



Notice is hereby given that a meeting of the Fiordland Community Board will be held on:

**Date:** 22 September 2025  
**Time:** 1:00 pm  
**Meeting room:** Fiordland Community Events Centre  
**Venue:** 20/22 Luxmore Drive  
Te Anau

---

## **Fiordland Community Board Agenda OPEN**

---

### **MEMBERSHIP**

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

### **IN ATTENDANCE**

<b>Community partnership leader</b>	Stella O'Connor
<b>Committee advisor</b>	Rachael Poole

Contact telephone: 0800 732 732  
Postal address: PO Box 903, Invercargill 9840  
Email: [emailsdc@southlanddc.govt.nz](mailto:emailsdc@southlanddc.govt.nz)  
Website: [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)

**Full agendas are available on Council's website**  
**[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)**

---

**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.



## Community board delegations

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

**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

	<p>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:</p> <ul style="list-style-type: none"> <li>a) have been delegated to Council staff</li> <li>b) would have significance beyond the board's area or otherwise involves a matter of national importance (Section 6 Resource Management Act 1991)</li> <li>c) involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.</li> </ul> <p>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:</p> <ul style="list-style-type: none"> <li>• recommend levels of service and annual budget to Council or relevant committee</li> <li>• monitor the performance and delivery of the service.</li> </ul> <p><b>Environmental management and spatial planning</b></p> <ul style="list-style-type: none"> <li>a) provide comment on resource consent applications referred to the community board for comment</li> <li>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</li> <li>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</li> <li>d) provide input into regulatory activities not otherwise specified above, where process allows</li> <li>e) recommend to Council initiating an appeal to the environment court on decisions relating to resource consent applications that the board has made submissions on</li> <li>f) provide support to the development of community plans for a civil defence emergency and the recovery afterwards.</li> </ul>
<b>DELEGATIONS</b>	<p>In exercising the delegations the boards will operate within:</p> <ul style="list-style-type: none"> <li>a) policies, plans, standards or guidelines that have been established and approved by Council</li> <li>b) the needs of the local communities</li> <li>c) the approved budgets for the activity.</li> </ul> <p>Boards shall have the following delegated powers and be accountable to Council for the exercising of these powers (Local Government Act 2002 section 53).</p> <p><b>Community wellbeing</b></p> <ul style="list-style-type: none"> <li>a) develop local strategies to improve areas of wellbeing (where a need has been identified)</li> </ul>

	<p>b) to develop local community outcomes that reflect the desired goals for their community or place.</p> <p><b>Community board plans</b></p> <p>a) Regularly review and update the community board plan to keep the plan relevant.</p> <p><b>Decisions on locally funded assets and services</b></p> <p>a) accept donations of a local asset (e.g. a gas barbeque, park bench, etc) with a value of less than \$30,000</p> <p>b) approve project definitions or business cases for approved budgeted capital expenditure up to \$300,000.</p> <p><b>Unbudgeted expenditure</b></p> <p>a) approve unbudgeted operating expenditure for local activities of up to \$20,000</p> <p>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</p> <p>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> <p><b>Leases and licenses</b></p> <p>In relation to all leases and licences of land and buildings for local activities within their own area, and subject to any relevant legislation and/or policy requirement, on behalf of Council;</p> <p>a) accept the highest tenders for rentals more than \$10,000</p> <p>b) approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.</p> <p><b>Community spaces and roads</b></p> <p>a) authority to decide upon requests from the community, regarding names of open local spaces and the placement of structures and commemorative plaques.</p> <p>b) authority to decide on the name of public roads, private roads and rights of way</p> <p><b>Community assistance</b></p> <p>a) establish a system for prioritising allocations, based on criteria provided by Council</p> <p>b) grant funds from the Community Partnership Fund</p> <p>c) allocate bequests or grants generated locally, consistent with the terms of the bequest or grant fund.</p> <p><b>Northern Southland development fund</b></p> <p>a) the Northern board can make decisions regarding funding applications to the Northern Southland development fund.</p>
<b>LIMITS TO DELEGATIONS</b>	Boards have no financial or decision-making delegations other than those specifically delegated by Council.

	<p>Boards shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its long term plan or annual plan.</p> <p>In accordance with the provisions of section 39(2) of Schedule 7 of the Local Government Act 2022 the board may not incur expenditure in excess of the approved budget.</p> <p><b>Matters that are not delegated</b></p> <p>Council has not delegated to boards the power to:</p> <ul style="list-style-type: none"> <li>a) make a rate or bylaw</li> <li>b) acquire, hold or dispose of property</li> <li>c) direct, appoint, suspend or remove staff</li> <li>d) engage or enter into contracts and agreements and financial commitments</li> <li>e) institute an action for recovery of any amount</li> <li>f) issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>g) institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal to the environment court on decisions in respect to resource consent applications on which the board has made submissions.</li> </ul>
<b>CONTACT WITH MEDIA</b>	<p>The board chairperson is the authorised spokesperson for the board in all matters where the board has authority or a particular interest.</p> <p>Board members, including the chairperson, do not have delegated authority to speak to the media or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The executive leadership team member will manage the formal communications between the board and its constituents and for the board in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Council.</p>
<b>REPORTING</b>	<p>Boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>Copies of board meeting minutes are retained by Council.</p>
<b>DEFINITIONS</b>	<p><b>District activities include:</b></p> <ul style="list-style-type: none"> <li>a) community leadership at a district level (including district community grants)</li> <li>b) wastewater</li> <li>c) waste services</li> <li>d) water supply</li> <li>e) stormwater</li> <li>f) district <b>funded</b> open spaces (parks and reserves)</li> <li>g) roading</li> <li>h) district community services (library services, cemeteries, community housing and heritage/culture)</li> </ul>

- 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

**Local activities include:**

- c) community leadership at a local board level (including local community grants)
- d) local community facilities (halls, community centres and other amenity buildings) within Council's activity management plans for community facilities
- e) water facilities (boat ramps, wharves, jetties and harbour facilities)
- f) locally **funded** open spaces (parks and reserves, playgrounds and streetscapes)
- g) parking limits, footpaths and streetlights
- h) Te Anau/Manapouri Airport (for the Fiordland Community Board)
- i) 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.



---

**TABLE OF CONTENTS**

<b>ITEM</b>	<b>PAGE</b>
<b>PROCEDURAL</b>	
<b>1 Apologies</b>	<b>11</b>
<b>2 Leave of absence</b>	<b>11</b>
<b>3 Conflict of interest</b>	<b>11</b>
<b>4 Extraordinary/urgent items</b>	<b>11</b>
<b>5 Confirmation of minutes</b>	<b>11</b>
<b>6 Public participation</b>	<b>11</b>
<b>REPORTS</b>	
<b>7.1 Application to locate picnic tables along Frasers Beach Recreation Reserve</b>	<b>21</b>
<b>PUBLIC EXCLUDED</b>	
<b>Procedural motion to exclude the public</b>	<b>31</b>
<b>C8.1 Te Anau Manapouri Airport rent reviews</b>	<b>31</b>



---

**1 Apologies**

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

**2 Leave of absence**

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

**3 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 member and any private or other external interest they might have.

**4 Extraordinary/urgent items**

To consider, and if thought fit, to pass a resolution to permit the community board to consider any further items which do not appear on the agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the chairperson must advise:

- (i) the reason why the item was not on the agenda, and
- (ii) the reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) that item may be discussed at that meeting if-
  - (i) that item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

**5 Confirmation of minutes**

5.1 Meeting minutes of Fiordland Community Board, 25 August 2025

**6 Public participation**

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available at [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz) or by phoning 0800 732 732.



---

## 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 25 August 2025 at 1pm. (1.02pm – 2.50pm)

---

#### PRESENT

<b>Chairperson</b>	Diane Holmes
<b>Deputy chairperson</b>	Julie Burgess
<b>Members</b>	Marilyn Hunter
	Kate Norris
	Luke Thomas

#### APOLOGIES

Nick Robertson  
Sarah Greaney

#### IN ATTENDANCE

<b>Community partnership leader</b>	Stella O'Connor via MS Teams
<b>Committee advisor</b>	Rachael Poole
<b>Mayor</b>	Rob Scott

---

**1 Apologies**

Apologies for non attendance were received from Councillor Sarah Greaney and Nick Robertson.

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

**That the Fiordland Community Board accept the apologies.**

**2 Leave of absence**

A leave of absence was received from Marilyn Hunter from 28 September to 7 November 2025.

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

**That Fiordland Community Board agrees 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 Luke Thomas, seconded Kate Norris **and resolved:**

**That the Fiordland Community Board confirms the minutes of the meeting held on 23 June 2025 as a true and correct record of that meeting.**

**6 Public participation**

There was no public participation

## **Reports**

### **7.1 Unbudgeted expenditure for a grant for South Sea Spray Te Anau**

#### **Record No: R/25/7/31006**

Community partnership lead, Stella O'Connor spoke to this report as asked the board to consider whether it wishes to approve unbudgeted expenditure of \$20,000 from the Te Anau general reserve for a grant to the South Sea Spray Trust as a contribution towards the mural and street art festival scheduled in Te Anau 16 – 21 December 2025.

The balance of the Te Anau general reserve at 30/6/24 was \$1,137,683 and is forecasted to be \$447,663 at 30/6/25.

#### **Resolution**

Moved Deputy chairperson Burgess, seconded Luke Thomas **and resolved:**

**That the Fiordland Community Board:**

- a) **receives the report titled “Unbudgeted expenditure for a grant for South Sea Spray 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) **approve unbudgeted expenditure of \$20,000 from the Te Anau general reserve for a grant to the South Seas Spray Trust.**
- e) **suggest to the South Seas Spray Trust that the wall at the skate park and school children from Te Anau Primary School are included as part of the festival.**

**7.2 Approval to scope a project to enhance the recreational potential of Water Park, Te Anau**

**Record No: R/25/7/33679**

Community partnership lead, Stella O'Connor sought approval to scope a project aimed at enhancing Water Park in Te Anau, a designated recreational reserve, by improving its recreational value and investigating the potential removal of mature Douglas fir trees.

The unbudgeted expenditure for this project is expected to be funded by the recovery of the sale of the fir trees.

Board have requested that what can be done to enhance the Trout Observatory is included within the scope of the project.

**Resolution**

Moved Deputy chairperson Burgess, seconded Luke Thomas **and resolved:**

**That the Fiordland Community Board:**

- a) **receives the report titled "Approval to scope a project to enhance the recreational potential of Water Park, 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) **approve a project to be scoped to enhance the recreational potential of Water Park, Te Anau through improvements, including the investigation of removing mature Douglas fir trees.**

**7.3 Fiordland Community Board submission on Dog Control Bylaw and Dog Control Policy Review 2025**

**Record No: R/25/7/34052**

Community partnership lead, Stella O'Connor spoke to this report, which was to ratify the submission that was lodged on behalf of the board. The board had previously discussed the information that they wanted to be included in the submission via email.

**Resolution**

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

**That the Fiordland Community Board:**

- a) receives the report titled "Fiordland Community Board submission on Dog Control Bylaw and Dog Control Policy Review 2025".**
- b) ratifies the submission on the Dog Control Bylaw and Dog Control Policy Review 2025 (included with this report as Attachment A) that was lodged with Council on 14 July 2025.**

Marilyn Hunter requested that her dissenting vote was recorded.

**7.4 Roothing bylaw, policy and policy procedures' review**

**Record No: R/25/7/35875**

Team leader organisation policy, Chris Rout spoke to this report via MS teams and explained that this was an opportunity for the board to give feedback on the roading documents which will assist staff to identify issues and propose options for Council before undertaking public consultation.

The board spoke about potential to remove oversize vehicles from parking in the Main Street and increasing the number of drop off zones around the schools and business areas.

Mr Rout explained that any crossover with the Te Anau development plan around parking and speed will also be taken into consideration. Additional feedback can be sent direct to Mr Rout, or via Ms O'Connor and/or Chair Holmes.

**Resolution**

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

**That the Fiordland Community Board:**

- a) receives the report titled "Roading bylaw, policy and policy procedures' review".**
- 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) provides feedback for the review of the Roding Bylaw 2008 (Revision 3 2024), Roding Policy 2008 (Revision 1 2015) and Roding Policy Procedures 2008 (Revision 1 2015).

## 7.5 Councillor update

**Record No: R/25/7/36099**

Councillor Greaney was absent for this report and Mayor Scott gave an update to the Board on what has been happening at Council.

- Approved and endorsed the Water Service Delivery Plan
- Manapouri water treatment plant opening
- Council meeting held in Tuatapere
- Dog bylaw up this week at Council
- Stewart Island/Rakiura energy suspensory loan granted

### Resolution

Moved Luke Thomas, seconded Kate Norris **and resolved:**

**That the Fiordland Community Board:**

- a) receives the report titled “Councillor update”.

## **7.6 Community board reporting**

### **Record No: R/25/8/36923**

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

- Lions Park playground is completed and the official opening will happen in the new triennium.
- Henry St Playground has some new equipment in and waiting on a couple of pieces to arrive.
- Henry St orchard has a plan moving forward, 2m boundary between trees and fence and a good meeting was held with stakeholders onsite
- Community noticeboard is about to be shipped.

### **Resolution**

Moved Luke Thomas, seconded Deputy chairperson Burgess **and resolved:**

**That the Fiordland Community Board:**

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

## **7.7 Chairperson's report**

### **Record No: R/25/7/35862**

Chair Holmes updated the Fiordland Community Board on activities that she had been involved in since the meeting in June 2025.

### **Meetings and events**

26/06/2025 Te Anau Airport Manapouri Governance meeting

27/06/2025 Manapouri water treatment plant opening

27/06/2025 Te Anau Bird Park update meeting hosted by Great South

17/07/2025 Rotary Club Guest speaker

31/07/2025 Te Anau Airport Manapouri Governance meeting

12/08/2027 Dark Sky Project, public update – good attendance and positive feedback from the public.

### **Correspondence sent on behalf of the Board as attached**

05/07/2025 Email to NZTA request for lower speed limit Manapouri

07/07/2025 Letter of support for Norman Kirk Memorial

05/08/2025 Letter of support for Fiordland Dark Sky Project

09/08/2025 Letter of support for petition to lower speed limit

12/08/2025 Email to Department of Conservation re Te Anau Bird Park

Additional discussion on the Te Anau Bird Park and board chair is to request a delegation holder from Department of Conservation (DOC) attends a public meeting and allow the public to ask questions and hear what DOC's plans are for the bird park.

Mayor Scott also spoke and thanked the board for their hard work, which can at times be frustrating but assured the board that Council value their local voice and input into Council decisions.

Mayor Scott shared that all community boards are the conduit between Council and their communities and that over the last triennium they have achieved a lot, especially the work that went into the Te Anau Airport Manapouri campaign.

Fiordland is a real treasure and that is one of the faster growing town within the district, which brings with it opportunities and challenges, which the board navigate well.

### **Resolution**

Moved Chairperson Holmes, seconded Marilyn Hunter **and resolved:**

#### **That the Fiordland Community Board:**

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

## **7.8 Valedictory speeches**

### **Record No: R/25/7/30988**

Chair Holmes asked Kate Morris if she would like to say a few words, Kate acknowledged the work that the board has done, wished those re-standing all the best and looks forward to new triennium.

Chair Holmes thanked Ms Morris for her passion, tenacity and drive and always bringing the environment as a consideration to the boards decision-making and she hopes that Ms Morris will keep the new board on their toes and keep in touch, sharing her thoughts where and when needed. Chair Holmes also thanked staff for their hard work and Mayor scott for they way he supports community boards as a whole, empowers them and includes them into Council meetings.

### **Resolution**

Moved Chairperson Holmes, seconded Deputy chairperson Burgess

#### **That the Fiordland Community Board:**

- a) receives the report titled "Valedictory speeches ".**
- b) thanks Kate Morris for the service she gave to the Fiordland community.**

---

The meeting concluded at 2.50pm

Confirmed as a true and correct record of a meeting of the Fiordland Community Board held on 25 August 2025.

**DATE:**

**CHAIRPERSON:**

## Application to locate picnic tables along Frasers Beach Recreation Reserve

Record no: R/25/9/43782  
Author: Jacqui Ligthart, Community facilities contract manager  
Approved by: Sam Marshall, Group manager customer and community wellbeing

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is to seek approval from the Fiordland Community Board to accept the donation of six picnic tables from the Manapouri Weedbusters and to approve their placement at Frasers Beach Recreation Reserve, Cathedral Drive, Manapouri.

### Executive summary

- 2 Manapouri Weedbusters have submitted an application to donate and install six picnic tables along Frasers Beach.
- 3 These tables are intended to enhance the recreational experience for both locals and visitors.
- 4 This initiative aligns with the District Wide Reserves Management Plan (DWRMP) 2003, which supports maintaining the reserve as open space for casual recreation.

### Recommendation

#### That the Fiordland Community Board:

- a) **receives the report titled "Application to locate picnic tables along Frasers Beach Recreation Reserve".**
- 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 donation of six picnic tables from the Manapouri Weedbusters and their placement at Frasers Beach Recreation Reserve, Cathedral Drive, Manapouri.**

### Background

- 5 Over the years the Manapouri Weedbusters have submitted applications to donate and install park benches and picnic tables in Manapouri.

- 6 This application is for six picnic tables with steel pipe frames and timber seating, painted and installed on concrete pads with an estimated cost of \$640.00 per table.
- 7 It is proposed that Council will be the owner of the tables and the Manapouri Weedbusters have offered to maintain the tables. This will mean no formal lease is required.

### **Issues**

- 8 The presence of fixed structures like picnic tables can complicate routine grounds maintenance, requiring more time or manual work around the tables.
- 9 Even though the tables are donated, they become part of Council's asset register. This means planning for depreciation, potential replacement, and ensuring they meet asset management standards.

### **Factors to consider**

#### **Legal and statutory requirements**

- 10 None identified at this stage, other than the required community facilities team approvals. No consents are required for this installation.

#### **Community views**

- 11 The community board as an elected body representing the interests of the local community, is considered to reflect community views.

#### **Costs and funding**

- 12 The six picnic tables are being donated by the Manapouri Weedbusters, with no cost to Council for their purchase or installation.
- 13 While operational considerations such as maintenance and asset registration remain, the donation significantly reduces upfront capital expenditure.

#### **Policy implications**

- 14 The board has delegation to accept donations of local assets valued under \$30,000 (e.g., park benches, BBQs) and decide on the placement of structures in open spaces.
- 15 The DWRMP 2003 supports maintaining Frasers Beach Recreation Reserve as open space for casual recreation.

### **Analysis**

#### **Options considered**

- 16 The board need to consider whether to approve or decline the donation of six picnic tables from the Manapouri Weedbusters and their placement at Frasers Beach Recreation Reserve, Cathedral Drive, Manapouri.

#### **Analysis of options**

##### **Option 1 – approve the donation of six picnic tables from the Manapouri Weedbusters and their placement at Frasers Beach Recreation Reserve, Cathedral Drive, Manapouri.**

<i>Advantages</i>	<i>Disadvantages</i>
-------------------	----------------------

---

<ul style="list-style-type: none"><li>• provides seating and gathering spaces for families, tourists, and community group</li><li>• strengthens community ownership and pride through Weedbusters' involvement</li><li>• tables are donated, reducing capital expenditure.</li></ul>	<ul style="list-style-type: none"><li>• may increase complexity and cost of mowing and gardening around the tables.</li></ul>
--	---

**Option 2 – decline the donation of six picnic tables from the Manapouri Weedbusters and their placement at Frasers Beach Recreation Reserve, Cathedral Drive, Manapouri.**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• no changes to mowing, gardening, or asset management schedules.</li></ul>	<ul style="list-style-type: none"><li>• miss the chance to improve public amenities at no cost</li><li>• discourage the local community group</li><li>• visitors and locals miss out on seating and gathering spaces that could improve their experience at the reserve.</li></ul>

**Assessment of significance**

- 17 Not considered significant.

**Recommended option**

- 18 Option 1 - approve the donation of six picnic tables from the Manapouri Weedbusters and their placement at Frasers Beach Recreation Reserve, Cathedral Drive, Manapouri.

**Next steps**

- 19 If approved the community facilities team will work with the Manapouri Weedbusters on the placement of the tables and the property team will draw up any agreements required to execute the approval and confirm ownership and maintenance requirements.

**Attachments**

- A Manapouri Fraser Beach - application to construct picnic tables on Council land.  
B Manapouri Picnic Tables locations



## Application to construct a building or structure on property owned by the Southland District Council

NAME OF APPLICANT	Alister Burgess Mangapai Weedbusters
POSTAL ADDRESS	3 Waiau St Mangapai
TELEPHONE	022 692 7757
EMAIL	julieburruss63@yahoo.co.nz
(A)	Describe property and the location on the property upon which it is proposed to place a building or structure. (Map or diagram required). 6 BBQ tables on cathedral drive reserve Mangapai
(B)	Describe what is to be constructed. (Plans or photographs required). Steel pipe frame with timber seating. The frame will be painted. It will be placed on a concrete pad. It will dug to the level of the ground for ease of moving
(C)	Detail why the building or structure is to be placed on Council property. 6x BBQ tables for the enjoyment of locals and tourists. The area is used a lot by people stopping in their cars.
(D)	What is the value of the structure? \$640 per table
(E)	Who is to be the owner of the structure after construction – ie who will be responsible for ongoing maintenance? Mangapai Weedbusters
(F)	If the structure is not to be owned by Council, please advise whom any site lease is to be entered into with. nil lease will be owned by council but maintained by mangapai weedbusters





(G)	Who will be applying for and complying with the conditions of any consents required to be given? (ie, building or resource consents).
	NA
(H)	Who will be responsible for insuring the structure?
	NA
(I)	Identify any known liability associated with any existing structure being added to, or modified.
	NA

Please note:

1. That Southland District Council or relevant community board, has the right to decline any application (stating the reason) or place any conditions that it deems appropriate.
2. If and when Southland District Council agrees to become the owner of the structure, all decisions in respect to the ongoing maintenance and retention of the structure shall be at the sole discretion of Council, or community board.

SIGNED                     A. N. Pugh                     DATE                     10/8/25                      
Manafaei Weedbusters





Weedbuster copy Rec 24-1-11





Weedbuster Copy







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

### Recommendation

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

#### C8.1 Te Anau Manapouri Airport rent reviews

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Te Anau Manapouri Airport rent reviews	<p>s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>s7(2)(i) - the withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	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.