



Fiordland Community Board

OPEN MINUTES

(UNCONFIRMED)

Minutes of a meeting of Fiordland Community Board held in the Fiordland Community Events Centre, 20/22 Luxmore Drive, Te Anau on 23 June 2025 at 1pm. (1.06pm – 4.05pm)

PRESENT

Chairperson

Diane Holmes

Deputy chairperson

Julie Burgess

Members

Marilyn Hunter

Kate Norris

Luke Thomas

Councillor Sarah Greaney

APOLOGIES

Nick Robertson

IN ATTENDANCE

Community partnership leader

Stella O'Connor

Committee advisor

Rachael Poole

Community projects planning manager

Alex Macleod

Roading engineer

Nick Lewis

1 Apologies

An apology for non attendance was received from Nick Robertson.

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

That the Fiordland Community Board accept the apology.

2 Leave of absence

A request for leave of absence from 24 June to 27 July was received from Marilyn Hunter.

Moved Chairperson Holmes, seconded Deputy chairperson Burgess and **resolved:**

That the Fiordland Community Board agrees to the leave of absence request.

3 Conflict of interest

There were no conflicts of interest declared.

4 Extraordinary/urgent items

There were no extraordinary/urgent items.

5 Confirmation of minutes

Resolution

Moved Marilyn Hunter, seconded Luke Thomas **and resolved:**

That the Fiordland Community Board confirms the minutes of the meeting held on 28 April 2025 as a true and correct record of that meeting.

6 Public participation

Vanessa Horvell and Katherine Mitchell from Fiordland Community Orchard spoke to the board on the new license to occupy for the Heritage Garden and expressed their concern that it is quite restrictive and have made some suggestions to move forward relating to alternative plantings.

Reports

7.1 Road naming of new streets for the Luxmore Developments Limited residential development at 75 Govan Drive Te Anau

Record No: R/25/5/24272

Roading engineer, Nick Lewis spoke to this report and requested the board to determine the road names for new streets that form part of the Luxmore Residential development at 75 Govan Drive, Te Anau.

The new roads, that will service the development, adjoin the new formed section of Govan Drive, that transits through the development and complete the Govan Drive alignment once stage 2 is completed. These new roads require new street names.

The transport staff recommendation is to approve the new street name for the cul-de-sac of "Willett Way" and the new local road as "Sir Richard Hayes Drive" as the preferred options.

The board will look to update the list of potential road names list at their next workshop as this has not been done for a number of years.

Resolution

Moved Luke Thomas, seconded Cr Greaney **and resolved:**

That the Fiordland Community Board:

- a) **Receives the report titled "Road naming of new streets for the Luxmore Developments Limited residential development at 75 Govan Drive Te Anau".**
- 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) **Approves the naming of the new roads as option 1 "Willett Way" for the cul-de-sac, and option 4 "Sir Richard Hayes Drive" for the local road.**

Kate Norris voted against the above resolution.

7.2 Henry Street heritage orchard - licence to occupy

Record No: R/25/5/25442

Manager property services, Kevin McNaught spoke to this report and asked the Fiordland Community Board to consider and recommend to staff on entering into a new licence to occupy (LTO) with the Fiordland Community Garden Charitable Trust (FCG) over their occupation of a portion of the Henry Street recreation reserve, located at 22 Henry Street, Te Anau for a community heritage tree orchard.

FCG hold a LTO over part of 22 Henry Street, Te Anau for the permitted use of a community heritage orchard. The current LTO is for a term of five years and is due to expire on 30 November 2025.

A request has also been made by FCG to allow for companion planting to be permitted alongside the heritage fruit trees.

Resolution

Moved Luke Thomas, seconded Cr Greaney **and resolved:**

That the Fiordland Community Board:

- a) **receives the report titled "Henry Street heritage orchard - licence to occupy".**
- 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 staff to enter into a licence to occupy (five year + five year renewal basis) with Fiordland Community Garden Charitable Trust over a portion of 22 Henry Street, Te Anau as proposed by staff, for use as a community heritage tree orchard at an annual rental of \$1.00 plus GST (if demanded).**
- e) **recommends to staff to permit companion plantings (herbs, flowers, non spreading berries and edible plants) within the rows, and the retention of the existing berry plants as part of the permitted use of the new licence to occupy for 22 Henry Street, Te Anau as recommended in d).**
- f) **in the event that the heritage orchard use (license to occupy) is required to be publicly notified, the board supports the removal of the word heritage from the license.**

The meeting adjourned at 2.41pm for a short break and reconvened at 2.43pm.

7.3 Community partnership fund applications - May 2025 funding round

Record No: R/25/6/26781

Community liaison officer, Gordon Crombie presented the report that was asking the Fiordland Community Board to allocate funding for the May 2025 round of the Fiordland Community Partnership Fund.

A total of four applications have been received for the May 2025 funding round of the Fiordland Community Partnership Fund. The applications are included as an attachment to this report. Please note that the attachments to the applications (including financials) are not attached to this report as they contain information sensitive to the applicant's privacy. These attachments were provided to the community board with the applications for their perusal prior to the meeting.

The Fiordland Community Board has \$45,000 available to allocate through the Fiordland Community Partnership Fund in the 2024/2025 financial year. The available balance is \$20,309.

There is a total of \$12,200 in requests for this round of funding. The board discussed approving additional funding due to the balance remaining in the community partnership fund this financial year.

Resolution

Moved Cr Greaney, seconded Luke Thomas **and resolved:**

That the Fiordland Community Board:

- a) **receives the report titled "Community partnership fund applications - May 2025 funding round".**
- 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) **receives applications from the following:**
 - **Te Anau Community Toy Library**
 - **Te Anau Volunteer Fire Brigade**
 - **Te Anau Junior Football Club**
 - **Fiordland Community House**
- e) **approves a grant of \$4,000 to the Te Anau Community Toy Library to assist with costs associated with revamping the storage system.**

- f) approves a grant of \$5,000 to the Te Anau Volunteer Fire Brigade to assist with costs of a first responder vehicle and an additional \$6,209 subject to a funding shortfall.**
- g) approves a grant of \$2,600 to Te Anau Junior Football Club to assist with costs of football equipment.**
- h) approves a grant of \$2,500 to Fiordland Community House to assist with costs of the Matariki hampers.**

The meeting adjourned for a refreshment break at 3.05pm and reconvened at 3.17pm.

7.4 Update on 2025 triennial election

Record No: R/25/5/23264

Committee advisor, Rachael Poole spoke to this report and explained that the of this report was to provide an update and general information on the local government 2025 triennial election.

The triennial local government election will be held on Saturday 11 October 2025.

Candidate information sessions will be held on 15 July 2025, 6pm at the Otautau SDC Office, 176 Main Street and on 16 July 2025, 6pm at the Lumsden Memorial Hall, 8 Meadow Street.

Candidate packs that include nomination forms, the candidate handbook, pre-election report and electoral expense forms will be available at all Council area offices/libraries from 4 July 2025.

Resolution

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

That the Fiordland Community Board:

- a) receives the report titled “Update on 2025 triennial election”.**
- b) notes the following key dates in relation to the 2025 triennial election:**
 - 4 July 2025 – nominations open**
 - 15 July 2025 – candidate information session**
 - 16 July 2025 – candidate information session**
 - 1 August 2025 – nominations close at 12 noon**
 - 9 to 22 September 2025 – delivery of voting documents**
 - 11 October 2025 – election day (voting closes at 12 noon)**
- c) notes the Local Government Commission determination for the Southland District, released on 29 January 2025, will apply from the commencement of the 2025-2028 triennium.**
- d) notes that, the elected members of the 2022-2025 triennium will cease to hold office on the day after the day the official results of the 2025-2028 election are declared by public notice, unless they are re-elected**

7.5 Chairperson's report

Record No: R/25/6/27855

Chair Holmes spoke to her report and through her report the board have requested staff to prepare reports for the August agenda as below:

1. information on development and financial contributions (including reserve contributions) that relate to the Fiordland Community Board area and recommendations for their use
2. unbudgeted expenditure request for \$20,000 grant to South Sea Spray for the Mural program to be delivered in Te Anau in late 2025
3. managing a project for the felling of the Douglas Fir trees in Water Park and the redevelopment of the area.

Next Meeting

Next meeting is at 1pm on Monday 25 August 2025 to be held at the Fiordland Community Events Centre.

Resolution

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

That the Fiordland Community Board:

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

7.6 Councillor update

Record No: R/25/6/25584

Cr Greaney spoke to this report and gave an additional update on the following:

- Dog Control Bylaw is out for consultation and submissions close on 12 July. Encourage people to make a submission
- Oreti Community Board are looking at expanding their CCTV for Winton
- Council meeting held in Tuatapere, great to see what is happening in other areas and the Council visited the Railway Station, community archives, Clifden Bridge, library and two reserves.

Resolution

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

That the Fiordland Community Board:

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

7.7 Community board reporting

Record No: R/25/6/26281

Community partnership lead, Stella O'Connor spoke to this report and updated the board on the community leadership, operational and Council activities in the board area and across the district.

Resolution

Moved Luke Thomas, seconded Marilyn Hunter **and resolved:**

That the Fiordland Community Board:

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

During the above report, Councillor Greaney left the meeting at 3.57pm

The meeting concluded at 4.05pm.

Confirmed as a true and correct record of a meeting of the Fiordland Community Board held on 23 June 2025.

DATE:

CHAIRPERSON: