



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

Date: Thursday, 31 May 2018
Time: 8am
Venue: Halfmoon Bay Wharf
Stewart Island

Stewart Island/Rakiura Community Board Agenda OPEN

MEMBERSHIP

Chairperson	Jon Spraggon
Deputy Chairperson	Steve Lawrence
Members	Dale Chittenden
	Aaron Conner
	Greg Everest
	Cr Bruce Ford
	Anita Geeson

IN ATTENDANCE

Committee Advisor	Kirsten Hicks
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Full agendas are available on Council's Website
www.southlanddc.govt.nz

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

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.
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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

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

2 Leave of absence

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

3 Conflict of Interest

Committee Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a member and any private or other external interest they might have.

4 Public Forum

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

5 Extraordinary/Urgent Items

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

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

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

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

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

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

6 Confirmation of Minutes

6.1 Meeting minutes of Stewart Island/Rakiura Community Board, 09 April 2018



Stewart Island/Rakiura Community Board

OPEN MINUTES

UNCONFIRMED

Minutes of a meeting of Stewart Island/Rakiura Community Board held in the Stewart Island Pavilion, Ayr Street, Stewart Island on Monday, 9 April 2018 at 11.00am.

PRESENT

Chairperson	Jon Spraggon
Deputy Chairperson	Steve Lawrence
Members	Dale Chittenden
	Aaron Conner
	Greg Everest
	Anita Geeson
	Councillor Bruce Ford

IN ATTENDANCE

Group Manager, Services and Assets - Matt Russell.
Committee Advisor - Kirsten Hicks

1 Apologies

Apology for lateness was received from Deputy Chairperson Lawrence.

Moved Councillor Ford, seconded Member Geeson **and resolved**

**that the Stewart Island/Rakiura Community Board
accepts the apology.**

11.05am – Member Everest joined the meeting

11.10am – Deputy Chairperson Lawrence joined the meeting

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Member Chittenden declared a conflict of interest in relation to item 7.1 Port William Scenic Reserve – Transfer to Department of Conservation.

Deputy Chairperson Lawrence declared a conflict of interest in relation to item 8.3 SIESA Management and Services Contract Renewal.

4 Public Forum

- Dale Chittenden (Department of Conservation)
- Dale Jenkins (NZ Police)
- Cherie Hemsley (bi-lingual signage)
- Mel Miller (Rakiura Hummingbirds)
- Ulrich Erfurth (aquarium)
- Janelle Ladbrook (Emergency Management)

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

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

**That the Stewart Island/Rakiura Community Board confirms the minutes of the
meeting held on 12 February 2018 as a true and correct record of that meeting.**

Reports for Recommendation

Member Chittenden withdrew from the table due to a conflict of interest.

7.1 Port William Scenic Reserve- Transfer to Department of Conservation

Record No: R/18/3/6949

The purpose of this report is to inform the Community Board of the situation at Port William in relation to the land classified as Council Scenic Reserve. For various reasons it is recommended that the land be transferred to Department of Conservation (DoC) as Scenic Reserve.

Resolution

Moved Cr Ford, seconded Member Everest **and resolved:**

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled "Port William Scenic Reserve- Transfer to Department of Conservation" dated 4 April 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) **Recommend to Council that the land at Port William owned by Council and designated scenic reserve be transferred to Department of Conservation for scenic reserve purposes.**

Resolution

Moved Councillor Ford, seconded Deputy Chairperson Lawrence **and resolved:**

That the Stewart Island/Rakiura Community Board:

- a) **Requests staff investigate the change of ownership of Department of Conservation owned land at the corner of Rankin Street and Thule Road, in an attempt to provide appropriate parking for the Watercress boat slip.**

Reports

8.1 Council Report

Record No: R/18/3/6240

Community Partnership Leader – Michelle Stevenson was in attendance via video/phone conference for this item.

Ms Stevenson advised the purpose of this report is to provide an overview of key issues across the Southland District, as well as those of a more local nature.

Matters drawn to members' attention include the following:-

- Long Term Plan
- Community Plan update
- Stewart Island/Rakiura Visitor Levy policy and bylaw review
- Representation review
- Dog registration amnesty
- Financial figures.

Resolution

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

That the Stewart Island/Rakiura Community Board:

- a) Receives the report titled "Council Report" dated 21 March 2018.**

8.2 SIESA - Financial Report to 28 February 2018

Record No: R/18/3/6361

Group Manager, Services and Assets - Matt Russell was in attendance for this report.

It details the financial position of SIESA Operations, including electricity, staff house, kerbside and WasteNet.

Resolution

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

That the Stewart Island/Rakiura Community Board:

- a) Requests staff investigate the costs of refurbishment of the SIESA house in Miro Crescent, and compares these to the predicted and actual income of this asset.**

Resolution

Moved Member Conner, seconded Member Everest **and resolved**

That the Stewart Island/Rakiura Community Board

- a) **Requests staff report these figures at the 11 June 2018 Community Board meeting, and on a regular basis after that meeting.**

Resolution

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

That the Stewart Island/Rakiura Community Board

- a) **Receives the report titled "SIESA - Financial Report to 28 February 2018" dated 29 March 2018.**

8.3 SIESA Management and Services Contract Renewal

Record No: R/18/3/6735

Group Manager, Services and Assets - Matt Russell presented this report.

The report deals with the expiry of the current contract with PowerNet for the management and operation of the Stewart Island power supply.

Deputy Chairperson Lawrence declared an interest.

Resolution

Moved Cr Ford, seconded Member Chittenden **and resolved**

That the Stewart Island/Rakiura Community Board

- a) **Receives the report titled "SIESA Management and Services Contract Renewal" dated 27 March 2018.s**

8.4 SIESA house use

Record No: R/18/3/6442

Group Manager, Services and Assets – Matt Russell presented this report.

The report was created in response to the Board requesting an explanation as to why the policy relating to the use of the SIESA house at Miro Crescent had been changed without input from SIESA governance.

Members were informed that there was no existing SIESA house policy, and that this can be raised as part of the 17a review process.

Resolution

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

That the Stewart Island/Rakiura Community Board

- a) **Receives the report titled "SIESA house use" dated 27 March 2018.**

8.5 Rakiura/ Stewart Island Dark Skies - Survey Results & Next Steps

Record No: R/18/3/6104

Group Manager, Business and Strategic Projects, Venture Southland – Steve Canny was in attendance via video/phone conference for this item.

Resolution

Moved Cr Ford, seconded Member Everest **and resolved**

That the Stewart Island/Rakiura Community Board

- a) **Receives the report titled “Rakiura/ Stewart Island Dark Skies - Survey Results & Next Steps” dated 4 April 2018.**
- b) **Recognises the results of the Rakiura Stewart Island Dark Skies survey as an indication of community support for potential Dark Sky Sanctuary status.**
- c) **Supports the suggested process towards an official application to the International Dark Skies Association for Dark Sky Sanctuary status.**

8.6 Concrete dinghy ramp at Back Beach, Thule

Record No: R/18/3/6429

Group Manager, Services and Assets – Matt Russell presented this report.

Members were informed that access to the water at Back Beach, Thule, is via private land.

Resolution

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

That the Stewart Island/Rakiura Community Board

- a) **Receives the report titled “Concrete dinghy ramp at Back Beach, Thule” dated 27 March 2018.**
- b) **Notes that there is no legal road at the Back Beach, Thule site and so a legal agreement with the landowner would be required which would incur the associated legal costs.**
- c) **Agrees that formal legal advice (to the value of \$3000) be sought to clarify access with landowner**

8.7 Section 17a SIESA Review Verbal Update

Record No: R/18/4/7314

Group Manager, Services and Assets – Matt Russell informed the Board that the preliminary review was undertaken by Morris and Lowe. This review incorporated SIESA, Council Forestry assets and the Te Anau Airport.

The next step is to undertake a more detailed assessment of the following areas in relation to SIESA:

- Service delivery

- Management structure
- Policies
- Review of contract
- Areas for improvement.

Chairperson's Report

- Brigit O'Conner (Media)
- CB Chairs' meeting in Winton
- Allied Petroleum & Environment Southland (diesel leak at wharf)
- CE Steve Ruru (Golden Bay wharf)
- Representation meeting in Winton
- MPI Meeting
- Island drive with Community Engineer
- ELT meeting.

Chairperson Spraggon spoke of a desire to hold a meeting consisting of Community Board Chairpersons, ELT and Councillors to discuss the way forward involving a perceived lack of communication and progress.

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

That the Stewart Island/Rakiura Community Board

- a) **Supports a joint meeting or workshop with Community Board Chairs (together with another Board representative), Councillor, Mayor and the Executive Leadership Team to discuss common concerns and to clearly identify a unified direction moving forward.**

Councillor's Report

Councillor Ford updated the Board on activities he had been involved with since the last meeting of the Board. He particularly highlighted:

- Sanford Salmon
- Sandra James Community Planning Report
- Need for a Jetties meeting
- MBIE
- Hydro.

The meeting concluded at 2.15pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE STEWART ISLAND/RAKIURA
COMMUNITY BOARD HELD ON MONDAY 9 APRIL
2018.

DATE:.....

CHAIRPERSON:.....

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

Author: Kirsten Hicks, Committee Advisor/Customer Support Partner

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☒ Recommendation

☐ Information

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 Initial Proposal for the Representation Review.

Recommendation

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.**

Attachments

- A Submission from the Stewart Island/Rakiura Community Board - Representation Review [↓](#)

Stewart Island/Rakiura Community Board Submission – 2018 Representation Review**Question 1 – Do you think 12 councillors elected from 5 wards gives you fair and effective representation?**

- The Board supports the proposal of 5 wards and 12 councillors.

Question 2 – Do you think that Stewart Island Rakiura should be an island community of interest?

- The Board supports this status, based on geographic isolation, and the unique nature of the community and its concerns (e.g. SIESA).

Question 3 – Do you think there should be 8 community boards covering the whole of the District?

- The Board supports the proposal of 8 community boards, on the basis that all residents may vote for a community board.

Question 4 – Do you support this proposal which consists of 12 councillors elected from 5 wards and 8 community boards covering the whole of the District?

- The Board supports the proposal of 12 councillors elected from 5 wards and 8 community boards covering the whole of the District.
- The Board does not support the proposed Stewart Island Rakiura Board consisting of 4 elected members and one appointed councillor.
- The Board proposes the Stewart Island Rakiura Community Board consist of **6** elected members and 1 appointed councillor, based on the following considerations:
 - Broader representation of community with 6 elected members, especially as community leadership has been recently identified as an area of need.
 - Increased work load for elected members if only 4 are available for representation on trusts and other community based groups (including Council Visitor Levy and Jetties Subcommittees).
 - Difficulty in working within accepted conflict of interest guidelines, and also in achieving a quorum at meetings.
 - Stewart Island Rakiura Community Board has responsibilities for SIESA governance and also in relation to Stewart Island wharves. This responsibility would best be served by a full community board.