but it is delaying our programme. It is still our intention to have the physical works carry over and be out to tender in the 2025/2026 year for the first phase.				
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 2026/2027.				

Requests for service – breakdown by type

REQUEST TYPE	COUNT
Community housing - repairs and maintenance	2
Council facilities - offices, depots, libraries rm	3
Culverts blocked - rural	1
Footpaths	2
Gravel road faults	1
Hazards	1
Parks and reserves - playground repairs/maintenance	1
Parks and reserves - repairs and maintenance	1
Roadside spraying - noxious weeds	2
Toilets - cleaning, repairs and maintenance	2
Transport general enquiries	3
Vegetation rural (overgrown or visibility issues)	1
Wheelie bin - cancel/damaged/stolen	3
Wheelie bin - collection complaints	1
Wheelie bin - new/additional	3
TOTAL	27

### 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.

High turbidity was observed in the Mossburn raw water supply earlier in the month. This was a result of stock in a nearby paddock. Downer ensured that water supplied to the township remained compliant and of good quality throughout the event. This was resolved and communicated amicably between all stakeholders.

#### Mowing contracts (Mossburn, Lumsden, Athol, Garston)

With the winter months we have seen a slowdown in the grass growth and the contractor has reduced the frequency of the mowing. The towns are looking tidy and there have been no RFSs received from the community.

#### Waimea Alliance

Our drainage crew have completed several rock protection jobs at various bridges and erosion sites threatening the road or assets. They have also undertaken water channel cleaning at the pre reseal sites. And added in a few smaller diameter culvert replacements too.

SouthRoads civil team completed some handrailing on some of the Around the Mountains cycle trail bridges.

23 RFSs in June (and 23 RFSs in May), all completed on time. A year to date total of 302 RFSs (reminding that our year is 1 July – 30 June).

348km of grading in June and 448km in May, for a year to date of 4,892km.

Maintenance metalling across the network area is at 15,467m3 for the year.

Cyclic teams have continued their usual beats and included some street works in various townships before year end.

A new water sensor has been installed on the Riversdale Waikaia Road to help with early warnings for road surface

### Service requests

Across the district there were 856 requests for service lodged during May and June 2025, of which 165 were related to three waters. 27 of the total requests belonged to this board area. A full summary of the types of requests is detailed on the previous page.

#### Service requests lodged

Outside Service Level

Within Service Level

DateReceived	Outside Service Level	Within Service Level	Total
Jul 2024	4	17	21
Aug 2024	1	26	27
Sep 2024	0	21	21
Oct 2024	0	25	25
Nov 2024	0	25	25
Dec 2024	1	25	26
Jan 2025	1	29	30
Feb 2025	2	9	11
Mar 2025	0	16	16
Apr 2025	1	15	16
May 2025	0	17	17
Jun 2025	0	10	10

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			



## Community Leadership Report – August 25

Welcome to the Winter Season!! As we settle into the winter months, we hope everyone is staying warm and keeping well, especially as winter illnesses continue to circulate throughout our communities. Here is a quick update on what Active Southland has been doing in our Southland District communities.

### Healthy Active Learning

Active Southland continues to deliver successful Healthy Active Learning (HAL) initiatives across Southland District schools, supporting the wellbeing of tamariki through healthy eating, drinking, and quality physical activity. These practices are being embedded into everyday teaching to ensure sustainable, long-term impact.

Recognising the many demands placed on teachers, HAL provides practical strategies to integrate physical activity into classroom learning. This support helps maintain a balance between core curriculum delivery and the promotion of active, healthy lifestyles.

Last year, HAL collaborated with schools to build capability around Ki o Rahi, a traditional Māori ball game that holds deep cultural significance. Successful tournaments were held in Otautau (Western Southland) and Tokanui (Southern Southland). Building on this momentum, conversations are underway to host a similar event in Riversdale for the Northern Southland community. Ki o Rahi is more than just a sport, it's a culturally rich activity rooted in the story of the warrior Rahitūtakahina (Rahi), highlighting values such as resilience, teamwork, and peaceful conflict resolution.

Given the geographical spread and rural isolation of many Southland schools, collaboration is a key focus for the HAL team. Heron Futter, representing Healthy Active Learning, has played a pivotal role in supporting *Country Kids Connect* – a collaborative group of Year 7 and 8 students from small rural schools such as Garston, Waikaka, Waikaia, Otama, Te Tipua, and Knapdale. Many of these schools only have one or two students in these year levels, making connection and support crucial for social development and transition to secondary school.

The group recently participated in a camp that featured a wide range of activities, including shooting, orienteering, outdoor cooking, basic first aid, spotlight, and night-time BlazePod sessions. Students also shared ideas for future events, with interests including mountain biking, fishing, and additional outdoor adventures to build community and connection.





### Spaces & Places – Pool Collective

Community pools across Southland continue to meet bi-annually to collaborate on shared challenges, successes, and operational improvements. These meetings have become a vital platform for information sharing and peer support, especially for isolated facilities facing common issues such as volunteer shortages and ongoing operational pressures.

To further enhance sustainability, the Pool Collective has engaged Southern Consulting Partnership (Christchurch) to support the development of maintenance plans for community pools. The key focus areas include condition assessments, pool heating systems, and water treatment/filtration design. Pools can opt into the area's most relevant to their current needs.

Currently, 12 Southland District Council (SDC) pools have expressed interest in working as a collective to seek funding for this initiative. The preliminary stages of information gathering for funding and planning are now underway. This process will provide each pool with a clear 10-year maintenance and upgrade plan, outlining what assets require renewal, when updates will be necessary, and helping pool committees strategically plan for future funding applications and fundraising efforts. Having this forward-looking plan in place will enable more proactive, efficient, and sustainable management of these valuable community facilities.

If you have any questions regarding the report, please feel free to contact me

Nga mihi nui

**Jenna Shepherd**

SOUTHLAND DISTRICT REGIONAL ACTIVATOR

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## Councillor update

**Record no:** R/25/7/36100

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

**Approved by:** Deborah-Ann Smith-Harding, Committee advisor/customer support partner

☐ 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 15 May 2025 to 25 June 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 to update the board on any other issues that have arisen around the Council table.

28 May 2025 – Council meeting	
Report	Overview
Mayor's Taskforce for jobs – update from Great South	Southland Youth Futures team manager – Renata Gill and Mayors Taskforce for Jobs coordinator Elizabeth Wyatt presented to Council on the Mayor's Taskforce for Jobs (MTFJ) 2024/2025 contract year. For employers, it offers matched job seekers, access to grants and subsidies, training and pastoral support for new hires, and provision of workwear and equipment. They have connected with 212 young people and have 34 placed into fulltime employment.
SDC holiday programme update - January 2025	Jenna Shepherd and Wendy Finlay from Active Southland updated Council on the successful January holiday programme delivered on behalf of Council.
WasteNet's submission – proposed waste legislation	Council received and reviewed a draft submission prepared by WasteNet on the proposals to amend the Waste Minimisation Act 2008 (before the draft submission was submitted to the Ministry for the Environment).
District Initiatives Fund applications - March 2025 round	Council received and approved seven applications for the allocation of funds from the District Initiatives Fund as follows: <ul style="list-style-type: none"> <li>• Southland Oral History Project/Heritage South \$1,000</li> <li>• Shepherdess/Muster Vibrant Communities \$8,497</li> <li>• Winton Men's Friendship Choir \$1,500</li> <li>• Ladies Club of Winton \$1,500</li> <li>• South Coast Environment Centre \$3,000</li> </ul>

	<ul style="list-style-type: none"> <li>• Tuatapere District Promotions Inc./Central Western Archive \$1,500</li> <li>• Fiordland Trails Trust \$10,000</li> </ul>
Sport NZ Rural Travel Fund applications - March 2025 round	<p>Council received and approved 12 applications for the Sport NZ Rural Travel Fund as follows:</p> <ul style="list-style-type: none"> <li>• Central Southland College \$1,050</li> <li>• Riverton Rugby Club \$1,500</li> <li>• Mossburn School – Hockey \$1,050</li> <li>• Menzies College Netball Club \$1,500</li> <li>• Mossburn School – Netball \$1,050</li> <li>• Fiordland College \$1,050</li> <li>• Riverton Athletic Club \$800</li> <li>• Winton Football Club \$800</li> <li>• Takitimu Primary School \$800</li> <li>• Fiordland Swimming Club \$800</li> <li>• Northern Southland College \$1,250</li> <li>• Tokanui Netball Club \$450</li> </ul>
Bridge weight restriction postings 2025/2026	<p>Council complied with the Transport Act 1962 and Heavy Motor Vehicle Regulations 1974 by advertising any posting weight limit necessary for bridges on the roading network and to revoke any restrictions that no longer apply.</p> <p>The number of posted bridges inspected within the Southland district has reduced this year due to an ongoing bridge replacement programme with two posted bridges replaced since July 2024.</p>
Changes to fees and charges 2025/2026 - deliberations	<p>Council received and acknowledged the submission they received, considered the feedback received and confirmed the fees and charges for inclusion in the Annual Plan 2025/2026.</p>
Financial Report for the period ended 31 March 2025	<p>Council received a financial report for the nine months to 31 March 2025. Both income and expenditure were slightly below budgeted projections.</p>
Seaward Downs recreation reserve - potential disposal	<p>Council received the report and agreed staff are to initiate the disposal process for the property and to take the appropriate actions as required by the Crown.</p> <p>Council agreed that any potential net sale proceeds are to be transferred to the Waihopai Toetoe Community Board to be used for capital expenditure or projects on reserves, parks and open spaces.</p>
Milford Community Trust	<p>Council received this report and reappointed Rosco Gaudin and appointed Cr Sarah Greaney as a trustee of the Milford</p>



	<p>Community Trust for the remainder of this local government triennium.</p> <p>Council directed staff to advertise the remaining four trustee positions, one of the positions being the role of the independent chair.</p>
Technical staff submission on proposed changes to the emission trading scheme	<p>Council was updated by staff on the technical submission made on behalf of Council on the “Proposed changes to forestry in the New Zealand Emissions Trading Scheme”. Included in the submission was:</p> <ul style="list-style-type: none"> <li>• to delay the update to the Pinus radiata default carbon tables</li> <li>• to suggest the ETS system use regional sequestration tables for all species to better reflect the regional variation in carbon sequestration capability and not overly inflate Pinus Radiata</li> <li>• that all high wilding species are excluded from the ETS system and current high wilding species are aged out of the program</li> <li>• to prioritise research into transitional forestry and coppicing species.</li> </ul>
<b>11 June 2025 – Council Meeting</b>	
<b>Report</b>	<b>Overview</b>
Public participation	Johan Groters spoke about Great South - that he felt smaller tourism operators are not getting much value for money or benefit from the money being invested in Great South.
Local Water Done Well – Decision on Preferred Water Services Delivery Model	<p>Council received 193 submissions (and an additional seven late submissions). Ninety seven percent of respondents supported the adjusted status quo model (an in-house business unit).</p> <p>Council adopted the adjusted status quo model as Southland District Council’s preferred water services delivery model to be included in the Water Services Delivery Plan.</p>
Management report June 2025 (information only)	<p>Cameron McIntosh updated Council on what has been happening in the following operational areas:</p> <ul style="list-style-type: none"> <li>• Government legislative agenda</li> <li>• Governance</li> <li>• Rakiura Energy project</li> <li>• Communications and engagement</li> <li>• Information services</li> <li>• Strategic planning</li> <li>• Spatial planning</li> </ul> <p>Mr. McIntosh also discussed legislation publicly released the night before the meeting.</p>
Mayor’s report	Mayor Scott took the Councillors through his report which highlighted meetings and events that he had attended. Mayor Scott, Cr O’Brien and Cr Wilson spoke about the onsite

	meeting they attended with the Mid Dome Trust, Cr Keast spoke about the Citizen Advice Bureau's launch of their community directory and Cr Greaney gave an update on Connected Murihiku.
Nightcaps hall, installation of new diesel tank - retrospective unbudgeted expenditure request	Council approved retrospective unbudgeted expenditure of \$3,316.56 plus GST for the transport and installation of the replacement diesel tank at the Nightcaps hall. This project is to be funded as any operational underspends in 2024/2025 with the remainder to be funded via the Nightcaps Community Centre Reserve.
Unbudgeted expenditure report - Ohai Railway Fund - March 2025 funding round	Council approved the unbudgeted expenditure of \$11,747 in Ohai Railway Fund grant allocations from the Ohai Railway Fund interest income.
<b>25 June 2025 – Council Meeting</b>	
<b>Report</b>	<b>Overview</b>
Public participation	Wendy Joy Baker addressed the meeting regarding her submission to the Local Water Done Well consultation. She also spoke about the rates increase being too high, First Edition costing too much and that volunteering needs to be recognised.
Annual Plan 2025/2026 adoption	Council agreed to adopt the Annual Plan 2025/2026 and delegated to the chief executive the authority to make the minor editorial changes that arise as part of the publication process.
Rates Resolution - Setting of Rates for the Financial Year 1 July 2025 to 30 June 2026	Council set the rates for the year commencing 1 July 2025 and ending 30 June 2026 with four instalment dates as follows: <ul style="list-style-type: none"> <li>• Instalment One – 29 August 2025</li> <li>• Instalment Two - 28 November 2025</li> <li>• Instalment Three - 27 February 2026</li> <li>• Instalment Four - 29 May 2026</li> </ul>
Transport section 17a review findings report	Council approved the implementation of the recommended "Enhanced Status Quo" model with all new roading contracts moving forward and that the transport team progress to the procurement phase for key road maintenance contracts based on the recommended model.
<b>25 June 2025 – Finance and Assurance Committee Meeting</b>	
<b>Report</b>	<b>Overview</b>
Finance and Assurance Committee work plan for the year ended 30 June 2025	A number of reports were moved to the next financial year to accommodate the additional reports that needed to be added to this agenda. The following reports will be now reported on in the next quarterly meeting in September: <ul style="list-style-type: none"> <li>• People and Culture update</li> <li>• Follow up on audit action points</li> </ul>

	<ul style="list-style-type: none"> <li>• Update on progress of the Environmental Services Business Plan</li> <li>• IANZ re-accreditation report</li> </ul>
B2B project update	The Committee received a progress update on the back together build - the project is on track.
Health and safety update	Staff updated the Committee on health and safety related events and activity from the last quarter.
New Zealand Transport Agency investment audit report for the period 2021/2022 to 2023/2024	As part of the New Zealand Transport Authority Waka Kotahi (NZTA) requirement, an investment audit is undertaken every three years. Staff updated the Committee on the audit findings and how staff have and will address the recommendations (four) from this audit.
New road maintenance contracts	<p>The committee recommended:</p> <ul style="list-style-type: none"> <li>• Council approve that procurement work proceed to the tender stage for the new roading alliance maintenance contract</li> <li>• that the results of the tender evaluation process be reported back to Council for consideration of awarding a contract</li> <li>• that a roading workplan is created to give them a better understanding of the road maintenance contracts.</li> </ul>
Risk management - June 2025 quarterly update	<p>The committee recommended to Council the adoption of the proposed priority strategic risk areas as follows, to become effective 1 August 2025:</p> <ul style="list-style-type: none"> <li>• Adverse event – the risk that Council is unable to appropriately respond to the consequences of a natural or human-induced event impacting the District leading to a loss of critical service continuity</li> <li>• Change – the risk that Council has inadequate adaptability to respond to a continuously changing environment impacting its ability to achieve the best outcomes for the District</li> <li>• Climate response – the risk that Council fails to appropriately adapt to, or mitigate the effects of, a changing climate leading to significant financial, economic, and social impacts</li> <li>• Cyber security – the risk that Council's systems do not have the resilience to protect information assets from cyber-attack and/or error</li> <li>• Decision making – the risk that suboptimal decision making by Council results in misalignment with</li> </ul>

	<p>community needs and/or expectations, or with statutory obligations</p> <ul style="list-style-type: none"> <li>• Finance – the risk that Council fails to manage its financial sustainability impacting its ability to fund essential services and projects now and, in the future,</li> <li>• Health, safety, and wellbeing – the risk that Council is unable to manage the health, safety, and wellbeing of staff, contractors, and the community where reasonably practicable to do so</li> <li>• Social licence – the risk that Council fails to maintain acceptable levels of satisfaction and social licence within the community leading to a loss of mandate to act on its behalf</li> <li>• Strategic relationships – the risk that Council fails to appropriately maintain its local, regional, and national relationships impacting its ability to achieve its objectives</li> </ul>
Annual Plan 2025/2026 recommended adoption	The committee recommended to Council the adoption of the Annual Plan 2025/2026 and endorsed and recommended that Council approve unbudgeted expenditure for the Water Services Authority – Taumata Arowai, levies of \$131,699 (excl GST) to be funded by interest earned on the water and wastewater development contributions.
Financial Report for the period ended 30 April 2025	Council received the financial report for the ten months to 31 March 2025. Both income and expenditure were slightly below budgeted projections. Also included as attachments were the most recent reports from Milford Investments and BTNZ.
Investment and Liability Management Policy review	The Committee endorsed and recommended to Council the draft Investment and Liability Management Policy.

## **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/25/7/35217

**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 June 2025.

Chair Tither mentioned the following:

- Greg received letter from Environment Southland addressed to Northern Community Board advising that their 2025/26 rate increase would be 8.8%
- this is the last meeting for our long-standing board member Pam Naylor. Greg would like to thank Pam for her contribution to the board and the Northern Southland community.

### 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 22 July 2025.

### Attachments

There are no attachments for this report.



## Valedictory speeches

**Record no:** R/25/7/30981

**Author:** Michal Gray, Democracy advisor

**Approved by:** Robyn Rout, Governance legal manager

☐ Decision

☐ Recommendation

☒ Information

### Executive summary

The purpose of this report is for the:

- Northern Community Board members who are not standing for re-election to be welcomed to make a valedictory speech
- Community Board to thank those (non-returning) members for the service they gave to the Northern community.

### Recommendation

**That the Northern Community Board:**

- a) receives the report titled "Valedictory speeches".
- b) thanks \_\_\_\_\_ for the service they/he/she gave to the Northern community.

### Attachments

There are no attachments for this report.