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## Stewart Island/Rakiura Visitor Levy Subcommittee

### OPEN MINUTES

UNCONFIRMED

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Minutes of a meeting of Stewart Island/Rakiura Visitor Levy Subcommittee held in the Stewart Island Community Centre, Ayr St, Stewart Island, Oban on Friday, 27 May 2022 at 10.00am.

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#### PRESENT

|             |                 |                                |
|-------------|-----------------|--------------------------------|
| Chairperson | Julie Keast     | Chair, community and strategy  |
| Members     | Bruce Robertson | Chair, finance and assurance   |
|             | Bruce Ford      | Local councillor               |
|             | Steve Lawrence  | Community board representative |
|             | Lyndon Cleaver  | ISS-McKay                      |
|             | Bill Moffatt    | South East Air                 |
|             | Paul Norris     | Real NZ                        |
|             | Lania Edwards   | Iwi                            |
|             | Helen Cave      | Community representative       |

#### IN ATTENDANCE

|               |                               |
|---------------|-------------------------------|
| Mark Day      | Manager, community facilities |
| Karen Purdue  | Community partnership leader  |
| Kirsten Hicks | Committee advisor             |

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

Steve Lawrence declared a conflict of interest in 7.1 Stewart Island Visitor Levy funding allocations – March 2022 l), m), n), o), p)

4 Public forum

The following applicants spoke to their applications:

- Jon Spraggon Stewart Island Lions – Butterfield Beach  
Stewart Island/Rakiura Community Board – Dundee Street  
Stewart Island/Rakiura Community Board – Horseshoe Bay  
Stewart Island/Rakiura Community Board – Golden Bay
- Geoff Sutherland Area Road Policing Manager – Dundee St, Horseshoe Bay, Golden Bay
- Stuart Newton Dundee St, Horseshoe Bay, Golden Bay
- Julie Asher Health Committee – Emergency helipad
- Stuart Newton Future Rakiura – Emergency helipad
- Anita Geeson Rakiura Heritage Trust
- Margaret Hopkins Rakiura Heritage Trust
- Shona Sangster Stewart Island Rakiura Community and Environment Trust
- Dale Chittenden Department of Conservation

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Bruce Robertson, seconded Bill Moffatt and resolved

That the Stewart Island/Rakiura Visitor Levy Subcommittee confirms the minutes of the meeting held on 28 May 2021, as a true and correct record of that meeting

There was a short break at 12.05pm – 12.15pm

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## Reports

### 7.1 Stewart Island Visitor Levy funding allocations - March 2022

Record No: R/22/5/16514

Community partnership leader Karen Purdue was in attendance for this item

#### Executive summary

The Southland District Council Stewart Island/Rakiura Visitor Levy Fund financial report as at 31 March 2022 and summary of applications received for consideration in the funding round closing 31 March 2022, are contained in the report for review and approval. Committee members have been given copies of the full applications prior to this meeting.

The Stewart Island/Rakiura Visitor Levy Fund is available to groups and organisations to assist with projects, activities and/or services used by visitors; for the benefit of visitors; or to mitigate the adverse effects of visitors on the environment of the island.

Nine applications have been received for the current funding round, with the total amount requested for this financial year being \$725,242

Steve Lawrence declared a conflict of interest in 7.1 Stewart Island Visitor Levy funding allocations – March 2022 (l) m), n), o), p)

Resolution

Moved Bruce Robertson, seconded Steve Lawrence and resolved recommendations a) to h).

Moved Bill Moffatt, seconded Bruce Robertson and resolved recommendation i) with changes indicated with a ~~striketrough~~

Moved Paul Norris, seconded Helen Cave and resolved recommendation j) with changes indicated with a ~~striketrough~~ and new (as indicated)

Moved Steve Lawrence, seconded Paul Norris and resolved recommendation k) with changes indicated with a ~~striketrough~~

Moved Paul Norris, seconded Bruce Robertson and resolved recommendation l) with changes indicated with a ~~striketrough~~

Moved Bruce Robertson, seconded Paul Norris and resolved recommendation m) with changes indicated with a ~~striketrough~~

Moved Bruce Robertson, seconded Paul Norris and resolved recommendation n) with changes indicated with a ~~striketrough~~

Moved Paul Norris, seconded Helen Cave and resolved recommendation o) with changes indicated with a ~~striketrough~~ and new (as indicated)

Moved Paul Norris, seconded Bruce Robertson and resolved recommendation p) with changes indicated with a ~~striketrough~~ and new (as indicated)

Moved Steve Lawrence, seconded Helen Cave and resolved recommendation q) with changes indicated with a ~~striketrough~~

Moved Bruce Ford, seconded Steve Lawrence and resolved recommendation r) with changes indicated with a ~~striketrough~~

Moved Bruce Robertson, Paul Norris and resolved recommendation s) with changes indicated with a ~~striketrough~~

Moved Bruce Robertson, Paul Norris resolved recommendation t) with changes indicated with a ~~striketrough~~

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- a) **Receives the report titled "Stewart Island Visitor Levy funding allocations - March 2022" dated 18 May 2022.**
- 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.

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- d) Notes that there is \$ 311,092 held in the Stewart Island/Rakiura Visitor Levy Fund reserves.
- e) Notes that the budget for allocation of grants from the Stewart Island/Rakiura Visitor Levy Fund for the current financial year is \$ 142,797, compared with the requested funding of \$ 725,242.
- f) Notes that in addition, one application has requested multi-year funding over an additional nine years (\$ 30,000 per year) and one applicant has requested multi-year funding for an additional one year (\$ 28,600).
- g) Notes that three applications include an alternative option to consider multi-year funding over 10 years.
- h) Receives funding applications from the following organisations:
- Rakiura Heritage Trust
  - Stewart Island Rakiura Community & Environment Trust
  - Stewart Island Rakiura Community Board
  - Stewart Island Health Committee/Future Rakiura
  - Stewart Island Lions/Butterfields Beach Community Project
  - Department of Conservation
- i) Approves/~~declines~~ a grant to Rakiura Heritage Trust of ~~up to~~ \$20,000 for operational costs
- j) Approves/~~declines~~ a grant to Stewart Island Rakiura Community & Environment Trust of ~~up to~~ \$28,600 each year for two years for employment costs for their Community Liaison person, with year 2 funding subject to the subcommittee receiving a report indicating favourable **results against the Trust's KPIs**
- k) Approves/~~declines~~ a grant to Stewart Island Rakiura Community Board of ~~up to~~ \$171,110 for costs associated with the Dundee Street footpath project
- l) Approves/~~declines~~ a grant to Stewart Island Rakiura Community Board of ~~up to~~ \$19,929 each year for ten years for loan repayments for costs associated with the Dundee Street footpath project
- m) Approves/~~declines~~ a grant to Stewart Island Rakiura Community Board of ~~up to~~ \$182,532 for costs associated with the Horseshoe Bay walking track project
- n) Approves/~~declines~~ a grant to Stewart Island Rakiura Community Board of ~~up to~~ \$21,101, each year for 10 years for loan repayments, for costs associated with the Horseshoe Bay walking track project
- o) Approves/~~declines~~ a grant to Stewart Island Rakiura Community Board of ~~up to~~ \$140,000 for costs associated with the Golden Bay Geotechnical study and survey costs, conditional on any subsequent application to central government including the cost of geotechnical and survey investigation. If successful this sum should be returned to visitor levy funds, or 50% returned if co-funded.

- p) ~~Approves/declines~~ a grant to Stewart Island Rakiura community board of ~~up to \$9,400~~ \$16412.00 each year for 10 years for costs associated to repay a loan for the Golden Bay Geotechnical study and survey costs
- q) ~~Approves/declines~~ a grant to the Stewart Island Health Committee/Future Rakiura of ~~up to \$25,000~~ for costs associated with installing an emergency helipad on the island
- r) ~~Approves/declines~~ a grant to the Stewart Island Lions Club of ~~up to \$3,000~~ for costs associated with installing a power connection for a community BBQ at Butterfields Beach
- s) ~~Approves/declines~~ a grant to the Department of Conservation of ~~up to \$30,000~~ each year for 10 years for costs associated with maintaining the Rakiura Track
- t) ~~Approves/declines~~ a grant to the Department of Conservation of ~~up to \$125,000~~ for costs associated with the Chocolate Swamp boardwalk replacement project

The meeting concluded at 2.14pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE STEWART ISLAND/RAKIURA VISITOR LEVY SUBCOMMITTEE HELD ON FRIDAY 27 MAY 2022

DATE:.....

CHAIRPERSON:.....