



Agenda

Waihōpai Toetoe Community Board

Tuesday, 24 February 2026, 7pm
Memorial Hall Wyndham, 44 Balaclava Street, Wyndham



Chairperson
Deputy chairperson
Members

Pam Yorke
Emily Butters
Denise Fodie
Fiona McCabe
Melanie McIntyre
George Stevenson
Andrea Straith
Councillor Julie Keast

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.



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



Cultural - communities with a sense of belonging for all.



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"> • appoint a chairperson and deputy chairperson • 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.

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"> e) recommend to Council initiating an appeal to the environment court on decisions relating to resource consent applications that the board has made submissions on f) provide support to the development of community plans for a civil defence emergency and the recovery afterwards.
DELEGATIONS	<p>In exercising the delegations the boards will operate within:</p> <ul style="list-style-type: none"> a) policies, plans, standards or guidelines that have been established and approved by Council b) the needs of the local communities c) the approved budgets for the activity. <p>Boards shall have the following delegated powers and be accountable to Council for the exercising of these powers (Local Government Act 2002 section 53).</p> <p>Community wellbeing</p> <ul style="list-style-type: none"> a) develop local strategies to improve areas of wellbeing (where a need has been identified) b) to develop local community outcomes that reflect the desired goals for their community or place. <p>Community board plans</p> <ul style="list-style-type: none"> a) Regularly review and update the community board plan to keep the plan relevant. <p>Decisions on locally funded assets and services</p> <ul style="list-style-type: none"> a) accept donations of a local asset (e.g. a gas barbeque, park bench, etc) with a value of less than \$30,000 b) approve project definitions or business cases for approved budgeted capital expenditure up to \$300,000. <p>Unbudgeted expenditure</p> <ul style="list-style-type: none"> a) approve unbudgeted operating expenditure for local activities of up to \$20,000 b) approve up to a \$20,000 increase in the projected cost of a budgeted capital works project/item that is included in the annual plan or long term plan c) authority to delegate to the chief executive, when approving a project definition or business case, over-expenditure of up to \$10,000 for capital expenditure against the budget detailed in the annual plan or long term plan. <p>Leases and licenses</p> <p>In relation to all leases and licences of land and buildings for local activities within their own area, and subject to any relevant legislation and/or policy requirement, on behalf of Council;</p> <ul style="list-style-type: none"> a) accept the highest tenders for rentals more than \$10,000 b) approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.

	<p>Community spaces and roads</p> <ul style="list-style-type: none"> a) authority to decide upon requests from the community, regarding names of open local spaces and the placement of structures and commemorative plaques. b) authority to decide on the name of public roads, private roads and rights of way <p>Community assistance</p> <ul style="list-style-type: none"> a) establish a system for prioritising allocations, based on criteria provided by Council b) grant funds from the Community Partnership Fund c) allocate bequests or grants generated locally, consistent with the terms of the bequest or grant fund. <p>Northern Southland development fund</p> <ul style="list-style-type: none"> a) the Northern board can make decisions regarding funding applications to the Northern Southland development fund.
LIMITS TO DELEGATIONS	<p>Boards have no financial or decision-making delegations other than those specifically delegated by Council.</p> <p>Boards shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its long term plan or annual plan.</p> <p>In accordance with the provisions of section 39(2) of Schedule 7 of the Local Government Act 2022 the board may not incur expenditure in excess of the approved budget.</p> <p>Matters that are not delegated</p> <p>Council has not delegated to boards the power to:</p> <ul style="list-style-type: none"> a) make a rate or bylaw b) acquire, hold or dispose of property c) direct, appoint, suspend or remove staff d) engage or enter into contracts and agreements and financial commitments e) institute an action for recovery of any amount f) issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like; g) institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal to the environment court on decisions in respect to resource consent applications on which the board has made submissions.
CONTACT WITH MEDIA	<p>The board chairperson is the authorised spokesperson for the board in all matters where the board has authority or a particular interest.</p> <p>Board members, including the chairperson, do not have delegated authority to speak to the media or outside agencies</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>District activities include:</p> <ul style="list-style-type: none"> a) community leadership at a district level (including district community grants) b) wastewater c) waste services d) water supply e) stormwater f) district funded open spaces (parks and reserves) g) roading h) district community services (library services, cemeteries, community housing and heritage/culture) i) district community facilities (public toilets, library buildings, offices and amenity buildings) j) environmental services (building services, resource management, environmental health, animal services, emergency management) k) corporate support services <p>Local activities include:</p> <ul style="list-style-type: none"> a) community leadership at a local board level (including local community grants) b) local community facilities (halls, community centres and other amenity buildings) within Council's activity management plans for community facilities c) water facilities (boat ramps, wharves, jetties and harbour facilities) d) locally funded open spaces (parks and reserves, playgrounds and streetscapes) e) parking limits, footpaths and streetlights f) Te Anau/Manapouri Airport (for the Fiordland Community Board) g) Stewart Island Electricity Supply Authority (SIESA) (for the Stewart Island/Rakiura Community Board)

Levels of service is a term in asset management referring to the quality of a given service. Defining and measuring levels of service is a key activity in developing infrastructure asset management plans. Levels of service may be tied to physical performance of assets or be defined by customer expectation and satisfaction.

Preferential allocation is when there is a preference that a lease or license is given to a particular person or group, rather than having an open process. For example, a neighbouring land owner or a community group that use a building may be asked if they want to lease the land/building, rather than giving the wider public the opportunity to tender or apply.

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

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 Waihōpai Toetoe Community Board Meeting held on 16 December 2025.
Confidential Minutes of the Waihōpai Toetoe Community Board Meeting held on 16 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 or phoning 0800 732 732 .

8 Reports

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8.1 Wyndham camping ground - unbudgeted expenditure request

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8.2 Community board reporting

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8.3 Councillor update

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8.4 Chairperson's report

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9 Closure

The chair will close the meeting.

Summary of reports

	Report name	Purpose	Report type	Page
8.1	Wyndham camping ground - unbudgeted expenditure request	The purpose of this report is for the board to recommend to Council for unbudgeted expenditure to assist with the cost of reopening the camping ground be approved, and also to approve unbudgeted expenditure for the operational costs of the camping ground for 2025/2026 and 2026/2027 as well as decreasing the project budget for project P-11222 for 2026/2027 from \$75,000 to \$45,000.	Recommendation	29
8.2	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	37
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	51
8.4	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	55



Minutes

Waihōpai Toetoe Community Board

Tuesday, 16 December 2025, 7pm
Memorial Hall Wyndham, 44 Balaclava Street, Wyndham

PRESENT

Chairperson	Pam Yorke
Deputy chairperson	Emily Butters (via video link)
Members	Denise Fodie Fiona McCabe Melanie McIntyre George Stevenson Andrea Straith Councillor Julie Keast

IN ATTENDANCE

Councillor Paul Duffy
Committee advisor - Fiona Dunlop
Community partnership leader - Karen Purdue

1 Opening

The Chairperson opened the meeting.

2 Apologies

There were no apologies.

3 Leave of absence

There were no requests for leave of absence.

4 Conflict of interest

Councillor Keast declared a conflict of interest in relation to item 8.2 Community partnership fund applications - September 2025 funding round application 7 – South Catlins Promotions. She advised that she would not take part in discussion or vote.

Emily Butters declared a conflict of interest in relation to item 8.2 Community partnership fund applications - September 2025 funding round application 7 – South Catlins Promotions. She advised that she would not take part in discussion or vote.

Denise Fodie declared a conflict of interest in relation to item 8.2 Community partnership fund applications - September 2025 funding round application 7 – South Catlins Promotions. She advised that she would not take part in discussion or vote.

Pam Yorke declared a conflict of interest in relation to item 9.1 Community service award nomination – September 2025. She advised that she would not vote.

5 Additional Agenda items

There were no additional agenda items.

6 Confirmation of minutes

Resolved

Moved Cr Julie Keast/Fiona McCabe

That the Waihōpai Toetoe Community Board confirms the minutes of the meeting held on 3 November 2025 as a true and correct record of that meeting.

Carried

7 Public participation

David McKenzie Edendale Primary School Principal addressed the Board in support of their application to the Community Initiatives Fund.

Reports

8.1 Delegations to the community board

Record No: R/25/11/57010

Report presented by Governance legal manager Robyn Rout.

The purpose of the report was to provide information to the Waihōpai Toetoe Community Board on the delegations from Council that were approved on 12 November 2025.

Resolved

Moved Andrea Straith/George Stevenson

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.

Carried

8.3 Wyndham camping ground - future management

Record No: R/25/11/54695

Report presented by Community partnership leader Karen Purdue.

The purpose of the report was to update the board on progress, recent community feedback, and new operational information regarding the Wyndham camping ground, and to seek direction on a preferred operating model that will enable a reopening and support a cost neutral long term operation after some initial capital investment in the facilities and grounds.

Resolved

Moved Andrea Straith/Cr Julie Keast

That the Waihōpai Toetoe 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/administrative based on Southland District Council's Significance and Engagement Policy.
- 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) Recommend to council to approve the transfer of the remaining budget \$34,020.69 from the Baird-Hewat Square/Doctors Square project to P-11222 Wyndham Camping Ground – Construction. To be funded from Better off Funding if approved by the Department of Internal Affairs otherwise to be funded by a ten-year loan.
- e) recommends to staff that they proceed to install a user pays technology system at the Wyndham camping ground with the following:
- installation of 240v power supply to gate location
 - Wi-Fi, 4G/5G, or Starlink installation and monthly data charges
 - trenching and underground cable installation
 - network hardware (router, switches, CAT6 cabling)
 - any internal rewiring within the amenities block
 - earthworks or concrete pads for gate posts
 - shower rebuilds or plumbing upgrades
 - cabin upgrades (mattresses, curtains, screens)
 - electrical upgrades (power point earthing, appliance replacement)
 - replacement laundry equipment
 - signage for entry, site rules and wayfinding
 - fencing

Carried

Staff recommendations were moved with changes as **indicated**.

Melanie McIntyre, Denise Fodie and Fiona McCabe abstained from voting on the above.

8.4 Brydone recreation reserve grazing income

Record No: R/25/11/55952

Report presented by Property advisor, Sara-Jane Fitzgerald.

The purpose of the report was for staff to seek a recommendation from the Waihōpai Toetoe Community Board, on the continuation of the rental income from the Brydone recreation reserve being available to be spent on the upkeep and running of the neighbouring Brydone hall.

Resolved

Moved Fiona McCabe/George Stevenson

That the Waihōpai Toetoe 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.
- 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) recommends to Council to write to the Minister of Conservation seeking approval for the rental income from the Brydone recreation reserve be spent on the upkeep and running of the Brydone public hall.

Carried

8.5 Financial report for the year ended 30 June 2025

Record No: R/25/12/57748

Report presented by finance business partner lead Susan McNamara.

The purpose of the report was to present the final financial results and supporting information for the local activities within the Waihōpai Toetoe Board area for the year ended 30 June 2025.

Resolved

Moved Cr Julie Keast/George Stevenson

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.

Carried

8.6 Draft budgets and rates - Annual Plan 2026/2027

Record No: R/25/11/56832

Report presented by finance business partner lead Susan McNamara.

The purpose of the report was 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.

Resolved

Moved Andrea Straith/Cr Julie Keast

That the Waihōpai Toetoe 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 the following-amendments agreed at the meeting) and recommends to Council these be included in the draft Annual Plan 2026/2027.
- P-11222 Wyndham camping ground project to be reduced from \$156,366 to \$75,000 to be funded by loan
 - Reduce the community partnership grant from \$23,827 to \$20,000
- e) agrees that the following changes be made to the 2025/2026 local community board projects and recommends to Council that these be incorporated into Council's 2025/2026 forecasting process:

Town: Project	Current budget (2025/2026)	Revised budget (2025/2026)	Recommended timing (year) and budget
Edendale and Wyndham – Creation of multi-use track	\$600,000	\$0	LTP 2027-2037 \$600,000
Gorge Road – Speed feedback sign at Gorge Road Invercargill Highway	\$20,000	\$0	cancelled
Gorge Road – Speed feedback sign at Tokanui Gorge Road Highway	\$20,000	\$0	cancelled
Wyndham Museum Disposal	\$100,911	\$60,911	Balance cancelled
Edendale Proposed dog park	\$51,000	\$0	2026/2027 \$51,000
Edendale recreation reserve playground equipment renewal	\$2,855 Funded by loan	\$2,855 funded from Waihōpai Toetoe Community Board reserve	Funding source to be changed
Woodlands reconstruction of the track to Kingswood Bush	\$51,000 Funded by: Woodlands general reserve \$39,028 Loan \$11,972	\$51,000 Funded by: Woodlands general reserve \$42,143 Loan \$8,857	Funding source to be changed
Wyndham playground redevelopment	\$76,500 Funded by loan	\$76,500 funded from Waihōpai Toetoe Community Board reserve	Funding source to be changed

Edendale Wyndham footpath renewal programme	\$376,444 Funded by: NZTA \$63,618 Loan \$275,803 Edendale Wyndham footpath reserve \$37,023	\$376,444 Funded by: NZTA \$63,618 Loan \$274,310 Edendale Wyndham footpath reserve \$38,516	Funding source to be changed
Edendale and Wyndham five speed feedback signs	\$48,860 Funded by: Waihōpai Toetoe ward reserve \$20,060 Loan \$28,800	\$48,860 Funded by: Waihōpai Toetoe ward reserve \$21,607 Loan \$27,253	Funding source to be changed

- 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)
Waihōpai Toetoe Community Board rate	\$302,767
Tokanui/Quarry Hills Hall rate	\$26,225
Edendale-Wyndham Hall rate	\$42,250
Waihōpai Toetoe Hall rate (<i>was Fortrose Domain Hall rate</i>)	\$5,099
Waihōpai Toetoe Pool rate	\$28,750
Woodlands Septic Tank rate	\$17,146

- g) recommends to Council the setting of the following fees and charges for the year commencing 1 July 2026:

Fee/Charge Description	Notes	Fee/Charge (GST inclusive)
Tokanui hall		
Hall hire	Per hour (minimum booking 4 hours for casual users, no minimum for verified users)	\$10.00
	Per day	\$80.00
	Night charge per night (after 5pm)	\$150.00
Bond (refundable) (may be imposed at discretion of the custodian and advised at time of booking)	No GST	\$400.00
Cleaning	Per hour	\$50.00
If excessive staining on the floor and commercial cleaning is		

required the cost of such will be charged to the hirer		
Wyndham hall		
Hall hire	Per hour (minimum 4 hour booking for casual users, no minimum for verified users)	\$10.00
	Per day	\$80.00
Hall hire - night charge	Per night (after 5pm)	\$150.00
Diesel heating	Per litre used	At cost
Breakages/Damage	Repair/replacement	At cost
Bond (refundable) (may be imposed at discretion of the custodian and advised at time of booking)	No GST	\$1,000.00
Cleaning	Per hour	\$50.00
If excessive staining on the floor and commercial cleaning is required the cost of such will be charged to the hirer		
Wyndham camping ground		
Powered site (2 adults, 2 children)	Per day (maximum 6 people per site)	\$38.00
Non powered vehicle site	Per day (maximum 6 people per site)	\$30.00
Non powered tent site	Per day (maximum 6 people per site)	\$25.00
Cabin site	Per day	\$65.00
Additional persons per site	Adult per day	\$10.00
	Child (up to 15 years) per day	\$5.00
Shower base fee	Per use	\$4.00
Washing machine/dryer	Per use	\$6.00
Dump station	Per use	\$5.00

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

Carried

Staff recommendations were moved with changes as **indicated**.

8.7 Appointments to organisations (Hokonui Community-Led Health Table)

Record No: R/25/12/58693

Report presented by community leadership partner Karen Purdue.

The purpose of the report for the community board to appoint a representative to the Hokonui Community-Led Health table.

Following discussion on the matter, the Board agreed that it would lie the report on the table.

Resolved

Moved Chair Pam Yorke/Andrea Straith

That the Waihōpai Toetoe Community Board:

- a) Lay the report on the table.

Carried

Staff recommendations were moved with changes as indicated.

8.8 Adoption schedule of meetings

Record No: R/25/11/55824

Report presented by Committee advisor, Fiona Dunlop.

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

Resolved

Moved Chair Pam Yorke/George Stevenson

That the Waihōpai Toetoe Community Board:

- a) adopts a schedule of meetings for the triennium, of which the community board will meet at 7pm in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham on the following dates:
- Tuesday 24 February 2026
 - Tuesday 28 April 2026
 - Tuesday 23 June 2026
 - Tuesday 25 August 2026
 - **Wednesday 28 October 2026**
 - Tuesday 15 December 2026
 - Tuesday 23 February 2027
 - Tuesday 27 April 2027
 - Tuesday 22 June 2027
 - Tuesday 24 August 2027
 - **Wednesday 27 October 2027**
 - Tuesday 14 December 2027
 - Tuesday 22 February 2028
 - Wednesday 26 April 2028 *

- Tuesday 27 June 2028
- Tuesday 22 August 2028.
*ANZAC day

Carried

Staff recommendations were moved with changes as **indicated**.

8.9 Councillor update

Record No: R/25/11/57008

Councillor Keast took the board through the report.

This purpose of the report was 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.

Resolved

Moved Cr Julie Keast/Andrea Straith

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.

Carried

8.10 Chairs report

Record No: R/25/11/56129

There was no chairs report.

8.11 Local budget and projects update

Record No: R/25/12/58023

Report presented by Community partnership leader, Karen Purdue.

The purpose of this report is to inform the board of the current local budget information for the Waihōpai Toetoe Community Board area and to update the board on the status of current community projects in the board area.

Resolved

Moved George Stevenson/Melanie McIntyre

That the Waihōpai Toetoe Community Board:

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

Carried

8.2 Community partnership fund applications - September 2025 funding round

Record No: R/25/12/57706

Report presented by Community liaison officer, Gordon Crombie.

The purpose of the report was for the Waihōpai Toetoe Community Board to allocate funding for the September 2025 round of the Waihōpai Toetoe Community Partnership Fund.

Resolved

Moved Chair Pam Yorke/Andrea Straith

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as having 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. Edendale Primary School
 2. Eastern Southland Search & Rescue
 3. Wyndham Dance
 4. Niagara Hall Committee
 5. Wyndham Toy Library
 6. Seaward Downs Community Centre (application withdrawn)
 7. South Catlins Promotions

Carried

Denise Fodie withdrew from the table due to a conflict of interest.

Resolved

Moved Chair Pam Yorke/Andrea Straith

That the Waihōpai Toetoe Community Board:

- e) **Declines** a grant to Edendale Primary School to assist with the costs of redeveloping the playground.

Carried

Staff recommendation was moved with changes as **indicated**.

Denise Fodie returned to the table.

Resolved

Moved Chair Pam Yorke/Andrea Straith

That the Waihōpai Toetoe Community Board:

- f) **Approves** a grant of **\$5,000** to Eastern Southland Search & Rescue to assist with the costs of the operational base fit-out.

Carried

Staff recommendation was moved with changes as **indicated**.

Resolved

Moved Chair Pam Yorke/Andrea Straith

That the Waihōpai Toetoe Community Board:

- g) **Approves** a grant of **\$500 (incl GST)** to Wyndham Dance **tagged for hire of Wyndham Hall**.

Carried

Staff recommendation was moved with changes as **indicated**.

Resolved

Moved Chair Pam Yorke/Andrea Straith

That the Waihōpai Toetoe Community Board:

- h) **Declines** a grant to the Niagara Hall Committee to assist with the costs of upgrades **tagged that the Board welcomes an application in the future when a building warrant of fitness has been obtained**.

Carried

Staff recommendation was moved with changes as **indicated**.

Resolved

Moved Chair Pam Yorke/Andrea Straith

That the Waihōpai Toetoe Community Board:

- i) **Approves** a grant of **\$1,030.41** to the Wyndham Toy Library to assist with the costs of storage bags.

Carried

Staff recommendation was moved with changes as **indicated**.

Resolved

Moved Chair Pam Yorke/Andrea Straith

That the Waihōpai Toetoe Community Board:

- j) **Notes that the Seaward Downs Community Centre application was withdrawn.**

Carried

Staff recommendation was moved with changes as **indicated**.

Emily Butters and Councillor Keast withdrew from the table due to a conflict of interest.

Resolved

Moved Chair Pam Yorke/Andrea Straith

That the Waihōpai Toetoe Community Board:

- k) **Approves a grant of \$1,200 to South Catlins Promotions tagged for two scholarships to for people to attend the muster from the Waihōpai Toetoe Community Board area.**

Carried

Staff recommendation was moved with changes as **indicated**.

Emily Butters and Councillor Keast returned to the table.

Final resolution

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as having 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. Edendale Primary School
 2. Eastern Southland Search & Rescue
 3. Wyndham Dance
 4. Niagara Hall Committee
 5. Wyndham Toy Library
 6. Seaward Downs Community Centre

7. South Catlins Promotions

- e) Declines a grant to Edendale Primary School to assist with the costs of redeveloping the playground.
- f) Approves a grant of \$5,000 to Eastern Southland Search & Rescue to assist with the costs of the operational base fit-out.
- g) Approves a grant of \$500 (incl GST) to Wyndham Dance tagged for hire of Wyndham Hall.
- h) Declines a grant to the Niagara Hall Committee to assist with the costs of upgrades tagged that the Board welcomes an application in the future when a building warrant of fitness has been obtained.
- i) Approves a grant of \$1,030.41 to the Wyndham Toy Library to assist with the costs of storage bags.
- j) Notes that the Seaward Downs Community Centre application was withdrawn.
- k) Approves a grant of \$1,200 to South Catlins Promotions tagged for two scholarships to for people to attend the muster from the Waihōpai Toetoe Community Board area.

Public excluded

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

Resolved

Moved Cr Julie Keast/Andrea Straith

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

9.1 Community service award nomination - September 2025

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:

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	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.

Permit Councillor Duffy to be present for public excluded.

Carried

The public were excluded at 10.25pm.

The meeting closed at 10.29pm.

Confirmed on:

Signed:

Wyndham camping ground - unbudgeted expenditure request

Record no: R/26/2/4824
Author: Karen Purdue, Community partnership leader
Approved by: Sam Marshall, Group manager customer and community wellbeing
Report type: Recommendation

Purpose

- 1 The purpose of this report is for the board to recommend to Council for unbudgeted expenditure to assist with the cost of reopening the camping ground be approved, and also to approve unbudgeted expenditure for the operational costs of the camping ground for 2025/2026 and 2026/2027 as well as decreasing the project budget for project P-11222 for 2026/2027 from \$75,000 to \$45,000.

Staff recommendations

That the Waihōpai Toetoe 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. 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) approves unbudgeted expenditure in 2025/2026 for operational expenditure relating to the running of the camping ground of \$4,470 to be funded from any income earned during the year with any shortfall to be funded from the Waihōpai Toetoe Community Board reserve.
- e) recommends to Council to include in the Annual Plan for 2026/2027 operational expenditure relating to the running of the camping ground of \$15,072 to be funded by the additional rental income earned during the year.
- f) recommends to Council to approve unbudgeted expenditure in 2025/2026 for P-11222 (Wyndham Camping Ground – Construction) of \$30,000 to be funded by the Waihōpai Toetoe Parks and Reserves Capital Fund Reserve.
- g) recommends to Council to reduce the project P-11222 Wyndham Camping Ground – Construction in the annual plan for 2026/2027 from \$75,000 to \$45,000.

Executive summary

- 2 The board is being asked to determine whether it wishes to recommend to Council that unbudgeted expenditure of \$30,000 plus GST relating to the Wyndham Camping Ground construction project (P-11222) funded from the Waihōpai Parks and Reserves Capital Fund Reserve, be approved.
- 3 In addition, approval is being sought from the board for unbudgeted expenditure in 2025/2026 relating to the running of the camping ground of \$4,470 to be funded from any income earned during the year, with any shortfall to be funded from the Waihōpai Toetoe Community Board reserve.
- 4 For the 2026/2027 year the board is being asked to recommend to Council that unbudgeted expenditure of \$15,072 for the operational costs of running the camping ground be approved.
- 5 The board is also seeking to reduce the budget for project P-11222 (Wyndham Camping Ground – Construction) from \$75,000 to \$45,000 which was scheduled to take place in 2026/2027.
- 6 The Wyndham camping ground is currently closed, and it is important that works be undertaken so that it can be reopened as soon as practicable.

Context

- 7 Council approved the transfer of the remaining budget in the amount of \$34,020.69 from the Baird-Hewat Square/Doctors Square project to the Wyndham camping ground. This is to be funded via Better off Funding if approved by the Department of Internal Affairs, (DIA) otherwise to be funded via a 10 year loan.
- 8 The board had previously approved a budget in 2026/2027 of \$75,000 plus GST to assist with the upgrade of facilities at the Wyndham camping ground. However, due to the current circumstances the board requires an additional budget of \$30,000 in the 2025/2026 year so it is now recommending to Council that unbudgeted expenditure of \$30,000 be approved in the current year and that the \$75,000 budget in 2026/2027 be reduced to \$45,000.
- 9 During this process it has also been noted that there were no allowances made for operating costs at the camping ground in 2025/2026 and 2026/2027. It is anticipated that operating costs for April – June 2026 will be \$4,470 which the board is able to approve itself. This is to be funded via camp income with any shortfall to be funded via the Waihōpai Toetoe Community Board General Reserve.
- 10 The budgeted operational costs for 2026/2027 are \$15,072 which will also be funded via camp income.

Discussion

- 11 The board is committed to re-opening the Wyndham camping ground and this project and associated works are vital to achieving this.
- 12 The works include, painting, internal maintenance of ablution block, renovation of existing showers, installation of the Penny software and associated hardware and electrical costs, cabin upgrades including bedding, window treatments, heating solutions and signage.
- 13 The board requires a change to project P-11222 (Wyndham Camping Ground – Construction) in that the budget for 2026/2027 be reduced from \$75,000 to \$45,000 and that unbudgeted expenditure of \$30,000 be approved in 2025/2026 to be funded from the Waihōpai Toetoe Parks

& Reserves Capital Fund Reserve, the balance of which is forecast to be \$68,567.00 as at 30 June 2026.

- 14 It should be noted that the board also has a budget of \$34,020.69 being residual funds from the Hewat-Baird/Doctors Square project that we are seeking approval from DIA to transfer towards this project.

Options

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

Option 1 – approves unbudgeted expenditure in 2025/2026 for operational expenditure relating to the running of the camping ground of \$4,470 to be funded from any income earned during the year with any shortfall to be funded from the Waihōpai Toetoe Community Board reserve.

Option 2 – does not approve unbudgeted expenditure in 2025/2026 for operational expenditure relating to the running of the camping ground of \$4,470 to be funded from any income earned during the year with any shortfall to be funded from the Waihōpai Toetoe Community Board reserve.

Option 3 – recommends to Council to include in the Annual Plan for 2026/2027 operational expenditure relating to the running of the camping ground of \$15,072 to be funded by the additional rental income earned during the year. To also recommend to Council to approve unbudgeted expenditure in 2025/2026 for P-11222 (Wyndham Camping Ground – Construction) of \$30,000 to be funded by the Waihōpai Toetoe Parks and Reserves Capital Fund Reserve. In addition, recommend to Council to reduce the project P-11222 (Wyndham Camping Ground – Construction) in the annual plan for 2026/2027 from \$75,000 to \$45,000.

Recommended option:

- 16 Option one and three is the recommended option.

Option 1 – approves unbudgeted expenditure in 2025/2026 for operational expenditure relating to the running of the camping ground of \$4,470 to be funded from any income earned during the year with any shortfall to be funded from the **Waihōpai Toetoe** Community Board reserve.

Advantages	Disadvantages
<ul style="list-style-type: none"> • there is a budget to cover the operational costs of the camping ground • the camping ground will be able to earn an income as it will be open. 	<ul style="list-style-type: none"> • there may be less reserve funds available for other projects.

Option 2 – does not approve unbudgeted expenditure in 2025/2026 for operational expenditure relating to the running of the camping ground of \$4,470 to be funded from any income earned during the year with any shortfall to be funded from the **Waihōpai Toetoe** Community Board reserve

Advantages	Disadvantages
<ul style="list-style-type: none"> • none identified. 	<ul style="list-style-type: none"> • the camping ground is not able to be reopened as planned • a missed opportunity to realise some economic growth for the area • no opportunity for the camping ground to recoup costs through visitor income.

Option 3 – recommends to Council to include in the Annual Plan for 2026/2027 operational expenditure relating to the running of the camping ground of \$15,072 to be funded by the additional rental income earned during the year. To also recommend to Council to approve unbudgeted expenditure in 2025/2026 for P 11222 (Wyndham Camping Ground – Construction) of \$30,000 to be funded by the **Waihōpai Toetoe Parks and Reserves Capital Fund Reserve. In addition, recommend** to Council to reduce the project P-11222 (Wyndham Camping Ground – Construction) in the Annual Plan for 2026/2027 from \$75,000 to \$45,000.

Advantages	Disadvantages
<ul style="list-style-type: none"> • the planned work is able to proceed and the camping ground reopened in the current financial year • more visitors to the area will provide an economic injection into the local community • visitors will have a place to stay. 	<ul style="list-style-type: none"> • there may be less reserve funds available for other projects.

Option 4 – does not recommend to Council that an operational budget of \$15,072 be included in the 2026/2027 Annual Plan, does not seek approval for unbudgeted expenditure of \$30,000 in 2025/26 for P-11222 (Wyndham Camping Ground – Construction) to be funded from rental income earned during the year and also does not seek approval to reduce P-11222 (Wyndham Camping Ground – Construction) in the Annual Plan for 2026/2027 from \$75,000 to \$45,000.

Advantages	Disadvantages
<ul style="list-style-type: none"> • none identified. 	<ul style="list-style-type: none"> • the planned work is not able to proceed and the camping ground reopened in the current financial year • a missed opportunity to bring more visitors to the area which will provide an economic injection to the local community • visitors will not have a place to stay.

Legal considerations

- 17 There are no additional legal considerations beyond compliance with the Camping Ground Regulations 1985, health and safety obligations and standard electrical and building requirements associated with this work.

Strategic alignment

Strategic direction

- 18 The recommended approach aligns with Council's community outcomes and long term planning objectives by supporting local economic activity, maintaining accessible community facilities, and ensuring financially responsible service delivery.

Policy and plan consistency

- 19 Staff have not identified any inconsistencies with Council policy or the Long Term Plan. The proposed approach is consistent with Council's policies and supports cost neutral, community focused service delivery.

Financial considerations

- 20 This project was previously included in the 2024-2034 Long Term Plan with work planned to be completed in 2026/2027 under project P-11222, (Wyndham Camping Ground – Construction).
- 21 Due to a variety of factors, namely the lease being relinquished and subsequently the camping ground being closed, the board now wishes to recommend to Council that it approve unbudgeted expenditure in 2025/2026 for P-11222 (Wyndham Camping Ground – Construction) of \$30,000 to be funded by the Waihōpai Toetoe Parks and Reserves Capital Fund Reserve.
- 22 The balance of the of Waihōpai Toetoe Parks and Reserves Capital Fund as at 30 June 2026 is forecasted to be \$68,567. This reserve was created from Council's share of the sale proceeds for the Menzies Ferry and Maitaha Island halls.
- 23 During this process it was noted that no operational budgets existed for the camping ground in the 2025/2026 or 2026/2027 year.
- 24 Staff have estimated the operating costs at \$4,470 for the remainder of this financial year and at \$15,072 for 2025/2026.
- 25 Under the board's current delegations, it is able to approve unbudgeted expenditure of \$4,470 which will be funded from camping income and any shortfall from the Waihōpai Toetoe reserve which is forecast to have a balance of \$15,375 at 30 June 2026.
- 26 The board is also recommending to Council that it include in the annual plan for 2026/2027 operational expenditure relating to the running of the camping ground of \$15,072 to be funded by the additional rental income earned during the year.
- 27 As part of this process, the board is also recommending to Council that it reduce the project P 11222 (Wyndham Camping Ground – Construction) in the Annual Plan for 2026/2027 from \$75,000 to \$45,000.

Significance assessment

- 28 This decision has been assessed in accordance with Council’s Significance and Engagement Policy as having some importance but is not considered significant.
- 29 As a recommendation to Council, this decision does not commit funding to this project. Other criteria assess as having some importance include that this decision is easily reversible, is not considered to have climate change adaptation impacts, does not impact community outcomes, and does not impact people or groups.
- 30 Of more moderate importance, this decision is considered to have some limited public interest and it aligns with the outcomes sought under the Waihōpai Toetoe Community Board Plan, the intent to maintain and improve community amenities and promote tourism under Council’s Long Term Plan along with regional destination and development strategies.
- 31 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.

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

Community views

- 32 The Waihōpai Toetoe Community Board have previously engaged with the local community.
- 33 Based on the aspirations that have been provided to Council from Te Ao Mārama when reviewing the projects that the community facilities team had approved through the 2024-2034 Long Term Plan the proposed work does not require engagement with iwi.

Climate change considerations

- 34 There are no significant climate change considerations associated with the recommend option.

Risk and mitigations

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

Next steps

- 36 A report to Council will be prepared to seek their approval to include in the Annual Plan for 2026/2027 operational expenditure relating to the running of the camping ground of \$15,072 to be funded by the additional rental income earned during the year; to approve unbudgeted expenditure in 2025/2026 for P-11222 (Wyndham Camping Ground – Construction) of \$30,000 to be funded by the Waihōpai Toetoe Parks and Reserves Capital Fund Reserve and to reduce the project P-11222 (Wyndham Camping Ground – Construction) in the Annual Plan for 2026/2027 from \$75,000 to \$45,000.

Attachments

There are no attachments for this report.

Community board reporting

Record no: R/26/2/4366

Author: Karen Purdue, Community partnership leader

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

Report type: Information

Purpose

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

Staff recommendations

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.

Attachments

- A Waihopai Toetoe - Community Leadership Report - 24 February 2026 [↓](#)
- B Waihopai Toetoe operational report - 24 February 2026 [↓](#)
- C Waihopai Toetoe CB - service requests - November and December 2026 [↓](#)
- D School Holiday Programme Poster - 2026 [↓](#)
- E Companies office changes poster [↓](#)



What's happening in your area

Community Partnership Fund

Grants were distributed to the following organisations for the September 2025 funding round of the Waihopai Toetoe Community Partnership Fund:

- | | |
|---|------------|
| • Eastern Southland Search and Rescue – operational base fit out | \$5,000 |
| • Wyndham Dance – to be used as credit for hall rental | \$500 |
| • Wyndham Toy Library – storage bags | \$1,030.41 |
| • South Catlins Promotions – to be used for two scholarships to attend The Muster | \$1,200 |

The next round of funding closes on 30 September. Applications can be made online at the Southland District Council website via the SmartyGrants link: <https://www.southlanddc.govt.nz/council/funding-and-grants/>

John Beange Fund

Grants were distributed to the following organisations for the 2025 funding round of the John Beange Fund:

- | | |
|---|---------|
| • Wyndham Districts Toy Library – equipment and toys | \$1,109 |
| • Southern Cancer Society Trust – cancer navigator's salary | \$1,000 |

The next round of funding closes on 31 March 2026. Applications can be made online at the Southland District Council website via Smartygrants. Please contact Gordon Crombie for any queries or assistance Gordon.crombie@southlanddc.govt.nz

What's happening across the district

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 are open for applications:

- Centennial Bursary Scholarships for recognised tertiary study – closes 20 December 2026
- Valmai Robertson Creative NZ Arts Scholarships – closes 20 December 2026
- Eric Hawkes Memorial Outward Bound Scholarship – closes December 2026

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.

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), 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

Active Southland – update

The school holiday programme run by Active Southland in conjunction with SDC ran over the school holiday period and held its last session on Stewart Island on Monday 2 February. The programme was held in eight locations around the Southland district and was well attended. 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.



Waihōpai Toetoe Community Board

Tracker - ongoing

Wyndham camping ground – fibre has been installed at the campground in preparation for the installation of the Penny system and associated electrical work. Other work to be completed includes signage, shower relining, purchasing furniture and mattresses for the cabins.

Wyndham and Tokanui playground upgrades – equipment is being ordered and both playgrounds expected to be completed by June.

Tokanui Hall window replacement – windows have ordered and project expected to be completed by end of March.

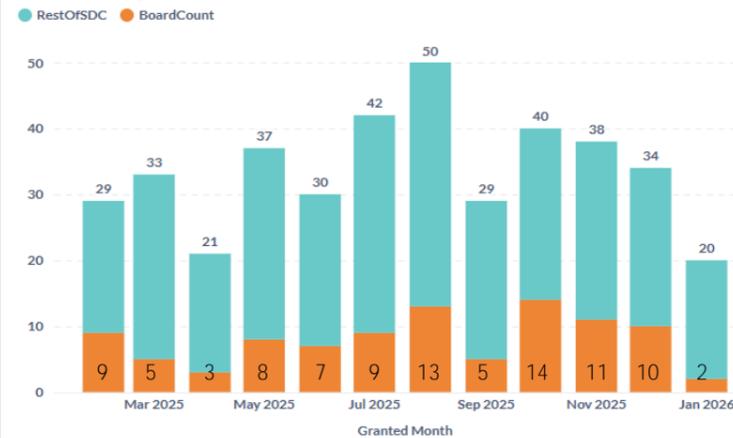
Wyndham Hall – carpark upgrade and internal refurbishment of the meeting room – procurement underway.

Upcoming priorities

Curio Bay Masterplan – engagement with Iwi has been completed

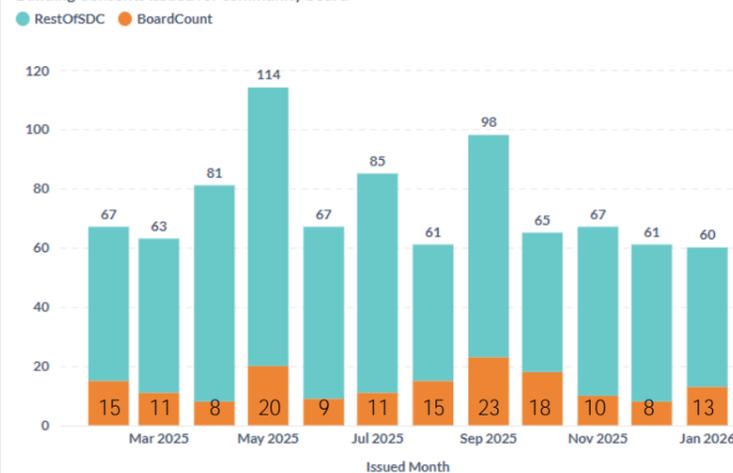
Resource consents granted

RM applications granted for community board



Building consents granted

Building Consents issued for community board



Local Budget Information

Waihōpai-Toetoe - local business units for period ended 31 December 2025

YTD - year to date; Projection includes approved Annual Plan budget with timing phased + approved unbudgeted expenditure + carry forwards



Budget notes

Income is \$4k (2%) below projection. This relates to NZTA/Waka Kotahi government funding for footpaths that will be received as work progresses (\$2k) and rental income budgeted for the Wyndham camping ground that is currently not operational (\$3k). Rentals in the parks and reserves are over projection (\$2k) and hire income in the halls is overall \$2k under projection although the Edendale Wyndham Hall is \$329 over projection.

Operating expenses are \$122k under projection (31%). \$51k of this relates to the reconstruction of the track to Kingswood Bush at Woodlands that has had the contract awarded. \$20k relates to the carpark upgrade at the Edendale Wyndham Hall that is not yet started. \$2k over projection relates to the Edendale playground that the budget was in capital expenses. General maintenance codes are overall \$16k under projection as general maintenance is largely reactive. Tree and Hedge is under projection (\$15k) as is footpaths (\$3k) with minimal costs incurred in these areas. 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.

Insurance is \$6k under projection due to actual costs being less than budgeted. Woodlands septic tank cleaning is \$3k under projection as the budget is spread equally across the year. Community partnership grants are \$4k under projection with another funding round still to go.

Capital expenses are \$46k (48%) under projection due to the speed feedback signs that have been completed under budget with final invoices yet to come (\$29k), the Tokanui Hall window replacement has had the contract awarded (\$15k) and the Edendale rec reserve playground that has its costs recorded as operating expenses (\$3k).

Projects update

Activity	Name	Current Phase	Current Progress	Budget ACTUAL YTD
PARKS AND RESERVES	Woodlands - Interpretation panels	Pre-delivery phase	Off track	\$10,000 \$0 P-11117
We have advertised on Facebook asking people to come forward with any information they have. The deadline for this is the end of February and if we don't receive any feedback by then, the project will be cancelled.				
PARKS AND RESERVES	Wyndham camping ground - Construction	Pre-delivery phase	On track	\$3,058 \$970 P-11222
The community board have recommended to Council that they proceed to install a cashless payment system at the camping ground. Council approved a request at their meeting on 28/02/2026 to transfer better off funding to cover the installation of the system. Once installed and some maintenance work is completed on the showers the camping ground can reopen.				
PARKS AND RESERVES	Woodlands - Reconstruction of the track to Kingswood Bush	Pre-delivery phase	On track	\$51,000 \$0 P-11495
Contract awarded and the work will start in February.				
STORM WATER	Wyndham storm water replacement - includes subsoil	Delivery phase	On track	\$2,218,589 \$7,908 P-10431
The work has been awarded, and the work will start mid February 2026, with another allocation in 2033/2034				
WASTEWATER	Edendale/Wyndham wastewater - consent renewal	Pre-delivery phase	On track	\$150,000 \$0 P-10454
The Edendale/ Wyndham consent application has been lodged to Environment Southland for a five year extension to 2028. The consent went limited notified. This process has four written objections, two from Iwi, DOC and Fish and Game. Currently Council is working through a solution to please all parties and are waiting for the Wastewater Standards update clarity. It is still anticipated to start the project construction in the 2026/2027 period through to 2027/2028.				
WASTEWATER	Gorge Road wastewater consent renewal	Delivery phase	Monitor	\$95,000 \$0 P-10455
We have started the consent process and have a budget for works in 2027/2028.				

Service contracts

Water and wastewater services operation and maintenance

The 23/01 operations and maintenance contract continues to perform well across the Waihopai Toetoe Community Board area. Water and wastewater services have remained stable and are operating effectively.

During December, Council representatives undertook site investigations and audits of all contract facilities within the Waihopai Toetoe Community Board area. These inspections assessed the standard of maintenance and verified record asset information against on-site conditions. All facilities audited were found to be in generally good condition. A consistent theme identified through the audits was the need for increased monitoring of grounds maintenance. This matter has been raised with the contractor and is being addressed.

There are no other matters of significance to report currently. All services continue to operate within expected performance levels, with issues being managed as part of normal day to day operations.

Mowing contract

The mowing is progressing, the weather is still proving to be an issue with grass growth continuing to be above average for this time of the year.

Alliance roading contract

Post storm cleanup continued and the timing of the Christmas break for the majority of the Alliance members was appreciated by all.

The public response was immense under the circumstances – from clean up, response to road closures and communicating with Council on forward work programme to clean up debris and working with other contractors ie Powernet to get power restored safely as soon as possible for both contractors and road users.

Re-sealing has commenced with some stab repairs to be completed before the last sites can be released which is a priority.

Spraying for both verge and noxious is underway weather dependent. Note there is significant vegetation growth, and it is widespread across the network.

Routine grading has commenced.

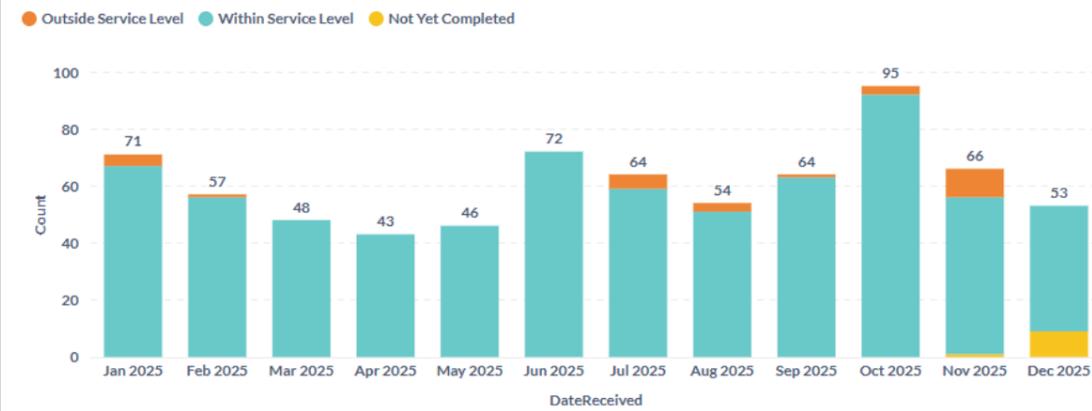
One footpath closed in Wyndham due to tree roots from private property lifting the seal until repairs can be quantified.

Hunter street footpath repairs are complete, and the footpath reopened prior to Christmas.

Service requests

Across the district there were 1010 RFS lodged during the period November and December, of which 211 were related to three waters. 119 of the total requests belonged to this board area.

A full summary of those requests is located on the attached page.



January 2026	February 2026	March 2026	April 2026	May 2026	June 2026	July 2026	August 2026	September 2026	October 2026	November 2026	December 2026
	24 February - board meeting	24 March - Board workshop	28 April - Board meeting	26 May - Board workshop	23 June - Board meeting	28 July - Board workshop	25 August - Board meeting	22 September - Board workshop	28 October - Board meeting	24 November - Board workshop	15 December - Board meeting
			Community Partnership Fund applications extended - close 14 April					Community service award nominations close 30 September			
		District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel Fund and John Beange Fund applications close 31 March						District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel Fund and John Beange Fund applications close 30 September			Scholarships and bursary applications close 20 December

Waihōpai Toetoe Community Board

Requests for service summary

Request Type	Count
Abandoned vehicles	4
Bridge repairs	2
Cemeteries/memorials - repairs and maintenance	1
Community facilities general	2
Community housing - current tenant enquires	1
Community housing - general enquires	1
Community housing - repairs and maintenance	6
Council facilities - offices, depots, libraries rm	1
Council property enquiry	5
Culverts blocked - rural	1
Emergency services assistance	1
Footpaths	3
Gravel road faults	11
Hazards	9
Litter matters rural (not state highway)	2
Paper roads	1
Parks and reserves - playground repairs/maintenance	1
Parks and reserves - repairs and maintenance	2
Road markings	1
Roadside spraying - noxious weeds	5
Sealed road faults	8
Signs repairs (not stop/give way)	4
Stop/give way signs - repairs (urgent 24hr fix)	1
Streetlights out	1
Streetscape -vegetation	2
Transport general enquiries	6
Urban stormwater (manholes, grates)	1
Vegetation rural (overgrown or visibility issues)	2
Water and waste general	9
Wheelie bin - cancel/damaged/stolen	8
Wheelie bin - collection complaints	4
Wheelie bin - general enquiry	1
Wheelie bin - new/additional	12
TOTAL	119



SDC SUMMER HOLIDAY PROGRAMME

Get #ActiveAS with our #FunAS Holiday Programme

PREPARED 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

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



Te Kāwanatanga o Aotearoa
New Zealand Government

Councillor update

Record no: R/26/1/3008
 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 Waihōpai Toetoe 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 Keast 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"> 1. Netball Fiordland \$1,200 2. Fiordland Hockey Club \$1,000 3. Winton Swimming Club \$1,000 4. Te Anau Cricket Club \$1,000 5. Menzies College \$1,000 6. Fiordland Swimming Club \$800 7. Te Anau Tennis Club \$500
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"> 1. Loss & Grief Support Trust \$7,500 2. Te Araroa Trail \$3,000 3. Fiordland Marine SAR \$3,000 4. Waikaia Trails Trust \$4,000 5. Citizens Advice Bureau \$5,000 6. Southern Cancer Society \$0 7. Parent to Parent \$4,000

	<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>
10 December 2025 – Council meeting	
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>
10 December 2025 – Finance and Assurance Committee meeting	
Finance and Assurance Committee work plan for the year ended 30 June 2026	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.
Financial Report for the period ended 31 October 2025	The Committee received an overview of the financial results for the four months to 31 October 2025 by Council's seven activity

	<p>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"> • 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). • two risks have changed from increased to stable (cybersecurity risk and strategic relationships risk). • one risk has been changed from stable to decreased (social licence risk). <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	<p>The Committee received an update on the progress with the Back Together Build (B2B) project. Internal demolition has started, staff</p>

	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.

Chairperson's report

Record no: R/26/1/1237
Author: Fiona Dunlop, 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 Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.

Chairperson update

Wyndham Camping Ground Update

- 3 Work to get the camping ground operational again is tracking along, albeit slowly.
- 4 There has been a lot of interest in the camping ground, with the following events being held locally:
 - Crank Up
 - Menzies College Reunion and the upcoming Wyndham Rugby Club Centenary

Roundabout State Highway 1 - Edendale

- 5 There has been no traction on the weeds in the planting areas at the Edendale State Highway 1 intersection. As this is a main highway, I don't believe it is any local business or organisations responsibility. I believe we should be writing to our local MP to look into the fact that they should take maintenance into consideration and long-term planning.

Traffic lights for traffic management in Wyndham

- 6 The stormwater work has been started in south Wyndham. This is a big dollar value project.

Playgrounds

- 7 Work is still being undertaken around concepts for the Tokanui and Wyndham playgrounds with a few site meetings, particularly around reducing the size at Wyndham.
- 8 I am in the process of chasing up the Pétanque concept.

Updates

- 9 It would be good to get an update on the following:
- Dog control concerns/reports in our area.
 - Freedom Camping update for the summer in our area.
 - Curio Bay Masterplan

Attachments

There are no attachments for this report.