



Agenda

Ardlussa Community Board

Wednesday, 10 June 2026, 6pm
Waikaia Fire Station, 21 Newburn Street, Waikaia



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

TYPE OF COMMITTEE	Community board (board)
RESPONSIBLE TO	Boards are responsible to Council Each board will also have relationships with Council committees (these committees are outlined in the delegations manual).
SUBCOMMITTEES	Some subcommittees will report to community boards – these are outlined in section 8.5 of the delegations manual.
MEMBERSHIP	Ōreti and Waihōpai Toetoe boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other boards have six members plus a member appointed by Council. The chairperson is elected by the board. Councillors who are not appointed to boards can only remain for the public section of the board meeting. They cannot stay for the public excluded section unless the board agrees.
FREQUENCY OF MEETINGS	Every second month, but up to 12 ordinary meetings a year with the approval of the chief executive.
QUORUM	Not less than four members
THE ROLE OF COMMUNITY BOARDS	Governance Elected members are responsible for providing leadership, setting direction and for overseeing performance (at a high level). The chief executive and staff are responsible for management activities including the allocation of resources, overseeing the day to day operations of the community board, providing policy advice and implementing governance decisions. Roles outlined in the Local Government Act 2002 <ul style="list-style-type: none"> • appoint a chairperson and deputy chairperson • represent, and act as an advocate for, the interests of its community • consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the board • maintain an overview of services provided by the territorial authority within the community • prepare an annual submission to the territorial authority for expenditure within the community • communicate with community organisations and special interest groups within the community • undertake any other responsibilities that are delegated to it by the territorial authority.

Additional roles of boards

Community wellbeing

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

Community leadership

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

Engagement and relationships

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

Advocacy

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

Local activities

For local activities

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

Environmental management and spatial planning

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

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

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

	<p>on behalf of Council on matters outside of the board's delegations.</p> <p>The executive leadership team member will manage the formal communications between the board and its constituents and for the board in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Council.</p>
REPORTING	<p>Boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>Copies of board meeting minutes are retained by Council.</p>
DEFINITIONS	<p>District activities include:</p> <ul style="list-style-type: none"> a) community leadership at a district level (including district community grants) b) wastewater c) waste services d) water supply e) stormwater f) district funded open spaces (parks and reserves) g) roading h) district community services (library services, cemeteries, community housing and heritage/culture) i) district community facilities (public toilets, library buildings, offices and amenity buildings) j) environmental services (building services, resource management, environmental health, animal services, emergency management) k) corporate support services <p>Local activities include:</p> <ul style="list-style-type: none"> a) community leadership at a local board level (including local community grants) b) local community facilities (halls, community centres and other amenity buildings) within Council's activity management plans for community facilities c) water facilities (boat ramps, wharves, jetties and harbour facilities) d) locally funded open spaces (parks and reserves, playgrounds and streetscapes) e) parking limits, footpaths and streetlights f) Te Anau/Manapouri Airport (for the Fiordland Community Board) g) Stewart Island Electricity Supply Authority (SIESA) (for the Stewart Island/Rakiura Community Board)

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

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

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

1 Opening

The chair will open the meeting.

2 Apologies

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

3 Leave of absence

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

4 Conflict of interest

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 29 April 2026.

Confidential Minutes of the Ardlussa Community Board Meeting held on 29 April 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 or phoning 0800 732 732.

8 Reports

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8.1 Request to formally change road name - Burgess Road, Riversdale to Shallard Road

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8.2 Project scope confirmation 2026/2027

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8.3 Community board reporting

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8.4 Councillor update

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8.5 Chairperson's Report

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9 Closure

The chair will close the meeting.

Summary of reports

	Report name	Purpose	Report type	Page
8.1	Request to formally change road name - Burgess Road, Riversdale to Shallard Road	The purpose of this report is for the Ardlussa Community Board to consider whether or not it wishes to approve the road name change of Burgess Road, Riversdale to Shallard Road, Riversdale as requested by Mark and Tania Shallard, residents of Burgess Road.	Decision	17
8.2	Project scope confirmation 2026/2027	<p>The purpose of this report is to inform the Ardlussa Community Board (the board) of all district funded community projects that have been approved to proceed for the 2026/2027 financial year.</p> <p>These projects relate to reserves, community housing, toilets, offices, buildings and cemetery work. The report also includes projects within the board area and the wider district.</p> <p>The board are asked to comment and provide any recommendations, should it wish to do so.</p> <p>Comments and any recommendations from the board will be brought to the Council workshop 10 June 2026 and the subsequent Council meeting 24 June 2026.</p>	Decision	29
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	73
8.4	Councillor update	This report is to provide the community board with an overview of the matters that have been considered at Council meetings from 1 April 2026 to 13 May 2026.	Information	95

8.5	Chairperson's Report	<p>The purpose of this report is for the chair to update the board on activities they have been involved with since the previous meeting.</p> <p>Board members are also able to provide an update on any recent events and issues of relevance and interest to the community board.</p>	Information	99
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Minutes

Ardlussa Community Board

Wednesday, 29 April 2026, 6pm.
(Via Teams / video link)

PRESENT

Chairperson	Richard Clarkson
Deputy chairperson	Ray Dickson
Members	Clarke Horrell
	Raewyn Lindsay
	Grant McFelin
	Matt Wilson

APOLOGIES

Chris Dillon

IN ATTENDANCE

Committee advisor/customer support partner	Deborah-Ann Smith-Harding
Community partnership leader	Kelly Tagg
Group manager customer and community wellbeing	Sam Marshall
Community projects planning manager	Alex Macleod
Absolute Land Development Consultants	Annabel Small

1 Opening

The Chairperson opened the meeting.

2 Apologies

Apologies were received from Chris Dillon.

Resolved

Moved Chair Richard Clarkson/Cr Matt Wilson

That the Ardlussa Community Board receive the apologies.

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

There were no minutes to confirm.

7 Public participation

There was no public participation.

Public excluded

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

Resolved

Moved Chair Richard Clarkson/Cr Matt Wilson

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

8.1 Balfour - subdivision

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Balfour - subdivision	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.	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 meeting went into public excluded at 6.06pm.

(Grant McFelin joined the meeting at 6.06pm.)

(Deputy chair Ray Dickson joined the meeting at 6.32pm.)

The meeting closed at 6.54pm

Confirmed on:

Signed:

Request to formally change road name - Burgess Road, Riversdale to Shallard Road

Record no: R/26/5/114904
Author: Nick Lewis, Roading contract manager
Approved by: Fran Mikulicic, Group manager infrastructure and capital delivery
Report type: Decision

Purpose

- 1 The purpose of this report is for the Ardlussa Community Board to consider whether or not it wishes to approve the road name change of Burgess Road, Riversdale to Shallard Road, Riversdale as requested by Mark and Tania Shallard, residents of Burgess Road.

Staff recommendations

That the Ardlussa Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as being of some importance but not significant based on Council's Significance and Engagement Policy and therefore is not considered significant. The assessed level of significance indicates that the community is kept informed of the decisions made in this report, rather than engaged prior to this decision being made.
- c) determines that it has complied with the decision-making requirements of the Local Government Act 2002 for this decision, and as required under section 79 that, it does not need any more information, option assessments, costs and benefits analysis before making this decision.
- d) supports and approves the requested road name change from Burgess Road, Riversdale to Shallard Road, Riversdale.

Executive summary

- 2 The Shallard family, comprising Tania and Mark Shallard and Sharon and Blair Shallard, have submitted a request to Council to change the name of Burgess Road in Riversdale to be Shallard Road, Riversdale. (attachment A)
- 3 Signed letters of approval from the three other landowners of properties that adjoin Burgess Road (attachments B, C, D) have also been provided.
- 4 The family believes changing the name would be a fitting way of preserving history to reflect the more than 120 years that the Shallard family have been in the area.

Context

- 5 Frederick William Shallard was born in Maryborough, Queensland in 1867. In 1872 his family moved back to England until 1875 when they emigrated to New Zealand and settled in Winchester.
- 6 In 1905 FW Shallard purchased 395 acres of land with his younger brother at Kaweku (909 Nine Mile Road) and over the years adjoining land was purchased and the sons farmed as neighbours.

- 7 Today the Shallard families remain as the fourth generation of FW Shallard on these two properties.
- 8 Approval from three other neighbouring landowners have been received however, only the two Shallard families will need to amend their address records.

Discussion

- 9 Tania Shallard has provided great detail about FW Shallard and his contribution to the local community, including serving as secretary of the Sandstone School (located on Burgess Road) for 20 years and becoming a life member of the Riversdale Rugby Club. She also notes there are now four generations of Shallards recognised as life members at the club.

Options

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

Option 1 – Support and approve the requested road name change

Option 2 – Not support or approve the requested road name change

Recommended option:

- 11 The recommendation is to support and approve the road name change as requested from Burgess Road, Riversdale to Shallard Road, Riversdale.

Option 1 – Support and approve the requested road name change from Burgess Road to Shallard Road

Advantages	Disadvantages
<ul style="list-style-type: none"> • supports the request made on behalf of the Shallard family • recognises the contributions made to the local area by the Shallard families. 	<ul style="list-style-type: none"> • the affected parties may be required to amend their addresses and records.

Option 2 – Not support or approve the requested road name change from Burgess Road to Shallard Road.

Advantages	Disadvantages
<ul style="list-style-type: none"> • the affected parties would not be required to amend their addresses and records. 	<ul style="list-style-type: none"> • goes against the request of the Shallard family seeking the name change • also goes against the affected landowners who have provided support for the road name change.

Legal considerations

- 12 Council has a requirement to comply with LINZ/ NZ Geographic Board guidelines for road naming.

Strategic alignment

Strategic direction

- 13 Considering such community driven requests meets Council’s strategic direction through collaborative engagement and working together for a better Southland.
- 14 This matter aligns with the Ardlussa Community Board Plan, in particular the outcome of being a community where Council fosters leadership, partnerships and community engagement.

Policy and plan consistency

- 15 The requested/proposed name change has to be approved by the Ardlussa Community Board that holds delegated authority of Council to approve road naming, before it can be legalised. Council’s guidelines for road names are detailed in Council’s Rooding Policy Procedures 2008 – Rev 1 2015, Policy Procedure 10 Road Naming, and are as follows;
- name duplications are to be avoided
 - similar sounding or spellings are to be avoided to reduce confusion
 - names are to be easily spelt and readily pronounced
 - long (no more than 25 characters maximum) names are to be avoided.

Financial considerations

- 16 The only costs are those associated with the physical changes to the name blade of the sign which, for situations like this being requested by the public, would be undertaken through the existing road maintenance contract at the cost of the applicant. The sign is a Council asset and following installation will be maintained by Council.

Significance assessment

- 17 The decision and outcome of the requested road name change is deemed at the level of some importance or administrative and therefore Council is not required to carry out any engagement other than detailed below under community views.

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

Community views

- 18 The Shallard family, who are requesting the road name change, have done so in line with Council’s Road Naming Policy. The family have owned both, farming land, and residing over adjacent land, since the road was originally formed and named.

-
- 19 All adjacent and affected landowners have provided written support of the requested name change as is required by Council's Road Naming Policy procedure.
- 20 No additional community views aside from the relevant community board have been sought or are deemed necessary.

Climate change considerations

- 21 There are no climate change considerations relevant to this decision/ matter.

Risk and mitigations

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

Next steps

- 23 Notify the affected landowners, LINZ and NZ Post of the approved name change.

Attachments

- A Application letter for name change of Burgess Road to Shallard Road [↓](#)
- B S H Rome - Burgess Road Agreement - signed 7 May 2024 [↓](#)
- C W R Shirley - Burgess Road Agreement - signed 7 April 2026 [↓](#)
- D A J Welsh - Burgess Road Agreement - signed (undated) [↓](#)
- E Further sales of land on Waimea Estate [↓](#)
- F Resolutions F W Shallard - 1932 [↓](#)

M & T Shallard and B & S Shallard
12 and 68 Burgess Road
Riversdale 9776

22 April 2026

Southland District Council
Roading Engineer
Nick Lewis, nick.lewis@southlanddc.govt.nz

RE: Submission Road Name Change

We would like to submit our request to change Burgess Road to Shallard Road.

Our great grandfather Frederick William Shallard was born in Maryborough, Queensland on 10 April 1867. In 1872 the family moved back to Manchester, England until 1875, they arrived in Timaru, New Zealand on the ship 'Waikato' and settled in Winchester. In 1905 F W Shallard purchased 395 acres of land with his younger brother Percy at Kaweku (909 Nine Mile Road) from the NZ Agricultural Company. His first wife died in childbirth, and he later married Emily Maude Smith and had four sons and one daughter. Over the years adjoining land was purchased and the sons farmed as neighbours. Today we remain as the fourth generation of F W Shallard on two of these properties.

The Sandstone School was located at 16 Burgess Road. The Shallard children attended the school and F W Shallard was secretary for 20 years until 1927.

A prominent member of St Mark's Anglican church, when his wife died in 1937, he placed a stained-glass window of 'Mary' on the left-hand side of

the altar 'In Memory of Emily Maude' which has recently been relocated to the Parata Chapel in Gore. The Shallard family were integral in the running of St Mark's until it's closure in 2022.


FW Shallard is a life member of the Riversdale Rugby Club and there are now four generations of Shallard life members at the Club.

A Century Farm award was granted in 2005.

A fitting way of preserving history would be to change the road name to reflect the more than 120 years of being in the area.

We look forward to hearing from you and if you would like any more information, please don't hesitate to contact us.

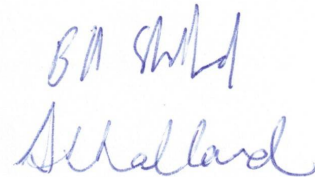
Yours sincerely

Mark Shallard 

Blair Shallard

Tania Shallard 

Sharon Shallard



Attachments

- Signed letters of approval from the 3 other landowners of Burgess Road
- Papers past original land purchase
- Papers past FW Shallard secretary 20 years
- Papers past son Frank Shallard wedding
- Photos Sandstone school 1925, located at 16 Burgess Road
- FW Shallard 1932 'learned from expensive experiences'

Further Sales of Land on Waimea Estate

Wright, Stephenson and Co, report having made the following sales of land on the Waimea Estate during the last week:—Section 11, block 1, Black Swamp Block, containing 349 acres, 2 roods, 36 poles to Mr Wm. McIlwrick, of Makikihi at £5 5s per acre; sections 10 and 11, block 4, Black Swamp Block, containing 336 acres 1 rood 28 poles to Mr D. McTaggart of Morven at £6 15s per acre. Sections 12 and 18, block 4, Black Swamp block, containing 280 acres, 2 roods, 17 poles to Mr Daniel Murphy of Kerrytown, Timaru, at £6 15s per acre. Section 3, block 4, Black Swamp Block, containing 142 acres, 0 roods, 25 poles, to Mr Patrick Lyons of Teniuka, at £7 10s per acre. Section 7, block 4, Black Swamp Block, containing 119 acres, 1 rood 29 poles to Patrick Lyons of Teniuka, at £8 5s per acre. Section 12, block 8, Black Swamp Block, containing 123 acres 2 roods 10 poles to Mr Daniel Murphy of Timaru, at £4 15s per acre. Section 5, block 8, Black Swamp Block, containing 446 acres, 2 roods, 5 poles to Mr J. T. Dynes of Kingsdown, Timaru, at £3 17s 6d per acre. Section 6, blk. 8, Black Swamp Block, containing 290 acres 3 roods 18 poles to Mr Harry Cromie of Kingsdown, Timaru, at £3 17s 6d per acre. Sections 8 and 32, Sandstone Block, containing 395 acres, to Messrs Shallard Bros. of Winchester, at £3 2s 6d per acre. Section 11, Sandstone Block, containing 220 acres, to Messrs R. A. and A. Gibson, of Timaru, at £4 5s per acre. Section 14, Sandstone Block, containing 271 acres, 2 roods, 3 poles, at £3 10s per acre, to Messrs R. A. and A. Gibson, of Timaru. Section 20, Sandstone Block, containing 351 acres, to Mr James Gibson of Timaru, at £4 5s per acre.

The enquiry for particulars and plans of the property instead of slackening off, is becoming keener every day. We have had more buyers after the property during the last week than at any time since it has been advertised and it is quite evident that a complete clearance of the estate will be made, and those thinking of buying should inspect the property at once. Waimea is the last of the large freehold estates left in Southland and buyers of land wanting to get in at first hand in Southland will not get a chance if they lose this opportunity.

Further Sales of Land on Waimea Estate

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Further Sales of Land on Waimea Estate

SOUTHLAND TIMES, ISSUE 19614, 17 JULY 1905, PAGE 3

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Section 7, block 4, Black Swamp Block, containing , 119 acres, 1 rood 29 poles to Patrick Lyons of Temukn, at £8 5s per acre. Section .12, block 8, Black Swamp Block, containing 123 acres 2 roods 10 poles to Mr Daniel Murphy of Timaru, at £4 15s pvr acre. Section 5, block 8. Black Swamp Block, containing 446 acres, 3'roods, 5 poles to Mr J. T. Dynes of Kingsdown, Timaru, at £6 l-7s 6d per acre. Section G, blk. 8, Black Swamp Block, containing 290 -acres 3 roods 18poles to Mr Harry Cromie of Kingsdown, Timaru, at £3 17s Gdi pcr acre. Sections 8 and 32, Sandstone Block, containing 395 acres, to Messrs Shallard Bros. of Winchester, at £3 2s Gd» per acre. Section 11, Sandstone Block, containing 220 acres, to Messrs K. A. and A. Gibson, of Timaru, at £4 5s per acre. Section 14, Sandstone Block, containing 271 acres, 2 roods, 3 poles, at £3 10s per acre, to Messrs R. I A. and A. Gibson, of Timaru. Section 29, Sandstone Block, containing 351 acres, to Mr James Gibson of Timaru, at £4 5s per aore. The enquiry for particulars end plans of the property instead of slackening off, is becoming! keener 'every day. We have lied more buyers after the property during the last week than at any time since ! it lias been advertised and it is quite l evident that n complete clearance of the estate will be made, and those thinking of buying should inspect the property at once. 'Waimea is the last of the large freehold estates left in Southland mid buyers of land wanting to get in at. first hand in Southland will not get a chance if they lose this opportunity.

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Resolutions By J. W. Shallard, 1932.

Learned from expensive experience.

- (I) Never neglect to dose lambs at weaning time ^(+ rather times or well.) no matter how healthy they look. ^{1 1/2 ozs bluestone to 1 gal water.} ^{ose 200 each.}
- (II) Never pack a shed, truck, etc. with sheep that are fresh from the paddock or a drive.
- (III) Don't cut teeth off lambs early in the fattening season. You'll need all the tops for the tailend when the weather becomes bad.
- (IV) If you want to keep a good flock never buy old tussock ewes. They are expensive.
- V Be careful buying lambs to fatten. Sometimes better to make your own good.
- VI Dipping. Lambs take less than 1 gallon each. 1933 we dipped 1300 ewes 200 lambs + 140 mixed sheep with 13 packets @ 100 to 1 after dip was started

Project scope confirmation 2026/2027

Record no: R/26/5/121957
Author: Alex Macleod, Community projects planning manager
Approved by: Sam Marshall, Group manager customer and community wellbeing
Report type: Recommendation

Purpose

- 1 The purpose of this report is to inform the Ardlussa Community Board (the board) of all district funded community projects that have been approved to proceed for the 2026/2027 financial year.
- 2 These projects relate to reserves, community housing, toilets, offices, buildings and cemetery work. The report also includes projects within the board area and the wider district.
- 3 The board are asked to comment and provide any recommendations, should it wish to do so.
- 4 Comments and any recommendations from the board will be brought to the Council workshop 10 June 2026 and the subsequent Council meeting 24 June 2026.

Staff recommendations

That the Ardlussa Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as being of some importance but not significant based on Council's Significance and Engagement Policy and therefore is not significant. The assessed level of significance indicates that the community should be kept informed of the decisions made in this report, rather than engaged prior to this decision being made.
- c) determines that it has complied with the decision-making requirements of the Local Government Act 2002 for this decision, and as required under section 79 that, it does not need any more information, option assessments, costs and benefits analysis before making this decision.
- d) notes the local district funded projects scheduled for 2026/2027 and provide comments or recommendations to Council should it wish to do so.
- e) notes the wider district funded projects scheduled and provide comments or recommendations to Council should it wish to do so.
- f) notes that there are no new locally funded projects scheduled for the 2026/2027 financial year.

Executive summary

- 5 As part of the 2024-2034 Long Term Plan, district funded capital and maintenance projects for delivery in the first three years of the plan were identified.
- 6 Procurement is due to commence July to August 2026, this report provides the board with an update on project's status, notes any changes since the original scope approval and seeks the board's confirmation of the updated scopes.

- 7 It should be noted that the terms project scope and project definition are used interchangeably in this report, given the community board delegations refer to the term ‘project definition’ rather than ‘project scope’.

Context

- 8 Community boards are delegated the following powers in relation to project scopes/project definitions:
- 9 Decisions on locally funded services and assets:
- approval of project definitions or business cases for approved capital expenditure up to \$300,000
 - recommend to Council or a relevant committee the approval of project definitions for capital expenditure over \$300,000.
- 10 Boards are also provided as part of the Long Term Plan or Annual Plan process, an ability to outline the relative priorities for the delivery of district services and levels of service within the board area.
- 11 For the full community board delegations please refer to the community board terms of reference as provided at the start of this agenda.
- 12 It should be noted that only 2026/2027 district funded community facilities projects are the subject of this report.
- 13 It should be noted that there no new locally funded community facilities projects in the 2026 / 2027 financial year
- 14 It should also be noted, that in some cases additional projects may be added to Annual Plans after the Long Term Plan has been developed.

District funded community facilities projects in the Ardlussa Community Board area.

- 15 There are currently three district funded community facilities projects commencing in the 2026 /2027 financial year, they are included in the table below.

Project	Code	Budget 2026/2027	Funding	Changes
Community housing – roof replacement	FHOUS018A	\$31,273	District	None
Community housing – replace water bore at Riversdale	FHOUSE020A	\$10,424	District	None
Mandeville/Taylor Park – toilet	FTOIL XXX	\$10,000	District	New project to scope and plan for
Total		\$51,697		

- 16 Since June 2024, these projects may have been subject to developments that the board should be aware of before confirming its intent to proceed. These are described in the discussion section below.

Discussion

- 17 **The community board have expressed a need for toilet facilities to be investigated for Mandeville/Taylor Park** where users have been defecating in the area. This issue was identified and recorded at 17 December 2025 community board meeting where a need for action arose.
- 18 There has been no significant commentary or changes noted with regards to the replacement of the water bore and roof replacement work.

District funded community projects outside of the Ardlussa Community Board area

- 19 All 2026/2027 district funded project summaries are provided which are underpinned with detailed scopes, which for brevity are not all included in this report.
- 20 Noting that the governance of these projects primarily sits with Council, however the board may wish to provide comment or make a recommendation on these projects for Council consideration, particularly for those district projects that are within the board area.

Options

- 21 The following reasonably practicable options have been identified and assessed in this report:
- 22 Should the board make any comments on its local district project scopes that are relevant to their locality these will be provided to Council 24 June through a report confirming the district project scopes.
- 23 It should be noted that the board also has the ability to comment or make recommendations on the wider attached district projects outside of the Ardlussa Community Board area should it wish to do so.

Recommended options:

- 24 For district funded local projects staff recommend Option 1.

Option 1 –Recommend that all local district funded projects should proceed

Advantages	Disadvantages
<ul style="list-style-type: none"> • all projects have approved budgets confirmed in the Annual Plan 2026/2027 • procurement can commence July to August 2026, keeping projects on track for delivery within the financial year • early confirmation allows staff to finalise project scopes, engage contractors, and manage delivery timelines effectively. 	<ul style="list-style-type: none"> • none identified

Option 2 – Recommend to proceed with some local district funded projects; amend or defer others

Advantages	Disadvantages
<ul style="list-style-type: none"> • allows the board to defer or amend a specific project if it has concerns. • allows for improved scoping of a project should further time be required. 	<ul style="list-style-type: none"> • deferring any project may result in the budget lapsing or being unavailable in a future year

<ul style="list-style-type: none"> • some reduction in expenditure is achieved 	<ul style="list-style-type: none"> • may affect the timing and cost of procurement if related scope or budget changes are required. • there may be unresolved health and safety issues associated with some projects
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Option 3 – Recommend to not proceed with all local district funded projects pending further information

Advantages	Disadvantages
<ul style="list-style-type: none"> • none identified. • a reduction in expenditure is achieved. 	<ul style="list-style-type: none"> • project budgets may lapse if not committed within the 2026/2027 financial year. • deferring projects increases the risk of further asset deterioration and/or higher future project costs • there may be unresolved health and safety issues associated with some projects.

Legal considerations

- 25 All projects are located on Council owned land. At a general level the projects were included in the 2024 -2034 Long Term Plan and consulted on as part of that process.
- 26 While not necessarily a legal requirement, it should be noted that some projects will require further consultation or engagement beyond that carried out in a Long Term Plan process. Further there are often changes in community boards after the Long Term Plan process due to elections (as is the case with elections occurring in the 2025 year).
- 27 In some cases, there may be legal considerations associated with specific projects and board members are encouraged to consider the full project scopes in relation to this.

Strategic alignment

Strategic direction

- 28 All local activity project scopes in this report generally align with Southland District Council vision, mission, outcomes and strategic priorities.

Policy and plan consistency

- 29 All projects within this report are included in the approved 2024 - 2034 Long Term Plan and were confirmed in the Annual Plan 2026/2027. They are consistent with the board's outcomes, particularly: a healthy, safe and connected community with access to quality services and facilities; and providing well maintained community halls available for local use.

Financial considerations

The projects included in this report were part of the 'Draft budgets and rates -Annual Plan 2026/2027' report presented to the community board on 17 December 2025. They are included in the Annual Plan 2026/2027 being presented for adoption by Council on 24 June 2026.

Any loans required to complete work in 2026/2027 will impact on rates in 2027/2028.

Significance assessment

- 30 The decisions in this report are assessed as being of some importance based on Council's Significance and Engagement Policy and are not assessed as significant. The projects were included in the Long Term Plan and consulted on as part of that process. This report is specially focussed on the further project definition/scoping stage associated with these projects. The community is kept informed of these decisions rather than engaged prior to this decision being made.

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

Community views

Community views were canvassed during the 2024 - 2034 Long Term Plan consultation process, during which, these projects were included and publicly consulted on. Please refer to the project scopes for further information relating to community views.

Climate change considerations

- 31 The projects in this report involve maintenance and renewal of existing community assets. No significant climate change implications have been identified.

Risk and mitigations

- 32 Scoping documents in varying stages of maturing have been provided; preliminary risks and mitigations are identified below.

Project	Risk	Mitigation	Status
Community housing – roof replacement	Impact on tenants, working at height	Notice to tenants, adherence to safety requirements	To be scoped further
Community housing – replace water bore at Riversdale	Budget increase, meeting required water quality standards, disruption for users	Revisit scope verses standards, provide notice to users and mitigate any disruption	Detailed risk assessment in scope
Mandeville/Taylor Park – toilet	Resource consent, proximity to water, cost	Accurate scoping and investigation needed	Scoping yet to begin

Next steps

- 33 Should the board make any comments or recommendations regarding the local district funded projects or on wider district projects these will be provided to Council 24 June through a report confirming the district project scopes.
- 34 All project work is to be delivered within the 2026/2027 financial year. Handover sign off and asset register updates to be completed on project completion.


Attachments

- A Project scope community housing replacement of water bore at Riversdale 2026/2027 [↓](#)
- B Project scope community housing replace roof 2026/2027 [↓](#)
- C Project scope district wide toilet 2026/2027 (Mandeville - Taylor Park) [↓](#)
- D Project scope district toilet summary 2026/2027 [↓](#)
- E District project summary 2026/2027 [↓](#)
- F Project scope district wide cemetery breams [↓](#)



Combined project scope, G1.0 and G2.0

Community housing – replacement of water bore at Riversdale

PHOTOS	FINANCIAL YEAR	2026/2027
	PROJECT NUMBER	FHOUS0020A
	ACTIVITY	Community facilities
	COMMUNITY BOARD	Ardlussa
	CHAIRPERSON	Richard Clarkson
	COUNCILLOR	Matt Wilson
	CPL	Kelly Tagg

DESCRIPTION

48A & B York Road, Riversdale

Location: This is Council owned land and does not require a boundary survey (Sec 1279 Hokonui SD)



This project relates to the existing private water bore servicing two community housing units at 48A and 48B York Road, Riversdale. *(to check if 48C is affected)* The bore is potentially the sole source of water supply for both occupied residential tenancies and is not connected to a reticulated public water network (to be confirmed).

Concerns have been raised regarding the condition and water quality of the existing bore.

No record had been found if the bore has been formally assessed for structural integrity, yield adequacy, or water quality compliance against current potable water standards under the Taumata Arowai Water Services Act 2021. Given that the units are occupied by community housing tenants, ensuring a continuous and safe water supply is a critical asset management and tenancy obligation for Council.

The project is proposed to proceed in two sequential phases.



Phase one involves a specialist condition assessment of the existing bore including comprehensive water quality testing. The outcome of phase one will determine whether phase two is triggered.

Phase two, if required, involves replacement of the bore unit and installation of UV filtration to achieve potable water standards, along with assessment and repair of the distribution reticulation connecting the bore to both dwellings. A mandatory interim water supply must be provided to tenants during any switchover period.

Resource consent has been identified as required prior to commencement of works.

SCOPE

Phase one: condition assessment

- engage a specialist contractor to conduct a comprehensive condition assessment of the existing water bore, including physical structural assessment (yield, casing, pump condition) and full water quality analysis (biological, chemical, and mineral parameters including nitrates and agricultural contaminants).
- the condition assessment must produce a written determination as to whether the bore is fit for purpose, using the following decision criteria:
 - a) bore yield is sufficient for two residential units;
 - b) bore structural integrity is sound;
 - c) water quality can be made potable through UV filtration alone.

Where any criterion is not met, the bore is deemed unfit for purpose and phase two is triggered.

- results to be provided to the project manager and asset manager prior to any phase two works being committed.

Phase two: Bore replacement and UV installation (conditional on phase one outcome)

- if the bore is assessed as not fit for purpose: procure and install a replacement bore unit to a depth and yield appropriate to serve both residential units.
- install UV filtration equipment to ensure the water supply meets potable water standards as required by Taumata Arowai (Water Services Act 2021).
- inspect and assess the condition of the distribution pipework and reticulation from the bore to both dwellings. Replace or repair any sections found to be in poor condition.

Note: this item is required to ensure a new bore is not connected to deteriorated distribution infrastructure.

- confirm compliance of all electrical connections associated with UV installation (including building services sign-off where required).
- commission a temporary potable water supply for tenants of 48A and 48B during the switchover period (minimum: water storage tank or equivalent). This is a mandatory contractual requirement, water continuity for occupied residential tenancies must not be interrupted without an approved interim supply in place.
- conduct formal post-installation water quality testing against Taumata Arowai potable standards prior to handover. A signed-off test result confirming compliance is required before the system is considered commissioned.
- decommission and make safe the existing bore in accordance with any applicable consenting or environmental requirements.
- obtain all required consents prior to works commencing (resource consent confirmed as required; see consents section).



Out of scope

- boundary survey: not required (council-owned land confirmed).
- archaeology or heritage investigations: not required.
- any works to properties not forming part of 48A & B York Road, Riversdale.
- broader Riversdale public water supply or reticulation network: this project is limited to the private bore serving these two community housing units only.

COMMUNICATION

Tenant communication

- tenants of 48A and 48B York Road must be notified in writing a minimum of 10 working days before any works commence, with a description of works, expected duration, and site access implications.
- the contractor must meet directly with tenants to agree a works schedule that minimises disruption to daily occupancy. The agreed schedule must be documented and signed off by the community partnership leader (Kelly Tagg) before works begin.
- any planned interruption to water supply must be communicated to tenants at least 48 hours in advance, with details of the interim water supply arrangement.
- upon project completion and once post-installation water quality testing confirms potable standard compliance, tenants must be formally notified in writing that the water supply is safe for use.
- lead responsibility for tenant communication: community partnership leader (Kelly Tagg), in coordination with the project manager.

Community board and elected member communication

- the Ardlussa Community Board must formally endorse this project prior to expenditure being committed. A project brief and budget summary must be tabled at the next available board meeting.
- a progress update must be provided to the board following the phase one condition assessment, confirming whether phase two works are required and any budget implications.
- given **concurrent footpath capital works in Riversdale (FFOOT003A/B, 2026/27 Annual Plan)**, the project manager should liaise with the footpath delivery team to align community communications and avoid duplicated or conflicting messaging to the Riversdale community.

Regulatory and technical communication

- Taumata Arowai: the three waters team must confirm whether regulatory notification to Taumata Arowai is required prior to works commencing, given the nature of the drinking water supply.
- Iwi: the iwi liaison / three waters team must confirm whether the groundwater works require iwi consultation. Outcome to be formally recorded prior to project approval.
- Resource management: resource consent is required. The consent application must be initiated as early as possible in the financial year to avoid programme delays.

CONSENT

Building	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Archaeology/ Heritage	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Resource	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RISKS



<p>What are the project risks that have been identified to date</p> <ul style="list-style-type: none"> • What mitigation is in place • What is the status (high/ medium/ low) 	<p>A table of risk register had been attached in this document. Rows shaded red indicate High/High risks requiring immediate mitigation action prior to project commencement.</p>
<p>COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)</p>	
<p>Primary stakeholders</p> <ul style="list-style-type: none"> • tenants of 48A and 48B York Road, Riversdale (directly affected): Loss of water supply during works is a high-impact event given residential occupancy. The Riversdale rental market offers limited alternatives, meaning displacement risk must be actively mitigated. Early and clear communication, combined with mandatory interim water supply provision, is essential. • Ardlussa Community Board: responsible for oversight and endorsement of the capital expenditure within the 2026/2027 Annual Plan framework. Formal board endorsement is required before project approval. • Southland District Council community facilities / three waters: asset owner and project delivery team. Three waters input required to confirm Taumata Arowai regulatory obligations and iwi consultation requirements. • Community partnership leader (Kelly Tagg): community properties lead. primary relationship holder with tenants; key liaison for day-to-day communication and contractor coordination. <p>Secondary and Indirect stakeholders</p> <ul style="list-style-type: none"> • Riversdale community (broader): The project should be visible to the broader Riversdale community as an example of council proactively managing its community housing assets. Site access restrictions will be clearly signed. • Relevant Iwi: Groundwater works may carry cultural significance. Iwi engagement to be confirmed or formally noted as not required following advice from the Three Waters / Iwi Liaison team. • Taumata Arowai (Drinking Water Regulator): Depending on the classification of the supply, regulatory notification obligations may exist. Confirmation required from Three Waters team. • Ratepayers (Ardlussa CB area): The project is loan-funded. A \$10,000 loan over 10 years at 4.82% increases the CB urban full charge rate. Ongoing UV maintenance costs will represent a recurring OPEX charge to be reflected in future operational budgets. <p>Coordination with Concurrent Projects</p> <ul style="list-style-type: none"> • The Ardlussa CB Annual Plan 2026/27 includes two footpath capital projects in Riversdale (FFOOT003A — Hereford Street to Liverpool, \$96,165; FFOOT003B, \$96,165) and an ongoing footpath renewal programme (FFOOT001I). If these works proceed concurrently with FHOUS0020, the Project Manager must liaise with the footpath delivery team to coordinate site management and community communications to minimise cumulative disruption to the Riversdale community. <p>Site Access</p> <ul style="list-style-type: none"> • The site will have restricted access while works are being undertaken. The area will be set up as a worksite with correct H&S plans, signage and equipment in place as per the Site-Specific Safety Plan (SSSP). 	



OVERVIEW	
What is this project (ie, capital, consent, operating or procurement)	Capital – Asset Renewal (one-off)
Is this a one-off project or works programme	Operating – Maintenance (one-off)
What are the strategic and activity links	Strategic Link: SDC Strategy 1.1.4; Fiordland CB priority – quality public spaces on the Te Anau lakefront
Are there any links to the Corporate Performance Framework	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Yes - levels of service for safe, well-maintained community play spaces
How does this project fit in with the outcomes of the community board plans	Supports provision and maintenance of council-owned community housing infrastructure in the Riversdale area, ensuring tenants have access to safe, potable water as a basic housing requirement.
Is the project on Council owned land	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Do we have approvals for land use	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is a procurement plan required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What type of communication plan is required	Standard Note: given residential tenancy context and the identified risk of tenant displacement (R01). A Light plan may only be appropriate if all works can be reliably completed within a single day and water interruption is less than 4 hours.
Have all stakeholders been identified and a management plan in place eg committees, sub-committees, affiliated groups etc	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has a draft risk register been prepared	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What team members will make up the Project Control Group (PCG)	<ul style="list-style-type: none"> • Kelly Tagg - CPL • Matt Wilson - Councillor • Community Facilities Asset Owner • Project Delivery Team – Project Manager • Planning Team • Finance Business Partner
BUDGETS	
Approved budget	\$ 10,000
Design	\$ 0 (typically, 10% of project)



What is the initial cost made up of:	Consents	* to be confirmed (resource consent)	(typically, 2% of project)
	Consultation	\$ 0	
	Project	\$ 9,000	
	Contingency	\$ 1,000	(typically, 10% of project)
	Total Budget	\$ 10,000	
How is the project being funded (loan or reserves)		Loan	

WHOLE OF LIFE/ TOTAL COST OF OWNERSHIP CALCULATION

	Full capital cost	\$10,000 (subject to revision — see Budget section)
Calculating the Whole of Life (WOL) or Total Cost of Ownership (TCO) costs. For inflationary purposes, add 1% per annum over the useful life and multiply this % to the end TOC figure you get.	Interest on loan (if applicable)	TBC with Finance Business Partner Based on Council assumed rate of 4.82% — a \$10,000 loan over 10 years generates approximately \$1,284 p.a. in combined interest and principal repayments (excl. GST), increasing the CB urban full charge rate by approx. \$1.39 (incl. GST) per rating unit.
	Useful life (in years)	Bore unit: estimated 20–30 years (subject to local geological conditions). UV filtration system: estimated 10–15 years before major component replacement.
	Residual value	Nil
	Annual maintenance costs	To be confirmed by Asset Manager and formally logged in the Community Facilities operational budget prior to project approval. Estimated components: <ul style="list-style-type: none"> ● UV lamp replacement: approx. \$150–\$300 p.a. ● UV sleeve cleaning: approx. \$100–\$200 p.a. ● Annual laboratory water quality testing: approx. \$200–\$400 p.a. ● Power costs for UV unit: approx. \$100–\$200 p.a. ● Pump maintenance / periodic inspection: to be confirmed.
	Annual operating costs	To be confirmed — see above.
	Other cost (renovations) and at what intervals?	
	Disposal costs	Bore decommissioning and abandonment at end of useful life — cost TBC.



WHOLE OF LIFE/ TOTAL COST OF OWNERSHIP CALCULATION		
	Total cost of ownership?	To be calculated by Finance Business Partner once annual maintenance costs are confirmed and useful life assumptions are agreed.
	What is the impact on rates going forward for the TCO?	To be confirmed by Finance Business Partner. Annual maintenance costs (above) will be reflected in future Community Facilities operational budgets and will contribute to the Community Board rate. Loan interest and principal repayments estimated at \$1,284 p.a. (see above).
	Is this affordable?	<input type="checkbox"/> Yes <input type="checkbox"/> No To be confirmed by Finance Business Partner following completion of the TCO calculation above.

APPROVALS				
Communications	Signed		Date	
Iwi	Signed		Date	
Building	Signed		Date	
Property	Signed		Date	
Resource management	Signed		Date	
Three waters	Signed		Date	
Community board	Signed		Date	
Asset manager	Signed		Date	
Finance business partner	Signed		Date	
PROGRAMME DATES				
What are the key project milestones	<ul style="list-style-type: none"> • Planning (scope finalisation, approvals, iwi confirmation, PCG initiation) • Design / Procurement (RFQ preparation and release, contractor selection) • Consent (resource consent lodgement and approval) • Phase 1: Condition Assessment (bore and water quality) • Phase 1: Decision Point (Project Manager + Asset Manager review of assessment results) 			



	<ul style="list-style-type: none"> Phase 2 : Construction or delivery (bore replacement, UV, reticulation, if triggered) Post-installation water quality testing and Taumata Arowai compliance sign-off Handover (tenant notification, system commissioned, documentation filed)
Planning	Target: Month 1 of 2026/27 financial year (July 2026)
Design	Target: August 2026
Consent	Target: lodged July 2026; allow 20–40 working days for approval.
Procurement	Target: September / October 2026
Construction or delivery	Target: October – November 2026. Post-installation water quality testing and Taumata Arowai compliance sign-off. Target: November 2026
Handover	Target: November / December 2026
Are there any critical path activities	
ASSUMPTIONS	
What if any assumptions have been made on the project to date	<p>Confirmed Assumptions:</p> <ul style="list-style-type: none"> The project site (48A & B York Road, Riversdale — Sec 1279 Hokonui SD) is council-owned land. No boundary survey is required. Building consent and archaeology/heritage consent are not required. Resource consent is required and has been confirmed. This is a one-off capital project funded by loan. The PCG will comprise the Community Facilities asset owner and the project delivery team project manager. <p>Unverified Assumptions — Action Required (*)</p> <ul style="list-style-type: none"> Budget sufficiency: The \$10,000 total budget (including \$1,000 contingency) is assumed to cover all Phase 1 and Phase 2 costs including resource consent. This is considered optimistic for rural subsurface work and must be tested with pre-procurement indicative quotes. Design and consent costs are currently \$0 in the breakdown and must be revised. (See Risk R02.) * UV filtration as the correct technical solution: UV filtration is assumed to resolve the water quality issue. This assumption is only valid if contamination is biological. The Phase 1 condition assessment must include comprehensive water quality analysis (biological,



	<p>chemical, mineral) before the solution is specified. (See Risk R07.)</p> <ul style="list-style-type: none"> • * Existing reticulation is serviceable: The distribution pipework between the bore and both dwellings is assumed to be in adequate condition. No assessment of this infrastructure is included in the current scope. If deteriorated, scope and budget are insufficient. • * Electrical works do not trigger building consent: UV filtration installation may involve new electrical connections. The Building team must re-confirm the building consent position once the UV system design is known. • * Decommissioning of existing bore has no consenting obligations: To be confirmed with Resource Management team. • Project is included in the 2026/27 Annual Plan budget: FHOU0020 does not appear in the Ardlussa CB project table or loans schedule in the Annual Plan attachment. The Finance Business Partner must confirm the applicable budget line and formal Annual Plan inclusion. • Community Board has endorsed this project: No board sign-off date is recorded. Formal endorsement must be obtained and recorded prior to project approval. • Iwi consultation is not required: Not formally confirmed. The Three Waters / Iwi Liaison team must advise whether groundwater works at this location carry any consultation obligations. • No seasonal programme constraints apply: Programme restraints field was blank in original document. Contractor to advise on seasonal drilling constraints at the time of procurement.
OTHER	
Any other items relating to this project	



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BUDGET (FINANCE TO ASSIST IF REQUIRED)		
Financial year's	2026/27	
Unbudgeted expenditure report RM8	R/	<input type="checkbox"/> Yes <input type="checkbox"/> No
Confirm work order is approved	W	<input type="checkbox"/> Yes <input type="checkbox"/> No
Components of budget	External funding	\$
	District funding	\$
	Local funding	\$
	NZTA funding	\$
	Loan	\$
	Other	\$
How was the budget developed	Contingency	\$
	Risk	\$
	Consultants fees	\$
	Investigation fees	\$
Total budget		\$
Committed budget (what has been committed or spent to date)	Consultants fee	\$
	Consent charges	\$
	Design costs	\$
	Other	\$
Are there any constraints for external funding		<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, give details		
If the project if over \$2 million, has finance been informed to inform insurance company		<input type="checkbox"/> Yes <input type="checkbox"/> No
Has ongoing maintenance costs been allowed for		<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, annual costs		\$
External funding reporting requirements and timeline		
If this is a new asset, what is the reference code (you get this from the finance team)		
Has retentions or bond management been set up with the finance team		<input type="checkbox"/> Yes <input type="checkbox"/> No
How long is the defects liability period (if any)		
Who will the defects liability period (if any) sit with		



PROGRAMME		
Are there any programme restraints ie, time of year		
What are the key dates and milestones		
RISK		
Is the project risk register completed		<input type="checkbox"/> Yes <input type="checkbox"/> No
Hierarchy breakdown for emergency situations (staff, management and contractors)		
SCOPE AND DESIGN		
Does project have full scope and design		<input type="checkbox"/> Yes <input type="checkbox"/> No
Does design meet SDC/ NZTA design standards		<input type="checkbox"/> Yes <input type="checkbox"/> No
Deliverables/outcomes		
Design and drawings in RM8	R/	<input type="checkbox"/> Yes <input type="checkbox"/> No
Any external consultants, include name and point of contract		
Quality and MSQA requirements SSSP and TMP		
What producer statements have been completed or are required		
Site specific requirements temp facilities, local issues including environmental, social, historical and local community issues		
Site investigation, reports with associated photos, geotech etc in RM8	R/	<input type="checkbox"/> Yes <input type="checkbox"/> No
Change control <ul style="list-style-type: none"> delegated authority for scope and budget changes variations to scope and budget 		
PROCUREMENT		
Is a procurement plan required (including for design)		
Is this an NZTA procurement policy request project		
Is public tender required		
Type of procurement		



(RFP, RFIP, RFT, three quotes)		
Timeline for procurement <ul style="list-style-type: none"> tender open date tender close date award of contract date 		
Market research – available contractors/ suppliers		
Specific terms and conditions		
What if any performance bonds, bond in lieu or retentions are required		
What ANZ standards requirements		
Delegated authority to go to tender, award contract, sign off		
Types and limits of insurance	Public liability	\$
	Vehicle	\$
	Plant	\$
NOTES		
CONTRACT NUMBER		
DATE OF HANDOVER		



ID	Category	Risk Description	Likelihood	Impact	Mitigation / Control	Risk Owner
R01	Social / Reputational	Prolonged water shut-off displaces vulnerable tenants in an area with limited rental alternatives.	Medium	High	Mandate contractor to provide a temporary potable water supply (e.g. tanks, bottled water) during switchover. This is a contractual requirement in procurement documents — not optional.	Project Manager
R02	Financial	The \$10,000 total budget is likely insufficient given BERL inflation and rural drilling cost escalation. Condition assessment fees alone may consume a significant portion before Phase 2 begins.	High	High	Obtain indicative quotes from contractors prior to project approval. Seek conditional pre-approval to access Ardlussa/Riversdale reserve funds or district community housing budgets to cover potential overspend. (CPL / Finance Business Partner)	CPL / Finance Business Partner
R03	Financial / Operational	Ongoing UV filtration maintenance costs (annual lamp replacement, sleeve cleaning, laboratory water testing, power) are absent from operational forecasts, creating an OPEX shortfall.	High	Medium	Quantify and formally record estimated annual maintenance and power costs in the Community Facilities operational budget prior to final project approval. Complete WOL/TCO section of this document.	Asset Manager
R04	Legal / Compliance	New bore and UV installation fails to meet Taumata Arowai drinking water standards or Building Act requirements for potable water supply.	Low	High	Design specifications must explicitly mandate Taumata Arowai compliance. Require Producer Statements (PS3) for plumbing and electrical works. Schedule post-installation water quality testing prior to handover.	Project Manager
R05	Strategic / Procurement	Procurement process fails to reflect elected members' expressed preference for local contractors.	Low	Medium	Utilise a closed Request for Quote (RFQ) process targeting local rural water and drilling specialists within the Riversdale / Gore area.	Project Manager

Combined project scope, G1.0 and G2.0
25/10/2022

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ID	Category	Risk Description	Likelihood	Impact	Mitigation / Control	Risk Owner
R06	Operational	Subsurface drilling encounters unexpected rock, bore collapse, or poor water quality/volume, halting the project mid-delivery.	Medium	High	Conduct robust Phase 1 condition assessment before drilling commences. Engage only contractors with demonstrated local geological experience in the Riversdale area.	Project Manager / Contractor
R07	Technical	UV filtration is specified before the water quality issue is diagnosed. If contamination is chemical, mineral, or agricultural (e.g. nitrates, iron) rather than biological, UV filtration alone will not achieve potable standards.	Medium	High	Phase 1 condition assessment scope must include comprehensive water quality analysis (biological, chemical, and mineral parameters). UV specification to be confirmed only post-diagnosis.	Project Manager / Asset Manager
R08	Legal / Regulatory	Resource consent process is delayed, preventing project delivery within the 2026/27 financial year.	Medium	Medium	Initiate consent application as early as possible in the financial year. Agree carry-forward provisions with Finance if required.	Project Manager
R09	Governance	The project does not appear in the Ardlussa CB Annual Plan project table. Project may proceed without required endorsements.	High	Medium	All signatory sections of this document must be completed before project approval is granted. Finance Business Partner to confirm budget line and Annual Plan inclusion. Community Board to formally endorse at next meeting.	CPL / Project Manager



Combined project scope, G1.0 and G2.0

Riversdale- Reroof 2 Units

PHOTOS	FINANCIAL YEAR	2026/2027
	PROJECT NUMBER	FHOUS018
	ACTIVITY	Community Housing
	COMMUNITY BOARD	Ardlussa
	CHAIRPERSON	Richard Clarkson
	COUNCILLOR	Matt Wilson
	CPL	Kelly Tagg

DESCRIPTION

48 A & B York Road, Riversdale

Location: This is council owned land and does not require a boundary survey (Sec 1279 Hokonui SD).



SCOPE

Reroof both units at Riversdale if a prior inspection deterioration since the previous condition report in 2022. Remove the existing roof material off the two units, install new purlins to allow for the installation of insulation to meet the current building standards. Replace the roofing iron with long run corrugated colour steel that matches the existing colour. Replace the spouting with colour steel continuous spouting.

COMMUNICATION

This Riversdale community will need to be informed well in advance that this work will be undertaken. The contractor will need to work with the tenants to determine the timeframe for replacement that doesn't impact on the normal use of these units.

CONSENT

Combined project scope, G1.0 and G2.0
25/10/2022

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Building	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Archaeology/ Heritage	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Resource	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
RISKS		
What are the project risks that have been identified to date	The units may be unavailable while the re-roofing is in progress. The area will be set up as a work site with the correct health and safety plans, signage and equipment in place. This is a medium risk activity	
➤ What mitigation is in place		
➤ What is the status (high/ medium/ low)		
COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)		
The site will have restricted access while this work is being undertaken.		
OVERVIEW		
What is this project (ie, capital, consent, operating or procurement)	Capital	
Is this a one-off project or works programme	One-off	
What are the strategic and activity links	1.1.4 Undefined Strategy – People have everything they need to live, work, play and visit	
Are there any links to the Corporate Performance Framework	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
How does this project fit in with the outcomes of the community board plans		
Is the project on Council owned land	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Do we have approvals for land use	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Is a procurement plan required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
What type of communication plan is required	light	
Have all stakeholders been identified and a management plan in place eg committees, sub-committees, affiliated groups etc	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Has a draft risk register been prepared	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
What team members will make up the Project Control Group (PCG)	Community facilities asset owner and project delivery team project manager	
BUDGETS		
Approved budget	\$ 31,273	
What is the initial cost made up of:	Design	(typically, 10% of project)
	Consents	(typically, 2% of project)
	Consultation	
	Project	\$ 28,146



	Contingency	\$ 3,127	(typically, 10% of project)
	Total Budget	\$ 31,273	
How is the project being funded (loan or reserves)	Loan		
WHOLE OF LIFE/ TOTAL COST OF OWNERSHIP CALCULATION			
	Full capital cost		
Calculating the Whole of Life (WOL) or Total Cost of Ownership (TCO) costs. For inflationary purposes, add 1% per annum over the useful life and multiply this % to the end TOC figure you get.	Interest on loan <small>(if applicable)</small>		
	Useful life (in years)		
	Residual value		
	Annual maintenance costs		
	Annual operating costs		
	Other cost (renovations) and at what intervals?		
	Disposal costs		
	Total cost of ownership?		
What is the impact on rates going forward for the TCO?			
Is this affordable?		<input type="checkbox"/> Yes <input type="checkbox"/> No	

APPROVALS				
Communications	Signed		Date	
Iwi	Signed		Date	
Building	Signed		Date	
Property	Signed		Date	
Resource management	Signed		Date	
Three waters	Signed		Date	
Community board	Signed		Date	
Asset manager	Signed		Date	
Finance business partner	Signed		Date	
PROGRAMME DATES				
What are the key project milestones				
Planning				



Design	
Consent	
Procurement	
Construction or delivery	
Handover	
Are there any critical path activities	
ASSUMPTIONS	
What if any assumptions have been made on the project to date	
OTHER	
Any other items relating to this project	



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BUDGET (FINANCE TO ASSIST IF REQUIRED)		
Financial year's	2026/27	
Unbudgeted expenditure report RM8	R/	<input type="checkbox"/> Yes <input type="checkbox"/> No
Confirm work order is approved	W	<input type="checkbox"/> Yes <input type="checkbox"/> No
Components of budget	External funding	\$
	District funding	\$
	Local funding	\$
	NZTA funding	\$
	Loan	\$
	Other	\$
How was the budget developed	Contingency	\$
	Risk	\$
	Consultants fees	\$
	Investigation fees	\$
Total budget	\$	
Committed budget (what has been committed or spent to date)	Consultants fee	\$
	Consent charges	\$
	Design costs	\$
	Other	\$
Are there any constraints for external funding	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, give details		
If the project if over \$2 million, has finance been informed to inform insurance company	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Has ongoing maintenance costs been allowed for	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, annual costs	\$	
External funding reporting requirements and timeline		
If this is a new asset, what is the reference code (you get this from the finance team)		
Has retentions or bond management been set up with the finance team	<input type="checkbox"/> Yes <input type="checkbox"/> No	
How long is the defects liability period (if any)		
Who will the defects liability period (if any) sit with		



PROGRAMME		
Are there any programme restraints ie, time of year		
What are the key dates and milestones		
RISK		
Is the project risk register completed		<input type="checkbox"/> Yes <input type="checkbox"/> No
Hierarchy breakdown for emergency situations (staff, management and contractors)		
SCOPE AND DESIGN		
Does project have full scope and design		<input type="checkbox"/> Yes <input type="checkbox"/> No
Does design meet SDC/ NZTA design standards		<input type="checkbox"/> Yes <input type="checkbox"/> No
Deliverables/outcomes		
Design and drawings in RM8	R/	<input type="checkbox"/> Yes <input type="checkbox"/> No
Any external consultants, include name and point of contract		
Quality and MSQA requirements SSSP and TMP		
What producer statements have been completed or are required		
Site specific requirements temp facilities, local issues including environmental, social, historical and local community issues		
Site investigation, reports with associated photos, geotech etc in RM8	R/	<input type="checkbox"/> Yes <input type="checkbox"/> No
Change control <ul style="list-style-type: none"> delegated authority for scope and budget changes variations to scope and budget 		
PROCUREMENT		
Is a procurement plan required (including for design)		
Is this an NZTA procurement policy request project		
Is public tender required		
Type of procurement		




(RFP, RFIP, RFT, three quotes)		
Timeline for procurement <ul style="list-style-type: none"> • tender open date • tender close date • award of contract date 		
Market research – available contractors/ suppliers		
Specific terms and conditions		
What if any performance bonds, bond in lieu or retentions are required		
What ANZ standards requirements		
Delegated authority to go to tender, award contract, sign off		
Types and limits of insurance	Public liability	\$
	Vehicle	\$
	Plant	\$
NOTES		
CONTRACT NUMBER		
DATE OF HANDOVER		



Combined project scope, G1.0 and G2.0

Toilet Renewal Preparation

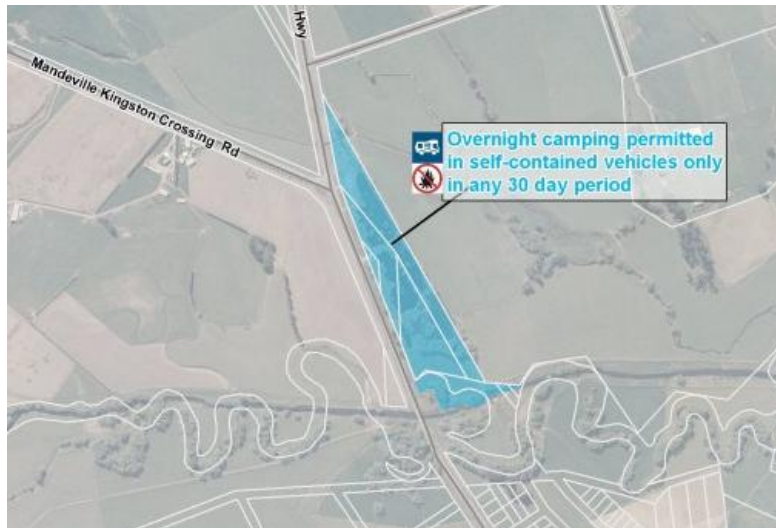
PHOTOS	FINANCIAL YEAR	2026/2027
	PROJECT NUMBER	F'TOILXXXXA
	ACTIVITY	Public Conveniences
	COMMUNITY BOARD	Ardlussa
	CHAIRPERSON	Richard Clarkson
	COUNCILLOR	Matt Wilson
	CPL	Kelly Tag

DESCRIPTION

Mandeville - Taylor Park, 9683

Location: This is council owned land and does not require a boundary survey

Current condition is unknown pending a site visit. Note: this project was not included in the original AP 26/27 but is captured within the overall programme budget with no change to total spend. Consent requirement not yet checked.



SCOPE

Investigation and condition assessment of the Taylor Park toilet.

COMMUNICATION

The community will need to be consulted once the location of the toilet has been identified.

CONSENT

Combined project scope, G1.0 and G2.0
25/10/2022

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Building			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Archaeology/ Heritage			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Resource			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
RISKS			
What are the project risks that have been identified to date			
➤ What mitigation is in place			
➤ What is the status (high/ medium/ low)			
COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)			
There may be a period when the area will need to be cordoned off to allow work to be undertaken. The toilet will not be available to the public while the work is being undertaken.			
OVERVIEW			
What is this project (ie, capital, consent, operating or procurement)	Capital		
Is this a one-off project or works programme	One off		
What are the strategic and activity links	1.1.4 Undefined Strategy – People have everything they need to live, work, play and visit		
Are there any links to the Corporate Performance Framework			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How does this project fit in with the outcomes of the community board plans			
Is the project on Council owned land			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Do we have approvals for land use			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is a procurement plan required			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What type of communication plan is required	Medium		
Have all stakeholders been identified and a management plan in place eg committees, sub-committees, affiliated groups etc			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Has a draft risk register been prepared			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What team members will make up the Project Control Group (PCG)	Community facilities asset owner and project delivery team project manager		
BUDGETS			
Approved budget	\$10,000		
What is the initial cost made up of:	Design	\$	(typically, 10% of project)
	Consents	\$	(typically, 2% of project)
	Consultation	\$	
	Project	\$9,000	
	Contingency	\$1,000	(typically, 10% of project)



	Total Budget	\$10,000	
How is the project being funded (loan or reserves)		Rates	
WHOLE OF LIFE/ TOTAL COST OF OWNERSHIP CALCULATION			
	Full capital cost		
Calculating the Whole of Life (WOL) or Total Cost of Ownership (TCO) costs. For inflationary purposes, add 1% per annum over the useful life and multiply this % to the end TOC figure you get.	Interest on loan		
	(if applicable)		
	Useful life (in years)		
	Residual value		
	Annual maintenance costs		
	Annual operating costs		
	Other cost (renovations) and at what intervals?		
	Disposal costs		
	Total cost of ownership?		
What is the impact on rates going forward for the TCO?			
Is this affordable?		<input type="checkbox"/> Yes <input type="checkbox"/> No	

APPROVALS				
Communications	Signed		Date	
Iwi	Signed		Date	
Building	Signed		Date	
Property	Signed		Date	
Resource management	Signed		Date	
Three waters	Signed		Date	
Community board	Signed		Date	
Asset manager	Signed		Date	
Finance business partner	Signed		Date	
PROGRAMME DATES				
What are the key project milestones				
Planning				
Design				



Consent	
Procurement	
Construction or delivery	
Handover	
Are there any critical path activities	
ASSUMPTIONS	
What if any assumptions have been made on the project to date	
OTHER	
Any other items relating to this project	



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BUDGET (FINANCE TO ASSIST IF REQUIRED)		
Financial year's		
Unbudgeted expenditure report RM8	R/	<input type="checkbox"/> Yes <input type="checkbox"/> No
Confirm work order is approved	W	<input type="checkbox"/> Yes <input type="checkbox"/> No
Components of budget	External funding	\$
	District funding	\$
	Local funding	\$
	NZTA funding	\$
	Loan	\$
	Other	\$
How was the budget developed	Contingency	\$
	Risk	\$
	Consultants fees	\$
	Investigation fees	\$
Total budget		\$
Committed budget (what has been committed or spent to date)	Consultants fee	\$
	Consent charges	\$
	Design costs	\$
	Other	\$
Are there any constraints for external funding		<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, give details		
If the project if over \$2 million, has finance been informed to inform insurance company		<input type="checkbox"/> Yes <input type="checkbox"/> No
Has ongoing maintenance costs been allowed for		<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, annual costs		\$
External funding reporting requirements and timeline		
If this is a new asset, what is the reference code (you get this from the finance team)		
Has retentions or bond management been set up with the finance team		<input type="checkbox"/> Yes <input type="checkbox"/> No
How long is the defects liability period (if any)		
Who will the defects liability period (if any) sit with		



PROGRAMME		
Are there any programme restraints ie, time of year		
What are the key dates and milestones		
RISK		
Is the project risk register completed		<input type="checkbox"/> Yes <input type="checkbox"/> No
Hierarchy breakdown for emergency situations (staff, management and contractors)		
SCOPE AND DESIGN		
Does project have full scope and design		<input type="checkbox"/> Yes <input type="checkbox"/> No
Does design meet SDC/ NZTA design standards		<input type="checkbox"/> Yes <input type="checkbox"/> No
Deliverables/outcomes		
Design and drawings in RM8	R/	<input type="checkbox"/> Yes <input type="checkbox"/> No
Any external consultants, include name and point of contract		
Quality and MSQA requirements SSSP and TMP		
What producer statements have been completed or are required		
Site specific requirements temp facilities, local issues including environmental, social, historical and local community issues		
Site investigation, reports with associated photos, geotech etc in RM8	R/	<input type="checkbox"/> Yes <input type="checkbox"/> No
Change control <ul style="list-style-type: none"> delegated authority for scope and budget changes variations to scope and budget 		
PROCUREMENT		
Is a procurement plan required (including for design)		
Is this an NZTA procurement policy request project		
Is public tender required		
Type of procurement		



(RFP, RFIP, RFT, three quotes)		
Timeline for procurement <ul style="list-style-type: none"> tender open date tender close date award of contract date 		
Market research – available contractors/ suppliers		
Specific terms and conditions		
What if any performance bonds, bond in lieu or retentions are required		
What ANZ standards requirements		
Delegated authority to go to tender, award contract, sign off		
Types and limits of insurance	Public liability	\$
	Vehicle	\$
	Plant	\$
NOTES		
CONTRACT NUMBER		
DATE OF HANDOVER		

District Projects — Public toilet programme 2026/2027

This document summarises the 17 public toilet projects included in the 2026/2027 Annual Plan. There is a total budget of \$2,260,000, comprising of \$215,000 in planning and \$2,045,000 in construction and renewal. Draft scoping documents are also available.

There is \$268,000 of Better Off Funding (BOF) available, that is to be allocated to facilities in Tuatapere, Riverton, Wallacetown, Tokonui, and Te Anau. This funding needs to be used by the end of the 2026 calendar year

The programme is based upon the most recent field surveys and represents a financially streamlined, fit for purpose programme.

Summary

Project No.	Location	Description	Phase	Cost estimate	Status	Notes
FTOIL L0010A	Te Anau – Steamers Beach	Feasibility investigation and planning for a new public toilet at Steamers Beach.	Scoping and planning	\$60,000	Pre-scoping	Request initiated by the Fiordland Community Board in response to local demand, particularly during community events. Water supply, site stability, road proximity, and resource consent requirements are all to be assessed. Relieves current reliance on the local yacht club and Department of Conservation visitor centre facilities that are approximately 400m away.
FTOIL L011A	Otautau – Arboretum	Planning for upgrade and refurbishment of the existing arboretum toilet.	Scoping and planning	\$15,000	Pre-scoping	Facility is functional but needs attention. A detailed scope of works is to be determined and will go to market.
FTOIL XXXX	Mandeville – Taylor Park	Investigation into installation of a toilet facility.	Scoping and planning	\$10,000	Pre-scoping	There is no toilet facility here and there is a need due to people using the park and defecating.

Project No.	Location	Description	Phase	Cost estimate	Status	Notes
FTOIL L012A	Riverton – Leader street / Rugby Club	This building has a low seismic assessment score and requires work.	Planning and consultation	\$25,000	Scoping underway	Scoping options under consideration, including structural repairs (wing wall replacement, masonry infill) combined with a general refurbishment or removal. Community board input is sought on implications of closure or demolition. There may be an opportunity to work with the adjacent Rugby club with regards and solution
FTOIL L013A	Curio Bay campground	Planning for possible replacement of the campground toilet, contingent on broader campsite operator arrangements.	Planning and consultation	\$25,000	Pre-scoping	Facility is functional but needs attention. Longer term replacement planning will track campsite operator status.
FTOIL L014A	Garston	Resource consent application for a new septic disposal field and the replacement of existing septic tank.	Planning and resource consenting	\$50,000	Resource consent pending	Resource consent application has been lodged, awaiting the outcome.
FTOIL L015A	Riverton – Princess street / Palmerston street	The Detailed Seismic Investigation (DSI) has provided recommendations to follow up	Planning and consultation	\$30,000	Scoping underway	Seismic strengthening is not required, although it is highly recommended to replace the circular hollow section steel post in the northeastern corner of the building that supports the roof. The section does not provide adequate structural support under a snow loading. A new, larger post should be directly connected to the wall plate and the concrete floor slab. Resource consent may be required.

Project No.	Location	Description	Phase	Cost estimate	Status	Notes
FTOIL L016A	Garston – refurbishment and disposal field	High use site that requires upgrade work (pending resource consent outcome)	Pre-construction	\$400,000	Resource consent pending	Construction of a new septic disposal field (approximately 200m from the toilet building) and replacement of the septic tank. Additional budget will be required if further refurbishment or full replacement is needed.
FTOIL XXXX	Nightcaps – McGregor Park	New toilet facility at McGregor Park. Resource consent is likely to be required.	Scoping, planning and construction	\$200,000	Scoping underway	Need for a facility at this location was confirmed at a 2025 community board meeting. Demand has grown following installation of a pump track. Water access and river proximity are to be assessed during scoping.
FTOIL L017A	Tuatapere – Main street	Refurbishment required	Scoping, planning and construction	\$300,000	Scoping underway	This work is BOF funding eligible and will be a full refurbishment of the exterior and interior. Noting the Detailed Seismic Assessment (DSA) indicate that strengthening work is not required.
FTOIL L018A	Tokonui – rebuild and dump station	Replacement of tired toilet facility and relocation of the dump station, including improved vehicle access.	Scoping, planning and construction	\$400,000	Scoping underway	Existing facility is aged and does not meet local needs and presents an opportunity to improve. Resource consent advice will be sought, regarding the relocated dump station that has vehicle access issues. Adjacent tree removal proposed. BOF funding eligible.
FTOIL L019A	Te Anau – Ivon Wilson Park	Refurbishment and septic tank upgrade to extend the operational life of this facility.	Scoping, planning and construction	\$150,000	Scoping underway	Scoping a refurbishment while longer term investment is directed toward the Steamers Beach new build. Tree root ingress and septic tank condition are the primary issues. BOF funding eligible.

Project No.	Location	Description	Phase	Cost estimate	Status	Notes
FTOIL L020A	Riverton – Princess street / Palmerston street	Full refurbishment and possible strengthening	Scoping, planning and construction	\$200,000	Scoping underway	Scoping a refurbishment and following up recommendations from Detailed Seismic Assessment.
FTOIL L021A	Wallacetown – new toilet	Construction of a new public toilet facility at an agreed location.	Finalisation and construction	\$350,000	Resource consent pending	Project is well advanced. Consultation regarding door direction and door screening measures are being finalised to address resident concerns. Resource consent required. BOF funding eligible.
FTOIL L022A	Riverton – Howells Point	Refurbishment and repairs	Construction	\$20,000	Scoping underway	Scoping light refurbishment, addressing roof holes and guttering defects.
FTOIL L023A	Thornbury – minor works	Refurbishment and repairs	Construction	\$20,000	Pre-scoping	Re-levelling of footings and minor structural stabilisation to retain the asset.
FTOIL L024A	Fortrose – light refurbishment	Minor refurbishment works on an as required basis.	Construction	\$5,000	Monitor	Replace and upgrade fixtures and fittings. Flooding risk from proximity to the estuary noted.
TOTAL				\$2,260,000		

District projects — District programme 2026/2027

This section identifies the 12 district funded projects included in the 2026/2027 Annual Plan for parks and reserves, property, offices and buildings, community housing and cemeteries. The total programme budget is \$775,748.

Summary


Project No.	Location	Description	Phase	Budget	Notes
P-11483A	Parks and Reserves	Reserve Management Plans	Ongoing	\$51,537	Ongoing project across all reserves
FPARK033A	Parks and Reserves	Edendale Scenic Reserve - Bridge maintenance	Closing	\$15,637	Project finalising gravel path to install. The walking track is approximately 2 km loop track suited to walkers, runners, school groups and families. Upgrade of the first section of track or short track to be more accessible for all users and top up areas on the long loop where required.
FHOUS003A	Community Housing	Community Housing - Housing units refurbishment	Ongoing	\$105,093	21 Units at Edendale, Nightcaps and Lumsden
FHOUS018A	Community Housing	Community Housing - replace roof	Ongoing	\$31,273	Reroof two units at Riversdale (48A and 48B, York Road)
FHOUS020A	Community Housing	Community Housing - replacement of water bore at Riversdale	Ongoing	\$10,424	Obtain a condition assessment of the existing bore and water quality. If the bore is not fit for purpose replace with a new unit and install UV filters to make sure that the water meets potable water standards

Project No.	Location	Description	Phase	Budget	Notes
P-10989A	Cemeteries	Riverton - land purchase to increase cemetery size	Ongoing	\$205,836	Early investigations continue, ground penetrating radar work being considered with respect to potential purchase of land, prior to any purchasing decisions.
P-10974A	Cemeteries	District Wide - cemetery beams	Ongoing	\$17,000	Annual installation of new cemetery beams at identified cemeteries based on the remaining plot available and influx of new burials from surrounding communities
FBUILD011A	Offices and Buildings	Otautau Office - internal refurbishment	Scoping	\$260,610	Possible roof repairs/ building interior refurbishment
FBUILD010A	Offices and Buildings	Lumsden Office - Exterior repaint	Scheduled	\$26,061	Scheduled for September 2026
P-11191A	Offices and Buildings	Te Anau Library - Entrance flooring and automatic doors	Scoping	\$18,764	Replace the auto door mechanisms and replace the flooring in the entranceway. If budget allows, paint the entrance.
FBUILD028A	Other Property	Waikiwi Yard - Remove hedges and build new fences in conjunction with neighbours	Ongoing	\$23,513	This project is to remove the large hedges on the boundary and construct new security fencing.
FBUILD029A	Other Property	Waikiwi Yard - options analysis for future facility provisions for depot/yard	Ongoing	\$10,000	Located at 30 Hunt Street, being used as a base for the community maintenance team (CMT). It is also used as storage for roading, three waters, and the project delivery team. This project is to develop an options analysis for the future of the yard/depot.

Project No.	Location	Description	Phase	Budget	Notes
				\$775,748	

Combined project scope, G1.0 and G2.0

P-10974A — District wide cemetery beams

PHOTOS	FINANCIAL YEAR	2026/2027
	PROJECT NUMBER	P-10974A
	ACTIVITY	Community Services
	COMMUNITY BOARD	As Required
	CHAIRPERSON	As Required
	COUNCILLOR	As Required
	CPL	As Required

DESCRIPTION

Location: district wide

This is based upon demand/ priorities required.

SCOPE

Install new beam. An allocation of funding has been set aside to install one beam each year. The location and size will be determined each year depending on demand.

Concrete beams will be formed as per the headstones and cemetery monuments, NZS 4242:2018.

COMMUNICATION

The community will need to be informed that this work will be undertaken.

CONSENT

Building	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Archaeology/Heritage	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Resource	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

RISKS

<ul style="list-style-type: none"> What are the risks that have been identified to date What mitigation is in place What is the status (high / medium / low) 	<p>The area will be set up as a work site with the correct health and safety plans, signage and equipment in place.</p> <p>This is a low risk activity.</p>
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COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)?

There may be a period when the area will need to be cordoned off to allow work to be undertaken. The area will not be available to the public while the work is being undertaken.

Stakeholders include: The community and iwi.

OVERVIEW	
• What is this project (ie, capital, consent, operating or procurement)?	Capital
• Is this a one-off project or works programme?	One Off
• Have all the project numbers been set up?	<input checked="" type="checkbox"/> CAMMS <input checked="" type="checkbox"/> W17745
• What are the strategic and activity links?	1.1.4 Undefined Strategy – People have everything they need to live, work, play and visit
• Are there any links to the Corporate Performance Framework?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Refer to the Community Facilities Team Business Plan 2024 – 2025 and the Corporate Performance Framework
• Is the project on Council owned land?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Do we have approvals for land use?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Are consents and permits required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Is a procurement plan required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Is a procurement process required for the design phase?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Will this project be a public tender or approved supplier agreement?	Public Tender
• Is a communication plan required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Have all shareholders been identified and a management plan in place?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Has a draft risk register been prepared?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
• Where is the location of the project?	To be determined

Budgets			
• What is the initial cost made up of:	Design	\$00.00	(typically 10% of project)
	Consents	\$00.00	(typically 2% of project)
	Consultation	\$00.00	
	Project contingency	\$1,700.00	(typically 10% of project)
	Total Budget	\$17,000.00	
• How is the project being funded (ie, LTP, locally funded, other?)	District Reserves		

Approvals				
COMMUNICATIONS	SIGNED		Date	
IWI	SIGNED		Date	
BUILDING	SIGNED		Date	
PROPERTY	SIGNED		Date	
RESOURCE MANAGEMENT	SIGNED		Date	
THREE WATERS	SIGNED		Date	
COMMUNITY BOARD	SIGNED		Date	

APPENDICES				

Community board reporting

Record no: R/26/5/116862
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.

Attachments

- A Ardlussa Community Leadership Report -10 June 2026 [↓](#)
- B Ardlussa operational report - 10 June 2026 [↓](#)
- C Great South accommodation audit 2026 [↓](#)



What's happening in your area

Riversdale Helipad – resource consent

The consent for the construction of the helipad in Riversdale has been granted in favour of the Riversdale Lions Club who will oversee the project. The board chair has worked closely with the Lions Club president to get this consent lodged and approved.

Local businesses have committed to assisting with the physical construction of the helipad.



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

Rakiura solar farm construction

The road towards Stewart Island Rakiura's energy solution celebrated a significant milestone on Friday 22 May 2026 when the first sod was turned at the site of the island's new solar farm.

Associate Minister of Regional Development Mark Patterson and Southland District Council Mayor Rob Scott shared the ceremonial honours, joined by a group of about 40 island residents, dignitaries, contractors, and stakeholders.

Mayor Scott placed a small sod of turf into a jar and told the group he would replace it in the ground when the project was completed.

"This project isn't about fixing something that's broken," he said later at a well-attended community meeting at the Pavilion. "It's about building on what's already here.

"It's not my project, it's not the minister's project, it's your project."

Minister Patterson told the audience it was "a really significant day for this community".

"The majesty of living in this extraordinary place does come with a cost."

The "uncomfortable truth" was that running off diesel generators for its electricity was not how the government saw the future for Stewart Island Rakiura.

Regional Public Service Commissioner Steph Voight said the connection between people and environment was felt deeply on the island.

"Today we celebrate partnership, progress ... and a future that doesn't rely on diesel."

Today's events mark the beginning of construction of the solar farm, at the site of the former gun club on Airport Road. The 2-hectare site will accommodate an estimated 3,000 solar panels.

The Rakiura Energy Solutions project has been exploring options since 2023 to reduce Stewart Island's reliance on diesel generators to produce electricity. A total of 494 permanent connections receive their power from the Stewart Island Electrical Supply Authority (SIESA) but the cost of diesel means island consumers currently pay 89 cents per kilowatt hour, around 240% more than mainland New Zealanders pay for electricity.

The project is designed to improve the resilience and robustness of the electricity distribution network, lowering electricity costs for island power consumers, reducing their exposure to dramatic diesel cost fluctuations, and stimulating the local economy. The target is to reduce use of diesel by up to 75%.

The project is being run by Southland District Council, working with the Stewart Island Rakiura Community Board, and the SIESA operations and maintenance contractor NZ Energy.

Infratec, which will build the solar farm, aims to have it commissioned in January 2027.

General manager development and delivery Chris Service spoke about Infratec's track record in building micro-grid solar/battery plants in New Zealand and Tonga.

"It's a pretty exciting project for us ... we're really keen to take you on the journey with us."

Mayor Scott acknowledged the support of Invercargill MP and Cabinet minister Penny Simmonds, and Conservation Minister Tama Potaka, and spoke passionately about the contribution of former Stewart Island Rakiura district councillor Bruce Ford, who instigated the search for an energy solution for the island many years ago.

In June 2025 the government announced a suspensory loan of up to \$15.35 million from its Regional Infrastructure Fund, administered by Kānoa - Regional Economic Development and Investment Unit, enabling the first stage of the project to proceed. This comprises an initial 2-megawatt solar farm with 4-megawatt battery, plus network upgrades.

Electricity generated by the solar panels will be fed directly into the network and batteries, supplementing the current diesel generators which will power up when required to meet excess demand. Once stage one of the project is completed, transition between solar and diesel-generated supply of electricity will be

seamless. The batteries will have the capacity to store at least six hours' worth of the current average amount of energy needed by the island.



Community Service Award – Debbie McDougall

The tireless commitment of a passionate health worker and campaigner was recognised in Winton on 24 April 2026.

Winton Maternity Centre service manager Debbie McDougall has been a leading light of the rural maternity sector in Winton for over 30 years. She received a Community Service Award from Southland District Council and the Ōreti Community Board in a ceremony that came as a complete surprise to her.

Presenting the award, Mayor Rob Scott said Ms McDougall's work had created an enduring legacy of high-quality care in rural Southland.

“She has been a backbone of the southern maternity service for over three decades and probably thousands of families owe her a massive vote of thanks,” he said. “Her contribution has been amazing.”

Special guests at the ceremony were Pat Henderson and Anne Clark, two of the centre's original midwives, who advocated strongly to keep the maternity centre open in Winton around 30 years ago, before Ms McDougall took over. They were very supportive of Ms McDougall's appointment to the manager's role.

Ms McDougall's fierce campaigning has been integral in ensuring the vital service survives in the community. She has made the case tirelessly with major funders to keep the centre open. Her award citation says she works with a limited Te Whatu Ora budget of 30% equivalent of the same services operated by Te Whatu Ora in the Southern District.

She maintains a belief that care for new families in rural communities is vital. Her commitment is driven by a desire to have a service available for rural women to access maternity facilities and care within a geographical reach. As a result, the service provides care from Kingstons to Stewart Island Rakiura to Fiordland, while other services in rural Southland have been closed.

While Ms McDougall is employed as the Winton Maternity Centre manager, she contributes many more unpaid hours voluntarily. She is on call 24 hours a day, seven days a week. Her colleagues describe her as a caring and understanding manager, with both patients and staff.

Ms McDougall has created a staff of mostly registered nurses to work in the maternity service. This has taken a lot of advocating and commitment. Midwives in Winton work independently for the maternity service and have an access agreement to the maternity centre for births and postpartum care for their clients.

Ms McDougall introduced rooms where partners can stay with the new mother and newborn, a service not available at other facilities.

The high quality of the service she maintains has enabled her to create relationships in the rural maternity sector and further afield, meaning the Winton Maternity Centre has received donations of equipment and other peer support.

Aside from her commitment to maternity, Ms McDougall oversees the community nurse service, running the local foodbank, supporting those in need in the community and the elderly day held at the maternity centre two days a week.



Colac bay surfer statue

Colac Bay Ōraka truly is the little town that did.

Testament to a powerful community spirit intrinsically woven through the coastal village, its iconic surfer statue is set to shred a bold new wave.

A treasured fixture of the town for over 25 years, the statue had far exceeded its initial lifespan of 10 years but faced an uncertain future until the community rallied together to raise approximately \$100,000 needed to replace it. This was supplemented by \$42,000 from the Ōraka Aparima Community Board.

Less than two years later, the Colac Bay and Districts Progress League and Southland District Council proudly awarded the statue contract to Southland artist Danny Owen, also known as Deow on 26 May 2026.

Progress League committee member Lana Winders said the milestone reflected a remarkable community effort.

“It’s amazing how resourceful and capable the community is where we live. Once we started harnessing that, it was just incredible,” she said.

“It’s all been good old-fashioned fundraising. The first \$42,000 was just quizzes, raffles and merchandise.”

Mayor Rob Scott described Colac Bay as “the little town that could”.

“This is the gold standard for a community grabbing the bull by the horns, getting off their backsides and getting it done,” he said.

“Their passion, commitment and determination has resulted in an excellent outcome in an incredibly short amount of time. This is the epitome of what I love about Southland and its people. This is going to be a great result for an awesome little community and I can’t wait to see this new landmark being enjoyed for the next generation or three.”

Mrs Winders said motivation ultimately stemmed from wanting to “protect what’s ours”.

“Colac Bay suffered a few blows in the past 10 years – we’ve lost some things that the community truly identified with,” she said.

“We lost the Foreshore Road that connected our surf spot Trees to the village. Then we lost a pub, then another one. And all of a sudden we were about to lose our statue – something we were just so proud of. We just couldn’t let that happen.”

The original statue was a progress league initiative 25 years earlier – pulled from a suggestion box.

“Surfing is one of the biggest assets of this area – we’ve got fantastic waves,” Mrs Winders said.

“The surfer statue is a critical part of our identity. It’s an asset that we were just not prepared to lose. When the statue was established surfing exploded in the Colac Bay and Riverton area. There’s nothing better than being in the water.”

It was the only surfer statue in New Zealand.

“People associate surfing with places like Hawaii so what’s this doing in the deep south of New Zealand? It does turn some heads. But as long as you have a thick enough wetsuit you’re going to have an awesome experience in the water here.”

Mrs Winders hoped Colac Bay’s achievement would prove inspirational.

“Communities can harness their resources and talents and make things happen together. We are proud of what we have achieved as a community,” she said.

“Sometimes you hear other communities complain and our message would be simply ‘get off your butts and get into it’.”

Working closely with Council, the procurement process started when the initial \$100,000 target was hit.

“Once we started getting real estimates it put us in a strong position to approach additional funders. They all applauded the collaboration between the progress league and SDC,” Mrs Winders said.

“There was so much willingness to help from the Ōraka Aparima Community Board and Council staff across all levels of the organisation. For a project of this magnitude, you need to make sure you have the right expertise around you and that’s where Council has been instrumental.

“We’ve been understood as a group of volunteers with a lot of passion that are willing to roll up our sleeves and get it done.”

The progress league was involved in all aspects of the procurement, including helping to prepare the request for proposal, and remained fully engaged in the appointment of the preferred supplier.

“We’ve driven what we wanted in terms of honouring the existing surfer. The concept had to have a wave, a surfer and a surfboard. We reinforced that as it had to pay homage to what was original achieved by the community,” Mrs Winders said.

“We encouraged the artists to bring creativity and a new vibe to the project. And it had to have a lifespan of 30 years.

“In Danny, we’ve got someone who has ticked all the elements to meet the brief and make it sustainable, while introducing a modern touch with the materials he’s using such as corten steel.”

Danny Owen’s concept was vastly different to the original, Mrs Winders said.

“Initially, we had to grow into it and I feel like that’s a good sign as it pushed us to explore a different direction.

“In his proposal he wrapped around it a wonderful tale of our community and a real drive to create something really special for us. I feel he’s going to make sure the surfer statue will remain a treasured part of our community for decades because it will be built with love.”

For Mr Owen, aka DEOW, the project was a poignant one.

“Colac Bay Ōraka is a place that holds deep personal meaning for me,” he said. “I have been surfing there for more than 30 years. It’s a place of powerful memories, friendships and connection with the oceans – and where I first learned to surf.

“The culture of surfing at Colac Bay is unique within Southland. Generations of locals and visitors have learned to surf there, watched storms roll in across Foveaux Strait, and experienced the raw beauty of the coastline. This sculpture is intended to celebrate that identity.”

DEOW is a celebrated artist respected for his South Sea Spray street art initiative, which has vibrantly transformed local communities with large-scale murals.

“Murals are powerful storytelling tools, but they also have natural lifespan. Paint fades, buildings change, and eventually the artwork disappears. Because of this, I have always had a desire to create a public artwork that will stand the test of time – something lasting, permanent and meaningful for the community,” he said.

“The Colac Bay surfer sculpture is my vision for that lasting piece.”

DEOW will be working collaboratively with Zac Kean at Advanced Engineering in Invercargill to ensure the precision fabrication required. The project is expected to take about eight months to complete.



Community funding

Other funding opportunities & allocations

Applications for the following grants closed on 31 March 2026:

- District Initiative Fund
- Sport NZ Rural Travel Fund.

Applications to the above funds will be considered at the 10 June 2026 Council meeting.

Creative Communities Scheme

Applications to the Creative Communities Scheme were considered on 30 April 2026. The following grants were awarded:

• Cathy Irons – Douce Ambience concerts	\$1,000
• Southern Cancer Society – Bag of Hope project	\$600
• Chloe Hamilton – costume life drawing classes	\$300
• Te Hikoi Museum – Art Challenge exhibition	\$1,691
• Fiordland Camera Club – photography workshop	\$500
• Te Anau Waitangi Day Charitable Trust – 2027 event	\$2,000
• Riversdale Arts – mixed media exhibition art stands	\$1,500
• Fiordland Performing Arts – Matariki star search	\$1,500
• The Lodge 223 – Arts on Tour Tempestuous show	\$750
• Humorous Arts Charitable Trust – workshop	\$500
• Caninspire Charitable Trust – beading workshops	\$750
• Tuatapere District Promotions – Ore & Orepuki display	\$1,300
• Toi Rakiura – Stewart Island concerts	\$1,500
• Northern Southland Community Resource Centre – Anna van Riel workshops and concerts	\$1,500
• Te Anau Ukulele Festival 2026	\$2,531

Council department updates

Governance

Things that may be of interest to the board include:

- a register of elected members' interests will soon be completed, circulated and made publicly available
- the communication payments to elected members will be made in June (this payment contributes to costs elected members incur in their role, such as broadband and printing costs)
- the Akona platform continues to have some really interesting learning modules available for elected members. Feel free to login into Akona to make the most of the opportunities on offer. Current modules are on the Government's Head Start Process, collaboration in action, the fuel crisis, media in an emergency and a discussion with the Minister of Local Government.

Stakeholder updates

Highways South - update

As winter approaches, the NZTA is focused on reinforcing safe driving behaviours to help keep people travelling safely as conditions change.

We're doing this by preparing targeted marketing, communications and engagement activity, and sharing clear information about the highway network. Starting mid-May, winter safety messaging will roll out across our social media channels and a wide range of customer touchpoints. These include petrol stations nationwide, airport screens near skiing hotspots (Christchurch and Queenstown), Interislander ferries, and the MetService app and website.

This approach means reaching people who may be driving in snowy/icy conditions or travelling up the mountains, as well as reinforcing winter driving messaging with road users and communities.

Across social media, we'll be sharing driver behaviour content focused on:

- driving to the conditions
- slowing down
- headlight use
- checking tyres before driving
- planning ahead

Being prepared to respond to varying weather events is on the NZTA's radar of their Transport Operations Centres (TOCs), ready to respond with real-time travel information across its channels, traffic bulletins and queries, and journey planner updates. The NZTA has also been talking with tourism and rental vehicle operators, and small passenger service drivers to provide messaging and resources on safe winter driving. This includes sharing our 'Driving in NZ' booklet which covers all essential driving tips for visitors, including winter conditions.

Roadside variable message boards will be placed at SH94 Gorge Hill to notify road users of winter driving conditions.



Highway renewals

Highway renewals work in Southland has finished for the 2025/26 season and planning underway for the 2026/27 programme. This will be shared with community boards once its finalised.

Highway maintenance

Highway maintenance teams are out on the networks responding to potholes, signs, sweeping, and other routine issues, to help ensure safe and easy highway access to where you want to go.

Great South – accommodation audit

Each year Great South audit all 279 operators who provide commercial accommodation.

While overall it's pretty stable, there is some interesting movement around camping grounds closing. Great South have questioned whether there is any correlation to freedom camping or increasing numbers of NZ Motocaravan Association sites. This may also impact short term accommodation and more Airbnb's as occupancy is relatively high across the region indicating that there isn't enough stock but growing visitation (is coming through the HBAs- housing and business assessments).

However, while Fiordland has almost half of all rooms in the region, it is extremely seasonal which affects economic viability. Of interest, both Gore and Invercargill are looking to be making some wins on having more consistency across the year instead of peak and off-peak seasonality which SDC still has (linked to weather, when you can walk tracks etc). This has been achieved by holding events at certain times of the year but probably more reflecting the strong economic situation at present and contractors staying to build wind farms etc.

Attached to this report is the final report for this last year's audit.

Electoral commission – working at the 2026 General Election

Help your community vote

Register your interest to work at the 2026 General Election.

We want people from local communities to work in voting places and help people vote. The 2026 General Election will be held on Saturday 7 November and we're taking registrations from people who are interested in working with us.

We need people with different skills and backgrounds right across Aotearoa New Zealand.

Whether you want to work for several weeks or just on election day, there are roles for everybody, from students to experienced leaders.

For more information about the roles available, and to register your interest in working at this important event, visit work.elections.nz today.

ELECTORAL COMMISSION
TE KAITAKI TAKE KŌWHiri

REC 26 EL ENG TE AITIANGA



Ardlussa Community Board

Tracker – ongoing

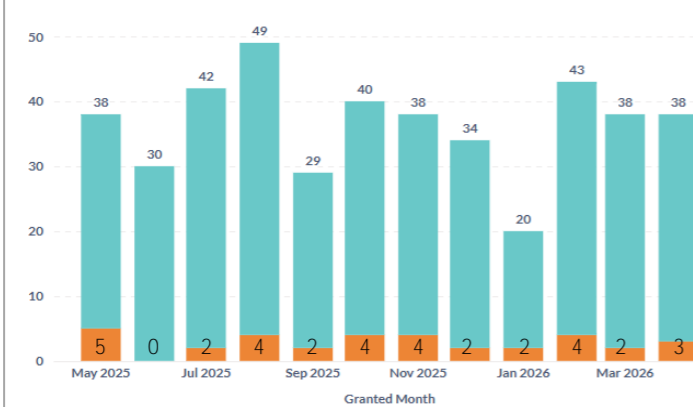
Waipounamu Bridge road - access and spraying
 Taylor Park – sewerage issues
 Waikaia Domain/Golf Club leases/Waikaia depot rental
 Balfour BMX track – Richard to follow up re: spoil
 Fill from road works going into natural ditches – RFS entered, site visit completed
 Investigation of options for the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

Upcoming priorities

Spatial planning
 Community Board Plan review
 Long term plan 2027-2037

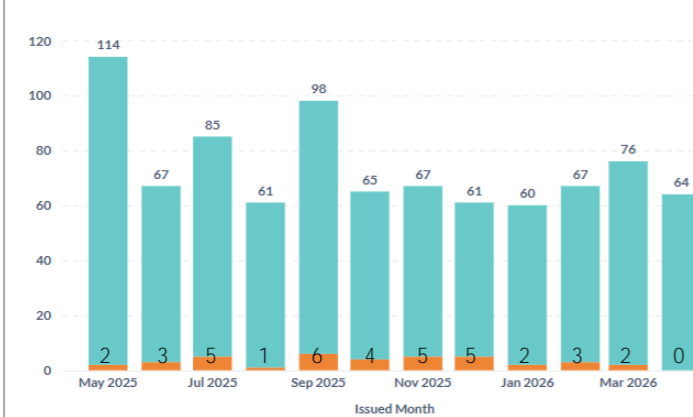
Resource consents granted

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.

Council's Operations and Maintenance contractor, Downer, is undertaking routine tank maintenance inspections across the Balfour – Lumsden reticulation network

During March and April, Council carried out water pipe renewal projects in Balfour to replace water mains that had become increasingly prone to repairs and required renewal.

Mowing contracts (Balfour, Waikaia and Riversdale)

The mowing level of service continues to demonstrate measurable improvement. Progress has also been made in relation to edge and boundary spraying, with current performance continuing to improve toward the expected standards of service. Mowing activity has reduced over the winter months due to seasonal conditions and the challenges of working around the weather.

Contractor Managers continue to work collaboratively with contract partners to ensure all areas consistently achieve the prescribed levels of service in preparation for the commencement of the new contract on 1 July 2026.

Waimea Alliance

A busy month getting drainage work completed throughout the network. We had Te Anau Earthworks complete around 16 kilometres of unsealed water channel cleaning along Mount Hamilton Road and Chewings Road. They also completed several unsealed dig outs along Mount Hamilton Road and on Waterloo Road where there are substantial logging operations at the moment. The Central Drainage crew came up and made a start on the 26/27 pre reseal drainage and completed a section on Clifden Gorge Road. There was only 1,030m centre line to complete but while there it made sense to carry on and complete the full sealed section at that end of the road which was 4,119m.

Bruce completed the noxious spraying on the Around the Mountain Cycle Trail and we are making plans to start the final round of weed spraying along the track. We continued the sealed and unsealed road spraying in the contract with internal and external staff while we look at finding a replacement spray truck operator. All other cyclic operations continued throughout the network.

We continue to work on the pre reseal programme which has been adjusted changing from 14 kilometres to 29 kilometres.

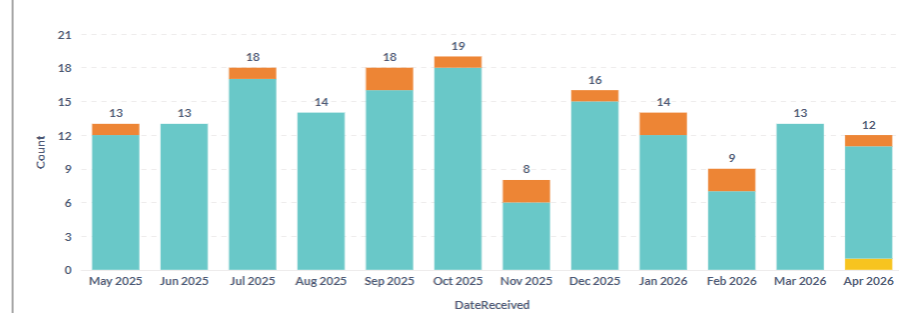
Requests for service

Across the district, there were 969 requests for service lodged during the period March and April 2026, of which 207 were related to three waters. 25 of the total requests received belong to this board area. A full summary of those requests is included below.

RequestType	Count
Community housing - general enquires	1
Community housing - repairs and maintenance	3
Emergency services assistance	1
Gravel road faults	4
Hazards	1
Stop/give way signs - repairs	2
Street lights out	1
Streetscape - vegetation	2
Toilets - cleaning, repairs and maintenance	2
Transport general enquiries	2
Water and waste general	1
Wheelie bin - cancel/damaged/stolen	4
Wheelie bin - new/additional	1
Total	25

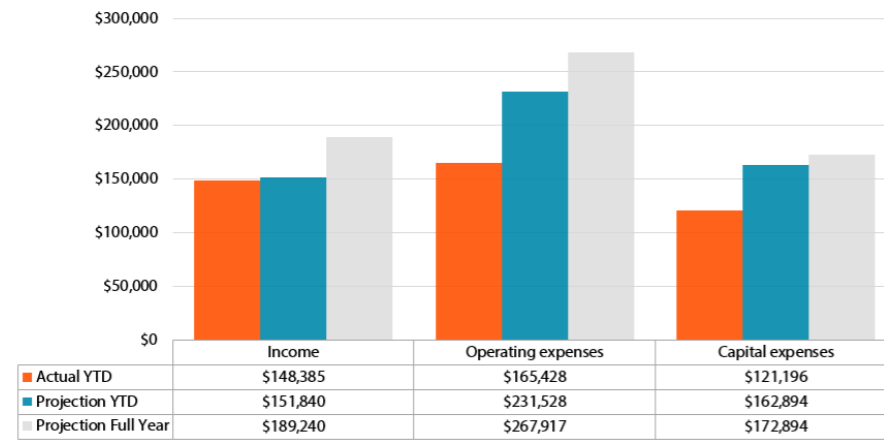
Requests for service lodged

Customer requests, time-frame summary, by month, last 12 months



Local budget information

Ardlussa - Financial summary as at 30 April 2026



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

Budget notes

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

Operating expenses are \$66k (29%) under projection. The Kruger Street Subdivision is \$30k under projection due to the timing of the budget. General maintenance codes are overall \$27k under projection as general maintenance has a reactive component. Tree and hedge is \$7k under projection and footpaths are \$5k under projection as minimal costs have been received in these areas. Interest on loans is \$4k under projection due to lower loan drawdowns in the prior year. Grants to the Balfour hall are \$7k 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 \$42k (26%) under projection, this relates to footpath renewals (\$32k) that are underway and the Balfour hall re-roof 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
OPEN SPACES	Balfour land investigation	Business case	On track	\$47,845 \$17,416 FPARK046A
Resource consent has been granted.				
WASTEWATER	Balfour wastewater consent renewal and replacements	Pre-delivery phase	On track	\$3,734 \$3,734 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.				
ROADING	Riversdale – footpath renewal programme 2024/2025 to 2026/2027	Pre-delivery phase	Not started	\$22,898 \$0 FFOOT0011
Out for tender – closing early June.				

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			

Murihiku Southland Commercial Accommodation Snapshot

Last updated at March 2026



Visit Southland



Visit Fiordland

FIORDLAND
 1145 Rooms/Units/Apartments, 276 Dorm Beds, 698 Caravan/Camping Sites

NORTHERN SOUTHLAND
 91 Rooms/Units/Apartments, 4 Dorm Beds, 274 Caravan/Camping Sites

WESTERN SOUTHLAND
 98 Rooms/Units/Apartments, 203 Dorm Beds, 183 Caravan/Camping Sites

CENTRAL SOUTHLAND
 40 Rooms/Units/Apartments, 56 Dorm Beds, 90 Caravan/Camping Sites

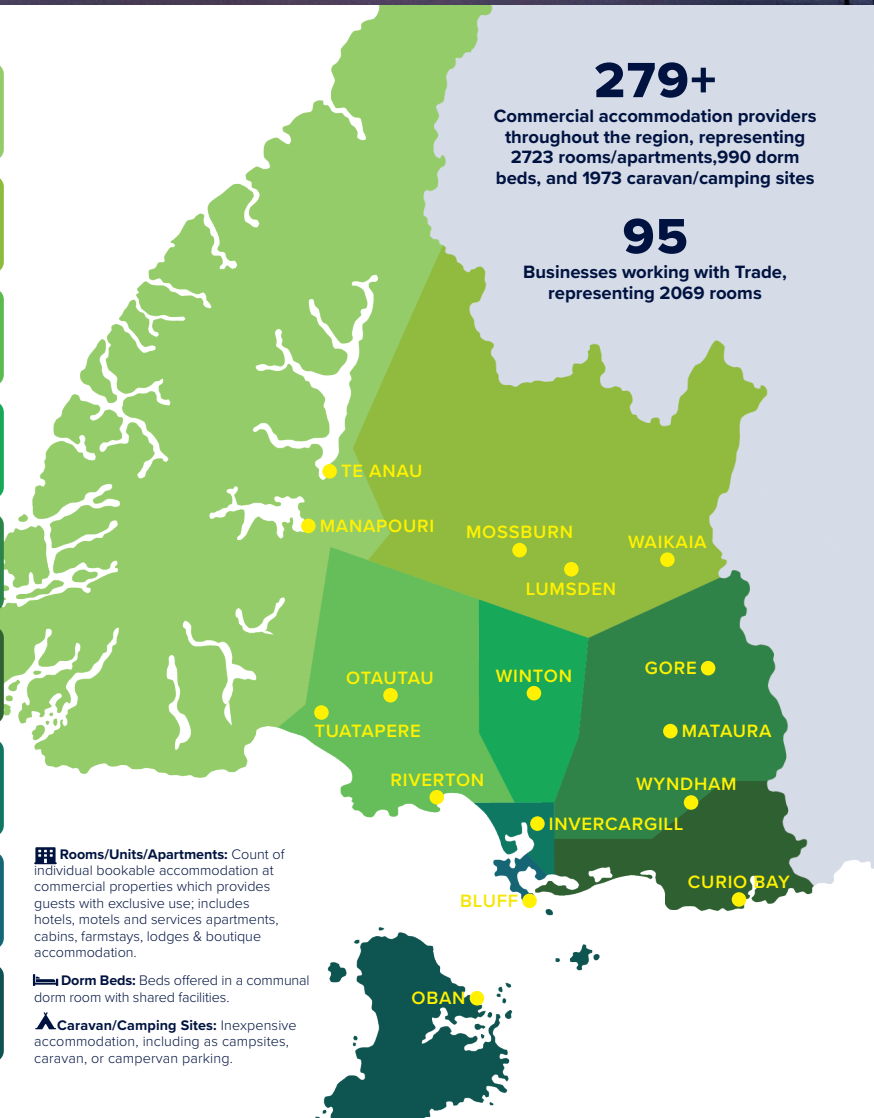
GORE/EASTERN SOUTHLAND
 150 Rooms/Units/Apartments, 189 Dorm Beds, 164 Caravan/Camping Sites

THE CATLINS
 77 Rooms/Units/Apartments, 83 Dorm Beds, 367 Caravan/Camping Sites

INVERCARGILL
 969 Rooms/Units/Apartments, 122 Dorm Beds, 156 Caravan/Camping Sites

BLUFF
 37 Rooms/Units/Apartments, 17 Dorm Beds, 17 Caravan/Camping Sites

STEWART ISLAND
 113 Rooms/Units/Apartments, 40 Dorm Beds, 24 Caravan/Camping Sites



279+

Commercial accommodation providers throughout the region, representing 2723 rooms/apartments, 990 dorm beds, and 1973 caravan/camping sites

95

Businesses working with Trade, representing 2069 rooms

Rooms/Units/Apartments: Count of individual bookable accommodation at commercial properties which provides guests with exclusive use; includes hotels, motels and services apartments, cabins, farmstays, lodges & boutique accommodation.

Dorm Beds: Beds offered in a communal dorm room with shared facilities.

Caravan/Camping Sites: Inexpensive accommodation, including as campsites, caravan, or campervan parking.

DISCLAIMER

This data has been consolidated to represent our 'promotable properties'. Properties have been sourced using the Accommodation Data Program (ADP) and listings on southlandnz.com, and occasional overlap with neighbouring municipal boundaries does occur. ADP presents data in 'bookable units' (which might be one apartment, one hotel room, one dorm bed or one caravan site) - we have applied their measures and definitions. This data does not include private accommodation (cottages, holiday homes (incl Airbnb), bed and breakfast), typically offering 4+ rooms. This data is intended to be used as a guide only. The information was last updated in March 2026.



Observations

Great South undertakes an annual audit of all commercial accommodation providers normally around February each year.

This last year shows that while there were 9 properties close across the region, there has been an overall increase in the number of rooms due to the opening of The Distinction hotel in Invercargill.

FIORDLAND			
2026:	1145	276	698
2025:	1139	202	656
2023:	1140	230	691

- New dormitory accommodation has been established and 76 beds have been added to the market.
- A worker accommodation facility has reopened as backpackers lodging, contributing +28 beds.
- One backpackers facility has closed, removing 2 rooms / 8 dorm beds from the market
- DOC campsites have been added since the 2025 audit, which has added 42 camping sites

NORTHERN SOUTHLAND			
2026:	91	4	274
2025:	95	4	307
2023:	106	4	333

- Reduction of 33 campsites across two campgrounds.
- Minor adjustment to hotel and motel inventory, with no real change to overall capacity.

WESTERN SOUTHLAND			
2026:	98	203	183
2025:	120	68	121
2023:	127	68	116

- One accommodation provider revised its inventory, reducing room numbers by 13 while increasing dorm capacity by 79 beds.
- One camping ground provider also adjusted its offering, with 17 rooms removed and 56 dorm beds added.

CENTRAL SOUTHLAND			
2026:	40	56	90
2025:	36	56	90
2023:	33	163	96

- One hotel/motel provider increased its inventory by three additional rooms.
- One new accommodation provider entered the market, adding a single room to overall supply.

GORE/EASTERN SOUTHLAND			
2026:	150	189	164
2025:	165	169	309
2023:	167	160	309

- Two camping grounds closed, resulting in the loss of 145 camp sites and 13 motel/hotel units from the accommodation inventory.
- One new backpacker accommodation provider opened, adding 20 dorm beds to the market.

THE CATLINS			
2026:	77	83	367
2025:	130	6	367
2023:	146	4	379

- One holiday park/campsite adjusted its inventory, removing 28 rooms and adding 30 dorm beds .
- One boutique lodge accommodation also revised its inventory, reducing room numbers by 25 while increasing dorm capacity by 45 beds.

INVERCARGILL			
2026:	969	122	156
2025:	851	61	322
2023:	825	59	322

- One campsite closed 20 units, and 60 camp sites
- One campsite adjustment in inventory (-106 sites, + 63 dorm beds)
- One new hotel/motel accommodation provider (+150 rooms)
- One hotel/motel accommodation provider reduced its inventory from 47 rooms to 17, removing a total of 30 rooms from the market.

BLUFF			
2026:	37	17	17
2025:	36	17	17
2023:	35	17	17

- One accommodation provider increased inventory by one room

STEWART ISLAND			
2026:	113	40	24
2025:	118	40	29
2023:	111	40	41

- One accommodation provider ceased operating, resulting in the removal of five rooms.
- One backpacker accommodation provider reduced its camping capacity, with five camp sites taken out of operation.



Murihiku Southland Commercial Accommodation Update 2025-2026

Authors	Bobbi Brown, GM Regional Strategy Janine Daniel, Strategic Projects and Regional Strategy Support Kelly Spittle, Regional Strategy and Projects Advisor Mike Potter, Data Analyst
Date	April 2026

SUMMARY

This report provides key insights from the last 12 months regarding the commercial accommodation sector. These insights are gained from the February 2026 audit of 279 commercial accommodation providers as well as the latest commercial accommodation occupancy figures from the Accommodation Data Programme (ADP).

COMMERICAL ACCOMMODATION AUDIT 2025-2026

Great South followed a similar process as previous audits engaging with 279 commercial accommodation providers throughout the Southland region. All were emailed and asked questions regarding the number and types of rooms they have; if they collaborate with the trade sector and tour operators and if their accommodation has been used as emergency housing. Follow up phone calls and internet research was also conducted to ensure that the data was as accurate as possible.

Relatively small change compared to the previous year:

In the past year, there have been new developments such as the 150 room Distinction Hotel in Invercargill and shifts in service offerings with some properties targeting new types of visitors. The audit also reflects that while a small number of properties have stopped operating permanently, some were temporarily closed when the audit was held due to being redeveloped and will reopen (e.g. Wyndham Camping Ground and Coachman's Inn).







	Number of Properties	Percentage of Regional Stock	Change compared to last year
Invercargill City + Bluff	59	21%	1 new hotel 1 motel closed 1 camping ground closed
Southland District	199	71%	Backpacker - 1 closed and 2 opened Camping grounds - 1 closed and 3 opened 1 farm stay closed 1 lodge/boutique closed 1 motel closed
Gore District	21	8%	1 camping ground closed 1 new backpacker 1 lodge/boutique closed
TOTALS	279	100%	9 closed, 7 new

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Summary of Audit Results:

279	Accommodation providers		<p>Decrease of 9 providers in the past year:</p> <ul style="list-style-type: none"> 63 motels & serviced apartments (decrease of 1 in Stewart Island) 27 hotels (increase of 1 new hotel in Invercargill) 47 camping grounds/holiday parks (3 have closed; of which two that closed were in Eastern Southland, and one in Invercargill. 3 DOC camping grounds have been added to the inventory). 22 lodges and boutique accommodation (decrease of two located in Fiordland and Eastern Southland). Other properties to close were two farm stays and a property servicing backpackers.
2,723	Rooms or apartments		<p>Decrease of 36 rooms across the region:</p> <ul style="list-style-type: none"> 1,145 rooms in Fiordland (net increase of 6 rooms) 969 rooms in Invercargill (net increase of 121 rooms) 150 rooms in Gore (net decrease of 15 rooms) NB: reclassification of some 'rooms' to 'dorm beds' at Borland Lodge.
990	Dorm beds		<p>Increase of 367 dorm beds across the region:</p> <ul style="list-style-type: none"> 203 dorm beds in Western Southland (net increase of 135 beds due to Borland Lodge reclassifying 'rooms' to 'dorm beds') 83 dorm beds in the Catlins (net increase of 77 beds) 276 dorm beds in Fiordland (net increase of 74 beds) 122 dorm beds in Invercargill (net increase of 61 beds)
1973	Caravan and/or camping sites		<p>Decrease of 245 camp sites</p> <ul style="list-style-type: none"> 164 sites in Eastern Southland (net decrease of 145 sites predominantly Gore and Wyndham). 156 sites in Invercargill (net decrease of 66 sites in one property.)
95	Working with the tourism trade sector including tour operators and travel agents		<p>Increase of 22 businesses across the region</p> <ul style="list-style-type: none"> 1 each in Bluff, Eastern Southland and Invercargill. 2 each in Central Southland, Northern Southland and Western Southland. 4 each in Stewart Island and the Catlins. 5 in Fiordland.
23	Commercial providers who provide or would provide emergency housing		<p>Increase of 7 providers across the region.</p> <ul style="list-style-type: none"> 6 in Invercargill 1 in Eastern Southland 10 Fiordland 4 in Western Southland 1 in Northern Southland 1 in Catlins

Other key insights include:**1. Closure of camping grounds**

Three camping grounds or holiday parks have closed in the past year. These were located in Invercargill, Gore and Wyndham and have resulted in a loss of 205 camping sites. Three new DOC camping grounds have been added to the audit in Fiordland adding 45 sites. It would be interesting to understand whether there is a relationship with freedom camping or growth in the number of (and use of) sites provided by the New Zealand Motor Caravan Association Inc. Note that Wyndham Camping Ground has recently reopened after being closed for redevelopment.

2. Increasing numbers of businesses servicing the tourism travel trade sector

It is pleasing to see that there are 23 new accommodation providers who are working with the tourism travel trade sector. While four of these are in Fiordland, the majority are from across the region which highlights the growth of international visitation beyond Fiordland (and dispersal of visitors to other parts of the region).

3. Emergency housing

Out of the 279 properties, 23 indicated that they would (or do) provide emergency housing. This is an increase of 7 properties since last year. One motel indicated they were registered with Kāinga Ora and Breathing Space and three other properties worked with WINZ, NZ Police and Women's Refuge. One of the accommodation providers in Invercargill had 25 beds reserved for emergency housing but this property is currently being renovated to be put back into sellable inventory. Nine properties in Fiordland indicated they would be interested in providing emergency housing but were currently unable to due to high occupancy for 8 months of the year.

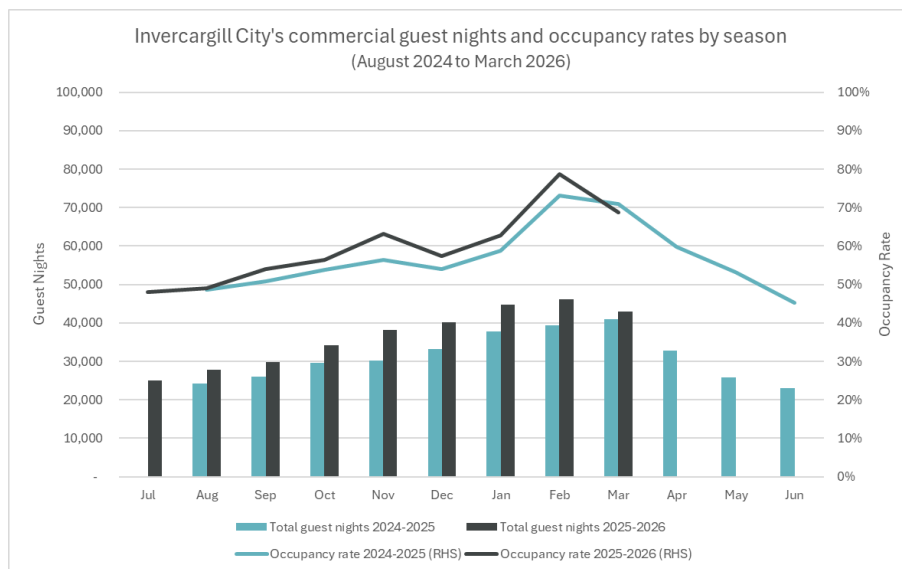
Despite the willingness of accommodation providers to supply emergency housing, the Government has significantly decreased the amount of emergency housing being used, with only 2 emergency houses required in the Otago/Southland region outside of Dunedin City. <https://www.hud.govt.nz/stats-and-insights/the-government-housing-dashboard/key-statistics-by-territorial-authority#tabset>

COMMERCIAL ACCOMMODATION OCCUPANCY (to year end March 2026)

1. Commercial occupancy slightly down, mirroring a weak domestic market nationally.

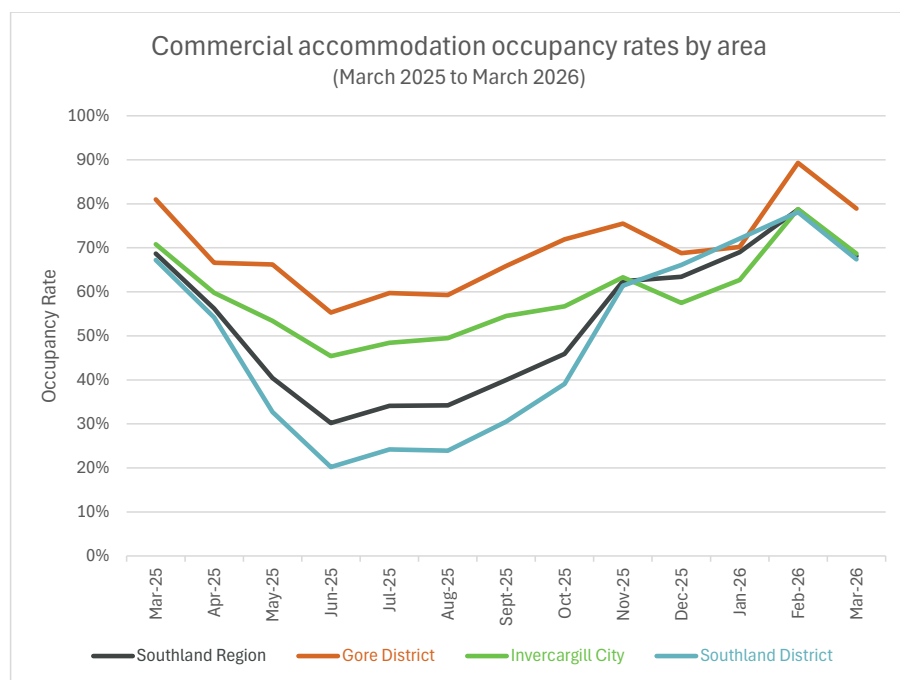
Occupancy rates across the region are slightly down compared to this time last year e.g. SDC (68.1% Mar 2026, 68.7% Mar 2025); GDC (78.9% Mar 2026, 81.0% Mar 2025) and ICC (68.7% Mar 2026, 70.8% Mar 2025). It is important to note the differing numbers of properties and rooms in each area and that this could be related to delivery and timing of events.

Despite the increase in a capacity within Invercargill City due to the new Distinction Hotel (1 August 2025), occupancy rates and guest nights have exceeded the prior year except for March 2026 (occupancy rate was slightly lower). This implies that the new hotel has benefitted the accommodation market (more guest nights) without adversely affecting other accommodation (occupancy rates have improved).



2. Varying occupancy across the region reflecting different types of visitors at different times of the year.

- **Gore District:** Has consistent occupancy across the year and the highest occupancy rates in the region (except for January which is higher in the Southland District). This may be attributed to a suite of events held throughout the year attracting out of town visitors; strong visiting friends and family market and strong business travel reflecting people associated with existing and new industry (e.g. new windfarm developments). Note the small number of rooms and properties available in the Gore District (8% of all Southland stock).
- **Southland District:** Is very seasonal with a significant decrease in occupancy in the winter months and high occupancy in the peak summer months. Fiordland has almost half of all commercial accommodation properties.
- **Invercargill City:** Is becoming less seasonal with increasingly more consistent occupancy across the year like the Gore District. This is primarily driven by domestic tourism, (particularly business travellers) who travel across all times of the year including the winter months but less in December and January. During this summer period, accommodation occupancy is the lowest in the region.
- **Comparison of Council’s guest nights:** It is interesting to note that Southland District’s low in June/July each year has approximately the same number of guest nights (+/- 1,500) as Invercargill City in June/July (approx. 23,000). For all other months, Southland District has more guest nights than Invercargill City. SDC peaks at about 125,000 guest nights in Jan each year, ICC peaks at 46,000 in Feb/Mar, GDC peaks at 5,000 in Feb.



APPENDIX A: Commercial Accommodation Audit Notes and Definitions

Please note:

1. The data reflects room numbers, not capacities. This is because there is too much variance between accommodation providers and their capacity numbers e.g. fold-out beds, and/or single beds which are rarely used so the data can be misleading if this is the capacity of a room.
2. Accommodation with two or more rooms was counted as one unit, as only one group/booking could accommodate the unit.
3. Geographical areas align with the statistical areas as defined by Statistics NZ. This provides geographical consistency to align with other datasets and allow comparisons.
4. The "Accommodation Type" aligns with the Accommodation Data Programme (ADP, mbie.govt.nz). This ensures consistency and simplicity for future comparison of both datasets and did not alter any of the data or the ability to compare to previous audits.
5. In this audit, "Private Accommodation" consists of holidays homes (including some Airbnb), cottages, and bed & breakfasts. It acknowledges that not all of this type of accommodation is treated as commercial and does not cover all private accommodation. Therefore, it provides a snapshot and indication only so the results should be viewed as such. Please see Appendix 1 for further definition and information.

Definitions

- Private Accommodation - Cottages, holiday homes (incl Airbnb), bed and breakfast. Offering up to 4 rooms/units with the average being 1.5 rooms/units. Note this audit does not include all private accommodation offerings e.g. air bnb.
- Hotel - Room offering private bathroom facilities, often offering on-site amenities such as restaurants, bars, etc.
- Motels and serviced apartments - Basic level of accommodation and simple amenities included within unit/room.
- Lodges & boutique accommodation - Remote or rural accommodation offering a more intimate, rustic, and/or luxurious experience and amenities.
- Backpacker/dorm beds - Beds offered in a communal dorm room with shared facilities.
- Holiday parks & camping grounds - Inexpensive accommodation, including as campsites, cabins, caravan, or campervan parking.
- Other Accommodation - School camp / outdoor adventure group accommodation - shared facilities.
- Rooms / Units / Apartments - Count of individual bookable accommodation at commercial properties which provides guests with exclusive use; includes hotels, motels and serviced apartments, cabins, lodges & boutique accommodation.
- Trade Ready - Working directly with Travel agents and Tour operators for bookings.
- Emergency Housing - Temporary accommodation for individuals or families in urgent need of housing, due to threat of homelessness.

Councillor update

Record no: R/26/5/122051
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 meetings from 1 April 2026 to 13 May 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 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](#)

1 April 2026 – Council meeting	
Report	Overview
Forecasted financial position for the year ending 30 June 2026	Council approved the forecasted financial position for the year ending 30 June 2026 which included unbudgeted expenditure requests and the deletion and deferral of a number of projects. Changes identified in this report, that will affect the 2026/2027 financial year, will be incorporated into the final 2026/2027 Annual Plan.
8 April 2026 – Council meeting	
Report	Overview
Submissions hearing for a proposed Licence to Occupy for a commercial floating sauna activity on Lake Henry, Ivon Wilson Park, Te Anau	Council heard from 16 individuals who had requested to speak to their submission on the proposed License to Occupy for a commercial floating sauna activity on Lake Henry. Councillors thanked everyone who attended and spoke at the meeting.
22 April 2026 - Council meeting	
Report	Overview

Great South update to Southland District Council	Great South chief executive Chami Abeysinghe, Bobbi Brown (GM regional strategy), Mark Frood (GM tourism and events) and Steve Canny (GM strategic projects) updated Council on the second quarter of Great South’s 2025/2026 business year.
Dog registration fees 2026/2027	<p>Under the Impounding Act, Council agreed to set the dog registration fees and stock control fees (effective 1 July 2026 and inclusive of GST) for the 2026/2027 registration year and Council agreed to publicly notify the fees during the month of June 2026.</p> <p>Council currently has about 10,749 registered dogs within its district. This number has stabilised after reducing steadily over the last three years. The ‘one tag for life’ system was implemented in the 2024/2025 year and has been working well.</p>
Mayor’s report	<p>Council noted the mayor’s activities since January 2026 and altered a resolution that Council made on 25 November 2025, ‘requesting the chief executive to prepare a service delivery review for the provision of heritage services in Southland and provide report back to the Council before June 2026’, by extending the due date to 10 October 2026.</p> <p>Council requested that staff investigate installing a charger unit at the mayors’ residence.</p> <p>Cr Duffy provided information on a workshop he attended (on behalf of Mayor Scott) run by the Ministry for Primary Industries about foot and mouth disease and the impacts of an outbreak.</p> <p>Councillor Wilson spoke about the recent Regional Climate Change Working group report that had been considered at a working group meeting in March 2026.</p> <p>Mayor Scott, on behalf of Councillor Greaney, advised that Connected Murihiku had been “wound up”.</p> <p>Diane Holmes – chair of the Fiordland Community Board was in attendance to update Council. Mrs Holmes advised that the board had been very busy and involved with a number of activities.</p>
Approval of Private Plan Change 4	The purpose of the report was to present to Council for decision, the recommendation report of the Hearing Panel on Plan Change 4 Noise Standards and Compliance for the Fonterra Edendale Dairy Plant. Council approved Plan Change 4 pursuant to Clause 17 of Schedule 1 to the RMA, with amendments as recommended by the Hearing Panel.
Proposal for Monkey Island shelter refurbishment	<p>Council approved the proposal for the Monkey Island shelter refurbishment scope and associated indicative estimate of \$112,000, noting the exclusion of the internal and external plastering.</p> <p>Council delegated authority to the Tuatapere Te Waewae Community Board chair and deputy chair to make any further</p>

	changes on scope or budget changes associated with the shelter on behalf of the board.
Stewart Island Electricity Supply Authority fuel unbudgeted expenditure	<p>With the recent increase in fuel price, it is expected to put pressure on the ability to continue to purchase fuel within Annual Plan budgets for SIESA.</p> <p>Council approved unbudgeted expenditure of \$250,000 for increased fuel costs during 2025/2026 to be funded from SIESA reserves and Council approved the increase in the price per kWh by an additional 4 cents per unit, from \$0.85 to \$0.89 GST inclusive.</p>
13 May 2026 – Council meeting	
Report	Overview
Updated Murihiku Southland Climate Change Impact Assessment	<p>This report was to update Council on the content and findings of an updated Murihiku Southland Climate Change Impact Assessment prepared by Earth Sciences New Zealand for Environment Southland.</p> <p>Council lay the report on the table as they would like more information on the underlying assumptions the report is based on as well as when the next report will be completed (and if this report will be based on the same assumptions or new assumptions).</p>
Notification of plan changes 2 and 3 becoming operative	On 10 December 2025, Council adopted the recommendations of the independent Hearing Panel on Plan Change 3, to rezone approximately 46 hectares in Woodlands/Morton Mains. There were no appeals received on this plan change and therefore it can be made fully operative.
October 2025 wind event - storm damage update	Council received and noted the costs to Council, at this point in time, of the October 2025 wind event emergency. Total maximum known costs for the event at this time total \$ 976,525 (GST excl).
Winton RSA hall - unbudgeted expenditure and redistribution of Better off Funding	<p>Council endorsed the recommendation of the Ōreti Community Board to approve unbudgeted expenditure of \$51,797 for the Winton RSA Hall budget, increasing the total budget to \$91,797. These funds are a redistribution of Better Off Funding amounts for the Winton Memorial Hall project and Ryal bush Hall project.</p>
Deliberations on submissions on proposed licence to occupy for Floating Sauna Ltd at Lake Henry, Ivon Wilson Park, Te Anau.	<p>Council received 213 written submission and thanked the members of the public who had taken the time to make these submissions. Council considered and deliberated on the matter.</p> <p>Council declined the issuing of a licence to occupy to Floating Sauna Limited for a floating sauna on Lake Henry in Ivon Wilson Park, Te Anau.</p>

Attachments

There are no attachments for this report.

Chairperson's Report

Record no: R/26/6/123275
Author: Deborah-Ann Smith-Harding, Committee advisor
Approved by: Vibhuti Chopra, Group manager strategy and partnerships
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.

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

The chair updates the board on the following matters:

- The Riversdale helipad resource consent is through, thanks to Kelly Tagg and Megan Cowley for their help with this
- the Licence to occupy agreement is all but signed off with the Riversdale Lions for the helipad
- with the request for service for the trees behind the Riversdale shops running through to the Community Centre, I don't think trimming is the answer as some of the trees are not suited for trimming, so Southland District Council will come out and discuss access with me
- the tenders for the Riversdale footpaths are now out
- the Balfour project is progressing well

Attachments

There are no attachments for this report.