
Stewart Island/Rakiura Visitor Levy Subcommittee

OPEN MINUTES

Minutes of a meeting of Stewart Island/Rakiura Visitor Levy Subcommittee held in the Stewart Island Pavilion, Ayr Street, Stewart Island on Thursday, 29 June 2017 at 1pm.

PRESENT

Chairperson
Members

Councillor Julie Keast
Councillor Bruce Ford
Greg Everest

Bill Moffatt
Jane Grant
Lyndon Cleaver

Ward Councillor
Stewart Island/Rakiura Community Board
representative
Stewart Island Flights representative
Real Journeys representative
ISS McKay representative

IN ATTENDANCE

Committee Advisor Fiona Dunlop

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

The following members of the Subcommittee declared conflicts of interest in relation to various application which are noted below:

Name	Application
Councillor Bruce Ford	Application 4a - Southland District Council - Walking Track Maintenance Application 4b - Southland District Council - Mill Creek to Bathing Beach Track Application 4c - Southland District Council - Moturau Punga Fencing Application 4d - Southland District Council - Walking Track/Footpath
Greg Everest	Application 4a - Southland District Council - Walking Track Maintenance Application 4b - Southland District Council - Mill Creek to Bathing Beach Track Application 4c - Southland District Council - Moturau Punga Fencing Application 4d - Southland District Council - Walking Track/Footpath
Jane Grant	Application 5 – Ulva Island Jetty rebuild
Lyndon Cleaver	Application 5 – Ulva Island Jetty rebuild

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

There are no minutes for confirmation as this is the first meeting of the Subcommittee for the 2016/2019 Triennium.

Reports

7.1 Minutes of the Stewart Island/Rakiura Visitor Levy Allocations Committee Meeting held 1 June 2016

Record No: R/17/6/13862

The Subcommittee noted that the minutes before them for noting were from the meeting held on 1 June 2016.

Resolution

Moved Member Moffatt, seconded Member Grant **and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- a) **Receive the report titled “Minutes of the Stewart Island/Rakiura Visitor Levy Allocations Committee Meeting held 1 June 2016” dated 22 June 2017.**

7.2 Correspondence - E-mail received from Carolyn Squires

Record No: R/17/6/13870

The Meeting noted that the email from Carolyn Squires was referred to the Subcommittee from the Technical Advisory Group.

The Subcommittee considered the email and decided that it should be referred to the Council Roding department.

Resolution

Moved Cr Ford, seconded Member Everest **recommendation a and b with changes (as indicated with ~~strikethrough~~ and underlining)and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- a) **Receive the report titled “Correspondence - E-mail received from Carolyn Squires” dated 22 June 2017.**
- b) **Refer the correspondence from Carolyn Squires, highlighting roading and visitor safety issues, to the ~~Stewart Island/Rakiura Community Board~~ Southland District Council Roding department to consider and respond.**

7.3 Stewart Island Rakiura Visitor Levy Policy - January 2017

Record No: R/17/6/13871

The Subcommittee noted that the Stewart Island Rakiura Visitor Levy Policy was reviewed by Council in February 2017.

Resolution

Moved Member Cleaver, seconded Member Everest **and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- a) **Receive the report titled “Stewart Island Rakiura Visitor Levy Policy - January 2017” dated 22 June 2017.**

7.4 Stewart Island/Rakiura Visitor Levy Fund Financial Report

Record No: R/17/6/13794

The Subcommittee noted the Financial Report as at 31 March 2017. They requested that the previous years financial figures be included alongside the current years.

Resolution

Moved Member Everest, seconded Member Grant **recommendation a with additions (an indicated) and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- a) **Receive the report titled “Stewart Island/Rakiura Visitor Levy Fund Financial Report” dated 22 June 2017 and request that the previous years financial figures be included alongside the current years.**

7.5 Stewart Island/Rakiura Visitor Levy Fund - Summary of Applications including Technical Advisory Group Comments and Recommendations

Record No: R/17/6/13785

The Subcommittee considered the applications to the Stewart Island/Rakiura Visitor Levy Fund.

During discussion on the applications, which the Subcommittee reviewed, some questions were raised which required the full applications to be looked at for further information.

The Subcommittee requested that they would like a schedule of previous grants appended to the applications that they are considering and that the full applications also be circulated to the members prior to the agenda being circulated.

The Subcommittee noted that there was funding available of \$214,056.

Resolution

Moved Member Grant, seconded Member Cleaver **and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- a) **Receive the report titled “Stewart Island/Rakiura Visitor Levy Fund - Summary of Applications including Technical Advisory Group Comments and Recommendations” dated 22 June 2017.**
- b) **Approve the allocation of funds for the Stewart Island/Rakiura Visitor Levy Fund as follows:**

Application No	Applicant	Project	Amount Granted
1	Department of Conservation	DOC Long Term Volunteer Programme	\$6,284 Nil See the note below
No funds granted as there was not enough detail in supporting information to clarify the project for the Subcommittee to make a decision			
2	Kate Hamilton	Trail Park Playground	Nil
3	Rakiura Heritage Trust	Historical Walkabout Pamphlet	\$400 See the note below
Please ensure that the upgraded and extended tracks are to be included into the pamphlet.			
4a	Southland District Council	Walking Track Maintenance	\$25,600
4b	Southland District Council	Mill Creek to Bathing Beach Track	\$8,200 See the note below
Advise Stewart Island Promotions that the tracks referred to in the application are to be included in the Promotions map of the township. Also include the new and upgraded tracks from other applications in this map.			
4c	Southland District Council	Moturau Punga Fencing	\$2,223
4d	Southland District Council	Walking Track / Footpath	\$41,000
5	Stewart Island Jetties Subcommittee	Ulva Island Jetty Rebuild	\$80,000 See the note below
Plus the balance of any funds remaining after the other grant applications that have been confirmed.			

6a	Stewart Island Promotion Assn Inc	Project – Welcome Signage	Nil \$8,123
6b	Stewart Island Promotion Assn Inc	Stewart Island Itineraries	Nil \$850
6c	Stewart Island Promotion Assn Inc	Media and Trade Famil Programme	Nil
6d	Stewart Island Promotion Assn Inc	Cruise Ship Liaison and Visitor Experience Host	Nil \$3390
6e	Stewart Island Promotion Assn Inc	Visitor Information Collateral	\$3,700 See the note below
To include the extended and upgraded tracks on the township map.			
7	Stewart Island/Rakiura Community and Environment Trust (SIRCET)	Halfmoon Bay Habitat Restoration Project	\$6,500
8	Toi Rakiura Arts Trust	Arts on Tour New Zealand	\$4,720 Nil

The meeting concluded at 2.40pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE STEWART ISLAND/RAKIURA VISITOR LEVY SUBCOMMITTEE HELD ON THURSDAY 29 JUNE 2017.

DATE:.....

CHAIRPERSON:.....