

Notice is hereby given that a Meeting of the Stewart Island/Rakiura Visitor Levy Allocations Committee will be held on:

Date: Wednesday, 1 June 2016
Time: 9.45am
Meeting Room: Stewart Island Pavilion, Ayr St, Stewart Island

Stewart Island/Rakiura Visitor Levy Allocations Committee Agenda

OPEN

MEMBERSHIP

Chairperson	Neil Paterson	Councillor
Members	Greg Everest Bruce Ford Bill Moffat Kevin O'Sullivan Jason Steele	Community Board rep. Councillor South East Air ISS-McKay Real Journeys

IN ATTENDANCE

Community Engineer	Brendan Gray
Community Development Team Leader	Nicola Wills
Committee Advisor	Kirsten Hicks

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Full agendas are available on Council's Website
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.

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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

Committee 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 Public Forum

Notification to speak is required by 5pm at least two days before the meeting. Further information is available on www.southlanddc.govt.nz or phoning 0800 732 732.

5 Extraordinary/Urgent Items

To consider, and if thought fit, to pass a resolution to permit the committee 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.”

6 Confirmation of Minutes

- 6.1 Meeting minutes of Stewart Island/Rakiura Visitor Levy Allocations Committee, 26 May 2015.

Stewart Island/Rakiura Visitor Levy Allocations Committee

OPEN MINUTES

Minutes of a meeting of Stewart Island/Rakiura Visitor Levy Allocations Committee held in the Stewart Island Pavilion, Ayr St, Stewart Island on Tuesday, 26 May 2015 at 9.45am.

MEMBERSHIP

Chairperson	Cr Neil Paterson
Members	Greg Everest
	Cr Bruce Ford
	Bill Moffatt
	Kevin O'Sullivan
	Jason Steele

IN ATTENDANCE

Group Manager Policy and Community Rex Capil, Community Development Planner Juanita Thornton, Area Officer Kirsten Hicks

1 Apologies

There were no apologies lodged

2 Leave of absence

There were no leave of absences requested

3 Conflict of Interest

The following members declared a conflict of interest with the below mentioned applications;

Rakiura Heritage Centre Trust – Cr Ford, Member Everest
Stewart Island/Rakiura Community Board – Cr Ford, Member Everest
Stewart Island Jetties Subcommittee – Cr Ford, Member O’Sullivan, Member Steele

4 Public Forum

There were no persons seeking speaking rights in Public Forum

5 Extraordinary/Urgent Items

Resolution

Moved Member Moffatt, seconded Member Everest

that the Stewart Island/Rakiura Visitor Levy Allocations Committee consider the following item as a matter of urgent business in order that a decision can be made before the next ordinary meeting, subject to Section 46A of the Local Govt Official Information and Meetings Act 1987.

- Administration costs of the Stewart Island/Rakiura Visitor Levy Fund

6 Confirmation of Minutes

Resolution

Moved Member Moffat, seconded Member Everest

That the minutes of Stewart Island/Rakiura Visitor Levy Allocations Committee meeting held on 28 May 2014 be confirmed.

Reports

7.1 Stewart Island/Rakiura Visitor Levy Policy Document

Record No: R/15/5/8592

The Stewart Island/Rakiura Visitor Levy Policy Document was tabled. Members’ attention was drawn to Allocation Criteria, as outlined in this document.

Members noted that the policy is due for review in July this year. As part of this review, they request that section 10.1 – Committee Membership, be amended to all three Approved Operators rather than the present two representatives. As well as

providing wider consideration of applications, this would also be beneficial when declarations of Conflicts of Interest remove members from the voting process.

Resolution

Moved Member O'Sullivan, seconded Member Everest

That the Stewart Island/Rakiura Visitor Levy Allocations Committee:

- a) **Receives the report titled "Stewart Island/Rakiura Visitor Levy Policy Document" dated 19 May 2015.**
- 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) **Requests that when the Stewart Island/Rakiura Visitor Levy Policy Document is reviewed, that membership of the Committee be increased to include representatives of all three Approved Operators, rather than the existing two.**

7.2 Stewart Island/Rakiura Visitor Levy Financial Report

Record No: R/15/5/8790

Report prepared by Ms Arlyn Reyes (Accountant), was tabled.

Attention of the Committee was drawn to the following points:-

- o The amount for distribution in this round of the Stewart Island/Rakiura Visitor Levy is \$117,000.00
- o Stewart Island Promotion Association will be returning \$500 of the \$2,400.00 grant allocated to the Association in the 2014 allocation.

Resolution

Moved Member Everest, seconded Member Steele

That the Stewart Island/Rakiura Visitor Levy Allocations Committee:

- a) **Receives the report titled "Stewart Island/Rakiura Visitor Levy Financial Report" dated 19 May 2015.**
- 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) **Requests that in future reports the budget reflects the dates of the allocation round.**

7.3 Venture Southland Report - Update on 2014 Successful Grant Recipients Projects

Record No: R/15/5/8398

Report by Ms J Thornton (Community Development Planner), was tabled.
Members noted the following updates on 2014 successful applicants:-

- **Stewart Island Jetties Subcommittee – Port William Wharf**
\$50,000 was granted for the purpose of constructing a replacement wharf at Port William. This work was only recently completed. Final costs are yet to be received but to date, the cost of this project has far outstripped the grant amount therefore no funds from this project will be returned to the Committee.
- **Stewart Island/Rakiura Community Board – upgrade of Horseshoe Bay walking track.**
\$25,000 was granted for the purpose of upgrading the existing walking track at Horseshoe Bay. This work is currently being priced by a contractor.
- **Lions Club of Stewart Island – new picnic tables**
\$3,000 was granted towards the cost of purchasing and installing four picnic tables. These tables have been installed on concrete pads at Halfmoon Bay, Lonneckers and Butterfields Beach. Recognition plates have been attached to the tables, informing users of funding from the Levy.
- **Stewart Island Promotion Association – extended Wifi**
\$2400 was granted to the Stewart Island Promotion Association towards the cost of extending free wifi coverage further along Ayr Street. This project has now been completed.
- **Stewart Island Rakiura Community Environmental Trust (SIRCET) – Halfmoon Bay Restoration Project**
\$5,285 was granted to SIRCET towards costs associated with the volunteer co-ordination for the ongoing Halfmoon Bay Restoration Project.

Resolution

Moved Member Steele, seconded Member O'Sullivan

That the Stewart Island/Rakiura Visitor Levy Allocations Committee:

- a) **Receives the report titled “Venture Southland Report - Update on 2014 Successful Grant Recipients Projects” dated 19 May 2015.**
- 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.**

7.4 Venture Southland Report on Visitor Numbers

Record No: R/15/5/8581

Report on Visitor Numbers, prepared by Ms J Thornton (Community Development Planner), was tabled.

Members were informed that it is estimated that 21,046 visitors came to Stewart Island in the period 1 October 2013 to 31 March 2014. It is estimated that visitor numbers increased to 31,005 in the period 1 April 2014 to 31 March 2015.

The figures presented above were reached by dividing the total collection figure for each period by \$5.00 (being the Levy fee), and therefore is an estimation only.

Resolution

Moved Member Everest, seconded Member Moffat

That the Stewart Island/Rakiura Visitor Levy Allocations Committee:

- a) **Receives the report titled “Venture Southland Report on Visitor Numbers” dated 19 May 2015.**
- 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.**

7.5 Summary of Applications for the Stewart Island/Rakiura Visitor Levy

Record No: R/15/5/8867

Report Summary of Applications for the Stewart Island/Rakiura Visitor Levy, prepared by Ms Kirsten Hicks (Area Officer), was tabled.

The following applications were discussed in detail, including the comments from the Technical Advisory Group.

- **Stewart Island Rakiura Community and Environment Trust (SIRCET)**

SIRCET sought assistance to support the management and administration of the community nursery, environment centre and school group education projects. The applicant has requested \$6,847 out of a total project cost of \$11,947.

Members were informed that part of SIRCET’s application was for wages (\$9,847 of total project cost). It is noted wages are not an eligible for funding from the Levy.

Decision:

The Committee agreed to support SIRCET’s application excluding funding wages, therefore approved a grant of \$2,000.

- Rakiura Heritage Centre Trust

The Rakiura Heritage Centre Trust sought assistance in raising the local share of funding, in order to be eligible to make application to other funding agencies.

Members were informed that plans for the new Heritage Centre have been drawn up. This will replace the existing Rakiura Museum which no longer meets community needs. The new facility is expected to become a major visitor attraction.

The Trust has requested \$50,000 out of a total project cost of \$2,878,000.

Members Ford and Everest declared an interest in this application.

Decision:

The Committee agreed to support this application from the Rakiura Heritage Centre Trust. A grant of \$50,000 was approved on the proviso that the balance of funding required to enable this project to proceed be secured by June 2018. Should this fail to happen, the \$50,000 commitment would expire and the funding would then be available for distribution to other applicants.

- Stewart Island/Rakiura Community Board

- a) Installation of a gas BBQ at Moturau Moana

The Stewart Island/Rakiura Community Board requested assistance towards installing a gas BBQ system at Moturau Moana Gardens.

The Board has requested \$7,161 out of a total project cost of \$10,161.

Members Ford and Everest declared an interest in this application.

Decision:

The Committee decided that this project was of low priority, and subsequently declined the application.

- b) Upgrade of the Horseshoe Bay Walking Track

The Stewart Island/Rakiura Community Board requested funding towards costs associated with the upgrade of the Horseshoe Bay walking track.

Members were informed that in 2014 funding was granted for the section of track which falls between Bragg Bay and Horseshoe Point. This work is currently underway. This application continues this upgrade from Dead Man's Beach towards Horseshoe Point Road.

The Board has requested \$25,000 out of a total project cost of \$75,000 (+ SDC maintenance funding)

Members Ford and Everest declared an interest in this application.

Decision:

The Committee considered this project to be high priority, and approved a grant of \$25,000. The Committee also expressed the view that they wished this matter to progress as soon as possible.

c) Rubbish Bin Upgrade

The Stewart Island/Rakiura Community Board sought to upgrade the rubbish bins in the main village area at Halfmoon Bay.

Members were informed that there are currently not enough bins to meet visitor needs and existing bins are not of an attractive nature.

The Board requested \$15,000 of a total project cost of \$15,000.

Members Ford and Everest declared an interest in this application.

Decision:

The Committee considered this project to be of low priority, and subsequently declined this application.

d) Footpath upgrade on Main Road from Rakiura Charters to the Stewart Island Gift Shop

The Stewart Island/Rakiura Community Board sought assistance to upgrade the Main Road footpath from Rakiura Charters to the Stewart Island Gift Shop.

Members were informed that the current footpath is substandard, with broken and uneven concrete.

The Board requested \$25,000 out of a total project cost of \$25,000.

Members Ford and Everest declared an interest in this application.

Decision:

The Committee considered this to be a Health and Safety issue and agreed to approve a grant of \$20,000.

Southland District Council – Stewart Island Jetties Subcommittee

Assistance was requested for costs associated with the investigation, design and consenting for the upgrade of Ulva Island Wharf, including the purchase of timber.

Members were informed that the design component is required to fully expand the project plan thus enabling the Jetties Subcommittee to apply for other grants. It is estimated that approximately 15,000 tourists visit Ulva Island annually. The state of the current wharf makes it difficult to berth boats and land passengers. The proposed upgrade would improve safety, accessibility and the visitor experience.

The Subcommittee requested \$65,800 out of a total project cost of \$65,800.

Members Ford, Steele and O'Sullivan declared an interest in this application.

Decision:

The Committee considered this application to be high priority, due to the popularity of Ulva Island with visitors. A grant of \$20,000 was approved.

Resolution

Moved Member O'Sullivan, seconded Councillor Paterson

That the Stewart Island/Rakiura Visitor Levy Allocations Committee:

- a) **Receives the report titled "Summary of Applications for the Stewart Island/Rakiura Visitor Levy" dated 19 May 2015.**
- 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 of the following applications as outlined in these minutes;**
 - **Stewart Island Rakiura Community and Environment Trust (SIRCET) - \$2000 (management & admin)**
 - **Rakiura Heritage Centre Trust - \$50,000 (subject to conditions) (towards new Heritage Centre)**
 - **Stewart Island/Rakiura Community Board**
 - **\$25,000 (upgrade of Horseshoe Bay walking track)**
 - **\$20,000 (upgrade of Main Road footpath)**
 - **Stewart Island Jetties Subcommittee - \$20,000 (upgrade of Ulva Island wharf)**
- e) **Declines the following applications as outlined in the minutes;**
 - **Stewart Island/Rakiura Community Board (installation of gas BBQ system)**
 - **Stewart Island/Rakiura Community Board (refuse bin upgrade)**

8.0 Consideration of Urgent Business

8.1 Administration costs of the Stewart Island Rakiura Visitor Levy

Members discussed the funding of initial set up administration costs which have been financed from the Stewart Island/Rakiura Visitor Levy Fund.

Moved Member Moffat, seconded Member Steele

That the Stewart Island/Rakiura Visitor Levy Committee request Council consider an alternative source of funding for the initial set up costs incurred by the Visitor Levy, based on the understanding that the Levy would not be used for administration expenses.

Meeting closed at 10.45am

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE STEWART
ISLAND/RAKIURA VISITOR LEVY
ALLOCATIONS COMMITTEE HELD ON 26 MAY
2015

DATE:.....

CHAIRPERSON:.....

Venture Southland Report on Successful Grants Allocated from the Stewart Island Rakiura Visitor Levy in 2014 and 2015

Record No: R/16/5/6848
Author: Nicola Wills, Community Development Team Leader
Approved by: Rex Capil, Group Manager Community and Futures

Decision Recommendation Information

1 Purpose

2 It is the purpose of this report to provide the Stewart Island Rakiura Visitor Levy Allocations Subcommittee with an update on projects which were successful in being allocated a grant in 2015. It also outlines the previous year's (2014) successful grant recipients for the information of the subcommittee.

3 2015 Projects Funded from the Stewart Island Rakiura Visitor Levy (SIVLF)

1. Stewart Island Rakiura Community and Environment Trust (SIRCET)

The Stewart Island Rakiura Community and Environment Trust received a grant of \$2,000.00 towards management and administration of the community nursery, environment centre and school group education projects (NB Wages are not eligible for funding from the SIVLF).

These funds were successfully applied to:

- SIRCET truck running expenses, which is used to take staff, volunteers and material to and from the community nursery
- Nursery and trapping supplies
- Stationary, printing costs, IT and office consumables.

2. Rakiura Heritage Centre Trust

The Rakiura Heritage Centre Trust received a grant of \$50,000.00 towards a 'local share' of funding for the proposed Heritage Centre. This funding was approved subject to securing the balance of funding to enable the project to proceed by June 2018. If the required funding is not secured by June 2018 the \$50,000.00 commitment expires and the funding is returned to the 'Levy fund' for distribution.

3. Stewart Island/Rakiura Community Board – Horseshoe Bay Walking Track

The Stewart Island/Rakiura Community Board received a grant of \$25,000.00 towards the upgrade of the Horseshoe Bay Walking Track from Dead Man's Beach towards Horseshoe Point Road.

The upgrade of this section of track has been completed. The overall upgrade of the track has been split into three stages and each stage has applied for financial support from the levy which has allowed the completion of each stage. This is the second stage - the third and final stage has submitted an application for 2016 levy support.

4. Stewart Island/Rakiura Community Board - Footpath Upgrade

The Stewart Island/Rakiura Community Board received a grant of \$20,000.00 towards upgrading the footpath on the Main Road from Rakiura Charters to the Stewart Island Gift Shop.

The Community Board have yet to uplift this grant due to applying to the 2016 SIRVL with an intention to extend the upgrade of the footpath. The Community Board will await that decision before uplifting this grant to start this section of footpath upgrade.

5. Stewart Island/Rakiura Community Board - Stewart Island Jetties Subcommittee

The Stewart Island Jetties Subcommittee received a grant of \$20,000.00 towards costs associated with the investigation, design and consenting considerations for the upgrade of the Ulva Island Wharf.

The investigation has been completed and the Community Board are waiting on the final report and invoice, which are imminent.

4 2014 Projects Funded from the Stewart Island Rakiura Visitor Levy

1. Stewart Island Jetty Sub-committee - Port William Jetty Rebuild

The Stewart Island Jetty Sub-committee received a grant of \$50,000 towards costs associated with the removing of the existing un-useable structure and building a replacement at Port William. This upgrade has now been completed.

2. Stewart Island/Rakiura Community Board - Upgrade of Horseshoe Bay Walking Track

The Stewart Island/Rakiura Community Board received a grant of \$25,000 towards costs associated with upgrading Stage 1 (of three stages) of the Horseshoe Bay Walking Track. This stage has been successfully completed.

3. Lions Club of Stewart Island - New Picnic Tables

The Lions Club of Stewart Island received a grant of \$3,000 towards the purchase and installation of four picnic tables, installed on concrete pads and located in key areas for visitors and locals to use.

These tables have been purchased and installed around Halfmoon Bay, Butterfields and Lonneckers Beaches.

4. Stewart Island Promotion Association - Extended Wifi

Stewart Island Promotion Association received a grant of \$2,400 towards costs associated with extending the free Wifi coverage further along Ayr Street.

The project has been completed and coverage now extends further out from the Stewart Island Library and across the road.

5. Stewart Island Rakiura Community Environmental Charitable Trust (SIRCET)

The Stewart Island Rakiura Community Environmental Charitable Trust received a grant of \$5,285 towards costs associated with the volunteer co-ordination of the on-going Halfmoon Bay Restoration Project.

These funds were applied towards management of the volunteers and nursery projects.

Recommendation

That the Stewart Island/Rakiura Visitor Levy Allocations Committee:

- a) Receives the report titled “Venture Southland Report on Successful Grants Allocated from the Stewart Island Rakiura Visitor Levy in 2014 and 2015” dated 25 May 2016.

Attachments

There are no attachments for this report.

Venture Southland Report on Visitor Numbers to Stewart Island and Southland

Record No: R/16/5/7145
Author: Nicola Wills, Community Development Team Leader
Approved by: Rex Capil, Group Manager Community and Futures

Decision Recommendation Information

Visitor Numbers to Stewart Island and Southland

1. The purpose of this report is to provide an update on the estimated number of visitors to Stewart Island since the introduction of the Stewart Island Rakiura Visitor Levy. And to also provide information on visitors to Southland as a region.
2. It is not possible to draw any conclusions or trends for Stewart Island from the figures supplied. It is merely to provide statistics as at today.

Stewart Island Visitor Numbers

3. The Stewart Island Rakiura Visitor Levy was officially launched on 1 October 2013. The approximate visitors numbers to the Island are as follows;
 - 1 October 2013 to 31 March 2014 – approx. 21,000 visitors
 - 1 April 2014 to 31 March 2015 – approx. 30,000 visitors
 - 1 April 2015 to 31 March 2016 – approx. 35,000 visitors
4. This figure, provided by SDC, is derived by taking the total collection figure for each period and dividing by \$5.00 (being the levy fee), and therefore is an estimation only. It does not take into account visitors that are exempt from paying the levy, which are those travelling to the island on local or child fares, as per clause 4.1 stated in the Stewart Island/Rakiura Visitor Levy.
5. The increase of visitor numbers to the Island can be contributed to the below factors, namely:
 - Growth in awareness with Prince Harry's visit and
 - General growth in New Zealand market -
 - International tourism growth of 10% for the year ended March 2016 (International Visitor Survey) resulting in growth in Fiordland of 10.8% and in Southland of 8.7% (Commercial Accommodation Monitor)
 - Tourism New Zealand focus on regional dispersal and seasonal growth (through inclusion in marketing channels with key campaigns highlighting the regions including Stewart Island, Fiordland and the Catlins)

Southland Visitor Numbers

6. The purpose of providing information on the Southland region's visitor numbers is to provide context to substantiate the growth experienced by Stewart Island visitor numbers. While regional tourism growth has been significant for the region we do not know how these trends translate specifically to Stewart Island.

7. According to information provided by Statistics New Zealand, Commercial Accommodation Monitor: March 2016, for the year ended March 2016 the visitor numbers for Southland as a region have increased, when compared against the previous year.

- Guest nights rose 10.7% to 437,345
- International guest nights rose 20.9% to 133,010
- Domestic guest nights rose 6.7% to 304,335
- The average length of stay rose from 1.72 to 1.78 nights
- The overall occupancy rate rose from 32.3% to 35.6%
- The occupancy rate, excluding holiday parks, was 45.2% for the year ended January 2016
- Accommodation capacity, excluding holiday parks, rose 1.3%

The reasons for growth can be contributed to some of the below factors;

- Increased air connectivity to major South Island ports (to Christchurch and Queenstown from USA, Australia and China; as well as increased domestic capacity)
- SOUTH partnership between CIAL and RTOs encouraging regional dispersal
- Pressure on traditional destinations where carrying capacity of accommodation is being exceeded, particularly in international holiday periods
- While visitation durations continue to be constrained for many markets (Australia 11.3 days, China 8.4 days, USA 13.9 days, opposed UK 27.3 days and Germany 49 days) the South Island is becoming a viable single destination, a return visit destination or short break destination (Tourism New Zealand)
- Emergence of markets such as China (+27.8%), India (13.8%), Korea (+20.7%) and Argentina (+140%)
- Resurgence of traditional markets particularly Australia (+7.2%), Germany (+11.5%) and the USA (+11.8%)
- Domestic tourism has been comparable for Fiordland and Southland 10.43% over the last 2 years year (year end March15 – year end March16), while Southland experienced 8.5% in domestic growth (year end March15 – year end March16)
- Impressive Southland RTO accommodation numbers 45% increase in international guest nights in the region for March 2016 compared to March 2015.

Month	Domestic Guest Nights	International Guest Nights	Total Guest Nights
Guest Nights by Origin of Guest for Southland			
Mar-15	28,959	15,787	44,746
Mar-16	33,247	22,887	56,135

Stewart Island/Rakiura Visitor Levy Allocations Committee

1 June 2016

Month	Number of establishments at end of month	Daily capacity (stay-units available)	Monthly capacity (stay-unit nights available)	Occupancy rate (%)
Mar-15	82	2,234	69,254	41.93
Mar-16	81	2,287	70,897	47.32

Item 7.2

Recommendation

That the Stewart Island/Rakiura Visitor Levy Allocations Committee:

- a) **Receives the report titled “Venture Southland Report on Visitor Numbers to Stewart Island and Southland ” dated 16 May 2016.**

Attachments

There are no attachments for this report.

Summary of 2016 Applications Received and Technical Advisory Group (TAG) Recommendations

Record No: R/16/5/7670
Author: Bronwyn Affleck, Administration Manager
Approved by: Paul Casson, Chief Executive

Decision Recommendation Information

Report providing a summary of applications received and recommendations and comment by the TAG Group for consideration by the Stewart Island/Rakiura Visitor Levy Allocations Committee.

1

Recommendation

That the Stewart Island/Rakiura Visitor Levy Allocations Committee:

- a) Receives the report titled “Summary of 2016 Applications Received and Technical Advisory Group (TAG) Recommendations” dated 23 May 2016.
- b) Approve the allocation of funds/grants from the Stewart Island/Rakiura Visitor Levy fund, including any amendments made during the review.

Attachments

- A Report to Stewart Island/Rakiura Visitor Levy Fund Allocations Committee - Summary of Applications and TAG Recommendations [View](#)

Stewart Island/Rakiura Visitor Levy Fund

Summary of Applicants and TAG Recommendations

Item 7.3 Attachment A

**1 Bruce Ford
Project – Wharf Webcams**

Webcams would enhance the accessibility of weather and views of Halfmoon Bay Harbour, arrivals and departures, security, health and safety and confirm payment reconciliation of non-ferry operators.

Total Project Cost	\$5,000		
Amount Requested	\$5,000	Recommendation	Decline

TAG Comment: Low priority

**2 Rakiura Heritage Centre Trust
Project – New Rakiura Heritage Centre**

Plans have been drawn up for a new heritage centre for Stewart Island to replace the existing Rakiura Museum which no longer meets the requirements of the community and the increasing visitor numbers. In order to progress the development of the building, the local share of funding is urgently required, to be eligible to apply to government and lotteries grants funds.

The size and scale of this project necessitate multi-year funding applications.

Increasing tourist numbers make the need for the new heritage centre more urgent. This is the largest tourist associated project that is likely to occur on Stewart Island and every year that passes adds more th the cost, The need is urgent and it is a community responsibility to make it happen as soon as possible,

The Rakiura Heritage Centre will become a major visitor facility for people to learn about Stewart Island’s history. It will be a focal point for the township and will provide a much needed additional activity for visitors.

Total Project Cost	\$2,936,000		
Amount Requested	\$100,000	Recommendation	Decline

(\$50k awarded 2015 Subject to securing the balance of funding to enable the project to proceed by June 2018. If the balance of funding has not been secured by June 2018 the \$50,000 commitment would expire and the funding would be available for distribution towards other applications.)

Conflict of Interest declared – Jon Spraggon

TAG Comment: Concerns expressed regarding approving further funding due to a lack of defined long term maintenance and development plan for Centre once constructed.

3 Southland District Council – Stewart Island Jetties Subcommittee

(a) Project – Ulva Island Jetty Rebuild

Request assistance towards the partial purchase of timber to be weathered before construction commences. In 2015 a grant of \$20,000 was received to undertake an Engineers report to determine the scope of this work. This report is currently being finalised and will allow a comprehensive business case, project plan and timeline to be completed by the Jetties subcommittee, allowing them to explore other funding avenues. In the meantime, timber needs to be purchased and suitably weathered before use in construction. This application is to cover the partial cost of purchasing the timber.

The size of this project will necessitate multi-year funding applications.

Total Project Cost	\$80,000		
Amount Requested	\$80,000	Recommendation	\$80,000

TAG Comment: Approve

(b) Project – Maintenance to Millars Beach Jetty

Request assistance towards undertaking a thorough investigation of the Millars Beach jetty and to complete identified priority maintenance to ensure the jetty remains in safe and usable condition.

This jetty is used to access the popular Norwegian Whalers Base walk. The Stewart Island Visitor Strategy suggests putting in fit-for-purpose infrastructure for the visitor industry.

Total Project Cost	\$10,000		
Amount Requested	\$10,000	Recommendation	\$5,000

Conflict of Interest declared –Brendan Gray

TAG Comment: Approve

TAG discussion included the amount of use this jetty has and therefore the visitor benefit. TAG acknowledged H&S issues in current state.

4 Stewart Island Community Centre Trust

Project – Signage

Request assistance towards costs associated with signage for the Community Centre. The Community Centre was constructed 1998-2000 and it has never had any signage.

Signage will highlight to visitors, residents and ratepayers what it is, activities available and where it is – the later will be especially helpful for visitors who are going to an event being held at the Community Centre.

Total Project Cost	\$2,300		
Amount Requested	\$1,375	Recommendation	\$1,375

Conflict of Interest declared –Brendan Gray

TAG Comment: Approve

5 **Stewart Island Promotion Assn Inc
Project – Street Map**

Request assistance towards printing an updated tear-off street map to be available to tourists/visitors prior to or on arrival so they can guide themselves around the occupied portion of the Island.

The map will show businesses, places of interest and walking tracks.

Stewart Island Promotions will prepare/update information prior to printing.

Total Project Cost	\$2,000		
Amount Requested	\$2,000	Recommendation	\$2,000

Conflict of Interest declared – Jon Spraggon

TAG Comment: Approve

6 **Stewart Island Rakiura Community Board**

(a) **Project – Main Road Footpath Upgrade**

Request assistance towards costs associated with upgrading the footpath on the Main Road – extending the upgrade to start at the Cinema and continuing through to Morris Street, as per SDC's LTP.

The Community Board received a grant of \$20,000 in 2015 towards the upgrade of the footpath from Rakiura Charters to the Stewart Island Gift Shop.

The Main Street upgrade can be split into these 2 stages, however it is more cost effective and efficient to complete the larger quantum of work by upgrading the full stretch of footpath from the Cinema to Morris Street.

Total Project Cost	\$43,608		
Amount Requested	\$23,608	Recommendation	\$20,000

Conflict of Interest declared – Jon Spraggon and Brendan Gray

TAG Comment: Approve reduced amount to take into consideration excluding the driveway realignment costs associated with putting in this footpath.

(b) **Project – New Footpath to connect Fuchsia Walk with Golden Bay & Trail Park**

The establishment of this new footpath will ensure safety and improve visitor experience for tourists to Stewart Island by providing access to the frequently used Trail Park and Fuchsia Walk from Golden Bay Road.

Currently visitors are required to walk on the road, which is narrow and unsafe, inhibiting a desirable visitor experience. Due to the cost of this project (est \$105,000) as outlined in the SDC LTP, this will be a multi-year application to fund the completion of this footpath. Work will not commence on this footpath until the total project cost is achieved.

Total Project Cost	\$105,000		
Amount Requested	\$35,000	Recommendation	Defer

Conflict of Interest declared – Jon Spraggon and Brendan Gray

TAG Comment: Cruise ship passenger access through Golden Bay. Request defined scope of project, outlining work to be investigated and undertaken - Defer application to 2017 funding round.

(c) Project – Horseshoe Point Walking Track Upgrade

In 2014 and 2015 funding was secured from the Stewart Island Rakiura Visitor Levy fund to upgrade the Bragg Bay to Horseshoe Point walking track. This project has been broken into three stages. Stages one and two included the upgrade from Bragg Bay to Dead Man Beach and this was completed in 2015.

The Community Board is now seeking funding towards the third and final stage of this project –Dead Man Beach to Horseshoe Point.

Total Project Cost	\$40,000		
Amount Requested	\$40,000	Recommendation	\$40,000

Conflict of Interest declared – Jon Spraggon and Brendan Gray

TAG Comment: Approve – Final contribution to this track.

**7 Stewart Island / Rakiura Community Environmental Trust
Project – Halfmoon Bay Habitat Restoration**

Request assistance towards operational costs associated with the on-going Halfmoon Bay Habitat Restoration project and specifically vehicle costs, bait, traps and field equipment.

This project directly benefits visitors by:

- Increasing the native bird land plant life.
- Mitigating against the impact of visitors on the natural environment around Halfmoon Bay and Ackers Point
- Providing the opportunity to volunteer with the organisation.

Total Project Cost	\$42,300		
Amount Requested	\$4,800	Recommendation	\$4,800

TAG Comment: Approve

SIRCET doing a great job and worthy of continued support.