



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

**Date:** Thursday, 1 November 2018  
**Time:** 4.30pm  
**Meeting Room:** Stewart Island Library  
**Venue:** Ayr St, Stewart Island

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

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### **MEMBERSHIP**

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

### **IN ATTENDANCE**

<b>Committee Advisor</b>	Kirsten Hicks
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**Full agendas are available on Council's Website**  
**[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)**

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



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

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

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

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

Community Board members will provide leadership by:

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

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

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

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

### **Financial by:**

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

### **Rentals and leases**

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

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

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

**Stewart Island/Rakiura Community Board**

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

**Te Anau Community Board**

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

The Community Boards can make recommendations to Council on:

**Assets and Facilities**

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

**Rentals and leases**

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

**Contracts/Tenders**

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

**Financial**

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

**Local Policy**

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

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

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

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**1 Apologies**

Apology received from Councillor Ford

**2 Leave of absence**

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

**3 Conflict of Interest**

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

**4 Public Forum**

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

**5 Extraordinary/Urgent Items**

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

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

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

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

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

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

**6 Confirmation of Minutes**

6.1 Meeting minutes of Stewart Island/Rakiura Community Board, 08 October 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 Street, Stewart Island on Monday, 8 October 2018 at 8.45am.

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#### PRESENT

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

#### IN ATTENDANCE

Councillor Ebel Kremer  
Community Partnership Leader – Karen Purdue  
Community Partnership Leader – Simon Moran  
Community Engineer – Brendan Gary  
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**

Cr Ford declared a conflict of interest relating to 8.1 Chairperson's Report, specifically the Argyle Street carpark.

**4 Public Forum**

Jen Ross (Department of Conservation) – DOC Update  
Karen Bye (NZ Police) – cats, microchip scanners

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

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

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

**Reports**

**7.1 Council Report**

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

Community Partnership Leader Karen Purdue was in attendance for this item.

Items drawn to members' attention included the following:

- Water issues
- Infrastructure Commission
- Southland Regional Development Agency
- Dog control
- Libraries

- Representation Review
- CB and CDA reserves
- BERL Stage 3
- Community Futures Research and Analysis Work Programme
- Tourism Infrastructure Fund
- SIESA
- Finance

**Resolution**

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

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

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

**7.2 Financial Report for the year ended 30 June 2018**

**Record No: R/18/7/17597**

Community Engineer Brendan Gray was in attendance for this item.

**Resolution**

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

**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.**

**7.3 SIESA - Financial Report to 31 August 2018**

**Record No: R/18/10/23103**

Community Engineer Brendan Gray was in attendance for this item.

Members expressed concern over the debt incurred by some account holders, in particular those with limited liability companies.

**Resolution**

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

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

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

#### 7.4 Update from the Strategy and Policy Team

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

Community Partnership Leader Karen Purdue was in attendance for this item.

##### **Resolution**

Moved Member Everest, seconded Deputy Chairperson Lawrence **and resolved:**

**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 Roding 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.**

#### 8.1 CHAIRPERSON'S REPORT

Chairperson Spraggon updated members on his involvement in the following:

- Letter of support for Rakiura Maori Land Trust's tourist development
- Memorial service – 20 year anniversary of Stewart Island plane crash
- Future energy options
- Media interviews
- Oban Fire brigade seeking to move Emergency Management equipment to Traill Park
- Toy library discussions are continuing with Kevin McNaught
- It was suggested a resolution be passed to clarify the situation regarding the Argyle Street carpark extension.

Councillor Ford declared an interest

##### **Resolution**

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

**that the Stewart Island/Rakiura Community Board agrees that the proposed Argyle Street carpark proceeds as planned.**

## **9.1 COUNCILLOR'S REPORT**

Councillor Ford informed members about his involvement in the following topics:

- Visit to Norway (aquaculture)
- Visit to the United Kingdom
- Rakiura Heritage Centre Trust
- Renewable energy
- Stewart Island jetties
- Burl stage 3
- Visitor Levy

The meeting concluded at 10.45am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE STEWART ISLAND/RAKIURA  
COMMUNITY BOARD HELD ON 8 OCTOBER 2018

**DATE:**.....

**CHAIRPERSON:**.....

## Draft Submission from the Stewart Island/Rakiura Community Board on proposed changes to the Stewart Island Rakiura Visitor Levy

Record No: R/18/10/24803

Author: Kirsten Hicks, Committee Advisor/Customer Support Partner

Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

### Purpose of Report

- 1 The purpose of the report is to enable the Stewart Island/Rakiura Community Board to consider their submission on proposed changes to the Stewart Island Rakiura Visitor Levy

### Recommendation

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

- a) **Receives the report titled “Draft Submission from the Stewart Island/Rakiura Community Board on proposed changes to the Stewart Island Rakiura Visitor Levy ” dated 25 October 2018.**
- b) **Approves the draft submission to the Stewart Island Rakiura Visitor Levy review**

### Attachments

- A Stewart Island/Rakiura Community Board Submission on the Visitor Levy [↓](#)

Stewart Island/Rakiura Community BoardStewart Island Rakiura Visitor Levy Submission (draft)

- The Board do not want to see the allocation of these funds become the responsibility of Council but rather that the existing TAG be dispensed with, and the independent Allocations Subcommittee retain allocation responsibility. They would like the Allocations Subcommittee to consist of 1 Councillor as Chair, local Councillor, 3 approved transport operators (Real Journeys, Stewart Island Flights and ISS McKay) and 2 Community Board representatives. They do not wish to have a local Iwi representative. They wish for this group to continue to meet on the Island, in order to maximise local input and facilitate arrangements for those who wish to speak to their applications.
- The Board do not wish to have allocation categories implemented, as they believe that all funding applications should be judged on their merits, rather than whether they fit into a certain category.
- The Community Board believe that the Levy should not be available for the funding of wages, as this was not what the levy was set up for. They are in favour of the guidelines being altered in order to service loans, on the understanding that a project that requires a loan should be fully costed. Although the project may take more than 12 months to complete, the resulting commitment of funds is known and can be budgeted for.
- The Board would find a minimal levy increase of up to \$1 acceptable, to counteract inflation. They are not in favour of a greater increase as they have not seen costing justification for such a move, and firmly believe that other means of funding projects need to be investigated. They do not wish to see the levy replace funding streams that are available to other communities.
- The Community Board would be happy to have the review period set at 3 years.
- A representative from the Community Board would **like to speak to this submission, on Stewart Island.**