



# Agenda

## Ardlussa Community Board

Wednesday, 15 April 2026, 7pm

Riversdale Community Centre, 73 Newcastle Street, Riversdale



**Chairperson**  
**Deputy chairperson**  
**Members**

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

# 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

<b>TYPE OF COMMITTEE</b>	Community board (board)
<b>RESPONSIBLE TO</b>	Boards are responsible to Council  Each board will also have relationships with Council committees (these committees are outlined in the delegations manual).
<b>SUBCOMMITTEES</b>	Some subcommittees will report to community boards – these are outlined in section 8.5 of the delegations manual.
<b>MEMBERSHIP</b>	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.
<b>FREQUENCY OF MEETINGS</b>	Every second month, but up to 12 ordinary meetings a year with the approval of the chief executive.
<b>QUORUM</b>	Not less than four members
<b>THE ROLE OF COMMUNITY BOARDS</b>	<p><b>Governance</b></p> <p>Elected members are responsible for providing leadership, setting direction and for overseeing performance (at a high level).</p> <p>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.</p> <p><b>Roles outlined in the Local Government Act 2002</b></p> <ul style="list-style-type: none"> <li>• appoint a chairperson and deputy chairperson</li> <li>• represent, and act as an advocate for, the interests of its community</li> <li>• consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the board</li> <li>• maintain an overview of services provided by the territorial authority within the community</li> <li>• prepare an annual submission to the territorial authority for expenditure within the community</li> <li>• communicate with community organisations and special interest groups within the community</li> <li>• undertake any other responsibilities that are delegated to it by the territorial authority.</li> </ul>

## **Additional roles of boards**

### **Community wellbeing**

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

### **Community leadership**

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

### **Engagement and relationships**

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

### **Advocacy**

- a) as part of the long term plan or annual plan process, prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest
- b) as part of the long term plan or annual plan process, outline the relative priorities for the delivery of District services and levels of service within the board area (Council sets the levels of service for District Activities if a board seeks a higher level of service, they need to recommend that to Council, and the higher level of service will need to be funded in an appropriate way (locally).
- c) Providing comment (through the chairperson) to assist the chief executive on making a decision on any objections received on temporary road closures or temporary prohibition of traffic.

### **Local activities**

For local activities

- a) recommend to Council levels of service and budgets for local activities, having regard to Council budgets in the long term plan or annual plan process
- b) recommend to Council rates, user charges and fees to fund local activities
- c) recommend to Council or a relevant committee the approval of project definitions or business cases and procurement plans for capital expenditure over \$300,000
- d) recommend to Council or a relevant committee unbudgeted capital expenditure
- e) monitor the services Council delivers its communities and assess the extent these services meet community needs or the expected level of service
- f) support the development of local management plans (for subsequent recommendation to Council) where required by statute or in support of the district plan, or other plans for reserves, harbours, or other community facilities, except where these powers:
  - a) have been delegated to Council staff
  - b) would have significance beyond the board's area or otherwise involves a matter of national importance (Section 6 Resource Management Act 1991)
  - c) involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.
- g) for the Fiordland Community Board in relation to Te Anau Airport and for the Stewart Island/Rakiura Community board in relation to Stewart Island Electricity Supply Authority (SIESA) these board's role is to:
  - recommend levels of service and annual budget to Council or relevant committee
  - monitor the performance and delivery of the service.

**Environmental management and spatial planning**

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

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

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

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**

Community Board members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a board member and any private or other external interest they might have.

**5 Additional agenda items**

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

**6 Confirmation of minutes**

[Minutes](#) of the Ardlussa Community Board Meeting held on 11 February 2026.

Confidential Minutes of the Ardlussa Community Board Meeting held on 11 February 2026.

**7 Public participation**

Requests to speak should be made by midday of the day before the meeting. Further information is available on [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz) or phoning 0800 732 732 .

**8 Reports**

**Page**

8.1	Proposed emergency helipad - 26 Berwick Street, Riversdale	21
8.2	Financial review for period ended 28 February 2026	35
8.3	Community board reporting	43
8.4	Councillor update	55
8.5	Chairperson's Report	65

**9 Public excluded reports**

---

Exclusion of the public	67
9.1 Community facilities contracts	67

## **10 Closure**

The chair will close the meeting.

**Summary of reports**

	<b>Report name</b>	<b>Purpose</b>	<b>Report type</b>	<b>Page</b>
8.1	Proposed emergency helipad - 26 Berwick Street, Riversdale	<p>A request has been received from the Lions Club of Riversdale Incorporated to construct an emergency helipad on Council land at 26 Berwick Street, Riversdale.</p> <p>The board is being asked to review and provide feedback to staff on this application and furthermore, provide feedback on the draft deed of lease (lease).</p>	Information	21
8.2	Financial review for period ended 28 February 2026	The purpose of this report is to review the Ardlussa Community Board financial information for the period ended 28 February 2026 (contained within attachment A).		35
8.3	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	43
8.4	Councillor update	This report is to provide the community board with an overview of the matters that have been considered at Council and Finance and Assurance Committee meetings from 28 January 2026 to 25 March 2026.		55
8.5	Chairperson's Report	The purpose of this report is for the chair to update the board on activities they have been involved with since the previous meeting.		65

---

	Board members are also able to provide an update on any recent events and issues of relevance and interest to the community board.		
--	--	--	--



# Minutes

## Ardlussa Community Board

Wednesday, 11 February 2026, 7pm.  
Balfour Community Centre, 68 Queen Street, Balfour

### PRESENT

<b>Chairperson</b>	Richard Clarkson
<b>Deputy chairperson</b>	Ray Dickson
<b>Members</b>	Chris Dillon
	Raewyn Lindsay
	Grant McFelin
	Councillor Matt Wilson

### APOLOGIES

Clarke Horrell

### IN ATTENDANCE

<b>Committee advisor/customer support partner</b>	Deborah-Ann Smith-Harding
<b>Community partnership leader</b>	Kelly Tagg



## **1 Opening**

The Chairperson opened the meeting.

Richard Clarkson completed his declaration in accordance with Clause 14, Schedule 7 of the Local Government Act 2002.

## **2 Apologies**

### **Resolved**

Moved Deputy chairperson Ray Dickson/Raewyn Lindsay

That the Ardlussa Community Board accepts the apology received from Clarke Horrell.

Carried

## **3 Leave of absence**

There were no requests for leave of absence.

## **4 Conflict of interest**

There were no conflicts of interest declared.

## **5 Additional Agenda items**

There were no additional agenda items.

## **6 Confirmation of minutes**

### **Resolved**

Moved Chair Richard Clarkson/Grant McFelin

That the Ardlussa Community Board confirms the minutes of the meeting held on 17 December 2025 as a true and correct record of that meeting to include the amended wording “Mr Macleod undertook to work with staff for the consenting title permit so an official offer to purchase can be formalised” which relates to the sub-division of 58 Kruger Street in Balfour.

Carried

## **7 Public participation**

There was no public participation.

## **Reports**

### **8.1 Community board reporting**

**Record No: R/26/1/3521**

Report presented by Community partnership leader, Kelly Tagg

Mrs Tagg informed the board of the community leadership, operational and Council activities in the board area and across the district.

Mrs Tagg advised that the Community Service Award ceremony held for Pauline Herron was well attended.

The Board requested an update on 58 Kruger Street, Balfour. It was agreed that this would be given in public excluded by Group Manager Customer and Community Wellbeing Sam Marshall and Community projects planning manager Alex Macleod.

## **Public Excluded**

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

#### **Resolved**

Moved Ray Dickson/Raewyn Lindsay

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

#### **8.1 Community board reporting – update on 58 Kruger Street, Balfour**

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
Community board reporting - Update on 58 Kruger Street, Balfour	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	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.

Carried

The public were excluded at 7.05pm.

The meeting returned to open meeting at 7.48pm.

#### **8.1 Community board reporting (continued)**

**Record No: R/26/1/3521**

Report presented by Community partnership leader, Kelly Tagg.

### **Resolved**

Moved Ray Dickson/Grant McFelin

That the Ardlussa Community Board:

- a) notes the information contained in the report.

Carried

## **8.2 Councillor update**

**Record No: R/26/1/3002**

Report presented by Councillor Matt Wilson

The following submissions to Central Government on legislative reforms were signed off at Council today and Cr Wilson acknowledged that there had been a lot of work in that.

- i) Submission to Governance and Administration Committee - Emergency Management Bill, by Friday 13 February
- ii) Submission to Environment Committee - Planning Bill, by Friday 13 February
- iii) Submission to Finance and Expenditure Committee - Infrastructure Funding and Financing Amendment Bill, by Friday 20 February
- iv) Submission to Department of Internal Affairs - Local Government (Infrastructure funding) Amendment Bill (Development Levies System), by Friday 20 February
- v) Submission to Department of Internal Affairs - Simplifying Local Government proposal, by Friday 20 February.

These are available to read online at :

[https://southland.infocouncil.biz/Open/2026/02/CO\\_20260211\\_AGN\\_2428\\_AT.PDF](https://southland.infocouncil.biz/Open/2026/02/CO_20260211_AGN_2428_AT.PDF)

### **Resolved**

Moved Grant McFelin/Ray Dickson

That the Ardlussa Community Board:

- a) notes the information contained in the report.

Carried

## **8.3 Chairperson's Report**

**Record No: R/26/1/1224**

Report presented by Chair Richard Clarkson

Chair Richard Clarkson updated the board on the recent tender process for the Ardlussa Mowing Contract that had just closed. The board commented that the process appeared to be very complicated to the extent that external assistance was required to complete the necessary paperwork. Deputy Chair Dickson also expressed his frustration around the tender process for the mowing contracts commenting that that the process was extremely

convoluted. He noted that he had passed his feedback onto the Mayor and Cr Wilson as well.

SDC staff met with representatives from the Riversdale Progress League to discuss the cleaning of the public toilets in Riversdale and it was agreed that the cleaning would be included in with the Council contract for other toilets in the area.

Issues with a lack at toilet facilities at Taylor Park were discussed and staff have requested that the site be considered for a public toilet in the future. This will remain an item on the board's tracker until it is resolved.

**Resolved**

Moved Chair Richard Clarkson/Raewyn Lindsay

That the Ardlussa Community Board:

- a) notes the information discussed with this report.

Carried

The meeting closed at 7.55pm

Confirmed on:

Signed:

---

## **Proposed emergency helipad - 26 Berwick Street, Riversdale**

**Record no:** R/26/3/104013  
**Author:** Megan Cowley, Senior property advisor  
**Approved by:** Sam Marshall, Group manager customer and community wellbeing  
**Report type:** Information

---

### **Purpose**

- 1 A request has been received from the Lions Club of Riversdale Incorporated to construct an emergency helipad on Council land at 26 Berwick Street, Riversdale.
- 2 The board is being asked to review and provide feedback to staff on this application and furthermore, provide feedback on the draft deed of lease (lease).

### **Staff recommendations**

That the Ardlussa Community Board:

- a) notes the information contained in the report.
- b) provides staff with their feedback on the application and draft deed of lease between Council and the Lions Club of Riversdale Incorporated over a portion of 26 Berwick Street, Riversdale. For an emergency helipad.

### **Executive summary**

- 3 A request has been received from the Lions Club of Riversdale Incorporated (Lions Club) to build a Riversdale emergency helipad on Council owned land at 26 Berwick Street, Riversdale.
- 4 This consequentially means that a lease will need to be entered into with Lions Club to formalise the occupation of the land by the helipad. This is consistent with other emergency helipads in the district on Council land.

### **Feedback**

- 5 While the lease will be entered into by staff under delegated authority, the feedback of the community board is requested on the proposed location of the helipad and also to provide any feedback on the proposed lease terms and conditions and more particularly around the proposed annual rental.

### **Context**

- 6 26 Berwick Street, Riversdale is legally described as Section 1176 Hokonui Survey District. The land was vested in Council in 1975 and classified as a 'local purpose reserve - site for a community centre' in 1985.
- 7 As this is a local purpose reserve, Council is able to lease the land for up to 33 years, subject to the Reserves Act 1977 and any additional terms and conditions that the Council sees fit.
- 8 While the original application stated that the structure, when completed, was to be preferably owned by Council, a subsequent email has been received amending that ownership to be the

---

Lions Club. This consequentially means that a lease will be entered into with the Lions Club, which is consistent with leases of other emergency helipads in the district on council land.

- 9 Any lease of the council owned land will be entered into by staff under delegated authority.
- 10 The feedback of the community board is requested on the proposed location of the helipad and also to provide feedback on the proposed lease terms and conditions (see attachment A).
- 11 Discussions have been held between the Riversdale community and the Otago Southland Rescue Helicopter Trust's (emergency helicopter service provider) representatives about other potential suitable sites around Riversdale.
- 12 The response was that the site applied for, was their preference and that other alternative sites were not as desirable because of trees, overhead electrical lines or accessibility issues for emergency service vehicles to access any potential helipad sites.
- 13 The applicant will have to enquire as to whether the activity requires a resource consent and/or a building consent and if so, work through any associated processes prior to a lease being able to be issued.

### **Next steps**

- 14 Upon consideration of the feedback received, staff will work with the applicant to finalise the terms and conditions for a lease at this particular site.

### **Attachments**

- A DRAFT Deed of lease 2026 - Riversdale Helipad - 26 Berwick Street, Riversdale



## Deed of Lease

*Lions Club of Riversdale Incorporated*

DRAFT

Southland District Council  
Te Rohe Pōtae o Murihiku

PO Box 903  
15 Forth Street  
Invercargill 9840

☎ 0800 732 732  
@ [sdcsouthlanddc.govt.nz](mailto:sdcsouthlanddc.govt.nz)  
🏠 [southlanddc.govt.nz](http://southlanddc.govt.nz)

Deed of Lease

**Table of Contents**

**Deed of Lease ..... 3**

Grant of Lease ..... 3

Lessee’s Covenants ..... 3

Mutual Covenants ..... 4

General ..... 6

Special Conditions ..... 7

**First Schedule ..... 9**

**Plan ..... 10**

Lease Boundary ..... 10

Helipad Dimensions ..... 11

DRAFT



- 2.8 To allow any members of the public free and unhindered access to the Land and improvements but not when in use by the Lessee.
- 2.9 To comply with all acts, regulations, bylaws, health and safety requirements and plans under the Resource Management Act 1991 and any resource and building consents concerning the Lessee's occupation of the Land and any improvements on it.
- 2.10 To allow the Council at all reasonable times and on reasonable notice to enter the Land and inspect the same.
- 2.11 Not to do or suffer any act or omission on or about the Land or improvements on it which is a disturbance, nuisance or annoyance to the Council, the owners or occupiers of any neighbouring land, or members of the public.
- 2.12 Not by any act or omission damage or disrupt any Council services on or under the Land.
- 2.13 Without limiting any rights or remedies of the Council, the Lessee will, at all times, indemnify and keep indemnified the Council from and against any loss, damage, costs, charge or expense whatsoever and howsoever occurring at any time by the Council as a result of, or resulting directly or indirectly out of, or in connection with this Lease or the performance or non-performance of covenants in this Lease.
- 2.14 Not to erect or display or permit to be erected or displayed any hoardings or advertising matter on the Land or any improvements on it provided that this stipulation shall not apply to any sign approved by the Council that is reasonably necessary to identify the nature of the use of the Land and improvements and to display general contact information of the Lessee.
- 2.16 To allow the Council to lay any drain pipes through any part of the Land without payment and for that purpose to allow officers, servants and contractors of the Council on reasonable notice to enter on the Land with or without vehicles and machinery.
- 2.17 If the Lessee fails to pay an instalment of the rent or any other money payable under this Lease for 10 working days after:
- (a) the due date for payment; or
  - (b) the date of the Council's demand, if there is no due date,
- then the Lessee must on demand pay interest at the rate of 12% per annum on the money unpaid from the due date or the date of the Council's demand (as the case may be) to the date of payment.
- 2.18 The Lessee will, at the time it falls due for payment, pay to the Council all Goods and Services Tax payable on the rent and any other amounts payable by the Lessee under this Lease.
- 2.19 The Lessee must pay to the Council on demand all costs, charges and expenses including enforcement or attempted enforcement costs for which the Council becomes liable as a result of the Lessee's breach of any of this Lease's terms.

### **Mutual Covenants**

---

- 3.1 For the purpose of the exercise of any of the Council's powers under this Lease, the term "Council" includes its chief executive for the time being and any officer, agent or contractor authorised by the chief executive.
- 3.2 The covenants and conditions to be implied in leases by the Property Law Act 2007 shall not apply to this Lease to the extent permitted by law.

- 3.3 The Council may review the rent from time to time in accordance with the Schedule.
- 3.4 If the rental is in arrears for more than 30 days or if the Lessee has breached or not performed any condition of this Lease and has failed to make payment, remedy the breach or perform the condition within the time specified by the Council in writing (being not less than 1 month) it shall be lawful for the Council to enter upon the Land and determine this Lease. In those circumstances the Lease shall be deemed to be at an end and the Land shall revert to the Council. However the Lessee shall not by reason of that reversion be discharged from liability for rent due or the payment of compensation or damages for any breach or non-performance of any condition of the Lease. If the Land reverts to the Council by reason of this clause the Lessee shall not be entitled to compensation for any improvements the Lessee may have affected.
- 3.5 Unless Council instructs otherwise, the Lessee will, before the Expiry Date or within a reasonable period following any earlier cancellation of this Lease remove the Lessee's improvements from the Land and make good any resulting damage so that the Land is in a similar condition to the surrounding land unless the Council directs otherwise. If the Lessee fails to comply with the foregoing in the timeframe specified, the Council may at any time thereafter undertake the actions required by the Lessee at the Lessee's expense or elect that any improvements left on or attached to the Land become the Council's property without any compensation being payable to the Lessee.
- 3.6 Should the Lessee go into recess or be wound up for any reason other than for its re-construction this Lease shall be deemed to be determined.
- 3.7 If any difference or dispute arises about this Lease, its construction or the respective powers and obligations of the parties under it the following procedure shall apply:
- (a) Within 10 working days of either party notifying the other of such difference or dispute, authorised representatives of the parties shall meet with the purpose of resolving that difference or dispute. Each party shall act in good faith to endeavour to resolve the difference or dispute at this level.
  - (b) If the parties are unable to resolve the difference or dispute either party may give the other notice in writing of the requirement to refer the matter to the arbitration of an independent arbitrator if one can be agreed upon. Failing agreement within 15 working days the arbitrator shall be nominated by the President for the time being of the Arbitrators and Mediators Institute or nominee. Any reference to arbitration shall be deemed to be a submission to arbitration under the Arbitration Act 1996 and shall, subject to the provisions of this Lease, be conducted and take effect accordingly.
- 3.8 Nothing contained or implied in this Lease shall be deemed to confer on the Lessee any right to acquire the fee simple of the Land.
- 3.9 If the Land is subject to the Reserves Act 1977:
- (a) the Lessee agrees that this Lease is granted in accordance with and subject to the requirements of the Reserves Act 1977.
  - (b) if the Council considers that the Land is required for the purposes for which the Land is classified under the Reserves Act 1977, the Council may terminate this Lease following the process in the Reserves Act 1977 and the Lessee will, within a reasonable time following termination, comply with its obligations under clause 3.4.
- 3.10 If the Council permits the Lessee to remain in occupation of the Land after the end or earlier termination of the Term or renewal term as the case may be, the Lessee will occupy the Land

pursuant to a periodic tenancy that may be terminated in accordance with section 210 of the Property Law Act 2007.

- 3.11 The Lessee may terminate this Lease as to all or any of the Land by giving three months' written notice to the Council if the Lessee reasonably considers that the Land is no longer suitable for the Lessee's operational purposes.
- 3.12 Either party may terminate this Lease as to all or any of the Land by giving prior written notice that is reasonable in the circumstances to the other party if:
- (a) the building, or other improvements, on the Land is destroyed or damaged so as to be rendered, in that party's reasonable opinion, untenable (in the case of a building) or irreparable (in the case of any other improvement); or
  - (b) due to any emergency or any action of a relevant authority, that party reasonably considers that the Land is unable to be used by the Lessee for the Use under this Lease.
- 3.13 The Council is a territorial authority under the Local Government Act 2002 and nothing in this Lease binds the Council in any regulatory capacity.

## General

---

- 4.1 A Notice given by a party under this Lease is only deemed to have been given if it is in writing and sent to the other party in one of the following ways:
- (a) delivered or posted to the recipient's address set out below; or
  - (b) emailed to the recipient at the email address set out below:

### The Council

Address: PO Box 903, Invercargill 9840

Email address: [contactproperty@southlanddc.govt.nz](mailto:contactproperty@southlanddc.govt.nz)

Attention: Property Advisor

### The Lessee

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Attention: \_\_\_\_\_

- 4.2 A party may change its address or email address by giving notice in writing of that change to the other party.
- 4.3 A notice is deemed given:
- (a) if delivered, when it is left at the relevant address;
  - (b) if sent by post, 3 working days after it is posted; or
  - (c) if sent by email, when the recipient acknowledges receipt verbally, by return email or otherwise in writing.
- 4.4 If a notice is given on a day that is not a working day or after 5pm on a working day, it will be deemed given at 9am on the next working day.
- 4.5 Capitalised terms have the meaning given to them in the Schedule where the context permits.

- 4.6 References to a statute includes references to regulations, order, rules or notices made under that statute and references to a statute or regulation include references to all amendments to that statute or regulation whether by subsequent statute or otherwise.
- 4.7 The Council's waiver or failure to act in response to a breach by the Lessee of its obligations in this Lease will not operate as a waiver of the same breach on a later occasion or any other obligation in this Lease.
- 4.8 Headings are inserted for reference only and do not affect the interpretation of this Lease.
- 4.9 Words importing the singular number include the plural and vice versa.

### Special Conditions

---

- 5.1 The Lessee shall ensure public liability insurance and personal injury and loss of life insurance with combined limits of no less than \$2 million per occurrence is in place at all times throughout the term of this Lease to cover the activities associated with the helipad. The Lessee may satisfy this requirement, at its election, by;
  - (a) taking out its own insurance; or
  - (b) requiring any helicopter operator intending to use the helipad to have in place and keep in place throughout the duration of any rights granted to it to use the helipad, the requisite insurance and the Lessee holding evidence of that insurance before the Lessee grants rights to that helicopter operator to use the helipad, andthe public liability insurance policy must record the Council as an additional insured. The Lessee shall provide evidence that the required insurance is in place upon request by the Lessor.
- 5.2 The Lessee shall submit a Health and Safety Plan and Operations Plan to the Council detailing how the public will be managed on site whilst the helipad is in use. This must be approved prior to the helipad being used.
- 5.3 No refuelling or storing of hazardous substances on the Land is permitted.
- 5.4 The Lessee shall have the right to use the accessway from the helipad to the public road in common with the Council and other permitted users.
- 5.5 The Lessee shall have the right to control all of the area outlined in **black** on the Lease Boundary Plan attached to this Lease, at the time of the helicopter movements to and from the Land. (TBC)

SIGNED by

**Kevin McNaught**, Property Services Manager

for and on behalf of Council under delegated authority

\_\_\_\_\_

in the presence of:

\_\_\_\_\_

Witness Name

\_\_\_\_\_

Witness Signature

\_\_\_\_\_

Occupation

\_\_\_\_\_

Address

SIGNED and on behalf of the **Lions Club of  
Riversdale Incorporated**

\_\_\_\_\_

\_\_\_\_\_

Name

Name

\_\_\_\_\_

\_\_\_\_\_

in the presence of:

\_\_\_\_\_

Witness Name

\_\_\_\_\_

Witness Signature

\_\_\_\_\_

Occupation

\_\_\_\_\_

Address

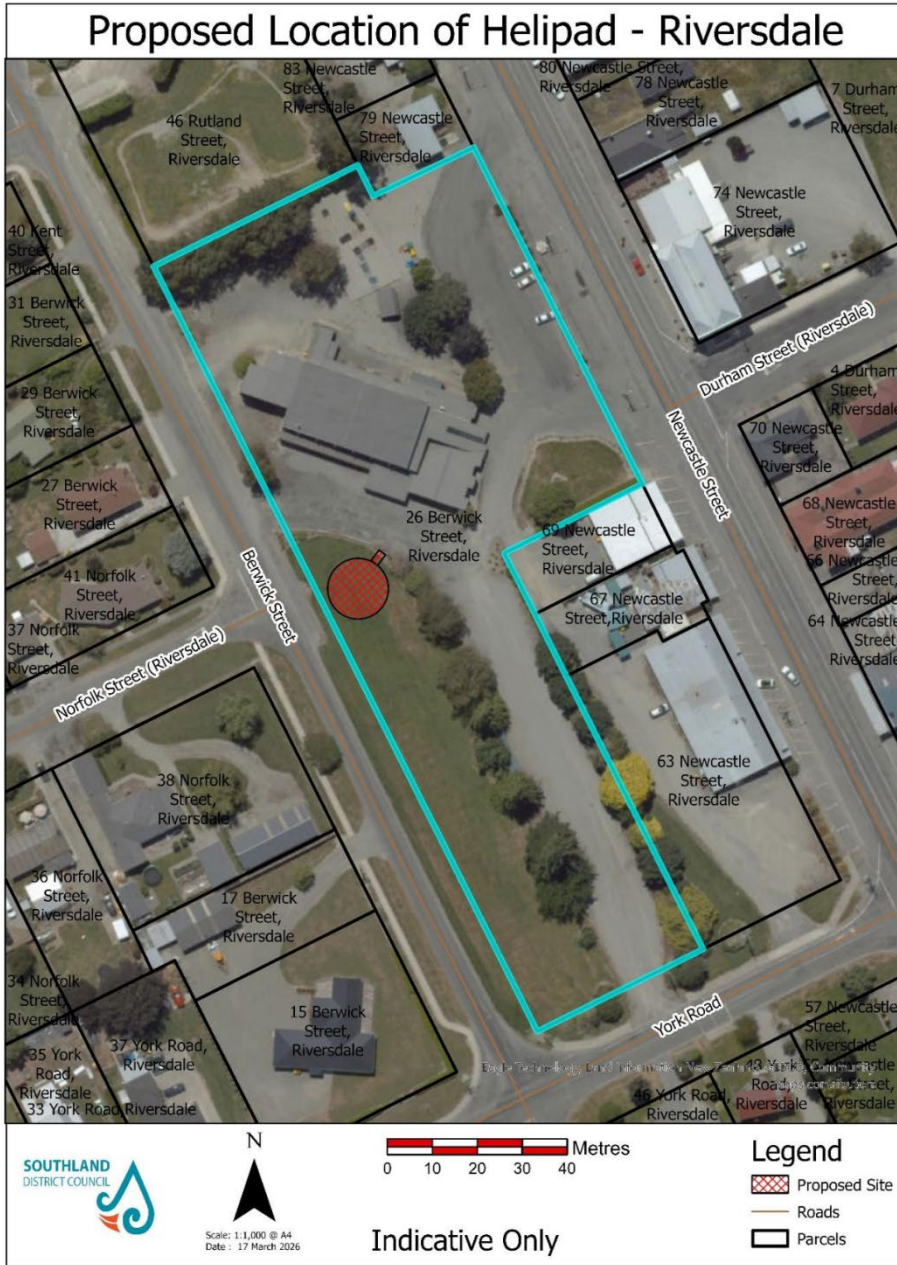
**First Schedule**

Land:	26 Berwick Street, Riversdale Section 1176 Hokonui SD – described as a Local Purpose (Community Hall) Reserve Portion of, as shown outlined in black and shaded red on the attached lease boundary plan and more specifically as shown by bolded black lines on the attached helipad dimensions.
Commencement Date:	TBC
Term:	Thirty Three (33) years
Rent:	\$1.00 per annum plus GST (if demanded) payable in advance
Use:	Helipad for Emergency Services and Purposes
Review:	Every 5 years. The amount of the reviewed rent shall not be less than the rental payable at the time of the review. In the event that the parties cannot agree on the amount of rent payable on review, clause 3.7 shall apply.

Plan

Lease Boundary

Proposed - TBC



Helipad Dimensions

TBC

DRAFT



---

## **Financial review for period ended 28 February 2026**

**Record no:** R/26/3/108674  
**Author:** Nicole Taylor, Finance development co-ordinator  
**Approved by:** Anne Robson, Group manager finance and assurance  
**Report type:** Information

---

### **Purpose**

- 1 The purpose of this report is to review the Ardlussa Community Board financial information for the period ended 28 February 2026 (contained within attachment A).

### **Staff recommendations**

That the Ardlussa Community Board:

- a) notes the information contained in the report.

### **Executive summary**

- 2 Attachment A details the board's financial information for the period ending 28 February 2026. The information is prepared on the same basis as the local budget graph included in the two-monthly community board operational report and the detailed financial report for the previous year (30 June 2025) with some additional information. The report:
  - compares actual income, operating expenditure and capital expenditure for 2025/2026 year to date against the current projection
  - shows the original full year budget from the 2025/2026 Annual Plan alongside the updated projection budget, reflecting any Council approved changes made since the plan was adopted
  - outlines the projects scheduled for the year and their status
  - shows projected reserve balances to 30 June 2026 and identifies any financial contributions collected within the board area that are available to be used for qualifying projects.
- 3 This year staff are trialling a simplified report format that focuses on the key information most relevant to the board. Items that were included in previous years but are not part of this review are:
  - financial breakdown by activity and business unit type
  - detailed business unit and account code financial information
  - details of loans.
- 4 If board members have any feedback on the new report format, or if they would like to continue to receive the information noted in paragraph 3, please let staff know and this can be provided separately.

### **Attachments**

- A Financial review for period ended 28 February 2026 - Ardlussa



## Ardlussa Community Board

Financial review for the period ended 28 February 2026

Southland District Council  
Te Rohe Pōtae o Murihiku

PO Box 903  
15 Forth Street  
Invercargill 9840

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

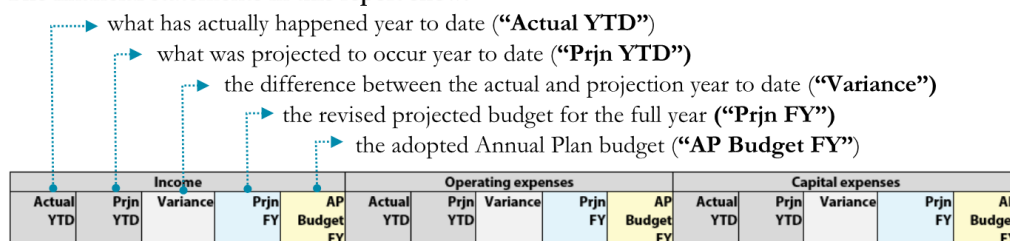
**Introduction**

Contents		Page
1.	Financial overview by activity .....	3
2.	Projects .....	4
3.	Reserves .....	5
4.	Financial contributions.....	6

This report reviews the community board’s financial information for the period ending 28 February 2026. The information is prepared in the same way as the local budget graph shown in the two-monthly community board operational report, as well as the detailed financial report to 30 June 2025 that was presented at the end of the last financial year.

The report outlines the board’s income, operating and capital spending, and the projected balance of reserves. It also gives an update on the status of board funded projects and lists any financial contributions collected within the board area that are available for qualifying projects.

**The financial statements in this report show:**



**Projection (“Prjn”)** figures include the 2025/2026 Annual Plan budget (“AP Budget FY”) adjusted for:

- expenditure carried forward from the prior year (2024/2025) approved by Council in August 2025
- changes to 2025/2026 budgets approved in December 2025 by community boards as part of the 2026/2027 Annual Plan budget reports and Council as part of the capital programme delivery review
- other unbudgeted expenditure or changes approved by the board or Council during the financial year to the date of the report.

In addition, Council staff are currently preparing an updated forecast of the organisation’s end of year financial results. This forecast will be submitted to Council for approval in April and once approved, will be reflected in the financial information report for the remainder of the year.

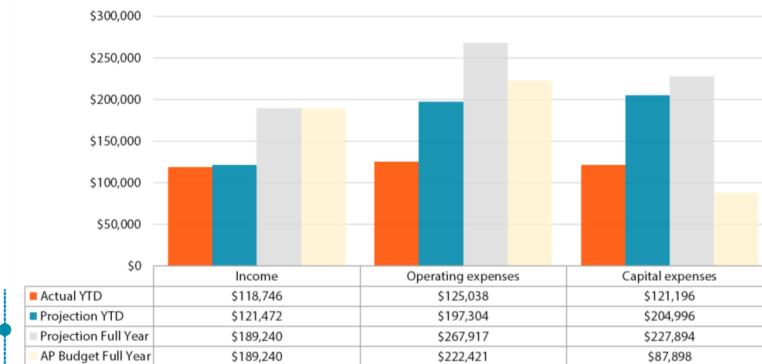
“**AP Budget FY**” data shows the adopted Annual Plan budget for 2025/2026 excluding the projection adjustments noted above.

### 1. Financial overview by activity

The table and graph provides an overview of the financials for the board by activity – showing income, operating expenses and capital expenses. “Total CB” shows the overall financial results for all board activities along with “Actual v Projection (%)” variance. The key reasons for these variances are also detailed.

Ardlussa - sub activity detail for year ended 28 February 2026															
Sub activity	Income					Operating expenses					Capital expenses				
	Act YTD	Prjn YTD	Variance	Prjn FY	AP Budget FY	Act YTD	Prjn YTD	Variance	Prjn FY	AP Budget FY	Act YTD	Prjn YTD	Variance	Prjn FY	AP Budget FY
Parks & Reserves	\$96,973	\$97,271	(\$298)	\$146,017	\$146,017	\$81,758	\$150,269	(\$68,511)	\$199,810	\$154,314					
Footpaths	\$4,203	\$6,529	(\$2,326)	\$9,801	\$9,801	\$18,445	\$22,998	(\$4,553)	\$34,497	\$34,497	\$10,980	\$84,996	(\$74,016)	\$107,894	\$87,898
Halls	\$14,575	\$14,672	(\$97)	\$22,008	\$22,008	\$15,683	\$14,865	\$818	\$22,458	\$22,458	\$110,215	\$120,000	(\$9,785)	\$120,000	
Community Assistance	\$2,995	\$3,000	(\$5)	\$11,414	\$11,414	\$9,152	\$9,172	(\$20)	\$11,152	\$11,152					
<b>Total CB</b>	<b>\$118,746</b>	<b>\$121,472</b>	<b>(\$2,726)</b>	<b>\$189,240</b>	<b>\$189,240</b>	<b>\$125,038</b>	<b>\$197,304</b>	<b>(\$72,265)</b>	<b>\$267,917</b>	<b>\$222,421</b>	<b>\$121,196</b>	<b>\$204,996</b>	<b>(\$83,800)</b>	<b>\$227,894</b>	<b>\$87,898</b>
<b>% variance</b>			<b>(2%)</b>					<b>(37%)</b>					<b>(41%)</b>		

Ardlussa - Financial summary as at 28 February 2026



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

#### Summary of financial results – year to date (YTD) actual versus projection

**Income** was \$3k (2%) below projection mainly due to lower NZTA/Waka Kotahi grant funding for footpaths, with this income only received as work is completed.

**Operating expenses** were \$72k (37%) under projection. The Kruger Street subdivision is \$42k under projection due to timing. General maintenance costs were \$22k under projection, as this work is largely reactive and only undertaken as needed. Tree/hedge costs were also under projection by \$5k and footpaths were under by \$4k with no costs incurred to date. Interest on loans were \$3k lower due to reduced loan drawdowns in the prior year. Grants to the Balfour Hall are \$4k over projection due to timing of payments, however this partially offset by lower maintenance and interest costs to date. Storm damage costs have not been included in the figures as discussions with insurers are ongoing, with the board to be updated once more is known.

**Capital expenses** were \$84k (41%) under projection. Of this, \$74k relates to lower costs in Waikaia for an additional streetlight (\$10k), and a change in scope for the Upper Newburn Road project following feedback about undertaking additional maintenance work rather than Otta sealing (\$65k). The remaining \$10k relates to the Balfour Hall reroof project which is complete, with final costs still to come.

## 2. Projects

The table details the locally funded projects planned to be undertaken by the board in 2025/2026. It does not include any district funded projects in the board area. It consists of projects from the 2025/2026 Annual Plan, prior year projects carried forward and any additional projects or changes to projects approved by the board during the year. The table details the project status for the period ending 28 February 2026 and actual costs incurred compared to projection as well as the original annual plan budget. It also shows any forecasting changes which will be considered by Council in April 2026.

Activity	Business Unit	Type	Project code and name (CAMMS+ Fulcrum)	Status	Actual YTD	AP 25/26 FY	Carry forwards	Unbudgeted expenditure	December changes	Forecast changes (TBC April)	Projection FY
Parks & Reserves	Parks & Reserves - Balfour	Opex	FPARK046A Balfour Kruger Street Subdivision Investigation	5. In Physical Delivery	5,824	-	47,845	-	-	-	47,845
Footpaths	Street Works - Waikaia	Capex	FFOOT100A Waikaia - Otta Seal Upper Newburn Road	9. Cancelled (change in scope to maintenance work)	-	65,000	-	-	-	(55,000)	10,000
Footpaths	Street Works - Waikaia	Capex	FFOOT101A Waikaia - Additional streetlights	6. Works Complete	10,980	-	19,996	-	-	-	19,996
Footpaths	Street Works - Riversdale	Capex	FFOOT001I Riversdale - Footpath renewal programme 2024/2025 to 2026/2027	2. Scoping/ Consultations	-	22,898	-	-	-	-	22,898
Halls	Hall - Balfour	Capex	P-10552A/P-10552 Balfour Hall - Replace roof and spouting	6. Works Complete	110,215	-	120,000	-	-	-	120,000
<b>Total</b>					<b>127,019</b>	<b>87,898</b>	<b>187,841</b>	-	-	<b>(55,000)</b>	<b>220,739</b>

### 3. Reserves

The table below shows the board reserve balances as at 30 June, including the actual balance for 2025, budgeted Annual Plan balance for 2026, and the updated projection to 30 June 2026 reflecting any budget changes made up to 28 February 2026. The projection does not include the impact on reserves of any forecasting changes yet to be approved by Council in April 2026.

Reserve	Actual 30 June 2025	Annual Plan Budget 30 June 2026	Projection 30 June 2026
Ardlussa CB general	11,701	21,502	21,502
<b>Ardlussa CB total</b>	<b>11,701</b>	<b>21,502</b>	<b>21,502</b>
Balfour general	1,407	1,407	1,407
<b>Balfour total</b>	<b>1,407</b>	<b>1,407</b>	<b>1,407</b>
Waikaia Dickson park	10,071	10,269	10,269
Waikaia general	15,937	15,944	166
Waikaia museum donations	7,346	7,457	7,457
<b>Waikaia total</b>	<b>33,353</b>	<b>33,669</b>	<b>17,891</b>
<b>Total reserves</b>	<b>46,462</b>	<b>56,579</b>	<b>40,801</b>

#### 4. Financial contributions

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

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

The table below shows the current breakdown of reserve contributions held by Council as at 28 February 2026, associated with the board area. These can be used to fund park/reserve capital projects that meet requirements as described.

Reserve Financial Contributions under RMA/District Plan		
<b>What can these be used for</b> - Capital expenditure only (not maintenance) to <i>acquire, improve and develop</i> reserves in any part of the district to mitigate/offset/compensate for the effects of development or to add to the quality and diversity of open spaces and recreation areas available to communities within the District.		
<b>Where can these be used</b> - Across the district but Council has historically placed a priority on allocating towards capital expenditure in the general location of the consent activity (township, rural, community board, ward)		
Area	Total available	Expiring June 2026
Riversdale	1,709	-
<b>Total</b>	<b>1,709</b>	-

This information is provided to enable the board to give feedback to Council and staff on how the funds might be allocated in the current and future years. Given the restrictions on their use, staff review these funds during project planning and again before the end of each financial year. Contributions have a ten-year expiry period. Therefore, any contributions due to expire by 30 June 2026 that have not been allocated by community boards or staff will be redirected to qualifying expenditure elsewhere in the district. These contributions have a ten-year expiry date and the table shows that there are no funds due to expire in the next financial year.



---

## **Community board reporting**

**Record no:** R/26/4/109253

**Author:** Kelly Tagg, 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 Ardlussa Community Board:

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

### **Attachments**

- A Ardlussa Community Leadership report - 15 April 2026
- B Ardlussa operational report - 15 April 2026



## What's happening in your area

### Community Partnership Fund - criteria review

The Community Partnership Fund first started allocating grants just over five years ago in 2020, so it is timely to offer our community boards an opportunity to review their criteria. If you would like to do this, staff will come and workshop with you in the coming months in order to implement any changes for the next funding rounds in August/September. If you are happy with the criteria as it is, things will just continue to operate as usual.

### Community Service Award Nominations

The closing date for the 2026 round of Community Service Awards is 30 September 2026. Nomination forms can be found on the SDC website or picked up from one of the area offices.

### Community Partnership Fund

Applications for the next funding round of the Ardlussa Community Partnership Fund close on 30 September 2026. Applications can be made on the Southland District Council website via the SmartyGrants link: <https://www.southlanddc.govt.nz/council/funding-and-grants/>

## What's happening across the district

### Oraka Aparima Community Board by-election

The final result for the Southland District Council by-election that closed at midday on Tuesday, 3 March 2026 is:

Ōraka Aparima Community Board (1 vacancy) votes received:

FREW, Don 443  
 HEDDERSHAW, Mel INDEPENDENT 151  
 SEAGER, Marina 150  
 KIDDEY, Nick 76  
 INFORMAL 4  
 BLANK 2

Don Frew is declared elected.

The voter return was 39.43%, being 826 votes.

---

## Wyndham camping ground funds approved

---

The Wyndham Camping Ground has received a funding boost towards its reopening.

Southland District Council approved at its Council meeting on 28 January the transfer of the remaining Better Off Funded budget of \$34,020 from the Baird-Hewat Square/Doctors Square project to the Wyndham Camping Ground construction.

The Waihopai Toetoe Community Board has been working towards reopening the facility, which has been closed since February 2024 when the previous lease was surrendered. The site has recently undergone a significant clean-up with general repairs completed.

Board chair Pam Yorke said the project was an important one for Wyndham.

“Our community has expressed a strong desire to have the camping ground reopened and we view it as a vital asset for the future of Wyndham,” she said.

“We absolutely recognise its potential to attract visitors and stimulate local spending to support the town’s vitality, while also providing a necessary facility for people like seasonal workers.”

The board and council staff investigated the feasibility of installing user pays technology to enable the automated operation of the camping ground. The preferred Penny System will allow automated bookings, access and paid use of services at the camping ground. The funding will enable staff to progress the upgrades required while remaining consistent with the board’s objective to the project remaining cost neutral for ratepayers.

---

## Community Service Award – Pamela Naylor

---

Garston stalwart Pam Naylor’s remarkable 57-year record of service to the northern Southland community has been acknowledged with an award from Southland District Council and the Northern Community Board.

There is scarcely a group, organisation or project that Mrs Naylor has not been involved in since she hit the ground running in Garston, newly married to Peter Naylor, in 1968.

Mayor Rob Scott said it was staggering how heavily involved in her community she had been over such a long time. “There’s barely a structure in the Athol/Garston area that hasn’t been touched in some way by the hand of Pam. Her legacy will be felt everywhere in the area for many decades to come.”

After starting Girl Guides and Brownies in the Athol/Garston area in 1969, Mrs Naylor was involved for 28 years. That same year she formed the first girls’ hockey team in the area, helped drive the development of the hockey ground on the Athol domain and was a Northern Southland hockey selector and coach for 15 years. She was also a member of the Garston Ice Skating Club for 20 years.

After being elected to the Garston Hall Committee in 1971 she served for 53 years.

She was elected on the Athol Domain Board in 1974, and continued that role until the formation of the Southland District Council Athol Community Development Area (CDA) Subcommittee in 1991. She remained on the CDA, serving 10 years as chair, until the CDAs were phased out in 2019, at which time she was elected as a member of the new Northern Community Board.

Also in 1974 she started work at Garston School as a clerical assistant and teacher aide, later becoming the librarian.

In 1980 she was appointed by the Girl Guide association as the Southland provincial outdoor instructor, holding this position for 29 years, as well as being the district and division commissioner during this time.

Mrs Naylor also looked after the school pool and was co-ordinator of the Garston Trail Bike Rids fundraiser for 40 years.

In 1993 she began a 32-year term as a trustee for the Athol Gallery Trust, and was a first responder for St John and the Garston Fire Brigade for 15 years.

She rolled up her sleeves and mowed the Garston cemetery, Presbyterian and Catholic church lawns for 25 years, as well as managing Garston postal services for 24 years.

Mrs Naylor was appointed as a justice of the peace in 2017.

She has been a driving force in countless community projects, including the Athol and Garston welcome signs, the Garston Peter Rabbit thinking seat, the Athol Anzac memorial seat, and Garston's Russell Glendinning memorial seat.

Pam's husband Peter received his own Community Service Award in 2022.



### **Community Service Award – Rural Women New Zealand Forestry Scheme (Southland)**

The pioneering spirit of the Rural Women New Zealand Forestry Scheme (Southland) Inc was celebrated on Saturday 28 May 2026..

Part of Rural Women Southland Interprovincial, the group's extensive contribution to the development of a productive forestry was formally recognised with the presentation of a Community Service Award from Southland District Council and the Northern Community Board.

Southland Mayor Rob Scott said he was honoured to recognise the “incredible dedication” of those involved.

“These ladies work tirelessly as volunteers getting things organised and done, without claiming recognition – all for the benefit of our Southland community,” he said.

“This honour bestowed extends far beyond the current members and is testament to the efforts of many since its inception 78 years ago.”

Approximately 90 hectares of bare land near Dipton was donated by George Hamilton and his brother, former Wallace MP Sir Adam Hamilton, in 1948 and a committee of 13 members was formed for an inaugural meeting on 4 February 1949.

Undeterred by perceived societal roles of the era, the group developed, harvested and replanted the forestry.

“Most of the menfolk at the time felt that women were unable to run a forestry but they persevered, even planting seeds and propagating fir trees,” the citation from Southland Interprovincial Rural Women NZ said.

Nowadays the forest is run by dedicated volunteers, employing Log Marketing to advise on tasks such as milling, spraying and pruning.

Income from the milling of trees is distributed to the 13 Southland branches and ultimately returned to the Southland community, helping with a vast range of local services, including swimming pools and lessons, coastguard, Hospice Southland, Ronald McDonald House Southland, St John, health shuttles and outings for children.

Part of the forest was identified within a QEII wetland in 1984, protecting the land in perpetuity.

Life member Ann Irvine, who served 22 years as secretary of forestry, took on a new role as wetland facilitator, organising trips for spraying, planting new trees and cutting tracks with her team of trusty volunteers.

A project to mechanically remove willows along the stream with the aim of lowering the flood risk to neighbours is currently under way and grants from Environment Southland applied for.

At the helm as president for the past seven years, Rhonda Symons has done a stellar job running the forestry operation – everything from liaising with neighbours about access for milling trees to organising hunters to control the wild pig population.

A life member since 1978, Heather Smith has held many positions in her local branch, serving as president and secretary of Interprovincial Rural Women and, for many years, treasurer of forestry. She can be relied on to produce facts and figures relating to the forest and wetlands.

The trio have been working on a new constitution for the forestry, which is nearing completion because of their dedicated efforts.



### Community Service Award – Shirley McCully

Ask anyone who knows Shirley McCully and they'll tell you she puts her heart and soul into everything she does. And she has done plenty.

The busy Scotts Gap volunteer received a Community Service Award in Otautau on Thursday 2 April 2026 from Southland District Council and the Wallace Takitimu Community Board.

Presenting the award, Mayor Rob Scott said Mrs McCully was one of those “incredible” Southland heroes who worked behind the scenes to make their communities better places.

Mrs McCully, who is on the St John area committee in Otautau, has been the health shuttle co-ordinator for eight years. It is a busy role. The health shuttle takes people in western Southland to medical appointments across the region, and she often drives the shuttle, taking on extra trips if no other driver is available.

She is regarded as an excellent support person for new volunteer drivers and as the co-ordinator she contacts clients and drivers to work out the pick-up schedule on an almost daily basis.

For around six years she also spent many hours working for civil defence in the area.

Born in Ohai, Mrs McCully has lived in Scotts Gap since her marriage to husband Grattan in 1974. A busy farmer's wife, raising a family of three, she still managed to take her turn as the first female president of the local hall committee, be a parent helper on Otautau School camps and step up to help with other community activities.

She supported Girl Guides and Scouts, was a member of Lionesses and served on the Otautau Sports Complex committee. She has been part of Cancer Society Daffodil Day and served on numerous other committees.

When outdoor bowls was run in Otautau she was an active player and is past president of ladies' bowls. For a long time Mrs McCully organised the winter bowls competition. She has also been an official for Central-Western tennis and netball.

Mrs McCully thanked her husband Grattan and family for their support that enabled her to be so heavily involved in the community. “I've always believed that if your children are involved in something you need to be involved as well,” she said.

Wallace Takitimu Community Board chair Tony Philpott thanked Mrs McCully on behalf the community, saying “these awards aren't given, they're earned.”



## Community funding

### Other funding opportunities and allocations

Applications for the following grants closed on 31 March 2026:

- District Initiative Fund
- Sport NZ Rural Travel Fund
- Creative Communities Scheme

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

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

### Bursary and scholarship allocations 2025

#### Centennial Bursaries

Josh Cairns	\$2,000
Sophie Cundall	\$2,000

#### Valmai Robertson Arts Scholarship

Erika Leith	\$1,975
Jolie Hazley	\$100
Greer Hazley	\$100
Cameron Fox	\$100
Pepper-May Henwood	\$75
Emily Neems	\$75
Hazel Green	\$75

#### Eric Hawkes Memorial Outward Bound Scholarship

Jorjia Marshall

### Sustainable funding workshop

Community Trust South is organising a Sustainable Funding Workshop. It will be on Wednesday 22 April, 9.30am-1.30pm, in either Winton, Lumsden or Gore, depending on registration demand.

The Sustainable Funding Workshop will be hosted by Exult and is packed with practical ideas to help your organisation work towards sustainable funding, developing a funding strategy and planning to achieve your strategy.

It will explore:

- the 7 key income streams for clubs and community organisations
- the difference between donations, sponsorship and grants
- why fundraising activities are still an important part of the mix
- how to increase your income by doing what you already do, but doing it better.

The workshop is free for organisations within the Community Trust South area.

Visit

[https://communitytrustsouthoffice.smartygrants.com.au/regionalustainablefundingworkshop?fbclid=IwZXh0bgNhZW0CMTAAAYnJpZBExeG9PUTRtbmRORlpkZndkTXNydGMGYXBwX2lkEDlyMjAzOTE3ODgyMDA4OTIAAR6zuHdTf4xg44zc2sz0ml3nfd94c0gjs0VfQOISVRRmc9Ouji9XLUIEAnhC9g\\_aem\\_3c9FLrwhV2C4gJBohGAhTg](https://communitytrustsouthoffice.smartygrants.com.au/regionalustainablefundingworkshop?fbclid=IwZXh0bgNhZW0CMTAAAYnJpZBExeG9PUTRtbmRORlpkZndkTXNydGMGYXBwX2lkEDlyMjAzOTE3ODgyMDA4OTIAAR6zuHdTf4xg44zc2sz0ml3nfd94c0gjs0VfQOISVRRmc9Ouji9XLUIEAnhC9g_aem_3c9FLrwhV2C4gJBohGAhTg) to register.



## Council department updates

### Governance

Work streams progressing in the governance team include:

- Completing the Ōraka Aparima Community Board by-election. Don Frew was declared elected to the board on 4 March 2026
- Compiling elected member interest returns. The register of interests will be completed soon (this is legally required)
- Council appointing members to the Stewart Island Visitor Levy Allocations Subcommittee, the Te Anau Basin Water Supply Subcommittee and the Ohai Railway Fund Committee
- Council giving feedback on the Great South and Space Operations New Zealand Ltd statement of intents.

### Policy and planning update

#### Climate Change

##### Regional activities

The Regional Climate Change Working Group held its first governance workshop on 12 March 2026. Key matters covered included:

- [Local Government Sector Climate Scenarios](#) – a tool which can aid local government’s long term planning
- Updates on key regional projects including Regional Climate Impacts Assessment and Community Climate Perceptions Survey results
- Progress against actions in the [Regional Framework for Action on Climate for Murihiku Southland](#)
- Government reforms and regional spatial planning
- Process to develop the first Regional Climate Action Plan for Murihiku Southland in parallel with councils’ long term plans for 2027-37.

Updated climate projections for Southland, prepared by Earth Sciences NZ (formerly NIWA) for Environment Southland, will be presented to the ES Strategy & Policy Committee on 15 April and will be made publicly available.

##### Climate adaptation

We are continuing work to assess risks from climate change to SDC's assets and operations, with completion planned in mid 2026. The findings will help identify key issues for consideration in the next long term plan.

**Emissions reduction**

Staff are scoping options for organisational emissions reduction activities. The [Regional Climate Change Strategy for Murihiku Southland](#), adopted by SDC and the other Southland councils in 2024, includes an aspiration for Southland local government agencies to become net zero organisations by 2050.

**Internal alignment**

Following receipt of the updated climate projections for Murihiku Southland, we will integrate these into climate change information and resources for staff. Our internal staff climate change working group has recommenced meetings and is planning sustainability-focussed activities.





# Ardlussa Community Board

## Tracker – ongoing

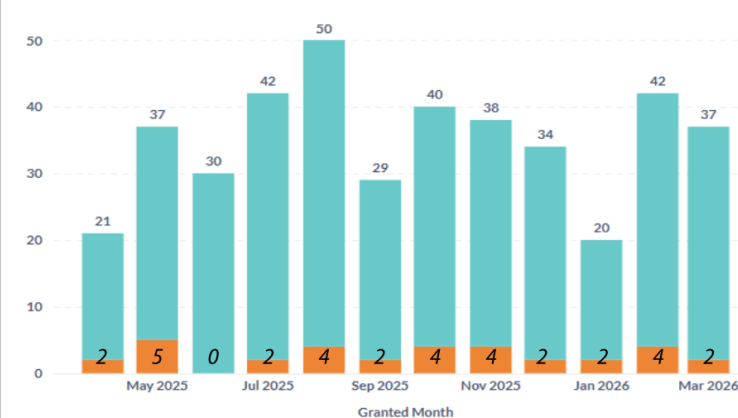
Waipounamu Bridge road access and spraying  
 Tree pile in Berwick St – RFS entered  
 Taylor Park – sewage issues  
 Waikaia Domain/Golf Club leases/Waikaia depot rental  
 Balfour BMX track – Richard to follow up re: spoil  
 Fill from road works going into natural ditches – RFS entered, site visit completed  
 Investigation of options for the future of the Balfour land – report on agenda  
 Riversdale pool – review of pool rate decision  
 River/gravel management  
 Riversdale and Waikaia helipad projects – Waikaia complete, paperwork still to be signed off. Riversdale application in process.  
 Riversdale stormwater/flooding issues  
 Update to Sally the Elephant sign – cost is approx. \$800

## Upcoming priorities

Spatial planning  
 Community Board Plan review

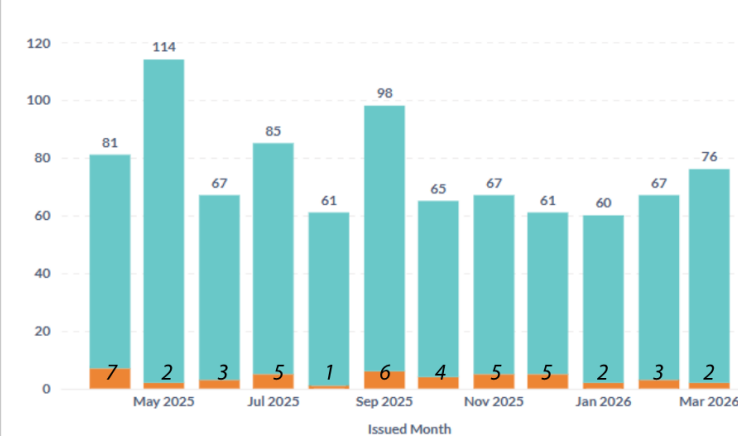
## Resource consents granted

RM applications granted for community board



## Building consents granted

Building Consents issued for community board



## Service contracts update

### Water and wastewater services operation and maintenance

The 23/01 Operations and Maintenance Contract continues to operate across the Ardlussa Community Board area. Water and wastewater services across the area have continued to operate well with what would be considered a normal number of service requests being received by Council and Downer. During January–February, Council made adjustments to the water reticulation network within the Lumsden–Balfour scheme to improve pressure management. These changes were implemented to ensure that properties located at higher elevations and further from the water treatment plant received an adequate and reliable supply, particularly during the peak summer months.

### Mowing contracts (Balfour, Waikaia and Riversdale)

With recent changes to the mowing inspections in relation to the levels of service and working closely with the contractor the levels of service have undergone notable improvements. Continuation of a close working relationship will allow us to continue to lift the standard of presentation for the community as well as assist the contractor in managing the standard to the desired standards.

### Other contracts

The toilet cleaning and rubbish collection has undergone some changes in an effort to improve accessibility, cleanliness and provide relief for local business who have in the past had issues with private facilities used by the public. The contractor is working very closely with us to help monitor the situations, and so far we have had very positive results.

Monitoring and adjustments will continue as necessary

### Waimea Alliance

January was a slightly shorter month due to the Christmas and New Year break. The break had minimal callouts which was great. The crews come back refreshed and were straight into their work.

The premix crew continued with their 2026/2027 pre-reseal repairs and are well over halfway through their programme. The stabilisation crew has completed 100% of their 2026/2027 pre reseal program. The water channel cleaning has not yet started as the drainage crew have been continuing the culvert install programme. They started the first two weeks back completing the Borland Road culvert replacement and a couple of other small jobs while over that way and then moved over to Wilander Downs road for the central contract.

Spraying started on the roadside spraying that will continue into February. Both graders had a slower start with both operators taking the extra week after the break to have a real freshen up.

The cyclic truck had an extra university student in with him for the month as an extra set of eyes and to help with the bigger jobs. The crew completed two reasonably bigger tasks in the ATMCT by pouring a pad for the new "Fix it Stand" and then moved a section of the trail up at Parawa Road.

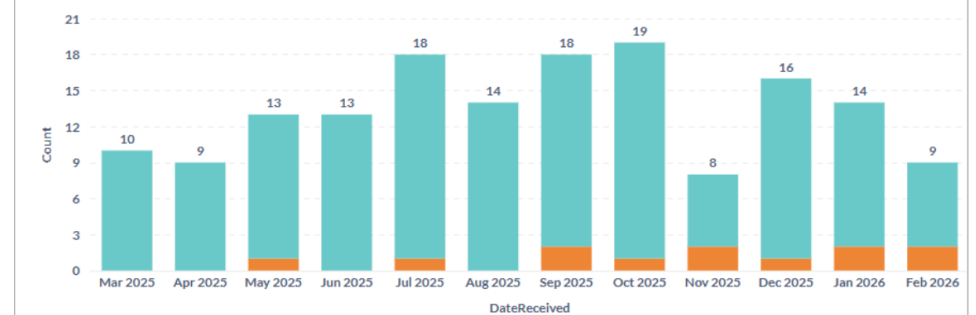
## Requests for service

Across the district, there were 1024 requests for service lodged during the period January and February 2026, of which 213 were related to three waters. 23 of the total requests received belong to this board area. A full summary of those requests is included below.

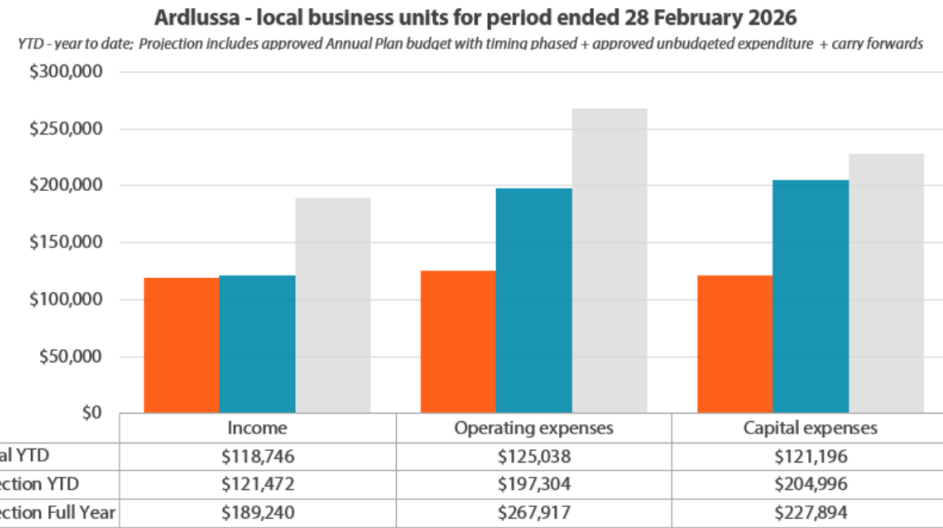
Request type	Count
Streetscape - vegetation	1
Council property enquiry	1
Emergency services assistance	1
Flooding roads	1
Footpaths	1
Hazards	2
New sign requests (where none existed before)	1
Rapid numbers – new	1
Signs repairs (not stop/give way)	1
Stop/give way signs - repairs (urgent 24hr fix)	1
Gravel road faults	1
Abandoned vehicles	1
Bridge repairs	1
Transport - contractor customer complaint	1
Transport general enquiries	1
Water and waste general	5
Wheelie bin - new/additional	2
<b>Total</b>	<b>23</b>

## Requests for service lodged

Within Service Level (teal), Outside Service Level (orange)



**Local budget information**



**Budget notes**

**Income** is \$3k (2%) below projection, this is due to NZTA/Waka Kotahi grant funding for footpaths that will be received as work progresses.

**Operating expenses** are \$72k (37%) under projection. The Kruger Street Subdivision is \$42k under projection due to the timing of the budget. General maintenance codes are overall \$22k under projection as general maintenance has a reactive component. Tree and hedge is \$5k under projection and footpaths are \$4k under projection as minimal costs have been received in these areas. Interest on loans is \$3k under projection due to lower loan drawdowns in the prior year. Grants to the Balfour Hall are \$4k over projection due to the timing of the budget. Storm damage costs have not been included as we are still working through this matter with our insurers. We will keep the board updated as more information comes to hand.

**Capital expenses** are \$84k (41%) under projection, this relates to footpath renewals (\$74k) that are underway and the Balfour Hall reroof project (\$10k) that is now complete with final costs yet to come in.

**Local projects update**

Activity	Name	Current Phase	Current Progress	Budget actual ytd
<b>OPEN SPACES</b>	Balfour land investigation	Business case	On track	\$47,845 <b>\$5,824</b> FPARK046A
The contract for this work has been awarded, and draft plans have been completed and provided to the board for feedback. Staff worked with the board to finalise the plans prior to the resource consent being submitted. A further update is included on the agenda.				
<b>WASTEWATER</b>	Balfour wastewater consent renewal and replacements	Pre-delivery phase	On track	\$150,000 <b>\$3,734</b> P-10453
The short term consent to 2028 is awaiting agreement with the runanga. The plant upgrade works will be from 2026 to 2028, and the final solution will be dependent on the new wastewater discharge standards and final design.				

JANUARY 2026	FEBRUARY 2026	MARCH 2026	APRIL 2026	MAY 2026	JUNE 2026	JULY 2026	AUGUST 2026	SEPTEMBER 2026	OCTOBER 2026	NOVEMBER 2026	DECEMBER 2026
	11 Feb - board meeting in Balfour @ 7.00pm. Balfour township tour @ 6pm	11 March - board workshop - Riversdale @ 7.00pm	15 April - board meeting in Riversdale @ 7pm. Riversdale township tour @6pm.	13 May - board workshop in Riversdale @6.00pm	10 June - board meeting in Waikaia @ 6pm	8 July - board workshop – Riversdale @6pm	12 August - board meeting in Balfour @ 6pm	9 September - board workshop in Riversdale @6pm	14 October – board meeting in Riverdale @ 7pm	11 November – board workshop in Riversdale @7pm	9 December – board meeting in Waikaia @ 7pm
		District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel fund applications close 31 March						Community service award nominations close on 30 September 2025 Community Partnership fund applications close 30 September			Scholarships and bursary applications close on 20 December 2025
								District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel fund applications close on 30 September 2025			

## Councillor update

**Record no:** R/26/3/108352  
**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 with an overview of the matters that have been considered at Council and Finance and Assurance Committee meetings from 28 January 2026 to 25 March 2026.

### Staff recommendations

That the Ardlussa 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 Wilson to highlight matters or to update the board on any other issues that have arisen around the Council table.
- 4 If you are interested, you can watch Council or Finance and Assurance Committee meetings via this link: [SDC youtube](#)

28 January 2026 – Council meeting	
Report	Overview
Wyndham camping ground - future management	Council approved the transfer of the remaining budget \$34,020.69 from the Baird-Hewat Square/Doctors Square project to Wyndham camping ground – construction.
Limehills community centre - unbudgeted expenditure	Council approved unbudgeted expenditure of up to \$40,000 to carry out maintenance at the Limehills community centre to be funded by a 10-year loan with repayments from the Limehills community centre rate.
Brydone recreation reserve grazing income	Council approved requesting the Minister of Conservation’s approval for the rental income from the Brydone recreation reserve to be spent on the running of the Brydone public hall.
Delegations update	Council approved and adopted the updated Delegations Manual, including the following amendments:

	<ul style="list-style-type: none"> <li>i) changes to the community board terms of reference to remove reference to Council’s subcommittees reporting to community boards</li> <li>ii) removing delegations to the Southland Regional Heritage Joint Committee</li> <li>ii) removing delegations under Smoke Free Environment Act 1990.</li> </ul> <p>Council requested that staff review the delegation to the Community Boards from \$20,000 to \$50,000 for unbudgeted expenditure and report back to Council.</p>
Housing action plan update - January 2026	Council noted the information contained in the report and acknowledged the work undertaken to enable the action plan update.
TAB Venues Policy and Gambling Venues Policy review	Council agreed to conclude the review without requiring public consultation.
Winton CCTV camera project - unbudgeted expenditure	Council approved unbudgeted expenditure of up to \$27,000 (excluding GST) to be funded from the Winton Property Sales Reserve to cover costs of stage three of the Winton CCTV camera project (add two additional cameras on Great North Road at Night and Day (number 346), and Mitre 10 (number 91).
Draft Local Alcohol Policy 2026 - hearings information and submissions summary	Council received all submissions on the draft Local Alcohol Policy and thanked the submitters for their oral submissions at the meeting.
<b>11 February 2026 – Council meeting</b>	
<b>Report</b>	<b>Overview</b>
Submissions to Central Government on legislative reform	<p>Council noted the submission on the rates capping proposal and provided feedback on the draft submissions.</p> <p>Council approved, subject to completion of any amendments recommended by Council, submission of the following:</p> <ul style="list-style-type: none"> <li>i) Submission to Governance and Administration Committee - Emergency Management Bill</li> <li>ii) Submission to Environment Committee - Planning Bill</li> <li>iii) Submission to Finance and Expenditure Committee - Infrastructure Funding and Financing Amendment Bill</li> <li>iv) Submission to Department of Internal Affairs - Local Government (Infrastructure funding) Amendment Bill (Development Levies System)</li> </ul>

	v) Submission to Department of Internal Affairs - Simplifying Local Government proposal
Chorus New Zealand update to Council	Council noted and thanked Jo Seddon, the Community Relations Lead at Chorus New Zealand, for her presentation about Chorus, what it does and its plans for the network area.
Taumata Arowai update to Council	Council noted the information and thanked Water Service Authority – Taumata Arowai Engagement Specialist – Tim Cadogan for his presentation (Tim gave an overview of the Authority and answered Council’s questions).
Southland Regional Heritage Fund - interim funding round	Staff recommendations were moved by Council as follows: <ul style="list-style-type: none"> <li>d) agreed to implement an interim funding round for Southland Regional Heritage in March 2026 up to \$50,000 to be funded from Council’s Regional Heritage rate collected in the 2025/2026 financial year.</li> <li>e) agreed to the purpose and criteria of the funding round to be based on the Southland Regional Heritage Fund purpose and criteria with an amended focus on organisations and projects benefiting the Southland District Council area</li> <li>f) acknowledged and thanked Great South for supporting and administering this interim funding round</li> <li>g) that an interim advisory group be set up to discuss and recommend grant allocations from the fund to Council</li> <li>h) that the interim advisory group be made up of Councillor Duffy, Councillor Menzies, Southland District Council Roving Museum Officer, and a member of the Community Leadership team</li> <li>i) to undertake discussion with Iwi to request their input into the process</li> <li>j) agreed to fund from the regional heritage rate, the ongoing costs associated with the Roving Museum Officer role including a supplies budget, totalling \$53,750.</li> </ul>
Te Anau Airport Manapouri newsletter	Council noted the information contained in the latest Te Anau Airport Manapouri newsletter, created by Great South.
<b>25 February 2026 – Council meeting</b>	
<b>Report</b>	<b>Overview</b>
Otautau tennis courts resurfacing project - unbudgeted expenditure request	Council determined that unbudgeted expenditure of up to \$30,000 plus GST, to be funded from the Wallace Takitimu general reserve, be approved so that the asphalt resurfacing option for the Otautau tennis courts can proceed.

<p>Wyndham camping ground - unbudgeted expenditure</p>	<p>Council endorsed the recommendation of the Waihōpai Toetoe Community Board to approve \$30,000 unbudgeted expenditure in 2025/2026 for the Wyndham Camping Ground – Construction of to be funded by the Waihōpai Toetoe Parks and Reserves Capital Fund Reserve and reduce the project in the annual plan for 2026/2027 from \$75,000 to \$45,000.</p> <p>Council agreed that the project continue regardless of approval from the Department of Internal Affairs for the transfer of Better Off funding of \$34,020.69, noting that this amount would be funded from the Waihōpai Toetoe Parks and Reserves Capital Fund reserve.</p>
<p>Financial Report for the period ended 31 December 2025</p>	<p>Staff presented Council with an overview of the financial results for the six months to 31 December 2025 by Council’s seven activity groups and corporate services, as well as the financial position and the statement of cashflows as of 31 December 2025.</p>
<p>Draft 2026/2027 Annual Plan financials and supporting information</p>	<p>Council received attachments containing the draft Annual Plan 2026/2027 financial statements, changes to fees and charges, project listing and analysis of proposed rates with an addition to reduce the toilets programme by \$1million and requested that staff prepare a report to Council outlining the revised programme for discussion.</p> <p>Council approved changes to the 2025/2026 budgets as requested by community boards and note that these have been incorporated into the opening balance position for the financial information for the Annual Plan 2026/2027.</p> <p>Council approved adjustments of \$22,065,205 to the 2025/2026 capital delivery programme for various projects, as recommended by the Finance and Assurance Committee, noting that these have either moved to 2026/2027, 2027/2028 or have been cancelled.</p> <p>Council agreed to use the District Operations Reserve to fund any shortfall on external debt interest resulting from differences in the timing of when Council charges interest and principal on new internal loans.</p> <p>Council agreed to maintain the funding of water and wastewater depreciation at the amounts included in year 3 of the LTP, resulting in water depreciation being funded at 80% and wastewater at 81% rather than the planned 75%, noting the move to fully funding depreciation on all three waters in 2027/2028.</p> <p>Council confirmed that the draft financial information for 2026/2027, including the projected operating deficit is financially prudent given Council’s financial position and previous policy decisions around the funding of depreciation.</p>

	<p>Council noted that there were no significant or material differences between the Annual Plan 2026/2027 and year three of the Long-Term Plan 2024-2034 and only minor changes to fees and charges for 2026/2027 and therefore agree not to undertake any formal consultation.</p> <p>Council agreed to inform the community about the Annual Plan 2026/2027 and changes to fees and charges.</p> <p>Council noted that the financial information presented may be subject to further changes prior to the final adoption of the Annual Plan 2026/2027 in June 2026, to reflect any subsequent Council decisions, updates arising from the April forecasting process, and changes in Council’s rating information database.</p>
Transport Procurement Strategy	Council approved the Transport Procurement Strategy as endorsed by NZTA.
<b>4 March 2026 – Council meeting</b>	
<b>Report</b>	<b>Overview</b>
Local Alcohol Policy deliberations	<p>Council agreed on:</p> <ul style="list-style-type: none"> <li>i) Trading hours – off-licences – set new hours, from 9am until 10pm on the same day (reduced from 7am until 11pm on the same day)</li> <li>ii) Trading hours – on-licences – other - removing the “no restrictions” wording</li> <li>iii) Sensitive places – including health centres, rehabilitation centres, Marae, and Fale Pasifika in the definition of sensitive places</li> <li>iv) Sensitive premises – no evidence of consultation required for new applications on existing premises for change of ownership</li> <li>v) Discretionary provisions – addition of consideration of glass vessels at special events</li> <li>vi) Timeframe for review – reducing the next review period to four years, with the following cycle returning to six years.</li> </ul>
Draft Statements of Intent 2026/2027 for Great South and Space Operations NZ	Council endorsed the joint letter of response to the draft Statement of Intents as recommended to Council by the Great South Joint Shareholders Committee.
Appointment of members to the Ohai Railway Fund Committee	Council appointed Alanna Barrett, Shane Robertson, Kevin Dixon and Kevin Curtain as members of the Ohai Railway Fund Committee.

and Te Anau Water Supply Subcommittee	Council appointed Luke Thomas, Grant Bolger, Shane Buchanan, Craig Horrell, Jason Robson, Andrew Taberner and Luke Wright to the Te Anau Basin Water Supply Subcommittee.
Mayor's report	Mayor Scott spoke to his report. Robin McCall spoke about the Ōraka Aparima Community Board, and Pam Yorke spoke about the Waihōpai Toetoe Community Board.
Management report March 2026	Council received an update on recent staff activity across Council.
Spatial Plan update	Staff provided Council with an update on the Spatial Plan project and changes made because of the recent Resource Management Reform announced by Central Government.
Waste Management and Minimisation Plan for Consultation	<p>This report sought approval to proceed with a public consultation process. Council was given the draft Southland Waste Management and Minimisation Plan 2026-2032 for consultation, and resolved:</p> <ul style="list-style-type: none"> <li>• Council received the Medical Officer of Health feedback contained in the 2025 Southland Regional Waste Assessment (p118) in accordance with the stipulations of Waste Minimisation Act 2008 Clause 51(5)(b).</li> <li>• Council noted the Waste Advisory Group decision to revoke and substitute the Southland Waste Management and Minimisation Plan 2020-2026 in accordance with the Waste Minimisation Act 2008 Clauses 44 and 50(3)(a).</li> <li>• Council agreed to revoke and substitute the Southland Waste Management and Minimisation Plan in accordance with the Waste Minimisation Act 2008 Clauses 44 and 50(3)(a).</li> <li>• Council adopted the Draft Southland Waste Management and Minimisation Plan 2026 – 2032 for consultation.</li> <li>• Council agreed to a Joint Hearing Panel comprised of the Waste Advisory Group representatives from each participating council, being two representatives from each WasteNet council.</li> <li>• Council noted that if the other WasteNet parties do not proceed options will need to be reassessed.</li> </ul>
<b>18 March 2026 – Council meeting</b>	
<b>Report</b>	<b>Overview</b>
Adoption of Local Alcohol Policy 2026	<p>Council received the final Local Alcohol Policy 2026, and resolved:</p> <p style="margin-left: 40px;">i) public notification of the Local Alcohol Policy will take place on Thursday 26 and Friday 27 March 2026</p>

	<p>ii) adoption of the policy will take place 30 days post-public notification, on Monday 27 April 2026</p> <p>iii) the operative date of the policy will be the same as the adoption date, being Monday 27 April 2026.</p> <p>Council resolved that in adopting the Local Alcohol Policy 2026, the Combined Local Alcohol Policy 2015 is revoked.</p>
Update on Local Government Commission reorganisation investigation process	As this report was to provide an update on the Local Government Commission’s process for the investigation of reorganisation of the local government structure in Southland, Council minuted its disappointment in being only allowed to have three elected members at the workshop being facilitated by Martin Jenkins on Monday 30 March 2026 with the Local Government Commission and the four councils.
Better off Fund - project update	Council was provided with an update of where the Better Off Funding projects are at currently.
Offer to gift Orepuki water tanks property (35 Oldham Street) to Council.	Council accepted the gift of land from the Orepuki Volunteer Fire Brigade being the property at 35 Oldham Street Orepuki containing the three firefighting water storage tanks and delegated to the chief executive the authority to execute any agreements or other documentation required to achieve the transfer of ownership of the property.
Local Governance Statement 2025-2028	<p>Council adopted its Local Governance Statement for the 2025-2028 triennium.</p> <p>Council delegated the chief executive to update the Local Governance Statement during the triennium as appropriate to ensure it is current and correct.</p> <p>Council requested that the chief executive investigate the status of the Southland Land Drainage Act 1935 and report back to Council.</p>
<b>25 March 2026 – Finance and Assurance meeting</b>	
<b>Report</b>	<b>Overview</b>
Finance and Assurance Committee workplan for the year ended 30 June 2026	Four new reports were added to the plan for the year, quarterly treasury report, community facilities contracts, 17a three waters and FMIS update.
Deloitte audit engagement letter, proposal letter, fee and planning report for the year ended 30 June 2026	The Committee received the engagement letter, proposal letter and planning report from Deloitte and agreed to the proposed 4.2% increase in audit fees, and delegated authority to the Mayor to sign the final audit proposal letter, incorporating any amendments agreed at this meeting and the authority to sign the engagement letter from Deloitte, covering the 30 June 2026, 30 June 2027 and 30 June 2028.

Annual Report 2025/2026 timetable	The Committee noted the key dates for the annual report 2025/2026 with the adoption of the report scheduled for 21 October 2026.
Accounting policies for the year ended 30 June 2026	Council adopted the accounting policies that will be used in the preparation of Council's Annual Report for the year ended 30 June 2026.
Request for Service Internal Audit Report	Deloitte completed an internal audit of Council's request for service systems and have identified five low to moderate findings. Staff will review the recommendations, assign actions, progress option and undertake work to complete.
Financial Report for the period ended 31 January 2026	The Committee received an overview of the financial results for the seven months to 31 January 2026 by Council's seven activity groups and corporate services, as well as the financial position and the statement of cashflows as at 31 January 2026.
Interim performance report - period two 1 July 2025 to 28 February 2026	The Committee noted the information contained in the Interim Performance Report for period two, from 1 July 2025 to 28 February 2026.
Forecasted financial position for the year ending 30 June 2026	The Committee was informed of the expected year-end financial result compared to the Annual Plan 2025/2026 and to recommend to Council the resulting forecasted position.  Council sought the endorsement of the Finance and Assurance Committee for retrospective unbudgeted expenditure requests with associated funding source and the deletion and deferral of several projects.
Quarterly treasury report as at 31 January 2026	The Committee was informed of Council's treasury position in accordance with the Investment and Liability Management Policy.  Council sought approval for the updated interest rate risk strategy resulting in Council being within the thresholds by the 31 May 2026.
Capital delivery programme update	The Committee was provided with an update on the capital delivery programme that is included in the approved annual plan budget of \$70.54 million. The proposed forecast as at 28 February 2026 is \$73.42 million and incorporates (approved and proposed) budget changes made since the commencement of the 2025/2026 year.  As at 28 February 2026 actual expenditure is \$20.87 million of \$56.68 million in committed works (in physical delivery or completed). The committed works currently represents 77.2% of the overall programme and relies heavily on the delivery of the transport (roading), three waters and B2B build programmes which are \$33.47 million of the remaining \$35.81 million (\$56.68m less \$20.87m) currently committed for delivery from now until year end.

Quarterly risk management - March 2026 quarter	<p>The Committee considered the March 2026 quarterly risk management report and noted those risks currently assessed as of significant issue for the March 2026 quarter.</p> <p>Three risks require an increased focus - adverse event, change, and financial sustainability and one risk has shifted from decreased to stable- social licence.</p>
Health and safety	<p>The committee received an update on health and safety activity and related events over the last quarter. Two health and safety representative meetings have been held for 2026.</p>
B2B Project Update	<p>The contractor (Amalgamated Builders Ltd) has provided a detailed construction programme, is now working onsite and the building consent has been issued.</p>

### **Attachments**

There are no attachments for this report.



---

## **Chairperson's Report**

**Record no:** R/26/1/1225  
**Author:** Rachael Poole, Committee advisor  
**Approved by:** Robyn Rout, Governance legal manager  
**Report type:** Information

---

### **Purpose**

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

### **Staff recommendations**

That the Ardlussa Community Board:

- a) notes the information contained in the report.

### **Chairperson update**

- 3 The chair updates the board on the following matters:
  - Trees in the Berwick St reserve - no action yet to clear the waste from tree removal
  - Taylor Park human faeces waste - report/plan to come from Southland District Council
  - Balfour sections and sub-division process is ongoing
  - A meeting regards the Helipad in Riversdale was held this month with Southland District Council with a lease to occupy – a report to come to the Board at the next meeting
  - The workshop to be held in March 2026 was cancelled
  - The Emergency Management Services meeting was cancelled
  - Still a lot of things ongoing but not a lot of action – details to be given.

### **Attachments**

There are no attachments for this report.



---

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

---

**Recommendation**

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

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

**9.1 Community facilities contracts**

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
Community facilities contracts	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.  Decision on awarding contract.	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.