



Agenda

Ardlussa Community Board

Wednesday, 17 December 2025, 7pm
Waikaia Fire Station, Waikaia Fire Station, 21 Newburn Street, Waikaia



Chairperson
Deputy chairperson
Members

Richard Clarkson
Ray Dickson
Chris Dillon
Clarke Horrell
Raewyn Lindsay
Grant McFelin
Matt Wilson

Councillor

What is important to us?

Our strategic framework is a big picture of what Council is planning to achieve for our communities in the next three years.

Council vision

Together, with our people, for our future. It's our Southland!

Council mission

Working together for a better Southland.

Our focus is

Strategic priorities



Connected and resilient communities - we collaboratively engage with our partners and communities, along with investing in agile and sustainable practices, to support a vibrant and thriving Southland.



Ease of doing business - we transform the customer experience through partnership, technology and continuous improvement.



Providing equity - we enable all residents to be able to access the same services and tools as part of a fair society.



Robust infrastructure - we deliver innovative and sustainable community focused infrastructure and facilities for the future



Thinking strategically and innovatively - we look for solutions outside of the norm and are not afraid to do something that we have not done before, and we think long-term about the solutions we are providing, while having the flexibility and agility to change direction as necessary.

Our goals for the LTP 2024-2034 are

Outcomes



Social - communities that are connected and have an affordable and attractive lifestyle.



Cultural - communities with a sense of belonging for all.



Environmental - communities committed to the protection of our land and water.



Economic - communities with the infrastructure to grow.



1 Opening

The chair will open the meeting.

2 Apologies

At the close of the agenda no apologies had been received.

3 Leave of absence

At the close of the agenda no requests for leave of absence had been received.

4 Conflict of interest

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.

5 Additional agenda items

Any additions to the agenda must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting

6 Confirmation of minutes

[Minutes](#) of the Ardlussa Community Board Meeting held on 06 November 2025.



Minutes

Ardlussa Community Board

Thursday, 6 November 2025, 10am
Riversdale Community Centre, 73 Newcastle Street, Riversdale

PRESENT

Deputy chairperson	Ray Dickson
Members	Chris Dillon
	Clarke Horrell
	Raewyn Lindsay
	Grant McFelin
	Cr Matt Wilson

APOLOGIES

Chairperson	Richard Clarkson
-------------	------------------

IN ATTENDANCE

Mayor Rob Scott	Cameron McIntosh
Chief executive	Vibhuti Chopra
GM strategy and partnerships	Jared Cappie
Community leadership manager	Deborah-Ann Smith-Harding
Committee advisor/customer support partner	Kelly Tagg
Community partnership leader	

1 Opening

The Chief executive opened the meeting, extended a welcome to the new board and chaired the meeting until the election of the chairperson.

2 Apologies

The Chief executive advised that there was an apology received from Richard Clarkson.

Resolved

Moved Ray Dickson / Grant McFelin

That the Ardlussa Community Board:

- a) accepts the apology received from Richard Clarkson.

Carried

3.1 Declarations

Record No: R/25/10/52647

The members present made their declarations, then signed their written declarations in the presence of Mayor Rob Scott in accordance with Clause 14, Schedule 7 of the Local Government Act 2002.

3.2 Explanation of legislation that affects elected members

Record No: R/25/10/52565

This report was presented by Chief executive, Cameron McIntosh.

The purpose of the report was to provide the community board members with a general explanation of key legislation relevant to their roles. The explanation is a requirement of the Local Government Act 2002.

Resolved

Moved Clarke Horrell / Raewyn Lindsay

That the Ardlussa Community Board:

- a) notes the information provided by the chief executive.

Carried

3.3 Electing chairperson and deputy chairperson

Record No: R/25/10/52585

This report was presented by GM strategy and partnerships – Vibhuti Chopra.

The purpose of this report was for the community board to decide on the process it will use to elect its chairperson and deputy chairperson. The board will then use that process to make the elections.

The voting for the chair and deputy chair is prescribed in the Local Government Act 2002 and systems A and B were explained to the Board.

Resolved

Moved Grant McFelin / Cr Wilson

That the Ardlussa Community Board:

- a) notes the information contained in the report.
- b) resolves that it will use System A to elect a chairperson or deputy chairperson.

Carried

When voting for a chair or deputy chair and there is a tie in the number of votes each nominee receives, there is the option to determine the outcome of the vote by either a toss of a coin or drawing the name from a hat.

Nominations were called for the chair of the board and Richard Clarkson was nominated for Chair. As there was only one nomination Mr Clarkson was the successful nominee.

Nominations were called for deputy chair of the board and Ray Dickson was nominated for Deputy Chair. As there was only one nomination, Mr Dickson was the successful nominee.

Resolved

Moved Cr Wilson / Clarke Horrell

That the Ardlussa Community Board:

- a) agrees that in the event of a tie, the selection will be by way of a toss of a coin.
- b) elects Richard Clarkson to be the chairperson and elects Ray Dickson to be the deputy chairperson of the Ardlussa Community Board.

Carried

Deputy chair, Ray Dickson, assumed the chair.

3.4 Standing Orders and Code of Conduct

Record No: R/25/10/52648

This report was presented by GM strategy and partnerships – Vibhuti Chopra.

The purpose of this report was to present the community board with revised Standing Orders for it to consider and adopt. It also provides the board with information on a Code of Conduct that continues to apply to board members.

Resolved

Moved Raewyn Lindsay / Clarke Horrell

That the Ardlussa Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as being administrative based on Council's Significance and Engagement Policy.
- c) adopts the Standing Orders included with this report as Attachment A which includes amendments to allow members attending a meeting virtually to count towards the quorum.

Carried

3.5 Setting first ordinary meeting

Record No: R/25/10/52483

This report was presented by Committee advisor/customer support partner, Deborah-Ann Smith-Harding.

This report sets the time and date for the first ordinary community board meeting of the 2025-2028 triennium.

Resolved

Moved Grant McFelin / Raewyn Lindsay

That the Ardlussa Community Board:

- a) resolves that the first ordinary meeting of the Ardlussa Community Board for the 2025-2028 triennium be held at 6pm on Wednesday 17 December 2025 in the Waikaia Fire Station, 21 Newburn Street, Waikaia.

Carried

The meeting closed at 10.38am.

Confirmed on

7 Public participation

Requests to speak should be made by midday of the day before the meeting. Further information is available on www.southlanddc.govt.nz or phoning 0800 732 732.

8	Reports	Page
8.1	Financial report for the year ended 30 June 2025	13
8.2	Draft budgets and rates - Annual Plan 2026/2027	23
8.3	Community Partnership Fund applications - September 2025 round	39
8.4	Ardlussa Community Board submission on Waikaia Speed Limit Reduction Proposal 2025	111
8.5	Delegations to the community board	117
8.6	Appointments to organisations	127
8.7	Adoption schedule of meetings	131
8.8	Councillor update	133
8.9	Chair's report	143

9 Closure

The chair will close the meeting.

Summary of reports

	Report name	Purpose	Report type	Page
8.1	Financial report for the year ended 30 June 2025	The purpose of this report is to present the final financial results and supporting information for the local activities within the Ardlussa area for the year ended 30 June 2025.	Information	13
8.2	Draft budgets and rates - Annual Plan 2026/2027	For the community board to consider and recommend the local budgets for the Annual Plan 2026/2027 and the associated local rates for the year commencing 1 July 2026.	Decision	23
8.3	Community Partnership Fund applications - September 2025 round	The purpose of the report is for the Ardlussa Community Board to allocate funding for the September 2025 round of the Community Partnership Fund.	Decision	39
8.4	Ardlussa Community Board submission on Waikaia Speed Limit Reduction Proposal 2025	The purpose of this report is to ratify the submission lodged by the Ardlussa Community Board (the board) on the Waikaia Speed Limit Reduction Proposal 2025, on Monday 22 September 2025.	Decision	111
8.5	Delegations to the community board	To provide information to the Ardlussa Community Board (community board) on the delegations from Council that were approved on 12 November 2025.	Information	117
8.6	Appointments to organisations	The purpose of this report is for the community board to appoint a representative to the Hokonui Community-Led Health table (the table).	Decision	127
8.7	Adoption schedule of meetings	The purpose of this report is for the community board to adopt a meeting schedule for the triennium.	Decision	131

8.8	Councillor update	This report is to provide the community board an overview of the matters that have been considered at Council and Finance and Assurance Committee meetings from 30 July 2025 to 12 November 2025.	Information	133
8.9	Chair's report	The purpose of this report is for the chair to update the board on activities they have been involved with since the previous meeting.	Information	143

Financial report for the year ended 30 June 2025

Record no: R/25/12/58411

Author: Nicole Taylor, Finance development co-ordinator

Approved by: Anne Robson, Group manager finance and assurance

Report type: Information

Staff recommendations

That the Ardlussa Community Board:

- a) notes the information contained in the report.


Purpose

- 1 The purpose of this report is to present the final financial results and supporting information for the local activities within the Ardlussa area for the year ended 30 June 2025.

Executive Summary

- 2 The financial report contained in attachment A presents the final financial position of the community board accounts for the year, comparing actual income, operating expenditure and capital expenditure against both the projected budgets and the annual plan budget for 2024/2025.
- 3 It concludes the regular financial reporting provided to the board throughout the year through the community board operational report and February financial report.

Attachments

- A Ardlussa Community Board - Financial report for year ended 30 June 2025 [↓](#) 



Ardlussa Community Board

Detailed financial report 1 July 2024 to 30 June 2025

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

☎ 0800 732 732
@ sdc@southlanddc.govt.nz
🏠 southlanddc.govt.nz

Introduction

This report provides a breakdown of the community board financial information from 1 July 2024 to 30 June 2025. The information is prepared on the same basis as the *local budget information* graph included in the two-monthly community board (CB) operational report and *financial report to 28 February 2025* presented to the board in April 2025.

It shows the financial results for the community board activities for the year including income, operating expenses (opex), capital expenses (capex), reserves, loans, projects (including carry forwards) and any applicable development and financial contributions within the board's area.

The financial statements in this report show:

Diagram illustrating the components of the financial statements:

- what actually happened in the year (“Actual”)
- what was expected to occur in the year (“Projection”)
- the difference between actual and projection (“Variance (Act v Prjn)”)
- what was included in the annual plan budget for the year (“AP Budget”)

Income				Operating expenses				Capital expenses			
Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
<p>“Projection” figures include the original Annual Plan 2024/2025 budget (AP Budget) adjusted for:</p> <ul style="list-style-type: none"> any expenditure carried forward from the prior year (2023/2024) approved by Council (Sep 2024) any unbudgeted expenditure or forecasting changes approved by the board or Council during the financial year. 											

“AP Budget” data shows the adopted Annual Plan (AP) budget for 2024/2025 excluding the projection adjustments noted above.

Significant variances between the “Actual” financial information and “Projection” are explained. Variances in red text with brackets (**\$4,500**) indicate a variance where the actuals are less than projection.

The report is broken into two sections as detailed below. While the same financial data is used in both sections, they provide different levels of detail to accommodate varying requests of elected members:

- **section 1** shows summary financials at activity level
(e.g. CB > parks and reserves)
- **section 2** shows summary financials at activity, business unit, asset type and location (area/town)
(e.g. CB > parks and reserves > Orepuki)

Section

Page

1. Financial overview by activity	3
2. Financial breakdown by activity and business unit type (area/asset) 1 July 2024 to 30 June 2025	4
3. Projects for 2024/2025	6
4. Current loans	7
5. Reserves	8

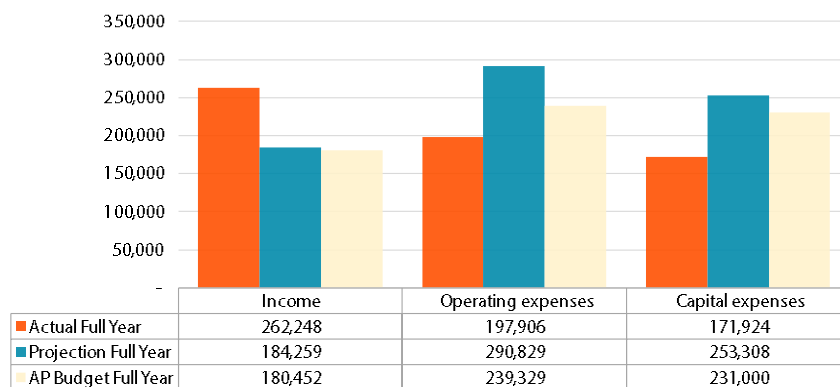
1. Financial overview by activity

The table and graph provides an overview of the financials for the board by activity – showing income, operating expenses and capital expenses. “Total CB” shows the overall financial results for all board activities along with “Actual v Projection (%)” variance. The key reasons for these variances are also summarised with more detailed commentary included in section 2 (Activity and Business Unit Breakdown) and section 3 (Projects).

Ardlussa Community Board - sub activity detail 1 July 2024 to 30 June 2025

Sub activity	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Parks & Reserves	224,501	145,686	78,815	141,879	164,235	229,837	(65,602)	178,337	151,979	87,307	64,672	120,000
Footpaths	10,708	11,566	(858)	11,566	9,061	32,635	(23,574)	32,635	19,945	46,001	(26,056)	111,000
Halls	15,588	15,600	(12)	15,600	15,588	17,335	(1,747)	17,335	-	120,000	(120,000)	-
Community Assistance	11,452	11,407	45	11,407	9,022	11,022	(2,000)	11,022	-	-	-	-
TOTAL CB	262,248	184,259	77,989	180,452	197,906	290,829	(92,924)	239,329	171,924	253,308	(81,384)	231,000
Act v Projn (%)			42%				(32%)				(32%)	

Ardlussa CB - financial summary 1 July 2024 to 30 June 2025



Projection includes approved Annual Plan budget with timing phased + approved unbudgeted expenditure + carry forwards

Summary of financial results

Income was \$78k (42%) more than projection primarily due to vested asset income for the Memorial Tree reserve land in Riversdale transferred to Council by the local progress league.

Operating expenses were \$93k (32%) below projection, primarily due to minimal expenditure being incurred on the Balfour subdivision investigation project with the balance carried forward to 2025/26 (\$48k). General maintenance costs at parks and reserves were also lower (\$27k) across all areas as work was only undertaken when required. This was offset by higher mowing / gardening / hedge maintenance costs (\$16k), mainly in Riversdale. Depreciation costs were \$33k below projection across parks, footpaths and halls, reflecting both lower capital expenditure and coding differences between budgeted and actual allocations.

Capital expenses were \$81k (32%) less than projection largely due to the Balfour Hall reroof project that has not yet incurred any costs (\$120k) and lower expenditure on projects in Waikaia (\$26k) for streetlights and school safety and the project in Riversdale for lighting at the community centre (\$16k). These underspends were offset by additional expenditure related the Balfour festival light project (\$5k) and an allowance for land vested for the Memorial Tree reserve which was not included in the budget (\$76k).

2. Financial breakdown by activity and business unit type (area/asset) 1 July 2024 to 30 June 2025

This section breaks down the income, operating expenses and capital expenses for each of the activity areas showing the individual business units. The business units show the type of activity/asset and the location by area/town. The significant variances between actual and projection are explained.

Sub activity & Business Unit	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Parks & Reserves												
Parks & Reserves - Ardlussa	8,583	10,069	(1,486)	10,069	13,153	10,069	3,084	10,069	-	-	-	-
Parks & Reserves - Balfour	35,878	35,620	258	33,313	42,138	104,625	(62,487)	54,625	66,725	62,307	4,418	120,000
Parks & Reserves - Riversdale	131,067	51,456	79,612	51,456	66,603	64,346	2,257	64,346	85,254	25,000	60,254	-
Parks & Reserves - Waikaia	48,973	48,541	431	47,041	42,340	50,797	(8,457)	49,297	-	-	-	-
Total	224,501	145,686	78,815	141,879	164,235	229,837	(65,602)	178,337	151,979	87,307	64,672	120,000

Income was \$79k (54%) over projection, primarily due to vested asset income of \$76k in Riversdale which was not included in the budget. This relates to land at 101 Newcastle Street, known as the Memorial Tree reserve, which was transferred to Council by the Riversdale & District Progress League for the use as a public garden/park. The remaining variance is attributable to higher interest earned on reserves and recoveries associated with the installation of a lighting circuit provided by the Progress League.

Operating expenses were \$66k (29%) under projection. \$48k of this relates to the project to investigate the subdivision of land at Kruger Street, Balfour with only minimal costs incurred during the year. The project has been carried forward to 2025/26. General maintenance costs were \$27k lower across all areas with this type of maintenance work only undertaken as needed. This was partially offset by higher costs (\$16k) mainly in Riversdale for mowing and gardening as well as trimming the hedge between the hall/playground (\$14k). The remaining \$7k relates to lower depreciation costs at Balfour and Waikaia resulting from lower capital expenditure.

Capital expenses were \$65k (74%) over projection, primarily due to the Riversdale Memorial Tree reserve land being vested to Council which was not included in the budget (\$76k). This was offset by lower expenditure on the Riversdale Community Centre lighting project which was completed \$16k under budget. The variance in Balfour relates to the festival lights project which was completed over the projected budget (\$5k).

Sub activity & Business Unit	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Footpaths												
Street Works - Balfour	1,792	2,000	(208)	2,000	1,722	2,100	(378)	2,100	-	-	-	-
Street Works - Riversdale	3,824	3,900	(76)	3,900	4,220	4,630	(410)	4,630	-	-	-	-
Street Works - Waikaia	5,092	5,666	(574)	5,666	3,120	25,905	(22,785)	25,905	19,945	46,001	(26,056)	111,000
Total	10,708	11,566	(858)	11,566	9,061	32,635	(23,574)	32,635	19,945	46,001	(26,056)	111,000

Income was near projection.

Operating expenses were \$24k (72%) under projection, due to lower actual capital expenditure with the Newburn Street otta seal project being carried forward, and differences between budgeted and actual depreciation allocations. For Waikaia, an otta seal extension project was completed in 2023/24 at a cost of \$187k, funded locally. Initially, the associated depreciation was included in Waikaia's local budgets. However, once the road was sealed, it became part of the district roading network, meaning it is now recorded in the district roading asset register and included in the district-wide depreciation schedule rather than Waikaia depreciation schedule.

Capital expenses were \$26k (57%) under projection largely because the Waikaia school safety project was completed under budget (\$6k) and the Waikaia additional streetlights project is still in progress with funding carried forward to 2025/26 to complete the project (\$20k)

Sub activity & Business Unit	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Community Assistance												
Community Leadership Ardlussa	11,452	11,407	45	11,407	9,022	11,022	(2,000)	11,022	-	-	-	-
Total	11,452	11,407	45	11,407	9,022	11,022	(2,000)	11,022	-	-	-	-

Income was on projection.

Operating expenses were \$2k (18%) under projection due a lower amount of miscellaneous grants being paid out.

There were no capital expenses.

Sub activity & Business Unit	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Halls												
Hall - Balfour	15,588	15,600	(12)	15,600	15,588	17,335	(1,747)	17,335	-	120,000	(120,000)	-
Total	15,588	15,600	(12)	15,600	15,588	17,335	(1,747)	17,335	-	120,000	(120,000)	-

Income was on projection.

Operating expenses were \$2k (10%) under projection due to the budget for depreciation being included in the hall business unit and actuals at year end being coded to a different internal allocation business unit in error. While this appears as a variance, it is a non-rate funded cost with no actual impact and will be corrected for future reports. The actual rate funds collected for the Balfour Hall were split, with \$7k paid as a grant to the hall society who operate the hall and \$9k used to pay annual contract maintenance/operating costs.

Capital expenses were \$120k (100%) under projection due to the contract to replace the hall roof not being awarded in the 2024/25 year.

3. Projects for 2024/2025

The table details the community board's locally funded projects for 2024/2025. It does not include any district funded projects in the board area. It consists of projects from the Annual Plan 2024/2025, prior year projects carried forward and any additional projects approved by the board during the year. The table details the project status at 30 June 2025 and actual costs incurred compared to projection as well as the original Annual Plan (AP) budget. It also identifies projects that have been carried forward or pushed to a future year either as part of the Annual Plan 2025/2026 or approved by Council in August 2025.

Activity	Type	Business Unit	Code CAMMS + Fulcrum	Name	Status	Actual	Projection Budget	AP Budget	Variation (Act v Projn)	Funding source
PROJECTS										
Parks & Reserves	Capex	Parks & Reserves - Riversdale	P-11473	Riversdale community centre lighting project	Complete	9,254	25,000	-	(15,746)	Reserves
Parks & Reserves	Capex	Parks & Reserves - Balfour	P-10752 P-10752A	Balfour playground equipment renewal	Complete	60,000	60,000	120,000	-	Reserves & Loan
Parks & Reserves	Capex	Parks & Reserves - Balfour	P-11083	Balfour festival lights	Complete	6,725	2,307	-	4,418	Grants & Reserves
Parks & Reserves	Opex	Parks & Reserves - Riversdale	P-11466 FPLAY024A	Riversdale playground maintenance	Complete	247	2,400	2,400	(2,153)	Rates
Parks & Reserves	Opex	Parks & Reserves - Waikaia	P-11084	Playground - Waikaia sculpture walk	Complete	1,500	1,500	-	-	Grants
Parks & Reserves	Opex	Parks & Reserves - Waikaia	P-11439 FPLAY029A	Waikaia playground maintenance	Complete	920	2,500	2,500	(1,580)	Rates
Parks & Reserves	Opex	Parks & Reserves - Balfour	FPARK046A	Balfour Kruger Street subdivision investigation	Carry Forward Likely	2,155	50,000	-	(47,845)	Loan
Footpaths	Capex	Street Works - Waikaia	FFOOT100A	Waikaia - otta seal Upper Newburn Road	Pushed to Future Year	-	-	65,000	-	Loan
Footpaths	Capex	Street Works - Waikaia	FFOOT101A	Waikaia - additional streetlights	Carry Forward Likely	6,004	26,000	26,000	(19,996)	Reserves
Footpaths	Capex	Street Works - Waikaia	FFOOT104A	Waikaia - school safety project	Complete	13,941	20,000	20,000	(6,059)	Reserves
Halls	Capex	Hall - Balfour	P-10552 P-10552-A	Balfour Hall - replace roof and spouting	In progress - On Track	-	120,000	-	(120,000)	Loan
Total						100,746	309,707	235,900	(208,961)	

4. Current loans

The table below details the loans within the community board area at 30 June 2025. It shows the balances for the year including any repayments on existing loans and new loans drawn down. Interest on loans has been applied at a rate of 5.67%.

Activity	Town/Area	Loan description	Opening balance 1-Jul-24	Repayment 24/25	Drawdown 24/25	Closing balance 30-Jun-25	Loan end year
Parks & Reserves	Balfour	Balfour Playground - Equipment renewal (P-10752)	-	-	35,644	35,644	2040
Parks & Reserves	Balfour	Balfour Kruger Street subdivision investigation	-	-	2,155	2,155	2031
Parks & Reserves	Riversdale	Riversdale playground equipment P-10789 21/22	23,634	(1,151)		22,483	2038
Footpaths	Riversdale	New Streetlights - Riversdale	3,820	(108)		3,712	2044
Footpaths	Riversdale	Riversdale street lights 21/22	1,944	(60)		1,884	2043
Footpaths	Waikaia	Otta seal of Cleadon St & Scotswood St	27,397	(772)		26,625	2044
TOTAL			56,794	(2,090)	37,799	92,504	

5. Reserves

The table below summarises the reserve movements for the community board reserves for 1 July 2024 to 30 June 2025. Interest was allocated to local reserves based on the average reserve balance for the year at a rate of 2%. “*Movement To*” reserves shows funds transferred into reserves usually as a result of either interest being applied, surplus income being received or underspends in expenditure. “*Movement From*” reserves typically occur where reserves were used to fund projects or capital expenditure or where extra funding is needed because income was lower or expenditure was higher than budgeted.

Reserve	Opening Balance 1 July 2024	Movement To/(From)	Closing Balance 30 June 2025
Ardlussa CB general	31,666	(19,965)	11,701
Ardlussa CB Total	31,666	(19,965)	11,701
Balfour general	25,497	(24,090)	1,407
Balfour Total	25,497	(24,090)	1,407
Waikaia Dickson park	9,873	197	10,071
Waikaia general	35,373	(19,437)	15,937
Waikaia museum donations	5,221	2,125	7,346
Waikaia Total	50,468	(17,114)	33,353
TOTAL	107,630	(61,169)	46,462

Draft budgets and rates - Annual Plan 2026/2027

Record no: R/25/11/56833
Author: Nicole Taylor, Finance development co-ordinator
Approved by: Anne Robson, Group manager finance and assurance
Report type: Recommendation

Staff recommendations

That the Ardlussa Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as being of some importance based on Council's Significance and Engagement Policy and therefore is not significant. The assessed level of significance indicates that the community is kept informed of the decisions made in this report, rather than engaged prior to this decision being made.
- 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) confirms the local budgets and work programmes attached (including any amendments agreed at the meeting) and recommends to Council these be included in the draft Annual Plan 2026/27.
- e) recommends to Council that for the year commencing 1 July 2026 it recovers the total amount for each rate as follows (subject to resolution (d)):

Rate Description	Rate (GST inclusive)
Ardlussa Community Board Rate	\$173,884
Balfour Hall Rate	\$29,957

- f) delegates authority to the board chair to approve any minor changes required to the budgets following this meeting.

Purpose

- 1 For the community board to consider and recommend the local budgets for the Annual Plan 2026/2027 and the associated local rates for the year commencing 1 July 2026.

Executive summary

- 2 Council is in the process of preparing the Annual Plan (AP) 2026/2027 which will confirm the budgets and projects for the year compared to what was forecast in year three of the Long Term Plan (LTP) 2024-2034.
- 3 The report contains information about the proposed local activities and projects for the Ardlussa area in 2026/27 which are provided under the governance of the board.
- 4 The report and attachment detail the proposed 2026/27 budgets for these activities and the resulting local rates to be recommended to Council. Based on the current draft budgets, the total rate revenue needed to fund the community board rate would **decrease** by **\$5,767 (3.2%)** from

\$179,651 to \$173,884 (GST inclusive). The main driver for the change in the community board rate is decreases in maintenance and gardening costs for parks and reserves. The table below shows what this equates to per unit using the current number of rating units.

Community Board Rate	Current rate per unit 2025/26 (Incl GST)	Proposed rate per unit 2026/27 (Incl GST)	Change
Ardlussa CB Urban – full charge	\$280.98	\$272.07	(\$8.91)
Ardlussa CB Rural – quarter charge	\$70.24	\$68.02	(\$2.22)

- 5 This compares to the 1.6% increase forecast in year three of the LTP where the urban full charge rate per unit was forecast to increase by \$5.
- 6 The Balfour Hall Rate is proposed to increase by \$16 (18.4%) due to an increase in loan interest and principal repayments. More details about the community board rate and hall rates changes are shown in *Financial considerations* section of the report from paragraph 30 and attachment A.

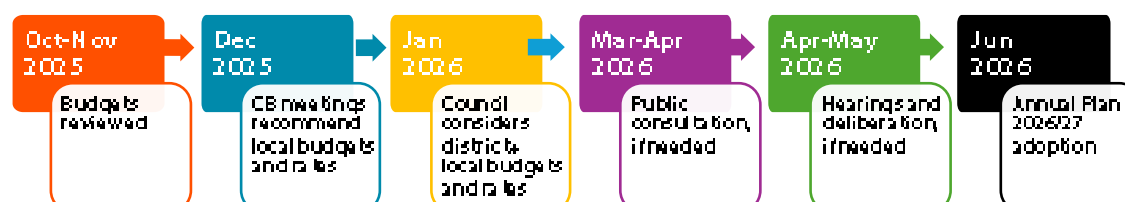
Rate	Current rate per unit 2025/26 (Incl GST)	Proposed rate per unit 2026/27 (Incl GST)	Change
Balfour Hall	\$83.25	\$99.20	\$15.95

- 7 The board is being asked to discuss and confirm the relevant draft budget and local rates for 2026/27 which will be incorporated into the draft annual plan financial statements scheduled to be discussed by Council in early 2026. As part of this Council will also consider whether it wishes to carry out consultation with the community on the draft plan with any consultation likely to occur around March/April 2026.
- 8 The final Annual Plan (incorporating any changes resulting from consultation) will be adopted in June 2026. This is the point at which community board budgets and rates for 2026/27 will be confirmed and the information will be used to set rates for the year beginning 1 July 2026.

Context

- 9 Council prepares an annual plan in the years when it is not preparing a Long Term Plan (LTP). The LTP is adopted every three years and sets the overall strategic direction, community vision, activities, levels of service, key projects and financial strategy for 10 years.
- 10 The Annual Plan 2026/27 updates year three of LTP 2024-2034 and explains any changes. Where changes are not considered material or significant, Council is not required to consult but is likely to provide an update to the community on what is planned.

Annual Plan timeline



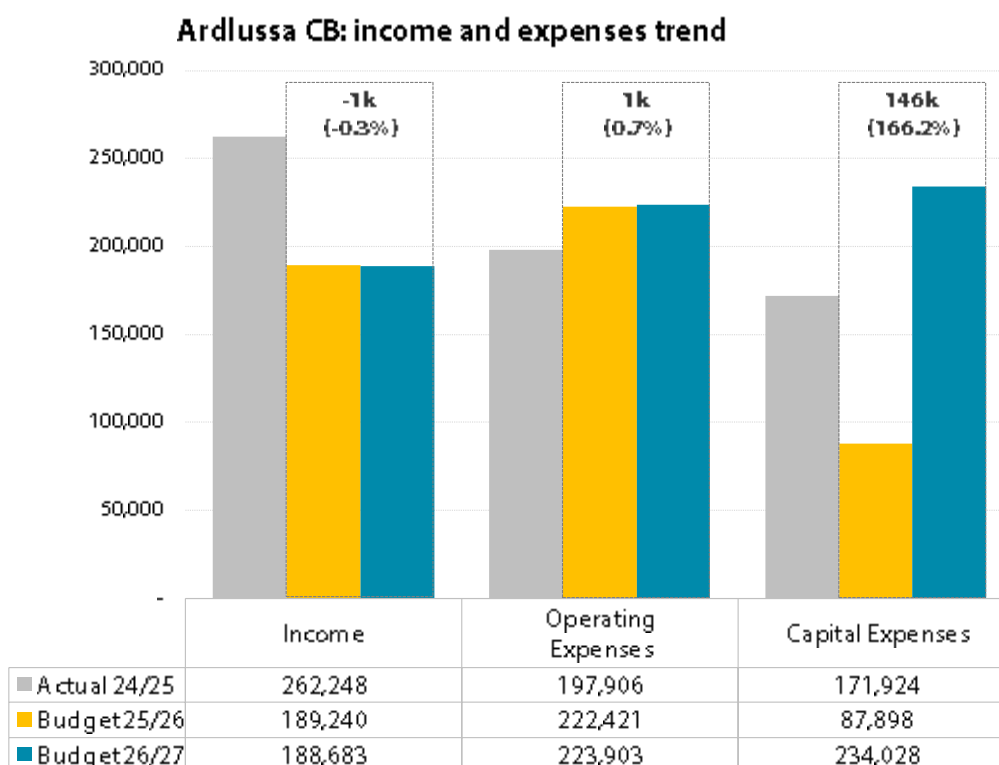
- 11 The board is also being asked to review and confirm the local activity budgets and recommend the rates and fees for the 2026/27 year in line with the role of community boards as detailed in the community board terms of reference.

- 12 The information in this report has been prepared using the financial information for year three of the LTP and previous discussions between the board and relevant staff. Budgets have been updated to reflect any known changes (such as new contract pricing or prior-year actual costs), and project timings have been adjusted to reflect:
- changes approved by Council in August 2025 where 2024/25 projects that were not completed have been carried forward to 2025/26, pushed to a future year or removed (as detailed in the project table in the separate financial report for year ended 30 June 2025 included in the agenda)
- 13 In September, Council's Finance and Assurance Committee also endorsed the key financial assumptions for the Annual Plan 2026/27, including interest on borrowings set at 4.82%, interest on local reserves at 2%. These interest rates have been used to calculate interest applied to loans and reserves in the 2026/27 budgets.
- 14 **The board are being asked to review and confirm the attached information:**
- **budget summary (part A)**
 - **changes to the community board and other local rates (refer paragraph 30 and part B)**
 - **proposed schedule of 2026/27 projects and current status of 2025/26 projects (part C)**
 - **loans (part D)**
 - **reserve movements (part E)**
 - **fees and charges (part F)**

Discussion

Key changes in budget (2025/26 to 2026/27)

- 15 The graph below shows that budgeted income, operating and capital expenses are lower than budgeted in 2025/26.



- 16 **Income is \$1k (0.3%) lower** due to lower rates with a reduction in costs as detailed below.
- 17 **Operating expenses are \$2k (0.7%) higher** because of increased interest costs and grant to the Balfour hall, this has been offset by a reduction in maintenance in parks and reserves.
- 18 **Capital expenses are \$146k (166%) higher** due to new footpaths planned for Riversdale.
- 19 More information about the 2026/27 budget can be found in part A of the attachment. The attachment also includes details of the projects, loans, reserves and fees.
- 20 **Other key issues for the board to note include:**
- 21 **Footpaths** - the 2026/27 project programme includes new footpaths in Riversdale which were budgeted as part of the Long Term Plan for Hereford Street (Newcastle to Liverpool – 307.5m2) and Devon Street (Newcastle to Liverpool 307.5m2). These projects are funded by a new 20 year loan of \$192,330, which will result in an estimated rates increase of \$15,200 in 2027/28 to cover additional loan interest and principal repayments. This would add an extra \$16 (including GST) onto the 2027/28 urban full charge rate.
- 22 **Rates decrease** - current budgets forecast a \$5k (excluding GST) decrease in the community board rate. The board may wish to consider maintaining the current rate which will help smooth any rate increases required in 2027/28 given the forecast increase next year to fund new footpaths.

Options

- 23 The following reasonably practicable options have been identified and assessed in this report:
- Option 1 - recommend that Council include the proposed budgets and rates outlined in this report (including any minor amendments agreed at the meeting) in the draft Annual Plan 2026/27
- Option 2 - make significant changes to the proposed budgets and rates outlined in this report and recommend that Council include the revised budgets and rates in the draft Annual Plan 2026/27
- Option 3 - do not recommend the proposed budgets and rates to Council for inclusion in the draft Annual Plan 2026/27

Recommended option:

- 24 Option 1 - recommend that Council include the proposed budgets and rates outlined in this report (including any minor amendments agreed at the meeting) in the draft Annual Plan 2026/27

Option 1 – recommend that Council include the proposed budgets and rates outlined in this report (including any minor amendments agreed at the meeting) in the draft Annual Plan 2026/27

Advantages	Disadvantages
<ul style="list-style-type: none"> enables the draft annual plan to be progressed within the legislative timeframe local rates recommendation to Council is finalised budgets and projects can be updated or reviewed annually as part of the annual plan 	<ul style="list-style-type: none"> if the board wants significant changes but hasn't advised staff these will not be incorporated.

budgeting process (or approved via unbudgeted expenditure process).	
---	--

Option 2 – make significant changes to the proposed budgets and rates outlined in this report and recommend that Council include the revised budgets and rates in the draft Annual Plan 2026/27

Advantages	Disadvantages
<ul style="list-style-type: none"> the proposed budgets and projects can reflect any further changes requested by the board. 	<ul style="list-style-type: none"> flow-on impact of any budget change on income and expenditure including rates required (which may need to be recalculated) the potential impact of any changes on levels of service or need to rescope works or the ability of the revised work programme to be delivered may impact the delivery of the annual plan within the legislative timeframe and/or require an additional meeting to recommend the revised budgets and rates.

Option 3 – do not recommend the proposed budgets and rates to Council for inclusion in the draft Annual Plan 2026/27

Advantages	Disadvantages
<ul style="list-style-type: none"> no advantages. 	<ul style="list-style-type: none"> Council may have to make decisions on the local budgets and rates for the draft annual plan directly may impact the delivery of the annual plan within the legislative timeframe.

Legal considerations

- 25 Under the section 95 of the Local Government Act (LGA) 2002, Council is required to prepare an annual plan. The draft budgets attached, including details of projects and rates, will form part of the activity, financial and funding impact statements in Annual Plan 2026/27.
- 26 Section 23 of the Local Government Rating Act (LGRA) 2002 requires that any rates must be set in accordance with the relevant provisions of the Council's funding impact statement (FIS) which is contained within the Council's adopted long term or annual plan.
- 27 Community boards have been delegated responsibility for recommending rates for local activities in the board area to Council. However, Council cannot delegate authority for rate setting, meaning any changes to rates must be approved by Council and included in either the annual plan or LTP FIS.

Strategic alignment

Strategic direction

- 28 The decision to confirm budgets and recommend rates and fees is aligned with Council's strategic direction as outlined in the LTP and the relevant community board plans. The proposed budget, rates, and fees support the delivery of Council's strategic priorities and community outcomes by maintaining agreed levels of service and continuing the implementation of projects identified in the LTP.

Policy and plan consistency

- 29 This matter has been assessed against Council's policies and plans, and no inconsistencies have been identified. The recommendations are consistent with the LTP and other relevant policies, and therefore no amendments are required under Section 80 of the Local Government Act.

Financial considerations

- 30 Based on the current budgets, the total rate revenue needed to fund the community board rate would decrease from **\$179,651 in 2025/26 to \$173,883 in 2026/27** (incl GST) which equates to an **3.21%** decrease. Using the current estimate of rating units, this equates to a **\$8.91 decrease** per unit for CB urban rate bringing the total urban rate to **\$272.07**. This compares to the 1.6% increase forecast from year two to year three of the LTP where the urban full charge rate per unit was forecast to increase by \$5 to \$313.
- 31 Table 1 below shows the key reasons for the rate change.
- 32 Table 2 shows the resulting potential rate per unit charge based on the proposed budgets for 2026/27 and number of units as at mid November 2025. The final rates will be calculated using the number of units at the time the annual plan is finalised.
- 33 Where applicable the board may also want to consider if it would be appropriate for all or some of any additional costs to be funded from reserves or loans, including any applicable financial contributions which may be available (refer to the separate financial report for year ended 30 June included in the agenda).
- 34 Table 3 shows the proposed changes in other local rates like halls and pools.

Table 1: Community Board Rate > proposed total rate revenue

	Movement	Reason for change
Current rate revenue: 2025/26 (excl GST)	\$156,218	
<i>Increases/(decreases) due to:</i>		
Parks and Reserves		
Reduction in interest and loan repayments	(\$1,779)	The cost of servicing the (loan and principal) is lower than 2025/26 as the actual cost for the lighting project that was planned for 2023/24 was completed in 2024/25 for less than budget.
Reduction in maintenance and gardening	(\$10,597)	Maintenance budget reduced across the community board based on expectation and recent expenditure.
Other changes including inflation	\$1,798	
Footpaths		
Increase in interest and loan repayments	\$5,448	The cost of servicing the loan (interest and principal) for work planned in 2025/26 for Riversdale footpath renewals and the Otta Seal of Upper Newburn Road, Waikaia
Other changes including inflation	\$62	
Proposed rate revenue: 2026/27 (excl GST)	\$151,203	Change from prior year (excl GST) >
Plus GST	\$22,680	(\$5,015)

	Movement	Reason for change	
Proposed rate revenue: 2026/27 (incl GST)	\$173,883	Change from prior year (incl GST) >	(\$5,767) 3.21%

Table 2: Community Board Rate > proposed rate per unit

Community Board Rate	Differential Factor	Current rate per unit 25/26 (Incl GST)	Proposed rate per unit 26/27 (Incl GST)	Change	
				\$	%
CB Rate Urban - full charge (499 units rated)	1	\$280.98	\$272.07	(\$8.91)	(3.17%)
CB Rate Rural - quarter charge (560 units rated)	0.25	\$70.24	\$68.02	(\$2.22)	(3.17%)

The % change per unit may differ from the total rate revenue % change due to variations in the number of rating units between years.

Table 3: Other local rates > proposed total rate revenue and rate per unit

Other Local Rates (e.g. Hall and Pool)	Current rate revenue 25/26	Proposed rate revenue 26/27	Current rate per unit 25/26	Proposed rate per unit 26/27	Change	
	(Incl GST)	(Incl GST)	(Incl GST)	(Incl GST)	\$	%
Balfour Hall Rate (302 units rated)	\$25,309	\$29,957	\$83.25	\$99.20	\$15.95	19.15%

- 35 The reason for the increase in the Balfour Hall rate is due to the cost of servicing the loan (interest and principal) for the hall roof replacement to be completed in 2025/26.

Significance assessment

- 36 The decision for the community board to recommend rates and fees is assessed as being of some importance under Council's Significance and Engagement Policy because:
- the proposed budget and rates continue the implementation of the overall direction, levels of service, and projects set in the LTP
 - the community board activity budget and rates represent a very small portion of Council's overall expenditure, and no significant increases are proposed.
 - the reduction in the board rate is primarily due to changes in project timing and funding, rather than any proposal to reduce service levels.
- 37 Given these factors, the matter does not materially affect Council's overall financial position or service delivery, but it is relevant to the community board's responsibilities and therefore warrants some level of significance.
- 38 Community engagement will be limited to informing stakeholders of the proposed rates and fees as part of the annual plan process. No additional statutory consultation is required because the changes are not considered material or significant under the LGA.

Category	Likelihood of engagement
Some importance or administrative	Council is not likely to carry out any engagement.
Moderate importance	Council may choose whether it carries out engagement, which may be targeted to directly affected individuals or groups.

Significant	Council will engage with directly affected individuals and groups and wider community engagement is likely, unless there are reasons under policy not to.
Critical	Council will engage with directly affected individuals and groups and wider community engagement is highly likely, unless there are reasons under policy not to.

Community views

- 39 As noted above, in preparing the budget information, staff have considered feedback provided by the board when developing the LTP and also in subsequent discussions on the Annual Plan 2025/26 and budget updates throughout the year.
- 40 At this stage staff have not undertaken any further work to understand community views around the proposed budgets given that these have been based on year three of the LTP which was adopted following public consultation.
- 41 With budgets still to be finalised, Council is yet to consider whether it will consult on the annual plan. Any decision to consult will be dependent on the significance of changes proposed from the LTP and any particular issues requiring feedback.
- 42 If Council decides to consult on the annual plan, there is an opportunity for any significant issues affecting local communities to be included in an annual plan consultation document which will be publicly available (likely during March/April 2026). If consultation is not required, Council will also consider what form of community engagement is required, if any.
- 43 As such, the community board is asked to advise staff of any local issues/projects that they would like to be highlighted in the consultation material (should Council proceed with consultation) where they are wanting to encourage feedback from the local community or let the community know of any significant projects. The board, in conjunction with the communications team, may also want to undertake additional separate communications within their communities about the board's proposed programme of work for 2026/27.

Climate change considerations

- 44 While the decision to recommend local budgets and rates for the Annual Plan 2026/27 has no direct climate change considerations, the projects and activities funded through these budgets provide opportunities to reduce emissions and improve climate change resilience. This can be achieved through the design and location of any physical assets to be built or replaced by considering changing rainfall patterns and sea-level rise, and by seeking ways to reduce greenhouse gas emissions in how work is carried out (e.g. moving away from fossil fuel use). At this stage, staff have not assessed the emissions impact of the board's budget. However, as most expenditure relates to maintaining current levels of service, a significant increase in emissions is unlikely. Resilience to climate change is addressed during project scoping and design processes.

Risk and mitigations

- 45 Recommending local budgets and rates for the Annual Plan 2026/27 carries financial and operational risks, particularly if budgets are insufficient to fund actual costs. This may occur where projects are not fully scoped or priced, or where actual contract prices exceed estimates. This is considered to be a medium risk, one that is likely to occur but with minor consequences given that the community board budgets collectively make up around 7% of Council's overall expenses. Council staff are currently reviewing and re-tendering contracts for gardening, toilet


and office cleaning, and tree maintenance, which are due to be in place by 1 July 2026. These may result in actual costs differing from budgeted amounts. If this occurs, and depending on the size of any funding gap, the board may need to approve unbudgeted expenditure using short-term loan or reserve funding until the next budgeting review. The board may also need to reprioritise or defer non-essential projects, adjust service levels, or seek alternative funding sources. This risk can be mitigated through updated cost estimates and early communication with the board.

- 46 There is also low social (reputational) risk if the community board make significant changes to projects from those originally forecast in the Long-Term Plan as the community has been consulted on that programme. This risk can be mitigated through clear communication with the Ardlussa community about the reasons for any changes.

Next steps

- 47 Recommendations made through this budget process from all community boards will be incorporated into the annual plan financial statements which are expected to be considered by Council in early 2026.

Attachments

- A Ardlussa Community Board Annual Plan 2026 2027 budgets and rates [↓](#) 

Attachment – Ardlussa CB Proposed budgets and rates 2026/27

This paper provides details of the proposed 2026/27 budgets and rates for the board's local activities:

A. Budget summary and business unit breakdown

These tables show the breakdown of income, operating expenditure (opex), capital expenditure (capex) and funding sources by activity. The data shown includes the prior year actuals (2024/25), current budget (2025/26) and what is now proposed for the Annual Plan 2026/27. The second set of tables show the same information for each business unit associated with the activity.

B. Rate Calculations

This details the change in the total community board rate (showing the related activity breakdown) and other local rates based on what has been included in the draft budget for Annual Plan 2026/27 compared to the current 2025/26 budget.

C. Project Information

This shows the proposed projects for the Annual Plan for 2026/27 and the status of current 2025/26 projects (noting any proposed changes as per recommendation).

D. Loans

This shows the loans held by the board and loans expected to be drawdown and repaid in 2026/27 and the projected balance at 30 June 2027.

E. Reserves

This shows:

- actual reserve balances at 30 June 2025
- planned movement for 2025/26 (which includes the annual plan movement and any adjustments through carry forwards, unbudgeted expenditure and proposed changes to project timing) making up the projected balance at 30 June 2026
- proposed annual plan movement for 2026/27 making up the projected balance at 30 June 2027.

A. Budget summary

The table and graphs provide an overview of the financials for 2026/27 showing income, operating expenses, capital expenses for the various activities. Parks and reserves make up the majority of the board's income and expenses followed by footpaths.

Income (\$189k) includes rates (94%) and grants/donations (6%). These will vary depending on the costs of the activities and any capital projects (often grant funded). Grant funding includes subsidies from NZTA (Waka Kotahi) for footpath work and internal grant allocations provided to boards for community assistance funding.

Operating expenses (\$224k) are the everyday costs of running the board's activities including maintenance (19%), mowing/gardening/cleaning (35%), grants/donations (11%), interest (8%), rates (3%) and depreciation (22%). Parks and reserves activity make up the majority of operating costs for gardening, mowing, trimming trees and hedges, and general upkeep as well as some maintenance projects followed by halls.

Capital expenses (\$234k) are the costs of replacing, acquiring or upgrading physical assets. These are investments in things that will provide value for many years, not just the current year and vary from year to year like replacing a roof or building a new playground. The board recommends the proposed capital projects as part of the three yearly Long Term Plan process with a review in year two and year three through the Annual Plan process. The budgeted 2026/27 capital costs are for new footpath projects and heating improvements at the Balfour hall. These projects are funded through loans.

Ardlussa CB: 26/27 budget by activity

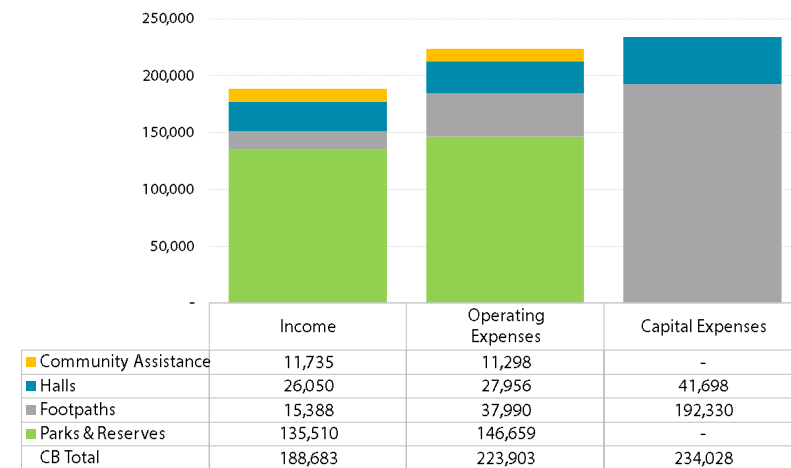


Table 1: Budget summary

Activity	Income					Operating Expenses					Capital Expenses				
	Actual 24/25	Budget 25/26	Budget 26/27	Change		Actual 24/25	Budget 25/26	Budget 26/27	Change		Actual 24/25	Budget 25/26	Budget 26/27	Change	
				\$	%				\$	%				\$	%
Parks & Reserves	224,501	146,017	135,510	(10,507)	(7%)	164,235	154,314	146,659	(7,655)	(5%)	151,979	-	-	-	-
Footpaths	10,708	9,801	15,388	5,587	57%	9,061	34,497	37,990	3,493	10%	19,945	87,898	192,330	104,432	119%
Halls	15,588	22,008	26,050	4,042	18%	15,588	22,458	27,956	5,498	24%	-	-	41,698	41,698	-
Community Assistance	11,452	11,414	11,735	321	3%	9,022	11,152	11,298	146	1%	-	-	-	-	-
Total	262,248	189,240	188,683	(557)	(0%)	197,906	222,421	223,903	1,482	1%	171,924	87,898	234,028	146,130	166%

Table 2: Budget breakdown by business unit (activity/area)

Activity & area	Income					Operating expenses					Capital expenses				
	Actual	Budget	Budget	Change		Actual	Budget	Budget	Change		Actual	Budget	Budget	Change	
	24/25	25/26	26/27	\$	%	24/25	25/26	26/27	\$	%	24/25	25/26	26/27	\$	%
Parks & Reserves	224,501	146,017	135,510	(10,507)	(7%)	164,235	154,314	146,659	(7,655)	(5%)	151,979	-	-	-	
Parks & Reserves - Ardlussa	8,583	13,886	14,596	710	5%	13,153	13,886	14,596	710	5%	-	-	-	-	
Parks & Reserves - Balfour	35,878	38,471	34,540	(3,931)	(10%)	42,138	49,453	45,408	(4,045)	(8%)	66,725	-	-	-	
Parks & Reserves - Riversdale	131,067	51,554	47,563	(3,991)	(8%)	66,603	49,562	44,754	(4,808)	(10%)	85,254	-	-	-	
Parks & Reserves - Waikaia	48,973	41,550	38,811	(2,739)	(7%)	42,340	40,857	41,901	1,044	3%	-	-	-	-	
Rec Reserve - Ardlussa	-	556	-	(556)	(100%)	-	556	-	(556)	(100%)	-	-	-	-	
Footpaths	10,708	9,801	15,388	5,587	57%	9,061	34,497	37,990	3,493	10%	19,945	87,898	192,330	104,432	119%
Street Works - Balfour	1,792	2,040	2,085	45	2%	1,722	2,040	2,085	45	2%	-	-	-	-	
Street Works - Riversdale	3,824	3,525	5,398	1,873	53%	4,220	4,211	4,866	655	16%	-	22,898	192,330	169,432	740%
Street Works - Waikaia	5,092	4,236	7,905	3,669	87%	3,120	28,246	31,038	2,792	10%	19,945	65,000	-	(65,000)	(100%)
Community Assistance	11,452	11,414	11,735	321	3%	9,022	11,152	11,298	146	1%	-	-	-	-	
Halls	15,588	22,008	26,050	4,042	18%	15,588	22,458	27,956	5,498	24%	-	-	41,698	41,698	
Total	262,248	189,240	188,683	(557)	(0%)	197,906	222,421	223,903	1,482	1%	171,924	87,898	234,028	146,130	166%

B. Rate calculations

The tables below show the change in the community board rate and other local rates based on what has been included in the draft budget for Annual Plan 2026/27 compared to the current 2025/26 budget. The left table shows the total rate revenue (by activity) and the right table shows the projected rate per rating unit for 2026/27 (based on updated rating unit numbers as at mid November 2025). The grey column (right) shows what the increase in rate per unit would be if an additional \$1,000 of rates funding was needed to fund any additional expenditure.

Table 3: Rate calculations

Community Board rate												
Total rate revenue CB rate > activity	Current Budget 25/26 (incl GST)	Proposed Budget 26/27 (incl GST)	Change		Rate per unit	Factor	Units	Basis	Current Rate 25/26 (incl GST)	Proposed Rate 26/27 (incl GST)	Change (\$)	Impact of extra \$1k of rates on the rate per unit:
			\$	%								
Community Board Rate	\$179,651	\$173,884	(\$5,767)	(3.2%)								
Community Assistance	\$5,175	\$5,175	-	0.0%	Urban - full charge	1.00	499	rating unit	\$280.98	\$272.07	(\$8.91)	\$1.09
Footpaths	\$7,263	\$13,600	\$6,337	87.2%	Rural - quarter charge	0.25	560	rating unit	\$70.24	\$68.02	(\$2.22)	\$0.27
Parks & Reserves	\$167,212	\$155,109	(\$12,103)	(7.2%)								
Other local rates (e.g. hall, pool)												
Total rate revenue					Rate per unit							
Balfour Hall Rate	\$25,309	\$29,957	\$4,648	18.4%	Balfour Hall Rate	1.00	302	SUIP	\$83.25	\$99.20	\$15.95	\$3.81

C. Projects

Table 4 below details the projects proposed to be included in the Annual Plan 2026/27. Table 5 shows the current projects programmed in 2025/26 as per the approved Annual Plan 2025/26 along with carry forwards and unbudgeted expenditure approved by either the board or Council. The proposed changes column details any further changes being proposed by staff to projects. The funding sources listed are those that are planned to be used to fund the projects but may vary from what has currently been included in the detailed budgets. Where a project shows a mix of grants, reserves and loan funding, the project may be funded by all or some of these sources, especially where external grant or project funding is still to be confirmed with external parties.

Table 4: Proposed projects 2026/27

Sub-Activity	Type	BU Description	Project Code Fulcrum	Project Name Fulcrum	AP Budget 26/27	Funding Source
Footpaths	Capex	Street Works - Riversdale	FFOOT003A	Riversdale - New footpath	96,165	Loan
Footpaths	Capex	Street Works - Riversdale	FFOOT003B	Riversdale - New footpath	96,165	Loan
Halls	Capex	Hall - Balfour	P-10553A	Balfour Hall - New heat pumps and remove old heating system	41,698	Loan
Total					234,028	

Table 5: Current projects 2025/26

Activity	Type	Business Unit	Code (CAMMS+ Fulcrum)	Name	Status as at 25.11.25	AP Budget 25/26	Carry forwards	Unbudgeted expenditure	Proposed changes	Revised Projection 25/26	Funding Source
Parks & Reserves	Opex	Parks & Reserves - Balfour	FPARK046A FPARK046A	Balfour Kruger Street Subdivision Investigation	In Physical Delivery	-	47,845	-	-	47,845	Loan
Footpaths	Capex	Street Works - Waikaia	FFOOT100A FFOOT100A	Waikaia - Otta Seal Upper Newburn Road	Procurement Underway	65,000		-	-	65,000	Loan
Footpaths	Capex	Street Works - Waikaia	FFOOT101A FFOOT101A	Waikaia - Additional streetlights	Not Started	-	19,996	-	-	19,996	Reserves & Loan
Footpaths	Capex	Street Works - Riversdale	FFOOT001I FFOOT001I	Riversdale - Footpath renewal programme 2024/2025 to 2026/2027	Scoping/ Consultations	22,898		-	-	22,898	Loan
Halls	Capex	Hall - Balfour	P-10552A P-10552	Balfour Hall - Replace roof and spouting	Works Complete	-	120,000	-	-	120,000	Loan
Total						87,898	187,841	-	-	275,739	

D. Loans

The table below details the community board loans including current loans (existing and planned 2025/26) and those expected to be drawn down in 2026/27. In some cases planned loans as shown in the schedule may not be drawn down, for example if a decision is made to defer a project to a latter year or the project is able to be funded from a different source like grants or reserves. Please note the "interest cost" column in the schedule has been included to show the annual interest cost of each loan at the Council's assumed interest rate (4.82%). For background information, taking out an additional \$10,000 loan over a 10-year term at an interest rate of 4.82% would result in approximately \$1,284 (excluding GST) in additional annual interest and principal repayments and increase the CB urban full charge rate by around \$1.39 (including GST).

Table 6: Balance of loans – 1 July 2025 to 30 June 2027 showing changes to 2025/26 loan movement

Activity & Town/Area	Loan description	Opening balance 1-Jul-25	Forecast repayments (25/26)	AP draw down (25/26)	Changes (25/26)	Projected closing balance 30-Jun-26	Budgeted repayments (26/27)	Budgeted drawdown (26/27)	Forecast closing balance 30-Jun-27	Interest cost (26/27)	Year loan end
Parks & Reserves											
Parks & Reserves - Balfour	Balfour Playground - Equipment renewal (P-10752)	35,644	(1,663)		-	33,981	1,756		32,225	1,638	2040
Parks & Reserves - Balfour	Kruger Street Subdivision Investigation R/24/12/74176*	2,155	(391)	11,520	36,822	50,106	-	2,415	52,521	2,415	2031
Parks & Reserves - Riversdale	Riversdale playground equipment P-10789 21/22	22,483	(1,277)		-	21,206	1,346		19,860	1,022	2038
Footpaths											
Riversdale	Footpath renewals	-	-	22,898	-	22,898	706		22,192	1,104	2046
Riversdale	Hereford Street (Newcastle to Liverpool) 307.5 m2 Devon Street (Newcastle to Liverpool) 307.5m2	-	-		-	-	-	192,330	192,330	-	2046
Riversdale	New Streetlights - Riversdale	3,712	(123)		-	3,590	130		3,460	173	2044
Riversdale	Riversdale street lights 21/22	1,884	(68)		-	1,817	71		1,746	88	2043
Waikaia	Otta seal of Cleadon St/Scotswood St	26,625	(880)		-	25,745	931		24,815	1,241	2044
Waikaia	Otta seal Upper Newburn Road (550m)	-	-	65,000	-	65,000	1,009		63,991	3,133	2056
Waikaia	Waikaia additional street lighting	-	-		4,218	4,218	130		4,088	203	2046
Halls											
Hall - Balfour	Balfour Hall - New Heat Pumps and remove old heating system	-	-		-	-	-	41,698	41,698	-	2036
Hall - Balfour	Balfour Hall Reroof	-	-		120,000	120,000	3,699		116,301	5,784	2046
Total		92,504	(4,400)	99,418	161,040	348,561	9,777	236,443	575,227	16,801	

*Please note that, in line with a previous board decision, annual interest charges on the Kruger Street subdivision loan are being capitalised (added to the loan principal). This approach ensures that loan repayments do not impact rates, as the loan will be repaid when the subdivision is completed and sections are sold.

E. Reserves

This table shows the change in reserve balances forecast for the current financial year (2025/26) including the annual plan movement and subsequent changes resulting from any carry forwards, unbudgeted expenditure approved and proposed changes to funding of 2025/26 projects. The table then shows the reserve movement planned in the Annual Plan 2026/27 with details of the movement noted.

Table 7: Reserve balances – 1 July 2025 to 30 June 2027 showing changes to 2025/26 reserve movement

Reserve	Opening balance 1/7/25	AP Mvmt (25/26)	Changes (25/26)	Projected balance 30/6/26	AP Mvmt (26/27)	Projected balance 30/6/27
Ardlussa CB general	11,701	9,801	-	21,502	7,864	29,366
Ardlussa CB Total	11,701	9,801	-	21,502	7,864	29,366
Balfour general	1,407	-	-	1,407	-	1,407
Balfour Total	1,407	-	-	1,407	-	1,407
Waikaia Dickson park	10,071	198	-	10,269	202	10,471
Waikaia general	15,937	7	(15,778)	166	7	173
Waikaia museum donations	7,346	111	-	7,457	113	7,570
Waikaia Total	33,353	316	(15,778)	17,891	322	18,213
Total	46,462	10,117	(15,778)	40,801	8,186	48,987

Reserve reconciliation	Movement	Reason
1. Ardlussa CB general		
2025/2026	262	Interest
2025/2026	3,283	Balfour - Smooth the funding for Tree and Hedge cost
2025/2026	3,395	Riversdale - Smooth the funding for Tree and Hedge cost
2025/2026	2,861	Waikaia - Smooth the funding for Tree and Hedge cost
2025/2026 Total	9,801	
2026/2027	437	Interest
2026/2027	3,265	Balfour - Smooth the funding for Tree and Hedge cost
2026/2027	5,090	Riversdale - Smooth the funding for Tree and Hedge cost
2026/2027	(928)	Waikaia - Smooth the funding for Tree and Hedge cost
2026/2027 Total	7,864	
2. Waikaia Dickson park		
2025/2026	198	Interest
2026/2027	202	Interest
3. Waikaia general		
2025/2026	7	Interest
2025/2026	(15,778)	Additional streetlighting (FFOOT101)
2025/2026 Total	(15,771)	
2026/2027	7	Interest
4. Waikaia museum donations		
2025/2026	111	Interest
2026/2027	113	Interest

Community Partnership Fund applications - September 2025 round

Record no: R/25/11/56212

Author: Kathryn Cowie, Community liaison officer

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

Report type: Decision

Staff recommendations

That the Ardlussa Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as administrative based on Council's Significance and Engagement Policy and is therefore not significant. The assessed level of significance indicates that the community is kept informed of the decisions made in this report, rather than engaged prior to this decision being made.
- 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. Waikaia Squash Club
 2. Waikaia Golf Club Inc.
 3. Riversdale & Districts Progress League Inc.
 4. Balfour Community Baths Fund
 5. Waikaia Trails Trust
 6. Riversdale Community Garden
- e) approves/declines a grant of \$3,000 to the Waikaia Squash Club for costs associated with installing new curtains and a heat pump/heaters at the clubrooms and resurfacing the courts.
- f) approves/declines a grant of \$2,500 to the Waikaia Golf Club Inc. for costs associated with switching the hot water system from electric to gas at the clubrooms.
- g) approves/declines a grant of \$1,500 to the Riversdale & Districts Progress League for costs associated with removing the old internal water tank and replacing with a large outdoor tank.
- h) approves/declines a grant of \$5,000 to the Balfour Community Baths Fund for costs associated with purchasing a new pool cover and rubber safety mats.
- i) approves/declines a grant of \$1,000 to the Waikaia Trails Trust for costs associated with purchasing a track counter at the main trail entry, including weatherproof housing, hardware and signage.

- j) approves/declines a grant of \$700 to the Riversdale Community Garden for costs associated with installing a watering system for the new tunnel house.

Purpose

- 1 The purpose of the report is for the Ardlussa Community Board to allocate funding for the September 2025 round of the Community Partnership Fund.

Executive summary

- 2 A total of six applications have been received for the September 2025 funding round of the Ardlussa Community Partnership Fund. The applications are included in this report. Please note that the attachments to the applications (including financials) are not included in this report as they contain information sensitive to applicants' privacy. These attachments were provided to the community board with the applications for their perusal prior to the meeting.
- 3 The Ardlussa Community Board has \$6,652 to allocate through the Ardlussa Community Partnership Fund for the 2025/2026 financial year, over one funding round.
- 4 There is \$13,700 in requests from the six applicants.

Context

- 5 Southland District Council's community assistance activity seeks to contribute to a district of 'proud, connected communities that have an attractive and affordable lifestyle' by enabling Southland's communities to be desirable places to live, grow up, work, run a business, raise a family and enjoy a safe and satisfying life. Through providing financial assistance by way of grant funding, community groups and individuals are supported to undertake their desired activities.
- 6 A review of the community assistance activity was completed in early 2019, which resulted in the establishment of the community partnership fund whereby the nine community boards in the district allocate funding directly to their communities.
- 7 The Ardlussa Community Board set the following criteria for their Community Partnership Fund:
- consideration will be given to all funding requests
 - the board will give preference to applications that directly benefit the wider community and align with the outcomes of the Ardlussa Community Board plan
 - funding requests must be for not for profit purposes
 - there is no cap on the amount applicants can request
 - co-funding is preferable and will be assessed on a case by case basis
 - two quotes are preferable for capital works, but if it is not possible to get more than one quote an explanation why will be sufficient
 - applicants may be invited to speak to the board
 - groups do not have to be a legal entity to apply
 - individuals will be considered on a case by case basis
 - applications relating to improvements to Council owned facilities are not eligible for funding.

- 8 Priority consideration will be given to projects that meet the community board's vision and community outcomes as outlined in their community board plan:

Vision – Ardlussa is a community that cares and looks after each other, is alive with enthusiasm, is a good environment to bring up families and is respectful of its environment.

Outcomes:

1. A connected, inclusive and vibrant Ardlussa community
2. A community that attracts people, businesses and visitors
3. A community where Council fosters leadership, partnerships and community engagement

Discussion

- 9 The applications received are summarised below. The community board members, as representatives of their community, will assess the applications and their benefit to the Ardlussa Community Board area and will decide if and how much to allocate. The information in the tables below can assist with this discussion.

Application Summary

Applications received		6
Total amount requested		\$13,700
Funds available		\$6,652
1	Waikaia Squash Club	
	Costs associated with installing new curtains and a heat pump/heaters at the clubrooms and resurfacing the courts.	
	Total project cost	\$9,716
	Amount requested	\$3,000
2	Waikaia Golf Club Inc.	
	Request assistance towards costs to switch hot water from electric to gas at the clubrooms as a means to save money long term for the club.	
	Total project cost	\$3,991
	Amount requested	\$2,500
3	Riversdale & District Progress League Inc.	
	Request assistance towards the plumbing upgrade at the community centre – removing the old internal water tank and fittings and replacing with a 25,000 outdoor tank.	
	Total project cost	\$8,800
	Amount requested	\$1,500

4 Balfour Community Baths Fund

Request assistance towards costs to purchase a new pool cover and rubber safety mats for the pool.

Total project cost **\$10,999**

Amount requested **\$5,000**

5 Waikaia Trails Trust

Request assistance towards costs to purchase a track counter at the main trail entry (McKee Park), including weatherproof housing, mounting hardware, signage and set up.

Total project cost **\$1,366**

Amount requested **\$1,000**

6 Riversdale Community Garden

Requests assistance towards purchasing a watering system for the new tunnel house and outside gardens.

Total project cost **\$1,001**

Amount requested **\$700**

Criteria matrix for applications		Criteria			
		Benefits community board area	Co-funding proposed	Two quotes sought	Legal entity
Applicants	Waikaia Squash Club – new curtains, heat pump, court resurfacing	Yes	Yes	No	Yes
	Waikaia Golf Club – transfer of hot water system to gas	Yes	Yes	No	Yes
	Riversdale & District Progress League – new outdoor water tank	Yes	Yes	No	Yes
	Balfour Community Baths Fund – new pool cover and safety mats	Yes	Yes	No	Yes
	Waikaia Trails Trust – trail counter	Yes	Yes	Yes	Yes
	Riversdale Community Garden – watering system for tunnel house	Yes	Yes	Yes	No

Community board plan outcomes matrix		Community board plan outcomes		
		A connected, inclusive and vibrant Ardlussa community	A community that attracts people, businesses and visitors	A community where Council fosters leadership, partnerships and community engagement
Applicants	Waikaia Squash Club – new curtains, heat pump, court resurfacing	Yes	Yes	No
	Waikaia Golf Club – transfer of hot water system to gas	Yes	Yes	No
	Riversdale & District Progress League – new outdoor water tank	Yes	Yes	No
	Balfour Community Baths Fund – new pool cover and safety mats	Yes	Yes	No
	Waikaia Trails Trust – trail counter	Yes	Yes	No
	Riversdale Community Garden – watering system for tunnel house	Yes	Yes	No

Previous funding and accountability		Previous CPF funding received	Accountability received
Applicants	Waikaia Squash Club – new curtains, heat pump, court resurfacing	No	n/a
	Waikaia Golf Club – transfer of hot water system to gas	No	n/ a
	Riversdale & District Progress League – new outdoor water tank	No	n/a
	Balfour Community Baths Fund – new pool cover and safety mats	September 2021 – heating and maintenance costs for the pool	Yes
	Waikaia Trails Trust – trail counter	September 2024 – landscaping costs September 2023 – outdoor seating	No (due end December 2025) Yes
	Riversdale Community Garden – watering system for tunnel house	September 2024 – new tunnel house September 2021 – solar pump system September 2020 – set up of community garden	Yes Yes Yes

Options

- 10 The following reasonably practicable options have been identified and assessed in this report:

Option 1 – approve and allocate funding to applicants pursuant to the funding criteria.

Option 2 – decline the applications.

Recommended option:

- 11 Approve and allocate funding pursuant to the funding criteria set by the community board. Approving these grants supports local groups to complete their projects and provide services that benefit the local community.

Option 1 – approve and allocate funding pursuant to the funding criteria set by the community board

Advantages	Disadvantages
<ul style="list-style-type: none"> supports community groups to achieve local initiatives. 	<ul style="list-style-type: none"> there are no disadvantages.

Option 2 – decline the applications

Advantages	Disadvantages

<ul style="list-style-type: none"> • there are no advantages. 	<ul style="list-style-type: none"> • no funds awarded could hinder the progress of community led development due to the lack of financial support.
--	---

Legal considerations

- 12 There is no legal information that needs to be considered.

Strategic alignment

Strategic direction

- 13 The Community Partnership Fund is designed to support local projects that strengthen connected and resilient communities and deliver on the social and cultural outcomes outlined in the current Long Term Plan (LTP). By funding initiatives such as sports, recreation, health services and community programmes, the fund promotes wellbeing, fosters a sense of belonging, and enhances facilities that make the area attractive and liveable.
- 14 The funding decisions covered in this report reflect these objectives, ensuring that allocations contribute to the LTP vision of vibrant, connected communities and opportunities to thrive. The table above under the discussion paragraph outlines how the applications align with the Wallace Takitimu Community Board plan outcomes.

Policy and plan consistency

- 15 There are no inconsistencies identified.

Financial considerations

- 16 There is \$6,652 available to allocate for the Ardlussa Community Partnership Fund for the 2025/2026 financial year, over one funding round.
- 17 A total of \$13,700 in requests have been received for this funding round.

Significance assessment

- 18 This decision has been assessed in accordance with Council's Significance and Engagement Policy as having some importance or administrative and is not considered significant.
- 19 The allocation of these funds follows a guiding document endorsed by Council in 2020, and the allocations are within the budgeted fund allowances. The decision provides minor positive impact on Council's social and cultural community outcomes in terms of this policy and has no impact on the provisions of Council's level of services. This decision is reversible but there would be some hurdles to do so. Allocations of grants do follow an accountability process, where applicants are required to submit a report detailing how the funds were spent and confirming that they were spent on the agreed purpose.
- 20 The assessed level of significance indicates that the community is kept informed of the decisions made in this report, rather than engaged prior to the decision being made.

CATEGORY	LIKELIHOOD OF ENGAGEMENT
Some importance or administrative	Council is not likely to carry out any engagement.

Moderate importance	Council may choose whether it carries out engagement, which may be targeted to directly affected individuals or groups.
Significant	Council will engage with directly affected individuals and groups and wider community engagement is likely, unless there are reasons under policy not to.
Critical	Council will engage with directly affected individuals and groups and wider community engagement is highly likely, unless there are reasons under policy not to.

Community views

- 21 In alignment with the significance assessment above, no community views have been sought in connection with this decision, however the community will be informed of the community board's decision in upcoming community board reports.

Climate change considerations

- 22 There are no climate change considerations relevant to this matter or decision.


Risk and mitigations

- 23 There are no significant risks in relation to this matter or decision.
- 24 Grants made, do follow an accountability process as detailed above.

Next steps

- 25 Applicants will be advised of the outcome and payments made accordingly.

Attachments

- A Ardlussa CPF applications for agenda - September 2025 [↓](#) 



Ardlussa Community Partnership Fund Application
September 2025

1. WAIKAIA SQUASH RACQUETS CLUB

- Court resurfacing, heat pump and curtains

**Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form (Version
2 of 2)****Application No. ArdlussaCPF001SEP25 From Waikaia Squash Racquets Club
Incorporated**

Form Submitted 10 Sep 2025, 7:41PM NZST

Applicant details*** indicates a required field****Applicant details****Applicant name ***

Waikaia Squash Racquets Club Incorporated

Street Address *Wylam St
Waikaia Waikaia 9778 New Zealand
Any, but at least one field is required.**Postal Address (if different from above)**1158 Pyramid Waiparu Rd
Wendon Riversdale 9777 New Zealand**Phone Number ***

Must be a New Zealand phone number.

Email ** z
Must be an email address.**Purpose/main activity of your organisation?**

Squash

How many members belong to your club/organisation?11
Must be a number.**Contact details for this application**

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

Name 1 *

Anita Williamson

Phone Number *

Must be a New Zealand phone number.

Email **
Must be an email address.**Name 2 ***

Ardlussa Community Partnership Fund - September 2025 round

Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF001SEP25 From Waikaia Squash Racquets Club Incorporated

Form Submitted 10 Sep 2025, 7:41PM NZST
Jenna Orpwood

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Application details

* indicates a required field

Project details

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

What are you applying for? (pick one) *

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

No more than 1 choice may be selected.

Please provide a short title for your project: *

Upgrading of squash court and changing room / kitchen facilities

What is the location of your project? *

Waikaia Squash Club

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

We as a club would like to get a heat pump for our facility to make it warmer during winter. Freshen up the curtains which shut off the court from the viewing space and renew some broken heaters in the shower area, and resurface courts.

What is your project? What specific purpose will the funding be used for?

How does your project benefit the Ardlussa community? *

With the intended improvements it will hopefully entice more people to come and play Squash, be it in our interclub team of which we currently have 1 women's interclub team which plays in the Eastern Northern Competition. Or socially. Squash is a great way to meet new people, we use the courts as part of a 51's competition where we join forces with the Riversdale Squash club members of both clubs and non-members from the wider Ardlussa communities can come and play, learn new skills from current players or just come along to meet people who like to be active, Squash is awesome for fitness, we encourage anyone and everyone to come along. Recently the Waikaia School children have been participating in some skills and coaching lessons which have been a great hit.

We also share the facility for bigger community attractions in the past such as the

Ardlussa Community Partnership Fund - September 2025 round Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF001SEP25 From Waikaia Squash Racquets Club Incorporated

Form Submitted 10 Sep 2025 7:41PM NZST

Cavalcade for showering facilities & also the Ewan Allan Honda Kids Camp each year in the middle of January.

Over the summer months we run a social night where you can just come along and have a hit/drink with other people from the community.

It is also used for referees to shower when home fixtures are played for the Waikaia Rugby Club.

i.e. improvements/events that will enable the community to be more connected, or improvements to a facility that will enable it to run more efficiently etc

Project start date

26/01/2026

Must be a date.

Project end date

31/03/2026

Must be a date.

Community Board plan alignment

The Ardlussa Community Board plan document can be found [here](#). The Ardlussa Community Board outcomes can be found on page 10. Please indicate below if you think your project aligns with any of these outcomes.

Do you think your project aligns with any of the Ardlussa Community Board's community board plan outcomes? (please tick all that apply) *

- ☒ A connected, inclusive and vibrant Ardlussa community
- ☒ A community that attracts people, businesses and visitors
- ☐ A community where Council fosters leadership, partnerships and community engagement
- ☐ N/A

What is the difference you expect to make through your work or project?

Please describe up to **two** outcomes (i.e. changes or differences) you would like your work or project to achieve.

Outcome 1 *

It would be a huge difference for our courts to be professionally cleaned & resurfaced as over years of use there is the general wear and tear. It has become quite slippery when playing. Having the floors resurfaced would make it safer for players also.

Outcome 2

If we were able to install a heat pump this would be great especially during the colder winter months and keep visiting teams and current members warmer.

How will you know you are achieving the above outcome(s)?

People not slipping during games and a nice warm environment for people to watch and play squash in.

What data/information will you collect that shows your progress?

Ardlussa Community Partnership Fund - September 2025 round Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF001SEP25 From Waikaia Squash Racquets Club Incorporated

Form Submitted 10 Sep 2025 7:41PM NZST

Are there any similar projects or services in your area?

- ☐ yes
☒ no

No more than 1 choice may be selected.

Community benefits

This section enables us to gather useful data on the different groups of people in our communities that will benefit from our grants.

Approximately how many people in the Ardlussa Community Board area will benefit directly from your project? *

50

Must be a number.

Additional comments on numbers benefiting:

What age group will predominantly benefit? *

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

At least 1 choice must be selected.

Does your project mainly focus on any of the following: *

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

At least 1 choice must be selected.

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

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

At least 1 choice must be selected.

Building & facility information

Does your application relate to a building or facility?

- ☒ Yes
☐ No

No more than 1 choice may be selected.

Building or facility information

If yes, who owns the building?

Associated with the Waikaia Recreation Centre/Hall
Council owned buildings are not eligible for funding

Does the facility have a long-term maintenance plan?

- ☒ Yes
☐ No

**Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form (Version
2 of 2)****Application No. ArdlussaCPF001SEP25 From Waikaia Squash Racquets Club
Incorporated**

Form Submitted 10 Sep 2025, 7:41PM NZST

No more than 1 choice may be selected.

How often is the building used and by what organisations?

The courts and facility are used weekly from the start of March through the 51 squash and Mens (Riversdale) and Womens (Waikaia) interclub season until the end of July. Also during winter sports months showering facilities used for referees.

Has your project received all the necessary statutory approvals such as resource consent or building consent?

- ☐ Yes
☐ No
☒ not applicable

No more than 1 choice may be selected.

Is your facility accessible to the elderly and disabled?

- ☒ Yes
☐ No

No more than 1 choice may be selected.

Project Budget & Financial Details*** indicates a required field****Financial details****Bank Account ***

Account Name: Waikaia Squash
Racquets Club
Incorporated

Account Number:

Must be a valid New Zealand bank account format.

Please upload verification of your organisation's bank account details *

Filename: waikaia squash statement july 25.pdf

File size: 581.5 kB

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

Are you registered for GST? *

- ☒ Yes
☐ No

No more than 1 choice may be selected.

If yes, GST number:

52308852

Must be a number.

Please upload your organisation's latest financial statements *

Filename: income and expenditure.pdf

File size: 257.2 kB

Ardlussa Community Partnership Fund - September 2025 round

Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF001SEP25 From Waikaia Squash Racquets Club Incorporated

Form Submitted 10 Sep 2025 7:41PM NZST

Please upload a current bank statement from your organisation *

Filename: Aug 2025 Statement 2.pdf

File size: 711.8 kB

Total Project Cost *

~~\$10,585.00~~ **\$9,716**

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Amount you are requesting from the Ardlussa Community Partnership Fund? *

\$3,000.00

Must be a dollar amount.

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

Please indicate your current level of reserves: *

\$5,000.00

Must be a dollar amount.

At the time of this application

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

We have nominated \$5000 as we are a small club with low members presently & still need to allow funds to pay for running of the squash club therefore don't want to exhaust all of our funds.

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

Squash Club members will be volunteering their time/labour to assist with renovations of the court floor

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

Fundraising, subs, and grants from the local and wider regional groups.

Project Budget

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

If you are GST registered please provide figures that EXCLUDE GST. If you are NOT GST registered please provide figures that INCLUDE GST.

Income	\$	Expenditure	\$
Ardlussa Community Partnership Fund	\$3,000.00	Court resurfacing	\$3,000.00 \$3,120
fundraising,	\$6,716	Heat Pumps	\$ 3,804
other grants,		Curtains	\$ 2,792
own funds			

**Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form (Version
2 of 2)****Application No. ArdlussaCPF001SEP25 From Waikaia Squash Racquets Club
Incorporated**

Form Submitted 10-Sep-2025, 7:41PM NZST

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount~~\$3,000.00~~ 9716

This number/amount is calculated.

Total Expenditure Amount~~\$3,000.00~~ 9716

This number/amount is calculated.

Income - Expenditure

\$0.00

This number/amount is calculated.

Quotes

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

Have you sought at least two quotes?☐ yes☒ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: Southland Floor Covering Services.docx

File size: 11.5 kB

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

We also looked in Hardwood Technology Ltd as they specialised in resurfacing the ILT squash courts but are based in Christchurch and imagine cost of travel would be alot for our small club and better to stick with a local company

Additional information**If you would like to make any additional comments about your project budget please detail below:**

Project Budget Income/Expenditure table for renovating the Squash Court floor not completed as are not certain of a nominated value to be granted to this project yet.

Supporting documentation**Supporting documentation**

Ardlussa Community Partnership Fund - September 2025 round Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF001SEP25 From Waikaia Squash Racquets Club Incorporated

Form Submitted 10 Sep 2025, 7:41PM NZST

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

Attach documents here

No files have been uploaded

If you have any other comments about your application please detail here:

We are aware that Ardlussa Community involves alot of clubs. This is the first time that Waikaia Squash club has applied for funding from the Ardlussa Community Partnership Fund; and would greatly appreciate your time in acknowledging our application.

Kind regards

Waikaia Squash Club Committee Members

Anita Williamson & Jenna Orpwood

Feedback

Feedback

How did you find out about the Ardlussa Community Partnership Fund?

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

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

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

No more than 1 choice may be selected.

The application process is very straightforward

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

No more than 1 choice may be selected.

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

Declaration

* indicates a required field

Declaration

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

Ardlussa Community Partnership Fund - September 2025 round

Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF001SEP25 From Waikaia Squash Racquets Club Incorporated

Form Submitted 10 Sep 2025 7:41PM NZST

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

In making this declaration I declare that:

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

I authorise Southland District Council to:

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

I acknowledge that:

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

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

Name *

Anita Williamson & Jenna Orpwood

Position in organisation *

President & Secretary

Date *

03/09/2025

Must be a date.

Submitting your form

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

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

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

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

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



Ardlussa Community Partnership Fund Application
September 2025

2. WAIKAIA GOLF CLUB

– clubroom gas installation

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF002SEP25 From Waikaia Golf Club Inc
Form Submitted 2 Sep 2025, 3:03PM NZST

Applicant details

* indicates a required field

Applicant details

Applicant name *

Waikaia Golf Club Inc

Street Address *

Waikaia Golf Club
PO Box 11
Waikaia Waikaia 9745 New Zealand
Any, but at least one field is required.

Postal Address (if different from above)

Waikaia Golf Club
PO Box 11
Waikaia Waikaia 9745 New Zealand

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Purpose/main activity of your organisation?

Golf Club

How many members belong to your club/organisation?

110
Must be a number.

Contact details for this application

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

Name 1 *

Colleen Morton

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF002SEP25 From Waikaia Golf Club Inc
 Form Submitted 2 Sep 2025, 3:03PM NZST

Name 2 *

Ken Blatch

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Application details*** indicates a required field****Project details**

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

What are you applying for? (pick one) *

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

No more than 1 choice may be selected.

Please provide a short title for your project: *

Clubhouse Gas Fitting

What is the location of your project? *

Waikaia Golf Club

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

We have recently completed significant renovations to the clubhouse including outside cladding, new windows, new kitchen and interior decorating. With many voluntary hours put in by club members and in particular Ken Blatch who has saved us thousands. The committee are concerned about the ongoing running costs involved with power. If we switched to gas the savings over the coming years would be profound. Ultimately we are wanting to ensure the sustainability of golf here in Waikaia for the future generations and we see this switch as a long term way of cutting costs.

What is your project? What specific purpose will the funding be used for?

How does your project benefit the Ardlussa community? *

The Golf Club is the hub for gatherings bi weekly. Dad's Army on a Wednesday afternoon attracts up to 30 participants from Riversdale, Balfour, Gore, Waikaka, Waikaia and Lumsden. Eighteen holes of competition golf are played and then many hours of fun at the 19th (clubhouse). Saturday's during the summer months are well supported too. It is here that the benefit of such a facility is truly expressed. Families, husbands, wives and friends

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF002SEP25 From Waikaia Golf Club Inc
 Form Submitted 2 Sep 2025, 3:03PM NZST

of the non golfing kind come in to join us for raffles, refreshments and our unique venison pies on offer. The venison is hunted locally and taken to a local butcher to be made into pies. Another way of generating some funds for the club and ensuring food is available from the bar. Bringing a community together mid-week (particularly in the winter months) is a game-changer for the remoteness of our town. We believe golf and the clubhouse makes a significant contribution to health and well being for many. Particularly those who live remotely and the retired folk who have established life long friends here.

i.e. improvements/events that will enable the community to be more connected, or improvements to a facility that will enable it to run more efficiently etc

Project start date

01/02/2026

Must be a date.

Project end date

02/02/2026

Must be a date.

Community Board plan alignment

The Ardlussa Community Board plan document can be found [here](#). The Ardlussa Community Board outcomes can be found on page 10. Please indicate below if you think your project aligns with any of these outcomes.

Do you think your project aligns with any of the Ardlussa Community Board's community board plan outcomes? (please tick all that apply) *

- ☒ A connected, inclusive and vibrant Ardlussa community
- ☒ A community that attracts people, businesses and visitors
- ☒ A community where Council fosters leadership, partnerships and community engagement
- ☐ N/A

What is the difference you expect to make through your work or project?

Please describe up to **two** outcomes (i.e. changes or differences) you would like your work or project to achieve.

Outcome 1 *

Substantial Power Consumption Reduction

Outcome 2

Decrease club running costs considerably annually

How will you know you are achieving the above outcome(s)?

The spreadsheet on the annual accounts will clearly tell us how much we are saving.

What data/information will you collect that shows your progress?

Are there any similar projects or services in your area?

- ☐ yes
- ☒ no

No more than 1 choice may be selected.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF002SEP25 From Waikaia Golf Club Inc
 Form Submitted 2 Sep 2025, 3:03PM NZST

Community benefits

This section enables us to gather useful data on the different groups of people in our communities that will benefit from our grants.

Approximately how many people in the Ardlussa Community Board area will benefit directly from your project? *

250

Must be a number.

Additional comments on numbers benefiting:

The golfers are the smaller portion of the numbers through our club. We attract tourists (campers), fisherman, hunters and motor home people as they explore the wider Ardlussa area. The clubhouse is frequently being used for family gatherings and parties such as weddings, birthdays, funerals... We know after the renovations this is very likely to increase significantly.

What age group will predominantly benefit? *

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

At least 1 choice must be selected.

Does your project mainly focus on any of the following: *

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

At least 1 choice must be selected.

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

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

At least 1 choice must be selected.

Building & facility information

Does your application relate to a building or facility?

☒ Yes

☐ No

No more than 1 choice may be selected.

Building or facility information

If yes, who owns the building?

Waikaia Golf

Council owned buildings are not eligible for funding

Does the facility have a long-term maintenance plan?

☒ Yes

☐ No

No more than 1 choice may be selected.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF002SEP25 From Waikaia Golf Club Inc
Form Submitted 2 Sep 2025, 3:03PM NZST

How often is the building used and by what organisations?

Bi Weekly. Wednesday Dad's Army golf competition and Saturday Golf competition during the summer months. This is a minimum, we host tournaments, school fundraisers, community fundraisers, quizzes, family gatherings and campers - wet days (pool, cards, board game days)

Has your project received all the necessary statutory approvals such as resource consent or building consent?

- ☒ Yes
☐ No
☐ not applicable

No more than 1 choice may be selected.

Is your facility accessible to the elderly and disabled?

- ☒ Yes
☐ No

No more than 1 choice may be selected.

Project Budget & Financial Details

*** indicates a required field**

Financial details

Bank Account *

Account Name: Waikaia Golf Club
Incorporated

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

Please upload verification of your organisation's bank account details *

Filename: ASB Statement.jpeg
File size: 249.6 kB

Filename: IMG_3417.JPG
File size: 437.2 kB
i.e. a bank coded deposit slip or bank verified account details

Are you registered for GST? *

- ☒ Yes
☐ No

No more than 1 choice may be selected.

If yes, GST number:

13273391
Must be a number.

Please upload your organisation's latest financial statements *

Filename: 2023 Waikaia Golf Club - Financial Statements (1).pdf
File size: 880.7 kB

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF002SEP25 From Waikaia Golf Club Inc
 Form Submitted 2 Sep 2025, 3:03PM NZST

Please upload a current bank statement from your organisation *

Filename: ASB Statement.jpeg
 File size: 249.6 kB

Total Project Cost *

~~\$4,589.63~~ \$3991

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Amount you are requesting from the Ardlussa Community Partnership Fund? *

\$2,500.00

Must be a dollar amount.

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

Please indicate your current level of reserves: *

\$80,000.00

Must be a dollar amount.

At the time of this application

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

We have already committed \$50,000 to the refurbishment and are very aware of the running costs involved with keeping a golf club afloat. As many courses throughout Southland struggle with numbers and finances ours continues to thrive and we are dedicated to keeping it this way. We have constant machinery costs that are not eligible for funding so it is vital we keep the reserves plentiful. In saying this we work hard as a community to keep the facilities in order. We do not want to burden the next generation with too much to take on.

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

Ken Blatch, Ray Christie, Al McKee and their team of committee have worked tirelessly to ensure this project was possible. Too many hours to calculate especially from Ken Blatch who has stripped, filled, sanded and painted the club house saving us thousands. We intend to continue working on the clubhouse over the coming months. It has a very proud history and we as members recognise the work that went in to create this fabulous setting and it is our duty as a community to make certain it is here for another fifty and beyond...

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

We have stock being grazed by our very generous farming members and cut/bale balage every year. This generates good money for the club for our operations. Alongside these schemes raffles, golf tourneys, fundraisers and donations. Our club is fortunate to have the following and visitors, this is of course due to the hard working team behind the scenes.

Project Budget

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

If you are GST registered please provide figures that EXCLUDE GST. If you are NOT GST registered please provide figures that INCLUDE GST.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF002SEP25 From Waikaia Golf Club Inc
 Form Submitted 2 Sep 2025, 3:03PM NZST

Income	\$	Expenditure	\$
Ardlussa	\$2,500.00	Gas Instalation	\$2,500.00
Golf Club Reserves	\$2,089.63 \$1491	Gas Instalation	\$2,089.63 \$3991

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$4,589.63 \$3991	\$4,589.63 \$3991	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated.

Quotes

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

Have you sought at least two quotes?

- ☐ yes
☒ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: Quote_No_47271.pdf
 File size: 242.4 kB

Quotes

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

We are a remote club and have very few gas installers to get quotes from. Phil Mowat has connections to golf and has given us a very fair and reasonable price we are very happy with.

Additional information

If you would like to make any additional comments about your project budget please detail below:

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF002SEP25 From Waikaia Golf Club Inc
 Form Submitted 2 Sep 2025, 3:03PM NZST

Waikaia Golf has been an independent club who have worked tirelessly to ensure the social, emotional, financial and physical aspects of the club remain very positive. Throughout the fifty years of the history the club has not asked for any financial assistance until this upgrade. We received \$25,000 from CTS. We sure hope your partnership fund can help us out with this request. We appreciate the time and professionalism your board under-takes for our Ardlussa Community. Thanks for the opportunity to submit an application and would like to acknowledge the tremendous job you do.

Supporting documentation

Supporting documentation

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

Attach documents here

No files have been uploaded

If you have any other comments about your application please detail here:

We would like to invite your chair and board members to golf here in Waikaia. All visitors and patrons are warmly welcomed at any time for a round or to join in the quality banter on a Wednesday or Saturday afternoon upstairs.

Feedback

Feedback

How did you find out about the Ardlussa Community Partnership Fund?

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

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

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

No more than 1 choice may be selected.

The application process is very straightforward

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

No more than 1 choice may be selected.

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

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF002SEP25 From Waikaia Golf Club Inc
Form Submitted 2 Sep 2025, 3:03PM NZST

Declaration

* indicates a required field

Declaration

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

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

In making this declaration I declare that:

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

I authorise Southland District Council to:

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

I acknowledge that:

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

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

Name *

Colleen Morton

Position in organisation *

Secretary

Date *

02/09/2025

Must be a date.

Submitting your form

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

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF002SEP25 From Waikaia Golf Club Inc
Form Submitted 2 Sep 2025, 3:03PM NZST

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

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

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

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

Ardlussa Community Partnership Fund Application
September 2025

3. RIVERSDALE & DISTRICT PROGRESS LEAGUE

– water tank replacement

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF003SEP25 From Riversdale & District Progress
League Inc.

Form Submitted 14 Sep 2025, 5:56PM NZST

Applicant details

* indicates a required field

Applicant details

Applicant name *

Riversdale & District Progress League Inc.

Street Address *

26 Berwick St
Riversdale Riversdale 9776 New Zealand
Any, but at least one field is required.

Postal Address (if different from above)

P.O. Box 112
Riversdale
Southland 9744

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Purpose/main activity of your organisation?

Maintenance & upkeep of multi-purpose Community Centre, plus administration of various parcels of land around Riversdale

How many members belong to your club/organisation?

10

Must be a number.

Contact details for this application

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

Name 1 *

Lesley Clarke

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF003SEP25 From Riversdale & District Progress
League Inc.

Form Submitted 14 Sep 2025, 5:56PM NZST

Name 2 *

Sandra Stewart

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Application details

*** indicates a required field**

Project details

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

What are you applying for? (pick one) *

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

No more than 1 choice may be selected.

Please provide a short title for your project: *

Plumbing Upgrade Phase 2

What is the location of your project? *

26 Berwick Street, Riversdale

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

Phase 2 will remove the aging internal water storage tank and fittings & replace with a 25,000L outdoor tank. Water for the Community Centre plus Squash Club & Public Toilets will be distributed from this new tank. Any remaining pipework not replaced during Phase 1 will be renewed where necessary.

What is your project? What specific purpose will the funding be used for?

How does your project benefit the Ardlussa community? *

The Project will future-proof the plumbing systems in the Community Centre, where they have not already been upgraded. It will replace the aging indoor pressure tank, which, if it were to fail, could allow water to flow unchecked into the Community Centre, undiscovered for some time. It will also create a water source available in the event of the Centre being used as a Civil Defence relief centre during an emergency.

i.e. improvements/events that will enable the community to be more connected, or improvements to a facility that will enable it to run more efficiently etc

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF003SEP25 From Riversdale & District Progress
League Inc.

Form Submitted 14 Sep 2025, 5:56PM NZST

Project start date

20/10/2025

Must be a date.

Project end date

22/11/2025

Must be a date.

Community Board plan alignment

The Ardlussa Community Board plan document can be found [here](#). The Ardlussa Community Board outcomes can be found on page 10. Please indicate below if you think your project aligns with any of these outcomes.

Do you think your project aligns with any of the Ardlussa Community Board's community board plan outcomes? (please tick all that apply) *

- ☒ A connected, inclusive and vibrant Ardlussa community
- ☐ A community that attracts people, businesses and visitors
- ☒ A community where Council fosters leadership, partnerships and community engagement
- ☐ N/A

What is the difference you expect to make through your work or project?

Please describe up to **two** outcomes (i.e. changes or differences) you would like your work or project to achieve.

Outcome 1 *

Modern, reliable water reticulation system in our multi-use Community Centre. The elimination of worry over possible leaks/damage from leaking pipes or corroded plumbing fittings.

Outcome 2

The ability to provide a secure water source in the event of a local emergency that requires people to take shelter at the Community Centre, which is a designated Emergency Hub.

How will you know you are achieving the above outcome(s)?

We believe the completion of the Project will achieve the stated goals.

What data/information will you collect that shows your progress?

Are there any similar projects or services in your area?

☐ yes

☒ no

No more than 1 choice may be selected.

Community benefits

This section enables us to gather useful data on the different groups of people in our communities that will benefit from our grants.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF003SEP25 From Riversdale & District Progress
League Inc.

Form Submitted 14 Sep 2025, 5:56PM NZST

Approximately how many people in the Ardlussa Community Board area will benefit directly from your project? *

500

Must be a number.

Additional comments on numbers benefiting:

A secure water reticulation system will also benefit the many travelers who make use of the Public Toilets

What age group will predominantly benefit? *

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

At least 1 choice must be selected.

Does your project mainly focus on any of the following: *

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

At least 1 choice must be selected.

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

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

At least 1 choice must be selected.

Building & facility information

Does your application relate to a building or facility?

☒ Yes

☐ No

No more than 1 choice may be selected.

Building or facility information

If yes, who owns the building?

Riversdale & District Progress League Inc.

Council owned buildings are not eligible for funding

Does the facility have a long-term maintenance plan?

☒ Yes

☐ No

No more than 1 choice may be selected.

How often is the building used and by what organisations?

Used regularly -

Annual 10 day Arts Exhibition, attracting over 1,000 people to Riversdale, fitness group, badminton group, regular meetings, Riversdale Lions, senior citizens lunches, occasional weddings, birthday parties & funerals, school concerts, quiz nights, fundraising events.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF003SEP25 From Riversdale & District Progress
League Inc.

Form Submitted 14 Sep 2025, 5:56PM NZST

Has your project received all the necessary statutory approvals such as resource consent or building consent?

- ☒ Yes
☐ No
☐ not applicable

No more than 1 choice may be selected.

Is your facility accessible to the elderly and disabled?

- ☒ Yes
☐ No

No more than 1 choice may be selected.

Project Budget & Financial Details

*** indicates a required field**

Financial details

Bank Account *

Account Name: Riversdale District
Progress League Inc

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

Please upload verification of your organisation's bank account details *

Filename: 2025 SBS 1.jpeg
File size: 290.0 kB

Filename: 2025 SBS 2.jpeg
File size: 325.4 kB

Filename: 2025 SBS 3.jpeg
File size: 180.3 kB
i.e. a bank coded deposit slip or bank verified account details

Are you registered for GST? *

- ☒ Yes
☐ No

No more than 1 choice may be selected.

If yes, GST number:

33315977
Must be a number.

Please upload your organisation's latest financial statements *

Filename: 2025 Ann Acc 1.jpeg
File size: 200.9 kB

Filename: 2025 Ann Acc 2.jpeg
File size: 172.9 kB

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF003SEP25 From Riversdale & District Progress
League Inc.

Form Submitted 14 Sep 2025, 5:56PM NZST

Filename: 2025 Ann Acc 3.jpeg
File size: 226.6 kB

Filename: 2025 Ann Acc 4.jpeg
File size: 182.3 kB

Filename: 2025 Ann Acc 5.jpeg
File size: 149.1 kB

Please upload a current bank statement from your organisation *

Filename: 2025 SBS 1.jpeg
File size: 290.0 kB

Filename: 2025 SBS 2.jpeg
File size: 325.4 kB

Filename: 2025 SBS 3.jpeg
File size: 180.3 kB

Total Project Cost *

\$8,800.17

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Amount you are requesting from the Ardlussa Community Partnership Fund? *

\$1,500.00

Must be a dollar amount.

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

Please indicate your current level of reserves: *

\$249,475.00

Must be a dollar amount.

At the time of this application

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

Our reserves appear high, but the interest gained from them is one of the main sources of funds to maintain and update the Community Centre. The bulk of these reserves are made up of funds obtained from the sale of some land previously held by the Progress League. Money has also been set aside for upcoming payments for - Insurance Est at \$18,500.00 and Property Maintenance (exterior painting contract) \$6,544.00

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

Require skilled tradesmen to complete this project.

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

Once completed, any operational costs for this project would be covered within our annual expenditure.

Project Budget

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF003SEP25 From Riversdale & District Progress
League Inc.

Form Submitted 14 Sep 2025, 5:56PM NZST

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

If you are GST registered please provide figures that EXCLUDE GST. If you are NOT GST registered please provide figures that INCLUDE GST.

Income	\$	Expenditure	\$
Own Funds	\$7,300.17	G. Kay Bldg	\$400.00
Ardlussa Grant	\$1,500.00	Devan Plastics Ltd	\$3,693.00
		Richardson Plumbing	\$4,707.17

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$8,800.17	\$8,800.17	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated.

Quotes

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

Have you sought at least two quotes?

☐ yes

☒ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: 2025 Builders Quote.jpeg

File size: 256.1 kB

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF003SEP25 From Riversdale & District Progress
League Inc.

Form Submitted 14 Sep 2025, 5:56PM NZST

Filename: 2025 Devan Plastics Quote.jpeg
File size: 235.4 kB

Filename: 2025 Harvey Tanks Quote.jpeg
File size: 572.3 kB

Filename: 2025 Plumber Estimate.jpeg
File size: 200.8 kB

Quotes

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

Plumbing - Have had the same Plumber for previous work plus Phase 1. He is reliable and good value. He knows the Community Centre well. We know he will arrive when he says he will and deliver a good job. Building Work - Local builder who has proved reliable in the past.

Additional information

If you would like to make any additional comments about your project budget please detail below:

We did obtain 2 quotes for the Tank. We chose to go with the Devan Plastics quote, due to price, ease of management and customer service!

Supporting documentation

Supporting documentation

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

Attach documents here

No files have been uploaded

If you have any other comments about your application please detail here:

Installing an outdoor water storage tank and updating what remains of the original plumbing, will reduce the possibility of any more leaks within building walls and underfloor. We should then have a trouble-free water reticulation system suitable for the long term, for the Community Centre, the attached Squash Club, the attached Public Toilets and be in a position to fulfil the requirements of a Community Emergency Hub.

Feedback

Feedback

How did you find out about the Ardlussa Community Partnership Fund?

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF003SEP25 From Riversdale & District Progress
League Inc.

Form Submitted 14 Sep 2025, 5:56PM NZST

☐ Have applied previously ☐ Southland District Council website ☒ Council or Community Board Facebook page ☐ Radio ☐ Newspaper ☐ Online ☐ Referred by another funder ☐ Word of mouth ☐ Council staff ☐ Other
 No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A
 No more than 1 choice may be selected.

The application process is very straightforward

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A
 No more than 1 choice may be selected.

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

Declaration

*** indicates a required field**

Declaration

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

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

In making this declaration I declare that:

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

I authorise Southland District Council to:

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

I acknowledge that:

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

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF003SEP25 From Riversdale & District Progress
League Inc.

Form Submitted 14 Sep 2025, 5:56PM NZST

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

Name *

Lesley Clarke

Position in organisation *

Chairperson

Date *

14/09/2025

Must be a date.

Submitting your form

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

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

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

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

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



Ardlussa Community Partnership Fund Application
September 2025

4. BALFOUR COMMUNITY BATHS FUND

– new pool cover and safety mats

**Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form (Version
2 of 2)****Application No. ArdlussaCPF004SEP25 From Balfour Community Baths Fund**
Form Submitted 4 Nov 2025, 2:46PM NZDT**Applicant details***** indicates a required field****Applicant details****Applicant name ***

Balfour Community Baths Fund

Street Address *131 Queen St
Balfour Balfour 9779 New Zealand
Any, but at least one field is required.**Postal Address (if different from above)**131 Queen St
Balfour Balfour 9779 New Zealand**Phone Number ***Must be a New Zealand phone number.**Email ***Must be an email address.**Purpose/main activity of your organisation?**

To make sure swimming pool is safe, well maintained and supports students and community wellbeing.

How many members belong to your club/organisation?

6

Must be a number.**Contact details for this application**

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

Name 1 *

Julie Black

Phone Number *Must be a New Zealand phone number.**Email ***Must be an email address.

Ardlussa Community Partnership Fund - September 2025 round

Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF004SEP25 From Balfour Community Baths Fund
Form Submitted 4 Nov. 2025, 2:46PM NZDT

Name 2 *

Janette Collins

Phone Number *

Must be a New Zealand phone number.

Email *

janette@balfour.school.nz

Must be an email address.

Application details

*** indicates a required field**

Project details

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

What are you applying for? (pick one) *

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

No more than 1 choice may be selected.

Please provide a short title for your project: *

Balfour Pool Cover and Mats

What is the location of your project? *

131 Queen street Balfour

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

Purpose of Funding:

Our committee is seeking funding to improve the safety, hygiene, and usability of our swimming pool for students and the local community. Specifically, the funding will be used to purchase:

1. A Pool Cover

To reduce water loss through evaporation, helping conserve water.

To maintain water temperature, making the pool more energy-efficient and extending the swimming season.

To keep the pool clean, reducing debris and contamination from birds or weather, which improves hygiene and reduces chemical use.

2. Rubber Safety Mats

To prevent slips and injuries in wet areas around the pool, improving safety for students,

Ardlussa Community Partnership Fund - September 2025 round Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF004SEP25 From Balfour Community Baths Fund
Form Submitted 4 Nov 2025, 2:46PM NZDT

staff, and visitors.

To protect flooring from wear and water damage, extending the lifespan of poolside surfaces.

To create a more accessible environment for all users, including younger children and those with mobility challenges.

What is your project? What specific purpose will the funding be used for?

How does your project benefit the Ardlussa community? *

Enhanced Learning Opportunities - A safer cleaner pool allows more consistent swimming lessons and water safety programs for students in the community.

Community Engagement Opportunities and wellbeing-The improved pool environment could be used for community events and recreational activities, providing opportunities for interaction and physical fitness.

i.e. improvements/events that will enable the community to be more connected, or improvements to a facility that will enable it to run more efficiently etc

Project start date

14/09/2025

Must be a date.

Project end date

14/09/2025

Must be a date.

Community Board plan alignment

The Ardlussa Community Board plan document can be found [here](#). The Ardlussa Community Board outcomes can be found on page 10. Please indicate below if you think your project aligns with any of these outcomes.

Do you think your project aligns with any of the Ardlussa Community Board's community board plan outcomes? (please tick all that apply) *

- ☒ A connected, inclusive and vibrant Ardlussa community
- ☒ A community that attracts people, businesses and visitors
- ☒ A community where Council fosters leadership, partnerships and community engagement
- ☐ N/A

What is the difference you expect to make through your work or project?

Please describe up to **two** outcomes (i.e. changes or differences) you would like your work or project to achieve.

Outcome 1 *

A safer, more efficient swimming pool for the school and community.

Outcome 2

encouraging more members of the community to use the pool.

Ardlussa Community Partnership Fund - September 2025 round

Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF004SEP25 From Balfour Community Baths Fund
Form Submitted 4 Nov 2025, 2:46PM NZDT

How will you know you are achieving the above outcome(s)?

The pool will be open longer and there will be more keys sold to the community.

What data/information will you collect that shows your progress?

Are there any similar projects or services in your area?

☐ yes

☒ no

No more than 1 choice may be selected.

Community benefits

This section enables us to gather useful data on the different groups of people in our communities that will benefit from our grants.

Approximately how many people in the Ardlussa Community Board area will benefit directly from your project? *

95

Must be a number.

Additional comments on numbers benefiting:

The school use this regularly during Term 1 and 4 and then keys are sold to public

What age group will predominantly benefit? *

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

At least 1 choice must be selected.

Does your project mainly focus on any of the following: *

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

At least 1 choice must be selected.

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

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

At least 1 choice must be selected.

Building & facility information

Does your application relate to a building or facility?

☒ Yes

☐ No

No more than 1 choice may be selected.

Building or facility information

If yes, who owns the building?

Ministry of education/balfour school

Council owned buildings are not eligible for funding

**Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form (Version
2 of 2)****Application No. ArdlussaCPF004SEP25 From Balfour Community Baths Fund**
Form Submitted 4 Nov 2025, 2:46PM NZDT**Does the facility have a long-term maintenance plan?**

- ☒ Yes
☐ No

No more than 1 choice may be selected.

How often is the building used and by what organisations?

Everyday during pool open season september - march approx.

Balfour school and community

Has your project received all the necessary statutory approvals such as resource consent or building consent?

- ☒ Yes
☐ No
☐ not applicable

No more than 1 choice may be selected.

Is your facility accessible to the elderly and disabled?

- ☒ Yes
☐ No

No more than 1 choice may be selected.

Project Budget & Financial Details*** indicates a required field****Financial details****Bank Account ***Account Name: Balfour Community
Baths FundAccount Number: ~ ~ ~
Must be a valid New Zealand bank account format.**Please upload verification of your organisation's bank account details ***Filename: proof.pdf
File size: 250.1 kB
i.e. a bank coded deposit slip or bank verified account details**Are you registered for GST? ***

- ☐ Yes
☒ No

No more than 1 choice may be selected.

If yes, GST number:

Must be a number.

Please upload your organisation's latest financial statements *

Filename: FA.pdf

Ardlussa Community Partnership Fund - September 2025 round Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF004SEP25 From Balfour Community Baths Fund
Form Submitted 4 Nov 2025, 2:46PM NZDT

File size: 307.9 kB

Please upload a current bank statement from your organisation *

Filename: BS.pdf
File size: 525.9 kB

Total Project Cost *

~~\$8,078.37~~ **\$10,909**

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Amount you are requesting from the Ardlussa Community Partnership Fund? *

\$5,000.00

Must be a dollar amount.

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

Please indicate your current level of reserves: *

\$3,451.08

Must be a dollar amount.

At the time of this application

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

\$2000 has been tagged for pool testing equipment that is required.

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

Balfour Lions Club had donated the cost of the reel cover stand.

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

We will apply for further grant support, Home and School fundraising, key sales.

Project Budget

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

If you are GST registered please provide figures that EXCLUDE GST. If you are NOT GST registered please provide figures that INCLUDE GST.

Income	\$	Expenditure	\$
Ardlussa Community Grant	\$5,000.00	Cover	\$4,832.50 \$5,557
Lions Club Donation reel	\$2,720.00	Pool Reel	\$2,720.00 \$3128
Aotearoa Gaming Trust	\$2,000.00	Mats	\$2,314.00
Reserves	\$146.50 \$1279		

**Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form (Version
2 of 2)****Application No. ArdlussaCPF004SEP25 From Balfour Community Baths Fund**
Form Submitted 4 Nov 2025, 2:46PM NZDT

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount~~\$9,866.50~~ **\$10,999**

This number/amount is calculated.

Total Expenditure Amount~~\$9,866.50~~ **\$10,999**

This number/amount is calculated.

Income - Expenditure**\$0.00**

This number/amount is calculated.

Quotes

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

Have you sought at least two quotes?☐ yes☒ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: Balfour School -New MacBall Thermal Pool Cover and Optional Reel Quote.pdf

File size: 578.2 kB

Filename: mat quote 2.pdf

File size: 119.0 kB

Filename: Mat quote 3.pdf

File size: 47.5 kB

Filename: Rubber mat quote 1.pdf

File size: 217.1 kB

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

Pool cover quote - we were unable to source second quote for this specialist item.

Additional information

If you would like to make any additional comments about your project budget please detail below:

Ardlussa Community Partnership Fund - September 2025 round Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF004SEP25 From Balfour Community Baths Fund
Form Submitted 4 Nov 2025, 2:46PM NZDT

Supporting documentation

Supporting documentation

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

Attach documents here

Filename: Principal Letter.pdf
File size: 364.0 kB

If you have any other comments about your application please detail here:

Feedback

Feedback

How did you find out about the Ardlussa Community Partnership Fund?

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

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

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

No more than 1 choice may be selected.

The application process is very straightforward

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

No more than 1 choice may be selected.

**Please provide us with any suggestions about any improvements we could make
to the application process**

Declaration

*** indicates a required field**

Declaration

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

Ardlussa Community Partnership Fund - September 2025 round Ardlussa Community Partnership Fund application form (Version 2 of 2)

Application No. ArdlussaCPF004SEP25 From Balfour Community Baths Fund
Form Submitted 4 Nov 2025, 2:46PM NZDT

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

In making this declaration I declare that:

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

I authorise Southland District Council to:

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

I acknowledge that:

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

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

Name *

Julie Black

Position in organisation *

Committee member

Date *

16/09/1925

Must be a date.

Submitting your form

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

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

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

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

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



Ardlussa Community Partnership Fund Application
September 2025

5. WAIKAIA TRAILS TRUST

– track counter, signage & set up

**Waikaia Trails Trust**

C/- J Robertson
Administrator
734 Koi Road
Waikoikoi RD1,
Gore 9771

**Ardlussa Community Board
Southland District Council****Re: Application to Ardlussa Community Partnership Fund – Track Counter for Waikaia Forest Trails**

On behalf of the Waikaia Trails Trust, I am pleased to submit our application for support towards the purchase and installation of a track counter at the Waikaia Forest Trails.

As you know, the Trust is a small volunteer-led group that has already delivered tangible results for the community: the Waikaia Pump Park and Trail Hub in the township, and the first stage of our forest trails. These facilities are already well used by local families, schools, and visitors, but one constant question we face is: *"How many people are using the trails?"*

A track counter will give us clear, reliable data on usage patterns. This will:

- Provide evidence for future funding applications to extend the network.
- Help us schedule maintenance and volunteer workdays more effectively.
- Demonstrate the community and visitor value of the trails to Council and other stakeholders.

The total project cost is **\$1366** and we are contributing both cash and volunteer time. We are seeking **\$1,000** from the Partnership Fund to make this project possible.

This is a modest but important investment that will strengthen the long-term sustainability of the Waikaia Forest Trails and ensure this free community asset continues to grow and thrive.

Thank you for considering our application.

Yours sincerely,
Jann Robertson

Administrator, Waikaia Trails Trust

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF005SEP25 From Waikaia Trails Trust (trading as
Waikaia Forest Trails)
Form Submitted 24 Sep 2025, 6:53PM NZST

Applicant details

* indicates a required field

Applicant details

Applicant name *

Waikaia Trails Trust (trading as Waikaia Forest Trails)

Street Address *

Blaydon St
Waikaia Waikaia 9778 New Zealand
Any, but at least one field is required.

Postal Address (if different from above)

C/734 Koi Rd
Waikoikoi Gore 9771 New Zealand

Phone Number *

Must be a New Zealand phone number.

Email *

waikaiastrailstrust@gmail.com
Must be an email address.

Purpose/main activity of your organisation?

Build and maintain mountain bike trails in Waikaia Forest. free for everyone to use, and suitable for adaptive riders

How many members belong to your club/organisation?

6
Must be a number.

Contact details for this application

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

Name 1 *

Jann Robertson

Phone Number *

must be a New Zealand phone number.

Email *

waikaiastrailstrust@gmail.com
Must be an email address.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF005SEP25 From Waikaia Trails Trust (trading as
Waikaia Forest Trails)

Form Submitted 24 Sep 2025, 6:53PM NZST

Name 2 *

Dylan Ditchfield

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Application details

*** indicates a required field**

Project details

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

What are you applying for? (pick one) *

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

No more than 1 choice may be selected.

Please provide a short title for your project: *

Waikaia Forest Trails – Track Counter (Visitor Monitoring)

What is the location of your project? *

Waikaia Forest Trails, Waikaia (Ardlussa Community Board area, Northern Southland)

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

Purchase and install a robust, single-site automated, low-maintenance track counter at the main trail entry (McKee Park), including weatherproof housing, mounting hardware, basic signage, and setup. The counter will record user numbers (weekly, monthly, annually and show seasonal usage) to measure impact, guide maintenance scheduling, and strengthen evidence based future investment of funds and trail development.

What is your project? What specific purpose will the funding be used for?

How does your project benefit the Ardlussa community? *

the quantitative impact (numbers/data) of the mountain bike trail network will complement and add to the qualitative impact (positive feedback from current users). When we can accurately show user numbers on Waikaia Forest Trails, investment in this project and continued development of more trails, will give a greater experience for riders from ACB area and wider Southland. Businesses will continue to benefit, and families/bikers will stay longer in ACB area and wider Southland.

i.e. improvements/events that will enable the community to be more connected, or improvements to a

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF005SEP25 From Waikaia Trails Trust (trading as
Waikaia Forest Trails)
 Form Submitted 24 Sep 2025, 6:53PM NZST

facility that will enable it to run more efficiently etc

Project start date

01/11/2025
 Must be a date.

Project end date

31/01/2026
 Must be a date.

Community Board plan alignment

The Ardlussa Community Board plan document can be found [here](#). The Ardlussa Community Board outcomes can be found on page 10. Please indicate below if you think your project aligns with any of these outcomes.

Do you think your project aligns with any of the Ardlussa Community Board's community board plan outcomes? (please tick all that apply) *

- ☒ A connected, inclusive and vibrant Ardlussa community
- ☒ A community that attracts people, businesses and visitors
- ☒ A community where Council fosters leadership, partnerships and community engagement
- ☐ N/A

What is the difference you expect to make through your work or project?

Please describe up to **two** outcomes (i.e. changes or differences) you would like your work or project to achieve.

Outcome 1 *

To accurately record trail usage; daily, weekly, monthly, annually. We can then inform the community, stakeholders', funders and Waikaia Trails Trust trustees.

Outcome 2

Evidence of usage supports successful funding for additional trails and maintenance requirements.

How will you know you are achieving the above outcome(s)?

The data will back-up the usage we believe is happening from community feedback and feedback from the local businesses. The data year-on-year will enable comparisons of growth in usage.

Continued support and investment from grant providers, private investment, fundraising events, and donations will continue. And maintenance requirements will be carried out effectively.

What data/information will you collect that shows your progress?

Are there any similar projects or services in your area?

- ☐ yes
- ☒ no

No more than 1 choice may be selected.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF005SEP25 From Waikaia Trails Trust (trading as
Waikaia Forest Trails)
Form Submitted 24 Sep 2025, 6:53PM NZST

Community benefits

This section enables us to gather useful data on the different groups of people in our communities that will benefit from our grants.

Approximately how many people in the Ardlussa Community Board area will benefit directly from your project? *
2000

Must be a number.

Additional comments on numbers benefiting:
5000 visitors from outside the district annually

What age group will predominantly benefit? *

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

At least 1 choice must be selected.

Does your project mainly focus on any of the following: *

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

At least 1 choice must be selected.

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

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

At least 1 choice must be selected.

Building & facility information

Does your application relate to a building or facility?

☐ Yes
☒ No

No more than 1 choice may be selected.

Project Budget & Financial Details

*** indicates a required field**

Financial details

Bank Account *

Account Name: Waikaia Trails Trust

Account Number:

Must be a valid New Zealand bank account format.

Please upload verification of your organisation's bank account details *

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF005SEP25 From Waikaia Trails Trust (trading as
Waikaia Forest Trails)
Form Submitted 24 Sep 2025, 6:53PM NZST

Filename: Account number certificate.pdf
File size: 59.8 kB
i.e., a bank coded deposit slip or bank verified account details

Are you registered for GST? *

- ☒ Yes
☐ No

No more than 1 choice may be selected.

If yes, GST number:

135037885
Must be a number.

Please upload your organisation's latest financial statements *

Filename: 2025 Performance Report - Waikaia Trails Trust.pdf
File size: 371.9 kB

Please upload a current bank statement from your organisation *

Filename: ASB FastNet_ Statements Current Account.pdf
File size: 147.5 kB

Total Project Cost *

\$1,366.41
Must be a dollar amount.
What is the total budgeted cost (dollars) of your project?

Amount you are requesting from the Ardlussa Community Partnership Fund? *

\$1,000.00
Must be a dollar amount.
What is the total financial support you are requesting in this application?

Please indicate your current level of reserves: *

\$29,000.00
Must be a dollar amount.
At the time of this application

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

We are currently planning the construction of a 2.4km trail, doing repairs and maintenance on the existing trail and pump park.

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

Trust members and volunteers will complete the installation; including preparing mounting site, setting posts, and securing the counter housing. Estimated in-kind contribution value: approx. \$350 (materials, and labour).

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

We are continually fundraising and applying for grants, we also have placed QR code donation signs at both ends of the trail.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF005SEP25 From Waikaia Trails Trust (trading as
Waikaia Forest Trails)
 Form Submitted 24 Sep 2025, 6:53PM NZST

Project Budget

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

If you are GST registered please provide figures that EXCLUDE GST. If you are NOT GST registered please provide figures that INCLUDE GST.

Income	\$	Expenditure	\$
WTT Contribution	\$366.41	Track Counter \$880 AU	\$989.49
Ardlussa Community Board Grant	\$1,000.00	Tracker Cover Plate \$20 AU	\$22.49
		Security Case \$90 AU	\$101.20
		Delivery	\$75.00
		Tax	\$178.23

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$1,366.41 This number/amount is calculated.	\$1,366.41 This number/amount is calculated.	\$0.00 This number/amount is calculated.

Quotes

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

Have you sought at least two quotes?

☒ yes

☐ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: Island Research - TRAKER ACCESSORIES.pdf

File size: 528.4 kB

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF005SEP25 From Waikaia Trails Trust (trading as
Waikaia Forest Trails)
Form Submitted 24 Sep 2025, 6:53PM NZST

Filename: Island Research, counter quote.pdf
File size: 33.7 kB

Filename: Quote QU0756.pdf
File size: 51.8 kB

Additional information

If you would like to make any additional comments about your project budget please detail below:

We have chosen the Island Research Tracker counter as it is already being successfully used by the Fiordland Trails Trust. The unit is affordable (AUD \$890 vs. over NZD \$6,400 for alternatives), simple for volunteers to install and maintain, and avoids ongoing licensing costs. This makes it a practical, scalable solution for a small, volunteer-run trust, ensuring more of our funds remain available for trail development while still providing robust, comparable usage data.

Supporting documentation

Supporting documentation

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

Attach documents here

Filename: Letter Ardlussa Community Board.pdf
File size: 77.0 kB

Filename: Waikaia Forest Trails Letters of Support.pdf
File size: 3.0 MB

If you have any other comments about your application please detail here:

We acknowledge the huge support Ardlussa Community Board has shown this project in the past. We look forward to working with the Board and its continued financial support where possible. This project has huge potential moving forward and every piece of the puzzle is equally important.

With thanks from Waikaia Trails Trust

Feedback

Feedback

How did you find out about the Ardlussa Community Partnership Fund?

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

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF005SEP25 From Waikaia Trails Trust (trading as
Waikaia Forest Trails)
 Form Submitted 24 Sep 2025, 6:53PM NZST

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

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

No more than 1 choice may be selected.

The application process is very straightforward

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

No more than 1 choice may be selected.

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

Declaration

* indicates a required field

Declaration

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

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

In making this declaration I declare that:

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

I authorise Southland District Council to:

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

I acknowledge that:

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

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

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF005SEP25 From Waikaia Trails Trust (trading as
Waikaia Forest Trails)
Form Submitted 24 Sep 2025, 6:53PM NZST

Name *

Jann Robertson

Position in organisation *

Administrator

Date *

24/09/2025

Must be a date.

Submitting your form

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

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

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

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

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

6. RIVERSDALE COMMUNITY GARDEN

- watering system for tunnel house & outside beds

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF007SEP25 From Riversdale Community Garden
Form Submitted 29 Sep 2025, 11:01PM NZDT

Applicant details

* indicates a required field

Applicant details

Applicant name *

Riversdale Community Garden

Street Address *

Newcastle St
Riversdale Riversdale 9776 New Zealand
Any, but at least one field is required.

Postal Address (if different from above)

Newcastle St
Riversdale Riversdale 9776 New Zealand

Phone Number *

must be a New Zealand phone number.

Email *

riversdalecommunitygarden@gmail.com
Must be an email address.

Purpose/main activity of your organisation?

Community Garden

How many members belong to your club/organisation?

16
Must be a number.

Contact details for this application

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

Name 1 *

Diana Davis

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Name 2 *

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF007SEP25 From Riversdale Community Garden
Form Submitted 29 Sep 2025, 11:01PM NZDT

Sandy Stevenson

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Application details

*** indicates a required field**

Project details

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

What are you applying for? (pick one) *

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

No more than 1 choice may be selected.

Please provide a short title for your project: *

Watering System for tunnelhouse and outside beds

What is the location of your project? *

Riversdale Community Garden, Newcastle St, Riversdale.

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

Our new tunnelhouse and outside gardens need dedicated pipes , connectors and fittings set up for volunteers to be able to water the increased garden space more efficiently. Currently volunteers bring their own sprinklers and need to carry heavy alkathene piping from bed to bed and recoil afterwards so it is not mowed by our volunteer mowerperson. We need the watering to be more efficient so our volunteers can focus on production in the increased garden space.

What is your project? What specific purpose will the funding be used for?

How does your project benefit the Ardlussa community? *

increased quantity of quality vegetables for our community, and more efficient use of volunteer hours.

i.e. improvements/events that will enable the community to be more connected, or improvements to a facility that will enable it to run more efficiently etc

Project start date

01/12/2025

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF007SEP25 From Riversdale Community Garden
Form Submitted 29 Sep 2025, 11:01PM NZDT

Must be a date.

Project end date

31/01/2026

Must be a date.

Community Board plan alignment

The Ardlussa Community Board plan document can be found [here](#). The Ardlussa Community Board outcomes can be found on page 10. Please indicate below if you think your project aligns with any of these outcomes.

Do you think your project aligns with any of the Ardlussa Community Board's community board plan outcomes? (please tick all that apply) *

- ☒ A connected, inclusive and vibrant Ardlussa community
- ☐ A community that attracts people, businesses and visitors
- ☐ A community where Council fosters leadership, partnerships and community engagement
- ☐ N/A

What is the difference you expect to make through your work or project?

Please describe up to **two** outcomes (i.e. changes or differences) you would like your work or project to achieve.

Outcome 1 *

Increased output of vegetables for our community

Outcome 2

Increased community involvement as watering becomes less onerous

How will you know you are achieving the above outcome(s)?

We expect our vegetable production will triple this year through use of the tunnelhouse. We hope to continue to attract more volunteer gardeners, hoping for another year with a 30% increase in active gardeners.

What data/information will you collect that shows your progress?

Are there any similar projects or services in your area?

☐ yes

☒ no

No more than 1 choice may be selected.

Community benefits

This section enables us to gather useful data on the different groups of people in our communities that will benefit from our grants.

Approximately how many people in the Ardlussa Community Board area will benefit directly from your project? *

200

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF007SEP25 From Riversdale Community Garden
 Form Submitted 29 Sep 2025, 11:01PM NZDT

Must be a number.

Additional comments on numbers benefiting:

vegetables are available to all our community, including the regular Senior Citizens meals, Active South childrens holiday programme is to be a regular involvement, and the Riversdale school is expected to continue its involvement in the warmer months.

What age group will predominantly benefit? *

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

At least 1 choice must be selected.

Does your project mainly focus on any of the following: *

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

At least 1 choice must be selected.

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

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

At least 1 choice must be selected.

Building & facility information

Does your application relate to a building or facility?

☐ Yes

☒ No

No more than 1 choice may be selected.

Project Budget & Financial Details

*** indicates a required field**

Financial details

Bank Account *

Account Name: Riversdale
Community Garden

Account Number:

Must be a valid New Zealand bank account format.

Please upload verification of your organisation's bank account details *

Filename: Confirmation of Account Number.pdf

File size: 136.3 kB

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

Are you registered for GST? *

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF007SEP25 From Riversdale Community Garden
Form Submitted 29 Sep 2025, 11:01PM NZDT

☐ Yes

☒ No

No more than 1 choice may be selected.

If yes, GST number:

Must be a number.

Please upload your organisation's latest financial statements *

Filename: RCG accounts to 10092025.pdf

File size: 43.6 kB

Please upload a current bank statement from your organisation *

Filename: Balance Statement 29092025.pdf

File size: 111.6 kB

Total Project Cost *

\$1,000.67

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Amount you are requesting from the Ardlussa Community Partnership Fund? *

\$700.00

Must be a dollar amount.

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

Please indicate your current level of reserves: *

\$2,189.99

Must be a dollar amount.

At the time of this application

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

Ongoing seasonal gardening costs, seeds and seedlings could be as high as \$800 this year with all year round growing now possible in the tunnelhouse. We aim to reserve \$400 per year from this year to cover future maintenance of tunnelhouse and equipment. This years fundraising is going towards further dedicated tools and a shed to keep them in.

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

Estimated \$260 voluntary effort for installation, posts for the outside taps are to be donated.

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

We will need to continue to fundraise annually for plants, seeds and maintenance. Lions Club catering and sale of seedlings/ strawberry plants.

Project Budget

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF007SEP25 From Riversdale Community Garden
 Form Submitted 29 Sep 2025, 11:01PM NZDT

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

If you are GST registered please provide figures that EXCLUDE GST. If you are NOT GST registered please provide figures that INCLUDE GST.

Income	\$	Expenditure	\$
Ardlussa fund	\$700.00	Hose and sprinklers	\$538.93
Labour donated	\$260.00	Labour value donated	\$260.00
Posts donated	\$26.46	Posts donated	\$26.46
Own funds	\$14.21	Connectors	\$175.28

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$1,000.67 This number/amount is calculated.	\$1,000.67 This number/amount is calculated.	\$0.00 This number/amount is calculated.

Quotes

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

Have you sought at least two quotes?

☒ yes

☐ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: Summary of quoted costs for water system.xlsx
 File size: 10.9 kB

Filename: Watering system - RCG quotes.docx
 File size: 244.0 kB

Additional information

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF007SEP25 From Riversdale Community Garden
Form Submitted 29 Sep 2025, 11:01PM NZDT

If you would like to make any additional comments about your project budget please detail below:

Supporting documentation

Supporting documentation

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

Attach documents here

Filename: day one planting in tunnelhouse.jpg
File size: 4.3 MB

Filename: First tunnel house plantings growing.jpg
File size: 5.3 MB

Filename: heavy alkathene pipes to be buried and bought closer to gardens.jpeg
File size: 1.2 MB

Filename: Outside gardens.jpg
File size: 4.3 MB

Filename: the tunnelhouse.jpg
File size: 2.5 MB

If you have any other comments about your application please detail here:

Feedback

Feedback

How did you find out about the Ardlussa Community Partnership Fund?

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

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

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

No more than 1 choice may be selected.

The application process is very straightforward

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

No more than 1 choice may be selected.

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF007SEP25 From Riversdale Community Garden
Form Submitted 29 Sep 2025, 11:01PM NZDT

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

Declaration

*** indicates a required field**

Declaration

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

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

In making this declaration I declare that:

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

I authorise Southland District Council to:

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

I acknowledge that:

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

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

Name *

Diana Davis

Position in organisation *

Member

Date *

29/09/2025

Must be a date.

Submitting your form

Ardlussa Community Partnership Fund - September 2025 round
Ardlussa Community Partnership Fund application form
Application No. ArdlussaCPF007SEP25 From Riversdale Community Garden
Form Submitted 29 Sep 2025, 11:01PM NZDT

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

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

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

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

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

Ardlussa Community Board submission on Waikaia Speed Limit Reduction Proposal 2025

Record no: R/25/12/59412
Author: Kelly Tagg, Community partnership leader
Approved by: Sam Marshall, Group manager customer and community wellbeing
Report type: Decision

Staff recommendations

That the Ardlussa Community Board:

- a) notes the information contained in the report.
- b) ratifies the submission on the Waikaia Speed Limit Reduction Proposal 2025 (included with this report as Attachment A) that was lodged with Council on Monday 22 September 2025

Purpose

- 1 The purpose of this report is to ratify the submission lodged by the Ardlussa Community Board (the board) on the Waikaia Speed Limit Reduction Proposal 2025, on Monday 22 September 2025.

Feedback

- 2 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 Waikaia speed limit reduction proposal 2025 and contribute to the overall submissions presented to Council who will then seek approval from NZTA if there is overall support for the change in speed limit.
- 3 If the board decides to withdraw the submission, a disadvantage will be not having the opportunity to have a say about the proposed speed limit reduction at Waikaia.

Context

- 4 Consultation for the Waikaia speed limit reduction proposal 2025 opened at 9am on Wednesday day 13 August 2025 and closed at midday on Wednesday 24 September 2025.
- 5 A draft submission for the Waikaia Speed Limit Reduction Proposal consultation process was circulated to the board for comment on 15 September 2025. Feedback from the board was collated via email which enabled the attached submission to be lodged on Monday 22 September 2025. The submission took into consideration the boards knowledge of community views on this matter.
- 6 At this meeting, staff are recommending the board formally ratify the submission.

Next steps

- 7 If the submission is ratified, then no further action is required.

Attachments

A Ardlussa Waikaia Speed Limit Reduction Proposal submission form [↓](#) 



WAIKAIA SPEED LIMIT REDUCTION PROPOSAL

The legal requirements for Council to make changes to speed limits have tightened considerably under the Land Transport Rule: Setting of Speed Limits 2024. Council must follow new stricter consultation requirements and provide confirmation that we have meet these when seeking approval from the Director of Land Transport before we can implement any changes to speed limits.

We received a letter from the Ardlussa Community Board which indicated that, from consultation it has been involved in, there is community support for Council to implement the proposal. This is good news, however, as noted above, Council is responsible for undertaking its own consultation on the proposal.

A speed limit reduction is proposed to improve safety following the opening of the new Stage 2 mountain bike trails in the Waikaia Forest earlier this year which has seen an increased number of pedestrians and cyclists on, near or crossing the road at the entry to McKee Park. We expect that the number of pedestrians and cyclists to increase again as Stages 3-6 are completed and new mountain bike trails are added.

Reducing the speed limit on short section of road will help keep everyone safe.

SPEED LIMIT REDUCTION OPTIONS

We are consulting on speed limit reduction options on a short section of Riversdale-Waikaia Road and Piano Flat Road. There are 3 options:

Option 1 - 100km/h to 60km/h	Option 2 - 100km/h to 80km/h
Option 3 - 100km/h - no reduction	

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 draft Waikaia speed limit reduction proposal will be published and made available to elected members and the public. We will redact any personal information you provide—other than your name—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

Full name (required) Ardlussa Community Board

On Behalf of (submitting on behalf of an organisation) _____

Phone 0800 732 732

Email address (required) Kelly.tagg@southlanddc.govt.nz

Speed Limit Reduction Proposal

We want to reduce the speed limit for a short section of Riversdale-Waikaia Road and Piano Flat Road as shown above to improve safety for the increased numbers of cyclists and pedestrians on their way to and from the new Waikaia Mountain Bike Trails.

There are three options, which option do you choose?



Option 1: 100km/h to 60km/h



Option 2: 100km/h to 80km/h



Option 3: 100km/h - no reduction

What are your reasons for this choice are:

The newly completed mountain bike trails in the Waikaia forest present an exciting opportunity for the Waikaia (and wider Southland) community. Anecdotally, community members are already reporting increased bikes and vehicles (with bike racks) in the township. The board strongly supports the reduction in speed from 100kmph to 60kmph on the Riversdale-Waikaia Road and the Piano Flat Road so as to ensure that the safety of bike riders, pedestrians and vehicles, who will all be sharing this roadway, is maximised.

Are there any other comments you would like to make about our proposal or do you have other ideas about how we could improve road safety in this location?

- This extends the previously consulted on speed reduction along Willington St Bridge (100 to 50kmph)
- The lower speed limit creates a safer turning entrance/exit into and out of the township
- It creates a safer speed area in a location with pedestrian access to popular sites such as McKee Park, the Waikaia River and the Waikaia Cemetery
- The 90 degree turn onto the bridge does not have a "turning bay" and is often used by larger vehicles and towing (caravans etc).

Delegations to the community board

Record no: R/25/11/57016
Author: Rachael Poole, Committee advisor
Approved by: Vibhuti Chopra, Group manager strategy and partnerships
Report type: Information

Staff recommendations

That the Ardlussa Community Board:

- a) notes the information contained in the report.

Purpose

- 1 To provide information to the Ardlussa Community Board (community board) on the delegations from Council that were approved on 12 November 2025.

Context

- 2 On 12 November 2025 Council adopted the community board delegations contained in Attachment A. These delegations are unchanged from the previous triennium, other than amendments to the layout to improve readability approved by Council on 13 August 2025.

Discussion

Role of the community board

- 3 Broadly, the role of the community board is to act as a link between Council and community, representing and advocating for interests of the community and making decisions on behalf of the community where it holds delegations.
- 4 The role of the community board under the Local Government Act 2002 is to:
- represent, and act as an advocate for, the interests of its community
 - consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the board
 - maintain an overview of services provided by the territorial authority within the community
 - prepare an annual submission to the territorial authority for expenditure within the community
 - communicate with community organisations and special interest groups within the community
 - undertake any other responsibilities that are delegated to it by the territorial authority.
- 5 Council has outlined that the community board has the following additional roles:
- community wellbeing - promote and monitor social, economic, environmental, and cultural wellbeing of local communities

- community leadership - provide strategic leadership, identify key issues and opportunities, promote a shared vision, and maintain community board plans
- engagement and relationships - build strong connections with community organisations, interest groups, residents, and businesses
- advocacy - prepare submissions as part of the long term plan or annual plan process on service levels and budgets, and the priorities for the delivery of district services and levels of service in the community
- local activities - recommend service levels, budgets, and funding for local activities; monitor service delivery; support development of local management plans
- environmental management & spatial planning - comment on resource consents, recommend bylaws, advise on alcohol licensing, support civil defence planning, and recommend appeals to the Environment Court where relevant.


Delegations

6 The key delegations Council has made to the community board include:

- to approve project scopes (project definitions) and business cases for budgeted capital expenditure up to \$300,000
- to accept donations of local assets up to \$30,000
- to approve unbudgeted operating expenditure for local activities up to \$20,000
- to approve an increase of up to \$20,000 in the projected cost of a budgeted capital works project that is included in the annual plan or long term plan
- to approve allocation and accept highest tenders for leases/licenses of land and buildings for local activities where rental exceeds \$10,000
- to decide on names for local open spaces, roads, and placement of structures or commemorative plaques
- to grant funds from the Community Partnership Fund.

7 In exercising these delegations the community board must operate within the policies, plans, standards and guidelines and budgets adopted by Council and the needs of the community board.

Attachments

A Community board delegations [↗](#) 

8.2 Community Boards

Pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 ('LGA'), Council delegates the responsibilities, duties and powers listed below to community boards to exercise within their communities (as defined in the LGA).

Any decision by a community board must be consistent with policies or standards or resolutions adopted by Council (whether or not specifically referred to in the delegations below), the needs of their local communities and the approved budget for the activity.

It is Council's intention that community boards exercise their delegations in respect of local activities. For District activities that are the responsibility of Council, community boards will have the power to review and make recommendations to Council on the levels of service on the understanding that Council will be operating on a District wide minimum level of service.

The decision as to whether the exercise of a delegated power is for a local activity will be made by the group manager customer and community wellbeing and the assigned executive leadership team member on behalf of the chief executive. The group managers may consult with the chairperson of the relevant community board.

TYPE OF COMMITTEE	Community board (board)
RESPONSIBLE TO	Boards are responsible to Council Each board will also have relationships with Council committees (these committees are outlined in the delegations manual).
SUBCOMMITTEES	Some subcommittees will report to community boards – these are outlined in section 8.5 of the delegations manual.
MEMBERSHIP	Ōreti and Waihōpai Toetoe boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other boards have six members plus a member appointed by Council. The chairperson is elected by the board. Councillors who are not appointed to boards can only remain for the public section of the board meeting. They cannot stay for the public excluded section unless the board agrees.
FREQUENCY OF MEETINGS	Every second month, but up to 12 ordinary meetings a year with the approval of the chief executive.
QUORUM	Not less than four members
THE ROLE OF COMMUNITY BOARDS	Governance Elected members are responsible for providing leadership, setting direction and for overseeing performance (at a high level). 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. Roles outlined in the Local Government Act 2002 <ul style="list-style-type: none"> • appoint a chairperson and deputy chairperson

	<ul style="list-style-type: none"> • represent, and act as an advocate for, the interests of its community • consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the board • maintain an overview of services provided by the territorial authority within the community • prepare an annual submission to the territorial authority for expenditure within the community • communicate with community organisations and special interest groups within the community • undertake any other responsibilities that are delegated to it by the territorial authority. <p>Additional roles of boards</p> <p>Community wellbeing</p> <ol style="list-style-type: none"> a) promote the social, economic, environmental and cultural well-being of local communities b) monitor the overall well-being of local communities. <p>Community leadership</p> <ol style="list-style-type: none"> a) to provide leadership to local communities on the strategic issues and opportunities that they face b) identify key issues and opportunities that will affect the future of the board's community and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities c) promote a shared vision for the board's community and develop and promote ways to work with others to achieve positive outcomes d) provide a local community perspective on Council's long term plan key performance indicators and levels of service as detailed in the long term plan, and on local expenditure, rating impacts and priorities e) develop and manage community board plans including keeping these up to date and relevant to community needs and aspirations. <p>Engagement and relationships</p> <ol style="list-style-type: none"> a) to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community. <p>Advocacy</p> <ol style="list-style-type: none"> a) as part of the long term plan or annual plan process, prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest b) as part of the long term plan or annual plan process, outline the relative priorities for the delivery of District services and levels of service within the board area (Council sets the levels of service for District Activities if a board seeks a higher level of service, they
--	--

	<p>need to recommend that to Council, and the higher level of service will need to be funded in an appropriate way (locally).</p> <p>c) Providing comment (through the chairperson) to assist the chief executive on making a decision on any objections received on temporary road closures or temporary prohibition of traffic.</p> <p>Local activities</p> <p>For local activities</p> <p>a) recommend to Council levels of service and budgets for local activities, having regard to Council budgets in the long term plan or annual plan process</p> <p>b) recommend to Council rates, user charges and fees to fund local activities</p> <p>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</p> <p>d) recommend to Council or a relevant committee unbudgeted capital expenditure</p> <p>e) monitor the services Council delivers its communities and assess the extent these services meet community needs or the expected level of service</p> <p>f) support the development of local management plans (for subsequent recommendation to Council) where required by statute or in support of the district plan, or other plans for reserves, harbours, or other community facilities, except where these powers:</p> <p>a) have been delegated to Council staff</p> <p>b) would have significance beyond the board's area or otherwise involves a matter of national importance (Section 6 Resource Management Act 1991)</p> <p>c) involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.</p> <p>g) for the Fiordland Community Board in relation to Te Anau Airport and for the Stewart Island/Rakiura Community board in relation to Stewart Island Electricity Supply Authority (SIESA) these board's role is to:</p> <ul style="list-style-type: none"> • recommend levels of service and annual budget to Council or relevant committee • monitor the performance and delivery of the service. <p>Environmental management and spatial planning</p> <p>a) provide comment on resource consent applications referred to the community board for comment</p> <p>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</p>
--	---

	<ul style="list-style-type: none"> c) provide advice to Council and its committees on any matter of interest or concern to the community board in relation to the sale of alcohol, where statutory ability exists to seek such feedback d) provide input into regulatory activities not otherwise specified above, where process allows e) recommend to Council initiating an appeal to the environment court on decisions relating to resource consent applications that the board has made submissions on f) provide support to the development of community plans for a civil defence emergency and the recovery afterwards. g)
DELEGATIONS	<p>In exercising the delegations the boards will operate within:</p> <ul style="list-style-type: none"> a) policies, plans, standards or guidelines that have been established and approved by Council b) the needs of the local communities c) the approved budgets for the activity. <p>Boards shall have the following delegated powers and be accountable to Council for the exercising of these powers (Local Government Act 2002 section 53).</p> <p>Community wellbeing</p> <ul style="list-style-type: none"> a) develop local strategies to improve areas of wellbeing (where a need has been identified) b) to develop local community outcomes that reflect the desired goals for their community or place. <p>Community board plans</p> <ul style="list-style-type: none"> a) Regularly review and update the community board plan to keep the plan relevant. <p>Decisions on locally funded assets and services</p> <ul style="list-style-type: none"> a) accept donations of a local asset (e.g. a gas barbeque, park bench, etc) with a value of less than \$30,000 b) approve project definitions or business cases for approved budgeted capital expenditure up to \$300,000. <p>Unbudgeted expenditure</p> <ul style="list-style-type: none"> a) approve unbudgeted operating expenditure for local activities of up to \$20,000 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 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>Leases and licenses</p>

	<p>In relation to all leases and licences of land and buildings for local activities within their own area, and subject to any relevant legislation and/or policy requirement, on behalf of Council;</p> <ul style="list-style-type: none"> a) accept the highest tenders for rentals more than \$10,000 b) approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum. <p>Community spaces and roads</p> <ul style="list-style-type: none"> a) authority to decide upon requests from the community, regarding names of open local spaces and the placement of structures and commemorative plaques. b) authority to decide on the name of public roads, private roads and rights of way. <p>Community assistance</p> <ul style="list-style-type: none"> a) establish a system for prioritising allocations, based on criteria provided by Council b) grant funds from the Community Partnership Fund c) allocate bequests or grants generated locally, consistent with the terms of the bequest or grant fund. <p>Northern Southland development fund</p> <ul style="list-style-type: none"> a) the Northern board can make decisions regarding funding applications to the Northern Southland development fund.
LIMITS TO DELEGATIONS	<p>Boards have no financial or decision-making delegations other than those specifically delegated by Council.</p> <p>Boards shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its long term plan or annual plan.</p> <p>In accordance with the provisions of section 39(2) of Schedule 7 of the Local Government Act 2022 the board may not incur expenditure in excess of the approved budget.</p> <p>Matters that are not delegated</p> <p>Council has not delegated to boards the power to:</p> <ul style="list-style-type: none"> a) make a rate or bylaw b) acquire, hold or dispose of property c) direct, appoint, suspend or remove staff d) engage or enter into contracts and agreements and financial commitments e) institute an action for recovery of any amount f) issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like; g) institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal to the environment court on decisions in respect to resource consent applications on which the board has made submissions.
CONTACT WITH MEDIA	<p>The board chairperson is the authorised spokesperson for the board in all matters where the board has authority or a particular interest.</p>

	<p>Board members, including the chairperson, do not have delegated authority to speak to the media or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The executive leadership team member will manage the formal communications between the board and its constituents and for the board in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Council.</p>
REPORTING	<p>Boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>Copies of board meeting minutes are retained by Council.</p>
DEFINITIONS	<p>District activities include:</p> <ul style="list-style-type: none"> a) community leadership at a district level (including district community grants) b) wastewater c) waste services d) water supply e) stormwater f) district funded open spaces (parks and reserves) g) roading h) district community services (library services, cemeteries, community housing and heritage/culture) i) district community facilities (public toilets, library buildings, offices and amenity buildings) j) environmental services (building services, resource management, environmental health, animal services, emergency management) k) corporate support services <p>Local activities include:</p> <ul style="list-style-type: none"> a) community leadership at a local board level (including local community grants) b) local community facilities (halls, community centres and other amenity buildings) within Council's activity management plans for community facilities c) water facilities (boat ramps, wharves, jetties and harbour facilities) d) locally funded open spaces (parks and reserves, playgrounds and streetscapes) e) parking limits, footpaths and streetlights f) Te Anau/Manapouri Airport (for the Fiordland Community Board) g) Stewart Island Electricity Supply Authority (SIESA) (for the Stewart Island/Rakiura Community Board) <p>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.</p>

	<p>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.</p> <p>Approved budget for the financial year comprises the base budget approved by Council through the Long Term Plan or Annual Plan, along with any adjustments formally approved during the year for unbudgeted expenditure, forecasting changes and carry forwards by those with delegated authority.</p>
--	--

Appointments to organisations

Record no: R/25/12/58778
Author: Jayson Trent, Democracy Advisor
Approved by: Vibhuti Chopra, Group manager strategy and partnerships
Report type: Decision

Staff recommendations

That the Ardlussa Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as some importance based on Council's Significance and Engagement Policy. On this basis no community engagement is required.
- 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) appoints _____ to the Hokonui Community-Led Health table.

Purpose

- 1 The purpose of this report is for the community board to appoint a representative to the Hokonui Community-Led Health table (the table).

Discussion

- 2 The Hokonui Community-Led Health table is a community partnership table that fills the role of a consultation group to provide input on the health needs of the communities within the Hokonui locality area (See Attachment A). It is a partnership formed across iwi, health, social care and community organisations to provide a wide range of perspectives. The contributions of the table are used to inform the development of the Hokonui locality plan.
- 3 The chair of the table, Jo Brand has invited the Ardlussa Community Board to appoint a representative to join the table for the 2025-2028 triennium.

Options

- 4 The board is being invited to appoint one member to the table as a representative.
- 5 The board does not have any obligations so it could also decide not to make an appointment.

Legal considerations

- 6 There are no legal considerations in relation to this report.

Strategic alignment

Strategic direction

- 7 The objectives of the table align with the community board's role to represent and act as an advocate for the interests of its community.

Policy and plan consistency

- 8 Staff have not identified any inconsistencies with policies or plans.

Financial considerations

- 9 No additional remuneration will be received by the appointee.

Significance assessment

- 10 Staff have assessed this decision as being of some importance, but not significant under Council's Significance and Engagement Policy and therefore engagement is not required.

Level	Likelihood of engagement
Some importance or administrative	Council is not likely to carry out any engagement.
Moderate importance	Council may choose whether it carries out engagement, which may be targeted to directly affected individuals or groups.
Significant	Council will engage with directly affected individuals and groups and wider community engagement is likely, unless there are reasons under policy not to.
Critical	Council will engage with directly affected individuals and groups and wider community engagement is highly likely, unless there are reasons under policy not to.

Community views

- 11 Community views have not been sought in relation to this matter or decision.

Climate change considerations

- 12 There are no climate change considerations relevant to this matter or decision.

Risk and mitigations

- 13 There are no significant risks in relation to this matter or decision.

Next steps

- 14 The Hokonui Community-Led Health chair will be informed of the decision.

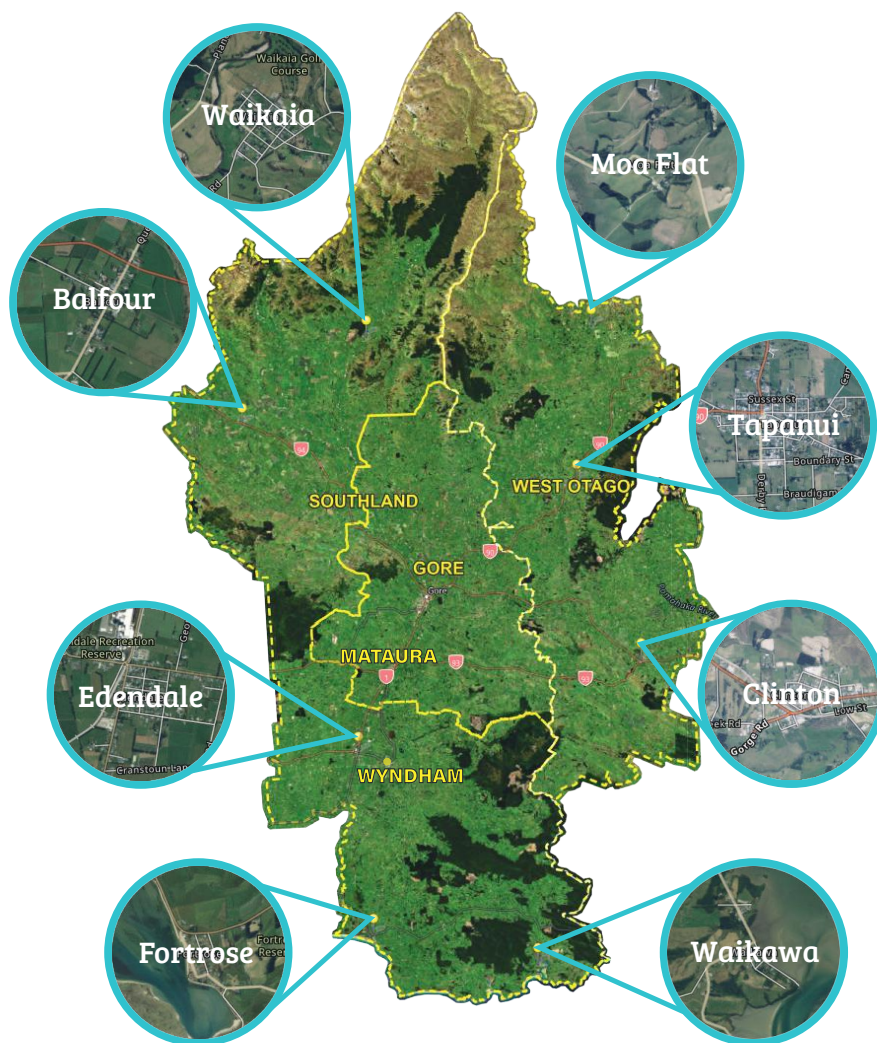
Attachments

- A Hokonui Locality Area [↓](#) 



Who is in our community?

Hokonui Locality Community-Led Health includes all of the Gore District and parts of Southland and West Otago. This visual highlights towns near our boundary, but everyone within this wider Gore District is included in our health and wellbeing community.



For more information visit hokonuilocality.nz

Adoption schedule of meetings

Record no: R/25/11/55816

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

Approved by: Vibhuti Chopra, Group manager strategy and partnerships

Report type: Decision

Staff recommendations

That the Ardlussa Community Board:

- a) adopts a schedule of Ardlussa Community Board meetings for the triennium, the community board will meet on the following dates, time and venue:
- Wednesday, 11 February 2026 - Balfour Community Centre, 68 Queen Street, Balfour (7pm)
 - Wednesday, 15 April 2026 – Riversdale Community Centre, 73 Newcastle Street, Riversdale (7pm)
 - Wednesday, 10 June 2026 – Waikaia Fire Station, 21 Newburn Street, Waikaia (6pm)
 - Wednesday, 12 August 2026 – Balfour Community Centre, 68 Queen Street, Balfour (6pm)
 - Wednesday, 14 October 2026 – Riversdale Community Centre, 73 Newcastle Street, Riversdale (7pm)
 - Wednesday, 9 December 2026 – Waikaia Fire Station, 21 Newburn Street, Waikaia (7pm)
 - Wednesday, 10 February 2027 - Balfour Community Centre, 68 Queen Street, Balfour (7pm)
 - Wednesday, 14 April 2027 - Riversdale Community Centre, 73 Newcastle Street, Riversdale (7pm)
 - Wednesday, 16 June 2027 - Waikaia Fire Station, 21 Newburn Street, Waikaia (6pm)
 - Wednesday, 11 August 2027 - Balfour Community Centre, 68 Queen Street, Balfour (6pm)
 - Wednesday, 13 October 2027 - Riversdale Community Centre, 73 Newcastle Street, Riversdale (7pm)
 - Wednesday, 15 December 2027 - Waikaia Fire Station, 21 Newburn Street, Waikaia (7pm)
 - Wednesday, 16 February 2028 - Balfour Community Centre, 68 Queen Street, Balfour (7pm)
 - Wednesday, 12 April 2028 - Riversdale Community Centre, 73 Newcastle Street, Riversdale (7pm)
 - Wednesday, 14 June 2028 - Waikaia Fire Station, 21 Newburn Street, Waikaia (6pm)
 - Wednesday, 9 August 2028 - Balfour Community Centre, 68 Queen Street, Balfour (6pm)

Purpose

- 1 The purpose of this report is for the community board to adopt a meeting schedule for the triennium.

Context

- 2 An approved schedule of meeting dates is required so that meetings can be publicly notified in accordance with the Local Government Official Information and Meetings Act 1987 (LGOIMA).
- 3 The schedule proposed is consistent with the previous triennium; the community board meetings will generally be held every second month. Adjustments have been made for public holidays.
- 4 Any changes to the meeting schedule including any additional meetings, will be notified to the public and the members in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.

Attachments

There are no attachments for this report.

Councillor update

Record no: R/25/11/56999
Author: Deborah-Ann Smith-Harding, Committee advisor/customer support partner
Approved by: Vibhuti Chopra, Group manager strategy and partnerships
Report type: Information

Staff recommendations

That the Ardlussa Community Board:

- a) notes the information contained in the report.

Purpose

- 1 This report is to provide the community board an overview of the matters that have been considered at Council and Finance and Assurance Committee meetings from 30 July 2025 to 12 November 2025.

Discussion

- 2 An overview of the reports that have gone to Council and the Finance and Assurance Committee is given in the table below.
- 3 This report also provides an opportunity for Councillor Wilson to highlight matters or to update the board on any other issues that have arisen around the Council table.
- 4 If you are interested, you can watch Council or Finance and Assurance Committee meetings via this link: [SDC youtube](#).

30 July 2025 – Council meeting	
Report	Overview
Draft Dog Control Policy and Dog Control Bylaw 2025 - Hearings information and submissions summary	Council received written submissions and listened to the submitters who wish to speak on the draft Dog Control Policy and Dog Control Bylaw. Council thanked the submitters for their time.
Reserve management plan review	Council was updated on the progress of the Reserve Management Plan Review and approved the formal notification of Council's intention to review the Reserve Management Plans in accordance with section 41 of the Reserves Act 1977.
Kowhai Reach reserve	At the Council meeting the special nature of the Kowhai Reach stretch of the Winton stream was discussed. Subject to a proposed works programme being agreed to, Council agreed to enter into a one-year memorandum of understanding with Limehills Home and School Association and fund materials to support work up to the value of \$5,000.
Risk management - annual review	Council adopted the reviewed priority strategic risk areas to become effective on 1 August 2025: <ul style="list-style-type: none"> • Adverse event: the risk that Council is unable to appropriately respond to the consequences of a natural or

	<p>human-induced event impacting the district leading to a loss of critical service continuity</p> <ul style="list-style-type: none"> • 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 • 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 • Cyber security: the risk that Council's systems do not have the resilience to protect information assets from cyber-attack and/or error • Decision making: the risk that suboptimal decision making by Council results in misalignment with community needs and/or expectations, or with statutory obligations • 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, • 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 practical to do so • 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 • Strategic relationships: the risk that Council fails to appropriately maintain its local, regional, and national relationships impacting its ability to achieve its objectives.
Waikawa community hall transfer of ownership of building	<p>Council agreed to transfer ownership of the Waikawa Community Hall Building to the Waikawa Community Hall Charitable Trust for \$1 and the trust will enter into a dead of lease with Council for the land the hall building sits on.</p> <p>Any funds in the Waikawa/Niagara community centres reserve, after the deduction of Council's costs, insurances and loan repayments, are to be made available to the Waikawa Community Hall Charitable Trust for expenditure on the hall building.</p>
Retrospective unbudgeted expenditure request - Creative Communities Scheme and Sport NZ Rural Travel Fund	<p>Council approved the retrospective unbudgeted expenditure of \$12,840 from the Creative Communities reserve and \$4,411 from the Rural Travel Fund reserve.</p>
Great South and Space Operations New Zealand Limited Statement of Intent 2025-2028	<p>Great South presented to Council the statement of intent for Great South and the Space Operations New Zealand Limited for 2025-2028.</p>

Regional Framework for Action on Climate for Murihiku Southland Phase Two	Council adopted the Regional Framework for Action on Climate for Murihiku Southland Phase Two.
13 August 2025 – Council meeting	
Report	Overview
Investment and Liability Management Policy - adoption	Council agreed to adopt the Investment and Liability Management Policy and requested that staff review the Investment and Liability Management Strategy as part of the next Long-Term Plan.
Proposed update to Delegations Manual	Staff presented Council with updates to the Delegations Manual and outlined the changes - Council approved and adopted the revised manual. Council also resolved to discharge the Five Rivers Water Supply Subcommittee.
Update on Council land at Waikaia – 37 Swalwell Street	Council agreed with the Ardlussa Community Board's recommendation that the land at 37 Swalwell Street, Waikaia is not surplus to requirements and should be retained. Council recommended staff to investigate entering into long term leases/licenses for the Waikaia Depot and the balance parcels for grazing while the spatial planning process takes place.
Adoption of Southland District Council Water Service Delivery Plan	Council approved the final Water Services Delivery Plan and confirmed that the plan is compliant with the Local Government (Water Services Preliminary Arrangements) Act 2024. Council also acknowledged staff and the thousands of hours spent by the team to get this plan across the line.
27 August 2025 – Finance and Assurance Committee meeting	
Report	Overview
Finance and Assurance Committee work plan for the year ended 30 June 2026	The committee noted amendments had been made to the workplan.
Community facilities contract renewal update	The committee provided feedback and recommendations on the proposed procurement approach for the renewal of community facilities maintenance contracts. It also provided feedback and recommendations about direct procurement in specific instances where contract values are under \$50,000, subject to market testing and community board support.
Capital delivery programme update - June 2025	The committee acknowledged that staff, as part of the Capital Delivery Governance Group (CPDGG) will review the 2025/2026 project programme (in terms of what can be delivered given the level of proposed carry forward work) and bring back a report in December 2025. The committee requested staff report to it on a quarterly basis on how the capital delivery programme is progressing, comparing planned timeframes with actual timeframes.
Draft unaudited Annual Report 2024/2025	The committee endorsed the draft unaudited annual report for the year ended 30 June 2025, and released the draft unaudited annual report for audit.
27 August 2025 – Council meeting	
Report	Overview

Community facilities contract renewal update	Council endorsed a proposed procurement approach for the renewal of community facilities maintenance contracts.
Budget carry forward requests from 2024/2025 financial year into the 2025/2026 financial year	Staff presented Council with an update on the projects and operational expenditure that were approved for delivery in the 2024/2025 year that were not completed by year end. Council approved that projects and operational expenditure be carried forward to the 2025/2026 and 2026/2027 years.
Draft Dog Control Policy and Bylaw review - deliberations	Staff provided information to Council to allow them to deliberate and decide on matters raised through the consultation process for the draft Dog Control Policy and draft Dog Control Bylaw.
Local Alcohol Policy review	Council approved the draft Statement of Proposal and draft Local Alcohol Policy for public consultation. Consultation will be open from 3 November 2025 to 12 December 2025. Hearings and deliberations are planned for February 2026, it's proposed the policy is adopted by Council in March 2026, and that the policy will be operative in April or May 2026.
Great South Letter of Expectation 2026/2027	Council approved the draft Letter of Expectation 2026/2027 with the addition of 'Southland District Council sees an avenue for Great South to support the Local Government Commission work around the future of local government in Southland if required'.
Mayor's Taskforce for Jobs retrospective unbudgeted expenditure	Council received an update on the Mayor's Taskforce for Jobs Community Employment Programme and approved unbudgeted expenditure of \$220,000 for delivery of the Mayoral taskforce for jobs community employment programme. This work will be undertaken by Great South and is funded from a grant received from Local Government New Zealand.
Colac Bay surfer statue project - unbudgeted expenditure request	The replacement project has evolved into a collaborative initiative between Council and the Colac Bay Progress Leagued. The League has demonstrated leadership and commitment through a significant fundraising campaign. Council approved an unbudgeted expenditure of \$105,000 to increase the budget for the Colac Bay Surfer Statue Project to \$140,000. Acknowledging that \$11,000 is to be funded from the Ōraka Aparima Reserve and interest from the Riverton Property Sales Reserve if required. Colac Bay Progress League have committed to contributing funds to this project.
Ohai Recreation Reserve - Te Oruanui Incorporated	Council acknowledged the recommendation of the Wallace Takitimu Community Board and resolved that the ex-marae building located on the Ohai Recreation Reserve is transferred back to Te Oruanui Incorporated for \$1.00. The transfer is contingent on Te Oruanui Incorporated agreeing to pay \$6,540.38 in outstanding service charges. Council approved unbudgeted expenditure of up to \$2,000 plus GST to cover the legal costs and disbursements for the transfer, funded from the Ohai general reserve.
Spatial Plan Update - August 2025	It was noted that the Rakiura/Stewart Island Community Spatial Plan is underway, and the Aparima & Ōraka / Riverton & Colac Bay Community Spatial Plan are currently under discussion with the Ōraka Aparima Community Board.

Management report August 2025	Acting Chief Executive, Vibhuti Chopra and staff updated Council on different Council activities and answered questions from the councillors.
Mayor's report	Mayor Scott updated Council on the events/meetings that he had been involved with during June to mid-August 2025. Councillor Ruddenklau advised the new exhibition at Te Hikoi would be officially opened on Friday 29 August 2025. Councillor Duffy advised that he had recently been invited to attend PolyFest. The Waihopai Toetoe Community Board had granted PolyFest funding from the Community Partnership Fund. Councillor Keast advised that she had attended the Invercargill Citizens Advice Bureau AGM as part of her role as the Southland District Council representative.
10 September 2025 – Council meeting	
Report	Overview
Annual alcohol report to Alcohol Regulatory and Licensing Authority (ARLA)	The purpose of the report was for Council to meet the alcohol licensing reporting requirements under Section 199 of the Sale and Supply of Alcohol Act 2012. Council received the report.
Adoption of Dog Control Policy 2025 and Dog Control Bylaw 2025	Council resolved to adopt the Dog Control Policy 2025 and the Dog Control Bylaw 2025 and revoked the previous policy and bylaw. Council resolved that the new policy and bylaw will come into effect from Wednesday 1 October 2025.
Community facilities district funded project update	Council received the report and requested that staff report quarterly on the community facilities district funded projects.
Community board health check	A community board health check was presented to Council. This included feedback on how the community boards were operating and captured thoughts and ideas about what could be done differently in the future. The health check included recommendations to continue to build on the successes from the health check that was completed in 2021.
29 September 2025 – Finance and Assurance Committee meeting	
Report	Overview
Finance and Assurance Committee work plan for the year ended 30 June 2026	The committee noted amendments made to the workplan.
Annual Report 2024/2025 representation letter	The committee authorised the mayor and chief executive to sign the representation letter to Deloitte for the Annual Report 2024/2025 on behalf of Council.
Draft Annual Report 2024/2025 recommending adoption by Council	The Committee recommended that Council adopt the Annual Report 2024/2025, and it endorsed the Summary Annual Report 2024/2025.
Annual Report - Deloitte Management Report for the year ended 30 June 2025	As part of the audit process, Deloitte provides Council with a management report at the conclusion of the audit of the annual report. The management report was included with the report. It outlines the work performed by Deloitte and lists any recommended areas for improvement. Deloitte noted insights in

	two areas - statement of service performance (SSP) and landfill aftercare provisions. The report also included an ‘emphasis of matter’ relating to local water done well to reflect the uncertainty associated with Council’s decision to continue to deliver future water services through an in-house business unit given that the Secretary for Local Government has not yet accepted (or rejected) the water services delivery plan.
8 October 2025 – Council meeting	
Report	Overview
Adoption of Annual Report 2024/2025	Council adopted the Annual Report and Annual Report Summary for the year ended 30 June 2025.
Draft Insurance Policy	Council agreed to continuing to include in the insurance policy the ability to insure existing non-council assets within its annual insurance renewal. Council adopted the draft Insurance Policy.
Proposed changes to the Riskpool Trust deed	Council approved amendments to the Riskpool Trust Deed and authorised the Chief Executive to sign and return the attached consent form on behalf of Council.
End of triennium governance matters	Council authorised the chief executive, subject to legal limitations, to make decisions on behalf of Council and the community boards for a set time over the election period, in respect of urgent matters and where the mayor-elect is known, in consultation with the mayor-elect. Council resolved that the Southland Regional Heritage Committee, Great South Joint Shareholder Committee and WasteNet would stay in effect over the election period. Council recommended that the chief executive appoint Councillor Duffy and Councillor Menzies as commissioners to the District Licensing Committee for a set time over the election period.
Drinking water supplies consolidated report - 1 July 2024 to 30 June 2025	Council received a summary on drinking water supply scheme compliance in accordance with the Drinking Standard New Zealand 2022.
Acknowledgement of retiring community board members	Mayor Scott extended his thanks to each of the following board members for their contribution to the community board: <ul style="list-style-type: none"> • Ardlussa Community Board – Hilary Kelso • Fiordland Community Board - Kate Norris • Northern Community Board - Pam Naylor and Sonya Taylor • Oraka Aparima Community Board - Eve Welch • Oreti Community Board - Colin Smith, Philip Dobson, Katie Allan, Dave Diack, Chris Herud and Tracy Kennedy • Stewart Island/Rakiura Community Board – Rakiura Herzhoff • Tuatapere Te Waewae Community Board - Paula McKenzie and Joanne Sanford • Waihopai Toetoe Community Board - John McIntyre • Wallace Takitimu Community Board – Bridget Mason

Valedictorys	Mayor Scott expressed his thanks to Councillor Margie Ruddenklau, Councillor Derek Chamberlain and Councillor Darren Frazer for their service to the Southland District in the trienniums they served. He also thanked staff.
29 October 2025 – Council meeting	
Report	Overview
Declarations of mayor and councillors	The mayor and councillors completed their declarations.
Explanation of legislation that affects elected members	Chief Executive, Cameron McIntosh, provided elected members with a general explanation of key legislation relevant to their roles.
Appointment of deputy mayor	The mayor appointed Councillor Christine Menzies as deputy mayor of Southland District Council for the 2025-2028 triennium.
Appointment of councillors to community boards	<p>Council made the following appointments:</p> <ul style="list-style-type: none"> • Councillor Matt Wilson to the Ardlussa Community Board • Councillor Sarah Greaney to the Fiordland Community Board • Councillor Tom O'Brien to the Northern Community Board • Councillor Michael Weusten to the Ōraka Aparima Community Board • Councillor Brian Somerville to the Ōreti Community Board • Councillor Jon Spraggon to the Stewart Island/Rakiura Community Board • Councillor Don Byars to the Tuatapere Te Waewae Community Board • Councillor Julie Keast to the Waihōpai Toetoe Community Board • Councillor Jaspreet Boparai to the Wallace Takitimu Community Board.
Council's Standing Orders and Code of Conduct	Council agreed that the current Standing Orders and Code of Conduct apply to the 2025-2028 triennium, until changes are made by central government.
Date of first ordinary meeting	Council resolved that the first ordinary meeting of Southland District Council for the 2025-2028 triennium be held at 10am on Wednesday 12 November 2025 at a venue to be advised in Te Anau with a backup venue of the Council Chamber in Invercargill.
12 November 2025 – Council meeting	
Report	Overview
Waikaia speed limit reduction - submissions, deliberation and approval	<p>Council resolved that the reduced speed limit of 60km/h will come into effect as soon as reasonably practicable following:</p> <ul style="list-style-type: none"> • approval for the reduced speed limit of 60km/h the Director of Land Transport • approval from New Zealand Transport Authority for the 'stopping place' road classification at the same location • entry of the reduced speed limit of 60km/h in the National Speed Limits Register

	<ul style="list-style-type: none"> • installation of necessary signage for the reduced speed limit of 60km/h.
Committee structure and adoption of terms of reference	<p>Council noted the mayor has established the following:</p> <ul style="list-style-type: none"> • Finance and Assurance Committee – membership, Mr Bruce Robertson, the mayor and all councillors • Executive Committee – membership, the mayor (Chair), Cr Christine Menzies, Mr Bruce Robertson • Riverton Harbour Subcommittee – membership, Cr Michael Weusten, Emma Gould, Ian Coard, Nic White, Hayley Nelson • Stewart Island/Rakiura Visitor Levy Subcommittee – membership, Cr Christine Menzies (Chair), Cr Jon Spraggon, Mr Bruce Robertson (Council will make additional appointments later once nominations have been called for and made). • Te Anau Basin Water Supply Subcommittee (Council will make appointments later) • Civil Defence Emergency Management Group – membership, Mayor Rob Scott, Cr Christine Menzies as alternate • Great South Joint Shareholders Committee – membership, Mayor Rob Scott • Southland Regional Transport Committee – membership, Cr Christine Menzies Mayor Rob Scott as alternate • Southland Regional Heritage Joint Committee – membership, Cr Paul Duffy, Cr Christine Menzies • WasteNet (Waste Advisory Group) – membership, Mayor Rob Scott, Cr Christine Menzies <p>Council established:</p> <ul style="list-style-type: none"> • the Ohai Railway Fund Committee – membership, Mayor Rob Scott, Cr Jaspreet Boparai, Cr Michael Weusten • the District Licensing Committee – membership, Cr Paul Duffy (Chair), Cr Jaspreet Boparai (Deputy Chair), Cr Tom O'Brien, Cr Brian Somerville <p>Council agreed, to together with Invercargill City Council and Gore District Council, to maintain and publish a combined list of persons approved to be members of any of the licensing committees in the Southland region (subject to Invercargill City Council and Gore District Council resolving similarly) and approved Cr Paul Duffy, Cr Jaspreet Boparai, Cr Tom O'Brien, and Cr Brian Somerville to be included on the combined list.</p> <p>Council also adopted the terms of reference including delegations for the community boards, all committees, subcommittees and joint committees of Council and approved the terms of reference and delegations to be updated in Council's Delegations Manual.</p>

<p>Appointments to council organisations</p>	<p>Council approved the appointment of elected members to the following Council organisations:</p> <ul style="list-style-type: none"> • Cr Matt Wilson to the Around the Mountains Cycle Trail Trust • Cr Julie Keast to the Citizens Advice Bureau Invercargill Board • Cr Michael Weusten and Cr Don Byars to the Creative Communities Assessment Committee • Cr Julie Keast to the Gore and Districts Community Counselling Centre • Cr Julie Keast to the Pioneer Women's Memorial Trust • Cr Phil Dobson to the Southland Indoor Leisure Centre Charitable Trust • Cr Paul Duffy to the Southland Regional Heritage Building and Preservation Trust • Mayor Rob Scott and Cr Christine Menzies as alternative to the Te Rōpū Taiao • Cr Jaspreet Boparai to the Tuatapere Amenities Trust • Cr Julie Keast to the Whakamana te Waituna Trust • Cr Greaney to Connected Murihiku. <p>Council noted that the mayor is an ex officio member of the Southland Medical Foundation Incorporated.</p> <p>Council revoked the appointments of Ms Eve Welch and Mr Blair Stewart to the Taramea (Howell's Point) Management Committee (two members appointed last triennium), confirmed that Cr Don Byars will remain on the Management Committee, and appointed Mr Neil Linscott and Mr Michael Weusten to the Management Committee.</p> <p>Council noted the existing appointments of directors of Milford Sound Tourism Limited of the chief executive, Mr Cameron McIntosh and external appointee, Mr Rex Williams.</p> <p>Council appointed Cr Sarah Greaney as trustee of the Milford Community Trust.</p>
<p>Elected members' remuneration</p>	<p>Council approved the proposed allocation of the Southland District Council governance remuneration pool, until 30 June 2026, for inclusion in the remuneration proposal as follows:</p> <ul style="list-style-type: none"> • Deputy Mayor at 1.5 times the base councillor remuneration - \$62,040 • Councillor (11) - \$41,360 <p>Council requested staff provide this proposed allocation to the Remuneration Authority in the remuneration proposal for its approval.</p> <p>Council approved unbudgeted expenditure of \$23,000 associated with the increased remuneration pool, to be funded using operational surpluses, with any remaining shortfall to be funded from the District Operations Reserve.</p>
<p>Adoption schedule of meetings</p>	<p>Council:</p>

	<ul style="list-style-type: none">• agreed that Council meetings will be held in the District on a regular basis• agreed to hold a meeting at Takutai o Te Titi Marae, Colac Bay within the next six months• adopted the schedule of Council and Finance and Assurance Committee meetings for the remainder of 2025 and for the 2026 year.
--	--

Attachments

There are no attachments for this report.

Chair's report

Record no: R/25/11/57513

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

Approved by: Vibhuti Chopra, Group manager strategy and partnerships

Report type: Information

Staff recommendations

That the Ardlussa Community Board:

- a) notes the information contained in the report.

Purpose

- 1 The purpose of this report is for the chair to update the board on activities they have been involved with since the previous meeting.
- 2 Board members are also able to provide an update on any recent events and issues of relevance and interest to the community board.

Chair's report

- Welcome to Raewyn Lindsay
- thank you to everyone for re-standing and giving up your time and energy
- Balfour subdivision is moving on, I have spoken to a local property owner who is interested in buying 2 sections undeveloped
- I have also talked to a local builder who has several people interested in developing/building and he is keen to get this subdivision going, I have passed this on to Kelly
- a special thanks to Trish Mackay who has gone above and beyond replanting the bulbless curbs in Riversdale that has previously died and to Fiordland Nurseries for helping with plant selection
- I have been approached by a Mandeville local regarding the human waste around the Mandeville ponds, and has requested that we install a toilet
- I am working through the resource consent process for the Riversdale Helipad, which I have not processed much, due to my workload, I will get onto this as soon as possible
- it is pretty quiet in the lead up to Christmas.

Next meeting

Wednesday, 11 February 2026 - Balfour Community Centre, 68 Queen Street, Balfour (7pm)

Attachments

There are no attachments for this report.