



Notice is hereby given that a Meeting of the Stewart Island/Rakiura Community Board will be held on:

**Date:** Monday, 11 June 2018  
**Time:** 11.00am  
**Meeting Room:** Stewart Island Pavilion, Ayr Street, Stewart Island

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## Stewart Island/Rakiura Community Board Agenda OPEN

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### MEMBERSHIP

|                           |                       |
|---------------------------|-----------------------|
| <b>Chairperson</b>        | Jon Spraggon          |
| <b>Deputy Chairperson</b> | Steve Lawrence        |
| <b>Members</b>            | Dale Chittenden       |
|                           | Aaron Conner          |
|                           | Greg Everest          |
|                           | Anita Geeson          |
|                           | Councillor Bruce Ford |

### IN ATTENDANCE

|                          |               |
|--------------------------|---------------|
| <b>Committee Advisor</b> | Kirsten Hicks |
|--------------------------|---------------|

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

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**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.



## **Terms of Reference – Community Boards**

Community Boards are bodies established by statute. Their responsibilities and powers are as delegated by the Southland District Council which are to:

- Represent and act as an advocate for the interest of its community.
- Consider and report on all matters referred to it by the Southland District Council, or any matter of interest or concern to the Community Board.
- Maintain an overview of services provided by the Southland District Council within the community.
- Consider annual estimates for expenditure within the community and recommend these to Council.
- Communicate with community organisations and special interest groups within the community.
- Undertake any other responsibilities that are delegated to it by the Southland District Council.

In addition to these activities, Community Boards will consider how best to provide for their communities, and the people who live there, into the future.

Community Board members will provide leadership by:

- Positively representing their community and the Southland District
- Identifying key issues that will affect their community's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities.
- Promote a shared vision for the wider community of interest area and develop ways to work with others to achieve positive outcomes
  
- Community Boards will adopt a strategic focus that will enable members to:
- Provide local representation and guidance on wider community issues, initiatives and projects.
- Contribute to the development and promotion of community cohesion, by developing and supporting relationships across a range of stakeholders at a local, regional and national level.
- Take part in local community forums, meetings and workshops.
- Inform local residents and ratepayers on issues that affect them.

Community Boards shall have the following delegated powers and be accountable to Council for the exercising of these powers

### **Engagement and representation by:**

- Facilitating the Council's consultation with local residents and community groups on local issues and local aspects of district wide issues including input into the Long-term Plan, Annual Plan, and policies that impact on the Board's area.
- Engaging with council officers on local issues and levels of service, including infrastructural, recreational, community services and parks, reserves and cemetery matters.
- Representing the interests of the community at Council, Committee or Subcommittee meetings when a motion under debate relates to a matter that the Board considers to be of particular interest to the residents within its community.
- Monitoring and keeping the Council informed of community aspirations and the level of satisfaction with services provided.

### **Financial by:**

- Approving expenditure within the limits of annual estimates.
- Approving unbudgeted expenditure for locally funded activities up to the value of \$10,000.

### **Rentals and leases**

- In relation to all leases of land and buildings within their own area, on behalf of Council;
    - Accepting the highest tenders for rentals of \$10,000; or less per annum.
    - Approving the preferential allocation of leases where the rental is \$10,000 or less per annum.
-

### **Local assets and facilities by**

- Overseeing the management of local halls and community centres which are owned by Council and where no management committee exists. This will occur by way of relationship with officers of Southland District Council.
- Appoint a local liaison person responsible for community housing.

Some Community Boards have specific delegations in addition to the broad delegations above:

### **Stewart Island/Rakiura Community Board**

- Contributing to the development of policy relating to the governance of the Stewart Island Electrical Supply Authority (SIESA).
- Overseeing the management of SIESA by way of relationship with officers of Southland District Council.

### **Te Anau Community Board**

- Overseeing the management of the Te Anau/Manapouri Airport by way of relationship with officers of Southland District Council.

The Community Boards can make recommendations to Council on:

### **Assets and Facilities**

- Annually providing feedback on any asset management plans or community services strategies applicable to the community for which the Community Board is responsible.

### **Rentals and leases**

- In relation to all leases of land and buildings within their own area, on behalf of Council;
  - Recommending rentals in excess of \$10,000 per annum to the Group Manager Services and Assets
  - Recommending the preferential allocation of leases where the rental is in excess of \$10,000 per annum to the Group Manager Services and Assets.

### **Contracts/Tenders**

- Recommending tenders less than \$200,000 to the Group Manager Services and Assets.
- Recommending tenders in excess of \$200,000 to the Services and Assets Committee.
- Recommending tenders to the Services and Assets Committee where preference is not for acceptance of the highest tenderer,

### **Financial**

- Recommending annual estimates to Council.
- Recommending unbudgeted expenditure in excess of \$10,000 to the Services and Assets Committee.

### **Local Policy**

- Considering matters referred to it by officers, the Council, its committees or subcommittees, including reports and policy and bylaw proposals relating to the provision of council services within the Board's area; and
- Making submissions or recommendations in response to those matters as appropriate.

The Chairperson of each Community Board is delegated with the following additional responsibilities:

- Approval of leases, rental agreements and the rollover of existing contracts under \$1,000;
- Engaging with Community Board members to make submissions to the Council on behalf of the Community Board where a submission period is outside of the Community Board meeting cycle. Where a Chairperson is unable to base a submission on a consensus among Community Board members, a Community Board meeting must be held.

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**1 Apologies**

Apology from Councillor Ford.

**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](http://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 Community Board, 31 May 2018



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## Stewart Island/Rakiura Community Board

### OPEN MINUTES

UNCONFIRMED

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Minutes of a meeting of Stewart Island/Rakiura Community Board held in the Stewart Island Pavilion, Halfmoon Bay Wharf, Stewart Island on Thursday, 31 May 2018 at 8am.

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#### PRESENT

|                           |                       |
|---------------------------|-----------------------|
| <b>Chairperson</b>        | Jon Spraggon          |
| <b>Deputy Chairperson</b> | Steve Lawrence        |
| <b>Members</b>            | Dale Chittenden       |
|                           | Aaron Conner          |
|                           | Greg Everest          |
|                           | Anita Geeson          |
|                           | Councillor Bruce Ford |

#### IN ATTENDANCE

Committee Advisor – Kirsten Hicks

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## 1 Apologies

There were no apologies.

## 2 Leave of absence

There were no requests for leave of absence.

## 3 Conflict of Interest

There were no conflicts of interest declared.

## 4 Public Forum

There was no public forum.

## 5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

## 6 Confirmation of Minutes

### Resolution

Moved Member Geeson, seconded Member Chittenden **and resolved**

**That the Stewart Island/Rakiura Community Board confirms the minutes of the meeting held on 9 April 2018 as a true and accurate record of that meeting.**

## Reports

### 7.1 Submission from the Stewart Island/Rakiura Community Board to the Southland District Council Initial Proposal for the Representation Review

**Record No: R/18/5/11047**

The Board considered the draft Representation Review submission.

### Resolution

Moved Member Conner, seconded Deputy Chairperson Lawrence **and resolved**

**That the Stewart Island/Rakiura Community Board:**

- 
- a) **Receives the report titled “Submission from the Stewart Island/Rakiura Community Board to the Southland District Council Initial Proposal for the Representation Review” dated 28 May 2018.**
  
  - b) **Endorses the submission of the Stewart Island/Rakiura Community Board to the Southland District Council Initial Proposal for the Representation Review.**

The meeting concluded at 8.05am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE STEWART ISLAND/RAKIURA  
COMMUNITY BOARD HELD ON 31 MAY 2018

**DATE:**.....

**CHAIRPERSON:**.....



## SIESA House Tenancy

**Record No:** R/18/5/11380  
**Author:** Brendan Gray, Community Engineer  
**Approved by:** Matt Russell, Group Manager Services and Assets

Decision  Recommendation  Information

### Purpose

- 1 The purpose of this report is to provide financial information on the SIESA property at 19 Miro Crescent Stewart Island. It will also seek to ascertain how the Board wish to administer the SIESA housing at 19 Miro Crescent, Stewart Island, going forward.

### Executive Summary

- 2 This report will provide financial information for the last two years whilst the property has been tenanted. A forecast will also be provided for the 18/19 financial year. A decision will also need to be made on the future tenancy of the property.

### Recommendation

**That the Stewart Island/Rakiura Community Board:**

- a) **Receives the report titled "SIESA House Tenancy" dated 31 May 2018.**
- 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) **Accepts the recommendation for the SIESA house to remain tenanted by the Rakiura Resource Recovery Centre staff member on a month by month rental basis (option 1).**
- e) **Declines the recommendation (option 1) and advises of its preferred option.**

### Background

- 3 Since 2012 the SIESA house at 19 Miro Crescent, Stewart Island has been rented to employees of the Rakiura Resource Recovery Centre. The Board has requested the relevant financial information associated with the property. In addition, this paper seeks to advise the Board on options and considerations regarding the property for future use.

**Issues**

- 4 It is important to note that the current contract agreement between SIESA and PowerNet allows for the provision of accommodation at an agreed rate should the contractor require it.
- 5 The Community Board has not been across the relevant financial information associated with SIESA house and has not had an opportunity to agree the tenancy arrangements for the property.

**Factors to Consider**

**Costs and Funding**

- 6 The table below shows the rental income for the 16/17 financial year, the 17/18 year to date and a forecast for the 18/19 financial year. The rental income appears sufficient to cover the base costs associated with the property. The current rental amount is comparable with market rental on the Island. The only variation is that with the additional rooms available for rent the weekly rent includes electricity. An assumption based on the last six months electricity charges are that power consumption is approximately \$70.00 per week. This has been taken into consideration when calculating the forecast for 18/19.

|                      | <b>16/17 act</b> | <b>17/18 YTD</b> | <b>18/19 forecast</b> |  |
|----------------------|------------------|------------------|-----------------------|--|
| <b>Rental Income</b> | \$ 5,750.00      | \$ 9,240.00      | \$ 13,275.00          | 18/19 forecast based on permanent tenancy of 1 room and a 15% occupancy per spare room per annum |

- 7 Although the house has been furnished for the accommodation at a cost of \$6,500.00 the additional income YTD for 'Internal SIESA House Rent' is already at \$2,600.00 from the spare rooms rented out to SDC staff/subcontractors. This arrangement has only been in place since late December 2017. The forecasted Rental income for 18/19 has been based on 1 room permanently rented and the further 2 rooms at 15% occupancy.
- 8 Some improvements/maintenance has been planned for the property which are required to ensure the house remains functional. These improvements include:
  - Installation of a new 30,000 litre water tank with the current small in-ground tank to be used as an overflow and potential firefighting reservoir (\$6,500.00 installed).
  - Replacement of the clear-light cover on the front and rear porches (estimate \$3,000).
  - Repairs of the cracked spouting on the south side of the house (included in estimate above).
- 9 All residual income from the property is captured and directed into the SIESA reserve funds.

**Occupancy of the Property**

- 10 As above, the current contract agreement between SIESA and PowerNet allows for the provision of accommodation at an agreed rate should the contractor require it. To date, this right has not been either exercised or requested under the contract, and as such SIESA house has been rented to alternative occupants at market rates.

**Policy Implications**

- 11 No policy implications.

**Analysis**

**Options Considered**

- 12 There are three options to be considered for occupancy of the SIESA house at 19 Miro Crescent.
- 13 Option 1 involves retaining the current tenant. This tenancy agreement expires on 30 June 2018 after which time the tenancy could be extended for another fixed term, or become periodic. Periodic tenancy enables the tenant, or owner to be give the mandatory notification period to terminate the tenancy (90 days).
- 14 Option 2 involves leaving the house empty upon the current tenancy agreement expiring at the end of June.
- 15 Option 3 involves ending the current tenancy agreement upon expiry in June and advertising the property on the open market.

**Analysis of Options**

**Option 1 - Remain tenanted with Rakiura Resource Recovery Centre staff member**

| <i>Advantages</i>  | <i>Disadvantages</i>   |
|--|--|
| <ul style="list-style-type: none"><li>• Tenanted by a SIESA employee with revenue going to SIESA.</li><li>• Known tenant working fulltime on the Island.</li><li>• Continual income for asset.</li></ul> | <ul style="list-style-type: none"><li>• Mandatory notice period to be given if tenancy was required by PowerNet staff.</li></ul> |

**Option 2 - Leave the house empty**

| <i>Advantages</i>  | <i>Disadvantages</i>  |
|--|---|
| <ul style="list-style-type: none"><li>• Empty if required for PowerNet staff</li><li>• While not occupied, SDC could utilise the property as required.</li></ul> | <ul style="list-style-type: none"><li>• No income being generated for SIESA.</li><li>• House could become damp and musty.</li><li>• Outdoor maintenance still required to be completed.</li><li>• Waste of asset.</li></ul> |

**Option 3 - Give notice on the current tenant and advertise for a tenant on the open market**

| <i>Advantages</i>                                       | <i>Disadvantages</i>   |
|---|--|
| <ul style="list-style-type: none"><li>• None.</li></ul> | <ul style="list-style-type: none"><li>• Unknown tenant.</li><li>• The same rental rate received with no advantage.</li></ul> |

**Recommended Option**

- 16 Option 1 is recommended as the preferred option, with the property to remain tenanted by the Rakiura Resource Recovery Centre staff member. This ensures the property is occupied and provides guaranteed income for the SIESA business unit. Continuing this tenancy on a periodic (month by month) basis ensures flexibility for both the occupant and SIESA.

**Next Steps**

- 17 Advise the tenant of the outcome of the decision.

**Attachments**

There are no attachments for this report.

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## Council Report

**Record No:** R/18/5/11919

**Author:** Simon Moran, Community Partnership Leader

**Approved by:** Rex Capil, Group Manager Community and Futures

Decision

Recommendation

Information

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### Chief Executive

#### Water Issues

1. During the month the Minister of Local Government announced the establishment of a 3 waters review, which follows on from the work that they have completed to date in considering the recommendations from the Havelock North Drinking Water Inquiry that was released in late 2017. A copy of the cabinet paper and other reports relating to the review are available on the DIA website [www.dia.govt.nz/three-waters-review](http://www.dia.govt.nz/three-waters-review)
2. The work completed by the Government to date has concluded:
  - That the operating environment is becoming more complex because of rising standards and expectations, risk and resilience issues, and the funding pressures to renew and extend infrastructure;
  - There are risks to human health and the environment in some parts of New Zealand;
  - There is evidence of affordability, capacity, and capability concerns in some areas of New Zealand;
  - There is inadequate system oversight and connection between different parts of the overall system;
  - There are variable asset management practices throughout the country which have efficiency and effectiveness consequences;
  - Existing reporting obligations do not provide consumers and other stakeholders with accurate, meaningful, and easily assimilated information. This position fails to incentivise performance improvement.
3. The perceived consequences of these concerns are:
  - A risk of further Havelock North type of events;
  - Housing infrastructure supply being unable to meet demand in high-growth areas;
  - A failure to meet national and local environmental outcomes for freshwater and the marine environments;
  - A constrained ability to plan and fund robust systems to meet the hazard landscape;
  - Limitations on developing regions particularly where business establishment or expansion is dependent on the existence of reliable water infrastructure.

4. The review is to be completed and decisions made by Cabinet in October 2018 so that any financial implications of the decisions made can be included in the 2019 Budget. Hence, the work is to be progressed within a very tight timeframe particularly given the wide scope and complexity of the work to be completed before then.
5. As part of the review the Department of Internal Affairs will be establishing the following four work streams:
  - i. Effective oversight, regulatory settings, and institutional arrangements relating to three waters;
  - ii. Funding and financing mechanisms, including analysis of a range of options for funding the three waters infrastructure system;
  - iii. Capacity and capability of decision makers and suppliers (including consideration of the Government Havelock North Drinking Water Inquiry's recommendations for the aggregation and licensing of drinking water suppliers);
  - iv. Information for transparency, accountability and decision making.
6. Each of the four work streams will identify the range of options available to address the issues which have been identified to date. It is expected that this will include a move to establish an independent regulatory agency. The implications, including potential cost impacts, for local authorities will be depend on:
  - The design and breadth of role of any independent water infrastructure regulator;
  - The incentive or mandatory regime that might drive supplier aggregation;
  - The cost and timeframe to meet increased regulatory standards;
  - The degree of rigour of any possible licensing regime;
  - The nature of any changes to the existing planning regime to heighten the enforcement regime;
  - The nature of the relationship between existing regulatory institutions and any new regulatory body; and
  - The impacts of any changes to central government accountabilities for water infrastructure policy.
7. Given the tight timeframes within which the Government's review is to be progressed Local Government NZ (LGNZ) will be looking to accelerate the work that they have been completing in this space, primarily through their Water 2050 project. As part of this work they recently released a Stage 1 report expressing their views on a potential model for the establishment of a water regulator. A copy of the report is available at [www.lgnz.co.nz/assets/Uploads/45959-LGNZ-Water-2050-Governance-FINAL.pdf](http://www.lgnz.co.nz/assets/Uploads/45959-LGNZ-Water-2050-Governance-FINAL.pdf)
8. The report proposes:
  - A co-governance model that would bring together the information held by central government policy makers with the knowledge of local issues held by local government and the technical insights of suppliers and assessors;

- The co-governance entity would be responsible for continuously evaluating and recommending to the Minister refinements to drinking water standards and mandatory processes;
  - The enforcement of the standards by a regulator which should be independent from any policy-making department;
  - Replacing the current ‘principles-based’ approach to the regulation of drinking water with an outcome or performance-based form of regulation.
9. A Stage 2 report, which will look at the detailed design for a co-regulatory model for drinking water is currently under development and is expected to be released in coming months.

### **Climate Change**

10. The Deep South Science Challenge has recently released a discussion document which sets out current understanding of the vulnerability of communities to rising seas and more frequent flooding.
11. The report confirms that many communities and Iwi in coastal and flood-prone locations face an uncertain future because of climate change. It identifies that Councils will need to be proactive in working with exposed communities, anticipate the support that may be required, and offer equitable solutions. However, the report has identified that we do not yet have a good understanding of a number of issues, including:
- Identifying who might be disproportionately affected by climate change;
  - How institutions for addressing climate change impacts and adaptation could focus on protecting vulnerable people and communities;
  - Understanding how local government’s planning for climate change adaptation can focus on reducing impacts on vulnerable people and communities;
  - How information about climate change impacts and adaptation can be most effectively communicated to facilitate positive attitudes and constructive.
12. The Government has also recently established an Interim Climate Change Committee to advise on how agriculture can be included in the current Emissions Trading Scheme and also how New Zealand can move to having 100 percent of its electricity generated by renewable energy.
13. This work is important as the Government works towards the formation of a new Climate Change Commission and introduction of a Zero Carbon Act next year. Keith Turner, who chairs the Milford Opportunities Project has been appointed to this Committee.
14. The work that is occurring in the emissions reduction area is very important to our Southland communities given that agriculture currently accounts for close to half of New Zealand’s total emissions. As a result achieving real reductions in the agriculture area is fundamental to New Zealand being able to achieve its targets under the Paris Accord.

### **Low Emissions Economy**

15. The Productivity Commission has now released its draft report [www.productivity.govt.nz](http://www.productivity.govt.nz) on how New Zealand can transition to a low-emissions economy. The report is in response to a

request from Government for the Commission to identify options for how New Zealand can reduce its domestic greenhouse gas emissions through a transition to a low-emissions economy, while at the same time continuing to grow income and wellbeing.

16. The draft report provides insights into how and where emission reductions can be achieved, the emissions-pricing and other regulatory policies that will be required to bring about the transition, and the challenges, opportunities, benefits and costs of alternative transition pathways. It also notes that current land use will change significantly across NZ as part of the transition.
17. The recommendations in the draft report include:
  - a strong signal from the Government, and preferably from across the Parliament, about its long-term commitment to transitioning to a low-emissions economy;
  - establishing an institutional framework that supports policies for transition;
  - a broad-based and effective emissions pricing scheme that includes phasing in agriculture;
  - supporting regulation and policies, such as a “feebate” scheme for imported vehicles;
  - more resources focused on low-emissions research and development, especially for agriculture; and
  - mandatory financial disclosures about climate risk.
18. The report is open for submissions until 8 June following which the Commission will finalise its report by August.

### **Roading GPS**

19. The Government released the draft Land Transport Government Policy Statement for consultation at the beginning of April.
20. The GPS helps guide investment in transport by providing a longer-term strategic view of what is prioritised and why. The new strategic priorities outlined in the document reflect the Government’s commitment to:
  - Safety;
  - Mode neutrality;
  - Liveable cities;
  - Regional economic development;
  - Protecting the environment; and
  - Delivering the best possible value for money.
21. The GPS represents a shift in government priorities from the previous GPS. In particular there is now a much stronger emphasis being placed on road safety and a more to supporting broader regional development. The focus that was previously placed on a number of ‘roads of national significance’ projects is now significantly reduced. Other themes in the draft GPS 2018 include:
  - a mode-neutral approach to transport planning and investment decisions;

- incorporating technology and innovation into the design and delivery of land transport investment; and
  - integrating land use and transport planning and delivery.
22. Submissions on the draft GPS were open until 2 May. It is expected that the final GPS will be released in mid-May so that the Land Transport programmes for 2018/19 can be finalised before 30 June.
23. Initial indications are that the new draft GPS is not expected to have a significant effect on Southland District Council's transport plan for the next three years. This has been further supported by recent correspondence from NZ Transport Agency which has provided Council with an update on its funding application for the 2018-21 National Land Transport Programme – indicative investment levels for continuous programmes.
24. At its meeting on 20 April the NZ Transport Agency Board made its decision on indicative investment levels for continuous programmes. Continuous programmes relate to local road maintenance, state highway maintenance, public transport services and road safety promotion programmes. Council requested \$70,228,000 over the three years and indicative funding approval has been received for this quantum.
25. The Board made its decision ahead of the adoption of the NLTP on 31 August to assist Councils with budgeting, long-term plan development, and Regional Transport Committees to finalise their Regional Land Transport Plan (RLTP). The NZTA Board will confirm the funding allocations for these programmes when it adopts the NLTP.
26. The local road maintenance programme has traditionally included renewals, maintenance and operations of local roads. The draft GPS has signalled footpath maintenance as now being eligible for NLTF funding which may create opportunities to access funding. In anticipation of its inclusion in the final GPS, an indicative funding allocation for footpath maintenance has been made nationally. What this actually means for Council still needs to be worked through with the NZ Transport Agency as there is little detail available at present. Staff will continue to work with NZTA on how this funding can be accessed.

### **Local Government (Community Wellbeing) Amendment Bill and Local Electoral Matters Bill**

27. A Local Government (Community Wellbeing) Amendment Bill and the Local Electoral Matters Bill have been introduced to Parliament and referred to select committee.
28. The Local Government (Community Well-being) Amendment Bill seeks to reinstate the four well-beings back into the Local Government Act and acknowledges the role local leadership has to promote the social, economic, environmental and cultural well-being of citizens and communities. Explicit statutory recognition of the four well beings is recognition that local authorities, by their nature, have a broad responsibility to make their jurisdictions, whether towns, cities or regions, better places in which to live.
29. The Bill also seeks to give Councils back the ability to collect development contributions in order to fund increased demand for community facilities, such as libraries, sports grounds and swimming pools resulting from developments. The ability to fund these activities through

development contributions was removed from the Local Government Act by the previous government.

30. The Bill also seeks to modify the development contributions power so that it is clear that advances of financial assistance from the NZTA that are recoverable do not affect the power of territorial authorities to collect development contributions for projects financed using this mechanism. This provides clarity in an area that has been contentious for some time.
31. The Local Electoral Matters Bill addresses the design, trial and analysis of new voting methods for local elections, and will make it easier to trial electronic voting, including online voting.

### **Auditor General Local Government Report**

32. The Office of the Auditor General (OAG) has recently released its report on local authority financial performance for the 2016/17 financial year.
33. In the report the OAG notes that they continue to be concerned that a number of local authorities might not be investing enough to ensure the maintenance of infrastructure capacity, which is critical to be able to ensure the ongoing delivery of services in the long term.
34. While the appropriateness of comparing asset renewals with the level of depreciation can be questioned it is important to recognise that a prolonged period of under investment can create an infrastructure deficit risk including an increased risk of asset failure and/or the transfer of costs to future generations.
35. The cost transfer issue is a 'known' issue for the sector given that the funding of depreciation did not become a requirement until relatively recently.
36. The report also highlights the need for ongoing investment in the development of good quality and reliable asset management data noting that **"without good information about assets, elected members cannot make good decisions about whether they are spending the right amount at the right time on the assets they govern"**.

### **Freedom Camping**

37. Freedom camping has been a topical issue with significant discussion occurring around different parts of New Zealand. Mayor Tong was one of 30 Mayors who met with Tourism Minister Kelvin Davis and senior officials to discuss freedom camping issues on 8 March. The discussions were wide ranging and highlighted the diversity of views that exist in relation to freedom camping and how it is best managed. The challenges facing different local authorities vary around the country.
38. There was also a national freedom camping symposium held in Nelson on 19 April, in conjunction with the Zone 5 and 6 meeting. The symposium was very well attended with a range of representatives from local government, the tourism industry, NZ Motor Caravan Association and central government in attendance.
39. The level of commitment that central Government has to addressing the issues was demonstrated by the attendance of Hon Nanaia Mahuta, as the Minister of Local Government, and Hon Eugenie Sage, as the Minister of Conservation. This can be seen as a clear indication that Government are wanting to develop a better understanding of the issues and opportunities that might exist to address the issues which are currently being experienced.

40. As can be expected there were a wide range of views presented at the meeting with some areas clearly seeing freedom camping as providing an opportunity to grow the tourism industry and the economic contribution that it makes to local communities, while others see it as a significant issue that requires a significantly tighter level of control introduced.
41. There remains a level of concern, particularly at the national level, that if action is not taken to address the impacts that freedom camping is having in communities currently experiencing problems that it may begin to have an impact on the level of community support for the tourism industry. Given that tourism is now New Zealand's biggest export earner it is clearly important that the industry be allowed to grow in a way that manages its adverse impacts, including its impact on local communities.
42. At a local level staff are continuing to monitor the situation and have work planned to look at developing a district wide management strategy once the direction of any national policy review work becomes clearer.

### **Road Safety Summit**

43. A local government road safety summit was held in Wellington on 9 April 2018. Key themes emerging from the discussions at the Summit included:
  - The need for strong and ongoing leadership on road safety from central government, including consideration of the Vision Zero approach to road safety;
  - There should be clear government road safety targets and consideration should be given as to whether local government should be tied to any interim targets;
  - Support for increased funding for road safety projects including changing Funding Assistance Rates;
  - The processes for accessing funding for road safety improvements should not be unduly onerous and disproportionate to the scale of the project;
  - The process for changing local speed limits, including looking at how default speed limits are set, should be simplified and streamlined;
  - Road safety should be a whole of government approach and should bring together a wide range of government agencies, all of which should share a consistent view;
  - Improving the safety of children and other vulnerable users walking and cycling to school, including an increased use of eBikes, should be a priority;
  - There should be increased use of road safety education campaigns, as well as an increased level of on-road enforcement by New Zealand Police;
  - There should be improved access to national data especially for smaller Councils which may lack specialist data analysis skills;
  - Ensuring consistent national standards for road markings, signage, and road designs.
44. The Associate Minister of Transport, who also attended the summit, has asked officials to start investigating how these and the other ideas that were recorded can be developed further. Further

information related to the summit is available on the Ministry of Transport website

[www.transport.govt.nz](http://www.transport.govt.nz)

### **Southland Regional Development**

45. All four Southland Councils have now endorsed the recommendation of the Joint Committee to proceed with the establishment of a new Southland Regional Development Agency as a CCO. Following the confirmation of these decisions work will now proceed with the next phase of work needed to establish the new Agency.
46. The work to be progressed in the next phase will include the drafting of constitutional documents, identifying a process for the appointment of the Board and commencing an internal Southland District Council process to identify the range of services that it might want to purchase from the new Agency.

### **Libraries**

47. The Kōtui Library Management System and new Library webpage were launched in early May, with great support from the Communications team, as part of the project. Users will need to update their library cards if they have not already done so.

### **Services and Assets**

#### **Group Manager's Update**

48. It has been a busy time for the team, with a number of important work streams currently underway. A priority for staff has been summarising, considering and responding to the Long Term Plan submission feedback.
49. Environment Southland's Land and Water Plan has some significant implications for our long-term asset management strategies in relation to our three-waters assets. As such, a working group has been established including other local Territorial Local Authorities in a bid to undertake a detailed review of the plan and determine next steps.
50. As we draw to a close on the latest New Zealand Transport Agency three year funding cycle our transport team is working very hard to maximise the value able to be elicited from the funding whilst also seeking to ensure that our delivery resource has a steady stream of work to deliver in the new financial year as we embark on the next three year cycle.
51. In addition to the day to day activity and asset management functions undertaken by the group there are a number of other key strategic activities requiring some focus. Some of these include:
  - the establishment of a consolidated Project Management Framework;
  - a review of reporting functions across the group;
  - an upcoming Stewart Island Electrical Supply Authority Contractor Procurement exercise;
  - the Community Facilities 17A Review Implementation Plan;
  - the Open Space Implementation Strategy;
  - the management structure and resource associated with Stewart Island Electrical Supply Authority, Te Anau Airport and Southland District Council Forestry Activities.

**Stewart Island Electrical Supply Authority (SIESA) (PowerNet)**

52. A review and update of the SIESA Asset Management Plan is a priority for the coming months. Concurrently, further assessment of the management contract needs to be undertaken as the existing contract draws to a close mid-year.
53. It is anticipated that a further extension of this contract will be necessary in order to enable an adequate assessment and procurement process to be undertaken.
54. Unit 4 engine replacement is now programmed for the third week in May.
55. Damage was reported to a pillar box at Petersons Hill, this was probably caused by vehicle impact, the pillar was immediately made safe and repaired shortly afterwards. There have been concerns expressed that some pillar boxes on the more recent sub-divisions are unprotected and prone to vehicle damage.
56. In February, certification checks were made on the day tank and fuel line installation which had been undertaken by PowerNet staff on the Island. The only issues for certification were the main tank condition and the bund. The main tanks have been surveyed and the report sent to SIESA although the general opinion seems to be that refurbishment of the existing tanks is probably not an economic reality.
57. The next step is for SIESA to make a decision regarding long term certification of the fuel system.

**Forestry (IFS)**

58. Harvesting is now completed at Ohai, with the crew now re-established and operating in the Waikaia forest. All production, safety and financial targets are anticipated to meet and exceed expectations.
59. With a full year reforecast program of 48,000 tonnes, there remains 28,000 tonnes to be harvested by the end of the year. Log prices are slightly back for export in April, but overall still well up on budget. There has been no change in domestic sawmill prices.
60. The pruning and thinning program is close to completion which included the Gowan and Ohai Forests. Preparation for planting at Ohai for this winter is awaiting an aerial pre-plant spray, to be completed in April.
61. The mandatory emissions return for the Post89 ETS (2013-18 period) has been submitted and approved by the Ministry for Primary Industries. With the influence of harvesting there is a net unit loss resulting of 15,000 units to cover harvest liabilities. These units will be surrendered from the Council to the Crown soon.

**Te Anau Wastewater Discharge Project**

62. Following the decisions made at the 13 December 2017 Council meeting to approve the business case for the Kepler option, albeit subject to a final decision being made as to the preferred discharge method staff have been progressing the work needed to give effect to the decisions made. This includes:

- Establishment of the project team and associated processes needed to enable the project to proceed to the next phase. The recruitment process for a Project Manager is currently underway.
  - Progressing the development of the detailed design for the reticulation system needed to transport the treated wastewater from Te Anau to the Kepler block. This has included surveying of the proposed route for the disposal pipeline.
  - Development of a 'basis of design' report conceptual design for a sub-surface drip irrigation disposal system at the Kepler block
  - The appointment of a peer reviewer, Ben Stratford, and the engagement of Peter Riddell to provide comments on the design and costings for the proposed sub-surface drip irrigation system.
  - Completion of a bird strike risk assessment report for the Te Anau Manapouri airport
  - Commissioning of legal advice on the resource management issues that will need to be considered in advancing a new disposal method
  - Development of further financial models to support future decision-making as to a preferred disposal method once the costs and risks associated with Option 3 have been developed further
  - Development of advice (including the drafting of a brief for legal advice) on the Local Government Act 2002 decision-making requirements if the Council were to make a decision to adopt an alternative disposal method
  - Preliminary consideration of the procurement methods that might be used and the process that might be used to assess each of these.
63. Changes to the terms of reference for the Te Anau Wastewater Discharge Project Committee have also now been approved by Council. These changes reflect the current status of the project and Council's desire for the Project Committee, along with the Finance and Audit Committee and Services and Assets Committee to provide commentary on the revised business case before it is presented back to Council.

### **Land and Water Plan Implementation**

64. Under the National Policy Statement for Freshwater Management (NPS-FM) water quality and quantity are to be maintained and improved, with any over allocation to be phased out over time. Environment Southland is required to set environmental limits by 2025, with all 'communities' required to meet those limits in due course. They are progressing this work via their proposed Water and Land Plan.
65. To assist with addressing the impacts of these changes on local authority infrastructure, Environment Southland have formed a Three Waters Officer Working Group. The objectives of the group are to work through the implications of the new freshwater standards, develop an agreed approach to the re-consenting of local authority infrastructure and ensure that the organisational objectives are aligned.

Council staff and elected members from the three Southland Territorial Local Authorities, presented evidence to the hearing panel in September. Decisions were released and the appeal period closed on 17 May.

### **Review of Solid Waste Contract Arrangements**

66. The WasteNet Southland Waste Management Group recently notified contractors Bond Contracts and Southland Disability Enterprises Limited of its intention to begin negotiations, around rolling both contracts over. Both contracts are currently in year six of an initial eight year duration, with ability to roll over for a further eight years. Negotiations began in April 2018 and were led by an independent facilitator. A report is going to Wastenet on 23 May with recommendations.

### **Operations and Community Services**

67. The new TIF application projects are tracking well. The cost estimates for each of the locations are nearing completion.
68. The Lumsden Project has started with South Roads completing preparation work for the sealing and at this stage, subject to weather the project is on track.
69. All Community Engineers areas are tracking well with Request for Services. There is a workshop coming up with Customer Support Partners and the Community Engineers to review and assist with the information they get from the customer at lodgement of the RFS.

### **Alternative Coastal Route Seal Extension Project**

70. This project is tracking behind schedule and recent weather events have slowed progress. The Roothing Company have completed all the earthworks and drainage works on the Otara Haldane Road section. Construction on this section is nearing completion with 60% of the route sealed.
71. The earthworks and drainage are have started along the Waipapa section and are approximately 50% completed.

### **District-Wide Resurfacing Contract**

72. Downer have completed all the chip sealing for the 2017/2018 season.

### **LED Streetlight Replacement Programme**

73. Network Electrical Services have established a third crew on the project and still believe they will be able to complete at least 65% of the network by 30 June 2018. It is noted that NZTA have now extended the 85% funding for the programme until 2021.
74. They are currently working in the Te Anau area as accommodation availability allows and when not, they are working in the Otautau area.

### **Riverton Water Structures**

75. Progress is continuing to be made on the Riverton Wharves. Licencing and overview of the repair works of the jetties has occupied staff time. Most licence holders are progressing with essential repairs. However some are not and the time will come soon when decisions need to be taken about action for those not carrying out repairs.

### **Golden Bay Wharf**

76. Negotiations have been continuing with South Port and Rakiura Adventures over the potential transfer of ownership and redevelopment of the Golden Bay Wharf.
77. Through this process the legal position re the public right to pass over and use any coastal structure, including the Golden Bay Wharf and pontoon, has been confirmed. Any restrictions, including the right to charge, for such passage need to be reflected in the relevant coastal permit.
78. Conceptual designs for replacement of the Golden Bay Wharf have also been developed and forwarded to the Stewart Island Community Board and Jetties Subcommittee for their feedback.
79. A further report outlining a proposed pathway forward in relation to the ownership and replacement of the wharf structure will be taken to the Community Board, Jetties Subcommittee and Council in the near future.

### **Roading Update – Elgin Tce and Ringaringa Rd**

80. The roading bylaw is currently out for public consultation around Elgin Terrace parking changes (wharf section), and closes on 15 June 2018. Ringaringa Road is steadily being progressed.

## **Community and Futures Group**

### **Community Futures Research and Analysis Work Programme**

81. Council is committed to undertake various research and analysis work to support its decision making and transitioning from 2018 to 2021 in preparation for the Long Term Plan 2021-2031.
82. The work to be undertaken over the period of 2018-2021 will assist in leading the development of Council's overall approach to the management of change and preparation for what the future might hold for the district and its communities.
83. The Research and analysis work and initial topics for consideration include
  - Socio demographic projects – how BERL can help to shape community futures
  - Climate change and implications for Southland District
  - Service delivery framework – district vs. local service provision and levels of service
  - Rating affordability modelling and scenario planning and implications for Southland District
  - Asset renewal strategy
  - Environmental – Land and Water Plan implications for Southland District Council
  - Community facility functional hierarchy provision framework
  - Community partnership, community assistance and funding alignment approach
  - Technological change impact on communities and implications for Council

## **Stewart Island/Rakiura Community Board**

**11 June 2018**

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84. This is a significant programme of work identified to be advanced and developed across the organisation. This is important to assist council in delivering on the Long Term Plan 2018-2028 and the identified priority of investing in our community future planning.

### **Representation Review**

85. On 20 April the Council adopted its Initial Proposal on the Representation review to go out for consultation.
86. Consultation opened on Monday 30 April and will close at 5pm on Wednesday 6 June. Council's proposal includes 12 councillors elected from five wards with boundary changes for the four of the wards to ensure that each ward (apart from Stewart Island Rakiura) meeting the requirements for fair representation as noted in the Local Electoral Act 2001 (the plus or minus 10% rule). Council is also proposing that Stewart Island Rakiura remain as an island community of interest. Council is also proposing (in line with the guiding principles it adopted) that there will be eight community boards across the district providing district wide coverage of community boards.
87. Public notice was given in the Southland Times and the Advocate. A copy of the consultation booklet was provided with the Advocate for distribution across the district and available from SDC offices. A copy of the booklet and a copy of the Community Governance Reference Document (which was produced to give a context, background, and a draft indicative set of terms of reference for the proposed community boards) was sent to all 175 elected members.
88. A hearings panel comprising Council and members of the Elected Representative Working Group will meet on 18 and 19 June to hear any submitters who wish to be heard and considered, and make recommendations on the proposal. Council will then on 11 July decide whether to make any changes to the proposal and adopt its final proposal. Public notice of the final proposal will then be given and there will be an opportunity for objections and/or appeals. These will be sent to the Local Government Commission who will make the final determination.

### **Milford Opportunities**

89. The governance group met on the 19th April where they received an update on Phase 1 from the project managers. The work is progressing well with the information gathering phase nearly complete and the analysis well underway. The analysis will identify the further work that is needed to be done and the project managers will then prepare business cases for those pieces of work.
90. The team provided a survey link to give the public a chance to provide any information they are aware of as well as having an open meeting session in Te Anau and approaching stakeholders directly.
91. Also on the 3rd of May the Chair of the governance group, Dr Keith Turner, took the opportunity to meet with the Ministers of Conservation and Tourism to discuss the Milford Opportunities project

### **Leadership Cluster Meetings**

92. Staff have re-instigated the Northern Southland Leadership Cluster meetings with the first of the meetings for 2018 being held in March in Lumsden. The meeting was very well attended by members of all the CDAs in Northern Southland and the Mararoa Waimea Ward Councillors.

93. Those in attendance discussed issues common to their area such as tourism and the impact on local facilities and speed issues on state highways. The next meeting will take place in July.
94. Staff are also working to set up a Leadership Cluster for Western Southland with the majority of Board and CDA Chairs indicating they would also like to become part of this group. The first meeting will take place over the next month.

### **Catchment Groups**

95. With the release of the Draft Land and Water Plan many local farming communities have banded together to form local catchment groups based on land users of Southlands waterways. Initially these groups were set up to provide feedback on the Land and Water Plan to Environment Southland but have continued to grow and evolve their focus into broader projects. As an example, staff recently attended a Waimatuku Catchment Group Field Day at the Otautau Blueberry Farm where landowners, Department of Conservation, Environment Southland and Southland District Council staff were in attendance.
96. Continuing with this, an initial meeting was held in March by several parties to explore the possibility of working together collectively in the Aparima, and subsequently a much broader invitation has gone out to invite interested parties to a follow-up session to discuss the draft concept brief and project plan that have been put together by a small working group based on the discussion at that initial meeting and subsequent conversations.
97. The working description for the brief states that the Aparima project is a land manager led initiative to build and support the resilience of the Aparima catchments. It is aiming to accelerate the uptake of farm environmental management plans and good management practices (and capture and monitor the work that is being done), and to go beyond this to support the catchments and people in those catchments to transition into the future. It is proposed that this project will be implemented across the Aparima Freshwater Management Unit, of which the Aparima, Pourakino and Waimatuku Catchments are the largest catchments with each of these catchments having active catchment groups.

### **Stewart Island Community Plan**

98. In August 2017, the Ministry of Business, Innovation and Employment (MBIE) approached Council, to lead a programme of development and consultation around opportunities and planning for the future of Stewart Island. The catalyst behind this was the Bonamia Ostreae parasite that has devastated oyster production on Stewart Island. The purpose of the project is to determine the short, medium and long term community vision for the future sustainability and growth of Stewart Island Rakiura.
99. The final report was submitted to Council 27 March, at which time Council accepted the recommendations made and endorsed the preparation of two investment proposals around Strategic leadership and wharves on the island. Following the completion of any investment proposals, a further report will be submitted to Council in June for approval to submit to MBIE.

### **Community Organisation and Volunteer Sector Shared Services Pilots**

100. The purpose of this project is to develop and run two pilot projects around the concept of shared services and shared service delivery within two communities in the Southland district. The two

communities running this pilot are Winton township and Edendale-Wyndham and surrounds. Shared services is a concept utilised throughout many groups around the country and beyond, and where there is significant benefit to the efficiency and effectiveness of community organisations and volunteer groups, can work extremely well.

101. From the Community Organisation and Volunteer Sector Research undertaken in 2017, and anecdotal information here in Southland and across other areas in New Zealand, we know that many community organisations and groups have identified barriers in their administration, and attracting and retaining people in skilled governance roles, such as Chairs, Secretaries and Treasurers. These pilots will investigate the opportunities available for shared services and what is needed to achieve this by organisations and, if appropriate, funding agencies.
102. One of the most critical aspects of shared services will be to look at how we communicate with community and volunteer groups around retaining their autonomy while also being supported by peers in a shared service environment. This will be an important part of any discussions, and will play a pivotal role in determining the success of any shared services.

Venture Southland community development staff have begun discussing this with a number of groups within the pilot areas, and will progress this over the next few months. The pilot will run for the course of the calendar year.

### **Community Leadership Plans**

103. Council's Community Partnership Leaders have been working together to develop phase three of the community leadership plan process. Phase one consisted of workshops with elected members to seek feedback on a range of questions relating to the future of the district. Phase two involved similar workshops but this time with key stakeholders in the community. Staff are now working to develop a brief for phase three which will bring together the important findings of the first two phases into draft plans focusing on key issues impacting our people across the district. Phase three will also involve broad discussions with the wider community.

### **Venture Southland Community Development**

104. As a part of the consultation process of the shared services pilot, individual meetings have been held with 10 community groups in the Winton area and a further 10 groups in Wyndham.
105. The meetings have identified a need for a shared service pilot with many groups showing an interest in participating. Venture Southland staff are in the process of determining how a shared service structure could operate and how funding could be secured.
106. Working with communities and SDC, Venture Southland has submitted an application to the Tourism Infrastructure Fund for improved visitor infrastructure along the Southern Scenic Route. Funding has been requested for the development of car parking, toilets, and a septic upgrade. The key sites in the application include Waikawa, Clifden, Monkey Island, and Te Anau.
107. Venture staff would like to thank Community Boards and locals for their assistance in obtaining information for the application, which has been a significant piece of work for the area.

## **Environmental Services Group**

### **Group Managers Update**

108. The Group Manager Environmental Services attended the National Freedom Camping Symposium in Nelson on 19th April. This was well attended and a very worthwhile seminar with very useful information exchange in relation to issues that areas were experiencing. The vast majority of these related to non-self-contained camping. There was also useful discussion on possible solutions to some issues, and a very informative and impressive presentation from the creator of the Campermate smart phone app about how technology can assist in the management of freedom camping issues and assisting to inform the best location for tourist related infrastructure.
109. The Whakamana te Waituna Trust held its first meeting in April. Councillors Keast and Duffy are the Council's appointed representatives on this Trust. This was a very positive first meeting, co-chaired by Cr Lloyd McCallum of Environment Southland and Mr Dean Whaanga, Kaupapa Taiao Manager, of Te Ao Marama.
110. The Ministry for Business Innovation and Employment is providing a grant towards a one year fixed term Project Manager - Community position for the Predator Free Rakiura Leadership group. Council has agreed to be the administrator of this funding and to management the recruitment process. This position is being advertised at present, closing late May.

### **Environmental Health**

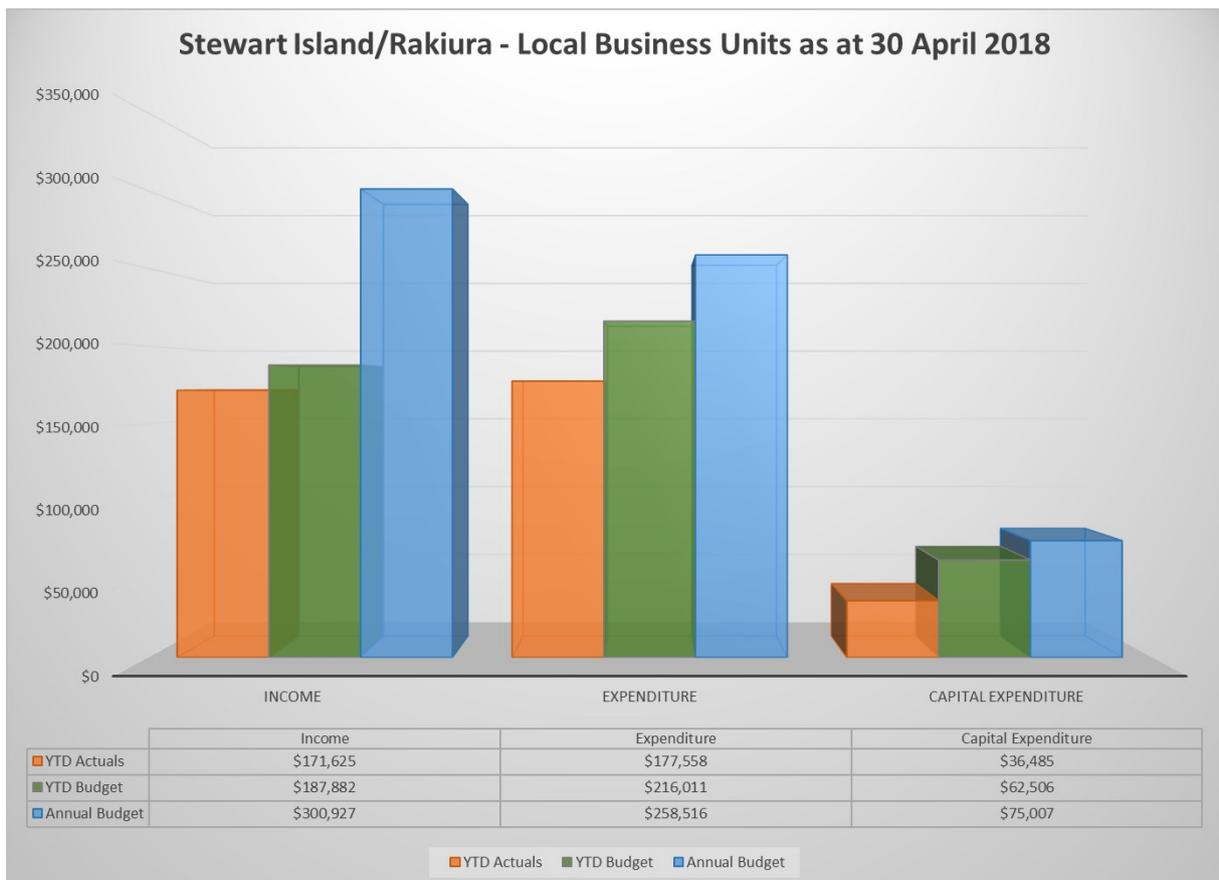
111. The new Food Act has enabled any authorised persons to audit a category of food approvals called 'national programmes', as opposed to template food control plans that only the local Council can audit. National programme approved businesses include garages that sell pies, or some grocery stores. To enable Councils to offer these services they offered a 'fast track' approval process.
112. Staff were surprised to learn that only four Councils in the South Island received fast track approval, being Southland District, Invercargill City, Central Otago District, and Queenstown Lakes District Councils. Dunedin is the only Council in New Zealand that has a full audit approval, without having to go through fast track.
113. Currently, the Environmental Health team has put these (discretionary) services on hold in order to focus on other priorities, but hopes to offer these services soon.

### **Dog Control**

114. Extensive work has been carried out to reduce administration workload for dog registration. A number of initiatives have been implemented (or in the process of) to achieve this, such as new systems to enable new dogs to be registered online, a re-designed form, a prize draw to encourage online registration, and new promotional banners in our area offices.

**Finance**

- 115. Income for the Stewart Island Rakiura Community Board is showing lower than expected in the year to date and is due to the return of visitor levy funds as detailed in the February report, and road line licences still to be invoiced and paid.
- 116. Expenditure is lower than anticipated in the year to date budget. This relates to a lower level of collection being required than budgeted around the refuse collection. There are no concerns from staff around the level of service at this time. There is less than budgeted expenditure in beautification due to one-off projects not yet completed and invoiced. These will be completed within the financial year. There have been less expenditure than budgeted against the cemetery due to lower than budgeted internments.
- 117. Capital expenditure is showing under spent in the year to date. This is due to the Rakiura Track project work still to be completed and invoiced. This is still anticipated to be completed by the end of the financial year.
- 118. The annual budgets have now been adjusted to reflect the Peterson Hill footpath project (\$95,000) and the Fuschia/Rankin Walkway project (\$105,000) now being deferred until 2018/19.
- 119. It is worth noting that the budgets are phased on a monthly basis, and while some budgets appear to be underspent, they can still be on track for maintenance schedules that take place periodically throughout the year.



# Stewart Island/Rakiura Community Board

11 June 2018

| Stewart Island/Rakiura - Business Units as at 30 April 2018 |                                |                   |                   |                  |                     |                     |                  |                    |                    |                  |
|---|--------------------------------|-------------------|-------------------|------------------|---------------------|---------------------|------------------|--------------------|--------------------|------------------|
| BU Code   | Business Unit                  | Income Actual YTD | Income Budget YTD | Budget Full Year | Expenses Actual YTD | Expenses Budget YTD | Budget Full Year | Capital Actual YTD | Capital Budget YTD | Budget Full Year |
| 26600   | Administration - Stewart Is    | \$9,439           | \$8,592           | \$10,162         | \$7,581             | \$8,382             | \$10,310         |                    |                    |                  |
| 26601   | Library - Stewart Island       | \$13,073          | \$13,073          | \$15,687         | \$11,046            | \$9,705             | \$11,646         | \$1,903            | \$3,179            | \$3,815          |
| 26602   | Operating Costs - Stewart Is   | \$1,362           | \$6,083           | \$7,300          | \$1,774             | \$3,869             | \$4,643          |                    |                    |                  |
| 26607   | Street Works - Stewart Island  | -\$9,455          | \$1,824           | \$43,189         | \$1,296             | \$1,839             | \$2,189          | \$26,390           | \$52,500           | \$63,000         |
| 26610   | Refuse Collection - Stewart Is | \$95,518          | \$95,763          | \$115,715        | \$84,978            | \$96,197            | \$115,436        |                    |                    |                  |
| 26613   | Stormwater Drain - Stewart Is  | \$16,654          | \$16,326          | \$19,591         | \$7,881             | \$11,734            | \$13,997         |                    |                    |                  |
| 26625   | Cemetery - Stewart Island      | \$9,550           | \$11,658          | \$13,989         | \$9,369             | \$17,009            | \$20,411         |                    |                    |                  |
| 26628   | Beautification - Stewart Is    | \$24,698          | \$24,211          | \$62,870         | \$38,487            | \$52,498            | \$62,997         | \$8,192            | \$6,827            | \$8,192          |
| 26629   | Moturau Gardens                | \$4,232           | \$3,928           | \$4,714          | \$3,631             | \$4,131             | \$4,714          |                    |                    |                  |
| 26634   | Trail Park                     | \$5,213           | \$5,110           | \$6,132          | \$8,299             | \$7,457             | \$8,343          |                    |                    |                  |
| 26646   | Playground - Waterfront        | \$1,342           | \$1,315           | \$1,578          | \$3,215             | \$3,192             | \$3,830          |                    |                    |                  |
| Total   |                                | \$171,625         | \$187,882         | \$300,927        | \$177,558           | \$216,011           | \$258,516        | \$36,485           | \$62,506           | \$75,007         |

## Reserve Balances

| Stewart Island/Rakiura                              | Opening Balance | Current Budget | Forecast Budget | 2018/2019     | 2019/2020     | 2020/2021     | 2021/2022     | 2022/2023     | 2023/2024     | 2024/2025     | 2025/2026     | 2026/2027      | 2027/2028      |
|---|-----------------|----------------|-----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|----------------|
| <b>Local</b>  |                 |                |                 |               |               |               |               |               |               |               |               |                |                |
| <b>Reserve</b>                                      |                 |                |                 |               |               |               |               |               |               |               |               |                |                |
| Stewart Isl General - RES                           | 206,178         | 147,515        | 179,513         | 61,846        | 68,962        | 42,805        | 36,429        | 42,616        | 48,974        | 55,506        | 62,215        | 69,106         | 76,182         |
| Stewart Isl Waste Mgt- OPR                          | 23,309          | 24,108         | 24,108          | 24,901        | 25,720        | 26,566        | 27,440        | 28,343        | 29,276        | 30,239        | 31,234        | 32,262         | 33,323         |
| <b>Total Local Reserve</b>                          | <u>229,487</u>  | <u>171,623</u> | <u>203,621</u>  | <u>86,747</u> | <u>94,682</u> | <u>69,371</u> | <u>63,869</u> | <u>70,959</u> | <u>78,250</u> | <u>85,745</u> | <u>93,449</u> | <u>101,368</u> | <u>109,505</u> |
| <b>Total Local Balance</b>                          | <u>229,487</u>  | <u>171,623</u> | <u>203,621</u>  | <u>86,747</u> | <u>94,682</u> | <u>69,371</u> | <u>63,869</u> | <u>70,959</u> | <u>78,250</u> | <u>85,745</u> | <u>93,449</u> | <u>101,368</u> | <u>109,505</u> |
| <b>Total Stewart Island/Rakiura Reserve Balance</b> | 229,487         | 171,623        | 203,621         | 86,747        | 94,682        | 69,371        | 63,869        | 70,959        | 78,250        | 85,745        | 93,449        | 101,368        | 109,505        |

## Recommendation

That the Stewart Island/Rakiura Community Board:

- a) Receives the report titled "Council Report" dated 25 May 2018.

## Attachments

There are no attachments for this report.

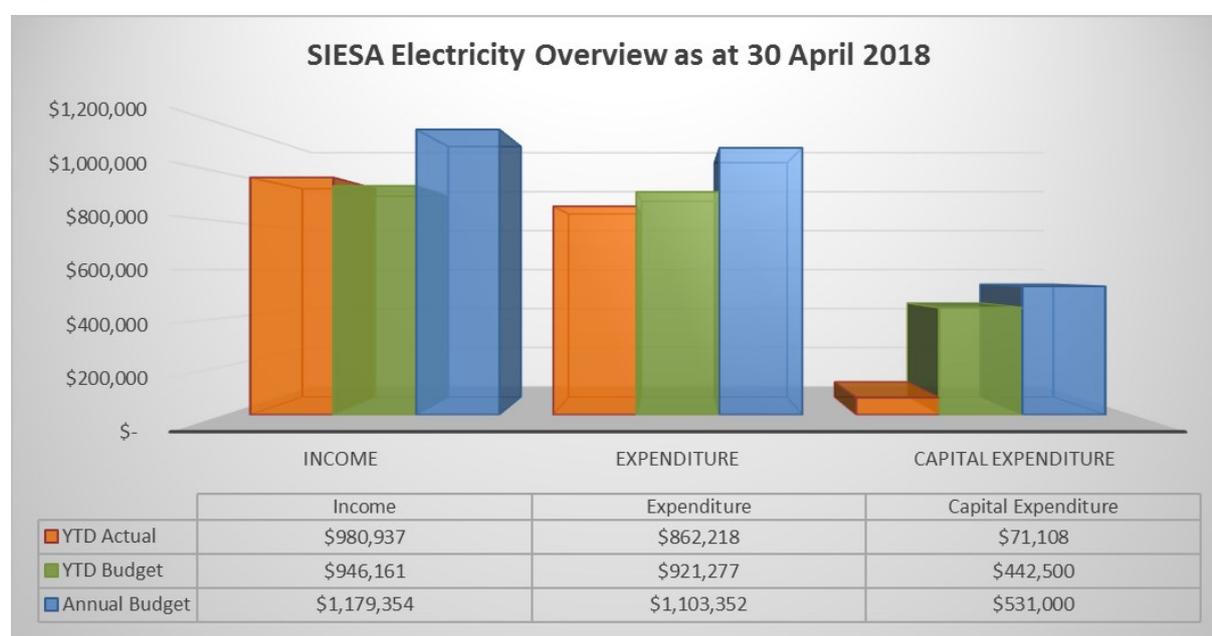
## SIESA - Financial Report to 30 April 2018

**Record No:** R/18/5/10760  
**Author:** Brie Lepper, Finance Officer  
**Approved by:** Anne Robson, Chief Financial Officer

Decision                       Recommendation                       Information

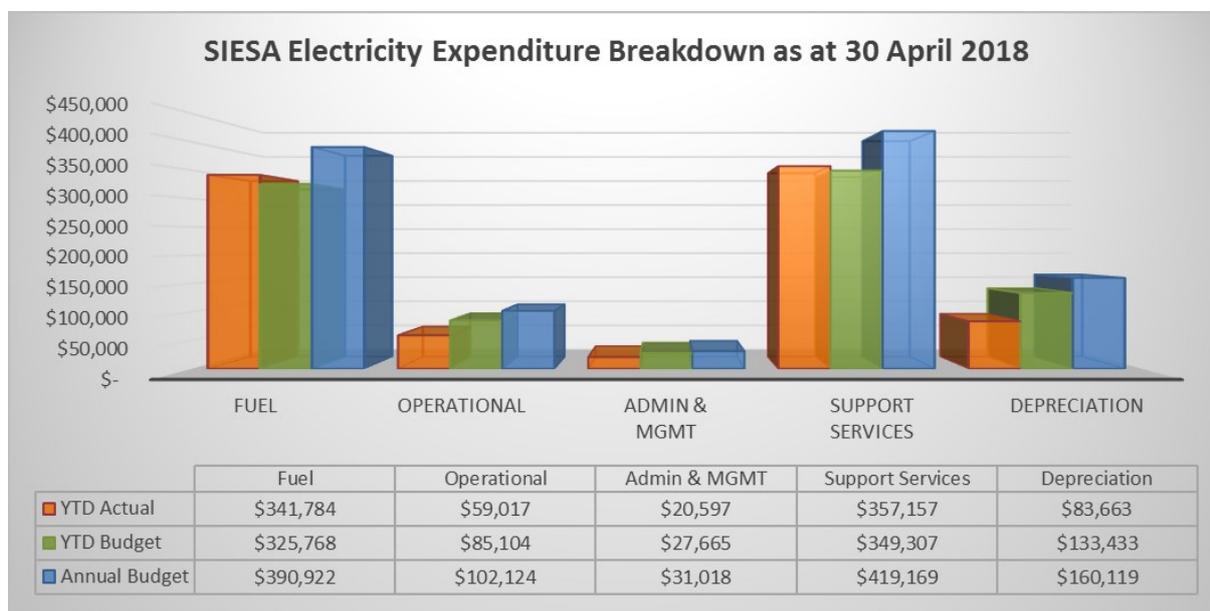
### SIESA Electricity Operations

- SIESA Electricity Generation net surplus for the year to date is \$119,000, compared with a budgeted year to date surplus of \$25,000. This is a result of both additional income and reduced expenditure explained further below.



- Total income for the period to date is \$981,000, \$35,000 over budget, primarily as a result of electricity consumption being higher than anticipated for the year to date. This total includes \$25,000 of interest received and \$6,000 of rental income, both consistent with budget.
- Total operating expenditure for the year is \$863,000, \$59,000 under budget.
  - Fuel costs are \$17,000 above budget, which is predominantly due to actual fuel prices being higher than budget.
  - Operational costs for the period to date are \$27,000 under budget due to less maintenance costs being incurred to date than has been allowed for.
  - Administration and Management costs are \$7,000 under budget due to various minor underspends.
  - Support service costs are \$8,000 above budget for the year to date predominantly due to an increase in the management fee. This increase is due to Council being invoiced for prior year's contract inflation adjustments which had not previously been charged (\$42,000).

- There is less depreciation costs than budget (\$50,000) as a result of less capital work being completed than planned in the current and previous financial years.



- 4 Capital Expenditure is currently \$372,000 below budget at \$71,000 for the year to date. The costs incurred during the year relate to the acquisition and installation of a new 2,500 litre diesel day tank (\$10,000) and a new Scania Engine (\$49,000). Other capital costs include a new 30,000 litre tank at the staff house (\$6,000), and installation of fire stop valves at the power station (\$3,000). There are a number of other projects included in the annual plan for 2017/18 that are either not required or not going to be completed by 30 June. The majority of these projects have been deferred to 2018/19 as part of February 2018 forecasting.

The projects that are not being undertaken in the current year are:

- Generator/Turbine replacement, \$110,000. This is a carryover from previous years and is now effectively a double up. Only one engine renewal is required this year and that renewal is well underway. Future renewals are allowed for in the draft LTP.
- Replace circuit breakers on 400V Main switchboard. \$80,000. The need for this and the timing of it has not been confirmed. Project is deferred to 2018/19.
- Fuel tanks replacement. \$85,000. The options for dealing with fuel tank issues are being investigated. Their physical condition is good. A solution that does not involve a capital purchase may be viable. Project is deferred to 2018/19.
- Exhaust system renewal/service. \$20,000. This has been coordinated with next generator replacement with the deferral to 2018/19.
- Replacement of one transformer/switch yard. \$35,000. Input is needed from PowerNet to scope this. Project is deferred to 2018/19.
- Ringfeed Project - Stage 3. \$46,000. Combine work with subsequent stages to gain savings from scale of economy. Project is deferred to 2018/19.
- Security fencing. \$30,000. This project has never been thoroughly scoped. The need and objective of the project has to be confirmed through a simple business case process. This planning will be carried out this year with the resultant approved physical works, if any, being delivered next year.

## SIESA Electricity Debtors

- 5 The following table provides a summary of SIESA's electricity debtors as at 30 April 2018. All figures are GST inclusive.
- 6 As at 30 April 2018, SIESA has a total debtor's balance of \$158,000. A significant portion of this relates to current charges billed in April (\$116,000). These charges are due for payment on the 20<sup>th</sup> of May.
- 7 The total balance of overdue debt is \$46,000, owed by a total of 85 consumers, the majority (67) of which total less than \$500.
- 8 Council staff have been actively issuing disconnection notices after 60 days as directed by the community board at the October meeting, which has resulted in accounts being paid and no disconnections to date. However we note that the long standing arrears relate to accounts in dispute (\$18,000), or where the customers are no longer customers (ie have moved away from the island) and in most instances it is not economical to forward them to a debt recovery agency (ie staff time and collection fees exceed the value of the debt). Council staff are currently finalising a debt policy, which will address such issues and streamline write off processes.
- 9 Bad debts written off for the year to date total \$2,803 (GST exclusive). This relates to one disputed account.

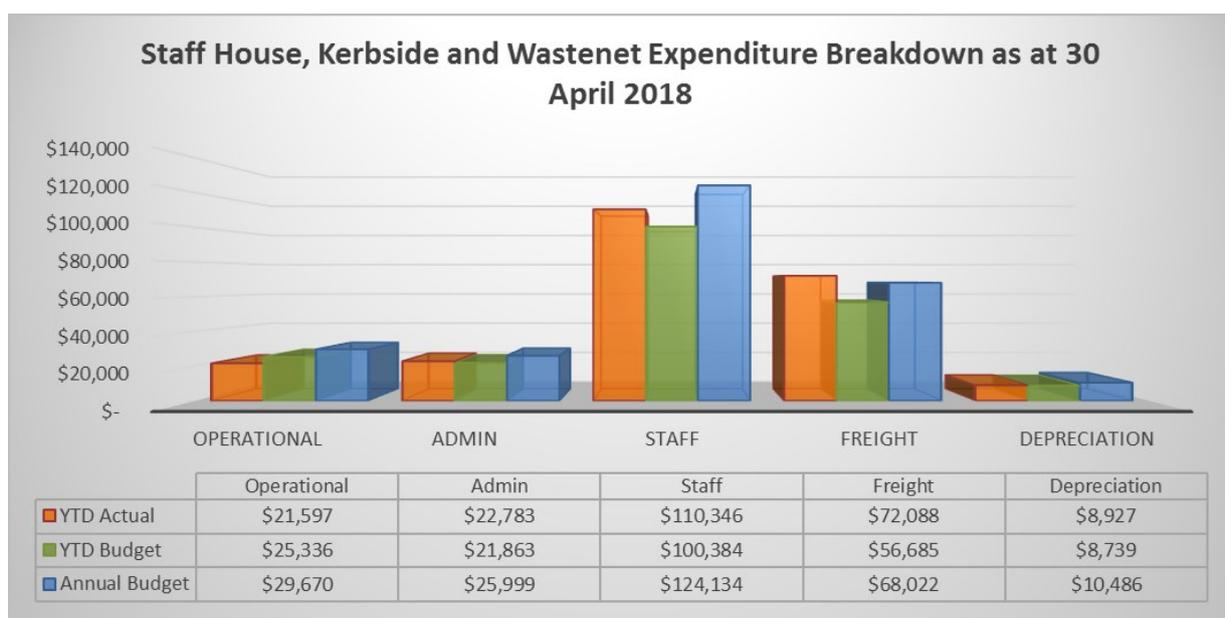
### SIESA Electricity Debtors Summary at 30 April 2018

|                  | <b>Total debt<br/>(GST incl) # debtors</b> | <b>Average<br/>debt (GST<br/>incl) Notes</b>                             |
|------------------|--|--|
| <b>Current</b>   | <b>\$ 116,369.22</b>                       | <b>407 \$ 285.92</b> Payment due 20 May 2018                             |
| <b>Months 1</b>  | <b>\$ 11,324.23</b>                        | <b>68 \$ 166.53</b> Awaiting 60 days before disconnection considered     |
| <b>Months 2</b>  | <b>\$ 5,803.08</b>                         | <b>29 \$ 200.11</b> Disconnection considered if unpaid after 20 May 2018 |
| <b>Months 3</b>  | <b>\$ 379.78</b>                           | <b>8 \$ 47.47</b>  |
| <b>Months 4</b>  | <b>\$ 840.27</b>                           | <b>3 \$ 280.09</b>   |
| <b>Months 5+</b> | <b>\$ 23,192.91</b>                        | <b>32 \$ 724.78</b>  |
| <b>Total</b>     | <b>\$ 157,909.49</b>                       | <b>547 \$ 288.68</b>   |

- 10 Updates on the status of SIESA electricity debtors will be provided to the community board on a 6 monthly basis.

## Staff House, Kerbside and WasteNet Operations

- 11 Overall income for the period to date was \$8,000 below budget, as a result of the 2017/18 budget not being adjusted to reflect the current WasteNET contract.
- 12 Overall expenditure for the year to date is \$23,000 over budget. This is primarily due to higher freight costs for waste disposal (\$16,000) predominantly as a result of more waste due to an increase in people visiting the island. This cost currently exceeds the annual budget and is expected to continue to exceed annual budget at year end. In addition, staff costs (\$10,000) are also above budget with the payment of outstanding leave when a staff member left.
- 13 Unbudgeted capital work has been undertaken to furnish the Staff House, this totals \$7,000 for the year to date.



## Recommendation

**That the Stewart Island/Rakiura Community Board:**

- a) **Receives the report titled "SIESA - Financial Report to 30 April 2018" dated 5 June 2018.**

## Attachments

There are no attachments for this report.

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## SIESA Asset Management Plan 2015-2025 - Review and Transition to 2018-2028 Asset Management Plan

Record No: R/18/5/11332

Author: Brendan Gray, Community Engineer

Approved by: Matt Russell, Group Manager Services and Assets

Decision

Recommendation

Information

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- 1 The purpose of this report is to update the Stewart Island/Rakiura Community Board on the relevant elements contained within the current 2015-2025 Asset Management Plan as we transition to the draft 2018-2028 Asset Management Plan.

### Executive Summary

- 2 The primary aim of the SIESA Asset Management Plan (AMP) is to ensure the sustainable management of this Activity.

### Overview of Management

- 3 The assets covered in the AMP are the responsibility of the Council's Services and Assets Group under the strategic direction of Council, the Executive Team and Stewart Island/Rakiura Community Board. Asset management responsibilities are covered in detail in Council's Asset Management Policy 2010. Service delivery is provided as follows:

- Capital works design, procurement is provided by PowerNet Ltd.
- Operation and maintenance (O&M) is delivered by PowerNet Ltd.
- Technical engineering support is provided by PowerNet Ltd.
- Disaster recovery of the network is provided by PowerNet Ltd.

### The Services Provided

- 4 The Electricity Supply activity involves the generation and supply of electricity to consumers on Stewart Island by the Stewart Island Electrical Supply Authority (SIESA).
- 5 Stewart Island has 456 permanent electricity consumers (as at end 2017) connected to a network powered by up to five diesel generators at a central power station at Hicks Road.
- 6 The SIESA business unit which makes up the Electricity Supply Activity also undertakes waste collection, ownership and operation of the Rakiura Resource Recovery Centre.

### **Asset Management Strategies/Lifecycle Asset Management**

- 7 The aim of the strategy is to maintain and continually improve / upgrade the electricity distribution network to a good industry standard. The strategy for the electricity generation plant is to dispose of the old and superseded generator sets (such as the CAT Gensets #1 and #2) and upgrade the remaining generator sets when they are due for replacement with the most cost effective, modern and fuel efficient product available.
- 8 A driver of generator replacement is the desire to increase the overall efficiency of the generator fleet.

### **Changes Made to the Activity**

- 9 There is very little change since the 2015-2025 AMP. Work was carried out to explore alternative energy options but these proved at this stage to be uneconomic. This means continuing to operate the diesel powered system as efficiently and reliably as possible is the focus.

### **Key Issues, Options and Implications**

- 10 This review of the AMP is based on the premise that electricity will still be generated, reticulated and retailed to the residents of Stewart Island using the same infrastructure as it has been for the last 28 years. Options for alternative energy generation methods were assessed in the past and proven to be not viable financially. This will be monitored over time and a watching brief kept on technology developments and financial benefactor opportunities that would change the financial viability of alternative energy options. So this plan is based on principles of operating, maintaining and renewing the existing infrastructure in the most efficient way practical to supply electricity to residents.
- 11 The electricity business is highly regulated and the service levels mandated so there is no potential for offering varying or optional levels of service.

### **Financial forecasts**

- 12 Fuel costs have been forecast to increase based on an annual fuel price increase contingency of 5%, additionally fuel consumption is anticipated to increase in line with our electricity generation forecast of approximately 1% annually.
- 13 By assuming a moderate annual increase in fuel prices, we can continue to closely monitor the financial sustainability of the existing generation activity, with a significant proportion of operating costs relating to fuel which continues to be have high and unpredictable price volatility.
- 14 With the downsizing and upgrading of the generation plant complete, capital expenditure across the LTP focuses primarily on asset renewals to maintain the current modern generator setup.
- 15 There may also be an opportunity to take advantage of an offer to source a more competitive diesel pricing structure by utilising allies who also purchase large quantities of diesel annually. This is being investigated now.

16 Significant capital expenditure is proposed through the AMP as follows:

- Generator sets renewals (Gensets) in 2022/2023 and 2025/2026.
- Engine renewals in FY 2021/2022 and 2027/2028.
- Fuel Truck and Tanker renewal in 2021/2022.
- Completion of the Ring Feed Project in 2019/2020.
- Continual network renewal and upgrade projects (i.e. poles and conductors) over the 10 year period to ensure the distribution network is reliable and efficient.

**Plan Limitations**

17 The AM Plan is a living document that undergoes a formal review every three years to make amendments to reflect changes in levels of service, demand projections, risk profile, lifecycle information, or financial information.

18 Recognising the current level of AM planning, this plan has the following limitations:

- The plan is based on a key assumption that the current network configuration will continue for the plan period (10 years), ie that any move to a renewable energy source would not be commissioned within that timeframe.
- Projects have been identified and scheduled based on the best information available at the time.
- Budgets for these projects have been assessed based on the best information available at the time.
- The plan identifies issues for immediate attention and also comments on longer term issues with assets which may need to be addressed, but are very much at an identification stage. Further investigation, options and detailed estimates will be carried out closer to the time.
- The completion of projects is dependent on resourcing of both SDC staff and external engineering support.

**Key issues for the next 10 years**

19 The most important issues relating to the Electricity Supply Activity for the next 10 years are shown below:

| <b>Key Issue</b>           | <b>Context, Options and Implications</b>   |
|----------------------------|--|
| Reliability of the network | The age and condition of the poles and conductors is a concern. Their condition and expected remaining life needs to be determined. An affordable renewal plan needs to be developed.                        |
|                            | The implications are greater capital investment in renewal of these assets may be needed.  |
|                            | The options are based on the extent of this type of activity each year. The costs are a function of the extent of the activity. Affordability will be a key decision factor in determining what can be done. |
| Improved resilience        | Some parts of the high-tension distribution network are mission critical. In order to improve resilience duplication is required so as to have some redundancy.  |
|                            | Projects have been allowed for in this plan to continue the programme underway.  |
|                            | The options are based on the extent of this type of activity each year. The costs are a function of the extent of the activity. Affordability will be a key decision factor in determining what can be done. |

Key Issues for the Activity

### **Plans Programmed to Meet the Level of Service**

- 20 The list below details any projects, initiatives, programmes or expenditure that the Council is planning to undertake to ensure that the level of service is achieved and/or to address any gaps between the targets and current performance. Where there are capital works projects related to improving levels of service (LoS) or maintaining levels of service.
- 21 The level of service is currently achieved a high percentage of the time. The key to continuing to deliver this level of service is programmed maintenance and renewal of assets. The key areas are;
- Motor and Generator renewals
    - This ensures improvements in technology can be taken advantage of. The hope is to achieve ever increasing fuel efficiency. History has shown this to be the case.
    - It also decreases the likelihood of mechanical failure and so increases the likelihood of 100% reliability.
  - Additional undergrounding of critical network
    - Duplication of conductors, particularly high tension conductors, by installing additional underground cables decreases the likelihood of network failure.
    - The undergrounding makes the conductors safe from tree branches, wind damage and the risk of pole failure through vehicle crash or similar.
  - Pole replacement
    - This reduces the likelihood of unplanned outage due to pole failure creating a break in the conductors.
    - Softwood poles will be replaced with concrete poles that are more durable and have longer life.

### **Significant capital expenditure for the 2015-2025 AMP included:**

- Renewals (and upgrade) of generator sets (Gensets) in FY 2014/2015, FY 2017/2018.
- Engine replacements in FY 2017/2018.
- Major capital upgrade the distribution network; such as the “Ring-Feed” (Section 1 in FY 2014/2015, Section 2 in FY 2015/2016 and Section 3 in FY17/18).
- Address environmental non-compliance issues with the fuel storage and diesel distribution setup.
- Major upgrade or replacement with modern and fully compliant fuel storage tanks (17/18).
- Replacement of transformer in switchyard 17/18.
- Exhaust system renewal or service.
- Replacement circuit breaker.

### **Progress to date**

- 22 The capital programme has progressed with multiple items completed as programmed and some outstanding programmed items being carried over into the 18/19 financial year and into the 2018-2028 AMP. An overview of completed and carried forward items are below:
- Replacement of generator set 14/15 as planned. Replacement 17/18 has been carried forward. Pricing received from Goughs for containerised and skid mounted Scania units.
  - Engine replacement 17/18- programmed for installation late May 2017.

- Ring-feed section 1 and 2 completed. Section 3 carried forward into 18/19 to align with section 4 installation.
- Environmental non-compliance issues addressed with the installation of the new day tank, upgraded delivery lines (labelled) and the installation of fuel emergency fire shut off valves (being installed shortly)
- Compliant fuel tanks - The current tanks have been assessed and are not suitable for refurbishment. Current discussions with Allied Petroleum regarding tank supply as well as local suppliers for pricing of compliant, double skinned storage tanks. These will need to be set on a suitable concrete base but will not need to be bunded. This work has been carried forward into 18/19 financial year.
- Replacement of transformer in switchyard 17/18. Carried into 18/19.
- Exhaust system renewal or service 17/18. Carried into 18/19.
- Replacement circuit breaker 17/18. Carried into 18/19.

### **Projects carried forward**

- 23 The projects carried forward into the 18/19 financial year have occurred for a number of reasons. Some to gain efficiencies from combining projects (ring-feed projects) and others to do with timing of delivery, incomplete investigations and understanding that a specific asset renewal plan/network assessment requirement is to be integrated into the new contract going forward.

### **Future Management Strategies**

- 24 It is likely that future load management will become more complex as renewable energies are developed. With the improvements in photovoltaic solar power systems, it is envisaged that more of these decentralised systems will be incorporated into the network, but these additional (micro) systems add more complexity as there is no controls or agreements for the importation of the power, nor the standards to which the power will be received, nor whether the supply will be delivered at a set timeframe, which means that SIESA will still need to have the capacity to deliver at all times.
- 25 Improvements in alternative generation technologies may see integration into the system in the future. These developments will have to be closely monitored as there is a limit to the amount of alternative generation which can be added to the system without affecting overall stability under current operating / design parameters.
- 26 Consideration will also have to be given to the viability of buying energy from generating consumers. However, these additional power inputs into the grid would potentially increase the problems with the destabilisation of the system.

### **Current contract expiry with PowerNet**

- 27 As communicated in the SIESA Management and Services Contract Renewal report of 27 March 2017, the contract with PowerNet for the management and operation of the Stewart Island power supply has now been extended to 30 June 2017. As indicated in that report Council needs to develop a procurement process for a new contract for these services.
- 28 The short extension agreed with PowerNet until 30 June 2017 does not give sufficient time to adequately resolve the Operations and Maintenance Contract requirements for the network. It is vitally important that this process is not rushed and is robust in nature. Some of the elements it will be required to cover include; all aspects of the electricity generation, maintenance, capital works, asset management, health & safety, installation of smart meters, administration requirements, adequate coverage as well as a raft of other topics not necessarily covered in the

current management or AMP documents. It is likely a further extension to the contract with PowerNet will be negotiated to allow time for this process to be adequately resolved.

## **Recommendation**

**That the Stewart Island/Rakiura Community Board:**

- a) **Receives the report titled “SIESA Asset Management Plan 2015-2025 - Review and Transition to 2018-2028 Asset Management Plan” dated 31 May 2018.**

## **Attachments**

There are no attachments for this report.

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## Stewart Island/Rakiura Dark Skies Proposal

**Record No:** R/18/6/12471  
**Author:** Steve Ruru, Chief Executive  
**Approved by:** Steve Ruru, Chief Executive

Decision  Recommendation  Information

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### Purpose

- 1 To enable the Community Board to ask Council to consider the range of options which might exist to enforce the lighting standards that are needed to achieve accreditation under the International Dark Skies Association (IDA) standards.

### Executive Summary

- 2 Work is being progressed to enable the Stewart Island Promotion Association to lodge an application for Stewart Island/Rakiura to become an International Dark Sky Association (IDA) approved Dark Sky Sanctuary.
- 3 As part of this work there is consider how the required lighting standards might be achieved and subsequently maintained. This could potentially lead to a need for a change to the current District Plan provisions and/or the introduction of other mechanisms (eg bylaw or guidelines) to ensure that the desired lighting standards are achieved.
- 4 This report proposes that the Community Board ask Council to investigate and then consider the range of mechanisms that might exist.

### Recommendation

#### That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Stewart Island/Rakiura Dark Skies Proposal” dated 6 June 2018.**
- b) **Determines that this matter or decision be recognised 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) **Asks Council to investigate the range of planning and/or other controls which might be able to be put in place to assist with the management of external lighting on Stewart Island/Rakiura in a way which would assist the Stewart Island Promotion Association with its aim to achieve Dark Sky Sanctuary status.**

## **Background**

- 5 Work is being progressed to enable the Stewart Island Promotion Association to lodge an official application for Stewart Island/Rakiura to become an International Dark Sky Association (IDA) approved Dark Sky Sanctuary.
- 6 The consultant working on the application, has raised an issue identified by the IDA around the lack of planning rules and/or other mechanisms (eg lighting policy or guidelines) for enforcing the required lighting standards that would protect the Island's night sky from light pollution. The lack of light pollution rules may delay or impact on the ability of Stewart Island Promotions to obtain accreditation.
- 7 There are a set of lighting standards already included in the district plan. Any changes to these rules can only be considered by following the formal plan change process provided for in the Resource Management Act 1991.
- 8 In addition to a plan change there are potentially a number of other mechanisms (eg bylaws, formal or informal guidelines and public education) which should also be considered before a decision is made to proceed with an amendment to the district plan. All of these options will need to be formally considered as part of the policy analysis process needed to justify a proposed amendment to the district plan, introduction of a bylaw and to ensure that Council complies with its relevant statutory obligations.

## **Issues**

- 9 There is a need for the Community Board to consider whether it wishes to ask the Council to investigate development of a plan change and/or other mechanism(s) to ensure that the lighting standards required to become an approved Dark Sky Sanctuary can be met.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 10 Any proposed change to district plan rules must be considered via the process provided for in Schedule 1 of the Resource Management Act 1991.
- 11 The development of bylaws needs to be progressed in accordance with the bylaw provisions contained in the Local Government Act 2002.
- 12 As with all decisions the identification of the most appropriate solution also needs to comply with the decision-making provisions in the Local Government Act 2002.

### **Community Views**

- 13 The range of community views which exist on any new proposed regulatory mechanism would be considered as part of the legislative process that Council is required to follow.

### **Costs and Funding**

- 14 The allocation of costs of developing a new regulatory or community education mechanism will depend on the nature of the solution(s) proposed and the activity to which the work is allocated.
- 15 Until further work is done to fully evaluate the range of options available the actual costs of the different options cannot be quantified.

- 16 If a decision is made to proceed with a regulatory based approach, such as a plan change, there will be costs for both the community and Council which will need to be assessed. There will also be ongoing monitoring and enforcement costs post the development and implementation of the new options.

**Policy Implications**

- 17 There are lighting standards included in the district plan.
- 18 The existing rules for the urban zone, industrial zone and signage rules provide insufficient protection of the night sky for a Dark Sky Sanctuary status to be achieved. In particular, the rules for the urban and industrial zones do not control upward light spill and only control levels of illumination. There are currently no illuminated signs on the Island and so this is not currently an issue. It may, however, become a problem in the future.
- 19 As a general principle the Council should not be requiring a higher standard to those provided for in the district plan without progressing a formal plan change to the district plan. The district plan is a statutory planning instrument of considerable significance. There is, however, nothing to stop Council, or indeed the Stewart Island Promotion Association, from encouraging the community to voluntarily adopt a ‘higher’ standard.

**Analysis**

**Options Considered**

- 20 The options considered are to Investigate Lighting Controls (Option 1) or Do Nothing (Option 2).
- 21 Under Option 1 the Community Board would ask Council to formally investigate the range of planning and/or other mechanisms that might be pursued to assist Stewart Island Promotion Association to achieve the Dark Skies Sanctuary status they desire.

**Analysis of Options**

**Option 1 – Investigate Lighting Controls**

| <i>Advantages</i>  | <i>Disadvantages</i>   |
|--|--|
| <ul style="list-style-type: none"><li>• Will assist Stewart Island Promotion Association with their application for the Island to become a Dark Skies Sanctuary.</li><li>• Will enable identification of the most suitable mechanism(s) to assist with achieving the desired status.</li></ul> | <ul style="list-style-type: none"><li>• Costs will be incurred in evaluating the range of options which exist and with the implementation of the desired options. These costs will be allocated in accordance with Council’s revenue and financing policy.</li></ul> |

**Option 2 – Do Nothing**

| <i>Advantages</i>   | <i>Disadvantages</i>  |
|---|---|
| <ul style="list-style-type: none"><li>• No costs.</li></ul> | <ul style="list-style-type: none"><li>• May impact on ability to obtain Dark Sky accreditation.</li></ul> |

### **Assessment of Significance**

- 22 In this report the Community Board are asking Council to investigate the range of regulatory and other mechanisms (including a potential change to the district plan) that could be put in place to control lighting on Stewart Island. The Board is not making a decision on whether a plan change or other particular tool should be pursued. Such a decision is outside of the Board delegations and it would be inappropriate for the Board to make such a decision based on the information that it has received to date.
- 23 A decision in accordance with the recommendations is not considered significant, albeit that a decision could subsequently be made to progress a plan change.

### **Recommended Option**

- 24 It is recommended that the Stewart Island/Rakiura Community Board approve Option 1 and ask the Council to investigate regulatory and other mechanisms that could be put in place to assist with achievement

### **Next Steps**

- 25 Staff will evaluate the range of options which exist and report to the Regulatory and Consents Committee and subsequently Council.

### **Attachments**

There are no attachments for this report.

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## Draft Roding Bylaw 2008 (revision 2, 2018) Stewart Island/Rakiura Community Board Draft Submission

**Record No:** R/18/6/12564

**Author:** Kirsten Hicks, Committee Advisor/Customer Support Partner

**Approved by:** Rex Capil, Group Manager Community and Futures

Decision

Recommendation

Information

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### Purpose of Report

- 1 The purpose of the report is to enable the Stewart Island/Rakiura Community Board to consider their submission to Southland District Council Draft Roding Bylaw 2008 (revision 2, 2018).

### Recommendation

**That the Stewart Island/Rakiura Community Board:**

- a) **Receives the report titled “Draft Roding Bylaw 2008 (revision 2, 2018) Stewart Island/Rakiura Community Board Draft Submission” dated 6 June 2018.**
- b) **Endorses the submission of the Stewart Island/Rakiura Community Board to the Southland District Council Draft Roding Bylaw 2008 (revision 2, 2018).**

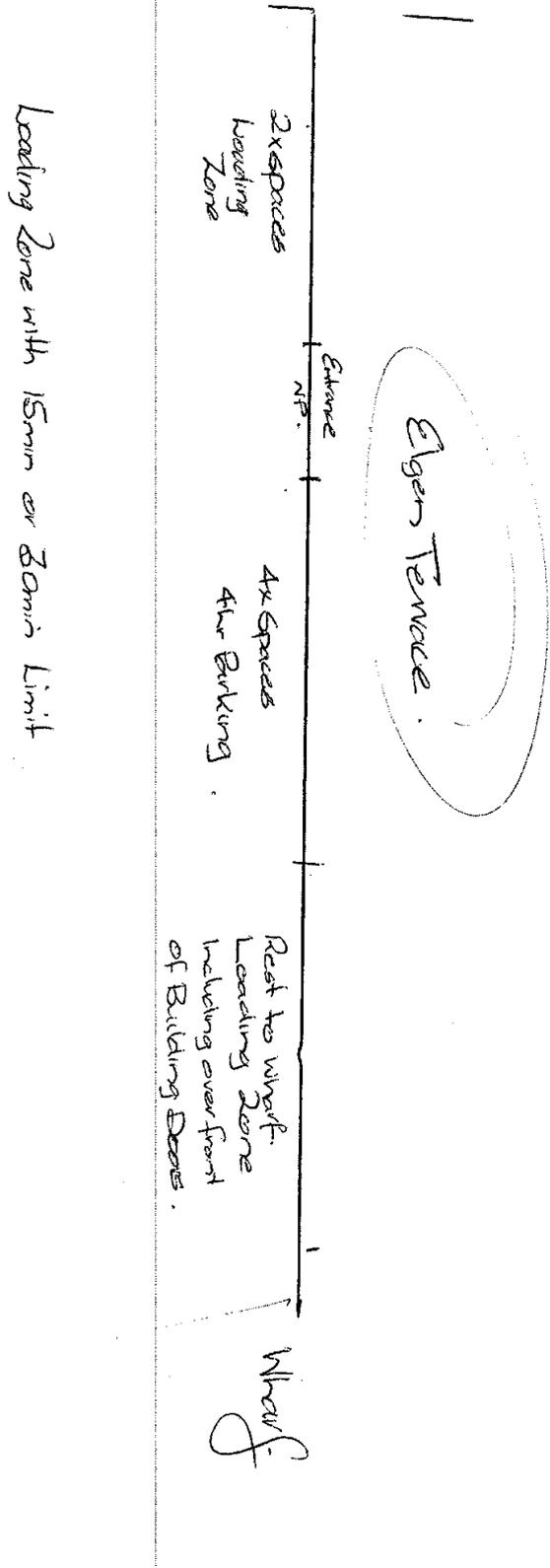
### Attachments

- A Draft Roding Bylaw 2008 (Revision 2, 2018) Stewart Island/Rakiura Community Board draft submission [↓](#)
- B Draft Roding Bylaw 2008 (revision 2, 2018) Stewart Island/Rakiura Community Board draft submission - image [↓](#)

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Draft Rooding Bylaw 2008 (Revision 2, 2018) Stewart Island/Rakiura Community Board draft submission

- Retain the parks on the current side of Elgin Terrace
- Allocate these parks as follows (starting at the Red Shed end of the Terrace):
  - 2 spaces loading zone (15 or 30 minute limit)
  - 4 spaces parking (4 hour limit)
  - Remainder of parks loading zone (including areas in front of doors to the adjacent building)





## 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.

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:

#### C11.1 Golden Bay Wharf

| 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   |
|---|--|--|
| Golden Bay Wharf                                | <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. |

#### C11.2 Morrison Low Report - Stewart Island Electrical Supply Authority (SIESA) Contract Renewal May 2018 Market Approach

| 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   |
|--|--|--|
| Morrison Low Report - Stewart Island Electrical Supply Authority (SIESA) Contract Renewal May 2018 Market Approach | s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. | 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. |