



Fiordland Community Board

OPEN MINUTES (UNCONFIRMED)

Minutes of a meeting of Fiordland Community Board held in the Fiordland Community Events Centre, Supper Room, 20-22 Luxmore Drive, Te Anau on 28 April 2025 at 1pm. (1pm – 2.43pm)

PRESENT

Chairperson	Diane Holmes
Deputy chairperson	Julie Burgess
Members	Marilyn Hunter
	Kate Norris
	Nick Robertson
	Luke Thomas
	Councillor Sarah Greaney

APOLOGIES

IN ATTENDANCE

Community partnership leader	Stella O'Connor
Committee advisor	Rachael Poole
Kaitakawaenga Kaupapa Maori	John Twiddle
Community facilities manager	Mark Day
Contracts and program lead	Lance Spencer

1 Apologies

There were no apologies.

2 Leave of absence

Member Burgess requested a leave of absence from 28 May to 22 June 2025.
Councillor Greaney requested a leave of absence from 24 May to 1 June 2025.

Moved Chairperson Holmes, seconded Luke Thomas and **resolved:**

That Fiordland Community Board agrees the leave of absence request.

3 Conflict of interest

Member Thomas declared a conflict with item 7.4 - Te Anau community event centre grant request for generator switch - additional information and stated that he would not vote on the decision for this report.

4 Extraordinary/urgent items

There were no extraordinary/urgent items.

5 Confirmation of minutes

Resolution

Moved Deputy chairperson Burgess, seconded Cr Greaney **and resolved:**

That the Fiordland Community Board confirms the minutes of the meeting held on 24 February 2025 as a true and correct record of that meeting.

6 Public participation

John Turner spoke to the meeting on trees within the towns and that consideration is given to the type of tree that is able to be planted within towns or near to services. Mr Turner shared his concern around who is liable for the damage that trees cause to both private property and Council assets?

Reports

7.1 Proposal to change Te Anau Transfer station opening hours

Record No: R/25/2/7043

Development and solid waste engineer, Regan McNaught spoke to this report and requested the Fiordland Community Boards to consider changing the opening hours of the Te Anau Transfer Station to better reflect the current situation in Te Anau and the wider area.

The Te Anau Transfer Station, located at 237 Manapouri Te Anau Hwy, is currently open 7 days a week excluding public holidays.

The site has facilities to accept household waste, recycling, green waste and whiteware where it is collected and transferred to nominated facilities for further processing/disposal.

Current opening hours for the site are 2pm-4pm in winter months and 2pm-6pm in summer months.

After conversations with the contractor and attendant, they have suggested changing the opening hours to 2pm-5pm Monday to Saturday and 10am-1pm on Sunday all year round.

Resolution

Moved Luke Thomas, seconded Nick Robertson **and resolved:**

That the Fiordland Community Board:

- a) receives the report titled "Proposal to change Te Anau Transfer station opening hours"**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002**
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter**
- d) recommends to Council to change opening hours of the Te Anau Transfer station to 2pm-5pm Monday to Sunday., pending contractor availability.**

7.2 Contract renewal agreed levels of service

Record No: R/25/4/14347

Contracts and program lead, Lance Spencer spoke to this report and sought approval from the Fiordland Community Board for the levels of service and areas to be included in the future mowing, toilet cleaning and gardening contracts.

The current contracts for mowing, gardening and toilet cleaning within the Fiordland Community Board area will expire 30 June 2026.

Staff have worked with the community board to identify the areas and levels of service associated with the contracts that will be included in the tender documents for the renewal of the contracts.

Council has indicated that various contractors (including local contractors) should be provided opportunity to be part of contract renewal process.

Staff are proposing to release the tender to the market in the final quarter of the 2025 calendar year to provide sufficient time to work through this process, and to allow successful contractors time to mobilise to start the new contracts on 1 July 2026

Resolution

Moved Deputy chairperson Burgess, seconded Marilyn Hunter **and resolved:**

That the Fiordland Community Board:

- a) **receives the report titled “Contract renewal agreed levels of service”**
- b) **determines that this matter or decision be recognised as not significant in terms of section 76 of the Local Government Act 2002**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter**
- d) **staff request that the Fiordland Community Board provide the contact details of any contractors who may be interested in the upcoming contract renewal or carrying out general maintenance and improvement works for Council**
- e) **agrees to approve the areas and levels of service identified in the attachments to this report:**
 - **contract renewal map – Fiordland**
 - **Fiordland community board area analysis**
 - **community facilities levels of service for contract renewal 2025**
 - **contract renewal timeline.**

7.3 Financial Report for the period ended 28 February 2025

Record No: R/25/3/12043

Community partnership leader, Stella O'Connor spoke to this report and explained that most of the operational variances are due to the timing of funding being received and that the capital variances are due to the timing of invoices being received.

Resolution

Moved Cr Greaney, seconded Deputy chairperson Burgess **and resolved:**

That the Fiordland Community Board:

- a) **Receives the report titled "Financial Report for the period ended 28 February 2025" dated 16 April 2025.**

7.4 Te Anau community event centre grant request for generator switch - additional information

Record No: R/25/3/13237

Community partnership lead, Stella O'Connor spoke to this report and explained that due to the specific nature of the work, staff have been unable to source any additional quotes as requested by the board.

The board have requested that a timeline for the installation is received from the contractor.

Resolution

Moved Nick Robertson, seconded Marilyn Hunter **and resolved:**

That the Fiordland Community Board:

- a) **receives the report titled "Te Anau community event centre grant request for generator switch - additional information"**
- b) **approves an unbudgeted expenditure grant for up to \$20,000, funded from the Te Anau general reserve to the Te Anau community event centre for a mains/generator change over switch**

Member Thomas abstained from voting on the above resolution.

7.5 Chairperson's report

Record No: R/25/4/17435

Chair Holmes provided an update to the Fiordland Community Board on activities that she chairperson had been involved in since the meeting in February 2025.

A memorandum of understanding is being signed between Southland District Council and Lakeside Labourers. The Lakeside Labourers will present a plan on what work they would like to do to the board to ensure a collaborative approach and no surprises.

Member Burgess shared that she attended the recent Community Board Chairs night in Winton and found this to be valuable.

Manapouri residents have requested that the Fiordland Community Board request that NZTA reduce the speed limit within the township to a blanket 50km/hr rather than the 70km/hr at the entrances.

Next Meeting

Next meeting is at 1pm on Monday 23 June 2025 to be held at the Fiordland Community Events Centre.

Resolution

Moved Chairperson Holmes, seconded Cr Greaney **and resolved:**

That the Fiordland Community Board:

- a) **Receives the report titled "Chairperson's report".**

7.6 Councillor update

Record No: R/25/4/14422

Cr Greaney spoke to this report and added that the Local Waters Done Well public meeting went well with a number of residents attending and asking questions.

Councillors had a tour of the building (Henderson House) being repurposed as the Invercargill base for staff and Council chambers.

Resolution

Moved Cr Greaney, seconded Chairperson Holmes **and resolved:**

That the Fiordland Community Board:

- a) **receives the report titled "Councillor update".**

7.7 Community board reporting

Record No: R/25/4/15828

Community partnership lead, Stella O'Connor spoke to this report and informed the board of the community leadership, operational and Council activities in the board area and across the district including:

- Lions Park playground is progressing, Lions have requested that the name of the park remains as Lions Park in perpetuity, staff are looking into this request.
- When the Sputnik leaves Lions Park, the Lions group will have a small tribute.
- Henry St playground replacement equipment is on track

Resolution

Moved Chairperson Holmes, seconded Kate Norris **and resolved:**

That the Fiordland Community Board:

- a) **receives the report titled "Community board reporting".**

The meeting concluded at 2.43pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE FIORDLAND COMMUNITY BOARD
HELD ON

DATE:

CHAIRPERSON: