



# Agenda

## Northern Community Board

Monday, 1 December 2025, 6pm  
Mossburn Fire Station, 45 Devon Street, Mossburn



Chairperson  
Deputy chairperson  
Members

Greg Tither  
Lance Hellewell  
Ian Clark  
Councillor Tom O'Brien  
Amanda Reedy  
Carolyn Smith  
Megan Vande Sandt



# 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.





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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

Councillors are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a councillor 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 Northern Community Board Meeting held on 06 November 2025.

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](http://www.southlanddc.govt.nz) or phoning 0800 732 732.

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9 Public excluded reports

Exclusion of the public 74

9.1 Community Service Awards - 2025

10 Closure

The chair will close the meeting.

## Summary of reports

	Report Name	Purpose	Report Type	Page
8.1	Delegations to the community board	To provide information to the Northern Community Board (community board) on the delegations from Council that were approved on 12 November 2025.	Information	13
8.2	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 Northern Community Board area for the year ended 30 June 2025.	Information	23
8.3	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.	Recommendation	33
8.4	Northern Community Board submission on Waikaia Speed Limit Proposal 2025	The purpose of this report is to ratify the submission lodged on behalf of the Northern Community Board (the board) on the Waikaia Speed Limit Reduction Proposal 2025.	Decision	55
8.5	Chairperson'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	61
8.6	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	63
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	73



# Minutes

## Northern Community Board

Thursday, 6 November 2025, 1pm  
Lumsden Hall Supper Room, 8 Meadow Street, Lumsden

### PRESENT

Chairperson	Greg Tither
Deputy chairperson	Lance Hellewell
Members	Ian Clark
	Carolyn Smith
	Megan Vande Sandt
	Cr Tom O'Brien

### APOLOGIES

Member	Amanda Reedy
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### IN ATTENDANCE

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



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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 Amanda Reedy.

Resolved

Moved Lance Hellewell / Carolyn Smith

That the Northern Community Board:

- a) accepts the apology received from Amanda Reedy.

Carried

3.1 Declarations

Record No: R/25/10/52658

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.

Julie Burgess and Marilyn Hunter are members of the Fiordland Community Board and they also made their declarations at the meeting as they were unable to attend their own Community Board meeting.

The meeting adjourned at 1.13pm for a Board photo and reconvened at 1.18pm.

3.2 Explanation of legislation that affects elected members

Record No: R/25/10/52567

This report was presented by Chief executive, Cameron McIntosh.

The purpose of this report was to provide elected members with a general explanation of key legislation relevant to their roles, as required by law.

Resolved

Moved Carolyn Smith / Megan Vande Sandt

That the Northern Community Board:

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

Carried

3.3 Electing chairperson and deputy chairperson

Record No: R/25/10/52586

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 Lance Hellewell / Greg Tither

That the Northern 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.

Resolved

Moved Megan Vande Sandt / Greg Tither

That the Northern Community Board:

- a) agrees that in the event of a tie, the selection will be by way of a toss of a coin.

Carried

Nominations were called for the chair of the board and Greg Tither and Amanda Reedy were nominated for Chair. As there was six votes cast in favour of Greg Tither, Mr Tither was the successful nominee.

Nominations were called for deputy chair of the board and Lance Hellewell and Amanda Reedy were nominated. As there was six votes cast in favour of Lance Hellewell, Mr Hellewell was the successful nominee.

Resolved

Moved Carolyn Smith / Ian Clark

That the Northern Community Board:

- a) elects Greg Tither to be the chairperson and elects Lance Hellewell to be the deputy chairperson of the Northern Community Board.

Carried

Greg Tither assumed the chair.

### 3.4 Standing Orders and Code of Conduct

Record No: R/25/10/52654

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 Megan Vande Sandt / Ian Clark

That the Northern 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/25/10/52484

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 Deputy chair Hellewell / Carolyn Smith

That the Northern Community Board:

- a) resolves that the first ordinary meeting of the Northern Community Board for the 2025-2028 triennium be held at the Mossburn Fire Station, 45 Devon Street, Mossburn, on Monday 1 December 2025 at 6pm.

Carried

The meeting closed at 1.42pm

Confirmed on:

Signed:



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## Delegations to the community board

Record no: R/25/11/56767

Author: Rachael Poole, Committee advisor

Approved by: Vibhuti Chopra, Group manager strategy and partnerships

Report type: Information

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### Staff recommendations

That the Northern Community Board:

- a) notes the information contained in the report.

### Purpose

- 1 To provide information to the Northern 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
- make decisions on funding applications to the Northern Southland Development 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"> <li>• appoint a chairperson and deputy chairperson</li> </ul>

	<ul style="list-style-type: none"> <li>• represent, and act as an advocate for, the interests of its community</li> <li>• consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the board</li> <li>• maintain an overview of services provided by the territorial authority within the community</li> <li>• prepare an annual submission to the territorial authority for expenditure within the community</li> <li>• communicate with community organisations and special interest groups within the community</li> <li>• undertake any other responsibilities that are delegated to it by the territorial authority.</li> </ul> <p>Additional roles of boards</p> <p><b>Community wellbeing</b></p> <ul style="list-style-type: none"> <li>a) promote the social, economic, environmental and cultural well-being of local communities</li> <li>b) monitor the overall well-being of local communities.</li> </ul> <p><b>Community leadership</b></p> <ul style="list-style-type: none"> <li>a) to provide leadership to local communities on the strategic issues and opportunities that they face</li> <li>b) identify key issues and opportunities that will affect the future of the board's community and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities</li> <li>c) promote a shared vision for the board's community and develop and promote ways to work with others to achieve positive outcomes</li> <li>d) provide a local community perspective on Council's long term plan key performance indicators and levels of service as detailed in the long term plan, and on local expenditure, rating impacts and priorities</li> <li>e) develop and manage community board plans including keeping these up to date and relevant to community needs and aspirations.</li> </ul> <p><b>Engagement and relationships</b></p> <ul style="list-style-type: none"> <li>a) to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community.</li> </ul> <p><b>Advocacy</b></p> <ul style="list-style-type: none"> <li>a) as part of the long term plan or annual plan process, prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest</li> <li>b) as part of the long term plan or annual plan process, outline the relative priorities for the delivery of District services and levels of service within the board area (Council sets the levels of service for District Activities if a board seeks a higher level of service, they</li> </ul>
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	<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><b>Local activities</b></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"> <li>• recommend levels of service and annual budget to Council or relevant committee</li> <li>• monitor the performance and delivery of the service.</li> </ul> <p><b>Environmental management and spatial planning</b></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>
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	<ul style="list-style-type: none"> <li>c) provide advice to Council and its committees on any matter of interest or concern to the community board in relation to the sale of alcohol, where statutory ability exists to seek such feedback</li> <li>d) provide input into regulatory activities not otherwise specified above, where process allows</li> <li>e) recommend to Council initiating an appeal to the environment court on decisions relating to resource consent applications that the board has made submissions on</li> <li>f) provide support to the development of community plans for a civil defence emergency and the recovery afterwards.</li> <li>g)</li> </ul>
DELEGATIONS	<p>In exercising the delegations the boards will operate within:</p> <ul style="list-style-type: none"> <li>a) policies, plans, standards or guidelines that have been established and approved by Council</li> <li>b) the needs of the local communities</li> <li>c) the approved budgets for the activity.</li> </ul> <p>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><b>Community wellbeing</b></p> <ul style="list-style-type: none"> <li>a) develop local strategies to improve areas of wellbeing (where a need has been identified)</li> <li>b) to develop local community outcomes that reflect the desired goals for their community or place.</li> </ul> <p><b>Community board plans</b></p> <ul style="list-style-type: none"> <li>a) Regularly review and update the community board plan to keep the plan relevant.</li> </ul> <p><b>Decisions on locally funded assets and services</b></p> <ul style="list-style-type: none"> <li>a) accept donations of a local asset (e.g. a gas barbeque, park bench, etc) with a value of less than \$30,000</li> <li>b) approve project definitions or business cases for approved budgeted capital expenditure up to \$300,000.</li> </ul> <p><b>Unbudgeted expenditure</b></p> <ul style="list-style-type: none"> <li>a) approve unbudgeted operating expenditure for local activities of up to \$20,000</li> <li>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</li> <li>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.</li> </ul> <p><b>Leases and licenses</b></p>



	<p>In relation to all leases and licences of land and buildings for local activities within their own area, and subject to any relevant legislation and/or policy requirement, on behalf of Council;</p> <ul style="list-style-type: none"> <li>a) accept the highest tenders for rentals more than \$10,000</li> <li>b) approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.</li> </ul> <p><b>Community spaces and roads</b></p> <ul style="list-style-type: none"> <li>a) authority to decide upon requests from the community, regarding names of open local spaces and the placement of structures and commemorative plaques.</li> <li>b) authority to decide on the name of public roads, private roads and rights of way.</li> </ul> <p><b>Community assistance</b></p> <ul style="list-style-type: none"> <li>a) establish a system for prioritising allocations, based on criteria provided by Council</li> <li>b) grant funds from the Community Partnership Fund</li> <li>c) allocate bequests or grants generated locally, consistent with the terms of the bequest or grant fund.</li> </ul> <p><b>Northern Southland development fund</b></p> <ul style="list-style-type: none"> <li>a) the Northern board can make decisions regarding funding applications to the Northern Southland development fund.</li> </ul>
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><b>Matters that are not delegated</b></p> <p>Council has not delegated to boards the power to:</p> <ul style="list-style-type: none"> <li>a) make a rate or bylaw</li> <li>b) acquire, hold or dispose of property</li> <li>c) direct, appoint, suspend or remove staff</li> <li>d) engage or enter into contracts and agreements and financial commitments</li> <li>e) institute an action for recovery of any amount</li> <li>f) issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>g) institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal to the environment court on decisions in respect to resource consent applications on which the board has made submissions.</li> </ul>
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><b>District activities include:</b></p> <ul style="list-style-type: none"> <li>a) community leadership at a district level (including district community grants)</li> <li>b) wastewater</li> <li>c) waste services</li> <li>d) water supply</li> <li>e) stormwater</li> <li>f) district <b>funded</b> open spaces (parks and reserves)</li> <li>g) roading</li> <li>h) district community services (library services, cemeteries, community housing and heritage/culture)</li> <li>i) district community facilities (public toilets, library buildings, offices and amenity buildings)</li> <li>j) environmental services (building services, resource management, environmental health, animal services, emergency management)</li> <li>k) corporate support services</li> </ul> <p><b>Local activities include:</b></p> <ul style="list-style-type: none"> <li>a) community leadership at a local board level (including local community grants)</li> <li>b) local community facilities (halls, community centres and other amenity buildings) within Council's activity management plans for community facilities</li> <li>c) water facilities (boat ramps, wharves, jetties and harbour facilities)</li> <li>d) locally funded open spaces (parks and reserves, playgrounds and streetscapes)</li> <li>e) parking limits, footpaths and streetlights</li> <li>f) Te Anau/Manapouri Airport (for the Fiordland Community Board)</li> <li>g) Stewart Island Electricity Supply Authority (SIESA) (for the Stewart Island/Rakiura Community Board)</li> </ul> <p><b>Levels of service</b> 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><b>Preferential allocation</b> 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><b>Approved budget</b> 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>
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## Financial report for the year ended 30 June 2025

Record no: R/25/11/56773

Author: Nicole Taylor, Finance development co-ordinator

Approved by: Anne Robson, Group manager finance and assurance

Report type: Information

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### Staff recommendations

That the Northern 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 Northern Community Board area for the year ended 30 June 2025. The financial report is contained within attachment A of this report.

### Executive Summary

- 2 The financial report 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 Northern Community Board - Financial report for year ended 30 June 2025 [↓](#)





## Northern 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 the *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:

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

► "Projection" figures include the original Annual Plan 2024/2025 budget (AP Budget) adjusted for:

- 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 > Mossburn)

## Section

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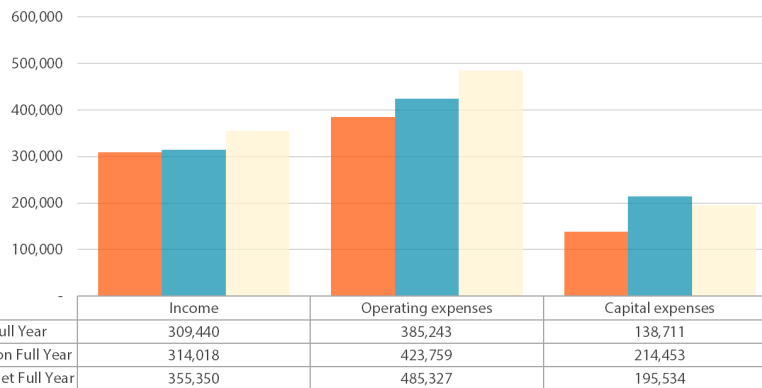
## 1. Financial overview by activity

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).

**Northern - 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	\$179,417	\$181,922	(\$2,505)	\$223,254	\$235,973	\$270,575	(\$34,602)	\$272,399	\$73,200	\$77,333	(\$4,134)	\$95,534
Footpaths	\$14,225	\$15,447	(\$1,222)	\$15,447	\$21,627	\$26,344	(\$4,718)	\$26,344				
Halls	\$59,553	\$60,517	(\$964)	\$60,517	\$76,159	\$72,610	\$3,550	\$71,983	\$65,512	\$137,120	(\$71,608)	\$100,000
Other Property	\$19,164	\$19,284	(\$120)	\$19,284	\$19,352	\$22,240	(\$2,888)	\$82,611				
Community Assistance	\$37,081	\$36,848	\$233	\$36,848	\$32,131	\$31,990	\$141	\$31,990				
<b>TOTAL CB</b>	<b>\$309,440</b>	<b>\$314,018</b>	<b>(\$4,578)</b>	<b>\$355,350</b>	<b>\$385,243</b>	<b>\$423,759</b>	<b>(\$38,516)</b>	<b>\$485,327</b>	<b>\$138,711</b>	<b>\$214,453</b>	<b>(\$75,742)</b>	<b>\$195,534</b>
<b>Act v Projn (%)</b>			<b>(1%)</b>				<b>(9%)</b>				<b>(35%)</b>	

**Northern 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 on par with projection.

**Operating expenses** were \$38k (9%) less than projection due to lower maintenance and interest costs incurred.

**Capital expenses** were \$76k (35%) less than projection mainly due to hall projects being completed under budget (Athol water upgrade \$15k; Lumsden heating and distribution board \$24k).

## 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
<b>Parks &amp; Reserves</b>												
Parks & Reserves - Athol	29,770	31,892	(2,122)	29,202	34,652	39,740	(5,088)	39,740	-	2,690	(2,690)	-
Parks & Reserves - Northern	1,053	1,060	(7)	1,060	1,425	1,060	365	1,060	-	-	-	-
Parks & Reserves - Garston	24,275	24,262	13	74,262	25,319	47,827	(22,508)	47,827	8,690	8,665	25	65,534
Parks & Reserves - Lumsden	85,399	85,342	57	85,342	106,322	113,572	(7,250)	115,454	-	-	-	-
Parks & Reserves - Mossburn	38,920	39,366	(446)	33,388	68,255	68,377	(121)	68,319	64,510	65,978	(1,469)	30,000
<b>Total</b>	<b>179,417</b>	<b>181,922</b>	<b>(2,505)</b>	<b>223,254</b>	<b>235,973</b>	<b>270,575</b>	<b>(34,602)</b>	<b>272,399</b>	<b>73,200</b>	<b>77,333</b>	<b>(4,134)</b>	<b>95,534</b>

Income was near projection.

Operating expenses were \$35k (13%) under projection as the budget for general maintenance and gardening was not fully expended as this type of maintenance work is only undertaken as needed.

Capital expenses were \$4k (5%) under projection primarily due to lower than expected costs for resurfacing the tennis court and replacing playground equipment in Mossburn. Additionally, the resurfacing costs for the Athol tennis court were accounted for as operating expenses rather than capital, contributing to the overall underspend.

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
<b>Footpaths</b>												
Streetworks - Athol	775	780	(5)	780	383	411	(28)	411	-	-	-	-
Street Works - Lumsden	10,545	11,345	(800)	11,345	19,775	23,319	(3,544)	23,319	-	-	-	-
Street Works - Mossburn	2,905	3,322	(417)	3,322	1,469	2,614	(1,145)	2,614	-	-	-	-
<b>Total</b>	<b>14,225</b>	<b>15,447</b>	<b>(1,222)</b>	<b>15,447</b>	<b>21,627</b>	<b>26,344</b>	<b>(4,718)</b>	<b>26,344</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Income was \$1k (8%) below projection due to reduced funding from NZTA (Waka Kotahi) for footpaths.

Operating expenses were \$5k (18%) under projection largely due to lower footpath maintenance costs as well as reduced interest costs in Lumsden and Mossburn as a result of lower loan drawdowns than expected last year.

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
<b>Community Assistance</b>												
Community Leadership	6,817	6,560	257	6,560	6,245	6,245	-	6,245	-	-	-	-
Northern Pool	15,982	15,995	(13)	15,995	16,000	15,995	5	15,995	-	-	-	-
Northern Sth Devlpt Fund	14,282	14,293	(11)	14,293	9,886	9,750	136	9,750	-	-	-	-
<b>Total</b>	<b>37,081</b>	<b>36,848</b>	<b>233</b>	<b>36,848</b>	<b>32,131</b>	<b>31,990</b>	<b>141</b>	<b>31,990</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

No significant variances.

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
<b>Halls</b>												
Hall - Athol	16,385	16,849	(464)	16,849	12,933	22,970	(10,036)	22,020	34,902	50,000	(15,098)	50,000
Hall - Five Rivers	15,177	15,621	(444)	15,621	39,196	18,667	20,529	17,835	-	32,120	(32,120)	-
Hall - Lumsden	27,991	28,047	(56)	28,047	24,030	30,973	(6,943)	32,128	30,609	55,000	(24,391)	50,000
<b>Total</b>	<b>59,553</b>	<b>60,517</b>	<b>(964)</b>	<b>60,517</b>	<b>76,159</b>	<b>72,610</b>	<b>3,550</b>	<b>71,983</b>	<b>65,512</b>	<b>137,120</b>	<b>(71,608)</b>	<b>100,000</b>

Income was on projection.

Operating expenses were \$4k (5%) over projection primarily due to maintenance costs for painting the Five Rivers Hall. These costs were originally budgeted under capital but were recorded as an operating expense. This was partially offset by lower maintenance and operating costs at the Lumsden and Athol halls.

Capital expenses were \$72k (52%) under projection mainly due to installation of water tanks, pumps and filters at Athol hall, and the upgrade of the distribution board and installation of heat pump at Lumsden - all of which were completed under budget. The Five Rivers hall also contributed to the underspend as the actual costs were recorded under operating expenses, reflecting that the work completed was painting rather than refurbishment.

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
<b>Other Property</b>												
Playcentre Building	\$5,321	\$5,357	(\$36)	\$5,357	\$4,361	\$5,306	(\$945)	\$35,357	-	-	-	-
Information - Centre	\$13,842	\$13,927	(\$85)	\$13,927	\$14,991	\$16,934	(\$1,943)	\$47,254	-	-	-	-
<b>Total</b>	<b>\$19,164</b>	<b>\$19,284</b>	<b>(\$120)</b>	<b>\$19,284</b>	<b>\$19,352</b>	<b>\$22,240</b>	<b>(\$2,888)</b>	<b>\$82,611</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Income was on par with projection.

Operating expenses were \$3k (13%) under projection with maintenance budgets not fully expended as work is only undertaken as needed.

There were no capital expenses.



### 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 on 18 September 2025.

Activity	Type	Business Unit	Code CAMMS + Fulcrum	Name	Status	Actual	Projection Budget	AP Budget	Variation (Act v Projn)	Funding source
<b>PROJECTS</b>										
Parks & Reserves	CAPEX	Parks & Reserves - Athol	P-11080	Athol Tennis Court Resurface	Complete	752	2,690	-	(1,938)	Grants
Parks & Reserves	CAPEX	Parks & Reserves - Garston	P-10952 P-10952A	Garston - Village projects	Pushed to Future Year	-	-	56,869	-	Reserves & Grant
Parks & Reserves	CAPEX	Parks & Reserves - Garston	P-11468 FSIGN001A	Garston - Welcome to Garston signs	Complete	8,690	8,665	8,665	25	Reserves
Parks & Reserves	CAPEX	Parks & Reserves - Mossburn	P-10773 P-10773A	Mossburn War Memorial Park Playground - Equipment renewal	Complete	60,000	60,000	30,000	-	Reserves
Parks & Reserves	CAPEX	Parks & Reserves - Mossburn	P-11081	Mossburn Tennis Court Resurface	Complete	5,978	5,978	-	-	Grants
Parks & Reserves	OPEX	Parks & Reserves - Athol	P-11463 FPLAY003A	Athol Playground - Swing replacement	Cancelled	-	2,100	2,100	(2,100)	Rates
Parks & Reserves	OPEX	Parks & Reserves - Garston	P-11464 FPLAY007A	Garston - Swing replacement	Complete	2,200	2,200	2,200	-	Rates
Halls	CAPEX	Hall - Athol	P-11471 P-10550A	Athol Hall - Installation of water tanks, pumps and filters	Complete	34,902	50,000	50,000	(15,098)	Reserves
Halls	CAPEX	Hall - Lumsden	P-11128 P-11128A	Lumsden Hall - Upgrade distribution board and install heat pumps	Complete	26,149	50,000	50,000	(23,851)	Reserves
Halls	CAPEX	Hall - Five Rivers	P-10561	Five Rivers Hall - Internal Refurbishment	Complete	26,376	32,120	-	(5,744)	Loan
Other Property	OPEX	Information - Centre	P-11448 FBUILD003A	Lumsden Information Centre - Exterior paint and repairs	Pushed to Future Year	-	-	30,000	-	Loan
Other Property	OPEX	Playcentre Building	P-11447 FBUILD001A	Garston Playcentre Building - Exterior repaint and carpentry work	Pushed to Future Year	-	-	30,000	-	Loan
<b>TOTAL</b>						<b>165,047</b>	<b>213,753</b>	<b>259,834</b>	<b>(48,706)</b>	

#### 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	Years remaining @ 30-Jun-25
Parks & Reserves	Athol	Athol playground softfall & edging P-11028 21/22	6,558	(319)	-	6,239	13
Footpaths	Athol	New Streetlights - Athol	4,015	(113)	-	3,902	19
Footpaths	Athol	Streetlights 21/22	2,734	(241)	-	2,493	8
Footpaths	Lumsden	Lumsden streetworks footpaths	22,640	(638)	-	22,003	19
Footpaths	Lumsden	Lumsden streetworks footpaths 21/22 CF	28,147	(862)	-	27,285	18
Footpaths	Lumsden	New Streetlights - Lumsden	1,975	(56)	-	1,919	19
Footpaths	Mossburn	Mossburn streetworks footpaths	3,534	(272)	-	3,262	9
Halls	Athol	Installation of Water Tanks, Pumps and Filters	-	-	20,210	20,210	20
Halls	Five Rivers - Hall	Five Rivers Hall - Internal Refurbishment	-	-	23,195	23,195	20
Halls	Five Rivers - Hall	Five Rivers Hall 19/20	9,880	(671)	-	9,209	10
Halls	Five Rivers - Hall	Five Rivers Hall heating, hot water (P-10561)	16,264	(1,435)	-	14,830	8
Halls	Lumsden	Lumsden hall re roofing (P-10566)	12,875	(363)	-	12,513	19
Halls	Lumsden	Upgrade distribution board and install heat pumps	-	-	9,958	9,958	10
Other Property	Lumsden	Lumsden information centre reroofing (P-10731)	17,852	(503)	-	17,349	19
<b>TOTAL</b>			<b>126,475</b>	<b>(5,473)</b>	<b>53,364</b>	<b>174,366</b>	

## 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
Northern CB	18,849	20,094	38,944
Northern pool	103	(18)	85
<b>Northern CB Total</b>	<b>18,953</b>	<b>20,076</b>	<b>39,029</b>
Athol community centre	14,855	(10,162)	4,693
Athol general	3,974	79	4,054
<b>Athol Total</b>	<b>18,829</b>	<b>(10,083)</b>	<b>8,746</b>
Garston special projects	25,290	(11,695)	13,596
<b>Garston Total</b>	<b>25,290</b>	<b>(11,695)</b>	<b>13,596</b>
Lumsden community centre	15,560	(14,839)	721
Lumsden general	60,030	1,201	61,231
<b>Lumsden Total</b>	<b>75,590</b>	<b>(13,638)</b>	<b>61,952</b>
Mossburn general	93,908	(86,180)	7,728
<b>Mossburn Total</b>	<b>93,908</b>	<b>(86,180)</b>	<b>7,728</b>
Northern Southland development fund	329,543	4,396	333,940
<b>Allocation committee Total</b>	<b>329,543</b>	<b>4,396</b>	<b>333,940</b>
Five Rivers Community Centre	1,904	38	1,942
<b>Halls Total</b>	<b>1,904</b>	<b>38</b>	<b>1,942</b>
<b>TOTAL RESERVES</b>	<b>564,018</b>	<b>(97,085)</b>	<b>466,933</b>

## 6. Financial contributions

Council currently collects reserve financial contributions for the **acquisition, improvement and development of reserves** under it's the Southland District Plan (FIN-O2, FIN-P2, FIN-R1). Under the plan, Council may collect these contributions for the purposes of:

- offsetting the effects of development on reserve infrastructure
- securing environmental compensation for adverse effects associated with development that cannot be avoided, remedied or otherwise mitigated, so that a positive environmental outcome is achieved
- adding to the quality and diversity of open spaces and recreation areas available to communities within the District.

The table below shows the current breakdown of reserve contributions held by Council as at 31 October 2025, associated with the board area. These can be used to fund park/reserve capital projects that meet requirements as described.

This information is provided to enable the board to give feedback to Council and staff on how the funds might be allocated in the current and future years. Given the restrictions on their use, staff review these funds during project planning and again before the end of each financial year. Contributions have a ten-year expiry period. Therefore, any contributions due to expire by 30 June 2026 that have not been allocated by community boards or staff will be redirected to qualifying projects elsewhere in the district.

Reserve Financial Contributions under RMA/District Plan		
<b>What can these be used for</b> - Capital expenditure only (not maintenance) to acquire, improve and develop reserves in any part of the district to mitigate/offset/compensate for the effects of development or to add to the quality and diversity of open spaces and recreation areas available to communities within the District.		
<b>Where can these be used</b> - Across the district but Council has historically placed a priority on allocating towards capital expenditure in the general location of the consent activity (township, rural, community board, ward)		
Area	Total available	Expiring June 2026
Lumsden	5,228	-
Mossburn	6,957	-
<b>TOTAL</b>	<b>12,184</b>	-

## Draft budgets and rates - Annual Plan 2026/2027

Record no: R/25/11/56477  
Author: Kelly Watt, Finance business partner  
Approved by: Anne Robson, Group manager finance and assurance  
Report type: Recommendation

### Staff recommendations

That the Northern 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) agrees that the following changes be made to the 2025/26 local community board projects and recommends to Council that these be incorporated into Council's 2025/26 forecasting process:

<b>Town: Project</b>	<b>Current budget (2025/26)</b>	<b>Revised budget (2025/26)</b>	<b>Recommended timing (year) and budget</b>
P-10734 – Garston Old Post Office – Replace Distribution Board	\$14,280	\$0	26/27 - \$14,280
FBUILD001 –Garston playcentre building – exterior repaint	\$30,000	\$0	26/27 - \$30,000

- f) 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) and (e)):

<b>Rate Description</b>	<b>Rate (GST inclusive)</b>
Northern Community Board Rate	\$244,228
Athol Hall Rate	\$24,784
Five Rivers Hall Rate	\$17,482
Lumsden Hall Rate	\$28,499
Northern Pool Rate	\$19,175

- g) recommends to Council the setting of the following fees and charges for the year commencing 1 July 2025:

Fee/Charge Description	Notes	Fee/Charge (GST inclusive)
<b>Athol hall</b>		
Hall hire	Per hour	10.00
School and special interest groups		50% discount
Funerals		100% discount
Cleaning (if required)	Per hour	50.00
<b>Five Rivers hall</b>		
Hall hire		50.00
Chairs	Per day	20.00
Bond	No GST	200.00
<b>Lumsden hall</b>		
Hall hire	Per hour (minimum 4 hour booking for casual users, no minimum for verified users)	20.00
Not for profits and special interest groups		50% discount
Funerals		100% discount
Cleaning (if required)	Per hour	50.00
<b>Lumsden sports ground pavilion</b>		
Hire	Per day (8 hours)	100.00
	All day and night hire	150.00
School and special interest groups		50% discount
Cleaning (if required)	Per hour	50.00

- h) 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 Northern 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 increase by **\$25,553 (11.69%)** from **\$218,675 to \$244,228** (GST inclusive). The main driver for the change in the community board rate is **increases in tree and hedge maintenance costs (\$15k) and loan interest and principal repayments (\$13k)**. 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
CB Rate - Urban Full Charge	\$360.59	\$402.56	\$41.97
CB Rate - Semi-Urban Half Charge	\$180.29	\$201.28	\$20.99
CB Rate - Rural Quarter Charge	\$90.15	\$100.64	\$10.49

- 5 This compares to the 12.94% increase forecast in year three of the LTP where the urban full charge rate per unit was forecast to increase by \$54.
- 6 Other local hall and pool rates have different increases ranging from a reduction of 21% for the Lumsden Hall to an increase of 4.3% for the Athol Hall as shown in the table. More details about the community board rate and other local rates changes are shown in *Financial considerations* section of the report from paragraph 27 and attachment A.

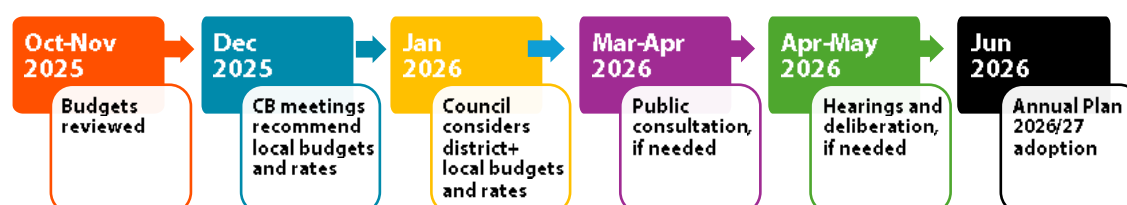
Community Board Rate	Current rate per unit 2025/26 (Incl GST)	Proposed rate per unit 2026/27 (Incl GST)	Change
Athol Hall Rate	\$23,761	\$24,784	\$1,023
Five Rivers Hall Rate	\$18,293	\$17,482	(\$811)
Lumsden Hall Rate	\$36,094	\$28,499	(\$7,595)
Northern Pool	\$18,400	\$19,175	\$775

- 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.

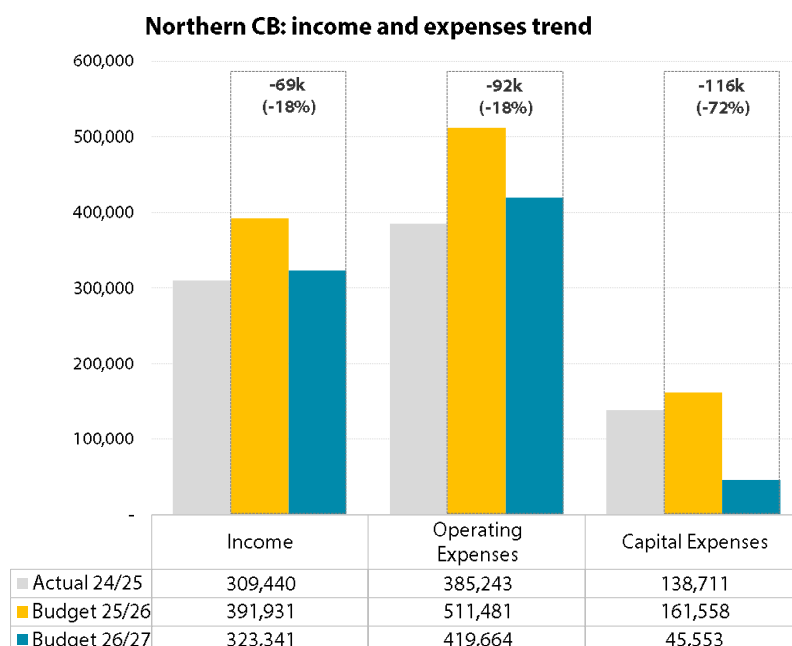
- 12 The information in this report has been prepared using the financial information for year three of the LTP and previous discussions between the board and relevant staff. Budgets have been updated to reflect any known changes (such as new contract pricing or prior-year actual costs), and project 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)
  - a review of the deliverability of the revised 2025/26 project programme. Staff have assessed the likelihood of delivering the revised total Council project programme and are recommending minor changes for board confirmation. These will also be presented to Council as part of a consolidated project report in December 2025.
- 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 27 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 \$69k (18%) lower** because 2025/26 budgeted income is higher than normal due to the \$50,000 better off funding grant for the Garston village projects.
- 17 **Operating expenses are \$92k (18%) lower** due to the budget being higher than normal in 2025/26 due to maintenance projects at the Garston playcentre, Lumsden information centre and the Athol hall.
- 18 **Capital expenses are \$116k (72%) lower** due to 2025/26 having a higher capital projects budget than 2026/27 (refer to the attachment part C).
- 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.

### Options

- 20 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:

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

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"> <li>the proposed budgets and projects can reflect any further changes requested by the board.</li> </ul>	<ul style="list-style-type: none"> <li>flow-on impact of any budget change on income and expenditure including rates required (which may need to be recalculated)</li> <li>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</li> <li>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.</li> </ul>

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

### Legal considerations

- 22 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.

- 23 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.
- 24 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

- 25 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

- 26 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

- 27 Based on the current budgets, the total rate revenue needed to fund the community board rate would increase from **\$218,675 in 2025/26 to \$244,228 in 2026/27** (incl GST) which equates to an **11.69%** increase. Using the current estimate of rating units, this equates to a **\$41.97** increase per unit for CB urban rate bringing the total urban rate to **\$402.56**. This compares to the 12.94% increase forecast from year two to year three of the LTP where the urban full charge rate per unit was forecast to increase by \$53.51 to \$467.05.
- 28 Table 1 below shows the key reasons for the rate change.
- 29 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.
- 30 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).
- 31 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)	\$190,152	
<i>Increases/(decreases) due to:</i>		
Parks and reserves		
Decrease in maintenance	(\$5,454)	Reduction in budgets across the district due to expectations of work based on prior year actuals
Increase in mowing	\$1,846	Inflationary increase

	Movement	Reason for change	
Increase in tree and hedge	\$13,201	Increase in budgets across the district due to expectations of work including the removal of large eucalyptus at Garston	
Increase in rates expense	\$232	Increase in rates budgets across the district both internal and external (Environment Southland)	
Decrease in loan interest & principal repayments	(\$832)	Budgeted loan for the Welcome to Garston signs was not required and was funded by operational underspend	
Decrease in insurance	(\$4)	Based on prior year actuals.	
Footpaths			
Increase in loan interest & principal repayments	\$1,791	Due to increased loan drawdowns in prior year	
Reduction in footpath maint - Lumsden	(\$964)	Maintenance decreased due to renewals being done	
Increase in footpath maint - Mossburn	\$45	Inflationary increase	
Decrease in budgeted Waka Kotahi operating grant income	\$505	Reflective of maintenance decrease	
Other property			
Increase in maintenance	\$265	Inflationary increase	
Decrease in electricity	(\$170)	Based on prior year actuals	
Decrease in insurance	(\$18)	Based on prior year actuals	
Increase in rates expense	\$89	Increase in rates for the playcentre building partially offset by a decrease in rates for the Lumsden information centre	
Increase in loan interest & principal repayments	\$11,688	Maintenance work at the Lumsden information centre	
Proposed rate revenue: 2026/27 (excl GST)	\$212,372	Change from prior year (excl GST) >	\$22,220
Plus GST	\$31,856		
Proposed rate revenue: 2026/27 (incl GST)	\$244,228	Change from prior year (incl GST) >	\$25,553 ~11.69%

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 (433 units rated)	1	\$360.59	\$402.56	\$41.97	11.64%
CB Rate Semi Urban - half charge (92 units rated)	0.50	\$180.29	\$201.28	\$20.99	11.64%
CB Rate Rural - quarter charge (511 units rated)	0.25	\$90.15	\$100.64	\$10.49	11.64%

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)	\$	%
Athol Hall Rate (175 units rated)	\$23,761	\$24,784	\$135.78	\$141.62	\$5.84	4.30%
Five Rivers Hall Rate (84 units rated)	\$18,293	\$17,482	\$217.77	\$208.12	(\$9.65)	(4.43%)

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)	\$	%
Lumsden Hall Rate (406 units rated)	\$36,094	\$28,499	\$88.85	\$70.15	(\$18.70)	(21.05%)
Northern Pool (786 units rated)	\$18,400	\$19,175	\$23.46	\$24.39	\$0.93	3.96%
Total	\$96,548	\$89,940				

- 32 The main reason for the change in the hall rates is a change to the budgeted loan repayments due to budgeted loan drawdowns in the 2025/26 financial year. The Lumsden Hall rate has also decreased due to lower budgeted operational costs based on prior year actuals. The increase in the Northern Pool rate is due to an increase in budgeted grant as per the community board decision.

### Significance assessment

- 33 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.
- 34 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.
- 35 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

- 36 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.

- 37 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.
- 38 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.
- 39 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.
- 40 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

- 41 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

- 42 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.
- 43 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 Northern community about the reasons for any changes.

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### Next steps

- 44 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 Attachment - Northern Budget and Rates Annual Plan 2026/2027 [↓](#)

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**Attachment – Northern CB Proposed budgets and rates 2026/27**

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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.

**F. Fees and charges**

The schedule shows the current 2025/26 fees that the board recommends to Council. Staff are seeking guidance from the board about what movement in fees is proposed for 2026/27. Staff may have included a suggested fee increase/decrease as part of the budgeting process for the board to consider.



## 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 halls.

**Income (\$323k)** includes rates (90%), grants/donations (3%), reserve interest (5%), and hire/rental income (2%). These will vary depending on the costs of the activities and any capital projects (often grant funded). Grant funding also includes subsidies from NZTA (Waka Kotahi) for footpaths.

**Operating expenses (\$420k)** are the everyday costs of running the board's activities including maintenance (30%), mowing/gardening/cleaning (30%), grants/donations (8%), insurance (4%), interest (3%), 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 (\$46k)** 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 every other year through the Annual Plan process. The budgeted 2026/27 capital costs are for projects in Lumsden (basketball court and hoop) and Garston (old post office lighting and heat pump). These projects are funded through loans and reserves.

Northern CB: 26/27 budget by activity

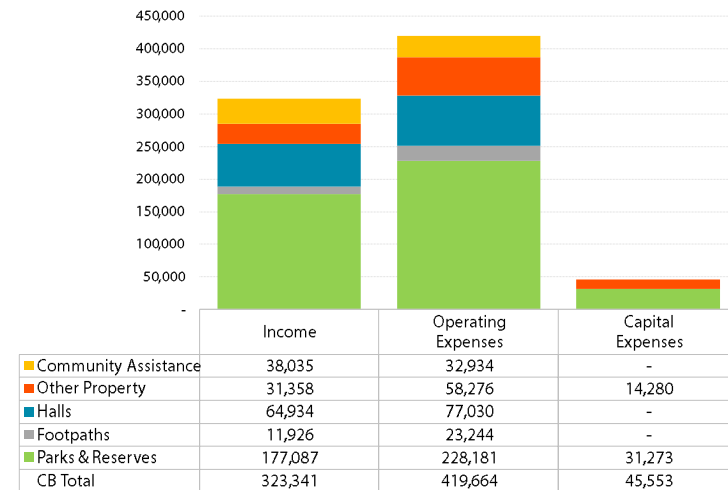


Table 1: Budget summary

Subactivity	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	179,417	218,739	177,087	(41,652)	(19%)	235,973	216,057	228,181	12,124	6%	73,200	56,869	31,273	(25,596)	(45%)
Footpaths	14,225	45,111	11,926	(33,185)	(74%)	21,627	23,222	23,244	22	0%	-	90,409	-	(90,409)	(100%)
Halls	59,553	71,567	64,934	(6,633)	(9%)	76,159	105,322	77,030	(28,292)	(27%)	65,512	-	-	-	-
Other Property	19,164	19,504	31,358	11,854	61%	19,352	134,535	58,276	(76,259)	(57%)	-	14,280	14,280	-	0%
Community Assistance	37,081	37,010	38,035	1,025	3%	32,131	32,345	32,934	589	2%	-	-	-	-	-
<b>Grand Total</b>	<b>309,440</b>	<b>391,931</b>	<b>323,341</b>	<b>(68,590)</b>	<b>(18%)</b>	<b>385,243</b>	<b>511,481</b>	<b>419,664</b>	<b>(91,817)</b>	<b>(18%)</b>	<b>138,711</b>	<b>161,558</b>	<b>45,553</b>	<b>(116,005)</b>	<b>(72%)</b>

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	\$	%
<b>Parks &amp; Reserves</b>	<b>179,417</b>	<b>218,739</b>	<b>177,087</b>	<b>(41,652)</b>	<b>(19%)</b>	<b>235,973</b>	<b>216,057</b>	<b>228,181</b>	<b>12,124</b>	<b>6%</b>	<b>73,200</b>	<b>56,869</b>	<b>31,273</b>	<b>(25,596)</b>	<b>(45%)</b>
Beautification - Lumsden	-	135	-	(135)	(100%)	-	135	-	(135)	(100%)	-	-	-	-	-
Parks & Reserves - Athol	29,770	28,579	33,106	4,527	16%	34,652	36,875	41,678	4,803	13%	-	-	-	-	-
Parks & Reserves - Garston	24,275	75,160	20,604	(54,556)	(73%)	25,319	34,306	30,154	(4,152)	(12%)	8,690	56,869	-	(56,869)	(100%)
Parks & Reserves - Lumsden	85,399	77,435	82,208	4,773	6%	106,322	100,545	108,427	7,882	8%	-	-	31,273	31,273	-
Parks & Reserves - Mossburn	38,920	35,881	39,581	3,700	10%	68,255	42,647	46,334	3,687	9%	64,510	-	-	-	-
Parks & Reserves - Northern	1,053	1,339	1,588	249	19%	1,425	1,339	1,588	249	19%	-	-	-	-	-
Rec Reserve - Northern	-	178	-	(178)	(100%)	-	178	-	(178)	(100%)	-	-	-	-	-
Recreation Reserve - Lumsden	-	32	-	(32)	(100%)	-	32	-	(32)	(100%)	-	-	-	-	-
<b>Footpaths</b>	<b>14,225</b>	<b>45,111</b>	<b>11,926</b>	<b>(33,185)</b>	<b>(74%)</b>	<b>21,627</b>	<b>23,222</b>	<b>23,244</b>	<b>22</b>	<b>0%</b>	<b>-</b>	<b>90,409</b>	<b>-</b>	<b>(90,409)</b>	<b>(100%)</b>
Street Works - Lumsden	10,545	17,076	6,859	(10,217)	(60%)	19,775	20,708	19,613	(1,095)	(5%)	-	36,508	-	(36,508)	(100%)
Street Works - Mossburn	2,905	27,330	4,366	(22,964)	(84%)	1,469	2,200	3,341	1,141	52%	-	53,901	-	(53,901)	(100%)
Streetworks - Athol	775	705	701	(4)	(1%)	383	314	289	(25)	(8%)	-	-	-	-	-
<b>Community Assistance</b>	<b>37,081</b>	<b>37,010</b>	<b>38,035</b>	<b>1,025</b>	<b>3%</b>	<b>32,131</b>	<b>32,345</b>	<b>32,934</b>	<b>589</b>	<b>2%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Community Leadership Northern	6,817	6,517	6,660	143	2%	6,245	6,370	6,510	140	2%	-	-	-	-	-
Northern Pool	15,982	16,000	16,674	674	4%	16,000	16,000	16,674	674	4%	-	-	-	-	-
Northern Southland Devlpt Fund	14,282	14,493	14,701	208	1%	9,886	9,975	9,750	(225)	(2%)	-	-	-	-	-
<b>Halls</b>	<b>59,553</b>	<b>71,567</b>	<b>64,934</b>	<b>(6,633)</b>	<b>(9%)</b>	<b>76,159</b>	<b>105,322</b>	<b>77,030</b>	<b>(28,292)</b>	<b>(27%)</b>	<b>65,512</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Hall - Athol	16,385	21,262	21,940	678	3%	12,933	50,163	26,187	(23,976)	(48%)	34,902	-	-	-	-
Hall - Five Rivers	15,177	16,400	15,639	(761)	(5%)	39,196	18,348	17,762	(586)	(3%)	-	-	-	-	-
Hall - Lumsden	27,991	33,905	27,355	(6,550)	(19%)	24,030	36,811	33,081	(3,730)	(10%)	30,609	-	-	-	-
<b>Other Property</b>	<b>19,164</b>	<b>19,504</b>	<b>31,358</b>	<b>11,854</b>	<b>61%</b>	<b>19,352</b>	<b>134,535</b>	<b>58,276</b>	<b>(76,259)</b>	<b>(57%)</b>	<b>-</b>	<b>14,280</b>	<b>14,280</b>	<b>-</b>	<b>0%</b>
Information - Centre	13,842	13,976	25,592	11,616	83%	14,991	98,293	21,082	(77,211)	(79%)	-	-	-	-	-
Playcentre Building	5,321	5,528	5,766	238	4%	4,361	36,242	37,194	952	3%	-	14,280	14,280	-	-
<b>Grand Total</b>	<b>309,440</b>	<b>391,931</b>	<b>323,341</b>	<b>(68,590)</b>	<b>(18%)</b>	<b>385,243</b>	<b>511,481</b>	<b>419,664</b>	<b>(91,817)</b>	<b>(18%)</b>	<b>138,711</b>	<b>161,558</b>	<b>45,553</b>	<b>(116,005)</b>	<b>(72%)</b>

## 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	
			\$	%
<b>Community Board Rate</b>	<b>\$218,675</b>	<b>\$244,228</b>	<b>\$25,553</b>	<b>11.69%</b>
Parks & Reserves	\$188,382	\$198,719	\$10,338	5.49%
Footpaths	\$9,163	\$10,747	\$1,584	17.28%
Other Property	\$21,130	\$34,762	\$13,632	64.51%

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:
CB Rate Urban - full charge	1.00	433	rating unit	\$360.59	<b>\$402.56</b>	\$41.97	\$1.11
CB Rate Semi Urban - half charge	0.50	92	rating unit	\$180.29	<b>\$201.28</b>	\$20.99	\$0.56
CB Rate Rural - quarter charge	0.25	511	rating unit	\$90.15	<b>\$100.64</b>	\$10.49	\$0.28

### Other local rates (e.g. hall, pool)

Total rate revenue				
Athol Hall Rate	\$23,761	<b>\$24,784</b>	\$1,023	4.30%
Five Rivers Hall Rate	\$18,293	<b>\$17,482</b>	(\$811)	(4.43%)
Lumsden Hall Rate	\$36,094	<b>\$28,499</b>	(\$7,595)	(21.04%)
Northern Pool	\$18,400	<b>\$19,175</b>	\$775	4.21%
<b>Total other local rates</b>	<b>\$96,548</b>	<b>\$89,940</b>		

Rate per unit							
Athol Hall Rate	1.00	175	SUIP	\$135.78	<b>\$141.62</b>	\$5.84	\$6.57
Five Rivers Hall Rate	1.00	84	SUIP	\$217.77	<b>\$208.12</b>	(\$9.65)	\$13.69
Lumsden Hall Rate	1.00	406	SUIP	\$88.85	<b>\$70.15</b>	(\$18.70)	\$2.83
Northern Pool	1.00	786	SUIP	\$23.46	<b>\$24.39</b>	\$0.93	\$1.46

## 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
Parks & Reserves	Capex	Parks & Reserves - Lumsden	P-11194A	Lumsden - Half basketball court and hoop	31,273	Reserve, Loan
Other Property	Opex	Playcentre Building	FBUILD001A	Garston Playcentre Building - Exterior repaint and carpentry work	30,000	Loan
Other Property	Capex	Playcentre Building	P-10734A	Garston Old Post Office - Upgrade distribution board, install LED lighting and heat pump	14,280	Loan
<b>Total</b>					<b>75,553</b>	

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	Capex	Parks & Reserves - Garston	P-10952A P-10952	Garston - Village projects	2. Scoping /Consultations	56,869	1,938			58,807	Reserves & Grant
Footpaths	Capex	Street Works - Lumsden	FFOOT001C FFOOT001C	Lumsden - Footpath renewal programme 2024/2025 to 2026/2027	0. Not Started	36,508				36,508	Waka Kotahi, reserves & loans
Footpaths	Capex	Street Works - Mossburn	FFOOT001D FFOOT001D	Mossburn - Footpath renewal programme 2024/2025 to 2026/2027	0. Not Started	53,901				53,901	Waka Kotahi, reserves & loans
Other Property	Capex	Playcentre Building	P-10734A P-10734	Garston Old Post Office - Upgrade distribution board, install LED lighting and heat pump	8. Pushed to Future Year	14,280			(14,280)	-	Loan
Other Property	Opex	Information - Centre	FBUILD003A P-11448	Lumsden Information Centre - Exterior paint and repairs	2. Scoping /Consultations	30,000				30,000	Loan
Other Property	Opex	Information - Centre	FBUILD004A P-11488	Lumsden Information Centre - Interior repaint and floor piling	2. Scoping /Consultations	51,000				51,000	Loan
Other Property	Opex	Playcentre Building	FBUILD001A P-11447	Garston Playcentre Building - Exterior repaint and carpentry work	8. Pushed to Future Year	30,000			(30,000)	-	Loan

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
Halls	Opex	Hall - Athol	FHALL001A P-10551	Athol Hall - Exterior repaint	0. Not Started	22,440				22,440	Loan
Total						294,998	1,938		(44,280)	252,656	

## 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 \$1.43 (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
<b>Parks &amp; Reserves</b>											
Parks & Reserves - Athol	Athol playground softfall & edging P-11028 21/22	6,239	(354)	-	-	5,884	374	-	5,511	284	2038
Parks & Reserves - Lumsden	Lumsden - Half basketball court and Hoop	-	-	-	-	-	-	25,902	25,902	-	2041
<b>Footpaths</b>											
Street Works - Lumsden	Lumsden streetworks footpaths	22,003	(727)	-	-	21,276	769	-	20,507	1,025	2044
Street Works - Lumsden	Lumsden streetworks footpaths 21/22 CF	27,285	(978)	-	-	26,307	1,034	-	25,272	1,268	2043
Street Works - Lumsden	New Streetlights - Lumsden	1,919	(63)	-	-	1,856	67	-	1,789	89	2044
Street Works - Mossburn	Footpath renewals	-	0	23,097	-	23,097	712	-	22,385	1,113	2046
Street Works - Mossburn	Mossburn streetworks footpaths	3,262	(297)	-	-	2,965	312	-	2,652	143	2034
Streetworks - Athol	New Streetlights - Athol	3,902	(129)	-	-	3,773	136	-	3,637	182	2044
Streetworks - Athol	Streetlights 21/22	2,493	(262)	-	-	2,231	276	-	1,956	108	2033
<b>Other Property</b>											
Information - Centre	Exterior painting and Repairs	-	-	30,000	-	30,000	3,705	-	26,295	1,446	2033
Information - Centre	Interior repainting and floor piling	-	-	51,000	-	51,000	4,089	-	46,911	2,458	2036
Information - Centre	Lumsden information centre reroofing (P-10731)	17,349	(573)	-	-	16,776	606	-	16,170	809	2044
Playcentre Building	Exterior repaint and carpentry work	-	-	30,000	(30,000)	-	-	30,000	30,000	-	2033

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
Playcentre Building	Garston Old Post Office - Upgrade Distribution board, Install LED lighting and Heat pump	-	-	14,280	(14,280)	-	-	14,280	14,280	-	2036
<b>Halls</b>											
Hall - Athol	Exterior repaint	-	-	22,440	-	22,440	2,771	-	19,669	1,082	2033
Hall - Athol	Installation of Water Tanks, Pumps and Filters	20,210	(617)	-	-	19,593	653	-	18,940	944	2045
Hall - Five Rivers	Exterior repaint	-	-	-	-	-	0	-	-	-	2033
Hall - Five Rivers	Five Rivers Hall - Internal Refurbishment	23,195	(708)	-	-	22,487	750	-	21,738	1,084	2045
Hall - Five Rivers	Five Rivers Hall 19/20	9,209	(735)	-	-	8,473	774	-	7,699	408	2035
Hall - Five Rivers	Five Rivers Hall heating, hot water (P-10561)	14,830	(1,558)	-	-	13,272	1,639	-	11,633	640	2033
Hall - Lumsden	Lumsden hall re roofing (P-10566)	12,513	(413)	-	-	12,099	437	-	11,662	583	2044
Hall - Lumsden	Upgrade distribution board and install heat pumps	9,958	(795)	-	-	9,163	837	-	8,326	442	2035
<b>Total</b>		<b>174,366</b>	<b>(8,210)</b>	<b>170,817</b>	<b>(44,280)</b>	<b>292,692</b>	<b>19,942</b>	<b>70,182</b>	<b>342,932</b>	<b>14,108</b>	

## 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
Northern CB	38,944	147	(5,411)	33,680	150	33,830
Northern pool	85	-	-	85	-	85
<b>Northern CB Total</b>	<b>39,029</b>	<b>147</b>	<b>(5,411)</b>	<b>33,765</b>	<b>150</b>	<b>33,915</b>
Athol community centre	4,693	-	-	4,693	-	4,693
Athol general	4,054	42	-	4,096	2	4,098
<b>Athol Total</b>	<b>8,746</b>	<b>42</b>	<b>-</b>	<b>8,788</b>	<b>2</b>	<b>8,790</b>
Garston special projects	13,596	(6,865)	(1,329)	5,402	4	5,406
<b>Garston Total</b>	<b>13,596</b>	<b>(6,865)</b>	<b>(1,329)</b>	<b>5,402</b>	<b>4</b>	<b>5,406</b>
Lumsden community centre	721	-	-	721	-	721
Lumsden general	61,231	(26,308)	-	34,923	(5,004)	29,919
<b>Lumsden Total</b>	<b>61,952</b>	<b>(26,308)</b>	<b>-</b>	<b>35,644</b>	<b>(5,004)</b>	<b>30,640</b>
Mossburn general	7,728	(5,287)	(814)	1,627	697	2,324
<b>Mossburn Total</b>	<b>7,728</b>	<b>(5,287)</b>	<b>(814)</b>	<b>1,627</b>	<b>697</b>	<b>2,324</b>
Five Rivers Community Centre	1,942	136	-	2,078	72	2,150
<b>Other halls Total</b>	<b>1,942</b>	<b>136</b>	<b>-</b>	<b>2,078</b>	<b>72</b>	<b>2,150</b>
Mararoa Waimea Ward*	0	495	(495)	0	-	0
Northern Southland development fund	333,940	4,518	-	338,458	4,951	343,409
<b>Other reserve Total</b>	<b>333,940</b>	<b>5,013</b>	<b>(495)</b>	<b>338,458</b>	<b>4,951</b>	<b>343,409</b>
<b>Grand Total</b>	<b>466,933</b>	<b>(33,122)</b>	<b>(8,049)</b>	<b>425,762</b>	<b>872</b>	<b>426,634</b>



Reserve reconciliation	Movement	Reason
<b>1. Northern CB</b>		
2025/2026	147	Interest
2025/2026	(2,280)	Mossburn Tree and hedge carry forward from 2024/2025
2025/2026	(3,131)	Garston Tree and hedge carry forward from 2024/2025
2025/2026 Total	(5,264)	
2026/2027	150	Interest
<b>2. Athol General</b>		
2025/2026	42	Interest
2026/2027	2	Interest
<b>3. Garston special projects</b>		
2025/2026	4	Interest
2025/2026	(6,869)	Garston Village Projects P-10952
2025/2026	(1,329)	Garston Tree and hedge carry forward from 2024/2025
2025/2026 Total	(8,194)	
2026/2027	4	Interest
<b>4. Lumsden general</b>		
2025/2026	976	Interest
2025/2026	(27,284)	Footpaths
2025/2026 Total	(26,308)	
2026/2027	367	Interest
2026/2027	(5,371)	Partial funding of half basketball court
2026/2027 Total	(5,004)	
<b>5. Mosburn general</b>		
2025/2026	(814)	Mossburn Tree and hedge carry forward from 2024/2025
2025/2026	(5,971)	Footpaths
2025/2026	684	Interest
2025/2026 Total	(6,101)	
2026/2027	697	Interest
<b>6. Five Rivers community centre</b>		
2025/2026	136	Interest
2026/2027	72	Interest
<b>7. Northern Southland development fund</b>		
2025/2026	14,493	Interest
2025/2026	(9,975)	Distribution of Community Grants
2025/2026 Total	4,518	
2026/2027	14,701	Interest
2026/2027	(9,750)	Distribution of Community Grants
2026/2027 Total	4,951	

## F. Fees and charges

The following shows the current fees and charges. At this stage staff have not proposed to revise fees for 2026/27 with this to be discussed by the board at the meeting and will take into account the budget changes proposed for 2026/27.

Where the hall is run by a separate hall committee, board members may also want to contact the hall committee ahead of the meeting to discuss any proposed fee changes.

Draft Schedule of Fees and Charges 2026/2027		2025/26 Current (GST incl)	2026/27 Proposed (GST incl)
<b>Athol hall</b>			
Hall hire	Per hour	10.00	
School and special interest groups		50% discount	
Funerals		100% discount	
Cleaning (if required)	Per hour	50.00	
<b>Five Rivers hall</b>			
Hall hire		50.00	
Chairs	Per day	20.00	
Bond	No GST	200.00	
<b>Lumsden hall</b>			
Hall hire	Per hour (minimum 4 hour booking for casual users, no minimum for verified users)	20.00	
Not for profits and special interest groups		50% discount	
Funerals		100% discount	
Cleaning (if required)	Per hour	50.00	
<b>Lumsden sports ground pavilion</b>			
Hire	Per day (8 hours)	100.00	
	All day and night hire	150.00	
School and special interest groups		50% discount	
Cleaning (if required)	Per hour	50.00	

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## Northern Community Board submission on Waikaia Speed Limit Proposal 2025

Record no: R/25/11/56800  
Author: Kelly Tagg, Community partnership leader  
Approved by: Sam Marshall, Group manager customer and community wellbeing  
Report type: Decision

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### Staff recommendations

That the Northern 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 on behalf of the Northern 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 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 18 September 2025. Feedback from the board was collated via email which enabled the attached submission to be lodged on Monday 22 September 2025.
6. At this meeting, staff are recommending the board formally ratify the submission.

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### Next steps

If the submission is ratified then no further action is required, if the submission is to be withdrawn then staff will action this.

### Attachments

- A Report to Northern Community Board - 1 December 2025 - Northern Community Board submission on Waikaia Speed Limit Reduction Proposal 2025 [↓](#)



## 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 met 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) Northern 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 Northern Community Board wishes to submit in favour of lowering the speed limit from 100km/h down to 60km/hr to ensure the safety of bike riders, pedestrians and vehicles who will all be sharing this section of road.

With the Waikaia Forest Trails recent opening of stages one and two it is important to ensure that any increased traffic volume and increased pedestrian and cyclist useage in this area is considered. A reduction in speed limit will assist in increasing the safety of all users on this stretch of road.

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?





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## Chairperson's report

Record no: R/25/11/56789

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

Approved by: Michal Gray, Democracy advisor

Report type: Information

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### Staff recommendations

That the Northern 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 Chair Tither reports as follows:
  - As CB Chair I attended the LGNZ Induction in Invercargill for elected members to help understand how Council works along with my role in the system as a governor and representative.
  - Also attended the community board induction in Winton. Mayor Rob Scott and Chief executive, Cameron McIntosh covered a wide range of council and board structures.
- 3 Board members are also able to provide an update on any recent events and issues of relevance and interest to the community board.

### Attachments

There are no attachments for this report.



## Councillor update

Record no: R/25/11/56939  
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 Northern 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 O'Brien 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"> <li>• Adverse event: the risk that Council is unable to appropriately respond to the consequences of a natural or</li> </ul>

	<p>human-induced event impacting the district leading to a loss of critical service continuity</p> <ul style="list-style-type: none"> <li>• Change: the risk that Council has inadequate adaptability to respond to a continuously changing environment impacting its ability to achieve the best outcomes for the district</li> <li>• Climate response: the risk that Council fails to appropriately adapt to, or mitigate the effects of, a changing climate leading to significant financial, economic, and social impacts</li> <li>• Cyber security: the risk that Council's systems do not have the resilience to protect information assets from cyber-attack and/or error</li> <li>• Decision making: the risk that suboptimal decision making by Council results in misalignment with community needs and/or expectations, or with statutory obligations</li> <li>• Finance: the risk that Council fails to manage its financial sustainability impacting its ability to fund essential services and projects now and, in the future,</li> <li>• Health, safety, and wellbeing: the risk that Council is unable to manage the health, safety, and wellbeing of staff, contractors, and the community where reasonably practical to do so</li> <li>• Social licence: the risk that Council fails to maintain acceptable levels of satisfaction and social licence within the community leading to a loss of mandate to act on its behalf</li> <li>• Strategic relationships: the risk that Council fails to appropriately maintain its local, regional, and national relationships impacting its ability to achieve its objectives.</li> </ul>
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.
<b>13 August 2025 – Council meeting</b>	
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.
<b>27 August 2025 – Finance and Assurance Committee meeting</b>	
<b>Report</b>	<b>Overview</b>
Finance and Assurance Committee work plan for the year ended 30 June 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.
<b>27 August 2025 – Council meeting</b>	
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.
<b>10 September 2025 – Council meeting</b>	
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.
<b>29 September 2025 – Finance and Assurance Committee meeting</b>	
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.
<b>8 October 2025 – Council meeting</b>	
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"> <li>• Ardlussa Community Board – Hilary Kelso</li> <li>• Fiordland Community Board - Kate Norris</li> <li>• Northern Community Board - Pam Naylor and Sonya Taylor</li> <li>• Oraka Aparima Community Board - Eve Welch</li> <li>• Oreti Community Board - Colin Smith, Philip Dobson, Katie Allan, Dave Diack, Chris Herud and Tracy Kennedy</li> <li>• Stewart Island/Rakiura Community Board – Rakiura Herzhoff</li> <li>• Tuatapere Te Waewae Community Board - Paula McKenzie and Joanne Sanford</li> <li>• Waihopai Toetoe Community Board - John McIntyre</li> <li>• Wallace Takitimu Community Board – Bridget Mason</li> </ul>



Valedictories	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.
<b>29 October 2025 – Council meeting</b>	
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"> <li>• Councillor Matt Wilson to the Ardlussa Community Board</li> <li>• Councillor Sarah Greaney to the Fiordland Community Board</li> <li>• Councillor Tom O'Brien to the Northern Community Board</li> <li>• Councillor Michael Weusten to the Ōraka Aparima Community Board</li> <li>• Councillor Brian Somerville to the Ōreti Community Board</li> <li>• Councillor Jon Spraggon to the Stewart Island/Rakiura Community Board</li> <li>• Councillor Don Byars to the Tuatapere Te Waewae Community Board</li> <li>• Councillor Julie Keast to the Waihōpai Toetoe Community Board</li> <li>• Councillor Jaspreet Boparai to the Wallace Takitimu Community Board.</li> </ul>
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.
<b>12 November 2025 – Council meeting</b>	
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"> <li>• approval for the reduced speed limit of 60km/h the Director of Land Transport</li> <li>• approval from New Zealand Transport Authority for the 'stopping place' road classification at the same location</li> <li>• entry of the reduced speed limit of 60km/h in the National Speed Limits Register</li> </ul>

	<ul style="list-style-type: none"> <li>• installation of necessary signage for the reduced speed limit of 60km/h.</li> </ul>
Committee structure and adoption of terms of reference	<p>Council noted the mayor has established the following:</p> <ul style="list-style-type: none"> <li>• Finance and Assurance Committee – membership, Mr Bruce Robertson, the mayor and all councillors</li> <li>• Executive Committee – membership, the mayor (Chair), Cr Christine Menzies, Mr Bruce Robertson</li> <li>• Riverton Harbour Subcommittee – membership, Cr Michael Weusten, Emma Gould, Ian Coard, Nic White, Hayley Nelson</li> <li>• 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).</li> <li>• Te Anau Basin Water Supply Subcommittee (Council will make appointments later)</li> <li>• Civil Defence Emergency Management Group – membership, Mayor Rob Scott, Cr Christine Menzies as alternate</li> <li>• Great South Joint Shareholders Committee – membership, Mayor Rob Scott</li> <li>• Southland Regional Transport Committee – membership, Cr Christine Menzies Mayor Rob Scott as alternate</li> <li>• Southland Regional Heritage Joint Committee – membership, Cr Paul Duffy, Cr Christine Menzies</li> <li>• WasteNet (Waste Advisory Group) – membership, Mayor Rob Scott, Cr Christine Menzies</li> </ul> <p>Council established:</p> <ul style="list-style-type: none"> <li>• the Ohai Railway Fund Committee – membership, Mayor Rob Scott, Cr Jaspreet Boparai, Cr Michael Weusten</li> <li>• the District Licensing Committee – membership, Cr Paul Duffy (Chair), Cr Jaspreet Boparai (Deputy Chair), Cr Tom O'Brien, Cr Brian Somerville</li> </ul> <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>

Appointments to council organisations	<p>Council approved the appointment of elected members to the following Council organisations:</p> <ul style="list-style-type: none"> <li>• Cr Matt Wilson to the Around the Mountains Cycle Trail Trust</li> <li>• Cr Julie Keast to the Citizens Advice Bureau Invercargill Board</li> <li>• Cr Michael Weusten and Cr Don Byars to the Creative Communities Assessment Committee</li> <li>• Cr Julie Keast to the Gore and Districts Community Counselling Centre</li> <li>• Cr Julie Keast to the Pioneer Women's Memorial Trust</li> <li>• Cr Phil Dobson to the Southland Indoor Leisure Centre Charitable Trust</li> <li>• Cr Paul Duffy to the Southland Regional Heritage Building and Preservation Trust</li> <li>• Mayor Rob Scott and Cr Christine Menzies as alternative to the Te Rōpū Taiao</li> <li>• Cr Jaspreet Boparai to the Tuatapere Amenities Trust</li> <li>• Cr Julie Keast to the Whakamana te Waituna Trust</li> <li>• Cr Greaney to Connected Murihiku.</li> </ul> <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>
Elected members' remuneration	<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"> <li>• Deputy Mayor at 1.5 times the base councillor remuneration - \$62,040</li> <li>• Councillor (11) - \$41,360</li> </ul> <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>
Adoption schedule of meetings	Council:

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

There are no attachments for this report.

## Adoption schedule of meetings

Record no: R/25/11/56250

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

Approved by: Michal Gray, Democracy advisor

Report type: Decision

### Staff recommendations

That the Northern Community Board:

a) adopts a schedule of Northern Community Board meetings for the triennium, the community board will meet at 6pm on the following dates and venues:

- Monday, 9 February 2026 – Athol Hall, 28 Athol-Five Rivers Highway, Athol
- Monday, 13 April 2026 – Lumsden Memorial Hall, 8 Meadow Street, Lumsden
- Monday, 8 June 2026 – Mossburn Fire Station, 45 Devon Street, Mossburn
- Monday, 10 August 2026 – Lumsden Memorial Hall, 8 Meadow Street, Lumsden
- Monday, 12 October 2026 – Mossburn Fire Station, 45 Devon Street, Mossburn
- Monday, 7 December 2026 – Lumsden Memorial Hall, 8 Meadow Street, Lumsden
- Monday, 15 February 2027 – Athol Hall, 28 Athol-Five Rivers Highway, Athol
- Monday, 12 April 2027 – Lumsden Memorial Hall, 8 Meadow Street, Lumsden
- Monday, 14 June 2027 – Mossburn Fire Station, 45 Devon Street, Mossburn
- Monday, 9 August 2027 – Lumsden Memorial Hall, 8 Meadow Street, Lumsden
- Monday, 11 October 2027 – Mossburn Fire Station, 45 Devon Street, Mossburn
- Monday, 13 December 2027 – Lumsden Memorial Hall, 8 Meadow Street, Lumsden
- Monday, 14 February 2028 - Athol Hall, 28 Athol-Five Rivers Highway, Athol
- Monday, 10 April 2028 – Lumsden Memorial Hall, 8 Meadow Street, Lumsden
- Monday, 12 June 2028 – Mossburn Fire Station, 45 Devon Street, Mossburn
- Monday, 7 August 2028 - Lumsden Memorial Hall, 8 Meadow Street, Lumsden

### 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.



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

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### Recommendation

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

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

#### 9.1 Community Service Awards - 2025

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Community Service Awards - 2025	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.