



# Agenda

## Tuatapere Te Waewae Community Board

3 February 2026, 3.30pm  
Waiau Town and Country Club, 41 King Street, Tuatapere



Chairperson  
Deputy chairperson

Anne Horrell  
Blayne De Vries  
Derek Chamberlain  
Lynette Chambers  
Wayne Edgerton  
Marilyn Parris  
Don Byars

Councillor



# What is important to us?

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

## Council vision

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

## Council mission

Working together for a better Southland.

## Our focus is

### Strategic priorities



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



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



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



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



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

## Our goals for the LTP 2024-2034 are

### Outcomes



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



**Cultural** - communities with a sense of belonging for all.



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



**Economic** - communities with the infrastructure to grow.



## Community board terms of reference

TYPE OF COMMITTEE	Community board (board)
RESPONSIBLE TO	Boards are responsible to Council  Each board will also have relationships with Council committees (these committees are outlined in the delegations manual).
SUBCOMMITTEES	Some subcommittees will report to community boards – these are outlined in section 8.5 of the delegations manual.
MEMBERSHIP	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> <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>

## Additional roles of boards

### **Community wellbeing**

- a) promote the social, economic, environmental and cultural well-being of local communities
- b) monitor the overall well-being of local communities.

### **Community leadership**

- a) to provide leadership to local communities on the strategic issues and opportunities that they face
- b) identify key issues and opportunities that will affect the future of the board's community and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities
- c) promote a shared vision for the board's community and develop and promote ways to work with others to achieve positive outcomes
- d) provide a local community perspective on Council's long term plan key performance indicators and levels of service as detailed in the long term plan, and on local expenditure, rating impacts and priorities
- e) develop and manage community board plans including keeping these up to date and relevant to community needs and aspirations.

### **Engagement and relationships**

- a) to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community.

### **Advocacy**

- a) as part of the long term plan or annual plan process, prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest
- b) as part of the long term plan or annual plan process, outline the relative priorities for the delivery of District services and levels of service within the board area (Council sets the levels of service for District Activities if a board seeks a higher level of service, they need to recommend that to Council, and the higher level of service will need to be funded in an appropriate way (locally).
- 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.

### **Local activities**

For local activities

- 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
- b) recommend to Council rates, user charges and fees to fund local activities
- c) recommend to Council or a relevant committee the approval of project definitions or business cases and procurement plans for capital expenditure over \$300,000
- d) recommend to Council or a relevant committee unbudgeted capital expenditure
- e) monitor the services Council delivers its communities and assess the extent these services meet community needs or the expected level of service
- f) support the development of local management plans (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:
  - a) have been delegated to Council staff
  - b) would have significance beyond the board's area or otherwise involves a matter of national importance (Section 6 Resource Management Act 1991)
  - c) involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.
- 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:
  - recommend levels of service and annual budget to Council or relevant committee
  - monitor the performance and delivery of the service.

**Environmental management and spatial planning**

- a) provide comment on resource consent applications referred to the community board for comment
- b) to make recommendations to Council about bylaws and about enforcing bylaws within the community, having regard to the need to maintain consistency across the District
- c) provide advice to Council and its committees on any matter of interest or concern to the community board in relation to the sale of alcohol, where statutory ability exists to seek such feedback
- d) provide input into regulatory activities not otherwise specified above, where process allows

	<ul style="list-style-type: none"> <li>e) recommend to Council initiating an appeal to the environment court on decisions relating to resource consent applications that the board has made submissions on</li> <li>f) provide support to the development of community plans for a civil defence emergency and the recovery afterwards.</li> </ul>
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</p>



	<p>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 <b>funded</b> 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</p>

	<p>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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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 Tuatapere Te Waewae Community Board Meeting held on 02 December 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 .

8 Reports Page

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8.2 Chairperson's Report 43

8.3 Councillor update 47

9 Public excluded reports

Exclusion of the public 51

9.1 Community service award nomination - September 2025 - confidential 51

## 10 Closure

The chair will close the meeting.



## Summary of reports

	Report name	Purpose	Report type	Page
8.1	Community board reporting	The purpose of this report is to inform the board of the community leadership, operational and Council activities in the board area and across the district.	Information	25
8.2	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.  Board members are also able to provide an update on any recent events and issues of relevance and interest to the community board.	Information	43
8.3	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 13 November 2025 to 28 January 2026.	Information	47

# Minutes

## Tuatapere Te Waewae Community Board

02 December 2025, 4pm

Waiau Town and Country Club, 41 King Street, Tuatapere

### PRESENT

Chairperson	Anne Horrell
Deputy chairperson	Blayne De Vries
	Derek Chamberlain
	Lynette Chambers
	Wayne Edgerton
	Marilyn Parris
Councillor	Don Byars

### APOLOGIES

### IN ATTENDANCE

Community partnership leader	Stella O'Connor
Committee advisor	Rachael Poole

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1 Opening

The Chairperson opened the meeting.

Blayne De Vries completed his community board declaration.

2 Apologies

There were no apologies.

3 Leave of absence

There were no requests for leave of absence.

4 Conflict of interest

Lynette Chambers, Derek Chamberlain and Blayne De Vries stated that they are members of the Tuatapere Golf Club but that they will still take part in any discussion related to the Tuatapere Golf Club in item 8.8 Chairs report.

5 Additional Agenda items

There were no additional agenda items.

6 Confirmation of minutes

Resolved

Moved Lynette Chambers/Wayne Edgerton

That the Tuatapere Te Waewae Community Board confirms the minutes of the meeting held on 4 November 2025 as a true and correct record of that meeting.

Carried

7 Public participation

Rebecca Kessler spoke to about donating a number of native plants to the Railway Station along with a planting design that she had created for her property. Chair Horrell thanked Ms Kessler for her generosity.

## Reports

### 8.1 Delegations to the community board

Record No: R/25/11/56131

Report presented by democracy advisor, Jayson Trent.

To provide information to the Tuatapere Te Waewae Community Board (community board) on the delegations from Council that were approved on 12 November 2025.

Resolved

Moved Derek Chamberlain/Blayne De Vries

That the Tuatapere Te Waewae Community Board:

- a) notes the information contained in the report.

Carried

### 8.2 Financial report for the year ended 30 June 2025

Record No: R/25/11/55138

Report presented by Finance business partner lead, Susan McNamara.

The purpose of this report is to present the final financial results and supporting information for the local activities within the Tuatapere Te Waewae Board area for the year ended 30 June 2025.

Resolved

Moved Lynette Chambers/Cr Don Byars

That the Tuatapere Te Waewae Community Board:

- a) notes the information contained in the report.

Carried



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

Record No: R/25/11/55687

Report presented by finance business partner lead, Susan McNamara.

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

Resolved

Moved Lynette Chambers/Wayne Edgerton

That the Tuatapere Te Waewae 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 that 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:

Town: Project	Current budget (2025/26)	Revised budget (2025/26)	Recommended timing (year) and budget
Tuatapere (P-11474) - Tuatapere Domain Gate	\$5,819	\$0	Budget removed as project on hold due to restrictions in the roading bylaw which restricts gate location and requires bylaw review to proceed.
Orepuki (P11496 / FPARK024A) Water Tower Repairs	\$102,000	\$0	Project budget removed as work being completed by a community group with a reserve funded grant
P-11143 Tuatapere Hall LED lighting and heat pumps	\$14,280	\$0	Combine into P-11444

P-11444 Tuatapere Hall \$9,000 \$23,280 Budget moved from P-11143  
remove chimneys and  
structural report

- 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)):

Rate Description	Rate (GST inclusive)
Tuatapere Te Waewae Community Board rate	\$204,603
Clifden Hall rate	\$6,708
Orawia Hall rate	\$11,015
Orepuki Hall rate	\$23,664
Tuatapere Hall rate	\$25,760
Tuatapere Ward Pool rate	\$5,750

- 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)
Clifden hall		
Hall hire	Per hour (note minimum 4 hour booking for casual user)	11.50
Bond	No GST	250.00
Orawia hall		
Hall hire	Per hour (note minimum 4 hour booking for casual user)	15.00
	Per day (8 hours)	115.00
	Additional night charge	175.00
Not for profit/community group	Per hour	11.50
Bond (at the discretion of the custodian)	No GST	250.00
Orepuki hall		
Main hall hire	Per hour (note minimum 4 hour booking for casual user)	15.00
	Per day (8 hours)	115.00
Not for profit/community group	Per hour	11.50
Lounge	Per hour (note minimum 4 hour booking for casual user)	10.00
	Per day (8 hours)	64.00
	Additional night charge	175.00
Not for profit/community group	Per hour	5.00
Bond	No GST	250.00
Tuatapere hall		
Hall hire	Per hour (minimum booking 4 hours for casual users)	15.00
	Per day (8 hours)	115.00
	Additional night charge	175.00
Not for profit/community group	Per hour	11.50

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

Carried

Staff recommendations carried with changes as indicated.

#### 8.4 Community partnership fund applications - August 2025 funding round

Record No: R/25/11/55762

Report presented by community liaison officer, Gordon Crombie

The purpose of this report is for the Tuatapere Te Waewae Community Board to allocate funding for the August 2025 round of the Tuatapere Te Waewae Community Partnership Fund.

Resolved

Moved Blayne De Vries/Wayne Edgerton a) – d)

That the Tuatapere Te Waewae 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 the assessed level of significance indicates that the community is kept informed of the decision made in this report, rather than engaged prior to this decision being made.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) receives applications from the following:
  - 1. Waitutu Incorporation – Waitutu Forest Lodge
  - 2. Tuatapere Reserve Pest Control Group
  - 3. Orepuki Fitness Collective
  - 4. Orepuki Cemetery Trust

Carried

Moved Anne Horrell/ Marilyn Parris

That the Tuatapere Te Waewae Community Board:

- e) approves a grant of \$1,060 to the Waitutu Incorporation to assist with the cost of predator control in the Waitutu Lodge area.

Carried

Moved Derek Chamberlain/ Lynette Chambers

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That the Tuatapere Te Waewae Community Board:

- f) approves a grant of \$1,000 to the Tuatapere Reserve Pest Control Group to assist with the cost of ongoing predator control.

Carried

Moved Derek Chamberlain/ Blayne De Vries

That the Tuatapere Te Waewae Community Board:

- g) approves a grant of \$1,700 to the Orepuki Fitness Collective to assist with costs of fitness equipment, **including purchasing plywood panels to protect the floor when weights are being used at the Orepuki Hall.**

Carried

Moved Anne Horrell/ Derek Chamberlain

That the Tuatapere Te Waewae Community Board:

- h) approves a grant of \$3,000 to the Orepuki Cemetery Trust to assist with the costs of heritage information panels.

Carried

## 8.5 Local budget and projects update

Record No: R/25/11/54875

Report presented by community partnership leader, Stella O'Connor

The purpose of this report is to inform the board of the current local budget information for the Tuatapere Te Waewae area and to update the board on the status of current community projects in the board area.

Resolved

Moved Marilyn Parris/Lynette Chambers

That the Tuatapere Te Waewae Community Board:

- a) notes the information contained in the report.
- b) receives the report titled "Local budget and projects update"

Carried



8.6 Appointments to organisations

Record No: R/25/11/56096

Report presented by democracy advisor, Jayson Trent.

The purpose of this report is for the community board to appoint one member as trustee of the Tuatapere Amenities Trust (trust) and one member to the Waiau Working Party (working party).

Resolved

Moved Blayne De Vries/Wayne Edgerton

That the Tuatapere Te Waewae Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as some importance based on Council's Significance and Engagement Policy and therefore is not considered significant. On this basis no community engagement is required.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) appoints Anne Horrell to the Tuatapere Amenities Trust.
- e) appoints Don Byars to the Waiau Working Party.

Carried

8.7 Adoption schedule of meetings

Record No: R/25/11/55823

Report presented by Committee advisor, Rachael Poole.

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

Resolved

Moved Lynette Chambers/Marilyn Parris

That the Tuatapere Te Waewae Community Board:

- a) adopts a schedule of meetings for the triennium, the community board will meet at 3.30pm at the Waiau Town & Country Club on the following dates:
- Tuesday 3 February 2026
  - Tuesday 14 April 2026 (7 April is Southland Anniversary Day)
  - Tuesday 2 June 2026 (Kings Birthday 1 June)
  - Tuesday 4 August 2026
  - Tuesday 6 October 2026
  - Tuesday 1 December 2026
  - Tuesday 2 February 2027
  - Tuesday 6 April 2027
  - Tuesday 1 June 2027
  - Tuesday 3 August 2027
  - Tuesday 5 October 2027
  - Tuesday 7 December 2027
  - Tuesday 1 February 2028
  - Tuesday 4 April 2028
  - Tuesday 6 June 2028 (Kings Birthday 5 June)
  - Tuesday 1 August 2028

Carried

Wayne Edgerton left the meeting at 5.14pm.

8.8 Chairperson's report

Record No: R/25/11/56755

Report presented by Committee advisor, Rachael Poole

The chair updated the board on the activities that she has been involved with since the start of the new triennium.

The board are in support of staff providing information on options available to the Tuatapere Golf Club around their written request to uplift funds from the Clifden Domain Reserve to purchase a spiker machine.

Blayne Devries gave an update on the following:

- Orepuki residents are keen to have some Orepuki areas included in the Reserve Plan
- Tuatapere Golf Club have held their closing tournament with their prizegiving happening in December.
- Tuatapere Squash Club had two of their teams recognised at the Squash Southland Awards
- Domain/Waiau Start rugby Club have a new tractor/mower

Marilyn Parris gave an update on the following:

- Tuatapere pool are holding their swimathon again this year, replacing the sand in their filters and looking at installing security cameras
- Local school have received their recipe books from Rural Womens Trust. Hauroko Valley primary had a team entered in the adventure race held in Invercargill.
- McLeods Track has been planted and weeded.

Lynette Chambers introduced herself and have an update on the following:

- Spoken with SDC staff involved with community housing
- Tuatapere HumpRidge Track numbers are up on previous years
- Jack & Mattie Bennett Memorial Playground has its new toilet being installed
- Approached Waiau Area School about assisting with the community gardens area.

Resolved

Moved Chair Anne Horrell/Marilyn Parris

That the Tuatapere Te Waewae Community Board:

- a) notes the information contained in the report.

Carried

## 8.9 Councillor update

Record No: R/25/11/57007

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.

Councillor Byars introduced himself and updated the board on the following:

- Progress on connecting with communities
- Water services delivery plan, inhouse model has been approved for Council
- Spatial planning is an exciting opportunity for our District.

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Resolved

Moved Cr Don Byars/Derek Chamberlain

That the Tuatapere Te Waewae Community Board:

- a) notes the information contained in the report.

Carried

The meeting closed at 5.30pm.

Confirmed on:

Signed:



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## Community board reporting

Record no: R/26/1/1676  
Author: Stella O'Connor, Community partnership leader  
Approved by: Cameron McIntosh, Chief executive  
Report type: Information

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### Purpose

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

### Staff recommendations

That the Tuatapere Te Waewae Community Board:

- a) notes the information contained in the report.
- b) receives the report titled “Community board reporting”

### Attachments

- A Tuatapere Te Waewae Community Leadership Report - 3 February 2026 [↓](#)
- B Tuatapere Te Waewae operational report - 3 February 2026 [↓](#)
- C School Holiday Programme Poster 2026 [↓](#)
- D Companies office changes [↓](#)



## What's happening in your area

### Better off funding projects update

PROJECT	FUNDING	CURRENT STATUS
Tuatapere Railway Station project	\$310,000	The sixth progress report has been received and the repair works are progressing on target.

### SDC Library Book Bus service returns to Orepuki

“Vinnie”, the SDC library book bus, will be trialling a return to Orepuki after being discontinued a few years ago. Following strong community interest and a request from board chair Anne Horrell, the service is back on the schedule starting 13 January, operating monthly.



Orepuki Hall

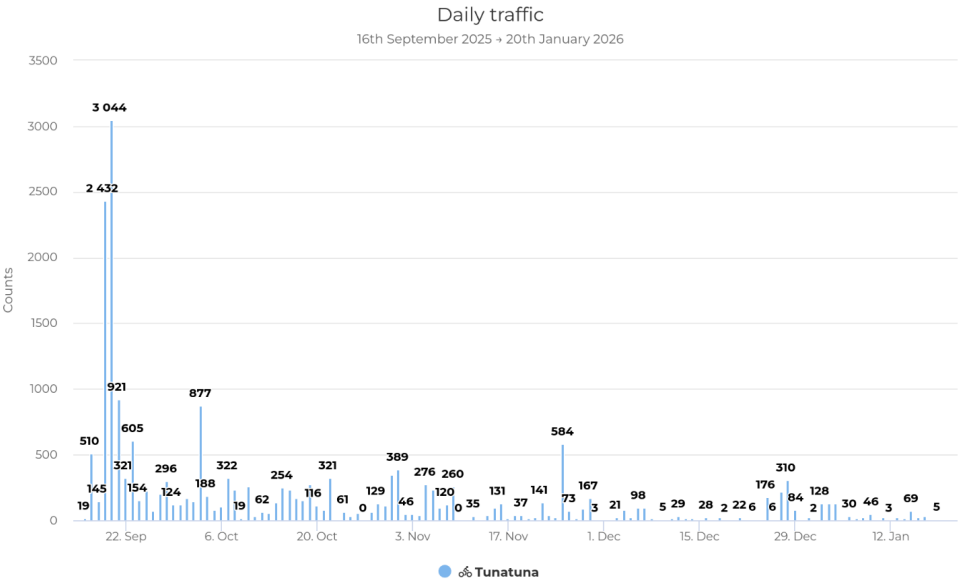
The Orepuki Hall recently transformed into a stunning wedding venue, with decorations that made the space almost unrecognisable. The hall was beautifully adorned to create an elegant and festive atmosphere, showcasing its versatility as a community asset.



Tunatuna Pump Track usage summary (16 Sept 2025 – 20 Jan 2026)

Since its installation in September, the Tunatuna pump track has recorded an incredible 19,471 counts. The biggest day was the very first Saturday, with over 3,044 rides, showing the excitement around its launch. While usage has naturally settled into a steady rhythm since then, Fridays and Saturdays remain the most popular days, and afternoons see the highest traffic.

Here is a fun fact: those 19,471 laps of the 57m track add up to 1,110 km, that’s like riding all the way from Tuatapere to Wellington. It’s fantastic to see this portable pump track continuing to be enjoyed by the community.



## Greenheart Reserve – community feedback

Thank you to everyone who shared feedback on Greenheart Reserve. The survey ran from 17 November to 19 December and received 14 responses. Most people supported the current vision and called for more maintenance and weed control. Top priorities include improving the reserve’s appearance, enhancing the stream, attracting native birds and insects, encouraging community use, and increasing plant diversity.

*“It would be okay to have a small part of the Greenheart planted out in just European decorative trees, this would provide some different colours and make an acknowledgment that Tuatapere was settled by Europeans and Maori people.”*

Respondents value peace and quiet, walking paths, native plantings, and the stream’s natural character. Suggestions for improvements included seating and picnic areas, BBQ facilities, additional parking, better signage, rubbish bins, accessibility upgrades, history boards, and art features.

*“A grassed sloped area could be used for future event in the park e.g. music.”*

Many supported removing the Douglas fir trees now or in the future and replanting those areas with natives.

*“The Douglas fir area could be a slightly more open space than the rest of the reserve, as some of that area is back from the stream a bit so safer for young children.”*

There was also strong support for retaining the 2 McVicar Street section for parking or wetland restoration. Other concerns raised included litter, chemical runoff, pests, and dog control.

## Tuatapere Railway Station repairs

The Trust has made excellent progress on the station restoration, moving closer to opening. Recent achievements include interior painting, vinyl flooring installation, and fitting of period lights, switches, and plugs. The waiting room fireplace and kitchen facilities are in place, internal plumbing is complete, and ceiling insulation has been installed. Exterior works have advanced with veranda stairs built, the first topcoat applied to exterior stairs, and permits secured for double doors. Land purchase settlement is complete, and hardware for fencing and signage has been procured. While permit delays pushed timelines, work will resume later this month, with door installation, followed by fencing, heritage displays, and site preparation for the railway car.





### Orepuki historic railway water tower restoration

The Orepuki Railway Water Tower has undergone essential repairs and a fresh coat of paint to ensure its preservation and continued historical significance. This project was made possible through the dedicated efforts of the Orepuki Promotions group, who successfully secured funding from SDC and managed the contractors to deliver the work efficiently. The restoration is now complete, and the water tower looks absolutely stunning, a true credit to the group's commitment to protecting local heritage.



## Community Partnership Fund

Grants were distributed to the following organisations for the September 2025 funding round of the Tuatapere Te Waewae Community Partnership Fund:

- |  |         |
|--|---------|
| • Waitutu Incorporation - predator control – Waitutu Lodge                                       | \$1,060 |
| • Orepuki Cemetery Trust - heritage information panels   | \$3,000 |
| • Tuatapere Reserve Pest Control Group - predator control  | \$1,000 |
| • Orepuki Fitness Collective – Orepuki Community Promotions Charitable Trust – fitness equipment | \$1,700 |

The next round of funding for the community partnership fund is 31 March 2026. Applications can be made on the Southland District Council website via the SmartyGrants link:

<https://www.southlanddc.govt.nz/council/funding-and-grants/>

## Community Service Award Nominations

Nominations for the 2025 round of Community Service Awards closed on 30 September. One nomination was received for the Tuatapere Te Waewae area and will be considered at the February community board meeting.

## What's happening across the district

### Ulva Island wharf repaired

Essential maintenance work on the Ulva Island wharf has been completed, ensuring access for visitors throughout the summer season.

Southland District Council owns the wharf, as well as others on Stewart Island Rakiura. Chief executive Cameron McIntosh said the wharf at Post Office Cove is the only landing point on Ulva Island, a predator-free sanctuary within Paterson Inlet.

“Restrictions were placed on the wharf in 2023 over concerns about its condition. Repairs have now been carried out to keep the wharf operational for the peak visitor period.

“Planning is well under way for a full rebuild of the wharf in its current location once the season concludes,” Mr McIntosh said.

The new wharf is planned to be completed by October 2026. Exact timeframes will be confirmed subject to approvals.

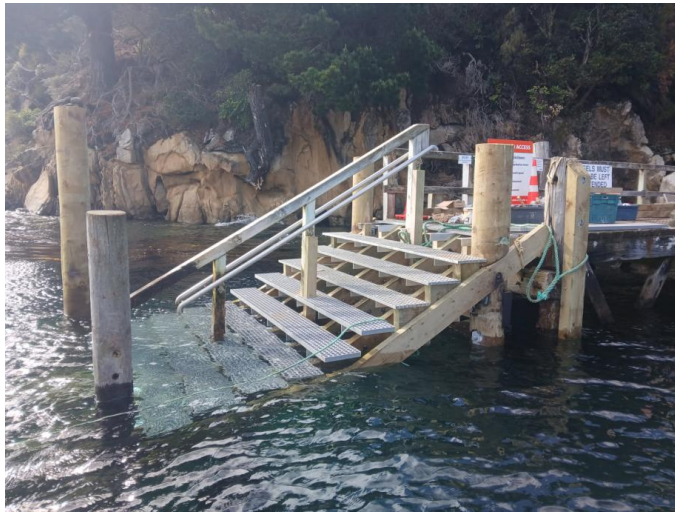
The project will be part-funded by a 50% grant from the Tourism Infrastructure Fund and the Stewart Island Visitor Levy.

Council will continue to work closely with stakeholders, including iwi, the Department of Conservation, the Hunter Family Trust, and local operators, to ensure the project proceeds smoothly.

“Ulva Island is a jewel in Southland’s crown. This maintenance ensures visitors can enjoy it safely this summer, and the planned rebuild will secure access for generations to come,” Mr McIntosh said.

The jetty at Millars Beach and the Golden Bay wharf, both in Paterson Inlet, have also been repaired in time for the holiday season.





### Community Service Award – John Titter

John Titter, the man who orchestrated an epic project to establish a railway heritage hub in Lumsden, was officially honoured with a Community Service Award on 22 August 2025.

The award, bestowed by the Northern Community Board in conjunction with Southland District Council, recognises Mr Titter's relentless work over 12 years to create a world-class static heritage railway display in the northern Southland township.

John Titter has been the driving force of the Lumsden Heritage Trust since its inception in 2012, fronting a mission to preserve the past, promote the future and provide an attraction for visitors to Lumsden.

Southland District Mayor Rob Scott, who presented the award, is himself a member of the Lumsden Heritage Trust, which consists of just three members. He told the audience gathered for the presentation at the Lumsden Senior Citizens Centre that Mr Titter's vision and energy had created a legacy that would bring people and benefits to the township and Southland for many decades to come.

"John's countless hours and dedication to his dream will leave a lasting legacy for Lumsden and Southland, and it would not have gone ahead without his drive, his determination, his passion and probably thousands of hours of his time."

The citation says that Mr Titter recognised in 2012 that Lumsden was missing a heart – it had a train station, reflecting its strong railway history, but it needed a train.

Having come up with the idea he pursued the goal of establishing a heritage train display at the station. It took 13 years and more than \$500,000 of funding, secured by Mr Titter, but in April 2025 the heritage trust completed the job when the final piece of the puzzle, a refurbished 1880s D class locomotive, was swung into position at the head of the train display, completing a unique pre-1900 heritage train.

As well as this, Mr Titter presided over an audacious plan in early 2020 to recover two V class locomotives and their coal tenders buried in the mud of the Mararoa junction near Lumsden. It was a mammoth logistical effort. Around 20 men, four contracting companies, multiple pieces of heavy machinery and equipment and a host of local service organisations and businesses were involved in the successful effort to salvage the two historic steam engine sets, which now sit on the grounds of the Lumsden railway precinct. Mr Titter fondly refers to all those involved as "the A team".

It is testament to his remarkable networking skills, project management and determination that he has been able to pull together a dedicated bunch of professionals to drive the many individual projects to a positive outcome.

The Lumsden Heritage Trust has won several national rail awards, the direct result of Mr Titter's efforts.

He has for many years voluntarily run tai chi classes for senior citizens in the Lumsden area and is actively involved in the local hunt community.

Mayor Scott acknowledged Mr Titter's wife, Karen, who had been a generous supporter of all the hard community work her husband had done over the years.

"If you want something done, ask a busy person," Mayor Scott said. "And John is the type of person who certainly knows how to get stuff done. He's a true legend!"



### Community Service Award – Pauline Herron

At an emotional Community Service Award presentation in Riversdale on 28 October 2025, Pauline Herron was honoured for her outstanding life-long commitment to northern Southland.

Mrs Herron was presented with the award by Southland District Mayor-elect Rob Scott, with Richard Clarkson representing the Ardlussa Community Board. She received a standing ovation from the large crowd gathered in the Riversdale Community Centre.

Her award acknowledged her embodiment of community spirit.

You can bet Pauline Herron wouldn't be one for all the fuss – but it is certainly well deserved.

Regarded as quietly capable, endlessly generous and deeply compassionate, Mrs Herron has been a driving force behind countless local groups, events, and initiatives.

She began her lengthy commitment to community service in Balfour in the 1970s alongside her late husband Paul.

Her record as a volunteer is expansive, starting as the treasurer of Balfour Plunket. She helped fundraise for families and community projects. Also in the township, she was involved with the Balfour squash and bowling clubs, being awarded life membership of the squash club.

In 1991 Mrs Herron joined the Balfour RSA women's section, again taking on the role of treasurer in 1999 and serving with great diligence. She also received life membership of this group.

She served as president the RSA Southland Provincial Council Women's Section from 2016 to 2018, and again received life membership during the 80th celebrations of the RSA in August 2024.

Moving into the 2000s, Mrs Herron expanded her community impact and moved to Riversdale, where she joined the Riversdale-Waimea Lions Club, serving as president in 2006/2007.

Here, she founded and organised the senior citizens' luncheons, which were held twice a year, but they proved so popular the frequency increased to every two months.

In 2005, Mrs Herron joined the Progress League, (also known as the hall committee) and was subsequently elected as vice-chairperson in 2007. The group leads garden beautification projects in the community and keeps the Riversdale Hall in tip-top shape.

Not one to shy away from lending a helping hand, Mrs Herron is also a volunteer with the Friends of the Hospital Gore programme, where she assists nurses on one shift per week, comforting patients and even bringing delicious homemade baking for the staff. She joined the Gore Cancer Society and has assisted with several Daffodil Days in Riversdale, where the township achieved some of the highest sales amongst small communities, no doubt thanks to the hard work of volunteers such as her.

The list doesn't stop there. Mrs Herron has also lent a hand as book-keeper and auditor for various Riversdale organisations, including the Riversdale Volunteer Fire Brigade, since 2005.

Mayor-elect Rob Scott said: "Pauline's award ceremony saw the largest turnout we have had in our Community Service Awards, reflecting the deep and lasting impact she has had across the community.

"Her dedication spans generations, reaching all the way back to the 1970s, making her a truly deserving recipient – a genuine pillar of the community."

Beyond her formal roles in the community, Pauline Herron is always supporting community events, fundraisers and social groups.

She has been deeply involved in her community and is part of the pulse that keeps the community spirit alive. She is always there with a smile on her face and a twinkle in her eye, ready to lend a helping hand or to share a story and a good laugh.

Mrs Herron truly represents the spirit of service that the Community Service Awards acknowledge.



## Community funding

### District Initiatives Fund

Grants were distributed to the following organisations for the September 2025 funding round of the District Initiatives Fund:

• Loss and Grief Support Trust – operational costs	\$7,500
• Te Araroa Trust – Longwoods boardwalk renewal project	\$3,000
• Fiordland Marine SAR – training and equipment costs	\$3,000
• Waikaia Trails Trust – Stage 2 – blue descent trail	\$4,000
• Citizens Advice Bureau – operational costs	\$5,000
• Parent to Parent Southland – outreach programme	\$4,000
• NSCRCCT – operational costs	\$4,000
• Multipurpose Turf Central Southland/CSC	\$3,000
• Life Education Trust – operational costs	\$4,000

Applications for the next funding round close on 31 March 2026. Applications can be made on the Southland District Council website via the SmartyGrants link:

<https://www.southlanddc.govt.nz/council/funding-and-grants/>

### Other funding opportunities

Grants were distributed to the following organisations for the September 2025 funding round of the Sport NZ Rural Travel Fund:

• Netball Fiordland	\$1,200
• Fiordland Hockey Club	\$1,000
• Johnston Waters Swim Club	\$1,000
• Te Anau Cricket Club	\$1,000
• Menzies College	\$1,000
• Fiordland Swimming Club	\$800
• Te Anau Tennis Club	\$500

Applications for the next funding round of the Sport NZ Rural Travel Fund close on 31 March 2026.

Applications can be made on the Southland District Council website via the SmartyGrants link:

<https://www.southlanddc.govt.nz/council/funding-and-grants/>

The following Southland District Council funds close on 20 December 2026:

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

Applications can be made on the Southland District Council website via the SmartyGrants link:

<https://www.southlanddc.govt.nz/council/funding-and-grants/>

### GEM Local update

Since launching GEM Local for Murihiku Southland in mid August 2025, 20 organisations have registered to use it. Feedback from users is that the Portal has provided information about new funds they can apply for.

This comprehensive database pulls together funding opportunities from across Aotearoa, making it easier than ever for community organisations to find the right funders for their projects and

aspirations. Organisations can register for access to the portal by visiting Connected Murihiku's website [www.connectedmurihiku.co.nz](http://www.connectedmurihiku.co.nz).

Connected Murihiku is happy to help organisations find their way around the portal and provide support to ensure they are getting the most from the portal.

## Council department updates

### Governance

Work streams progressing in the governance team include:

**Pecuniary interest register** – At the end of January the governance team will be requesting all elected members complete a declaration of their interests. This will need to be completed by the end of February.

**Ōraka Aparima Community Board By-election** – There are four candidates for the by-election to fill the remaining position on the Ōraka Aparima Community Board. Only people who live in the board area (or who own property in the area) will be able to vote. Voting documents will start being delivered from 30 January and people will be able to vote until noon on 3 March 2026. People can return their vote via post or place their vote in an orange vote bin at either the Riverton library or Council's head office at 15 Forth St, Invercargill.

### Policy and planning update

#### Climate Change

##### Regional activities

The membership of the Regional Climate Change Working Group has been confirmed. Cr Matt Wilson is SDC's governance representative and will work alongside Crs Phil Morrison and Maurice Rodway (Environment Southland), Crs Paul McPhail and Neville Phillips (Gore District Council) and Cr Alex Crackett (Invercargill City Council). Bi-monthly governance meetings recommence in February 2026. The Working Group's first task is to consider initial findings of a review into regional climate change governance arrangements. The Working Group will also explore the recently published local government sector climate scenarios which can be viewed at <https://www.lgfa.co.nz/sustainability/sustainability-lgfa/local-government-sector-scenarios>.

The staff interagency group will continue to support the Working Group by monitoring progress of the actions in the Regional Framework for Action on Climate for Murihiku Southland ([https://www.es.govt.nz/repository/libraries/id:26gi9ayo517q9stt81sd/hierarchy/environment/climate-change/documents/RFfAC\\_2025\\_Draft\\_v7.pdf](https://www.es.govt.nz/repository/libraries/id:26gi9ayo517q9stt81sd/hierarchy/environment/climate-change/documents/RFfAC_2025_Draft_v7.pdf)), and developing a pathway to create Southland's first regional Climate Action Plan alongside the next Long Term Plan.

Updated climate projections for Southland have been produced by Earth Sciences NZ (formerly NIWA), and are expected to be made publicly available in the near future. The work was commissioned by ES. We have been working closely with ES to highlight SDC's science and information needs in relation to natural hazards, including those arising from climate change.

##### Climate adaptation

We are half-way through an internal project to assess risks from climate change to SDC's assets and operations, with completion planned in mid 2026.

Late last year, the government announced its plan to require councils to prepare climate adaptation plans for communities that are identified, through spatial planning, as being at risk from flooding and/or coastal hazards. The Climate Change Response (Efficiency and Effectiveness) Amendment Bill will be introduced early this year and will work with the reformed resource management system. The cabinet paper is available on the Ministry for the Environment's website (<https://environment.govt.nz/assets/publications/Establishing-a-National-Adaptation-Framework-Proactive-Release.pdf>). Staff are closely monitoring developments.



### Internal alignment

Council report templates were changed and now include a climate change considerations section. We are continuing to develop information and resources for staff so that relevant climate change issues are identified and can be factored into decision-making. Our internal staff climate change working group will recommence meetings soon to plan sustainability-focussed activities for the coming year.

## Stakeholder updates

### Southland Regional Council (Environment Southland) Navigation Safety Bylaw

Environment Southland is currently reviewing the Navigation Safety Bylaw to ensure it reflects how people use the Waiau River today, including changes in river use, new technologies, and updated safety expectations. The draft bylaw introduces several updates that matter for Tuatapere, such as clearer rules around who is responsible for each vessel, stronger requirements for on board communication equipment, and refined speed uplifted provisions for the Waiau River to support safe jet boating and recreational activity. These changes aim to reduce risk on a river known for strong flows, changing conditions, and mixed use by locals, visitors, commercial operators, kayakers, and swimmers. **Community feedback is open from 15 December 2025 to 16 February 2026**, and Tuatapere residents are encouraged to share their views on the proposed rules, particularly those relating to vessel responsibility, communication equipment, open-water swimming, moorings, and the updated speed zones along the Waiau.

### Active Southland – update

The school holiday programme run by Active Southland in conjunction with SDC is underway with three of the programmes having been held at the time of writing this report; Te Anau, Lumsden and Riverton. The advertising flyer for this popular programme is attached.

### New Zealand Companies Office changes

An important law change affecting all incorporated societies in New Zealand is taking place. Under the Incorporated Societies Act 2022, all incorporated societies, registered under the 1908 Act, must reregister by 5 April 2026, or they will no longer exist. There are around 24,000 incorporated societies across Aotearoa, but only about a third have updated their rules in line with the **Incorporated Societies Act 2022**. This is not just a tick-box exercise—the new Act sets clearer expectations around governance, officer duties, dispute resolution, and member rights.

This is a significant change that some societies may not yet be aware of. Please share this information in the attached poster with any community groups and society members that you know.



Tuatapere Te Waewae Community Board

Tracker – ongoing

Orepuki water tower – Orepuki promotions group have completed the project with accountability report to come.

Tuatapere domain barrier – budget removed as project on hold due to restrictions in the roading bylaw which restricts gate location and requires bylaw review to proceed.

Tuatapere railway station – sixth report received and repair works are progressing on target.

Clifden Hall – community consultation will happen during LTP process.

Orawia Hall status – building advisor peer reviewing costs and repair option.

Greenheart Reserve – survey evaluated and project to be initiated.

Monkey Island – building advisor reviewing costs of repair and new build option.

Priorities

The railway station project.

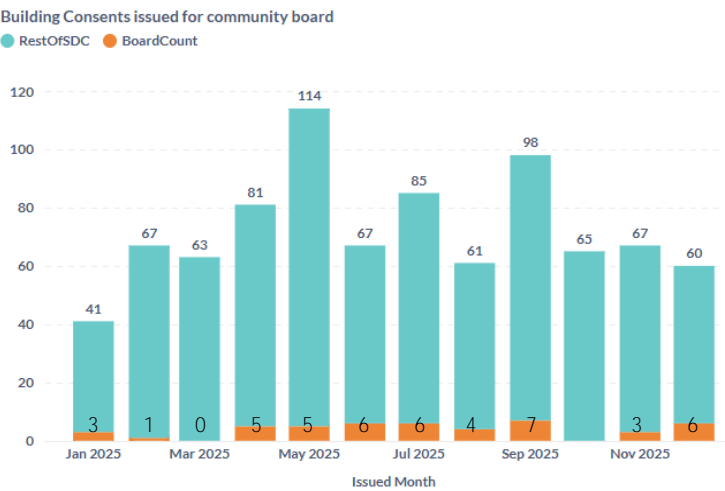
Orawia Hall repairs.

Monkey Island.

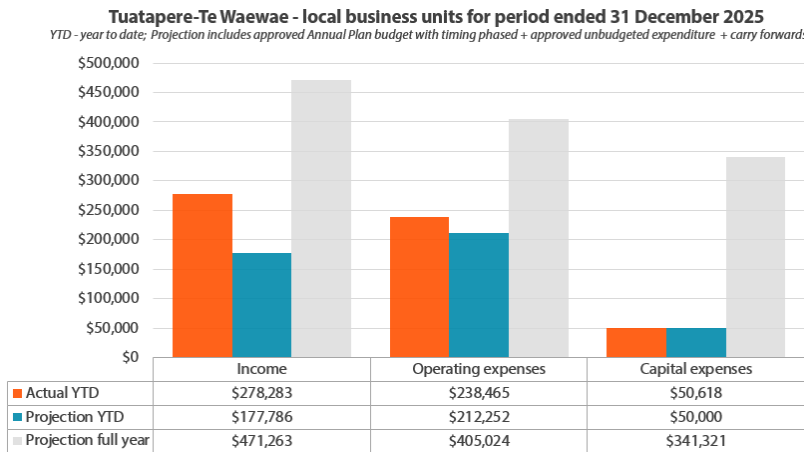
Resource consents granted by month



Building consents issued by month



Local Budget Information



Budget notes

Income is \$100k (57%) over projection. This largely relates to the timing of the Better off Funding for the Tuatapere Historic Railway Station that is received as the project progresses.

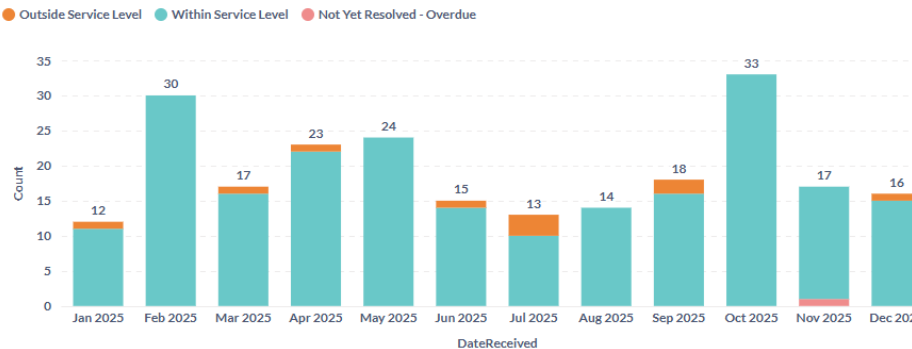
Operating expenses are \$26k over projection (12%) Two projects are showing as over projection due to the phasing of the budget until later in the year, these are the grant for the Tuatapere Historic Railway Station (\$102k) and the Tunatuna pump track (\$2k). The Orepuki Hall maintenance project is \$15k under projection due to the phasing of the budget to earlier in the year.

General maintenance codes are overall \$42k under projection as general maintenance is largely reactive and costs are still to come in for mowing at Monowai. Tree and Hedge is \$17k under projection and footpaths are \$4k under projection with minimal costs received in these areas. Insurance is \$5k under projection due to actual costs being less than budgeted. Orawia Hall is showing as \$7k over projection due to work in relation to the accident, this is hoped to be recovered from insurance. Storm damage costs have not been included as we are still working through this matter with our insurers. We will keep the board updated as more information comes to hand.

Capital expenses are \$618 (1%) over projection no significant variance.

Service requests

Across the district there were 1010 requests for service lodged during the period November and December, of which 211 were related to three waters. 33 of the total requests belonged to this board area. A full summary of those requests is detailed overpage.



Local project update

Activity	Name	Current Phase	Current Progress	Budget actual ytd
COMMUNITY FACILITIES	Monkey Island - shelter area development (stage 2)	Pre-delivery phase	Off track	\$386,810 \$1,000 P-10842
The response from community engagement has been reviewed and a report is to be taken to Council with recommendations for them to consider prior to any major work being carried out on this project. In the interim there has been some maintenance work carried out on the shelter and surrounding grounds to make the space safe and available for use by the public.				
COMMUNITY FACILITIES	Tuatapere historic railway station	Delivery phase	On track	\$196,962 \$151,330 P-11091
The trust that are carrying out the work on the upgrade of the railway station are progressing well with the work and meeting the milestones that have been agreed to in their contract.				
COMMUNITY FACILITIES	Orepuki Hall - handrails and minor maintenance	Pre-delivery phase	Off track	\$20,000 \$4,624 P-11443
This project will go out to tender late January.				
COMMUNITY FACILITIES	Tuatapere Hall - remove chimneys and structural report	Pre-delivery phase	On track	\$9,000 \$0 P-11444
Project to go out to tender by the end of January.				
COMMUNITY FACILITIES	Tuatapere library - exterior repaint	Delivery phase	On track	\$20,000 \$10,339 P-11446
New door is still to be manufactured and shipped.				
PUBLIC TOILETS	Tuatapere Half Mile Road playground – new toilet	Delivery phase	On track	\$236,336 \$6,311 P-10657
The toilet is installed and awaiting the car park sealing prior to approval of the building consent.				
WATER SUPPLY	Eastern Bush water supply upgrade - Stage 1	Pre-delivery phase	On track	\$512,500 \$66,539 P-10007
We are currently waiting on more drilling to be done in an attempt to find a better bore source for our source water as we try to explore options other than the river intake. It is still our intention to have these issues resolved to go to tender in the 2026/2027 period.				



Service contracts

Water and wastewater services operation and maintenance

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

During December, Council representatives, together with the Downer contract manager, carried out site investigations and audits of all contract facilities within the area. These inspections were undertaken to assess maintenance standards and to cross-reference recorded asset data with on-site conditions.

A small number of minor issues were identified during the inspections and were promptly addressed by Downer.

Mowing contract

Maintenance mowing is progressing well. With the recent fine weather, it has been encouraging to see areas being mowed regularly and standards returning to expected levels. We continue to work closely with our contract partners to further improve service delivery. Mowing recommenced in the week of 5 January following the Christmas break.

Waimea Alliance

With December being a shorter month due to Christmas and staff going away on leave, the Waimea team have been very busy making sure all the urgent jobs got completed before the holidays started. A skeleton crew worked through to cover township rubbish and any RFSs that came in.

With the culvert now being replaced on the Josephville-St Patricks Road and one last stabi done on the Clifden-Blackmount Road at the start of the month, Waimea is now 100% released of all our reseal sites for 2025-2026. The drainage crew replaced a collapsed culvert on the Pyramid-Waiparu Road before they shifted to complete the culvert on Josephville-St Patricks Road. After that culvert they started on our timber culvert replacement programme completing the 1900mm culvert on Felton Road.

The second culvert on Felton Road will now take place at the start of the new year. The premix crew made a start on their 2026-2027 pre reseal repairs on Castlerock Road while the stabi crew also made a start with their 2026-2027 list completing most of the years stabis with only the Fingerpost-Pyramid Road to do when they get back on deck in the new year. We've engaged a couple of sub-contractors to do some grading for us in the Monowai and Te Anau areas in the lead up to Christmas for all the extra traffic that will be about. Bruce Dickens Tree Topping went through the Happy Valley Road for us and gave this a good hard trim back to keep things at bay for a while. Our suction sweeper has been around the Te Anau township at the start of the month for our pre-Christmas sweep. RFSs continued to come in throughout the month which we assessed and dealt with accordingly.

With the pre-reseal repairs completed for 2025/2026 we will update the programme next month for 2026/2027.

We have also started our 600 and above culvert inspections, this began in the Central Alliance and will shift to Waimea next year.

Requests for service summary

REQUEST TYPE	COUNT
Community facilities - halls - repairs/maintenance	2
Community housing - repairs and maintenance	2
Council property enquiry	1
Footpaths	1
Gravel road faults	2
Hazards	2
Litter matters rural (not state highway)	2
Parks and reserves - repairs and maintenance	1
Roadside spraying - noxious weeds	2
Streetlights out	2
Streetscape -vegetation	2
Toilets - cleaning, repairs and maintenance	2
Transport - road complaints	1
Transport general enquiries	2
Urban stormwater (manholes, grates)	2
Vegetation rural (overgrown or visibility issues)	1
Water and waste general	1
Water urban non urgent weeping water	1
Wheelie bin cancel/damaged/stolen	2
Wheelie bin new/additional	2
TOTAL	33

2026 Community Board calendar

JANUARY 2026	FEBRUARY 2026	MARCH 2026	APRIL 2026	MAY 2026	JUNE 2026	JULY 2026	AUGUST 2026	SEPTEMBER 2026	OCTOBER 2026	NOVEMBER 2026	DECEMBER 2026
	3 February - board workshops and meeting	3 March - board workshop	14 April - board meeting	5 May - board workshop	2 June - board meeting	7 July - board workshop	4 August -board meeting	1 September board workshop	6 October 2025 – board meeting	3 November – board workshop	1 December - board meeting
	10 February – board tour				Community Partnership Fund allocations		Community Partnership Fund applications close 31 August	Community Service Award nominations close 30 September			Scholarships and bursary applications close 20 December
		Community Partnership Fund, District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel Fund applications close 31 March						Community Partnership Fund, District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel Fund applications close 30 September			







# SDC SUMMER HOLIDAY PROGRAMME

Get #ActiveAS with our #FunAS Holiday Programme

PRESENTED BY ACTIVE SOUTHLAND

## LOCATIONS

- Te Anau - Tuesday 13th January
- Lumsden - Wednesday 14th January
- Riverton - Tuesday 20th January
- Otautau - Thursday 22nd January
- Winton - Monday 26th January
- Wyndham - Tuesday 27th January
- Riversdale - Friday 30th January
- Stewart Island - Monday 2nd February

**\$6 PER CHILD**

**5-12 YEARS**

**Free play**

**Sports**

**Swimming**

**10AM - 3PM**

**And more**

To register, visit our event page on our website: [www.activesouthland.co.nz](http://www.activesouthland.co.nz)

Registrations close 48 hours before the session







## Are you a member of a community group or club?

Your community group or club could be an incorporated society

Recent law changes mean that every incorporated society must **reregister before 5 April 2026** to keep its status and assets.



Learn more about the law changes by scanning the QR code, or go to: [is-register.companiesoffice.govt.nz/law-changes](https://is-register.companiesoffice.govt.nz/law-changes)



MINISTRY OF BUSINESS,  
INNOVATION & EMPLOYMENT  
HĪKINA WHAKATUTUKI

Te Kāwanatanga o Aotearoa  
New Zealand Government

## Chairperson's Report

Record no: R/26/1/1102  
Author: Rachael Poole, Committee advisor  
Approved by: Robyn Rout, Governance legal manager  
Report type: Information

### Purpose

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

### Staff recommendations

That the Tuatapere Te Waewae Community Board:

- a) notes the information contained in the report.

### Chairperson update

- 3 Welcome back to a new, exciting year. I hope that you have all had a great festive season and the chance for a break to refresh.
- 4 Since the last Chair's Report our community have been very busy and it's great to recollect on some of the fun filled events including:
  - The Tuatapere Christmas Parade on 23rd December which was the best yet. We are indeed grateful to John Munro and his team for tremendous preparation. John has told me that there were 350 in attendance.
  - The New Year's Day Sports. Although it may not continue it went out with a Bang! Huge thanks are extended to Peter Templeton, Christine and Peter Egerton and the Axeman's Society for their huge contribution to this iconic occasion over many years.
  - Revitalize Concert held by Tim and Helen Gow at Blackmount. It's really impressive that they continue to host this special festival yearly.
  - Nathalie and Cameron Pahl's Open Flower Day at Clifden attracted a lot of interest and the chance for picture postcard photos of children and families amongst the peonies. This opening to the public was a very generous gesture by Nathalie and Cam and all who attended had a wonderful day.
  - Active Southland's free BBQ, in association with Southland Plunket, at Jack and Mattie Bennett Playground on the 'Tour of Southland' day through Tuatapere was a popular event for families. The children enjoyed the Tuna Tuna track, flying fox and other playground equipment and were delighted with the free helmets!
- 5 Worthy recipients of our congratulations and thanks are:
  - The Orepuki Promotions' Group for the 'Historic Water Tower Project'. It looks amazing!

- The Orepuki Community for their huge clean-up of the Orepuki Hall in preparation for a local wedding. Photos of the decorated hall were stunning!
- Grant Lightfoot of Orepuki with the successful innovative edible bale wrap (KiwiEconet).
- The Tui Trails Team who continue to do amazing work on our beautiful native bush tracks including:
  - Errol Templeton- our Tui Trails Working Team leader- who oversees all of our tracks.
  - The periodic detention team-guided by Errol and Malcolm- have done a fantastic job of tidying the Greenheart Reserve and Templeton's Track.
  - Glen and Alan, who kindly keep their ends of Alton Terrace Walk and McLeod's Track, immaculate.
  - Geoff Smith who actually rakes Lillian's Loop; any wonder it's such a well- used and enjoyed track!
- The Tuatapere Presbyterian Church Christmas fundraiser was a calendar featuring beautiful photos of our Tui Trails by Mike Goodwin.
- Tuatapere Medical Centre and Tuatapere Fire Brigade hosted a meeting of stakeholders, along with Emergency Management Southland, to pave a way forward in preparing for an emergency event. This was well attended and there was lots of productive, positive discussion.

#### 6 Other Chairperson News:

- Orepuki Book Bus. It was a great day in Orepuki on 13th January when the Southland District Council Book Bus returned in its service to the community. There were 12 happy people who attended and all enjoyed what the Bus has to offer and the chance for a social chat. Paula and Belinda (librarians) were delighted with the response. The Bus will return on 10th February at 1pm. The book bus trial is for six months but with the great start it will hopefully continue for some length of time.
- We have been very spoilt to have had Glen Vile as our monthly cleaner at the Tuatapere RSA Hall. Glen has chosen to 'retire' from this job so we will need to find a replacement who will have big shoes to fill. Glen's last day of cleaning the hall will be either 26th or 28th January. We are so very grateful to Glen for her commitment and her fastidious approach to cleaning and wish her well in the future.
- Jack and Mattie Bennett Playground toilet. The new wrap design is absolutely beautiful and there have been many nice comments. Sadly there has been a delay in the actual opening of the toilet due to the need for sealing of the car park to be completed first.
- The Tuatapere Library door may be replaced in the near future. Sean has told me that the contractor has now received the new door so hopefully the installation should be soon!
- Greenheart Survey. Although there were only 14 responses the comments were really thoughtful and constructive.



- Over the summer sadly there was some vandalism at the Clifden Bridge toilets reported to the Chair by a local. An RFS was submitted.
- The New World Sausage Event preparations for Thursday 26th February are well underway and there are hopes that it be very well attended. The Chair sent an invitation to Mayor Rob Scott so hopefully he will be able to attend. The sausage tasting, voting and awards will be between 3pm and 6pm but activities and food vendors will continue until 7pm. There will be quite a media presence. This is a great chance to shine as a town and a community.
- It would be good to see the playground toilet and the library door projects completed promptly and the Orawia Community Centre refurbishment dealt with very soon. Then we can focus on some of our other projects including the exciting possibilities open to us with the Greenheart Reserve.

The next meeting of the Tuatapere Te Waewae Community Board will be held on 14 April 2026, after Easter and Southland Anniversary Day.

#### Attachments

There are no attachments for this report.



## Councillor update

Record no: R/26/1/2979  
Author: Deborah-Ann Smith-Harding, Committee advisor  
Approved by: Vibhuti Chopra, Group manager strategy and partnerships  
Report type: Information

### 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 13 November 2025 to 28 January 2026.

### Staff recommendations

That the Tuatapere Te Waewae Community Board:

- a) notes the information contained in the report.

### Context

- 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 Byars 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](#)

26 November 2025 – Council meeting	
Report	Overview
Sport NZ rural travel fund allocations - September 2025 funding round	<p>Council received seven application and approved the allocation of funds for the Sport NZ Rural Travel Fund as follows:</p> <ol style="list-style-type: none"> <li>1. Netball Fiordland \$1,200</li> <li>2. Fiordland Hockey Club \$1,000</li> <li>3. Winton Swimming Club \$1,000</li> <li>4. Te Anau Cricket Club \$1,000</li> <li>5. Menzies College \$1,000</li> <li>6. Fiordland Swimming Club \$800</li> <li>7. Te Anau Tennis Club \$500</li> </ol>
District initiatives fund allocations - September 2025 funding round	<p>Council received 11 applications and approved the allocation of funds from the District Initiatives Fund as follows:</p> <ol style="list-style-type: none"> <li>1. Loss &amp; Grief Support Trust \$7,500</li> <li>2. Te Araroa Trail \$3,000</li> <li>3. Fiordland Marine SAR \$3,000</li> <li>4. Waikaia Trails Trust \$4,000</li> <li>5. Citizens Advice Bureau \$5,000</li> <li>6. Southern Cancer Society \$0</li> </ol>

	<p>7. Parent to Parent \$4,000</p> <p>8. Northern Southland Community Resource Centre Charitable Trust \$4,000</p> <p>9. Multi-purpose turf Central Southland \$3,000</p> <p>10. Royal NZ Plunket Trust \$0</p> <p>11. Life Education Trust \$4,000</p>
<b>10 December 2025 – Council meeting</b>	
Report	Overview
Private plan change 3 - Blue Sky Meats - approval	<p>Plan Change 3 sought to rezone approximately 46 hectares of land at 729 Woodlands Morton Mains Road from Rural to Industrial with Blue Sky Meats Precinct provisions.</p> <p>Council accepted the recommendation of the Independent Hearing Commissioner pursuant to Clause 10 of the First Schedule of the Resource Management Act 1991, and approves Plan Change 3 with modifications as set out in the Commissioner's report.</p> <p>Council noted that the decision will be publicly notified under Clauses 10 and 11 of Schedule 1 of the Resource Management Act 1991, with a 30-working day appeal period.</p>
Revised Charter of Understanding	<p>The Charter of Understanding   He Huarahi mō Ngā Uri Whakatupu (the Charter) provides the basis for an ongoing relationship between local authorities and tangata whenua of Murihiku Southland.</p> <p>Council noted the information contained in the report that informed them of the review of the Charter and the changes made. Due to the current uncertainty around the local government structure, Council requested that the charter be reviewed within 12 months to ensure relationships are maintained.</p>
Management report October 2025	<p>The chief executive and staff provided an update on recent staff activity across Council and spoke about the severe windstorm event that struck at the end of October. Mr McIntosh reflected that what stood out for him was the character and commitment of our people.</p> <p>Through the challenges of the weeks that followed, staff continued to deliver essential services as well as supporting families and friends who were affected by the storm.</p> <p>Manager resource consent processing Elizabeth Hovell, team leader monitoring and compliance Dave Blanks, programme delivery manager Dave Connell, strategic manager transport Hartley Hare, GM customer and community wellbeing Sam Marshall, community facilities manager Mark Day and GM strategy and partnerships Vibhuti Chopra spoke to their parts of the management report.</p>
<b>10 December 2025 – Finance and Assurance Committee meeting</b>	
Finance and Assurance Committee work plan for the year ended 30 June 2026	<p>The Committee noted the information and amendments made to the work plan for the work programme discussed and agreed at the 19 March 2025 meeting for the financial year ending 30 June 2026.</p>

Financial Report for the period ended 31 October 2025	<p>The Committee received an overview of the financial results for the four months to 31 October 2025 by Council's seven activity groups and corporate services, as well as the financial position and the statement of cashflows as of 31 October 2025.</p> <p>This provided the Committee with a report on the reporting covenants and thresholds on 31 October 2025 as identified in our investment and liability management policy and by the Local Government Funding Agency.</p> <p>The Committee was provided with the most recent investment reports from Council's balanced funds managers, Milford Investments and BTNZ (Westpac). BTNZ returned 11.34% and Milford returned 11.24% for the previous 1 year period.</p>
Health and Safety Update	<p>Organisational health and safety manager, David McCone provided an update on health and safety related events and activity over the last quarter.</p> <p>Staff have identified the top three risks encountered during the last quarter as driving (one near miss), unstable ground/falling objects (approx. 15,000 trees in public areas) and psychosocial (abuse from members of the public). Effective mitigation is in place for these identified risks.</p>
Risk management - December 2025 quarterly update	<p>Risk analyst, Jane Edwards, submitted the December 2025 quarterly risk management report noting the following:</p> <ul style="list-style-type: none"> <li>• three risks are assessed as requiring an increased focus. The increased risk status of two of these remains unchanged from last quarter (change risk and finance risk), and one risk status has changed from stable to increased (adverse event risk).</li> <li>• two risks have changed from increased to stable (cybersecurity risk and strategic relationships risk).</li> <li>• one risk has been changed from stable to decreased (social licence risk).</li> </ul> <p>The Committee noted those risks currently assessed as of significant issue for the December 2025 quarter.</p>
Capital delivery programme review	<p>Programme delivery manager, Dave Connell and GM infrastructure and capital delivery, Fran Mikulicic spoke to the Committee and confirmed that the Capital Programme Delivery Governance Group (CPDGG) reviewed the 2025/2026 programme and determined its deliverability.</p> <p>The Committee recommended to Council that it approves the changes to the 2025/2026 capital programme as reported, with the outcome being the total annual capital programme will reduce for 2025/2026 to \$75,965,364.</p> <p>The Committee requested a workshop be held to understand the budgeting and scoping process and prioritisation of projects and that future capital delivery programme reporting will include the origin date of projects where practicable.</p>

B2B update	The Committee received an update on the progress with the Back Together Build (B2B) project. Internal demolition has started, staff have been involved in key design refinements, and everything is progressing as planned. Requests for tender have been uploaded and will close on 19 December 2025 and all other KPI's are on track.
Interim performance report - period one, 1 July 2025 to 31 October 2025	The Committee was presented with the Interim Performance Report for period one, from 1 July 2025 to 31 October 2025 by GM finance and assurance, Anne Robson. The results to date show that for the 70 KPI's, 66% (46) are on target, 10% (7) are near target, 13% (9) are off target and 11% (8) are yet to be measured. This is in line with reporting for the same period last year.
Quarterly update on progress for the Environmental Services Business Improvement plan - 17a review	The Committee received an update and approved the closure of all remaining Environmental Services Business Improvement Plan action points based on the work undertaken and discussions included in the report.

## Attachments

There are no attachments for this report.

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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 award nomination - September 2025 - confidential

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 award nomination - September 2025 - confidential	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.