



Council

OPEN MINUTES

Minutes of a meeting of Council held in the Southland District Council Otautau Office Meeting Room, Level One, 176 Main Street, Otautau on Wednesday, 10 September 2025 at 10.04am.
(10.04am – 11.12am, 11.36am – 12.12pm)

PRESENT

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

APOLOGIES

Councillor Sarah Greaney

IN ATTENDANCE

Acting Chief Executive	Vibhuti Chopra
Committee Advisor	Fiona Dunlop

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

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

1 Apologies

There were apologies from Councillor Greaney.

Moved Deputy Mayor Menzies, seconded Cr Keast and resolved:

That Council accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

5 Confirmation of Council Minutes

Resolution

Moved Cr Ruddenklau, seconded Cr Keast and resolved:

That the Council confirms the minutes of the meeting held on 27 August 2025 as a true and correct record of that meeting.

6 Public Participation

There was no public participation.

Reports

7.1 Annual alcohol report to alcohol regulatory and licensing authority (ARLA)

Record No: R/25/8/36922

Environmental Health and Licensing Manager – Betty Holden was in attendance for this item.

The purpose of the report was for Council to meeting the alcohol licensing reporting requirements under Section 199 of the Sale and Supply of Alcohol Act 2012.

Resolution

Moved Mayor Scott, seconded Cr Wilson and resolved:

That Council:

- a) **Receives the report titled “Annual alcohol report to alcohol regulatory and licensing authority (ARLA)”.**

7.2 Adoption of Dog Control Policy 2025 and Dog Control Bylaw 2025

Record No: R/25/8/42371

Senior Policy Analyst – Ana Bremer was in attendance for this item.

The purpose of the report was to present the Dog Control Policy 2025 and Dog Control Bylaw 2025 for adoption by Council following consultation.

During discussion, definition of multiple dogs on a premise was questioned. It was agreed that a clarification of the definition would be included policy and/or bylaw.

Resolution

Moved Cr Boparai, seconded Cr Ruddenklau recommendations a to e, f with an addition (as indicated), g and h and I with an amendment (as indicated with underline and ~~strike through~~) and resolved:

That Council:

- a) **receives the report titled “Adoption of Dog Control Policy 2025 and Dog Control Bylaw 2025”.**
- b) determines that this matter or decision be recognised as significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs

and benefits or advantages and disadvantages prior to making a decision on this matter.

- d) determines prior to making the bylaw, pursuant to section 155(2)(a) of the Local Government Act 2002, that the draft Dog Control Bylaw 2025 is the most appropriate form of bylaw.
- e) determines prior to making the bylaw, pursuant to section 155(2)(b) of the Local Government Act 2002, that the draft Dog Control Bylaw 2025 does not give rise to any implications under the New Zealand Bill of Rights Act 1990.
- f) resolves to adopt the Dog Control Policy 2025 and the Dog Control Bylaw 2025 with the clarification of a definition of multiple dogs on premises to the policy and/or bylaw.
- g) resolves that in adopting the Dog Control Policy 2025 and the Dog Control Bylaw 2025, the Dog Control Policy and Bylaw 2015 are revoked.
- h) resolves that the Dog Control Policy 2025 and the Dog Control Bylaw 2025 will come into effect from Wednesday 1 October 2025.
- i) resolves in accordance with Section 157 of the Local Government Act 2002, Public Notice be given of the making of the bylaw advising:
 - (i) that the bylaw and policy will come into force on Wednesday 1 October 2025 ~~Monday 15 September 2025~~.
 - (ii) that copies of the bylaw and policy may be inspected without fee at all Council offices.
 - (iii) that copies of the bylaw may be obtained upon payment of a reasonable charge.

7.3 Community facilities district funded project update

Record No: R/25/8/38096

Community Facilities Manager – Mark Day and GM Customer and Community Wellbeing – Sam Marshall were in attendance for the item.

The purpose of the report was to provide Council with an update on the district funded projects that were scheduled to be completed in the 2024/2025 financial year and the projects that have been scheduled for the 2025/2026 financial year.

Resolution

Moved Cr Ruddenklau, seconded Cr Frazer recommendation a and a new b (as indicated) and resolved:

That Council:

- a) **receives the report titled “Community facilities district funded project update”**

new b) request that staff report quarterly on the community facilities district funded projects.

The meeting adjourned at 11.12am.

The meeting reconvened at 11.36am.

7.4 Community Board Health Check

Record No: R/25/9/42898

Elizabeth Hughes from Elizabeth Hughes Strategy and Communication via video link took Council through the results of the recent Community Board Health Check undertaken.

The purpose of the report was to provide Council with the Community Board health check refresh in 2025.

Council noted that the refresh was undertaken in May and June 2025.

During the process:

- There were interviews with each Community Board and observation of meetings
- A confidential survey undertaken with Community Board members
- Interviews with Mayor Scott and some elected members undertaken
- Interviews with relevant staff undertaken and
- A review of the last Health Check against deliverables undertaken.

Resolution

Moved Mayor Scott, seconded Cr Wilson and resolved:

That the Council:

- a) **receives the report titled “Community Board Health Check ”**

The meeting closed with a karakia whakamutunga as follows:

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

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

The meeting concluded at 12.12pm.

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

DATE:.....

CHAIRPERSON:.....