



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

**Date:** Monday, 8 October 2018  
**Time:** 8.45am  
**Meeting Room:** 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
<b>Community Partnership Leader</b>	Karen Purdue

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**[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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**CHAIRPERSON'S REPORT**

**COUNCILLOR'S REPORT**



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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](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, 13 September 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, Ayr St, Oban on Thursday, 13 September 2018 at 10.30.

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#### **PRESENT**

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

#### **IN ATTENDANCE**

Mayor – Gary Tong  
Chief Executive Officer – Steve Ruru  
Community Partnership Leader – Karen Purdue  
Community Partnership Leader – Simon Moran  
Community Engineer – Brendan Gray  
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 Deputy Chairperson Lawrence **and resolved:**

**That the Stewart Island/Rakiura Community Board Confirms the minutes of the meeting held on 13 August 2018 as a true and correct record of that meeting.**

**Reports**

**7.1 Stewart Island/Rakiura Jetties - Maintenance**

**Record No: R/18/9/20670**

Executive Steve Ruru was in attendance for this item

**Resolution**

Moved Cr Ford, seconded Deputy Chairperson Lawrence

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

- a) Receives the report titled "Stewart Island/Rakiura Jetties - Maintenance" dated 5 September 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) **Notes that Council approved unbudgeted expenditure of \$80,000, from the district operations reserve, to enable the immediate repairs needed to the Ulva Island and Millers Beach jetties to be completed as soon as reasonably practicable.**
- e) **Approves the completion of the necessary maintenance works on the Ulva Island and Millers Beach jetties and asks that these works be completed as soon as reasonably practicable.**
- f) **Notes that Council has asked the Chief Executive to develop, in consultation with the Stewart Island/Rakiura Community Board, a project scope for a potential project to investigate the strategic challenges associated with the provision and funding of Council services on Stewart/Island Rakiura and that the Chief Executive will report back to a future meeting of the Board with draft terms of reference.**

The meeting concluded at 10.40am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE STEWART ISLAND/RAKIURA  
COMMUNITY BOARD HELD ON THURSDAY 13  
SEPTEMBER 2018

**DATE:**.....

**CHAIRPERSON:**.....

## Council Report

**Record No:** R/18/9/22302

**Author:** Karen Purdue, Community Partnership Leader

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

☐ Decision

☐ Recommendation

☒ Information

## Chief Executive

### Water Issues

1. Work is continuing with the Central Government Three Waters Review As noted previously, the work is divided into the following four major work streams:
  - 1) Oversight of the sector, the regulatory settings within which it works and the institutional arrangements in place for management of the water sector.
  - 2) Funding and financing mechanisms, including consideration of a range of options for future funding of three waters infrastructure.
  - 3) Capacity and capability of suppliers and regulatory agencies.
  - 4) The information used for providing transparency of the sectors performance, its accountability and decision-making processes.
2. Central Government has been clear about the extent of the review process and the range of options that are being considered. Some of the key messages/points made to date include:

### Regulation

- an independent drinking water regulator is being considered.
- some form of economic regulation of infrastructure assets is also under consideration and there is a question about whether the current environmental regulation system needs to be strengthened.
- changes to the regulatory framework, whether they involve enhanced reporting, oversight, compliance or raised standards are likely to have significant funding implications for local government.
- Affordability is not an acceptable reason for failing to meet drinking water standards.

### Service Delivery Options

- service delivery arrangements should be reviewed and the Government is considering the merits of aggregation of water providers. There are a number of ways in which this aggregation could occur including at the regional or super regional level
- a 'system-wide' joined up solution may be required. The solutions needed cannot necessarily be separated out by different territorial local authorities
- continued public ownership is seen as a 'bottom line'. This could include ownership by either central or local government

- the broader role and functions of local government will need to be reviewed if the responsibilities for the delivery of water services is aggregated into larger service delivery entities.

3. The Minister of Local Government has indicated her strong support for the development of aggregated water supply entities. In this regard she made the following comments in a recent speech to the Infrastructure NZ conference (<https://www.beehive.govt.nz/speech/water-infrastructure-speech>)

*Given the interconnected nature of our water systems it is difficult to see how we can meet future regulatory requirements and consumer expectations without also making changes to service delivery arrangements, including infrastructure provision.*

*So while fixing the regulatory arrangements for water is a priority we also need to look at how we consider water service delivery to be able to fund infrastructure.*

4. In her speech the Minister also commented on the lessons she has drawn from her recent visit to the United Kingdom. Her comments on the lessons learnt included:

*In general, as many of you may know, in the United Kingdom and Ireland they have:*

- *much stronger regulation and more capable and better funded services;*
- *independent drinking water and environmental regulation leading to safer drinking water and better environmental performance;*
- *economic regulation that provides a level of assurance that the right level of investment is being undertaken in the three waters; and*
- *economic regulation that drives a focus on customers and efficiencies.*

*It is particularly instructive to note that Scottish Water has achieved 40 per cent savings and Ofwat, in England, achieved a 30 per cent savings on their consumers' water bills.*

*Reflecting on their water reform experience my view is that a strong coordinated regulatory regime will not be enough on its own to deliver all the outcomes we are seeking here. The costs of upgrading the system to meet expected standards will fall on already heavily burdened ratepayers, and will take a very long time to accomplish.*

*This is something we will need to consider as we contemplate alternative options for service delivery in New Zealand, as is the need for professional skilled directors in any new options.*

5. It will also be important for the work being progressed via the Government Three Waters project to be integrated with the Local Government Funding Inquiry work being undertaken by the Productivity Commission and the Localism work that is now also underway. The way in which this integration is to be managed between the different government agencies involved is still to be clarified.
6. Officers are continuing to monitor the progress being made with the Three Waters review and will keep Council updated as work progresses.

## **Council Strategic Workshop**

7. Council held a strategic workshop on 6th and 7th August.

8. The workshop provided an opportunity to have a 'stocktake' of the organisation's progress and strategic direction following completion of the 2018 Long Term Plan and adoption of a new strategic framework.
9. It is also clear that the local government sector as a whole is operating in a period of considerable change, the speed of which is likely to increase further in the short – medium term. Some of the major issues driving these changes include the three waters review, climate change, housing, regional development, funding and social equity issues. It is clear that in all of these areas retention of the status quo is not an option. The challenge is for Council to ensure that it has a position on and can influence the change processes as they occur.
10. The outputs from the workshop will be used to inform the organisational work programme including that leading into the 2021 LTP. In this regard Council is being asked, as part of a separate agenda item, to confirm the continued use of the current strategic framework for the development of the 2021 LTP.

### **Infrastructure Commission**

11. In August central Government announced the establishment of a new Infrastructure Commission that will be tasked with developing a consolidated national view on the state of infrastructure development across NZ.
12. The creation of the Commission is a response to concerns about whether NZ is developing the infrastructure it needs to progress economically and the extent of the infrastructure deficits that exist in some parts of NZ. Infrastructure is a critical enabler for economic growth and development over time. The funding of infrastructure is a critical issue under Government's urban growth agenda work programme. Hence, it has been allocated a level of priority for further work.
13. Treasury is to lead development of the policy work needed to support formation of the new entity which will presumably replace the National Infrastructure Unit.

### **Southland Regional Development Agency**

14. Work is proceeding with the creation of the new Southland Regional Development Agency (SRDA).
15. Consultation with the proposed community shareholders is well advanced and a final draft Memorandum of Understanding is close to being finalised with the four Murihiku Runanga. The MOU will need to be taken to each of the Councils for formal consideration/approval.
16. A meeting of all of the proposed shareholders was held in August and there is a good level of agreement as to the proposed shareholding and other constitutional arrangements. These are to be formalised through a formal Shareholders Agreement which is currently being drafted and will be brought back to Council for formal approval in the near future.
17. Work is also well advanced with the development of proposed new 'contracting' arrangements. In looking at what it is that this Council wants to purchase from the new Agency it is important to recognise that we need to change the focus of the organisation from what it was that Venture Southland has delivered in the past. There is a need for the Agency to be focussed on priorities

that will make a difference to the development of the Southland region as a whole as well as the overall goals, particularly the attracting 10,000 more people goal that was set through SORDS.

18. The move to having a stronger regional focus does mean that the SRDA will do a number of different things, and in a different way, to which they may have been addressed in the past.

## **Public Housing Plan**

19. Central Government have recently released their Public Housing Plan 2018 – 2022, which outlines how the Government aims to deliver around 6,400 more public housing places by June 2022 – approximately 1,600 places per year on average across Housing New Zealand (HNZ) and Community Housing Providers (CHPs). This includes some 100 new units in the Southern region which covers both Otago and Southland.
20. Financial support is now available nationally to HNZ and CHPs to enable and incentivise the additional supply being sought. The operating supplement will be extended so it is available to both HNZ and CHPs nationwide for net new (new build and turn-key) and net additional buy-in public housing supply. Upfront funding, on the other hand, will only be available in very limited circumstances.

## **Emergency Management Review**

21. Central Government have recently released their decisions on changes to be made to the Emergency Management systems in NZ following completion of the Technical Advisory Group review that was completed in 2017. A copy of the decisions report is available on the Department of Prime Minister and Cabinet website ([www.dpmc.govt.nz](http://www.dpmc.govt.nz)).
22. The Government's response addresses the Technical Advisory Group's recommendations and details which aspects of the recommendations have been accepted. It then goes on to set out a multi-year work programme to progress the implementation of those recommendations that have been accepted. The work to be progressed will deliver improvements in the following five areas:
  - putting the safety and wellbeing of people at the heart of the emergency response system
  - strengthening the national leadership of the emergency management system
  - making it clear who is responsible for what, nationally and regionally
  - building the capability and capability of the emergency management workforce
  - improving the information and intelligence system that supports decision making in emergencies"
23. Central Government officials are now charged with progressing the work programme needed to implement the improvements identified in these areas.

## **Long Term Plan Consultation Documents**

24. The Office of the Auditor-General have recently released a report ([www.oag.govt.nz/2018/ltp-consultation-documents/docs/ltp-consultation-documents.pdf](http://www.oag.govt.nz/2018/ltp-consultation-documents/docs/ltp-consultation-documents.pdf)) that provides an overview of their findings from the auditing of the 2018 LTP consultation documents.
25. While noting that all 2018-28 consultation documents were considered to be fit for purpose it identifies that there are a number of opportunities for improvement, including some identified in

their 2015 report which have not been realised. These include the content and layout of the document and well as giving considering to engaging with communities on critical issues well ahead of the formal consultation document process.

## **Environmental Services**

### **Group Managers Update**

26. Consent workloads across the team have continued to be relatively strong, although a slight slowdown in building consent numbers lodged has occurred in the last 2-3 weeks.
27. Collaborative cross-council discussions have been held with regard to evaluating and progressing on-line lodgement and processing. It is desirable to seek to work towards common platforms across the Southland Councils, consistent with the SoRDS Ease of Doing Business work streams.
28. The IANZ Project team continues to work towards the positioning of the Building Solutions Team for the March 2019 reaccreditation audit. A strong focus has been on learnings from other recent audits of other councils and the issues that have been flagged through those.
29. Work continues on the action plan from the Environmental Services Service Delivery Review action plan, with an update presented to the Regulatory and Consents Committee meeting on 6th September 2018.
30. The Council will be participating in a combined programme coordinated through Emergency Management Southland to improve Business Continuity Planning. A consistent approach to this will be coordinated by Ian Cryer, Recovery Manager for Emergency Management Southland with this programme having been endorsed by the Coordinating Executive Group (CEG).

## **Environmental Health**

### **Prosecutions**

31. Council successfully prosecuted a person for littering in a public place. While being driven by a companion, the person threw greenwaste while standing in a large trailer onto long stretches of road, including Kennington-Waimatua Road and Motu Rimu Road.
32. This person pleaded guilty and was dealt with by Judge Brandts-Giesen. The Judge fined him \$150; court costs of \$130 and made an order that \$240.35 clean-up costs be paid to the Council.
33. At the time of writing, prosecution proceedings have commenced against the two owners of the Rottweilers that attacked a member of the public in Winton on 10 June 2018. The charge is under the Dog Control Act 1996, Section 58 Dogs causing serious injury.

### **Freedom Camping**

34. In Te Anau Council is managing the shared service this season, and this will be organised shortly.
35. In the Catlins area, the Department of Conservation (DoC) is managing the service this season. Council will be requesting that the Officer is also appointed as a Dog Ranger, to provide educational services in Curio Bay whilst there for freedom camping. Senior DoC staff have endorsed this proposal.
36. In Lumsden, it is proposed to advertise for Enforcement Officers shortly.

## **Dog Control**

- 37. An education drive is proposed to ensure that dog owners have their dogs on a leash on Riverton's beaches. Along with media releases, Dog Control Officers will be issuing infringement fines, and new signage will be investigated.
- 38. An educational drive is also proposed to encourage dog owners to pick up dog droppings on Stewart Island, which has been reported to be worsening. This will include the limited distribution of some free dog waste bags.

## **Resource Management**

- 39. A report has been prepared for the Regulatory and Consents Committee recommending that Council resolves to initiate a Plan Change to establish some stronger lighting controls on Stewart Island/Rakiura to support the Dark Skies Sanctuary application by Stewart Island Promotions that is currently being processed by the Dark Skies Association.
- 40. One of the key requirements of achieving "sanctuary status" is having a level of lighting controls within the sanctuary area. If endorsed by Council, work will commence immediately with a view to notifying a plan change in early to mid-2019.
- 41. Council has prepared a joint submission with Environment Southland, Invercargill City Council and Gore District Council on the draft National Planning Standards which seek to standardise District and Regional plans prepared under the Resource Management Act. The draft standards at this stage seek to establish a consistent layout of plans, standardise definitions and measurements along with outlining a timeframe for delivering the plans in an interactive electronic format.
- 42. The number of resource consents being lodged with Council remains steady. There are currently 51 consents in the system (on hold and processing).

## **Building Solutions**

- 43. The department has commenced forwarding some building consents for processing to an external contractor, this is intended to maintain customer service and ease pressures on processing staff, relieve pressure points with processing and free up consent processors to assist with inspections when needed. This process is not expected to have any negative impact on the applicant as the current fee structure is based on an hourly rate fee.
- 44. The district continues to see somewhat of a two speed economy, with Mararoa Waimea, Winton Wallacetown and Waiau Aparima wards accounting for more than 80% of the consents.
- 45. The department have recently relocated a BCO to Te Anau and this is relieving some of the workload pressure in the area and creating greater efficiency with reduced staff travel.
- 46. The Department issued 112 consents and received 87 new applications for the month. This is the same number of consent applications as received for August 2017 however it is down on the previous 3 year average. The value of consents issue this month is less than for the 94 issued in August 2017 this is associated with a higher number of heating unit consents for the month.
- 47. The number of live consents continue to drop as the number of CCCs issued and refused CCCs exceeds the number of consents issued.



## **Customer Support**

### **Libraries**

48. We currently have 5340 active library users in the District as at 1 September 2018 (this is defined as having used their library card in library or online in the last 12 months).
49. The table below shows the number of individuals checking out items from a branch library each month.

<b>Library Name</b>	<b>July</b>	<b>August</b>
Book Bus	326	451
Lumsden	94	89
Otautau	94	108
Riverton	215	192
Stewart Island	47	45
Te Anau	431	375
Winton	642	603
Wyndham	71	69

## **Community and Futures**

### **Governance**

#### **Representation Review**

50. Appeals and objections on the Council's representation review closed on 22 August 2018. Eight were received and these and other documentation regarding the process the Council undertook were sent to the Local Government Commission. The next stage and timeframe is for the Commission to determine.
51. When Council adopted the Final Proposal, one of the resolutions it passed was to recommend to the incoming Council, following the elections in October 2019, that reserves held by community boards and community development area subcommittees be ring-fenced for a period of up to three years when the Revenue and Financing Policy is reviewed. This is usually done as part of the Long Term Plan.

#### **Community Governance Elected Representative Working Group**

52. At the Community and Policy Committee meeting on 5 September 2018, the Committee agreed to endorse the continuation of the Community Governance Elected Representative Working Group to progress the implementation of the Representation Review.
53. The membership will remain the same, but it can decide to invite other members to discuss particular matters. The role of the working group in this next phase will be to focus, comment on and support the processes identified in the Community Governance Reference Document.

This document (a copy of which was sent to all elected members) set out a new way of working for community boards, following the representation review.

54. Matters the group will consider include the introduction of new standing orders, role of members, code of conduct, induction and training for members, reporting to the community, reporting to Council and the relationship with Council and protocols relating to local groups operating in the their local community.

## **Strategy and Policy**

### **Corporate Performance Framework**

55. The Corporate Performance Framework aligns Council's high level direction to its activities and outcomes, and its purpose is to streamline Council planning and reporting functions.
56. As part of the Corporate Performance Framework, Council will deliver on its legislative requirements – including the Long Term Plan, Annual Plan, Annual Report and Activity Management Plans.
57. Council will produce an Interim Performance Report, undertaken three times a year – for the four month periods of July-October, November-February and March-June, with the third being produced to inform the Annual Report. The new framework will require Council activity managers to report by exception and provide meaningful explanation of the level of performance compared to what was planned. The Interim Performance Report will utilise Council's new CAMMS reporting tool for the first report presented in November/December 2018.
58. Council staff have developed Team Business Plans and Individual Performance Plans. These are an operational level tool to provide staff and elected members with the linkages between Councils overall vision, and align that to the programmes of work, projects and operational requirements to effectively deliver what is promised in the Long Term Plan and Annual Plans. Alongside the Interim Performance Reports, the Team Business Plans will utilise CAMMS and look to be incorporated into this reporting tool within the next twelve months.

### **Risk Management Framework**

59. Council continues to identify the need to invest in and develop its risk management processes and approach. In developing the framework the objective is to effectively understand, plan for, and mitigate risk across all levels and activities within the organisation.
60. A Risk Management Framework project meeting was held on 16 August 2018, to agree the objectives, thresholds and management approaches for the overall framework. Coming up in October is a two day workshop for all Councillor Chairs and Finance and Audit Committee members, the Executive Leadership Team, and all senior managers that will look at developing a profile of significant organisational risks. This will include education around how Council approaches risk, identifying risk, how it will prioritise these and agree on where responsibility rests for managing the highest priority risks to Council and community. A draft framework will be developed for consideration following this workshop.

### **BERL Stage 3 – Working towards positive Southland community futures**

61. Business and Economic Research Limited (BERL) was commissioned by Southland District Council to undertake research to assist with the development of the District's 2021-2031 Long Term Plan.
62. The research is based on the idea that the District can passively accept the future that fate will provide for its communities, or work strategically to shape the future it wants to achieve.
63. The research is in three stages, each of which is designed to answer a specific question:
  - stage 1 asked “where we are now?” This involved collecting and analysing data to show the state of wellbeing in the District as a whole and in seven defined Communities. This stage has been completed.
  - stage 2 asked “where we are heading?” This involved some forecasting to examine how the population and the level of employment in the District and each of the Communities would change, if past trends were left to continue. This stage has also been completed.
  - the current stage, stage 3, is about asking the question “where we actually want to be?” Its aim is to define a set of actions that will help to shape positive futures for each of the main Communities in the District.

#### **What Stages 1 and 2 Found**

64. In summary, stage 1 of the research found that, compared to New Zealand as a whole, wellbeing in Southland District was high. Southland District was better particularly in terms of: employment and unemployment rates; incomes; home ownership; and community connectedness. But it was worse in terms of the qualifications of the workforce and economic diversity. It also found that, in the recent past, incomes in Southland District had grown more rapidly than nationally. However, the District had attracted relatively few migrants, and home ownership in the District had fallen more rapidly than nationally.
65. Looking ahead, stage 2 indicated that the District's working age population is likely to increase slightly over the next ten years, but that it is likely to decrease fractionally during the following decade. Meanwhile, if the District's economy continues to grow at the same rate, relative to the national economy, as it has in the recent past, the demand for labour will grow. This means that, because the District's unemployment rate is already low, there is a real possibility of large and growing labour shortages. The likelihood is that, unless the District can attract more migrants, incentivise its young people to stay, and encourage older workers to stay in the labour force, economic growth could be stifled.

#### **Next Steps Stage 3**

66. The specific purpose of stage 3 (the final stage) is to engage with individuals, organisations, and businesses in the District to pinpoint what needs to be done to ensure that the District and its communities maintain and increase their levels of wellbeing. Ultimately, stage 3 will help to inform the District Council about what it can do itself to increase wellbeing, and how communities, as they strive for overall community wellbeing, can best work with other agencies and Council to achieve the same goal. This next stage will focus on what needs to be done to ensure that Southland District maintains and builds on its current position as a place where

wellbeing is at a high level – a place in which it is good to live and work. BERL will be speaking directly with many people within the district over the next few months to discuss any matters that affect wellbeing in Southland District. This will include all activities and services where the Council has a role, either by itself or in partnership and support with other Councils, government agencies and communities.

67. These conversations will involve discussions on:
- do you agree that the summary above provides a reasonable picture of wellbeing in Southland District?
  - if not, what's wrong/missing?
  - looking at the District, what problems/issues need to be fixed/focused on to improve general wellbeing?
  - similarly, what do you see as the opportunities to promote wellbeing?
  - thinking about the problems/issues you have described, which do you think should have the highest priority, and who/which organisation do you think should take the lead in addressing them?
  - and thinking about the opportunities you have described, which do you think would contribute most to wellbeing, and who/which organisation do you think should take the lead in pursuing them?
68. Stage 3 will be completed by December 2018.

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

69. Council is undertaking research and analysis work to support its decision making and transitioning from 2018 to 2021 in preparation for the Long Term Plan 2021-2031. This work 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. The purpose of this work is to develop project plans based on identified work streams that will help identify what is required to deliver priority projects within the district.
70. The topics for further research and analysis include:
- socio-demographic projects (where are we now, where are we heading, and where do we want to be)
  - climate change and implications for Southland District (risks and impacts on the district)
  - Service Delivery Framework – District vs Local service provision and levels of service (an assessment and evaluation of council services and determine the most appropriate level of service to meet community needs in the future)
  - rating affordability planning and implications (to understand income levels in our communities and affordable measures for delivery of activities and services – and implications of decisions on rating affordability for the district)
  - future infrastructure and asset renewal (what and how will council replace significant infrastructure when due for replacement)

- Land and Water Plan Implications (to understand the implications of compliance standards on the future provision of services to local communities)
  - Community Facility Provision Framework (how, what and when are facilities used and needed)
  - Community Partnerships Assistance and Funding Alignment Approach (multi-agency community partnership opportunities, and council's funding and grant schemes to support community organisations)
  - technological change impacts on communities and implications for Council
71. This work will assist Council in delivering on the Long Term Plan 2018-2028 and identify priorities for investing in community future planning.
72. High level project plans have now been developed for each of the topics above and a report presented to the Community & Policy Committee was received at their 5 September 2018 meeting. From here, the Project Team will establish prioritisation for the works scheduled, and identify any additional resources that may be required to undertake priority projects. Regular updates will be presented to the Community and Policy Committee throughout the next 9 months.

### **Policy and Bylaw Updates**

73. There are a number of Council bylaws and policies currently being reviewed and updated, and a large number of bylaws due for review in the next 12-24 months.
74. The Strategy and Policy team have undertaken a high level stocktake of all policies and bylaws currently held by Council and their timeframes and requirements for review. This work will include analysis of determining the appropriate categories for our policies into Governance and Management, and also discussing those which may be better served as procedures and guidelines. The Strategy and Policy team will be developing a Policy Manual to further define the scope of future policy and guideline provision for Council to operate efficiently and effectively in the future.

### **Community Partnership Leaders**

#### **The Milford Opportunities Project**

75. A further meeting of the Governance Group took place on 18 September 2018 where those in attendance considered the phase 1 research and analysis that was completed and the recommendations for further work. The next steps will be to:
- undertake public engagement, starting 17 September 2018 in Te Anau; and
  - seek further funding to undertake the further work for Phases 2 and 3.

### **Tourism Infrastructure Fund (TIF)**

76. Council has been advised that the applications that were lodged to the last round of the TIF have been approved. These applications were for;
- a. A \$5million contribution towards the cost of upgrading the Te Anau Wastewater scheme

- b. \$411,000 for the upgrading of toilets on the Southern Scenic Route at Waikawa, Clifden Bridge, Monkey Island and Te Anau
- c. \$300,000 for upgrading of the parking area at the Lake Manapouri Visitor Centre at Pearl Harbour.

### **Responsible Camping**

- 77. The Queenstown Lakes District Council are working to a very tight timeframe to develop a Responsible Camping Strategy that will also be used to assist with managing 'freedom camping' this summer. They are aware that there may be implications for other councils and organisations and have invited representatives from DOC, LINZ, NZTA, Southland District Council and Central Otago District Council to be part of their project control group.

### **Southland Museum Consultation - Our Tale Project**

- 78. Staff have been involved in a volunteer working group which undertook community consultation across Southland asking residents for their views on the future Southland Museum so that those views would have a voice in the future development plan.
- 79. The community consultation took place throughout the month of July 2018. The volunteer working group was formed to advise and assist with the consultation process. The group provided specialist expertise in heritage and marketing including social media and additional reach within different communities. Members of the group also assisted at the workshops and with analysing the very large volume of input received. The completion of the report in August will ensure that the information is able to be fully considered within the larger redevelopment project.
- 80. The public were able to give their views by either completing an online or hard copy survey or by attending a workshop. Many participants expressed a sense of loss and concern at the closure of the museum, but also hope and excitement for what the future museum could be. They also hoped, quite strongly at times, that the redevelopment could be progressed rapidly.
- 81. A copy of the report is available from Council's area offices.

### **Venture Southland**

- 82. Venture Southland is facilitating the development of the 2019-2029 Southland Murihiku Destination Strategy which will establish a framework for destination development, destination management and provide a pathway for achieving the goal of \$1 billion in tourism revenue, in Southland by 2025.
- 83. A Southland Destination Strategy (SDS) Strategic Advisory group has been established to drive the development of the strategy and ensure the process is inclusive. The group includes representatives from the Southland tourism sector, MBIE, Department of Conservation, Tourism NZ, Air NZ, Iwi and Council.
- 84. The strategy will align with local, national and sector initiatives including the regional events strategy, Welcoming Communities pilot programme and the development of the Southland Story.
- 85. An independent consultant will be employed to carry out wider consultation and advance the strategy. Requests for proposals from consultants are currently being sought. The development

and implementation of the strategy will help position Southland as a preferred destination for both domestic and international markets and will set the strategic direction for the region.

86. The development of a Southland Story was identified as an immediate priority in the Southland Regional Development Strategy Action Plan. The project, which aims to identify and develop a consistent Southland story that articulates a unified message of past, present and future, is now being facilitated by Venture Southland.
87. This project is supported by the Ministry of Business, Innovation and Employment, aligns with the Southland Murihiku Destination Strategy and will play a fundamental role in achieving the goal of 10,000 more people to Southland by 2025.
88. As part of the project a digital platform will be developed for community groups and sectors to discover, share and celebrate the essence of Southland and what the region offers to those who choose to live, visit, invest, work and study here.
89. An Advisory Board has been established to ensure the project process is inclusive and representative of Southland, act as project champions, assist with selection of consultants and ensure alignment with councils and the wider community. It is anticipated that the project will be completed by the end of 2018 or early 2019.

## **Services and Assets Group**

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

90. As we move further into the financial year, the group is looking to stabilise its activities and focus on programming, resourcing and delivering the necessary works identified through the 2018-2028 Long Term Plan. In conjunction with this, there is also a focus on finalising the 2019-2020 Annual Plan.
91. We continue our search for a Community Facilities Team Leader. There are a number of critical business improvement works streams that need to be delivered within this activity; the lack resource is hampering our ability to deliver on these commitments.
92. The Programme/Project Management Platform is in the process of finalising the design and workflow. Internal training programmes and change management processes are also being established, to ensure the system is able to be integrated into the organisation, with minimal impact but maximum outcomes.
93. The Pyramid Bridge project is progressing with Gore District Council. Southland District Council staff and Council representation form part of the project governance team; contact and updates are regular. An updated design estimate has been provided and an external Quantity Surveyor will be reviewing this prior to the two councils having an opportunity to decide which of the two options to pursue (single or double-lane).
94. The Te Anau Wastewater Discharge Project updated Business Case assessment has now been completed and the internal team is working on producing the cover reporting for the necessary committee meetings and Council decision. The committee and Council meetings to consider the updated business case have been scheduled for October 2018, in order to progress the project with a selected discharge method.

95. Another key activity underway, is the assessment of the two solid waste contracts that are up for renewal in 2019. Both of these contracts have been subject to review and will now move into extension negotiations, in line with the contract renewal processes stipulated in each of the contracts.
96. Work is ongoing to provide further clarity and prioritisation of expenditure in association with infrastructure deficits, activities, sub-activities and services. This work is necessary to adequately inform levels of service discussions and consultation in the lead up to the 2021 Long Term Plan.
97. Asset information is also an area of focus currently, particularly within the Community Facilities and 3-Waters Activities. For 3-Waters this involves establishing a Master Data Specification determining what asset information is required, across the hierarchy of assets within each of the three reticulated services activities. Once established, it will be necessary to work with our contractors to ensure at the point of install or intervention, the appropriate information is captured in a way that is then easily migrated into IPS, our Asset Management software.
98. For Community Facilities this has involved identifying some priority activities (playgrounds, buildings and toilets) and tapping into support from the New Zealand Recreation Association (NZRA) as the national support body to establish asset information templates for each. These are currently in draft and being finalised. Once finalised we will progress to gathering the relevant asset information for these activities. Concurrently, it will be necessary to review the Asset Management System to support its function.
99. It is anticipated that this Asset information work will be ongoing for a number of years and will impact all of the activities and services that Council delivers. This work will be rationalised alongside the Core Systems Project.
100. The programme/project management software platform approved in July 2018, is in the process of being rolled out and has been established in a testing platform. We are refining the workflow and business rules/integration associated with the software and will be rolling out and bedding in the change processes necessary to support this new system over the coming months.

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

101. Results from the line and cable survey have been received and there are nine poles to be replaced and 93 pillar boxes that need some remedial work. Planning is in progress to complete the pole replacements, this work will require additional labour from Invercargill and potentially a specialist traffic management service provider.
102. Trees at 59 Hicks Road have been identified as being a significant risk to the network and a sewage pump station. The trees are on road reserve and Southland District Council has been informed of the risk.
103. In addition to the above, work is ongoing to review the longer-term cost sustainability and contract structure associated with SIESA. This work will ramp up over the coming 12 month period.



## **Forestry (IFS)**

104. Harvesting of the 2018-19 harvest program has commenced in the Waikaia forest with the previous year's program now completed. This has meant nil re-establishment costs of the logging crew, a saving to the Southland District Council.
105. Production for July was 9,600 tonnes, of the budgeted 26,000 ton annual program. The crew will be completed at Waikaia in September.

## **Strategic Water and Waste**

### **Te Anau Wastewater Discharge Project**

106. The business case in support of the preferred Kepler option was presented to Council in December 2016, and while they resolved to progress with detailed design on the pipeline route to Kepler, they also requested that staff undertake further work around a sub-surface disposal option (option 3). Council staff and consultants are currently developing this work, in conjunction with an external peer reviewer, Ben Stratford.
107. The roles of the Te Anau Wastewater Discharge Project Committee, Fiordland Sewage Options Group and their representative Peter Riddell have also been reviewed, with Mr Riddell engaged to provide commentary on a conceptual subsurface drip irrigation design and costings. Once this work is completed and finalised, an updated business case will be provided to Council for decision following submission and review by the Te Anau Wastewater Discharge Project Committee, Services and Assets Committee and the Finance and Audit Committee. It is anticipated that this work will be completed by early September, after which the updated business case will be presented to the various Committees and Council for consideration. These meetings have been scheduled for mid-October with a Council meeting planned for 23 October 2018.
108. In addition to the above, a finalised basis of design for the pipeline to Kepler has been delivered to Council. Council staff are also working through options around resourcing for the delivery of the various stages of the overall project.

## **Land and Water Plan Implementation**

109. Under the National Policy Statement for Freshwater Management 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.
110. 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.
111. In total 25 appeals were received by Environment Southland of which Council has identified 10 which it will join as a Section 274 party. Council has also lodged an appeal to the decision. The

basis of Council's appeal is largely around the 'non-complying' activity status on wastewater discharges to water.

112. The latest direction issued from the Environment Court outlines a proposed path, where appeals to objectives will be heard ahead of mediation, by grouped topic on policies and rules. A pre-hearing conference is scheduled for 12 September.

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

113. 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.
114. Further information has been requested by the Waste Management Group which should allow a recommendation to be made to the Waste Advisory Group as to whether to roll the contracts over, or to go back to the market. The Waste Advisory Group made a number of decisions around each contract at their meeting on 27 June 2018. At the meeting it was recommended that Contract 550 be rolled over for a further eight year term. This recommendation was endorsed by both Invercargill City and Gore District Councils in July. The recommendation was presented to Finance and Audit Committee on 30 August 2018 and Services and Assets Committee on 5 September 2018, with a final report planned to be presented to Council on 19 September 2018. Further decisions around Contract 650 are expected by late October 2018.

### **Strategic Roding**

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

115. Work is progressing well to complete the main route with the final preparation work at the Curio Bay end of the route (last 1.1km) nearing completion in anticipation for sealing. Based on geotechnical assessment and testing the road was realigned away from the slip area and appears to be performing well.
116. Progress along the Waipapa Route has been progressing well with approximately 90% of the basecourse complete. This will be held until weather is suitable for sealing. The legal survey for land purchases is continuing.
117. It is still expected that the project will be finalised around October / November 2018 when weather condition should be more favourable for the sealing works prior to the peak of the visitor season.

#### **LED Street Light Conversion**

118. Work is well on track to be completed by the end of the calendar year. Work is currently being undertaken in around the South Eastern area. The only larger townships remaining to be completed are Riverton, Orepuki and Tuatapere.

### **Strategic Property**

119. Work has commenced on the 2018/19 projects to be completed this financial year. Primarily at this phase of the project, is seeking the relevant quotes to complete the work and consider these against budget.

120. Those under budget will commence once signed off. However, those over budget will either be subject to a scope change or the commencement of the unbudgeted expenditure approval process.
121. Work has also commenced to identify, plan to commence and complete those improvement processes, as identified in each of the seven activity plans used as the basis of the recently approved Long Term Plan. In relation to open spaces, toilets and buildings this is creation of spreadsheets to determine components to be identified and assessed. For community centres this will also be the collection of data regarding each facilities utilisation.

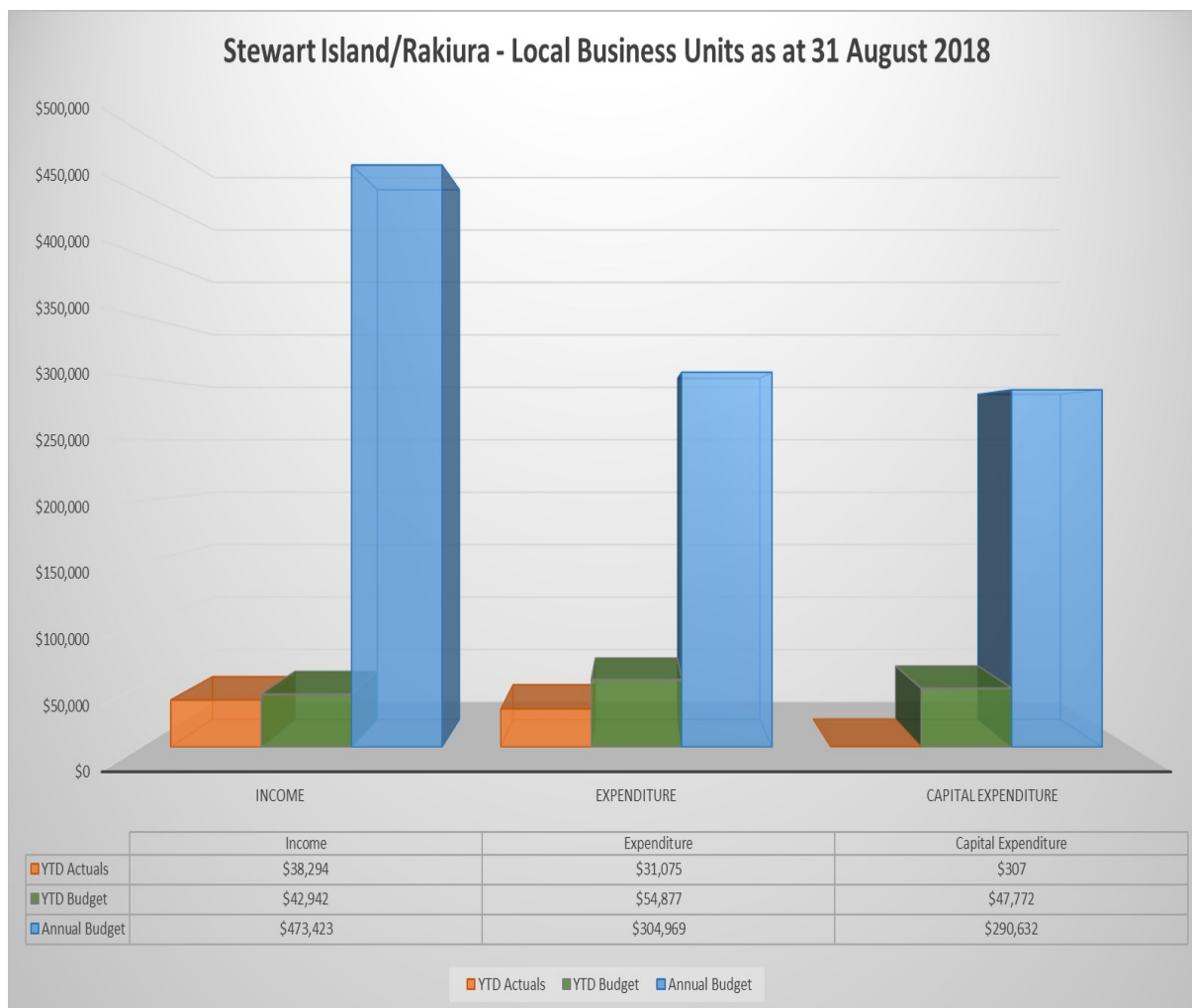
## **Water Structures**

122. Progress is continuing in relation to the Riverton Wharves licencing and repairs. Most licence holders are progressing with essential repairs. As a result of recent communication from staff as well as news articles getting the works completed, there has been an upswing on this work as well as communication with Council on the progress and documentation. Resolution with only one operator remains.

## **Finance**

123. Revenue is slightly below budget for the month mainly due to licence Fee (for wharf) and internal interest not being invoiced but budgeted for. Revenue for the cemetery and the Moturau Gardens was above budget due to higher than anticipated internments and general recoveries being higher than budgeted.
124. Expenditure was well below budget for the month mainly due to reduced expenses for Refuse Collection and mowing (off season) plus the full year budget YTD figures are based on a linear (uniform) monthly spend over the year (ie annual budget divided by 12, multiplied by month into financial calendar). These factors combined with seasonal fluctuations in Level of Service required, may result in variances between budget and actual figures.
125. Capital Expenditure for Library is under budget as the library books have not been purchased and capital budgeted for footpaths has not been used YTD

126.



Stewart Island/Rakiura - Business Units as at 31 August 2018										
BU Code	Business Unit	Income Actual YTD	Income Budget YTD	Income Budget Full Year	Expenses Actual YTD	Expenses Budget YTD	Expenses Budget Full Year	Capital Actual YTD	Capital Budget YTD	Capital Budget Full Year
26600	Administration - Stewart Is	\$1,185	\$6,351	\$16,097	\$53	\$1,991	\$11,695			
26601	Library - Stewart Island	\$2,813	\$2,813	\$16,877	\$1,983	\$3,068	\$13,322	\$307	\$636	\$3,815
26602	Operating Costs - Stewart Is	\$487	\$1,217	\$7,300	\$99	\$762	\$4,569			
26607	Street Works - Stewart Island	\$355	\$360	\$243,905	\$4,058	\$13,938	\$83,357		\$47,136	\$286,817
26610	Refuse Collection - Stewart Is	\$18,739	\$19,881	\$115,319	\$8,558	\$19,121	\$114,725			
26613	Stormwater Drain - Stewart Is	\$3,296	\$3,337	\$20,020	\$5,793	\$2,888	\$13,940			
26625	Cemetery - Stewart Island	\$3,333	\$2,069	\$12,411	\$3,596	\$2,069	\$12,411			
26628	Beautification - Stewart Is	\$4,784	\$4,842	\$29,053	\$3,239	\$5,804	\$34,822			
26629	Moturau Gardens	\$2,021	\$777	\$4,663	\$1,021	\$1,746	\$4,663			
26634	Trail Park	\$1,021	\$1,033	\$6,200	\$2,632	\$2,853	\$7,635			
26646	Playground - Waterfront	\$260	\$263	\$1,578	\$43	\$638	\$3,830			
	<b>Total</b>	<b>\$38,294</b>	<b>\$42,942</b>	<b>\$473,423</b>	<b>\$31,075</b>	<b>\$54,877</b>	<b>\$304,969</b>	<b>\$307</b>	<b>\$47,772</b>	<b>\$290,632</b>

# Reserve Balances

Stewart Island/Rakiura													
	Opening Balance	Current Budget	Forecast Budget	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029
Local													
Reserve													
Stewart Isl General - RES	168,190	50,523	50,523	57,639	31,482	25,106	31,293	37,650	44,181	50,889	57,779	64,854	67,550
Stewart Isl WasteMgt - OPR	29,324	30,117	30,117	30,936	31,782	32,656	33,559	34,492	35,455	36,450	37,478	38,539	38,539
Total Local Reserve	197,514	80,640	80,640	88,575	63,264	57,762	64,852	72,142	79,636	87,339	95,257	103,393	106,089
Total Local Balance													
	197,514	80,640	80,640	88,575	63,264	57,762	64,852	72,142	79,636	87,339	95,257	103,393	106,089
Total Stewart Island/Rakiura Reserve Balance													
	197,514	80,640	80,640	88,575	63,264	57,762	64,852	72,142	79,636	87,339	95,257	103,393	106,089

## **Recommendation**

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

- a)      Receives the report titled “Council Report” dated 2 October 2018.**

## **Attachments**

There are no attachments for this report.





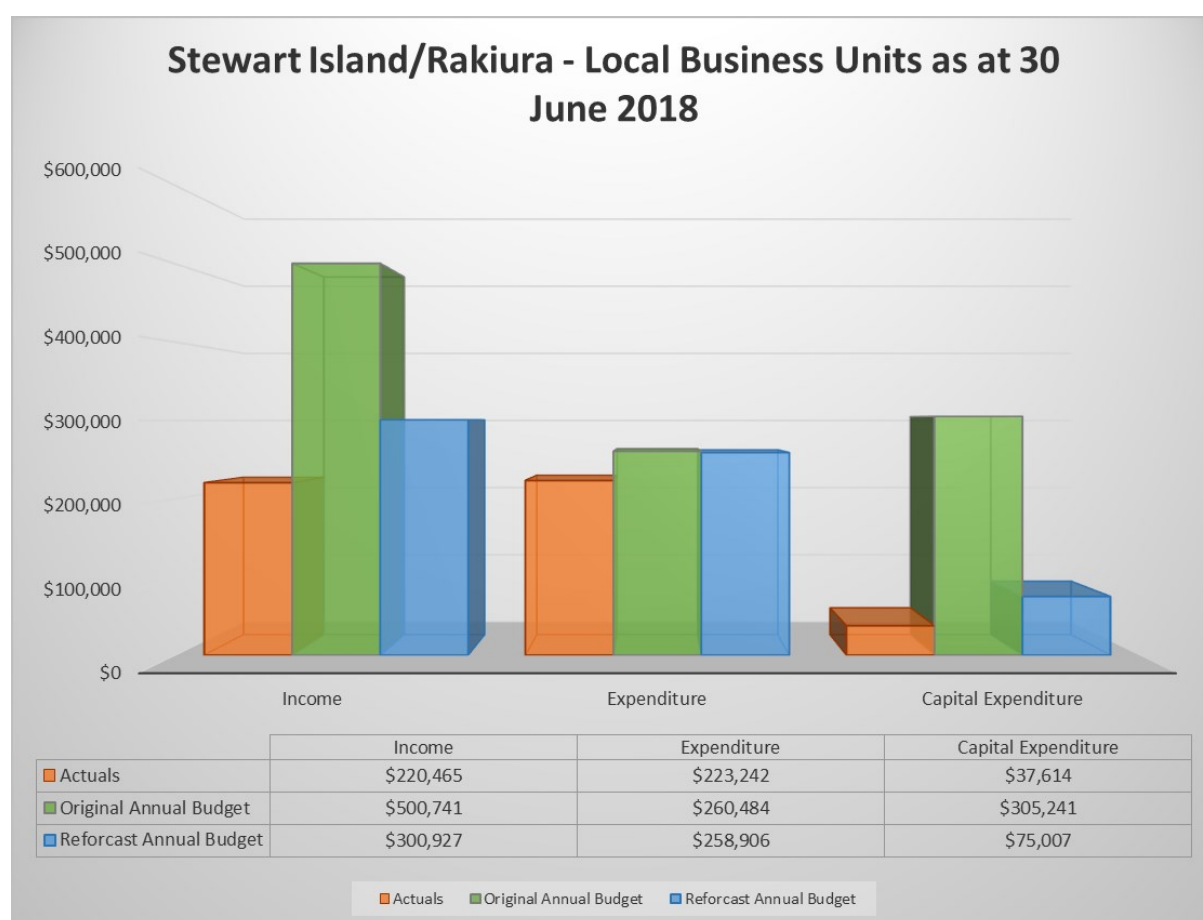
## Financial Report for the year ended 30 June 2018

**Record No:** R/18/7/17597  
**Author:** Brendan Gray, Community Engineer  
**Approved by:** Matt Russell, Group Manager Services and Assets

☐ Decision ☐ Recommendation ☒ Information

- These financial results are subject to review by Audit NZ in September, and therefore may change.

### Community financial performance for the year



- The graph above shows what actually happened (Actuals), what the original budget was (Original annual budget) and then what was expected to occur by year end (Reforecast annual budget) for each of the Income, Expenditure, and Capital Expenditure categories.
- The 'Reforecast' totals show the effect of unbudgeted expenditure, projects that have been put on hold or are to be completed in 2018/2019 and/or expected changes to income and operating expenditure over the year.
- Monthly reports provided to you by the Community Engineers compared the actual YTD against reforecast YTD totals.

- 5 Any significant variances between the 'Actual' and 'Original budget' totals are explained below. The details are provided in the attached Annual Report figures.

## **Significant Variances to the Annual Budget**

### **Income**

- 6 Income is significantly under budget due to:
- 7 The loss of \$95,000 from roading development contributions towards the Peterson Hill footpath project. These funds should have been transferred to the roading department at the time the development was completed.
- 8 Funds were returned to the Stewart Island Visitor Levy (SIVL) after projects that were funded by SIVL grants were completed under budget.
- 9 The SIVL funding applications for the two walking track projects and a new footpath project were applied for and granted (new footpath application was only partially granted) in the 2016/2017 year, these funds were transferred to the Stewart Island general reserve at 30 June 2017 and were used to fund these project in the 2017/2018 year.

### **Expenditure**

- 10 Expenditure is slightly under budget due to a mix of over and under budgets.
- 11 Library - Electricity is over budget, this is consistent with the previous year. The electricity budget needs to be revised for future years.
- 12 Operating Costs - Less general projects budget was required than budgeted.
- 13 Stormwater Drainage - Zero maintenance was required, therefore no costs incurred.
- 14 Cemetery - New ashes beams project was not required therefore deleted and the new memorial wall project was deferred to the 2018/2019 year. There was also no interment costs incurred.
- 15 Beautification - Less mowing and maintenance was required than budgeted.

### **Capital Expenditure**

- 16 The variance in capital was due to projects that were not 100% completed or not undertaken at all during the year. The two significant projects are:
- 17 The new footpath from Rankin St to Fuschia walkway project. The SIVL application was only partially successful resulting in need to explore other funding methods, this has delayed the progress of this project.
- 18 The new footpath at Elgin Terrace from Petersons Hill to Excelsior Road. The development contributions funding source is no longer available, other funding options are being explored.

## **Schedule of Loan Balances**

	<b>Balance June 2017</b>	<b>Uplifted Loan</b>	<b>Principal Repayments</b>	<b>Balance June 2018</b>	<b>Years Remaining</b>
Stormwater	\$100,898	-	\$5,606	\$95,292	12

## Project List

- 19 Community projects that were budgeted to be undertaken in the 2017/2018 year are in the table below.

Activity	Project Name	Financial Year	AP Budget	Actual cost	Status	Officer's Comment
Cemeteries	New Ashes Beam	2017/2018	1,578	-	Deleted	Deleted. Not required
Cemeteries	New memorial wall	2017/2018	8,000	-	In progress - Tender	Currently being priced. Will be completed in the new financial year.
Parks & Reserves	Major maintenance of smaller township walking tracks	2016/2017	25,625	22,307	Completed	Track work completed. Seven separate projects on different tracks to make up the \$23k.
Parks & Reserves	Mill Creek to Bathing Beach track	2016/2017	8,192	8,192	Completed	Completed
Roads & Footpaths	New car parking area on Argyle St	2016/2017	30,420	-	Deferred	Project has been carried forward into 2018/19. Decision made by CB to progress with the project.
Roads & Footpaths	New footpath - Rankin St to end of Fuschia Walkway & signage	Multi-year 2016/2017	146,165	13,460	In progress - Construction	First section completed. Awaiting development of large project possibly funded by TIF for a parking area at the top of Golden Bay. This may change the end point for the footpath.
Roads & Footpaths	New footpath - Elgin Terrace from Petersons Hill to Excelsior Rd	2017/2018	94,649	-	In progress - Design	Being priced by contractors on Stewart Island. May be part funded roading as a safety project.
Roads & Footpaths	Replacement of 4 old street lights	2017/2018	10,000	5,271	Completed	Bollards installed. Job complete
Roads & Footpaths	Rakiura Track turn around area	2017/2018	12,000	7,967	In progress - Investigation	Toilet purchased and is on island. To be installed in new financial year

## Financial Considerations

### Development and Financial Contributions

- 20 Contributions are collected to fund community growth projects. The use of these funds are considered by Council staff when projects are in the planning stage. Certain policy and legislative requirements must be met before these contributions can be applied to projects.
- 21 The total balance of Development and Financial contributions for your community as at 30 June 2018 is in the table below.

Parks	Roading	Total
36,014	101,677	137,691

### Reserves

- 22 Interest has been allocated to the reserve accounts. Interest is calculated on the average balance of the reserves for the year at an interest rate of 3%. The budgeted interest rate was 4.19%.

## Stewart Island

### Schedule of Reserve Balance

		Actual June - 017	Transfers To/(From)	Actual June -018
<b>Local</b>				
<i>Reserve Account</i>				
Stewart Isl General - RES	87879	206,178.26	(37,988.25)	168,190.01
Stewart Isl Waste Mgt - OPR	87867	23,309.21	6,014.49	29,323.70
		<b>229,487.47</b>	<b>(31,973.76)</b>	<b>197,513.71</b>
<b>Local Total</b>		<b>229,487.47</b>	<b>(31,973.76)</b>	<b>197,513.71</b>
<b>Total Stewart Island/Rakiura Reserves</b>		<b>229,487.47</b>	<b>(31,973.76)</b>	<b>197,513.71</b>

## Recommendation

That the Stewart Island/Rakiura Community Board:

- a) Receives the report titled "Financial Report for the year ended 30 June 2018" dated 4 September 2018.

## Attachments

- A Stewart Island Annual Report figures for the year ended 30 June 2018 [↓](#)

**Stewart Island/Rakiura - Financial Report**

For the Period Ended June 2018

2017/2018 Financial Year

**26600 Administration - Stewart Is**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
Income					
(5,810.00)	26600.11171	Rates - Collected	(5,910.61)	(5,810.00)	101.73%
(4,500.00)	26600.11316	Licence Fee - Wharf	(4,500.00)	(4,500.00)	100.00%
148.00	26600.19151	Internal - Interest on Reserve	(5,532.54)	148.00	-3,738.20%
(13.00)	26600.19171	Internal Rates Income	(16.31)	(13.00)	125.46%
13.00	26600.19175	Internal Rates offset	0.00	13.00	0.00%
<b>(10,162.00)</b>			<b>(15,959.46)</b>	<b>(10,162.00)</b>	<b>157.05%</b>
Expenditure					
8,284.02	26600.21416	Board Members - Salary	9,490.00	8,284.02	114.56%
500.00	26600.21836	Miscellaneous Grant	0.00	500.00	0.00%
1,000.00	26600.23513	Course and Seminar Fees	0.00	1,000.00	0.00%
526.00	26600.31552	Operating Costs	587.02	526.00	111.60%
<b>10,310.02</b>			<b>10,077.02</b>	<b>10,310.02</b>	<b>97.74%</b>
<b>148.02</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>(5,882.44)</b>	<b>148.02</b>	
Capital Movements					
(148.00)	26600.87878	To-STEW General - RE	5,882.44	(148.00)	-3,974.62%
<b>(148.00)</b>			<b>5,882.44</b>	<b>(148.00)</b>	<b>-3,974.62%</b>
<b>0.02</b>			<b>0.00</b>	<b>0.02</b>	

**26601 Library - Stewart Island**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
Income					
(15,687.00)	26601.19113	Contribution - District	(15,687.00)	(15,687.00)	100.00%
(15,687.00)			(15,687.00)	(15,687.00)	100.00%
Expenditure					
0.00	26601.21311	Material Damage Insurance	862.94	0.00	0.00%
53.00	26601.21652	Office Consumables	134.32	53.00	253.43%
158.00	26601.21657	Stationery	0.00	158.00	0.00%
2,776.00	26601.31212	Heating Fuels	2,640.00	2,776.00	95.10%
210.00	26601.31420	Minor Tools	0.00	210.00	0.00%
0.00	26601.35230	Maint - Assets under \$1,000	(45.00)	0.00	0.00%
143.00	26601.41117	Depn - Furniture & Fitting	402.91	143.00	281.76%
1,357.00	26601.43363	SIESA Electricity Internal Expe	2,924.31	1,357.00	215.50%
6,949.00	26601.43380	Internal - Wages Oncharged	6,948.96	6,949.00	100.00%
11,646.00			13,868.44	11,646.00	119.08%
(4,041.00)	Net Operating (Surplus)/Deficit		(1,818.56)	(4,041.00)	
Capital Movements					
3,815.00	26601.65191	Library Book - Acquisition LOS	2,724.47	3,815.00	71.41%
369.00	26601.89164	To - District Operations Reser	0.00	369.00	0.00%
0.00	26601.89165	Ex - District Operations Reser	(503.00)	0.00	0.00%
(143.00)	26601.99511	Add Back Non Cash Depn	(402.91)	(143.00)	281.76%
4,041.00			1,818.56	4,041.00	45.00%

**26602 Operating Costs - Stewart Is**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
	<b>Income</b>				
0.00	26602.11111	Rentals	(86.96)	0.00	0.00%
<u>(7,300.00)</u>	26602.11315	Licence Fee - Roadline	<u>(8,774.73)</u>	<u>(7,300.00)</u>	<u>120.20%</u>
<b>(7,300.00)</b>			<b>(8,861.69)</b>	<b>(7,300.00)</b>	<b>121.39%</b>
	<b>Expenditure</b>				
0.00	26602.21218	Doubtful Debts	200.00	0.00	0.00%
3,000.00	26602.31542	General Projects	414.13	3,000.00	13.80%
269.00	26602.41113	Depn - Marine As	268.63	269.00	99.86%
<u>1,374.00</u>	26602.43363	SIESA Electricity Internal Expe	<u>1,218.53</u>	<u>1,374.00</u>	<u>88.68%</u>
<b>4,643.00</b>			<b>2,101.29</b>	<b>4,643.00</b>	<b>45.26%</b>
<b>(2,657.00)</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>(6,760.40)</b>	<b>(2,657.00)</b>	
	<b>Capital Movements</b>				
2,926.00	26602.87878	To-STEW General - RE	7,029.03	2,926.00	240.23%
<u>(269.00)</u>	26602.99511	Add Back Non Cash Depn	<u>(268.63)</u>	<u>(269.00)</u>	<u>99.86%</u>
<b>2,657.00</b>			<b>6,760.40</b>	<b>2,657.00</b>	<b>254.44%</b>
<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	

**26607 Street Works - Stewart Island**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
<b>Income</b>					
(94,649.00)	26607.11131	Contribution - Headwork	0.00	(94,649.00)	0.00%
(41,000.00)	26607.11162	Grants General (Capital)	0.00	(41,000.00)	0.00%
(2,189.00)	26607.11171	Rates - Collected	(2,226.94)	(2,189.00)	101.73%
(3.00)	26607.19171	Internal Rates Income	(6.14)	(3.00)	204.67%
3.00	26607.19175	Internal Rates offset	0.00	3.00	0.00%
0.00	26607.19186	Internal - Grant Income	11,316.00	0.00	0.00%
<b>(137,838.00)</b>			<b>9,082.92</b>	<b>(137,838.00)</b>	<b>-6.59%</b>
<b>Expenditure</b>					
86.00	26607.21311	Material Damage Insurance	58.44	86.00	67.95%
2,103.00	26607.35214	Maint - General	1,430.76	2,103.00	68.03%
0.00	26607.41118	Depn - Improvement	66.39	0.00	0.00%
<b>2,189.00</b>			<b>1,555.59</b>	<b>2,189.00</b>	<b>71.06%</b>
<b>(135,649.00)</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>10,638.51</b>	<b>(135,649.00)</b>	
<b>Capital Movements</b>					
12,000.00	26607.65172	Improvements - Acquis Demand	0.02	12,000.00	0.00%
146,165.00	26607.65521	Footpaths - Acquisition LOS	(0.25)	146,165.00	0.00%
94,649.00	26607.65522	Footpaths - Acquisition Demand	0.00	94,649.00	0.00%
10,000.00	26607.65523	Footpaths - Renewal	5,270.53	10,000.00	52.71%
30,420.00	26607.65541	Sealed Roads - Acq LOS	0.00	30,420.00	0.00%
0.00	26607.67516	WIP - Other	21,427.00	0.00	0.00%
(52,420.00)	26607.87879	Ex-STEW General - RE	(37,269.42)	(52,420.00)	71.10%
0.00	26607.99511	Add Back Non Cash Depn	(66.39)	0.00	0.00%
<b>240,814.00</b>			<b>(10,638.51)</b>	<b>240,814.00</b>	<b>-4.42%</b>
<b>105,165.00</b>			<b>0.00</b>	<b>105,165.00</b>	

**26610 Refuse Collection - Stewart Is**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
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**26610 Refuse Collection - Stewart Is**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
Income					
(114,916.00)	26610.11171	Rates - Collected	(114,621.72)	(114,916.00)	99.74%
(799.00)	26610.19151	Internal - Interest on Reserve	(777.83)	(799.00)	97.35%
(596.00)	26610.19171	Internal Rates Income	0.00	(596.00)	0.00%
596.00	26610.19175	Internal Rates offset	0.00	596.00	0.00%
<b>(115,715.00)</b>			<b>(115,399.55)</b>	<b>(115,715.00)</b>	<b>99.73%</b>
Expenditure					
631.00	26610.36311	Refuse Collect - General	0.00	631.00	0.00%
6,310.00	26610.36327	Refuse Bags	8,107.54	6,310.00	128.49%
1,300.00	26610.41118	Depn - Improvement	199.09	1,300.00	15.31%
2,945.00	26610.43342	Internal-Tfr Stn Refuse fees	2,893.92	2,945.00	98.27%
104,640.00	26610.43364	Internal - Waste/Kerbside	97,993.60	104,640.00	93.65%
<b>115,826.00</b>			<b>109,194.15</b>	<b>115,826.00</b>	<b>94.27%</b>
<b>111.00</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>(6,205.40)</b>	<b>111.00</b>	
Capital Movements					
799.00	26610.87866	To-STEW Waste Mgt - OP	6,014.49	799.00	752.75%
390.00	26610.89232	Depn To Waste Management	390.00	390.00	100.00%
(390.00)	26610.89247	Depn NFS Waste Management	(390.00)	(390.00)	100.00%
(910.00)	26610.99511	Add Back Non Cash Depn	190.91	(910.00)	-20.98%
<b>(111.00)</b>			<b>6,205.40</b>	<b>(111.00)</b>	<b>-5,590.45%</b>
<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	

**26613 Stormwater Drain - Stewart Is**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
	<b>Income</b>				
(19,591.00)	26613.11171	Rates - Collected	(19,929.94)	(19,591.00)	101.73%
(66.00)	26613.19171	Internal Rates Income	(54.98)	(66.00)	83.30%
66.00	26613.19175	Internal Rates offset	0.00	66.00	0.00%
<b>(19,591.00)</b>			<b>(19,984.92)</b>	<b>(19,591.00)</b>	<b>102.01%</b>
	<b>Expenditure</b>				
0.00	26613.31528	Rates	149.10	0.00	0.00%
5,258.00	26613.35214	Maint - General	0.00	5,258.00	0.00%
5,078.00	26613.43317	Internal -Interest on Loans	5,089.20	5,078.00	100.22%
1,322.00	26613.43344	Internal - WWS Management Fee	1,322.52	1,322.00	100.04%
416.00	26613.43366	Internal Rates expense	477.06	416.00	114.68%
1,923.00	26613.43374	Internal WWS Stormwater Invest	1,922.88	1,923.00	99.99%
<b>13,997.00</b>			<b>8,960.76</b>	<b>13,997.00</b>	<b>64.02%</b>
<b>(5,594.00)</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>(11,024.16)</b>	<b>(5,594.00)</b>	
	<b>Capital Movements</b>				
5,594.00	26613.71533	Internal Loans - Repaid	5,606.16	5,594.00	100.22%
0.00	26613.87878	To-STEW General - RE	5,418.00	0.00	0.00%
<b>5,594.00</b>			<b>11,024.16</b>	<b>5,594.00</b>	<b>197.07%</b>
<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	

**26625 Cemetery - Stewart Island**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
<b>Income</b>					
(12,306.00)	26625.11171	Rates - Collected	(10,909.22)	(12,306.00)	88.65%

**26625 Cemetery - Stewart Island**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
	<b>Income</b>				
0.00	26625.11194	General Recoveries	(100.00)	0.00	0.00%
(1,683.00)	26625.11313	Cemetery Interment Fees	(330.44)	(1,683.00)	19.63%
(29.00)	26625.19171	Internal Rates Income	(34.54)	(29.00)	119.10%
29.00	26625.19175	Internal Rates offset	0.00	29.00	0.00%
<b>(13,989.00)</b>			<b>(11,374.20)</b>	<b>(13,989.00)</b>	<b>81.31%</b>
	<b>Expenditure</b>				
8,098.00	26625.31527	Mowing	7,380.55	8,098.00	91.14%
2,630.00	26625.35214	Maint - General	1,988.89	2,630.00	75.62%
9,578.00	26625.35711	Cemetery Beams	0.00	9,578.00	0.00%
1,683.00	26625.35713	Interments	0.00	1,683.00	0.00%
<b>21,989.00</b>			<b>9,369.44</b>	<b>21,989.00</b>	<b>42.61%</b>
<b>8,000.00</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>(2,004.76)</b>	<b>8,000.00</b>	
	<b>Capital Movements</b>				
0.00	26625.87878	To-STEW General - RE	2,004.76	0.00	0.00%
(8,000.00)	26625.87879	Ex-STEW General - RE	0.00	(8,000.00)	0.00%
<b>(8,000.00)</b>			<b>2,004.76</b>	<b>(8,000.00)</b>	<b>-25.06%</b>
<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	

**26628 Beautification - Stewart Is**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
	<b>Income</b>				
(33,817.00)	26628.11162	Grants General (Capital)	0.00	(33,817.00)	0.00%
(29,053.00)	26628.11171	Rates - Collected	(29,555.70)	(29,053.00)	101.73%
(94.00)	26628.19171	Internal Rates Income	(81.54)	(94.00)	86.74%
94.00	26628.19175	Internal Rates offset	0.00	94.00	0.00%
<b>(62,870.00)</b>			<b>(29,637.24)</b>	<b>(62,870.00)</b>	<b>47.14%</b>
	<b>Expenditure</b>				
17,353.00	26628.31527	Mowing	14,211.93	17,353.00	81.90%
1,700.00	26628.35213	Maint - Gardening	1,652.17	1,700.00	97.19%
25,625.00	26628.35217	Maint - Planned	22,307.22	25,625.00	87.05%
10,000.00	26628.35221	Maint - Tracks	4,084.26	10,000.00	40.84%
8,319.00	26628.41118	Depn - Improvement	9,285.73	8,319.00	111.62%
<b>62,997.00</b>			<b>51,541.31</b>	<b>62,997.00</b>	<b>81.82%</b>
<b>127.00</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>21,904.07</b>	<b>127.00</b>	
	<b>Capital Movements</b>				
8,192.00	26628.65171	Improvements - Acq LOS	48,136.00	8,192.00	587.60%
0.00	26628.67512	WIP - Improvememts	(39,944.00)	0.00	0.00%
0.00	26628.87879	Ex-STEW General - RE	(20,810.34)	0.00	0.00%
(8,319.00)	26628.99511	Add Back Non Cash Depn	(9,285.73)	(8,319.00)	111.62%
<b>(127.00)</b>			<b>(21,904.07)</b>	<b>(127.00)</b>	<b>17,247.30%</b>
<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	

**26629 Moturau Gardens**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
<b>Income</b>					
(3,214.00)	26629.11171	Rates - Collected	(3,269.62)	(3,214.00)	101.73%
(1,500.00)	26629.11194	General Recoveries	(1,500.00)	(1,500.00)	100.00%



**26629 Moturau Gardens**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
	<b>Income</b>				
(9.00)	26629.19171	Internal Rates Income	(9.02)	(9.00)	100.22%
9.00	26629.19175	Internal Rates offset	0.00	9.00	0.00%
<b>(4,714.00)</b>			<b>(4,778.64)</b>	<b>(4,714.00)</b>	<b>101.37%</b>
	<b>Expenditure</b>				
275.00	26629.21311	Material Damage Insurance	198.21	275.00	72.08%
3,500.00	26629.35214	Maint - General	3,037.44	3,500.00	86.78%
939.00	26629.43366	Internal Rates expense	942.77	939.00	100.40%
<b>4,714.00</b>			<b>4,178.42</b>	<b>4,714.00</b>	<b>88.64%</b>
<b>0.00</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>(600.22)</b>	<b>0.00</b>	
	<b>Capital Movements</b>				
0.00	26629.87878	To-STEW General - RE	600.22	0.00	0.00%
<b>0.00</b>			<b>600.22</b>	<b>0.00</b>	<b>0.00%</b>
<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	

**26634 Traill Park**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
Income					
(6,132.00)	26634.11171	Rates - Collected	(6,238.15)	(6,132.00)	101.73%
(29.00)	26634.19171	Internal Rates Income	(17.21)	(29.00)	59.34%
29.00	26634.19175	Internal Rates offset	0.00	29.00	0.00%
<b>(6,132.00)</b>			<b>(6,255.36)</b>	<b>(6,132.00)</b>	<b>102.01%</b>
Expenditure					
1,077.00	26634.21311	Material Damage Insurance	733.71	1,077.00	68.13%
2,103.00	26634.31527	Mowing	3,440.16	2,103.00	163.58%
939.00	26634.31528	Rates	942.77	939.00	100.40%
1,000.00	26634.35214	Maint - General	9.78	1,000.00	0.98%
1,190.00	26634.41118	Depn - Improvement	1,435.03	1,190.00	120.59%
1,021.00	26634.43363	SIESA Electricity Internal Expe	1,034.53	1,021.00	101.33%
1,013.00	26634.43366	Internal Rates expense	1,167.47	1,013.00	115.25%
<b>8,343.00</b>			<b>8,763.45</b>	<b>8,343.00</b>	<b>105.04%</b>
<b>2,211.00</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>2,508.09</b>	<b>2,211.00</b>	
Capital Movements					
(1,021.00)	26634.87879	Ex-STEW General - RE	(1,073.06)	(1,021.00)	105.10%
(1,190.00)	26634.99511	Add Back Non Cash Depn	(1,435.03)	(1,190.00)	120.59%
<b>(2,211.00)</b>			<b>(2,508.09)</b>	<b>(2,211.00)</b>	<b>113.44%</b>
<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	

**26646 Playground - Waterfront**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
<b>Income</b>					
(1,578.00)	26646.11171	Rates - Collected	(1,605.37)	(1,578.00)	101.73%
(6.00)	26646.19171	Internal Rates Income	(4.43)	(6.00)	73.83%
6.00	26646.19175	Internal Rates offset	0.00	6.00	0.00%
<b>(1,578.00)</b>			<b>(1,609.80)</b>	<b>(1,578.00)</b>	<b>102.02%</b>
<b>Expenditure</b>					

**26646 Playground - Waterfront**

<u>Annual Budget</u>	<u>Department</u>		<u>Year to Date Actuals</u>	<u>Year to Date Budget</u>	<u>%Variance</u>
	<b>Expenditure</b>				
1,578.00	26646.35214	Maint - General	1,379.68	1,578.00	87.43%
2,252.00	26646.41118	Depn - Improvement	2,252.21	2,252.00	100.01%
<b>3,830.00</b>			<b>3,631.89</b>	<b>3,830.00</b>	<b>94.83%</b>
<b>2,252.00</b>	<b>Net Operating (Surplus)/Deficit</b>		<b>2,022.09</b>	<b>2,252.00</b>	
	<b>Capital Movements</b>				
0.00	26646.87878	To-STEW General - RE	230.12	0.00	0.00%
(2,252.00)	26646.99511	Add Back Non Cash Depn	(2,252.21)	(2,252.00)	100.01%
<b>(2,252.00)</b>			<b>(2,022.09)</b>	<b>(2,252.00)</b>	<b>89.79%</b>
<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	

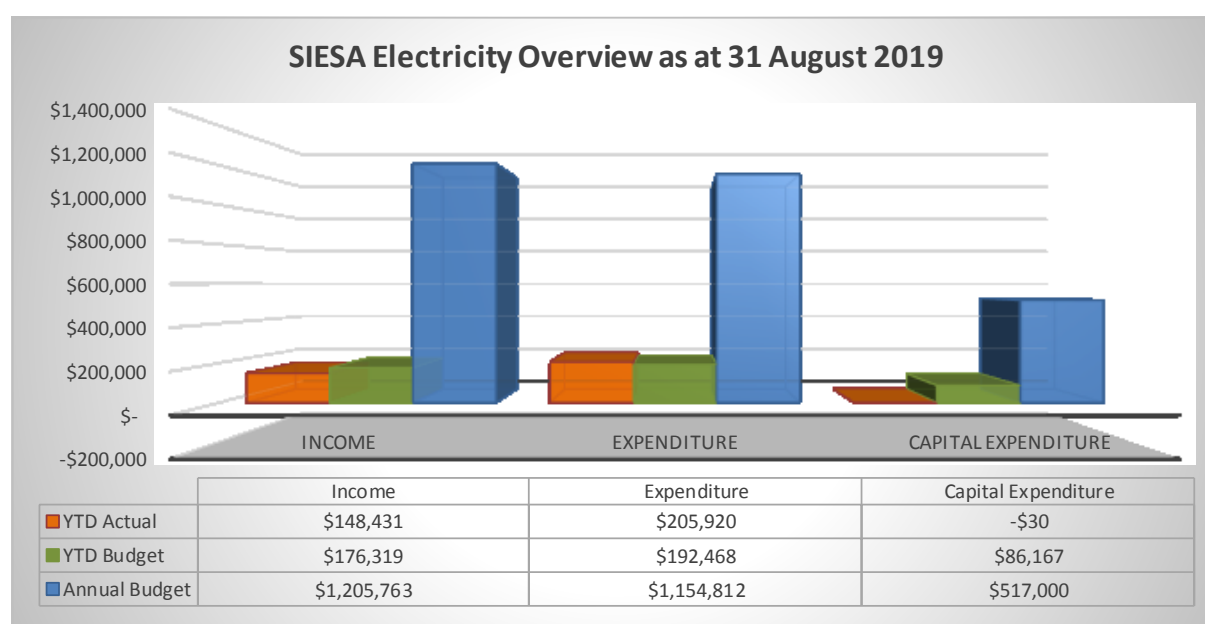
## SIESA - Financial Report to 31 August 2018

**Record No:** R/18/10/23103  
**Author:** Joanie Nel, Management Accountant  
**Approved by:** Anne Robson, Chief Financial Officer

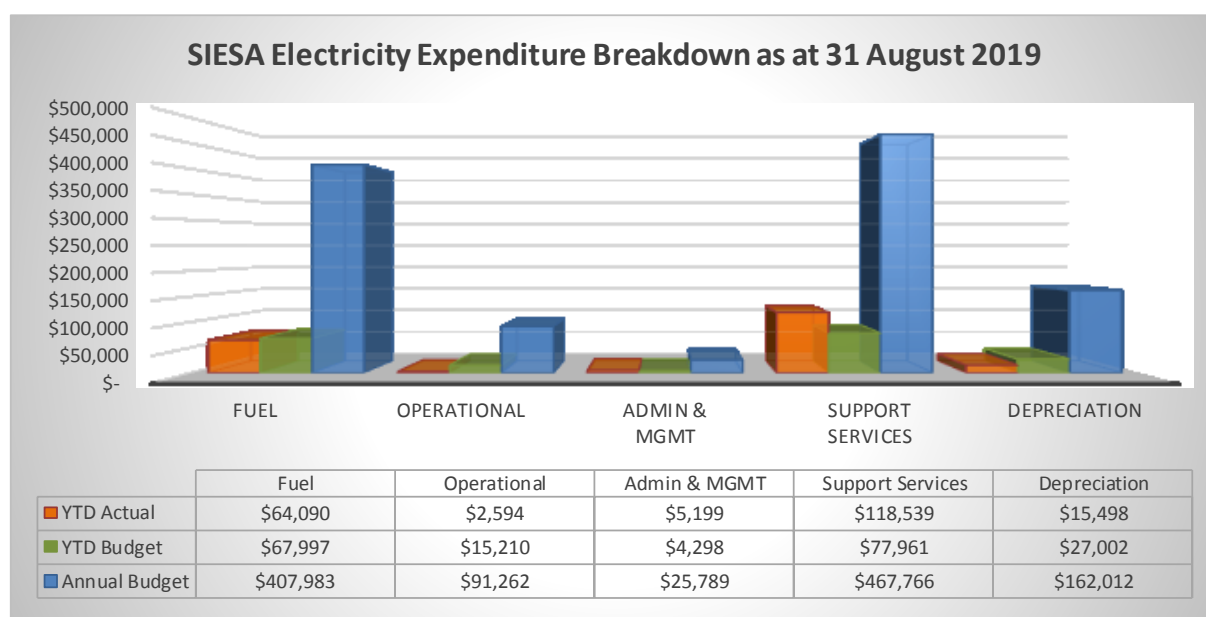
☐ Decision ☐ Recommendation ☒ Information

### SIESA Electricity Operations

- 1 SIESA Electricity Generation net deficit for the year to date is \$57,489, compared to a budgeted year to date surplus of \$10,853.



- 2 Total income for the period to date is \$148,431, \$27,888 under budget, this was as a result of the following:
  - Lower supply and connection fees against budget (\$12,500). The budget for the period has been phased. 14.30% of the annual electricity income has been estimated to be received for the period. This % has been based on previous calculations. Staff will be revisiting these calculations and update where necessary. We will advise the Committee of the changes and the basis on which it was done.
  - Interest received budgeted at \$7,400 versus a debit of \$10,000 because of the reversal of accrued interest at the start of the financial year. Interest is received on SIESA investments at maturity. At the 30<sup>th</sup> of June, an allowance for interest accrued but not yet received was made of \$15,503. This was reversed in full this year but mistakenly a journal for the accrued interest to the 31<sup>st</sup> of August was missed, this amounted to \$19,743. This means the actual result will be interest received of \$9,743 compared to a budget of \$7,400.



- 3 Total operating expenditure for the year is \$205,920, \$13,452 over budget. The following comments apply:
- Bad debt expense was \$1,822 over budget. The amount written off was in relation to long standing customer arrears. Council staff are continuing to review outstanding debts which may result in additional debt being written off.
  - Rates expense was \$1,598 over budget. This was due to the rates cost being phased monthly rather than quarterly. This will be corrected for the next report.
  - Management fees were \$41,651 over budget which is due to the increase in fees payable to Powernet.

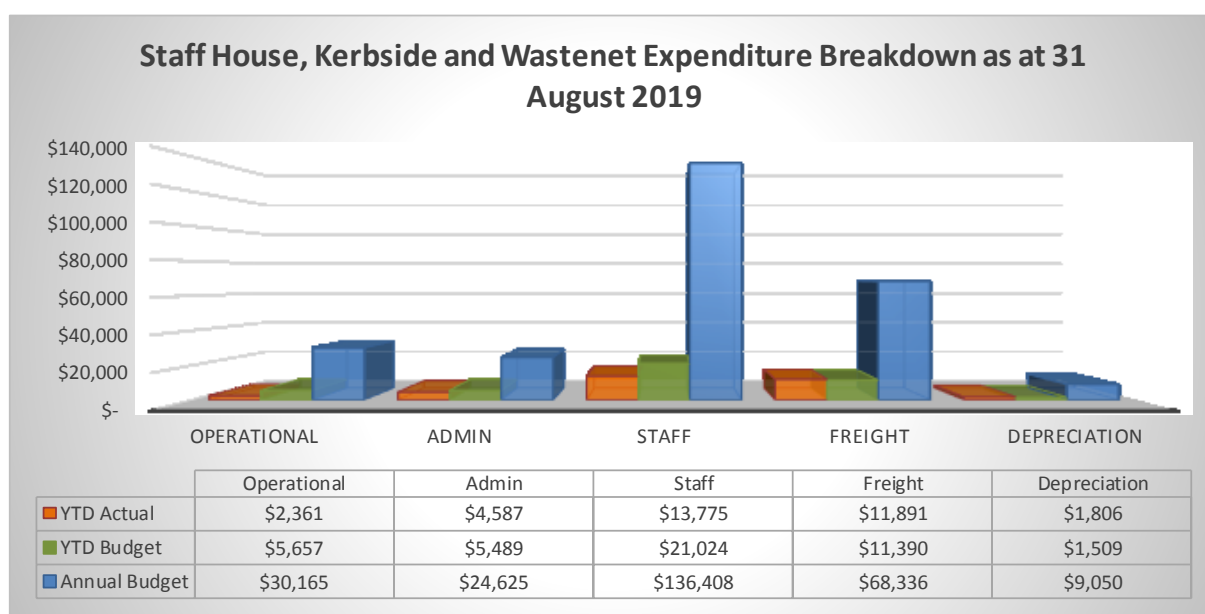
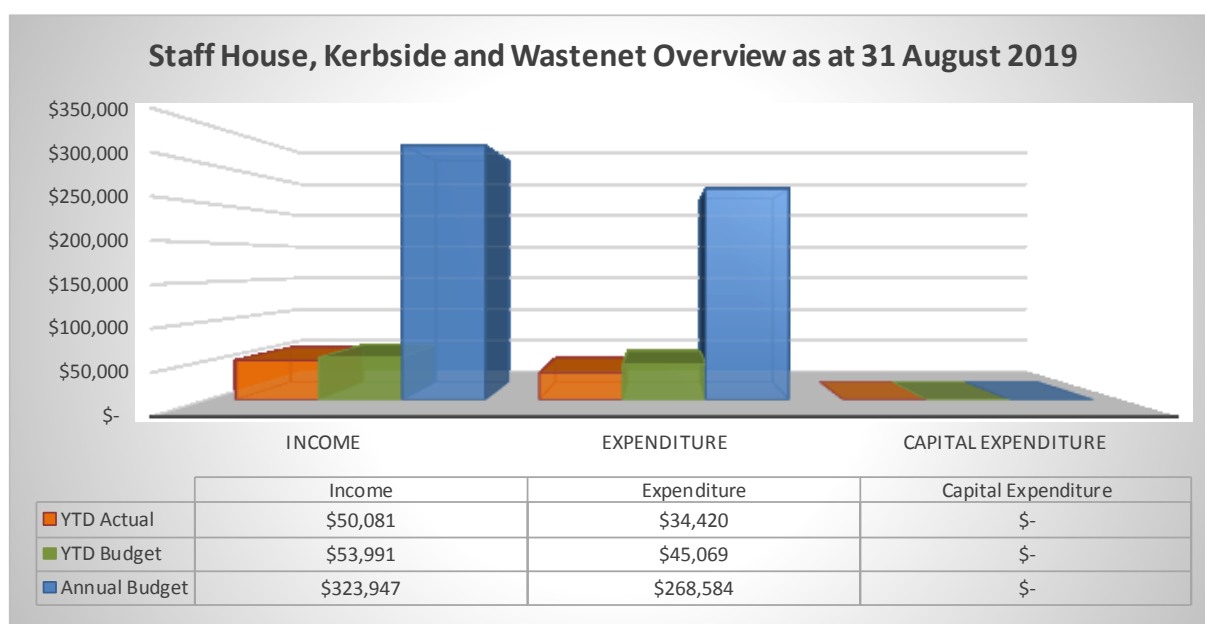
## Project List Status

Project Name	AP Budget	Actual cost	Comment
Replace Generator/ Turbine	100,000	-	Investigating being undertaken between the two types of Gensets available, "fixed" (ie mounted in the room) versus "containerised" which is a Genset that can be moved around.
Network upgrade	20,000	-	Minor upgrade, this is for the replacement of the ceramic insulation, only those that are faulty
Replacement of 2 x 20 000L Fuel tanks	85,000	-	Being investigated through supplier, Allied as to the cheapest replacement of the Fuel tanks
Exhaust System renewal/service	20,000	-	On hold, not required

<b>Project Name</b>	<b>AP Budget</b>	<b>Actual cost</b>	<b>Comment</b>
Service SCADA control system	25,000	-	Not yet required
Upgrade SCADA control system	10,000	-	Not yet required
Ringfeed Project stage 4	56,000	-	Ringfeed projects combined to gain efficiencies, this is so that when there is a power fault, other properties are not affected (Stage 4 from Miro Crescent to Elgin Terrace)
Ringfeed Project stage 3	46,000	-	As above, Stage 3 is from Mill Creek to Miro Crescent.
Security upgrade for Power station	30,000	-	Current security cameras are functional. Upgrade on hold.
Replacement of transformer/switch	35,000	-	To be discussed with Powernet further as this project involves moving gear “outside” the yard toward the inside.
Replace circuit breakers	80,000	-	On hold- current circuit breakers are still functional.

## **Staff House, Kerbside and WasteNet Operations**

- 4 Overall income for the period to date was \$3,910 below budget. Currently the budget has not been phased.
- 5 Overall expenditure for the year to date is \$10,880 under budget. This is mainly due to actual maintenance needed being less than the monthly budgeted allowance as well as the timing of when costs are incurred.



- 6 As at 31 August SIESA has \$1,620,000 in investments. These are held in terms varying from one month to nine months at interest rates between 3.33% and 3.55%.

## **Recommendation**

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

- a) **Receives the report titled “SIESA - Financial Report to 31 August 2018” dated 3 October 2018.**

## **Attachments**

There are no attachments for this report.





## Update from the Strategy and Policy Team

**Record No:** R/18/9/22458

**Author:** Robyn Rout, Policy Analyst

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

☐ Decision

☐ Recommendation

☒ Information

### Purpose

- 1 This report is to inform the Stewart Island Rakiura Community Board about recent developments regarding parking on Elgin Terrace, and to give the Board an update on the review of the Stewart Island/Rakiura Visitor Levy.

### Summary

- 2 On 19 September 2018, Council adopted the Roding Bylaw 2008 (Revision 2, 2018) and it came into effect on 28 September 2018.
- 3 Amendments made to the bylaw relate to the parking restrictions on Elgin Terrace. The bylaw now aligns with the parking restrictions currently marked up on Elgin Terrace, so the parking restrictions displayed can be enforced. Some other minor amendments to wording and legal references were also made to the bylaw.
- 4 The recently adopted bylaw is included with this report as Attachment A, for the Board's information. Staff have also included a diagram of the parking restrictions as Attachment B.
- 5 On 25 September, Council endorsed a statement of proposal, and put the draft Stewart Island Rakiura Visitor Levy Policy and Bylaw out for consultation.
- 6 The proposal contains a number of key changes, including changes to the amount of the levy, who allocates funds, and where funds are allocated. Consultation on the proposal started on 4 October 2018 and submissions will be accepted until 5pm on 9 November 2018. The Board can submit on the proposal if it wishes to do so.
- 7 The statement of proposal has been included with this report as Attachment C.

### Next Steps

- 8 Over the next two years Council will be undertaking a thorough review of the roading bylaw. The review is likely to propose a number of changes around the District.
- 9 Possible changes relating to Stewart Island/Rakiura will be considered as part of this review. Council staff will be seeking input from the Board as part of the preliminary consultation process on the bylaw.
- 10 In relation to the review of the Stewart Island/Rakiura visitor levy, it is likely that submissions will be presented to Council, and hearings will be held on 29 November 2018. If a large number of people from Stewart Island/Rakiura would like to be heard, staff will consider holding part of the hearing on the Island, or by skype direct to Council.
- 11 After receiving and hearing submissions, Council will then deliberate on how it would like to proceed. This is likely to be in early 2019.

- 12 If, after considering community views, Council decides it should increase the levy, the new amount would be consulted on via the Annual Plan, in March 2019.
- 13 If Council still wants to raise the amount of the levy/revenue after the Annual Plan consultation process, Council would then adopt the draft policy and bylaw. Any increase in the amount of levy/revenue collected would not come into effect until 1 October 2020.

## **Recommendation**

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

- a) **Receives the report titled “Update from the Strategy and Policy Team” dated 28 September 2018.**
- b) **Notes that the Roothing Bylaw 2008 (Revision 2, 2018) has been adopted, which includes amendments to the parking restrictions on Elgin Terrace.**
- c) **Notes that the formal consultation process on the draft Stewart Island Rakiura Visitor Levy Policy and the draft Stewart Island Visitor Levy Bylaw 2019 commenced on 4 October 2018 and will run until 9 November 2018.**
- d) **Notes that the Board can submit on the draft Stewart Island Rakiura Visitor Levy Policy and the draft Stewart Island Visitor Levy Bylaw 2019 if it wishes to do so.**

## **Attachments**

- A Roothing Bylaw 2008 (Revision 2, 2018) [↓](#)
- B Diagram of parking restrictions on Elgin Terrace from 28 September 2018 [↓](#)
- C Statement of Proposal - Draft Stewart Island/Rakiura Visitor Levy Policy and Bylaw [↓](#)



## Roading Bylaw 2008

Revision 2 -2018

Southland District Council  
Te Rohe Pōtae o Murihiku

PO Box 903  
15 Forth Street  
Invercargill 9840

☎ 0800 732 732  
@ sdc@southlanddc.govt.nz  
🏠 southlanddc.govt.nz

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## Document Revision

Date	Amendment	Amended by	Approved by	Approval date	Date came into effect
2015	Continuation of bylaw	Roading	Council	22 April 2015	30 April 2015
2018	<ul style="list-style-type: none"> <li>Altering parking restrictions on Elgin Terrace</li> <li>Adding legislative references</li> <li>Updating the definition of parking enforcement officer</li> </ul>	Strategy and Policy	Council	19 September 2018	28 September 2018

## 1 Short Title and Commencement

This Bylaw may be cited as the Southland District Council Roading Bylaw 2008 and shall come into force on 1 May 2008.

## 2 Application of Bylaw

This Bylaw shall apply in respect to all roads vested in and under the control of Council.

Upon written request from an occupier, landowner or ratepayer, Council by resolution may grant exemptions to the Roading Bylaw 2008 by resolution of Council.

An exemption will be at the pleasure of Council and may contain specific conditions regarding the exemption.

Council reserves the right to withdraw any approval for exemption with 24 hours' notice.

## 3 Previous Bylaw

The Southland District Council Roading Bylaw 2001 is consequently repealed.

## 4 Definitions

In this Bylaw, unless the context otherwise requires "Council" means the Southland District Council, or any officer authorised to exercise the authority of Council.

**"Crossing"** means that part of any roadway and associated drainage system used for the purpose of shifting and moving livestock across any roadway.

**"Debris"** means any refuse, rubbish, animal remains or faeces, glass, metal, garbage, dirt, filth, rubble, ballast, stones, earth, hedge trimmings or waste matter, or any other thing of a like nature.

**"Heavy Motor Vehicle"** means a motor vehicle (other than a motor car that is not used, kept or available for the carriage of passengers for hire or reward) having a gross laden weight exceeding 3,500 kg.

**"Hours of Darkness"** means -

- (a) Any period of time between half an hour after sunset on one day and half an hour before sunrise on the next day; or
- (b) Any other time when there is not sufficient daylight to render clearly visible a person or vehicle at a distance of 100 metres.

**"Livestock"** means horses, cattle, sheep, pigs, deer or other farmed animals.

**"Maintained Network"** means all roads identified as being maintained by the Council in Council's Asset and Maintenance Management System (RAMM) database.

**"Parking"** means:

- (a) in relation to any portion of a road where parking is for the time being governed by the location of parking meters placed pursuant to a bylaw of a local authority, the stopping or standing of a vehicle on that portion of the road for any period exceeding five minutes:

- (b) in relation to any other portion of a road, the stopping or standing of a vehicle (other than a vehicle picking up or setting down passengers in a restricted parking area, and entitled to do so) on that portion of the road; and park has a corresponding meaning:

**“Parking Enforcement Officer”** means any person who has been appointed as an enforcement officer by the Southland District Council Under the Local Government Act 2002; or any person who is an enforcement officer under the Land Transport Act 1998 for the enforcement and control of traffic and parking.

**“Policy Procedures”** means procedures that enable Southland District Council’s Roading Policy.

**“Property Owner”** means legal owner or owners.

**“Publicly Notified”** means a notice published in a daily newspaper circulating throughout the Southland District.

**“Race”** means that part of any road margin fenced off and used specifically for the purpose of shifting and moving stock.

**“Road”** includes a street; and also includes any place to which the public have access, whether as of right or not; and also includes all bridges, culverts, ferries, and fords forming part of any road, street, or other place as aforesaid which are under the control and/or ownership of the Council or to which control has been delegated from the controlling authority for specific purposes.

**“Road margin”** includes any uncultivated margin of a road adjacent to but not forming part of either the roadway or the footpath (if any):

**“Roadway”** means that portion of the road used or reasonably usable for the time being for vehicular traffic in general.

**“Road Reserve”** means all land vested in the Council as road and includes roads, road margins and roadways.

**“Stock”** means horses, cattle, sheep, pigs or other farmed animals.

**“Urban Area”** means any ‘Urban Resource Area’ specified in the Southland District Plan.

**“Vehicle”** means a contrivance equipped with wheels, tracks, or revolving runners upon which it moves or is moved; but does not include—

- (a) A perambulator or pushchair:
- (b) A shopping or sporting trundler not propelled by mechanical power:
- (c) A wheelbarrow or hand-trolley:
- (d) Repealed.
- (e) Any pedestrian controlled lawnmower or any agricultural machinery not propelled by mechanical power:
- (f) Any article of furniture:
- (g) Any invalid wheel-chair not propelled by mechanical power:
- (h) Any other contrivance specified by notice in the Gazette:

## 5 Offences

Every person commits an offence against this Bylaw, who:

- (a) Fails to comply with any prohibition, restriction, direction or requirement indicated by the lines, markings, traffic signs and other signs or notices laid down, placed, made or erected on or upon

any road, public carpark, reserve or other places controlled by the Control (or under delegated authority to Council) pursuant to any of the provisions of this Bylaw or any resolution made under this Bylaw.

- (b) Fails to comply with any condition, duty, or obligation, imposed by this Bylaw or by any resolution made under this Bylaw.

Every person committing any breach of this Bylaw shall be liable to a fine not exceeding \$20,000 and where the breach is a continuing one then to a further fine not exceeding \$50 for every day or part of a day during which the breach has continued.

## 6 Stock Management

### Objective

The objective of this Part of the Bylaw is to provide for the orderly management of stock on roads within the District, with particular regard to traffic safety, and damage to roads.

This Part of the Bylaw is divided into three sections:

- (a) Stock Droving and Grazing.
- (b) Gates across the Road.
- (c) Debris on the Road.

### Stock Movement and Grazing on the Road

No person shall drive stock on Council roads without complying with the requirements and responsibilities under Procedure "Stock Droving" specified in Appendix 4.

Where a nuisance is created to road users, properties bordering the drive or grazing, and the road infrastructure Council may exercise its powers under the Offences section of this Bylaw.

No person shall regularly drive any stock, including milking stock, along or across any road either between farms or from one part of a farm to another part of that farm, or to a milking shed, except when using a crossing place or race in accordance with a permit issued by the Southland District Council.

### Debris on the Road

No person shall permit the depositing of debris on any road.

### Gates across the Road

No person shall erect, maintain or use any gate, temporary fence, electric tapes or other device on any road for the purpose of containing or droving stock without first obtaining permission from the Council.

### Damage

No person shall drive or lead stock along or across any road unless measures are taken to prevent damage to any public or private property along or adjacent to the road. All barriers erected to prevent damage to any public or private property are to be removed immediately after stock has passed.

## 7 Parking Restrictions

No person shall park a vehicle in any street, private street or public place in contravention of the prohibitions, limitations or restrictions imposed from time to time by the Council and specified in Appendix 1 to this Bylaw and evidenced by signs erected by Council on or adjacent to the places affected.

**8 One-way Roadways**

No person shall drive a vehicle or ride a horse or bicycle along any road or parts thereof as specified in Appendix 2 to this Bylaw otherwise in accordance to the direction specified by way of any sign erected by the Council for that purpose.

**9 Vehicular Accessways**

No person shall install or construct any permanent vehicular accessway on any road for the purpose of access from the roadway to an internal accessway on private property without first obtaining the approval in writing of the Council and such approval may be given on such conditions as Council thinks fit.

**10 Heavy Traffic Prohibitions**

No person shall drive any heavy motor vehicle except a bus on or along those roads, or parts of roads listed in Appendix 3 of this Bylaw except for the purpose of picking up, or delivering goods, livestock and produce to an address on those roads when alternative access is not available for this purpose.

The prohibition shall not apply to a network utility operator or its authorised agent, or contractor engaged in the provision of, or maintenance of a network utility operation on a road or part of a road specified in Appendix 3.

Dated at Invercargill this XX day of XX 2018.

THE COMMON SEAL of the  
SOUTHLAND DISTRICT COUNCIL  
was hereunto affixed in the presence of: }

\_\_\_\_\_ MAYOR

\_\_\_\_\_ CHIEF EXECUTIVE



## Appendix 1: Parking Restrictions

SOUTHLAND DISTRICT COUNCIL ROADING BYLAW 2008 - REVISION 2 2018

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	<u>MARAROA WAIMEA WARD</u>	<u>LUMSDEN TOWNSHIP</u>										
3104	MARIA ST	PLUTO RD	South	161	West	PLUTO RD	South	184	No Stopping At All Times	N	Y	OUTSIDE HIGH SCHOOL
3104	MARIA ST	PLUTO RD	South	161	East	PLUTO RD	South	193	BUS STOP	N	Y	OUTSIDE HIGH SCHOOL
	<u>MARAROA WAIMEA WARD</u>	<u>MOSSBURN TOWNSHIP</u>										
3642	SURREY ST	DEVON ST SH 94	North East	61	South East	DEVON ST SH 94	North East	102	BUS STOP	Y	Y	SCHOOL
	SURREY ST	DEVON ST SH 94	NTH EAST	70	NTH WEST	DEVON ST SH 94	NTH EAST	95	NO STOPPING	N	Y	NO STOPPING 8-9AM & 3-4PM MON - FRI
	<u>WAIAPARIMA WARD</u>	<u>TUATAPERE TOWNSHIP</u>										
2025	GILLIES ST	MAIN RD SH 99	East	63	North	MAIN RD SH 99	East	100	No Stopping At All Times	Y	N	OPPOSITE FIRE HOUSE
2025	GILLIES ST	MAIN RD SH 99	East	15	STH	MAIN RD SH 99	East	27	No Stopping At All Times	Y	N	OUTSIDE FIRE HOUSE
	<u>MARAROA WAIMEA WARD</u>	<u>BALFOUR TOWNSHIP</u>										
3155	QUEEN ST	KRUGER ST	South West	354	South East	KRUGER ST	South West	412	BUS STOP	Y	Y	ONE SIDE ONLY OUTSIDE SCHOOL
	<u>MARAROA WAIMEA WARD</u>	<u>RIVERSDALE TOWNSHIP</u>										

Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
3312	RUTLAND ST	HULL ST	North East	0	South East	HULL ST	North East	9	No Stopping At All Times	Y	N	ALL CHANGED
	RUTLAND ST	HULL ST	North East	9	South East	HULL ST	North East	19	BUS STOP	Y	Y	ALL CHANGED
	RUTLAND ST	HULL ST	North East	19	South East	HULL ST	North East	35	No Stopping At All Times	Y	N	ALL CHANGED
	RUTLAND ST	BERWICK ST	NTH EAST	10	NTH WEST	BERWICK ST	NTH EAST	18	No Stopping At All Times	Y	N	OUTSIDE AMBULANCE SERVICE
	RUTLAND ST	BERWICK ST	NTH EAST	30	NTH WEST	BERWICK ST	NTH EAST	60	No Stopping At All Times	Y	N	OUTSIDE FIRE HOUSE
	<b>MARAROA WAIMEA WARD</b>	<b>WAIKAI TOWNSHIP</b>										
3278	LEAMINGTON ST	SWALWELL ST	South East	144	South West	SWALWELL ST	South East	164	BUS STOP	Y	Y	OUTSIDE SCHOOL
	NEWBURN ST	BLAYDON ST	NTH WEST	87	NTH EAST	BLAYDON ST	NTH WEST	110	NO STOPPING	Y	N	FIRE HOUSE
	<b>MARAROA WAIMEA WARD</b>	<b>MANAPOURI TOWNSHIP</b>										
3424	HILLSIDE MANAPOURI RD	WAIU ST	East	27	South	WAIU ST	East	83	No Stopping At All Times	Y	N	
3433	HOME ST	HILLSIDE MANAPOURI RD	South West	4	West	HILLSIDE MANAPOURI RD	South West	26	No Stopping At All Times	Y	N	
	WAIU ST	HILLSIDE MANAPOURI RD	West	200	South	HILLSIDE MANAPOURI RD	West	325	No Stopping At All Times	Y	N	
3431	WAIU ST	VIEW ST.(West End)	South	20	East	VIEW ST.(West end)	South	270	No Stopping At All Times	Y	N	
	WAIU ST	VIEW ST.(West End)	East	270	North	VIEW ST.(West end)	East	276	Unlimited Parking	Y	N	

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	WAIKAI ST	VIEW ST.(West End)	East	276	North	VIEW ST.(West end)	East	282	No Stopping At All Times	Y	N	
	WAIKAI ST	VIEW ST.(West End)	East	282	North	VIEW ST.(West end)	East	298	Unlimited Parking	Y	N	
	WAIKAI ST	VIEW ST.(West End)	East	298	North	VIEW ST.(West end)	East	306	No Stopping At All Times	Y	N	
	WAIKAI ST	VIEW ST.(West End)	East	306	North	VIEW ST.(West end)	East	338	Unlimited Parking	Y	N	
	WAIKAI ST	VIEW ST.(West End)	East	338	North	VIEW ST.(West end)	East	341	No Stopping At All Times	Y	N	
	WAIKAI ST	VIEW ST.(West End)	East	341	North	VIEW ST.(West end)	East	354	PARK 60	Y	N	
	WAIKAI ST	VIEW ST.(West End)	East	354	North	VIEW ST.(West end)	East	372	BUSES 15 MINUTES ONLY	Y	N	Opposite Real Journeys
	WAIKAI ST	VIEW ST.(West End)	East	377	North	VIEW ST.(West end)	East	425	No Stopping At All Times	N	Y	
3431	WAIKAI ST	VIEW ST.(West End)	South	103	West	VIEW ST.(West end)	South	263	No Stopping At All Times	Y	N	
3431	WAIKAI ST	VIEW ST.(West End)	East	274	South	VIEW ST.(West end)	East	282	No Stopping At All Times	Y	N	
	WAIKAI ST	VIEW ST.(West End)	East	282	South	VIEW ST.(West end)	East	354	Unlimited Parking	Y	N	
3431	WAIKAI ST	VIEW ST.(West End)	East	354	South	VIEW ST.(West end)	East	425	No Stopping At All Times	N	Y	Commences @ Real Journeys
	<b>MARAROA WAIMEA WARD</b>	<b>TE ANAU TOWNSHIP</b>										
3508	BLIGH ST	MILFORD CRES	North West	0	North East	MILFORD CRES	North West	48	No Stopping At All Times	Y	N	Field note map 2
3508	BLIGH ST	MILFORD CRES	North West	48	North East	MILFORD CRES	North West	61	Bus stop	Y	N	

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
3508	BLIGH ST	MILFORD CRES	North West	0	South West	MILFORD CRES	North West	35	No Stopping At All Times	Y	N	
	BOWEN ST	LUXMORE DRIVE (SH 94)	North East	7	North West	LUXMORE DRIVE (SH 94)	North East	36	No Stopping At All Times	Y	N	24
	BOWEN ST	LUXMORE DRIVE (SH 94)	North East	6	South East	LUXMORE DRIVE (SH 94)	North East	31	No Stopping At All Times	Y	N	
3505	GUNN ST	POMPOLONA ST	South West	76	North	POMPOLONA ST	South West	125	No Stopping At All Times	Y	N	Opposite Kindergarten
3505	GUNN ST	POMPOLONA ST	South West	80	South	POMPOLONA ST	South West	143	No Stopping At All Times	Y	N	Outside Kindergarten
3502	HOWDEN ST	MILFORD RD SH 94	North West	0	North East	MILFORD RD SH 94	North West	102	No Stopping At All Times	Y	N	Outside high school, ref 24
3502	HOWDEN ST	MILFORD RD SH 94	North West	133	North East	MILFORD RD SH 94	North West	217	BUS STOP	Y	N	
3502	HOWDEN ST	MILFORD RD SH 94	North West	217	North East	MILFORD RD SH 94	North West	243	No Stopping At All Times	Y	N	
3502	HOWDEN ST	MILFORD RD SH 94	North West	0	South West	MILFORD RD SH 94	North West	16	No Stopping At All Times	Y	N	Opposite high school, 24
3502	HOWDEN ST	MILFORD RD SH 94	North West	86	South West	MILFORD RD SH 94	North West	102	No Stopping At All Times	Y	N	
3502	HOWDEN ST	MILFORD RD SH 94	North West	0	South West	MACKINNON LOOP	North West	14	No Stopping At All Times	Y	N	24
3502	HOWDEN ST	MILFORD RD SH 94	North West	0	South West	MACKINNON LOOP	South East	13	No Stopping At All Times	Y	N	
3502	HOWDEN ST	MACKINNON LOOP	North West	0	South West	MACKINNON LOOP	North West	14	No Stopping At All Times	Y	N	26
3502	HOWDEN ST	MACKINNON LOOP	South East	0	South West	MACKINNON LOOP	South East	13	No Stopping At All Times	Y	N	
	MACKINNON LOOP	HOWDEN ST	South West	0	North West	HOWDEN ST	North West	10	No Stopping At All Times	Y	N	24
	MACKINNON LOOP	HOWDEN ST	South West	0	South East	HOWDEN ST	South East	9	No Stopping At All Times	Y	N	

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
3502	HOWDEN ST	TOM PLATO DRIVE	North West	0	North East	TOM PLATO DRIVE	North West	17	No Stopping At All Times	Y	N	24
3502	HOWDEN ST	TOM PLATO DRIVE	North West	0	North East	TOM PLATO DRIVE	South East	13	No Stopping At All Times	Y	N	
	TOM PLATO DRIVE	HOWDEN ST	North East	0	North West	HOWDEN ST	North West	18	No Stopping At All Times	Y	N	24
	TOM PLATO DRIVE	HOWDEN ST	North East	0	South East	HOWDEN ST	South East	42	No Stopping At All Times	Y	N	
3502	HOWDEN ST	MATAI STREET	North West	0	South West	MATAI STREET	North West	15	No Stopping At All Times	Y	N	25
3502	HOWDEN ST	MATAI STREET	South East	0	South West	MATAI STREET	South East	18	No Stopping At All Times	Y	N	
	MATAI STREET	HOWDEN ST	South West	0	North West	HOWDEN ST	North West	16	No Stopping At All Times	Y	N	25
	MATAI STREET	HOWDEN ST	South West	0	South East	HOWDEN ST	South East	15	No Stopping At All Times	Y	N	
3519	LAKEFRONT DR	MANAPOURI TE ANAU HWY.SH 95	North West	32	South West	MANAPOURI TE ANAU HWY.SH 95	North West	440	No Stopping At All Times	Y	N	1
3519	LAKEFRONT DR	TOWN CENTRE	South East	0	South West	TOWN CENTRE	South East	9	No Stopping At All Times	Y	N	28
3519	LAKEFRONT DR	TOWN CENTRE	South East	27	South West	TOWN CENTRE	South East	193	No Stopping At All Times	Y	N	
3519	LAKEFRONT DR	TOWN CENTRE	South East	0	North East	MOKOROA ST	South East	73	No Stopping At All Times	Y	N	29
3519	LAKEFRONT DR	TOWN CENTRE	South East	73	North East	MOKOROA ST	South East	144	PARK 30	Y	N	
3540	MILFORD CRES	LUXMORE DRIVE (SH94)	West & South	0	North	LUXMORE DRIVE (SH94)	West & South	98	No Stopping At All Times	Y	N	2
	MILFORD CRES	BLIGH STREET	West & South	0	North	BLIGH STREET	West & South	28	No Stopping At All Times	Y	N	

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	MILFORD CRES	BLIGH STREET	West & South	79	North	BLIGH STREET	West & South	91	No Stopping At All Times	Y	N	3
	MILFORD CRES	BLIGH STREET	West & South	194	North	BLIGH STREET	West & South	210	No Stopping At All Times	Y	N	
	MILFORD CRES	BLIGH STREET	West & South	219	North	BLIGH STREET	West & South	227	No Stopping At All Times	Y	N	
3540	MILFORD CRES	LUXMORE DRIVE (SH94)	West & South	0	South	LUXMORE DRIVE (SH94)	West & South	43	No Stopping At All Times	Y	N	11
3540	MILFORD CRES	TOWN CENTRE (NE END)	West & South	0	South	TOWN CENTRE (NE END)	West & South	28	No Stopping At All Times	Y	N	13
3540	MILFORD CRES	TOWN CENTRE (NE END)	West & South	36	South	TOWN CENTRE (NE END)	West & South	64	No Stopping At All Times	Y	N	
3540	MILFORD CRES	TOWN CENTRE (NE END)	West & South	74	South	TOWN CENTRE (NE END)	West & South	117	No Stopping At All Times	Y	N	
3540	MILFORD CRES	TOWN CENTRE (NE END)	West & South	159	South	TOWN CENTRE (NE END)	West & South	244	No Stopping At All Times	Y	N	
3540	MILFORD CRES	TOWN CENTRE (NE END)	West & South	259	South	TOWN CENTRE (NE END)	West & South	261	No Stopping At All Times	Y	N	14
3516	MIRO ST	TOWN CENTRE	North West	22	North East	TOWN CENTRE	North West	54	BUS STOP	Y	N	4
3516	MIRO ST	TOWN CENTRE	North West	54	North East	TOWN CENTRE	North West	80	No Stopping At All Times	Y	N	
	MOKONUI ST	TOWN CENTRE	North West	8	North East	TOWN CENTRE	North West	22	No Stopping At All Times	Y	N	5
	MOKONUI ST	TOWN CENTRE	North West	8	South West	TOWN CENTRE	North West	34	No Stopping At All Times	Y	N	7
	MOKONUI ST	TOWN CENTRE	North West	80	South West	TOWN CENTRE	North West	86	No Stopping At All Times	Y	N	

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	MOKONUI ST	DUSKY STREET	South East	0	North East	DUSKY STREET	South East	13	No Stopping At All Times	Y	N	26
	MOKONUI ST	DUSKY STREET	South East	0	South West	DUSKY STREET	South East	9	No Stopping At All Times	Y	N	
	DUSKY STREET	MOKONUI ST	North East	0	South East	MOKONUI ST	North East	14	No Stopping At All Times	Y	N	26
	DUSKY STREET	MOKONUI ST	South West	0	South East	MOKONUI ST	South West	13	No Stopping At All Times	Y	N	
	DUSKY STREET	TE ANAU TCE	North East	0	South East	TE ANAU TCE	North East	4	No Stopping At All Times	Y	N	27
	TE ANAU TCE	DUSKY STREET	South East	0	North East	DUSKY STREET	South East	93	No Stopping At All Times	Y	N	26
	TE ANAU TCE	TOWN CENTRE	North West	0	North East	TOWN CENTRE	North West	36	No Stopping At All Times	Y	N	Map 27
	TE ANAU TCE	TOWN CENTRE	North West	36	North East	TOWN CENTRE	North West	57	BUS STOP	Y	N	
3518	TE ANAU TCE	TOWN CENTRE	North West	64	North East	TOWN CENTRE	North West	103	BUS STOP	Y	N	
	TE ANAU TCE	TOWN CENTRE	North West	103	North East	TOWN CENTRE	North West	113	No Stopping At All Times	Y	N	
	TE ANAU TCE	TOWN CENTRE	North West	113	North East	TOWN CENTRE	North West	170	PARK 60	Y	N	
3518	TE ANAU TCE	TOWN CENTRE	North West	0	South West	TOWN CENTRE	North West	30	No Stopping At All Times	Y	N	Map 28
	TE ANAU TCE	TOWN CENTRE	North West	35	South West	TOWN CENTRE	North West	68	Bus stop	Y	N	
	TE ANAU TCE	TOWN CENTRE	North West	75	South West	TOWN CENTRE	North West	152	PARK 60	Y	N	
3518	TE ANAU TCE	TOWN CENTRE	South East	0	North East	TOWN CENTRE	South east	73	No Stopping At All Times	Y	N	Map 29
3518	TE ANAU TCE	TOWN CENTRE	South East	73	North East	TOWN CENTRE	South east	144	PARK 30	Y	N	Map 29

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	TE ANAU TCE	TOWN CENTRE	South east	0	South west	TOWN CENTRE	North West	9	No Stopping At All Times	Y	N	
	TE ANAU TCE	TOWN CENTRE	South east	27	South west	TOWN CENTRE	North West	193	No Stopping At All Times	Y	N	Map 28
	THE LANE	TOWN CENTRE	North West	12	South West	TOWN CENTRE	North West	34	PARK 60	Y	N	Map 16
	THE LANE	TOWN CENTRE	North West	51	South West	TOWN CENTRE	North West	79	PARK 60	Y	N	
	THE LANE	TOWN CENTRE	North West	21	North East	TOWN CENTRE	North West	47	PARK 60	Y	N	Map 17
	THE LANE	TOWN CENTRE	North West	61	North East	TOWN CENTRE	North West	86	PARK 60	Y	N	
3542	TOWN CENTRE	LAKE FRONT DRIVE	North East	0	South East	LAKE FRONT DRIVE	North East	30	No Stopping At All Times	Y	N	Map 29
	TOWN CENTRE	LAKE FRONT DRIVE	North East	31	South East	LAKE FRONT DRIVE	North East	61	PARK 60	Y	N	
	TOWN CENTRE	LAKE FRONT DRIVE	North East	0	North West	LAKE FRONT DRIVE	North East	10	No Stopping At All Times	Y	N	6
	TOWN CENTRE	LAKE FRONT DRIVE	North East	18	North West	LAKE FRONT DRIVE	North East	29	PARK 60	Y	N	
	TOWN CENTRE	LAKE FRONT DRIVE	North East	37	North West	LAKE FRONT DRIVE	North East	45	No Stopping At All Times	Y	N	
	TOWN CENTRE	LAKE FRONT DRIVE	North East	45	North West	LAKE FRONT DRIVE	North East	67	PARK 60	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	16	South East	MOKONUI STREET	North East	49	PARK 60	Y	N	8
	TOWN CENTRE	MOKONUI STREET	North East	79	South East	MOKONUI STREET	North East	92	PARK 60	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	92	South East	MOKONUI STREET	North East	99	PARK 15	Y	N	

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	TOWN CENTRE	MOKONUI STREET	North East	140	South East	MOKONUI STREET	North East	161	PARK 60	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	171	South East	MOKONUI STREET	North East	180	PARK 60	Y	N	8
	TOWN CENTRE	MOKONUI STREET	North East	194	South East	MOKONUI STREET	North East	204	No Stopping At All Times	N	Y	Outside Mobil service station
	TOWN CENTRE	MOKONUI STREET	North East	223	South East	MOKONUI STREET	North East	236	BUS STOP	Y	N	9
	TOWN CENTRE	MOKONUI STREET	North East	236	South East	MOKONUI STREET	North East	261	No Stopping At All Times	Y	N	9
	TOWN CENTRE	MOKONUI STREET	North East	279	South East	MOKONUI STREET	North East	305	PARK 60	Y	N	10
	TOWN CENTRE	MOKONUI STREET	North East	316	South East	MOKONUI STREET	North East	326	PARK 15	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	358	South East	MOKONUI STREET	North East	386	PARK 60	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	390	South East	MOKONUI STREET	North East	419	PARK 60	Y	N	
	TOWN CENTRE	MOKONUI STREET	North East	421	South East	MOKONUI STREET	North East	481	No Stopping At All Times	Y	N	481 at Luxmore Drive intersection
	TOWN CENTRE	MOKONUI ST	North East	16	North west	MOKONUI ST	North East	28	PARK 60	Y	N	Map 5
	TOWN CENTRE	MOKONUI ST	North East	68	North West	MOKONUI ST	North East	88	PARK 60	Y	N	
	TOWN CENTRE	MIRO ST	North East	17	North West	MIRO ST	North East	35	PARK 60	Y	N	Map 4
	TOWN CENTRE	MIRO ST	North East	67	North West	MIRO ST	North East	124	No stopping	Y	N	
	<b>WAIKOU APARIMA WARD</b>	<b>OREPUKI TOWNSHIP</b>										
1974	DOVER ST	OLDHAM ST	East	7	STH	OLDHAM ST	East	48	No Stopping At All Times	Y	N	OUTSIDE GARAGE/WORKSHOP

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	DOVER ST	OLDHAM ST	EAST	0	NTH	OLDHAM ST	EAST	7	No Stopping At All Times	Y	N	OUTSIDE TAVERN
	DOVER ST	OLDHAM ST	WEST	0	NTH & STH	OLDHAM ST	WEST	38	No Stopping At All Times	Y	N	OUTSIDE FIRE HOUSE
	OLDHAM ST	DOVER ST	NORTH	0	WEST	OLDHAM ST	NORTH	25	No Stopping At All Times	Y	N	OUTSIDE FIRE HOUSE
	OLDHAM ST	DOVER ST	NORTH	0	EAST	OLDHAM ST	NORTH	5	No Stopping At All Times	Y	N	OUTSIDE TAVERN
	<b>WAIKOU APARIMA WARD</b>	<b>THORNBURY TOWNSHIP</b>										
	FOSTER RD	BRODERICK ST	West	67	North	BRODERICK ST	West	76	No Stopping At All Times	Y	N	OUTSIDE FIRE HOUSE
	<b>WAIKOU APARIMA WARD</b>	<b>RIVERTON TOWNSHIP</b>										
1861	BAY RD	OREPUKI RIVERTON HWY SH 99	South	0	East	OREPUKI RIVERTON HWY SH 99	South	542	No Stopping At All Times	Y	N	
1861	BAY RD	OREPUKI RIVERTON HWY SH 99	South	17	West	OREPUKI RIVERTON HWY SH 99	South	104	No Stopping At All Times	Y	N	
1861	BAY RD	DALLAS ST	South	35	West	DALLAS ST	South	191	No Stopping At All Times	Y	N	
1832	JETTY ST	PALMERSTON ST SH 99	South	4	East	PALMERSTON ST SH 99	South	50	No Stopping At All Times	Y	N	AROUND CNR ONTO SH99
1812	LEADER ST	PRINCESS ST	South West	99	WEST	PRINCESS ST	South West	109	BUS STOP	Y	N	OUTSIDE SCHOOL
1812	LEADER ST	PRINCESS ST	South West	10	East	PRINCESS ST	South West	105	No Stopping At All Times	Y	N	ACROSS ROAD FROM SCHOOL
1812	LEADER ST	NAPIER ST	South West	58	East	NAPIER ST	South West	113	No Stopping At All Times	Y	N	
	NAPIER ST	NGARIMU ST	South East	71	East & West	NGARIMU ST	South East	92	No Stopping At All Times	N	Y	AT END OF CUL-DE-SAC / NO EXIT

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
1886	ROCKS HWY	HAMLET ST	South East	14	STH EAST	HAMLET ST	South East	39	No Stopping At All Times	Y	N	
1886	ROCKS HWY	HAMLET ST	South East	81	South West	HAMLET ST	South East	109	No Stopping At All Times	Y	N	
1886	ROCKS HWY	ROY ST	South East	21	South West	ROY ST	South East	255	No Stopping At All Times	Y	N	
1886	ROCKS HWY	ROY ST	South East	196	STH EAST	ROY ST	South East	276	No Stopping At All Times	Y	N	
1886	ROCKS HWY	LEX ST	South East	10	South West	LEX ST	South East	125	No Stopping At All Times	Y	N	
1886	ROCKS HWY	IVY ST	South East	5	South West	IVY ST	South East	63	No Stopping At All Times	Y	N	
	ROCKS HWY	IVY ST	South East	116	South West	IVY ST	South East	142	No Stopping At All Times	Y	N	
	ROCKS HWY	IRWIN ST	South East	6	South West	IRWIN ST	South East	176	No Stopping At All Times	Y	N	
	ROCKS HWY	LIONEL ST	South East	32	North East	LIONEL ST	South East	118	No Stopping At All Times	Y	N	
	ROCKS HWY	EVELYN ST	South	22	West	EVELYN ST	South	325	No Stopping At All Times	Y	Y	
	ROCKS HWY	EVELYN ST	STH	50	EAST	EVELYN ST	STH	200	No Stopping At All Times	Y	N	
	ROCKS HWY	KAUANGO ST	South	2	East	KAUANGO ST	South	268	No Stopping At All Times	N	N	
	<b>WAIKOUAPU WARD</b>	<b>RURAL</b>										
1781	RIVERTON OTAUTAU RD	WILSON RD	South	319	East	WILSON RD	North	23	No Stopping At All Times	Y	N	AT BRIDGE
1781	RIVERTON OTAUTAU RD	WILSON RD	South	23	West	WILSON RD	South	319	No Stopping At All Times	Y	N	AT BRIDGE
1781	RIVERTON OTAUTAU RD	WILSON RD	North	14	West	WILSON RD	North	113	No Stopping At All Times	Y	N	AT BRIDGE

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	<u>WAIKOU APARIMA WARD</u>	<u>NIGHTCAPS TOWNSHIP</u>										
2194	EVAN ST	HIGH ST EAST	East	36	South	HIGH ST EAST	East	54	No Stopping At All Times	Y	Y	SCHOOL
2194	EVAN ST	HIGH ST EAST	East	54	South	HIGH ST EAST	East	113	BUS STOP	Y	Y	SCHOOL
	<u>WAIKOU APARIMA WARD</u>	<u>OTAUTAU TOWNSHIP</u>										
2256	ALDERLY ST	KING ST	East	24	South	KING ST	East	58	No Stopping At All Times	Y	Y	OUTSIDE FIRE HOUSE
2255	HULME ST	KENDAL ST	East	3	South	KENDAL ST	East	17	No Stopping At All Times	N	N	NO MARKINGS HEADING EAST FROM KENDAL
2255	HULME ST	KENDAL ST	East	3	North	KENDAL ST	East	21	No Stopping At All Times	N	N	NO MARKINGS HEADING EAST FROM KENDAL
	HULME ST	KING ST	WEST	Railway Line	NTH	KING ST	WEST	28	No Stopping At All Times	Y	N	AT RAILWAY CROSSING
	HULME ST	KING ST	WEST	Railway Line	STH	KING ST	WEST	20	No Stopping At All Times	Y	N	AT RAILWAY CROSSING
2276	KENDAL ST	KATRINE ST	North	2	East	KATRINE ST	North	85	No Stopping At All Times	Y	Y	
2276	KENDAL ST	KATRINE ST	South	8	South West	KATRINE ST	North	5	No Stopping At All Times	N	Y	
2276	KENDAL ST	HULME ST	North	4	East	HULME ST	North	119	No Stopping At All Times	Y	Y	MARKINGS FADED OUT FROM 5M
	KING ST	ALDERLY ST	STH	0	EAST	ALDERLY ST	STH	7	No Stopping At All Times	Y	N	AROUND CNR FROM FIRE HOUSE
2241	LIEMEN ST	MAIN ST	East	19	North	MAIN ST	East	200	No Stopping At All Times	N	N	APPEARS A SEAL WIDENING DONE, NOT REQ'D
2285	SLAUGHTERHOUSE RD	KENDAL ST	West	0	North	KENDAL ST	West	32	No Stopping At All Times	N	Y	MARKINGS FADED OUT

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	<u>WINTON WALLACETOWN WARD</u>	<u>MAKAREWA WORKS</u>										
1647	BRANXHOLME MAKAREWA RD	McLEAN RD	South East	375	North East	McLEAN RD	South East	1032	No Stopping At All Times	N	Y	SIGNS UP OUTSIDE FREEZING WORKS BUT NOT VERY VISIBLE
	<u>WINTON WALLACETOWN WARD</u>	<u>WAIANIWA TOWNSHIP</u>										
2459	ARGYLE OTAHUTI RD	WAIANIWA OPORO RD	South	18	East	WAIANIWA OPORO RD	South	45	BUS STOP	Y	Y	SCHOOL
	<u>WINTON WALLACETOWN WARD</u>	<u>RURAL</u>										
2852	CENTRE BUSH OTAPIRI RD	BLANK RD	East	1054	South	BLANK RD	East	1064	BUS STOP			
2614	HOKONUI SCHOOL RD	BRAINTRA RD	South	429	West	BRAINTRA RD	South	448	BUS STOP			
2891	SOUTH HILLEN DIPTON RD	GEORGE ST	South	77	West	GEORGE ST	South	99	BUS STOP			
2891	SOUTH HILLEN DIPTON RD	GEORGE ST	South	65	East	GEORGE ST	South	110	BUS STOP			
	<u>WINTON WALLACETOWN WARD</u>	<u>WINTON TOWNSHIP</u>										
2753	BUTE ST	PARK ST	East	4	South	PARK ST	East	15	No Stopping At All Times	Y	N	BUTE ST MARKING SEALED OVER
	BUTE ST	PARK ST	East	4	North	PARK ST	East	41	No Stopping At All Times	Y	N	BUTE ST MARKING SEALED OVER
2756	EGLINTON ST	GREAT NORTH RD SH 6	West	22	North	GREAT NORTH RD SH 6	West	77	BUS STOP	N	Y	OUTSIDE SCHOOL

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
2756	EGLINTON ST	GREAT NORTH RD SH 6	West	80	NTH	GREAT NORTH RD SH 6	West	108	No Stopping At All Times	Y	N	AT PEDESTRIAN CROSSING
2756	EGLINTON ST	GREAT NORTH RD SH 6	West	80	STH	GREAT NORTH RD SH 6	West	104	No Stopping At All Times	Y	N	AT PEDESTRIAN CROSSING
	ESSEX ST	PARK ST	EAST	0	NTH & STH	PARK ST	EAST	12	No Stopping At All Times	Y	N	AROUND CNR FROM PARK ST INTO ESSEX
	GRANGE ST	DURHAM ST	WEST	35	STH	DURHAM ST	WEST	51	No Stopping At All Times	Y	Y	ACROSS FROM HILLARY ST
2711	GRANGE ST	HILLARY ST	WEST	0	NTH	HILLARY ST	WEST	44	No Stopping At All Times	Y	Y	ENTRANCE TO SCHOOL & TURNING INTO MACKENZIE ST
2711	GRANGE ST	MACKENZIE ST	EAST	0	SOUTH	MACKENZIE	EAST	37	No Stopping At All Times	Y	Y	CNR OF MACKENZIE TURNING INTO GRANGE
2754	JOHN ST	PARK ST	West	3	South	HILLARY ST	West	123	No Stopping At All Times	Y	N	EXTENDED INTO CARPARK
2754	JOHN ST	PARK ST	West	3	North	PARK ST	West	12	No Stopping At All Times	Y	N	CNR
2725	MACKENZIE ST	HOME ST	North	68	East	HOME ST	North	118	No Stopping At All Times	Y	Y	ACROSS FROM BUS STOP & AT PEDESTRIAN CROSSING TO SCHOOL
2725	MACKENZIE ST	HOME ST	North	90	West	HOME ST	North	102	BUS STOP	Y	Y	
2718	MELDRUM ST	GREAT NORTH RD	West	7	South	GREAT NORTH RD	West	51	No Stopping At All Times	Y	N	
2718	MELDRUM ST	GREAT NORTH RD	West	66	South	GREAT NORTH RD	West	73	No Stopping At All Times	Y	N	
2718	MELDRUM ST	GREAT NORTH RD	West	115	South	GREAT NORTH RD	West	129	No Stopping At All Times	Y	N	MELDRUM/PARK ST INTERSECTION AROUND CNR

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
2718	MELDRUM ST	GREAT NORTH RD	West	117	North	GREAT NORTH RD	West	129	No Stopping At All Times	Y	N	MELDRUM/PARK ST INTERSECTION AROUND CNR
2718	MELDRUM ST	PARK ST	West	7	South	GREAT NORTH RD	West	18	No Stopping At All Times	Y	N	MELDRUM/PARK ST INTERSECTION AROUND CNR
2718	MELDRUM ST	PARK ST	West	7	North	GREAT NORTH RD	West	22	No Stopping At All Times	Y	N	MELDRUM/PARK ST INTERSECTION AROUND CNR
2723	PARK ST	ESSEX ST	North	4	West	ESSEX ST	North	122	No Stopping At All Times	N	Y	NO MARKING. SIGNS UNCLEAR AS 2 POSTED
												BUT EACH DIFFERENT
2723	PARK ST	JOHN ST	North	5	West	JOHN ST	North	86	No Stopping At All Times	Y	N	
2723	PARK ST	JOHN ST	North	0	West	JOHN ST	STH	7	No Stopping At All Times	Y	Y	
2723	PARK ST	BUTE ST	North	7	East	BUTE ST	North	36	No Stopping At All Times	Y	N	
2723	PARK ST	BUTE ST	North	0	East	BUTE ST	STH	20	No Stopping At All Times	Y	N	
2723	PARK ST	MELDRUM ST	North	5	East	MELDRUM	North	11	No Stopping At All Times	Y	N	CNR
2723	PARK ST	MELDRUM ST	STH	0	East	MELDRUM	STH	16	No Stopping At All Times	Y	N	CNR
2723	PARK ST	MELDRUM ST	North	5	WEST	MELDRUM	North	41	No Stopping At All Times	Y	N	CNR
2723	PARK ST	MELDRUM ST	STH	0	WEST	MELDRUM ST	STH	22	No Stopping At All Times	Y	N	CNR
	WEMYSS ST	PARK ST	East	6	North	PARK ST	East	73	No Stopping At All Times	Y	N	FIRE HOUSE
	WEMYSS ST	PARK ST	WEST	0	STH	MELDRUM ST	WEST	12	No Stopping At All Times	Y	N	CNR

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Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	<b>WINTON WALLACETOWN WARD</b>	<b>EDENDALE TOWNSHIP</b>										
	FERRY RD	NORTH RD SH 1	East	32	North	NORTH RD SH 1	East	67	No Stopping At All Times	Y	N	RAILWAY CROSSING
	SEAWARD RD	HUNTER ST	STH	11	WEST	HUNTER ST	STH	35	No Stopping At All Times	Y	Y	FIRE HOUSE
	SEAWARD RD	FERRY RD	STH	25	EAST	FERRY RD	STH	35	No Stopping At All Times	Y	N	PEDESTRIAN CROSSING
	SEAWARD RD	FERRY RD	STH	Railway Line	WEST	FERRY RD	STH	45	No Stopping At All Times	Y	N	PEDESTRIAN CROSSING
	<b>WAIHOPAI TOETOES WARD</b>	<b>RURAL</b>										
1117	TOKANUI GORGE ROAD HWY	MIDDLETON RD SOUTH	West	89	North	MIDDLETON RD SOUTH	West	203	No Stopping At All Times	Y	N	
1117	TOKANUI GORGE ROAD HWY	MIDDLETON RD SOUTH	West	89	South	MIDDLETON RD SOUTH	West	203	No Stopping At All Times	Y	N	
	<b>WAIHOPAI TOETOES WARD</b>	<b>WYNDHAM TOWNSHIP</b>										
1412	FLORENCE ST	FERRY ST	East	0	North	FERRY ST	East	42	No Stopping At All Times	Y	N	SCHOOL
1412	FLORENCE ST	FERRY ST	East	42	North	FERRY ST	East	97	BUS STOP	Y	Y	SCHOOL
1412	FLORENCE ST	FERRY ST	East	97	North	FERRY ST	East	148	No Stopping At All Times	Y	N	SCHOOL
1412	FLORENCE ST	FERRY ST	East	148	North	FERRY ST	East	240	BUS STOP	Y	Y	SCHOOL
1412	FLORENCE ST	FERRY ST	East	240	North	FERRY ST	East	270	No Stopping At All Times	Y	N	SCHOOL
1412	FLORENCE ST	FERRY ST	East	110	STH	FERRY ST	East	148	No Stopping At All Times	Y	N	PEDESTRIAN CROSSING ACROSS FROM SCHOOL
	<b>WAIHOPAI TOETOES WARD</b>	<b>WOODLANDS TOWNSHIP</b>										

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	WOODLANDS MORTON MAINS RD	WOODLANDS SOUTH RD	East	76	South	WOODLANDS SOUTH RD	East	88	BUS STOP	Y	Y	SCHOOL
	<b>WAIHOPAI TOETOES WARD</b>	<b>RURAL</b>										
1220	RIMU RD	WOODLANDS SOUTH RD.(North Leg)	East	17	North	WOODLANDS SOUTH RD.(North Leg)	East	87	No Stopping At All Times	Y	Y	CHURCH ON CNR OF INTERSECTION
	<b>STEWART ISLAND RAKIURA WARD</b>	<b>OBAN TOWNSHIP</b>										
	ARGYLE ST	MAIN RD	South West	10	North West	MAIN RD	South West		No Stopping At All Times			
	AYR ST	ELGIN TERRACE	South West	0	North West	ELGIN TERRACE	South West		No Stopping At All Times			
	AYR ST	ELGIN TERRACE	South West	79	North West	ELGIN TERRACE	South West		Handicap Parking At All Times			
	ELGIN TERRACE	WHARF	West	0	North	WHARF	West	100	No Stopping At All Times			
	ELGIN TERRACE	HORSESHOE BAY RD	South	10	East	Ayr Street	South		No Stopping At All Times			
	ELGIN TERRACE	WHARF	West	4	South	WHARF	West	16	No Stopping At All Times			
	ELGIN TERRACE	WHARF	West	16	South	WHARF	West	21	P30 Loading Zone, 7am to 7pm, all days			
	ELGIN TERRACE	WHARF	West	21	South	WHARF	West	26	No Stopping At All Times			
	ELGIN TERRACE	WHARF	West	26	South	WHARF	West	60	P30 Loading Zone, 7am to 7pm, all days			
	ELGIN TERRACE	WHARF	West	60	South	WHARF	West	76	No Stopping At All Times			

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Southland District Council

Rd No	Road Name	Start Location From	Direction	Distance (m)	Side of Road	End Location From	Direction	Distance (m)	Restriction	ROAD MARKING	SIGN POSTED	NOTES
	ELGIN TERRACE	WHARF	West	76	South	WHARF	West	100	P30 Loading Zone, 7am to 7pm, all days			
	ELGIN TERRACE	MAIN RD	South East	25	South West	MAIN RD	South East		P15 Loading Zone, 7am to 7pm, all days			
	ELGIN TERRACE	MAIN RD	North	5	West	MAIN RD	North		P30, 7am to 7pm, all days			
	ELGIN TERRACE	AYR ST	South East	15	South West	AYR ST	South East		P30, 7am to 7pm, all days			
	MAIN RD	ELGIN TERRACE	West	10	North	ELGIN TERRACE	West		No Stopping At All Times			

## Appendix 2: One-way Roads

As detailed in the Southland District Council Roadway Bylaw 2008 these roads have been declared by Council resolution to be one-way roadway.

### Situated at Riverton

Leader Street: Restricted to traffic in a south-westerly direction only from Princess Street to Napier Street.

Towack Street: Restricted to traffic in an easterly direction only from Bates Street west end to Bates Street east end.

### Situated at Manapouri

Waiau Street: Restricted to traffic in an easterly direction only from a point 380 metres measured south-easterly generally, along Waiau Street from View Street west end, easterly to its junction with View Street east end.

### Situated at Te Anau

Off Milford Crescent: Restricted to traffic in a north-easterly direction only from Milford Crescent to The Lane.

Off the Lane: Restricted to traffic in a south-westerly direction only from Milford Crescent to The Lane.

The Lane: Restricted to traffic in a north-westerly direction only from Town Centre to Milford Crescent.

Town Centre: Restricted to traffic in a south-westerly direction only from Milford Crescent to The Lane.

### Situated at Ohai

Birchwood Road: Restricted to traffic in an easterly direction only.

### Situated at Winton

Niddry Crescent: Restricted to traffic in a westerly direction only.

Waterford Drive Loop 1: Restricted to traffic in an easterly direction only.

Waterford Drive Loop 3: Restricted to traffic in a southerly direction only.

### Situated at Stewart Island

Rankin Street: Restricted to traffic in a westerly direction only.

**Appendix 3: Heavy Traffic Prohibitions**

Council has by resolution prohibited any heavy traffic on the roads listed in this Appendix.

Yorke Road, Winton Wallacetown Ward from Hedgehope Rakahouka Road to State Highway 96.

Railway Street, Winton Wallacetown Ward from Springford Street to State Highway 6.

Stewart Road, Waihopai Toetoes Ward - full length.

## Appendix 4: Stock Droving Procedure

### 10.1 Objective

The objective of this Procedure is to provide for the orderly droving of stock on roads within the District, with particular regard to traffic safety, and damage to roads.

### 10.2 Purpose

The purpose for this Procedure is to set conditions that will enable the stock to be driven in a safe manner, and ensure the appropriate safeguards are in place during the exercise.

### 10.3 Procedure

#### Permits for Droving

A permit for all droves over 10 kilometres or through urban areas is required. All droving is to be in accordance with this Procedure and any associated Best Practice Guidelines developed to clarify the requirements.

Where any person intends to drive stock further than 10 kilometres through or within the District then before that drove commences and any stock enters the District the person in charge of the drove shall apply to the Council for a permit to drove.

Where any person intends to drive stock along or across any road in an urban area within the District then before that drove commences the person in charge of the drove shall apply to the Council for a permit to drive.

The applicant shall state:

- (a) Stock owners name and address and contact telephone number.
- (b) Head drovers name and address.
- (c) Number of stock.
- (d) Types of stock.
- (e) Identification marks of stock.
- (f) Number of drovers and dogs.
- (g) Intended route through the District, including Types 1, 2 and 3 roads.
- (h) Statement of daily stages and holding paddocks.
- (i) Details of Bovine TB Status Cards.
- (j) Public Liability Insurance details.
- (k) The date and time of the proposed droving.

Every applicant for a permit must state the route of the drove and each permit issued shall be subject to the conditions set out below.

#### Conditions for Droves

- (a) No person shall drive lead or ride any stock along or across any roadway during the hours of darkness except for the purpose of returning any stock which have escaped to the nearest secure area or for an emergency or complying with the conditions of a permit issued by Southland District Council.
- (b) No drove shall commence when visibility is less than 250 metres.

- (c) The number of animals in any one mob shall not exceed 600 head of cattle or 3000 head of sheep.
- (d) Each mob shall be accompanied by a minimum of one competent drover and as many other competent assistants as is necessary to control the animals where the number of cattle is less than 100, or the number of sheep is less than 500, and by a minimum of two competent drovers and as many other competent assistants as is necessary to control the animals for any number exceeding 100 cattle or 500 sheep.
- (e) Where there are two or more drovers one shall be in front and one shall be behind the mob at all times, for the purpose of alerting traffic.
- (f) Every drover shall wear a bright coloured reflective jacket, vest or similar for visibility.
- (g) The stock shall at all times be kept under control.
- (h) The drover or drovers shall keep the animals moving along the road at all times so as to make progress towards the destination at an average rate of not less than eight kilometres per day.
- (i) The roadway shall be kept clear of debris and other matter that may cause danger or inconvenience to other road users.
- (j) The owner of any stock involved in a drove and the drover in charge are responsible for providing adequate warning for traffic. At all times appropriate warning signs or flashing lights shall be displayed and be clearly visible for a distance of 250 metres.
- (k) The Council may prescribe such other conditions as it deems necessary.

**Fees**

Each application shall be accompanied by the prescribed fee and bond as set out in the Council's Schedule of Fees and Charges.

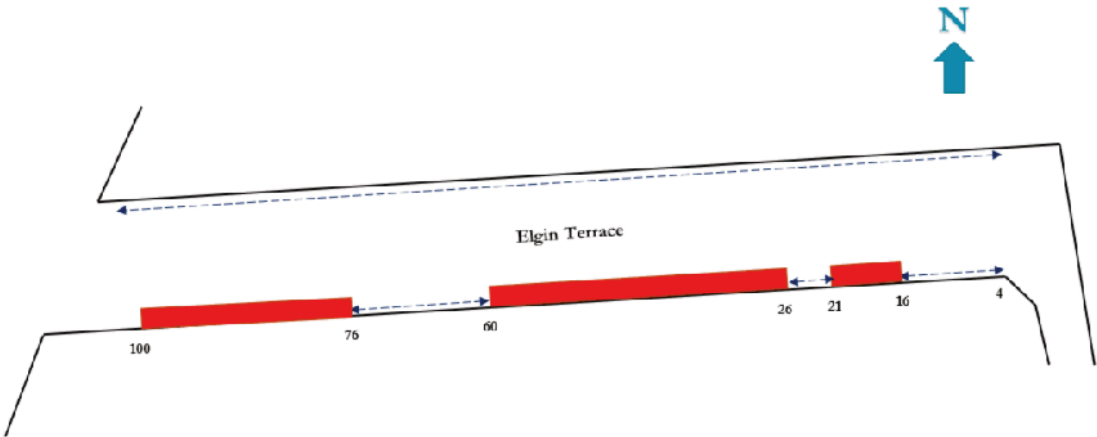
**Road User Safety**

- (a) Stock is to be driven in such a manner as will ensure that potential danger and inconvenience to other road users will be minimised. Delays to road traffic shall be limited to only that which is reasonable for the type of road. Drivers shall facilitate the passing of vehicles through a mob.
- (b) No road shall be closed for the droving of stock except that, if in the reasonable opinion of the Council the droving of any stock would be likely to:
  - i. Constitute a danger to road users or
  - ii. Constitute a nuisance or
  - iii. Cause damage to any road.
- (c) If applicant fails to comply with the conditions set out for the drove they shall be responsible for public safety or any damage to public or private property, which may arise from any stock droving activity. To protect their liability for damage to third parties, the applicant shall arrange and keep in force Public Liability Insurance to the minimum value of \$1,000,000. Evidence of this insurance shall be required before any permit is issued.
- (d) The Council may, by public notice given generally or by notice in writing to an individual person or persons, prohibit for such a reasonable period and upon such conditions as the Council may prescribe the droving of stock along any road.

**Legislation and References**

- Traffic Regulations 1976.
- Land Transport Act 1998.
- Land Transport Rule: (Road User) Rule 2004.
- Land Transport Rule: Traffic Control Devices 2004.
- TNZ Code of Practice for Temporary Traffic Management and approved supplements.
- Southland District Council Roading Policy.

Parking Restrictions on Elgin Terrace from 28 September 2018



Key	
	P30 Loading Zone, 7am to 7pm, all days
	No stopping at all times
Numbers, such as '26'	Depicts distance from east end of Elgin Terrace

\*Please note, not all aspects of this drawing are to scale.

## Draft Stewart Island/Rakiura Visitor Levy Policy and Bylaw

Statement of Proposal – September 2018

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### 1. Introduction

Southland District Council is proposing to amend its current bylaw and policy that relate to the Stewart Island/Rakiura Visitor Levy.

Council is able to collect a levy from visitors to Stewart Island/Rakiura and use those funds for:

- providing services, facilities and amenities for island visitors; or
- mitigating the environmental effects of visitors.

A draft policy and draft bylaw are included with this proposal as attachments A and B.

It is proposed that the amount of visitor levy/revenue collected would increase from \$5.00 to \$15.00.

Some of the key changes incorporated into the draft policy are:

- increasing the amount of levy and revenue collected from \$5.00 to \$15.00
- having the community and policy committee allocate levy funding to applicants (with a representative from the approved operators and iwi all having voting rights)
- discontinuing the technical advisory group (TAG)
- allowing applications and allocations for salary and wages
- altering the allocation process by establishing categories for applications, and guidelines for the proportion of levy funds that the community and policy committee could give to each category
- allowing multi-year funding, which could be used to service loans for projects such as capital works projects.

The amendments proposed to the draft bylaw include:

- increasing the levy amount collected from \$5.00 to \$15.00
- removing that Council will collect levies on its website
- outlining that levies will be collected in a collection box on the main wharf in Oban
- amending definitions in the 'Interpretation' section
- detailing the infringement fee that has been set by way of regulation.

### 2. The reason for the proposal

The key reasons for this proposal are:

- to better provide for people who visit Stewart Island/Rakiura
- the current policy and bylaw are due for review and could be improved
- Council would like to encourage people to give feedback
- to let people know how they can give Council feedback.



### 3. How to have your say

Anyone can make a submission online at <https://www.southlanddc.govt.nz/my-council-/have-your-say/>. Submissions will be accepted from 8am on 4 October 2018 and must be received by 5pm on 9 November 2018.

All submissions should state:

- the submitter's name
- the submitter's contact details
- whether or not the submitter would like to speak to Council about this matter.

If you need help submitting please contact Council at 0800 732 732, or call in to one of Council's offices. All written submissions made to Council will be acknowledged and made available to the public.

Council intends to hold a hearing on 29 November 2018. This is when anyone who has made a written submission and who has said they would like to speak to Council, can do so at a Council meeting. This meeting is open to the public. If you indicate you would like to be heard, Council staff will get in touch with you to arrange a time for you to speak at the hearing. If at the hearing you have any requirements, such as that you would like to speak via video conference or you would like to use sign language, please let us know.

### 4. Timetable for consultation

The dates below outline the timetable for the consultation process. Any changes to these dates will be publically advised on Council's Facebook page and website.

Date	Activity
25 September 2018	Council adopted the proposal for consultation
4 October 2018	Consultation period begins
9 November 2018	Consultation period ends (5pm)
29 November 2018	Oral submissions heard by Council (at Council offices, 15 Forth St, Invercargill)

### 5. Information about the proposal

The current policy outlines that each year, a Subcommittee will allocate funding to applicants. The current Policy does not give any guidance on whether funds should be allocated in a strategic way. Only funds that have already been collected are allocated.

It is proposed that the amount of visitor levy/revenue collected would increase from \$5.00 to \$15.00 due to the core infrastructure requirements that currently exist in relation to providing for visitors to Stewart Island/Rakiura.

The proposal would also alter the way funds are allocated. In the draft policy it states that applications will be divided into three categories, and there are guidelines on the percentage of funds that should be given

to applications in each category each year. The guidelines for categories and percentages are outlined below.

Allocation Categories	Funding Allocations (guideline given for the % of funds that should be allocated to applications in the category)
Council/community owned infrastructure	60-70%
Operational costs	20-25%
Community projects	5-10%

Over the last 6 years, since the introduction of the Stewart Island/Rakiura Visitor Levy, funds have been allocated as follows:

	\$ Infrastructure	\$ Museum Development	\$ Wi-Fi	\$ Environment	\$ Visitor Information	\$ Total	% Share
Local Community Groups	83,000	72,500	5,249	28,582	13,997	203,328	29%
Council	507,331	-	-	-	-	507,331	71%
<b>Total</b>	<b>590,331</b>	<b>72,500</b>	<b>5,249</b>	<b>28,582</b>	<b>13,997</b>	<b>710,659</b>	<b>100%</b>
<b>% Share</b>	<b>83%</b>	<b>10%</b>	<b>1%</b>	<b>4%</b>	<b>2%</b>	<b>100%</b>	

The categories and percentages have been developed after considering the applications that have previously been made, how funds have been allocated in the past, and after completing analysis on how funds may need to be allocated in the future.

The draft policy outlines that commitments can be made to give multi-year funding (so committing to giving funds in future allocation rounds) to allow applicants to plan and/or to use allocations to service loans such as those drawn to cover capital works projects.

## 6.0 Options

Council has a number of options on what it can do next. These include:

- Option 1 - adopting the draft policy and draft bylaw as they have been proposed
- Option 2 - adopting the draft policy and draft bylaw with amendments
- Option 3 - re-consulting on a new proposal

Council is undertaking a thorough review of the current policy and bylaw, so a large number of changes could be made. In the table below, Council have outlined some areas that it may consider changing.

Option	Areas that Council may consider changing	Advantages	Disadvantages
Option 1 – Adopting the draft Policy and draft Bylaw as they have been proposed	There would not be changes if this option was selected.	<ul style="list-style-type: none"> <li>incorporates the feedback already received.</li> <li>the draft policy introduces a more strategic approach to allocating funds to provide for visitors, which allows the fund to be used more efficiently and effectively.</li> <li>removing the technical advisory group makes the allocation process less confusing and reduces conflicts of interest.</li> </ul>	<ul style="list-style-type: none"> <li>there is more risk associated with committing to give funds in future allocation rounds.</li> <li>the allocation process is more complex than the current allocation process.</li> <li>the guidelines given on the proportion of funds to allocate to each category, mean that applications will not all be treated the same.</li> </ul>
Option 2 - Adopting the draft Policy and draft Bylaw with amendments	Making changes to the amount of levy/revenue collected	<ul style="list-style-type: none"> <li>may better incorporate community views.</li> <li>may better provide for visitors to the Island.</li> <li>it might better consider affordability, the impact on approved operators, the services/facilities/amenities provided for visitors etc.</li> </ul>	<ul style="list-style-type: none"> <li>may not be supported by some people.</li> <li>may negatively impact affordability, the approved operators and the services/facilities/amenities provided for visitors etc.</li> </ul>
	Making changes to the allocation categories	<ul style="list-style-type: none"> <li>may better incorporate community views.</li> <li>may better provide for visitors to the Island.</li> <li>may more accurately take into account: <ul style="list-style-type: none"> <li>previous applications/allocations</li> <li>who is likely to make applications in the future</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>no known disadvantages.</li> </ul>
	Making changes to the guidelines on what percentage of funds to allocate to each category	<ul style="list-style-type: none"> <li>may better incorporate community views.</li> <li>may better provide for visitors to the Island.</li> <li>may more accurately take into account:</li> </ul>	<ul style="list-style-type: none"> <li>no known disadvantages.</li> </ul>

Option	Areas that Council may consider changing	Advantages	Disadvantages
		<ul style="list-style-type: none"> <li>○ previous applications/allocations</li> <li>○ who is likely to make applications in the future</li> <li>○ where there will be a need for levy funding in the future.</li> </ul>	
	Not allowing multi-year funding	<ul style="list-style-type: none"> <li>• may better incorporate community views.</li> <li>• removes risk of not being able to service loans.</li> <li>• the allocation process would be simpler.</li> </ul>	<ul style="list-style-type: none"> <li>• if future commitments were not allowed, levy funds may not be used as effectively.</li> <li>• if multi-year funding is not allowed, Council and other organisations may not be able to make plans for the future as effectively.</li> </ul>
<b>Option 3 – Re-consult on a revised Proposal</b>	It is likely there would be significant changes if this Option was selected	<ul style="list-style-type: none"> <li>• would allow Council more flexibility to make changes to the draft policy and Bylaw.</li> <li>• would enable Council to further investigate views that were raised in the consultation process.</li> </ul>	<ul style="list-style-type: none"> <li>• people may not be willing to provide their feedback a second time.</li> <li>• additional costs associated with staff time and advertising.</li> <li>• there would be a delay as Council would only consult after the peak tourist time on the Island.</li> </ul>

## 7. Determinations

Council has made the following determinations in relation to the draft bylaw.

**The draft Bylaw is the most appropriate way of addressing the perceived problem** - Council recognised the strain being placed on the environment and local infrastructure by visitors. The small rating base of the Island contributes to funding challenges for Council and the levy is intended to help meet costs attributable to visitors.

**The draft bylaw is the most appropriate form of bylaw** - The draft bylaw has been prepared and structured for ease of reference and interpretation. The draft bylaw is consistent with the Empowering Act 2012.

The draft bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990 - The New Zealand Bill of Rights Act 1990 grants certain civil and political rights to people in New Zealand. Council resolved that the provisions of the proposed Stewart Island/Rakiura Visitor Levy Bylaw do not unreasonably interfere with any of the rights given.

**Attachment A**

**Draft Stewart Island/Rakiura Visitor Levy Policy**

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## Stewart Island/Rakiura Visitor Levy Policy



**Role responsible:** Activity Manager Community Assistance

**Date approved:**

**Date amended:** xx 2019

**File number:** r/18/2/4407

### 1.0 Purpose

This policy provides guidance on governance and administration of the Stewart Island/Rakiura Visitor Levy. The policy outlines who is liable to pay levies and revenue and it outlines how levies and revenue will be collected, administered, allocated and enforced.

### 2.0 Background

Although Stewart Island/Rakiura has a small resident population, it is a destination for a large number of short-term visitors. This creates a unique funding challenge for Council.

The Southland District Council (Stewart Island/Rakiura Visitor Levy) Empowering Act 2012 (the Act) was passed into law on 26 March 2012. The Act empowers Council to set and collect levies and obtain revenue from visitors to Stewart Island/Rakiura. Under the Act, funds must be used to better provide services, facilities, amenities for Island visitors, or mitigate environmental effects.

### 3.0 Definitions

<b>Accountability Form</b>	This is a form that must be completed by applicants after they have received funding, so Council is informed how the applicant has spent the funds and so Council is aware of any benefits that have been achieved with the funds.
<b>Activity</b>	Has the meaning given in Section 5(1) of the Local Government Act 2002: A good or service provided by, or on behalf of, a local authority or a council-controlled organisation; and includes— (a) the provision of facilities and amenities; and (b) the making of grants; and (c) the performance of regulatory and other governmental functions
<b>Agent</b>	A business entity that enters into a contractual arrangement with Council to collect the Levy from its passengers on behalf of Council
<b>Approved Operator</b>	A person who owns or operates or is otherwise in control of a



	<p>transport vessel and who enters into a contract with the Council—</p> <ul style="list-style-type: none"> <li>(a) relating to the provision of a service to carry to or from the Island passengers who, but for the contract, would be visitors to the Island; and</li> <li>(b) providing for revenue to be collected from the passengers; and</li> <li>(c) that has the effect of bringing passengers carried by the operator within the definition of an excluded visitor; and</li> <li>(d) including any other terms and conditions that may be agreed from time to time by the approved operator and the Council</li> </ul> <p>The Approved Operators are Real Journeys on behalf of Stewart Island Experience, Stewart Island Flights Limited and ISS McKay Limited on behalf of the cruise ships</p>
<b>A staff member</b>	A staff member from Council
<b>Committee</b>	The Community and Policy Committee
<b>Contractor</b>	A contractor approved by Council
<b>Council</b>	Southland District Council
<b>Dependent</b>	A person primarily under the care and responsibility of another person, living with that person as a member of their family and substantially reliant on that person for financial support
<b>Excluded visitor</b>	<p>A person who is not to be treated as a visitor because the person—</p> <ul style="list-style-type: none"> <li>(a) travels to the Island under a contract of carriage with an Approved Operator; or</li> <li>(b) is the owner or is otherwise in control of a transport vessel or is employed, or under contract, to work on a transport vessel; or</li> <li>(c) is one whose visit is entirely within the boundaries of the Rakiura National Park; or</li> <li>(d) is visiting the Island for a continuous period of 21 days or more; or</li> <li>(e) is a person under the age of 18 years on the date of arrival on the Island</li> </ul>
<b>Freedom Traveller</b>	A visitor who travels to the Island by means other than as a passenger of an Approved Operator. This includes chartered vessels and independent travel. It does not include people who travel via the ferry (Stewart Island Experience), scheduled flights (Stewart Island Flights) or cruise ships
<b>GST</b>	Goods and services tax chargeable under the Goods and Services Act 1985
<b>Island</b>	Stewart Island/Rakiura
<b>Levy</b>	The sum of money (inclusive of GST) collected under the Stewart





	Island/Rakiura Visitor Levy Bylaw 2019 from persons who are visitors to the Island
<b>Maori Land</b>	Has the meaning given in section 4 of the Te Ture Whenua Maori Act 1993: Maori customary land and Maori freehold land
<b>Rakiura Maori Land Trust</b>	The Rakiura Maori Lands Trust is governed by six Trustees appointed by the Maori Land Court upon recommendation from the beneficial owners. The Rakiura Maori Land Trust holds lands and funds in trust for many Rakiura Maori descendants
<b>Ratepayer</b>	A person who is named on a current rates notice of a rating unit on the Island. Only persons who are named on current rates notices are considered to be ratepayers, regardless of who funds rates payments
<b>Resident</b>	A person recognised as living on the Island for electoral residency purposes under section 23 of the Local Electoral Act 2001
<b>Revenue</b>	Revenue (inclusive of GST) collected from excluded visitors, in place of any levy imposed by the Stewart Island/Rakiura Visitor Levy Bylaw 2019, by an Approved Operator in accordance with a contract entered into for the purpose with the Council
<b>Tenant</b>	A person who has a tenancy agreement for a rating unit on the Island under the provisions of the Residential Tenancies Act 1986
<b>The Act</b>	The Southland District Council (Stewart Island/Rakiura Visitor Levy) Empowering Act 2012
<b>Transport vessel</b>	(a) means a ship, aircraft, or other vessel carrying passengers to or from the Island, whether or not— (i) there is a charge for any or all of those passengers; or (ii) any charge is part of a tourist package; or (iii) the vessel is operated commercially; or (iv) the vessel is used for freight as well as passengers; and (b) includes— (i) a regular ferry or air service to the Island; and (ii) a cruise ship whose passengers disembark to land on the Island
<b>Visitor</b>	Any person who— (a) travels to or from the Island, whether for a single day or for any continuous period of less than 21 days, by any transport vessel; but (b) is not a person who,— (i) for the purposes of the Local Government (Rating) Act 2002, is a ratepayer in respect of a rating unit on the Island; or (ii) is a resident of the Island by virtue of being a resident for electoral residency purposes under section 23 of the Local



	<p>Electoral Act 2001; or</p> <p>(iii) is a tenant of a rating unit for the purposes of the Residential Tenancies Act 1986; or</p> <p>(iv) is the spouse, civil union partner, de facto partner, or dependant of a ratepayer or tenant; or</p> <p>(v) is a beneficiary of the Rakiura Māori Land Trust or who has an ownership interest in a Māori land block on the Island; or</p> <p>(vi) is an excluded visitor.</p>
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## 4.0 Collection

The Act provides for the collection of money from two sources:

1. **Revenue;** and
2. **Levy.**

What revenue and levy are, is outlined in the 'Definitions' section above.

Through contractual arrangements, Council will collect revenue from passengers who travel with Approved Operators. Approved Operators include Real Journeys Limited (on behalf of Stewart Island Experience Limited), Stewart Island Flights Limited and ISS McKay Limited on behalf of the cruise ships. Passengers will pay the Approved Operator in accordance with the terms of carriage (i.e. the revenue will form part of their ticket price). If the passenger travels via an Approved Operator and pays a local or child fare, the Approved Operator will not charge the revenue.

Under the Stewart Island/Rakiura Visitor Levy Bylaw 2019, Council will collect the levy. The levy will be collected from freedom travellers (i.e. those who are visitors under the Act, so it does not include people who travel with an Approved Operator). Where a person is a freedom traveller the categories of exemption outlined in Clause 4.1 below apply. This means that if a freedom traveller is not exempt, he or she will have to pay the levy.

## 4.1 Who Pays

All individuals travelling to Stewart Island/Rakiura, including freedom travellers, must pay the levy or pay revenue to an Approved Operator unless they are exempt under the following:

- residents, ratepayers and tenants of Stewart Island/Rakiura and their spouses, civil union partners, de facto partners, or dependents;
- beneficiaries of the Rakiura Māori Land Trust or individuals who have an ownership interest in a Māori land block on the Island;
- visitors who remain on the Island for any continuous period of 21 days or more;
- owners of a transport vessel or individuals employed under contract to work on a transport vessel;
- individuals whose visit is entirely within the boundaries of the Rakiura National Park; or
- persons under the age of 18 years on the date of arrival on the Island.



Where the resident or ratepayer exemption applies to a person, the exemption does not automatically apply to the whole family or group. The exemption applies to the ratepayer(s) set out on the rates notice and their spouse, civil union partner, de facto partner and dependents. This does not include visiting adult children or grandchildren (unless they are dependents).

Holiday home owners are exempt if they are a ratepayer on the Council's rates notice. However, beneficiaries of family trusts will not be exempt unless they are designated by name as ratepayers on Council rates notice, or they meet one of the other reasons for exemption outlined above.

The exemption does not apply to visiting trades-people unless the person stays for more than 21 consecutive days. Visitors undertaking volunteer work are also required to pay the levy unless they fall within a category of exemption.

Visiting entirely within the boundaries of the Rakiura National Park means the person visiting does not arrive or leave through the township of Oban.

## 5.0 Calculation

The amount of the levy is set out in the Stewart Island/Rakiura Visitor Levy Bylaw 2019 and is \$15 effective from 1 October 2020. The amount of the levy is \$5.00 until that time.

In the event an increase in the levy or revenue amount is considered, public consultation will occur via the Southland District Council Annual/Long Term Plan process and a bylaw amendment process. If Council decides to increase the levy amount, the increase will not take effect until 1 October in the year following the decision to adopt the Plan ie, Approved Operators will receive 15 months lead in time before they start collecting the new amount.

## 5.1 Arrangements with Approved Operators

Approved Operators will collect revenue on behalf of Council in accordance with contractual arrangements. The contractual arrangements will be negotiated for each Approved Operator taking into account the individual circumstances of each transport business.

Apart from ISS McKay Limited, Approved Operators will collect revenue from passengers on both inbound and outbound journeys (\$7.50 each way effective from 1 October 2020: The amount of revenue is \$2.50 each way until that time). This allows for passengers who use different modes of transport to travel to and from the Island and allows the revenue to be apportioned across the modes of transport on an equitable basis.

ISS McKay Limited will collect revenue from each passenger (\$15.00 effective from 1 October 2020: The amount of revenue is \$5.00 until that time) carried to or from Stewart Island/Rakiura (or its internal waters) on behalf of Southland District Council. This applies regardless of whether or not that passenger disembarks and regardless of the number of times the passenger disembarks and embarks.

## 5.2 Collection of the Levy from Freedom Travellers

The Stewart Island/Rakiura Visitor Levy Bylaw 2019 outlines levy collection from visitors who travel to the Island via private or chartered transportation (i.e. freedom travellers). A levy (\$15.00 effective from 1



October 2020: The amount of the levy is \$5.00 until that time) will be payable when the visitor arrives on the Island. Council has provided a collection box to receive payments. This is placed on the Main Wharf in Oban. Freedom travellers can deposit levy payments at this location at any time. Council will also enter into agreements with an agent(s) operating chartered vessels to collect the levy from passengers on behalf of Council.

Only one payment is required per person for the duration of their stay on the Island. Travel to neighbouring Islands (excluding the mainland) will not constitute leaving the Island.

## 6.0 Proof of Exemption

Persons who are not required to pay the visitor levy or revenue can apply for a Southland District Council photo identification card. Southland District Council photo identification cards will be accepted as proof of exemption by Approved Operators and agents. They will also be accepted by enforcement officers monitoring compliance with the Stewart Island/Rakiura Visitor Levy Bylaw 2019.

A Southland District Council photo identification card will be issued and renewed at no cost to the applicant. Renewing a Southland District Council photo identification card will require confirmation of entitlement using documentation as set out in Appendix A. Photographs will also be updated at the time of renewal. It is the responsibility of the card holder to advise the Council of any change in contact details or exemption status.

The card remains the property of Southland District Council. Cards are not transferable and cardholders retain sole responsibility for use of the card issued to them. A replacement fee will apply to lost or damaged cards. This fee will be set out in the Southland District Council Schedule of Fees and Charges.

Agreements between Council and Approved Operators with respect to exemption identification are reached on an individual basis and may differ. A Southland District Council photo identification card may be required by the Approved Operator at the time of ticket purchase or boarding the vessel for an exemption to be granted.

Each Approved Operator may choose to compile a list of names eligible for local fares. Eligibility for a local fare is a commercial decision made at the discretion of Approved Operators and is not influenced or administered by Council. Individuals can contact Approved Operators to ascertain whether they maintain such a list and to determine their eligibility for inclusion. Eligibility for local fares may mean that there is no requirement to apply for and carry a photo identification card when travelling.

## 6.1 Application for Exemption

An application to receive a Southland District Council photo identification card can be made by attending the Southland District Council office located at 15 Forth Street, Invercargill or by sending a completed application form to PO Box 903, Invercargill 9840 accompanied by a colour passport sized photo of each applicant.

Applicants are also required to provide documentation which proves their exemption. Examples of accepted documentation to prove exemption status are set out in Appendix A.



## 7.0 Refunds

People who have been charged the levy but believe that they are exempt under the Act can apply to Council to receive a refund.

Refund applications should state the reason for the claim, along with a copy of supporting documentation as set out in Appendix A.

An application for a refund must be made within six months of the date of travel.

## 8.0 Audit

Council has the ability to audit the collection and payment of the levy by agents and revenue by Approved Operators. Audit procedures may include a review of visitor numbers against funds received.

## 9.0 Enforcement

Part 2 of the Act outlines infringement offences. Any person who evades the payment of a levy payable by that person or falsely claims that he or she is not a visitor commits an infringement offence.

An infringement fee has been set by way of regulation and will be displayed on signs erected on the Island. The amount of the infringement fee is \$250.00. Infringement notices can be issued by Southland District Council Enforcement Officers if they observe a person committing an infringement offence or if they have reasonable cause to believe that a person has committed an infringement offence.

Southland District Council photo identification cards are accepted as proof of exemption. A ticket issued by an approved transport operator, a cruise ship boarding pass or a receipt from the collection box or a levy collection agent will also be accepted as proof of revenue payment.

## 10.0 Administration

The Community and Policy Committee (the Committee) has the delegated authority and will make decisions to approve applications from the Stewart Island/Rakiura Visitor Levy Fund. A meeting will be held annually where the Committee makes allocations.

The Committee is subject to standard audit procedures. Southland District Council's Annual Report will contain an itemised statement of the Stewart Island/Rakiura Visitor Levy Fund each year.

A person to represent each of the Approved Operators and a person to represent iwi, will have voting rights at the Committee meeting, when levy funding is being allocated. The Committee may also invite any other stakeholders they would like to be present at the allocation meeting. These stakeholders would have speaking rights only.





## 10.1 Applications

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The application process will be administered by Council. Advertisements will be placed at the beginning of March seeking applications and outlining the deadline for receipt of applications. The application period will close at the end of March.

Applications to the Stewart Island/Rakiura Visitor Levy Fund must be made using the appropriate documentation provided by Council. All applications must include:

- an outline of the project or work requiring funding, including a timeline;
- if the project involves physical works, scale conceptual plans including site plans;
- any requirement for resource or building consent;
- a business plan for the project including costs and on-going funding requirements, if any;
- evidence of legal status of the applicant (eg, charitable trust or body corporate);
- an assessment of how the project is for the benefit of visitors; and
- declarations of interest.

An application can be made for funding in relation to salary and wages and it can relate to a range of things such as the development or maintenance of existing facilities, services and projects.

Applicants can indicate on their application form if they would like to be heard by the Committee.

Late applications will not be considered.

## 10.2 Allocation Process

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A three step process will be undertaken to allocate funds. The three steps are:

Step 1 - Assessing if the application is eligible for funding

Step 2 - Assessing which category the application falls under

Step 3 - Allocating funds to applications from each category (using the funding allocation percentages as a guide and based on the strength of the application).

### Step 1: Assessing if the application is eligible for funding

To be considered for funding, applications must be consistent with section 6(b) of the Act. Section 6(b) states that revenue and levies collected must be used to fund:

- funding, wholly or in part, activities used by visitors or any class of excluded visitor;
- funding, wholly or in part, activities on the Island for the benefit of visitors or any class of excluded visitor; and/or
- mitigating the adverse effects of visitors or excluded visitors on the environment of the Island.

If an application is not consistent with section 6(b) of the Act, this will be identified by a staff member or contractor.

Where appropriate, a staff member or contractor may liaise with an applicant to discuss their application (e.g. whether further information is needed, or whether there is a minor issue with the application etc).

The applicant will be permitted to make minor amendments to their application in this circumstance.



If, after engaging with the applicant, the staff member or contractor thinks the application is still not eligible for funding, the staff member or contractor will communicate this to the Committee at the allocation meeting.

### Step 2: Assessing which category the application falls under

Applications that are consistent with section 6(b) of the Act will be assessed by a staff member or contractor as being in one of the following categories.

ALLOCATION CATEGORY	DESCRIPTION
<b>Council/community owned infrastructure</b>	Applications relating to Council's/the Community's physical and organisational structures and facilities (e.g. buildings, roads, power supply etc).
<b>Operational costs</b>	Applications by non-profit organisations to meet their operational needs/requirements.
<b>Community projects</b>	Applications that do not relate to infrastructure. These applications must be made by Stewart Island/Rakiura resident/s, ratepayer/s or tenant/s.

A staff member or contractor will communicate to the Committee, which category they believe the application falls under. It is possible that an application will fit into more than one category.

### Step 3 - Allocating funds in accordance with the funding allocation percentages and based on the strength of the application

#### Funding allocation categories and percentages

The Committee will consider the allocation categories when it allocates funding. Although it has complete discretion, as a guide, the Committee may allocate the funding received on an annual basis, to applications in each category in accordance with the funding allocation percentages outlined below.

ALLOCATION CATEGORY	FUNDING ALLOCATIONS
<b>Council/community owned infrastructure</b>	60-70% (% of the funds available annually that will be allocated to Council/community owned infrastructure)
<b>Operational costs</b>	20-25% (% of the funds available annually that will be allocated to operational costs)
<b>Community projects</b>	5-10% (% of the funds available annually that will be allocated to small community projects)

#### The strength of the application

The Committee will allocate funds to applications in the allocation categories based on the strength of the application. The strength of an application will be determined by the extent it will:

- fund, wholly or in part, activities used by visitors or any class of excluded visitor; or



- fund, wholly or in part, activities on the Island for the benefit of visitors or any class of excluded visitor; or
- mitigate the adverse effects of visitors or excluded visitors on the environment of the Island.

The Committee will have regard to the extent that the proposed project will also benefit the local community.

A staff member or contractor will provide guidance to the Committee, on the strength of an application.

### Committing to allocating funds in the future

The Committee can commit to multi-year funding (committing to give funds in an application round, to an applicant in future allocation rounds). This could be done by the Committee to commit to service loans drawn, such as to cover capital works projects. When this can occur, and for how many years, relates to the allocation category of the application, and is outlined in the table below.

ALLOCATION CATEGORIES	THE NUMBER OF YEARS THE COMMITTEE CAN COMMIT TO GIVING FUNDS TO AN APPLICANT, IN FUTURE ALLOCATION ROUNDS
<b>Council/community owned infrastructure</b>	Up to 10 years (the current allocation round, and the next 9 allocation rounds)
<b>Operational costs</b>	Up to 3 years (the current allocation round, and the next 2 allocation rounds)
<b>Community projects</b>	1 year (just the current allocation round)

Allocations in each funding year will include those funds committed from prior years.

The Committee may opt to develop a Ten Year Funding Plan as part of each three year Long Term Plan cycle. This Plan could be used to provide forecasting around future revenue streams and also to enable the Committee to have a view on what proportions they might want to allocate towards multi-year commitments.

### General points about allocation

Local and central government can make applications for funding.

Payments will be made around 20 June each year unless a prior agreement has been made for Council to hold the funds.

Funding can be allocated to an applicant when they have received funding for the same or a similar thing, on a previous occasion.

Applicants are not required to have spent the funding that has been allocated to them previously, in order to be eligible for further funding.

The Committee can elect to allocate a lower level of funding to an applicant, but it cannot allocate more than what the applicant has requested.

When an application is considered by the Committee, the applicant will be notified within 2 weeks of the Committee meeting whether or not their application was successful, and if it was successful, the amount of funding they were allocated.





The Committee will not give further funding to an applicant if they have completed a project, but they have not returned their accountability form to Council (when they have been required by this Policy, to do so).

## 11.0 Accountability

Applicants will be required to complete and provide Council with Accountability Forms. Accountability Forms must be returned to Council before 31 March, the year after an applicant receives funds. If an applicant hasn't used all (or any) of the funds by that time, the Accountability Form must still be completed. An applicant also must complete the Accountability Form by 31 March each subsequent year (even if the applicant outlines that no funding has been spent), until all of the funding allocated has been accounted for by way of an Accountability Form and/or returned to Council and the fund.

Any funds that are not spent by the applicant (completing what was outlined in their application), within 5 years of the decision to allocate the applicant funding, must be returned to Council and the fund.

If any funding is returned, information on the amount and why the funding was returned, will be communicated to the Committee at the annual allocations meeting.

## 12.0 Review

Southland District Council will review the Stewart Island/Rakiura Visitor Levy Bylaw and this Policy within 6 years of adoption.



## APPENDIX A: DOCUMENTS WHICH CAN BE USED TO CLAIM EXEMPTION OR REFUND

The table below contains a list of documents which will be accepted as proof of exemption from the need to pay the Stewart Island/Rakiura Levy.

These documents will be accepted in relation to (1) applying for a photo identification card and (2) applying for a refund.

Original documentation from both Category A and Category B must be presented concurrently. Council requires proof of both identity and levy exemption status. A current address will need to be provided to receive notice of renewals and other information.

This is not a comprehensive list and other equivalent documents may be accepted when applying for a Southland District Council photo identification card or applying for levy refund.

<b>AT LEAST ONE PHOTO ID MUST BE PRODUCED FROM CATEGORY A (THE NAME ON THE DOCUMENT MUST BE EXACTLY THE SAME AS THE APPLICANTS NAME)</b>	
Passport (Passports can be accepted up to two years past the expiry date)	
Proof of Age card with photo	
Drivers Licence	
Public Service Employee ID card bearing photo	
Education ID card bearing photo	
Firearms Licence	
<b>AT LEAST ONE FORM OF IDENTIFICATION FROM CATEGORY B</b>	
REASON FOR EXEMPTION	EXAMPLE OF ACCEPTED PROOF OF EXEMPTION
<ul style="list-style-type: none"> <li>• ratepayers</li> <li>• tenants</li> <li>• residents</li> </ul>	<p>One or more of the following documents showing name and address on Stewart Island:</p> <ul style="list-style-type: none"> <li>• notice of rates or VG number verified by Rates Department. Rates Notices must state that the applicant is the owner of the property to which the Rates Notice was sent and the document must be current at the time of the application.</li> <li>• tenancy Agreement.</li> <li>• utilities bill.</li> <li>• insurance renewal advice.</li> <li>• motor vehicle registration.</li> <li>• electoral roll number.</li> <li>• mortgage documents.</li> <li>• current land titles office records.</li> </ul>
<ul style="list-style-type: none"> <li>• spouses of a ratepayer or tenant.</li> <li>• civil union or de facto partner of a ratepayer or</li> </ul>	<ul style="list-style-type: none"> <li>• application to be made in conjunction with the respective person.</li> </ul>



tenant. • dependents of a ratepayer or tenant.	
• Rakiura Maori Land Trust beneficiaries	• Council may be able to check property rights via the <a href="http://www.maorilandonline.govt.nz">www.maorilandonline.govt.nz</a> website or work with the Rakiura Māori Land Trust to access its database of beneficiaries.
• people under the age of 18.	• passport. • school student concession card. • birth certificate.
• owners or those working on transport vessels.	• employment documentation (eg, payslips, letter from employer).
• visitors whose visit is for 21 days or more.	• tickets or invoices showing names and dates of arrival and departure. • receipts for accommodation covering the relevant time period.



## Appendix B: Appointing the iwi representative and the representatives from the approved operators

### **Iwi representative**

Council will, in accordance with its Charter of Understanding with Te Ao Marama Incorporated, seek an iwi representative to attend the allocation meeting and to have voting rights when allocations are being made. This position is a voluntary role. If a willing iwi representative is not identified through liaising with Te Ao Marama Incorporated, Council will then approach other people who may be suitable for the role.

The appointment of a member to represent iwi will be reviewed every three years, after Council elections.

### **A representative recommended by each of the Approved Operators**

Approved Operators will nominate a person to attend the allocation meeting and to have voting rights when allocations are being made.

**Attachment B**

**Draft Stewart Island/Rakiura Visitor Levy Bylaw 2019**

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## Southland District Council

### Stewart Island/Rakiura Visitor Levy Bylaw 2019

DRAFT

Southland District Council  
Te Rohe Pōtae o Murihiku

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**Document Revision**

Date	Amendment	Amended by	Approved by	Approval date
2019	Review and revision of Bylaw	Council	Council	XX 2019

## 1 Title and commencement

This Bylaw may be cited as the Southland District Council Stewart Island/Rakiura Visitor Levy Bylaw 2019.

This Bylaw will come into force on XX 2019.

## 2 Purpose of Bylaw

The Bylaw is made to prescribe:

- (a) the rate of the levy that will be imposed on or in respect of visitors; and
- (b) the means by which the levy is to be collected.

This Bylaw does not apply to a person who travels to or from Stewart Island/Rakiura under a contract of carriage with an "Approved Operator" or who is otherwise excluded from the definition of "visitor". As at the date of this Bylaw the Approved Operators are Real Journeys Limited (on behalf of Stewart Island Experience Limited), Stewart Island Flights Limited, and ISS McKay Limited (as agent for the cruise ship operators).

## 3

In this Bylaw, unless the context requires otherwise:

**"Act"** means the Southland District Council (Stewart Island/Rakiura Visitor Levy) Empowering Act 2012.

**"Approved Operator"** means a person who owns or operates or is otherwise in control of a transport vessel and who enters into a contract with the Council—

- (a) relating to the provision of a service to carry to or from the Island passengers who, but for the contract, would be visitors to the Island; and
- (b) providing for revenue to be collected from the passengers; and
- (c) that has the effect of bringing passengers carried by the operator within the definition of an excluded visitor; and
- (d) including any other terms and conditions that may be agreed from time to time by the approved operator and the Council

**"Council"** means the Southland District Council.

**"GST"** means goods and services tax chargeable under the Goods and Services Act 1985.

**"Levy"** means the levy set under clause 4 of this Bylaw.

**"Visitor"** means any person who—

- (a) travels to or from the Island, whether for a single day or for any continuous period of less than 21 days, by any transport vessel; but
- (b) is not a person who,—
  - (i) for the purposes of the Local Government (Rating) Act 2002, is a ratepayer in respect of a rating unit on the Island; or



- (ii) is a resident of the Island by virtue of being a resident for electoral residency purposes under section 23 of the Local Electoral Act 2001; or
- (iii) is a tenant of a rating unit for the purposes of the Residential Tenancies Act 1986; or
- (iv) is the spouse, civil union partner, de facto partner, or dependant of a ratepayer or tenant; or
- (v) is a beneficiary of the Rakiura Māori Land Trust or who has an ownership interest in a Māori land block on the Island; or
- (vi) is an excluded visitor.

For the avoidance of doubt, as at the date of this Bylaw, "visitor" excludes a person who travels to or from Stewart Island/Rakiura under a contract of carriage with an Approved Operator or who is otherwise excluded from the definition of "visitor".

#### 4 Levy for visitors to Stewart Island/Rakiura

The levy for a visitor who travels to Stewart Island/Rakiura is \$15.00 (inclusive of GST) from 1 October 2020. The amount of the levy is \$5.00 (inclusive of GST) until that time.

#### 5 Surrounding islands

For the avoidance of doubt, a visitor who has paid a levy for travel to Stewart Island/Rakiura is not required to pay an additional levy for return travel from Stewart Island/Rakiura to a surrounding Island.

#### 6 Means of collection of levies

Levies will be collected:

- (a) by Council at any of its offices;
- (b) by Council at its collection box on the Main Wharf in Oban; and
- (c) by agents of the Council appointed to collect levies on its behalf. Details of the agents who have been appointed to collect levies will be given on the signs erected by the Council at major points of entry on Stewart Island/Rakiura under Section 5(3) of the Act and on the Council's website.

#### 7 Offences and penalties

A person commits an infringement offence under the Act who:

- (a) evades the payment of a levy payable by that person; or
- (b) falsely claims that he or she is not a visitor.

The infringement fee for each infringement offence has been set by way of a regulation made under the Act and it is \$250.00.

This Bylaw has been made and confirmed by a resolution passed at a meeting of the Southland District Council held on XX 2019.

THE COMMON SEAL of the       }  
SOUTHLAND DISTRICT COUNCIL   }  
was hereunto affixed in the presence of:   }

\_\_\_\_\_ MAYOR

\_\_\_\_\_ CHIEF EXECUTIVE