



Agenda

Ōraka Aparima Community Board

Wednesday, 10 June 2026, 6.30pm
Riverton Senior Citizens Rooms, Corner Bath Road and Princess Street,
Riverton



Chairperson
Deputy chairperson
Members

RobinMcCall

Neil Linscott

CaroleElder

Emma Gould

TroyHoliday

Don Frew

Councillor Michael Weusten

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 Ōraka Aparima Community Board Meeting held on 15 April 2026.

Confidential Minutes of the Ōraka Aparima Community Board Meeting held on 15 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

Page

8.1 Project scope confirmation 2026/2027

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8.2 Community board reporting

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8.3 Councillor update

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8.4 Chairperson's report

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9 Closure

The chair will close the meeting.

Summary of reports

	Report name	Purpose	Report type	Page
8.1	Project scope confirmation 2026/2027	<p>The purpose of this report is to confirm with the Ōraka Aparima Community Board (the board) that it has deferred one locally funded 2026/2027 project to the 2027/2028 financial year.</p> <p>Noting the board decided not to proceed with several locally funded projects scheduled for the 2026/2027 financial year at its 10 December 2025 meeting.</p> <p>This report also provides 2026/2027 district funded community facilities project summaries and relevant scopes for the board’s knowledge and comment, should it wish to do so.</p> <p>Comments and any recommendations from the board will be brought to the Council meeting 24 June 2026.</p>	Information	21
8.2	Community board reporting	<p>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.</p>	Information	81
8.3	Councillor update	<p>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.</p>	Information	101
8.4	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	105



Minutes

Ōraka Aparima Community Board

Wednesday 15 April 2026, 6.33pm.
Thornbury Hall, 14 Broderick Street, Thornbury

PRESENT

Chairperson	Robin McCall
Deputy chairperson	Neil Linscott
Members	Carole Elder
	Don Frew
	Emma Gould
	Michael Weusten

APOLOGIES

Troy Holiday

IN ATTENDANCE

Community partnership leader	Stella O'Connor
Committee advisor	Rachael Poole
Mayor	Rob Scott

1 Opening

The Chairperson opened the meeting.

2 Apologies

An apology for non attendance was received from Troy Holiday.

Resolved

Moved Carole Elder/Neil Linscott

That the Ōraka Aparima Community Board accepts the apology.

Carried

3 Leave of absence

There were no requests for leave of absence.

4 Conflict of interest

There were no conflicts of interest declared.

5 Additional Agenda items

There were no additional agenda items.

6 Confirmation of minutes

Resolved

Moved Carole Elder/Neil Linscott

That the Ōraka Aparima Community Board confirms the minutes of the meeting held on 11 February 2026 as a true and correct record of that meeting.

Carried

7 Public participation

There was no public participation.

Reports

8.1 Swearing in of Donald Frew

Record No: R/26/3/102193

Member Donald Frew made his declaration then signed the written declaration in the presence of Mayor Rob Scott in accordance with Clause 14, Schedule 7 of the local Government Act 2002.

Emma Gould arrived at 6.38pm.

Chair McCall agreed that item 9.1 would come forward in the agenda to allow staff to attend another meeting.

Public excluded

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

Resolved

Moved Chair Robin McCall/Cr Michael Weusten

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

9.1 Community facilities contracts

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:

Carried

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Community facilities contracts	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. Decision on awarding contract.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

The meeting moved into public excluded at 6.39pm and returned to open at 7.20pm.

Riverton Harbour Subcommittee terms of reference review

Record No: R/26/3/106173

Report presented by committee advisor, Rachael Poole.

To allow the Ōraka Aparima Community Board to provide feedback on the draft terms of reference of the Riverton Harbour Subcommittee (subcommittee).

Resolved

Moved Emma Gould/Cr Michael Weusten

That the Ōraka Aparima Community Board:

- a) notes the information contained in the report.
- b) is in favour of the draft terms of reference of the Riverton Harbour Subcommittee.

Carried

Financial review for period ended 28 February 2026

Record No: R/26/3/108169

Report presented by community partnership lead, Stella O'Connor.

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

Resolved

Moved Neil Linscott/Don Frew

That the Ōraka Aparima Community Board:

- a) notes the information contained in the report.

Carried

Councillor update

Record No: R/26/3/108356

Report presented by Councillor Weusten.

This report is to provide the community board with an overview of the matters that have been considered at Council and Finance and Assurance Committee meetings from 28 January 2026 to 25 March 2026.

Resolved

Moved Cr Michael Weusten/Chair Robin McCall

That the Ōraka Aparima Community Board:

- a) notes the information contained in the report.

Carried

Community board reporting

Record No: R/26/4/109256

Report presented by Community partnership leader, Stella O'Connor

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.

Resolved

Moved Carole Elder/Don Frew

That the Ōraka Aparima Community Board:

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

Carried

Chairperson's report

Record No: R/26/4/110839

Report presented by chair McCall.

The purpose of this report is for the chair to update the board on activities they have been involved with since the previous meeting.

Chair McCall advised that he is keen for the board to facilitate the updating of the Ōraka Aparima communities emergency response plan.

Chair McCall presented a letter that was received from Catherine Hill around local workers parking outside Te Hikoi Museum and a workshop will be held to work on solutions. Chair McCall will send a letter of reply to Mrs Hill.

Chair McCall presented a letter that was received from the Colac Bay Progress League, requesting that the name of George Tasman Dawson Playground that the board approved in April 2025 is amended to George Tasman Dawson Park. As this is mainly administrative and the Colac Bay Progress League were the initial requestor of the name change in April 2025, the board are in support of this minor wording amendment.

Resolved

Moved Chair Robin McCall/Emma Gould

That the Ōraka Aparima Community Board:

- a) notes the information contained in the report.
- b) amends the name of George Tasman Dawson Playground to George Tasman Dawson Park.

Carried

The meeting closed at 8.43pm

Confirmed on

Project scope confirmation 2026/2027

Record no: R/26/5/121956

Author: Alex Macleod, Community projects planning manager

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

Report type: Information

Purpose

- 1 The purpose of this report is to confirm with the Ōraka Aparima Community Board (the board) that it has deferred one locally funded 2026/2027 project to the 2027/2028 financial year.
- 2 Noting the board decided not to proceed with several locally funded projects scheduled for the 2026/2027 financial year at its 10 December 2025 meeting.
- 3 This report also provides 2026/2027 district funded community facilities project summaries and relevant scopes for the board's knowledge and comment, should it wish to do so.
- 4 Comments and any recommendations from the board will be brought to the Council meeting 24 June 2026.

Staff recommendations

That the Ōraka Aparima Community Board:

- a) notes the information contained in the report.
- b) notes the one locally funded project, Colac Bay Manuka Street playground – equipment renewal, has been deferred to the 2027/2028 financial year.
- c) notes the district funded community facilities projects summaries in the attachments and provides comments or feedback to Council should it wish to do so.
- d) notes that there are no new locally funded projects scheduled for the 2026/2027 financial year.

Executive summary

- 5 The board approved the project scopes for locally funded community facility projects for 2026/2027 delivery at its meeting of 11 June 2024, as part of the 2024-2034 Long Term Plan programme.
- 6 The board agreed at its meeting 10 December, that no locally funded community facilities projects budgeted for the Ōraka Aparima Community Board area in 2026/2027 were to proceed and one was to be deferred to 2027 /2028.
- 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'.
- 8 The board are asked to provide any feedback on district funded community facilities projects, should it wish to do so.

Context

- 9 Community boards are delegated the following powers in relation to project scopes/project definitions:

10 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.

11 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.

12 For the full community board delegations please refer to the community board terms of reference as provided at the start of this agenda.

13 These projects and the 2026/2027 district funded community facilities projects are the subject of this report. It should be noted, that in some cases additional projects may be added to Annual Plans after the Long Term Plan has been developed.

14 The table below summarises the one deferred project.

Project	Code	Draft annual budget 2026/2027	Action
Colac Bay Manuka Street playground – equipment renewal	P-10755A	\$62,641	Deferred to 2027/2028 (board decision 10 December 2025)
Total		\$62,641	

Discussion

15 This section provides information regarding the deferred 2027/2028 locally funded project.

16 **P-10755A – Colac Bay Manuka Street playground: equipment renewal (2027/2028)**

17 The Colac Bay Manuka Street playground equipment renewal was originally identified for delivery in 2025/2026 and subsequently deferred. At the meeting held on 10 December 2025, the board resolved to further defer this project to 2027/2028, with a budget of \$62,641 (loan funded). This project therefore does not require scope confirmation or board action in 2026/2027.

18 Staff will bring this project back to the board for scope confirmation ahead of its planned 2027/2028 delivery, in accordance with standard pre procurement practice.

19 **District community facilities projects**

20 A number of district wide funded community projects that include local projects are planned for the 2026/2027 year. These include projects relating to reserves, community housing, toilets, offices, buildings and cemetery work.

21 All 2026/2027 district community project summaries are provided and are underpinned with detailed project scopes which for brevity, are not included in this report.

22 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

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

Option 1 - confirms the current programme position for 2026/2027, with no locally funded capital projects to proceeding.

Option 2 - provides additional direction to staff on any projects it wishes to consider for inclusion in future Long Term Planning processes for the 2027/2028 year.

It should be noted that within all options above, the board also has the ability to comment on the attached district project summary tables should it wish to do so.

Recommended option:

24 Staff recommend Option 1

Option 1 – confirms the current programme position for 2026/2027, with no locally funded capital projects to confirm

Advantages	Disadvantages
<ul style="list-style-type: none"> consistent with board decisions made at its 10 December 2025 Annual Plan meeting. 	<ul style="list-style-type: none"> none identified.

Option 2 – provides additional direction to staff on any projects it wishes to consider for inclusion or reactivation in later years.

Advantages	Disadvantages
<ul style="list-style-type: none"> allows the board to inform Council of its intentions regarding locally funded projects via the Long Term Planning process in 2027/2028. 	<ul style="list-style-type: none"> potential budget impact on rates.

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

- 30 The total budgeted expenditure across the 2026/2027 projects is \$0. All budgets were confirmed by the board at the 10 December 2025 meeting and recommended to Council as part of the Annual Plan 2026/2027.
- 31 No additional rates impact arises from the decisions in this report. Projects are funded as follows:
- The deferral of P-10755A (Colac Bay Manuka Street playground) to 2027/2028 means the loan drawdown of \$62,641 will occur in 2027/2028 rather than 2026/2027, with any associated rates impact flowing through in 2028/2029.

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 10 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

- 32 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

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

Risk and mitigations

- 34 The following risks have been identified across the projects:

Risk	Mitigation	Project	Status
Colac Bay Manuka St playground deferred to 2027/2028; delay increases risk of asset condition deterioration.	Playground condition to be monitored. Safety inspection to be completed ahead of 2027/2028 procurement. Any urgent issues to be reported to the board.	P-10755A	Low – defer to 2027/2028 as resolved. Monitor condition.
Budget lapsing. Riverton projects removed from 2026/2027 may not be reactivated in future years without rebudgeting.	Board to confirm its intention for these projects when the next Long Term Plan or Annual Plan cycle is reached. Finance to note lapsed budgets.	FPARK015A, P-11211A, P-11212A, P-11215A	Low – deferred/removed projects to be addressed at next planning cycle.

Next steps

- 35 Subject to the board considering the district funded projects, staff will commence with the next stages of their implementing.
- 36 Should the board make any comments or recommendation on district funded project summaries and local project scopes, these will be provided to Council 24 June.
- 37 All projects are scheduled to be delivered within the 2026/2027 financial year. Handover sign off and asset register updates to be completed on project completion.

Attachments

- A District project summary page 2026/2027 [↓](#)
- B Project scope district toilet summary 2026/2027 [↓](#)
- C Project scope district wide toilet 2026/2027 (Riverton Leader street) [↓](#)
- D Project scope district wide toilet 2026/2027 (Riverton Princess street) [↓](#)
- E Project scope district wide toilet 2026/2027 (Riverton Princess street) [↓](#)
- F Project scope district wide toilet 2026/2027 (Riverton Howells Point) [↓](#)
- G Project scope district wide toilet 2026/2027 (Thornbury) [↓](#)
- H Project scope district wide cemetery beams [↓](#)
- I Project scope community services cemeteries Riverton potential land purchase to increase size 2026/2027 [↓](#)

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	

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		



Combined project scope, G1.0 and G2.0

Toilet – seismic inspection

PHOTOS	FINANCIAL YEAR	2026/2027
	PROJECT NUMBER	FTOIL012A
	ACTIVITY	Public conveniences
	COMMUNITY BOARD	Oraka Aparima
	CHAIRPERSON	Michael Weusten
	COUNCILLOR	Don Byars
	CPL	Stella O'Connor
DESCRIPTION		
<p>Riverton Rugby Football Club 37 Leader Street, Riverton / Aparima 9822 Location: This is Council owned land and does not require a boundary survey Options under consideration include structural repairs (wing wall replacement, masonry infill) combined with a general refurbishment. Community board input is sought on implications of closure or demolition. The rugby club currently uses part of the building for storage. See also: Riverton Princess St construction phase. Consent requirement not yet checked.</p>		
		
SCOPE		
<p>Seismic assessment and planning to determine the appropriate response for this facility. The building has a %NBS score of 25, indicating significant structural risk.</p>		
COMMUNICATION		
<p>The community will need to be informed that this work will be undertaken. This is a freedom camping site so the camping community would need to be informed of any major works that may impact their ability to access the toilets.</p>		
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		
What are the project risks that have been identified to date	Currently the usage is low, however it needs attention. Rugby club may be storing gear there.	
<ul style="list-style-type: none"> 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. Stakeholders include: community.		
OVERVIEW		
What is this project (ie, capital, consent, operating or procurement)	Operating	
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	\$25,000	
What is the initial cost made up of:	Design	\$ (typically, 10% of project)
	Consents	\$ (typically, 2% of project)
	Consultation	\$
	Project	\$22,500



	Contingency	\$2,500	(typically, 10% of project)
	Total Budget	\$25,000	
How is the project being funded (loan or reserves)			
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		
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 – seismic investigation

<p>PHOTOS</p> 	<p>FINANCIAL YEAR</p> <p>PROJECT NUMBER</p> <p>ACTIVITY</p> <p>COMMUNITY BOARD</p> <p>CHAIRPERSON</p> <p>COUNCILLOR</p> <p>CPL</p>	<p>2026/2027</p> <p>FTOIL015A</p> <p>Public conveniences</p> <p>Oraka Aparima</p> <p>Michael Weusten</p> <p>Don Byars</p> <p>Stella O'Connor</p>
<p>DESCRIPTION</p> <p>103 Palmerston Street, Riverton</p> <p>Location: This is Council owned land and does not require a boundary survey (Section 26 Blk III TN OF Riverton)</p> <p>The Detailed Seismic Assessment (DSA) conducted in 2020 indicates that 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.</p> <p>As the section does not provide adequate structural support under snow loading. A new, larger post should be directly connected to the wall plate and the concrete floor slab.</p> <p>A resource consent may be required.</p> 		
<p>SCOPE</p>		
<p>COMMUNICATION</p>		

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

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

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



The community will need to be informed that this work will be undertaken. This is freedom camping site so the camping community would need to be informed of any major work that may impact their ability to access the toilets.	
CONSENT	
Building	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (To Be Confirmed)
Archaeology/ Heritage	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (To Be Confirmed)
Resource	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (To Be Confirmed)
RISKS	
What are the project risks that have been identified to date <ul style="list-style-type: none">What mitigation is in placeWhat is the status (high/ medium/ low)	Unknown roof structure
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. Stakeholders include the community.	
OVERVIEW	
What is this project (ie, capital, consent, operating or procurement)	Operating
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		\$30,000	
What is the initial cost made up of:	Design	\$	(typically, 10% of project)
	Consents	\$	(typically, 2% of project)
	Consultation	\$	
	Project	\$27,000	
	Contingency	\$3,000	(typically, 10% of project)
	Total Budget	\$30,000	
How is the project being funded (loan or reserves)			
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				



FOR INTERNAL USE ONLY

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		



Combined project scope, G1.0 and G2.0

Toilet seismic and refurbishment

PHOTOS	FINANCIAL YEAR	2026/2027
	PROJECT NUMBER	FTOIL020A
	ACTIVITY	Public conveniences
	COMMUNITY BOARD	Oraka Aparima
	CHAIRPERSON	Michael Weusten
	COUNCILLOR	Don Byars
	CPL	Stella O'Connor

DESCRIPTION

103 Palmerston Street, Riverton

Location: This is Council owned land and does not require a boundary survey (Section 26 Blk III TN OF Riverton)

Building overview: Single storey public toilet facility (61 m²), constructed in 1986 to NZS 4203:1976/1984. Structural system comprises reinforced masonry block walls (external and internal) with a timber framed wall on the north eastern elevation, lightweight timber roof with sheet metal cladding, and a reinforced concrete floor slab (estimate 125 mm thick). The north eastern corner of the building was subject to previous alteration: original concrete masonry walls were replaced with timber framing. Soil profile is Type D (deep soft soil), negligible liquefaction risk per Environment Southland GIS.

Seismic Assessment (DSA) background: A Detailed Seismic Assessment (DSA) was carried out by WSP New Zealand Limited in July 2020 (Project No. 6-VN118.00, CPEng Simon Burrough No. 248690). An Initial Seismic Assessment in 2019 returned a result of 30% NBS (IL2), triggering the DSA. The DSA confirmed the building rates at 75% NBS (IL2), Seismic Grade B – low to medium earthquake risk – which exceeds both the Building Act 2004 minimum standard of 34% NBS and the NZSEE acceptable risk threshold of 67% NBS. Seismic strengthening of the masonry or timber structure is therefore not required.

Identified deficiency – CHS steel post (non-compliant): The DSA identified that the circular hollow section (CHS) steel post in the north eastern corner of the building, which provides vertical support to the roof structure, is structurally non compliant under gravity and snow loading. The Ultimate Limit State (ULS) utilisation ratio was calculated at 2.55 against a code maximum of 1.0 – the post is 2.55 times over the design code limit. The building has been operating with this known deficiency since the DSA was issued in 2020.



SCOPE

Proposed base scope

- remove the existing non compliant 26mm CHS steel post in the north-eastern corner of the building
- supply and install a new, correctly designed structural post, connected to the lintel beam above and fixed to the concrete floor slab below, in accordance with WSP DSA recommendation (2020)
- obtain building consent (if confirmed as required) and any other required approvals prior to construction
- engage a structural engineer to confirm post sizing, connection details, and issue producer statements as required
- reinstate any interior or exterior finishes disturbed during the works
- site safety management including temporary hoarding/fencing as required during construction
- post construction inspection and sign off by the structural engineer.

Out of scope

- seismic strengthening of masonry walls, timber framing, concrete slab, or roof structure (DSA confirms strengthening not required; 75% NBS)
- plumbing, drainage, or fit out upgrades
- accessibility upgrades or NZS 4121 compliance works
- landscaping, external paving, or drainage works
- general refurbishment or repainting beyond reinstatement of disturbed areas
- replacement or upgrade of the roof structure (unless uncovered during works and confirmed deficient).

COMMUNICATION

The community is to be informed that structural repair works will be undertaken and that the toilet facility will be temporarily closed during construction. As this site serves a freedom camping location, affected parties include transient visitors with limited alternative facilities nearby.

Required communication actions:

- onsite signage to be erected at least two weeks prior to works commencing, indicating the closure period and nearest alternative facilities
- Southland District Council website and social media channels to be updated with the closure notice



<ul style="list-style-type: none"> • Campermate NZ and freedom camping NZ platforms to be notified of the temporary closure and reopening date • Ōraka-Aparima Community Board to be briefed prior to works commencing and updated on completion. <p>Works programming should avoid December–February (peak camping season) where possible.</p>	
CONSENT	
Building	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (To Be Confirmed)
Archaeology/ Heritage	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (To Be Confirmed)
Resource	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (To Be Confirmed)
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 draft risk register is included below. The risk register is to be maintained and updated throughout the project lifecycle by the Project Manager.</p>
COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)	
<p>Freedom campers / tourists</p> <p>Direct users of the facility will be unable to access toilet during construction. Peak impact December–February. Early notification via CamperMate NZ, onsite signage, and Southland District Council digital channels required. Programme works to avoid peak season.</p> <p>Ōraka-Aparima Community Board</p> <p>Responsible community board. Chairperson and Councilor to be briefed prior to works and notified on completion. Board resolution or noting may be required depending on delegation thresholds.</p> <p>Riverton residents and local businesses</p> <p>Potential temporary disruption if hoarding or cordoning affects pedestrian access. Area to be kept clear; safety hoarding to be erected. Duration communicated clearly.</p> <p>Southland District Council building team</p> <p>Consent authority. To confirm whether building consent is required (anticipated yes). Engage at design stage.</p> <p>Structural engineer (WSP or equivalent)</p> <p>To confirm connection design (lintel beam), post sizing, and issue producer statements.</p>	
OVERVIEW	
What is this project (ie, capital, consent, operating or procurement)	Operating
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 Refer to Stakeholder section above	
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		\$200,000	BOF funding eligible
What is the initial cost made up of:	Design	\$	(typically, 10% of project)
	Consents	\$	(typically, 2% of project)
	Consultation	\$	
	Project	\$180,000	
	Contingency	\$20,000	(typically, 10% of project)
	Total Budget	\$200,000	
How is the project being funded (loan or reserves)			
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?		



WHOLE OF LIFE/ TOTAL COST OF OWNERSHIP CALCULATION	
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		



Project risk register: toilet seismic and refurbishment (FTOIL020A)

RISK ID	CATEGORY	DESCRIPTION	LIKELIHOOD	IMPACT	MITIGATION	OWNER
R01	Structural – safety	Failure of non compliant CHS column under snow or gravity loading prior to replacement, causing roof collapse in occupied area.	Low (building in use, snow events possible in Riverton winter)	High (life safety, asset damage)	Prioritise project delivery before winter (June). Consider interim inspection and monitoring if project delayed. Do not defer beyond 2026/2027 financial year.	Asset manager / project manager
R02	Scope / design	Unknown roof structure: concealed roof framing and connections may differ from DSA assumptions when opened up, requiring redesign or additional works.	Medium (no drawings available; prior alteration noted)	Medium (cost and programme overrun)	Structural engineer to review roof structure prior to finalising design. Allow provisional sum for concealed condition works.	Structural engineer / project manager
R03	Consent / regulatory	Resource consent may be required given coastal setting of Riverton; not yet confirmed.	Low (internal works only)	Medium (programme delay if required)	Confirm with SDC resource management team at design stage.	Planner / resource management
R04	Budget	Budget of \$30,000 (estimate. 2022) may be insufficient given construction cost inflation since DSA (2020) and scoping document date (2022), and unknown concealed conditions.	Medium (significant inflation 2022–2026)	Medium (budget shortfall requiring unbudgeted)	Obtain structural engineer’s preliminary cost estimate at design stage. Seek budget adjustment if required before procurement.	Finance business partner / project manager

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

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				expenditure approval)		
R05	Community / service	Toilet closure during peak summer freedom camping season (December–February) causing significant community impact with no alternative facility available.	High (if works not programmed carefully)	Medium (community complaints, reputational)	Programme works outside peak summer season. Provide two week advance notice on site and via digital platforms (CamperMate NZ). Communicate expected duration clearly.	Community partnership leader / project manager
R06	Structural / asset	Concrete floor slab (75% NBS in bending) may require localised reinforcement at the new post connection point; not assessed in DSA.	Low (slab rated adequate overall)	Low (minor additional cost)	Structural engineer to confirm slab adequacy at point load location as part of connection design.	Structural engineer
R07	Programme	Six years elapsed since DSA (2020) with no recorded interim inspection of the non-compliant CHS column; condition may have deteriorated.	Low (building reported in good condition in 2020)	Medium (if condition worse than assumed, scope or urgency increases)	Project manager to commission a visual inspection of the CHS column and north-east corner before design commencement to confirm current condition.	Project manager / structural engineer



Combined project scope, G1.0 and G2.0

Toilet Refurbishment

PHOTOS	FINANCIAL YEAR	2026/2027
	PROJECT NUMBER	FTOIL024A
	ACTIVITY	Public Conveniences
	COMMUNITY BOARD	Oraka Aparima
	CHAIRPERSON	Michael Weusten
	COUNCILLOR	Don Byars
	CPL	Stella O'Connor
	DESCRIPTION	
<p>Riverton Howells Point Toilet Location: 92 Rocks Highway, Riverton, Southland Facility needs some repairs and refurbishment. Works might be carried out by local volunteers or the Council facilities team.</p>		
SCOPE		
Light refurbishment addressing roof holes and guttering defects.		
COMMUNICATION		
The community will need to be informed that this work will be undertaken. Consent requirement not yet checked.		
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		
What are the project risks that have been identified to date ➤ What mitigation is in place ➤ What is the status (high/ medium/ low)	Reputational issues, not a good look	
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. Stakeholders include: The community, tourist operators 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	
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		\$20,000	
What is the initial cost made up of:	Design	\$	(typically, 10% of project)
	Consents	\$	(typically, 2% of project)
	Consultation	\$	
	Project	\$18,000	
	Contingency	\$2,00	(typically, 10% of project)
	Total Budget	\$20,000	
How is the project being funded (loan or reserves)			
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	Interest on loan <small>(if applicable)</small>		
	Useful life (in years)		
	Residual value		
	Annual maintenance costs		
	Annual operating costs		



WHOLE OF LIFE/ TOTAL COST OF OWNERSHIP CALCULATION		
annum over the useful life and multiply this % to the end TOC figure you get.	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				





FOR INTERNAL USE ONLY

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		



Combined project scope, G1.0 and G2.0

Toilet Refurbishment

<p>PHOTOS</p> 	<p>FINANCIAL YEAR</p> <p>PROJECT NUMBER</p> <p>ACTIVITY</p> <p>COMMUNITY BOARD</p> <p>CHAIRPERSON</p> <p>COUNCILLOR</p> <p>CPL</p>	<p>2026/2027</p> <p>FTOIL023A</p> <p>Public Conveniences</p> <p>Oraka Aparima</p> <p>Michael Weusten</p> <p>Don Byars</p> <p>Stella O'Connor</p>
<p>DESCRIPTION</p>		
<p>50 Foster Street, Thornbury</p> <p>Location: This is council owned land and does not require a boundary survey. (Pt Lot 7 Blk II DP 30, Lot 5 Blk II DP 30, Lot 6 Blk II DP 30, Pt Lot 7 Blk II DP 30)</p> <p>Building is structural good and needs some works as per scope below.</p> <p>Pricing to be obtained. Retention of the facility is the preferred outcome pending costing.</p> 		
<p>SCOPE</p>		
<p>footing/ support improvement, internal refresh (fittings replacement and rust removal & protection), and minor external works</p>		
<p>COMMUNICATION</p>		

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

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The community will need to be informed that this work will be undertaken. Consent requirement not yet checked.	
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	
What are the project risks that have been identified to date ➤ What mitigation is in place ➤ What is the status (high/ medium/ low)	Reputational issues, not a good look
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. Stakeholders include: The community. Tourist operators.	
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	\$20,000
What is the initial cost made up of:	Design \$ (typically, 10% of project)
	Consents \$ (typically, 2% of project)



	Consultation	\$	
	Project	\$18,000	
	Contingency	\$2,000	(typically, 10% of project)
	Total Budget	\$20,000	
How is the project being funded (loan or reserves)			
WHOLE OF LIFE/ TOTAL COST OF OWNERSHIP CALCULATION			
	Full capital cost		
<p>Calculating the Whole of Life (WOL) or Total Cost of Ownership (TCO) costs.</p> <p>For inflationary purposes, add 1% per annum over the useful life and multiply this % to the end TOC figure you get.</p>	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		

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				



Combined project scope, G1.0 and G2.0

Riverton – Cemetery expansion – potential land purchase

PHOTOS	FINANCIAL YEAR	2026/2027
	PROJECT NUMBER	P-10989A
	ACTIVITY	Cemeteries
	COMMUNITY BOARD	Riverton
	CHAIRPERSON	Michael Weusten
	COUNCILLOR	Don Byars
	CPL	Stella O’Conner
	DESCRIPTION	
<p>Current cemetery location is 93 Riverton Otautau Road, Riverton Racecourse. An adjacent land purchase is being considered.</p>		
		
<p>Current location - Lot 1 DP 3956, Sec 39 Blk V1 Jacobs River Hd (owned by Southland District Council)</p>		
SCOPE		
<p>To determine the risks and opportunities of the purchase for the cemetery expansion, as there may be unmarked graves in the area.</p>		
COMMUNICATION		
<p>This Riversdale community will need to be informed well in advance if this this purchase is proposed to proceed.</p>		
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	

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

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

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



RISKS			
What are the project risks that have been identified to date		Unknown potential adjacent burial sites – ground penetrating radar may need to be used or other sites considered	
➤ What mitigation is in place		Potential visual impact on neighbours - consultation	
➤ What is the status (high/ medium/ low)		Budget not enough – might need more funds	
		Correct boundaries – well documented	
		This is a medium risk activity.	
COMMUNITY/STAKEHOLDER IMPACT (ANTICIPATED)			
Potential issues if unmarked graves / remains are identified.			
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		\$205,863	
What is the initial cost made up of:	Design	\$ TBA	(typically, 10% of project)
	Consents	\$4,117	(typically, 2% of project)
	Consultation	\$ TBA	
	Project	\$27,000	
	Contingency	\$20,586	(typically, 10% of project)
	Total Budget	\$205,863	



How is the project being funded (loan or reserves)	Accumulated Funds	
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	



FOR INTERNAL USE ONLY

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		

Community board reporting

Record no: R/26/5/121275
Author: Stella O'Connor, 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 Ōraka Aparima Community Board:

- a) notes the information contained in the report.

Attachments

- A Oraka Aparima community leadership report - 10 June 2026 [↓](#)
- B Oraka Aparima operational report - 10 June 2026 [↓](#)
- C RFS breakdown - March and April [↓](#)
- D Great South accommodation audit 2026 [↓](#)



What's happening in your area

Taramea Bay Recreation Reserve

The new pump track and ninja warrior style course are progressing well, with final touches currently underway. Remaining work includes line marking on the pump track, spreading wood chip across both areas, relocating the basketball hoop with new court markings, a junior bike road marked area and completing fencing, along with the removal of existing deer fencing. The concrete stormwater chamber is also being removed. Once heavy vehicle activity wraps up, the site will receive a full tidy up ahead of opening. We're aiming to have the space ready for public use around 26 June, marking an exciting milestone and delivering on a key move within the Taramea Bay Reserve Development Plan to enhance play spaces and supporting facilities in the area.



Colac Bay Surfer Statue

Following the significant effort led by the Colac Bay Progress League, the project has now reached an important milestone with the appointment of Southland artist Danny Owen (DEOW) to deliver the new sculpture. As you're aware, the community has worked incredibly hard over the past couple of years to raise almost \$100,000 through local fundraising initiatives, reflecting strong commitment to retaining this important symbol of local identity. The selected concept will honour the original statue while introducing a contemporary design and improved durability, ensuring longevity for future generations. The Progress League has remained closely involved throughout the procurement process, working alongside Council to ensure the outcome reflects the community's vision, and the project will now move into the detailed design and fabrication phase.



Riparian Planting projects

A community engagement day was held on Sunday 3 May where attendees showed strong support for the proposed Bath Road planting. Feedback on Taramea Bay was also generally positive, with the community supportive of planting provided it retains the views and that appropriate coastal protection measures are explored before any work begins. As a result, planting at Bath Road is planned for September. At this stage, planting at Taramea Bay will be paused until more information is available on coastal protection. The project stems from work identified in the Taramea Bay Development Plan, Riverton Needs Analysis, and Reserve Management Plan, and aligns closely with environmental resilience goals in the community board plan. Locations have been prioritised within the available budget and the project is being led by the Aparima Pest Busters Trust, who have developed a draft project plan. Progress to date includes engagement with iwi on plant selection, a detailed plant list and costings, site discussions with the contractor around stormwater infrastructure, and approval from council internal teams on planting types, locations, and setbacks.

Community Partnership Fund

Applications for the Ōraka Aparima Community Partnership Fund close on 31 August 2026. Applications can be made on the Southland District Council website via the SmartyGrants link:

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

Community Service Award Nominations

Nomination forms for the 2026 round of Community Service awards are open. Nomination forms are available online at the SDC website or from area offices.

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 Kingston 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.



Community funding

Other funding opportunities

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).

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 KAITIAKI TAKE KŌWHIRI

REC 26 DL ENG TE ĀTIĀWA



Ōraka Aparima Community Board

Tracker – ongoing

Surfer statue – contract has been awarded and Progress League to work with contractor as the statue is being developed.

Riparian planting projects – Bath Road planting will start in September with MOU, project plan and funding to be confirmed.

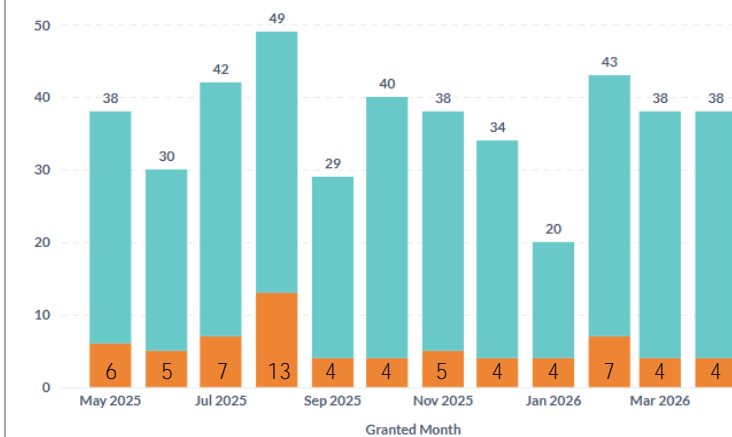
Upcoming priorities

Taramea Bay stage two – pump track and the ninja style warrior course almost complete with opening scheduled for end of June.

Resource consents granted by month

RM applications granted for community board

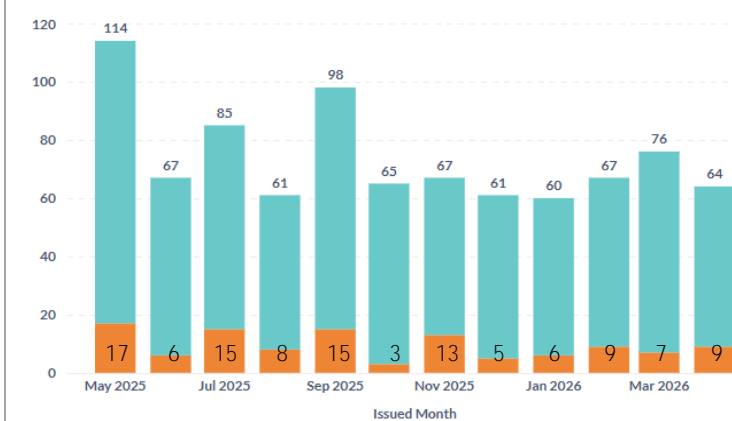
RestOfSDC BoardCount



Building consents issued by month

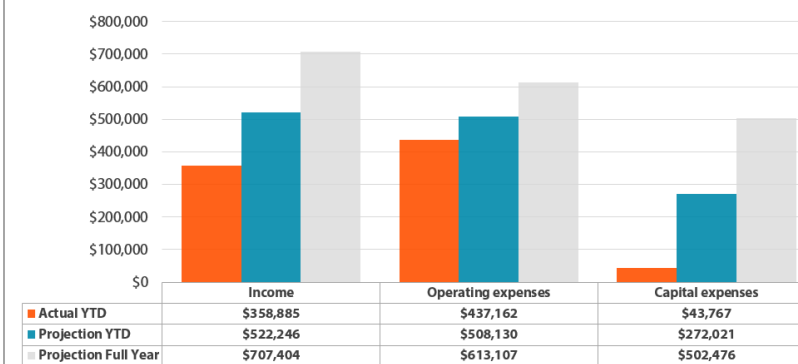
Building Consents issued for community board

RestOfSDC BoardCount



Local budget information

Ōraka-Aparima - 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 \$163k (31%) under projection. This largely relates to development contributions of \$144k that are budgeted to be used for the Taramea Bay playground that will be processed after the project has been completed. Footpath NZTA/Waka Kotahi grant income is \$8k under projection and will be received as the work progresses. Better off Funding for the Taramea Bay playground is \$4k under projection.

Operating expenses are \$71k (14%) under projection. \$11k relates to the refurbishment of the Riverton Harbour viewing platform that has been awarded to a contractor and will be completed by the end of June. General maintenance codes in the parks and halls are overall \$19k under projection as general maintenance has a reactive component. Tree and hedge is \$9k under projection and footpaths are \$16k under projection as no costs have been received in these areas yet. Donations are \$4k over projection due to timing as the museum fourth quarter donation being paid at the start of the quarter but was budgeted at the end of the quarter. Community leadership miscellaneous grants are under projection by \$4k. Interest on loans is \$12k under projection due to lower drawdowns than budgeted in the prior year. Insurance is \$3k under projection due to actual costs being less than projected. 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 \$228k (84%) under projection due to the timing of project budgets for the Taramea Bay playground (\$128k), estuary and riparian planting (\$35k) and the surfer statue project that is in procurement and has not incurred any costs yet (\$50k).

Footpath renewals are \$24k under projection, this is currently in procurement for delivery next financial year. Funds spent on Napier Street, Riverton footpaths are \$9k over projection.

Local projects update

Activity	Name	Current Phase	Current Progress	Budget actual ytd
COMMUNITY FACILITIES	Colac Bay surfer statue refurbishment	Pre-delivery phase	On track	\$50,325 \$0 P-11076
Contract awarded, design development in progress.				
PARKS AND RESERVES	Riverton Taramea Bay playground - Equipment replacement	Delivery phase	On track	\$281,298 \$33,366 P-10799
Pump track is near completion and only requires wood chip and line marking. Ninja course is expected to be completed by the end of May/start of June with the opening expected to be soon after completion.				
PARKS AND RESERVES	Riverton - Estuary planting	Delivery phase	Off track	\$20,000 \$0 P-11213
Community consultation is complete and costings are being obtained from maintenance team with planting planned for October. Budget is to be carried forward.				
PARKS AND RESERVES	Riverton - Riparian planting	Delivery phase	Off track	\$15,312 \$0 P-11214
Community consultation is complete and feedback was divided so going to community board to consider next steps. Budget s to be carried forward.				
WASTEWATER	Riverton - New water treatment plant	Business case phase	On track	\$175,000 \$110,053 P-11406
We are working on the concept design and currently getting a design peer review with the objective to go to tender with design, build and (operate for one year). The review has now been completed by Council. More likely to go to tender in mid to late 2026 with construction to start 2026/2027.				
WATER STRUCTURES	Riverton harbour – refurbishment of viewing platform	Pre-delivery phase	Monitor	\$10,000 \$0 P-10692
We are still waiting on the engineer's report.				
ROADING	Colac Bay – footpath renewal programme 2024/2025 and 2026/2027	Pre-delivery phase	Not started	\$20,157 \$0 FFOOT001A
Out for tender, closing early June. Will be a carry forward.				
ROADING	Riverton – footpath renewal programme 2024/2025 and 2026/2027	Pre-delivery phase	Not started	\$23,543 \$0 FFOOT001J
Out for tender, closing early June. Will be a carry forward.				

Service contracts

Water and wastewater services operation and maintenance

The 23/01 Operations and Maintenance Contract continues to operate across the Oraka 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.

Since March, Downer has been undertaking pump station infrastructure renewal works across Riverton. To date, seven pump stations have been completed with works on the remaining sites continuing to progress.

Mowing contract (Riverton, Colac Bay, Thornbury)

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.

Central Alliance roading contract

The third round of sealed road mowing is being completed by the contractor.

The stabilising and premix crews have been working through the programmed pre-reseal repairs for the 2026/2027 reseal season. The stabilising crew has also completed several all-fault repairs, with progress currently sitting at approximately 80% completion.

The overall pre-reseal programme has increased from 57 km to 67 km, which has not yet been fully reflected within the programme.

The stabilising crew has completed works within Riverton township and then moved onto surrounding areas.

The unsealed road spray round has been completed.

Grader activities for the month include: Grader 1: Waimatuku area

Sign Maintenance - general cyclic maintenance has continued across the network, including routine inspections and minor maintenance activities as required.

Culvert Maintenance - an emergency 500 mm culvert replacement was completed on Mitchell Road.

Works have also been completed on a 1300 mm culvert replacement on Carmichael Road.

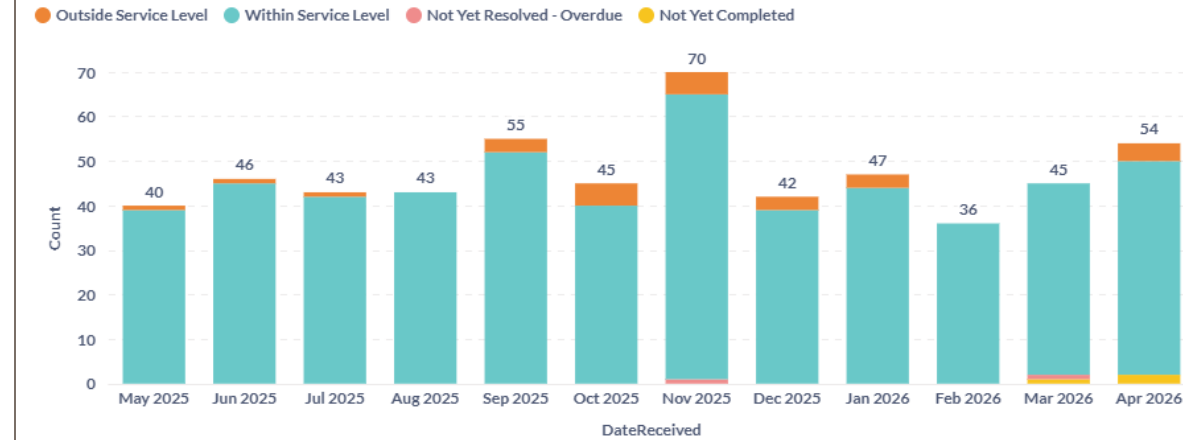
Routine cyclic activities have continued across allocated areas, with Steven progressing through the cyclic programme.

A full cyclic round is nearing completion, with Level One roads undertaken at the end of March and completion expected in early April. Township maintenance and routine works have continued as programmed.

Service requests

Across the district there were 969 requests for service lodged during the period April and May 2026, of which 207 were related to three waters. 99 of the total requests belonged to this board area. A full summary of those requests follows overpage.

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



JANUARY 2026	FEBRUARY 2026	MARCH 2026	APRIL 2026	MAY 2026	JUNE 2026	JULY 2026	AUGUST 2026	SEPTEMBER 2026	OCTOBER 2026	NOVEMBER 2026	DECEMBER 2026
	4 February - board workshop	11 March - board workshop	15 April - board meeting	13 May - board workshop	10 June - board meeting	8 July - board workshop	12 August - board meeting	9 September - board workshop	14 October - board meeting	11 November - board workshop	16 December - board meeting
	11 February – board meeting	District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel fund applications close 31 March			17 June - board workshop		Community partnership fund applications close 31 August	Community service award nominations close on 30 September			Scholarships and bursary applications close 20 December
								District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel fund applications close 30 September			

Requests for service – breakdown by type

RequestType	Count
Water quality - smell, taste, colour, clarity	1
Cemeteries/Memorials - repairs and maintenance	2
Community facilities - halls – repairs and maintenance	1
Community housing - repairs and maintenance	10
Emergency services assistance	1
Footpaths	2
Gravel road faults	1
Hazards	2
Litter matters rural (not state highway)	1
New sealed road issues (resealing season)	1
Paper roads	2
Parks and reserves - repairs and maintenance	3
Roadside spraying - noxious weeds	1
Sealed road faults	7
Signs repairs (not stop/give way)	6
Street lights out	10
Streetscape - vegetation	5
Toilets - cleaning, repairs and maintenance	2
Transport - road complaints	2
Transport general enquiries	5
Vegetation rural (overgrown or visibility issues)	4
Water and waste general	6
Water urban - non urgent weeping water	3
Water urban - toby leaking or unable to be used (non urgent)	3
Wheelie bin - cancel/damaged/stolen	6
Wheelie bin - collection complaints	7
Wheelie bin - new/additional	5
Total	99

Murihiku Southland Commercial Accommodation Snapshot

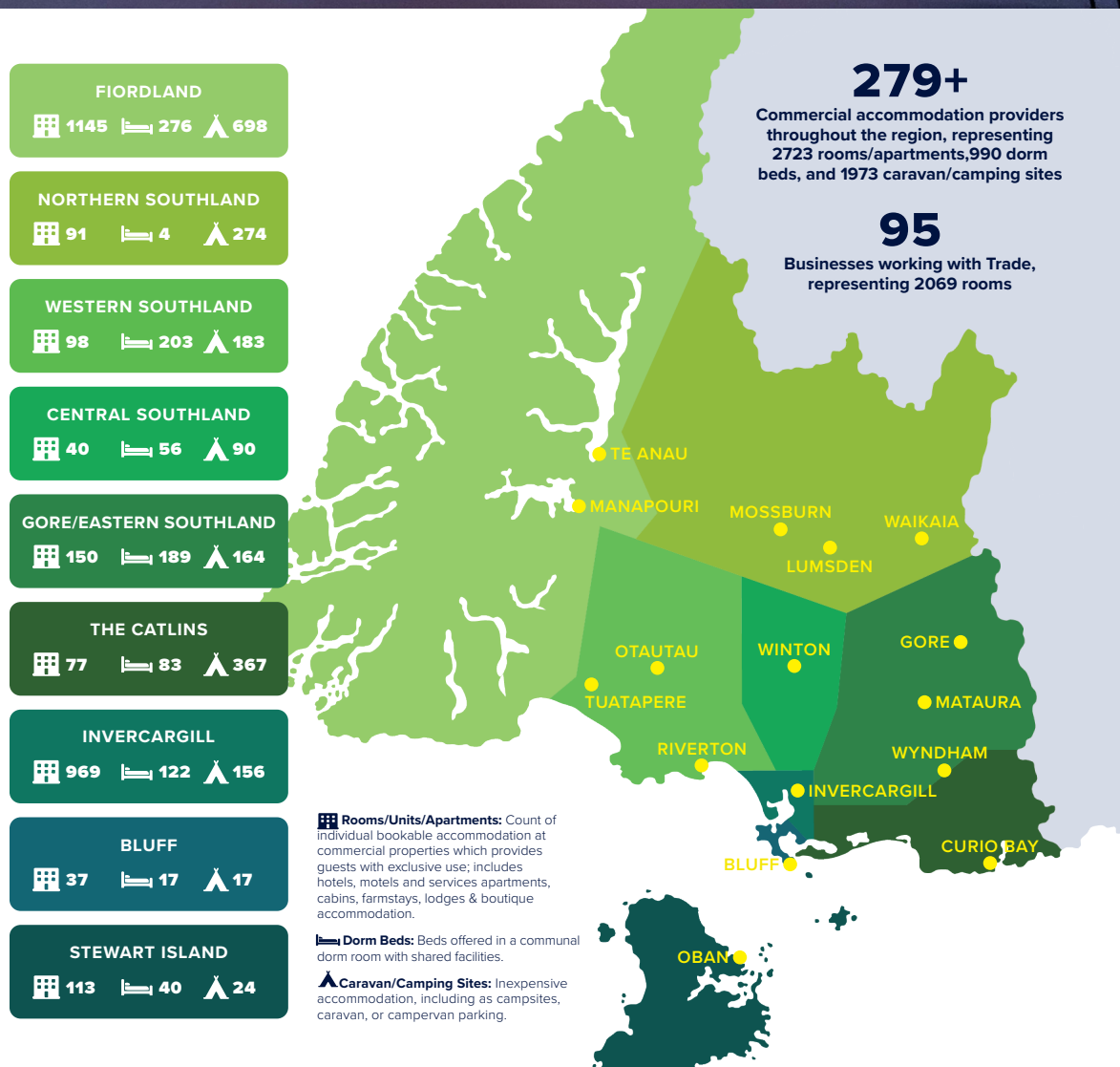
Last updated at March 2026



Visit Southland



Visit Fiordland



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.

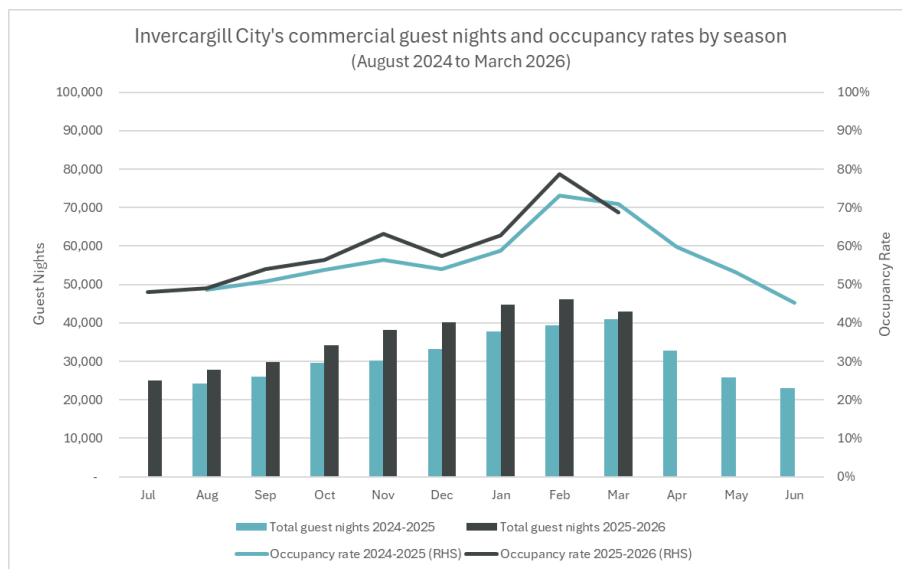
Despite the willingness of accommodation providers to supply emergency housing, the Government has significantly decreased the amount of emergency housing being used, with only 2 emergency houses required in the Otago/Southland region outside of Dunedin City. <https://www.hud.govt.nz/stats-and-insights/the-government-housing-dashboard/key-statistics-by-territori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

COMMERCIAL ACCOMMODATION OCCUPANCY (to year end March 2026)

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

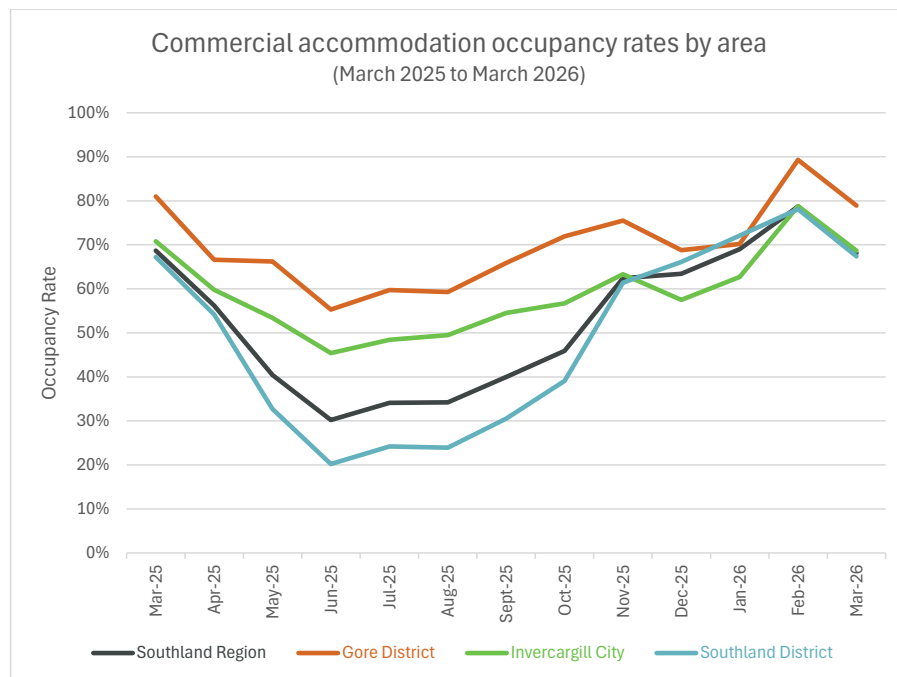
Occupancy rates across the region are slightly down compared to this time last year e.g. SDC (68.1% Mar 2026, 68.7% Mar 2025); GDC (78.9% Mar 2026, 81.0% Mar 2025) and ICC (68.7% Mar 2026, 70.8% Mar 2025). It is important to note the differing numbers of properties and rooms in each area and that this 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/26/5/122054
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 Ōraka Aparima 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 Weusten 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	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.

	Council delegated authority to the Tuatapere Te Waewae Community Board chair and deputy chair to make any further changes on scope or budget changes associated with the shelter on behalf of the board.
Stewart Island Electricity Supply Authority fuel unbudgeted expenditure	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. 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.
13 May 2026 – Council meeting	
Report	Overview
Updated Murihiku Southland Climate Change Impact Assessment	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. 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).
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	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.
Deliberations on submissions on proposed licence to occupy for Floating Sauna Ltd at Lake Henry, Ivon Wilson Park, Te Anau.	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. 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.

Attachments

There are no attachments for this report.

Chairperson's report

Record no: R/26/6/122834
Author: Rachael Poole, Committee advisor
Approved by: Robyn Wise, Governance legal manager
Report type: Information

Purpose

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

Staff recommendations

That the Ōraka Aparima Community Board:

- a) notes the information contained in the report.

Chairperson update Introduction

Engagements and matters for consideration as below.

Engagements

- | | |
|-----------|---|
| 11/5/2026 | Taramea Bay – Meeting with SDC staff re removal of old concrete sump housing near pump track and consideration of vehicle barriers near playground to minimise grass damage.

Removal of sump and remediation of concrete area to be progressed ASAP.

Resolved that whilst vehicles on grass may be a problem, it is not major and vehicles should be able to continue to utilise grassed areas. |
| 26/5/2026 | Colac Bay Surfer Statue – celebration – awarding of contract milestone. |
| 28/5/2026 | Taramea Bay – meeting with SDC staff and contractor re clearing of storm outlet clearing at beach outflows. |
| 2/6/2026 | Drop-in session at Riverton library |

Action Items

- parking limits, focal point and museum area of Palmerston Street. Investigate what is required to consider/initiate.
- 70kph speed limit township side of Riverton - Colac highway. Discussed with Mayor Rob 26/5/2026 as a follow up. Mayor Rob to investigate response from NZTA so we can look to progress.
- removal of blackberry & agapanthus at Mores Reserve. Removal of plants in autumn/winter. RFS in place for this.
- pedestrian improvements – south end of bridge. Following on site meeting 15/4/2026 with SDC staff, SDC to report back to community board on preferred/most cost-effective option for further consideration.
- Pilots Reserve - initiate request for rainwater collection tank so that water is available for cleaning and hygiene on site.

New Street Flags – Riverton

Discussed with Riverton Promotions representative with the view to initiating funding and supply of set of updated flags.

Emergency Management

Having reviewed the current Riverton Community Response Plan (as agreed at the last meeting), it is clear that this is significantly out of date and doesn't capture the extent of risks that potentially exist or that could conceivably impact on our community. E.g. the recent windstorm event, communications and utility failures, transport etc.

I think we should initiate our own review with a wider view than the nominated hazards in the current Community Response Plan.

I think a revised plan should incorporate both **emergency management and community resilience** in order to reflect the diverse range of risks and vulnerabilities that communities are exposed to.

I am envisaging that a revised plan would be community led. I am suggesting that as a first step, a discussion with the Fiordland Community Board may help to guide how we progress, given they are a little ahead of us on reviewing their own plan.

Next meeting 12 August 2026.

Attachments

There are no attachments for this report.